

OTAY WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
DISTRICT BOARDROOM

2554 SWEETWATER SPRINGS BOULEVARD  
SPRING VALLEY, CALIFORNIA

**WEDNESDAY**  
**September 5, 2007**  
**3:30 P.M.**

**AGENDA**

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETINGS OF JUNE 6, 2007 AND SPECIAL BOARD MEETING OF MAY 29, 2007
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) ADOPT RESOLUTION NO. 4105 APPROVING THE THIRD AMENDMENT TO THE METRO WASTEWATER JOINT POWERS AUTHORITY AGREEMENT REGARDING THE ADDITION OF THE CITY OF CHULA VISTA AS A PARTICIPATING AGENCY
  - b) APPROVE THE MITIGATED NEGATIVE DECLARATION FOR THE 1485-1 PUMP STATION REPLACEMENT PROJECT
  - c) APPROVE CHANGE ORDER NO. 1 TO THE EXISTING CONTRACT WITH PACIFIC HYDROTECH CORPORATION FOR CONSTRUCTION OF THE 640-1 AND 640-2 RESERVOIRS PROJECT IN THE AMOUNT OF \$116,562
  - d) FISCAL YEAR 2007 STRATEGIC PLAN AND PERFORMANCE MEASURES REPORT

- e) ADOPT ORDINANCE NO. 512 AMENDING SECTION 2.01, "AUTHORITY OF THE GENERAL MANAGER" OF THE OTAY WATER DISTRICT CODE OF ORDINANCES TO DELEGATE TO THE GENERAL MANAGER POWER TO TAKE CERTAIN ACTIONS IN CONNECTION WITH A DECLARED EMERGENCY INCLUDING EXECUTING AND AWARDED, WITHOUT BIDDING, CERTAIN CONTRACTS NECESSARY TO RESTORE THE NORMAL DISTRICT SERVICES
- f) PRESENTATION OF BOARD OF DIRECTOR'S EXPENSES FOR THE 4<sup>TH</sup> QUARTER OF FISCAL YEAR 2007
- g) REVIEW THE DISTRICT'S INVESTMENT POLICY (POLICY NO. 27) AND RE-DELEGATE AUTHORITY FOR ALL INVESTMENT RELATED ACTIVITIES TO THE CHIEF FINANCIAL OFFICER IN ACCORDANCE WITH GOVERNMENT CODE SECTION 35607
- h) ADOPT RESOLUTION NO. 4106 TO ELECT THREE REPRESENTATIVES TO THE SPECIAL DISTRICT RISK MANAGEMENT ASSOCIATION'S (SDRMA) BOARD OF DIRECTORS
- i) CONSIDER CASTING A VOTE TO ELECT A REPRESENTATIVE TO THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) BOARD OF DIRECTORS, REGION 6, SEAT B
- j) CONSIDER CASTING VOTES TO ELECT A CHAIR, VICE CHAIR AND FIVE (5) BOARD MEMBER REPRESENTATIVES TO THE ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) BOARD OF DIRECTORS REPRESENTING REGION 10

INFORMATION / ACTION ITEMS

7. FINANCE AND ADMINISTRATION

- a) ADOPT RESOLUTION NO. 4110 APPROVING THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE DISTRICT AND THE OTAY WATER DISTRICT EMPLOYEE'S ASSOCIATION, APPROVING THE SAME PROVISIONS AS WELL AS OTHER SPECIFIC BENEFITS FOR MANAGEMENT AND CONFIDENTIAL EMPLOYEES, APPROVING RECOMMENDATIONS OF THE COMPENSATION STUDY, APPROVING AMENDMENTS TO POLICIES 22 AND 24, AND AUTHORIZING THE EXECUTION AND DELIVERY OF RELATED DOCUMENTS (WILLIAMSON)
- b) ADOPT RESOLUTION NO. 4111 FOR THE DISTRICT TO PARTICIPATE IN SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY'S MEDICAL BENEFITS PROGRAM (WILLIAMSON)

- c) APPROVE THE TRANSFER OF \$408,000 FROM THE RETIREE HEALTH RESERVE TO THE GENERAL FUND (WILLIAMSON)

8. ENGINEERING AND WATER OPERATIONS

- a) CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR-END 2007 UPDATE (RIPPERGER)
- b) UPDATE REGARDING RECYCLED MISCONNECTION AT 871 HAROLD PLACE - FENTON BUSINESS CENTER IN CHULA VISTA (POSADA/RIPPERGER)

9. BOARD INFORMATION / ACTION ITEMS

- a) CONSIDER CASTING VOTES TO ELECT NINE (9) SPECIAL DISTRICTS ADVISORY COMMITTEE MEMBERS AND AN ALTERNATE SPECIAL DISTRICT MEMBER ON THE LOCAL AREA FORMATION COMMISSION (LAFCO) [WATTON]
- b) CONSIDER NOMINATING DISTRICT REPRESENTATIVES TO THE ASSOCIATION OF CALIFORNIA WATER AGENCIES' (ACWA) COMMITTEES [WATTON]
- c) DISCUSSION OF 2007 BOARD MEETING CALENDAR

REPORTS

10. GENERAL MANAGER'S REPORT

- a) SAN DIEGO COUNTY WATER AUTHORITY UPDATE

11. DIRECTORS' REPORTS / REQUESTS

12. PRESIDENT'S REPORT / REQUESTS

RECESS TO CLOSED SESSION

13. CLOSED SESSION

- a) CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION [GOVERNMENT CODE §54956.9(a)]
  - (i) HARRON v. OTAY WATER DISTRICT
- b) ANTICIPATED LITIGATION (GOVERNMENT CODE §54956.9)

1 CASE

- c) CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE §54957.6)

AGENCY DESIGNATED NEGOTIATORS:  
DAN CASSIDY, LIEBERT, CASSIDY AND WHITMORE  
KELLI WILLIAMSON

EMPLOYEE ORGANIZATION:  
OTAY WATER DISTRICT EMPLOYEE ASSOCIATION

ALL UNREPRESENTED PERSONNEL INCLUDING MANAGEMENT  
AND CONFIDENTIAL EMPLOYEES

RETURN TO OPEN SESSION

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

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

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 670-2280 at least 24 hours prior to the meeting.

Certification of Posting

I certify that on August 31, 2007, 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 August 31, 2007.

  
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Susan Cruz, District Secretary

# AGENDA ITEM 4

## MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OTAY WATER DISTRICT May 29, 2007

1. The meeting was called to order by Treasurer Bonilla at 5:08 p.m.

2. ROLL CALL

Directors Present: Bonilla, Breitfelder, Lopez (arrived at 3:53 p.m.) and Robak

Directors Absent: Croucher

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

3. APPROVAL OF AGENDA

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

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

to approve the agenda.

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

No one wished to be heard.

### WORKSHOP

5. ADOPT RESOLUTION NO. 4097, APPROVING THE FISCAL YEAR 2007-2008 OPERATING AND CAPITAL BUDGET; APPROVE FUND TRANSFERS FOR POTABLE, RECYCLED, AND SEWER; AND DIRECT STAFF TO PROCEED WITH THE PROPOSITION 218 HEARING AND NOTICES

Chief Financial Officer Beachem indicated that staff is presenting for the board's approval a \$66.2 million Operating Budget and \$34.5 million Capital Improvement

Project Budget. He indicated that this is the first time in the history of the District that the combined budgets are greater than a \$100 million.

He stated that the proposed budgets support the District's Strategic Plan objectives and projected growth of the District. The budgets will also support the maintenance of the District's reserve target levels as per the approved reserve policy and will allow the District to maintain its debt coverage ratio.

He stated that staff is recommending the following to support the proposed budgets:

- A 5.4% rate increase for potable and recycled customers
- A 1.7% rate increase for sewer customers
  - He noted that the increase is quite a bit lower than anticipated and staff will discuss what has made this possible in upcoming slides
- Continued use of reserves in compliance with the Reserve Policy
  - Spending down some reserves to target levels when there is a surplus
  - Building up other reserves to target levels through fund transfers totaling \$16 million

He stated that the desire is that the budget be approved prior to July 1, 2007 (the start of the new fiscal year). He indicated that staff will be requesting at today's meeting approval of the FY 2008 budget. He noted that the recommended rate increases, however, cannot be approved until after a hearing as required by Proposition 218. The hearing is planned to be held in either September or October of this year.

Director Bonilla inquired if the board had not already approved increases for a six-year period. General Counsel Calderon indicated that the board only approved the increases proposed in the current fiscal year (2006-2007) which became effective after the Prop 218 hearing that was held during the January 3, 2007 board meeting. Chief Financial Officer Beachem indicated that staff does project out six-years when preparing the budget each year, however, staff only requests that the board approve the budget for the upcoming fiscal year. He stated that there are a few agencies that do approve a two to three year budget and staff is exploring this possibility.

Chief Financial Officer Beachem reviewed the District's Rate Model and indicated that the objective of the Rate Model is to support the budget and maintain the financial strength of the District. He stated that the Rate Model provides staff with the optimum mix of debt, rates and use of reserves. The underpinning assumptions of the Rate Model are to:

- Meet reserve target levels in every reserve in every year
- Increase the debt coverage ratio to above 150%
- Minimize rate increases

He stated that the Rate Model is an excellent planning tool and builds confidence in the District's financial direction not only internally, but with external parties, such as, bond rating agencies, bond insurers, customers and opinion leaders. He stated that the District has good evidence of this with the recent rating upgrade the District received from the rating agencies.

He indicated that the board's direction has been that the District pass-through CWA and MWD increases, have steady small increases when required, and that staff meet the adopted target levels for each reserve. He stated that 100% of the increase proposed for the upcoming fiscal year (2008) can be attributed to increases from CWA and MWD which are higher than originally projected.

He noted that there have been some changes to the Rate Model. On the potable side, there were a number of changes that netted out one another and, overall, there was "no change." The District is where staff had anticipated and the projected rate increase of 5.4% for potable water in Fiscal Year 2008 is still on target. It is still anticipated that the same increase of 5.4% will be required in FY09 and then dropping down to 5.1% for the following three years (FY10, FY11 and FY12). He noted that there were still a number of future uncertainties that can affect rates in the future. He stated that if the City of San Diego moves forward with the SD17 project, it could save the District millions of dollars in Capital Improvement Projects and would affect the District's debt and rates. He stated that if the City of San Diego's reclaimed water rates rise or decrease or CWA and MWD change their rate projections, the District's CIP increases to cover proposed IRP Projects, growth projections change, etc. Any changes can affect our rates positively or negatively.

Chief of Water Operations Pedro Porras indicated that there are three components that affected sewer rates which lowered the proposed rate increase to 1.7%:

- Cost Shifts:
  - Power costs were more accurately split between sewer and recycled and \$61,200 was moved and charged to the recycled system
  - Labor costs of \$176,700 was also moved and charged to the recycled system
- Lowered Metro Costs of \$141,200 as the metro rates for 2006 were lower as 2006 was a dry year (no rain) and less water was sent to the Metro system for treatment.

Director Robak inquired if electrical costs to send recycled water to the City of Chula Vista were being charged to sewer customers. Chief of Water Operations indicated that the Treatment Plant has three treatment levels: 1) primary 2) secondary; and 3) tertiary. The tertiary treated water is strictly for recycled customers. He stated that in the past, the cost was split 50/50 between sewer and recycled customers. The cost is now split more accurately based on true cost of treatment. Director Robak inquired if this was the only cost of this type that was not allocated accurately. Chief of Water Operations indicated that the cost for chlorine is also part of the cost, but mainly it is the energy cost that was not split accurately. Chief Financial Officer

Beachem indicated that he does not believe the historical equity is very far off, however, the District has better tools now and can better identify and allocate costs.

Chief Financial Officer Beachem shared some financial tools utilized by the District to manage its financial position:

- Manage the CIP and Operating budgets by building the budget from \$0 (zero based budgeting)
- Set appropriate developer fees (annexation fees were reset last year and are quarterly adjusted based on the ENR index) to assure that ratepayers do not subsidize growth (growth pays for growth)
- Draw/spend down reserves and transfer available reserves per the District's reserve policy to assure they are utilized in the best way possible
- Issue debt to shift cost of facilities over the useful life of the facility so that the users pay for the new facility. Without debt, the District's rate would be significantly higher as the fund would need to be funded through cash.
- Adjust customer rates, if needed, as a last resort to maintain the financial health of the District.

He reviewed the reserves and how they will change over the next six years. He stated that at the beginning of FY08 the reserve will total \$102.9 million and at the end of the six-year period (in 2013) the District will be down to \$89 million in reserves. He stated that the reserve target is \$78.5 million in 2013. He noted that the District will be issuing debt in 2009 and 2011 (each to cover a two year period) and this is the reason that the reserve totals increase in those years, but then drop down closer to target levels as the funds are utilized for CIP projects. He also noted that the gap between the reserve target figure and the projected reserve balance is due mainly to the sewer reserves. He indicated that the general replacement and sewer funds are over target as there are a number of future uncertainties. He stated that if the city of San Diego's sewer treatment waiver is not renewed, the impact to sewer will be significant and the reserves may not be enough to cover the impact. The District is also looking to develop a formal replacement plan and when it is complete, the District may have a significant need for sewer replacement. Until the uncertainties are resolved, staff recommends that the reserves be held should they be required.

Chief Financial Officer Beachem indicated that staff is also recommending the transfer of funds totaling \$16 million to maintain target reserve levels. He stated that the transfers will follow the Reserve Policy guidelines. He reviewed the transfers in detail (see attached copy of presentation).

Director Robak inquired if the recommended transfers were consistent with what has been done in the past. Chief Financial Officer Beachem indicated that it is consistent with last year.

Chief Financial Officer Beachem presented a graph showing how Otay's proposed water rate compares with other county water agencies based on the average

residential water use of 15 units. He stated that the District would be about eighth from the bottom (lowest cost) among the 22 agencies surveyed which is about the same level as last year. He noted that when developing the chart, some agencies were uncertain of what their rate increase would be. The District projected a 6% rate increase for these agencies. With an average residential water use of 10 units (conserving water user), the District's proposed water rate would place it about sixth from the bottom (lowest cost).

He presented a similar graph for the proposed sewer rates and among the 28 surveyed sewer providers, Otay falls within the middle (13<sup>th</sup> from the bottom).

It was discussed that the District's sewer rates are higher than the County of San Diego because of the size of its customer base. The base is much smaller than the County (5,000 versus 24,000), so the District does not have the benefit of economies of scale as the County.

Chief Financial Officer Beachem also presented a slide illustrating the District's debt ratio from 2008 through 2013. He indicated that the debt ratio without growth revenue will stay above the required 125% debt coverage ratio and will climb above the 150% target by 2013.

He stated that the District will not be issuing debt in FY2008, but will be proposing that the District issue debt in the next fiscal year. Staff is recommending \$16 million in fund transfers and the following rate increases:

- 5.4% for Potable
- 5.4% for Recycled
- 1.7% for Sewer

Accounting Manager Rita Bell then reviewed staff's proposal in how the rate increases will be implemented into the rates. She indicated that it is very challenging to set rates. When a 5.4% rate increase is implemented, it does not mean that every fee will increase by 5.4%. She stated that staff tries to balance the fees by:

- Maintaining a ratio between fixed and variable charges
  - BMP 11 recommends that fixed fees be no more than 30% of the fees
- Making an effort to match revenue and costs:
  - For example, when passing thru CWA energy increases, staff tries to match the increase based on the district's actual cost
- Making an effort to keep the rate structure between potable and recycled equitable, such that, fees are matched to the actual service

She indicated that for potable, the increase is purely to cover the cost of water for FY08 and is a pass-through rate increase from our wholesale water suppliers. She presented a chart showing how the variable rate increase would affect rates based on how many units a customer utilized:

<u>Units Use</u>	<u>Existing Rate</u>	<u>Proposed Rate</u>
0-5	\$1.08/unit	\$1.12/unit
0-10	\$1.78/unit	\$1.85/unit
11-35	\$1.94/unit	\$2.01/unit

She noted that staff is proposing an increase in the energy charge of 5.25%. This charge has not been changed since 2000 and will ensure energy charges collected matches potable pumping costs to deliver water. It is recommended that the system fee be increased 9% from \$11.30 per residential customer to \$12.30. She indicated that staff researched this fee with other agencies and Otay is still below the norm of other agencies and is in compliance with BMP 11. This fee will add stability to the District's revenue stream. She noted that if the District had a high rainfall year, the water revenues would be reduced, but the fixed fees would provide revenues to cover the District's fixed costs.

Accounting Manager Bell reviewed the CWA and MWD fixed charge increase and indicated that a \$.30 increase for the average residential customer (utilizing a ¾" meter) is being recommended. Director Breitfelder inquired if the fee was raised last year. Accounting Manager Bell indicated that the fee was raised from \$2.85 to \$3.55 last year. She stated that it was a larger increase last year because the fixed costs had increased over \$1 million last fiscal year and this year it increased \$562,000.

Accounting Manager Bell indicated that staff is also recommending a 5.4% increase in the recycled rate. She stated that it is proposed that the recycled variable rate be increased by 1% to maintain the rate structure ratio wherein recycled cost is 85% of potable cost. Staff is also recommending a 5.25% energy charge increase to match the potable energy charge and an increase of 26.5% in the District's system fee. This increase will bring recycled customers in-line with potable customers (system fee plus CWA's and MWD's fixed charge). She presented a chart showing the current and proposed rate for the recycled system fee (see attached copy of presentation) and noted that a 2" meter customer's system fee would be increased from \$59.60 to \$75.40. She explained that because such customers' fixed charge is relatively small to their usage—these are large consumption customers—their overall charge would still be a 5.4% increase.

Accounting Manager Bell indicated that staff is recommending a 1.7% increase in monthly sewer rates. She stated that the average sewer customer's bill would increase from \$32.70 to \$33.25 and through the new winter-consumption based methodology, this increase would be spread evenly between fixed and variable charges. This will meet the legal requirement to have a nexus between cost and rates (customers who use less water would pay less and customers who use more would pay more).

Director Bonilla inquired how many potable ¾" meters were being served compared to 1" meters. Accounting Manager Bell indicated that she did not have the figure available at the moment, but she would provide the information. Director Lopez inquired concerning the energy charge if it had been increased or decreased since

2000. Accounting Manager Bell indicated that the District decreased the charge in the late 1990's, however, it has not increased the charge since 2000.

Chief of Engineering Rod Posada indicated that the Otay Water District has experienced unprecedented growth since 1998 and the City of Chula Vista remains one of the fastest growing cities in the United States. He stated that the housing market in the region, however, is slowing down to a more normal pace. He indicated that the District expects that meter sales will increase from 870 in FY07 to 1030 in FY08. He indicated that it is expected that growth will increase 2.1% (a slight increase from last year of 1.8%) and material and labor will increase 5% in FY07 and in FY08. He stated that facilities for expansion, betterment and replacement are included within the CIP and expenditures are planned to be as level as possible.

He stated that the material and labor costs are based on the Economic Study (dated Jun 9, 2006) which was commissioned by CWA. He stated that they concluded that costs will increase by approximately 10% over the next two years (FY07 and FY08) for construction work such as pipelines, pump stations, flow control facilities, etc. He stated that staff also investigated the Engineering News Record (ENR) and it indicates that the cost of cement and aggregate is increasing at a faster rate, while steel is decreasing in cost.

He stated that the CIP is developed based on the District's Water Resources Master Plan (WRMP), Urban Water Master Plan (UWMP) and the Integrated Water Resources Plan (IRP). He stated that all projects within the plans goes through an iterative process evaluating the financial, growth and service levels of each project. The proposed six year CIP Plan (FY08 through FY2013) is then developed from this iterative process.

Staff also evaluates the condition of existing facilities, condition of operating systems, water and sewer deficiencies, regulatory and permitting requirements, developer project schedules, economic outlook and growth projections and board and management directives. He stated that last year, the District estimated its six-year CIP cost at \$221.7 million. He stated that this year, the upcoming six-year CIP cost is estimated at \$191.5 million. The reason for the reduction is that the high cost projects have been completed, such as the 30" Recycled Water Pipeline Project, and are no longer included in the six-year CIP plan.

Chief of Engineering Posada indicated that the CIP Budget is broken down into four categories. He reviewed the CIP cost difference between FY07 and FY08:

	FY07	FY08
• Capital Backbone	\$28.1 M	\$24.9 M
• Developer Reimbursement	\$ 3.4 M	\$ 1.5 M
• Replacement/Renewal	\$ 3.9 M	\$ 6.6 M
• Capital Purchases	<u>\$ 1.7 M</u>	<u>\$ 1.5 M</u>

TOTAL:           \$37.1 M           \$34.5 M

He noted that replacement and renewals are increasing to \$6.6 million as the District is moving more toward a maintenance enterprise from an expansion enterprise. He stated that we would see this area increase in the future. He stated that the FY08 CIP plan requires \$34.5 million.

Director Breitfelder inquired why there was a dramatic difference in the six-year CIP total between FY07 and FY08. General Manager Watton indicated that the District is now moving forward to FY08 and dropping FY07 from the six-year CIP plan. He stated that based on studies, projects will also move forward or move out of the six-year period. He stated that we are primarily seeing that projects are moving out further based on studies and needs. He also shared that if SD17 is completed, several projects will be dropped from the CIP plan.

Chief of Engineering Posada reviewed the major projects within the capital backbone category (please see attached copy of presentation) for both potable and recycled water.

Director Robak noted that the project noted under "Potable Water" projects, Otay River Groundwater Well Demineralization/Development and the Otay Mountain Groundwater Well Development project, would only move forward if the studies showed that the project is sensible/worthwhile and financially feasible. Chief of Engineering Posada indicated that that was correct.

Chief of Engineering Posada also noted that SD17 is another project that is in negotiations/exploratory stage and could possibly not be built. He stated that if SD17 is not built, other projects will be added to the CIP plan in its place. He stated that all other projects listed are planned for construction.

Chief of Engineering Posada presented a slide presenting the details of all CIP projects that are in contingency, slated for construction, and scheduled to be completed in FY08 and their projected costs (see attached copy of presentation). He noted that in FY08, 26 CIP projects have increased in cost, 15 have decreased in cost and 24 have remained unchanged. He stated that the total net change was \$112,000, or .06% of the total proposed CIP budget of \$191,500,000 for FY08. He also shared that included in the FY08 CIP budget are three (3) projects that will require an additional year of cost and two (2) projects that changed in budget approach and scope that are now showing in the six-year review with a total cost of \$4,142,000. He reviewed the CIP's that increased, decreased, remained unchanged, and that changed in approach or required an additional year in detail (see attached copy of presentation).

Director Robak indicated that it was difficult to determine which project was which. For instance the 640-1&2 Reservoir, where is this project located. He inquired if there was a way to hyperlink the CIP that is on the network to a map with information about the project. Chief of Information Technology Stevens indicated that that can certainly be done. He stated that staff could create a layer in the GIS project that links to information about CIP projects.

Chief of Information Technology Geoff Stevens indicated that the Information Technology projects are focused on three major items.

- Improving the quality and integrity of the District's data.
- Adding new technology projects that take advantage of innovation
  - Adding GPS technology to the field vehicles
  - Implementing automation in the field
- Integrating the key District data systems, such as, GIS, utility billing, finance systems and IMS.

He stated that the District is continuing to improve the integration of the OIS systems and is starting to see the benefits from the integration. Business processes are becoming more efficient (processes are speeding up) and the systems' data is becoming much more accurate. The District can also run reports automatically with the new systems. He noted that a second data center is being added in the operations building which will further improve reliability. He also stated that the new field mobile computers are allowing data to be input into the work orders as work is completed in the field. He stated that these systems are increasing speed and accuracy which is enabling the District to hold the employee headcount steady and, thus, reduce costs.

Accounting Manager Bell indicated she wished to follow-up on Director Bonilla's question earlier during the meeting concerning the current number of District potable meters. She indicated that the District has approximately a total of 45,600 meters of which 92% are residential and 8% are commercial. She stated of the 45,600 meters, 91.7% are ¾" meters.

She then continued with staffs' presentation on the budget and indicated that staff is presenting a balanced budget which represents a diversified water supply. The budget includes water purchases from CWA and the City of San Diego for both potable and recycled water. She indicated that debt is no longer shown in the General Fund and will be included in the rate model within the funds that receive the debt funding. Lastly, property tax revenue assumptions are based on a better methodology and she indicated that the total estimated property tax revenue would be presented later during the meeting.

Accounting Manager Bell indicated that staff is projecting to serve approximately 48,640 individual customer accounts in the upcoming fiscal year (FY08). She stated that Finance had worked with the Engineering Department to develop the six-year meter sales projection (by potable, recycled and meter size) and had estimated last year a growth rate of 1.8%. She indicated that the District will be on target with this estimate. Next year, a 2.1% increase in potable meter sales and a 4.8% in recycled meters sales are projected. She presented a slide showing historical meter sales from FY03 to projected sales through FY13 and noted that at the height of growth in FY03 the District sold just under 2500 meters. She noted that sales have dipped to under 1000 meters in FY06 and is expected to climb to

approximately 2000 meters in FY13, but sales are not expected to hit the FY03 levels in the future.

She indicated that potable revenues are expected to increase 10.1% or \$4,375,700 which includes revenues from water sales, system fees, energy fees, MWD and CWA fixed fees and penalties. She noted that recycled revenues are expected to increase 33.3% or \$1,491,900. The increase in revenues includes credits from MWD and CWA for recycled water sales, water sales, system fees, energy fees and penalties. She stated the increases are related to growth and rate increases from the prior year and upcoming year.

Director Robak inquired if there was a specific timeframe in which the District can receive those credits. It was noted that the agreement with MWD expires in 2016 and CWA's expires in 2022 for the credits. The credits are based on the District's acre foot (AF) sales of recycled water. CWA's rate per acre foot is reviewed yearly and could be adjusted (generally it is increased, but it could also be adjusted downward). It was noted that the credit was increased this year to \$200/AF. MWD's credit is fixed at \$185/AF.

Director Bonilla inquired how staff determines penalty revenues. Accounting Manager Bell indicated that staff looks at water sales. If water sales are expected to increase 5%, then penalties are expected to increase 5%. It was noted that the district did not collect all penalty fees last year as some issues occurred during the implementation of the fees within the new system. The issues have been fixed and the District will be collecting all penalty fees. Director Bonilla indicated that he would like to review the penalty fees at a future meeting.

Director Bonilla indicated that he is scheduled to take a flight that evening and must leave in approximately ten minutes. He indicated that he would like to make a motion to vote on the FY08 budget prior to the completion of the presentation. Following the vote, the board could continue with staffs' presentation.

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

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

to adopt Resolution No. 4097 to approve the 2008 Operating and CIP Budget, approve the fund transfers, and direct staff to proceed with the Proposition 218 hearing and notices for the recommended rate increases. If there are any material changes when continuing staffs' presentation, that the budget would be brought back for consideration and a revote by the board at another meeting.

Accounting Manager Rita Bell continued staffs' presentation and indicated that staff is projecting a 4.3% increase or \$111,000 in sewer revenues. The increase in revenues is mainly due to the rate increase implemented during the last half of the

fiscal year and the proposed 1.7% rate increase that will be implemented in January 2008. She stated that the revenues also include penalties.

She noted that other revenues include:

- Meters Fees increasing by 14.4% (\$40,000) due to higher meter sales estimates based on growth (1.8% in FY07 to 2.1% in FY08)
- Capacity Fees increasing by 41.4% (\$414,300) due to under-budgeting of operating projects funded by capacity fees in the prior year
- Non-Operating Income increasing by 0.4% (\$6,100) due to:
  - Grant revenue increase of \$172,000 and there is a related expense which will be presented later during staffs' presentation
  - Property rentals decrease of \$230,000: This is tied mainly to the cell site leases as many of the cell site contracts were not signed and there is rental income associated with the cell sites.
- Tax Revenues increasing by 16.8% (\$576,400) due to:
  - 5% growth in FY08 (This percentage was an estimate from the County of San Diego. It is very conservative figure. However, based on the housing market, staff did not wish to be too aggressive with the growth figure.)
  - 11.8% adjustment to FY07 projection which is based on what was actually collected in FY07.

Director Robak inquired when staff refers to cell sites leases, were they referring to existing leases not being renewed. Accounting Manager Bell indicated that they were new cell site contracts that were pending. She stated that last fiscal year the District had nine pending contracts and three were completed. She stated that the pending contracts may or may not happen.

She reviewed the details of the estimated FY08 expenditures for water (see attached copy of presentation) which is projected to be \$66,169,200. This is \$7,098,600 above FY07 budgeted expenditures. She also presented a slide showing the District's sources of water, which includes the new sources of potable water from the City of San Diego's Lower Otay Reservoir and reclaimed water from their South Bay Water Reclamation Plant. She noted that the Lower Otay Reservoir will not be able to operate at maximum as previously anticipated, so the District has revised its estimate to a match what the city is able to deliver. As such, the District will not be purchasing as much water as it originally estimated from the Lower Otay Reservoir. Accounting Manager Bell indicated that the change is revenue neutral as there is an expense offset of lower fuel costs as the District will no longer need to pump as much water from the Lower Otay Reservoir into the District's service area.

She stated overall, the District has a water cost increases of 11.1% or \$3,014,300 which includes:

- Variable Cost Increase
  - Potable increase of \$2,765,900

- Estimated water purchases reflects the District's growth increase of 2.1%
  - Recycled decrease of \$313,700 as the District will be purchasing less expensive water from the City of San Diego South Bay Water Reclamation Plant.
- Fixed Cost Increase of \$562,100
  - Represents rate increases from MWD/CWA and City of San Diego

Accounting Manager Bell indicated that power cost for FY08 will increase 4.7% or \$127,000. This includes the following cost increases:

- Water demand increase of 2.1%
- SDG&E rate increase of 2.5% effective on January 1, 2008
  - She noted that the increase is mainly attributed to SDG&E rebates going away in FY08 and, thus, the District will be paying the full cost for power
- New pumping costs from the South Bay Water Reclamation Plant to the District's recycled service area

Chief of Administration Rom Sarno reviewed the labor and benefits expenditures proposed for FY08. He indicated that the senior management team reviewed personnel requests from the departments based on work load requirements and existing vacancies. After the review, it was determined that the District can delete two vacant positions reducing the FTE count from 174.75 to 172.75. General Manager Watton indicated that the two positions were from the Engineering Department. He stated that staff is always evaluating vacancies and where it can redeploy human resource assets. He stated that the Engineering Department recently did a study on outsourcing and the department needs. It was determined that, with the additional outsourcing, the department was able to delete the two vacant positions. It was noted that the workload is not being reduced, the District is just utilizing a different means to accomplish the work.

Chief of Administration Sarno indicated that salary and fringe benefits increased 6.8% or \$998,100. He reviewed the costs in detail (see attached copy of presentation) which included a labor cost decrease of 0.2% or -24,500 due to vacancies, two deleted positions, in-range adjustments and a cost of living increase of 3%; benefit cost increases of \$223,500; and the shifting of labor cost from the CIP budget to the Operating budget totaling \$797,800.

Accounting Manager Bell then reviewed the District's estimated administrative costs which increased 25.6%. She stated the increases are due to three main categories:

- Significant long-term planning projects in the Engineering Department
  - Water Resources Master Plan (\$250,000)
    - This is a two-year project and it is estimated that the District will spend approximately \$500,000 over two years
  - Rehabilitation and Replacement (\$150,000)

- It is estimated that the project would cost approximately \$400,000 over two years.
- Costs Associated with Conservation Grants
  - Incentive budget was increased to \$259,900 for the following projects/programs
    - Valhalla High School Artificial Turf Installation Project, \$90,000
    - Monte Vista High School Artificial Turf Installation Project, \$120,000
    - Cash for Plants Program, \$20,000
    - Large Landscape Program, \$18,500
  - Offsets to the Incentive budget include:
    - Valhalla High School Artificial Turf Installation Project Grant of \$50,000
    - Monte Vista High School Artificial Turf Installation Project Grant of \$100,000
    - Cash for Plants Program Grant of \$14,000
    - Large Landscape Program Grant of \$8,000
  - The total net budget impact is \$78,900
- One-time legal expenses for pending litigation of \$538,000.

Director Robak inquired if the District has money budgeted for artificial turf installation incentives for residential customers. Conservation Manager William Granger indicated that the monies budgeted for artificial turf incentives are mainly for commercial installations. He stated that the "Cash for Plants" program does have a little flexibility and provides incentives for artificial turf installation (about 25% of single family homes could involve some artificial turf installation). There are conversations at CWA to explore the Las Vegas model and in July the MWD board will vote on a program which reimburses homeowners \$.30/square foot for the installation of artificial turf. He stated that CWA is proposing \$.20/square foot for a total incentive of \$.50/square foot for both commercial and residential customers. It was noted that the District does not have its own incentive, but is eligible to provide the \$.50/square foot incentive to its ratepayers.

Accounting Manager Bell indicated that material and maintenance expenses decreased 3.7% or \$170,800 overall for FY08. She noted the decreases included:

- Metro O&M costs are down for an overall decrease of \$141,200
- Fuel & Oil decreased overall by \$196,000 due to:
  - The need to pump less water from the City of San Diego's Lower Otay Reservoir which decreases fuel costs by \$209,400 which is offset with an overall fuel cost increase of \$13,400
- Increase in cost of contracted services of \$107,500 which includes janitorial services, air conditioning repair/maintenance, landscaping services, painting, gates and fencing, and parking lot maintenance.
- Increase in supply costs of \$58,900 for chemicals, meters, parts and supplies (mainly in the operations department).

She indicated that the last area she wished to cover was the District's reserve funding. She noted that last fiscal year the District mainly funded its replacement reserve. Staff is recommending that the District fund the Replacement, Expansion and Betterment reserves from the General Fund in addition to the \$16 million reserve fund transfers. She stated the funding would be in accordance to the Reserve Policy.

She summarized the revenues and expenditures budgeted for the District's services for FY08:

• Potable Revenues and Expenditures	\$57,235,500
• Recycled Revenues and Expenditures	6,125,200
• Sewer Revenues and Expenditures	<u>2,819,400</u>
TOTAL of	\$66,180,100.

Accounting Manager Bell indicated that staff is presenting a balanced budget which meets the needs of its customers and is supported by a proposed 5.4% potable and recycled water rate increase and a 1.7% sewer rate increase. She noted that the rate increases would be presented for approval following a Proposition 218 Hearing which is scheduled to be held in September or October 2007.

Chief Financial Officer Beachem indicated that the District's rate model and budget build process provides staff a high level of confidence that the District is firmly grounded financially and is headed in the direction of the District's policies. He thanked the board for approving the FY08 budget.

Director Robak inquired with regard to the category "General Expenses" what the expenses included. Accounting Manager Bell noted that the items included in "General Expenses" can be referenced on page 35 of the presented proposed budget document (attached). It includes legal fees, general insurance, interest and benefits.

Director Robak also inquired how the District would plan for its finances during a drought. Chief Financial Officer Beachem indicated that as part of the BMPs, the District evaluated, approximately nine months ago, what a drought would do to the District's rates and reserves. He stated that with reduced water sales through mandatory cutbacks, the District would need to draw on its reserves as revenues would decrease. The District then would need to replenish the reserves through rate increases. He stated that a drought would not have a large dramatic affect, as the District plans its budget each year based on a six-year window, so the impact would be spread over the six years.

General Manager Watton also noted that there could be spike increases from MWD and CWA which would also need to be factored into the six-year rate model. He stated, again, with a six-year window, the effect on rates is "smoothed" over a six year period.

Director Breitfelder indicated that he recalled the District discussing a multi-phase plan for drought management. He inquired if the District had formally adopted a plan. General Manager Watton indicated that staff had touched upon it when discussing bonding and other District policies in case of a drought, however, he did not believe a plan was formally adopted. Director Breitfelder indicated that he recalled a workshop approximately a year ago in which staff had presented a very well thought out plan. He indicated that if the District had not adopted something formally, he felt that it should do so.

General Manager Watton suggested that staff could bring a discussion back in approximately three to four months. He stated that the District is currently working to schedule a Joint Agency Board Meeting with Helix WD, Padre Dam MWD, Sweetwater Authority and Lakeside ID to discuss water supply. Following this meeting, the District could schedule a follow-up meeting/workshop to discuss the District's plan for drought management.

Director Lopez commended staff for their good work on the budget. General Manager Watton asked Chief Financial Officer Beachem to convey to staff the District's thank you for their hard work. He thanked the board for their support.

6. ADJOURNMENT

With no further business to come before the Board, Vice President Lopez adjourned the meeting in at 5:37 p.m.

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President

ATTEST:

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District Secretary

# AGENDA ITEM 4

## MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE OTAY WATER DISTRICT June 6, 2007

1. The meeting was called to order by Vice-President Lopez at 3:33 p.m.

2. ROLL CALL

Directors Present: Bonilla, Breitfelder, Lopez and Robak

Directors Absent: Croucher

Staff Present: General Manager Mark Watton, Asst. GM Administration and Finance German Alvarez, Asst. GM Engineering and Water Operations Manny Magana, General Counsel Yuri Calderon, Engineering Manager, Ron Ripperger, Chief of Information Technology Geoff Stevens, Chief Financial Officer Joe Beachem, Chief of Engineering Rod Posada, Chief of Operations Pedro Porrás, Chief of Administration Rom Sarno, Payroll/AP Supervisor Sean Prendergast, District Secretary Susan Cruz and others per attached list.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

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

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

to approve the agenda.

5. APPROVAL OF MINUTES

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

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

to approve the minutes of the regular board meeting of March 7, 2007.

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 Breitfelder, seconded by Director Bonilla and carried with the following vote:

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

to approve the following consent calendar items and pulling Agenda Item 6(f) for discussion:

- a) APPROVE A BLANKET PURCHASE ORDER TO KIRK PAVING FOR AS-NEEDED ASPHALT PAVING SERVICES FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008 IN AN AMOUNT NOT TO EXCEED \$175,000
- b) INFORMATIONAL ITEM ON OTAY WATER DISTRICT’S BID PROCESS FOR THE CONSTRUCTION OF CAPITAL IMPROVEMENT PROJECTS
- c) AWARD A CONTRACT TO ENVIRONMENTAL FABRICS, INC. FOR THE MAINTENANCE OF FLOATING RESERVOIR COVERS IN THE AMOUNT OF \$164,400
- d) UPDATE ON THE 36-INCH PIPELINE, SAN DIEGO COUNTY WATER AUTHORITY OTAY FCF NO. 14 TO THE REGULATORY SITE PROJECT
- e) ADOPT ORDINANCE 511 AMENDING SECTION 27, REQUIREMENTS AND LIMITATIONS FOR OBTAINING WATER SERVICE, OF THE OTAY WATER DISTRICT CODE OF ORDINANCES
- g) INFORMATIONAL REPORT ON INVESTMENT STRATEGY AS IT PERTAINS TO CERTIFICATES OF DEPOSITS

Agenda item 6(f) was pulled for discussion as follows:

f) INFORMATIONAL REPORT REGARDING A REQUEST BY THE SYCUAN BAND OF THE KUMEYAAY NATION TO ANNEX INTO THE OTAY WATER DISTRICT SERVICE AREA

Director Breitfelder requested that Agenda item 6(f) be pulled for discussion. He indicated that he felt that this item is potentially a historic issue for the District and he would like more background information.

General Manager Watton indicated that this item is to make the Board aware that staff is in discussions with the Sycuan Band of the Kumeyaay Nation and their desire for water and sewer services to their 640 acre reservation. This acreage is in the special study zone with LAFCO and may be annexed to either Padre Dam MWD or Otay. The tribe made a business decision to approach Otay for annexation. He indicated that staff is following the usual annexation process for Sycuan as it follows for any other annexation processed for developers or homeowners. There are no special arrangements or fees for Sycuan. He stated that staff wished to make the board aware of any discussions with Sycuan as sometimes there are some political implications with tribal annexations.

He indicated that the tribe had approached Otay five or six years ago regarding annexation but there were some concerns about sovereignty and the requirements to annex into a utility district. The tribe has resolved these issues and realizes that their sovereignty is not at issue although they do have to subject themselves to the regular policies, procedures and fees of the District. It is expected that the LAFCO process will take two years. If there are delays in the process, it could take three to four years.

Director Robak asked if the local planning groups have been apprised of this annexation with respect to the potential for sewer service availability to Jamul residents. General Manager Watton indicated that the annexation addresses the provision of water and sewer services to the reservation so the planning groups are not involved. However, the LAFCO process is a very public process. There will be notices posted so residents and/or planning groups will be aware of the potential annexation. As far as land use on the reservation, planning groups will not have a say. Through the LAFCO process, the sewer service could possibly be restricted for use by other land uses in the area.

## INFORMATION / ACTION ITEMS

### 8. ENGINEERING AND WATER OPERATIONS

a) FISCAL YEAR 2007 THIRD QUARTER CIP REPORT (POSADA / SIMMONS)

Engineering Manager, Ron Ripperger, presented to the Board the Fiscal Year 2007 Third Quarter CIP update which highlights the status of CIP expenditures, significant issues and progress milestones on major projects.

He indicated that the 640-1 and 640-2 reservoirs project is one of the District's largest projects. The contractor has done a significant amount of earthwork and is in the process of pouring the foundation for the first reservoir.

The 680-1 Recycled Water Pump Station is complete and the District celebrated the dedication and grand opening on June 1, 2007.

He stated that staff had prepared a six-year rolling CIP report and this presentation is the quarterly portion of that report. He indicated that the report includes details regarding the budget, allocation of funds, project costs, location, description, justification and scheduling. This fiscal year there are 91 projects totaling \$37.1 million.

Overall, expenditures through the 3<sup>rd</sup> Quarter are approximately \$22.9 million which is 82% of the targeted expenditures for this quarter. Construction change orders are low at 1.09%.

A map listing the major CIP projects with a legend of the different phases of construction was presented. Some of the flagship CIP projects in construction were highlighted. They are:

- 450-1 Reservoir and 680-1 Recycled Water Pump Station. The reservoir and the pump station are substantially complete. The project is expected to be completed in June 2007.
- SR-905 Utility Relocations project was started in September 7, 2006 and is expected to be completed in the Fall of 2007. This project includes the relocation of three pipelines crossing under SR-905.
- LOPS Access Road project started in January 2007 and was completed in March 2007.
- The 640-1 and 640-2 reservoirs project consists of construction of two 10 million gallon circular concrete reservoirs. Expected completion is August 2008.
- 30-inch Recycled Water Pipeline Project was completed in May. This project consists of six miles of 30-inch pipeline for recycled water from the City of San Diego's South Bay Water Reclamation Plant to Otay's 450-1 Reservoir and 680-1 Pump Station.
- Negotiations are still underway with the City of San Diego and the SD17 Agreement regarding acquiring at least 30 million gallons per day of local treatment capacity from the City of San Diego from its Water Treatment Plant.

- Staff is preparing the preliminary design report and reviewing alternative alignments for the 36-inch pipeline project from FCF No. 14 to the Regulatory Site. Design is on schedule.

A chart was presented showing the status of consultant contracts through March 31, 2007. The chart lists the projects and the stage of each project i.e. planning, design, public services, construction/inspection and environmental.

There was discussion regarding determination of the final alignment for FCF 14. Staff indicated that a meeting will be held with Cuyumaca College to determine the best alignment around the college. It was noted that there is a preserve in the path of the alignment that staff would prefer not disturb.

Director Lopez inquired as to the status of the punch list for the 36-inch recycled pipeline. Staff indicated that the punch list is complete and the Notice of Completion has been filed with the County Recorder's Office. The project is currently in the one-year warranty period.

## 9. ADMINISTRATION AND FINANCE

### a) FISCAL YEAR 2007 THIRD QUARTER DIRECTORS EXPENSES UPDATE (PRENDERGAST)

Payroll and Accounts Payable Supervisor, Sean Prendergast, indicated that Policy 8 of the District Code of Ordinances requires that staff present a quarterly update of Directors' expenses and per diems. He indicated that this item was also reviewed by the Finance, Administration and Communications Committee at a meeting held on May 22, 2007.

He presented slides showing in detail each director's expenses for the third quarter of fiscal year 2007 (January to March 31, 2007) and total expenses for each. He indicated that the total board of directors' expenses and per diems for the third quarter was \$8,779.91. The total expenses and per diems to date for fiscal year 2007 is \$19,532.84. Staff projects that the total at the end of fiscal year 2007, July 1, 2006 through June 30, 2007, to be \$26,044.00.

### b) APPROVE THE ISSUANCE OF NINE (9) PURCHASE ORDERS TO VARIOUS VENDORS FOR THE PROVISION OF EQUIPMENT AND SOFTWARE MAINTENANCE SUPPORT; GIS SOFTWARE LICENSES AND SOFTWARE INTEGRATION SERVICES; COMPUTER HARDWARE, A TAPE LIBRARY AND STORAGE AREA NETWORK DEVICE; NETWORK MONITORING AND SUPPORT SERVICES; TELEPHONE, CELL PHONE AND INTERNET SERVICES; BILL PRINTING SERVICES; NETWORK DESIGN AND IMPLEMENTATION SERVICES; AND RECORDS SCANNING AND STORAGE SERVICES; TOTALING APPROXIMATELY \$594,000 FUNDED THROUGH THE

PROPOSED FISCAL YEAR 2008 OPERATIONS BUDGET AND  
\$324,000 FROM THE PROPOSED CAPITAL BUDGET (STEVENS)

General Manager Watton indicated that this item was considered and approved by the Finance, Administration and Communications Committee. However, due to the detail and amount of each item, the committee recommended presentation to the full Board.

Chief of Information Technology Geoff Stevens indicated that staff is presenting the proposed technology expenses that exceeds the General Manager's authorized approval limit of \$50,000 for the board's approval. He stated staff wished to provide the Board a better overall view of the costs for the equipment and services required to support the daily operations of the District's information and customer billing systems. He stated that all items presented have gone through the formal competitive bid process and are contained within the FY08 budget that was recently approved.

Director Bonilla requested a breakdown of costs for each item listed in the staff report. Mr. Stevens indicated that there is a summary listed on page three of staffs' report and he would review each item listed in detail for the board. He stated that the first item for Eden Software Licenses in the amount of \$105,000 is for the software licenses for the District's financial billing, payroll and permitting system. He noted that is part of a standard maintenance agreement which is 20% of the purchase price of the system.

The \$70,000 fee to DCSE is for two items: 1) licenses to run the GIS viewer software on the field mobile laptops; and 2) integration consulting services required by DCSE to assist with the integration between the GIS software and the work management software.

The DataProse contract of \$130,000 is for bill printing and covers all costs associated with printing 600,000 bills forwarded to customers each year.

The AT&T annual fees, \$90,000 of the \$115,000, is for the District's contract for telephone support and internet connectivity.

The \$72,000 requested for Verizon Wireless is for services for cell phones, blackberry phones, and air-cards for the field mobile laptops.

There are two components to the Network Insight fee of \$90,000. One is the 24/7 monitoring of all of the devices within the data center. This avoids the District from having a 2<sup>nd</sup> or 3<sup>rd</sup> shift to monitor the District's system. The fee also includes up to 100 hours of support services for miscellaneous network maintenance services.

Carmel Business Systems of \$12,000 (of a \$100,000) is for annual support for the records management function.

The Softchoice fee of \$165,000 is for the purchase of two pieces of computer hardware; a tape back-up library and a storage area network device that will be added to the system. The second storage area network device will allow staff to store and back-up data. Also included in the fee is some labor associated with the implementation of the new system.

The Logicalis fee of \$75,000 includes \$25,000 for labor associated with hardware systems integration for the data system and \$50,000 for labor associated with implementing the above two pieces of computer hardware.

The AT&T BackUp T3 in the amount of \$25,000 (of a total of \$115,000) is for a contract to provide internet T3 support. This will increase the capacity of the system from 1.5 mega hits per second to 20 mega hits per second. The demand for internet bandwidth is increasing and this upgrade is needed for field mobile components.

The last item is a contract with Carmel Business Systems in the amount of \$88,000 (of a \$100,000) for scanning all district records. This expense is necessary for the new software that will allow staff to locate records electronically.

There was discussion regarding the District's level of security and how the system can be enhanced with the current technology available. Director Lopez commented that he would like to see that the equipment and system is accompanied with adequate security measures. Mr. Stevens indicated that as more information becomes digital, the security information itself will be digital. Security technology is an important aspect for the district and staff will continue to explore and use current technology to improve security system.

Director Lopez indicated that it has been some time since the board received a report on security and he requested an update presentation for the board on District security.

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

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

to approve the issuance of nine (9) purchase orders as per staff recommendation.

#### 10. BOARD INFORMATION / ACTION ITEMS

- a) CONSIDERATION TO NOMINATE A DISTRICT REPRESENTATIVE FOR AN ALTERNATE SPECIAL DISTRICT MEMBER ON THE SAN

DIEGO LOCAL AGENCY FORMATION COMMISSION (LAFCO) AND A  
LAFCO SPECIAL DISTRICTS ADVISORY COMMITTEE MEMBER

General Manager Watton indicated that LAFCO is holding their regular elections which includes an open seat due to a resignation. This election will fill an Alternate Special Districts Member seat and nine positions on the Special Districts Advisory Committee. He indicated that the Finance, Administration and Communications Committee considered this item and recommended that Director Gary Croucher be nominated for the Special Districts Advisory Committee.

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

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

to nominate Gary Croucher to LAFCO's Special Districts Advisory Committee.

b) DISCUSSION OF 2007 BOARD MEETING CALENDAR

There were no changes to the Board meeting calendar. A request was made that a Board workshop be scheduled.

REPORTS

11. GENERAL MANAGER'S REPORT

General Manager Watton indicated that staff received an award from the American Society of Civil Engineers which is recognition by their peers of the work our Engineering Department is doing on a daily basis.

He indicated that Otay Water District received a Golden Watchdog Award from the San Diego Taxpayers Association for the District's recycled project. He stated that from a staff prospective, the award is very gratifying as it involves employees throughout the organization from the operations teams in the field to the finance department to bring a project of that magnitude to fruition.

He noted that on Friday, June 1, 2007, Otay celebrated the groundbreaking for its recycled water project. He indicated that he had an opportunity to discuss with Congressman Filner Title XVI funding, that Otay will have eligibility for approximately \$20 million for its recycled projects, at the groundbreaking ceremony. Congressman Filner indicated his enthusiasm for more recycled projects in southern California. He indicated that Congressman Filner has an important leadership position in Congress which will assist in gaining funding for southern California projects.

He indicated that the ACWA Fall Conference will be in Indian Wells, California. He plans to attend. Director Robak suggested that Otay participate as a vendor in the ACWA conference.

General Manager Watton indicated that CWA and MWD provided a briefing regarding water supply and the effects of the pumps being shutdown in the Bay Delta and the water shortage. This year, there will be adequate water supply. However, in 2008, there are some implications if the pumps were shutdown. It has been proposed that CWA and MWD schedule a meeting to discuss supply issues. A joint agency board meeting will be scheduled with Helix, Padre Dam, Sweetwater Authority, Lakeside and Otay to discuss such issues with CWA.

He indicated that staff has worked to increase the outreach events and have participated in Chula Vista's Cinco de Mayo Festival and the Spring Garden Festival. He acknowledged Otay staff members who volunteered their time and assists in these various functions.

He indicated that Kane Development is the first builder to agree to participate in the MET California Friendly Home Program which is the water conservation high energy efficiency appliances program.

He noted that the newly appointed City Manager of Chula Vista, David Garcia, is from Yuma, Arizona and is very familiar with water conservation matters. He will be approaching Mr. Garcia regarding water issues and is looking forward to working with him.

Otay has implemented a 24-hour credit card by phone service for customers allowing greater flexibility to make payments. This service increases the variety of payment options for our customers and allows the District to keep rates low.

Director Breitfelder confirmed that the Otay employee picnic will be on August 4, 2007.

He also suggested that the Prop 50 Grant be agendaized for discussion. General Manager Watton indicated that this is an important issue with Otay and an important revenue source with the City of Chula Vista. He has mentioned this to the Mayor of Chula Vista and is hoping this will receive the Mayor's attention and become a priority. There is revenue from Otay to the City of about \$4 million per year. There is a Prop 50 Grant involved which will accrue about \$6.5 million benefit to this project. The expiration date for the grant was approaching but the City was able to get a 60-day extension. He is anticipating bringing this item to the Board.

Director Robak asked if participation in the California Friendly Home Program was voluntary and how Otay and the City are involved. General Manager Watton indicated participation is voluntary and the City of Chula Vista controls the inspection of various appliances and toilets, etc. He would like to discuss with

the new City Manager more definitive requirements with developers such as installing low flow toilets and a follow-up inspection to see if developers are actually following through.

a) SAN DIEGO COUNTY WATER AUTHORITY (SDCWA) UPDATE

General Manager Watton indicated that there is discussion among the CWA Board of Directors regarding the Bay Delta project. He indicated that at this point, San Diego is not in a crisis but the longer the pumps are shutdown in the Bay Delta, the more likely it will affect the 2008 water supply.

Director Robak indicated that he understands that water stored for 2008 is now being used. General Manager Watton indicated that the water is coming from the State Water Project Reservoirs. He explained that the water is stored with the anticipation that it will be metered out over a couple of years. Groundwater is also being used to supplement the water supply.

12. DIRECTORS' REPORTS/REQUESTS

Director Breitfelder commended Communications Officer Armand Buelna and district consultant, Marston & Marston, for organizing the groundbreaking ceremony for the recycled water project on Friday, June 1, 2007.

He reported that he attended the Council of Water Utilities monthly breakfast meeting on May 15. The speaker was a representative from the environmental community. Director Breitfelder felt that from this gentleman's perspective, the water agencies are being portrayed as only interested in funding water projects.

The Conservation Action Committee and the Model Ordinance Committee viewed a presentation outlining the challenges with regard to water issues. He shared with the group the District's discussion on its emergency planning program. A representative from the City of San Diego was very complimentary of Otay's emergency program and indicated that they would be doing a very similar exercise with a focus on communications with their constituents at various stages of an emergency.

Director Robak thanked staff and directors who attended the Spring Garden Festival on May 19, 2007. He stated that the Festival was a success and received record attendance of approximately 5,800.

He indicated that he met with the Water Conservation Garden Executive Director Marty Eberhardt, Mr. Keith Lewinger and staff members from MET regarding possible membership with the Garden JPA. The meeting went very well.

There was discussion regarding redirecting recycled water to Rancho San Diego. General Manager Watton indicated that staff sent a copy of the draft grant proposal to Sweetwater regarding utilizing recycled water and the District is waiting upon their response.

Director Robak recommended that an employee suggestion program be implemented. General Manager Watton indicated that there is a program in place. Staff will forward a copy of the program to him.

RECESS TO CLOSED SESSION

13. CLOSED SESSION

The board recessed to closed session at 4:45 p.m. to discuss the following matters:

- a) CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION  
[GOVERNMENT CODE §54956.9(a)]
  - (i) SOUTHWEST ENGINEERING, INC. v. OTAY WATER DISTRICT

RETURN TO OPEN SESSION

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

The board reconvened from closed session at 5:31 p.m. General Counsel, Yuri Calderon reported that there was not reportable actions taken in closed session.

15. ADJOURNMENT

With no further business to come before the Board, Vice President Lopez adjourned the meeting at 5:31 p.m.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
District Secretary



**STAFF REPORT**

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Rod Posada <i>[Signature]</i> Chief, Engineering	PROJECT/ SUBPROJECTS	DIV. NO.
APPROVED BY: (Asst GM)	Manny Magaña <i>[Signature]</i> Assistant General Manager of Engineering and Operations		
SUBJECT:	Adopting Resolution No. 4105 Approving the Third Amendment to The Metro Wastewater Joint Powers Authority Agreement Regarding Addition of the City of Chula Vista as a Participating Agency		

**GENERAL MANAGER'S RECOMMENDATION:**

That the Otay Water District (District) Board Adopt Resolution No. 4105 approving the Third Amendment to Joint Exercise of Powers Agreement for the Metro Wastewater Joint Powers Authority to add the City of Chula Vista as a participating agency, and incorporating minor modifications to the Joint Exercise of Powers Agreement and, that the Board authorize the General Manager to execute Third Amendment to Joint Exercise of Power Agreement. (See Attachment B).

**COMMITTEE ACTION:** \_\_\_\_\_

Please see Attachment A.

**PURPOSE:**

To amend the existing Metro Wastewater Joint Powers Authority Agreement to add the City of Chula Vista as a Participating Agency and incorporate additional minor modifications to the Agreement.

**ANALYSIS:**

On October 25, 2000, the City of Coronado, City of Del Mar, City of El Cajon, City of Imperial Beach, City of La Mesa, Lemon Grove Sanitation District, City of Poway, Padre Dam Municipal Water District, County of San Diego, entered into a Joint Exercise of Powers Agreement creating the JPA for the purpose of

taking responsibility, actions and decisions pertaining to the Regional Waste Water Disposal Agreement. On February 12, 2003, the Otay Water District became a JPA member and on June 4, 2003, the City of National City also became a JPA member. Article VIII of the Agreement provides that the Agreement may be amended by one or more supplemental agreements in order to add new parties.

On July 17, 2007, the City Council of the City of Chula Vista approved joining the JPA as a participating agency, and has approved additional modifications to the agreement, as set forth in the Third Amendment (See Attachment B).

The addition of the City of Chula Vista to the Metro Wastewater Joint Powers Authority will serve to strengthen the organization and provide an additional voice in how the region develops its reclaimed water resources, pays for new wastewater facilities, and monitors the environmental effects of wastewater activities. Additional modifications to the existing agreement have been made to further define terms and to add provisions to address an eventual withdrawal of a participating agency.

**FISCAL IMPACT:** \_\_\_\_\_

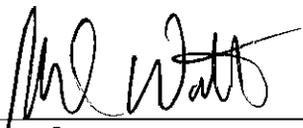
None.

**STRATEGIC GOAL:**

Adding the City of Chula Vista as a participating agency would maintain effective communication with the City of Chula Vista, as well as support the District's Strategic Goal in community outreach to "Expand a partnership with City of Chula Vista officials, developers and community leaders."

**LEGAL IMPACT:** \_\_\_\_\_

None.



\_\_\_\_\_  
**General Manager**

Y:\Board\CurBd\Engineering\BD 09-05-07, Staff Report, Third Amendment Joint Exercise of Powers Agmt for Metro Wastewater Joint Powers Authority adding City of Chula Vista.doc

KS/MG/RR/RP:jf

Attachments: Attachment A  
Attachment B



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	Third Amendment to The Metro Wastewater Joint Powers Authority Agreement Regarding Addition of the City of Chula Vista as a Participating Agency
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### COMMITTEE ACTION:

The Engineering, Operations and Water Resources Committee reviewed this item at the meeting held on August 20, 2007. The following comments were made:

- Staff indicated that this agreement is the Third Amendment to Joint Exercise of Powers Agreement for the Metro Wastewater Joint Powers Authority to Add the City of Chula Vista as a participating agency.
- The agreement has been reviewed by the District's legal counsel.
- Director Croucher commented that this is "good news" and will benefit the District.

Upon completion of the discussion, the Committee supported Staff's recommendation and forwarding of this item to the Board of Directors on the consent calendar.

**ATTACHMENT B**

**RESOLUTION NO. 4105**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE OTAY WATER DISTRICT AUTHORIZING EXECUTION OF THE THIRD AMENDMENT TO THE METRO WASTEWATER JOINT POWERS AUTHORITY AGREEMENT REGARDING ADDITION OF THE CITY OF CHULA VISTA AS A PARTICIPATING AGENCY**

WHEREAS, on October 25, 2000, the City of Coronado, a municipal corporation; the City of Del Mar, a municipal corporation; the City of El Cajon, a municipal corporation; the City of Imperial Beach, a municipal corporation; the City of La Mesa, a municipal corporation; the Lemon Grove Sanitation District, a political subdivision of the State of California, the City of Poway, a municipal corporation; Padre Dam Municipal Water District, a political subdivision of the State of California; and the County of San Diego (on behalf of: the Winter Gardens Sewer Maintenance District, a maintenance district established pursuant to California Streets & Hwys. Code section 5820 et seq.; the Lakeside/Alpine Sanitation District, a political subdivision of the State of California; and the Spring Valley Sanitation District, a political subdivision of the State of California) (the "Participating Agencies") entered into a Joint Exercise of Powers Agreement ("Agreement"), creating the JPA for the purpose of taking responsibility, actions, and decisions pertaining to the Regional Wastewater Disposal Agreement; and

WHEREAS, Article VIII of the Agreement provides that the Agreement may be amended by one or more supplemental agreements in order to add new parties in pursuance of the purposes of the Agreement; and

WHEREAS, on February 12, 2003, the Otay Water District was added as a Participating Agency of the JPA; and

WHEREAS, on June 4, 2003, the City of National City was added as a Participating Agency of the JPA; and

WHEREAS, on July 17, 2007, the City Council of Chula Vista approved joining the JPA as a Participating Agency, and has approved additional modifications to the Agreement, as set forth in the Third Amendment attached hereto as Exhibit "A;" and

WHEREAS, it is the desire of the Board of Directors of Otay Water District to approve execution of the Third Amendment to the Agreement to add the City of Chula Vista as a Participating Agency of the JPA, and to make additional modifications to the Agreement as set forth in the Third Amendment attached hereto as Exhibit "A."

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

Section 1. The Third Amendment, a copy of which has been presented to this Board and is attached hereto as Exhibit "A," adding the City of Chula Vista as a Participating Agency of the Metro Wastewater Joint Powers Authority and approving the additional modifications to the Agreement as set forth therein, is hereby approved and adopted.

Section 2. The General Manager, the General Counsel and District staff are hereby authorized and directed to take such steps as are necessary to finalize and deliver the Third Amendment. The General Manager is hereby authorized to finalize and execute the Third Amendment, in substantially the form attached hereto and subject only to such non-substantive revisions as are deemed necessary by the General Manager and are approved by the General Counsel.

Section 3. This Resolution shall become effective immediately.

**PASSED, ADOPTED AND APPROVED** this 5th day of September, 2007, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

\_\_\_\_\_  
**President**

ATTEST:

\_\_\_\_\_  
District Secretary

## EXHIBIT A

### **THIRD AMENDMENT TO JOINT EXERCISE OF POWERS AGREEMENT FOR THE METRO WASTEWATER JOINT POWERS AUTHORITY TO ADD THE CITY OF CHULA VISTA AS A PARTICIPATING AGENCY**

This Third Amendment to the Joint Exercise of Powers Agreement for the Metro Wastewater Joint Powers Authority, is made and entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2007, in the County of San Diego, State of California by each of the participating agencies of the Metro Wastewater JPA, a Joint Powers Agency ("JPA") existing and organized pursuant to the provisions of Government Code section 6500 et seq., and the City of Chula Vista ("Chula Vista").

#### RECITALS

WHEREAS, on October 25, 2000, the City of Coronado, a municipal corporation; the City of Del Mar, a municipal corporation; the City of El Cajon, a municipal corporation; the City of Imperial Beach, a municipal corporation; the City of La Mesa, a municipal corporation; the Lemon Grove Sanitation District, a political subdivision of the State of California, the City of Poway, a municipal corporation; Padre Dam Municipal Water District, a political subdivision of the State of California; and the County of San Diego (on behalf of: the Winter Gardens Sewer Maintenance District, a maintenance district established pursuant to California Streets & Hwys. Code section 5820 et seq.; the Lakeside/Alpine Sanitation District, a political subdivision of the State of California; and the Spring Valley Sanitation District, a political subdivision of the State of California) (the "Participating Agencies") entered into a Joint Exercise of Powers Agreement ("Agreement"), creating the JPA for the purpose of taking responsibility, actions, and decisions pertaining to the Regional Waste Water Disposal Agreement; and

WHEREAS, Article VIII of the Agreement provides that the Agreement may be amended by one or more supplemental agreements in order to add new parties in pursuance of the purposes of the Agreement; and

WHEREAS, on February 12, 2003, the Otay Water District was added as a Participating Agency of the JPA; and

WHEREAS, on June 4, 2003, the City of National City was added as a Participating Agency of the JPA; and

WHEREAS, the JPA and each of the Participating Agencies desire that Chula Vista join the JPA as a Participating Agency; and

WHEREAS, the City Council of Chula Vista has approved joining the JPA as a

Participating Agency of the JPA, and has approved additional modifications to the Agreement as set forth herein; and

WHEREAS, each of the Participating Agencies have approved the addition of Chula Vista as a Participating Agency of the JPA, and have approved additional modifications to the Agreement as set forth herein.

## **AGREEMENT**

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

- A. Pursuant to Article VIII, Section 8.05 of the Agreement, the Joint Exercise of Powers Agreement for the Metro Wastewater JPA is hereby amended to add Chula Vista as a JPA Participating Agency.
- B. Pursuant to Article VIII, Section 8.05 of the Agreement, each of the Participating Agencies and City of Chula Vista hereby amend the Joint Exercise of Powers Agreement for the Metro Wastewater JPA, as follows:
  - 1. The Seventh Recital is amended to read as follows:

WHEREAS, in enacting the Bond Law, the Legislature of the State of California declared in Section 6584.5 of the Government Code of the State of California, that (a) there is a critical need within the State of California to expand, upgrade and otherwise improve the public capital facilities of local government necessary to support the rehabilitation and construction of residential and economic development; and (b) that it is (was) the intent of the Legislature to assist in the reduction of local borrowing costs, help accelerate the construction, repair, and maintenance of public capital improvements, and promote greater use of existing and new financial instruments and mechanisms, such as bond pooling by local agencies.

- 2. Article I, Section 1.01, definition of “Board” is revised as follows:

“Board” means the Board of Directors referred to in Section 2.03, which shall be the governing body of the JPA.
- 3. Article I, Section 1.01, definition of “Members’ and ‘Participating Agencies’” is revised as follows:

“Members” and “Participating Agencies” means the City of Coronado, the City of Del Mar, the City of El Cajon, the City of Imperial Beach, the City of La Mesa, the Lemon Grove Sanitation District, the City of Poway, the Padre Dam Municipal Water

District, the County of San Diego on behalf of the Winter Gardens Sewer Maintenance District, the Alpine Sanitation District, the Lakeside Sanitation District and the Spring Valley Sanitation District, the Otay Water District, the City of National City and the City of Chula Vista.

4. Article II, Section 2.03 is amended to read as follows:

**Section 2.03. Board.** The JPA shall be administered by a Board of Directors. The Board shall be composed of one appointee from each of the Participating Agencies. In addition to appointing its member to the Board, each Participating Agency shall appoint one alternate. The alternate appointed by a Participating Agency shall have the authority to attend, participate in and vote at any meeting of the Board when the regular member is absent. The Board shall be called the "Board of Directors of the Metro Wastewater JPA." All voting power of the JPA shall reside in the Board.

5. Article VII is amended to add Section 7.03 as follows:

**Section 7.03. Withdrawal of a Participating Agency from the JPA.**

- (a) Notice of Withdrawal. Notwithstanding anything to the contrary set forth in this Agreement, and subject to the terms and conditions set forth in this Section and any other terms and conditions required by law or contract, a Participating Agency may withdraw from the JPA at any time by providing the Board with written notice of its intent to withdraw in accordance with the notice provisions set forth in Section 8.01. The withdrawal shall become effective ninety (90) days after such notice is given. The withdrawal of any Participating Agency from the JPA shall not terminate this Agreement.
- (b) Surviving Liability.
  - (1) The withdrawing Participating Agency shall remain liable for its share of the budgeted and administrative expenses of the JPA pursuant to Section 6.05, Annual Budget and Administrative Expenses, for the fiscal year in which the withdrawal is effective.
  - (2) If the JPA has issued Bonds or incurred any other form of indebtedness at the election of the withdrawing Participating Agency to finance all or some portion of such agency's share of Public Capital Improvements acquired or constructed pursuant to the Regional Wastewater Disposal Agreement and all or some portion of such Bonds or other indebtedness of the JPA remains outstanding at the time of such agency's withdrawal from the JPA, such

withdrawing Participating Agency shall remain liable for and obligated to make (i) the scheduled payments of its proportionate share of the revenues pledged to repay such Bonds or other indebtedness of the JPA pursuant to any lease, installment sale or purchase agreement, loan agreement or other agreement or contract entered into by such agency to evidence, provide for and/or secure such payment and (ii) pursuant to Section 6.06, its proportionate share of Financing Expenses, if any, related to the administration of such Bonds or other evidence of indebtedness of the JPA.

- (c) **Credit to Withdrawing Participating Agency.** A withdrawing Participating Agency is entitled to any sum due that Participating Agency pursuant to Section 5.02, Credit to the Participating Agencies, at the end of the fiscal year in which the Participating Agency's withdrawal is effective; provided, however, nothing herein shall be construed to entitle a withdrawing Participating Agency to any interest accrued by any investments of JPA surplus funds if the maturity date of said investment occurs later than the fiscal year in which the Participating Agency's withdrawal is effective.
- (d) **Acknowledgement of Surviving Liabilities and Obligations.** A Participating Agency wishing to withdraw from the JPA shall provide the JPA with a written acknowledgement, acceptable in a form and content to the JPA, of the liabilities and obligations of the withdrawing Participating Agency, as specified in this Section, which shall survive the withdrawal of the Participating Agency from the JPA. The withdrawing Participating Agency shall also provide the JPA with a written opinion from its counsel that any such surviving liabilities and obligations of the withdrawing Participating Agency described in Section 7.03(b)(2) of this Agreement, will (assuming that the JPA is not in breach or default of any material term of the lease, installment sale or purchase agreement, loan agreement or other agreement or contract entered into by such agency, described in Section 7.03(b)(2)) remain legal, valid and binding obligations of the withdrawing Participating Agency, enforceable in accordance with their respective terms, subject to bankruptcy, insolvency, reorganization, moratorium and other laws affecting the enforcement of creditors' rights in general and to the application of equitable principles, if equitable remedies are sought, and to the limitations on legal remedies against local public entities, such as the withdrawing Participating Agency, in the State of California.

6. Article VIII, Section 8.05 is amended to read as follows:

**Article 8, Section 8.05. Amendments.** This Agreement may be amended at any

time, or from time to time, except as limited by contract with the owners of Bonds issued by the JPA or certificates of participating in payments to be made by the JPA or the Participating Agencies or by applicable regulations or laws of any jurisdiction having authority, by one or more supplemental agreements executed by all of the parties to this Agreement or for any other purpose, including, without limitation, addition of new parties (including any legal entities or taxing areas heretofore or hereafter created) in pursuant of the purposes of this Agreement.

- C. All other terms and conditions of the Joint Exercise of Powers Agreement for the Metro Wastewater JPA shall remain in full force and effect and shall be binding upon each of the Participating Agencies and upon Chula Vista.

IN WITNESS WHEREOF, the parties have executed this Third Amendment as of the date first written above.

1. CITY OF CORONADO ATTEST

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

2. CITY OF DEL MAR ATTEST

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

3. CITY OF EL CAJON ATTEST

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

4. CITY OF IMPERIAL BEACH ATTEST

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

5. CITY OF LA MESA ATTEST

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

6. LEMON GROVE SANITATION DISTRICT ATTEST

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

7. CITY OF POWAY ATTEST

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

8. PADRE DAM MUNICIPAL WATER DISTRICT ATTEST

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

9. COUNTY OF SAN DIEGO on behalf of WINTER GARDENS SEWER MAINTENANCE DISTRICT, LAKESIDE SANITATION DISTRICT, ALPINE SANITATION DISTRICT, AND SPRING VALLEY SANITATION DISTRICT ATTEST

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

10. OTAY WATER DISTRICT ATTEST

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

11. NATIONAL CITY ATTEST

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

12. CHULA VISTA ATTEST

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



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Lisa Coburn-Boyd <i>LCB</i> Environmental Compliance Specialist	PROJECT:	P2172 DIV. NO. 5
	Ron Ripperger <i>RR</i> Engineering Manager		
APPROVED BY: (Chief)	Rod Posada <i>Rod Posada</i> Chief, Engineering		
APPROVED BY: (Asst. GM)	Manny Magaña <i>Manny Magaña</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Adoption of a Mitigated Negative Declaration for the 1485-1 Pump Station Replacement Project.		

**GENERAL MANAGER'S RECOMMENDATION:**

That the Otay Water District (District) Board approve the adoption of a Mitigated Negative Declaration for the 1485-1 Pump Station Replacement Project (See Exhibit A for project location).

**COMMITTEE ACTION:**

Please see Attachment A.

**PURPOSE:**

To obtain Board authorization for approval of a Mitigated Negative Declaration for the 1485-1 Pump Station Replacement Project.

**ANALYSIS:**

The project is the demolition and replacement of the 1485-1 Pump Station. It is intended to improve the transmission of potable water in the 1485 pressure zone and to convey flow to the new 1485-2 Reservoir. The new station will be constructed on the southern portion of the existing 1485-1 Pump Station property owned by the District. The station will include three electrical driven pumps, a diesel emergency generator, a perimeter fence, and landscaping. The Station will be enclosed to protect the pumps and electrical equipment from the environment.

On September 18, 2006, the District's General Manager signed a contract with PBS&J, to perform environmental services for the 1485-1 Pump Station Replacement Project. These environmental services include the preparation of a Mitigated Negative Declaration (MND) to satisfy the conditions of the California Environmental Quality Act (CEQA). PBS&J has completed an Initial Study and draft MND. Based on the findings of these documents, and with proper mitigation measures taken, as outlined in the final MND (See Attachment B), the project will not have a significant effect on the environment.

The draft MND was submitted for 30-day public review on July 19, 2007. One comment letter was received from the Native American Heritage Commission. PBS&J has incorporated their comments into the final MND. PBS&J finalized the MND on August 3, 2007.

**FISCAL IMPACT:**



None.

**STRATEGIC GOAL:**

This project supports the District Strategic Goal of designing and constructing new infrastructure and to satisfy current and future water needs for Potable, Recycled, and Wastewater Services.

**LEGAL IMPACT:**

\_\_\_\_\_

No legal impact is anticipated. However, in compliance with the California Environmental Quality Act process, the Final MND will have the normal 30-day legal challenge period once the Notice of Determination (NOD) is recorded with the County of San Diego. The NOD will be recorded within five (5) working days after Board adoption of the MND.



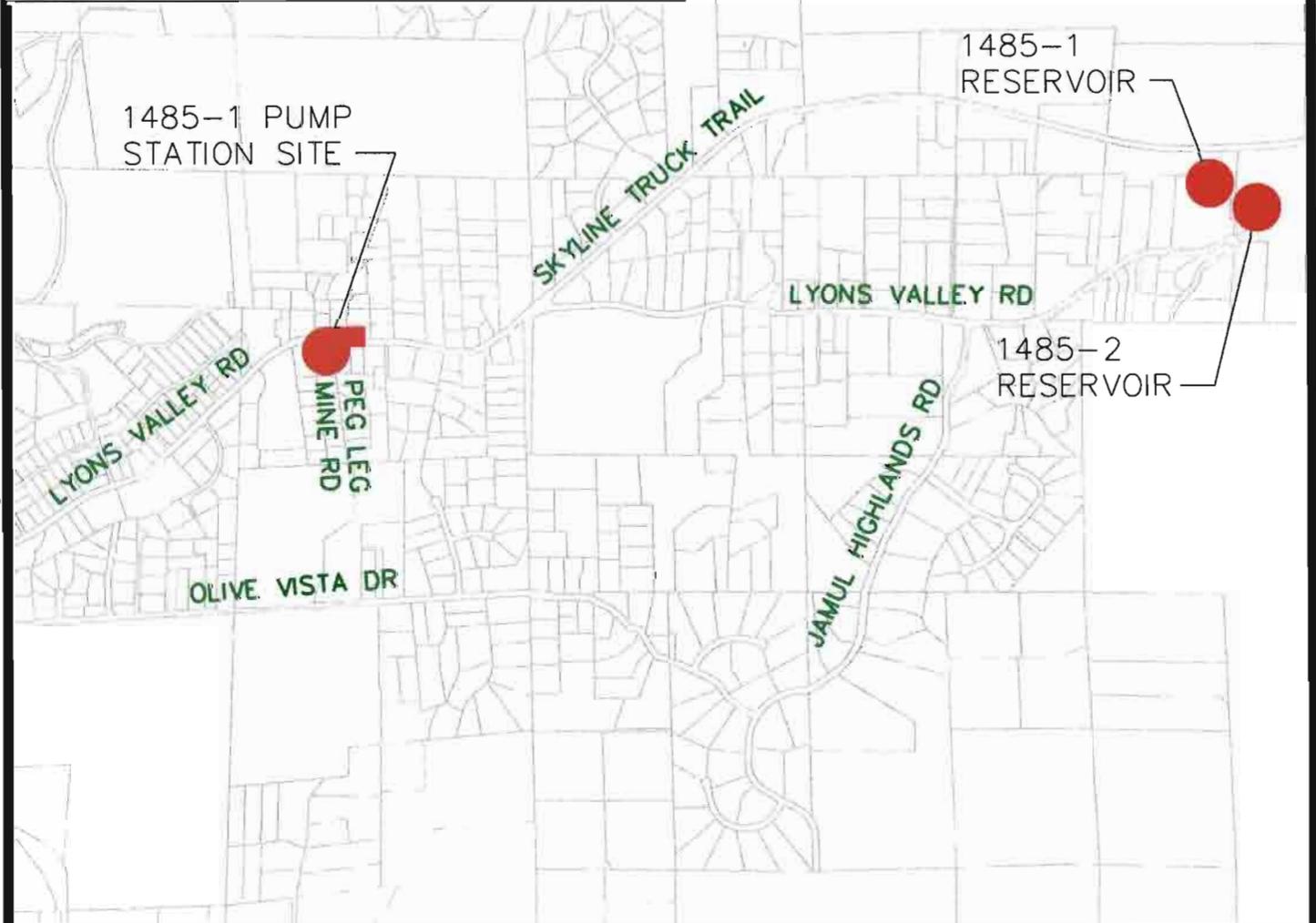
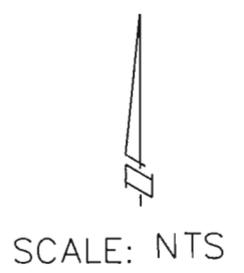
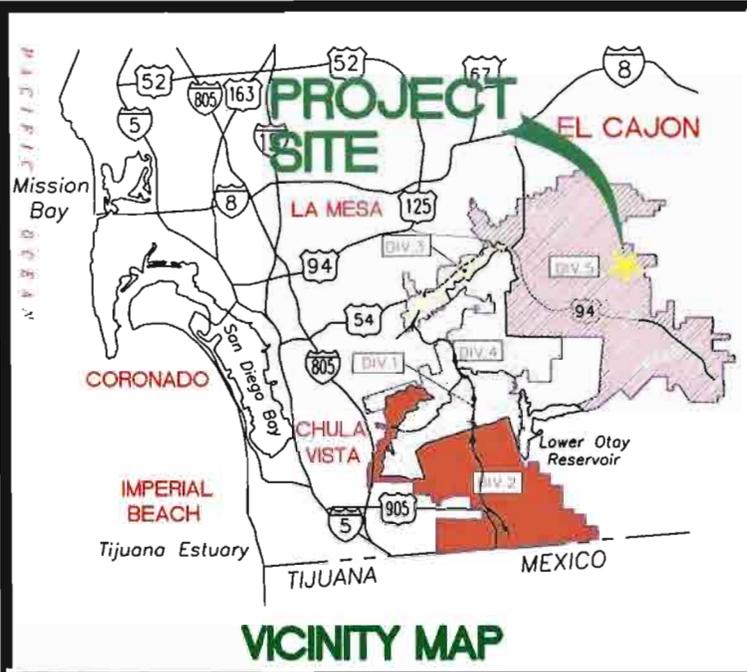
\_\_\_\_\_  
**General Manager**

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LC-B/RR/RP:jf

Attachments: Attachment A  
Attachment B  
Exhibit A

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# OTAY WATER DISTRICT

1485-1 PUMP STATION REPLACEMENT

P2172

LOCATION MAP

## EXHIBIT A



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	Adoption of a Mitigated Negative Declaration for the 1485-1 Pump Station Replacement Project (P2172)
-------------------------	--

### COMMITTEE ACTION:

The Engineering, Operations and Water Resources Committee reviewed this item at the meeting held on August 20, 2007. The following comments were made:

- Staff indicated that this project consists of demolishing and replacing the 1485-1 pump station. The replacement pump station will be constructed on the same site.
- PBS&J has completed the final Mitigated Negative Declaration (MND) for the project and has determined that the significant environmental effects will be fully avoided and/or mitigated through the implementation of specific control measures.
- Staff indicated that the MND addressed the project's potentially significant environmental effects on air quality, cultural resources, noise and traffic. Staff and construction crews will apply the mitigation and monitoring measures outlined in the MND to ease any environmental impacts.
- There was discussion regarding a letter received from the Governor's Office of Planning and Research indicating responses from agencies that reviewed the Negative Declaration. General Manager Watton indicated that it is standard procedure that the State Clearinghouse submit the negative declarations to selected state agencies for review. A response letter was received from the Native American Heritage Commission regarding cultural resources, which is a standard form letter they usually send asking assistance with conservation of any Native American artifacts found.

Upon completion of the discussion, the Committee supported Staff's recommendation and forwarding of this item to the Board of Directors on the consent calendar.

## **ATTACHMENT B**

### **The Final Mitigated Negative Declaration For the proposed Pump Station 1485-1 Replacement Project**

**Can be found on the Otay website at  
[www.otaywater.gov](http://www.otaywater.gov) / Board / Board Agenda and  
listed as an attachment to the September 5, 2007  
Board Packet**



is 33% complete. Construction completion is scheduled for November 2008.

Change Order No. 1 provides for additional excavation and modification of the backfill requirements under the 640-2 Reservoir resulting from discovery of a differing site condition requiring significant additional excavation. The solution to create a strong bearing capacity for the 640-2 Reservoir pad included surcharging the reservoir influence zone for a period of thirty (30) days. Due to this surcharge requirement, the contractor will also be granted a sixty-three (63) day time extension.

Change Order No. 1 is a net increase to the contract with Pacific Hydrotech of \$116,562.26. Staff recommends approving Change Order No. 1 in the amount of \$116,562.

**FISCAL IMPACT:**



The approved total budget for CIP P2185 is \$29,500,000. Expenditures to date are \$9,539,693. Total commitments to date, including this Change Order, are approximately \$28,187,074. See Attachment B for budget detail.

The Project Manager anticipates that based on the attached financial analysis that the budget will be sufficient to support this project. The \$116,562.26 change order will be paid out of our original 3% contingency, balance is currently \$746,820.00.

Previously, Finance had determined that funding for this project was available from the Expansion Fund (53%) and the Betterment Fund (47%).

**STRATEGIC GOAL:**

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

**LEGAL IMPACT:**

None.

A handwritten signature in black ink, appearing to read "M. W. H.", written over a horizontal line.

**General Manager**

P:\WORKING\CIP 00185 - 640 Reservoirs\WO 30018 640 Reservoirs\Staff Reports\CO #1\BD 09-05-07, 640-1,2 Pac,Hydrotech CO#1.doc

KS/RR/RP:jf

Attachments: Attachment A  
Attachment B  
Exhibit A  
Exhibit B



## ATTACHMENT A

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

The Engineering, Operations and Water Resources Committee reviewed this item at the meeting held on August 20, 2007. The following comments were made:

- Staff indicated that soils testing revealed differing site conditions requiring significant additional excavation for the 640-2 reservoir pad.
- The change order is a net increase to the contract with Pacific Hydrotech of \$116,562.26.
- Staff resolved the change in a cost effective manner with the assistance of RBF designers. The Committee members were concerned about the standards of construction and if the quality of the work will be compromised when changes are made to the design plans. Staff reassured the committee that quality is never compromised.

Upon completion of the discussion, the Committee supported Staff's recommendation and forwarding of this item to the Board of Directors on the consent calendar.



## ATTACHMENT B

**SUBJECT/PROJECT:** Change Order No. 1 to the Contract with Pacific Hydrotech Corporation for Construction of the 640-1 and 640-2 Reservoirs Project - Budget Detail

Otay Water District

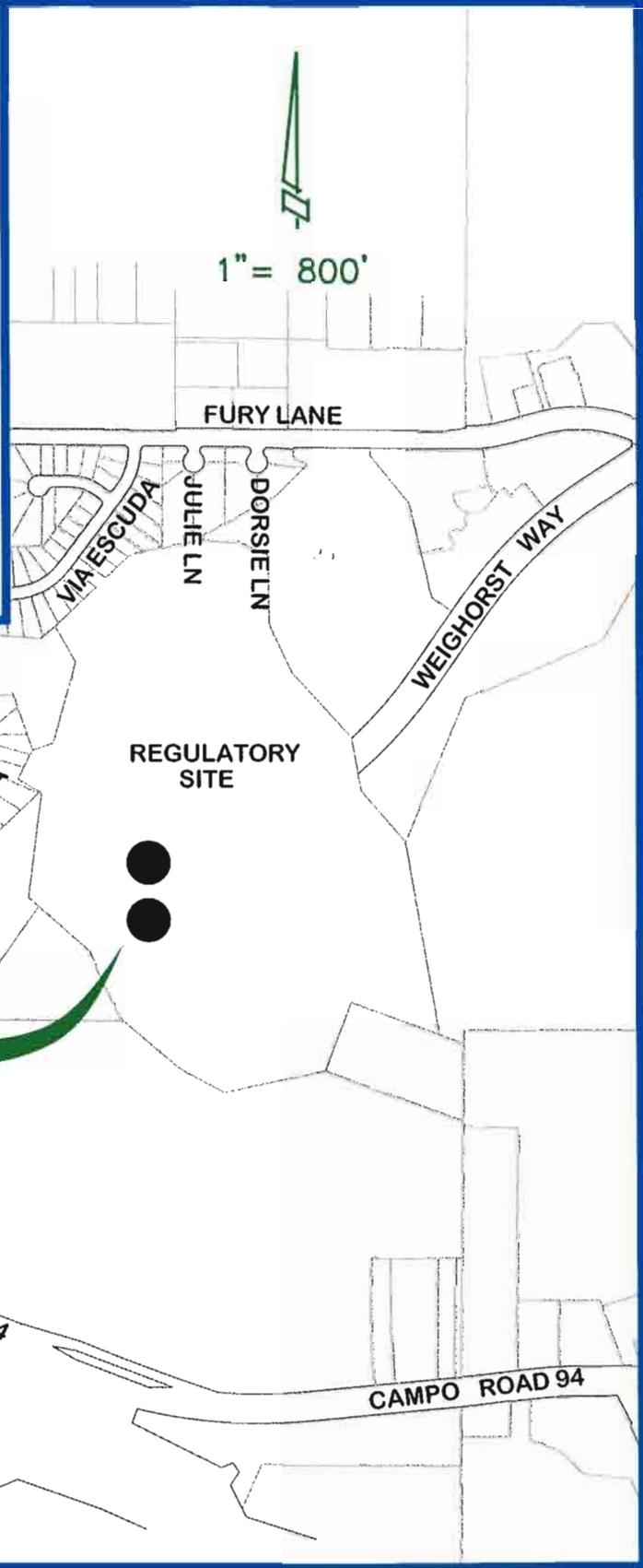
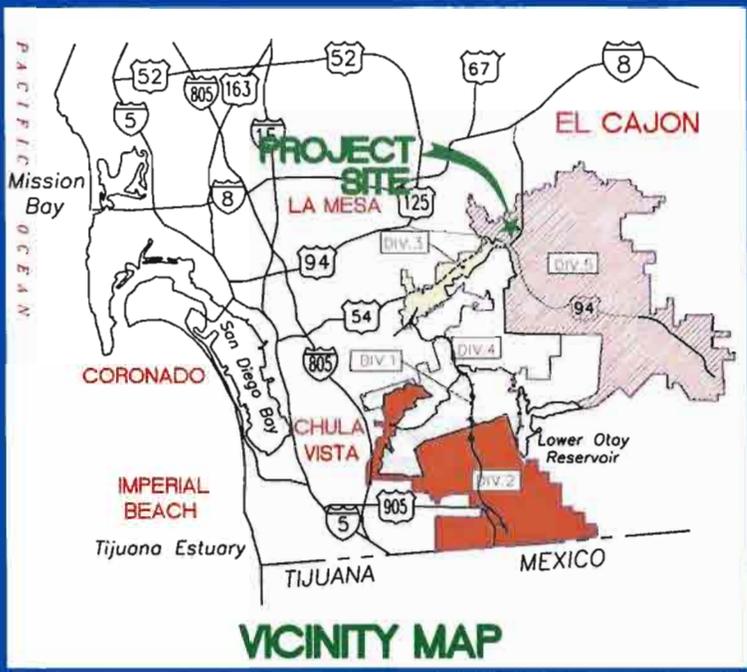
P2185 - Res - 640-1 Reservoir 20.0 MG

Date Updated: August 6, 2007

Budget	Committed (A)	Expenditures (B)	Outstanding Commitment & Forecast (C)	Projected Final Cost (B+C)	Vendor / Comments
<b>\$29,500,000</b>					
<b>Planning</b>					
Studies				-	
In-house/Labor	104,409.10	104,409.10		104,409.10	
Printing	223.58	223.58	-	223.58	Tiger Reprographics
Office Supplies	25.05	25.05	-	25.05	Petty Cash Custodian
Consultant Contract	842,000.00	810,733.91	31,266.09	842,000.00	Infrastrucrture Engineering Corp
Construction Contracts- Elec/Permits	750.00	750.00	-	750.00	San Diego Gas & Electric
Professional & Legal Fees	466.90	466.90	-	466.90	Garcia, Calderon & Ruiz
Subcontract	175,783.84	175,783.84	-	175,783.84	
Subcontract	153,831.91	153,831.91	-	153,831.91	
Chemical Feed Systems	6,169.48	6,169.48	-	6,169.48	Core-rosion Products
Service Contract	362.25	362.25	-	362.25	Bob Turner's Crane Services Inc.
Service Contracts	63.80	63.80	-	63.80	Sedona Staffing
Postage	26.57	26.57	-	26.57	Fed-Ex
Land/Easement Acquisition	39,000.00	39,000.00	-	39,000.00	Wildlands Inc
<b>Total Planning</b>	<b>\$ 1,323,112.48</b>	<b>\$ 1,291,846.39</b>	<b>\$ 31,266.09</b>	<b>\$ 1,323,112.48</b>	
<b>Design</b>					
In-house/Labor	\$ 306,225.51	\$ 306,225.51		\$ 306,225.51	
Consultant	\$ 4,704.84	\$ 4,704.84	\$ -	\$ 4,704.84	WRA & Associates
Subcontract	\$ 8,499.72	\$ 8,499.72	\$ -	\$ 8,499.72	E & J Weed Abatement Co.
Subcontract	\$ 682.01	\$ 682.01	\$ -	\$ 682.01	Environmine
Subcontract	\$ 7,800.00	\$ 7,800.00	\$ -	\$ 7,800.00	Fire Prevention Services Inc.
Subcontract	\$ 600.00	\$ 600.00	\$ -	\$ 600.00	Pacific Southwest Biological
Subcontract	\$ 9,711.41	\$ 9,711.41	\$ -	\$ 9,711.41	John Powell & Associates
Regulatory Agency Fee	\$ 1,250.00	\$ 1,250.00	\$ -	\$ 1,250.00	State of California
Office Supplies	\$ 15.09	\$ 15.09	\$ -	\$ 15.09	Petty Cash Custodian
Materials	\$ 537.10	\$ 537.10	\$ -	\$ 537.10	Traffic Control Services Inc
Materials	\$ 152.00	\$ 152.00	\$ -	\$ 152.00	Allied Trench Shoring Services
Service Contract	\$ 15,168.39	\$ 15,168.39	\$ -	\$ 15,168.39	OCB Reprographics
Service Contract	\$ 2,228.00	\$ 2,228.00	\$ -	\$ 2,228.00	Mcgraw-Hill Construction
Advertisement	\$ 527.80	\$ 527.80	\$ -	\$ 527.80	San Diego Daily Transcript
Advertisement	\$ 2,224.60	\$ 2,224.60	\$ -	\$ 2,224.60	Union Tribune Publishing
Advertise and Award			\$ -	\$ -	Advertise and Award
<b>Total Design</b>	<b>\$ 360,326.47</b>	<b>\$ 360,326.47</b>	<b>\$ -</b>	<b>\$ 360,326.47</b>	
<b>Construction</b>					
In-house/Labor	146,643.85	146,643.85	662,668.45	809,312.30	
Subcontract	118,929.39	118,929.39	-	118,929.39	Boyle Engineering
Materials	122.40	122.40	-	122.40	Office Depot
Materials	5,466.34	5,466.34	-	5,466.34	National Waterworks Inc.
Temporary Labor	382.80	382.80	-	382.80	Sedona Staffing
Shipping	20.62	20.62	-	20.62	Fed-Ex
Construction Contracts- Elec/Permits	23,377.00	23,377.00	-	23,377.00	San Diego Gas & Electric
Construction Contract	24,894,000.00	7,309,600.00	17,584,400.00	24,894,000.00	Pacific Hydrotech Corporation
Construction Management	1,196,735.00	281,583.00	915,152.00	1,196,735.00	RBF Consulting
Contingency		(116,562.00)	746,820.00	630,258.00	Contingency at 3%
CO #1			116,562.00	116,562.00	CO #1- Pacific Hydrotech
Professional & Legal Fees	258.40	258.40	-	258.40	Burke Williams & Sorensen LLP
Professional & Legal Fees	487.20	487.20	-	487.20	Garcia, Calderon & Ruiz
Service Contracts	649.60	649.60	-	649.60	San Diego Daily Scripts
OWD to Pay CWA for FCF 14			-	-	CWA
Accep/close-out			20,000.00	20,000.00	In-house Staff
<b>Total Construction</b>	<b>26,387,072.60</b>	<b>7,770,958.60</b>	<b>20,045,602.45</b>	<b>27,816,561.05</b>	
<b>Grand Total</b>	<b>28,070,511.55</b>	<b>9,423,131.46</b>	<b>20,076,868.54</b>	<b>29,500,000.00</b>	

Note: Reduced Contingency by CO #1 amount of \$116,562.

P:\WORKING\CIP\_00185 - 640 Reservoirs\WO\_30018 640 Reservoirs\Graphics\Exhibits-Figures\640 Reservoirs.dwg 8/1/2007 12:48:04 PM PDT



**PROPOSED TWO (2)  
10 MILLION GALLON  
640 RESERVOIRS**



**OTAY WATER DISTRICT**  
PROPOSED  
640-1 AND 640-2 RESERVOIRS

W.O. 30018

LOCATION MAP

CIP P2185

**EXHIBIT A**

# CONTRACT/P.O. CHANGE ORDER No. # 1

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

**CONTRACTOR/VENDOR:** Pacific Hydrotech Corporation

**REF. CIP No.:** P2185

**APPROVED BY:** Board

**REF. P.O. No:** 705704

**REF. W.O. No.:** 30018

**DATE:** 9/5/2007

**DESCRIPTION:**

This change order provides for additional excavation and modification of the backfill requirements resulting from discovery of a differing site condition requiring significant additional excavation per RFP 001.

**REASON:**

Subsequent to beginning construction excavation for Reservoir 640-2 (tank 2) it was discovered that the depth of alluvium soils was significantly greater than indicated on the drawings. The existing alluvium soils required removal due to their poor load bearing capacity. This delta resulted in approximately 27,660 CY of additional excavation to obtain suitable native bearing material for the tank construction. Resultant from discovery of the differing site condition and subsequent meetings, a revised backfill procedure was developed between all parties to mitigate the cost impact while ensuring the reservoir tank quality was not impacted. The Contract initially required the excavation of alluvium to be backfilled with an incompressible on-site manufactured soil cement material. As part of the cost mitigation, the design was modified to backfill the excavation with native decomposed granite materials with a gradation of less than 4-inches compacted to 95% relative compaction. As an additional requirement the excavation would be surcharged with 10 feet of native material for 30 days to ensure the decomposed granite materials would not settle additionally during or after tank construction began. Both the Construction Manager and Contractor agreed that due to the additional work scope and inability to prosecute work on tank 2 during the surcharge period that a sixty-three (63) calendar day time extension is warranted for this work.

**CHANGE P.O. TO READ:**

Revise contract to add \$116,562.26 for a total contract amount of \$25,010,562.26.

<b>ORIGINAL CONTRACT/P.O. AMOUNT:</b>	\$	24,894,000.00
<b>ADJUSTED AMOUNT FROM PREVIOUS CHANGE:</b>	\$	24,894,000.00
<b>TOTAL COST OF THIS CHANGE ORDER:</b>	\$	116,562.26
<b>NEW CONTRACT/P.O. AMOUNT IS:</b>	\$	25,010,562.26
<b>ORIGINAL CONTRACT COMPLETION DATE:</b>		Sep 6, 2008
<b>CONTRACT/P.O. TIME AFFECTED BY THIS CHANGE:</b>		63 Days
<b>REVISED CONTRACT COMPLETION DATE:</b>		Nov 8, 2008

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

**CONTRACTOR/VENDOR:**

SIGNATURE: \_\_\_\_\_

NAME : \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE : \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

**STAFF APPROVALS:**

PROJ. MGR : \_\_\_\_\_ DATE: \_\_\_\_\_

DIV. MGR : \_\_\_\_\_ DATE: \_\_\_\_\_

CHIEF: \_\_\_\_\_ DATE: \_\_\_\_\_

ASST. GM : \_\_\_\_\_ DATE: \_\_\_\_\_

**DISTRICT APPROVAL:**

GEN. MANAGER: \_\_\_\_\_ DATE: \_\_\_\_\_

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

## CHANGE ORDER LOG

**CIP Title - 640-1 and 640-2 Reservoirs**

Project: P2185

Consultant/Contractor: Pacific Hydrotech Corporation

Subproject: 002000/003000/004000

W.O. No. 30018

C.O.	AMOUNT	APPROVED		DESCRIPTION	TYPE C.O.
		BY	DATE		
1	\$116,562.26	Board	9/5/2007	1 Differing site condition beneath Tank 2 and modified soil backfill requirements	Contractor Initiated
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
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28					
29					
30					
31					
32					
33					
34					
35					

Total C.O.'s To Date:	\$116,562.26	0.5%
Original Contract Amount:	\$24,894,000.00	
Current Contract Amount:	\$25,010,562.26	

**Change Order Breakdown for the Month:**

Month	Net C.O.\$	Limit	Authorization	C.O. %
8/07	\$0.00	\$2,000	Secretary	0.0%
		\$5,000	PM/Sup	0.0%
		\$10,000	DivM	0.0%
		\$15,000	Chief	0.0%
		\$25,000	AGM	0.0%
		\$50,000	GM	0.0%
		>\$50000	Board	0.0%



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Geoffrey Stevens, Chief <i>GS</i> Information Technology and Strategic Planning	W.O./G.F. NO:	DIV. NO.
APPROVED BY: (Chief)			
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager, Administration and <i>GA</i> Finance		
SUBJECT:	FY 2007 Strategic Plan and Performance Measures Report		

**GENERAL MANAGER'S RECOMMENDATION:**

No recommendation. This is an informational item only.

**COMMITTEE ACTION:** \_\_\_\_\_

See Attachment A.

**PURPOSE:**

To provide a fiscal year-end report on the District's Strategic Performance Plan.

**ANALYSIS:**

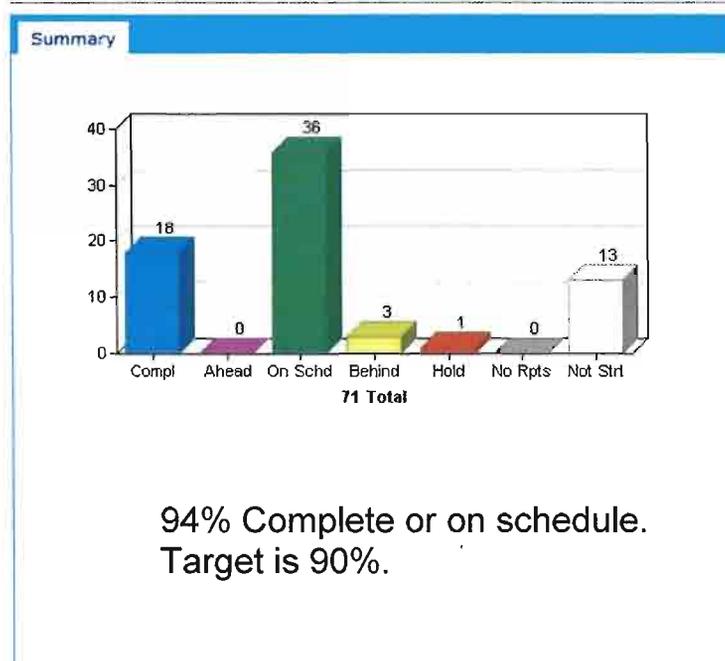
The District is two thirds of the way through the Strategic Plan for FY 2006 to FY 2008. Overall, results are generally positive with the District achieving its high level targets for both strategic plan objectives (90% complete or on track) and performance measures (75% on target). These objectives and measures can be broken down from various perspectives. This information is also available electronically on the Board Extranet. Looking at these results in more detail:

## Strategic Plan Objectives- Changing to Meet Future Needs

Strategic plan objectives are designed to ensure we are making the appropriate high-level changes necessary to move the agency in the planned direction to meet new challenges and opportunities. Overall performance of strategic plan objectives is positive with 54 of 57 objectives (94%) on track. Thirteen new items will commence in FY08 and one item is on hold and are thus excluded from the calculation.

# FY07 Strategic Plan Objectives

## Objectives: All Scorecard Areas

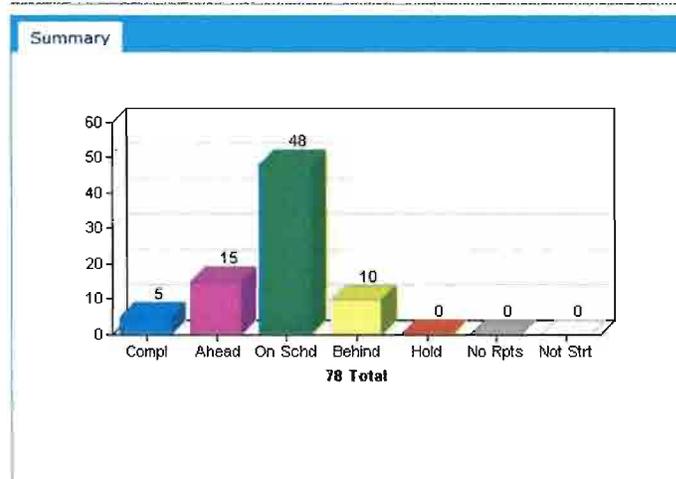


## Performance Measures - Monitoring Day-To-Day Performance

Performance measures are designed to track the day-to-day performance of the District. Sometimes referred to as a "dash board", these items attempt to measure the effectiveness and efficiency of daily operations. The overall goal is that 75% of these measures be rated "on target". District results in this area are also positive with 87% of items achieving the desired level or better.

# FY 07 Performance Measures

### Measures: All Scorecard Areas



*68/78 Measures on or ahead of schedule (87%).  
Target is 75%.*

---

Balanced Scorecard - External View

The Balanced Scorecard methodology is designed to ensure that a company is performing consistently on a wide range of measures necessary to ensure both short-term and long-term improvements. From this perspective the results are also positive. In six of the eight categories the District is on or ahead of schedule or target. In the one area where we are behind (Financial Perspective - Objectives) is due to detailed financial analysis of overhead and financial controls that is taking slightly longer than expected. These items are projected to be completed in early FY08.

# Balanced Scorecard Perspective

Balanced Scorecard

FY 2007 Qtr 4 All Departments

FY 2007 • Qtr 4 • All Departments

Customer	Finance	Learning and Growth	Business Processes
■ Objectives ■ Measures			

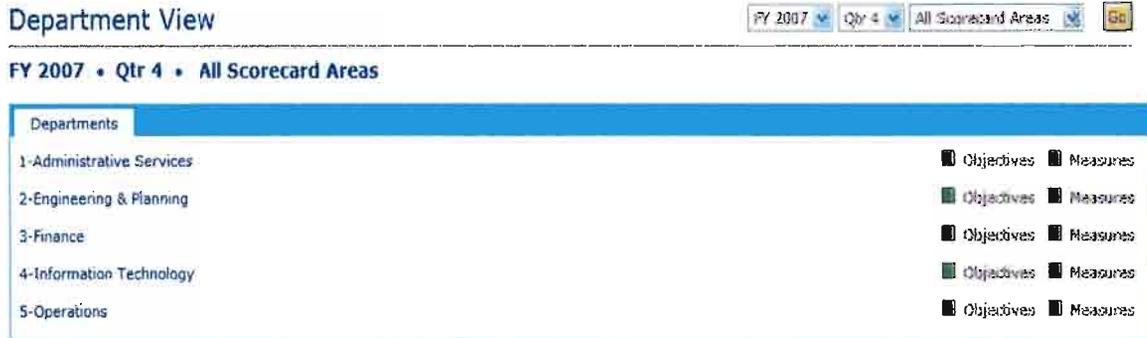
*Green = meets or exceeds/ Red = does not meet*

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Departmental Perspective - Internal View of Performance

The departmental perspective, that is breaking down performance objectives and measures by the responsible internal departments, is also positive. The only items not on target are the detailed financial analysis mentioned above and as noted these will be completed in FY08.

# Departmental Perspective



*Green = meets or exceeds/ Red = does not meet*

Next Steps

The District will be completing the FY06-FY08 plan at the end of this fiscal year. Beginning in the fall the District's entire management team will be involved in writing the FY09-FY11 Strategic Plan that will build on current efforts but expand to identify changes necessary to meet future challenges.

**FISCAL IMPACT:** \_\_\_\_\_

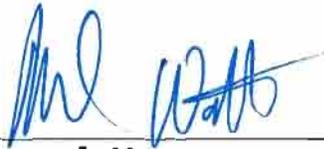
None at this time.

**STRATEGIC GOAL:**

Strategic Plan and Performance Measure reporting is a critical element in providing performance reporting to the Board and staff.

**LEGAL IMPACT:** \_\_\_\_\_

None



\_\_\_\_\_  
**General Manager**

**Attachments:**

- Strategic Plan Objectives Report
- Performance Measures Report
- Strat Plan PowerPoint Presentation



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	FY 2007 Strategic Plan and Performance Measures Report
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### COMMITTEE ACTION:

This item was presented in detail to the Engineering, Operations and Water Resources Committee on August 20, 2007 and the Finance, Administration and Communications Committee meeting on August 22, 2007. The Finance, Administration and Communications Committee discussed staff pursuing the AWWA Peer Review process as the logical next step in the QualServe program. It was indicated that staff had attended the AWWA conference on peer review and would be discussing it as part of the Strategic Plan development process. Staff will be presenting to the board the proposed Strategic Plan goals and objectives for fiscal years 2009 through 2011 sometime in March 2008. Both committees supported presentation to the full board on the consent calendar.

**Details of the FY 2007 Strategic Plan Objectives and Performance Measures Report can be viewed on the Otay website at [www.otaywater.gov](http://www.otaywater.gov)**

**Please contact the General Manager's Office at 619-670-2280 if you require assistance with downloading this information.**

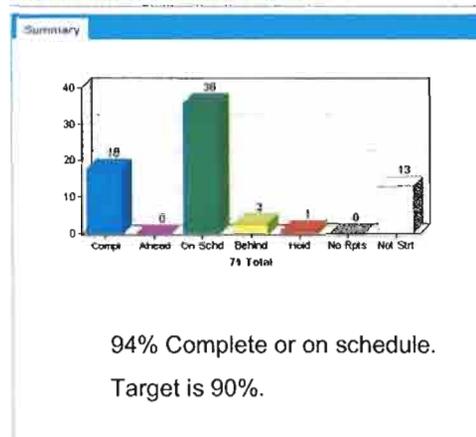
# Year End Report Strategic Performance Plan

September 2007

Geoff Stevens

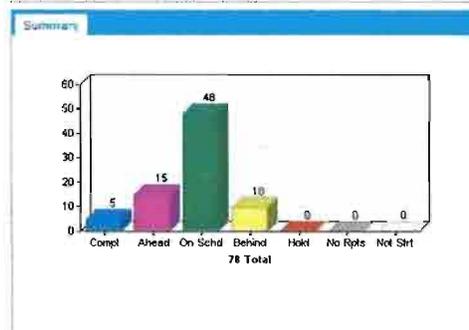
## FY07 Strategic Plan Objectives

Objectives: All Scorecard Areas



# FY 07 Performance Measures

## Measures: All Scorecard Areas



68/78 Measures on or ahead of schedule (87%).

Target is 75%

# Balanced Scorecard Perspective



Green = meets or exceeds/ Red = does not meet

# Departmental Perspective



## Next Steps

- Addition of Process Improvement and Innovation Goals For FY08
- Strategic Planning Workshop to Draft FY09-FY11 Plan
  - Participatory Workshop Involving Entire Management Team
  - Target to Produce New Plan by January 2008
  - Plan will be presented to Board March 2008



**STAFF REPORT**

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Pedro J. Porras,  Chief of Water Operations	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Asst. GM):	Manny Magaña, Assistant General Manager of Engineering and Operations 		
SUBJECT:	Adopt Ordinance No. 512 Amending Section 2.01, "Authority of the General Manager" of the District's Code of Ordinance		

**GENERAL MANAGER'S RECOMMENDATION:**

For the board to adopt Ordinance No. 512 (Attachment B) amending Section 2.01, "Authority of the General Manager," of the District's Code of Ordinance to delegate to the General Manager power to take certain actions in connection with a declared emergency, including executing and awarding, without bidding, certain contracts necessary to restore the normal District services.

**COMMITTEE ACTION:** \_\_\_\_\_

See Attachment A.

**PURPOSE:**

To amend Section 2.01 to enable the General Manager to take certain actions in connection with a declared emergency, including executing and awarding, without bidding, certain contracts necessary to restore the normal District services.

**ANALYSIS:**

An emergency as used in this proposed amendment to Section 2.01 of the District's Code of Ordinances means a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.

Occasionally, the District experiences a significant disruption of service that requires immediate attention in order to restore essential public service. The most recent disruption of service, occurred on Thursday, August 2, 2007 when staff was notified by a customer of water pouring into the headwall of an 11-foot diameter

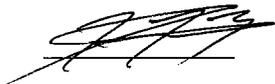
storm drain that belongs to the City of Chula Vista, located southeast of the intersection of Olympic Parkway and Brandywine Avenue.

During the response staff was able to identify the access port of an existing four-inch blow off from the 16-inch transmission main that serves the 458-1 and 2 Reservoirs. The plans showed that the 16-inch main was built in 1978 at an approximate depth of 3.5 feet below ground, following the contour line of that time. The blow off was located below what once was a creek. The current site, however, shows an 11-foot stormdrain where the creek once was with a fill of what staff could estimate to be approximately 21 feet. Staff concluded that they did not have the proper equipment to proceed with this critical emergency repair and decided to contact a local contractor with the specialized equipment. The contractor was Cass Construction.

Water system operators were able to isolate the main to contain the leak and were also able to increase the pressure to the affected area by by-passing the 458 Reservoirs and having the Palomar Pressure Reducing Valve feed the area directly. The repair work, however, was much more involved than originally thought with a resultant cost of repair that is also higher than originally estimated. As the contractor progressed through the work, staff noted that the emergency repair authorization for the General Manager lacks provisions specifying the actions that may be taken by the General Manager in response to an emergency. To provide provisions for future emergencies, staff is presenting an amendment to Section 2.01 (Attachment C) for the Board's consideration which would authorize the General Manager, pursuant to Section 22050 of the California Contract Code, to take certain actions and exercise certain powers in the event of an emergency. The proposed amendment follows the San Diego County Water Authority's policy for emergency response. Currently, the District funds emergency work from the Operation's budget. With this approved amendment, staff will open an "emergency account" to keep track of all emergency expenditures to be ratified by the Board accordingly.

In summary, the repair was complicated and had it not been addressed immediately, there would have been potential impacts to property and a number of facilities in the area could have been severely undermined. The system is back in normal operation with no customer outages during the repair. The total estimated cost from Cass Construction is approximately \$170,000. Staff also will need to restore the vegetation and irrigation system at the site as well as rebuild a portion of the retaining wall that was removed during the repair. This future restoration work will follow our customary bid and contract procedure.

**FISCAL IMPACT:**



To be determined for each emergency.

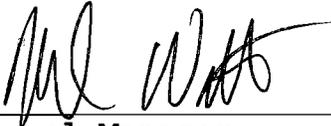
**STRATEGIC GOAL:**

Provide service to the public with minimal disruption.

**LEGAL IMPACT:**

\_\_\_\_\_

None



\_\_\_\_\_  
**General Manager**

"Attachment A," Committee Action

"Attachment B" Ordinance No. 512

"Attachment C" Proposed Section 2.01 of the District's Code

## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	ADOPT ORDINANCE NO. 512 AMENDING SECTION 2.01, "AUTHORITY OF THE GENERAL MANAGER" OF THE DISTRICT'S CODE OF ORDINANCE
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### COMMITTEE ACTION:

The Engineering, Operations and Water Resources Committee reviewed this item at a meeting held on August 20, 2007. The following comments were made:

- Staff indicated that a protocol is needed for emergency situations which give the General Manager authority to proceed with repairs or construction without proceeding with the bidding process for projects. Currently, there is no provision in the District's Code of Ordinances which allows the General Manager such authority.
- Staff is recommending that Section 2.01 "Authority of the General Manager" be amended to include executing and awarding, without bidding, certain contracts in emergency situations.
- Staff reviewed the history of a storm drain located southeast of the intersection of Olympic Parkway and Brandywine Avenue which was linked to the possible collapse of a 21 foot vertical sound wall. After Otay staff accessed the damage, they determined that a contractor with the proper equipment needed to be called to proceed with an emergency repair.
- There was discussion regarding the number of days that the General Manager needs to advise the Board of such emergency situations. The Committee requested that the language in the Code read as follows:

2.01.H.2. The General Manager shall report to the Board not later than 48 hours after the emergency action or at the next regularly scheduled meeting, whichever is earlier.
- It was also noted that the Public Contracting Code allows staff to act in an emergency.

Upon completion of the discussion, the Committee supported Staff's recommendation and forwarding of this item to the Board of Directors on the consent calendar.

# Attachment B

## ORDINANCE NO. 512

### AN ORDINANCE OF THE OTAY WATER DISTRICT ADOPTING LANGUAGE TO AMEND SECTION 2 OF THE CODE OF ORDINANCE AND SPECIFY CERTAIN POWERS OF THE GENERAL MANAGER TO RESPOND TO AN EMERGENCY

WHEREAS, from time to time, a sudden, unexpected occurrence that poses a clear and imminent danger, may require immediate action to prevent and mitigate the loss or impairment of life, health, property, or essential public services;

WHEREAS, Section 22050 of the California Contract Code, authorizes the Board to take certain actions in response to an emergency and also authorizes the Board to delegate the authority to take those actions to the General Manager;

WHEREAS, the District's Code of Ordinance currently lacks provisions specifying the actions that may be taken by the General Manager, pursuant to Section 22050 of the California Contract Code, in response to an emergency;

WHEREAS, it would be in the District's best interest to amend Section 2.01 of the Code of Ordinance, entitled "Authority of the General Manager" to add Subparagraph H authorizing the General Manager to take certain actions and exercise certain powers in the event of an emergency; and

WHEREAS, a copy of Section 2 of the Code of Ordinance, which is marked to reflect the proposed revisions to be adopted, has been attached hereto and identified as **Attachment A**; and

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

1. The Board of Directors hereby delegates to the General Manager, pursuant to Section 22050 of the Public Contract Code, the authority to take the actions described in Section 2.01, paragraph H, of the Code of Ordinance, as set forth on **Exhibit A**, attached hereto;

2. The language proposed in Attachment A to be added as paragraph H of Section 2.01 of the Code of Ordinance is hereby adopted, passed and approved; and

3. The General Manager and the District Secretary are hereby ordered to take any and all actions and steps necessary to carry out the provisions of this ordinance, including, to the extent practicable, recalling and replacing any and all hard-copies of the Code of Ordinance previously provided to District staff, other public agencies or any other persons.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Otay Water District at a regular meeting held this 5<sup>th</sup> day of September 2007 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

SECTION 2            MANAGEMENT OF THE DISTRICT

2.01            AUTHORITY OF THE GENERAL MANAGER

Pursuant to Sections 71362 and 71363 of the California Water Code, and other applicable laws of the State of California, the General Manager shall, subject to the approval and direction of the Board of Directors, operate and manage the affairs of the District. The General Manager shall have the following specifically enumerated powers and authority:

A. To control the administration, maintenance, operation and construction of the waterworks and sewer system of the District in an efficient manner.

B. To employ and discharge all employees and assistants, other than those referred to in Section 71340 of the California Water Code, and to prescribe their duties and promulgate specific rules and regulations for such employees and assistants.

C. To execute agreements, contracts, other documents, or commitment on behalf of the District with a single vendor/contractor where the amount involved in such documents or commitments does not exceed \$50,000.

D. To award negotiated construction contracts of \$35,000 or less.

E. To approve change orders on behalf of the District where:

1. For contracts under \$35,000, no single change order on the project exceeds \$10,000 and the cumulative amount of change orders on a single project does not exceed \$10,000 since a report on change orders was last made to the Board.

2. For contracts over \$35,000, where no single change order on a project exceeds \$50,000 or 30% of the original contract amount, whichever is less, and the cumulative amount of change orders on a single project does not exceed \$50,000 or 30% of the original contract, whichever is less, since a report on change orders was last made to the Board.

F. To approve plans, specifications, maps and agreements, and any other documents involving land development projects in the District.

G. To negotiate agreements on seasonal rates for reclaimed water when economically beneficial to the District. This may include waiving penalties, offering incentives or giving seasonal rates. Any agreements would be brought to the Board for appropriate action.

H. To declare an emergency and, in such event, to have the additional powers specified in the District's emergency management plan, referred to as the National Incident Management System (NIMS), and below, pursuant to California Contract Code Section 22050. An emergency is a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent and mitigate the loss or impairment of life, health, property, or essential public services.

1. In a declared emergency, the General Manager may direct employees, take action to continue or restore service capability, and execute any contracts for necessary equipment, services, or supplies directly related and required by the emergency. Notwithstanding the limits imposed in Section 2.01, Paragraphs C, D or E or by any other policy or guideline of the District, in an emergency, the General Manager may award and execute contracts for goods, services, work, facility or improvement, without bidding and without regard to said limits, provided that the goods, services, work, facilities or improvements acquired or contracted for are of an urgent nature, directly and immediately required by the emergency. Any contract for goods or services with a value of more than \$250,000 shall be subject to ratification by the Board at its first regularly scheduled meeting following the declaration of the emergency to which the contract relates. Any contract for work, facilities or improvements with a value of more than \$500,000 shall be subject to ratification by the Board at its first regularly scheduled meeting following the declaration of the emergency to which the contract relates.

2. The General Manager shall report to the Board not later than 48 hours after the emergency action or at the next regularly scheduled meeting, whichever is earlier. The report shall include the details of the emergency and reasons justifying the actions taken, and provide an accounting of the funds expended or yet to be expended in connection with the emergency.

3. If the emergency action continues for seven days and a regularly scheduled meeting will not occur within 14 days from the day the emergency action was taken, the General Manager shall request that the Board review the emergency action and determine by formal action if the need to take emergency action continues.

4. At each regularly scheduled meeting following the declaration of an emergency the Board may, by formal action and pursuant to a vote as required by Section 22050 of the Public Contract Code, determine if there is a need to continue the emergency action. If the Board does not determine that the emergency continues, the power to operate under emergency conditions will terminate and any new work, goods or services not yet procured shall be contracted or acquired in accordance with applicable provisions of this Code.

2.02        ORDER OF SUCCESSION

When the General Manager is going to be absent from the District, the General Manager is authorized to designate an Asst. General Manager to act on his behalf and said person shall have the same authority as the General Manager. Any long-term vacancies (over 30 days) shall be filled by vote of the majority of the Board.

# ATTACHMENT C

## SECTION 2 MANAGEMENT OF THE DISTRICT

### 2.01 AUTHORITY OF THE GENERAL MANAGER

Pursuant to Sections 71362 and 71363 of the California Water Code, and other applicable laws of the State of California, the General Manager shall, subject to the approval and direction of the Board of Directors, operate and manage the affairs of the District. The General Manager shall have the following specifically enumerated powers and authority:

A To control the administration, maintenance, operation and construction of the waterworks and sewer system of the District in an efficient manner.

B To employ and discharge all employees and assistants, other than those referred to in Section 71340 of the California Water Code, and to prescribe their duties and promulgate specific rules and regulations for such employees and assistants.

C To execute agreements, contracts, other documents, or commitment on behalf of the District with a single vendor/contractor where the amount involved in such documents or commitments does not exceed \$50,000.

D To award negotiated construction contracts of \$35,000 or less.

E To approve change orders on behalf of the District where:

1. For contracts under \$35,000, no single change order on the project exceeds \$10,000 and the cumulative amount of change orders on a single project does not exceed \$10,000 since a report on change orders was last made to the Board.

2. For contracts over \$35,000, where no single change order on a project exceeds \$50,000 or 30% of the original contract amount, whichever is less, and the cumulative amount of change orders on a single project does not exceed \$50,000 or 30% of the original contract, whichever is less, since a report on change orders was last made to the Board.

F To approve plans, specifications, maps and agreements, and any other documents involving land development projects in the District.

G To negotiate agreements on seasonal rates for reclaimed water when economically beneficial to the District. This may include waiving penalties, offering incentives or giving seasonal rates. Any agreements would be brought to the Board for appropriate action.

H. To declare an emergency and, in such event, to have the additional powers specified in the District's emergency management plan, referred to as the National Incident Management System (NIMS), and below, pursuant to California Contract Code Section 22050. An emergency is a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent and mitigate the loss or impairment of life, health, property, or essential public services.

1. In a declared emergency, the General Manager may direct employees, take action to continue or restore service capability, and execute any contracts for necessary equipment, services, or supplies directly related and required by the emergency. Notwithstanding the limits imposed in Section 2.01, Paragraphs C, D or E or by any other policy or guideline of the District, in an emergency, the General Manager may award and execute contracts for goods, services, work, facility or improvement, without bidding and without regard to said limits, provided that the goods, services, work, facilities or improvements acquired or contracted for are of an urgent nature, directly and immediately required by the emergency. Any contract for goods or services with a value of more than \$250,000 shall be subject to ratification by the Board at its first regularly scheduled meeting following the declaration of the emergency to which the contract relates. Any contract for work, facilities or improvements with a value of more than \$500,000 shall be subject to ratification by the Board at its first regularly scheduled meeting following the declaration of the emergency to which the contract relates.

2. The General Manager shall report to the Board not later than ~~seven days~~ 48 hours after the emergency action or at the next regularly scheduled meeting, whichever is earlier. The report shall include the details of the emergency and reasons justifying the actions taken, and provide an accounting of the funds expended or yet to be expended in connection with the emergency.

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3. If the emergency action continues for seven days and a regularly scheduled meeting will not occur within 14 days from the day the emergency action was taken, the General Manager shall request that the Board review the emergency action and determine by formal action if the need to take emergency action continues.

4. At each regularly scheduled meeting following the declaration of an emergency the Board may, by formal action and pursuant to a vote as required by Section 22050 of the Public Contract Code, determine if there is a need to continue the emergency action. If the Board does not determine that the emergency continues, the power to operate under emergency conditions will terminate and any new work, goods or services not yet procured shall be contracted or acquired in accordance with applicable provisions of this Code.

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2.02      ORDER OF SUCCESSION

When the General Manager is going to be absent from the District, the General Manager is authorized to designate an Asst. General Manager to act on his behalf and said person shall have the same authority as the General Manager. Any long-term vacancies (over 30 days) shall be filled by vote of the majority of the Board.

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## MEMORANDUM

TO: Board of Directors

Date: 8-16-07

FROM: Mark Watton, General Manager

SUBJ: Olympic Parkway 16" Pipeline Leak  
on August 2, 2007

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The repair of the 16-inch main near the intersection of Olympic Parkway and Brandywine Avenue was deemed an emergency pursuant to Section 2.01 of the District's Code of Ordinances. This break was a sudden, unexpected occurrence that posed a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of property and essential public services.

Occasionally, the District experiences a significant disruption of service that requires immediate attention in order to restore essential public service. This disruption of service occurred on Thursday, August 2, 2007 when staff was notified by a customer of water pouring into the headwall of an 11-foot diameter storm drain that belongs to the City of Chula Vista, located southeast of the intersection of Olympic Parkway and Brandywine Avenue.

During the response, staff was able to identify the break coming from the area of an existing 4-inch blow-off connected to a 16-inch pipeline. Because of the extreme depth of the pipe, staff was unable to determine if the leak was between the blow-off valve and the 16-inch pipe, or if the 16-inch pipe may have settled and cracked beneath the storm drain.

The 16-inch main is the main feed to the 458 Reservoirs in Chula Vista. The plans showed that the 16-inch main was built in 1978 at an approximate depth of 3.5 feet below existing ground, following the contour line of that time. The blow-off was located below what once was a creek. The current site, however, shows an 11-foot storm drain where the creek once was with a

fill of what staff could estimate to be approximately 21 feet. Staff concluded that they did not have the proper equipment to proceed with this critical emergency repair and decided to contact a local contractor with the specialized equipment. The contractor was Cass Construction.

Water system operators were able to isolate the main to contain the leak and were also able to increase the pressure to the affected area by by-passing the 458 Reservoirs and having the Palomar Pressure Reducing Valve feed the area directly. The repair work, however, was much more involved than originally thought with a resultant cost of repair that is also higher than originally estimated.

In summary, the repair was complicated and had it not been addressed immediately, there would have been potential impacts to property and a number of facilities in the area could have been severely undermined. The system is back in normal operation with no customer outages during the repair.

The cost breakdown for the emergency repair of the 16" pipeline is as follows:

Cass Construction- Materials:       \$163,007.77

Heavy equipment, emergency lighting, shoring boxes, 16" PVC pipe, air-vac and blow off fittings, valves, concrete, valve casings, backfill materials, soils testing, compaction equipment, sound wall demolition/removal, spoil removal, traffic control, etc.

Otay Staff- Operations and Engineering:       \$31,479.12

Water System Operators, Survey, Utility Maintenance, Engineering.

Emergency Costs to restore service:       \$194,486.89

Additional work is yet to be completed to restore the site to its pre-leak condition. This work includes the sound wall installation, environmental mitigation, irrigation repair and replacement, and complete the air-vac assembly. This additional work will follow our customary bid and contract procedure.



# AGENDA ITEM 6f

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Sean Prendergast, 	W.O./G.F. NO:	DIV. NO. A11
	Payroll/AP Supervisor		
APPROVED BY:	Joseph R. Beachem, Chief Financial Officer		
(Chief)			
APPROVED BY:	German Alvarez, Assistant General Manager		
(Asst. GM):			
SUBJECT:	Director's Expenses for the 4th Quarter of Fiscal Year 2007		

**GENERAL MANAGER'S RECOMMENDATION:**

This is an informational item only.

**COMMITTEE ACTION:** \_\_\_\_\_

Please see Attachment A.

**PURPOSE:**

To inform the Board of the Director's expenses for the 4th quarter of Fiscal Year 2007.

**ANALYSIS:**

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

**FISCAL IMPACT:** 

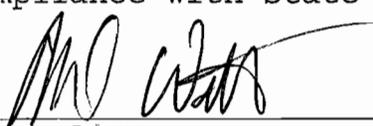
None.

**STRATEGIC GOAL:**

Prudently manage District funds.

**LEGAL IMPACT:** \_\_\_\_\_

Compliance with State law.

  
\_\_\_\_\_  
General Manager

Attachments:

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



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	Director's Expenses for the 4th Quarter of Fiscal Year 2007
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### COMMITTEE ACTION:

This item was agendized for review at the Finance, Administration and Communications Committee on August 22, 2007. The committee noted and filed staffs' report and recommended that it be forwarded to the full board on the consent calendar.

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

**FINANCE, ADMINISTRATION AND  
COMMUNICATIONS COMMITTEE  
AUGUST 22, 2007**

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

- Fiscal Year 2007, 4th Quarter
- The expenses are shown in detail by Board member, month and expense type.
- This presentation is in alphabetical order.
- This information was presented to the Finance and Administration Committee on August 22, 2007

Board of Directors' Expenses and Per-Diems  
Fiscal Year 2007 Quarter 4 (Apr 07- Jun 07)

• Director Bonilla	0.00
• Director Breitfelder	\$1,826.27
• Director Croucher	\$1,157.00
• Director Lopez	\$1,287.30
• Director Robak	<u>\$2,163.45</u>
• Total	\$6,434.02

# Director Bonilla

## Fiscal Year 2007 Quarter 4

	<u>Apr 07</u>	<u>May 07</u>	<u>Jun 07</u>	<u>Qtr4</u>
• Mileage Business				
• Mileage Commute				
• Conference				
• Travel				
• Director's Fees	_____	_____	_____	
•				
• Monthly Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
• Meetings Attended	Director Bonilla does not request			
• Meetings Paid	Per-Diem reimbursements.			
• Quarterly Total				
• Fiscal Year-to-Date 2007 (Jul06-Jun07)				

# Director Breitfelder

## Fiscal Year 2007 Quarter 4

	<u>Apr 07</u>	<u>May 07</u>	<u>Jun 07</u>	Qtr4
• Mileage Business	40.74	79.54	60.14	
• Mileage Commute	29.10	43.65	29.10	
• Business Meetings	62.00	57.00	25.00	
• Seminars & Travel				
• Director's Fees	<u>300.00</u>	<u>600.00</u>	<u>500.00</u>	
• Monthly Totals	<u>431.84</u>	<u>780.19</u>	<u>614.24</u>	
• Meetings Attended	7	15	10	
• Meetings Paid	3	6	5	
• Quarterly Total				1,826.27
• Fiscal Year-to-Date 2007 (Jul06-Jun07)				7,296.90

# Director Croucher

## Fiscal Year 2007 Quarter 4

	<u>Apr 07</u>	<u>May 07</u>	<u>Jun 07</u>	Qtr4
• Mileage Business				
• Mileage Commute				
• Director's Fees	300.00	400.00	400.00	
• Seminars				
• Business Meeting		57.00		
• Monthly Totals	<u>300.00</u>	<u>457.00</u>	<u>400.00</u>	
•				
• Meetings Attended	6	5	6	
• Meetings Paid	3	4	4	
• Quarterly Total				1,157.00
• Fiscal Year-to-Date 2007 (Jul06-Jun07)				3,957.00

# Director Lopez

## Fiscal Year 2007 Quarter 4

	<u>Apr 07</u>	<u>May 07</u>	<u>Jun 07</u>	Qtr4
• Mileage Business	3.88	20.37	4.85	
• Mileage Commute	19.40	29.10	9.70	
• Travel				
• Director's Fees	<u>400.00</u>	<u>500.00</u>	<u>300.00</u>	
• Conference				
• Monthly Totals	<u>423.28</u>	<u>549.47</u>	<u>314.55</u>	
• Meetings Attended	4	5	3	
• Meetings Paid	4	5	3	
• Quarterly Total				1,287.30
• Fiscal Year-to-Date 2007 (Jul06-Jun07)				5,920.41

# Director Robak

## Fiscal Year 2007 Quarter 4

	<u>Apr 07</u>	<u>May 07</u>	<u>Jun 07</u>	Qtr4
• Mileage Business	68.39	41.71	37.83	
• Mileage Commute	5.82	5.82	3.88	
• Travel				
• Director's Fees	900.00	600.00	500.00	
• Conference				
• Monthly Totals	<u>974.21</u>	<u>647.53</u>	<u>541.71</u>	
• Meetings Attended	12	9	7	
• Meetings Paid	9	6	5	
Quarterly Total				2,163.45
• Fiscal Year-to-Date 2007 (Jul06-Jun07)				8,949.62

Board of Directors' Expenses and Per Diems  
Fiscal Year 2007 to Date (Jul 06- Jun 07)

• Director Bonilla	0.00
• Director Breitfelder	\$7,296.90
• Director Croucher	\$3,957.00
• Director Lopez	\$5,920.41
• Director Robak	<u>\$8,949.62</u>
• Total	\$26,123.93

**OTAY WATER DISTRICT  
ADMINISTRATIVE EXPENSES - BOARD**

July 1, 2006 -June 30, 2007

	Jul-06	Aug-06	Sep-06	Oct-06	Nov-06	Dec-06	Jan-07	Feb-07	Mar-07	Apr-07	May-07	Jun-07	Total
	1	2	3	4	5	6	7	8	9	10	11	12	
<b>JAIME BONILLA (DETAILED IN SECTION D):</b>													
5211 Mileage - Commuting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5211 Mileage - Business	-	-	-	-	-	-	-	-	-	-	-	-	-
5212 Travel	-	-	-	-	-	-	-	-	-	-	-	-	-
5214 Business meetings	-	-	-	-	-	-	-	-	-	-	-	-	-
5114 Director's fees	-	-	-	-	-	-	-	-	-	-	-	-	-
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>LARRY BREITFELDER (DETAILED IN SECTION E):</b>													
5211 Mileage - Commuting	\$ 26.70	\$ 13.35	\$ 26.70	\$ -	\$ -	\$ 40.05	\$ 40.74	\$ -	\$ 29.10	\$ 29.10	\$ 43.65	\$ 29.10	\$ 278.49
5211 Mileage - Business	55.18	13.35	55.18	50.73	68.53	-	29.10	-	79.54	40.74	79.54	60.14	532.03
5212 Travel	-	-	-	-	-	-	-	645.78	540.60	-	-	-	1,186.38
5214 Business meetings	60.00	32.00	20.00	-	132.00	-	-	20.00	167.00	62.00	57.00	25.00	575.00
5114 Director's fees	400.00	200.00	400.00	400.00	400.00	400.00	300.00	-	500.00	300.00	600.00	500.00	4,400.00
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	55.00	-	-	-	-	270.00	-	-	-	-	325.00
Total	\$ 541.88	\$ 258.70	\$ 556.88	\$ 450.73	\$ 600.53	\$ 440.05	\$ 369.84	\$ 935.78	\$ 1,316.24	\$ 431.84	\$ 780.19	\$ 614.24	\$ 7,296.90
<b>GARY D. CROUCHER (DETAILED IN SECTION F):</b>													
5211 Mileage - Commuting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5211 Mileage - Business	-	-	-	-	-	-	-	-	-	-	-	-	-
5212 Travel	-	-	-	-	-	-	-	-	-	-	-	-	-
5214 Business meetings	-	-	-	-	-	-	-	-	-	-	57.00	-	57.00
5114 Director's fees	100.00	300.00	400.00	300.00	300.00	200.00	500.00	300.00	400.00	300.00	400.00	400.00	3,900.00
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 100.00	\$ 300.00	\$ 400.00	\$ 300.00	\$ 300.00	\$ 200.00	\$ 500.00	\$ 300.00	\$ 400.00	\$ 300.00	\$ 457.00	\$ 400.00	\$ 3,957.00
<b>JOSE LOPEZ (DETAILED IN SECTION G):</b>													
5211 Mileage - Commuting	\$ 13.35	\$ 26.70	\$ 40.05	\$ 36.05	\$ 17.80	\$ 17.80	\$ 29.10	\$ 9.70	\$ 9.70	\$ 19.40	\$ 29.10	\$ 9.70	\$ 258.45
5211 Mileage - Business	-	-	-	-	-	-	20.37	-	153.26	3.88	20.37	4.85	202.73
5212 Travel	-	-	-	-	-	-	-	-	447.23	-	-	-	447.23
5214 Business meetings	-	-	-	-	-	-	-	-	32.00	-	-	-	32.00
5281 Director's fees	200.00	300.00	400.00	500.00	300.00	400.00	500.00	400.00	400.00	400.00	500.00	300.00	4,600.00
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	55.00	-	-	-	-	325.00	-	-	-	-	380.00
Total	\$ 213.35	\$ 326.70	\$ 495.05	\$ 536.05	\$ 317.80	\$ 417.80	\$ 549.47	\$ 734.70	\$ 1,042.19	\$ 423.28	\$ 549.47	\$ 314.55	\$ 5,920.41
<b>MARK ROBAK (DETAILED IN SECTION H):</b>													
5211 Mileage - Commuting	\$ 1.78	\$ 5.34	\$ 5.34	\$ 3.56	\$ 5.34	\$ 1.78	\$ 3.88	\$ 1.94	\$ 3.88	\$ 5.82	\$ 5.82	\$ 3.88	\$ 48.36
5211 Mileage - Business	46.28	44.06	31.15	47.62	45.39	49.84	66.45	57.72	45.59	68.39	41.71	37.83	582.03
5212 Travel	-	-	-	-	-	-	-	-	447.23	-	-	-	447.23
5214 Business meetings	40.00	-	-	20.00	32.00	-	-	-	-	-	-	-	92.00
5114 Director's fees	600.00	700.00	500.00	600.00	700.00	600.00	500.00	500.00	700.00	900.00	600.00	500.00	7,400.00
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	55.00	-	-	-	-	325.00	-	-	-	-	380.00
Total	\$ 688.06	\$ 749.40	\$ 591.49	\$ 671.18	\$ 782.73	\$ 651.62	\$ 570.33	\$ 884.66	\$ 1,196.70	\$ 974.21	\$ 647.53	\$ 541.71	\$ 8,949.62
<b>TOTALS:</b>													
5211 Mileage - Commuting	\$ 41.83	\$ 45.39	\$ 72.09	\$ 39.61	\$ 23.14	\$ 59.63	\$ 73.72	\$ 11.64	\$ 42.68	\$ 54.32	\$ 78.57	\$ 42.68	\$ 585.30
5211 Mileage - Business	101.46	57.41	86.33	98.35	113.92	49.84	115.92	57.72	278.39	113.01	141.62	102.82	1,316.79
5212 Travel	-	-	-	-	-	-	-	645.78	1,435.06	-	-	-	2,080.84
5214 Business meetings	100.00	32.00	20.00	20.00	164.00	-	-	20.00	199.00	62.00	114.00	25.00	756.00
5114 Director's fees	1,300.00	1,500.00	1,700.00	1,800.00	1,700.00	1,600.00	1,800.00	1,200.00	2,000.00	1,900.00	2,100.00	1,700.00	20,300.00
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	165.00	-	-	-	-	920.00	-	-	-	-	1,085.00
Total	\$ 1,543.29	\$ 1,634.80	\$ 2,043.42	\$ 1,957.96	\$ 2,001.06	\$ 1,709.47	\$ 1,989.64	\$ 2,855.14	\$ 3,955.13	\$ 2,129.33	\$ 2,434.19	\$ 1,870.50	\$ 26,123.93

**OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007**

**ATTACHMENT D  
SECTION D**

**NAME OF DIRECTOR:**      **JAIME BONIILA**

<b>ACCOUNT NAME</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
---------------------	-------------	--------------------	---------------

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<b>Total</b>			
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**Grand Total**

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT E  
SECTION E**

**DIRECTORS NAME: BREITFELDER, LARRY**

ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
<b>5211 Mileage - Business</b>			
	<u>7/31/06</u>	MEETING - JULY 18 & 25, 2006	\$ 55.18
	<u>8/30/06</u>	MEETING - AUGUST 2, 2006	13.35
	<u>9/30/06</u>	MEETING - SEPTEMBER 19, 2006	55.18
	<u>10/31/2006</u>	MEETING - OCTOBER 2006	50.73
	<u>11/30/2006</u>	MEETING - NOVEMBER 16, 21, & 27, 2006	68.53
	<u>1/31/07</u>	MEETING - JANUARY 3 & 24, 2007	29.10
	<u>3/31/07</u>	MEETING - MARCH 1, 20 & 26, 2007	79.54
	<u>4/30/2007</u>	MEETING - APRIL 17, 2007	40.74
	<u>5/31/2007</u>	MEETING - MAY 15, 17 & 30 2007	79.54
	<u>6/30/2007</u>	MEETING - JUNE 14 & 19, 2007	60.14
<b>5211 Mileage - Business Total</b>			<b>532.03</b>
<b>5211 Mileage - Commuting</b>			
	<u>7/31/06</u>	MEETING - JULY 5 & 21, 2006	26.70
	<u>8/30/06</u>	MEETING - AUGUST 17, 2006	13.35
	<u>9/30/06</u>	MEETING - SEPTEMBER 6 & 25, 2006	26.70
	<u>12/31/06</u>	MEETING - DECEMBER 4, 6 & 27, 2006	40.05
	<u>1/31/07</u>	MEETING - JANUARY 16, 2007	40.74
	<u>3/31/07</u>	MEETING - MARCH 7 & 21, 2007	29.10
	<u>4/30/2007</u>	MEETING - April 4 & 18, 2007	29.10

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT E  
SECTION E**

**DIRECTORS NAME: BREITFELDER, LARRY**

ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
	<u>5/31/2007</u>		
		MEETING - MAY 2, 15, 17, 22 & 29, 2007	43.65
	<u>6/30/2007</u>		
		MEETING - JUNE 6, 14, 19, & 27, 2007	29.10
<b>5211</b>		<b>Mileage - Commuting Total</b>	<b>278.49</b>
<b>5212</b>		<b>Travel</b>	
	<u>2/28/07</u>		
		HOTEL ACCOMMODATIONS ACWA 2007 CONFERENCE	645.78
	<u>3/31/2007</u>		
		AIRFARE ACWA 2007 CONFERENCE IN WASHINGTON	540.60
<b>5212</b>		<b>Travel Total</b>	<b>1,186.38</b>
<b>5213</b>		<b>Conferences and Seminars</b>	
	<u>9/29/06</u>		
		2006 WATER CONSERVATION SUMMIT	55.00
	<u>2/14/07</u>		
		REGISTRATION FEE FOR WATEREUSE CONFERENCE 3/4-6/07	270.00
<b>5213</b>		<b>Conferences and Seminars Total</b>	<b>325.00</b>
<b>5214</b>		<b>Business Meetings</b>	
	<u>7/18/06</u>		
		COUNCIL OF WATER UTILITIES BREAKFAST MEETING	20.00
	<u>7/20/06</u>		
		WATER AGENCIES ASSOCIATION OF SD QUARTERLY MEETING	40.00
	<u>8/17/06</u>		
		CSDA QUARTERLY DINNER MEETING	32.00
	<u>9/19/06</u>		
		COUNCIL OF WATER UTILITIES BREAKFAST MEETING	20.00
	<u>11/16/06</u>		
		COUNCIL OF WATER UTILITIES BREAKFAST MEETING	20.00
		CSDA QUARTERLY DINNER MEETING	32.00
	<u>11/21/06</u>		
		COUNCIL OF WATER UTILITIES BREAKFAST MEETING	40.00
		WATER AGENCIES ASSOCIATION OF SD QUARTERLY MEETING	40.00
	<u>1/16/07</u>		
		COUNCIL OF WATER UTILITIES - JANUARY 16, 2007	20.00
	<u>2/14/07</u>		
		ACWA 2007 CONFERENCE IN WASHINGTON 2/14/06	90.00
	<u>3/20/07</u>		
		CSDA QUARTERLY DINNER MEETING	32.00
		COUNCIL OF WATER UTILITIES - MARCH 20, 2007	25.00
	<u>4/17/2007</u>		
		COUNCIL OF WATER UTILITIES 4/17/07	25.00
	<u>5/15/2007</u>		
		COUNCIL OF WATER UTILITIES 5/15/07	25.00
	<u>6/19/2007</u>		
		COUNCIL OF WATER UTILITIES 6/19/07	25.00
	<u>5/9/2007</u>		
		CALIFORNIA SPECIAL DISTRICT	32.00
	<u>4/19/2007</u>		
		WATER AGENCIES ASSOCIATION 4/19/07	37.00
	<u>2/13/2007</u>		
		COUNCIL OF WATER UTILITIES	20.00

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT E  
SECTION E**

**DIRECTORS NAME: BREITFELDER, LARRY**

ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
<b>5214 Business Meetings Total</b>			<b>575.00</b>
<b>5281 Director's Fees</b>			
	<u>7/5/06</u>	REGULAR BOARD MEETING	100.00
	<u>7/18/06</u>	COUNCIL OF WATER UTILITIES	100.00
	<u>7/21/06</u>	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	<u>7/25/06</u>	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	<u>8/2/06</u>	REGULAR BOARD MEETING	100.00
	<u>8/7/06</u>	CSDA QUARTERLY DINNER MEETING	100.00
	<u>9/6/06</u>	REGULAR BOARD MEETING	100.00
	<u>9/19/06</u>	COUNCIL OF WATER UTILITIES	100.00
	<u>9/25/06</u>	OTAY WORKSHOP	100.00
	<u>9/29/06</u>	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	<u>10/4/06</u>	REGULAR BOARD MEETING	100.00
	<u>10/17/06</u>	COUNCIL OF WATER UTILITIES	100.00
	<u>10/18/06</u>	COMMUNICATIONS COMMITTEE MEETING	100.00
	<u>10/19/06</u>	WATER CONSERVATION GARDEN AD-HOC BUDGET COMMITTEE	100.00
	<u>11/1/06</u>	REGULAR BOARD MEETING	100.00
	<u>11/16/06</u>	CSDA QUARTERLY DINNER MEETING	100.00
	<u>11/21/06</u>	COUNCIL OF WATER UTILITIES	100.00
	<u>11/27/06</u>	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	<u>12/4/06</u>	COMMUNICATIONS COMMITTEE MEETING	100.00
	<u>12/6/06</u>	REGULAR BOARD MEETING	100.00
	<u>12/19/06</u>	COUNCIL OF WATER UTILITIES	100.00
	<u>12/27/06</u>	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	<u>1/3/07</u>	REGULAR BOARD MEETING	100.00
	<u>1/16/07</u>	COUNCIL OF WATER UTILITIES	100.00
	<u>1/24/07</u>	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT E  
SECTION E**

**DIRECTORS NAME: BREITFELDER, LARRY**

ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
	<u>3/1/07</u>	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	<u>3/7/07</u>	REGULAR BOARD MEETING	100.00
	<u>3/20/07</u>	COUNCIL OF WATER UTILITIES	100.00
	<u>3/21/07</u>	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	<u>3/26/07</u>	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	<u>4/4/2007</u>	REGULAR BOARD MEETING	100.00
	<u>4/17/2007</u>	COUNCIL OF WATER UTILITIES	100.00
	<u>4/18/2007</u>	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	<u>5/2/2007</u>	REGULAR BOARD MEETING	100.00
	<u>5/15/2007</u>	COUNCIL OF WATER UTILITIES	100.00
	<u>5/17/2007</u>	CAC MODEL ORDINANCE SUBCOMMITTEE	100.00
	<u>5/22/2007</u>	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	<u>5/29/2007</u>	OTAY BUDGET WORKSHOP	100.00
	<u>5/30/2007</u>	CAC MODEL ORDINANCE SUBCOMMITTEE	100.00
	<u>6/1/2007</u>	OTAY WATER RECYCLED WATER EVENT	100.00
	<u>6/6/2007</u>	REGULAR BOARD MEETING	100.00
	<u>6/14/2007</u>	CAC MODEL ORDINANCE SUBCOMMITTEE	100.00
	<u>6/19/2007</u>	COUNCIL OF WATER UTILITIES	100.00
	<u>6/27/2007</u>	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
<b>5281 Director's Fees Total</b>			<b>4,400.00</b>
<b>Grand Total</b>			<b>\$ 7,296.90</b>

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT F  
SECTION F**

**DIRECTORS NAME: CROUCHER, GARY**

ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
<b>5214 Business Meetings</b>			
	<b>5/15/2007</b>	<b>COUNCIL OF WATER UTILITIES 5/15/07</b>	<b>\$ 25.00</b>
		<b>CALIFORNIA SPECIAL DISTRICT</b>	<b>32.00</b>
<b>5214 Business Meetings Total</b>			<b>57.00</b>
<b>5281 Director's Fees</b>			
	<b>7/5/2006</b>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>
	<b>8/2/2006</b>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>
	<b>8/7/2006</b>	<b>SPECIAL BOARD MEETING</b>	<b>100.00</b>
	<b>8/23/2006</b>	<b>ENGINEERING &amp; OPERATIONS COMMITTEE MEETING</b>	<b>100.00</b>
	<b>9/6/2006</b>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>
	<b>9/22/2006</b>	<b>ENGINEERING &amp; OPERATIONS COMMITTEE MEETING</b>	<b>100.00</b>
	<b>9/25/2006</b>	<b>ANNUAL BOARD RETREAT</b>	<b>100.00</b>
	<b>9/26/2006</b>	<b>AD HOC COMMITTEE - REVIEW POLICY 8</b>	<b>100.00</b>
	<b>10/4/2006</b>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>
	<b>10/6/2006</b>	<b>AD HOC COMMITTEE - EMPLOYEE NEGOTIATIONS</b>	<b>100.00</b>
	<b>10/18/2006</b>	<b>ENGINEERING &amp; OPERATIONS COMMITTEE MEETING</b>	<b>100.00</b>
	<b>11/1/2006</b>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>
	<b>11/15/2006</b>	<b>ENGINEERING &amp; OPERATIONS COMMITTEE MEETING</b>	<b>100.00</b>
	<b>11/29/2006</b>	<b>WATER RESOURCES &amp; SECURITY COMMITTEE</b>	<b>100.00</b>
	<b>12/18/2006</b>	<b>ENGINEERING &amp; OPERATIONS COMMITTEE MEETING</b>	<b>100.00</b>
	<b>12/20/2006</b>	<b>AD HOC COMMITTEE - EMPLOYEE NEGOTIATIONS</b>	<b>100.00</b>
	<b>1/3/2007</b>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>
	<b>1/11/2007</b>	<b>CSDA QUARTERLY DINNER MEETING</b>	<b>100.00</b>
	<b>1/17/2007</b>	<b>AD HOC COMMITTEE - EMPLOYEE NEGOTIATIONS</b>	<b>100.00</b>
	<b>1/29/2007</b>	<b>AGENDA BRIEFING WITH GENERAL MANAGER</b>	<b>100.00</b>
	<b>1/30/2007</b>	<b>ELECTED OFFICIALS BRIEFING</b>	<b>100.00</b>
	<b>2/12/2007</b>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**DIRECTORS NAME: CROUCHER, GARY**

ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
5281 Director's Fees	2/14/2007		
	2/21/2007	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	3/7/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	3/19/2007	REGULAR BOARD MEETING	100.00
	3/21/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	3/27/2007	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	4/4/2007	RECYCLED WATER AD HOC COMMITTEE	100.00
	5/2/2007	REGULAR BOARD MEETING	100.00
	5/31/2007	REGULAR BOARD MEETING	100.00
	6/1/2007	SAN DIEGO TAX PAYERS WATCHDOG AWARD	100.00
	6/27/2007	RECYCLED PIPELINE DEDICATION EVENT	100.00
	4/25/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	4/24/2007	WATER CONSERVATION GARDEN RECEPTION FOR MWD CHAIRMAN	100.00
	5/19/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	5/23/2007	WATER CONSERVATION GARDEN SPRING FESTIVAL	100.00
	6/18/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	6/21/2007	MULTI-AGENCY PRESIDENTS MEETING	100.00
		CONSERVATION EVENT WITH STATE WATER BOARD MEMBER	100.00
5281 Director's Fees Total			3,900.00
Grand Total			\$ 3,957.00

OTAY WATER DISTRICT  
 SUMMARY - BOARD OF DIRECTORS EXPENSES  
 FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT G  
SECTION G**

<b>DIRECTORS NAME</b>	<b>LOPEZ,,JOSE</b>
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ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
<b>5211 Mileage - Business</b>			
	<u>1/31/2007</u>	MEETING - JANUARY 19, 2007	\$ 20.37
	<u>3/31/2007</u>	MEETING - MARCH 5 & 6, 2007	153.26
	<u>4/30/2007</u>	MEETING - APRIL 2, 2007	3.88
	<u>5/31/2007</u>	MEETING - MAY 31, 2007	20.37
	<u>6/30/2007</u>	MEETING - JUNE 1, 2007	4.85
<b>5211 Mileage - Business Total</b>			<b>202.73</b>
<b>5211 Mileage - Commuting</b>			
	<u>7/31/2006</u>	MEETING - JULY 5 & 31, 2006	13.35
	<u>8/31/2006</u>	MEETING - AUGUST 2, 7 & 21, 2006	26.70
	<u>9/30/2006</u>	MEETING - SEPTEMBER 6, 20, 22 & 25, 2006	40.05
	<u>10/31/2006</u>	MEETING - OCTOBER 4, 6, 18, 20 & 25, 2006	36.05
	<u>11/30/2006</u>	MEETING - NOVEMBER 1 & 20, 2006	17.80
	<u>12/31/2006</u>	MEETING - DECEMBER 6 & 19, 2006	17.80
	<u>1/31/2007</u>	MEETING - JANUARY 3, 17, & 18, 2007	29.10
	<u>2/28/2007</u>	MEETING - FEBRUARY 7, 12, 21 & 26, 2007	9.70
	<u>3/31/2007</u>	MEETING - MARCH 7, 2007	9.70
	<u>4/30/2007</u>	MEETING - 4/4 & 4/24/07	19.40
	<u>5/31/2007</u>	MEETING - MAY 2, 25 & 29, 2007	29.10

OTAY WATER DISTRICT  
 SUMMARY - BOARD OF DIRECTORS EXPENSES  
 FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT G  
 SECTION G**

<b>DIRECTORS NAME</b>	<b>LOPEZ, JOSE</b>
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ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
	<u>6/30/2007</u>	<b>MEETING - JUNE 6, 2007</b>	<b>9.70</b>
<b>5211 Mileage - Commuting Total</b>			<b>258.45</b>
<b>5212 Travel</b>			
	<u>3/6/2007</u>	<b>HOTEL ACCOMMODATIONS - WATEREUSE CONFERENCE 3/4-6/07</b>	<b>447.23</b>
<b>5212 Travel Total</b>			<b>447.23</b>
<b>5213 Conferences and Seminars</b>			
	<u>9/29/2006</u>	<b>2006 WATER CONSERVATION SUMMIT</b>	<b>55.00</b>
	<u>2/14/2007</u>	<b>REGISTRATION FEE FOR WATEREUSE CONFERENCE 3/4-6/07</b>	<b>325.00</b>
<b>5213 Conferences and Seminars Total</b>			<b>380.00</b>
<b>5214 Business Meetings</b>			
	<u>2/12/2007</u>	<b>MEETING - CALIFORNIA SPECIAL DISTRICT</b>	<b>32.00</b>
<b>5214 Business Meetings Total</b>			<b>32.00</b>
<b>5281 Director's Fees</b>			
	<u>7/5/2006</u>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>
	<u>7/31/2006</u>	<b>JOINT AGENCY MEETING</b>	<b>100.00</b>
	<u>8/2/2006</u>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>
	<u>8/7/2006</u>	<b>SPECIAL BOARD MEETING</b>	<b>100.00</b>
	<u>8/21/2006</u>	<b>FINANCE &amp; ADMINISTRATION COMMITTEE MEETING</b>	<b>100.00</b>
	<u>9/6/2006</u>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>
	<u>9/20/2006</u>	<b>FINANCE &amp; ADMINISTRATION COMMITTEE MEETING</b>	<b>100.00</b>
	<u>9/22/2006</u>	<b>ENGINEERING &amp; OPERATIONS COMMITTEE MEETING</b>	<b>100.00</b>
	<u>9/25/2006</u>	<b>OTAY WORKSHOP</b>	<b>100.00</b>
	<u>10/4/2006</u>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>
	<u>10/6/2006</u>	<b>AD HOC COMMITTEE - EMPLOYEE NEGOTIATIONS</b>	<b>100.00</b>
	<u>10/18/2006</u>	<b>ENGINEERING &amp; OPERATIONS COMMITTEE MEETING</b>	<b>100.00</b>
	<u>10/20/2006</u>	<b>FINANCE &amp; ADMINISTRATION COMMITTEE MEETING</b>	<b>100.00</b>
	<u>10/25/2006</u>	<b>AGENDA BRIEFING WITH GENERAL MANAGER2</b>	<b>100.00</b>
	<u>11/1/2006</u>	<b>REGULAR BOARD MEETING</b>	<b>100.00</b>

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT G  
SECTION G**

<b>DIRECTORS NAME</b>	<b>LOPEZ,,JOSE</b>
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<b>ACCOUNT NAME</b>	<b>DATE</b>	<b>DESCRIPTIONS</b>	<b>AMOUNT</b>
5281 Director's Fe	11/15/2006		
	11/20/2006	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	12/6/2006	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	12/18/2006	REGULAR BOARD MEETING	100.00
	12/19/2006	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	12/20/2006	STATE MANDATED ETHICS TRAINING	100.00
	1/3/2007	AD HOC NEGOTIATION COMMITTEE	100.00
	1/17/2007	REGULAR BOARD MEETING	100.00
	1/18/2007	AD HOC COMMITTEE - EMPLOYEE NEGOTIATIONS	100.00
	1/19/2007	DEPOSITION PREP WITH DISTRICT GENERAL COUNSEL	100.00
	1/23/2007	DEPOSITION WITH DISTRICT GENERAL COUNSEL	100.00
	2/7/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	2/12/2007	REGULAR BOARD MEETING	100.00
	2/21/2007	INTERAGENCY WATER TASK FORCE	100.00
	2/26/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	3/5/2007	AGENDA BRIEFING WITH GENERAL MANAGER2	100.00

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT G  
SECTION G**

<b>DIRECTORS NAME</b>	<b>LOPEZ,,JOSE</b>
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<b>ACCOUNT NAME</b>	<b>DATE</b>	<b>DESCRIPTIONS</b>	<b>AMOUNT</b>
5281 Director's Fees	3/5/2007	WATEREUSE ANNUAL CONFERENCE	100.00
	3/6/2007	WATEREUSE ANNUAL CONFERENCE	100.00
	3/7/2007	REGULAR BOARD MEETING	100.00
	3/19/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	4/4/2007	REGULAR BOARD MEETING	100.00
	5/2/2007	REGULAR BOARD MEETING	100.00
	5/29/2007	SPECIAL BOARD MEETING	100.00
	5/31/2007	TAXPAYERS RECOGNITION AWARD	100.00
	6/1/2007	RECYCLED SUPPLY LINK CEREMONIES	100.00
	6/6/2007	REGULAR BOARD MEETING	100.00
	6/27/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	4/2/2007	INTERNATIONAL ISSUES AD HOC COMMITTEE	100.00
	4/23/2007	CHULA VISTA INTERAGENCY TASK FORCE	100.00
	4/24/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	5/23/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	5/25/2007	DEPOSITION PREP WITH DISTRICT GENERAL COUNSEL	100.00
<b>5281 Director's Fees Total</b>			<b>4,600.00</b>
<b>Grand Total</b>			<b>\$ 5,920.41</b>

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT H  
SECTION H**

**DIRECTORS NAME: ROBAK, MARK**

ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
<b>5211 Mileage - Business</b>			
	<u>7/31/2006</u>	MEETING - JULY 5, 6, 12, 17, 19, 21, & 28, 2006	\$ 46.28
	<u>9/30/2006</u>	MEETING - AUGUST 2, 3, 7, 8, 9, 16, 21 & 31, 2006	44.06
		MEETING - SEPTEMBER 6, 13, 20, 25 & 29, 2006	31.15
	<u>10/31/2006</u>	MEETING - OCTOBER 4, 11, 17, 18, 19, & 20 2006	47.62
	<u>11/30/2006</u>	MEETING - NOVEMBER 1, 2, 3, 8, 16, 20 & 29, 2006	45.39
	<u>12/31/2006</u>	MEETING - DEC. 4, 6, 13, 14, 19 & 21, 2006	49.84
	<u>1/31/2007</u>	MEETING - JANUARY 3, 10, 11, 24, 26, 30 & 31, 2007	66.45
	<u>2/28/2007</u>	MEETING - FEBRUARY 2, 4, 7, 8, 16 & 21, 2007	57.72
	<u>3/31/2007</u>	MEETING - MARCH 1, 2, 5, 6, 7, 14 & 21, 2007	45.59
	<u>4/30/2007</u>	MEETING - APRIL 2, 4, 5, 9, 11, 12, 18, 23, 25 & 28, 2007	68.39
	<u>5/31/2007</u>	MEETING - MAY 2, 3, 9, 19, 22 & 29, 2007	41.71
	<u>6/30/2007</u>	MEETING - JUNE 1, 7, 13, 6, & 27, 2007	37.83
<b>5211 Mileage - Business Total</b>			<b>582.03</b>
<b>5211 Mileage - Commuting</b>			
	<u>7/31/2006</u>	MEETING - JULY 5, 2006	1.78
	<u>8/31/2006</u>	MEETING - AUGUST 2, 7 & 21, 2006	5.34
	<u>9/30/2006</u>	MEETING - SEPTEMBER 6, 20 & 29 2006	5.34
	<u>10/31/2006</u>	MEETING - OCTOBER 4, & 20 2006	3.56
	<u>11/30/2006</u>	MEETING - NOVEMBER 1, 20 & 29, 2006	5.34
	<u>12/31/2006</u>	MEETING - DEC. 4, 2006	1.78

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT H  
SECTION H**

**DIRECTORS NAME: ROBAK, MARK**

ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
	<u>1/31/2007</u>		
		MEETING - JANUARY 3 & 30, 2007	3.88
	<u>2/28/2007</u>		
		MEETING - FEBRUARY 7, 2007	1.94
	<u>3/31/2007</u>		
		MEETING - MARCH 7 & 21, 2007	3.88
	<u>4/30/2007</u>		
		MEETING - APRIL 4, 18, & 23, 2007	5.82
	<u>5/31/2007</u>		
		MEETING - MAY 2, 22 & 29, 2007	5.82
	<u>06/31/07</u>		
		MEETING - JUNE 1, 6, 7, 13 & 27, 2007	3.88
<b>5211 Mileage - Commuting Total</b>			<b>48.36</b>
<b>5212 Travel</b>			
	<u>3/6/2007</u>		
		HOTEL ACCOMMODATIONS - WATEREUSE CONFERENCE 3/4-6/07	447.23
<b>5212 Travel Total</b>			<b>447.23</b>
<b>5213 Conferences and Seminars</b>			
	<u>9/29/2006</u>		
		2006 WATER CONSERVATION SUMMIT	55.00
	<u>2/14/2007</u>		
		REGISTRATION FEE FOR WATEREUSE CONFERENCE 3/4-6/07	325.00
<b>5213 Conferences and Seminars Total</b>			<b>380.00</b>
<b>5214 Business Meetings</b>			
	<u>7/20/2006</u>		
		WATER AGENCIES ASSOCIATION OF SD QUARTERLY MEETING	40.00
	<u>10/17/2006</u>		
		COUNCIL OF WATER UTILITIES BREAKFAST MEETING	20.00
	<u>11/16/2006</u>		
		CSDA QUARTERLY DINNER MEETING	32.00
<b>5214 Business Meetings Total</b>			<b>92.00</b>
<b>5281 Director's Fees</b>			
	<u>7/5/2006</u>		
		REGULAR BOARD MEETING	100.00
	<u>7/6/2006</u>		
		METRO COMMISSION	100.00
	<u>7/12/2006</u>		
		WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	<u>7/17/2006</u>		
		CUYAMACA COLLEGE WATER-WISE AA DEGREE PROGRAM	100.00
	<u>7/19/2006</u>		
		SWEETWATER AUTHORITY OPERATIONS COMMITTEE	100.00
	<u>7/21/2006</u>		
		FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	<u>8/2/2006</u>		
		REGULAR BOARD MEETING	100.00
	<u>8/3/2006</u>		
		METRO COMMISSION	100.00
	<u>8/7/2006</u>		
		INTEGRATED RESOURCE PLANNING WORKSHOP	100.00
	<u>8/8/2006</u>		
		COMMUNICATIONS COMMITTEE MEETING	100.00
	<u>8/9/2006</u>		
		WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	<u>8/21/2006</u>		
		FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT H  
SECTION H**

**DIRECTORS NAME: ROBAK, MARK**

ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
	<u>8/31/2006</u>	METRO COMMISSION	100.00
	<u>9/6/2006</u>	REGULAR BOARD MEETING	100.00
	<u>9/13/2006</u>	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	<u>9/20/2006</u>	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	<u>9/25/2006</u>	ANNUAL BOARD RETREAT	100.00
	<u>9/29/2006</u>	AD HOC COMMITTEE - REVIEW POLICY 8	100.00
	<u>10/4/2006</u>	REGULAR BOARD MEETING	100.00
	<u>10/11/2006</u>	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	<u>10/17/2006</u>	COUNCIL OF WATER UTILITIES	100.00
	<u>10/18/2006</u>	COMMUNICATIONS COMMITTEE MEETING	100.00
	<u>10/19/2006</u>	WATER CONSERVATION GARDEN AD-HOC BUDGET COMMITTEE	100.00
	<u>10/20/2006</u>	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	<u>11/1/2006</u>	REGULAR BOARD MEETING	100.00
	<u>11/2/2006</u>	METRO COMMISSION	100.00
	<u>11/3/2006</u>	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	<u>11/8/2006</u>	WATER CONSERVATION GARDEN EXECUTIVE COMMITTEE	100.00
	<u>11/16/2006</u>		

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT H  
SECTION H**

**DIRECTORS NAME: ROBAK, MARK**

ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
5281 Director's Fee	11/16/2006	CSDA QUARTERLY DINNER MEETING	100.00
	11/20/2006	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	11/29/2006	WATER RESOURCES & SECURITY COMMITTEE	100.00
	12/4/2006	COMMUNICATIONS COMMITTEE MEETING	100.00
	12/6/2006	REGULAR BOARD MEETING	100.00
	12/13/2006	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	12/14/2006	METRO COMMISSION	100.00
	12/19/2006	STATE MANDATED ETHICS TRAINING	100.00
	12/21/2006	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	1/3/2007	REGULAR BOARD MEETING	100.00
	1/10/2007	WATER CONSERVATION GARDEN EXECUTIVE COMMITTEE	100.00
	1/11/2007	METRO COMMISSION	100.00
	1/24/2007	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	1/30/2007	ELECTED OFFICIALS BRIEFING	100.00
	2/2/2007	MWD BAY-DELTA INSPECTION TOUR	100.00
	2/3/2007	MWD BAY-DELTA INSPECTION TOUR	100.00
	2/7/2007	REGULAR BOARD MEETING	100.00
	2/8/2007	METRO COMMISSION	100.00
	2/21/2007	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	3/1/2007	METRO COMMISSION	100.00
	3/2/2007	AD HOC SALT CREEK COMMITTEE	100.00
	3/5/2007	WATEREUSE ANNUAL CONFERENCE - PALM SPRINGS 3/4-6/07	100.00
	3/6/2007	WATEREUSE ANNUAL CONFERENCE - PALM SPRINGS 3/4-6/07	100.00
	3/7/2007	REGULAR BOARD MEETING	100.00
	3/14/2007	WATER CONSERVATION GARDEN EXECUTIVE COMMITTEE	100.00
	3/21/2007	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	4/4/2007	REGULAR BOARD MEETING	100.00
	4/18/2007		

OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2006 THROUGH JUNE 30, 2007

**ATTACHMENT H  
SECTION H**

**DIRECTORS NAME: ROBAK, MARK**

ACCOUNT NAME	DATE	DESCRIPTIONS	AMOUNT
5281 Director's Fees	4/18/2007	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	5/2/2007	REGULAR BOARD MEETING	100.00
	5/22/2007	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	5/29/2007	SPECIAL BOARD MEETING	100.00
	6/1/2007	RECYCLED PIPELINE DEDICATION EVENT	100.00
	6/6/2007	REGULAR BOARD MEETING	100.00
	6/27/2007	FINANCE & ADMINISTRATION COMMITTEE MEETING	100.00
	4/2/2007	WATER CONSERVATION GARDEN EXECUTIVE COMMITTEE	100.00
	4/5/2007	METRO COMMISSION	100.00
	4/9/2007	AD HOC SALT CREEK COMMITTEE	100.00
	4/11/2007	WATER CONSERVATION GARDEN EXECUTIVE COMMITTEE	100.00
	4/12/2007	WATER CONSERVATION GARDEN FIRE WISE LANDSCAPING EXHIBIT	100.00
	4/23/2007	MEETING WITH AUDITOR AND STAFF	100.00
	4/25/2007	WATER CONSERVATION GARDEN RECEPTION FOR MWD CHAIRMAN	100.00
	5/19/2007	SPRING GARDEN FESTIVAL - PROMOTION & FUND RAISING	100.00
	5/3/2007	METRO COMMISSION	100.00
	5/9/2007	WATER CONSERVATION GARDEN	100.00
	6/7/2007	METRO COMMISSION	100.00
	6/13/2007	WATER CONSERVATION GARDEN	100.00
<b>5281 Director's Fees Total</b>			<b>\$ 7,400.00</b>
<b>Grand Total</b>			<b>\$ 8,949.62</b>



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

Pay To: Larry Breitfelder

Period Covered:

Employee Number: \_\_\_\_\_

From: 4-1-07 To: 4-30-07

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓*	4-4	BoD		30	
	11	CV Library Exhibit Opening			
	12	Conserv. Garden Freewise L-Shape Exhibit			
✓*	17	CWU			84
✓*	18	<sup>owd</sup> Fin. Gmm.		30	
	24	CV Chamber EDC			
	25	CV Chamber Pub. Pet			

Total Meeting Per Diem: \$ 300.00  
(\$100 per meeting)

Total Mileage Claimed: 144 miles

Larry Breitfelder  
(Director's Signature)

GM Receipt: [Signature]

Date: 5/1/07

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_

07 MAY 7 AM 8:35



REC'd  
7-3-07

EXHIBIT

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

Pay to: Larry Breitfelder

Period Covered:  
From 5-1 to 5-31-07

Employee Number: 7013

Date	Meeting Name	Purpose / Issues Discussed	Mileage	
			Home to OWD OWD to Home	Other Locations
2	OWD Bo'D ✓		30	
4	First Friday			
15	Council of Water Utilities ✓		84	
15	FACE			
17	CAC Model Ordin. Subcomm. ✓		40	
17	CSDA			
19	Giserv Garden Spring Festival			
22	OWD Finance Comm. ✓		30	
22	CV State of City Address			
23	RWF			
29	OWD Budget Workshop - Budget Bd mtg ✓		30	
29	CV Chamber FDC			
30	CAC ✓		40	

TOTAL MEETING PER DIEM: \$ 600.00  
(\$145 per meeting)

TOTAL MILEAGE CLAIMED: 254 miles

30 CV Chamber Public Policy Comm.

31 SD Taxpayer Assoc. Event

Larry Breitfelder  
(Director's Signature)

Receipt  
Approval Date: Watts 7/3/07

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT = \$ \_\_\_\_\_



rec'd  
7-3-07

FORM 1042

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

Pay to: Larry Breitfelder

Period Covered:  
From 6-1 to 6-30-07

Employee Number: 7013

Date	Meeting Name	Purpose / Issues Discussed	Mileage	
			Home to OWD OWD to Home	Other Total
1	First Friday			
1	OWD Pacific Water Event ✓			
2	Kalssugan			
6	OWD BoD ✓		30	
14	CAC Model Order Subcomm. ✓		40	
19	Gen'l of Water Utilities ✓		84	
19	FACE			
21	Conserv Garden/CWA/MABPA Event			
21	Combined CV Chamber/PP Mtg.			
23	OWD Finance ✓		30	

TOTAL MEETING PER DIEM: \$ 500.00  
(\$145 per meeting)

TOTAL MILEAGE CLAIMED: 184 miles

Larry Breitfelder  
(Director's Signature)

Approval Date: [Signature] 2/7/07

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT = \$ \_\_\_\_\_







AB000 - 1B4000 - 2101 - 528101  
 00 - 1B.000 - 2101 - 52110. -

400.00  
 19.40



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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 04/01/07 To: 04/30/07

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	04/02	OWD	International Issues Ad Hoc Committee		8
✓ 2.	04/04	OWD	Regular Board Meeting	20	
✓ 3.	04/23	Chula Vista	CV Interagency Task Force		0
✓ 4.	04/24	OWD	Engineering + Operations Committee	20	
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

*Per Diem*

*Mileage*

0.\*  
 4.\*  
 100.00=  
 400.00\*  
 0.\*  
 20.+  
 20.+  
 40.\*  
 40.\*  
 0.4850=  
 19.4\*

Total Meeting Per Diem: \$ 400.-  
 (\$100 per meeting)

Total Mileage Claimed: 48 miles

*Jose Lopez*  
 (Director's Signature)

Date: 6/13/07

7 JUN 19 AM 8:01

GM Receipt: *[Signature]*

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_

*6/13/07*  
*6-25-07*



EXHIBIT B

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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 05/01/07 To: 05/31/07

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
1.	05/02	OWD	BOARD MEETING	20	
2.	05/23	OWD	ENG & OPERATIONS COMMITTEE	0	
3.	05/25	OWD	CONSUL - DEPOSITION	20	
4.	05/29	OWD	SPECIAL BOARD MEETING	20	
5.	05/31	TXPAYERS	AWARDED TAXPAYERS RECOGNITION		42
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

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

Total Mileage Claimed: \_\_\_\_\_ miles

  
\_\_\_\_\_  
(Director's Signature)

GM Receipt:  \_\_\_\_\_

Date: 7/11/07

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_

\* ~~\$500~~ ~~400~~  
\$ 29.10 mileage



EXHIBIT B

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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 06/01/07 To: 06/30/07

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE	
				HOME to OWD OWD to HOME	OTHER LOCATIONS
1.	06/01	OWD	RECLAIMED SUPPLY LINK CEREMONIES		10
2.	06/06	OWD	BOARD MEETING	20	
3.	06/27	OWD	ENG & OPERATIONS COMMITTEE	0	
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

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

Total Mileage Claimed: \_\_\_\_\_ miles

(Director's Signature)

GM Receipt: MW

Date: 7/11/07

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_

Mileage \$ 9.70  
Paid \$ 300  
Resubmitted



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

Pay To: Mark Robak

Period Covered:

Employee Number: 70140407

From: 4-1-07 To: 4-30-07

3217 Fair Oaks Lane, Spring Valley, CA 91978

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1	4-2	Water Conservation Garden	Meeting with Executive Director	0	9
2	4-3	Valle De Oro Planning Group	Presentation of East County pipeline alternatives - <b>No Charge</b>	0	0
✓ 3	4-4	Monthly Otay Board Meeting	General District Business	4	6
✓ 4	4-5	Metro Commission	Monthly Meeting / General Business (See Exhibit A - Agenda)	0	22
✓ 5	4-9	Ad-Hoc Salt Creek Committee	Meeting to discuss negotiation points	0	29
✓ 6	4-11	Water Conservation Garden	Monthly Meeting / General Business (See Exhibit B - Agenda)	0	9
✓ 7	4-12	Water Conservation Garden	Fire Wise Landscaping Exhibit Opening	0	9
✓ 8	4-18	Finance & Administration Committee	Monthly meeting involving finance & administration issues	4	6
✓ 9	4-23	With Otay Auditor and staff	Discuss work plan for annual audit	4	6
✓ 10	4-25	Garden reception for MWD Chairman, Tim Brick	Tour and discussion of Garden's Mission	0	9
11	4-26	Tour of 640-1 & 640-2 Reservoir Project	To see progress of key project - <b>No Charge</b>	0	0
12	4-28	Cuyamaca College Foundation	Annual Dinner - <b>No Charge</b>	0	36
				12	141

Total Meeting Per Diem: \$900  
(\$100 per meeting)

Total Mileage Claimed: 153 miles

*Mark Robak*

(Director's Signature)

GM Approval: *[Signature]*

RECEIVED ON TIME  
HELD PERSONNEL PRES.  
REVIEW

Date: 6/4/07

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_

07 JUN 4 PM 3 39 PM



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

Pay To: Mark Robak

Period Covered:

Employee Number: 70140507

From: 5-1-07 To: 5-31-07

3217 Fair Oaks Lane, Spring Valley, CA 91978

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1	5-2	Monthly Otay Board Meeting	General District Business	4	6
✓ 2	5-3	Metro Commission	Strategic Planning Workshop/Monthly Meeting (See Exhibit A - Agenda)	0	50
✓ 3	5-9	Water Conservation Garden	Monthly Meeting / General Business (See Exhibit B - Agenda)	0	9
4	5-11	Water Conservation Garden	Bird & Butterfly Exhibit Opening – <b>NO CHARGE</b>	0	0
5	5-18	Lunch with Jim Maletic	Discuss Garden & Padre Dam MWD participation – <b>NO CHARGE</b>	0	0
6	5-19	Spring Garden Festival	Largest annual promotion/fund raising event for the Garden	0	9
7	5-22	Finance & Administration Committee	Monthly meeting involving finance & administration issues	4	6
8	5-22	Padre Dam Board meeting	Speak in support of continuing Garden participation – <b>NO CHARGE</b>	0	0
✓ 9	5-29	Special Otay Budget Workshop	Annual Budget review	4	6
				12	86

Total Meeting Per Diem: \$600  
(\$100 per meeting)

Total Mileage Claimed: 98 miles

*Mark Robak*

(Director's Signature)

Receipt  
GM Approval: *[Signature]*

Date: 7/11/07

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$                     

Authorized  
by GC@  
1/2/07  
Ord Mtg.





STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	James Cudlip, <i>J. Cudlip</i> Finance Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY:	Joseph R. Beachem, Chief financial Officer (Chief)		
APPROVED BY:	German Alsaer, <i>G. Alsaer</i> Assistant General Manager (Asst. GM):		
SUBJECT:	Annual Review of Investment Policy (Policy No., 27) and Delegation of Authority		

**GENERAL MANAGER'S RECOMMENDATION:**

That the Board receives the District's Investment Policy (Policy #27) for review, and to re-delegate authority for all investment related activities to the Chief Financial Officer (CFO) in accordance with Government Code Section 53607.

**COMMITTEE ACTION:** \_\_\_\_\_

See Attachment A.

**PURPOSE:**

Government Code Section 53646 recommends that the District's Investment Policy be rendered to the Board on an annual basis for review. In addition, Government Code Section 53607 requires that for the CFO's delegation of authority to remain effective, the governing board must re-delegate authority over investment activities on an annual basis.

**ANALYSIS:**

The primary goals of the investment policy are to assure compliance with the California Government Code, Sections 53600 et. seq, and to protect the principal of the funds. The code provides a broad range of investment options for local agencies, including Federal Treasuries, Federal Agencies, Callable Federal Agencies, the State Pool, the County Pool, high-grade corporate debt, and other. Over the past two years, the size of the District's portfolio has fluctuated between \$69 million and \$111 million due to large outlays for construction projects, and the influx of bond proceeds from the COPS-2007 funding.

There have been no changes to the policy since the Board's previous annual review at the September 6, 2006 regular board meeting. The policy is consistent with the current law and the overall objectives of the policy are being met.

**FISCAL IMPACT:**



None.

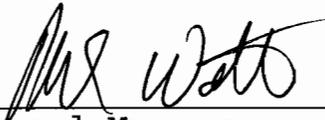
**STRATEGIC GOAL:**

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

**LEGAL IMPACT:**

\_\_\_\_\_

None.



\_\_\_\_\_  
General Manager

Attachments:

- A) Committee Staff Report
- B) Investment Policy #27
- C) Portfolio Management: Portfolio Summary, June 30, 2007
- D) Copy of Investment Policy Presentation Slides



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	Annual Review of Investment Policy (Policy No. 27) and Delegation of Authority
-------------------------	--

### COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on August 22, 2007. The following comments were made:

- California Code suggests that agencies review their Investment Policy with their board on an annual basis and requires that the board delegate the investment authority on a yearly basis.
- It was noted that the District's Investment Policy follows California Government Code Sections 53600 through 53692 and received certification from the Association of Public Treasurers of the United States and Canada.
- Staff presented the status of the investment portfolio as of June 30, 2007:

	<u>Amount</u>	<u>Auth \$/%</u>	<u>Actual %</u>
<b>LAIF</b>	\$18,014,000	\$40 Mil	16.64%
<b>Govt. Agency Bonds</b>	\$89,000,000	100%	82.22%
<b>Bank Deposits &amp; CDs</b>	\$1,128,000	15%	1.04%
<b>San Diego County Pool</b>	\$0.106	100%	0.10%

- It was discussed that the District follows the State policy on LAIF and may invest up to 40% of its portfolio in LAIF.
- The District utilizes LAIF investments when it requires cash immediately as it is more liquid than CDs.
- The District's target for its performance measure on investment performance is 100% of LAIF or better. Otay's portfolio performance was 5.32% which is higher than LAIF's performance of 5.25%.

- The committee inquired if there was any impact to the portfolio as it relates to changes made last year to the investment policy. It was noted that the District had increased its limit for investing in Fannie Mae and Freddie Mac to 100% from 70%. It is this vehicle that has provided the District with a return that is higher than LAIF's return.

Upon completion of the discussion, the Committee supported staff's recommendation and forwarding to the Board of Directors on the consent calendar.

**OTAY WATER DISTRICT  
BOARD OF DIRECTORS POLICY**

Subject	Policy Number	Date Adopted	Date Revised
DISTRICT INVESTMENT POLICY	27	9/15/93	9/6/06

**1.0: POLICY**

It is the policy of the Otay Water District to invest public funds in a manner which will provide maximum security with the best interest return, while meeting the daily cash flow demands of the entity and conforming to all state statues governing the investment of public funds.

**2.0: SCOPE**

This investment policy applies to all financial assets of the Otay Water District. The District pools all cash for investment purposes. These funds are accounted for in the District's audited Comprehensive Annual Financial Report (CAFR) and include:

- 2.1) General Fund
- 2.2) Capital Project Funds
  - 2.2.1) Designated Expansion Fund
  - 2.2.2) Restricted Expansion Fund
  - 2.2.3) Designated Betterment Fund
  - 2.2.4) Restricted Betterment Fund
  - 2.2.5) Designated Replacement Fund
- 2.3) Other Post Employment Fund (OPEB)
- 2.4) Debt Reserve Fund

Exceptions to the pooling of funds do exist for tax-exempt debt proceeds and deferred compensation funds. Funds received from the sale of general obligation bonds, certificates of participation or other tax-exempt financing vehicles are segregated from pooled investments and the investment of such funds are guided by the legal documents that govern the terms of such debt issuances.

**3.0: PRUDENCE**

Investments should be made with judgment and care, under current prevailing circumstances, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "Prudent Person" and/or "Prudent Investor" standard (California Government Code 53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes,

OTAY WATER DISTRICT  
**BOARD OF DIRECTORS POLICY**

Subject	Policy Number	Date Adopted	Date Revised
DISTRICT INVESTMENT POLICY	27	9/15/93	9/6/06

provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

**4.0: OBJECTIVE**

As specified in the California Government Code 53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

- 4.1) Safety: Safety of principal is the foremost objective of the investment program. Investments of the Otay Water District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the District will diversify its investments by investing funds among a variety of securities offering independent returns and financial institutions.
- 4.2) Liquidity: The Otay Water District's investment portfolio will remain sufficiently liquid to enable the District to meet all operating requirements which might be reasonably anticipated.
- 4.3) Return on Investment: The Otay Water District's investment portfolio shall be designed with the objective of attaining a benchmark rate of return throughout budgetary and economic cycles, commensurate with the District's investment risk constraints and the cash flow characteristics of the portfolio.

**OTAY WATER DISTRICT  
BOARD OF DIRECTORS POLICY**

Subject	Policy Number	Date Adopted	Date Revised
DISTRICT INVESTMENT POLICY	27	9/15/93	9/6/06

**5.0 DELEGATION OF AUTHORITY**

Authority to manage the Otay Water District's investment program is derived from the California Government Code, Sections 53600 through 53692. Management responsibility for the investment program is hereby delegated to the Chief Financial Officer (CFO), who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and their procedures in the absence of the CFO.

The CFO shall establish written investment policy procedures for the operation of the investment program consistent with this policy. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the CFO.

**6.0: ETHICS AND CONFLICTS OF INTEREST**

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the General Manager any material financial interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the District.

**7.0: AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS**

The Chief Financial Officer shall maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers who are authorized to provide investment services in the State of California. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule). No public deposit shall be made except in a qualified public depository as established by state laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the District with the following, as appropriate:

- Audited Financial Statements.

**OTAY WATER DISTRICT  
BOARD OF DIRECTORS POLICY**

Subject	Policy Number	Date Adopted	Date Revised
DISTRICT INVESTMENT POLICY	27	9/15/93	9/6/06

- Proof of National Association of Security Dealers (NASD) certification.
- Proof of state registration.
- Completed broker/dealer questionnaire.
- Certification of having read the District's Investment Policy.
- Evidence of adequate insurance coverage.

As annual review of the financial condition and registrations of qualified bidders will be conducted by the CFO. A current audited financial statement is required to be on file for each financial institution and broker/dealer in which the District invests.

**8.0: AUTHORIZED AND SUITABLE INVESTMENTS**

From the governing body perspective, special care must be taken to ensure that the list of instruments includes only those allowed by law and those that local investment managers are trained and competent to handle. The District is governed by the California Government Code, Sections 53600 through 53692, to invest in the following types of securities, as further limited herein:

8.01) United States Treasury Bills, Bonds, Notes or those instruments for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no percentage limitation of the portfolio which can be invested in this category, although a five-year maturity limitation is applicable.

8.02) Local Agency Investment Fund (LAIF), which is a State of California managed investment pool, may be used up to the maximum permitted by State Law (currently \$40 million). The District may also invest bond proceeds in LAIF with the same but independent maximum limitation.

8.03) Bonds, debentures, notes and other evidence of indebtedness issued by any of the following government agency issuers:

- Federal Home Loan Bank (FHLB)
- Federal Home Loan Mortgage Corporation (FHLMC or "Freddie Mac")
- Federal National Mortgage Association (FNMA or "Fannie Mae")
- Government National Mortgage Association (GNMA or "Ginnie Mae")
- Student Loan Marketing Association (SLMA or "Sallie Mae")
- Federal Farm Credit Bank (FFCB)

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There is no percentage limitation of the portfolio which can be invested in this category, although a five-year maturity limitation is applicable.

8.04) Interest-bearing demand deposit accounts and Certificates of Deposit (CD) will be made only in Federal Deposit Insurance Corporation (FDIC) insured accounts. For deposits in excess of the insured maximum of \$100,000, approved collateral shall be required in accordance with California Government Code, Section 53652. Investments in CD's are limited to 15 percent of the District's portfolio.

8.05) Commercial paper, which is short-term, unsecured promissory notes of corporate and public entities. Purchases of eligible commercial paper may not exceed 10 percent of the outstanding paper of an issuing corporation, and maximum investment maturity will be restricted to 270 days. Investment is further limited as described in California Government Code, Section 53601(g). Purchases of commercial paper may not exceed 15 percent of the District's portfolio.

8.06) Medium-term notes defined as all corporate debt securities with a maximum remaining maturity of five years or less, and that meet the further requirements of California Government Code, Section 53601(j). Investments in medium-term notes are limited to 15 percent of the District's portfolio.

8.07) Money market mutual funds that invest only in Treasury securities and repurchase agreements collateralized with Treasury securities, and that meet the further requirements of California Government Code, Section 53601(k). Investments in money market mutual funds are limited to 15 percent of the District's portfolio.

8.08) The San Diego County Treasurer's Pooled Money Fund, which is a County managed investment pool, may be used by the Otay Water District to invest excess funds. There is no percentage limitation of the portfolio which can be invested in this category.

8.09) Under the provisions of California Government Code 53601.6, the Otay Water District shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools, or any investment that may result in a zero interest accrual if held to maturity. Also, the

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borrowing of funds for investment purposes, known as leveraging, is prohibited.

**9.0: INVESTMENT POOLS/MUTUAL FUNDS**

A thorough investigation of the pool/fund is required prior to investing, and on a continual basis. There shall be a questionnaire developed which will answer the following general questions:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
- A description of who may invest in the program, how often, and what size deposits and withdrawals are allowed.
- A schedule for receiving statements and portfolio listings.
- Are reserves, retained earnings, etc., utilized by the pool/fund?
- A fee schedule, and when and how is it assessed.
- Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

**10.0 COLLATERALIZATION**

Collateralization will be required on certificates of deposit. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest. Collateral will always be held by an independent third party with whom the entity has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the entity and retained. The right of collateral substitution is granted.

**11.0: SAFEKEEPING AND CUSTODY**

All security transactions entered into by the Otay Water District shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian designated by the District and evidenced by safekeeping receipts.

**12.0: DIVERSIFICATION**

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The Otay Water District will diversify its investments by security type and institution, with limitations on the total amounts invested in each security type as detailed in Paragraph 8.0, above, so as to reduce overall portfolio risks while attaining benchmark average rate of return. With the exception of U.S. Treasury securities, government agencies, and authorized pools, no more than 50% of the District's total investment portfolio will be invested with a single financial institution.

**13.0: MAXIMUM MATURITIES**

To the extent possible, the Otay Water District will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the District will not directly invest in securities maturing more than five years from the date of purchase. However, for time deposits with banks or savings and loan associations, investment maturities will not exceed two years. Investments in commercial paper will be restricted to 270 days.

**14.0: INTERNAL CONTROL**

The Chief Financial Officer shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

**15.0: PERFORMANCE STANDARDS**

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

The Otay Water District's investment strategy is passive. Given this strategy, the basis used by the CFO to determine whether market yields are being achieved shall be the State of California Local Agency Investment Fund (LAIF) as a comparable benchmark.

**16.0: REPORTING**

The Chief Financial Officer shall provide the Board of Directors monthly investment reports which provide a clear picture of the status of the current investment portfolio. The management report should include comments on the fixed income markets and economic conditions, discussions regarding restrictions on percentage of investment by categories, possible changes in the portfolio structure going forward and thoughts on investment strategies. Schedules in the quarterly report should include the following:

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- A listing of individual securities held at the end of the reporting period by authorized investment category.
- Average life and final maturity of all investments listed.
- Coupon, discount or earnings rate.
- Par value, amortized book value, and market value.
- Percentage of the portfolio represented by each investment category.

**17.0: INVESTMENT POLICY ADOPTION**

The Otay Water District's investment policy shall be adopted by resolution of the District's Board of Directors. The policy shall be reviewed annually by the Board and any modifications made thereto must be approved by the Board.

**18.0: GLOSSARY**

See Appendix A.

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**APPENDIX A: GLOSSARY**

**ACTIVE INVESTING:** Active investors will purchase investments and continuously monitor their activity, often looking at the price movements of their stocks many times a day, in order to exploit profitable conditions. Typically, active investors are seeking short term profits.

**AGENCIES:** Federal agency securities and/or Government-sponsored enterprises.

**BANKERS' ACCEPTANCE (BA):** A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

**BENCHMARK:** A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

**BROKER/DEALER:** Any individual or firm in the business of buying and selling securities for itself and others. Broker/dealers must register with the SEC. When acting as a broker, a broker/dealer executes orders on behalf of his/her client. When acting as a dealer, a broker/dealer executes trades for his/her firm's own account. Securities bought for the firm's own account may be sold to clients or other firms, or become a part of the firm's holdings.

**CERTIFICATE OF DEPOSIT (CD):** A short or medium term, interest bearing, FDIC insured debt instrument offered by banks and savings and loans. Money removed before maturity is subject to a penalty. CDs are a low risk, low return investment, and are also known as "time deposits", because the account holder has agreed to keep the money in the account for a specified amount of time, anywhere from a few months to several years.

**COLLATERAL:** Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

**COMMERCIAL PAPER:** An unsecured short-term promissory note, issued by corporations, with maturities ranging from 2 to 270 days.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR):** The official annual report for the Otay Water District. It includes detailed financial information prepared in conformity with generally accepted accounting principles (GAAP). It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual

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provisions, extensive introductory material, and a detailed statistical section.

**COUPON:** (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a set date.

**DEALER:** A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

**DEBENTURE:** A bond secured only by the general credit of the issuer.

**DELIVERY VERSUS PAYMENT:** There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

**DERIVATIVES:** (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

**DISCOUNT:** The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

**DISCOUNT SECURITIES:** Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

**DIVERSIFICATION:** Dividing investment funds among a variety of securities offering independent returns.

**FEDERAL CREDIT AGENCIES:** Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

**FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC):** A federal agency that insures deposits in member banks and thrifts, currently up to \$100,000 per deposit.

**FEDERAL FARM CREDIT BANK (FFCB):** The Federal Farm Credit Bank system supports agricultural loans and issues securities and bonds in

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financial markets backed by these loans. It has consolidated the financing programs of several related farm credit agencies and corporations.

**FEDERAL FUNDS RATE:** The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

**FEDERAL HOME LOAN BANK (FHLB):** Government sponsored wholesale banks (currently 12 regional banks), which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies.

**FEDERAL HOME LOAN MORTGAGE CORPORATION (FHLMC or Freddie Mac):** A stockholder owned, publicly traded company chartered by the United States federal government in 1970 to purchase mortgages and related securities, and then issue securities and bonds in financial markets backed by those mortgages in secondary markets. Freddie Mac, like its competitor Fannie Mae, is regulated by the United States Department of Housing and Urban Development (HUD).

**FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA or Fannie Mae):** FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

**FEDERAL RESERVE SYSTEM:** The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

**GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae):** A government owned agency which buys mortgages from lending institutions, securitizes them, and then sells them to investors. Because the payments to investors are guaranteed by the full faith and credit of the U.S. Government, they return slightly less interest than other mortgage-backed securities.

**INTEREST-ONLY STRIPS:** A mortgage backed instrument where the investor receives only the interest, no principal, from a pool of mortgages. Issues are highly interest rate sensitive, and cash flows vary between

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interest periods. Also, the maturity date may occur earlier than that stated if all loans within the pool are pre-paid. High prepayments on underlying mortgages can return less to the holder than the dollar amount invested.

**INVERSE FLOATER:** A bond or note that does not earn a fixed rate of interest. Rather, the interest rate is tied to a specific interest rate index identified in the bond/note structure. The interest rate earned by the bond/note will move in the opposite direction of the index. An inverse floater increases the market rate risk and modified duration of the investment.

**LEVERAGE:** Investing with borrowed money with the expectation that the interest earned on the investment will exceed the interest paid on the borrowed money.

**LIQUIDITY:** A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

**LOCAL AGENCY INVESTMENT FUND (LAIF):** The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

**MARKET VALUE:** The price at which a security is trading and could presumably be purchased or sold.

**MASTER REPURCHASE AGREEMENT:** A written contract covering all future transactions between the parties to repurchase/reverse repurchase agreements that establish each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller borrower.

**MATURITY:** The date upon which the principal or stated value of an investment becomes due and payable.

**MONEY MARKET:** The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

**MUTUAL FUNDS:** An open-ended fund operated by an investment company which raises money from shareholders and invests in a group of assets, in accordance with a stated set of objectives. Mutual funds raise money by selling shares of the fund to the public. Mutual funds then take the money they receive from the sale of their shares (along with any money made from previous investments) and use it to purchase

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various investment vehicles, such as stocks, bonds, and money market instruments.

**MONEY MARKET MUTUAL FUNDS:** An open-end mutual fund which invests only in money markets. These funds invest in short term (one day to one year) debt obligations such as Treasury bills, certificates of deposit, and commercial paper.

**NATIONAL ASSOCIATION OF SECURITIES DEALERS (NASD):** A self-regulatory organization of the securities industry responsible for the operation and regulation of the NASDAQ stock market and over-the-counter markets. Its regulatory mandate includes authority over firms that distribute mutual fund shares as well as other securities.

**PASSIVE INVESTING:** An investment strategy involving limited ongoing buying and selling actions. Passive investors will purchase investments with the intention of long term appreciation and limited maintenance, and typically don't actively attempt to profit from short term price fluctuations. Also known as a buy-and-hold strategy.

**PRIMARY DEALER:** A designation given by the Federal Reserve System to commercial banks or broker/dealers who meet specific criteria, including capital requirements and participation in Treasury auctions. These dealers submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission registered securities broker/dealers, banks, and a few unregulated firms.

**PRUDENT PERSON RULE:** An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state—the so-called legal list. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

**PUBLIC SECURITIES ASSOCIATION (PSA):** A trade organization of dealers, brokers, and bankers who underwrite and trade securities offerings.

**QUALIFIED PUBLIC DEPOSITORIES:** A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

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**RANGE NOTE:** An investment whose coupon payment varies and is dependent on whether the current benchmark falls within a pre-determined range.

**RATE OF RETURN:** The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

**REGIONAL DEALER:** A securities broker/dealer, registered with the Securities & Exchange Commission (SEC), who meets all of the licensing requirements for buying and selling securities.

**REPURCHASE AGREEMENT (RP OR REPO):** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is increasing bank reserves.

**SAFEKEEPING:** A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

**SECONDARY MARKET:** A market made for the purchase and sale of outstanding securities issues following their initial distribution.

**SECURITIES & EXCHANGE COMMISSION:** Agency created by Congress to protect investors in securities transactions by administering securities legislation.

**SEC RULE 15C3-1:** See Uniform Net Capital Rule.

**STRUCTURED NOTES:** Notes issued by Government Sponsored Enterprises (FHLB, FNMA, SLMA, etc.), and Corporations, which have imbedded options (e.g., call features, step-up coupons, floating rate coupons, derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

**STUDENT LOAN MARKETING ASSOCIATION (SLMA or Sallie Mae):** A federally established, publicly traded corporation which buys student loans from colleges and other lenders, pools them, and sells them to investors.

**TREASURY BILLS:** A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

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**TREASURY BONDS:** Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

**TREASURY NOTES:** Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.

**UNIFORM NET CAPITAL RULE:** Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

**YIELD:** The rate of annual income return on an investment, expressed as a percentage. (a) INCOME YIELD is obtained by dividing the current dollar income by the current market price for the security. (b) NET YIELD or YIELD TO MATURITY is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

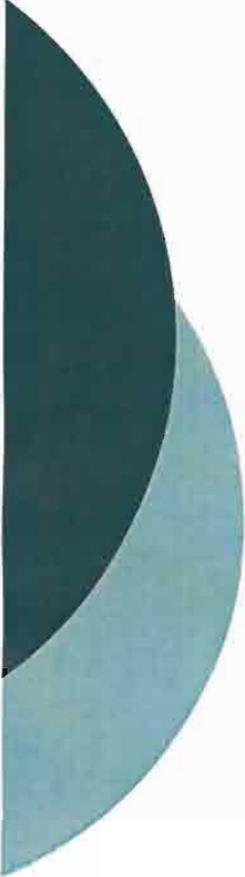
**OTAY**  
**Portfolio Management**  
**Portfolio Summary**  
**June 30, 2007**

<b>Investments</b>	<b>Par Value</b>	<b>Market Value</b>	<b>Book Value</b>	<b>% of Portfolio</b>	<b>Term</b>	<b>Days to Maturity</b>	<b>YTM 360 Equiv.</b>	<b>YTM 365 Equiv.</b>
Federal Agency Issues- Callable	89,000,000.00	88,888,401.65	88,999,644.05	83.02	611	432	5.219	5.291
Certificates of Deposit - Bank	79,108.00	79,108.00	79,108.00	0.07	730	205	3.880	3.934
Local Agency Investment Fund (LAIF)	18,013,807.32	18,005,611.43	18,013,807.32	16.80	1	1	5.178	5.250
San Diego County Pool	105,926.15	105,845.89	105,926.15	0.10	1	1	5.178	5.250
<b>Investments</b>	<b>107,198,841.47</b>	<b>107,078,966.97</b>	<b>107,198,485.52</b>	<b>100.00%</b>	<b>508</b>	<b>359</b>	<b>5.211</b>	<b>5.283</b>
<b>Cash</b>								
Passbook/Checking (not included in yield calculations)	1,049,257.90	1,049,257.90	1,049,257.90		1	1	4.278	4.338
<b>Total Cash and Investments</b>	<b>108,248,099.37</b>	<b>108,128,224.87</b>	<b>108,247,743.42</b>		<b>508</b>	<b>359</b>	<b>5.211</b>	<b>5.283</b>

<b>Total Earnings</b>	<b>June 30 Month Ending</b>	<b>Fiscal Year To Date</b>	<b>Fiscal Year Ending</b>
Current Year	479,071.91	4,149,100.32	4,149,100.32
Average Daily Balance	109,570,142.03	83,823,658.50	
Effective Rate of Return	5.32%	4.95%	

I hereby certify that the investments contained in this report are made in accordance with the District Investment Policy Number 27 adopted by the Board of Directors on January 19, 2000. The market value information provided by Interactive Data Corporation. The investments provide sufficient liquidity to meet the cash flow requirements of the District for the next six months of expenditures.

\_\_\_\_\_  
Joseph Beachem, Chief Financial Officer



# **DISTRICT INVESTMENT POLICY**

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**Policy # 27**

**September 5, 2007**



# POLICY REVIEW

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- **Purpose:**

- Annual Review

- Delegation of Investment Authority

- **Analysis:** No changes in policy since last year (09-06-06)



# **INVESTMENT POLICY GUIDELINES**

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## **A. California Government Code:**

- Sections 53600 through 53692

## **B. Investment Policy Certification:**

- Association of Public Treasurers of the United States & Canada (APT US&C)

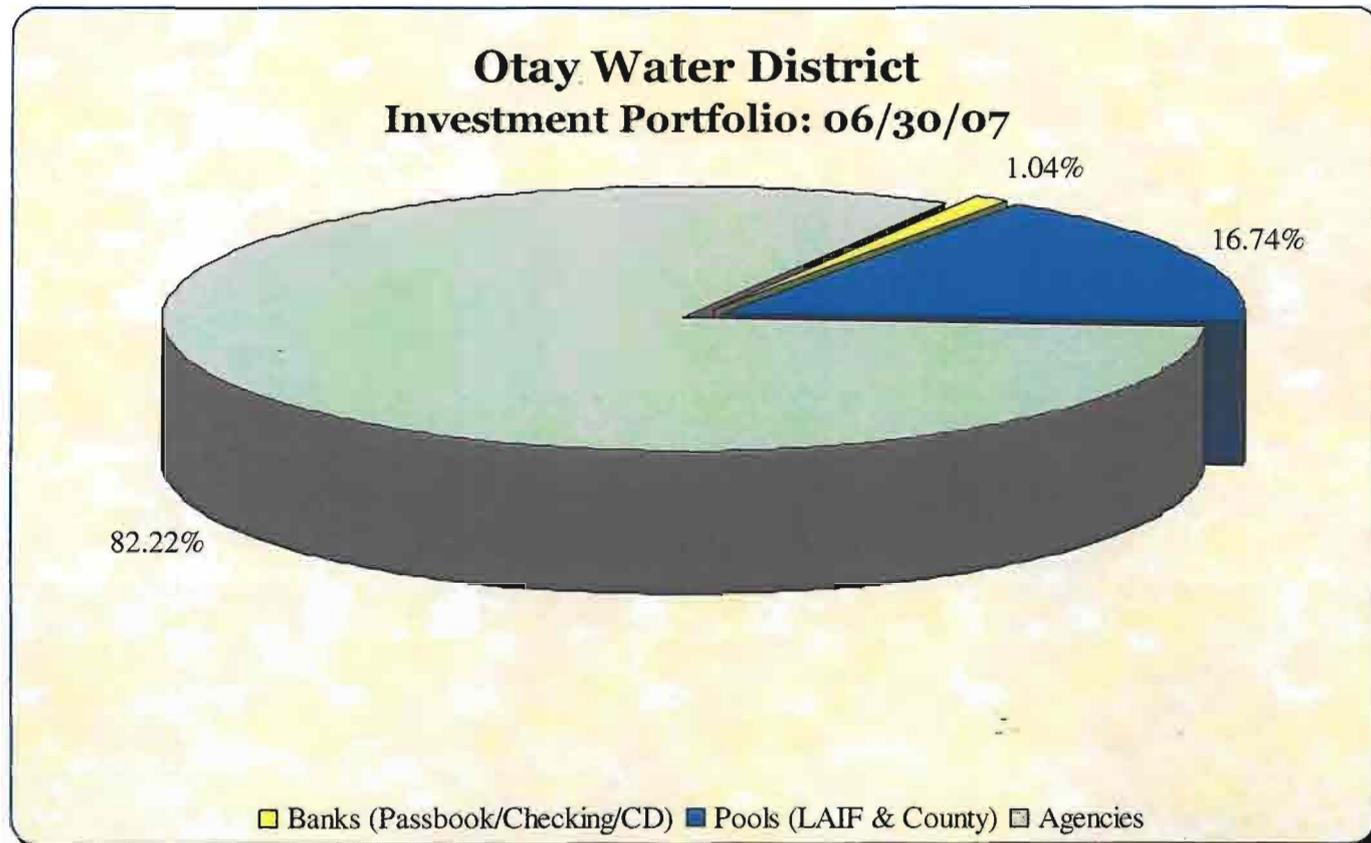


# INVESTMENT PORTFOLIO: 6/30/07

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	<u>\$('000s)</u>	<u>Auth \$ / %</u>	<u>Actual %</u>
➤ LAIF (State of California)	<b>\$18,014</b>	<b>\$40 Mil</b>	<b>16.64%</b>
➤ Govt. Agency Bonds	<b>\$89,000</b>	<b>100%</b>	<b>82.22%</b>
➤ Bank Deposits & CDs	<b>\$ 1,128</b>	<b>15%</b>	<b>1.04%</b>
➤ San Diego County Pool	<b>\$ 0.106</b>	<b>100%</b>	<b>0.10%</b>

# INVESTMENT PORTFOLIO: 6/30/07





# INVESTMENT PERFORMANCE

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- **STRATEGIC PERFORMANCE MEASURE:**

**“100% OF LAIF OR BETTER”**

- **OTAY: 5.32%**

- **LAIF: 5.25%**



## **REQUESTED BOARD ACTION**

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Re-delegate authority for all investment related activities to the Chief Financial Officer (CFO), in accordance with Government Code Section 53607.



**STAFF REPORT**

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY:			
SUBJECT:	Adopt Resolution No. 4106 to Elect Three Representatives to Special District Risk Management Association's Board of Directors		

**GENERAL MANAGER'S RECOMMENDATION:**

That the Board consider casting votes to elect three representatives to the Special District Risk Management Association's (SDRMA) Board of Directors by adopting Resolution No. 4106.

**PURPOSE:**

To present for the board's consideration the ballot to elect three representatives to the Special District Risk Management Association (SDRMA) Board of Directors.

**COMMITTEE ACTION:** \_\_\_\_\_

Please see Attachment A.

**ANALYSIS:**

SDRMA is holding an election to fill three seats on its Board of Directors. Staff has reviewed each candidate's background, experience and expertise, and in an effort to provide a good balance of representation (based on agencies represented) on SDRMA's board, staff is recommending that the following be considered for election to their board:

Mr. John Woolley, Incumbent  
Commissioner, Humboldt Waste Management Authority

Ms. Jean Bracy  
Director of Administrative Services, Mojave Desert Air  
Quality Management District.

Mr. Ed Gray  
Board Member, Chino Valley Independent Fire District

Mr. Robert Topolovac  
Board Member, Olivenhain Municipal Water District

Mr. Harold Gano of Olivenhain MWD, who currently serves on the board, is not seeking re-election. Olivenhain MWD has nominated Mr. Robert Topolovac in his place.

The ballot requests that the District select three of the candidates when placing its vote. Attached are the candidates' Statement of Qualifications and letters received from several of the candidates requesting the District's support of their candidacy.

The ballot must be mailed and received by SDRMA by 5:00 p.m. on Friday, September 14, 2007.

**FISCAL IMPACT:** \_\_\_\_\_

None.

**STRATEGIC GOAL:**

Participating would support the strategic goal of maintaining effective communications with other cities, special districts, State and Federal governments, community organizations and Mexico.

**LEGAL IMPACT:** \_\_\_\_\_

None.

  
\_\_\_\_\_  
General Manager



## ATTACHMENT A

**SUBJECT/PROJECT:**

Adopt Resolution No. 4106 to Elect Three Representatives to Special District Risk Management Association's Board of Directors

**COMMITTEE ACTION:**

The Finance, Administration and Communications Committee reviewed this item at a meeting held on August 22, 2007. The committee recommends that the Board of Directors cast the District's vote for the following candidates:

Mr. John Woolley, Incumbent  
Commissioner, Humboldt Waste Management Authority

Ms. Jean Bracy  
Director of Administrative Services, Mojave Desert Air  
Quality Management District

Mr. Robert Topolovac  
Board Member, Olivenhain Municipal Water District

The committee suggested that the ballot (Resolution No. 4106) be presented on the consent calendar, for ratification by the full board.

**RESOLUTION NO. 4106**

**A RESOLUTION OF THE GOVERNING BODY OF THE  
OTAY WATER DISTRICT  
FOR THE ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT  
RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS**

**WHEREAS**, Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code Section 6500 et seq., for the purpose of providing risk management and risk financing for California special districts and other local government agencies; and

**WHEREAS**, SDRMA's Fifth Amended and Restated Joint Powers Agreement specifies SDRMA shall be governed by a seven member Board of Directors nominated and elected from the members who have executed the current operative agreement and are participating in a joint protection program; and

**WHEREAS**, SDRMA's Fifth Amended and Restated Joint Powers Agreement Article 7 - Board of Directors specifies that the procedures for director elections shall be established by SDRMA's Board of Directors; and

**WHEREAS**, SDRMA's Board of Directors approved Policy No. 2005-02 Establishing Guidelines for Director Elections specifies director qualifications, terms of office and election requirements; and

**WHEREAS**, Policy No. 2005-02 specifies that member agencies desiring to participate in the balloting and election of candidates to serve on SDRMA's Board of Directors must be made by resolution adopted by the member agency's governing body.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the Otay Water District selects the following candidates to serve as Directors on the SDRMA Board of Directors:

(continued)

**OFFICIAL 2007 ELECTION BALLOT  
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS**

**VOTE FOR ONLY THREE (3) CANDIDATES**

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and returned by mail or hand delivery in the enclosed self-addressed, stamped envelope to SDRMA on or before 5:00 p.m., Friday, September 14, 2007. Faxes or electronic transmissions are NOT acceptable.

- VINCENT C. FERRANTE**  
Commissioner, Moss Landing Harbor District
  
- ANTONIO "TONY" SEDANO**  
Board Member, Local Agency Formation Commission of San Bernardino County
  
- ROBERT F. TOPOLOVAC**  
Board Member, Olivenhain Municipal Water District
  
- ED GRAY**  
Board Member, Chino Valley Independent Fire District
  
- HENRY MILLER**  
Trustee, Temecula Public Cemetery District
  
- JERRY M. LEDBETTER**  
Safety and Health Officer, Alameda County Water District
  
- JOHN WOOLLEY (INCUMBENT)**  
Board Member, Humboldt Waste Management Authority
  
- JEAN BRACY**  
Director of Administrative Services, Mojave Desert Air Quality Management District
  
- WILLIAM R. MILLER (INCUMBENT)**  
General Manager, North of the River Municipal Water District

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2007 by the \_\_\_\_\_ following roll call votes listed by name:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED:  
  
\_\_\_\_\_

ATTEST:  
  
\_\_\_\_\_



## ELECTION INSTRUCTIONS FOR SDRMA'S BOARD OF DIRECTORS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in April 2007. Nominations were received for nine (9) candidates by the July 6, 2007 filing deadline.

SDRMA's Election Committee reviewed and confirmed that all nine (9) candidates' met the qualification requirements and submitted nomination documents in accordance with SDRMA's Policy No. 2005-02 Establishing Guidelines for Director Elections.

Enclosed is the Official Election Resolution Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed combined Official Election Resolution and Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Resolution Ballot.
3. **Resolution ballots containing more than three (3) candidate selections will be considered invalid and not counted.**
4. Signed resolution ballots MUST be sealed and returned **by mail or hand delivery to SDRMA's office on or before 5:00 p.m. on Friday, September 14, 2007.** A self-addressed, stamped envelope is enclosed to return the Election Resolution Ballot:

Special District Risk Management Authority  
Election Committee  
1112 "I" Street, Suite 300  
Sacramento, California 95814

5. The four-year terms for newly elected Directors will begin on January 1, 2008 and terminate on December 31, 2011.
6. Important balloting and election dates are:

**September 14, 2007 – Deadline for members to return completed ballots**

September 17, 2007 – Ballots are opened and counted

September 18-21, 2007 - Election results are announced and candidates notified

October 3, 2007 – Newly elected Directors are introduced at the SDRMA Annual Meeting/Breakfast to be held in Monterey at the CSDA Annual Conference

January 23, 2008 – Newly elected Directors are seated and Board officer elections are held

Please do not hesitate to call SDRMA's Chief Executive Officer Jim Towns toll-free at 800.537.7790 if you have any questions regarding the election and balloting process.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement Of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.**

**Nominee/Candidate: William R. Miller, General Manager  
District/Agency: The North Of The River Municipal Water District  
Work Address: 4000 Rio Del Norte Street  
Bakersfield, California 93308-1024  
Work Phone: 661.393.5411  
Home Phone: 661.822.6059**

**Why do you want to serve on the SDRMA Board Of Directors?**

SDRMA serves several important functions for its member districts. Claim prevention is one of them. As a past member of the Board of the now SDRMA consolidated Special District Workers Compensation Authority, I was able to assist in the formation of many of the policies now in use by SDRMA. One of these policy areas is safety. The prevention of accidents and injuries is very important to me. I want to continue to assist in developing programs, which in a cost effective manner, encourage the improvement of the safety environment of our member districts.

**What Board or committee experience do you have that would help you to be an effective Board Member with SDRMA or any other organization?**

Past Board Member and President of the Special District Workers Compensation Authority

Board Member (18 Yrs) and Past President (3 Yrs) California Special Districts Association

Current Board President, Tehachapi Resource Conservation District

Current Commissioner, Kern County LAFCO

**Special District Risk Management Authority  
Board Of Directors  
Candidate's Statement Of Qualifications**

**What special skills, talents or experience (including volunteer experience) do you have?**

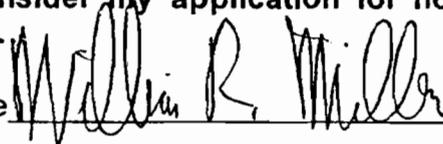
12+Yrs as a Special District Board Member  
26 Yrs as a Special District General Manager

**General Comments and/or Statements**

In addition to SDRMA's several insurance lines offered, it also provides educational and support services designed to better enable the member district to deal with claims and potential claims, and more importantly, prevent claims and injuries. One of my main thrusts as an SDRMA Board Member will be to continue to support and help develop programs and services that will help member districts reduce or eliminate claims. Whilst it is one of my continuing goals to have the best coverage possible for the district and its employees, my idealistic goal is to make the use of this coverage almost unnecessary. My other interest in serving on the SDRMA Board is its business side. Yes, SDRMA is a Joint Powers Authority; but in reality it is also a business, and needs to be run that way, as it is now. Not in the sense of making profits, but in the sense of holding down costs as much as one can, whilst still maintaining standards of excellence. As the then President of the Special District Workers Compensation Authority, I was instrumental in helping to achieve the recent merging of that program with SDRMA, thereby saving both pool's members thousands of dollars in duplicative administrative costs. As a member of the SDRMA Board, I would continue to look for ways to provide cost-effective service to its member districts. I ask for your vote. Thank you.

**I certify that I am a Board Member or a full-time Management employee for the North of the River Municipal Water District, from which I have been nominated. I further certify that I am willing to serve as a Director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date: May 16, 2007

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.**

Nominee/Candidate Jean Bracy  
District/Agency Mojave Desert Air Quality Management District  
Work Address 14306 Park Avenue, Victorville, CA 92392-2310  
Work Phone (760) 245-1661 Home Phone (760) 946-1882

**Why do you want to serve on the SDRMA Board of Directors?**

I believe I can complement the current board composition with a representative perspective from the regulatory community. The regulatory community has specific risk issues that vary among agencies whose primary mission is delivery of important community services. For nearly 20 years, I've worked for public agencies. My approach to organizational management is drawn from a wide variety of experience. My career tasks have included designing the framework for agencies to conduct business in a manner best suited to serve the needs of their respective communities. Each adjustment to an organization's "framework" involves risk that must be measured and managed. I've worked closely with SDRMA for several years, and I am attracted to its aggressive and positive mission. I want to contribute my experience to SDRMA's overall function to further strengthen and enhance the lines of services provided by SDRMA.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

As the Director of Administrative Services for the Mojave Desert Air Quality Management District, I am the staff representative to the Governing Board Budget and Personnel Committees. I am a member of and have chaired the California Air Pollution Control Officers Association (CAPCOA) statewide committees for Fiscal and Human Resource officers. I represent the District on the Mobile Source Emissions Reduction Committee evaluating proposed projects for grant awards. I organized and currently chair the Alternate Fuel Task Force for the Mojave Desert air basin; I represent the District in the Antelope Valley Clean Cities Coalition. While employed with the City of Victorville, I served as the City representative to the Technical Advisory Committee for the Victor Valley Transit Authority and as the City representative and officer on the Executive Committee of the Regional Economic Development Authority. I volunteered four years on the Board of Directors of the Victor Valley Federal Credit Union. For six years, I worked as an adjunct professor at Victor Valley Community College teaching Public Works Administration. I have worked on the statewide Resolutions Committee for the California Baptist Convention and served as the regional representative for developing statewide women's programs. I am actively involved in a local community service organization and for many years in that capacity have been involved with a wide range of experiences in designing organizational growth, strengthening the core structure, long term and vision planning, development of staff and volunteers, and resource and program management.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?**

As a professional and as a volunteer, I have a wide range of experiences with organizational structures, long term and vision planning, development of staff and volunteers, and resource and program management. My experience of leading organizational activities and implementing change for growth includes bringing together intergenerational and multicultural groups to achieve common goals. I am an effective manager with expertise in efficient and productive management implementing process improvements in finance, human resources, risk management, and a wide variety of related administrative and organizational functions. I have led highly skilled teams to support the achievement of overall agency goals and objectives.

**General Comments / Statements**

I believe in SDRMA's stated mission. My agency is a strong supporter of the risk pool concept and particularly SDRMA. From our recent claims experience I presented the topic, "The Good, The Bad, The Ugly. Leadership: A Management Case Study," at the CSDA Annual Conference in September 2006, where I was able to demonstrate our agency's positive experience with SDRMA's expert management of our claims.

I am attracted to the passion and energy expressed by SDRMA staff and Board in their aggressive and confident approach to the mission of SDRMA. I want to contribute to SDRMA's objective and its future.

**I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature

*Jan Tracy*

Date

*May 15, 2007*

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.**

Nominee/Candidate: John Woolley  
District/Agency: Humboldt Waste Management Authority  
Work Address: 825 5<sup>th</sup> Street, Room #111, Eureka, CA 95501  
Work Phone: 707-476-2393 Home Phone: 707-443-6889

**Why do you want to serve on the SDRMA Board of Directors?**

For many years now I have enjoyed my association with SDRMA, both from marketing its services to various Districts throughout our area to serving on the Board. We have noted a very positive growth due to: offering worker's compensation coverage, the actuarial confidence level in our programs has risen to better protect the pool and its assets, and now we are able to offer a competitive health package that doesn't impact the pool's resources. The SDRMA staff and Board work well together, making us feel more confident for the future of SDRMA.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

I serve as a Board Member on the Humboldt Waste Management Authority, as well as serving as a Humboldt County Supervisor, both since 1997. I have been able to assist with communication with other affiliated risk management organizations, which furthers our ability to seek the best coverage we can afford and serves to help keep the Board and staff aware of the overall market. I consider it a privilege to continue making SDRMA a responsive, cost effective risk management organization.

My position as county supervisor requires me to serve on various boards and commissions. Several are SDRMA members, i.e. Redwood Region Economic Development Commission, North Coast Unified Air Quality District, Redwood Coast Energy Authority, and of course, my nominating body, Humboldt Waste Management Authority. These and other organizations require an understanding of the public governing rules and regulations and knowledge of the specific types of risk management each has.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?**

My public service experience includes many common traits most could identify as essential to the position held. A proven record of being able to make sound fiscal decisions, establish an effective policy and long range vision, budget oversight, making appropriate decisions that are in the member's best interest, and representing the entity in public gatherings; all are part of the skill set required to serve on the SDRMA Board. Risk management services also require the ability to track unique and complicated matters specific to risk analysis, rating evaluation, and other related matters. I have had to practice these and other related skills in my current position, as well my previous service on the SDRMA Board. I enjoy my service on the SDRMA Board because of the staff and board commitment and in the achievements we have combined to actualize.

**General Comments/Statements**

The Special District Risk Management Authority innovations and offerings have continually benefited each member entity through expanding coverages, yet charging fair and competitive rates. While the greater insurance market costs to its clients can vary significantly in their offerings and annual rates; SDRMA is able to cost out its risk management services with the primary focus being to stabilize rates and provide quality service.

The Board of Directors comes from the SDRMA membership, and thus the Board wants to see the services equitably and effectively provided. The team charged to make sure good quality products are provided is comprised of both the Board and staff working together for that common goal. All Board members should approach their candidacy with this in mind: be respectful of the past and current accomplishments and continue to focus on providing the best cost effective service available for each member.

The workers' compensation merger has definitely help create strong SDRMA growth. While the growth helps strengthen the pool, the challenge will be to ensure the services do not diminish. The Board will need to evaluate carefully the extent of change required to continue to provide the quality of service SDRMA members have come to expect.

I am fortunate to have the interest and time to commit to SDRMA. My current position has expanded my scope and representation to cover several SDRMA member entities, all of which has broadened my understanding and appreciation for SDRMA risk management services. I would appreciate your support and vote to continue my work on the Board of Directors. Thank you.

**I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date

5-2-07

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate Jerry M. Ledbetter  
District/Agency Alameda County Water District  
Work Address 43885 S. Grimmer Blvd., Fremont, CA 94538  
Work Phone (510) 668-4212 Home Phone (925) 454-0557

**Why do you want to serve on the SDRMA Board of Directors?**

I wish to serve on the SDRMA Board of Directors because I feel that I could be invaluable in providing an end user perspective. I also understand the challenges that many smaller districts have when it comes to managing workers' compensation and risk management programs and costs with limited resources and personnel. SDRMA's mission to provide renewable, efficiently priced risk financing and risk management services is not only an objective in today's litigious society, but a necessity. Additionally, my background and experience gives me an appreciation of the importance of risk management services and programs, especially for many of us smaller agencies who do not have the expertise in-house or the frequency of claims to feel proficient.

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**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

I served on the Executive Committee for the San Francisco Chapter of the American Society Safety Engineers (ASSE) in various positions of Vice President of Programs, Vice President of Membership, President-Elect, and Chapter President. Additionally, I served 2 years as Delegate for ASSE National - Region 1 dealing with legislative affairs. Member of the Air Issues and Regulations (AIR) Committee of the Bay Area Clean Water Agencies and the Alameda County Office of Emergency Services Public Agency Group representing a publicly owed treated water (POTW) agency.

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**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?**

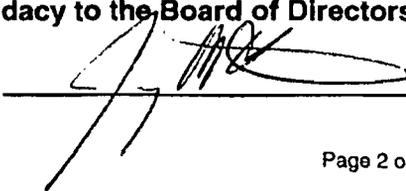
I have worked in the safety profession since 1992 after graduating from CSU, Chico with a Bachelors in Industrial Technology with Emphasis in Industrial Safety Management. Earned the designations of Occupational Health and Safety Technologist (OHST) and Certified Safety Professional (CSP) while working for various water and wastewater special districts, universities, and a DOE research laboratory. Was awarded as the 1997-1998 Safety Professional of the Year by the San Francisco Chapter of the American Society of Safety Engineers.

Currently, I am responsible for workers' compensation claims management; workplace safety management/loss prevention; DOT and transportation safety; occupational health and medical surveillance; and safety education and training. Was awarded the McMurchie Excellence in Safety Award for ACWD's Workers' Compensation Program for Large Members in 2006.

**General Comments / Statements**

**I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date

6-27-07

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate HENRY MILLER  
District/Agency TEMECULA PUBLIC CEMETERY DISTRICT  
Work Address 41911 "C" STREET TEMECULA CA. 92592  
Work Phone 951-694-6450 Home Phone 951-695-0933

**Why do you want to serve on the SDRMA Board of Directors?**

IT IS MY MISSION TO BE A SERVANT OF GOD. TO DO MY PART TO FULFILL HIS ULTIMATE PLAN AND TO UPHOLD THE OLD TRADITION OF GOD MORALS, SOUND ETHICS AND STRONG FAMILY VALUES. TO SEEK NEW OPPORTUNITIES FOR MY FAMILY, MY NEIGHBORS, AND MY COMMUNITY.

I BELIEVE THAT THE BEST WAY TO ACHIEVE THIS IS TO INCREASE RISK AWARENESS THROUGH SOUND EDUCATIONAL PROGRAMS AND TO INSURE THAT FAIR AND PROPER LEGISLATION IS INACTED THAT ADDRESSES FUTURE CHALLENGES AND REDUCE LIABILITY COSTS.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

COMMISSIONER BSA 1985-1990  
CHAIRMAN - SCHOOL SITE COUNCIL 1985-1992 (TUSD)  
COMMISSIONER OF PARKS & RECREATION 1992-1995 (T.C.S.D)  
COMMISSIONER OF COMMUNITY SERVICES FOR THE CITY OF TEMECULA 1995-1997  
CHAIRMAN OF TEMECULA COMMUNITY SERVICE DISTRICT 1997-2000  
TRUSTEE FOR THE TEMECULA PUBLIC CEMETERY DISTRICT 2000-PRESENT.  
DIRECTOR OF THE MARRIETA REPERTORY THEATRE 2000-2006.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

COMPLETION OF THE CALIFORNIA SPECIAL DISTRICTS GOVERNANCE ACADEMY 2006.  
B.S. IN PUBLIC ADMINISTRATION FROM C.S.U.S.B. W/MINOR IN LEADERSHIP. 2000.  
A.A. IN BUSINESS ADMINISTRATION FROM MT. SAN JACINTO C.C. 1991  
CERTIFICATE OF LEADERSHIP FROM THE STATE OF CALIFORNIA 1990  
VOLUNTEER - RIVERSIDE CO. PARKS DEPT. 1972-1986

**General Comments / Statements**

AS A NATIVE CALIFORNIAN, I FEEL THAT IT WOULD BE A GREAT HONOR TO SERVE THE CITIZENS OF THIS PROFOUND STATE AND OFFER MY COMMITMENT TO THE BOARD OF DIRECTORS OF THE S.D.R.M.A. PLEASE ACCEPT AND CONSIDER MY STATEMENT OF QUALIFICATIONS FOR THE S.D.R.M.A. BOARD OF DIRECTORS.

I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature Henry Miller

Date 5-16-07

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate Ed Gray

District/Agency Chino Valley Independent Fire District (Director)

Work Address 2005 Grand Ave. Chino Hills, CA. 91709

Work Phone (909) 920-5260

Home Phone (909) 627-4821

**Why do you want to serve on the SDRMA Board of Directors?**

Having been a police officer for over 28 years and a member of the Board of Directors of the Chino Valley Independent Fire District since 2004, I believe I possess a broad, balanced knowledge of the risk issues faced by public service organizations. My knowledge, experience and commitment to team problem solving would benefit the SDRMA and its' member organizations. I would bring with me a desire to continue the positive direction of the organization and to be an effective leader.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

I have been a member of the Board of Directors of the Chino Valley Independent Fire District since 2004. During my tenure on the board I have served a President and Vice-President, member of the districts Finance, Personnel, Planning and Emergency Medical Services committees. I have been liaison the the City Councils of Chino and Chino Hills, liaison the the San Bernardino County Fourth District Supervisor, member and Chairman of the Chino Valley Public Agencies Committee and member of the Citizens Advisory Committee to the Department of Corrections California Institute for Men in Chino.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?**

I have had considerable exposure to the issues of risk to organizations and their members and the importance of finding ways to mitigate these risks.

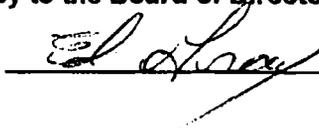
I feel I have the ability to "actively listen" to people to gain understanding, to seek out facts and to make timely decisions.

**General Comments / Statements**

I feel it is important for people to know something about the "person" they are considering choosing to represent their interests. To try to help people understand who I am, I have attached a brief information sheet about me. I thank you all for considering me for the important position of Director for the SDRMA and can promise that if chosen, I work hard to be an effective member of the organization.

**I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date

6-25-07

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.**

Nominee/Candidate Robert F. Topolovac  
District/Agency Olivenhain Municipal Water District  
Work Address 1966 Olivenhain Road  
Work Phone (760) 753-6466 Home Phone (858) 755-4279

**Why do you want to serve on the SDRMA Board of Directors?**

Your mission to provide renewable, efficiently priced risk financing and risk management services through a financially sound pool while ensuring all services are delivered in a timely, cost-efficient, responsive manner is whole heartedly supported by the Olivenhain Municipal Board of Directors. I wish to continue the partnership formed between our organizations and represent San Diego County on the Board. Risk management is of ever increasing importance and will only become more critical in years to come.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

Past President and current Vice-President Board of Directors of the Olivenhain Municipal Water District  
Past representative to San Diego County Water Authority Recycled Water Committee  
Olivenhain Municipal Water District Personnel Committee  
Olivenhain Municipal Water District Safety Committee  
Olivenhain Municipal Water District Facilities Committee

**What special skills, talents, or experience (including volunteer experience) do you have?**

Master degree in Human Relations and School Administration from Ohio University  
Assistant Director of Student Affairs and Director of Residence Halls at UCSD  
Over 35 years of service as an educator and administrator in both higher and secondary education  
Very familiar with government entities and special districts  
Recognized by State of California for my contributions to Core technology curriculum development  
Volunteer Sheriff with the Encinitas Sheriff's Station

**General Comments / Statements**

**I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date

7/3/07

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate ANTONIO "TONY" SEDANO  
District/Agency Local Agency Formation Commission for San Bernardino County  
Work Address 215 North "D" Street, Suite 204, San Bernardino, CA 92415-0490  
Work Phone (909) 383-9900 Home Phone (909) 864-5989

**Why do you want to serve on the SDRMA Board of Directors?**

As a charter board member of the Special District Insurance Authority (SDIA), the predecessor of SDRMA, starting with 71 members and an initial funding level of \$150,000, I wish to continue my participation in this organization. It is my desire to participate in achieving the continued success of this JPA and the services it provides for the Districts and the taxpayers of the State of California.

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**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

Initial member of the Board of Directors of the SDIA, having served as Chair and Vice-Chair of the Board; served 10 years as a member of the Board of Directors of the Big Bear City Community Services District; 1989-91 served as the General Manager of the South San Bernardino County Water District until its merger with the City of San Bernardino; served in the City of San Bernardino Water Department until my retirement in 1997; and have served on LAFCO since 1998 as an Alternate Public Member.

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**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?**

I have served as Chairman and Vice-Chairman of the Special District Insurance Authority. I am the past President of the Arrowhead United Way and work with my local Neighborhood Watch Association.

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**General Comments / Statements**

I am most interested in seeking the appointment to the Board of Directors of the Special District Risk Management Authority to continue my public service. I believe that my experience during the formative years of the Special District Insurance Authority and my involvement in almost every level of local government provide a unique background. I currently serve as the Alternate Public Member for the San Bernardino Local Agency Formation Commission which has opted to become a member of SDRMA to seek the most competitive prices for its insurance needs.

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I have held the following positions within the Big Bear City Community Services District: Assistant Fire Chief (on-call paid position), member of the Board of Directors (two terms), Citizen Advisory Committee President, Employee Relations Committee, Chair, Public Relations Committee, Chair. I was the General Manager of the South San Bernardino County Water District and was involved in the process resulting in its merger with the City of San Bernardino. I have a broad understanding of the role and relationship of independent special districts serving their communities.

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Since I am retired, I have the time available to devote to the activities of the Authority and would be an active participant.

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**I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature Antonio R. Sedano Date 6-5-2007

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Nominee/Candidate Vincent C. Ferrante  
District/Agency Moss Landing Harbor District  
Work Address 7881 Sandholdt Road  
Work Phone 831.633.5417 Home Phone 831.449.2409

**Why do you want to serve on the SDRMA Board of Directors?**

I have been involved in Special District fiscal planning and risk management and have an interest and desire to support sound fiscal policies and promote quality risk management services to special districts throughout the state.

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**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

I have served as an elected official on the Moss Landing Harbor District (MLHD) Board of Harbor Commissioners since 2003. This requires constant budgeting vigilance and action responsive to constituent needs. I have served as Chair of the MLHD Liveaboard Committee, Vice Chair of the MLHD Budget Committee and Property Improvement Committee. In that capacity I gained in-depth knowledge of rules and regulations governing special districts as well as consensus-building among committee members.

I was appointed to the Monterey County Overall Economic Development Commission by the County Board of Supervisors and serve as Vice Chair of its Grants and Finance Committee. By this appointment, the County Board has demonstrated confidence in my fiscal abilities, experience and insight.

I have also served as a Director on the Central Coast Federal Credit Union Board where I gained knowledge of the needs of the community and small and large businesses, in addition to Federal Banking regulations and reporting. Other committee involvement includes Vice Chair of the Salinas, California Sister City Organization (of which I was named Member of the Year in 2005), Trustee of the Salinas, California Sons of Italy in America Lodge and Chair of the City of Monterey's annual Festa Italia Festival Parade.

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**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?**

I have experience and/or training in project management, report preparation, public speaking, strategic planning, budget analysis and preparation, risk management, health benefits and retirement plans. Being on committees and working with others toward common goals requires a willingness to listen and exercise flexibility. My analytical skills are thorough and enable me to make informed decisions.

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**General Comments / Statements**

I have completed the CSDA Special District Governance Academy and have taken courses through the Institute for Local Government. I am confident I will be a diligent and valuable member of the Board.

I will dedicate myself to the vision and goals of the SDRMA and I look forward to the opportunity to be a contributing member serving on this Board.

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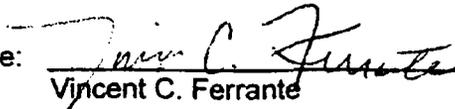
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**I certify that I am a Board member or a full-time management employee for the agency from which I have been nominated. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature:  Date: July 2, 2007  
Vincent C. Ferrante

July 26, 2007

Hello:

I am pleased to take this opportunity to write you in my effort to be re-elected to the SDRMA Board of Directors. September 14 is the date ballots must be received, and since most Districts meet only once a month; it leaves August, for most Districts, the only real time for having the ballot before your Board. Therefore, I am using this to broaden my candidate's statement, to indicate I am open to any questions you may have, and to encourage your Board to vote before the September due date. The 2005 SDRMA election had all 7 seats up for consideration. I was appointed to the 7<sup>th</sup> seat, a two year term, and now am a candidate for a 4 year seat.

I have enjoyed the last two years, finding the SDRMA policies and programs to be moving forward in a positive sustainable direction. Our annual audits and actuarial reports show SDRMA assets to be strong and well protected. Our confidence level, the term to describe our ability to handle claims, is significantly above the industry norm, i.e. 90% plus. We have created partnerships enabling a greater means to provide services on-line; in fact, we are seen as a leader in developing loss control programs that are in essence the means by which we protect the pool and each member's interest. We have rolled out a health insurance package that promises to get stronger in the coming years. All this is due to a very productive and efficient team of staff and board members working in concert for SDRMA members, remaining committed to providing the highest level of service possible while protecting the pool's assets.

SDRMA is first and foremost a business, and in carrying out its public trust responsibility, it utilizes a business planning tool guiding both staff and the board in its month to month policies. In January 2007 the Board discussed the results of the last 3 year strategic business plan (2004-07), and determined the goals and objectives projected to be accomplished through the next plan period. The strategic business plan, "Vision 2010", was adopted at that meeting. Efforts are underway to include the Plan on the website, until then you can receive a copy by contacting the office.

Thanks again for considering my candidacy. If there are any questions, please feel free to contact me by email: [jwoolley@co.humboldt.ca.us](mailto:jwoolley@co.humboldt.ca.us) or by phone: 707.476.2393.



John Woolley,  
SDRMA Board of Director's candidate, nominated by the Humboldt Waste Management Authority



**Jean Bracy**  
**Candidate**  
**SDRMA Board of Directors**

**The Mojave Desert and Antelope Valley Air Quality Management Districts support the election of Jean Bracy to the SDRMA Board of Directors.**

*"Under Jean Bracy's guidance, the Mojave Desert Air Quality Management District's risk management costs have decreased, while the quality of our safety training has increased. Jean is a fiscally sound, responsive manager with a vast knowledge of risk management and SDRMA issues. I highly recommend Jean Bracy for this position."*

**Bob Leone**  
Governing Board Chair  
Mojave Desert Air Quality Management District  
Mayor Pro Tem, Town of Yucca Valley



**Mike Dispenza**  
Governing Board Chair  
Antelope Valley Air Quality Management District  
Mayor Pro Tem, City of Palmdale



*"Jean's 20-plus years in public service and her tenure as Administrative Services Director for a regulatory agency have equipped her with the ideal combination of knowledge and experience needed to serve the SDRMA's membership. In addition to bringing a solid management background to the table, Jean also brings with her integrity, competence and a strong understanding of risk management issues and programs."*

**RECEIVED**

**AUG 6 2007**

**Ballot Deadline is September 14.**  
**Please schedule this election for action by your board.**

## Rom Sarno

---

**From:** vince Ferrante [coachvf@yahoo.com]  
**Sent:** Thursday, July 26, 2007 9:43 PM  
**To:** renee@sanmateorcd.org; rhanger50@huges.net; rharton@mvwd.org; richard@ncuaqmd.org; rmartin@eastvalley.org; rmr@saltoncsd.ca.gov; rnorton@mrwmd.org; robertdwheeler@verizon.net; rpud@sbcglobal.net; rredc@northcoast.com; rrfc@saber.net; ruehlman.lpvcwd@verizon.net; Rom Sarno; rshilling@krcd.org; rsmith@santacruzharbor.org; rsousa@bcaqmd.org; rstclaire@ecoresources.com; rswd@js-net.com; rtrocid@sbcglobal.net; rudquist@bgrn.com; ruthlakecsd@saber.net; ryan.bonea@ca.nacdnet.net; sabrinass@charterinternet.com; safpd@goldrush.com; saganong@npgcable.com; sally@4mta.org; saratogacemeterydistrict@sbcglobal.net; sasdooffice@comcast.net; sccsd@caltel.com; scor-ray@oroville.net; scsd@com-pair.net; scsd4@citlink.net; selliott@saber.net; selmacem@sbcglobal.net; sewerdistrict@aol.com; sfgd@sbcglobal.net; sharmie@hdo.net; shobson@hfh-consultants.com  
**Subject:** Election for SDRMA  
**Attachments:** 3458674128-Vincent C.doc

Hello, I'd like to introduce myself. I am Vince Ferrante and I am running for the Special District Risk Management Authority Board of Directors. I have attached a very short letter with my personal information and qualifications. If you have to time to review it, I would appreciate your vote during your upcoming election.

If you have any questions, please do not hesitate to contact me at the above e-mail address.

Thank you for your time.

Sincerely, Vincent C. Ferrante

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Ready for the edge of your seat? [Check out tonight's top picks on Yahoo! TV.](#)



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## Vincent C. Ferrante

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14 Hyannis Circle, Salinas, Ca. 93906 ♦ (831) 449-2409 ♦ coachvf@yahoo.com

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### Objective

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*Candidate* for Board Director Special District Risk Management Authority (SDRMA)

### Profile

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Currently serve as an elected official as a Commissioner for the Moss Landing Harbor District since 2003. Ran unopposed in 2006 for a second term. Serve as Treasurer of the Board, Chairperson for the Moss Landing Liveaboard Committee, Vice-Chairperson of the Budget Committee and the Beautification Committee.

Currently appointed to the Monterey County Overall Economic Development Commission as a Commissioner, Vice-Chairperson of the Grants and Finance Committee.

Married, with two children and six grandchildren, all living in California.

### Goal

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To represent the membership throughout the State of California to the best of my ability.

### Skills Summary

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- |                      |                       |
|----------------------|-----------------------|
| * Project Management | * Budgets             |
| * Report Preparation | * Risk Management     |
| * Public Speaking    | * Health Benefits     |
| * Strategic Planning | * Retirement Benefits |

### Professional Experience

---

- Retired after 42 years in retail grocery business
- Meat Department Manager, Albertson's Inc.
- 23 years as High School and Collegiate Basketball Coach
- U.S. Navy 1960-1964

### Education

- Ethics Laws and Training- Institute for Local Government
- Special District Governance Seminar Workshops in 2003:  
Effective District Leadership  
Asset Management and Control

Financial Issues

Special Districts for the 21<sup>st</sup> Century

Restoring Public Trust

Avoid Brown Act Problems and Legal Issues

Brown Act & Conflict of Interest Laws

- CSDA's Special District Governance Academy:

Module 1: Governance Foundations

Module 2: Setting Direction, Community Leadership

Module 3: Board's Role in Finance & Fiscal Accountability

Module 4: Board's Role in Human Resources

### **Community Membership**

---

- Central Coast Federal Credit Union, Board Director
- Ichiki-Kushikino-Salinas Sister City Organization- Vice-Chair  
Member of the Year 2005
- Sons of Italy of America, Salinas Lodge 2082, Trustee
- Festa Italia Committee Member
- Parade Chair for Festa Italia/Santa Rosalia, Monterey, Ca.
- Native Sons of the Golden West, Member
- Special Olympics of Monterey County, past Basketball Coach

**VOTE FOR VINCE FERRANTE FOR DIRECTOR FOR SDRMA**



BOARD OF COMMISSIONERS  
Russell Jeffries  
Margaret Shirrel, Ph.D.  
Yohn Gideon  
Vincent Ferrante  
Frank Gomes, Jr.

7881 SANDHOLDT ROAD  
MOSS LANDING, CA 95039

TELEPHONE -- 831.633.5417  
FACSIMILE -- 831.633.4537

General Manager/Harbormaster  
Linda G. McIntyre, Esq.

August 9, 2007

Attention: SDRMA Members

Dear Sir or Madam:

On behalf of the Moss Landing Harbor District (MLHD) Board of Harbor Commissioners, I respectfully request your vote for Mr. Vince Ferrante, MLHD Commissioner, for the Special District Risk Management Authority (SDRMA) Board of Directors.

Commissioner Ferrante is well qualified for this position, having served as an elected official on the MLHD Board of Harbor Commissioners since 2003, running unopposed as an incumbent in the last general election. He is currently serving as Chair of the MLHD Liveaboard Committee and Vice Chair of the MLHD Budget and Property Improvement Committees. He was appointed to the Monterey County Overall Economic Development Commission by the County Board of Supervisors and serves as Vice Chair of its Grants and Finance Committee. By this appointment, the Monterey County Board has demonstrated confidence in Commissioner Ferrante's fiscal abilities, experience and insight.

Commissioner Ferrante retired from the retail food industry where he gained in-depth experience in business economics. He is also an active member of the community, serving on many committees and boards including the Central Coast Federal Credit Union Board of Directors, Vice Chair of the Salinas, California Sister City Organization (of which he was named Member of the Year in 2005), Trustee of the Salinas, California Sons of Italy in America Lodge and Chair of the City of Monterey's annual Festa Italia Festival Parade, and has just recently retired from coaching high school basketball.

Commissioner Ferrante's experience in budgeting, project management, report preparation, public speaking, risk management and health benefits and retirement plans, as well as his dedication to special districts makes him an excellent choice to represent local government agencies interests at SDRMA.

The MLHD Board of Harbor Commissioners is proud to support Commissioner Ferrante as a candidate for the SDRMA Board and respectfully requests your consideration and vote for Mr. Vince Ferrante for the SDRMA Board of Directors.

Sincerely,  
MOSS LANDING HARBOR DISTRICT

Russ Jeffries, President  
MLHD Board of Harbor Commissioners

*CELEBRATING OUR 60TH YEAR OF SERVICE TO  
COMMERCIAL FISHING!*

**Rom Sarno**

---

**From:** Teresa Chase [TChase@olivenhain.com]  
**Sent:** Wednesday, August 01, 2007 5:36 PM  
**Subject:** SDRMA Ballots Due 9/14/07 - Robert Topolovac  
**Attachments:** Topolovac\_campaign\_ltr.pdf

Good evening,

Please review the letter below supporting the nomination of Robert Topolovac for the Special District Risk Management Authority (SDRMA) Board of Directors.

September 14 is the date ballots must be received at SDRMA. Since many districts meet only once a month, August may be the only time to have the ballot before your Board.

Please contact me if I can be of further assistance or to put you in contact with Mr. Topolovac.

Sincerely,

*Teresa Chase*

Olivenhain M.W.D.  
1966 Olivenhain Road  
Encinitas, CA 92024  
760-632-4641  
tchase@olivenhain.com

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Susan J. Varty, *President*  
Robert F. Topolovac, *Vice President*  
Mark A. Muir, *Treasurer*  
Jacob J. Krauss, *Secretary*  
Harold L. Gano, *Director*



*General Manager*  
Kimberly A. Thorner  
*General Counsel*  
Wesley Peltzer

---

1966 Olivenhain Road, Encinitas, California 92024 | Phone (760) 753-6466 | Fax (760) 753-1578 | www.omwd.com

August 1, 2007

**Attention: SDRMA Members**

Dear Sir or Madam,

On behalf of the Olivenhain Municipal Water District (OMWD) Board of Directors I respectfully request your vote for Robert Topolovac, OMWD's Board Vice President, for the Special District Risk Management Authority (SDRMA) Board of Directors.

OMWD has been actively involved with SDRMA since the San Diego Workers Compensation Authority merged with SDRMA under the tenure of current SDRMA Board member Harold Gano, who will be retiring from SDRMA upon expiration of his term in December 2007. OMWD feels that SDRMA is a valuable and worthy agency that garners its continued support and as such has adopted a resolution of support for Robert Topolovac as a candidate for the SDRMA Board.

Mr. Topolovac, serving as Board Vice President, has been a resident of northern San Diego County since 1965. He holds a Masters Degree in Human Relations and School Administration from Ohio University. Mr. Topolovac retired from a 35-year career in higher and secondary education and currently serves as a Volunteer Sheriff with the Encinitas Sheriff's Station. He is the past President and current Vice President on the Olivenhain Board of Directors and a past representative to the San Diego Recycled Water Committee. Mr. Topolovac currently serves on the OMWD Personnel, Facilities, and Safety Committees and has extensive knowledge in insurance, safety and personnel issues.

Director Gano and the rest of the OMWD Board of Directors adopted a resolution in support of Mr. Robert Topolovac's nomination and fully supports his participation on the SDRMA Board. Mr. Topolovac is a dedicated individual who will continue to serve the interests of special districts and commit the time needed to be a valuable member of the SDRMA Board. Mr. Topolovac plans to continue moving forward in the same positive direction that SDRMA has displayed in the past, exemplified by SDRMA's commitment to providing comprehensive protection in the most cost-effective and sustainable way possible.

The OMWD Board understands the critical nature of risk management and insurance issues and how they relate to local government agencies in our region. The Board knows that Mr. Topolovac will fairly and zealously represent the local agencies' interests at SDRMA. As such, we respectfully request your consideration and vote for Mr. Topolovac for the SDRMA Board of Directors.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "S. Varty", written in a cursive style.

Susan J. Varty  
President  
OMWD Board of Directors



**STAFF REPORT**

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY:			
SUBJECT:	California Special Districts Association (CSDA) Region 6 Board Election		

**GENERAL MANAGER'S RECOMMENDATION:**

That the Board consider casting a vote to elect a representative to the California Special Districts Association (CSDA) Board of Directors, Region 6, Seat B.

**PURPOSE:**

To present for the board's consideration the ballot to elect a representative to Region 6, Seat B, of CSDA's Board of Directors.

**COMMITTEE ACTION:** \_\_\_\_\_

N/A.

**ANALYSIS:**

CSDA is holding an election to fill Seat B of Region 6 on its Board of Directors. Ms. Arlene Schafer, Costa Mesa Sanitary District, is the incumbent and is seeking re-election. Mr. James Doud of the South Bay Irrigation District and Ms. Kathleen Thuner of North County Fire Protection District, is also seeking election to the seat. Each regular member (district) is entitled to one (1) vote for each seat to represent its region. There are a total of six [6] regions with each region having three seats on the Board.

Attached is a copy of the mail-in ballot and the candidates' Statement of Qualifications. The District also received letters requesting the District's support of their candidacy from Mr. James Doud and Ms. Arlene Schafer which are attached as well.

The ballot must be mailed and received by CSDA by 5:00 p.m. on Wednesday, September 26, 2007.

**FISCAL IMPACT:** \_\_\_\_\_

None.

**STRATEGIC GOAL:**

Participating would support the strategic goal of maintaining effective communications with other cities, special districts, State and Federal governments, community organizations and Mexico.

**LEGAL IMPACT:** \_\_\_\_\_

None.



\_\_\_\_\_  
General Manager

## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	California Special Districts Association (CSDA) Region 6 Board Election
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### COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at their meeting held on August 22, 2007 and recommends that the Board of Directors cast its vote for Mr. James Doud of the South Bay Irrigation District. The committee suggested that the ballot be presented on the consent calendar for ratification by the full board.



CC: Mark W.  
Board  
Org. to Susan C.

AUG - 6 2007

**CALIFORNIA SPECIAL DISTRICTS ASSOCIATION**  
**BOARD ELECTIONS**

**Mail Ballot Information – 2007 Elections**

Dear CSDA Member:

A mail ballot is enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors for Seat B, Region 6. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. We have also enclosed the candidate statements for each candidate who submitted one.

Please vote for **only one** candidate to represent your region in Seat B and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not completed, the ballot will not be valid.

You may choose to send back the ballot via either certified or first class mail. Please utilize the enclosed return envelope to return the completed ballot. **Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, California, 95814 by 5:00 p.m. on September 26, 2007.**

*Please contact Diana Zavala with any questions at (916) 442-7887.*

## CANDIDATE STATEMENT/QUALIFICATIONS

**Jim Doud**

**Director, South Bay Irrigation District and Sweetwater Authority**

Jim Doud has served Region Six as President of CSDA, San Diego Chapter, for the two-year term of 2005-2006. Jim attends San Diego LAFCO Commission and LAFCO Special Districts Advisory Committee meetings. He was appointed to serve on the CSDA Planning Committee for the year 2007.

Experienced Directors are essential in these times when important decisions are being made for the future of CSDA. Jim has 12 years experience as an elected official. As an experienced leader with proven dedication and having been retired for 16 years, Jim has the free time to perform his duties as a Director representing Region Six.

Jim has held/holds key positions in countywide, regional, statewide, and national associations and organizations where consensus on important water issues affecting San Diego and western states is being built. Assignments/election to these positions show the trust, confidence, and respect other water leaders hold for him.

After a lengthy, in-depth review of Sweetwater Authority by LAFCO, their comments included: “Sweetwater Authority stood out from its counterparts...excellence and tenure of its Board...dedicate considerable time...longevity of Board...”

Jim is an active and voting delegate to the National Water Resources Association (NWRA) and the Western Coalition of Arid States (WESTCAS).

Jim is active in the Association of California Water Agencies (ACWA) serving on the Federal Affairs Subcommittee, and ACWA's Outreach Program.

Jim is active on the Chula Vista Interagency Water Task Force, executed by the Mayor of Chula Vista in 1990, and served as Chair from 2004 to 2006.

Jim is active in the Chula Vista Chamber of Commerce, representing South Bay Irrigation District and Sweetwater Authority.

Jim is a graduate of the Special District Institute in Leadership and Management.

Jim is a retired Senior Engineer, Rohr Industries (Goodrich).

Jim is a retired member of the National Management Association – Rohr Chapter.

Jim is a Korean and Cold War veteran.

Jim's professional and community activities include:

- Fraternal Order of Eagles, 48-year member and Past President
- American Legion, member
- Veterans of Foreign Wars of the U.S., life member

Jim is married, with (7) adult children and (11) grandchildren.

Jim is looking forward to having more input to our great association!



# Costa Mesa Sanitary District

... an Independent Special District

**RECEIVED**

June 18, 2007

JUN 21 2007

*Board of Directors*

Art Perry  
Arlene Schafer  
Bob Ooten  
James Ferryman  
Gary Monahan

TO: CSDA Members – Region 6

**CSDA**

*Staff*

Robin B. Hamers  
Manager  
District Engineer  
(949) 631-1731

It is an honor and pleasure to serve as a CSDA Board member representing you and I submit this statement as a candidate for re-election for Region 6. I possess excellent experience in the role and would like to continue serving you. As an active CSDA Board member, I served as Treasurer and Secretary on the CSDA Board and with your support and vote I will be able to continue through the Chairs. I served on the Finance Corporation as Vice President and the Legislation Committee and Membership Recruitment Chair.

Thomas A. Faith  
Assistant Manager

I bring a myriad of experience relevant to CSDA, having served the City of Costa Mesa as Mayor, Planning Commissioner, Executive Manager of the Chamber of Commerce, Independent Special Districts of Orange County (ISDOC) past President, Costa Mesa Sanitary District as former President and I serve on the Commission of Orange County LAFCO (former Chair).

Joan Reyak  
Board Secretary  
Program Manager  
Clerk of the District

Along with my experience and background necessary to serve on CSDA, I offer my dedication, enthusiasm and solid track record. My attendance is 100%, an accomplishment I feel is extremely important to serving as a good representative. I am fortunate to have time available to be a dependable and reliable member – I believe in balance.

Alan R. Burns  
Legal Counsel

I have the support of my Sanitary District Board of Directors and look forward to your vote and support to enable me to continue in my seat on the CSDA Board. I appreciate your support.

Marcus D. Davis  
Treasurer/Director of  
Finance

Sincerely,

Phone  
(949) 645-8400  
Fax  
(949) 650-2253

Arlene Schafer  
Vice President,  
Costa Mesa Sanitary District  
Secretary of CSDA Executive Board

Address  
628 W. 19th Street  
Costa Mesa, CA  
92627-2716



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KATHLEEN THUNER

Occupation: Retired San Diego County Agricultural Commissioner/Sealer of Weights and Measures

Educational Background: Bachelor of Science, Biology, Santa Clara University; Graduate studies, Sonoma State University and Florida State University

Organizational Affiliations: Director, North County Fire Protection District; Director, Mission Resource Conservation District; Board member, American National Standards Institute (ANSI)

In 1983, I was honored to be appointed the first woman County Agricultural Commissioner/Sealer of Weights and Measures in the history of California. Throughout my entire service I worked hard to continue the legacy of public service deserved by county residents.

In 1989 I spearheaded the Africanized Honey Bee (AHB) Preparedness education and preparation effort as founder of the San Diego-Imperial County Preparedness Program. This project evolved into the State AHB Steering Committee (1992-2000), in which I was an active and engaged participant. My direction and commitment resulted in the preparedness of thousands of individuals, throughout the state, through the securing of new legislation, training, equipment and preparation for educators, public officials and fire and health services providers.

My service as the department head of a county-wide program that included complex funding sources, state and federal legislation and a wide variety of critical service programs, prepared me to deal with the issues that face a special districts association board member. I have experience collaborating with federal, state, regional, and city governments and know how to work effectively across systems of government and with other jurisdictions. Solving problems, working collaboratively, and across jurisdictions, is paramount to ensure the success of the myriad programs that are the focus of California's many special districts. My roots in the state are deep; I was born in Eureka, raised in Healdsburg, worked for Alameda, Sonoma, Santa Barbara and San Diego counties. I am experienced and committed and would sincerely appreciate your vote.



**SOUTH BAY IRRIGATION DISTRICT**

505 GARRETT AVENUE, P.O. BOX 2328  
CHULA VISTA, CALIFORNIA 91912-2328  
(619) 427-0868 FAX (619) 425-9660

CC: Mark W  
Board  
Susan C.

BOARD OF DIRECTORS  
W.D. "BUD" POCKLINGTON  
DIVISION 1  
JAMES "JIM" DOUD  
DIVISION 2  
JAMES C. ALKIRE  
DIVISION 3  
TERRY THOMAS  
DIVISION 4  
MARGARET COOK WELSH  
DIVISION 5  
W.D. "BUD" POCKLINGTON  
DISTRICT REPRESENTATIVE  
SAN DIEGO COUNTY  
WATER AUTHORITY

June 25, 2007

Mr. Mark Watton  
General Manager  
Otay Water District  
2554 Sweetwater Springs Boulevard  
Spring Valley, CA 91978-2004

JUN 26 2007

Dear Mr. Watton:

At its June 18, 2007 meeting, the South Bay Irrigation District (SBID) Board of Directors adopted Resolution 576 nominating Director Jim Doud to the California Special Districts Association (CSDA) Board of Directors, Region 6, Seat B. A unanimous vote supported this nomination. Jim is currently Vice President of the SBID Board of Directors and is serving on the CSDA Planning Committee for the year 2007.

Attached is a Statement of Qualifications/Candidate Statement for Jim Doud.

The Board of Directors of SBID is requesting your Board's support for Jim Doud for Seat B of the CSDA Region 6 Board. I am requesting that your Board give consideration to submitting a resolution or minute order in support of Jim Doud's nomination, as well as your vote in the upcoming election. Attached is a sample resolution for your convenience.

Please forward a copy of your resolution or minute order to CSDA by July 30, 2007, at the address below:

California Special Districts Association  
ATTN: Nicole Dunn  
1112 "I" Street, Suite 200  
Sacramento, CA 95814

or FAX to (916) 442-7889

It would be greatly appreciated if you would also forward a copy of the resolution or minute order to Rita Schoonderwoerd, SBID Board Secretary, for our records. Thank you for your consideration.

Sincerely,

  
Dennis A. Bostad  
General Manager



cc: Susan  
Mark W.  
Board

# Costa Mesa Sanitary District

... an Independent Special District

**Board of Directors**

Art Perry  
Arlene Schafer  
Bob Ooten  
James Ferryman  
Gary Monahan

July 25, 2007

JUL 26 2007

TO: Members of CSDA

As we near the close of the election process, I wish to remind you of my excellent record in serving you through the years and my intent to go through the Chairs of CSDA<

This election is so important to me and to all of you. CSDA needs a leader who is well known and can speak for you and I am that person.

You have already received my background information and my request to be re-elected. As you all know, I now serve as Secretary on the Executive Board.

Only through your vote and support can I continue serving you. Please vote for me. The ballot will be distributed in August.

Sincerely,

Arlene Schafer  
Vice President,  
Costa Mesa Sanitary District  
Secretary of CSDA Executive Board

**Phone**

(949) 645-8400

**Fax**

(949) 650-2253

**Address**

628 W. 19th Street  
Costa Mesa, CA  
92627-2716



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[cmsdca.gov](http://cmsdca.gov)

# Arlene Schafer

292 Bucknell  
Costa Mesa, CA 92626  
(714) 546-1429

Married 48 years to James (Jim) Schafer. Three daughters, five grandchildren. One great-grandson

## EDUCATION

Bachelor of Business Administration with Major in Executive Secretarial Science.  
Graduate of University of Woodbury in Los Angeles.

## PRESENT INVOLVEMENT

- Orange County Council of Governments
- Youth Employment Agency, Board Member
- Vice President, Costa Mesa Sanitary District – 3 Terms
- Orange County Advisory Board for OCTA – 4 Terms
- Costa Mesa Chamber of Commerce Legislative Committee
- Independent Special Districts of Orange County (ISDOC) Past President
- Costa Mesa Republican Women Federation, 1<sup>st</sup> Vice President
- Orange County Republican Women's Federation, 3<sup>rd</sup> Vice President
- LAFCO Commissioner Representing Special Districts, Former Chair
- Harbor Mesa Lions Club, President
- Costa Mesa Redevelopment Advisory Committee, Chair - 17 years (3R's Committee)
- Saddleback Lions – Regional Chair
- California Special District Association
  - Board of Directors
  - Executive Board - Secretary
  - Legislative Committee, Fiscal Committee, Finance Corps – Task Force Committee
  - Membership/Recruitment Chair

## FORMER INVOLVEMENT

- Fairview Developmental Center Advisory Board of Directors  
(Appointed by California Governor Pete Wilson)
- Costa Mesa City Council – (2 terms) Vice Mayor - 1 year, Mayor - 2-1/2 years
- Costa Mesa Planning Commission - 4 years, Vice-Chair - 2 years
- Redevelopment Agency Chair - 3 terms/2 years each
- Past President, Harbor Council PTA (Newport Mesa Unified Schools District)
- Member of California State Central Committee
- Past President, Harbor Mesa Lions, Membership Chair
- Co-Chair Sister City Committee – 2 years
- “Woman of the Year”, Costa Mesa Chamber of Commerce
- Emergency Preparedness Chair for City of Costa Mesa/Chamber of Commerce
- Vice Chair Open Space Bond Election
- Chamber of Commerce - Board of Directors and Executive Manager
- Youth Employment Service (YES) Board of Directors and Advisory Board
- “Outstanding Contribution to Education” – Beacon Award from Newport Mesa School District
- Career Education Committee Chair for Newport Mesa School District
- Costa Mesa Housing and Community Development Committee
- Mardan School, Board of Trustees
- Orange County Coast Association, Past President
- Advisory Board of Child Guidance Center of Orange County
- Special District Technical Advisory Committee for LAFCO
- Certificate in Leadership and Management from Special District Institute
- Board of Supervisors Honored Citizen of Orange County
- Costa Mesa Republican Women Federation, President
- Service Organization Council (SOC), President
- LAFCO Commissioner (Former Chair) Representing Special Districts
- CSDA Special Districts Governance Academy Certificate



**CSDA BOARD OF DIRECTORS  
ELECTION 2007**

ALL FIELDS MUST BE COMPLETED FOR BALLOT TO BE COUNTED.  
*(Please vote for one.)*

**REGION SIX**

●  
*Seat B - term  
ends 2010*

- James E. Doud, Sr.**  
*South Bay Irrigation District*
- Arlene Schafer\***  
*Costa Mesa Sanitary District*
- Kathleen Thuner**  
*North County Fire Protection District*

\* *incumbent*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Member District: \_\_\_\_\_

**Must be received by 5pm, September 26, 2007 CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814**



# AGENDA ITEM 6j

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY:			
SUBJECT:	Association of California Water Agencies Region 10 Election		

### GENERAL MANAGER'S RECOMMENDATION:

That the Board consider casting votes to elect a Chair, Vice Chair, and five (5) board member representatives to the Association of California Water Agencies (ACWA) Board representing Region 10.

### COMMITTEE ACTION: \_\_\_\_\_

See Attachment A.

### PURPOSE:

To elect a Chair, Vice Chair and five (5) Board member representative to the ACWA Board representing Region 10.

### ANALYSIS:

ACWA is holding an election to fill the seats of Chair, Vice Chair and five (5) board members to represent Region 10 in the 2008-2009 term. In this year's election, Region 10 is electing a Chair from San Diego County, a Vice Chair from Orange County, two (2) board members from San Diego County and 3 board members from Orange County. The elected representatives (Chair, Vice Chair and Board members) will serve on ACWA's board of directors for the next two years commencing on January 1, 2008 to December 31, 2009 and will represent and communicate the issues, concerns and needs of ACWA members in region 10.

Attached is a copy of the mail-in ballot which notes the recommendations of the nominating committee and correspondence received from candidate Ms. Susan J. Varty, Olivenhain MWD, who is requesting the board's support of her candidacy for ACWA Region 10 board member. The ballot must be mailed and received by ACWA by Sunday, September 30, 2007.

**FISCAL IMPACT:** \_\_\_\_\_

None.

**STRATEGIC GOAL:**

Participating would support the strategic goal of maintaining effective communications with other cities, special districts, State and Federal governments, community organizations and Mexico.

**LEGAL IMPACT:** \_\_\_\_\_

None.



\_\_\_\_\_  
**General Manager**

Attachments:

- Attachment A: Committee Action
- ACWA Correspondence and Ballot
- Correspondence from Ms. Susan Varty, Olivenhain MWD



## ATTACHMENT A

**SUBJECT/PROJECT:**

Association of California Water Agencies Region 10 Election

**COMMITTEE ACTION:**

The Finance, Administration and Communications Committee reviewed this item at their meeting held on August 22, 2007 and recommends that the Board of Directors cast the District's vote for the following candidates:

Chair:

Mr. Merle Aleshire, Valley Center Municipal Water

Vice Chair:

Mr. Peer Swan, Irvine Ranch Water District

Board of Directors:

Ms. Susan Hinman, Municipal Water District of Orange County

Ms. Saundra Jacobs, Santa Margarita Water District

Ms. Jan Debay, Orange County Water District

Mr. Jacob Krauss, Olivenhain Municipal Water District

Ms. Jo MacKenzie, Vista Irrigation District

The committee suggested that the ballot be presented on the consent calendar for ratification by the full board.

CC: Jensen C.

AUG 15 2007

## MEMORANDUM

August 8, 2007

**TO: ACWA REGION 10 MEMBER AGENCY BOARD PRESIDENT**

**FROM: CHARLES ANDERSON, ACWA FIELD REPRESENTATIVE**

**SUBJECT: REGION 10 ELECTION FOR 2008-2009 TERM  
BALLOTS DUE BY SEPTEMBER 30, 2007**

It is time to elect the 2008-2009 ACWA Region 10 officers and board members who will represent and serve the members of Region 10. Enclosed, you will find the official ballot which includes the Region 10 Nominating Committee's recommended slate as well as individual candidates running for the Region 10 Board.

**Your agency is entitled to cast only one vote for each of the Region 10 positions.** Please review the enclosed ballot and have your agency's authorized representative cast its vote for either the slate as recommended by the Region 10 Nominating Committee or a Region 10 chair, vice chair and five board members. THEN:

**Return the ballot to ACWA by SEPTEMBER 30, 2007**

Attention Charles Anderson  
Please FAX to: (916) 325-2316

Or MAIL the completed ballot to:  
Association of California Water Agencies  
c/o Charles Anderson  
910 K Street, Suite 100  
Sacramento, CA 95814

**REMEMBER: YOUR VOTE IS IMPORTANT.** Region 10 board members are elected to represent the issues, concerns and needs of your region. The Region 10 chair and vice chair will serve on ACWA's board of directors for the next two-year term of office beginning January 1, 2008. Additionally, the newly elected chair and vice chair will make the Region 10 committee appointment recommendations to the ACWA president for the 2008-2009 term. They will also hold one seat on the ACWA Finance Committee.

If you have questions about the ballot or voting process, please contact your field representative, Charles Anderson at (916) 441-4545 or by e-mail at [charlesa@acwa.com](mailto:charlesa@acwa.com). Thank you for your careful consideration and participation in the Region 10 election process.

Enclosure: ACWA Region 10 Ballot

# Official Region 10 Board Ballot 2008-2009 Term

Please return completed ballot by September 30, 2007.

Mail: **OR** Fax: **916-325-2316**  
**ACWA**  
**910 K Street**  
**Suite 100**  
**Sacramento, CA 95814**

Agency Name	_____
Authorized Representative	_____
Board President Signature	<b>X</b>
Date	_____

I concur with the Region 10 Nominating Committee's recommended slate below.

**Region 10 Nominating Committee's Recommended Slate**

**Chair:** Merle Aleshire, Valley Center Municipal Water

**Vice Chair:** Peer Swan, Irvine Ranch Water District

**Board Members:**

Jan Debay, Orange County Water District  
 Darrell Gentry, Vallecitos Water District  
 Susan Hinman, Municipal Water District of Orange County  
 Sandra Jacobs, Santa Margarita Water District  
 Joe MacKenzie, Vista Irrigation District

**General Voting Instructions:**

1. Please fill out your agency information above. The authorized representative is determined by your agency in accordance with your agency's policies and procedures. Region 10 Rules and Regulations "require the Board President's signature for approval."
2. You may either vote for the slate recommended by the Region 10 Nominating Committee or vote for individual region board members. Please mark the appropriate bubble to indicate your decision.

I do not concur with the Region 10 Nominating Committee's recommended slate. I will vote for individual candidates below as indicated.

**Region 10 Board Candidate Nominations**

**Region Specific Instructions:**

"The Chair and Vice Chair shall be from different counties. The Region board members shall alternate every two years with three (3) from one county and two (2) from the other. The county from which the Chair comes from shall have two (2) Region board members and the county from which the Vice Chair comes from shall have three (3) Region board members." *The chair must come from San Diego County and the Vice Chair must come from Orange County for the 2008-2009 Region 10 Board term of office.*

**Candidates For Chair** (Choose one)

Merle Aleshire, Valley Center Municipal Water District (SD)

**Candidates for Board Member** (Choose 2

from San Diego County and choose 3 from Orange County.)

- Darrell Gentry, Vallecitos Water District (SDC)
- Susan Hinman, Municipal Water District of Orange County (OC)
- Sandra Jacobs, Santa Margarita Water District (OC)

**Candidates For Vice Chair** (Choose one)

- Jan Debay, Orange County Water District (OC)
- Sandra Jacobs, Santa Margarita Water District (OC)
- Peer Swan, Irvine Ranch Water District (OC)
- Jan Debay, Orange County Water District (OC)
- Jacob Krauss, Olivenhain Municipal Water Dist. (SDC)
- Joe MacKenzie, Vista Irrigation District (SDC)
- Peer Swan, Irvine Ranch Water District (OC)

**Board of Directors**

Susan J. Varty, *President*  
Robert F. Topolovac, *Vice President*  
Mark A. Muir, *Treasurer*  
Jacob J. Krauss, *Secretary*  
Harold L. Gano, *Director*



**General Manager**  
Kimberly A. Thomer

**General Counsel**  
Wesley Peltzer

1966 Olivenhain Road, Encinitas, California 92024 | Phone (760) 753-6466 | Fax (760) 753-1578 | www.omwd.com

June 29, 2007

Board of Directors  
Otay Water District  
2554 Sweetwater Springs Blvd.  
Spring Valley, CA 91977

CC: Board  
JUL - 2 2007  
Mark W  
Susan C.

Dear Board Members:

On behalf of the Olivenhain Municipal Water District (OMWD) Board of Directors I respectfully request your vote for Jacob J. Krauss, OMWD Board Secretary for membership on the ACWA Region 10 Board of Directors.

The OMWD Board of Directors adopted a resolution in support of Mr. Krauss' nomination and fully supports his participation on the ACWA Region 10 Board. Mr. Krauss is a devoted individual who will be a valuable and dedicated member of the ACWA Region 10 Board.

Mr. Krauss joined the OMWD Board of Directors in May 2006 after serving for four years as a docent at OMWD's David C. McCollom Water Treatment Plant. His original involvement with OMWD began in 1996 as a member of the Citizens Advisory Committee on the Olivenhain Water Storage Project, which was instrumental in the development phase of the project.

Mr. Krauss has a Bachelor's degree in Mechanical Engineering from Johns Hopkins University, as well as a Master's degree in Mechanical Engineering from the University of Michigan. In addition Mr. Krauss has a Master's degree in Automotive Engineering from the Chrysler Institute; he is a registered Professional Engineer and a member of the Society of Automotive Engineers. Mr. Krauss retired from General Motors after 26 years and has worked for the United States Environmental Protection Agency, Kelsey Hayes Co., and the Chrysler Corporation. He currently resides in Encinitas with his wife.

The OMWD Board understands the critical nature of water in our region, as does your agency, and knows that Mr. Krauss will fairly and zealously represent Region 10's interests with ACWA. As such, we respectfully request your consideration and vote for Mr. Krauss for the Region 10 Board.

Thank you for your consideration,

*Susan Varty*  
Susan J. Varty  
President  
OMWD Board of Directors





# AGENDA ITEM 7a, b, c

## STAFF REPORT

TYPE	Regular Board	MEETING	September 5, 2007
MEETING:		DATE:	
SUBMITTED	Mark Watton,	W.O./G.F.	DIV. All
BY:	General Manager	NO:	NO.
APPROVED			
BY:			
SUBJECT:	Memorandum of Understanding (MOU) Between The Otay Water District and The Otay Water District Employees' Association (OWDEA); Participation in Special District Risk Management Authority's Medical Benefits Program; and Related Actions		

### GENERAL MANAGER'S RECOMMENDATION:

That the Board:

1. Adopt Resolution 4110 (Attachment B) to:
  - a. Approve the Memorandum of Understanding (MOU) between The Otay Water District and the Otay Water District Employees Association (OWDEA) effective July 1, 2007 through June 30, 2013, for the Field Employees and Administrative Employees Bargaining Units and approve extending the same compensation, cost-of-living adjustments and related benefits for the management and confidential employees and add other specific benefits for management and confidential employees;
  - b. Approve recommendations related to the recently completed Compensation Study effective September 1, 2007 for all District employees; and
  - c. Approve amendments to the following policies:
    - Hazardous Materials Response and Rescue Team Compensation Procedure
    - Educational Reimbursement Program
    - Discipline Policy
    - Uniform Standards
    - Drug Free Workplace Board Policy 22
    - Recruitment, Selection, and Employment Board Policy 24

2. Adopt Resolution 4111 to approve the form of and authorizing the execution of a Memorandum of Understanding and authorizing participation in the Special District Risk Management Authority's Medical Benefits Program (SDRMA) for all employees, Board of Directors, and eligible retirees effective January 1, 2008. (Attachment C)
3. Approve transfer of \$408,000 from the Retiree Health Reserve to the General Fund to cover a portion of the 2008 negotiated benefits.

**PURPOSE:**

To recommend to the Board: to approve the MOU for represented employees and apply the same compensation, cost-of-living adjustments and related benefits to management and confidential employees as negotiated for represented employees and add other specific benefits for management and confidential employees; approve recommendations related to the compensation study; implement various polices and procedures; approve change in health plan to SDRMA; and approve transfer of funds to cover the 2008 negotiated benefits.

**ANALYSIS:**

Memorandum of Understanding

The District and the OWDEA reached tentative agreement August 20, 2007, on the following provisions for a successor MOU:

- Six-year contract term July 1, 2007 - June 30, 2013 (current year 2008, plus five additional years);
- Across-the-board salary increases July 1<sup>st</sup> of each year, effective July 1, 2008: 3%, 3%, 3%, 3.5%, and 3.5%;
- Implement the Compensation Study at the 75<sup>th</sup> Percentile and bring employees salaries that fall below the minimum of the salary range to the minimum of the salary range effective September 1, 2007;
- Amendments to the MOU to bring the contract language in line with best industry standards including incorporating side letter agreements established throughout the current contract in to the new contract to include:
  - o Bereavement leave for domestic partners
  - o Posting of jobs through email vs. posting on bulletin boards
  - o 401(a) Terminal Pay Plan - Clarifying that employee must be at age 55 years or older to participate

- o Temporary Assignment Compensation - Allows temporary increase in compensation for temporary assignments
- o Hours of Work - Ability for the District to provide less than 10 day notice when necessary
- o Safety Shoe Allowance - Language clean up to allow replacement of safety boots as necessary
- o Sick Leave Use - Requires use of sick leave before using vacation leave for sick leave purposes
- o Vacation Leave Use - Requires use of vacation leave before using sick leave for vacation
- Implement SDRMA Health Plan which requires partial payment toward Retiree Health Benefits for eligible employees hired after July 1, 1993 (Tier III); Tier III employees will now have a benefit of \$158 per month that equals 50% of employee only coverage for the least expensive PPO plan increasing annually until the employee is Medicare eligible
- Implement an early retirement provision with a reduced level of health benefit for eligible Tier I and II employees and minimum required benefit for Tier III employees retiring between the age of 50-55 with ten years of District service due to permanent medical disability;
- The parties understand that this MOU will supersede the previous MOU;
- Total package effective July 1, 2007.

The OWDEA met on August 28, 2007, to conduct a ratification meeting for represented employees. The Association ratified the tentative agreement with 92% of voting members recommending acceptance of the agreement.

It is recommended that the Board apply the same compensation, cost-of-living adjustments and related benefits to management and confidential employees as received by the represented employees, and add other specific benefits for management and confidential employees. Depending on unrepresented status these specific benefits include an increase in Management Leave of one to four days, a Deferred Compensation Match of \$1,000 to \$5,000, an increase in life insurance to two times annual earnings, and individual portable life insurance policies for executives.

Per Ad Hoc Negotiations Committee instruction, negotiated changes to represented, management and confidential employees compensation and benefits are within budget and existing funding and there is no projected impact on the rate model over the term of the contract.

## Compensation Study

Staff, in conjunction with the consultants Johnson and Associates, completed the District-wide Compensation and Benefits Study. Market base salary and benefit data were analyzed as well as internal salary relationships. The 75<sup>th</sup> Percentile market data will be used to set salary ranges and employees whose salaries fall below the minimum of the new salary range will be moved to the minimum of the salary range effective September 1, 2007. Recommended Salary Schedule and Classification Titles/Salary Ranges for represented and management and confidential staff are attached (Attachment B, Exhibit 2).

## Policy Updates

The following policies will be amended:

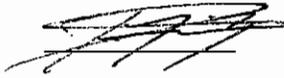
- Drug Free Workplace Policy (Attachment B, Exhibit 3, Strikethrough Version Attachment I)
  - Includes language for drug testing for safety sensitive positions upon promotion and language providing the ability to search for drug paraphernalia
- Recruitment, Selection, and Employment Policy (Attachment B, Exhibit 4, Strikethrough Version Attachment J)
  - Allows the use of related eligibility lists (candidates) to fill or augment a recruitment
- Hazardous Materials Response and Rescue Team Compensation Procedure (Attachment D)
  - Provides \$1.00 per hour for hours worked instead of two vacation days credited to leave accruals
- Educational Reimbursement Program (Attachment E)
  - Increases limit to \$3,000 per fiscal year
  - Clarify scope is for coursework related to careers available at Otay and removes six-month employment requirement for eligibility
- Discipline Policy (Attachment F)
  - Minor update to clarify the standard of conduct related to suspended drivers licenses
- Uniform Standards (Attachment G)
  - Provides employees with both a sweatshirt and a jacket

## Medical Benefits Program

Due to continual increases in medical costs nationwide, the District researched different medical program options that would assist the District in controlling the cost of employee medical benefits. After reviewing the available options, it was

determined that by joining a pooled medical program the District would be better able to stabilize and contain our rates over the long run. After extensive review of available health care programs, the District has selected SDRMA as the new pooled medical program. SDRMA has approved the District's participation in the Medical Program. To participate in the Program, the District must enter in to a Memorandum of Understanding and participate for at least three years. Some benefit plan changes are needed in order to participate and all employees, dependents and retirees need to move to SDRMA. For further information related to the SDRMA Medical Program, please refer to Attachment H.

**FISCAL IMPACT:**



With the funding currently incorporated into the District's rate model and the reduced level of OPEB funding due to the anticipated availability of a PERS trust, staff has estimated that the agreed upon negotiated benefits will have no rate impact over the next six years.

**STRATEGIC GOAL**

4.2.2.3 - Negotiate a Successor Memorandum of Understanding in FY08

**LEGAL IMPACT:**

\_\_\_\_\_

None.



\_\_\_\_\_  
General Manager

Attachments

(Attachments have been placed in a separate binder.)

- Attachment A - Summary of Ad Hoc Negotiations Committee Meeting
- Attachment B - Resolution 4110 Implement MOU, Same Provisions and Benefit Change for Management and Confidential, Implement Compensation Study, and Revise Policies
  - Exhibit 1 - Draft Memorandum of Understanding, July 1, 2007 through June 30, 2013
  - Exhibit 2 - Classification Titles/Salary Ranges, Salary Schedule for July 1, 2008 - June 30, 2012
  - Exhibit 3 - Board Policy 22, Drug Free Workplace Policy
  - Exhibit 4 - Board Policy 24, Recruitment, Selection and Employment Policy
- Attachment C - Resolution 4111 Approving the Form of and Authorizing the Execution of a Memorandum of Understanding and Authorizing Participation in the Special District Risk Management Authority's Medical Benefits Program
- Attachment D - Hazardous Materials Response and Rescue Team Compensation Procedure
- Attachment E - Educational Reimbursement Program
- Attachment F - Discipline Policy
- Attachment G - Uniform Standards
- Attachment H - Highlights of the SDRMA Medical Program
  - Exhibit 1 - SDRMA "Benefits-at-a-Glance"
- Attachment I - Strikethrough Version of Board Policy 22 - Drug Free Workplace
- Attachment J - Strikethrough Version of Board Policy 24 - Recruitment, Selection, and Employment
- Attachment K - PowerPoint Presentation for Board Meeting



# AGENDA ITEM 8a

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Ken Simmons <i>KS</i> Sr. Civil Engineer	PROJECT:	P2210 DIV. NO. ALL
	Ron Ripperger <i>R. Ripperger</i> Engineering Manager		
APPROVED BY: (Chief)	Rod Posada <i>Rod Posada</i> Chief, Engineering		
APPROVED BY: (Asst GM)	Manny Magaña <i>Manny Magaña</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Informational Item - FY 2007 End of Year Capital Improvement Program (CIP) Report		

### GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board accept the FY 2007 End of Year CIP Report for review and receive a summary via PowerPoint presentation.

### COMMITTEE ACTION:

Please see Attachment A.

### PURPOSE:

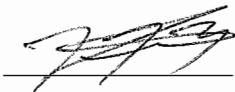
To update the Board about the status of all CIP project expenditure highlights, significant issues, progress, and milestones on major projects.

### ANALYSIS:

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

The end of year update is intended to provide a detailed analysis of progress in completing these projects within the allotted time and budget. Expenditures for FY 2007 totaled approximately \$32.4 Million. Approximately 87% of the FY 2007 expenditure budget was spent.

**FISCAL IMPACT:**



None.

**STRATEGIC GOAL:**

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

**LEGAL IMPACT:**

\_\_\_\_\_

None.



\_\_\_\_\_  
**General Manager**

F:\CIP\CIP Quarterly Report\2007\Board Meeting 2007\Staff Report\BD 09-05-07, FY 2007 End of Year CIP Report (KS-RP).doc

KS/RR/RP:jf

Attachments: Attachment A  
Presentation



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	Informational Item - FY 2007 End of Year Report (Project P2210)
-------------------------	--

### COMMITTEE ACTION:

The Engineering and Operations Committee met to consider this item on August 20, 2007. The Committees received the information and recommended to be heard by the full Board.

### NOTE:

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

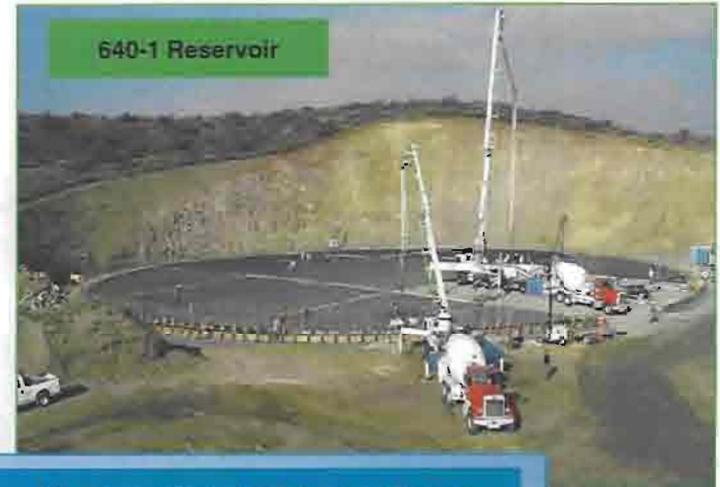
# CAPITAL IMPROVEMENT PROGRAM



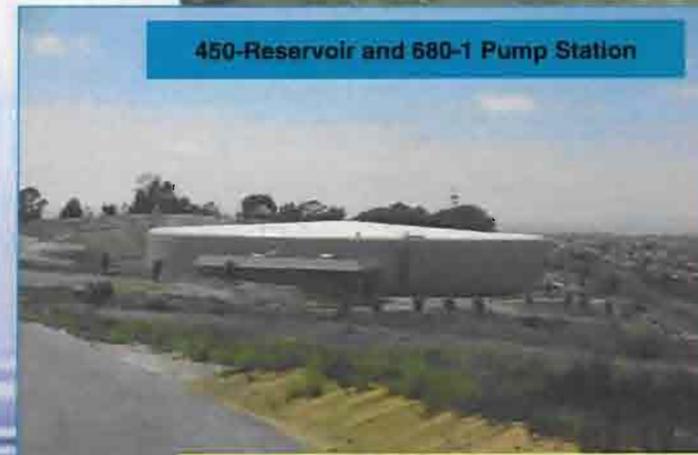
**Fiscal Year 2007**

**End of Year**

**(through June 30, 2007)**



640-1 Reservoir



450-Reservoir and 680-1 Pump Station



42-Inch Pipe Installation at the 640 Reservoirs Site

# Background

- To keep up with growth and to meet our customers' expectations, District Staff prepared a six-year rolling CIP Report. The CIP report contains information about budget, allocations of funds, project costs, locations, descriptions, justifications and schedules.
- The approved CIP budget for FY07 consists of **91** projects that total **\$37.1 million**. These projects are broken down into four categories:

1. Capital Facilities:	\$ 28.1 million
2. Replacement/Renewal:	\$ 3.9 million
3. Capital Purchases:	\$ 1.7 million
4. Developer Reimbursement:	\$ 3.4 million

(continued)

**Highlights**

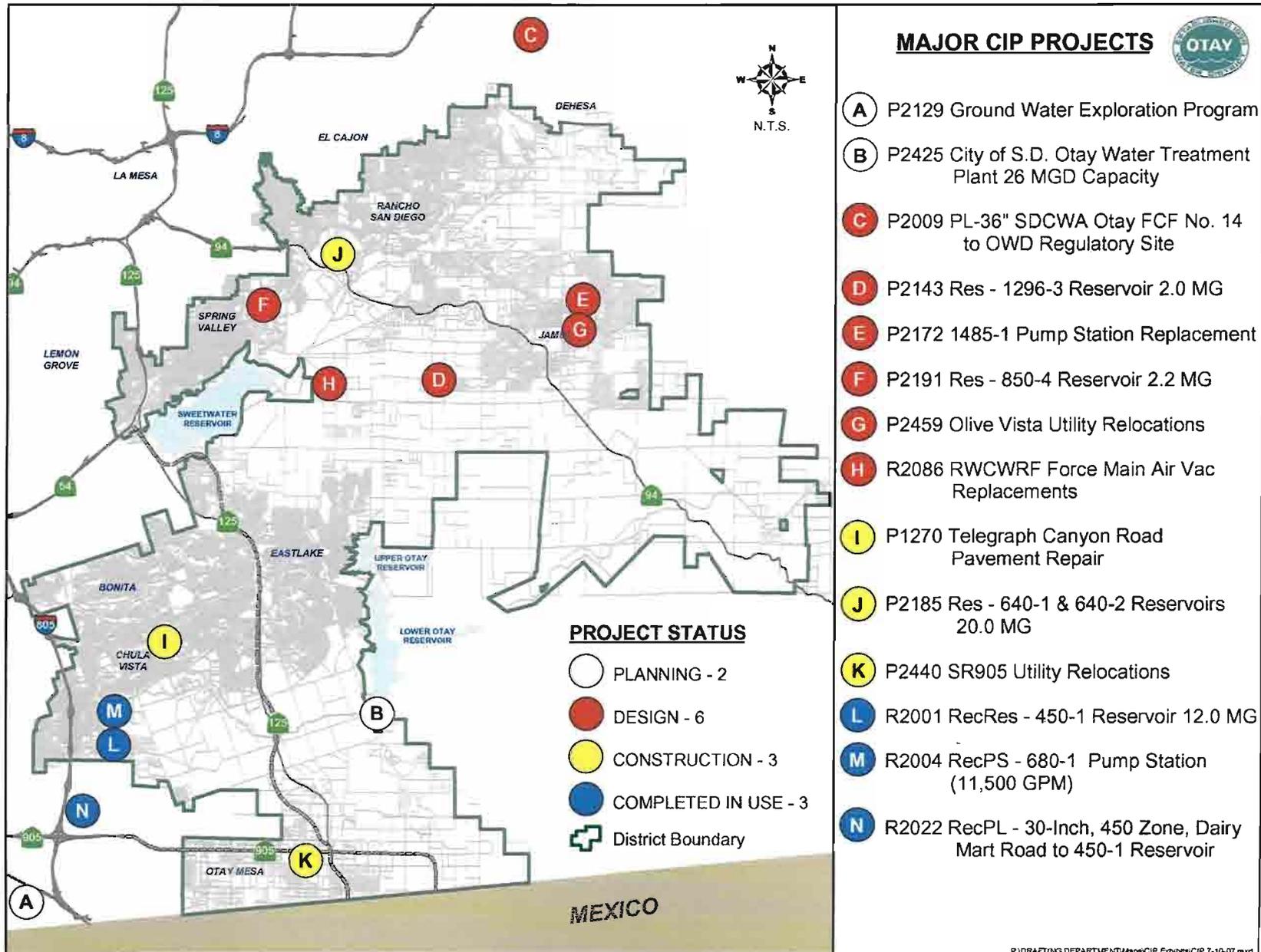
- Overall expenditures through the end of Fiscal Year 2007 totaled approximately **\$32.4 million**, which is **87%** of our target expenditures through for fiscal year.
- Construction change orders are at **-0.31%**.

# FY07 End of Year Report

(through June 30, 2007)

CIP Cat	Description	FY07 Budget	FY07 Expenditures	% FY07 Budget Spent	Total LTD Budget	Total LTD Expenditures	% Budget Spent
1	Capital Facilities	\$28,058,000	\$27,632,000	98%	\$197,063,000	\$86,113,000	44%
2	Replacement/Renewal	\$3,930,000	\$1,724,000	44%	\$15,911,000	\$5,190,000	33%
3	Capital Purchases	\$1,725,000	\$1,456,000	84%	\$15,911,000	\$12,495,000	79%
4	Developer Reimbursement	\$3,409,000	\$1,549,000	45%	\$19,882,000	\$5,185,000	26%
<b>Total:</b>		<b>\$37,122,000</b>	<b>\$32,361,000</b>	<b>87%</b>	<b>\$248,767,000</b>	<b>\$139,784,000</b>	<b>44%</b>

# Major CIP Projects



# Completed Flagship CIP Projects in Use



**450-1 RESERVOIR AND 680-1 PUMP STATION**



**680-1 RECYCLED WATER PUMP STATION  
(INTERIOR)**

**Reservoir and Pump Station were accepted late  
June 2007.**

# Completed Flagship CIP Project

## ❑ 450-1 Recycled Reservoir and 680-1 Recycled Pump Station:

**Key Component:** **12,000 GPM (17.3 MGD) pump station delivering recycled water from 450-1 Reservoir to the 680 and 944 recycled water pressure zones.**

**Schedule:** **Construction started in late November 2005. Original contract completion was April 1, 2007.**

**Cost:** **450 Recycled Reservoir**

Total Project Budget:	<b>\$9,967,000</b>
Total Budget Spent:	<b>\$9,555,000</b>
Total Remaining Balance	
returned to General Fund:	<b>\$412,000</b>

**680-1 Recycled Water Pump Station**

Total Project Budget:	<b>\$8,333,000</b>
Total Budget Spent:	<b>\$8,135,000</b>
Total Remaining Balance	
returned to General Fund:	<b>\$198,000</b>

**Significant Issues:** **Construction was accepted in June 2007 and the pump station is in use.**

# Completed Flagship CIP Project

## ❑ 30-Inch Recycled Water Pipeline Project:

**Key Component:** Approximately 6 miles of 30-inch pipeline for recycled water from City of San Diego's South Bay Water Reclamation Plant (SBWRP) to Otay's 450-1 Reservoir and 680-1 Pump Station.

**Schedule:** Full Notice to Proceed given on September 28, 2005. Contract completion date was December 23, 2006.

<b>Cost:</b>	Total Project Budget:	<b>\$23,600,000</b>
	Total Budget Spent:	<b>\$22,898,000</b>
	Total Remaining Balance returned to General Fund:	<b>\$702,000</b>

**Significant Issues:** Construction was accepted in May 2007 and the pipeline is in use.

# Flagship CIP Projects in Construction



**SR-905 UTILITY RELOCATIONS**



**TELEGRAPH CANYON ROAD PAVING PROJECT**

Project started on September 7, 2006 and is expected to be completed in the Winter of 2007. This project includes the relocation of three pipelines crossing under SR-905 and the reconditioning of two seismic valve vaults.

Project started on June 6, 2007 and is expected to be completed in early August 2007. The project includes numerous trenchline pavement rehabilitation along Telegraph Canyon Road and repaving excavations at the 980-2 Pump Station site.

# Flagship CIP Project in Construction



**640-1 & 640-2 RESERVOIRS  
INSTALLATION OF  
42-INCH STEEL PIPE  
IN ACCESS ROAD "D"**



**640-1 & 640-2 RESERVOIRS  
PROJECT SITE GRADING**



**640-1 & 640-2 RESERVOIRS  
PROJECT INLET/OUTLET  
VALVE VAULT**

**This project was awarded to Pacific Hydrotech and was started in January 2007. Expected completion is late 2008. Project consists of two 10 million gallon circular pre-stressed concrete reservoirs, 11,000 feet of large diameter pipe, several valve and control vaults and demolition of the 520-1 Concrete Reservoir.**

# Flagship CIP Project in Construction

## □ 640-1 and 640-2 Reservoirs Project (20.0 MG):

**Key Component:** Construction of two (2) 10-MG prestressed circular reservoirs and associated piping.

**Schedule:** Notice to Proceed was issued in January 2007. Project completion expected November 2008.

**Cost:** The construction project budget is 29% spent - \$7.3 million out of a total budget of \$24.9 million.

The total project budget is \$29.5 million, of which \$9.4 million, or 32%, has been spent.

**Significant Issues:** 640-1: Installed the 42" outlet piping and poured concrete encasement under the first reservoir.

640-2: Placed 10' surcharge over the engineering fill of the second reservoir. Began laying the 42" inlet and outlet piping from the inlet/outlet vault towards the reservoirs.

# Flagship CIP Project in Design

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

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

**Schedule:** Preparing preliminary design report and reviewing alternative alignments.

**Cost:** The project budget is \$18.5 million.

**Significant Issues:** District received final draft of the preliminary design report and design is on schedule.

# Progress on Major Project

## ❑ City of San Diego's Water Treatment Plant, Capacity:

**Key Component:** Acquire at least 30 MGD and up to 50 MGD of local treatment capacity from City of San Diego (City).

**Schedule:** Otay Board approved the SD17 POU with the City, SDCWA and Otay. Draft SD17 Agreement under negotiation.

**Cost:** Only staff time has been budgeted; project cost is dependent upon negotiations outcome.

**Significant Issues:** The City will supply "Surplus Water" from Otay WTP to Otay per the current 1999 Agreement.

The City has an opportunity to obtain a \$6,500,000 Matching Proposition 50 Grant for SD17 consisting of a pump station at the Alvarado WTP to pump up to 60 MGD into SDCWA Pipeline No. 4. SD17 is estimated to cost \$20,000,000. The District desires to acquire 50 MGD capacity. This project will provide an opportunity to the City to generate revenue from surplus capacity. For the District, this is an opportunity to save cost on water treatment while providing an additional source of water supply.

# Consultant Contract Status

(through June 30, 2007)

CIP NO.	PROJECT TITLE	CONSULTANT	OPENED DATE	ORIGINAL CONTRACT AMOUNT	TOTAL CHANGE ORDERS	REVISED CONTRACT AMOUNT	APPROVED PAYMENT TO DATE	% CHANGE ORDERS	% CONTRACT COMPLETE	EST. COMP. DATE
<b>PLANNING</b>										
P1000	OWD SCADA Documentation	Westin	1/26/2005	\$420,000	\$0	\$420,000	\$419,958	0%	100%	Complete
P1210	Integrated Resources Plan	CDM	2/16/2006	\$225,000	\$12,546	\$237,546	\$237,533	6%	100%	Complete
<b>PLANNING TOTALS</b>				<b>\$645,000</b>	<b>\$12,546</b>	<b>\$657,546</b>	<b>\$657,491</b>	<b>2%</b>	<b>100%</b>	
<b>DESIGN</b>										
P1043	Cathodic Protection	DeC	12/20/2005	\$162,418	\$7,500	\$169,918	\$154,819	5%	100%	Complete
P1043	La Presa 36" Pipeline Inspection	Schiff Assoc	10/15/2005	\$110,000	\$0	\$110,000	\$31,745	0%	29%	04/01/08
P2009	36-inch Pipeline, SDCWA Otay FCF No. 14 to Reg Site	Infrastructure Engineering Corp	1/19/2006	\$1,333,808	\$0	\$1,333,808	\$290,676	0%	22%	12/09/09
P2022	30" Recycled Water Pipeline	Lee & Ro	9/22/2003	\$1,585,000	\$245,136	\$1,830,136	\$1,784,655	15%	100%	Complete
P2037	980-3 Reservoir - Structural	Simon Wong	10/31/2005	\$49,700	\$0	\$49,700	\$33,713	0%	68%	03/31/08
P2037	980-3 Reservoir - Construction Review	Infrastructure Engineering Corp	2/16/2006	\$5,000	\$0	\$5,000	\$5,000	0%	100%	Complete
P2037	980-3 Reservoir - Electrical Services	Engineering Partners Inc	3/13/2006	\$13,220	\$0	\$13,220	\$12,120	0%	92%	03/31/08
P2053	RWCWRF- R.O. Building Remodel	Awbrey, Cook, McGill Architects	1/4/2006	\$12,250	\$0	\$12,250	\$7,158	0%	58%	06/30/08
P2185	640-1 and 2 Reservoirs	Infrastructure Engineering Corp	11/1/2005	\$722,000	\$120,000	\$842,000	\$810,734	17%	96%	12/30/08
P2191	850-4 Reservoir - Structural	Nolte	12/7/2005	\$15,695	\$0	\$15,695	\$8,470	0%	80%	09/30/07
P2191	850-4 Reservoir - Appraisals	Bowen & Assoc	6/9/2006	\$8,500	\$0	\$8,500	\$6,500	0%	100%	Complete
P2416	Sweetwater Authority - SR-125 Utility Relocation	Sweetwater Authority	2/23/2006	\$9,800	\$1,800	\$11,600	\$11,267	18%	97%	09/01/07
P2440	SR-905 Utility Relocations	HDR	7/9/2004	\$200,000	\$26,900	\$226,900	\$226,900	13%	100%	Complete

# (Consultant Contract Status continued)

CIP NO.	PROJECT TITLE	CONSULTANT	OPENED DATE	ORIGINAL CONTRACT AMOUNT	TOTAL CHANGE ORDERS	REVISED CONTRACT AMOUNT	APPROVED PAYMENT TO DATE	% CHANGE ORDERS	% CONTRACT COMPLETE	EST. COMP. DATE
R2001/R2004	450-1 Rec Reservoir / 680-1 Pump Station	MWH	3/1/2002	\$1,030,000	\$106,000	\$1,136,000	\$1,104,794	10%	100%	Complete
N/A	As-Needed Drafting Services	RBF	12/6/2006	\$45,000	\$0	\$45,000	\$32,595	0%	72%	09/30/07
N/A	As-Needed Drafting Services	J.C. Heden & Assoc	12/6/2006	\$45,000	\$0	\$45,000	\$36,600	0%	81%	09/30/07
<b>DESIGN TOTALS</b>				<b>\$5,347,391</b>	<b>\$499,884</b>	<b>\$5,847,275</b>	<b>\$4,547,294</b>	<b>9%</b>	<b>86%</b>	
<b>PUBLIC SERVICES</b>										
P2258	Recycled Water Irrigation Plancheck & Inspection (Ph. 1)	Berryman / Hennigar	3/30/2003	\$250,000	\$30,000	\$280,000	\$265,050	12%	95%	09/30/07
P2258	Recycled Water Irrigation Plancheck & Inspection (Ph. 2)	Boyle Eng	12/20/2004	\$230,000	\$40,000	\$270,000	\$212,232	17%	90%	09/30/07
P2258	Recycled Water Irrigation Plancheck and Inspection, Ph. 1	Boyle Eng	10/11/2005	\$250,000	\$20,000	\$270,000	\$142,002	8%	53%	12/30/07
<b>PUBLIC SERVICES TOTALS</b>				<b>\$730,000</b>	<b>\$90,000</b>	<b>\$820,000</b>	<b>\$619,284</b>	<b>12%</b>	<b>79%</b>	
<b>CONSTRUCTION / INSPECTION</b>										
R2022	30" Recycled Pipeline CM Services	RBF / Hirsch	6/28/2005	\$1,244,201	\$0	\$1,244,201	\$978,880	0%	100%	Complete
R2001/R2004	450-1 Rec Reservoir / 680-1 Pump Station CM Services	Jacobs	12/15/2005	\$825,000	\$0	\$825,000	\$768,208	0%	100%	Complete
<b>CONSTRUCTION/INSP. TOTALS</b>				<b>\$2,069,201</b>	<b>\$0</b>	<b>\$2,069,201</b>	<b>\$1,747,088</b>	<b>0%</b>	<b>100%</b>	
<b>ENVIRONMENTAL</b>										
Various	On-Call Environmental Services	Jones & Stokes	8/22/2006	\$100,000	\$0	\$100,000	\$62,685	0%	63%	08/22/09
P1253	HMA & Associated Mitigation Projects	Jones & Stokes	4/20/2006	\$566,444	\$0	\$566,444	\$309,452	0%	55%	03/01/08
P1253	Waste Discharge Permit	PBS&J	8/10/2006	\$119,580	\$0	\$119,580	\$99,640	0%	60%	09/30/07
P2037	980-3 Reservoir	BRG	9/30/2006	\$84,000	\$7,319	\$91,319	\$68,808	14%	93%	Complete
P2143	1296-3 Reservoir	BRG	5/8/2006	\$125,000	\$0	\$125,000	\$44,481	0%	36%	09/30/07
P2172	1485-1 Pump Station - Environmental	PBS&J	10/4/2006	\$41,255	\$0	\$41,255	\$34,398	0%	83%	09/30/07
S2015	Calavo Sewer Lift Station - Geotech	Niryo & Moore	9/7/2006	\$8,770	\$0	\$8,770	\$8,770	0%	100%	Complete
<b>ENVIRONMENTAL TOTALS</b>				<b>\$1,015,049</b>	<b>\$7,319</b>	<b>\$1,022,368</b>	<b>\$616,334</b>	<b>1%</b>	<b>60%</b>	
<b>GRAND TOTAL</b>				<b>\$9,806,641</b>	<b>\$609,749</b>	<b>\$10,416,390</b>	<b>\$8,187,491</b>	<b>6%</b>	<b>79%</b>	

# Construction Contract Status

(through June 30, 2007)

CIP NO.	PROJECT TITLE	CONSTRUCTION CONTRACTOR	ORIGINAL CONTRACT AMOUNT	TOTAL CHANGE ORDERS	REVISED CONTRACT AMOUNT	TOTAL EARNED TO DATE	% OF CHANGE ORDERS *	% CONTRACT COMPLETE	EST. COMP. DATE
P1270	Telegraph Canyon Road Pavement Repair	M&M General Engineering Contractor, Inc.	\$128,650	\$0	\$128,650	\$0	0.00%	0%	August 2007
P2440	SR905 Utility Relocations	Zondiros	\$930,316	\$14,032	\$944,348	\$708,764	1.51%	75%	December 2007
P2359	Meter Shop Remodel	Blair Rasmussen	\$60,747	\$1,823	\$62,570	\$62,570	3.00%	100%	Complete
P2022	30" Recycled Water	Ortiz Corp	\$14,747,600	\$95,110	\$14,842,710	\$14,842,710	0.64%	100%	Complete
P2185	640-1 & 640-2 Reservoirs	Pacific Hydrotech Corp	\$24,894,000	\$0	\$24,894,000	\$7,309,600	0.00%	29%	November 2008
P2258	LOPS Access Road Paving	Koch-Armstrong	\$76,800	(\$840)	\$75,960	\$75,960	-1.09%	100%	Complete
R2001/ R2004	450-1 Recycled Reservoir / 680-1 Recycled Pump Station	TC Construction	\$14,740,000	(\$282,542)	\$14,457,458	\$14,457,458	-1.92%	100%	Complete
<b>TOTALS:</b>			<b>\$55,578,113</b>	<b>(\$172,417)</b>	<b>\$55,405,696</b>	<b>\$37,457,062</b>	<b>-0.31%</b>	<b>68%</b>	

\* Change orders for projects this fiscal year were below the industry average of 5-12%.

# Expenditures

(through June 30, 2007)  
(\$000)

Current CIP No.	Description	Project Manager	FY 07 Budget	Total Project Budget	Total Remaining Balance	Total Percent Budget Spent	Comments
<b>CAPITAL FACILITY PROJECTS</b>							
P2008	PS - 980-2 Pump Station (25,000 GPM)	Ripperger	5	8,055	4	100%	Complete and accepted. Working on warranty issues.
P2009	PL - 36-Inch, SDCWA Otay FCF No. 14 to Regulatory Site	Juybari	675	18,490	17,757	4%	Pre-design final draft is complete. Environmental 30% completed.
P2028	Res - 1485-2 Reservoir 1.6 MG	Ripperger	50	3,250	56	98%	Complete and accepted.
P2033	PL - 16-Inch, 1296 Zone, Melody Rd. - Campo/Presilla	Ripperger	6	1,826	1,822	0%	Project deferred to future years.
P2037	Res - 980-3 Reservoir 15.0 MG	Ripperger	50	13,204	12,662	4%	Project deferred to future years.
P2038	PL - 12-Inch, 978 Zone, Jamacha and Hidden Mesa Road Upsize and Replace.	Kay	80	1,575	1,474	6%	30% design completed.
p2040	Res - 1655-1 Reservoir 0.5 MG	Ripperger	45	2,055	1,580	23%	Developer driven.
P2129	Groundwater Exploration Program	Peasley	25	2,530	1,975	22%	Groundwater development planning efforts focused on the Otay River Demin Feasibility Study (P2450) and the SWA/Otay San Diego Formation LISA Grant application (P2129).
P2143	Res - 1296-3 Reservoir 2.0 MG	Kay	345	3,370	3,118	8%	60% design in process.
P2168	Res - 803-4 Reservoir 6.0 MG	Ripperger	265	4,465	342	92%	Complete and accepted.
P2172	PS - 1485-1 Pump Station Replacement	Kay	237	1,967	1,747	13%	60% design in process.
P2185	Res - 640-1 Reservoir 20.0 MG	Simmons	3,500	29,500	19,967	32%	Concrete is being placed for 640-1 & 640-2. Piping is being installed.
P2190	PL - 10-Inch, 1485 Zone, Jamul Highlands Road to Presilla Drive	Ripperger	2	120	117	2%	Developer driven.
P2191	Res - 850-4 Reservoir 2.2 MG	Kay	1,258	2,988	2,363	21%	90% design is completed.
P2258	PS - Lower Otay Pump Station	Ripperger	105	7,805	5,728	27%	Access road paving was completed.
P2295	624-1 Reservoir Disinfection Facility, Inlet/Outlet/Bypass and 613-1 Reservoir Demolition	Simmons	500	4,500	269	94%	Litigation is underway.
P2318	PL - 20-Inch, 657 Zone, Summit Cross-Tie and 36-Inch Main Connections	Juybari	75	600	544	9%	On hold. Lower priority
P2356	PL - 12-Inch, 803 Zone, Jamul Drive Permastran Pipeline Replacement	Kay	55	660	593	10%	Lee & Ro is working on 30% submittal.
P2357	PS - 657-1/850-1 Pump Station Demolition	Juybari	5	300	300	0%	On hold pending resources. Lower priority.
P2370	Res - Dorchester Reservoir and Pump Station Demolition	Juybari	23	100	87	13%	On hold pending resources. Lower priority.
P2387	PL - 12-Inch, 832 Zone, Steele Canyon Road - Via Caliente/Campo	Kay	25	400	350	13%	Lee & Ro working towards 30% submittal.

## (Expenditures continued)

Current CIP No.	Description	Project Manager	FY 07 Budget	Total Project Budget	Total Remaining Balance	Total Percent Budget Spent	Comments
P2399	PL - 30-Inch, 980 Zone, 980 Reservoirs to Hunte Parkway	Ripperger	1	2,740	4	100%	Complete.
P2422	Agency Interconnections	Gonzalez	160	308	175	43%	Staff is prioritizing all remaining interconnections.
P2425	Otay WTP Capacity Purchase Agreement Negotiations	Peasley	20	100	35	65%	SD17 Pump Station Agreement negotiations have been temporarily suspended by the City.
P2441	NG/RAMAR Meter Replacements	Henderson	1,250	1,519	-483	132%	Additional budget allocation in FY2008.
P2447	Information Technology Meter Routing	Stevens	80	80	58	28%	High density meter routing solution delayed.
P2449	Information Technology Business Continuity	Stevens	225	300	45	85%	Project completed.
P2450	Otay River Groundwater Well Demineralization/Development	Peasley	5	5,000	5,000	0%	Joint SWA/Otay Prop 50 grant awarded and scope of work is being developed by SWA for consultant RFP in summer of 2007.
P2451	Rosarito Desalination Facility Conveyance System	Peasley	2	1,000	1,000	0%	Proposition 50 grant proposal prepared for feasibility study effort and Otay was not awarded a grant hence no expenditures for FY 2007 was contemplated.
P2453	SR-11 Utility Relocations	Gonzalez	5	2,300	2,300	0%	This project has not yet started.
P2454	Vaults and Meter, Alta Road and Use Area	Ripperger	253	465	271	42%	Project is complete.
P2457	Groundwater Development Otay Mountain	Peasley	50	6,500	6,500	0%	The current outcome of Otay Mountain Well exploration effort per terms of an existing agreement resulted in no required expenditures for FY 2007.
P2458	AMR/Manual Meter Replacement	Henderson	361	7,513	7,263	3%	Eight years remaining on CIP to completion.
R2001	RecRes - 450-1 Reservoir 12.0 MG	Ripperger	4,300	8,967	412	96%	Accepted by District.
R2003	RecRes - 680-1 Reservoir 3.4 MG	Ripperger	250	4,350	77	98%	Accepted by District.
R2004	RecPS - 680-1 Pump Station (11,500 GPM)	Ripperger	4,300	8,333	198	98%	Accepted by District.
R2022	RecPL - 30-Inch, 450 Zone, Otay Valley - Dairy Mart/450-1 Reservoir	Ripperger	7,500	23,600	702	97%	Accepted by District.
R2034	RecRes - 860-1 Reservoir 4.0 MG	Gonzalez	120	3,800	3,799	9%	Delayed due to higher priorities. The pre-design report effort will begin in FY 2008.
R2053	RWCWRF - R.O. Building Remodel and Office Furniture	Juybari	289	422	307	27%	Staff is working to waive the zoning requirements.
R2077	RecPL - 24-Inch, 860 Zone, Alta Road - Alta Gate/Airway	Gonzalez	50	3,000	2,979	1%	Delayed due to high priorities. The pre-design report effort will begin in FY 2008.
R2081	RecPL - 16-Inch, 944 Zone, Lane Avenue - Proctor Valley/Pond No. 1	Kay	150	350	199	43%	60% design has been completed.
R2086	RWCWRF Force Main Air/Vac Replacements and Road Improvements	Kay	793	874	692	21%	Consultant is working on 90% design.

## (Expenditures continued)

Current CIP No.	Description	Project Manager	FY 07 Budget	Total Project Budget	Total Remaining Balance	Total Percent Budget Spent	Comments
R2087	RecPL - 16-Inch, 944 Zone, Wueste Road : Olympic Parkway/Otay Treatment Plant	Gonzalez	100	3,598	3,586	0%	The pre-design report effort will begin in FY 2008.
R2088	RecPL - 24-Inch, 860 Zone, County Property - Roll Reservoir/860-1 Recycled Reservoir	Gonzalez	50	1,500	1,500	0%	The pre-design report effort will begin in FY 2008.
R2089	North District Recycled Water (Regulatory Compliance)	Peasley	100	415	415	0%	Scope of work development began in the 4th quarter of FY 2007 following the May 2007 approval of new waste discharge permit by the RWQCB. Prepared a project application for the SDIRWMP effort for potential future grant opportunities.
R2090	Water Recycling Facility Feasibility Study	Juybari	80	80	44	44%	Approved by the Board separately in July 05,06. The Feasibility Study is 90% complete.
S2015	Calavo Lift Station Replacement	Kay	133	675	559	17%	On track, moving to 60% design.
S2016	Pilot Study / Solar Panel Installation	Juybari	100	475	460	3%	Staff is preparing Feasibility Study.
<b>Total Capital Facilities Projects</b>			<b>Total:</b>	<b>28,058</b>	<b>197,063</b>	<b>110,950</b>	<b>44%</b>
<b>RENEWAL &amp; REPLACEMENTS</b>							
P2267	36-Inch Main Pumpouts and Air/Vacuum Ventilation Installations	Henderson	150	195	3	98%	CIP to be completed FY08.
P2359	Operations EOC and Meter Shop Remodels and EOC Maps	Juybari	71	190	3	98%	This project is complete.
P2366	APCD Engine Replacements and Retrofits	Coburn-Boyd	150	2,438	1,026	58%	Operations and Engineering waiting for approval from APCD to go ahead with specific retrofits. Will be revising compliance schedule.
P2382	Safety and Security Improvements	Sarno	392	1,317	359	73%	Scope of work is under review and anticipated to be complete by FY08.
P2416	SR-125 Utility Relocations	Kay	210	700	90	87%	In construction.
P2440	I-905 Utility Relocations	Gonzalez	1,191	2,280	1,177	45%	In construction; delays due to utility conflicts with City of San Diego Wastewater Division.
P2456	District-Wide Air Vac Upgrades	Henderson	500	3,510	3,144	44%	Six years remaining on CIP.
P2459	General Utility Relocation - Olive Vista Rd.	Kay	350	420	268	36%	In construction.
S2012	SVSD Outfall and RSD Replacement and OM Reimbursement	Peasley	916	4,881	4,651	5%	On 3/28/07 a payment of \$267,030 was requested to be paid to County of San Diego.
<b>Total Renewal &amp; Replacments</b>			<b>Total:</b>	<b>3,930</b>	<b>15,911</b>	<b>10,721</b>	<b>33%</b>

## (Expenditures continued)

Current CIP No.	Description	Project Manager	FY 07 Budget	Total Project Budget	Total Remaining Balance	Total Percent Budget Spent	Comments
<b>CAPITAL PURCHASE PROJECTS</b>							
P2282	Vehicle Capital Purchases	Porras	266	2,172	801	63%	All vehicle purchases for FY07 completed.
P2286	Field Equipment Capital Purchases	Porras	59	1,170	619	47%	2000 gallon stainless steel tank cost not yet shown (\$31,336).
P2353	Information Technology System Enhancements and Replacements	Stevens	385	3,762	794	79%	Major data center renovation incurred expenses at year end. Project is completed now.
P2361	Information Technology GIS Enhancements	Stevens	315	1,795	412	77%	Staff turnover delayed system integration spending.
P2363	Information Technology Utility Billing, Data Management, and Financial System	Stevens	300	6,300	658	90%	Staff turnover and focus on special assessments and data cleaning project delayed planned spending on intergration and upgrades.
P2443	Information Technology Moblie Services	Stevens	100	412	21	95%	Multi-year project.
P2455	Data Cleansing Project	Stevens	300	300	111	63%	Changing methodology allowed savings in planned budget.
<b>Total Capital Purchase Projects</b>		<b>Total:</b>	<b>1,725</b>	<b>15,911</b>	<b>3,416</b>	<b>79%</b>	
<b>DEVELOPER REIMBURSEMENT PROJECTS</b>							
P2026	PL - 20-Inch, 850 Zone, Jamacha Boulevard - Regulatory Site/Trace Road	Simmons	50	1,100	56	95%	Complete, accepted and reimbursed.
P2070	PL - 16-Inch, 980 Zone, Pacific Bay Homes Road - Proctor Valley/1296 Hydro PS	Simmons	500	500	500	100%	This project is operationally complete, but not yet accepted.
P2081	PL - 36-Inch, 980 Zone, Proctor Valley Road - PB Road/PB Bndy	Simmons	1	545	241	56%	Complete, accepted and reimbursed.
P2104	PL - 12-Inch, 711 Zone, La Media Road - Birch/Rock Mountain	Simmons	110	303	833	0%	This project has not yet been started.
P2107	PL - 12-Inch, 711 Zone, Rock Mountain Road - La Media/SR 125	Simmons	195	722	722	0%	This project has not yet started.
P2121	PL - 16-Inch, 711 Zone, Hunte Parkway - Olympic/EastLake	Simmons	600	1,174	629	46%	Complete, accepted and waiting to process reimbursement.

## (Expenditures continued)

Current CIP No.	Description	Project Manager	FY 07 Budget	Total Project Budget	Total Remaining Balance	Total Percent Budget Spent	Comments
P2133	PL - 16-Inch, 711 Zone, EastLake Parkway - Olympic/Brich	Simmons	190	750	604	20%	Complete, accepted and waiting to process reimbursement.
P2134	PL - 16-Inch, 711 Zone, Birch Road SR 125/EastLake	Simmons	65	412	412	0%	This project is operationally complete, but not yet accepted.
P2164	PL - 20-Inch, 980 Zone, EastLake Parkway - Olympic/Birch	Simmons	200	500	294	41%	Complete, accepted and waiting to process reimbursement.
P2205	PS - Rolling Hills Hydro Pump Station (1,400 GPM)	Simmons	300	1,900	283	85%	Complete, accepted and reimbursed.
P2325	PL - 10" to 12" Oversize, 1296 Zone, PB Road - Rolling Hills Hydro PS/PB Bndy	Simmons	45	46	46	0%	This project is operationally complete, but not yet accepted.
P2367	PL - 16-Inch, 980 Zone, Olympic Parkway - East Palomar/EastLake	Simmons	1	1,500	1,265	16%	Three projects with this CIP. All complete and accepted, waiting for reimbursement request.
P2402	PL - 12-Inch, 624 Zone, La Media Road - Village 7/Otay Valley	Simmons	50	444	444	0%	This project has not yet started.
P2414	PL - 12" to 16" Oversize, 803 Zone, Dehesa Road - Dehesa Meadow/OWD Bndy	Simmons	25	275	133	52%	Project accepted. Potential litigation of claims.
P2435	PL - 16-Inch, 711 Zone, Birch Road - La Media/SR 125	Simmons	250	531	531	0%	Multiple projects within this CIP. One complete and accepted, two projects 75% complete.
R2031	RecPL - 12-Inch, 944 Zone, EastLake Parkway - Olympic/Birch	Simmons	160	229	120	48%	Complete, accepted and waiting to process reimbursement.
R2033	RecPL - 12-Inch, 944 Zone, Birch Road - La Media/EastLake	Simmons	230	788	788	0.0%	Multiple projects within this CIP. One complete and accepted, two projects 75% complete.
R2040	RecPL - 12-Inch, 680 Zone, Hunte Parkway - Olympic/EastLake	Simmons	200	1,059	648	39%	Complete, accepted and waiting to process reimbursement.
R2041	RecPL - 8-Inch, 944 Zone, EastLake Parkway - Birch/Rock Mountain	Simmons	130	282	177	37%	Complete, accepted and waiting to process reimbursement.
R2042	RecPL - 8-Inch, 944 Zone, Rock Mountain Road - SR 125/EastLake	Simmons	1	141	141	0%	This project has not yet started.
R2043	RecPL - 8-Inch, 944 Zone, Rock Mountain Road - La Media/SR 125	Simmons	1	235	235	0%	Multiple projects within this CIP. One complete and accepted, the others have not yet started.
R2047	RecPL - 12-Inch, 680 Zone, La Media Road - Birch/Rock Mountain	Simmons	100	435	435	0%	This project has not yet started.
R2058	RecPL - 16-Inch, 860 Zone, Airway Road - Otay Mesa/Alta	Simmons	1	2,000	1,681	16%	Multiple projects within this CIP. Two of many are complete, accepted and reimbursed.

## (Expenditures continued)

Current CIP No.	Description	Project Manager	FY 07 Budget	Total Project Budget	Total Remaining Balance	Total Percent Budget Spent	Comments
R2082	RecPL - 24-Inch, 680 Zone, Olympic Parkway - Village 2/Heritage	Simmons	1	1,747	1,747	0%	This project has not yet started.
R2083	RecPL - 20-Inch, 680 Zone, Heritage Road : Village 2/Olympic	Simmons	1	340	340	0%	This project has not yet started.
R2084	RecPL - 20-Inch, 680 Zone, Village 2 - Heritage/La Media	Simmons	1	971	970	0%	This project has not yet started.
R2085	RecPL - 20-Inch, 680 Zone, Village 2 - High School/Olympic	Simmons	1	422	422	0%	This project has not yet started.
	<b>Total Developer Reimbursement Projects</b>	<b>Total:</b>	3,409	19,882	14,697	26%	
	<b>GRAND TOTAL</b>		<b>\$37,122</b>	<b>\$248,767</b>	<b>\$139,784</b>	<b>44%</b>	



# AGENDA ITEM 8b

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007	
SUBMITTED BY:	Ron Ripperger <i>RR</i> Engineering Manager	PROJECT / SUBPROJECT:	N/A	DIV. NO. 1
APPROVED BY: (Chief)	Rod Posada <i>Rod Posada</i> Chief, Engineering			
APPROVED BY: (Asst. GM):	Manny Magaña <i>Manny Magaña</i> Assistant General Manager, Engineering and Operations			
SUBJECT:	Informational Update Regarding Misconnection at 871 Harold Place - Fenton Business Center in Chula Vista			

### GENERAL MANAGER'S RECOMMENDATION:

This is an update to the informational item presented at the August 20, 2007 special Board meeting (See Exhibit A, B-1, B-2 for project location).

### COMMITTEE ACTION:

Please see Attachment A.

### PURPOSE:

To update the Board as to the status of the ongoing investigation regarding the misconnection that occurred at Fenton Business Center in Chula Vista.

### ANALYSIS:

As directed by the Board during a special Board meeting on August 20<sup>th</sup>, staff has continued its investigation of the incident that occurred at the Fenton Business Center and has begun to document and summarize the events leading to the misconnection at 871 Harold Place. In addition, staff is evaluating the District's processes and procedures relating to inspection, plan check, operations and record keeping. This staff report and attachments include timelines and specific detail of what occurred during Phase I and Phase II construction of the Eastlake Business Center II that pertain to the Fenton Business Center (See Attachments B through F). The incident report that was prepared provides additional detail information and is included as Attachment G.

It is becoming apparent from the research that has been completed to date, that Engineering Inspection staff did not follow certain written guidelines and that a variety of tasks performed by outside stakeholders were incorrect.

This begins with the Developer's decision to change certain aspects of the project during construction leading to the Engineer of Record altering previously approved construction plans and not showing installed water services to the Fenton Business Center on their "as-built" drawings. The contractor who installed the water facilities in Fenton Street, installed a 2-inch irrigation service, that was not recorded on the engineer's as-built drawings.

District inspectors didn't follow proper guidelines by requiring the contractor to process construction changes made in the field. In addition, we have reason to believe there is some confusion and potential misdocumentation between the redline field construction plans and the final "as-builts" produced by the Engineer of Record. The redlines are not traditionally retained (see Staff Recommended Change to Procedure). We believe the Engineer of Record may have an electronic copy and will send a letter advising him to retain all records. If they do have a copy of the redline field construction plan, it will answer questions and may show a clear picture on how the as-built plans were prepared and if there are additional safeguards to institute in this area.

On July 6, 2005, the contractor who constructed the on-site plumbing facilities for the Fenton Business Center installed the point of connection for the potable water service to an irrigation service lateral as shown on working plans approved by the City of Chula Vista. We obtained a set of approved grading plans from the City of Chula Vista showing a potable service to two of the buildings from the irrigation meter. This set of plans provided by the Developer's Engineer of Record to the City and other parties also shows the two laterals on Fenton Street that are not shown on the as-builts provided to Otay. The City has additional files and plans concerning this project that, at the time of this memo, we have not been able to obtain.

The contractor requested that a District inspector install a potable meter at Fenton Street. The inspector complied with the request, but failed to follow written guidelines to ensure that the meter was installed at the proper location connected to a potable main and failed to properly document the field change. All these factors together contributed to the misconnection.

To insure that no similar incidents will occur staff has focused on how to improve the inspection approval and documentation process. It is clear that both minor and major changes in construction need to be documented on "as-built" drawings so that elements of the as-builts are clear. Some additional safeguards being considered are to purple coat the recycled water curb stops, take a chlorine residual reading, TDS sample and a pressure reading at the meter location at the time of connection and enforce written guidelines. In addition, staff will implement a process to scan all "redline" construction drawings from both the contractor and inspector reports and related documents for future review. Operations staff is now performing a TDS test on all new meter installations.

Staff members met with the Fenton Business Center owners and their tenants on Tuesday August 21<sup>st</sup> to answer questions and provide information. Staff members provided potable bottled water to the tenants on that same day and also brought in a potable water tanker to supply drinking water. On Thursday August 23<sup>rd</sup> in the afternoon permanent potable water service was restored to the center with the exception of two businesses: the two food related businesses were allowed to reopen later that night by the Department of Public Health.

As a follow up to this incident, Operations Staff is checking potable water services in areas where dual mains for potable and recycled are installed. So far all critical facilities including schools, parks and hospitals have been checked and confirmed as receiving potable water.

Staff will bring additional information to the Board as the investigation proceeds.

**FISCAL IMPACT:** \_\_\_\_\_

Not known at this time.

**LEGAL IMPACT:**

Not known at this time.



\_\_\_\_\_  
**General Manager**

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RR/RP:mlc

Attachments: Exhibits A, B  
Attachments A-E



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b> N/A	Informational Update Regarding Misconnection at Fenton Business Center in Chula Vista
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### COMMITTEE ACTION:

The Ad Hoc Recycled Misconnection Committee reviewed this item in detail at a meeting held on August 30, 2007. The Committee requested that staff develop the following:

- A procedure to avoid misconnect incidents in the future and present the proposed procedures via a powerpoint presentation to the full Board. The committee suggested that the emphasis should be to develop a fail safe methodology.
- Evaluate purple coating, tagging and stamping of existing and future curbstops on recycled water meter boxes.
- Evaluate a program for increasing cross-connection inspections of recycled service connections from yearly to quarterly.
- Produce a list, sorted by Board Member Division, of all the recycled water meter connections within the District.

## ATTACHMENT B

### EXECUTIVE SUMMARY FENTON BUSINESS PARK MISCONNECTION AT 871 HAROLD PLACE, CHULA VISTA

The following is a bullet-point summary of events leading to the misconnections and highlighting the actions taken by the District, the developer, the contractors, the engineer of record, and the City of Chula Vista in connection with the project.

#### Otay:

- Inconsistencies in plans submitted by Hunsaker and Associates were not noted.
- One inspector allowed the contractor to build service laterals not shown on plans and failed to generate a construction change process.
- In accordance with present procedure field drawings showing redlines were not kept to determine what was shown on the original plans. Staff proposes to keep all plans in the future.
- During the walkthrough, it appears that the Inspector and Operations representative did not note that there was a meter box not shown on the plans. (Red line would have shown, or not, if this is the case)
- For the potable meter installation, the Inspector did not properly verify a lateral as potable and allowed a potable meter to be installed on an irrigation service lateral.

#### Civil Constructors:

- Installed the facilities on Fenton Street east of Harold Place, including the irrigation lateral and other appurtenances not shown on the plans for Phase II.

#### Hunsaker and Associates (H&A):

- Appears that H&A submitted confusing and inaccurate construction plans.
- Submitted inaccurate and conflicting "as-builts" to different parties as evidenced by the facts that Otay's as-builts do not show laterals on Fenton Street and grading plans for Fenton Business Center submitted to the City of Chula Vista do show the laterals.

#### City of Chula Vista:

- Approved a grading plan showing the on-site potable plumbing being connected to an irrigation lateral. We are seeking the entire building file from the City of Chula Vista at this time to have a clear understanding of events during the approval process.

## ATTACHMENT B

### Developer for Fenton Business Center:

- Submitted change construction (phases) plans that resulted in confusion as to the location of the laterals in question.
- Grading plans approved by the City of Chula Vista showed that the plumbing was designed to be connected to an irrigation lateral.
- Requested that the on-site plumbing be connected to an unknown lateral on Fenton Street which turned out to be a recycled irrigation lateral.

Below is a more detailed chronology:

#### 1. October 2002 thru November 2002:

Phase I plans of the Eastlake Business Center II development were contradictory and confusing during the installation of the potable and irrigation lines. It appears that the Contractor and Inspectors were working with two sets of plans and the Phase I plans showed an irrigation service lateral and other appurtenances on Fenton Street that were not shown on the Phase II plans.

The service laterals that feed the building were installed during Phase II. However, the Phase II plans did not show the irrigation service meter to which such laterals were connected.

Before acceptance, the Inspection Supervisor must ensure that all paperwork is complete and the records reflect what was built. The following parties were involved in the project during this period of time:

- Civil Constructors (Contractor for Phase II)
- Hunsaker & Associates (Engineer of Record)
- District Inspector A
- District Inspection Supervisor

#### 2. November 2004:

Grading plans approved by the City of Chula Vista for the Fenton Business Center show the on-site potable water plumbing connected to an irrigation lateral on Fenton Street. The following parties were involved in the project during this period of time:

- City of Chula Vista, Building and Safety Department
- ITF Engineering (Engineer for Fenton Business Center)
- Seymour & Lewis Development (owners of Fenton Business Center)

## ATTACHMENT B

### 3. December 2004:

Final walkthrough performed by the Contractor with District representatives. It is unknown at this time if the field set drawings for Phase II on Fenton Street contained potable and recycled water laterals serving 871 Harold Place shown on them.

A standard procedure is to discard the field set drawings after the acceptance of the project. District staff will change that practice and will scan all redlines from a project into the District's computer system to be able to compare notes in the future.

- May have missed 2-inch lateral(s) on Fenton Street fronting business center – failed to pick up changes
- No correction to the plans was noted on the punch list items by either the Contractor or District representative

### 4. March 2004:

H&A submits inaccurate "As-Built" records for Phase II of the Eastlake Business Center II

- Plans do not show 2-inch irrigation service to Fenton Business Center

### 5. July 6, 2005:

A District Inspector takes the following actions:

- Discovers a meter on Harold Place which had a recycled box and realizes that Phase I plans identifies the meter as potable. He performs a chlorine test to confirm that potable water flows through the meter and asks Operations Staff to change it out to a potable box as shown in Phase I plans.
- At the request of the contractor's representative he approves a change to location of potable water meter from Harold Place to Fenton Street. He submits meter set request to Meter Shop, but he fails to communicate his decision to the District's Inspection Supervisor.

### 6. July 8, 2005:

Meter Shop employee installs meter.

- Potable meter installed on 2-inch irrigation service on Fenton Street

**CHRONOLOGY  
FENTON BUSINESS CENTER MISCONNECTION  
EASTLAKE BUSINESS CENTER II, PHASE I**

- 10/22/99 Plans received from Hunsaker and Associates (Engineer of Record) for plan check. Plans designed by Engineer of Record.
- 3/24/00 Plans filed with the District.
- 7/25/00 Pre-construction meeting held with Cass Construction and Inspector C (District Inspector).
- 8/10/00 – 8/30/00 Cass Construction installed potable and recycled water mains on Fenton Street between Lane Avenue and Harold Place. Inspector C inspects the installation. In Phase I, no improvements were built on Fenton Street east of Harold Place.
- 3/1/01 Added sheet #6 to Phase I plans to include portion of Fenton Street east of Harold Place; a total of 470 feet. In this construction change, two 2-inch service laterals were added. One recycled at Station 29 + 80 and one potable mislabeled at Station 29 + 83. In reality, the station for the potable lateral was 30 + 83. The Engineer of Record and the District's Plan Checker failed to properly identify this incorrect stationing on the plans.
- 3/19/02 Construction change submittal by Hunsaker and Associates removing the two 2-inch potable and 2-inch recycled service laterals on Fenton Street east of Harold Place at Stations 29 + 80 and 30 + 83. These changes were not properly identified on the plans. The Engineer of Record and the District's Plan Checker failed to properly label and identify the changes on the plans.
- 8/6/01 Phase I of Eastlake Business Center II project was accepted by the District.
- 5/17/04 The Engineer of Record submitted a construction change removing a portion of Fenton Street east of Harold Place from Phase I and adding it to Phase II. In these construction change records, the Engineer of Record failed to properly label and identify the changes made on the plans and the District's Plan Checker failed to note the missing information.

**CHRONOLOGY  
FENTON BUSINESS CENTER MISCONNECTION  
EASTLAKE BUSINESS CENTER II, PHASE II**

- 11/14/00 Plans received from Hunsaker and Associates (Engineer of Record) for plan check review.
- 5/7/01 Plans filed with the District include portion of Fenton Street east of Harold Place.
- 10/7/02 Pre-construction meeting held with Civil Constructors (Contractor) and Inspector A (District Inspector).
- 10/7/02 – 11/1/02 Potable and recycled pipeline installed along Fenton Street between Harold Place and Otay Lakes Road. Inspection was performed by Inspector A, including the recycled water lateral in question and other appurtenances not shown on the plans for Phase II. He failed to follow protocol of asking for a construction change and a revision to the plans from the Engineer of Record and failed to document the same in his inspection records.
- 12/2/02 – 12/9/03 There is a gap in the District's field records between December 2, 2002 and December 9, 2003. It seems that there was no field activity during that period of time concerning water facilities.
- 5/17/04 Engineer of Record submitted a construction change removing a portion of Fenton Street east of Harold Place from Phase I and adding it to Phase II. In these "As-Built" records, the Engineer of Record failed to properly label and identify true field conditions on the plans. The District's Plan Checker failed to note the missing information.
- 8/24/04 District Inspector A terminated for accepting bribes related to other projects, but with the same Contractor.
- 9/2/04 Bremco Construction purchases a temporary meter for construction water for the Fenton Business Center. The temporary meter was installed on a fire hydrant at the intersection of Fenton Street and Harold Place.
- 12/30/04 Final walk-thru performed by Contractor. A consultant served as District Inspector because District Inspector A was no longer with the District. He was accompanied by a District Operator. The meter box on Fenton Street was not noted or addressed. In District's records, there are not any notes indicating if the potable

## ATTACHMENT D

meter box was installed on Fenton Street east of Harold Place. Original records as prepared by Inspector A were very poor.

- 3/4/05 Final "As-Built" plans submitted by the Engineer of Record. These "As-Built" did not contain two of the laterals installed on Fenton Street. The Engineer of Record in preparing the "As-Built" records did not properly identify any changes related to adding or deleting the service lateral and other appurtenances, i.e., an 8-inch fire service at Station 31 + 00 is shown in the profile of Fenton Street plans, but not in the plan view. The appurtenances were missed also by the District's Plan Checker and Inspection Supervisor. These laterals were shown on grading plans submitted to the City of Chula Vista.
- 3/17/05 Project accepted by the District. District Inspection Supervisor did not ensure that "As-Built" records reflected was actually built.
- 6/23/05 Seymour & Lewis purchases one 2-inch potable meter. Permit issued by Public Services Division is permit: MTR-05-205. The instructions on the permit is that the potable meter box is on Harold Place, as shown on Phase I of the plans.
- 7/6/05 Inspector B inspects the meter box for the potable service on Harold Place. He finds that the box installed was a recycled box over a potable service. He verified it was potable by checking the plans and by testing the chlorine content of the water. He asks District's Operations Department to replace it for a potable water box after verifying that the lateral is for potable water.
- Site superintendent of Bremco Construction, requests that Inspector B install meter at the meter box on Fenton Street, not on Harold Place as shown on the permit. Inspector B okays the request after inspecting the meter box. He failed to follow protocol of verifying if the lateral was potable or recycled and to request updating of the plans via a construction change.
- Inspector B writes a speed memo to Meter Shop authorizing setting the meter on Fenton Place. Fails to report changes to Inspection Supervisor.
- 7/8/05 Meter set by District's Meter Shop.

**CHRONOLOGY  
FENTON BUSINESS CENTER MISCONNECTION  
ON-SITE IRRIGATION**

- 11/29/03 Plans received from Royal Oaks Design for Fenton Business Center being developed by Seymour and Lewis Development, Ltd.
- 5/31/06 Plans filed with the District. In these plans the point of connection for the recycled meter is shown on Fenton Street, approximately 150 feet east of the intersection at Harold Place. The point of connection was actually revised in the field and relocated to Harold Place as documented by the approved chart recorder "As-Built" drawing.
- 6/15/06 Pre-construction meeting held with Bremco Construction and Inspector B (District Inspector).
- 6/15/06 – 3/27/07 On-site irrigation system installed. The on-site irrigation system is inspected by Inspector B and County Department of Health.
- 3/27/07 Controller "As-Built" and irrigation system accepted by the District.  
  
2-inch irrigation meter installed on the north-west corner of the project on Harold Place.

**FENTON MISCONNECTION  
ACCEPTED PROTOCOL AND WRITTEN GUIDELINES  
FOR PLAN CHECKING, INSPECTION AND ACCEPTANCE OF  
DEVELOPER PROJECTS**

ISSUE	EXISTING PROTOCOL/ WRITTEN GUIDELINES	ENHANCED PROTOCOL/ WRITTEN GUIDELINES
<p>Proper Plan Check and submittal of "As-Built" Records.</p>	<p>Guidelines I5.00 and I10.03 of the Engineering Quality Control and Survey Guidelines manual specify the protocol for submittal, plan check and submittal by the Record Engineer of "As-Built" records. However, on the records submitted by the Engineer of Records and checked by the District, there were several omissions on the plans, deleted portions were not properly labeled and/or identified. The protocol calls for the Inspector or Inspection Supervisor to evaluate the "As-Built" records before final acceptance of the project.</p>	<p>The guideline is clear. The protocol was not followed in the part of the Inspection Supervisor since the Inspector of Record had been terminated. The "As-Built" records as submitted by the Engineer of Records were also inaccurate, incomplete and confusing. An enhanced approach is to scan all field records after project has been accepted and filed.</p>
<p>Installed 2-inch irrigation lateral on Fenton Street was not shown on the construction plans.</p>	<p>Guideline I6-00-3.6 of the Engineering Department Quality Control specifies that the Inspector does not have the authority to allow appurtenances to be moved from their designated position. The Developer and the Contractor should go through an approved construction change before plan modifications. Also, in the WAS, in Section 01000 Part 1 item 1.29 specifies protocol for changes to the work via a construction change. When the Inspector encounters an discrepancy in the field, he should have reported to the Inspection Supervisor any and all changes in the field.</p>	<p>The guideline is clear. The protocol was not followed. No change can be made in the field without an approved construction change by District representative. Any change shall be duly noted in the plans and be signed by the Engineer of Records. This protocol was missed by the Engineer of Records, Inspector and Inspection Supervisor.</p>
<p>Installed 2-inch irrigation lateral on Fenton Street was missed during the walk-thru and acceptance of the project.</p>	<p>Guideline I10.00, I10.03, and I10.04 of the Engineering Department Quality Control specifies that before acceptance of the project, the Inspector shall compare the approved plans to what has been actually installed (Section 3.6.2). There are three walk-thru's before a project is completed. During the final walk-thru, the Inspector, a representative from the Contractor and a representative from Operations walk the entire job site to verify that the facilities are installed in accordance to the plans. The information is then reported to the Inspection Supervisor. This step was also missed.</p>	<p>This protocol is clear and was not followed. Several appurtenances installed on Fenton Street are not included in the "As-Built" records for Phase II. Also, some facilities are shown at different location. There was a failure in the protocol by the Engineer of Record, the Inspector and the Inspection Supervisor.</p>

**ATTACHMENT F**

ISSUE	EXISTING PROTOCOL/ WRITTEN GUIDELINES	ENHANCED PROTOCOL/ WRITTEN GUIDELINES
<p>Installed potable water meter box on a 2-inch irrigation lateral on Fenton Street.</p>	<p>If this was on the irrigation lateral, the cover of the box should have been purple in accordance with the WAS – Approved Materials List, page 9 of 16.</p> <p>For irrigation boxes, there should be a clear differential from potable meter boxes as follows:</p> <ol style="list-style-type: none"> <li>1. The lid of the irrigation meter box should be purple.</li> <li>2. Prior to authorizing the installation of a recycled water meter, the Inspector shall verify from the “As-Built” plans that the lateral is connected to the proper water main.</li> </ol> <p>Any discrepancies between records and what was actually built should be communicated from the Inspector to the Inspection Supervisor and a request for a construction change from the Engineer of Record. The Engineer of Record has the fiduciary duty to accurately reflect what was installed in the field on the “As-Built” records.</p>	<p>The advanced protocol for meter installation may consist of one or more of the following procedures:</p> <ol style="list-style-type: none"> <li>1. A tracer should be installed for further corroboration that the lateral is connected to the proper main.</li> <li>2. For recycled water systems, modify WAS Standard WS01 and WS02 to reflect the following:               <ul style="list-style-type: none"> <li>A – Curbstop, should be purple epoxy coated.</li> <li>B – The lockwing of the curbstop should be of different design than the ones used for potable services. The lockwing should also be purple coated.</li> <li>C - The locks used to lock the curbstop should be also in purple color.</li> </ul> </li> </ol> <p>In addition, the person installing the meter shall test the pressure, perform a TDS and a free chlorine samples for both potable and recycled water systems. The results shall be logged on the permit paperwork.</p>
<p>Record keeping in the part of the Inspector.</p>	<p>Guideline I3.00 of the Engineering Department Quality Control specifies that it is the responsibility of the inspector to keep clear, complete and accurate records. They should also document pipe installation and appurtenance installation. The records show these projects were poorly written.</p>	<p>In addition to retraining inspectors to follow the guidelines, before the end of the year 2007, the Construction Division will implement the use of laptops tablets in the field. The tablets will have a software template in which the inspector will be able to enter any pertinent information about the project.</p>
<p>Installed potable water meter on a 2-inch irrigation lateral.</p>	<p>Guideline I17.00 of the Engineering Quality Control Guidelines, specifies the protocol for meter set. Some of the purple paint was visible when the curbstop was removed. The meter installer probably should have been able to see the paint.</p>	<p>The guideline is clear. The protocol was not followed.</p>

## ATTACHMENT G

### Fenton Business Center Incident Report (Revised 08/30/07)

#### **Friday, August 17, 2007:**

At approximately 1100 hours, Gary Stalker was informed by Doug Marple (after he informed Jake Vaclavek) that Doug received a call from the owner of the Fenton Business Center (Center) at 871 Harold Place in Eastlake, Mr. Dennis Lewis. Mr. Lewis told Doug that an occupant of the Center had the water tested from the backflow device and a hose bib on-site. The lab, Trident Tech, said the water had a high TDS (later I was told 980 ppm by Mr. Lewis) like recycled water, a Heterotrophic Plate Count (HPC) of 740 at the hose bib and 950 at the backflow. HPC is an indicator of general bacteria growth, not pathogenic bacteria growth. For potable water, an HPC > 500 indicates the water is not properly disinfected. You would expect high HPC levels in recycled water without a residual. Gary told Doug and Jake that he would have a Recycled Water Operator check it out immediately. Gary called Gerard Chavarela and he said Luis Escarcega was close by, so Gerard called Luis to check it out.

At about 1250 hours Gary received a call from Luis saying the potable meter and backflow for the Center was being fed by recycled water and must be connected to the recycled main. He had tested the backflow and the water had a TDS of 754 ppm and no detectable chlorine residual. This compared to the potable fire service line on the street that had a TDS of 459 ppm and 1.9 ppm residual. Doug Marple was there and they had also shut down the recycle water line and confirmed the Center was being fed by it. Luis then isolated the service to the Center.

Gary notified Jake and asked him to contact Rick Acuna and figure out how we could begin flushing the Center's pipes with potable water. Gary also notified Pedro. Jake and Rick immediately went down to the Center, with a construction crew. Gary filled Pedro in more thoroughly and asked Tim Keeran to pull up meter and backflow records (they were installed in July, 2005). Pedro went to talk to Engineering and Development Services, and Gary went to the Center.

When Gary got to the Center, Jake, Rick, and the crew were getting the adaptors and setting up to run a highline from a hydrant to the Center's backflow device. The meter had been removed, so there was a sufficient air gap to the recycled line so a cross connection would not be present. Gerard contacted Glenn Leeks from the County Department of Environmental Health (DEH) at 1347 hours to report the incident. Glenn said we need to have an RPP device at the hydrant, with a certification test done on it prior to starting water. Pedro instructed Gary to notify Sean Sterchi, the Regional Engineer for the California Department of Public Health (formerly CDHS). Gary contacted Mr. Sterchi at 1350 hours. He stated all pipelines in the Center would need to be disinfected per AWWA Standards for a new main. Also per the Standards, we would need to take two sets of bacteriological samples, 24 hours apart, and he required each suite in the Center to be sampled. He also required each door to have a "Do Not Drink The Water" notice on it. Once Otay has two consecutive sets of clean samples, DHS will

## ATTACHMENT G

meet with us to determine if the Do Not Use notice can be lifted. He also said he would have questions regarding how it happened, the color of the meter box and pipe, etc. A meeting was scheduled for 1300 hours on Monday August 20 at the CDPH office to further discuss events, test results, and additional steps taken. Mr. Sterchi then asked if there were any food services and Gary replied that there was a caterer and a packaged candy store. He said that could complicate things and asked if DEH was notified. Gary told him Glenn Leeks was being notified simultaneously and Mr. Sterchi said he would confer with DEH.

Larry Olds arrived and he began working with the Property Manager, John Merz, to get a list of all the businesses in the Center and their contact information. There were 16 occupied units and seven unoccupied ones in three buildings. There were four water lines feeding the three buildings. Once we had a disinfection plan in place, Larry and John Mertz tried to get the business owners to give John alarm codes or keys (if locks were changed from the Center's standard) so that we had access to every unit for the flushing, disinfection, and subsequent sampling. Some occupants decided to be available whenever needed instead of giving the Manger alarm codes. Although most were cooperative, a couple of owners were initially resistant. When informed that there would be no water available until all owners cooperated, they were more tolerant.

Gerard was asked by two occupants to take samples of the recycled water prior to flushing. Pedro told Gerard to take the samples for the occupants and to collect one from each location for Otay.

Pedro brought a copy of the "AWWA Standard for Disinfecting Water Mains" (ANSI/AWWA C651) to the site. While Pedro was updating Mark and Manny, Jake and Gary looked at the disinfection alternatives. We decided to use the Slug Method in Section 4.4.4 of the Standard that required a 100 ppm dose of free chlorine to be held in the piping for a minimum of three hours. Jake and Gary came up with the following disinfection plan:

### Friday Night

1. Flush potable water from the highline out of all the hose bibs and interior sinks (hot and cold) until they had a total chlorine residual similar to the potable water source. Most units just had one sink and toilet.
2. Use the District's disinfection trailer to inject a sodium hypochlorite solution (>100 ppm free chlorine) into the piping. Flush one building at a time until each faucet (hot and cold) contained the hypochlorite solution and shut off the faucet. Toilets were also flushed. If suites had more than one sink, all were flushed.
3. Let the solution stay in the piping overnight.

### Saturday Morning

4. Take a chlorine sample from one sink that is fed from each of the four water lines to determine if the residual was still high enough.
5. Remove sink aerator screens and flush all sinks with potable water (hot and cold) until a total chlorine residual similar to the water source is obtained. Then switch faucet to cold water only, let flush for a minute or more, and take a total and free

## ATTACHMENT G

chlorine residual measurement. Write the residuals on a bacteriological sample bottle, along with the suite number, time, and sampler radio number. Collect the sample and put the sample in a cooler with an ice pack. To be consistent, the sample would be taken from the bathroom sink in each suite, since they all had one.

6. When completed, transport samples to lab and leave the highline in service for toilet flushing only.

### Sunday Morning

7. Flush each bathroom sink with cold water until a total chlorine residual similar to the potable water source is obtained.
8. Remove the sink strainer, flush another minute or more, and collect the sample as indicated in step 5, above.

At 1745 hours Armando Buelna arrived on site with Dan Cruz. They proceeded to post the signs, on Otay letter head, that stated "Do not drink the water until further notice. Flushing toilets ok after 10:00 am Saturday," on each door. They then assisted Larry and the Property Manager in getting the occupant's cooperation and to answer questions.

On Friday night the Disinfection Plan operations went smoothly. The RPP device was installed on the hydrant and certified by David Martinez. We were let in each suite by the Property Manager's employee (unless the occupant decided to stay) and he locked up each suite afterwards. The suites were flushed until 1830 hours with potable water. The disinfection solution (over 176 ppm free chlorine, mixed, tested and monitored by Gilbert Rubalcava) was flushed through all plumbing by 2000 hours. The water services to each building were isolated and the highline was removed overnight.

### **Saturday, August 18, 2007:**

We met onsite at 0700 hours. Jake, Gilbert, Gerard, Luis, Gary, and Jeremy (property attendant). Jake and Gilbert took the free chlorine residual from a bathroom sink representative of each of the four water services using a high-range test kit that measures to the nearest 10 ppm. The results were:

Suite 103 – 120 ppm free chlorine

Suite 108 – 100 ppm free chlorine

Suite 203 – 100 ppm free chlorine

Suite 303 – 110 ppm free chlorine

At 0800 we began flushing all the highly chlorinated water down every sink (hot and cold taps), using the potable water highline. Once the free chlorinated water was flushed out, we opened the hose bibs. We flushed until the water from a hose bib had a consistent total chlorine residual. At 0930, two hose bibs had a consistent total chlorine residual of 3.3 to 3.4 ppm. The TDS reading on the field unit was 452 ppm and the turbidity was 0.21 NTU. We began sampling, as outlined in the disinfection plan, above, at 0945 hours. Sampling was completed at 1100 hours. The chlorine residuals in the samples ranged from 3.0 to 3.7 total chlorine with no free chlorine.

## ATTACHMENT G

Gary transported the samples to the lab, filled out the Chain of Custody forms, and analyzed the samples for total coliforms and E. Coli, using the Colilert Method. Method blanks and bacteriological quality control samples were also performed. Turbidity was also analyzed on each sample. The turbidity ranged from 0.06 to 0.26 NTU. Normally, potable distribution samples range from 0.02 to 0.12, but the higher numbers are consistent with lines that have been flushed recently. The bacteriological samples were set up by 1400 hours and take 24 hours to final results.

### **Sunday, August 19, 2007:**

At 0830 hours, Larry Olds took a preliminary reading of the bacteriological samples from Friday afternoon (two recycled samples) and Saturday afternoon (23 potable samples, plus controls). All potable and recycled samples were negative for total coliforms and E Coli. The control samples were in line with expected results. Gary notified Pedro of the preliminary results.

Jake, Larry, Gerard, and Gary met at the Center at 0930 hours, since the samples needed to be taken 24 hours from when Saturday's samples were taken. The hose bibs were flushed until consistent chlorine residual was reached, which only took 10 minutes. A consistent 3.3 mg/L residual was obtained at 0940 hours. Sampling per the disinfection Plan was performed from 0940 to 1100 hours. The total chlorine residuals in the samples ranged from 3.0 to 3.7 ppm with no free chlorine.

Gary and Larry transported the samples to the lab. Julie Swiggers did the turbidity, total coliform, and E. coli analyses, including the controls. The bacteriological samples were set up by 12:20.

At 1400 hours, Julie notified Gary that Friday's and Saturday's samples were all negative for total coliforms and E. coli.

### **Monday, August 20, 2007:**

The preliminary readings of the bacteriological samples from Sunday were all negative at 0630 hours (18 hours after set-up).

At 1220 hours, the bacteriological samples taken on Sunday, August 19, are officially negative for total coliforms and E. coli bacteria.

Otay staff met with Sean Sterchi, Regional Engineer for the California Department of Public Health at 1300 hours. Mr. Sterchi is requiring another set of bacteriological samples, including Heterotrophic Plate Count (HPC) analysis, prior to lifting the "Do Not Drink The Water" notice. He is also requiring a second set of samples one to two weeks later. The first set of samples will be collected by Otay staff on Tuesday morning, August 21. They will be sent to a contract laboratory for analysis and results should be final around noon on Thursday, August 23. As long as the coliform and E. coli results

## ATTACHMENT G

are negative, and the HPC is less than 100 colony forming units, Mr. Sterchi said he will release the water notice.

Operations compiled information on previous water quality calls from the Fenton Business Center. They were:

On 7-27-07 at approximately 10:45 AM Susan Cuevas called the District and reported green water coming out of Suite 301 at 871 Harold Place. The complaint was located only in Suite 301. Greg Coss responded to the call on the same day. He stated that the potable water on the District's side was flushed clear and he asked the customer to flush their side.

On 8-8-07 at approximately 2:15 PM Amy Wise from the Candy Bouquet called with a concern of discolored toilet water. Tina Pittman responded to the call on the same day. She stated that she checked the District's potable water and verified its clarity. She advised the customer that the property owner should flush their private system and that the water could be discolored due to low usage in the business park.

On 8-13-07 at approximately 1:15 PM Dennis Lewis called the District and reported yellow and green water. He stated that a woman from the District came out previously. Terry Frome responded to the call on the same day. Terry checked the water and noted it was a little discolored. Terry flushed the potable main to clear it and advised the customer to flush out their lines.

### **Tuesday, August 21, 2007:**

Operations instituted a new policy that operators will test chlorine and TDS when responding to water quality calls in areas that have both potable and recycled pipelines.

A third set of bacteriological samples were taken from all suites in the Fenton Business Center.

The meter shop tested the existing 2" backflow serving the Center and it was within specifications.

### **Wednesday, August 22, 2007:**

Staff continued checking hospitals, schools, and parks for other possible misconnections.

The contract lab reported that all samples taken from the Center on August 21 were negative for total coliforms and E. coli.

## ATTACHMENT G

### **Thursday August 23, 2007:**

Staff completed checking all hospitals, schools and parks. No misconnections were found. Staff began preparing for checking services in projects that had the same inspector and contractor as the Center.

The HPC results were received and all suites, except Suite 204, were within acceptable levels. CDPH allowed the Do Not Drink order to be rescinded, except for Suite 204. The sink in Suite 204 was flushed, disinfected, and resampled.

### **Monday, August 27, 2007:**

CDPH rescinded the Do Not Drink order for Suite 204, since the sample collected on August 23 passed bacteriological testing. CDPH also required additional sampling once a week for all suites for at least four weeks.

Staff began checking the potable water services in projects performed by the same inspector and contractor as Fenton Business Center, that have both potable and recycled pipelines.

### **Wednesday, August 29, 2007:**

Staff completed checking the services in the projects with the same inspector and contractor. A total of 111 meters were checked and no misconnections were found. Staff began preparing for checking homes and businesses that have both potable and recycled pipelines in the street.

Staff collected the first set of weekly samples from all suites at the center. The samples will be analyzed for free and total chlorine, total coliforms, E. coli, and HPC.

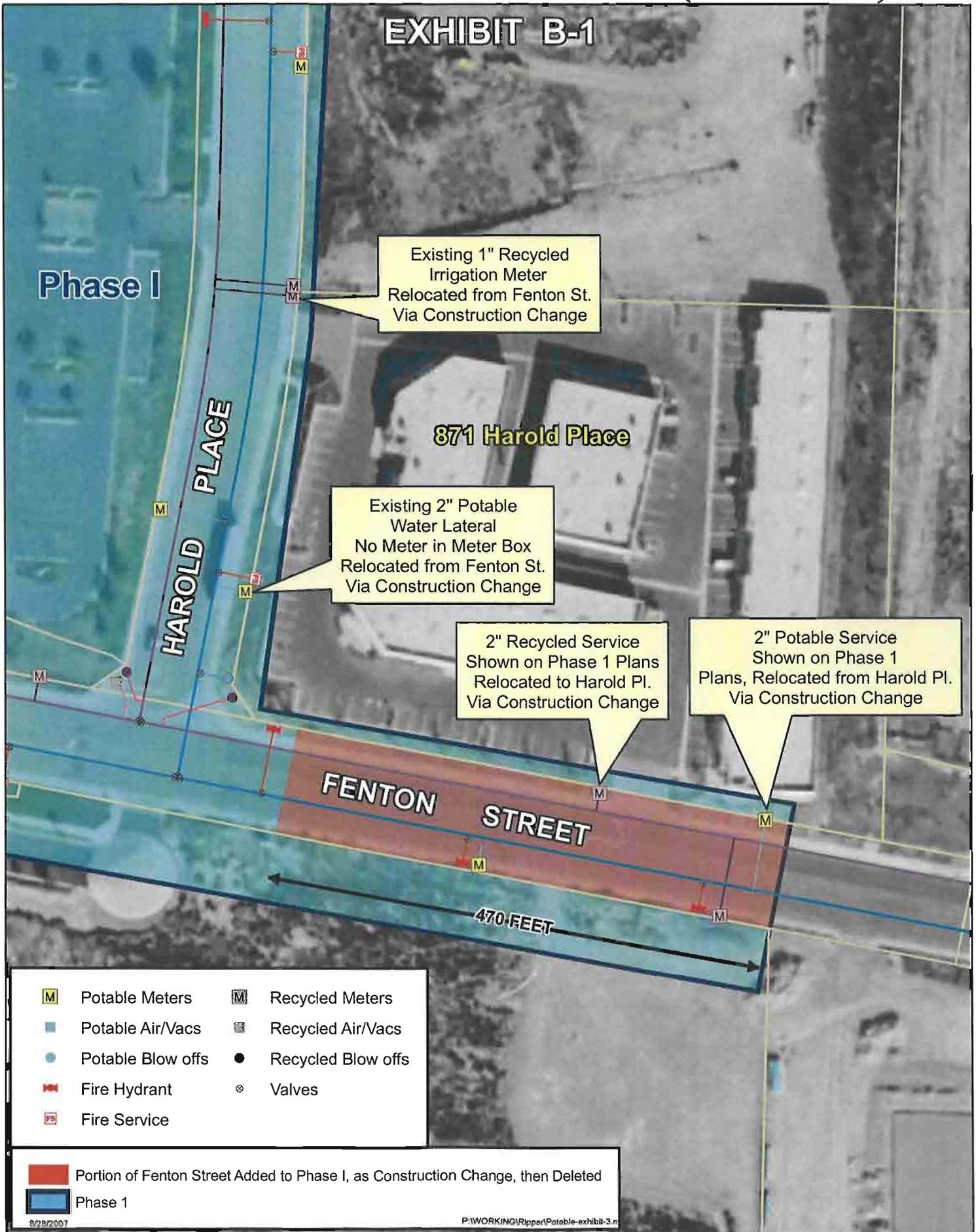
Gary Stalker  
System Operations Manager



# Fenton Business Center (Phase I)

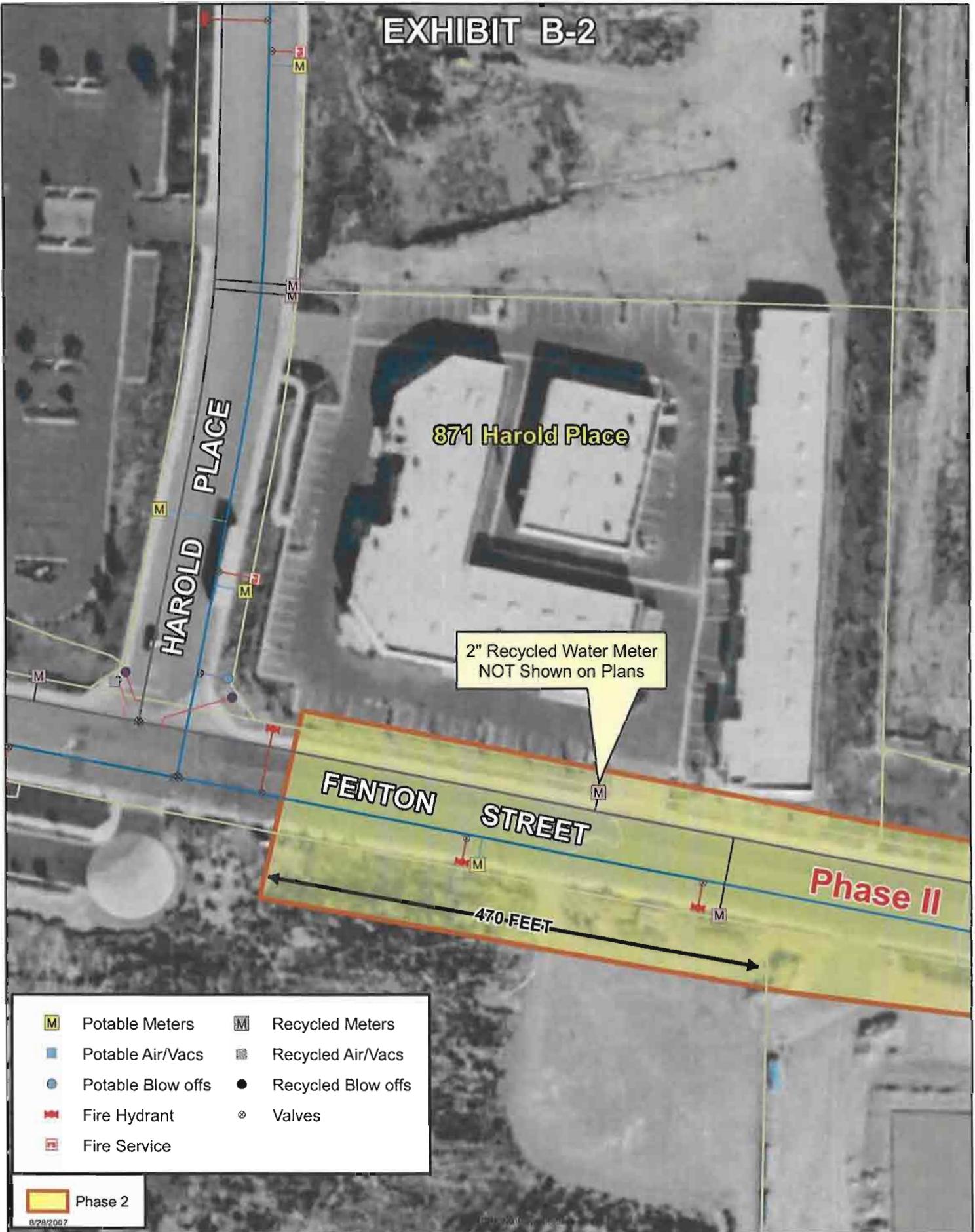


## EXHIBIT B-1



# Fenton Business Center (Phase II) <sup>N</sup>

## EXHIBIT B-2





## **OTAY WATER DISTRICT**

# **VERIFYING SYSTEM SAFETY AND IMPROVING INTERNAL PROCEDURES TO PREVENT FUTURE MISCONNECTIONS AND CROSS-CONNECTIONS**

*September 5, 2007*

# ISSUE

- AS PRESENTED IN STAFF REPORT IT'S APPARENT THAT INSPECTION STAFF DID NOT FOLLOW WRITTEN GUIDELINES CAUSING THE MISCONNECTION
- A VARIETY OF TASKS PERFORMED BY OUTSIDE STAKEHOLDERS ALSO CONTRIBUTED TO THIS MISCONNECTION

# CONTRIBUTING FACTORS

- DEVELOPER'S DECISION TO CHANGE SEVERAL ASPECTS OF THE PROJECT DURING CONSTRUCTION
- DEVELOPER'S CONTRACTOR INSTALLED A 2-INCH IRRIGATION LATERAL NOT SHOWN ON APPROVED PLANS
- ENGINEER OF RECORD DID NOT SHOW INSTALLED 2-INCH IRRIGATION LATERAL ON FENTON STREET ON AS-BUILT DRAWINGS
- CONFUSION AND POTENTIAL MIS-DOCUMENTATION BETWEEN CONTRACTOR REDLINES AND "AS BUILT" RECORDS
- CONTRACTOR FOR DEVELOPER INSTALLED ON-SITE PLUMBING TO A POINT OF CONNECTION FOR POTABLE SERVICE TO THE 2-INCH IRRIGATION LATERAL AS SHOWN ON PLANS APPROVED BY CITY OF CHULA VISTA
- ON-SITE CONTRACTOR REQUESTED INSPECTOR TO INSTALL POTABLE WATER METER ON FENTON STREET; INSPECTOR COMPLIED BUT FAILED TO PROPERLY FOLLOW EXISTING WRITTEN GUIDELINES, CAUSING A POTABLE SERVICE TO BE CONNECTED TO AN IRRIGATION LATERAL NOT SHOWN ON DISTRICT RECORDS

# TESTING OF THE POTABLE WATER SYSTEM

- OPERATIONS:

- AS A PRECAUTION CURRENTLY STAFF HAS COMPLETED TESTING OF THE POTABLE WATER METERS SERVING CRITICAL FACILITIES SUCH AS HOSPITALS, SCHOOLS, AND PARKS
  - TESTING INCLUDED VISUAL VERIFICATION OF FACILITIES
  - CHLORINE RESIDUAL AND TDS TESTS
- TESTING COMPLETED ON 111 POTABLE WATER METERS – NO ISSUES IDENTIFIED
- TESTING WILL CONTINUE OVER THE NEXT 30 DAYS. THAT WILL INCLUDE ALL RESIDENTIAL THAT IS ADJACENT TO RECYCLED WATER SYSTEMS

# ADHOC COMMITTEE RECOMMENDATIONS

- STAFF TO ENHANCE EXISTING PROCEDURES TO PREVENT MISCONNECT IN THE FUTURE. THE EMPHASIS WILL BE ON A FAILSAFE METHODOLOGY.
- EVALUATE PURPLE COATING, TAGGING AND STAMPING ON EXISTING AND FUTURE CURB STOPS ON RECYCLED METER BOXES
- EVALUATE PROGRAM FOR INCREASING CROSS-CONNECTION INSPECTIONS OF RECYCLED SERVICE CONNECTIONS IN HIGH EXPOSURE AREAS (SUCH AS PARKS, PUBLIC AREAS) FROM YEARLY TO QUARTERLY
- FINAL POTABLE WATER VERIFICATION TESTING UPON METER INSTALLATION
- COORDINATION WITH CITY OF CHULA VISTA FOR POTABLE WATER VERIFICATION UPON ISSUANCE OF CERTIFICATE OF OCCUPANCY

# PROGRAM OVERVIEW

- ENHANCE INSPECTION REVIEW, DOCUMENTATION CONTROL, AND WATER QUALITY SAMPLING PRIOR TO INSTALLING A POTABLE OR RECYCLED WATER METER
- CURRENTLY STAFF IS TESTING AND VERIFYING EXISTING POTABLE WATER SERVICES WHERE DUAL MAINS ARE LOCATED
- IN ACCORDANCE WITH CALIFORNIA CODE OF REGULATIONS, ON-SITE RECYCLED WATER USES REQUIRE A RESPONSIBLE ON-SITE SUPERVISOR
- THROUGH THE RECENTLY APPROVED DISTRICT ORDINANCE No. 511, STAFF WILL EMPHASIZE THE RESPONSIBILITY OF THE “ON-SITE SUPERVISOR” TO ASSURE PROPER USE OF THE FACILITIES

# ENHANCED PROGRAM

- INSPECTION SUPERVISOR:
  - ENSURES EXISTING WRITTEN GUIDELINES ARE PROPERLY FOLLOWED
  - ALL CONSTRUCTION CHANGES ARE PROPERLY DOCUMENTED AND VERIFIED.
- PUBLIC SERVICES:
  - STAFF WILL ENSURE THAT EVERY PROJECT DOCUMENT IS SCANNED AND ELECTRONICALLY ARCHIVED INCLUDING ORIGINAL IMPROVEMENT PLANS, RED-LINES, AND CONSTRUCTION CHANGES
- INSPECTION:
  - WILL USE THE INTEGRATED MANAGEMENT SYSTEM (IMS) TO DOCUMENT ALL DAILY INSPECTION REPORTS, PHOTOGRAPHS, AND OTHER MISCELLANEOUS CONSTRUCTION DOCUMENTS (DECEMBER 2007)

# IMPROVEMENTS TO IDENTIFY RECYCLED WATER APPURTENANCES

- CONTRACTORS:
  - USE PIPE AND CABLE LOCATOR TO VERIFY LATERAL CONNECTIONS
  - CURB STOPS SHALL BE PURPLE COATED, TAGGED AND STAMPED TO REFLECT THAT THEY ARE FOR RECYCLED WATER
  - THE LOCKING TABS ON RECYCLED CURB STOPS SHALL BE IDENTIFIED AS RECYCLED WATER BY A METAL TAG
  - THE PADLOCK ON THE CURB STOP SHALL BE PAINTED PURPLE

## IMPROVEMENTS TO IDENTIFY RECYCLED WATER APPURTENANCES - CONTINUED

- INSPECTION

- VERIFY ALL LATERAL CONNECTIONS BOTH POTABLE AND RECYCLED ARE PROPERLY CONNECTED
- VERIFY IF THE CURB STOPS ARE COATED, TAGGED AND STAMPED TO REFLECT THAT THEY ARE FOR RECYCLED WATER
- VERIFY THAT THE LOCKING TABS ON RECYCLED CURB STOPS ARE IDENTIFIED AS RECYCLED WATER BY A METAL TAG
- VERIFY THAT THE PADLOCK ON THE CURB STOP IS PAINTED PURPLE

# METER INSTALLATION

- METER SHOP:
  - PERFORM A TDS AND CHLORINE RESIDUAL TEST ON ALL SERVICES AND DOCUMENT RESULTS ON THE PERMIT PAPERWORK
  - METER INSTALLER AND BACKFLOW TESTER SHALL VERIFY SERVICES PRIOR TO UNLOCKING METER PADLOCK BEFORE STARTING SERVICE

# IMPROVEMENTS TO THE EXISTING RECYCLED WATER SYSTEM

- OPERATIONS:
  - VERIFY THAT ALL RECYCLED WATER METERS ARE PURPLE
  - PURPLE COAT THE EXISTING CURB STOPS
  - EVALUATING QUARTERLY INSPECTION OF HIGH EXPOSURE ON-SITE RECYCLED WATER SYSTEMS
  - CONTINUE TO PERFORM CROSS CONNECTION TESTS ON AN ANNUAL BASIS

# CONCLUSIONS

- IMPROVE A FAILSAFE METER INSTALLATION METHODOLOGY
- ENHANCE EXISTING PROCESSES AND PROCEDURES TO ENSURE COMPLIANCE AND PROPER SUPERVISION



**STAFF REPORT**

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO.
APPROVED BY:			
SUBJECT:	Local Area Formation Commission (LAFCO) Special Districts 2007 Election		

**GENERAL MANAGER'S RECOMMENDATION:**

That the Board consider casting votes for an Alternate Special District Member on LAFCO's Commission and nine (9) Special Districts Advisory Committee members in the LAFCO Special Districts 2007 Election.

**COMMITTEE ACTION:** \_\_\_\_\_

N/A

**PURPOSE:**

To present for the Board's consideration the LAFCO Special Districts 2007 Election ballots.

**ANALYSIS:**

In April of this year, LAFCO solicited nominations for an alternate member seat on the Commission and nine (9) Special Districts Advisory Committee members. Following the August 22, 2007 meeting of the District's Finance, Administration and Communications Committee, the District received the ballots for the election of these members on August 27, 2007. The ballots must be submitted to LAFCO by Thursday, October 4, 2007. As the deadline falls one day after the District's October board meeting, staff felt to assure that the District's ballot is received by LAFCO by the deadline, that it be presented for the board's consideration at the September 5, 2007 board meeting.

Attached is the LAFCO Nominating Committee's recommendations and the candidates' nomination forms. The District also received letters from several of the candidates requesting the District's support of their candidacy. Copies of the letters have also been attached.

**FISCAL IMPACT:** \_\_\_\_\_

None.

**STRATEGIC GOAL:**

Participating would support the strategic goal of maintaining effective communications with other cities, special districts, State and Federal governments, community organizations and Mexico.

**LEGAL IMPACT:** \_\_\_\_\_

None.



\_\_\_\_\_  
General Manager

Attachments:

LAFCO Correspondence and Ballot  
LAFCO Nominating Committee Report  
Candidates' Nomination Forms  
Correspondence from Candidates



1600 Pacific Highway • Room 452 • San Diego, CA 92101  
(619) 531-5400 • FAX (619) 557-4190

San Diego Local Agency Formation Commission

Website: www.sdlafco.org

cc: Board  
Mark  
Susan

**Chairman**

Andrew L. Vanderlaan  
Public Member

**Vice Chairman**

Bill Horn  
County Board of  
Supervisors

August 23, 2007

AUG 27 2007

**Members**

Toni Atkins  
Councilmember  
City of San Diego

Dianne Jacob  
County Board of  
Supervisors

Andrew J. Menshek  
Padre Dam  
Municipal Water District

Carl Hilliard  
Mayor  
City of Del Mar

Bud Pocklington  
South Bay Irrigation District

Betty Rexford  
Councilmember  
City of Poway

**Alternate Members**

Mark Lewis  
Mayor  
City of El Cajon

Greg Cox  
County Board of  
Supervisors

John S. Ingalls  
Santa Fe  
Irrigation District

Harry Mathis  
Public Member

Kevin Faulconer  
City of San Diego  
Representative

**Executive Officer**

Michael D. Ott

**Counsel**

William D. Smith

**TO:** Independent Special Districts of San Diego County  
**FROM:** Executive Officer  
Local Agency Formation Commission  
**SUBJECT:** 2007 Special Districts Election

By our letter of April 27, 2007, we solicited nominations for one alternate Special District member position on LAFCO, and nine positions on the Special Districts Advisory Committee. By the deadline of June 15, 2007, two nominations for the alternate member, and ten nominations for the Advisory Committee were received; however, one nomination for the Advisory Committee was withdrawn. As required by the Selection Committee Rules, all eligible nominations were forwarded to the Nominating Committee. The 2007 Nominating Committee was comprised of Jo MacKenzie (Vista Irrigation District), Augie Scalzitti (Padre Dam Municipal Water District), and Dennis Shepard (North County Cemetery District). A copy of the committee's report is attached (**Attachment 1**). Also attached are a summary and copies of all nominations received (**Attachment 2**). A list of the eligible independent special districts, formatted in label form, is provided for your convenience (**Attachment 3**). Special Districts may use the mailing list to send letters of support or additional biographical material for a particular candidate. Please note that LAFCO staff has not included any of the Candidates promotional materials with the election's materials. Also enclosed are ballots on which to record your votes (**Attachment 4**).

With respect to ballots, there is a separate ballot for each position: yellow for the LAFCO alternate member, and blue for the advisory committee members. **Be sure each ballot is marked only for the number of positions to be voted for in that category. A ballot that is cast for more than the indicated number of positions will be disregarded.**

The ballots should be considered by your full district board. State Law and the Selection Committee Rules require a district's vote to be cast by its presiding officer, or an alternate member of the legislative body appointed by the other members. Therefore, a certification form has been attached to the ballots to be signed by the person who casts your district's votes. **A ballot received without a signed certification form will not be counted.**

The certification forms will be detached and kept separately from the ballots, but will be retained. All nominees are listed on the relevant ballot. An asterisk indicates the Nominating Committee recommendations, and incumbents have been *italicized*. Write-in candidates are permitted, and spaces have been provided for that purpose.

The deadline for receipt of the ballots by LAFCO is **October 4, 2007**. The Selection Committee Rules require that marked ballots be returned **by certified mail, return receipt requested**. Facsimile (FAX) ballots and certification forms will be accepted, **if necessary to meet the ballot deadline**, but originals must be submitted as soon as possible thereafter.

The Selection Committee Rules stipulate that a majority of the districts shall constitute a quorum for the conduct of committee business. There are 63 independent special districts in the county; therefore, a minimum of **32** ballots must be received to certify that a legal election was conducted. A candidate for a LAFCO member must receive at least a majority of the votes cast to be elected. Election to the Special Districts Advisory Committee requires only a plurality vote. The ballots will be kept on file in this office, and will be made available upon request.

Please call me or Tita Jacque Mandapat if you have any questions.



MICHAEL D. OTT  
Executive Officer

MDO:tjm

- Attachments:
- 1) Nominating Committee Report and Recommendations
  - 2) Independent Special District Summary of Nominations and Copies of Nomination Forms
  - 3) Independent Special District Labels
  - 4) Special District Election Vote Certification Form & Ballots

2007 SPECIAL DISTRICTS ELECTION  
BALLOT FOR ALTERNATE LAFCO MEMBER

**VOTE FOR ONLY ONE**

**Martin Marugg** [ ]  
(Alpine Fire Protection District)

\* **John Ingalls** [ ]  
(Santa Fe Irrigation District)

**Write-ins**

\_\_\_\_\_ [ ]  
  
\_\_\_\_\_ [ ]  
  
\_\_\_\_\_ [ ]  
  
\_\_\_\_\_ [ ]

\* = Nominating Committee's Recommendation

**2007 SPECIAL DISTRICTS ELECTION  
BALLOT FOR SPECIAL DISTRICTS ADVISORY COMMITTEE MEMBER**

**VOTE FOR UP TO NINE**

*Please Note:* The eight highest vote-getters will serve four-year terms expiring in 2011. The individual with the lowest number of votes will fill a ninth position with a term expiring in 2008.

Incumbents are *italicized*.

- |  |     |
|--|-----|
| <b><i>Thomas Pocklington</i></b> (Bonita-Sunnyside Fire Protection District) | [ ] |
| <b>Gary Croucher</b> (Otay Water District)                                   | [ ] |
| <b><i>John Pastore</i></b> (Rancho Santa Fe Community Service District)      | [ ] |
| <b>Kimberly Thorner</b> (Olivenhain Municipal Water District)                | [ ] |
| <b>Larry Jackman</b> (San Miguel Fire District)                              | [ ] |
| <b>Richard Olson</b> (North County Fire Protection District)                 | [ ] |
| <b>Diana Towne</b> (Rincon del Diablo Municipal Water District)              | [ ] |
| <b><i>Judy Hanson</i></b> (Leucadia Wastewater District)                     | [ ] |
| <b>Jim Poltl</b> (Vallecitos Water District)                                 | [ ] |

**Write Ins**

- |       |     |
|-------|-----|
| _____ | [ ] |
| _____ | [ ] |
| _____ | [ ] |

*Please note: The order in which the candidates' names are listed was determined by random selection.*

**2007 SPECIAL DISTRICTS ELECTION  
VOTE CERTIFICATION**

I hereby certify that I cast the votes of the \_\_\_\_\_  
(Name of District)  
at the 2007 Special Districts Selection Committee Election as:

[     ]     the presiding officer, or

[     ]     the duly-appointed alternate board member.

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

Date: \_\_\_\_\_



**Chairman**

Andrew L. Vanderlaan  
Public Member

August 23, 2007

**Vice Chairman**

Bill Horn  
County Board of  
Supervisors

TO: Independent Special Districts in San Diego County

FROM: 2007 Special Districts Election Nominating Committee

**Members**

Toni Atkins  
Councilmember  
City of San Diego

SUBJECT: Nominating Committee Report and Recommendations

Dianne Jacob  
County Board of  
Supervisors

In 2007, independent special district nominations were solicited for: (1) an alternate member on LAFCO with a term expiring in 2011, and (2) eight Special Districts Advisory Committee members with a term expiring in 2011, plus one position with a term expiring in 2008. By the deadline of June 15, 2007, our office received two nominations for the LAFCO alternate member position, and ten nominations for the Special Districts Advisory Committee positions; however, one nomination for the Advisory Committee was withdrawn.

Andrew J. Menshek  
Padre Dam  
Municipal Water District

Carl Hilliard  
Mayor  
City of Del Mar

Bud Pocklington  
South Bay Irrigation District

Betty Rexford  
Councilmember  
City of Poway

As required by the Selection Committee Rules, a nominating committee was appointed to review the nominations submitted, and to prepare a list of recommended candidates. According to the Selection Committee Rules, the nominating committee is appointed by the chairperson or vice chair of the Special Districts Advisory Committee. The Nominating Committee conferred on August 16, 2007, after the Candidate's Forum that was held as part of the Quarterly Dinner Meeting of the San Diego Chapter of the California Special Districts Association. All candidates were invited to attend and present a brief statement of qualifications. In the interest of impartiality, the Nominating Committee decided to conclude its deliberations after the Candidates Forum. In evaluating the nominations, the Committee considered special district experience, interest, and knowledge of LAFCO issues. For those nominees who are incumbents, the Committee further considered attendance records and meeting participation. The Committee also wanted to ensure representation from those types of districts that most often are involved in making recommendations to LAFCO. The Committee concluded that all candidates possess sufficient qualifications. The Nominating Committee's recommendations for each category follows.

**Alternate Members**

Mark Lewis  
Mayor  
City of El Cajon

Greg Cox  
County Board of  
Supervisors

John S. Ingalls  
Santa Fe  
Irrigation District

Harry Mathis  
Public Member

Kevin Faulconer  
City of San Diego  
Representative

**Executive Officer**

Michael D. Ott

**Counsel**

William D. Smith

## **NOMINATING COMMITTEE RECOMMENDATIONS**

### **LAFCO Alternate Member**

The Nominating Committee recommended **John Ingalls** (Santa Fe Irrigation District).

### **Special Districts Advisory Committee Members**

The Nominating Committee concluded that all nine candidates possess the necessary qualifications to serve on the advisory committee.

Copies of all nominations are attached following this report.

## **2007 NOMINATING COMMITTEE**

**JO MACKENZIE**  
Vista Irrigation District

**AUGIE SCALZITTI**  
Padre Dam Municipal Water District

**DENNIS SHEPARD**  
North County Cemetery District

**2007 SPECIAL DISTRICTS ELECTION  
SUMMARY OF NOMINATIONS  
ALTERNATE LAFCO COMMISSIONER and  
ADVISORY COMMITTEE POSITIONS**

**LAFCO Alternate Member Candidate**

Martin Marugg  
(Alpine Fire Protection District)

John Ingalls \*  
(Santa Fe Irrigation District)

**Special Districts Advisory Committee Candidates**

Thomas Pocklington (Bonita-Sunnyside Fire Protection District)\*  
Gary Croucher (Otay Water District)  
John Pastore (Rancho Santa Fe Community Services District)\*  
Kimberly Thorner (Olivenhain Municipal Water District)  
Larry Jackman (San Miguel Consolidated Fire Protection District)  
Richard Olson (North County Fire Protection District)  
Diana Towne (Rincon del Diablo Municipal Water District)  
Judy Hanson (Leucadia Wastewater District)\*  
Jim Poltl (Vallecitos Water District)  
~~Scott Barnett (Resource Conservation District of Greater San Diego County)~~ Withdrawn

\*= Incumbent

*Please note: The order in which the candidates' names are listed was determined by random selection.*

RECEIVED

JUN 05 2007

SAN DIEGO LAFCO

2007 SPECIAL DISTRICTS  
NOMINATION/RESUME

RECEIVE

JUN 05 2007

SAN DIEGO LAFCO

Date Received by LAFCO \_\_\_\_\_

NOMINATED BY: Alpine Fire Protection District  
(District)

NAME OF NOMINEE: Martin Marugg

Address: 1976 Pine View Road, Alpine CA 91901

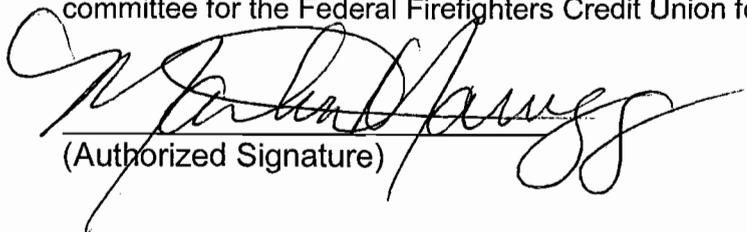
Phone: 619-445-1751

NOMINATED FOR: LAFCO (X) ADVISORY COMMITTEE ( )

**DISTRICT EXPERIENCE:** Mr. Marugg has served on the Alpine Fire Board since 2002. In November 2006, he was reelected for a four-year term, and presently fulfills the position of President. Mr. Marugg represents AFPD as alternate commissioner of the multi-agency Heartland Communications Authority (HCFA). Mr. Marugg also serves as the second vice president and membership chairman of the San Diego Chapter of California Special District's Association. Mr. Marugg recently completed a three year term as President of Palomar Mountain Mutual Water Company, and now serves as President Emeritus.

**LAFCO EXPERIENCE:** Mr. Marugg served as Alpine Fire District's representative to the Fire Districts and County Fire Chiefs Substantially Similar Plan (SSP) group. He attended all meeting of both groups in the formation of the SSP position paper. He continues to serve in this position to the present date.

**ADDITIONAL INFORMATION:** Mr. Marugg retired from the San Diego Fire Department in September 1999 after 32 years of service. One of the highlights of his tenure was serving as officer in charge of the ECHO 3 Communications Van which was funded through the County of San Diego, and in that capacity responding to all second alarm fires or greater in the County of San Diego and providing assistance in setting up the command structure for the incident. Mr. Marugg also held the position as Facilities Maintenance Officer for the San Diego Fire Department. Since his retirement Mr. Marugg has continued his involvement in community thru the Alpine Kiwanis, and other related organizations and has served on the supervisory committee for the Federal Firefighters Credit Union for eighteen years.

  
(Authorized Signature)

**2007 SPECIAL DISTRICTS  
NOMINATION/RESUME**

**RECEIVED**

MAY 22 2007

SAN DIEGO LAFCO

Date received by LAFCO: \_\_\_\_\_

**NOMINATION BY:** Santa Fe Irrigation District

**NAME OF NOMINEE:** John S. Ingalls

Address: P.O. Box 607, Rancho Santa Fe, CA 92067

Phone: 858-756-7759

**NOMINATED FOR:** Alternate District Member

**DISTRICT EXPERIENCE:**

Elected to Board of Directors in 2002, serves on Finance Committee, represents community on San Dieguito River Valley Regional Open Space Park Citizens Advisory Committee, frequent participant in JPA board meetings, member of San Dieguito River Watershed Planning Guidance Group,

**LAFCO EXPERIENCE:**

Elected in 2005 as Alternate LAFCO Special District Member and has attended LAFCO meetings and provided input to Staff on specific issues during the North Central San Diego County Municipal Service Review and Sphere of Influence Update (approved May 2, 2005) and is well known to several LAFCO commissioners.

**ADDITIONAL INFORMATION:**

Appointed by Board of Supervisors to the San Dieguito Planning Group, participated in workshops on GP2020 update and made presentations to County Planning Commission, worked with Staff of County DPLU, DPW, and Parks Dept. on Specific Plan Amendments, direct involvement in 2003 County Zoning Ordinance Relating to Wireless Telecommunications Facilities (01-03). Rancho Santa Fe School District "blue ribbon" committee, on school site selection. As a municipal bond lawyer and financial advisor, personally led efforts to enact legislation and organize special districts and joint powers authorities in several states besides California, for schools, water supply, wastewater treatment, public power, health care, affordable housing, and environmental cleanup. Active service on multiple boards of directors, including nonprofit and for-profit corporations, and advisory boards such as Scripps Clinic Board of Advisors. Life member, U.S. Navy League. Admitted to practice law, New York and Massachusetts. B.A. in Economics from Amherst College and law degree from the University of Virginia.



Robert Irvin

Santa Fe Irrigation District Board President

**2007 SPECIAL DISTRICTS  
NOMINATION/RESUME**

**RECEIVED**

JUN 11 2007

**SAN DIEGO LAFCO**

Date Received by LAFCO

**NOMINATED BY:** Bonita-Sunnyside Fire Protection District

**NAME OF NOMINEE:** Thomas Pocklington

Address: 3210 Kennelworth Lane, Bonita, CA 91902

Phone: Home (619) 479-1407 Work (619) 885-1092

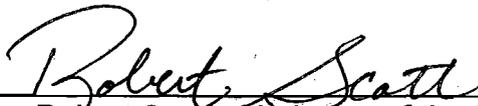
**NOMINATED FOR:**

**LAFCO ( ) ADVISORY COMMITTEE (X)**

**DISTRICT EXPERIENCE:** First elected to the Bonita-Sunnyside Fire District Board in 1990, Tom is now serving his 5<sup>th</sup> term in office. Tom has headed and served on committees that have involved District Policy, Employee and Regulation changes. Tom attends all Board meetings and participates in all district business and has served in all Board positions.

**LAFCO EXPERIENCE:** Tom has actively worked on LAFCO issues over the last fifteen years, as a member of the Advisory Committee. These issues include but not limited to annexation, consolidation and LAFCO policy issues. Tom has served on several subcommittees of the Special Districts Advisory Committee, including the Nomination Committee, water and sewer related issues for Districts with conflicting concerns. Tom is very knowledgeable of the Knox-Cortez law and is presently serving as the Vice Chairman of the Advisory Committee.

**ADDITIONAL INFORMATION:** Tom is a retired senior Naval Officer, Pilot, Vietnam Veteran and a businessman in the community. Other Community activities include: Past President of Local Civic Association, past Chairman of Citizen Law Enforcement Review Board (CLERB), current Board of Trustee's member and past Chairman of the Bonita Museum and Cultural Center of Bonita.



Robert Scott, Chairman of the Board

2007 SPECIAL DISTRICTS  
NOMINATION/RESUME

RECEIVED

JUN 14 2007

SAN DIEGO LAFCO

Date Received by LAFCO \_\_\_\_\_

NOMINATED BY: Otay Water District

NAME OF NOMINEE: Gary Croucher

Address: 2554 Sweetwater Springs Blvd., Spring Valley, CA 91978

Phone: 619-670-2280

NOMINATED FOR:        **LAFCO ( )**                                **ADVISORY COMMITTEE (X)**

**DISTRICT EXPERIENCE:** Mr. Gary Croucher is currently Vice Chair of CSDA's San Diego Chapter. He was appointed to the Board of the Otay Water District in June 2001, by the SD County Board of Supervisors and following his appointment was elected twice to the Division 3 seat in November 2002 and 2006 for four-year terms. Mr. Croucher is currently the President of Otay's Board of Directors and has served as one of the District's two representatives to CWA since July 2001. He chairs Otay's Engineering, Operations and Water Resources Committee, Employee Negotiations Ad Hoc Committee and serves as the alternate representative on the Water Conservation Garden Authority's Board of Directors. He is also a member of Otay's Ad Hoc Recycled Water Committee. As a member of CWA's Board of Directors, he chairs their Imported Water Committee and is a member of the Small Contractor Outreach and Opportunity Program Committee, the Legislative, Conservation and Outreach Committee, the Colorado River Programs Committee, the Conservation Ad Hoc Committee and is the 2<sup>nd</sup> Alternate to SANDAG.

**LAFCO EXPERIENCE:** Mr. Gary Croucher currently is the alternate for Fire Chief Augie Ghio on the LAFCO Task Force on Fire Protection and Emergency Medical Services.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ADDITIONAL INFORMATION:** Mr. Gary Croucher is a long-time firefighter in San Diego and a resident of Spring Valley. He is the Division Chief for the San Miguel Consolidated Fire Protection District and during his 22 year career as a firefighter, has moved up the ranks from Firefighter, Engineer, Captain and Battalion Chief to his current position as Division Chief. He has also been recognized for numerous achievements including being named Employee of the Year and served as the President of the Executive Board of Directors for Southern Area Fire Equipment Research (SAFER) in 2004.

  
\_\_\_\_\_  
(Authorized Signature)

2007 SPECIAL DISTRICTS  
NOMINATION/RESUME

RECEIVED

JUN 05 2007

Date Received by LAFCO \_\_\_\_\_

SAN DIEGO LAFCO

NOMINATED BY: Rancho Santa Fe Community Services District  
District

NAME OF NOMINEE: John Pastore

Address: 605 Third Street Encinitas, CA 92024

Phone: 760-479-4121

NOMINATED FOR:  LAFCO ( )

ADVISORY COMMITTEE (x)

**DISTRICT EXPERIENCE:**

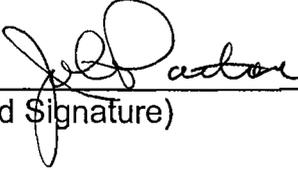
I have served as General Manager for the Rancho Santa Fe Community Services District, the  
Whispering Palms Community Services District, the Fairbanks Ranch Community Services District,  
and the Lee Lake Water District for 15 years. I have been responsible for the processing of  
over 100 annexations and sphere of influence changes during my tenure as General Manager.

**LAFCO EXPERIENCE:**

I have served continuously on the LAFCO Special District's Advisory Committee for over 20  
years. I have participated in the preparation of 3 Municipal Service Reviews (MSR's) and  
Sphere of Influence Studies (SOI's) in San Diego and Riverside County within the last 5 years.

**ADDITIONAL INFORMATION:**

I have a Bachelor's Degree in Civil Engineering and am a licensed Civil Engineer in the State  
of California. I have over 30 years of engineering and management experience, including 13  
years of employment with the County of San Diego.

  
\_\_\_\_\_  
(Authorized Signature)

RECEIVED

JUN 06 2007

SAN DIEGO LAFCO

2007 SPECIAL DISTRICTS  
NOMINATION/RESUME

Date Received by LAFCO \_\_\_\_\_

NOMINATED BY: OLIVENHAIN MUNICIPAL WATER DISTRICT  
District

NAME OF NOMINEE: KIMBERLY A. THORNER  
Address: OMWD 1966 Olivenhain Road, Encinitas, CA 92024  
Phone: (760) 753-6466

NOMINATED FOR: LAFCO ( )                      ADVISORY COMMITTEE ( )

**DISTRICT EXPERIENCE:**

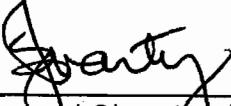
- 1.) Olivenhain Municipal Water District 1996 to Present; Project Manager for Capital Projects and the Olivenhain Water Treatment Plant.
- 2.) Assistant General Manager for 5 years overseeing all District functions.
- 3.) Promoted to General Manager in January 2007.
- 4.) Published several papers along with speaking engagements on various topics during tenure at District. Undertakes a balanced and conservative approach to costs and budget, while exercising forward looking thinking in all management practice.

**LAFCO EXPERIENCE:**

- 1.) Oversaw the District's 2006 LAFCO MSR review.
- 2.) Participated in Sphere of Influence Update.

**ADDITIONAL INFORMATION:**

- 1.) A current licensed attorney in the State of California.
- 2.) Previous American Membrane Technology Association Board of Directors.
- 3.) Currently serving on ACWA Federal Affairs Committee.

  
\_\_\_\_\_  
(Authorized Signature)

RECEIVED

JUN 13 2007

2007 SPECIAL DISTRICTS  
NOMINATION/RESUME

SAN DIEGO LAFCO

Date Received by LAFCO: June 13, 2007

NOMINATED BY: San Miguel Fire District

NAME OF NOMINEE: LARRY JACKMAN  
4820 BUTTERFLY LANE  
LA MESA, CA 91941  
(619) 944-2482

NOMINATED FOR: ADVISORY COMMITTEE LAFCO SPECIAL DISTRICT MEMBER

DISTRICT EXPERIENCE:

Member of the San Miguel Fire District board of directors since 1992. 15 years capital improvement and land use/acquisition committee, 15 years finance committee, 13 years Heartland Communications Facility Authority representative (8 years Chair of HCFA board), 12 years Emergency Medical Services (EMS) committee, 10 years negotiations/personnel, committee, 4 years regionalization committee, 8 years community relations/legislation committee.

LAFCO EXPERIENCE:

1978 – 1980	El Cajon/La Mesa sphere of influence realignment
1983 – 1986	San Marcos sphere of influence
1984 – 1987	La Jolla proposed incorporation
1987 – 1988	La Mesa/El Cajon annexation
1987 – 1992	Spring Valley proposed incorporation
1994 – 1996	East County fire districts consolidation
1998 – 2000	East County fire districts consolidation
2003 – Present	Fire regionalization subcommittee

ADDITIONAL INFORMATION:

35 years as a business owner in San Diego. 25 years property development experience dealing with land use and environmental constraints. Founding board member and 8 years on the board of San Diego County's regional communications system. 6 years on San Diego County's Futures Foundation board of directors.



Mike Blood, Board President

**2007 SPECIAL DISTRICTS  
NOMINATION/RESUME**

**RECEIVED**

JUN 07 2007

Date Received by LAFCO \_\_\_\_\_

**SAN DIEGO LAFCO**

**NOMINATED BY:**

North County Fire Protection District  
District

**NAME OF NOMINEE:**

Richard A. Olson

**Address:**

3514 Laketree Drive, Fallbrook, CA 92028

**Phone:**

(760) 728-4897 (Home) (760) 594-1292 (Cell)

**NOMINATED FOR:**

LAFCO

ADVISORY COMMITTEE

**DISTRICT EXPERIENCE:**

North County Fire Protection District: Board of Directors, past seven years. Active President for three (3) years, Vice President for one (1) year.

Bonsall Union School District: Board of Trustees for past sixteen (16) years. Active President four (4) years, Clerk two (2) years.

**LAFCO EXPERIENCE:**

None.

**ADDITIONAL INFORMATION:**

North County Regional Dispatch JPA: Active Board member.

  
(Authorized Signature)

RECEIVED

JUN 12 2007

SAN DIEGO LAFCO

2007 SPECIAL DISTRICTS  
NOMINATION/RESUME

Date Received by LAFCO \_\_\_\_\_

NOMINATED BY: Rincon del Diablo Municipal Water District,  
District

NAME OF NOMINEE: Diana L. Towne  
Address: 1920 North Iris Lane, Escondido CA 92026  
Phone: (760) 745-5522

NOMINATED FOR:  LAFCO ( )  ADVISORY COMMITTEE (X)

DISTRICT EXPERIENCE:

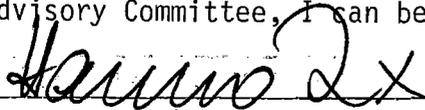
Elected to the Board of Directors in 1995.  
Re-Elected in 1999, and again in 2003.  
Currently, serving as Vice President of the Board of Directors, Chair of both  
District's Audit Committee, and Finance, Insurance & Personnel Committee.  
Served over 10 years on the Public Information & Intergovernmental Relations /  
Conservation Committee.  
Past ACWA Region 10 Representative  
Past CSDA Scholarship Committee Member  
Past Treasurer for the Burn Institute Auxillary  
Past Vice President of the Escondido & Surrounding Area League of Women Voters.

LAFCO EXPERIENCE:

None.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ADDITIONAL INFORMATION:

As a result of the passage of AB 2838 in 2000, Rincon del Diablo MWD participated  
in the North County Inland Municipal Services Review and Sphere of Influence  
Update Program. The Board of Directors provided input and approved Rincon  
staff's submission to LAFCO. During the course of this program, my interest  
in LAFCO issues was renewed, especially with regard to the ability of special  
districts to best serve the public. By serving on the LAFCO Special District's  
Advisory Committee, I can better contribute to a good government process.

  
(Authorized Signature)

2007 SPECIAL DISTRICTS  
NOMINATION/RESUME

RECEIVED

MAY 18 2007

SAN DIEGO LAFCO

Date Received by LAFCO \_\_\_\_\_

NOMINATED BY: \_\_\_\_\_ Leucadia Wastewater District

NAME OF NOMINEE: \_\_\_\_\_ Judy K. Hanson

Address: \_\_\_\_\_ 1960 La Costa Avenue, Carlsbad, CA 92009

Phone: \_\_\_\_\_ (760) 753-055

NOMINATED FOR: LACO ( )                      ADVISORY COMMITTEE ( X )

DISTRICT EXPERIENCE:

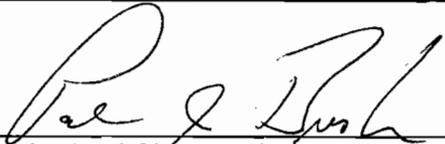
Ms. Hanson has served as an elected member of the Leucadia Wastewater District Board of Directors for 24 years. She has served as Vice-President of the Board and currently she is the Board President.

LAFCO EXPERIENCE:

Ms. Hanson has served on the San Diego County LAFCO Special District Advisory Committee for 10 years.

ADDITIONAL INFORMATION:

Ms. Hanson serves as a Board member of the California Sanitation Risk Management Authority (CSRMA) and as an Alternate Board member of the California Waste Reuse Financing Authority (CWFA). Ms. Hanson also served on the San Diego Chapter of CSDA for approximately seven years, where she held various positions including Chapter President.

  
\_\_\_\_\_  
(Authorized Signature)

RECEIVED

JUN 11 2007

SAN DIEGO LAFCO

2007 SPECIAL DISTRICTS  
NOMINATION/RESUME

Date Received by LAFCO \_\_\_\_\_

NOMINATED BY: Vallecitos Water District  
District

NAME OF NOMINEE: Jim Poltl  
Address: 1408 Via La Ranchita, San Marcos, 92069  
Phone: (760) 741-3827

NOMINATED FOR:      LAFCO ( )                      ADVISORY COMMITTEE (X)

DISTRICT EXPERIENCE:  
Jim Poltl was appointed to the Vallecitos Water District Board of Directors on June 28,  
2006. He ran unopposed in the November 2006 election and was elected to serve a  
four year term. Jim was on the Board of Directors of the San Marcos Unified School  
District for 10 years and the San Marcos Parks and Recreation Commission for two  
years.

LAFCO EXPERIENCE:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ADDITIONAL INFORMATION:  
Jim Poltl has been married for 34 years and has 5 children. He has been a resident of  
San Marcos for 30 years. Jim was on the Board of Directors for the San Marcos  
American Youth Soccer Organization for five years. He owned his own heating and air  
conditioning business in San Marcos for 17 years. Jim is currently the Executive  
Director of Maintenance, Operations and Transportation for the San Marcos Unified  
School District and has been in this position with the District for 10 years.

Darrell Gentry  
(Authorized Signature) Darrell Gentry, President  
Board of Directors

**INDEPENDENT SPECIAL DISTRICTS  
ELIGIBLE TO VOTE  
2007 ELECTION**

GENERAL MANAGER  
MAJESTIC PINES CSD  
C/O MURRAY A TOMLINSON  
PO BOX 266  
JULIAN CA 92036

FIRE CHIEF  
BORREGO SPRINGS FPD  
PO BOX 898  
BORREGO SPRINGS CA 92004

GENERAL MANAGER  
POMERADO CEMETERY DIST  
14361 TIERRA BONITA RD  
POWAY CA 92064

GENERAL MANAGER  
MORRO HILLS CSD  
PO BOX 161  
FALLBROOK CA 92088-0161

FIRE CHIEF  
DEER SPRINGS FPD  
8709 CIRCLE R DR  
ESCONDIDO CA 92026

GENERAL MANAGER  
RAMONA CEMETERY DIST  
PO BOX 211  
RAMONA CA 92065

GENERAL MANAGER  
PAUMA VALLEY CSD  
P O BOX 434  
PAUMA VALLEY CA 92061

FIRE CHIEF  
EAST COUNTY FPD  
1811 SUNCREST BLVD  
EL CAJON CA 92021-4246

GENERAL MANAGER  
VALLEY CENTER CEMETERY DIST  
PO BOX 645  
VALLEY CENTER CA 92082

GENERAL MANAGER  
RANCHO SANTA FE CSD  
C/O DUDEK & ASSOC  
605 THIRD ST  
ENCINITAS CA 92024-3513

FIRE CHIEF  
NORTH COUNTY FPD  
315 E IVY ST  
FALLBROOK CA 92028

GENERAL MANAGER  
BORREGO SPRINGS PARK CSD  
PO BOX 306  
BORREGO SPRINGS CA 92004-0306

GENERAL MANAGER  
RINCON RANCH CSD  
P O BOX 882  
PAUMA VALLEY CA 92061-0882

FIRE CHIEF  
JULIAN-CUYAMACA FPD  
P O BOX 33  
JULIAN CA 92036

GENERAL MANAGER  
DESCANSO CSD  
C/O CAL-AM WATER CO  
PO BOX 610  
DESCANSO CA 91916

GENERAL MANAGER  
VALLEY CENTER PARKS AND  
RECREATION DISTRICT  
P O BOX 141  
VALLEY CENTER CA 92082-0141

FIRE CHIEF  
LAKESIDE FPD  
12365 PARKSIDE ST  
LAKESIDE CA 92040-3006

GENERAL MANAGER  
FAIRBANKS RANCH CSD  
C/O DUDEK & ASSOC  
605 THIRD ST  
ENCINITAS CA 92024-3513

GENERAL MANAGER  
WHISPERING PALMS CSD  
C/O DUDEK & ASSOC  
605 THIRD ST  
ENCINITAS CA 92024-3513

FIRE CHIEF  
LOWER SWEETWATER FPD  
2711 GRANGER AVE  
NATIONAL CITY CA 91950

GENERAL MANAGER  
JACUMBA CSD  
PO BOX 425  
JACUMBA CA 91934-0425

FIRE CHIEF  
ALPINE FPD  
1364 TAVERN ROAD  
ALPINE CA 91901-3831

FIRE CHIEF  
PINE VALLEY FPD  
PO BOX 130  
PINE VALLEY CA 91962

GENERAL MANAGER  
JULIAN CSD  
PO BOX 681  
JULIAN CA 92036-0681

FIRE CHIEF  
BONITA-SUNNYSIDE FPD  
4900 BONITA RD  
BONITA CA 91902

FIRE CHIEF  
RANCHO SANTA FE FPD  
P O BOX 410  
RANCHO SANTA FE CA 92067

FIRE CHIEF  
SAN DIEGO RURAL FPD  
14145 HWY 94  
JAMUL CA 91935

GENERAL MANAGER  
SOUTH BAY IRRIGATION DIST  
PO BOX 2328  
CHULA VISTA CA 91912-2328

GENERAL MANAGER  
CANEBRAKE CWD  
140 SMOKETREE LN  
JULIAN CA 92036

FIRE CHIEF  
SAN MIGUEL CONSOL FPD  
2850 VIA ORANGE WAY  
SPRING VALLEY CA 91978-1746

GENERAL MANAGER  
VISTA IRRIGATION DIST  
1391 ENGINEER ST  
VISTA CA 92083

GENERAL MANAGER  
LEUCADIA WASTEWATER DISTRICT  
1960 LA COSTA AVE  
CARLSBAD CA 92009-68

FIRE CHIEF  
VALLEY CENTER FPD  
28234 LILAC RD  
VALLEY CENTER CA 92028-5413

GENERAL MANAGER  
FALLBROOK PUD  
PO BOX 2290  
FALLBROOK CA 92088-2290

~~GENERAL MANAGER  
TIA JUANA VALLEY CWD  
223 VIA DE SAN YSIDRO STE 4  
SAN DIEGO CA 92173~~

FIRE CHIEF  
VISTA FPD  
175 N MELROSE  
VISTA CA 92083

GENERAL MANAGER  
LAKE CUYAMACA REC & PARK DIST  
15027 HWY 79  
JULIAN CA 92036

GENERAL MANAGER  
MOOTAMAI MWD  
PO BOX 812  
PAUMA VALLEY CA 92061-0812

GENERAL MANAGER  
FALLBROOK HEALTHCARE DIST  
PO BOX 2587  
FALLBROOK CA 92088

GENERAL MANAGER  
OLIVENHAIN MWD  
1966 OLIVENHAIN RD  
ENCINITAS CA 92024-5699

ADMINISTRATIVE DIRECTOR  
GROSSMONT HEALTHCARE DIST  
9001 WAKARUSA ST  
LA MESA CA 91942-3300

GENERAL MANAGER  
MISSION RCD  
PO BOX 1777  
FALLBROOK CA 92088

GENERAL MANAGER  
PADRE DAM MWD  
PO BOX 719003  
SANTEE CA 92072-9003

GENERAL MANAGER  
PALOMAR-POMERADO HCD  
15255 INNOVATION DR STE 204  
SAN DIEGO CA 92128-3410

GENERAL MANAGER  
RESOURCE CONSERVATION DIST  
OF GREATER SAN DIEGO COUNTY  
332 S JUNIPER ST #110  
ESCONDIDO CA 92025-4941

GENERAL MANAGER  
PAUMA MWD  
PO BOX 116  
PAUMA VALLEY CA 92061

ATTENTION ADMINISTRATION  
TRI-CITY HEALTHCARE DIST  
4002 VISTA WAY  
OCEANSIDE CA 92056

GENERAL MANAGER  
UPPER SAN LUIS REY RCD  
PO BOX 921  
PAUMA VALLEY CA 92061

GENERAL MANAGER  
QUESTHAVEN MWD  
20560 QUESTHAVEN RD  
ESCONDIDO CA 92029-4810

GENERAL MANAGER  
SANTA FE IRRIGATION DIST  
PO BOX 409  
RANCHO SANTA FE CA 92067-0409

GENERAL MANAGER  
RAINBOW MWD  
PO BOX 2500  
FALLBROOK CA 92088-2500

GENERAL MANAGER  
RAMONA MWD  
105 EARLHAM ST  
RAMONA CA 92065

GENERAL MANAGER  
OTAY WATER DIST  
2554 SWEETWATER SPRINGS BLVD  
SPRING VALLEY CA 91978-2096

GENERAL MANAGER  
RINCON DEL DIABLO MWD  
1920 N IRIS LN  
ESCONDIDO CA 92026-1399

~~GENERAL MANAGER  
RIVERVIEW WATER DIST  
11769 WATERHILL RD  
LAKESIDE CA 92040-2998~~

GENERAL MANAGER  
VALLECITOS WATER DIST  
201 VALLECITOS DE ORO  
SAN MARCOS CA 92069-1453

GENERAL MANAGER  
VALLEY CENTER MWD  
PO BOX 67  
VALLEY CENTER CA 92082-0067

GENERAL MANAGER  
WYNOLA WATER DIST  
PO BOX 193  
SANTA YSABEL CA 92070-0193

GENERAL MANAGER  
YUIMA MWD  
P O BOX 177  
PAUMA VALLEY CA 92061-0177

GENERAL MANAGER  
BORREGO WATER DIST  
PO BOX 1870  
BORREGO SPRINGS CA 92004

GENERAL MANAGER  
CUYAMACA WATER DIST  
PO BOX 609  
JULIAN CA 92036-0609

GENERAL MANAGER  
HELIX WATER DIST  
7811 UNIVERSITY AVE  
LA MESA CA 91941-4927

GENERAL MANAGER  
LAKESIDE WATER DIST  
10375 VINE ST  
LAKESIDE CA 92040

GENERAL MANAGER  
SAN LUIS REY MWD  
5328 HWY 76  
FALLBROOK CA 92028

GENERAL MANAGER  
NORTH COUNTY CEMETERY DIST  
OAK HILL MEMORIAL PARK  
2640 GLEN RIDGE RD  
ESCONDIDO CA 92027

## Santa Fe Irrigation District



August 20, 2007

General Manager  
Otay Water District  
2554 Sweetwater Springs Blvd  
Spring Valley CA 91978-2096

AUG 21 2007

cc: Susan C.  
Mark W.

**Subject: 2007 LAFCO Alternate Commissioner Election – Re-elect John Ingalls**

Dear General Manager:

On behalf of the Santa Fe Irrigation District, I encourage your district to vote to re-elect John Ingalls as LAFCO Alternate Commissioner representing Special Districts in San Diego County. He was elected to this position in 2005 with overwhelming support among the Special Districts. His support of the Special Districts during the past two years has ratified the support that we gave him in 2005.

Attached for your consideration is a summary of John's professional and civic accomplishments. In addition to serving on LAFCO for the past two years, John has an extensive professional background in government, law, business, and community service. His work with local agency formation and the provision of local services, including enacting legislation, project planning, financing and implementation provide him with broad experience and proven skills that are invaluable as the alternate LAFCO Special District Commissioner.

Because of John's extensive experience he understands the connection between local government and the communities they serve. In addition to service on the Board of Directors of the Santa Fe Irrigation District, his efforts to serve the community include the San Dieguito Planning Group, Rancho Santa Fe School District Advisory Committee, and the San Dieguito River Regional Open Space Park Citizens Advisory Committee, and the Scripps Clinic Board of Advisors. His dedication and versatility are well documented. I can assure you he takes his responsibilities very seriously and will continue to bring a tireless effort in service to LAFCO and Special Districts ours.

Within the next few weeks your district will receive the ballot for this important position at LAFCO. I encourage your Board to vote to re-elect John Ingalls to the position of LAFCO Alternate Member.

Sincerely,

A handwritten signature in cursive script that reads "Robert M. Irvin".

Robert "Bud" M. Irvin  
President

*Santa Fe Irrigation District ~ PO Box 409 ~ 5920 Linea del Cielo ~ Rancho Santa Fe, CA 92067-0409*

*Phone 858.756.2424 Fax 858.756.0450*

*www.sfidwater.org*



## **John S. Ingalls**

Rancho Santa Fe resident, married with two children. Amherst College economics degree, law degree University of Virginia. Admitted to practice law in New York and Massachusetts. His business as an investor in technology companies through Express Ventures LLC, a San Diego venture capital firm, affords him the ability to commit time to civic activities, such as LAFCO. His career working with special districts across the country and service with many public agencies and corporate boards give him a unique understanding of special district needs.

### **EXPERIENCE WITH LOCAL AGENCY FORMATION**

Municipal bond lawyer with law firms in New York and Boston specializing in public benefit projects, for affordable housing, schools, hospitals, transportation, water supply, wastewater treatment, and public power. Investment banker at Bank of Boston, financial advisor to many public agencies, such as Massachusetts Water Resources Authority, supplying water to metropolitan Boston and the clean up of Boston harbor. Drafted legislation to enable local municipal electric departments in Vermont to jointly form a Public Power Supply Authority to develop new sources of power, and collectively contract with the investor owned utilities furnishing gas and electricity. Extensive experience with local agency formation in many states besides California, from needs assessment to enacting legislation, project planning, financing and implementation, for orderly development and efficient provision of municipal services.

### **PUBLIC SERVICE**

Board of Supervisors appointee to the San Dieguito Planning Group. Elected in 2002 to board of directors of Santa Fe Irrigation District, supplying water to Rancho Santa Fe, Fairbanks Ranch, and Solana Beach. San Dieguito River Valley Regional Open Space Park Citizens Advisory Committee, Watershed Study Guidance Group, Community Center Trustee, Scripps Clinic Board of Advisors. Over 20 years service on board of trustees of Landmark College, a Vermont college exclusively focused on students with specific learning disabilities.

### **CORPORATE SERVICE**

Successful employment with four companies: Clean Harbors Environmental Services; Internet software company Raptor Systems; Chrystal Software (a Xerox subsidiary in Rancho Bernardo); and Software.com, one of the first Internet software companies. Serves on the board of directors of two San Diego software companies: Anonymizer and VOCEL. Corona College Heights Orange & Lemon Association member grower of citrus, primarily lemons. Life Member, Navy League.

Copy to Board



A Public Agency Serving the Greater Escondido Valley Since 1954

JUN 18 2007

May 29, 2007



Mr. Mark Watton  
Otay WD  
2554 Sweetwater Springs Blvd  
Spring Valley CA 91978

Subject: LAFCO Special Districts Advisory Committee Election

Dear Mr. Watton:

I respectfully request your vote for membership on the LAFCO Special Districts Advisory Committee. Committed to the sustainability of special districts, I will work hard to support the principles of LAFCO in forwarding the interests of efficient public services.

As we grow in population, special districts will play an even larger role in the promotion of government resourcefulness, especially in our interaction and communication with the public and surrounding jurisdictions. State legislators, using the Municipal Service Reviews as a tool, will become more involved, and we must be prepared to respond appropriately.

Having served as a director of the Rincon del Diablo Municipal Water District since 1995, I have learned to appreciate how efficiently special districts contribute to the quality of life of our citizens, and I assure you that my attention and diligence as a participating and active member will be a priority.

Thank you for your consideration.

Sincerely,

Diana Towne  
Vice President

**Dr. Hanno Ix**  
*President*  
Division IV

**Diana Towne**  
*Vice President*  
Division V

**John Hinrichs**  
*Treasurer*  
Division III

**Dr. Gregory Quist**  
*Director*  
Division I

**David Drake**  
*Director*  
Division II

**Mitchell Dion**  
General Manager

**Redwine & Sherrill**  
General Counsel

**District Office**  
1920 North Iris Lane  
Escondido, CA 92026

Phone: 760-745-5522  
FAX: 760-745-4235

www.rinconwater.org



CC: Susan C.  
Mark W.

## VALLECITOS WATER DISTRICT

A PUBLIC AGENCY

201 Vallecitos de Oro • San Marcos, California • 92069-1453 Telephone (760)744-0460

July 20, 2007

Board of Directors  
Otay Water District  
2554 Sweetwater Springs Blvd  
Spring Valley, CA 91978-2096

JUL 19 2007

Dear Board Members:

On behalf of the Vallecitos Water District (VWD) Board of Directors, I respectfully request your vote for Jim Poltl, for membership on the LAFCO Special Districts Advisory Committee.

The VWD Board of Directors approved Mr. Poltl's nomination and fully supports his participation on the LAFCO Special District Advisory Committee. Mr. Poltl is a dedicated Board member who will be a valuable asset to the Advisory Committee.

Jim Poltl was appointed to the VWD Board of Directors in June 2006, and ran unopposed in the November 2006 election. Jim is an active member of the community serving on the Board of Directors of the San Marcos Unified School District for 10 years; the San Marcos Parks and Recreation Commission for 2 years; and the San Marcos American Youth Soccer Organization for 5 years.

Jim is currently the Executive Director of Maintenance, Operations and Transportation for the San Marcos Unified School District and has been in this position with the District for 10 years. He owned his own heating and air conditioning business in San Marcos for 17 years and currently resides in San Marcos with his wife of 34 years.

The VWD Board of Directors is very much aware of the critical nature of water in California and most specifically in our region. The VWD Board is confident that Jim Poltl will represent the citizens of special districts in a manner that will contribute to their quality of life. As such, we respectfully request your consideration and vote for Jim Poltl to the LAFCO Special District Advisory Committee.

Sincerely,

Darrell Gentry, President  
Board of Directors  
Vallecitos Water District

CC: Susan Board



# San Miguel Consolidated Fire Protection District

Serving the communities of Casa de Oro, Grossmont/Mt. Helix, La Presa, Rancho San Diego, Spring Valley, and unincorporated areas of El Cajon and La Mesa

July 19, 2007

JUL 23 2007

General Manager  
Otay Water District  
2554 Sweetwater Springs Blvd  
Spring Valley, CA 91977

Re: Larry Jackman

On behalf of the San Miguel Consolidated Fire Protection District's Board of Directors, I respectfully request your vote for Larry Jackman for membership on the Local Agency Formation Commission's (LAFCO) Special Districts Advisory Committee. Since 1992, Mr. Jackman has been a member and Past President of the District's Board of Directors. Also in this capacity, Mr. Jackman sits as the Chairman of the District's Finance Committee, overseeing a \$16,000,000 budget.

The District Board of Directors is in complete support of Mr. Jackman's nomination and fully supports his participation on the LAFCO Advisory Committee. Mr. Jackman's 15-year service to the Fire District shows his ability to commit to the time needed to be a valuable member of the LAFCO Advisory Committee.

Mr. Jackman, founder of Jackman Enterprises, is a recognized leader in the hospitality and property management industry. He is also a noted authority on property development, business enhancement and risk management, authoring a number of articles for various trade publications. Mr. Jackman began his career in 1968 and attended the University of San Diego. Mr. Jackman became an accomplished President and CEO of a hotel/property management corporation. During his tenure he particularly enjoyed the success of designing and overseeing development projects. In addition to his prominent years in the lodging industry and property management field, Mr. Jackman has an extensive collateral background in general business, technology, and governmental affairs.

Mr. Jackman has served on a number of Advisory Councils and for the past five years the San Diego County Board of Supervisors has recognized Mr. Jackman as an accomplished community leader, with Supervisor Dianne Jacob appointing him to the San Diego Futures Foundation Board of Directors.

The San Miguel Consolidated Fire Protection District Board of Directors is certain Larry Jackman will be a valuable member on the LAFCO Advisory Committee, and respectfully requests your vote.

Sincerely,

Michael Blood  
President, Board of Directors

**Board of Directors**

Susan J. Varty, *President*  
Robert F. Topolovac, *Vice President*  
Mark A. Muir, *Treasurer*  
Jacob J. Krauss, *Secretary*  
Harold L. Gano, *Director*



*CC: Board*  
*Susan C.*  
**General Manager**  
Kimberly A. Thorner  
**General Counsel**  
Wesley Peltzer

1966 Olivenhain Road, Encinitas, California 92024 | Phone (760) 753-6466 | Fax (760) 753-1578 | www.omwd.com

July 10, 2007

General Manager  
Otay Water District  
2554 Sweetwater Springs Blvd  
Spring Valley CA 91978-2096

JUL 12 2007

Dear Sir or Madam:

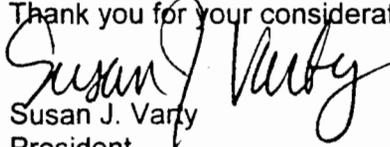
On behalf of the Olivenhain Municipal Water District (OMWD) Board of Directors I respectfully request your vote for Kimberly A. Thorner, OMWD General Manager, for membership on the Local Agency Formation Commission's (LAFCO) Special Districts Advisory Committee.

The OMWD Board of Directors adopted a resolution in support of Ms. Thorner's nomination and fully supports her participation on the LAFCO Advisory Committee. Ms. Thorner is a dedicated individual who will commit to the time needed to be a valuable member of the Advisory Committee.

Ms. Thorner began her tenure with OMWD in October 1996 and was unanimously selected by the Board of Directors to become the fourth General Manager of the District beginning January 1, 2007. She earned a Bachelors Degree in Political Science from the University of Colorado (Boulder) and a Juris Doctorate from Thomas Jefferson School of Law in San Diego. She is a licensed attorney in the State of California. Ms. Thorner was the Project Manager for OMWD's David C. McCollom Water Treatment Plant completed in 2002, was the OMWD Assistant General Manager for five years, previously served on the Board of the American Membrane Technology Association, and was a former state and federal registered lobbyist. She also currently serves on the ACWA Federal Affairs Committee.

Ms. Thorner undertakes a balanced and conservative approach to costs and budget, while exercising forward thinking in all management practices. Ms. Thorner has past LAFCO related experience through overseeing OMWD's 2006 LAFCO MSR review and participation in the "Sphere Of Influence" update. The full OMWD Board feels that she will make a valuable contribution to the Advisory Committee and respectfully requests your vote.

Thank you for your consideration,

  
Susan J. Varty  
President  
OMWD Board of Directors





**STAFF REPORT**

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO.
SUBJECT:	Consideration to Nominate District Representatives to Association of California Water Agencies Committees		

**GENERAL MANAGER'S RECOMMENDATION:**

That the Board consider nominating District representatives to the Association of California Water Agencies' (ACWA) Committees.

**COMMITTEE ACTION:** \_\_\_\_\_

Please see Attachment A.

**PURPOSE:**

To bring to the board's attention that ACWA is seeking nominations for candidates to serve on their committees.

**ANALYSIS:**

ACWA is requesting nominations from members who are interested in serving on their committees. Committees are an integral part of ACWA's activities and policy development and they are seeking candidates who can commit the time to attend committee meetings and share their expertise. As attendance is important to assure that committees are as effective as possible, its bylaws state that "two consecutive, unexcused absences from an ACWA **limited** committee shall constitute a resignation and a replacement will be named as soon as possible." They also note that those with a record of repeated, excused absences will be reviewed and considered for replacement. The majority of ACWA committees meet between two (2) to five (5) times a year and the State Legislative Committee meets ten (10) to twelve (12) times a year. A copy of ACWA's correspondence is attached which includes a list of committees and their purpose and responsibilities.

Either members of the board or staff can be nominated to serve on the committees. The selection of committee candidates will be made by the newly elected President (to be elected this fall)

and successful candidates will be notified toward the end of the year.

Nominations must be submitted to ACWA by Friday, September 28, 2007.

**FISCAL IMPACT:** \_\_\_\_\_

Should the board nominate a representative(s) and the nominee(s) is/are successful in their appointment to a committee, impact to the operating budget would be the travel expenses for the successful nominee(s) to attend ACWA committee meetings.

**STRATEGIC GOAL:**

The nomination would support the strategic goal of maintaining effective communications with other cities, special districts, State and Federal governments, community organizations and Mexico.

**LEGAL IMPACT:** \_\_\_\_\_

None.

  
\_\_\_\_\_  
General Manager

Attachments:

Attachment A: Committee Action  
Correspondence from ACWA



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	Consideration to Nominate Otay Water District Representatives to Association of California Water Agencies Committees
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### COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at their meeting held on August 22, 2007. The committee discussed that they would like to see participation from the board and/or staff and supported presentation to the full board as an action item to inquire if there is interest by board members and staff to serve on an ACWA committee. The committee recommends that the Board of Directors nominate interested individuals to the ACWA committee(s) selected by the individuals.



Association of California Water Agencies

Leadership Advocacy Information Since 1970

CC: Mark W.  
Dary C.  
Susan C.

## MEMORANDUM

AUG 13 2007

August 6, 2007

**TO: MEMBER AGENCY BOARD PRESIDENT'S  
MEMBER AGENCY GENERAL MANAGER'S**

**FROM: RANDY FIORINI, ACWA PRESIDENT**

**SUBJECT: ACWA COMMITTEE APPOINTMENT NOMINEES FOR THE  
2008-2009 TERM**

**PLEASE RESPOND BY SEPTEMBER 28, 2007**

Committees are an integral part of ACWA's activities and policy development. The end of the current committee term is fast approaching and it is time again to request committee nominations from ACWA members. New officers (President/Vice President) will be elected at the fall conference, so it is time to prepare to reconstitute all committees for the 2008-2009 term.

In submitting names for consideration, please do so with the understanding that committees need active, involved individuals able to expend the time and provide their expertise if appointed. **Please keep in mind, that the district is responsible for all costs associated with the participation of their representative on committees.**

An important part in helping committees to be as effective as possible is attendance. ACWA's bylaws state, "Two consecutive, unexcused absences from an ACWA **limited** committee shall constitute a resignation and a replacement will be named as soon as possible." Also, those with a record of repeated, excused absences will be reviewed and considered for replacement.

The following information is enclosed in this packet.

- Current agency committee representation (if you receive a blank report, this indicates your agency has no committee representation)
- Committee attendance records (only for limited committees)
- Summary of ACWA's Committee Purposes and Responsibilities
- Committee consideration form (before you begin, please make extra copies)

## Committee Appointments

Page 2

- *Sample* committee consideration form
- Committee Timeline

All correspondence and forms regarding committee appointments must be in the ACWA office no later than **September 28, 2007** to be eligible for consideration. Please contact Kelly Smith at (916) 441-4545 or [kellys@acwa.com](mailto:kellys@acwa.com), if you have any questions concerning the committee appointment process.

We appreciate your timely attention to this matter.

Enclosures

RF:ks



Otay WD

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\*\*\* No Standing or Regular Committee Participation by Your Agency \*\*\*

**ACWA COMMUNICATIONS COMMITTEE**  
**2006-2007 Attendance Matrix**  
**Draft**

revised 7/31/2007

ATTENDEES	Region	February 16, 2006									
		5/10/2006	10/4/2006	12/65/2006	3/13/2007	5/8/2007	8/2/2007				
Gary Arant, Valley Center MWD (Chair)	10	X	X	X	E	X	X	X			
Libby Pischel, Marin MWD (Vice Chair)	5	X	X	Resigned from committee							
Lucia Alvelais, Los Angeles DWP	8	X						X			
Karen Arntzen, Contra Costa Water District	5	X	X	X	X	X	Retired from CCWD/resigned from committee				
Darlene Battle, Los Angeles DWP	8	X									
Katharine Auld Breece, Helix WD	10	X	E		X	X	E	X			
Keith Battle, Fallbrook PUD	10	X	X				X	X			
Beth Beeman, Irvine Ranch WD	10	X	E	E	X	E	X	X			
Bette Boatmun, Contra Costa WD	5	X	X	E	X	X	X	X			
John Burgh, Contra Costa WD	5	X	X	E	X	X	X	X			
John Clerici, CirclePoint	5		X	X		X	X				
Mary Lou Cotton, Kennedy/Jenks Consultants	8	X	X	E	X	X	X	X			
Liselle DeGrave, Rancho CA WD	9	E	E	X	X	X	resigned from Rancho/resigned from committee				
Cynthia Davis, Glenn Colusa ID	2		E	X	X	E	E				
Jim Freschi, Contra Costa WD (replaced Karen Arntzen)	5	E	E	E	E	E	X				
Robert Gomperz, Foothill MWD	8	X	X	X	X	E	X	X			
Mike Henry, CA Farm Water Coalition	4	E	X	X	E	X	X	X			
Denis Hernandez, Walnut Valley WD	8	X	X	X		X	X	X			
David Hodgins, Scotts Valley WD	5	X	X	E	Resigned from committee						
Bill Jacoby, San Diego County WA	10	E	X	X	X	E					
Melodie Johnson, Western MWD	9	X	X	X	X	retired from Western/resigned from committee					
Deanne Kloepfer, El Dorado ID	3	X	X	E	E	X	E	X			
Dennis Mahr - Coachella Valley WD	9	X	X	X	X	X	X	X			
Melissa McChesney, Padre Dam MWD	10	X	X	X	X	X	X	X			
Greg Morrison, Elsinore Valley MWD	9	X	X	E	X	E	X	X			

**ACWA COMMUNICATIONS COMMITTEE**  
**2006-2007 Attendance Matrix**  
**Draft**

revised 7/31/2007

ATTENDEES	Region	February 16, 2006									
		5/10/2006	10/4/2006	12/6/2006	3/13/2007	5/8/2007	8/2/2007				
Mark Moss, West Basin MWD	8	E	E		X						
Bob Muir, Metro Water District of Southern Cal.	8	X	X	X	X	E	E	X			
Melanie Nieman, Eastern MWD	9	X	E	X	X	E	X				
Wendy Pinto, Turlock ID	4	E	E	E	E	E	resigned from Turlock/resigned from committee				
Donna Powers, Rancho CA WD	9	X	resigned from the committee								
Gail L. Pringle, Calleguas MWD	8	E	E	E	E	X	E	X			
Lisa Jean Renton, Sonoma County WA	1	X	X	X	X	X	X				
JoLynn Russo-Pereyra, Cucamonga CWD	9	X	E	E	X	X	X	X			
Sue Stephenson, Dublin San Ramon	5	X	X	X	X	E	X	X			
Patricia Tennyson, Katz & Associates, Inc. (sponsored by Rincon del Diablo)	10	X	X	X	X	X	X				
Cristel L. Tufenkjian, Kings River CD	6	X	X	E	X	E	X	X			
Jeanne Varga, Kern County WA	7	X	X	X	X	X	X	X			
Tony Walker, Turlock ID	4		E	Resigned from committee							
Ron Wildermuth, Orange County WD	10	X	X	X	X	X	E				
Tony Winnicker, PUC City and Co. of San Francisco	5	X				E					
Vasken Yardemian, Cresenta Valley WD	8	X	X	X		X	X				
<i>ACWA STAFF</i>											
Jennifer Persike - Staff Liaison	4	X	X	X	X	X	X				
Andy Domek, Staff	4	X									
Cindy Nickles, Staff	4			X							
Tiffany Giammona, Staff	4			X	X		X				
Sara Stephens, Staff	4	X		X							
Charles Anderson, Staff	4	X		X	X						

**ACWA COMMUNICATIONS COMMITTEE  
2006-2007 Attendance Matrix  
Draft**

revised 7/31/2007

ATTENDEES	Region		February 16, 2006	5/10/2006	10/4/2006	12/6/2006	3/13/2007	5/8/2007	8/2/2007			
	4	X	X	X	X	X	X					
Sheri Van Wert, Staff	4	X	X	X	X	X	X					
Lisa Lien-Mager, Staff	4				X		X					
Jessica Burnor, Staff							X					
<i>INFORMATION ONLY</i>												
Randy Fiorini, Turlock ID												
Glen Peterson, Metro. WD of So. Cal/Las Virgenes		X										
Jerry Gladbach, Castaic Lake WD	8											
Loredana Potter, U.S. Bereau of Reclamation	4											
Margaret Gidding -- CALFED Bay-Delta Program	4											
Jan Gentry - Sacramento Suburban	4	X										
Richard Denton, Contra Costa WD	5											
<i>SUBSTITUTIONS</i>												
Jim McCann -Substituting for Peggy Flynn	5	X		X								
Mary Lynn Carlton - Substituting for Deanne Kloefer				X								
Suzanne Arena, Substituting for Tony Winnicker				X								
Wendy Pinto - Substituting for Tony Walker				X								
Menakshi Ganjoo - Substituting for Peggy Flynn				X	X							
Betst Rhoads - Substituting for Tony Winnicker					X							
Beverly Howard for Deanne Kloefer							X					
<i>NON-COMMITTEE ATTENDEES</i>												
Carl Haglund - Dolphin Group (Phone)				X			X					
Dennis Wolcott - Metro. WD of So. California				X								
Linda Vida, Director - UC Berkeley Water Resources				X								
Center Archives												







## FEDERAL AFFAIRS COMMITTEE

Name	1/20/2006	5/10/2006	9/29/2006	12/7/2006	5/10/2007	7/30/2007
Greg Zlotnick, Chair	X	X	X	X	X	X
Dee Zinke, Vice Chair	X	X	X	X	X	X
Ara Azhderian	n/a	n/a	X	X	X	X
Anthony Barkett	X		X	X	X	
Tom Birmingham	X	X	Excused	X	X	
Dave Brenninger	Excused		Excused		X	X
Edward Caldwell	n/a	X	X	X	Excused	X
Richard Cantwell	Excused		Excused	X	X	n/a
Wayne Clark		Excused	X	X	X	
Dennis Cocking	X	X	X	X	X	X
John Coleman		X	X	X	X	Excused
Robert DeLoach	X	X	Excused	X	X	X
Sandy Willard Denn	X		X			
John Fraser		X	X		Excused	X
Duane Frink	X	Excused	X		X	Excused
Harold Gano	X	X	X	X	X	X
Rick Gilmore	X	X	Excused	X	X	X
Melissa Goliti	X	X	X	X	X	
Brent Graham	X		X		X	X
Gene Harris	Excused	X	Excused	X	X	Excused
Ron Jacobsma		X	X	X	X	X
Robert Joe	Excused	X	X	X	X	X
Paul Jones, II	X	X	X	X	X	X
Randy Kanouse						
Cynthia Koehler		X	X	X	X	X
Paul Kelley			Excused	X	X	X
Kurt Ladensack	X	Excused	X	Excused	X	X
Larry Libeu		X	X	X	X	Excused
Shauna Lorange	X	X	Excused	X	X	Excused
Todd Manley	X	X	Excused		X	X
Adrienne Mathews		X	X	X	X	X
Dave Orth		Excused	Excused			
Randy Poole		X	X	X	X	
Steve Robbins	X	Excused	X	X	X	Excused
Ed Royce, Sr.	X	X	X	X	X	X
Neil Schild	X	X	X	X	X	X

## FEDERAL AFFAIRS COMMITTEE

Name	1/20/2006	5/10/2006	9/29/2006	12/7/2006	5/10/2007	7/30/2007
Rodger Siems	X	X	X	X	n/a	n/a
Bob Stackhouse	Excused	X	X	X	X	
John Stovall	X		X		X	X
Kim Thorne	X	X	X	X	X	X
David Witter	Excused	X				X
Chip Wulbrandt	X	X	X		X	
Vasken Yardemian	n/a	n/a	n/a	X	X	X

**Finance Committee Meeting Attendance Roster  
2006-2007 Term**

Region	2006-2007 Term										
	21-Feb-2006	30-Mar-2006	11-May-2006	12-Jul-2006	30-Aug-2006	5-Dec-2006	2-Mar-2007	8-May-2007	22-Jun-2007	30-Aug-2007	27-Nov-2007
1	Spencer Bader	via phone	via phone	X	via phone	via phone	X	Unexcused	X	via phone	
1	<b>William Suppa</b>	removed	from committee	no longer	in region 1						
2	Eric Larrabee	unexcused	X	Roger Sherrill	unexcused	unexcused	X	unexcused	unexcused	via phone	
3	Ane Deister	via phone	X	X	excused	via phone	X	via phone	X	via phone	
3	Joe Parker	via phone	X	X	X	X	X	X	X	X	
4	Charles Rose	X	X	X	X	X	X	X	X	via phone	
4	Dave Peterson	X	X	X	excused	via phone	X	via phone	X	via phone	
5	Katy Foulkes	X	excused	X	via phone	via phone	X	via phone	excused	via phone	
5	<b>Mike Solomon</b>	X	X	X	no longer on the committee						
5	Olga Martin-Steele	unexcused	unexcused	X	via phone	excused	unexcused	unexcused	unexcused	unexcused	
6	Aldo Sansoni	unexcused	via phone	unexcused	X	X	X	X	unexcused	unexcused	
6	Don Mills	via phone	X	unexcused	unexcused	unexcused	unexcused	unexcused	unexcused	unexcused	
7	Mark Gardner	X	excused	X	excused	X	X	X	X	via phone	
7	Sean Geivet	unexcused	unexcused	unexcused	excused	unexcused	unexcused	unexcused	unexcused	unexcused	
8	Don Hauser	via phone	unexcused	X	unexcused	via phone	X	via phone	X	via phone	
8	R.J. Kelly	X	via phone	X	via phone	via phone	unexcused	via phone	unexcused	via phone	
9	Charles Rathbone	via phone	X	X	via phone	via phone	X	via phone	X	via phone	
9	Joe Kuebler	unexcused	X	X	via phone	via phone	X	unexcused	unexcused	excused	
10	Saundra Jacobs	via phone	X	X	X	via phone	X	unexcused	X	via phone	
10	Tom Scaglione	X	excused	X	via phone	X	X	via phone	X	unexcused	

X indicates attended meeting

## ACWA 2006-2007 Board Year

<b>INSURANCE AND PERSONNEL COMMITTEE</b>										
<i>date of meeting</i>	3/23/2006	5/11/2006	7/13/2006	8/17/2006	12/7/2006	3/15/2007	5/8/2007	7/ 10/07	8/16/2007	11/27/2007
<i>location</i>	Sacramento	Conference	????	<i>back-up</i>	Conference	Sacramento	Conference	San Diego	<i>back-up</i>	Conference
Dale Mason - Chair	X	X	X		X	X	X	x		
Rick Gilmore-Vice Chair	X	X	X		X	X	X	x		
Wes Bannister	unexc	X	X		X	exc	X	x		
Sheri Barnett	X	X	X		exc	X	X	x		
Christy Barton	X	X	X		X	X	X	x		
David Bell	X	X	X		X	X	X	x		
Julie Cascia	exc	X	exc		X	X	exc	exc		
Bob Churchill	X	exc	exc		X	X	exc	exc		
Don Cortichiato	X	X	X		X	X	X	x		
Dennis Michum	X	X	exc		X	X	X	x		
Sandy Olson	X	X	X		X	X	X	exc		
Pat O'Neil	X	X	X		X	unexc	X	x		
Gregg Rice	X	X	X		X	X	X	x		
Steve Ruettgers	exc	X	X		X	X	X	exc-sub		
Bruce Scherer	X	X	X		X	X	exc	x		
Sanford Smith	X	X	exc		X	X	X	unexc		
Tina Stewart	X	X	X		X	X	exc-sub	x		
Tamara Wickland	X	X	X		X	X		x		

## 2006 STATE LEGISLATIVE COMMITTEE MEETINGS

MEMBER	1/13/2006	2/10/2006	3/3/2006	3/24/2006	4/24/2006	5/19/2006	6/9/2006	6/30/2006	7/21/2006	8/18/2006
H. Jess Senecal, Chair	P	P	EX	P	P	P	EX	P	P	P
Paul Bartkiewicz, Vice Chair	P	P	P	P	P	P	P	P	P	P
Anderson, Tim	P	P	ALT	P	ALT	P	P	P	P	P
Beth Beeman	EX	P	P	EX	P	P	P	P	P	P
Bostad, Dennis	P	P	P	P	P	P	P	P	P	P
Brady, Brian Dr.	P	P	P	P	AB	P	P	Ex	P	P
Casey, R. Mary	P	ALT	P	P	P	P	P	AB	ALT	ALT
Cecil, Don	AB	P	P	P	P	P	P	P	P	EX
Cocking, Dennis	P	EX	AB	P	P	P	P	P	AB	P
Cole, Kathy.	P	P	P	P	P	P	P	P	ALT	P
Conant, Ernest A.	P	P	P	P	P	P	P	P	P	P
Farell, Glenn	P	P	P	P	AB	AB	P	P	P	P
Ferris, Miles	P	AB	P	P	P	P	P	AB	P	P
Friesen, Patricia	P	P	P	P	P	P	P	P	P	P
Ganulin, James	P	P	P	EX	EX	P	EX	P	ALT	P
Gilmore, Rick	P	AB	P	P	EX	P	P	P	P	P
Hardesty, Mike	P	P	P	EX	P	P	P	P	P	P
Jensen, Douglas B.	P	ALT	P	P	AB	P	P	EX	P	P
Kanouse, Randy	P	P	P	P	P	P	P	P	P	P
Lewinger, Keith	P	P	P	P	P	P	P	P	P	P
Lowenthal, Suja	P	P	EX	ALT	ALT	ALT	ALT	P	ALT	ALT
Luckey, Brad	ALT	P	ALT	P	EX	P	P	P	ALT	P
Morrison, Greg	P	P	P	P	P	P	P	P	EX	P
Nees, Robert	P	P	P	P	P	P	P	P	P	EX
Nordstrom, Michael N.	P	P	P	EX	EX	P	P	ALT	P	P
O'Brien, M. Kevin	P	P	P	P	P	P	P	P	P	P
Sansoni Aldo	P	AB	AB	P	AB	P	P	P	AB	P
Schafer, R.L.	EX	P	ALT	P	ALT	ALT	EX	P	ALT	ALT
Schatz, J. John	EX	P	P	P	AB	P	P	EX	P	P
Sexton, Michael	P	P	P	P	P	P	P	P	EX	P
Shoaf, Gerald D.	P	P	P	P	P	P	P	P	P	P
Simoni, Ralph	P	P	P	AB	P	AB	P	P	ALT	AB

## 2006 STATE LEGISLATIVE COMMITTEE MEETINGS

<b>MEMBER</b>	<i>1/13/2006</i>	<i>2/10/2006</i>	<i>3/3/2006</i>	<i>3/24/2006</i>	<i>4/24/2006</i>	<i>5/19/2006</i>	<i>6/9/2006</i>	<i>6/30/2006</i>	<i>7/21/2006</i>	<i>8/18/2006</i>
Sullivan, Bernice	P	ALT	P	P	P	P	AB	ALT	P	ALT
Tiedemann, Ed	P	P	P	P	P	P	P	P	P	P
Winkler, Ed	P	P	P	P	EX	P	P	P	P	P
Witter, David	AB	ALT	EX	P	P	P	P	EX	P	P
Wood, Richard	P	P	P	P	P	P	P	P	EX	P
Wullbrandt, Chip	AB	P	P	EX	P	P	AB	P	P	AB
Zinke, Dee	P	P	P	EX	P	P	P	P	P	P



## 2007 STATE LEGISLATIVE COMMITTEE MEETINGS

<b>MEMBER</b>	<i>1/19/2007</i>	<i>2/9/2007</i>	<i>3/2/2007</i>	<i>3/30/2007</i>	<i>4/20/2007</i>	<i>5/18/2007</i>	<i>6/8/2007</i>	<i>6/29/2007</i>	<i>7/20/2007</i>	<i>8/24/2007</i>
Sullivan, Bernice	ALT	P	P	P	P	P	P	P	P	P
Tiedemann, Ed	P	P	P	P	P	P	P	P	P	P
Winkler, Ed	P	AB	P	P	P	P	P	P	P	EX
Witter, David	P	P	P	P	EX	P	P	P	P	P
Wood, Richard	P	AB	P	AB	EX	AB	P	P	P	P
Wullbrandt, Chip	P	P	P	P	EX	AB	P	P	P	P
Zinke, Dee	P	P	P	P	P	AB	P	P	P	EX

# ACWA COMMITTEES

## PURPOSES AND RESPONSIBILITIES

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### **COMMUNICATIONS COMMITTEE - *STANDING/LIMITED***

#### **MEETINGS ARE HELD 4 TIMES A YEAR**

- One at both the Fall and Spring conferences
- One at the Sacramento office between conferences
- One at a member agencies site between conferences

The purpose of the ACWA Communications Committee is to develop and make recommendations to the Board of Director's and association staff regarding comprehensive internal and external communications/public affairs programs. Programs are crafted to support ACWA and its members' positions on legislative, regulatory, and policy issues.

The committee is responsible for developing and updating a comprehensive communications plan for ACWA. The committee promotes the development and implementation of sound public information and education programs and practices among member agencies. It prepares materials that can be duplicated or used by member agencies for their local public information/education efforts. As a member of the committee, you will be enrolled as an active participant in ACWA's Outreach Program. The committee also provides guidance to ACWA's Communications Department.

### **ENERGY COMMITTEE – *STANDING/UNLIMITED***

#### **MEETINGS ARE HELD 2 TIMES A YEAR**

- One at both the Fall and Spring conferences

The purpose of the Energy Committee is to work with staff in developing and making recommendations to the Board of Directors regarding:

- ◆ Programs to assure an adequate power supply for member agencies, including energy, availability, pricing, distribution and hydro generation
- ◆ Policy recommendations relating to the development of new power sources
- ◆ Recommended positions regarding state and federal legislation to the State Legislative and Federal Affairs Committees
- ◆ Assistance with the development, direction and work associated with representation before the Public Utilities Commission, the Federal Energy Regulatory Commission and other regulatory agencies dealing with energy
- ◆ Educate members on all energy matters having impact on their operations

**FEDERAL AFFAIRS COMMITTEE - *STANDING/LIMITED***

**MEETINGS ARE HELD 4 TIMES A YEAR**

- One at both the Fall and Spring conferences
- Two between conferences (Jan & Sept) in the Sacramento office

The Federal Affairs Committee coordinates with other ACWA committees regarding their input on any issues directly related to federal issues before both Congress and the Federal administrative branches. As a member of the committee, you will be enrolled as an active participant in ACWA's Outreach Program.

The committee currently has four separate subcommittees. Committee members have the opportunity to sign-up for as many of the subcommittees as they want, plus being supplemented by other members with interest in a focused area. The subcommittees with areas of responsibility are:

- ♦ Federal Projects Subcommittee: Responsible for the oversight and policy direction for issues pertaining to the federal water projects in California.
- ♦ Water Environment Subcommittee: Responsible for oversight and policy direction on the Clean Water Act, and agricultural drainage.
- ♦ Water Supply Subcommittee: Responsible for oversight and policy direction on the Safe Drinking Water Act and Endangered Species Act.
- ♦ Policy Subcommittee: Responsible for policy direction and recommendations to the ACWA Board of Directors between full Federal Affairs Committee meetings. It is comprised of the chairs of the various subcommittees.

**FINANCE COMMITTEE - *STANDING/LIMITED***

**MEETINGS ARE HELD APPROXIMATELY 4-5 TIMES A YEAR**

- One at both the Fall and Spring conferences
- All other meetings are held in the Sacramento office

The Finance Committee makes recommendations to the Board of Directors regarding annual budgets, investment strategies, annual audits and the selection of the auditor, the dues formula and schedules and other financial matters that may come before the committee. Each committee member will be expected to serve on at least one of the subcommittees, which are:

- ♦ Audit Subcommittee
- ♦ Budget Subcommittee
- ♦ Investment Subcommittee
- ♦ Revenue Subcommittee
- ♦ Education Subcommittee

**GROUNDWATER COMMITTEE - *STANDING/UNLIMITED***

**MEETINGS ARE HELD 4 TIMES A YEAR**

- One at both the Fall and Spring conferences
- One in Northern California between conferences
- One in Southern California between conferences

The Groundwater Committee monitors state and federal regulations and legislation that could affect the quality or quantity of groundwater, conducts studies, develops policies regarding the management of groundwater and coordinates with other ACWA committees on issues directly related to groundwater.

Committee members are expected to participate in a variety of activities including writing legislation, preparing comments for state or federal hearings on groundwater issues, developing programs for workshops and conferences, and providing input on state and federal legislation. As a member of the committee, you will be enrolled as an active participant in ACWA's Outreach Program.

**INSURANCE AND PERSONNEL COMMITTEE - *STANDING/LIMITED***

**MEETINGS ARE HELD 4 TIMES A YEAR**

- One at both the Fall and Spring conferences
- One in April in the Sacramento office
- One in July in Southern California

The Insurance and Personnel Committee works with staff in developing, reviewing and making recommendations to the Board of Directors regarding the following:

- ◆ All ACWA group insurance program offerings
- ◆ Annual contract negotiations and renewal of all group employee benefit plans, retirement issues and ACWA-sponsored deferred compensation plans
- ◆ Sponsor special studies on insurance-related problems and issues
- ◆ Sponsor safety programs for risk management or workers' compensation claims
- ◆ Define the scope of any audit to be performed by an independent actuary, as needed
- ◆ Gather, develop and publish comparative data on salary ranges, employee benefits and other personnel and administrative data pertinent to the management of member agencies

**LEGAL AFFAIRS COMMITTEE - *REGULAR/LIMITED***

**MEETINGS ARE HELD APPROXIMATELY 2-3 TIMES A YEAR**

- One at both the Fall and Spring conferences
- As needed in between the conferences

**LEGAL AFFAIRS COMMITTEE - CONTINUED**

The committee's primary purpose is to support the mission of the Association, and more particularly, to deal with requests for assistance involving legal matters of significance to ACWA member agencies, water rights matters, proposed ACWA bylaw revisions, etc.

The committee also works with staff to produce publications to assist water agency officials in complying with applicable state and federal laws. The committee's areas of responsibility include:

- ◆ Amicus curia filings on important cases
- ◆ Commenting on proposed regulations and guidelines of state agencies such as Fair Political Practices Commission regulations or opinions and CEQA implementation guidelines
- ◆ Entering a suit as primary litigant
- ◆ Dealing with any water rights matters of interest to member agencies
- ◆ Reviewing all proposed ACWA bylaws for technical competence and consistency with the nonprofit corporation law and other bylaws

**LOCAL GOVERNMENT COMMITTEE - STANDING/LIMITED**

**MEETINGS ARE HELD 4 TIMES A YEAR**

- One at both the Fall and Spring conferences
- Two in between the conferences in the Sacramento office

The Local Government Committee:

- ◆ Recommends policies to the State Legislative Committee and the Board of Directors on matters affecting water agencies as a segment of local government in California, such as planning issues and local government organization and finance
- ◆ Plans and presents a program at each ACWA conference relating to local governance issues affecting water agencies
- ◆ Gathers data and disseminates information on the value of special districts
- ◆ Disseminates information promoting excellence in service delivery
- ◆ As a member of the committee, you will be enrolled as an active participant in ACWA's Outreach Program.

**MEMBERSHIP COMMITTEE - REGULAR/UNLIMITED**

**MEETINGS ARE HELD 2 TIMES A YEAR**

- One at both the Fall and Spring conferences

The Membership Committee takes any recommendation regarding ACWA policy to the ACWA Board of Directors for approval, meets to review and make recommendations regarding membership eligibility and all membership applications; assists the staff with the development of recruitment and retention

ACWA COMMITTEES  
PURPOSES AND RESPONSIBILITIES

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programs and reviews and makes recommendations regarding an equitable dues structure to the ACWA Finance Committee.

**STATE LEGISLATIVE COMMITTEE - *STANDING/LIMITED***

**MEETINGS ARE HELD APPROXIMATELY 10-12 TIMES A YEAR**

- Every three weeks during Session in the Sacramento Office
- One planning meeting at the end of the year in the Sacramento Office

The State Legislative committee sets state legislative policy for the Associations. Committee members are responsible for reading relevant legislation, developing positions, working with staff to draft appropriate amendments to bills, providing input to the ACWA Board of Directors, and directing ACWA legislative staff on legislative matters. As a member of the committee, you will be enrolled as an active participant in ACWA's Outreach Program.

**WATER MANAGEMENT COMMITTEE - *STANDING/LIMITED***

**MEETINGS ARE HELD 4 TIMES A YEAR**

- One at both the Fall and Spring conferences
- Two between conferences in the Sacramento office

The purpose of the Water Management Committee is to work with staff in developing and making recommendations to the Board of Directors regarding policy and programs on significant areas of concern in water management, review and recommend positions regarding legislation and regulations as requested by other committees, select recipients of the Theodore Roosevelt Environmental Awards.

The committee is also responsible for the gathering and dissemination of information regarding management of agricultural and domestic water, conjunctive use, water management and conservation activities, development and use of water resources, and wastewater treatment and its reclamation and reuse. As a member of the committee, you will be enrolled as an active participant in ACWA's Outreach Program.

**WATER QUALITY COMMITTEE - *STANDING/UNLIMITED***

**MEETINGS ARE HELD BY SUBCOMMITTEES**

**Safe Drinking Water Subcommittee meets 4 times a year**

- One at both Fall and Spring conferences
- One in Northern California between conferences
- One in Southern California between conferences

**Clean Water Subcommittee meets 3 times a year**

- One at both the Fall and Spring conferences

Water Quality Committee was established to recommend policy and programs to the Board of Directors, State Legislative Committee and/or Federal Affairs Committee; promote cost effective state and federal water quality regulations affecting both agricultural and domestic water agencies; and provide a means for members to work together to develop and present unified comments on water quality regulations, as well as to coordinate with other organizations. The ACWA bylaws provide authority to the committee to develop and recommend ACWA positions and testimony on water quality regulatory issues. As a member of the committee, you will be enrolled as an active participant in ACWA's Outreach Program.

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# ACWA

## COMMITTEE APPOINTMENT

### Process / Timeline

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#### AUGUST

**10<sup>th</sup>** Committee Appointment Packets are sent to all Agency general managers, board presidents & Associate/Affiliate contacts.

The packet contains:

- List of all agency staff, directors, associate / affiliate members currently serving on ACWA committees.
- Committee descriptions, purposes / responsibilities.
- Committee consideration form and sample for the 2008-2009 term.
- 2008-2009 Committee consideration process / timeline outline.

**17<sup>th</sup>** Letters are sent to all **current** committee members notifying them of the process to be considered for reappointment to ACWA committees. **Important note:** all current committee members must stand again for reappointment by completing and submitting to ACWA a committee consideration form.

#### SEPTEMBER

**28<sup>th</sup>** All committee consideration forms must be submitted to ACWA.

## OCTOBER

Committee Considerations are compiled and organized for recommendations by the new Region Chairs.

## NOVEMBER

**15<sup>th</sup>** Outgoing and Incoming Region Chairs / Vice Chairs meet for training, input and continuity of the committee process. The Incoming Region Chairs / Vice Chairs will make their recommendations for committee appointments at this time.

**19<sup>th</sup> - 25<sup>th</sup>** Region recommendations are compiled and organized for the new ACWA President.

**28<sup>th</sup>** Region committee recommendations are submitted to the incoming ACWA President and Vice President for their consideration.

## DECEMBER

**14<sup>th</sup>** Deadline for the ACWA President to complete committee appointments.

**28<sup>th</sup>** ACWA sends official appointment letters to new committee members who will serve for the 2008-2009 term.

## JANUARY

**2<sup>nd</sup>** ACWA sends letters to those not receiving an appointment to ACWA committees and places those individuals on a waiting list for possible future appointment as vacancies occur.

# COMMITTEE CONSIDERATION FORM

## ASSOCIATION OF CALIFORNIA WATER AGENCIES

910 K Street, Suite 100  
 Sacramento, California 95814-3577  
 (916) 441-4545 Fax (916) 325-4856

<p><b>*Rank</b>                  1=first choice                  2=second choice                  3=third choice</p>
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<p><b>*Important Note*</b>                  Please make additional                  copies prior to completing                  this form.</p>
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NAME AND TITLE	PHONE/FAX	COMMITTEE	Rank*
Please print legibly			
	ph		
	fx		
	Email		
	ph		
	fx		
	Email		
	ph		
	fx		
	Email		
	ph		
	fx		
	Email		
	ph		
	fx		
	Email		

*QUESTIONS? Please call Kelly Smith at ACWA (916) 441-4545.*

**RECOMMENDATION SUBMITTED BY:**

District/Company Name \_\_\_\_\_

Phone \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

Title \_\_\_\_\_

Either the District/Company General Manager or Board President must sign this form.

**EXAMPLE**

- Jane Doe wants to be appointed to one committee, and lists two options if the first cannot be accommodated.
- H.C. Judge wants to be appointed to one committee
- T.O. Goode lists his priority for committee appointment

**SAMPLE FORM**
**COMMITTEE CONSIDERATION FORM**  
**ASSOCIATION OF CALIFORNIA WATER AGENCIES**

910 K Street, Suite 100  
 Sacramento, California 95814-3577  
 (916) 441-4545 Fax (916) 325-4856

**\*Rank**  
 1=first choice  
 2=second choice  
 3=third choice

NAME AND TITLE	PHONE/FAX		COMMITTEE	Rank*
Please print legibly				
Jane Doe, General Manager 456 Pinehurst Street Lakewood, CA 98765-4321	ph	(555) 123-4567	Water Quality	1
	fx	(555) 123-5678		
	Email	janed@net.com		
" "	ph	" "	Water Management	2
	fx	" "		
	Email	" "		
H.C. Judge, President 987 Court Way Superior, CA 43210-9876	ph	(555) 987-6543	State Legislative	1
	fx	(555) 987-1233		
	Email	judge@aol.com		
T.O. Goode 321 Fairway Drive Flat Pine, CA 23456-7890	ph	(555) 123-5467	Local Government	2
	fx	(555) 123-9876		
	Email	togoode@earthlink.com		
	ph			
	fx			
	Email			
	ph			
	fx			
	Email			

QUESTIONS? Please call Kelly Smith at ACWA (916) 441-4545.

**RECOMMENDATION SUBMITTED BY:**

District/Company Name Sage Brush MWD

Phone (916) 555-1245

SIGNATURE: I. Will Comply

Title General Manager

Either the District/Company General Manager or Board President must sign this form.



# AGENDA ITEM 9c

## STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO.
SUBJECT:	Board of Directors 2007 Calendar of Meetings		

### GENERAL MANAGER'S RECOMMENDATION:

At the request of the Board, the attached Board of Director's meeting calendar for 2007 is being presented for discussion.

### PURPOSE:

This staff report is being presented to provide the Board the opportunity to review the 2007 Board of Director's meeting calendars and amend the schedules as needed.

### COMMITTEE ACTION:

N/A

### ANALYSIS:

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

### STRATEGIC GOAL:

N/A

### FISCAL IMPACT:

None.

### LEGAL IMPACT:

None.

  
\_\_\_\_\_  
General Manager

Attachments: Calendar of Meetings for 2007

**Board of Directors, Workshops  
and Committee Meetings  
2007**

**Regular Board Meetings:**

January 3, 2007  
February 7, 2007  
March 7, 2007  
April 4, 2007  
May 2, 2007  
June 6, 2007  
July 10, 2007  
August 1, 2007  
September 5, 2007  
**October 3, 2007**  
November 7, 2007  
December 5, 2007

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

January 17, 2007  
February 21, 2007  
March 21, 2007  
April 18, 2007  
May 16, 2007  
June 20, 2007  
July 18, 2007  
August 15, 2007  
**September 19, 2007**  
October 17, 2007  
November 21, 2007  
December 19, 2007

**Board Workshops:**

Budget Workshop, Tuesday, May 29, 2007  
Board Retreat Workshop, Tuesday, October 9, 2007



## STAFF REPORT

TYPE	Regular Board Meeting	MEETING	September 5, 2007		
MEETING:		DATE:			
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	N/A	DIV. NO.	N/A
SUBJECT:	General Manager's Report				

### GENERAL MANAGER:

Update on the design of the 36-Inch Potable Water Pipeline from FCF #14 to Regulatory Site:

- Infrastructure Engineering Corporation (IEC) submitted 30% design plans. District staff is currently reviewing the 30% design plans.
- The Value Engineering workshop has been scheduled for September 19<sup>th</sup>, 20<sup>th</sup>, and 21<sup>st</sup>.

Update on the 640-1 and 640-2 Reservoirs Project:

- Construction continued on walls and columns on 640-1 Reservoir.
- The foundation and floor on the 640-2 Reservoir was completed.
- Continued installation of the 42" CMLC pipeline.
- The Bay Delta water system has been in the news media for months now with water supply threatened by endangered species and subsequent court actions to restrict deliveries. All this on top of limited snow and rainfall in Northern California and a long-term drought on the Colorado River. The Metropolitan Water District (MWD) indicates that water deliveries for the remainder of 2007 will be status quo. Water deliveries for 2008 will not have any surplus water.

As a consequence, the MWD has indicated that they will issue a call for a 30% reduction in agricultural water deliveries in 2008. This will have fairly severe effects on several of the North San Diego water agencies that are predominantly agricultural. Otay has a very limited exposure to this category of water service as we only serve approximately 90 AF per year to two main customers.

There may be further cut backs in normal water deliveries for 2008 as the supply picture comes into sharper focus. MWD may seek a 10% cut to balance supplies. (Under a 10% cut in M&I deliveries Ag water users go from a 30% cut to a 40% cut.) This action could result in further calls for voluntary conservation and/or certain mandatory restrictions on customer water use.

Given the current water situation on the Delta and Colorado River and a lag time for water bond approval, funding and actually building of improvements to the water system and the timing of additional supplies from the CWA water transfer agreements, the next several years will be very challenging from a water supply standpoint. This is an evolving situation and staff will be providing updates and action plans. President Croucher has requested a report and Board discussion for this matter for the Board Workshop on October 9, 2007.

- The Metropolitan Water District (MWD) announced that fluoridation of the public water supply will begin in November, 2007. The California Department of Public Health has also notified public water suppliers that drinking water regulations require public notification whenever a water system initiates fluoridation and advised that all water systems receiving treated MWD water should plan to notify their customers.

MWD has prepared materials to aid in customer notification. Staff will be using these resources to prepare an article for the Customer Pipeline newsletter, a fluoridation page on the District's webpage with links to MWD, the Centers for Disease Control and Prevention, the American Dental Association, press releases in English and Spanish, and notification letters to members of the medical and dental community in the District's service area and Tijuana.

## **ADMINISTRATIVE SERVICES AND FINANCE:**

### ***Administrative Services:***

- Two new hires started employment in the month of August; a Network Engineer and Utility Worker II.
- Training Area Conference Room - The work to improve the training area conference room is complete. The room provides additional facilities for general meetings and training. An LCD monitor and computer have been installed and connected to the Districts network. Also, a wireless router has been installed to facilitate the use of laptops during training session.
- Pilot Residential Smart Controller Rebate Program: Staff began promoting the \$350 rebate to its top residential customers in mid August. A series of mailings are planned to promote the rebate along with the Cash for Plants program to our customers with larger landscapes throughout the summer and fall. Customers must have at least 2,000 square feet of irrigated landscape and four active irrigation valves to participate.
- Residential High Efficiency Washers: Program activity through the end of August (243 vouchers redeemed), exceeds that of last year through the end of December.
- In the month of August there were 157 purchase orders issued for a total of \$515,035.43.

### ***Information Technology and Strategic Planning:***

- Staff submitted the FY07 Qualserve data do the AWWA Benchmarking survey. We expect results in early January. We also investigated additional opportunities for Peer Review. Qualserve and the AWWA have an active peer review program.
- Staff is finalizing details for the upcoming Strategic Planning Workshop focused on preparation of the FY09-11 Strategic Plan. We anticipate a highly participatory format that will look at steps needed to continue our transition to "Best in Class" maintenance utility.
- IT completed its submittal for recognition to the Municipal Information Systems Association of California (MISAC). This is an organization that reviews municipal IT organizations

and provides a review process to ensure the District is adopting industry best practices.

- IT finalized its submittal for a Prop 50 Grant for advanced telecommunications equipment. The grant proposal could bring as much as \$1.25 million. The process is very competitive.
- We have made several infrastructure improvements in the last month. We are adding new CITRIX servers so that remote connect is faster and more reliable. We have also extended this service to the SCADA system at the treatment plant.

**Finance:**

- On August 13, 2007, Otay Water District received two awards at the Annual Conference of the Association of Public Treasurers of the United States and Canada. The first award was the "Certification of Excellence - Investment Policy" and the second award was the "Certification of Excellence - Debt Policy". This past year the Board approved modifications to each of these policies which brought them up to best management practices standards. This is another successful step in the ongoing effort by staff to update and improve the financial policies of the District.
- Staff is now focused on updating the District's budget policy and drafting the District's fraud prevention policy. These are critical policies that are being developed to again provide clarity and direction. With Board approval, these will complete the review and update of the finance related policies.
- Prop. 218 notices were mailed to customers by August 15, 2007. The following list shows the number of letters sent, organized by customer type:

Residential Water	- 43,847
Commercial Water	- 1,593
Residential Water/Sewer	- 3,576
Residential Sewer	- 1,156
Commercial Sewer	- 78
Property Owners	- <u>11,111</u>
Total Number of Notices	- 61,361

During this first week staff had received fewer than 10 calls and only 10 letters of protest. All the protest letters will be presented to the Board for consideration. The hearing date is October 3, 2007. After the hearing, the Board will be presented with a staff report requesting the approval of the proposed rates.

- The misconnection posed unique challenges for the customer service department. The seriousness of this situation demanded special attention, therefore staff established late and early-call center hours to handle the anticipated calls. Staff was presented with information to share with callers. This information would help customers understand the nature of the misconnection and the actions that Otay was taking to remedy the situation. Staff also placed a message with similar information on the after-hours phone message to assist anyone that would call in after the extended business hours. Surprisingly, there were 30 calls received, many of which were concerned if their area was affected. After a short period, these efforts were no longer needed.

**The financial reporting for July 2007 is as follows:**

- For the twelve months ended July 31, 2007, there are total revenues of \$6,064,854 and total expenses of \$5,730,425. The revenues exceeded expenses by \$334,429.

**The financial reporting for investments for July 2007 is as follows:**

- The market value shown in the Portfolio Summary and in the Investment Portfolio Details as of July 31, 2007 total \$103,559,642.49 with an average yield to maturity of 5.243%. The total earnings year-to-date is \$455,806.80. The effective duration is .283 of a year.

## ENGINEERING AND WATER OPERATIONS:

### *Engineering:*

- Engineering staff reported to the Board during a special meeting on August 30, 2007 about the misconnection that occurred on the Fenton Business Center at 871 Harold Place in Chula Vista. Engineering staff has been reviewing all the available records and documentation as well as researching the records from the City of Chula Vista. The Engineering Department provided a detailed report to the Board Ad-Hoc Committee on August 30, 2007 providing recommendations to ensure this does not happen again.
- Staff received six improvement plans from developers which included: two recycled plan checks, four potable plan checks, and two fire service plan checks.
- Sixty-nine (69) meters were sold as of July 30, 2007, generating \$503,051 in revenue (\$620,633.33 was the revenue budgeted for this period).
- The Construction Division received no new projects to be constructed by developers and performed one pre-construction meeting for CIP projects and two pre-construction meetings for developers. In addition, seven projects were completed and one project was released from warranty.
- Approximately 2,966 linear feet of both CIP and developer project pipelines was installed in July 2007. The Construction Division performed quality control for these pipelines.
- Two hundred forty-eight (248) underground facilities were located, eight hydrostatic pressure tests, 13 wet taps and tie-ins, 60 meter set inspections, and three project walk-throughs were performed during the month.
- Notice to Proceed for the Olive Vista Pipeline has been issued. Construction is scheduled to commence the first week of September.
- Issued Notice to Proceed to PBS&J for Water Resource Master Plan and scheduled a kick-off meeting for August 29<sup>th</sup>.

- Preparing environmental notification for the inspection of the 36-inch La Presa Pipeline.
- The following table summarizes purchases and change orders issued during the period of July 1, 2007 thru July 30, 2007 that are within staff signatory authority:

Date	Action	Amount	Contractor/ Consultant	Project
8/2/07	P.O.	\$32,122.97	Trimble Navigation Instruments	Capital Purchase of Field Equipment for survey, mapping and mark-outs
8/6/07	P.O.	\$13,601.04	KTU&A	P2191 850-4 Reservoir - Landscape

**Water Operations:**

- On Friday, August 17 a business park at 871 Harold Place in Chula Vista was discovered to have a recycled water misconnection. Seventeen businesses were receiving recycled water instead of potable water. The meter was immediately disconnected and all pertinent regulatory agencies were contacted. Bottled water and water trailers were provided to the occupants. A utility maintenance crew was dispatched to set-up a temporary highline (fire hose) to allow flushing and disinfection of the business park's system. Also on this date, all neighboring businesses were checked to ensure no other misconnections were present. Water systems staff performed flushing, disinfection, sampling and analyses of the business park's plumbing. On Monday, August 20, a utility maintenance crew was sent to excavate and disconnect the recycled lateral at the main in the street. Once this was completed, the crew ran a new potable service for the business park and the meter stop was locked. On Thursday, August 23, a utility maintenance crew installed the new potable meter on the new potable lateral. The meter maintenance personnel tested the backflow device to ensure it was working properly. All water services supplying hospitals, schools, and parks were checked by Thursday, August 23 to verify a proper connection to the potable system. Potable water service was provided to the business park on Thursday, August 23. On Monday, August 27, staff continued checking all residences and businesses that have both potable and

recycled pipelines for proper connection to the potable system in the street, approximately 640 services. No additional misconnections have been discovered.

- On Friday, July 27 Otay staff met with the City of Tijuana Water Department at the District to discuss the District's AMR program and demonstrated a reading of one of the District's AMR routes. There were nine people from the City of Tijuana and Mr. Michael Porter and Mr. Felipe Torres from Urbanization and Irrigation Baja California, which is a private company working with the City of Tijuana. Also in attendance was Ed Amelung from Master Meter, Kim Sherwood from Otay's Customer Service Department and Tim Keeran from the Meter Maintenance Department.

Discussed was the District's AMR program, Master Meter, and the Greentree Software. The questions covered everything from the total number of radio-read meters, how we choose routes to be updated, data logging with the Master Meters, number of failures, and how easy it was to use the Greentree software for billing.

The guests also had a lot of questions about how our District operates. They were interested in how we read and bill for consumption, the number of leaks we have monthly, our percentage of water loss, how many and what types of meters we have, and meter testing. After the discussion we took everyone out to Dictionary Hill in Spring Valley for a demonstration read. Staff was able to show them how the drive-by system works, the reports you can access from the system, and how the data logging and graphs from the meters look.

- Water purchased for the month of July was 4724.2 acre-feet. Beginning FY 07/08 to date, July 1, 2007 to July 31, 2007 there has been 4724.2 acre-feet of water purchased. This is a -3.8 percent increase from the same period last year, July 1, 2006 to July 31, 2006.
- The AMR RAMAR replacement program is complete. Beginning on August 1, 2007 the District's contractor, Underground Utility, Inc. (UUI), and the District's Utility/Construction Section will begin the AMR meter-retrofit project for FY08.

- In the month of July, 2007 there were 112 new Automated Meter Reading (AMR) meters installed and 21 meters were retrofitted to AMR meters.
- As of July 31, 2007 there was a total of 13,779 radio-read meters installed.

Total number of potable water accounts is 47,701; this is an increase of 106 accounts from last month, June, 2007.

- Recycled water consumption for the month of July is as follows:

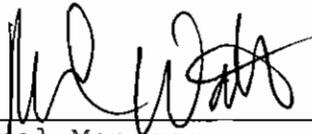
Total flow was 592.5 acre-feet or 193,010,928 gallons and the average daily flow was 6,226,159 gallons per day.

Total number of recycled water accounts is 581.

- Wastewater flows for the month of July were as follows:

Total basin flow, gallons per day: 2,061,000.  
Total Otay flow, gallons per day: 1,377,000.  
Flow Processed at the Ralph W. Chapman Water Recycling Facility, gallons per day: 1,220,000.  
Flow to Metro from Otay Water District, gallons per day: 157,000.

**Total number of sewer connections is 6,063.**

  
\_\_\_\_\_  
General Manager

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OTAY WATER DISTRICT  
**COMPARATIVE BUDGET SUMMARY**  
 FOR ONE MONTH ENDED JULY 31, 2007

	Annual Budget	YTD Actual	YTD Budget	YTD Variance	Var %
<b>REVENUE:</b>					
Water Sales	\$ 32,331,300	\$ 3,452,463	\$ 3,412,200	\$ 40,263	1.2%
Energy Charges	2,018,000	194,758	193,800	958	0.5%
System Charges	9,596,300	768,459	759,700	8,759	1.2%
Penalties	852,100	74,530	72,000	2,530	3.5%
MWD & CWA Fixed Charges	2,708,800	202,166	201,200	966	0.5%
Total Water Sales	<u>47,506,500</u>	<u>4,692,376</u>	<u>4,638,900</u>	<u>53,476</u>	<u>1.2%</u>
Reclamation Sales	6,001,400	722,452	713,300	9,152	1.3%
Sewer Charges	2,679,100	221,621	224,344	(2,723)	(1.2%)
Meter Fees	318,500	16,089	25,400	(9,311)	(36.7%)
Capacity Fee Revenues	1,414,500	74,633	117,900	(43,267)	(36.7%)
Betterment Fees for Maintenance	73,300	6,100	6,100	-	0.0%
Annexation Fees	1,464,500	105,925	122,000	(16,075)	(13.2%)
Non-Operating Revenues	1,680,200	83,313	109,400	(26,087)	(23.8%)
Tax Revenues	4,003,800	40,344	46,000	(5,656)	(12.3%)
Interest	1,038,700	102,000	86,600	15,400	17.8%
Total Revenue	<u>\$ 66,180,500</u>	<u>\$ 6,064,854</u>	<u>\$ 6,089,944</u>	<u>\$ (25,090)</u>	<u>(0.4%)</u>
<b>EXPENSES:</b>					
Water Purchases	\$ 25,407,100	\$ 2,800,144	\$ 2,784,400	\$ (15,744)	(0.6%)
CWA-Infrastructure Access Charge	1,090,200	85,926	85,900	(26)	(0.0%)
CWA-Customer Service Charge	950,400	73,354	73,400	46	0.1%
CWA-Emergency Storage Charge	1,507,800	106,607	106,600	(7)	(0.0%)
MWD-Capacity Res Charge	569,400	45,520	45,500	(20)	(0.0%)
MWD-Readiness to Serve Charge	552,600	47,016	42,700	(4,316)	(10.1%)
Subtotal Water Purchases	<u>30,077,500</u>	<u>3,158,567</u>	<u>3,138,500</u>	<u>(20,067)</u>	<u>(0.6%)</u>
Power Charges	2,804,800	204,939	220,700	15,761	7.1%
Payroll & Related Costs	15,604,500	1,227,187	1,241,430	14,243	1.1%
Material & Maintenance	4,452,900	272,877	352,242	79,365	22.5%
Administrative Expenses	5,773,000	275,254	416,441	141,187	33.9%
Legal Fees	1,209,300	70,000	100,750	30,750	30.5%
Expansion Reserve	2,590,200	215,900	215,900	-	
Betterment Reserve	3,432,900	286,100	286,100	-	
Replacement Reserve	235,400	19,600	19,600	-	0.0%
Total Expenses	<u>\$ 66,180,500</u>	<u>\$ 5,730,425</u>	<u>\$ 5,991,663</u>	<u>\$ 261,238</u>	<u>4.4%</u>
<b>Excess Revenue (Expense)</b>	<u>\$ -</u>	<u>\$ 334,429</u>	<u>\$ 98,282</u>	<u>\$ 236,147</u>	

**OTAY WATER DISTRICT  
INVESTMENT PORTFOLIO REVIEW  
JULY 31, 2007**

**INVESTMENT OVERVIEW & MARKET STATUS:**

The Federal Reserve Board's federal funds rate remains unchanged since its Jun-06 rise to 5.25%. Although there has been extensive pressure from financial institutions during the month of August to lower this rate, the Board has made it clear they do not want to make any changes prior to their next scheduled meeting, on September 18<sup>th</sup>, so as to avoid any appearance of being over-reactive to short-term market conditions. Bond returns have dropped slightly in anticipation of a possible decrease in the federal funds rate in September, but not enough to reflect any market certainty for long term change. Bonds with higher yields typically still have short, continuing call options so that issuers can refund and reissue very quickly if the federal funds rate drops.

The District's overall return on investments continues to increase, and the core investment portfolio of US Agency Issues has a weighted average return rate of 5.34%. At the same time the LAIF return on deposits continues to equal or slightly exceed the federal funds rate, making this an excellent short-term alternative for maximum investment of available funds.

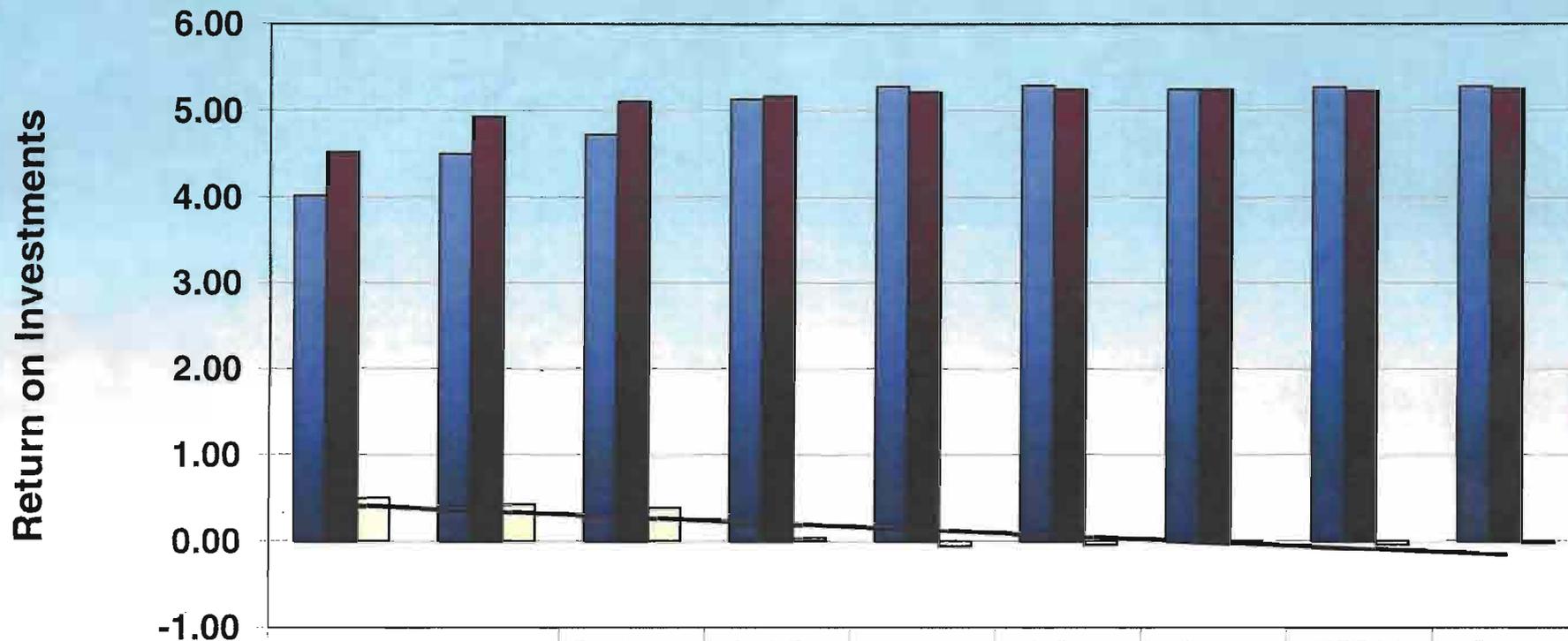
In accordance with the District's Investment Policy, all District funds continue to be managed based on the objectives, in priority order, of safety, liquidity, and return on investment.

**PORTFOLIO COMPLIANCE: July 31, 2007**

<u>Investment</u>	<u>State Limit</u>	<u>Otay Limit</u>	<u>Otay Actual</u>
8.01: Treasury Securities	100%	100%	0
8.02: Local Agency Investment Fund (Operations)	\$40 Million	\$40 Million	\$3.66 Million
8.02: Local Agency Investment Fund (Bonds)	100%	100%	6.13%
8.03: Federal Agency Issues	100%	100%	88.81%
8.04: Certificates of Deposit	30%	15%	0.001%
8.05: Short-Term Commercial Notes	25%	15%	0
8.06: Medium-Term Commercial Debt	30%	15%	0
8.07: Money Market Mutual Funds	20%	15%	0
8.08: San Diego County Pool	100%	100%	0.001%
12.0: Maximum Single Financial Institution	100%	50%	1.34%

# Performance Measure F-12 Return on Investment

Target: Meet or Exceed 100% of LAIF

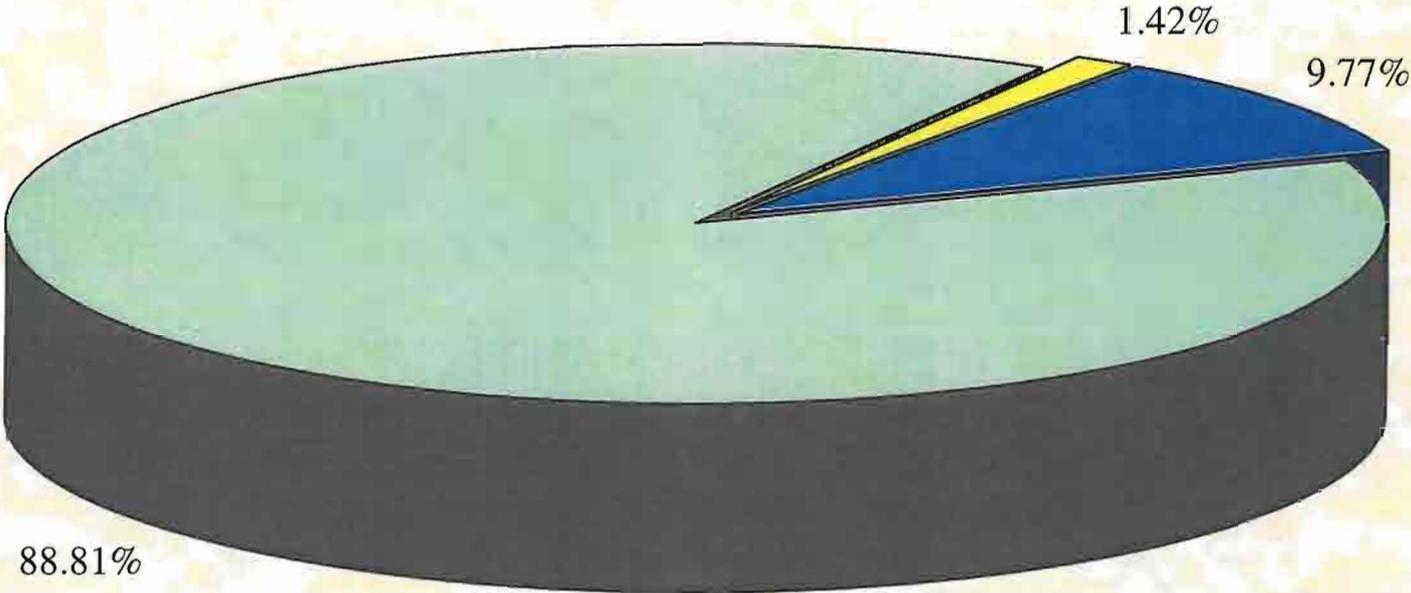


	4th Qtr FY06	1st Qtr FY07	2nd Qtr FY07	3rd Qtr FY07	Apr FY07	May FY07	June FY07	4TH Qtr FY07	July FY07
■ Otay	4.02	4.50	4.73	5.13	5.28	5.29	5.25	5.27	5.28
■ LAIF	4.52	4.93	5.11	5.17	5.22	5.25	5.25	5.23	5.26
□ Difference	0.50	0.43	0.38	0.04	-0.06	-0.04	0.00	-0.04	-0.03

Month

■ Otay ■ LAIF □ Difference — Linear (Difference)

# Otay Water District Investment Portfolio: 07/31/07



■ Banks (Passbook/Checking/CD) ■ Pools (LAIF & County) ■ Agencies

**OTAY  
Portfolio Management  
Portfolio Summary  
July 31, 2007**

<b>Investments</b>	<b>Par Value</b>	<b>Market Value</b>	<b>Book Value</b>	<b>% of Portfolio</b>	<b>Term</b>	<b>Days to Maturity</b>	<b>YTM 360 Equiv.</b>	<b>YTM 365 Equiv.</b>
Federal Agency Issues- Callable	92,000,000.00	91,972,215.12	92,000,759.92	90.02	641	464	5.251	5.324
Certificates of Deposit - Bank	79,108.00	79,108.00	79,108.00	0.08	730	174	3.880	3.934
Local Agency Investment Fund (LAIF)	10,017,417.42	10,012,859.72	10,017,417.42	9.80	1	1	5.183	5.255
San Diego County Pool	105,926.15	105,826.00	105,926.15	0.10	1	1	5.200	5.272
<b>Investments</b>	<b>102,202,451.57</b>	<b>102,170,008.84</b>	<b>102,203,211.49</b>	<b>100.00%</b>	<b>578</b>	<b>418</b>	<b>5.243</b>	<b>5.316</b>
<b>Cash</b>								
Passbook/Checking (not included in yield calculations)	1,389,633.65	1,389,633.65	1,389,633.65		1	1	4.446	4.508
<b>Total Cash and Investments</b>	<b>103,592,085.22</b>	<b>103,559,642.49</b>	<b>103,592,845.14</b>		<b>578</b>	<b>418</b>	<b>5.243</b>	<b>5.316</b>

<b>Total Earnings</b>	<b>July 31 Month Ending</b>	<b>Fiscal Year To Date</b>
Current Year	455,806.80	455,806.80
<b>Average Daily Balance</b>	<b>107,426,230.87</b>	<b>107,426,230.87</b>
<b>Effective Rate of Return</b>	<b>5.00%</b>	<b>5.00%</b>

I hereby certify that the investments contained in this report are made in accordance with the District Investment Policy Number 27 adopted by the Board of Directors on January 19, 2000. The market value information provided by Interactive Data Corporation. The investments provide sufficient liquidity to meet the cash flow requirements of the District for the next six months of expenditures.

  
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 Joseph Beachem, Chief Financial Officer

8-27-07

**OTAY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**July 31, 2007**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
<b>Federal Agency Issues- Callable</b>												
31359M2L6	2012	FANNIE MAE		12/11/2006	3,000,000.00	2,999,062.50	3,000,000.00	5.250		5.178	315	06/11/2008
3133XEMS5	1998	Federal Home Loan Bank		02/28/2006	3,000,000.00	2,997,187.50	3,000,000.00	5.000		4.943	119	11/28/2007
3133XETX7	2001	Federal Home Loan Bank		03/14/2006	3,000,000.00	2,999,062.50	3,000,000.00	5.125		5.055	44	09/14/2007
3133XF2C9	2002	Federal Home Loan Bank		04/25/2006	3,000,000.00	2,999,062.50	3,000,000.00	5.250		5.175	63	10/03/2007
3133XJ2P2	2010	Federal Home Loan Bank		12/05/2006	3,000,000.00	2,998,125.00	3,000,000.00	5.200		5.129	126	12/05/2007
3133XJR91	2016	Federal Home Loan Bank		01/30/2007	3,000,000.00	3,000,937.50	3,000,000.00	5.400		5.326	548	01/30/2009
3133XJSD1	2017	Federal Home Loan Bank		01/30/2007	3,000,000.00	2,997,187.50	3,000,000.00	5.250		5.173	154	01/02/2008
3133XJV7	2018	Federal Home Loan Bank		02/15/2007	3,000,000.00	2,999,062.50	3,000,000.00	5.250		5.178	198	02/15/2008
3133XJU55	2019	Federal Home Loan Bank		02/23/2007	3,000,000.00	2,999,062.50	3,000,000.00	5.350		5.277	572	02/23/2009
3133XK3C7	2022	Federal Home Loan Bank		03/15/2007	3,000,000.00	3,000,937.50	3,000,759.92	5.500		5.408	590	03/13/2009
3133XK6A8	2024	Federal Home Loan Bank		03/19/2007	3,000,000.00	3,000,000.00	3,000,000.00	5.300		5.227	415	09/19/2008
3133XKLA1	2030	Federal Home Loan Bank		05/01/2007	3,000,000.00	2,998,125.00	3,000,000.00	5.375		5.301	639	05/01/2009
3133XKN50	2031	Federal Home Loan Bank		05/07/2007	5,000,000.00	5,000,000.00	5,000,000.00	5.300		5.227	464	11/07/2008
3133XKSS5	2032	Federal Home Loan Bank		05/09/2007	3,000,000.00	3,000,000.00	3,000,000.00	5.300		5.227	282	05/09/2008
3133XL6E8	2033	Federal Home Loan Bank		06/11/2007	5,000,000.00	5,001,562.50	5,000,000.00	5.400		5.326	498	12/11/2008
3133XLEW9	2034	Federal Home Loan Bank		07/02/2007	3,000,000.00	3,000,000.00	3,000,000.00	5.500		5.425	701	07/02/2009
3133XKVD4	2035	Federal Home Loan Bank		07/10/2007	3,000,000.00	3,000,000.00	3,000,000.00	5.500		5.421	659	05/21/2009
3133XLMZ3	2036	Federal Home Loan Bank		07/23/2007	3,000,000.00	2,999,062.50	3,000,000.00	5.450		5.375	722	07/23/2009
3133XLT7	2037	Federal Home Loan Bank		07/30/2007	3,000,000.00	3,001,875.00	3,000,000.00	5.550		5.474	1,094	07/30/2010
3128X4K67	2000	Federal Home Loan Mortgage		03/07/2006	3,000,000.00	2,998,739.78	3,000,000.00	5.250		5.178	219	03/07/2008
3128X5C55	2020	Federal Home Loan Mortgage		03/05/2007	3,000,000.00	2,996,520.08	3,000,000.00	5.500		5.425	947	03/05/2010
3128X5G93	2021	Federal Home Loan Mortgage		03/06/2007	3,000,000.00	2,998,547.97	3,000,000.00	5.320		5.247	583	03/06/2009
3128X5P51	2023	Federal Home Loan Mortgage		03/14/2007	3,000,000.00	2,993,399.96	3,000,000.00	5.300		5.227	775	09/14/2009
3128X5Z35	2026	Federal Home Loan Mortgage		04/09/2007	3,000,000.00	2,999,729.92	3,000,000.00	5.300		5.227	435	10/09/2008
3128X5Z35	2027	Federal Home Loan Mortgage		04/09/2007	5,000,000.00	4,999,549.87	5,000,000.00	5.300		5.227	435	10/09/2008
3128X5Z84	2028	Federal Home Loan Mortgage		04/17/2007	3,000,000.00	2,998,632.20	3,000,000.00	5.400		5.326	625	04/17/2009
3128X5Z84	2029	Federal Home Loan Mortgage		04/17/2007	5,000,000.00	4,997,720.34	5,000,000.00	5.400		5.326	625	04/17/2009
31359MG31	1997	Federal National Mortgage Assoc		02/24/2006	3,000,000.00	2,999,062.50	3,000,000.00	5.000		4.932	23	08/24/2007
<b>Subtotal and Average</b>			<b>89,968,315.25</b>		<b>92,000,000.00</b>	<b>91,972,215.12</b>	<b>92,000,759.92</b>			<b>5.251</b>	<b>464</b>	
<b>Certificates of Deposit - Bank</b>												
2050003183R	1996	California Bank & Trust		01/22/2006	79,108.00	79,108.00	79,108.00	3.880		3.880	174	01/22/2008
<b>Subtotal and Average</b>			<b>79,108.00</b>		<b>79,108.00</b>	<b>79,108.00</b>	<b>79,108.00</b>			<b>3.880</b>	<b>174</b>	

Portfolio OTAY  
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**OTAY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**July 31, 2007**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
<b>Local Agency Investment Fund (LAIF)</b>												
LAIF	9001	STATE OF CALIFORNIA		07/01/2004	3,663,892.71	3,662,225.72	3,663,892.71	5.255		5.183	1	
LAIF COPS07	9009	STATE OF CALIFORNIA		03/07/2007	6,353,524.71	6,350,634.00	6,353,524.71	5.255		5.183	1	
<b>Subtotal and Average</b>			<b>14,190,213.51</b>		<b>10,017,417.42</b>	<b>10,012,859.72</b>	<b>10,017,417.42</b>			<b>5.183</b>	<b>1</b>	
<b>San Diego County Pool</b>												
SD COUNTY POOL	9007	STATE OF CALIFORNIA		07/01/2004	105,926.15	105,826.00	105,926.15	5.272		5.200	1	
<b>Subtotal and Average</b>			<b>105,926.15</b>		<b>105,926.15</b>	<b>105,826.00</b>	<b>105,926.15</b>			<b>5.200</b>	<b>1</b>	
<b>Total and Average</b>			<b>107,426,230.87</b>		<b>102,202,451.57</b>	<b>102,170,008.84</b>	<b>102,203,211.49</b>			<b>5.243</b>	<b>418</b>	

**OTAY**  
**Portfolio Management**  
**Portfolio Details - Cash**  
**July 31, 2007**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity
<b>Union Bank</b>											
UNION MONEY	9002	STATE OF CALIFORNIA		07/01/2004	10,366.23	10,366.23	10,366.23	0.800		0.789	1
PETTY CASH	9003	STATE OF CALIFORNIA		07/01/2004	2,800.00	2,800.00	2,800.00			0.000	1
UNION OPERATING	9004	STATE OF CALIFORNIA		07/01/2004	1,341,392.08	1,341,392.08	1,341,392.08	4.632		4.569	1
PAYROLL	9005	STATE OF CALIFORNIA		07/01/2004	25,135.14	25,135.14	25,135.14			0.000	1
UNION IOC	9008	STATE OF CALIFORNIA		05/01/2006	9,940.20	9,940.20	9,940.20	4.320		4.261	1
		<b>Average Balance</b>	<b>0.00</b>								<b>1</b>
<b>Total Cash and Investmentss</b>			<b>107,426,230.87</b>		<b>103,592,085.22</b>	<b>103,559,642.49</b>	<b>103,592,845.14</b>			<b>5.243</b>	<b>418</b>

**OTAY  
Activity Report  
Sorted By Issuer  
July 1, 2007 - July 31, 2007**

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
<b>Issuer: STATE OF CALIFORNIA</b>									
<b>Union Bank</b>									
UNION MONEY	9002	STATE OF CALIFORNIA			0.800		6,604,641.65	6,679,583.01	
UNION OPERATING	9004	STATE OF CALIFORNIA			4.632		1,819,886.41	1,401,700.55	
UNION IOC	9008	STATE OF CALIFORNIA			4.320		84,445.06	87,313.81	
<b>Subtotal and Balance</b>				<b>1,049,257.90</b>			<b>8,508,973.12</b>	<b>8,168,597.37</b>	<b>1,389,633.65</b>
<b>Local Agency Investment Fund (LAIF)</b>									
LAIF	9001	STATE OF CALIFORNIA			5.255		7,274,142.97	12,500,000.00	
LAIF COPS07	9009	STATE OF CALIFORNIA			5.255		229,467.13	3,000,000.00	
<b>Subtotal and Balance</b>				<b>18,013,807.32</b>			<b>7,503,610.10</b>	<b>15,500,000.00</b>	<b>10,017,417.42</b>
<b>San Diego County Pool</b>									
<b>Subtotal and Balance</b>				<b>105,926.15</b>					<b>105,926.15</b>
<b>Issuer Subtotal</b>				<b>11.114%</b>	<b>19,168,991.37</b>		<b>16,012,583.22</b>	<b>23,668,597.37</b>	<b>11,512,977.22</b>
<b>Issuer: California Bank &amp; Trust</b>									
<b>Certificates of Deposit - Bank</b>									
<b>Subtotal and Balance</b>				<b>79,108.00</b>					<b>79,108.00</b>
<b>Issuer Subtotal</b>				<b>0.076%</b>	<b>79,108.00</b>		<b>0.00</b>	<b>0.00</b>	<b>79,108.00</b>
<b>Issuer: FANNIE MAE</b>									
<b>Federal Agency Issues- Callable</b>									
<b>Subtotal and Balance</b>				<b>3,000,000.00</b>					<b>3,000,000.00</b>
<b>Issuer Subtotal</b>				<b>2.896%</b>	<b>3,000,000.00</b>		<b>0.00</b>	<b>0.00</b>	<b>3,000,000.00</b>
<b>Issuer: Federal Home Loan Bank</b>									

Portfolio OTAY

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OTAY  
Activity Report  
July 1, 2007 - July 31, 2007

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Current Rate	Transaction Date	Par Value		Ending Balance
				Beginning Balance				Purchases or Deposits	Redemptions or Withdrawals	
<b>Issuer: Federal Home Loan Bank</b>										
<b>Federal Agency Issues- Callable</b>										
3133XJ6Q6	2013	Federal Home Loan Bank				5.125	07/20/2007	0.00	3,000,000.00	
3133XJVV1	2015	Federal Home Loan Bank				5.375	07/10/2007	0.00	3,000,000.00	
3133XLEW9	2034	Federal Home Loan Bank				5.500	07/02/2007	3,000,000.00	0.00	
3133XKVD4	2035	Federal Home Loan Bank				5.500	07/10/2007	3,000,000.00	0.00	
3133XLMZ3	2036	Federal Home Loan Bank				5.450	07/23/2007	3,000,000.00	0.00	
3133XLTL7	2037	Federal Home Loan Bank				5.550	07/30/2007	3,000,000.00	0.00	
		<b>Subtotal and Balance</b>						<b>12,000,000.00</b>	<b>6,000,000.00</b>	<b>58,000,000.00</b>
		<b>Issuer Subtotal</b>	<b>55.989%</b>					<b>12,000,000.00</b>	<b>6,000,000.00</b>	<b>58,000,000.00</b>
<b>Issuer: Federal Home Loan Mortgage</b>										
<b>Federal Agency Issues- Callable</b>										
3128X4DY4	2004	Federal Home Loan Mortgage				4.000	07/13/2007	0.00	3,000,000.00	
		<b>Subtotal and Balance</b>						<b>0.00</b>	<b>3,000,000.00</b>	<b>28,000,000.00</b>
		<b>Issuer Subtotal</b>	<b>27.029%</b>					<b>0.00</b>	<b>3,000,000.00</b>	<b>28,000,000.00</b>
<b>Issuer: Federal National Mortgage Assoc</b>										
<b>Federal Agency Issues- Callable</b>										
		<b>Subtotal and Balance</b>								<b>3,000,000.00</b>
		<b>Issuer Subtotal</b>	<b>2.896%</b>					<b>0.00</b>	<b>0.00</b>	<b>3,000,000.00</b>
		<b>Total</b>	<b>100.000%</b>					<b>28,012,583.22</b>	<b>32,668,597.37</b>	<b>103,592,085.22</b>

**OTAY**  
**Duration Report**  
**Sorted by Investment Type - Investment Type**  
**Through 07/31/2007**

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 365	Current Yield	Maturity/ Call Date	Effective Duration
3133XEMS5	1998	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	2,997,187.50	5.000	5.012	5.192c	08/28/2007	0.073
3133XETX7	2001	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	2,999,062.50	5.125	5.125	5.189	09/14/2007	0.120
3133XK3C7	2022	99	Federal Home Loan Bank	Fair	3,000,759.92	3,000,000.00	3,000,937.50	5.500	5.483	5.436c	09/13/2007	0.000
3133XF2C9	2002	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	2,999,062.50	5.250	5.247	5.314	10/03/2007	0.172
3133XJ2P2	2010	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	2,998,125.00	5.200	5.200	5.328c	09/05/2007	0.000
3133XL6E8	2033	COPS07	Federal Home Loan Bank	Fair	5,000,000.00	5,000,000.00	5,001,562.50	5.400	5.400	5.336c	09/11/2007	0.000
3133XJR91	2016	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,000,937.50	5.400	5.400	5.336c	10/30/2007	0.000
3133XJSD1	2017	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	2,997,187.50	5.250	5.245	5.443	01/02/2008	0.421
31359M2L6	2012	99	FANNIE MAE	Fair	3,000,000.00	3,000,000.00	2,999,062.50	5.250	5.250	5.314c	09/11/2007	0.000
3133XJV7	2018	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	2,999,062.50	5.250	5.250	5.314c	08/15/2007	0.038
3133XJU55	2019	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	2,999,062.50	5.350	5.350	5.414c	08/23/2007	0.060
3133XKN50	2031	COPS07	Federal Home Loan Bank	Fair	5,000,000.00	5,000,000.00	5,000,000.00	5.300	5.300	5.300c	08/07/2007	0.000
3133XK6A8	2024	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,000,000.00	5.300	5.300	5.300c	08/19/2007	0.000
3133XKVD4	2035	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,000,000.00	5.500	5.496	5.500c	08/21/2007	0.000
3128X5G93	2021	99	Federal Home Loan Mortgage	Fair	3,000,000.00	3,000,000.00	2,998,547.97	5.320	5.320	5.419c	09/06/2007	0.098
3128X5P51	2023	99	Federal Home Loan Mortgage	Fair	3,000,000.00	3,000,000.00	2,993,399.96	5.300	5.300	5.753c	09/14/2007	0.120
3128X5Z35	2027	COPS07	Federal Home Loan Mortgage	Fair	5,000,000.00	5,000,000.00	4,999,549.87	5.300	5.300	5.318c	10/09/2007	0.189
3128X5C55	2020	99	Federal Home Loan Mortgage	Fair	3,000,000.00	3,000,000.00	2,996,520.08	5.500	5.500	5.739c	09/05/2007	0.095
3128X5Z84	2028	99	Federal Home Loan Mortgage	Fair	3,000,000.00	3,000,000.00	2,998,632.20	5.400	5.400	5.433	04/17/2009	1.590
3128X4K67	2000	99	Federal Home Loan Mortgage	Fair	3,000,000.00	3,000,000.00	2,998,739.78	5.250	5.250	5.331	03/07/2008	0.572
3128X5Z35	2026	99	Federal Home Loan Mortgage	Fair	3,000,000.00	3,000,000.00	2,999,729.92	5.300	5.300	5.318c	10/09/2007	0.189
3128X5Z84	2029	COPS07	Federal Home Loan Mortgage	Fair	5,000,000.00	5,000,000.00	4,997,720.34	5.400	5.400	5.433	04/17/2009	1.590
3133XLMZ3	2036	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	2,999,062.50	5.450	5.450	5.514c	01/23/2008	0.479
3133XLTL7	2037	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,001,875.00	5.550	5.550	5.485c	07/30/2008	0.957
3133XKLA1	2030	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	2,998,125.00	5.375	5.375	5.503c	11/01/2007	0.252
3133XLEW9	2034	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,000,000.00	5.500	5.500	5.500c	01/02/2008	0.421
31359MG31	1997	99	Federal National Mortgage Assoc	Fair	3,000,000.00	3,000,000.00	2,999,062.50	5.000	5.000	5.064	08/24/2007	0.063
3133XKSS5	2032	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,000,000.00	5.300	5.300	5.300c	08/09/2007	0.000

Portfolio OTAY

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**OTAY**  
**Duration Report**  
**Sorted by Investment Type - Investment Type**  
**Through 07/31/2007**

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 365	Current Yield	Maturity/ Call Date	Effective Duration
2050003183R	1996	99	California Bank & Trust	Amort	79,108.00	79,108.00	79,108.00	3.880	3.934	3.880	01/22/2008	0.467 †
				<b>Report Total</b>	<b>92,079,867.92</b>	<b>92,079,108.00</b>	<b>92,051,323.12</b>			<b>5.382</b>		<b>0.283 †</b>

† = Duration can not be calculated on these investments due to incomplete Market price data.

**OTAY**  
**GASB 31 Compliance Detail**  
**Sorted by Fund - Investment Class**  
**July 1, 2007 - July 31, 2007**

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	
<b>Fund: Treasury Fund</b>											
LAIF	9001	99	Fair Value		8,885,705.10	0.00	124,142.97	5,350,000.00	0.00	2,377.65	3,662,225.72
LAIF COPS07	9009	99	Fair Value		9,119,906.33	0.00	229,467.13	3,000,000.00	0.00	1,260.53	6,350,634.00
UNION MONEY	9002	99	Amortized		85,307.59	0.00	381.23	75,322.59	0.00	0.00	10,366.23
PETTY CASH	9003	99	Amortized		2,800.00	0.00	0.00	0.00	0.00	0.00	2,800.00
UNION OPERATING	9004	99	Amortized		923,206.22	0.00	0.00	0.00	0.00	0.00	1,341,392.08
PAYROLL	9005	99	Amortized		25,135.14	0.00	0.00	0.00	0.00	0.00	25,135.14
2050003183R	1996	99	Amortized	01/22/2008	79,108.00	0.00	0.00	0.00	0.00	0.00	79,108.00
UNION IOC	9008	99	Amortized		12,808.95	0.00	131.17	2,999.92	0.00	0.00	9,940.20
SD COUNTY POOL	9007	99	Fair Value		105,826.00	0.00	0.00	0.00	0.00	0.00	105,826.00
31359MG31	1997	99	Fair Value	08/24/2007	2,998,125.00	0.00	0.00	0.00	0.00	937.50	2,999,062.50
3133XEMS5	1998	99	Fair Value	11/28/2007	2,995,312.50	0.00	0.00	0.00	0.00	1,875.00	2,997,187.50
3128X4K67	2000	99	Fair Value	03/07/2008	2,996,487.12	0.00	0.00	0.00	0.00	2,252.66	2,998,739.78
3133XETX7	2001	99	Fair Value	09/14/2007	2,998,125.00	0.00	0.00	0.00	0.00	937.50	2,999,062.50
3133XF2C9	2002	99	Fair Value	10/03/2007	2,999,062.50	0.00	0.00	0.00	0.00	0.00	2,999,062.50
3128X4DY4	2004	99	Fair Value	07/13/2007	2,998,661.96	0.00	0.00	3,000,000.00	0.00	1,338.04	0.00
3133XJ2P2	2010	99	Fair Value	12/05/2007	2,997,187.50	0.00	0.00	0.00	0.00	937.50	2,998,125.00
31359M2L6	2012	99	Fair Value	06/11/2008	2,995,312.50	0.00	0.00	0.00	0.00	3,750.00	2,999,062.50
3133XJ6Q6	2013	99	Fair Value	12/29/2008	2,989,687.50	0.00	0.00	2,983,125.00	0.00	-6,562.50	0.00
3133XJJV1	2015	99	Fair Value	07/10/2008	2,999,062.50	0.00	0.00	3,000,000.00	0.00	937.50	0.00
3133XJR91	2016	99	Fair Value	01/30/2009	2,998,125.00	0.00	0.00	0.00	0.00	2,812.50	3,000,937.50
3133XJSD1	2017	99	Fair Value	01/02/2008	2,996,250.00	0.00	0.00	0.00	0.00	937.50	2,997,187.50
3133XJU55	2019	99	Fair Value	02/23/2009	2,995,312.50	0.00	0.00	0.00	0.00	3,750.00	2,999,062.50
3133XJVV7	2018	99	Fair Value	02/15/2008	2,997,187.50	0.00	0.00	0.00	0.00	1,875.00	2,999,062.50
3128X5C55	2020	99	Fair Value	03/05/2010	2,994,552.16	0.00	0.00	0.00	0.00	1,967.93	2,996,520.08
3128X5G93	2021	99	Fair Value	03/06/2009	2,994,197.84	0.00	0.00	0.00	0.00	4,350.13	2,998,547.97
3133XK3C7	2022	99	Fair Value	03/13/2009	2,999,062.50	0.00	0.00	0.00	0.00	1,875.00	3,000,937.50
3128X5P51	2023	99	Fair Value	09/14/2009	2,990,516.97	0.00	0.00	0.00	0.00	2,883.00	2,993,399.96
3133XK6A8	2024	99	Fair Value	09/19/2008	2,995,312.50	0.00	0.00	0.00	0.00	4,687.50	3,000,000.00
3128X5Z35	2026	99	Fair Value	10/09/2008	2,995,527.19	0.00	0.00	0.00	0.00	4,202.73	2,999,729.92
3128X5Z84	2028	99	Fair Value	04/17/2009	2,996,358.03	0.00	0.00	0.00	0.00	2,274.17	2,998,632.20

Portfolio OTAY  
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STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 5, 2007
SUBMITTED BY:	Sean Prendergast, Principal Accountant	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:**

<b>SUMMARY</b>	<b>NET DEMANDS</b>
CHECKS (2007541-2008034)	\$5,408,851.67
WIRE TO:	
J P MORGAN SECURITIES INC - QUARTERLY REMARKETING	\$2,872.11
LANDESBANK - CERTIFICATES OF PARTICIPATION	\$37,910.05
PLAN HANDLERS - MEDICAL CLAIMS	\$107,358.51
SAN DIEGO COUNTY WATER AUTHORITY - JUNE	\$2,210,575.69
UNION BANK - PAYROLL TAXES	\$267,732.27
UNION BANK OF CA - CERTIFICATES OF PARTICIPATION	\$1,556,520.50
<b>TOTAL CASH DISBURSEMENTS</b>	<b>\$9,591,820.80</b>

**RECOMMENDED ACTION:**

That the Board receive the attached list of demands.

jb

Attachment

OTAY WATER DISTRICT  
CHECK REGISTER  
FOR CHECKS 2007541 THROUGH 2008034  
RUN DATES 7/26/2007 TO 8/29/2007

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2007668	08/08/07	06833	4IMPRINT INC	1079704	07/16/07	COMMUNITY AWARD	778.94	778.94
2007812	08/22/07	04469	A COPY WORLD	00017794	07/30/07	BUDGET BOOK TABS	812.87	812.87
2007956	08/29/07	04469	A COPY WORLD	00017895	08/06/07	PRINTING OF BUDGET BOOK COVERS	137.27	137.27
2007542	08/01/07	07466	ABBAS MOSHTAGHI	Ref002377085	07/30/07	UB Refund Cst #0000080744	677.98	677.98
2007543	08/01/07	01910	ABCANA INDUSTRIES	805518	07/09/07	SODIUM HYPOCHLORITE	1,684.22	
				805690	07/11/07	SODIUM HYPOCHLORITE	898.74	
				805519	07/09/07	SODIUM HYPOCHLORITE	636.51	3,219.47
2007669	08/08/07	01910	ABCANA INDUSTRIES	806131	07/16/07	SODIUM HYPOCHLORITE	1,721.17	
				806132	07/16/07	SODIUM HYPOCHLORITE	602.04	2,323.21
2007736	08/15/07	01910	ABCANA INDUSTRIES	806681	07/23/07	SODIUM HYPOCHLORITE	1,942.77	
				806682	07/23/07	SODIUM HYPOCHLORITE	997.24	
				806972	07/26/07	SODIUM HYPOCHLORITE	599.57	3,539.58
2007813	08/22/07	01910	ABCANA INDUSTRIES	807204	07/30/07	SODIUM HYPOCHLORITE	999.70	
				807931	08/01/07	SODIUM HYPOCHLORITE	911.06	
				807932	08/01/07	SODIUM HYPOCHLORITE	626.66	2,537.42
2007958	08/29/07	01910	ABCANA INDUSTRIES	807833	08/06/07	SODIUM HYPOCHLORITE	1,700.23	
				807834	08/06/07	SODIUM HYPOCHLORITE	755.94	2,456.17
2007959	08/29/07	00179	ACRO SALES COMPANY INC	7175	08/06/07	CALIBRATE PRESSURE GAUGES	120.00	120.00
2007544	08/01/07	07454	ADRIANA GARIBAY	Ref002377072	07/30/07	UB Refund Cst #0000054073	5.11	5.11
2007814	08/22/07	00132	AIRGAS WEST	103247867	07/31/07	BREATHING AIR TREATMENT PLANT	22.73	22.73
2007960	08/29/07	01463	ALLIED ELECTRONICS INC	45257G00	08/07/07	TIME DELAY RELAYS	100.13	100.13
2007545	08/01/07	03787	ALLIED TRENCH SHORING SERVICE	784317	07/06/07	STEEL PLATE RENTALS	169.72	169.72
2007670	08/08/07	03787	ALLIED TRENCH SHORING SERVICE	786343	07/16/07	SHORING RENTAL	56.58	56.58
2007737	08/15/07	03787	ALLIED TRENCH SHORING SERVICE	785566	07/21/07	STEEL PLATE RENTALS	1,506.36	
				781924	06/25/07	STEEL PLATE RENTALS	169.00	1,675.36
2007961	08/29/07	03787	ALLIED TRENCH SHORING SERVICE	182711		CREDIT MEMO	(9.66)	
				788410	07/25/07	STEEL PLATE RENTALS	151.32	141.66
2007546	08/01/07	02362	ALLIED WASTE SERVICES	0509002833956	07/25/07	TRASH REMOVAL SERVICES	632.99	632.99
2007738	08/15/07	02362	ALLIED WASTE SERVICES	0509002834341	07/25/07	ASBESTOS DISPOSAL CONTAINER RENTAL	686.10	
				0509002777557	06/25/07	TRASH REMOVAL SERVICES	632.66	
				0509002834731	07/25/07	TRASH REMOVAL SVCS - TREATMENT PLANT	104.95	1,423.71

OTAY WATER DISTRICT  
CHECK REGISTER  
FOR CHECKS 2007541 THROUGH 2008034  
RUN DATES 7/26/2007 TO 8/29/2007

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2007815	08/22/07	07431	AMANDA VANEVERY	Ref002377684	08/15/07	UB Refund Cst #0000090575	38.18	38.18
2007671	08/08/07	01369	AMERICAN BACKFLOW	INV03472	07/17/07	8" BACKFLOW ASSEMBLY	4,965.42	4,965.42
2007547	08/01/07	07471	AMERICAN EAGLE REAL ESTATE	Ref002377090	07/30/07	UB Refund Cst #0000090620	46.92	46.92
2007672	08/08/07	06166	AMERICAN MESSAGING	L1109570HH	08/01/07	PAGER SERVICES	497.74	497.74
2007673	08/08/07	00187	AMERICAN PUBLIC WORKS	016096	08/01/07	REGISTRATION FEE	25.00	25.00
2007962	08/29/07	02518	AMERICAN WATER WORKS ASSN	016165	08/28/07	STANDARDS ON CD-ROM	1,875.50	1,875.50
2007963	08/29/07	02518	AMERICAN WATER WORKS ASSN	QBM0714	08/07/07	QUALSERVE REPORT & WORKSHOP	850.00	850.00
2007548	08/01/07	07475	ANGELA VASQUEZ	Ref002377094	07/30/07	UB Refund Cst #0000092071	14.60	14.60
2007739	08/15/07	06165	ANITA FIRE HOSE COMPANY ETC	03580	07/20/07	FIRE EXTINGUISHER SERVICE	2,552.81	2,552.81
2007740	08/15/07	00002	ANSWER INC	016078	07/22/07	TELEPHONE ANSWERING SERVICES	980.00	980.00
2007741	08/15/07	07299	ANYTIME SIGN SOLUTIONS INC	13983	07/25/07	SIGNS	365.89	365.89
2007742	08/15/07	02829	APPLIED TECHNOLOGY GROUP INC	180839 180747 180841	07/20/07 07/25/07 07/20/07	MDS RADIOS RADIO DIAGNOSTICS SOFTWARE ANTENNA CABLES & FITTINGS FOR DHS REG	24,281.68 4,484.12 3,689.72	32,455.52
2007964	08/29/07	02829	APPLIED TECHNOLOGY GROUP INC	180840	07/20/07	ANTENNA PARTS	2,847.44	2,847.44
2007816	08/22/07	07521	APRIL ARMOUR	Ref002377679	08/15/07	UB Refund Cst #0000084430	61.18	61.18
2007674	08/08/07	01509	ARC ERGONOMICS	20044	07/16/07	ERGONOMIC ROLLER MOUSE & TRAY	504.16	504.16
2007549	08/01/07	05758	AT&T	016060	07/07/07	PHONE SERVICE	32.96	32.96
2007817	08/22/07	05758	AT&T	016131	08/07/07	PHONE SERVICE	32.96	32.96
2007965	08/29/07	00501	AT&T	016134	08/12/07	PHONE SERVICE	81.74	81.74
2007550	08/01/07	06296	AT&T LONG DISTANCE	8093779950707	07/04/07	LONG DISTANCE EXPENSES	92.10	92.10
2007818	08/22/07	06296	AT&T LONG DISTANCE	8093779950807	08/04/07	LONG DISTANCE EXP - DISTRICT PHONES	111.27	111.27
2007551	08/01/07	06272	AT&T/MCI	T6707245	06/17/07	PHONE SERVICE	7,249.24	7,249.24
2007819	08/22/07	06272	AT&T/MCI	T6832519	07/17/07	PHONE SERVICES	7,919.14	7,919.14
2007957	08/29/07	07546	A-Z STAMP & ENGRAVING LLC	016166	08/22/07	CALIF LAND SURVEYOR STAMP	28.40	28.40

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2007820	08/22/07	07531	BANK OF NY	Ref002377690	08/15/07	UB Refund Cst #0000094235	68.68	68.68
2007743	08/15/07	02570	BEST LIFE & HEALTH INSURANCE	016115	08/03/07	VOLUNTARY LIFE INSURANCE	255.40	255.40
2007966	08/29/07	02570	BEST LIFE & HEALTH INSURANCE	016154	09/01/07	VOLUNTARY LIFE INSURANCE	255.40	255.40
2007821	08/22/07	02434	BLACK BOX CORPORATION	852692	07/30/07	MODEM SPLITTERS	443.00	443.00
2007967	08/29/07	02434	BLACK BOX CORPORATION	857780	08/07/07	APC BATTERY BACK-UPS	381.41	381.41
2007552	08/01/07	02197	BLUE CROSS OF CALIFORNIA	40574	07/16/07	EMPLOYEE ASSISTANCE PROGRAM SERVICES	589.51	589.51
2007968	08/29/07	02197	BLUE CROSS OF CALIFORNIA	40585	08/15/07	EMPLOYEE ASSISTANCE PROGRAM SERVICES	482.63	482.63
2007822	08/22/07	07534	BODIL ELFSTROM	Ref002377693	08/15/07	UB Refund Cst #0000094966	65.59	65.59
2007744	08/15/07	02342	BOOT WORLD INC	1037993IN		SAFETY BOOTS	(145.45)	
				1037826IN	07/25/07	SAFETY BOOTS	145.45	
				1037827IN	07/25/07	SAFETY BOOTS	116.89	
				1037825IN	07/25/07	SAFETY BOOTS	116.89	
				1037828IN	07/25/07	SAFETY BOOTS	116.35	350.13
2007823	08/22/07	02342	BOOT WORLD INC	1038125IN	07/31/07	SAFETY BOOTS	126.63	
				1037994IN	07/31/07	SAFETY BOOTS	126.63	
				1037993IN	07/31/07	SAFETY BOOTS	126.06	
				1038123IN	07/31/07	SAFETY BOOTS	126.05	
				1038124IN	07/31/07	SAFETY BOOTS	96.95	602.32
2007969	08/29/07	02342	BOOT WORLD INC	1038232IN	08/08/07	SAFETY BOOTS	116.89	116.89
2007745	08/15/07	00559	BOYLE ENGINEERING CORPORATION	046169	07/20/07	RECYCLED WATER PLAN CHECKING SERVICES	7,413.40	7,413.40
2007824	08/22/07	07537	BOYS & GIRLS AID SOCIETY	Ref002377696	08/15/07	UB Refund Cst #0000120628	215.70	215.70
2007553	08/01/07	03458	BREITFELDER, LARRY	70130707	07/31/07	MILEAGE REIMBURSEMENT	104.76	104.76
2007746	08/15/07	03458	BREITFELDER, LARRY	70130507	05/31/07	MILEAGE REIMBURSEMENT	79.54	
				70130607	06/30/07	MILEAGE REIMBURSEMENT	60.14	139.68
2007554	08/01/07	01232	BRODING'S BATTERY WAREHOUSE	50413	07/10/07	REPAIR PARTS	110.43	
				50006	06/26/07	REPAIR PARTS	81.75	192.18
2007675	08/08/07	03450	BUELNA, ARMANDO F	16040807	08/07/07	REIMB EMPLOYEE PICNIC EXPENSES	115.00	115.00
2007676	08/08/07	03721	BULLET LOGISTICS INC	07150703350	07/15/07	COURIER SERVICES FOR TREATMENT PLANT	227.70	227.70
2007825	08/22/07	03721	BULLET LOGISTICS INC	07310703350	07/31/07	COURIER SERVICES	21.73	21.73
2007555	08/01/07	00223	C W MCGRATH INC	25859	07/11/07	CRUSHED ROCK	216.79	

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				25882	07/12/07	CRUSHED ROCK	87.06	303.85
2007677	08/08/07	00223	C W MCGRATH INC	25975	07/18/07	CRUSHED ROCK	407.38	
				25905	07/13/07	CRUSHED ROCK	195.42	602.80
2007747	08/15/07	00223	C W MCGRATH INC	26085	07/25/07	CRUSHED ROCK	338.51	338.51
2007826	08/22/07	00223	C W MCGRATH INC	26184	08/01/07	CRUSHED ROCK	535.30	
				26206	08/02/07	CRUSHED ROCK	113.18	648.48
2007970	08/29/07	00223	C W MCGRATH INC	26248	08/06/07	CRUSHED ROCK	274.32	
				26312	08/09/07	CRUSHED ROCK	154.03	428.35
2007748	08/15/07	02920	CALIFORNIA COMMERCIAL	70812	07/24/07	ASPHALT	2,183.56	2,183.56
2007971	08/29/07	02920	CALIFORNIA COMMERCIAL	71309	08/06/07	ASPHALT	581.85	581.85
2007556	08/01/07	07450	CALIFORNIA DHS ENVIRONMENTAL	016086	07/24/07	LABORATORY CERTIFICATION RENEWAL FEE	2,811.00	2,811.00
2007678	08/08/07	02969	CALIFORNIA LAND SURVEYORS	016097	08/02/07	MEMBERSHIP DUES	60.00	60.00
2007557	08/01/07	00693	CALIFORNIA SPECIAL DISTRICTS	016081	07/20/07	ANNUAL MEMBERSHIP DUES	100.00	100.00
2007679	08/08/07	00693	CALIFORNIA SPECIAL DISTRICTS	016105	08/07/07	REGISTRATION FEE	32.00	32.00
2007558	08/01/07	07449	CALIFORNIA SPECIALIZED	016085	07/25/07	SEMINAR REGISTRATION FEE	350.00	350.00
2007559	08/01/07	01243	CALIFORNIA-NEVADA SECTION	378	07/24/07	CA WATER DISTRIBUTION REVIEW WORKSHOP	155.00	155.00
2007680	08/08/07	03684	CANON BUSINESS SOLUTIONS-WEST	3776725	07/01/07	COPIER MAINTENANCE	458.60	458.60
2007749	08/15/07	03684	CANON BUSINESS SOLUTIONS-WEST	3776446	07/01/07	COPIER MAINTENANCE	478.41	478.41
2007827	08/22/07	03684	CANON BUSINESS SOLUTIONS-WEST	3776446A	07/31/07	COPIER MAINTENANCE	21.20	21.20
2007828	08/22/07	07511	CARIE HARRIS	Ref002377669	08/15/07	UB Refund Cst #0000058366	76.71	76.71
2007829	08/22/07	03572	CARLTON DISANTE &	45866	08/14/07	LEGAL SERVICES FOR JULY 2007	34,792.04	
				46095	08/14/07	LEGAL SERVICES	11,600.00	46,392.04
2007560	08/01/07	02758	CARMEL BUSINESS SYSTEMS INC	6542	07/13/07	STORAGE & DESTRUCTION OF DOCUMENTS	451.26	451.26
2007750	08/15/07	02758	CARMEL BUSINESS SYSTEMS INC	6556	08/01/07	TEMPORARY SERVICES - RECORDS	1,625.25	
				6526	07/09/07	STORAGE & DESTRUCTION OF DOCUMENTS	245.35	1,870.60
2007830	08/22/07	02758	CARMEL BUSINESS SYSTEMS INC	6555	08/01/07	STORAGE & DESTRUCTION OF DOCUMENTS	406.25	406.25
2007561	08/01/07	07460	CARRILLO LYDIA	Ref002377079	07/30/07	UB Refund Cst #0000072862	26.59	26.59

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2007831	08/22/07	07509	CENTEX HOMES	Ref002377667	08/15/07	UB Refund Cst #0000038840	340.55	340.55
2007562	08/01/07	07465	CHRISTIAN ZAVALA	Ref002377084	07/30/07	UB Refund Cst #0000080313	51.91	51.91
2007563	08/01/07	07470	CHRISTOPHER GREGORY	Ref002377089	07/30/07	UB Refund Cst #0000090114	23.27	23.27
2007972	08/29/07	06519	CHULA VISTA POLICE DEPT	0716827	08/21/07	TRAFFIC COLLISION REPORT	10.00	10.00
2007564	08/01/07	07476	CITY OF CHULA VISTA	Ref002377095	07/30/07	UB Refund Cst #0000092404	532.97	532.97
2007565	08/01/07	00234	CITY TREASURER	469257 469678	07/16/07 07/24/07	RECLAIMED WATER PURCHASES WATER DELIVERIES FOR JUNE 2007	173,989.62 13,641.60	187,631.22
2007566	08/01/07	07469	CLARE HALL	Ref002377088	07/30/07	UB Refund Cst #0000089073	37.09	37.09
2007832	08/22/07	04119	CLARKSON LAB & SUPPLY INC	35967 35837 35575 35574 35576 35706 35804 35805 35705	07/31/07 07/31/07 07/31/07 07/31/07 07/31/07 07/31/07 07/31/07 07/31/07 07/31/07	BACTERIOLOGICAL TESTING & LAB SERVICES BACTERIOLOGICAL TESTING & LAB SERVICES	424.00 404.00 400.00 331.00 328.00 328.00 328.00 305.00 282.00	3,130.00
2007833	08/22/07	07526	CLIFFORD STREETMAN	Ref002377685	08/15/07	UB Refund Cst #0000091392	9.92	9.92
2007567	08/01/07	04398	CONSTRUCTION MANAGEMENT	016089	07/30/07	SEMINAR REGISTRATION	55.00	55.00
2007973	08/29/07	04398	CONSTRUCTION MANAGEMENT	016164	08/29/07	REGISTRATION FEE	55.00	55.00
2007681	08/08/07	03624	COPY LINK INC	AR77012 AR76898 AR76900	07/19/07 07/16/07 07/16/07	SERVICE FOR SHARP COPIERS SERVICE FOR SHARP COPIERS SERVICE FOR SHARP COPIERS	1,495.80 675.19 337.59	2,508.58
2007682	08/08/07	07494	COUNTY OF SAN DIEGO	758 762	07/26/07 07/26/07	SEWER SERVICE CHARGE SEWER SERVICE CHARGE	3,980.59 150.79	4,131.38
2007683	08/08/07	00099	COUNTY OF SAN DIEGO - DPW	63637	07/05/07	EXCAVATION PERMITS	2,693.17	2,693.17
2007974	08/29/07	00099	COUNTY OF SAN DIEGO - DPW	65969	08/06/07	EXCAVATION PERMITS	629.74	629.74
2007834	08/22/07	07510	CJAUTHEMOC HERRERA	Ref002377668	08/15/07	UB Refund Cst #0000052750	46.90	46.90
2007751	08/15/07	00422	D & D TOOL & SUPPLY	S1617292001	07/26/07	SHELL CUTTER	135.00	135.00
2007568	08/01/07	07481	DALEY CONSTRUCTION	Ref002377100	07/30/07	UB Refund Cst #0000095231	670.06	670.06
2007835	08/22/07	07524	DANA PEABODY	Ref002377682	08/15/07	UB Refund Cst #0000088914	75.00	75.00

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2007569	08/01/07	07467	DANIEL MALONEY	Ref002377086	07/30/07	UB Refund Cst #0000081366	9.39	9.39
2007570	08/01/07	03354	DATAPROSE INC	42636	07/10/07	JUNE POSTAGE	15,708.66	
				42635	07/10/07	BILLING PRINT SERVICES	8,298.83	24,007.49
2007975	08/29/07	03354	DATAPROSE INC	43110	08/07/07	BILLING PRINT SERVICES	15,689.23	
				43109	08/07/07	BILLING PRINT SERVICES	8,189.20	23,878.43
2007836	08/22/07	04550	DATATREE	90034077	07/31/07	MAP PURCHASING SERVICE	99.00	99.00
2007571	08/01/07	07458	DAVID FRYXELL	Ref002377077	07/30/07	UB Refund Cst #0000070801	13.93	13.93
2007572	08/01/07	03606	DCSE INC	2	07/08/07	SCADA DOCUMENTATION TO GIS	8,050.00	8,050.00
2007573	08/01/07	07459	DEANNE SUTTON	Ref002377078	07/30/07	UB Refund Cst #0000071365	66.50	66.50
2007684	08/08/07	00852	DEC CONSULTANTS INC	10134	07/17/07	CATHODIC PROTECTION SERVICES	8,458.88	8,458.88
2007752	08/15/07	01797	DELL ENTERPRISES	182336	07/23/07	RETIREMENT PLAQUE	91.59	91.59
2007753	08/15/07	02603	DELL MARKETING LP	XC42RR5D7	07/26/07	COMPUTER SPEAKERS	147.29	
				XC415P843	07/24/07	AC ADAPTERS	117.94	
				XC41W4578	07/25/07	EXTERNAL DVD RW DRIVE	73.19	338.42
2007976	08/29/07	02603	DELL MARKETING LP	XC4MJD3F1	08/09/07	HARD DRIVES	420.38	420.38
2007977	08/29/07	03589	DEPARTMENT OF HEALTH SERVICES	2628107	08/24/07	CERTIFICATION RENEWAL	120.00	120.00
2007574	08/01/07	03744	DEPARTMENT OF JUSTICE	634155	06/30/07	FINGERPRINT ANALYSIS SERVICES	32.00	32.00
2007978	08/29/07	03744	DEPARTMENT OF JUSTICE	638289	08/08/07	FINGERPRINT ANALYSIS SERVICES	96.00	96.00
2007837	08/22/07	01205	DIONEX CORPORATION	445874	07/30/07	LABORATORY SUPPLIES	247.09	247.09
2007575	08/01/07	03417	DIRECTV	594835555	07/05/07	SATELLITE TV SERVICE	46.96	46.96
2007685	08/08/07	03417	DIRECTV	603496972	07/19/07	SATELLITE TV SERVICE	4.99	4.99
2007754	08/15/07	03417	DIRECTV	613030389	08/05/07	SATELLITE TV SERVICE	46.96	46.96
2007686	08/08/07	02366	DLT SOLUTIONS INC	SI033336	07/13/07	AUTOCAD SOFTWARE SUPPORT	13,491.98	13,491.98
2007838	08/22/07	07507	DOLORES RHODES	Ref002377665	08/15/07	UB Refund Cst #0000035082	52.38	52.38
2007839	08/22/07	07514	DONNA GAGNON	Ref002377672	08/15/07	UB Refund Cst #0000074333	8.13	8.13
2007576	08/01/07	07289	DRAGER SAFETY INC	90318578	07/12/07	SERVICE ON LABORATORY EQUIPMENT	1,699.25	1,699.25

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2007840	08/22/07	00196	DRAWING BOARD INC	2567330	07/31/07	OWD MAILING LABELS	161.63	161.63
2007979	08/29/07	07486	EAST COUNTY LOCK & SAFE	10140	08/03/07	REPAIR ON DROP/PAYMENT BOX	121.50	121.50
2007755	08/15/07	01926	EAST COUNTY URGENT CARE	1005980707 016122	07/25/07 08/09/07	HEALTH EXAMS RESPIRATORY REVIEW	129.00 34.00	163.00
2007756	08/15/07	06971	EASTLAKE COMPANY, LLC	1	06/30/07	SETTLEMENT AGREEMENT	199,764.05	199,764.05
2007577	08/01/07	07401	EASTLAKE VILLAGE MARKETPLACE	016084	07/23/07	OVERPYMT REFUND ON ACCT #900-0500-00	5,334.17	5,334.17
2007841	08/22/07	02447	EDCO DISPOSAL CORPORATION	016093	07/31/07	RECYCLING SERVICES	72.40	72.40
2007842	08/22/07	07538	EDDIE MCDOWELL	625067418	08/14/07	DEPOSIT REFUND ON ACCT #625-0674-18	150.00	150.00
2007578	08/01/07	03261	EDEN SYSTEMS INC	INV0111500	07/02/07	GENERAL CONSULTING SERVICES	1,800.00	1,800.00
2007687	08/08/07	03261	EDEN SYSTEMS INC	INV0112135 INV0112152	07/16/07 07/16/07	GENERAL CONSULTING SERVICES GENERAL CONSULTING SERVICES	75.00 62.50	137.50
2007757	08/15/07	03261	EDEN SYSTEMS INC	108934 108934A 110578	05/20/07 05/20/07 06/15/07	CONSULTING SERVICES CONSULTING SERVICES CONTRACT MANAGEMENT SUPPORT	105,000.00 16,817.28 1,645.56	123,462.84
2007843	08/22/07	03261	EDEN SYSTEMS INC	INV0112804	07/30/07	PROFESSIONAL CONSULTING	93.75	93.75
2007980	08/29/07	03261	EDEN SYSTEMS INC	INV0113188 INV0113239 INV0113240 INV0113238	08/03/07 08/06/07 08/06/07 08/06/07	CONSULTING SERVICES CONSULTING SERVICES CONSULTING SERVICES CONSULTING SERVICES	39,312.50 1,200.00 112.50 93.75	40,718.75
2007844	08/22/07	00230	EDP PRODUCTS INC	805233	07/30/07	CARTRIDGE STORAGE/RETRIEVAL	243.20	243.20
2007845	08/22/07	06525	ELECTRIC MOTOR SPECIALISTS INC	1953	07/30/07	REBUILD PUMP WWTP	2,555.31	2,555.31
2007579	08/01/07	05128	EMPIRE ELECTRICAL SUPPLY	10792602I	07/10/07	LIGHT FIXTURES FOR TREATMENT PLANT	130.92	130.92
2007981	08/29/07	04467	ENGINEERING & GENERAL	077325	07/18/07	REGISTRATION FEES	90.00	90.00
2007846	08/22/07	03765	ENGINEERING PARTNERS INC, THE	047208	07/25/07	AS NEEDED ELECTRICAL ENGG SERVICES	8,600.00	8,600.00
2007758	08/15/07	02639	EW TRUCK & EQUIPMENT	179349 193359	 07/24/07	CREDIT MEMO COOLANT	(84.92) 1,896.97	1,812.05
2007982	08/29/07	03757	FANDEL ENTERPRISES	1259	08/06/07	TELECOMMUNICATION CONSULTING SERVICES	3,420.00	3,420.00
2007580	08/01/07	00645	FEDEX	216004332 217252749	07/20/07 07/27/07	OVERNIGHT PICK-UP & DELIVERY MAIL SVCS OVERNIGHT PICK-UP & DELIVERY MAIL SVCS	27.72 17.48	45.20

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2007759	08/15/07	00645	FEDEX	214635094	07/13/07	OVERNIGHT PICK-UP & DELIVERY MAIL SVCS	18.67	
				219778018	08/10/07	OVERNIGHT PICK-UP & DELIVERY MAIL SVCS	18.67	37.34
2007581	08/01/07	03546	FERGUSON WATERWORKS	CM015926		CREDIT MEMO	(23.09)	
				0219329	07/11/07	INVENTORY	3,973.82	3,950.73
2007760	08/15/07	03546	FERGUSON WATERWORKS	0224047	07/23/07	INVENTORY	3,149.55	3,149.55
2007847	08/22/07	03546	FERGUSON WATERWORKS	0226059	08/02/07	INVENTORY	6,260.28	6,260.28
2007983	08/29/07	03546	FERGUSON WATERWORKS	0226440	08/07/07	INVENTORY	7,920.66	
				0227274	08/08/07	INVENTORY	4,687.13	12,607.79
2007582	08/01/07	06647	FIELDING, JOLENE	016080	07/24/07	REIMBURSEMENT FOR RETIREMENT GIFT	200.00	200.00
2007688	08/08/07	03544	FILEFAX	10017623	07/18/07	FILE FOLDERS	541.24	
				10017596	07/11/07	END TAB FILE FOLDERS	237.97	779.21
2007761	08/15/07	02470	FIRST BANKCARD	016123	08/14/07	BUSINESS MEETINGS	51.91	51.91
2007848	08/22/07	02470	FIRST BANKCARD	016137	08/09/07	DISTRICT EXPENSES	2,698.73	2,698.73
2007689	08/08/07	04066	FIRST CHOICE SERVICES - SD	283465	07/16/07	COFFEE SUPPLIES	246.03	246.03
2007849	08/22/07	04066	FIRST CHOICE SERVICES - SD	284012	07/30/07	COFFEE SUPPLIES	158.81	158.81
2007583	08/01/07	00035	FISHER SCIENTIFIC	1824464	07/12/07	LABORATORY SUPPLIES	327.39	
				1824463	07/12/07	LABORATORY SUPPLIES	186.76	514.15
2007690	08/08/07	00035	FISHER SCIENTIFIC	1885504	07/16/07	LABORATORY SUPPLIES	364.17	
				1987038	07/19/07	LABORATORY SUPPLIES	35.72	399.89
2007762	08/15/07	00035	FISHER SCIENTIFIC	2049176	07/23/07	LABORATORY SUPPLIES	200.98	200.98
2007984	08/29/07	00035	FISHER SCIENTIFIC	2152054	07/26/07	LABORATORY SUPPLIES	351.24	
				1855478	07/13/07	LABORATORY SUPPLIES	125.93	477.17
2007850	08/22/07	02591	FITNESS TECH INC	4271	08/01/07	FITNESS EQUIPMENT MAINTENANCE	100.00	100.00
2007584	08/01/07	07484	FRANK REAL INTERVIVOS TRUST	Ref002377103	07/30/07	UB Refund Cst #0000119409	532.82	532.82
2007691	08/08/07	07224	FRAZEE INDUSTRIES INC	340793	07/16/07	FIRE HYD PAINT	489.45	489.45
2007585	08/01/07	07480	FREEMONT INVESTMENTS & LOANS	Ref002377099	07/30/07	UB Refund Cst #0000095160	22.87	22.87
2007851	08/22/07	02028	FT INTERACTIVE DATA CORP	05519077	07/31/07	DIAL-UP SERVICE FOR INVESTMENTS	85.00	85.00
2007985	08/29/07	03094	FULLCOURT PRESS	16955	08/03/07	BILLING INSERTS	1,449.04	1,449.04

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2007852	08/22/07	07535	GABRIEL DELAPENA	Ref002377694	08/15/07	UB Refund Cst #0000095368	19.14	19.14
2007586	08/01/07	05626	GAME 7 CONSULTING	1570	07/24/07	CONSULTING SERVICES - IS DEPT	3,000.00	3,000.00
2007763	08/15/07	05626	GAME 7 CONSULTING	1574	07/31/07	CONSULTING SERVICES - IS DEPT	3,000.00	9,000.00
				1577	08/07/07	CONSULTING SERVICES - IS DEPT	3,000.00	
				1579	08/15/07	CONSULTING SERVICES - IS DEPT	3,000.00	
2007853	08/22/07	05626	GAME 7 CONSULTING	1584	08/21/07	CONSULTING SERVICES - IS DEPT	3,000.00	3,000.00
2007587	08/01/07	03609	GBA MASTER SERIES INC	606411	06/19/07	SOFTWARE CONSULTING SERVICES	400.00	400.00
2007854	08/22/07	07508	GEORGE GARCIA	Ref002377666	08/15/07	UB Refund Cst #0000036651	49.99	49.99
2007692	08/08/07	03537	GHA TECHNOLOGIES INC	440743	07/17/07	DIGITAL CAMERAS	311.98	386.63
				443437	08/02/07	CAMERA CASES	30.79	
				441100	07/18/07	DIGITAL CAMERAS	28.02	
				440727	07/17/07	USB PRINTER CABLE	15.84	
2007855	08/22/07	03537	GHA TECHNOLOGIES INC	443555	07/30/07	TREATMENT PLANT DHS PROJECT	170.00	298.22
				442849	07/30/07	TREATMENT PLANT DHS PROJECT	128.22	
2007986	08/29/07	03537	GHA TECHNOLOGIES INC	437507	06/21/07	PRINTER CARTRIDGES - PUBLIC SERVICES	2,135.61	3,314.03
				444030	08/07/07	TONERS	579.82	
				443799	08/08/07	TONERS	330.07	
				443778	08/06/07	TREATMENT PLANT DHS PROJECT	121.19	
				444481	08/09/07	DVD/VCR PLAYER FOR TREATMENT PLANT	98.21	
				443631	08/03/07	SANDISK IMAGEMATE USB 2.0	33.73	
				443642	08/03/07	CAMERA CASE	15.40	
2007987	08/29/07	06276	GIFFORD ENGINEERING INC	3434	08/07/07	TWO-WAY RADIO REPAIR	187.00	187.00
2007588	08/01/07	07473	GILBERT G BARRON	Ref002377092	07/30/07	UB Refund Cst #0000091008	54.67	54.67
2007589	08/01/07	03753	GRAPHIC CONTROLS LLC	HZ4921	07/11/07	CHARTING PENS FOR CHART RECORDERS	860.24	860.24
2007856	08/22/07	05515	GREENTREE APPLIED SYSTEMS INC	016113	08/01/07	SUPPORT FOR GREENTREE SOFTWARE	900.00	900.00
2007764	08/15/07	03773	GTC SYSTEMS INC	26773	07/25/07	SOFTWARE MAINTENANCE FOR CITRIX	9,729.83	9,729.83
2007693	08/08/07	00174	HACH COMPANY	C149060		CREDIT MEMO	(50.00)	1,317.99
				5221439	07/17/07	HACH STANDARDS AND REAGENTS	932.36	
				WI247677	07/19/07	EFFLUENT SAMPLE CONTROLLER REPAIR	340.81	
				5154047	05/22/07	PROCEDURE MANUAL	94.82	
2007765	08/15/07	00174	HACH COMPANY	5230860	07/24/07	LABORATORY SUPPLIES	1,547.04	1,547.04
2007857	08/22/07	00174	HACH COMPANY	5237261	07/30/07	LABORATORY SUPPLIES	115.74	115.74

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2007988	08/29/07	00174	HACH COMPANY	5251267	08/09/07	REPAIR PARTS	1,561.47	1,561.47
2007766	08/15/07	02629	HANSON AGGREGATES PACIFIC	528713	07/24/07	CRUSHED AGGREGATES	387.16	387.16
2007767	08/15/07	00201	HARRINGTON INDUSTRIAL PLASTICS	00481691	07/25/07	VACUUM GAUGE	60.62	60.62
2007858	08/22/07	00201	HARRINGTON INDUSTRIAL PLASTICS	00481904 00481905	07/31/07 07/31/07	SELF-ALIGNING BULKHEAD FITTING VACUUM GAUGE & GAUGE GUARD ISOLATOR	287.87 89.72	377.59
2007590	08/01/07	04217	HATCH & PARENT	416178	07/27/07	LEGISLATIVE ADVOCACY SERVICES	2,450.00	2,450.00
2007694	08/08/07	06640	HD SUPPLY WATERWORKS LTD	5629470 5583749 5228981	 07/13/07 06/22/07	CREDIT MEMO INVENTORY JETT HANDHELD READER W/ AUDIT SOFTWARE	(705.33) 11,485.20 118.53	10,898.40
2007768	08/15/07	06640	HD SUPPLY WATERWORKS LTD	5670351 5670460 5496708 5629536 5629190 5602280 5627965 5629233	07/26/07 07/26/07 06/26/07 07/24/07 07/23/07 07/23/07 07/23/07 07/23/07	INVENTORY INVENTORY JETT HANDHELD READER W/ AUDIT SOFTWARE INVENTORY 6" WELD ON BENDS DUCTILE IRON SPOOLS WAREHOUSE INVENTORY	11,245.87 7,188.00 6,849.67 3,711.69 1,139.62 592.63 483.58 335.86	31,546.92
2007859	08/22/07	06640	HD SUPPLY WATERWORKS LTD	5660093	07/27/07	INVENTORY	4,959.56	4,959.56
2007989	08/29/07	06640	HD SUPPLY WATERWORKS LTD	5735330 5740834	08/07/07 08/07/07	INVENTORY INVENTORY	6,315.28 4,576.93	10,892.21
2007591	08/01/07	04472	HECTOR I MARES-COSSIO	28	06/01/07	CONSULTING SERVICES	3,000.00	3,000.00
2007860	08/22/07	00062	HELIX WATER DISTRICT	174639860807 178540010807	08/06/07 08/07/07	WATER BILL-RUSSELL SQ WATER BILL-AVOCADO BLVD	33.62 32.00	65.62
2007592	08/01/07	07257	HEMMING MORSE INC	518793	07/20/07	ACCOUNTING SERVICES	930.00	930.00
2007861	08/22/07	01727	HENDERSON, ELAINE M	016141	08/10/07	COMPUTER LOAN PROGRAM	1,350.59	1,350.59
2007769	08/15/07	07500	HENNINGTON AND ASSOCIATES	016116	07/30/07	RETAINER FEE	7,500.00	7,500.00
2007593	08/01/07	00713	HEWLETT-PACKARD COMPANY	42565998	07/06/07	DISKS FOR AREA NETWORK	5,062.10	5,062.10
2007594	08/01/07	00297	HILTI INC	1603322568	05/17/07	WELDING TOOLS	942.62	942.62
2007695	08/08/07	01109	HOME DEPOT CREDIT SERVICES	5014412	07/30/07	MISC MAINTENANCE SUPPLIES	116.76	116.76
2007696	08/08/07	01033	HOMESTEAD TREE SERVICE	5060	07/17/07	LANDSCAPE TREE TRIMMING	725.00	725.00
2007862	08/22/07	07527	HOWARD BRANDT	Ref002377686	08/15/07	UB Refund Cst #0000091676	25.73	25.73

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2007770	08/15/07	03615	I.M.P.A.C. GOVERNMENT SERVICES	016117 016111	07/20/07 07/20/07	DISTRICT EXPENSES DISTRICT EXPENSES	5,242.72 295.75	5,538.47
2007863	08/22/07	03615	I.M.P.A.C. GOVERNMENT SERVICES	016130	07/20/07	DISTRICT EXPENSES	2,153.77	2,153.77
2007697	08/08/07	02203	IKON OFFICE SOLUTIONS	2138460A	06/25/07	MAINT/SUPPORT APPLICATION XTENDER	18,500.00	18,500.00
2007771	08/15/07	02943	INDUSTRIAL METAL SUPPLY CO	935386	07/02/07	WELDING SUPPLIES	309.67	309.67
2007772	08/15/07	07485	INFO-HOLD INC	72176	07/20/07	CUSTOMIZED MESSAGING	595.00	595.00
2007990	08/29/07	03280	INFRASTRUCTURE ENGINEERING	2912	07/27/07	PROF DESIGN & ENV SVCS FOR 36" PIPELINE	35,994.90	35,994.90
2007595	08/01/07	07482	INSITUFORM TECHNOLOGIES INC	Ref002377101	07/30/07	UB Refund Cst #0000097303	507.79	507.79
2007596	08/01/07	04197	INTEGRITY STAFFING INC	3774	07/26/07	TEMPORARY SERVICES - HR DEPT	1,579.50	1,579.50
2007698	08/08/07	04197	INTEGRITY STAFFING INC	3781	08/06/07	TEMPORARY SERVICES - HR DEPT	1,620.00	1,620.00
2007773	08/15/07	02372	INTERIOR PLANT SERVICE INC	25194	07/31/07	PLANT SERVICE	169.00	169.00
2007657	08/08/07	02267	INTERNAL REVENUE SERVICE	Ben2377387	08/09/07	PAYROLL DEDUCTION	50.00	50.00
2007658	08/08/07	04077	INTERNAL REVENUE SERVICE	Ben2377397	08/09/07	PAYROLL DEDUCTION	64.00	64.00
2007864	08/22/07	02267	INTERNAL REVENUE SERVICE	Ben2377817	08/23/07	PAYROLL DEDUCTION	50.00	50.00
2007865	08/22/07	04077	INTERNAL REVENUE SERVICE	Ben2377827	08/23/07	PAYROLL DEDUCTION	64.00	64.00
2007699	08/08/07	03250	INTERNATIONAL PUBLIC	016101 016102	08/06/07 08/06/07	MEMBERSHIP RENEWAL FEE MEMBERSHIP RENEWAL FEE	40.00 40.00	80.00
2007991	08/29/07	06630	J C HEDEN AND ASSOCIATES INC	OWD010	08/09/07	AS NEEDED ENGINEERING DRAFTING SERVICE	1,479.50	1,479.50
2007866	08/22/07	07517	JAMES TRENT	Ref002377675	08/15/07	UB Refund Cst #0000079572	32.08	32.08
2007867	08/22/07	07536	JAMUL INDIAN VILLAGE	Ref002377695	08/15/07	UB Refund Cst #0000098393	611.08	611.08
2007868	08/22/07	07512	JANELLE ISOM	Ref002377670	08/15/07	UB Refund Cst #0000068936	45.89	45.89
2007597	08/01/07	03077	JANI KING OF CALIFORNIA INC	SDO07070378 SDO07070387	07/01/07 07/01/07	JANITORIAL SERVICES - JULY 2007 JANITORIAL SERVICES - JULY 2007	3,905.00 1,016.73	4,921.73
2007869	08/22/07	03077	JANI KING OF CALIFORNIA INC	SDO08070371 SDO08070380	08/01/07 08/01/07	JANITORIAL SERVICE FOR AUG 07 JANITORIAL SERVICE FOR AUG 07	3,905.00 1,016.73	4,921.73
2007992	08/29/07	03345	JENKINS, WILLIAM L	016155	08/23/07	REIMB MISAC AWARD APPLICATION EXP	158.02	158.02

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2007774	08/15/07	06849	JEYCO PRODUCTS INC	C2914 453269	07/20/07	CREDIT MEMO WAREHOUSE PAINT	(26.83) 380.92	354.09
2007598	08/01/07	07478	JILL JOHNSON	Ref002377097	07/30/07	UB Refund Cst #0000094229	79.07	79.07
2007775	08/15/07	01010	JOB'S AVAILABLE INC	716089	07/24/07	JOB POSTINGS	910.00	910.00
2007700	08/08/07	07497	JOE DAVIS	016107	08/07/07	PLANT PROGRAM REIMBURSEMENT	972.00	972.00
2007870	08/22/07	07516	JOHN EVANS	Ref002377674	08/15/07	UB Refund Cst #0000078977	121.22	121.22
2007993	08/29/07	07541	JOHN J JACONETTE	622056117	08/20/07	OVERPAYMENT REFUND	153.57	153.57
2007599	08/01/07	03172	JONES & STOKES ASSOCIATES	0043751 0043750	07/09/07 07/09/07	HABITAT MGMNT ENVIRON. SVCS REVEGETATION MONITORING & MAINT SVCS	11,875.17 430.15	12,305.32
2007600	08/01/07	03172	JONES & STOKES ASSOCIATES	0043748	07/09/07	ON-CALL ENVIRONMENTAL SVCS	6,731.01	6,731.01
2007871	08/22/07	07502	JUAN J VALENZUELA	Ref002377660	08/15/07	UB Refund Cst #0000014084	100.12	100.12
2007601	08/01/07	07479	JUAN SERNA	Ref002377098	07/30/07	UB Refund Cst #0000095105	46.27	46.27
2007602	08/01/07	06267	KELLY PAPER	540229	07/11/07	SUPPLIES FOR PUBLISHING BUDGET & CAFR	382.17	382.17
2007994	08/29/07	07540	KIM-THOA HOANG	016150	08/22/07	GRANT OF ACCESS EASEMENT	13,000.00	13,000.00
2007995	08/29/07	03734	KJONEGAARD, DANNY A	016147	08/22/07	SEMINAR REGISTRATION REIMBURSED	369.00	369.00
2007603	08/01/07	04996	KNOX ATTORNEY SERVICE INC	250890 250891 250892 250893	07/09/07 07/09/07 07/09/07 07/09/07	DELIVERY OF BOARD & COMMITTEE PACKETS DELIVERY OF BOARD & COMMITTEE PACKETS DELIVERY OF BOARD & COMMITTEE PACKETS DELIVERY OF BOARD & COMMITTEE PACKETS	27.50 27.50 27.50 27.50	110.00
2007701	08/08/07	04996	KNOX ATTORNEY SERVICE INC	251974 251975 251973	07/17/07 07/17/07 07/17/07	DELIVERY OF BOARD & COMMITTEE PACKETS DELIVERY OF BOARD & COMMITTEE PACKETS DELIVERY OF BOARD & COMMITTEE PACKETS	27.50 27.50 27.50	82.50
2007776	08/15/07	04996	KNOX ATTORNEY SERVICE INC	253681 253506 253507 253508 253509	07/26/07 07/25/07 07/25/07 07/25/07 07/25/07	DELIVERY OF BOARD & COMMITTEE PACKETS DELIVERY OF BOARD & COMMITTEE PACKETS	27.50 27.50 27.50 27.50 27.50	137.50
2007996	08/29/07	04996	KNOX ATTORNEY SERVICE INC	255819 256201 256200 256199 256204	08/08/07 08/09/07 08/09/07 08/09/07 08/09/07	DELIVERY OF BOARD & COMMITTEE PACKETS DELIVERY OF BOARD & COMMITTEE PACKETS	27.50 27.50 27.50 27.50 24.50	134.50

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2007872	08/22/07	07529	KUM HONG	Ref002377688	08/15/07	UB Refund Cst #0000092633	113.17	113.17
2007777	08/15/07	01859	LA PRENSA SAN DIEGO	21829	07/23/07	JOB POSTING	100.89	196.89
				21831	07/23/07	JOB POSTINGS	96.00	
2007604	08/01/07	06497	LAKESIDE LAND COMPANY	197385	07/12/07	ASPHALT	80.00	80.00
2007778	08/15/07	03607	LEE & RO INC	8340101	07/13/07	AS NEEDED ENGINEERING DESIGN SERVICES	7,097.00	16,460.94
				8340201	07/13/07	AS NEEDED ENGINEERING DESIGN SERVICES	5,440.94	
				8340301	07/13/07	AS NEEDED ENGINEERING DESIGN SERVICES	3,923.00	
2007873	08/22/07	03607	LEE & RO INC	8340102	08/02/07	AS NEEDED ENGINEERING DESIGN SERVICES	6,197.80	19,419.10
				8340401	08/02/07	AS NEEDED ENGINEERING DESIGN SERVICES	5,545.40	
				8340202	08/02/07	AS NEEDED ENGINEERING DESIGN SERVICES	4,462.40	
				8340302	08/02/07	AS NEEDED ENGINEERING DESIGN SERVICES	3,213.50	
2007779	08/15/07	00627	LEWIS & LEWIS ENTERPRISES	966186000	07/25/07	SURVEYING SUPPLIES	673.49	673.49
2007874	08/22/07	00627	LEWIS & LEWIS ENTERPRISES	966186001	07/31/07	SURVEYING SUPPLIES	64.60	64.60
2007997	08/29/07	06263	LINTNER, JERRY	016156	08/24/07	TUITION REIMBURSEMENT	21.00	21.00
2007702	08/08/07	03784	LIVESCAN SAN DIEGO	07350	07/14/07	FINGERPRINTING SERVICES	20.00	20.00
2007998	08/29/07	03784	LIVESCAN SAN DIEGO	07375	08/09/07	FINGERPRINTING SERVICES	60.00	60.00
2007703	08/08/07	02911	LIZARDTECH INC	500047	07/06/07	GEOEXPRESS ANNUAL SUPPORT	599.00	599.00
2007605	08/01/07	05220	LOGICALIS INTEGRATION SOLUTION	IN008214	07/10/07	DATA CENTER	37,248.78	45,586.66
				IN008278	07/10/07	CISCO ASA SECURITY PLUS	4,876.85	
				IN008274	07/10/07	CISCO ASA SECURITY PLUS	3,461.03	
2007704	08/08/07	05220	LOGICALIS INTEGRATION SOLUTION	IN008660	07/18/07	FREIGHT FOR DATA CENTER	349.45	513.95
				IN008362	07/11/07	FREIGHT FOR COMPUTER HARDWARE	82.74	
				IN008364	07/11/07	FREIGHT FOR COMPUTER HARDWARE	81.76	
2007780	08/15/07	05220	LOGICALIS INTEGRATION SOLUTION	IN008781	07/23/07	HARDWARE FOR CITRIX SERVERS	4,784.10	4,784.10
2007875	08/22/07	05220	LOGICALIS INTEGRATION SOLUTION	S715121	07/31/07	CONSULTING SERVICES - IS DEPT	31,200.00	31,200.00
2007606	08/01/07	07468	LOIDA BASKINS	Ref002377087	07/30/07	UB Refund Cst #0000085791	41.78	41.78
2007705	08/08/07	07490	LUIS F RODRIGUEZ	016098	07/31/07	OVERPYMT REFUND ON ACCT #255-1084-25	295.08	295.08
2007876	08/22/07	07519	LUSARDI CONSTRUCTION CO	Ref002377677	08/15/07	UB Refund Cst #0000080546	197.84	197.84
2007877	08/22/07	07293	M&M GENERAL ENGINEERING	1	08/01/07	PROFESSIONAL CONSTRUCTION SERVICES	115,785.00	115,785.00
2007878	08/22/07	00628	MANHATTAN NAT'L LIFE INS CO	016142	08/22/07	VOLUNTARY LIFE INSURANCE	445.07	445.07

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2007879	08/22/07	07518	MARCO R GONZALEZ	Ref002377676	08/15/07	UB Refund Cst #0000079827	28.97	28.97
2007607	08/01/07	07455	MARGARET B ARCHER	Ref002377073	07/30/07	UB Refund Cst #0000061040	17.28	17.28
2007880	08/22/07	07525	MARIANNE GROVES	Ref002377683	08/15/07	UB Refund Cst #0000090238	64.80	64.80
2007881	08/22/07	07515	MARLO FERRERIA	Ref002377673	08/15/07	UB Refund Cst #0000075289	18.37	18.37
2007882	08/22/07	02902	MARSTON+MARSTON INC	20076	08/01/07	PROFESSIONAL SERVICES FOR JULY 2007	3,832.50	3,832.50
2007883	08/22/07	04223	MARWEST ACCESS CONTROLS	41420	07/31/07	GATE REMOTE	159.09	159.09
2007608	08/01/07	05329	MASTER METER INC	0125733IN	07/11/07	INVENTORY	598,961.06	598,961.06
2007884	08/22/07	05329	MASTER METER INC	0126667IN	07/31/07	INVENTORY	85,995.23	85,995.23
2007999	08/29/07	05329	MASTER METER INC	0127456CM 0126767IN	08/03/07	CREDIT MEMO 6" TURBINE METER	(251.43) 2,668.97	2,417.54
2007609	08/01/07	07452	MAYRA ALVAREZ	Ref002377070	07/30/07	UB Refund Cst #0000039620	89.50	89.50
2007885	08/22/07	07399	MCGARD	237775	07/27/07	CURB STOP LOCK & KEYS	533.47	533.47
2007886	08/22/07	07530	MCGUFFIE ENGINEERING	Ref002377689	08/15/07	UB Refund Cst #0000093933	569.01	569.01
2007610	08/01/07	01183	MCMaster-CARR SUPPLY CO	68493107 68176405	07/12/07 07/06/07	REPAIR PART SAFETY SUPPLIES	57.85 47.50	105.35
2007706	08/08/07	01183	MCMaster-CARR SUPPLY CO	68710739	07/16/07	VALVE PARTS	236.16	236.16
2007781	08/15/07	01183	MCMaster-CARR SUPPLY CO	69139024 69375047	07/23/07 07/26/07	ALTITUDE GAUGES AND CLAMPS DRILL BITS	581.99 432.14	1,014.13
2007887	08/22/07	01183	MCMaster-CARR SUPPLY CO	69613706 69647146	07/31/07 07/31/07	FLAGS REPAIR PART	606.36 180.44	786.80
2008000	08/29/07	01183	MCMaster-CARR SUPPLY CO	70234702 70208542	08/09/07 08/09/07	AIR VAC UPDATE WAREHOUSE SUPPLIES	1,305.03 249.47	1,554.50
2007611	08/01/07	07457	MCMILLIN	Ref002377076	07/30/07	UB Refund Cst #0000064239	20.56	20.56
2007612	08/01/07	03764	MCPHILLIPS, KEVIN P	224162823997	07/25/07	SAFETY BOOTS REIMBURSEMENT	107.16	107.16
2007888	08/22/07	03169	MENDEZ-SCHOMER, ALICIA	016144	08/20/07	COMPUTER LOAN PROGRAM	1,938.42	1,938.42
2007889	08/22/07	07539	MERRILL L LANNEN	016126	08/14/07	REIMB FOR CASH IN YOUR PLANTS PROGRAM	1,000.00	1,000.00
2007890	08/22/07	07513	MICHAEL BURKS	Ref002377671	08/15/07	UB Refund Cst #0000071232	48.12	48.12

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2007891	08/22/07	07504	MICHELLE BOWIE	Ref002377662	08/15/07	UB Refund Cst #0000026195	36.42	36.42
2007707	08/08/07	01577	MINARIK CORPORATION	I0476954DD	07/19/07	GE FANUC PLC MODULES	3,832.30	3,832.30
2007782	08/15/07	01577	MINARIK CORPORATION	I0477345DD	07/21/07	GE FANUC PLC MODULES	1,245.35	
				I0478807DD	07/25/07	GE FANUC PLC MODULES	520.41	
				I0477346DD	07/21/07	GE FANUC PLC MODULES	233.44	1,999.20
2007892	08/22/07	01577	MINARIK CORPORATION	I0481306DD	07/31/07	GE FANUC PLC MODULES	3,620.29	
				I0481304DD	07/31/07	GE FANUC PLC MODULES	3,620.29	
				I0476955DD	07/19/07	GE FANUC PLC MODULES	2,375.29	
				I0481303DD	07/31/07	GE FANUC PLC MODULES	520.41	10,136.28
2008001	08/29/07	01577	MINARIK CORPORATION	I0482693DD	08/03/07	BANNER SURECROSS WIRELESS KIT	1,570.02	
				I0483622DD	08/08/07	GE FANUC PLC MODULES	993.26	
				I0483445DD	08/07/07	COMMUNICATIONS MODULE	961.33	
				I0483620DD	08/08/07	GE FANUC PLC MODULES	961.33	
				I0483621DD	08/08/07	GE FANUC PLC MODULES	957.33	5,443.27
2007783	08/15/07	00887	MIRAMAR TRUCK CENTER-SAN DIEGO	215738	07/17/07	REPAIR PART	133.94	133.94
2007893	08/22/07	00887	MIRAMAR TRUCK CENTER-SAN DIEGO	216357	07/31/07	REPAIR PART	221.75	221.75
2007613	08/01/07	03393	MOBILE MINI LLC - CA	904048964	07/08/07	RENTAL 40' METERS STORAGE CONTAINER	164.90	164.90
2007708	08/08/07	03393	MOBILE MINI LLC - CA	904051142	07/16/07	RENTAL 40' METERS STORAGE CONTAINER	170.88	170.88
2008002	08/29/07	03393	MOBILE MINI LLC - CA	904056020	08/05/07	RENTAL 40' METERS STORAGE CONTAINER	164.90	164.90
2007614	08/01/07	03401	MODULAR MERCHANTS	1735	07/12/07	OFFICE PANELS	1,764.30	1,764.30
2007894	08/22/07	03401	MODULAR MERCHANTS	1737	07/27/07	OFFICE REMODELING	160.00	160.00
2007615	08/01/07	07456	MURIEL CURTIS	Ref002377075	07/30/07	UB Refund Cst #0000061931	26.62	26.62
2007709	08/08/07	03623	MWH AMERICAS INC	1121024	07/01/07	PROFESSIONAL SERVICES	700.50	700.50
2007895	08/22/07	02037	MWH LABORATORIES	209624LI	07/27/07	MONTHLY REGULATORY ANALYSES	762.00	762.00
2007616	08/01/07	04676	NAPA AUTO PARTS	079404		CREDIT MEMO	(39.85)	
				079412		CREDIT MEMO	(21.55)	
				080815	07/12/07	REPAIR PARTS	308.84	
				080450	07/10/07	REPAIR PARTS	305.99	
				079491	06/29/07	REPAIR PARTS	148.57	
				079106	06/26/07	REPAIR PARTS	114.45	
				080656	07/11/07	REPAIR PARTS	103.66	
				079550	06/29/07	REPAIR PARTS	94.79	
				079287	06/27/07	REPAIR PARTS	86.18	

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				079995	07/05/07	REPAIR PARTS	66.00	
				078992	06/26/07	REPAIR PARTS	60.01	
				080334	07/09/07	REPAIR PARTS	52.72	
				078879	06/25/07	REPAIR PARTS	49.23	
				079948	07/03/07	REPAIR PARTS	47.49	
				078922	06/25/07	REPAIR PARTS	43.84	
				078860	06/25/07	REPAIR PARTS	39.85	
				080397	07/10/07	REPAIR PARTS	38.76	
				079787	07/02/07	REPAIR PARTS	38.05	
				080333	07/09/07	REPAIR PARTS	37.66	
				079386	06/28/07	REPAIR PARTS	36.05	
				080354	07/09/07	REPAIR PARTS	28.33	
				078993	06/26/07	REPAIR PARTS	26.17	
				078998	06/26/07	REPAIR PARTS	25.75	
				080449	07/10/07	REPAIR PARTS	25.61	
				080742	07/12/07	REPAIR PARTS	24.05	
				080436	07/10/07	REPAIR PARTS	23.05	
				079243	06/27/07	REPAIR PARTS	14.31	
				079439	06/28/07	REPAIR PARTS	13.38	
				080684	07/11/07	REPAIR PARTS	12.33	
				080619	07/11/07	REPAIR PARTS	10.41	
				080614	07/11/07	REPAIR PARTS	8.94	
				080615	07/11/07	REPAIR PARTS	8.94	1,832.01
2007710	08/08/07	04676	NAPA AUTO PARTS	081112	07/16/07	REPAIR PARTS	275.32	
				081145	07/16/07	REPAIR PARTS	226.04	
				081250	07/17/07	REPAIR PARTS	208.99	
				081211	07/16/07	REPAIR PARTS	115.39	
				081160	07/16/07	REPAIR PARTS	79.59	
				081144	07/16/07	REPAIR PARTS	79.59	
				081217	07/16/07	REPAIR PARTS	55.00	
				081260	07/17/07	REPAIR PARTS	17.92	1,057.84
2008004	08/29/07	04676	NAPA AUTO PARTS	082794		CREDIT MEMO	(96.95)	
				082791		CREDIT MEMO	(84.85)	
				080995		CREDIT MEMO	(84.85)	
				082792		CREDIT MEMO	(62.50)	
				081013		CREDIT MEMO	(36.05)	
				081012		CREDIT MEMO	(32.33)	
				082793		CREDIT MEMO	(23.26)	
				083586	08/06/07	REPAIR PARTS	311.40	
				082075	07/24/07	REPAIR PARTS	252.71	
				082364	07/26/07	REPAIR PARTS	107.64	
				081528	07/19/07	REPAIR PARTS	103.66	
				082347	07/26/07	REPAIR PARTS	86.16	
				083574	08/06/07	REPAIR PARTS	79.77	
				082995	08/01/07	REPAIR PARTS	79.37	
				082687	07/30/07	REPAIR PARTS	45.14	
				083335	08/03/07	REPAIR PARTS	38.39	

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				083334	08/03/07	REPAIR PARTS	38.39	
				083000	08/01/07	REPAIR PARTS	32.70	
				082329	07/26/07	REPAIR PARTS	32.31	
				083286	08/03/07	REPAIR PARTS	29.55	
				083285	08/03/07	REPAIR PARTS	29.55	
				081730	07/20/07	REPAIR PARTS	26.81	
				083045	08/01/07	REPAIR PARTS	25.73	
				083739	08/07/07	REPAIR PARTS	25.18	
				082883	07/31/07	REPAIR PARTS	21.64	
				082228	07/25/07	REPAIR PARTS	21.53	
				083573	08/06/07	REPAIR PARTS	21.29	
				083859	08/08/07	REPAIR PARTS	21.03	
				081486	07/18/07	REPAIR PARTS	19.99	
				081888	07/23/07	REPAIR PARTS	19.22	
				081259	07/17/07	REPAIR PARTS	17.92	
				083756	08/08/07	REPAIR PARTS	16.50	
				083294	08/03/07	REPAIR PARTS	13.08	
				081712	07/20/07	REPAIR PARTS	12.24	
				081409	07/18/07	REPAIR PARTS	10.21	
				082410	07/26/07	REPAIR PARTS	10.00	
				083757	08/08/07	REPAIR PARTS	9.68	
				083769	08/08/07	REPAIR PARTS	9.62	
				081998	07/23/07	REPAIR PARTS	8.93	
				081190	07/16/07	REPAIR PARTS	8.72	
				081462	07/18/07	REPAIR PARTS	7.29	
				081764	07/20/07	REPAIR PARTS	4.06	
				081508	07/18/07	REPAIR PARTS	3.71	
				081333	07/17/07	REPAIR PARTS	3.02	
				081185	07/16/07	REPAIR PARTS	1.17	1,184.52
2007617	08/01/07	07351	NASCO MODESTO	918376	07/10/07	SOIL SAMPLER FOR FILTER MEDIA ANALYSIS	77.49	77.49
2007896	08/22/07	07528	NATHANIEL SIMMONS	Ref002377687	08/15/07	UB Refund Cst #0000091886	5.67	5.67
2007659	08/08/07	03523	NATIONAL DEFERRED COMPENSATION	Ben2377383	08/09/07	DEFERRED COMP PLAN	8,975.13	8,975.13
2007897	08/22/07	03523	NATIONAL DEFERRED COMPENSATION	Ben2377813	08/23/07	DEFERRED COMP PLAN	8,813.84	8,813.84
2007618	08/01/07	00459	NATIONAL NOTARY ASSOCIATION	108942409	07/23/07	MEMBERSHIP DUES	89.00	89.00
2007619	08/01/07	03733	NEC UNIFIED SOLUTIONS INC	VSH10242247	07/11/07	LABOR FOR PHONES SVCS	125.00	125.00
2007711	08/08/07	03733	NEC UNIFIED SOLUTIONS INC	VSH10242553	07/17/07	LABOR FOR PHONES SVCS	125.00	125.00
2007898	08/22/07	03733	NEC UNIFIED SOLUTIONS INC	VAG10243385 VSH10243159	08/01/07 07/27/07	ANNUAL SUPPORT FOR NEAX 2000 IPS LABOR FOR PHONES SVCS	36,279.60 125.00	36,404.60
2007620	08/01/07	03487	NETWORK INSIGHT	NINMS200700589	07/12/07	NETWORK MONITORING SERVICES	18,330.75	18,330.75

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2007784	08/15/07	03487	NETWORK INSIGHT	NINMS200700618	08/06/07	STAFF SUPPORT - IS DEPT	1,230.00	1,230.00
2007621	08/01/07	00745	NEWARK	14425441	06/25/07	SHOP MATERIALS	91.68	91.68
2007785	08/15/07	00745	NEWARK	14553265	07/25/07	HOFFMAN PANELS	2,002.99	
				14555017	07/25/07	HOFFMAN PANELS	601.45	
				14560619	07/26/07	HOFFMAN PANELS	514.32	3,118.76
2007899	08/22/07	00745	NEWARK	14567796	07/27/07	HOFFMAN PANELS	2,002.99	2,002.99
2007622	08/01/07	07488	NEWMAN, DAMON	016090	07/26/07	MILEAGE REIMBURSEMENT	43.04	43.04
2007712	08/08/07	03571	NEXTLEVEL INTERNET INC	13347	07/14/07	INTERNET WEB HOSTING	416.00	416.00
2007900	08/22/07	03571	NEXTLEVEL INTERNET INC	13577	08/14/07	INTERNET WEB HOSTING	416.00	416.00
2007623	08/01/07	03416	NORTHERN SAFETY CO INC	P181178401016	06/29/07	BENCH TOP SAFETY CABINET	446.95	446.95
2007713	08/08/07	07447	NTU TECHNOLOGIES INC	5891	07/18/07	POLYMER FOR THE TERTIARY FILTERS	2,036.48	2,036.48
2007786	08/15/07	02867	OCE	986027214	07/21/07	DUAL ROLL PRINTER MAINTENANCE	1,816.08	1,816.08
2007624	08/01/07	00510	OFFICE DEPOT INC	392082252001	07/09/07	OFFICE SUPPLIES	32.24	32.24
2007714	08/08/07	00510	OFFICE DEPOT INC	393838629001	07/18/07	OFFICE SUPPLIES	56.57	56.57
2007787	08/15/07	00510	OFFICE DEPOT INC	394498173001	07/25/07	OFFICE SUPPLIES	187.83	
				394016660001	07/25/07	OFFICE SUPPLIES	129.13	
				394085171001	07/25/07	INKJET CARTRIDGES	106.65	423.61
2008005	08/29/07	00510	OFFICE DEPOT INC	395884263001	08/08/07	OFFICE SUPPLIES	195.21	
				396077486001	08/08/07	OFFICE SUPPLIES	113.79	
				396076966001	08/08/07	OFFICE SUPPLIES	15.49	
				396077486002	08/08/07	OFFICE SUPPLIES	7.75	332.24
2007625	08/01/07	01837	OFFICE TEAM	19183881	07/23/07	TEMPORARY SERVICES	934.80	934.80
2007715	08/08/07	01837	OFFICE TEAM	19256176	07/31/07	TEMPORARY SERVICES - CUSTOMER SVC	747.84	747.84
2007788	08/15/07	01837	OFFICE TEAM	19291815	08/06/07	TEMPORARY SERVICES - CUSTOMER SVC	747.84	747.84
2007901	08/22/07	01837	OFFICE TEAM	19346124	08/13/07	TEMPORARY SERVICES - CUSTOMER SVC	934.80	934.80
2008006	08/29/07	01837	OFFICE TEAM	19411154	08/29/07	TEMPORARY SERVICES - CUSTOMER SVC	969.86	969.86
2007902	08/22/07	02084	OLLI BROS	016095	07/30/07	UNIFORM CAPS	1,136.81	1,136.81
2007903	08/22/07	00496	ONESOURCE DISTRIBUTORS LLC	S2742549001	07/31/07	N-TRON 405TX 5-PORT SWITCH	5,184.75	5,184.75

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2007716	08/08/07	07496	ORTEGA, ALMA PATRICIA	016106	08/07/07	TUITION REIMBURSEMENT	1,200.00	1,200.00
2007660	08/08/07	03101	OTAY WATER DISTRICT	Ben2377385	08/09/07	PAYROLL DEDUCTION - ASSN DUES	819.00	819.00
2007904	08/22/07	03101	OTAY WATER DISTRICT	Ben2377815	08/23/07	PAYROLL DEDUCTION - ASSN DUES	833.00	833.00
2007717	08/08/07	07492	OTTO KRUEGER	016099	07/31/07	SHARE OF COST FOR THE GATE ACCESS UNIT	125.00	125.00
2007718	08/08/07	04463	PACIFIC GREEN LANDSCAPE INC	0043707IN	07/15/07	LANDSCAPING SERVICES	7,850.00	7,850.00
2008007	08/29/07	04463	PACIFIC GREEN LANDSCAPE INC	0044015IN	08/09/07	LANDSCAPE WEED REMOVAL	150.00	150.00
2007905	08/22/07	06646	PACIFIC HYDROTECH CORPORATION	7	07/31/07	640-1 & 640-2 RESERVOIR PROJECT	1,730,353.50	1,730,353.50
2008008	08/29/07	01002	PACIFIC PIPELINE SUPPLY	119147	08/09/07	METER ADAPTORS	2,079.58	2,079.58
2007906	08/22/07	07505	PARKWAY HILLS NAZ CHURCH	Ref002377663	08/15/07	UB Refund Cst #0000027055	172.02	172.02
2007626	08/01/07	07462	PATRICK O'FARRELL	Ref002377081	07/30/07	UB Refund Cst #0000074945	32.20	32.20
2007627	08/01/07	07472	PATTY CASANOVA	Ref002377091	07/30/07	UB Refund Cst #0000090990	38.30	38.30
2007907	08/22/07	05497	PAYPAL INC	746553	07/31/07	ON-LINE PAYMENT SERVICES	240.00	240.00
2007628	08/01/07	03308	PBS&J	0337008	07/09/07	OWD WASTE DISCHARGE PERMIT REV	800.00	800.00
2007789	08/15/07	03308	PBS&J	0338217	07/16/07	ENVIRONMENTAL SERVICES	932.90	932.90
2007629	08/01/07	03649	PECK S HEAVY FRICTION INC	174157	07/02/07	REPAIR PARTS	762.74	762.74
2007908	08/22/07	03649	PECK S HEAVY FRICTION INC	174662	07/17/07	REPAIR PART	178.65	178.65
2007790	08/15/07	00227	PELL MELL SUPPLY	44165800	07/23/07	STAINLESS STEEL NUTS AND BOLTS	1,902.83	1,902.83
2007719	08/08/07	03790	PENHALL COMPANY	7045	07/18/07	FLAT SAW CUTTING SERVICES	185.00	185.00
2007630	08/01/07	00593	PEPPER OIL COMPANY INC	603422	07/20/07	DIESEL FUEL - LOPS P/S	10,762.18	10,762.18
2007909	08/22/07	00593	PEPPER OIL COMPANY INC	603725	08/08/07	DIESEL FUEL	14,036.16	
				603726	08/08/07	UNLEADED FUEL	12,814.24	
				603691	08/06/07	DIESEL FUEL - LOPS	10,068.15	36,918.55
2008009	08/29/07	00593	PEPPER OIL COMPANY INC	603767	08/17/07	DIESEL FUEL	9,604.70	9,604.70
2007791	08/15/07	03180	PERFORMANCE METER INC	0013052IN	07/25/07	TEMP CONSTRUCTION METERS	9,250.34	9,250.34
2007910	08/22/07	03199	PERFORMANCE SPECIALTIES	21399	08/02/07	REPAIR TRUCK	87.86	
				21287	07/19/07	REPAIR TRUCK	63.61	151.47

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2007661	08/08/07	00137	PETTY CASH CUSTODIAN	016103	08/07/07	PETTY CASH REIMBURSEMENT	623.07	623.07
2007911	08/22/07	00137	PETTY CASH CUSTODIAN	016143	08/21/07	PETTY CASH REIMBURSEMENT	622.27	622.27
2007631	08/01/07	04983	PICNIC PEOPLE SAN DIEGO	PP1247	08/01/07	SUMMER PICNIC DEPOSIT	5,808.00	5,808.00
2007912	08/22/07	03253	PIPEHORN	36989A	07/30/07	PIPEHORN PIPE AND CABLE LOCATOR	1,215.00	1,215.00
2007792	08/15/07	00053	PITNEY BOWES INC	706588 604822	07/01/07 07/01/07	POSTAL SERVICES POSTAL SERVICES	1,548.00 171.00	1,719.00
2007913	08/22/07	07168	POWER & ENVIRONMENT	1000659F	07/30/07	FREIGHT CHARGES FOR UPS SYSTEM	386.92	386.92
2007720	08/08/07	05499	PRAXAIR DISTRIBUTION INC	26400773	06/20/07	WELDING SUPPLIES & EQUIPMENT	473.46	473.46
2007914	08/22/07	02976	PRE-PAID LEGAL SERVICES INC	016135	08/17/07	LEGAL SERVICES	73.75	73.75
2007632	08/01/07	06641	PRUDENTIAL OVERALL SUPPLY	6844140 6844139 6844141 6837389 6837388 6844142	07/12/07 07/12/07 07/12/07 07/11/07 07/11/07 07/12/07	UNIFORMS MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES UNIFORMS UNIFORMS	291.43 136.98 89.25 88.95 70.64 68.12	745.37
2007721	08/08/07	06641	PRUDENTIAL OVERALL SUPPLY	6876984 6876983 6876985 6870184 6870183 6876986	07/19/07 07/19/07 07/19/07 07/18/07 07/18/07 07/19/07	UNIFORMS MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES UNIFORMS UNIFORMS	290.54 136.98 89.25 88.95 70.64 68.12	744.48
2007793	08/15/07	06641	PRUDENTIAL OVERALL SUPPLY	6909770 6909769 6909771 6903002 6903001 6909772	07/26/07 07/26/07 07/26/07 07/25/07 07/25/07 07/26/07	UNIFORMS MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES UNIFORMS UNIFORMS	290.54 136.98 89.25 88.95 70.64 68.12	744.48
2007915	08/22/07	06641	PRUDENTIAL OVERALL SUPPLY	6942633 6942632 6942634 6935856 6935855 6942635	08/02/07 08/02/07 08/02/07 08/01/07 08/01/07 08/02/07	UNIFORMS MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES UNIFORMS UNIFORMS	317.64 136.98 89.25 88.95 70.64 64.68	768.14
2008010	08/29/07	06641	PRUDENTIAL OVERALL SUPPLY	6975358 6975357 6975359 6968621	08/09/07 08/09/07 08/09/07 08/08/07	UNIFORMS MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES	317.45 136.98 89.25 88.95	

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				6975360	08/09/07	UNIFORMS	72.68	
				6968620	08/08/07	UNIFORMS	70.64	775.95
2007633	08/01/07	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2376948	07/26/07	PERS CONTRIBUTION	114,657.72	114,657.72
2007794	08/15/07	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2377379	08/09/07	PERS CONTRIBUTION	112,980.74	112,980.74
2008011	08/29/07	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2377809	08/23/07	PERS CONTRIBUTION	121,689.56	121,689.56
2008012	08/29/07	01342	R J SAFETY SUPPLY CO INC	24026300	08/08/07	SAFETY PRODUCTS	198.52	198.52
2007722	08/08/07	07403	RADIOSHACK	883698	07/19/07	TREATMENT PLANT DHS PROJECT	549.40	549.40
2007634	08/01/07	07461	RAMON DE LA TOBA	Ref002377080	07/30/07	UB Refund Cst #0000074302	25.91	25.91
2007635	08/01/07	00766	RANROY PRINTING COMPANY	089233	06/26/07	BUSINESS CARDS	59.26	59.26
2007916	08/22/07	02041	RBF CONSULTING	7060473	07/27/07	CIP P2185 - CONST MGMT SVCS	73,691.00	73,691.00
2007795	08/15/07	00021	RCP BLOCK & BRICK INC	4318466	07/26/07	CONCRETE	196.87	196.87
2007636	08/01/07	07464	REGINA COKE	Ref002377083	07/30/07	UB Refund Cst #0000080113	6.58	6.58
2007637	08/01/07	06645	RELIABLE ELEVATOR INC	9519	07/01/07	ELEVATOR SERVICE & MAINTENANCE	390.00	390.00
2007917	08/22/07	06645	RELIABLE ELEVATOR INC	9772	08/01/07	ELEVATOR SERVICE & MAINTENANCE	390.00	390.00
2007918	08/22/07	01471	ROBBINS AUTO GLASS	39634	07/17/07	SUBLET REPAIR	249.69	249.69
2008013	08/29/07	06412	ROMERO, TANYA	016157	08/22/07	TUITION REIMBURSEMENT	433.86	433.86
2007919	08/22/07	01700	RUBALCAVA, GILBERT R	016140	08/16/07	TUITION REIMBURSEMENT	60.00	60.00
2007920	08/22/07	00217	RW LITTLE CO INC	83912	08/02/07	SANDBLAST & POWDER COAT VALVE BODIES	250.00	250.00
2007921	08/22/07	05130	SAFARI MICRO INC	158676	07/31/07	ANNUAL SUBSCRIPTION MICROSOFT TECHNET	408.37	408.37
2008014	08/29/07	03687	SAFETY-KLEEN SYSTEMS INC	0034552935	08/06/07	SERVICE SOLVENT TANK	163.13	163.13
2007638	08/01/07	03803	SAN DIEGO CLIPPING SERVICE INC	439070702	07/02/07	NEWSPAPER CLIPPING SERVICE	105.00	105.00
2007922	08/22/07	03803	SAN DIEGO CLIPPING SERVICE INC	439070801	08/01/07	NEWSPAPER CLIPPING SERVICE	122.00	122.00
2007796	08/15/07	04661	SAN DIEGO COUNTY WATER	016119	08/13/07	REGISTRATION FEE	20.00	20.00
2007923	08/22/07	00247	SAN DIEGO DAILY TRANSCRIPT	61367	07/30/07	BID ADVERTISEMENT	69.00	
				61368	07/30/07	BID ADVERTISEMENT	66.00	135.00
2008015	08/29/07	00247	SAN DIEGO DAILY TRANSCRIPT	62308	08/06/07	BID ADVERTISEMENT	72.00	72.00

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2007924	08/22/07	03231	SAN DIEGO EAST COUNTY	016138	08/16/07	REGISTRATION FEE	20.00	20.00
2007925	08/22/07	00361	SAN DIEGO ELECTRIC	109461	07/27/07	FUSES	215.50	215.50
2007639	08/01/07	00121	SAN DIEGO GAS & ELECTRIC	016088 016087	07/26/07 07/27/07	UTILITY EXPENSES UTILITY EXPENSES	62,697.91 59,887.97	122,585.88
2007640	08/01/07	07477	SAN DIEGO GAS & ELECTRIC	Ref002377096	07/30/07	UB Refund Cst #0000093218	685.62	685.62
2007723	08/08/07	00121	SAN DIEGO GAS & ELECTRIC	016100	07/31/07	UTILITY EXPENSES	62,587.63	62,587.63
2007797	08/15/07	00121	SAN DIEGO GAS & ELECTRIC	016112 016121	07/31/07 07/25/07	UTILITY EXPENSES UTILITY EXPENSES	43,828.89 10,604.61	54,433.50
2007926	08/22/07	00121	SAN DIEGO GAS & ELECTRIC	016136	08/20/07	UTILITY EXPENSES	16,498.39	16,498.39
2008016	08/29/07	00121	SAN DIEGO GAS & ELECTRIC	016153 016146	08/23/07 08/17/07	UTILITY EXPENSES UTILITY EXPENSES	62,418.56 21,220.32	83,638.88
2007641	08/01/07	03809	SAN DIEGO NEIGHBORHOOD NEWS	01526893001	07/21/07	JOB POSTING	194.00	194.00
2007927	08/22/07	03809	SAN DIEGO NEIGHBORHOOD NEWS	01526905001	07/27/07	JOB POSTINGS	168.80	168.80
2008017	08/29/07	04345	SAN DIEGO PRECAST CONCRETE INC	0125337IN 0125336IN	08/03/07 08/03/07	INVENTORY GATE CAPS	6,794.65 1,192.25	7,986.90
2007724	08/08/07	03273	SAN DIEGO READER	207	07/18/07	JOB POSTING	195.20	195.20
2007798	08/15/07	03273	SAN DIEGO READER	207 209 210	07/25/07 07/25/07 07/25/07	JOB POSTING JOB POSTING JOB POSTING	195.20 67.95 67.00	330.15
2008018	08/29/07	03273	SAN DIEGO READER	213	08/08/07	JOB POSTING	91.57	91.57
2007799	08/15/07	01679	SANCHEZ, EDUARDO	016110	08/08/07	TUITION REIMBURSEMENT	77.00	77.00
2007642	08/01/07	06280	SANCHEZ, OMAR	016083	07/25/07	REIMB DRIVER LICENSE/HAZMAT RENEWAL	128.00	128.00
2008019	08/29/07	03514	SANTOS, MARCIANO	016158	08/21/07	TUITION REIMBURSEMENT	40.45	40.45
2007643	08/01/07	07463	SCOTT BERGERON	Ref002377082	07/30/07	UB Refund Cst #0000079349	27.42	27.42
2007644	08/01/07	07474	SCOTT VINSON	Ref002377093	07/30/07	UB Refund Cst #0000091570	45.10	45.10
2007725	08/08/07	00419	SHAPE PRODUCTS	129912	07/16/07	LABORATORY SUPPLIES	1,544.51	1,544.51
2007645	08/01/07	07405	SHARP BUSINESS SYSTEMS	9G874A 9G238A	07/11/07 06/19/07	FAX TONER TONER FOR FAX MACHINE	249.98 80.43	330.41

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2007726	08/08/07	02802	SHERWOOD, KIM	310141308	08/04/07	SAFETY BOOTS REIMBURSEMENT	87.26	87.26
2007928	08/22/07	07522	SHINWOO PARK	Ref002377680	08/15/07	UB Refund Cst #0000088074	62.91	62.91
2007646	08/01/07	05983	SIEMENS WATER TECHNOLOGIES	4385896	06/01/07	COLUMN EXCHANGES	66.00	66.00
2007800	08/15/07	05983	SIEMENS WATER TECHNOLOGIES	1990119 2184274	12/19/06 07/20/07	PUMP PARTS COLUMN EXCHANGES	1,129.89 166.52	1,296.41
2007929	08/22/07	05983	SIEMENS WATER TECHNOLOGIES	2069707	03/19/07	REPAIR OF LABORATORY EQUIPMENT	272.40	272.40
2007930	08/22/07	05627	SIGNA DIGITAL SOLUTIONS INC	ARS09873 ARS09872 ARS09889 ARS09879	08/02/07 08/02/07 08/02/07 08/02/07	COPIER SERVICE & MAINTENANCE COPIER SERVICE & MAINTENANCE COPIER SERVICE & MAINTENANCE COPIER SERVICE & MAINTENANCE	550.00 550.00 131.00 31.00	1,262.00
2007801	08/15/07	03592	SOFTCHOICE CORPORATION	1435600	07/20/07	TRIACTIVE ASSET INVENTORY PROFESSIONAL	3,547.13	3,547.13
2007647	08/01/07	03103	SOUTHCOAST HEATING &	C33661	07/10/07	AIR CONDITIONING MAINTENANCE	857.00	857.00
2008020	08/29/07	06852	SOUTHCOAST MEDICAL CLINIC	2121	07/31/07	PHYSICAL EXAM	116.50	116.50
2007802	08/15/07	06853	SOUTHERN CALIFORNIA SOIL	342924	07/15/07	ON CALL GEOTECHNICAL SERVICES	495.00	495.00
2007803	08/15/07	04404	SOUTHERN CALIFORNIA WATER	016120	08/13/07	REGISTRATION FEE	40.00	40.00
2008021	08/29/07	03760	SPANKY'S PORTABLE SERVICES INC	679288 681429 683262	06/28/07 07/09/07 07/18/07	PORTABLE TOILET RENTAL PORTABLE TOILET RENTAL PORTABLE TOILET RENTAL	96.78 77.37 66.19	240.34
2007931	08/22/07	03516	SPECIAL DISTRICT RISK	016145	07/19/07	PROPERTY & LIABILITY PREMIUM	443,282.23	443,282.23
2007648	08/01/07	03600	SPRINT	016061	07/14/07	WIRELESS CARDS SERVICE - INTERNET	60.54	60.54
2007932	08/22/07	03600	SPRINT	016133	08/14/07	WIRELESS CARDS SERVICE - INTERNET	60.54	60.54
2008022	08/29/07	06290	STALKER, GARY	016159	08/24/07	TUITION REIMBURSEMENT	495.00	495.00
2007933	08/22/07	02354	STANDARD ELECTRONICS	9773 9779	08/01/07 08/02/07	TESTING & INSPECTING FIRE ALARM SYSTEMS SECURITY SERVICE & REPAIRS	2,840.00 170.00	3,010.00
2008023	08/29/07	07448	<b>STANLEY STEEMER</b>	928509	08/06/07	CARPET CLEANING	<b>1,370.00</b>	<b>1,370.00</b>
2008024	08/29/07	00214	STAR NEWS, THE	016163	07/31/07	SUBSCRIPTION RENEWAL	25.00	25.00
2007662	08/08/07	06295	STATE DISBURSEMENT UNIT	Ben2377393	08/09/07	PAYROLL DEDUCTION	294.46	294.46
2007663	08/08/07	06299	STATE DISBURSEMENT UNIT	Ben2377391	08/09/07	PAYROLL DEDUCTION	237.69	237.69

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2007664	08/08/07	06303	STATE DISBURSEMENT UNIT	Ben2377395	08/09/07	PAYROLL DEDUCTION	482.76	482.76
2007934	08/22/07	06295	STATE DISBURSEMENT UNIT	Ben2377823	08/23/07	PAYROLL DEDUCTION	294.46	294.46
2007935	08/22/07	06299	STATE DISBURSEMENT UNIT	Ben2377821	08/23/07	PAYROLL DEDUCTION	237.69	237.69
2007936	08/22/07	06303	STATE DISBURSEMENT UNIT	Ben2377825	08/23/07	PAYROLL DEDUCTION	482.76	482.76
2007727	08/08/07	00274	STATE OF CALIFORNIA	4697407	08/06/07	LICENSE RENEWAL	125.00	125.00
2007804	08/15/07	00274	STATE OF CALIFORNIA	698307	08/07/07	LICENSE RENEWAL	125.00	125.00
2007665	08/08/07	02261	STATE STREET BANK & TRUST CO	Ben2377381	08/09/07	DEFERRED COMP PLAN	5,610.02	5,610.02
2007937	08/22/07	02261	STATE STREET BANK & TRUST CO	Ben2377811	08/23/07	DEFERRED COMP PLAN	6,410.02	6,410.02
2008025	08/29/07	03263	STRUNKS JR, DALE R	016162	08/24/07	TUITION REIMBURSEMENT	460.00	460.00
2007938	08/22/07	07520	SUNDT CONSTRUCTION	Ref002377678	08/15/07	UB Refund Cst #0000084377	577.50	577.50
2007939	08/22/07	07533	SUNDT CONSTRUCTION	Ref002377692	08/15/07	UB Refund Cst #0000094766	486.96	486.96
2007805	08/15/07	06841	SUPERIOR ENVIRONMENTAL	0707041	07/24/07	DATA CENTER CLEANING MAINTENANCE	375.00	375.00
2007649	08/01/07	07483	SUSAN L GONZALEZ	Ref002377102	07/30/07	UB Refund Cst #0000102446	765.50	765.50
2007940	08/22/07	07532	SUSANNE BERNAL	Ref002377691	08/15/07	UB Refund Cst #0000094268	29.96	29.96
2008026	08/29/07	00408	SWEETWATER AUTHORITY	016151	07/31/07	SWEETWATER AUTHORITY SR-125 UTILITY REL	476.58	476.58
2008027	08/29/07	01736	SWIGGERS, JULIE M	13780807	08/15/07	MILEAGE REIMBURSEMENT	47.77	47.77
2008028	08/29/07	02799	TARULLI TIRE INC - SAN DIEGO	20030046	06/13/07	TIRES	344.27	
				20030509	07/20/07	TIRES	342.86	
				20030575	07/27/07	TIRES	186.55	
				20030439	07/17/07	TIRES	167.98	
				20030222	06/27/07	TIRES	84.23	
				20030325	07/06/07	TIRES	64.47	
				20030508	07/20/07	TIRES	32.31	
				20030561	07/25/07	TIRES	27.00	
				20030221	06/27/07	TIRES	26.93	
				20030558	07/24/07	TIRES	23.70	
				20030261	06/29/07	TIRES	20.47	
				20030328	07/06/07	TIRES	20.47	1,341.24
2007942	08/22/07	07506	THE EASTLAKE COMPANY	Ref002377664	08/15/07	UB Refund Cst #0000032100	10.00	10.00
2007943	08/22/07	07503	THOM WILLAMS	Ref002377661	08/15/07	UB Refund Cst #0000020191	22.39	22.39

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2007728	08/08/07	02498	THOMPSON, CHAD	28761	08/07/07	SAFETY BOOTS REIMBURSEMENT	150.00	150.00
2007941	08/22/07	04977	T-MOBILE	016129	08/01/07	CELL PHONE & BLACKBERRY SERVICES	2,103.51	2,103.51
2007806	08/15/07	02273	TRUCKIN STUFF	12733		CREDIT MEMO	(498.88)	
				12662	07/24/07	TOOL BOX	1,239.63	
				12733	07/26/07	TOOL BOX	320.37	1,061.12
2007807	08/15/07	07501	TYLER TECHNOLOGIES	016118	08/10/07	REGISTRATION FEE	600.00	600.00
2007944	08/22/07	06829	U S SECURITY ASSOCIATES INC	926900	07/31/07	AFTER HOURS SECURITY SVCS	110.00	110.00
2007945	08/22/07	00427	UNDERGROUND SERVICE ALERT OF	720070462	08/01/07	UNDERGROUND TRENCH SERVICE ALERTS	502.40	502.40
2007729	08/08/07	07498	UNION OF PAN ASIAN COMMUNITIES	016109	08/08/07	REGISTRATION FEE	550.00	550.00
2007730	08/08/07	00075	UNION TRIBUNE PUBLISHING CO	C070702502	07/31/07	JOB POSTING	3,088.47	3,088.47
2007946	08/22/07	00075	UNION TRIBUNE PUBLISHING CO	C070702503	07/31/07	JOB POSTINGS, BID & LEGAL ADS	3,000.80	3,000.80
2007731	08/08/07	02613	UNITED RENTALS NORTHWEST INC	66638331001	07/13/07	CONCRETE	156.24	
				66634390001	07/13/07	CONCRETE	156.24	
				66720079001	07/17/07	CONCRETE	137.92	
				66641614001	07/13/07	CONCRETE	118.53	568.93
2007947	08/22/07	02613	UNITED RENTALS NORTHWEST INC	67066734001	07/30/07	CONCRETE	156.24	
				67062632001	07/30/07	CONCRETE	156.24	
				67103327001	07/31/07	CONCRETE	137.92	
				67072052001	07/30/07	CONCRETE	39.06	489.46
2007666	08/08/07	05417	UNITED STATES DEPARTMENT	Ben2377399	08/09/07	PAYROLL DEDUCTION	100.00	100.00
2007948	08/22/07	05417	UNITED STATES DEPARTMENT	Ben2377829	08/23/07	PAYROLL DEDUCTION	100.00	100.00
2007808	08/15/07	00350	UNITED STATES POSTAL SERVICE	016124	08/15/07	REIMBURSE POSTAGE MACHINE	1,500.00	1,500.00
2007732	08/08/07	00335	UNITED STATES POSTMASTER	016108	08/07/07	POSTAGE FOR PROP 218 MAILINGS	9,502.33	9,502.33
2007949	08/22/07	00853	UNIVAR USA INC	SD632523	07/31/07	BULK AQUA AMMONIA	1,951.53	1,951.53
2007950	08/22/07	03212	UNUM LIFE INSURANCE	Ben2377807	08/23/07	LONG TERM DISABILITY	6,051.91	6,051.91
2007809	08/15/07	02674	USA BLUE BOOK	418438	07/26/07	TREATMENT PLANT POLY TANK	237.19	237.19
2008029	08/29/07	02674	USA BLUE BOOK	419764	07/30/07	TREATMENT PLANT POLY TANK	225.66	225.66
2007541	07/26/07	06414	VANTAGEPOINT TRANSFER AGENTS	016082	07/26/07	DEFERRED COMP PLAN	73,573.94	73,573.94

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2007667	08/08/07	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2377389	08/09/07	DEFERRED COMP PLAN	6,864.06	6,864.06
2007951	08/22/07	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2377819	08/23/07	DEFERRED COMP PLAN	6,994.06	6,994.06
2007650	08/01/07	03329	VERIZON WIRELESS	0572899234	07/21/07	CELL PHONE SERVICE	8,348.72	8,348.72
2007651	08/01/07	07451	VICKIE HARTFORD	Ref002377069	07/30/07	UB Refund Cst #0000002394	53.63	53.63
2008030	08/29/07	03335	VORTEX INDUSTRIES INC	113478521	08/08/07	ROLL UP DOOR REPAIR	481.96	481.96
2007652	08/01/07	00101	W W GRAINGER INC	9408130806	07/12/07	VALVE PARTS	453.98	
				9405967184	07/10/07	HOUR METER	349.11	
				9406857475	07/11/07	MOTOR AND FANS	234.75	
				9405955387	07/10/07	AXIAL FAN CORD SET	23.53	1,061.37
2007733	08/08/07	00101	W W GRAINGER INC	9410527007	07/17/07	STORAGE CABINETS	1,143.36	
				9411487615	07/17/07	MISC TEST METERS, ELECTRICAL SUPPLIES	455.62	
				9401527023	07/17/07	WATER FILTERS AND HOUSING	423.07	
				9410430095	07/16/07	WIREMOLD RACEWAY BOXES	295.34	
				9411489033	07/17/07	FIRE EXTINGUISHERS FOR PLANT	193.24	
				9408759604	07/13/07	TREATMENT PLANT DHS PROJECT	120.50	
				9410527015	07/17/07	WATER FILTERS AND HOUSING	92.96	2,724.09
2007810	08/15/07	00101	W W GRAINGER INC	9418616307	07/26/07	TREATMENT PLANT POLY TANK	409.29	
				9415424945	07/23/07	TEST METERS	340.00	
				9414338922	07/20/07	WAREHOUSE PAINT STOCK	230.15	
				9415365098	07/23/07	BATTERIES	96.46	1,075.90
2008031	08/29/07	00101	W W GRAINGER INC	9428599212	08/09/07	INDUSTRIAL SUPPLIES	164.19	164.19
2007653	08/01/07	07487	WARRIX, DENNY	285731702	07/28/07	SAFETY BOOTS REIMBURSEMENT	126.93	126.93
2007654	08/01/07	00014	WAXIE SANITARY SUPPLY	70133680	07/12/07	JANITORIAL SUPPLIES	1,252.76	1,252.76
2007655	08/01/07	01343	WE GOT YA PEST CONTROL	42534	06/28/07	PEST CONTROL SERVICES	115.00	
				42492	06/28/07	PEST CONTROL SERVICES	40.00	155.00
2007811	08/15/07	01343	WE GOT YA PEST CONTROL	43041	07/24/07	PEST CONTROL SERVICES	40.00	
				43042	07/24/07	PEST CONTROL SERVICES	40.00	80.00
2007952	08/22/07	01343	WE GOT YA PEST CONTROL	43062	07/26/07	PEST CONTROL SERVICE	400.00	400.00
2008032	08/29/07	01343	WE GOT YA PEST CONTROL	43247	08/06/07	PEST CONTROL SERVICE	240.00	
				43245	08/06/07	PEST CONTROL SERVICE	190.00	
				43248	08/06/07	PEST CONTROL SERVICE	190.00	
				43246	08/06/07	PEST CONTROL SERVICE	190.00	810.00
2007734	08/08/07	00190	WEST PAYMENT CENTER	814093069	07/20/07	LEGAL LIBRARY UPDATES / SUBS SVC	375.01	375.01

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2007953	08/22/07	00125	WESTERN PUMP INC	0061238IN	07/31/07	APCD TESTING	625.00	625.00
2007735	08/08/07	01006	WHITE CAP CONSTRUCTION SUPPLY	6257268	07/13/07	BURKE PLUG/ REPAIRING CEMENT PIPING	736.63	736.63
2007954	08/22/07	07523	WILLIAM HAGEY	Ref002377681	08/15/07	UB Refund Cst #0000088503	544.39	544.39
2007656	08/01/07	02725	WILLIAMS SCOTSMAN INC	73824570 73688758	07/08/07 07/02/07	MOBILE OFFICE RENTAL 28' TRAILER RENTAL	310.52 287.53	598.05
2007955	08/22/07	02725	WILLIAMS SCOTSMAN INC	74496686	08/02/07	28' TRAILER RENTAL @ TREATMENT PLANT	287.53	287.53
2008033	08/29/07	02725	WILLIAMS SCOTSMAN INC	74639940	08/08/07	MOBILE OFFICE RENTAL @ TREATMENT PLANT	310.52	310.52
2008034	08/29/07	03468	WILSON PETTY KOSMO &	22709	07/31/07	LEGAL SERVICES FOR JULY 2007	28,061.98	28,061.98
<b>GRAND TOTAL</b>							<b>5,408,851.67</b>	<b>5,408,851.67</b>