

OTAY WATER DISTRICT

BOARD OF DIRECTORS MEETING  
DISTRICT BOARDROOM

2554 SWEETWATER SPRINGS BOULEVARD  
SPRING VALLEY, CALIFORNIA

**WEDNESDAY**  
**October 6, 2010**  
**3:30 P.M.**

**AGENDA**

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. APPROVE THE MINUTES OF THE REGULAR MEETING OF MAY 5, 2010
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**

7. ITEMS TO BE ACTED UPON WITHOUT DISCUSSION, UNLESS A REQUEST IS MADE BY A MEMBER OF THE BOARD OR THE PUBLIC TO DISCUSS A PARTICULAR ITEM:
  - a) APPROVE THE ADOPTION OF A MITIGATED NEGATIVE DECLARATION (MND) FOR THE SAN MIGUEL REGIONAL TRAINING FACILITY PROJECT
  - b) APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH MWH FOR THE RALPH W. CHAPMAN WATER RECLAMATION FACILITY UPGRADE PROJECT
  - c) APPROVE FUNDING FOR THE DISTRICT'S ASSET MANAGEMENT PROGRAM

**ACTION ITEMS**

8. FINANCE, ADMINISTRATION AND INFORMATION TECHNOLOGY
  - a) APPROVE AN AGREEMENT WITH JESUS H. KURODA FOR THE INSTALLMENT PAYMENT OF CAPACITY FEES IN ACCORDANCE WITH

BOARD OF DIRECTOR'S POLICY 7, CONDITIONS FOR INSTALLMENT  
OR DEFERRED PAYMENTS TO THE DISTRICT (CHARLES)

- b) ADOPT ORDINANCE NO. 527 AMENDING SECTION 27.04, REQUIREMENTS AND LIMITATIONS FOR OBTAINING WATER SERVICE, USE OF SUBMETERS FOR RESALE OR DISTRIBUTION OF WATER, OF THE DISTRICT'S CODE OF ORDINANCES (CALDERON)

9. BOARD

- a) DISCUSSION OF 2010 BOARD MEETING CALENDAR

INFORMATIONAL ITEMS

- 10. REVIEW OF THE RESULTS OF THE 2010 EMPLOYEE SURVEY (WILLIAMSON)
- 11. REPORT ON THE FISCAL YEAR-END 2010 STRATEGIC PLAN AND PERFORMANCE MEASURES (STEVENS)

REPORTS

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

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

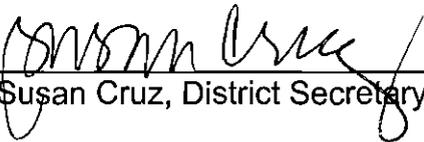
The Agenda, and any attachments containing written information, are available at the District's website at [www.otaywater.gov](http://www.otaywater.gov). Written changes to any items to be considered at the open meeting, or to any attachments, will be posted on the District's website. Copies of the Agenda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

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

#### Certification of Posting

I certify that on October 1, 2010, 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 October 1, 2010.

  
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Susan Cruz, District Secretary

# AGENDA ITEM 4

## MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE OTAY WATER DISTRICT May 5, 2010

1. The meeting was called to order by President Bonilla at 3:30 p.m.

2. ROLL CALL

Directors Present: Bonilla, Breitfelder, Croucher, Lopez and Robak

Director Absent: None

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

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

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

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

to approve the agenda.

5. APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF MAY 21, 2009

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

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

to approve the minutes of the Special Meeting of May 21, 2009.

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

Ms. Monica Fernandez from the U.S. Census Bureau indicated that she wished to request that the District share with its constituents that the Census enumerators are visiting households to collect census information and to encourage them to open their doors and assist the enumerators in collecting data for the census. She stated that the participation rate from the East County has been very good, but there are still many who have not yet returned their forms. She indicated that they expect to complete the data collection in approximately two months.

Director Robak inquired if the District qualifies for any funding as a result of the census in some way. Ms. Fernandez stated that the U.S. Census Bureau allocates funding Federally and it is based on the increase in population. If the District receives federal funds, it may increase due to growth within the District's service area.

CONSENT CALENDAR

7. ITEMS TO BE ACTED UPON WITHOUT DISCUSSION, UNLESS A REQUEST IS MADE BY A MEMBER OF THE BOARD OR THE PUBLIC TO DISCUSS A PARTICULAR ITEM:

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

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

to approve the following consent calendar items:

- a) AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT, IN SUBSTANTIALLY THE FORM ON FILE WITH THE DISTRICT SECRETARY, WITH ELECTRONIC PAYMENT EXCHANGE TO PROVIDE WEB PAYMENT TRANSACTION PROCESSING SERVICES FOR APPROXIMATELY \$30,000 ANNUALLY
- b) APPROVE AN AGREEMENT WITH NEW CINGULAR WIRELESS PCS, LLC, A DELAWARE LIMITED LIABILITY COMPANY FOR THE INSTALLATION OF A COMMUNICATIONS FACILITY AT THE 850-3 RESERVOIR SITE
- c) APPROVE AN AS NEEDED SCHEDULING SERVICES CONTRACT TO CPM PARTNERS IN AN AMOUNT NOT-TO-EXCEED \$175,000 FOR FISCAL YEARS 2011 AND 2012, ENDING JUNE 30, 2012

- d) APPROVE CREDIT CHANGE ORDER NO. 3 TO THE ORIGINAL CONTRACT WITH NATGUN CORPORATION FOR THE CONSTRUCTION OF THE 1296-3 RESERVOIR PROJECT FOR A DEDUCTIVE AMOUNT NOT-TO-EXCEED <\$200,453.10>

## ACTION ITEMS

### 8. FINANCE AND ADMINISTRATION

- a) ADOPT ORDINANCE NO. 524 AMENDING THE CODE OF ORDINANCES SECTIONS 9.04, 9.04.B, 28.01.B, AND APPENDIX A; AND DELETING SECTION 28.04; WHICH WILL INCORPORATE THE FOLLOWING CHANGES EFFECTIVE JULY 1, 2010:
  - i. MODIFY THE CAPACITY FEE TO SHOW A NEW "COMBINED" METHODOLOGY OF CHARGING CAPACITY FEES REFLECTING THE VALUE OF THE DISTRICT'S CURRENT AND FUTURE ASSETS;
  - ii. UPDATE THE TRIAD CAPACITY FEE BASED ON THE NEW "COMBINED" METHOD DESCRIBED ABOVE AND THE TRIAD AGREEMENT;
  - iii. MODIFY THE ANNEXATION FEE TO REFLECT A NEW "BUY-IN" METHODOLOGY WHICH WILL ONLY BE CHARGED TO NEW CUSTOMERS ANNEXING INTO THE OTAY WATER DISTRICT BOUNDARIES;
  - iv. CREATE A NEW WATER SUPPLY FEE TO FUND THE EXPANSION PORTION OF NEW WATER SUPPLY PROJECTS; AND
  - v. ELIMINATE ID 9, RANCHO JAMUL ZONE 1655 FEE.

Accounting Manager Rita Bell indicated that staff had conducted a study of the District's capacity and annexation fees. She stated the purpose of capacity fees is to ensure that growth pays for growth. These fees are reviewed every four to six years to make sure that they are equitable and accurate and the fees are increased quarterly by the ENR index. She stated that the District issued a Request for Proposal (RFP) in July 2009 to retain a consultant to conduct the Water and Sewer Capacity and Annexation Fee Study. In October 2009, three (3) firms responded and under the General Manager's authority, PBS&J was retained to perform the study. Accounting Manager Bell indicated that staff will be presenting the findings of the study and discuss the proposed methodology for the calculation of the fees.

Ms. Bell indicated that the water capacity fee study was last updated in November 2004. In that study, capacity fees were calculated utilizing the incremental capacity fee method and the capacity fee was set at \$4,120. The capacity fee is currently

\$5,437 which reflects quarterly adjustments since 2004 based on the ENR Index. It was indicated that the water annexation fee was last updated in May 2006 based on an in-house study. Accounting Manager Bell stated that the fees are typically reviewed at the same time to assure that costs are not overlapping in the calculation of the fees. The annexation fee was set at \$1,411 in May 2006 and the current fee is \$1,602 following quarterly adjustments based on the ENR Index. She introduced Ms. Karen Keese from PBS&J who will review the various methods used to establish the capacity, annexation and new water supply fees.

Ms. Keese thanked District staffs who were very helpful with assisting PBS&J in establishing the District's new capacity fees. She stated that they looked at the various calculation methods that meet legal requirements and guidelines and match the growth life of the District. She reviewed the different calculation methods in detail that staff had considered (see slide no. 8):

- 1) Incremental: Ms. Keese stated that the District is currently using an Incremental fee method that is usually implemented during the growth years of an agency (those that are 1% to 30% built-out).
- 2) Buy-In: Ms. Keese stated that when an agency is near build-out, the Buy-In method is utilized as the majority of their assets/facilities are in place and there are very few, if any, expansion assets required. Ms. Keese indicated that the Buy-In method requires new developers to buy into an existing system to reimburse existing users for the contributions they have made to establish the capital facilities for their development's use.
- 3) Combined: Ms. Keese stated that if an agency is at the mid-point of growth, where it has fixed assets and new capital improvement projects, a Combined (Incremental and Buy-In) fee method is an appropriate method to utilize. She stated that the District is currently in the mid-point of its growth and staff will be discussing moving from the Incremental method to the Combined method to calculate the District's capacity fee.

She stated that there were two different methods to value the cost of existing assets in the Combined Fee:

- 1) Reproduction: Original cost of existing facilities increased for inflation (inflating the cost to construct an existing facility to 2010 cost value).
- 2) Replacement: Construction cost to build an existing facility if it were bid today. Ms. Keese noted that in some cases, such as treatment plants, it may cost less to build the same facility today because of new technology.

She indicated that there are also other cost considerations that the District must make in determining the value of assets. They are:

- 1) Depreciated Value of Assets: A measure of wear/tear and takes into consideration the remaining service life of the asset.

- 2) Full Value of Assets: Do not consider depreciation in the value of assets. Assets are continuously being maintained to service level standards and maintenance cost is not capitalized (is not put into the value of the asset). Maintenance is an operational expense.

Ms. Keese indicated that Replacement is becoming the industry standard for setting asset values. The District is utilizing this method to value its pipelines as staff can easily calculate their replacement cost without a full engineering study as the District, through its GIS system, knows the size of the pipelines, their location, dates they were put into place, materials utilized, etc. The District will utilize Reproduction cost to value its other facilities as the information to rebuild the facility without a full engineering study is not readily available.

Accounting Manager Bell presented a slide (see slide no. 12) comparing Otay's proposed capacity fee with other water agencies and cities in the County. She noted that many of agencies' fees are lower than Otay as they have not updated their fees as there is very little growth in their service area. She indicated that Otay WD is in line with Helix WD's, Olivenhain MWD's, and Padre Dam MWD's updated capacity fees.

Ms. Keese stated that as part of the study, staff looked at establishing a new Water Supply Fee. The Water Supply Fee is a new fee in the industry and is being considered/implemented by agencies due to the current water shortage and the water allocations instituted by CWA. It was noted that the allocation set for each agency is based on existing users and the basis for the Water Supply Fee is new development should either bring in new water supplies or pay a fee to offset the cost of constructing new water resources. The District is proposing a Water Supply Fee of \$864 to new customers. The fee will also be adjusted quarterly based on the ENR index to support new water resources projects identified in the District's CIP and Master Plan. New customers would pay this new fee and the water capacity fee.

Accounting Manager Bell presented a slide (see slide no. 15) comparing Otay's proposed Water Supply Fee with other water agencies and cities in the County. She noted that the District's fee is low compared to the other agencies. The reason the District's fee is set lower is it has more new resources projects than most other agencies and has a larger number of new customers to spread the cost of the new resources projects to. Many agencies do not have much growth.

Director Brietfelder inquired if the new water supply fee is sufficient. Ms. Bell stated that the new water supply fee is sufficient as it covers the cost of the expansion portion of all of the District's new water supply projects and divides the cost among its new customers.

Ms. Keese reviewed the proposed annexation fee of \$1,477 which will be charged to only those customers who are annexing their property from outside the District's

boundaries. New customers will be required to pay this fee to pay for their share of existing facilities along with the Capacity Fee and new Water Supply Fee.

Accounting Manager Bell noted that city annexations include other services such as fire protection, police, trash services, etc. Therefore, many cities do not charge an annexation fee. She stated that water agency and city annexation fees, thus, are not comparable. She also noted that the water annexation fee is based on property taxes and availability taxes paid by existing/current customers.

She presented a slide showing a comparison of the totals for all three fees for Otay, other water agencies, and cities (see slide no. 19). It was noted that the Otay is in line with other agencies who have recently updated their fees.

Ms. Keese provided a comparison of the total fee for the different fee methodologies: Replacement Cost Using Depreciated Value, Replacement Cost Using Full Value, Reproduction Cost Using Depreciated Value, and Reproduction Cost Using Full Value (see slide nos. 20 thru 23). She indicated that staff is recommending that the District utilize the Combined Replacement/Reproduction Cost method using Depreciated Value.

With the proposed capacity/annexation fees and implementation of a new supply fee, Accounting Manager Bell indicated that the fiscal impact to the District will result in an additional \$644,000± for Capacity Fees and \$269,000± for New Supply Fee revenues. She noted that there are no anticipated annexations to the District in FY 2011 and, therefore, zero Annexation Fees revenues are expected.

Accounting Manager Bell requested that the Board Adopt Ordinance No. 524 to amend the District's fees that includes the elimination of Improvement District (ID) 9, Rancho Jamul Zone 1655 fee. She indicated that ID 9 was a unique fee and, as part of the study, has been incorporated into the new proposed fees structures.

General Counsel Yuri Calderon read the General Manager's recommendation into the record:

- Adopt Ordinance No. 524 Amending the Code of Ordinances Section 9.04, 9.04B, 28.01B, and Appendix A; and Deleting Section 28.04
- Incorporate the following changes effective July 1, 2010:
  - Modify the Capacity Fee to Show a New "Combined Methodology of Charging Capacity Fees Reflecting the Value of the District's Current and Future Assets
  - Update the Triad Capacity Fee Based on the New "Combined" Method Described Above and the Triad Agreement

- Modify the Annexation Fee to Reflect a New “Buy-In” Methodology Which will Only be Charged to New Customers Annexing into the Otay Water District Boundaries
- Create a New Water Supply Fee to Fund the Expansion Portion of New Water Supply Projects
- Eliminate ID 9, Rancho Jamul Zone 1644 Fee

Director Croucher inquired when and how the District updates its data to project the number of meter that will be sold, number of connections, etc. Accounting Manager Bell stated that the District’s Engineering Department updated its Water Resources Master Plan in 2009 which indicates the number of new customers, future facility needs, etc. She stated that staff utilizes this Water Resources Master Plan as the basis for the rate study and the District’s CIP. Ms. Keese indicated that this is a standard practice in the industry. Agencies will update their Master Plans every 3 to 5 years and following the update of their Master Plans, they will update their fees.

Chief Financial Officer Joe Beachem noted that the District’s Master Plan is updated every 5-6 years unless there are significant changes to development/land use that were not anticipated. He stated that staff is aware that the environment does change and continuously reviews if the plan needs to be updated. Ms. Keese further shared that the District’s rate model includes an “economic model” for staff to update if, for instance, a new supply source is being considered. The cost of the new project can be input in the rate model to update fees.

Director Croucher also inquired if customers could annex into Otay without annexing into CWA to ensure that customers are not double charged for capacity fees for projects that are only specific to the District and do not utilize CWA facilities. General Manager Watton indicated that CWA and its attorney are reviewing this issue. Otay and CWA agreed to set the issue aside until CWA’s new annexation policy moves forward.

Director Breitfelder indicated that he is pleased with new supply fee as it demonstrates that the District’s priority is fairness for the District’s existing and new customers.

Director Robak thanked staff for the detailed presentation and inquired if a flow chart is available to show how everything flows together. Ms. Keese stated that a flow chart is available and a copy was provided to Director Robak.

Director Robak inquired if it was common for agencies to determine their fees based on SANDAG’s figures for future development. Ms. Keese stated that most agencies hire an engineering firm to develop their Master Plan and these firms generally utilize SANDAG’s figures. The agencies then fine-tune the figures based on the their specific knowledge of development in their service area. Chief of Engineering Rod Posada stated that the District continuously reviews its Master Plan and CIP projects and re-prioritizes the projects as needed.

Director Robak inquired if the ENR Index is decreasing. Rita Bell stated yes and that the current ENR is based on 2009 figures. She also indicated that fees will be adjusted by four quarters of the ENR Index and therefore fees could be \$1 less or higher.

Director Robak thanked Ms. Keese and staff for explaining the District's GIS correlation with quantifying and determining cost of District assets. He also indicated that he was pleased with the elimination of ID 9, Rancho Jamul Zone 1655 fee, in Division 5.

In response to an inquiry from Director Lopez, Accounting Manager Bell indicated that the District's last Capacity Fee Study was completed by Black & Veatch in 2004 and that the Annexation Fee was updated 2 years later in-house.

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

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

to approve staffs' recommendation.

9. BOARD

a) DISCUSSION OF 2010 BOARD MEETING CALENDAR

There were no changes to the meeting calendar.

REPORTS

10. GENERAL MANAGER'S REPORT

General Manager Watton stated that Utility Cost Management, LLC (UCM), reviewed the District's SDG&E Utility bill and indicated that no discrepancies were found. He stated that UCM commended District staff that reviewed bills, etc. and noted that SDG&E representatives should also be commended as well.

He indicated that the Finance Department received another Certificate of Achievement award from the Government Finance Officers Association (GFOA) for the sixth year in a row. The Finance Department received the award for the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2009.

Director Croucher inquired if the District's Water Resource Master Plan will be continually updated as new information is identified as the plan is currently based on 2009 information. Staff indicated that, yes, the plan will be continually reviewed.

General Manager Watton shared that staff will be reviewing internal controls to assure that the District has the right processes and procedures in place. Chief Financial Officer Beachem added that the District auditors have completed their first review of the contract review process and stated that it had gone well.

General Manager Watton stated that staff plans to present the District's FY 2011 Budget to the Board at the May 17, 2010 Special Board Meeting/Budget Workshop.

He indicated that District staff is continuing to have problems with the City of San Diego's request for Water Supply and Verification Reports (WSA). He stated that the District cannot provide a WSA with the information they are providing. District staff is continuing to work out this issue with the City.

The City of Chula Vista has requested that the District prepare WSA's for a couple projects. The requests are for large developments and noted that the request provides an idea of the growth that is planned to return within the City.

He indicated that the District's Emergency Genset was purchased by Comision Estatal de Servicios Publicos de Tijuana (CESPT). The generator was placed on the surplus list that was approved by the Board on January 6, 2010. He noted that the generator, which was used for back-up power for the District's Administration Building, can no longer be utilized in the United States because of new Air Pollution Control Department (APCD) regulations. However, it can be utilized in Mexico where it can remain functional.

He lastly shared staffs estimate on water sales. He stated that water sales are much below budget and that it will be a challenge to predict sales for the last couple months of the fiscal year due to the slow economy and cooler summer months. Staff is prepared should sales continue at current levels.

## 11. PRESIDENT'S REPORT

President Bonilla presented a video of the ceremony for La Morita, CESPT's Inauguration of the Water Reclamation Plant in Tijuana, Mexico that will produce 8 MGD of recycled water. He indicated that the Baja Governor Jose Guadalupe Osuna Millan and the Director of the National Water Commission of Mexico Jose Luis Luege Tamargo, as well as other important representatives of water and environmental entities attended the ceremony. Director Bonilla also stated that the Mexican officials were very commendable to Otay WD and were very appreciative of the District's support.

President Bonilla also provided an update of the meetings he attended during the month of April 2010. He stated on April 9 he attended an Ad Hoc Legal Matters Committee to review issues related to pending litigation matters and, on the same

day, he and General Manager Watton met with Mayor Sanders to provide an update on Otay's projects, as well as discuss outstanding matters between the District and the City of San Diego. He met with Supervisor Dianne Jacob on April 14 to provide an update on Otay WD's matters and Supervisor Jacob had kind words about the District and stated she was proud of how Otay is being managed. On April 16 he met with City of Chula Vista Councilmember Steve Casteneda to provide an update on Otay matters and projects. He also met with General Manager Watton on the same day to review items to be presented at the April committee meetings. On April 19 he met with staff to sign the bond documents related to the closing of the bond refinancing sale. He attended the District's Finance, Administration and Communications Committee on April 20 and commended Director Breitfelder for his participation and constructive comments at the meeting. He also attended the Chula Vista Interagency Water Task Force meeting on April 26 where they discussed various projects and 2010 water pricing. He shared that he attended CEPT's Inaugural Ceremony celebrating the opening of their new Water Reclamation Plant, "La Morita" on April 27. The mayor and governor also attended and it was a very nice experience. He lastly reported that he met with General Manager Watton and General Counsel Calderon to discuss the May board agenda.

#### RECESS TO CLOSED SESSION

#### 12. CLOSED SESSION

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

- a) CONFERENCE WITH REAL PROPERTY NEGOTIATORS [GOVERNMENT CODE §54956.8]

PROPERTY: INTENT TO PURCHASE WATER FROM A NEW SOURCE

AGENCY NEGOTIATORS: MARK WATTON, YURI CALDERON & BONIFACIO GARCIA

NEGOTIATING PARTIES: GOUGH THOMPSON, NS AGUA, AND OTHER POTENTIAL SOURCES OF POTABLE WATER AND/OR THEIR DESIGNATED REPRESENTATIVES, SUCCESSORS OR OTHER AUTHORIZED ENTITIES

UNDER NEGOTIATION: PRICE AND TERMS OF ACQUISITION, INCLUDING BUT NOT LIMITED TO TIMING AND AMOUNT OF ACQUISITION

#### RETURN TO OPEN SESSION

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

The board reconvened at 5:45 p.m. and General Counsel Yuri Calderon indicated that the board took no reportable action in closed session.

14. ADJOURNMENT

With no further business to come before the Board, President Bonilla adjourned the meeting at 5:46 p.m.

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President

ATTEST:

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District Secretary



# AGENDA ITEM 7a

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	October 6, 2010
SUBMITTED BY:	Lisa Coburn-Boyd <i>LCB</i> Environmental Compliance Specialist	PROJECT:	P2466- DIV. NO. 5 001101
	Ron Ripperger <i>RR</i> Engineering Manager		
APPROVED BY: (Chief)	Rod Posada <i>RP</i> Chief, Engineering		
APPROVED BY: (Asst. GM)	Manny Magaña <i>MM</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Adoption of a Mitigated Negative Declaration for the San Miguel Regional Training Facility		

### GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) approves the adoption of a Mitigated Negative Declaration (MND) for the San Miguel Regional Training Facility Project (see Exhibit A for project location).

### COMMITTEE ACTION:

Please see Attachment A.

### PURPOSE:

To obtain Board approval for the adoption of a Mitigated Negative Declaration for the San Miguel Regional Training Facility Project.

### ANALYSIS:

The project is a Regional Emergency Services Training Center (RESTC) established in partnership with the District, the San Miguel Consolidated Fire District (Fire District) and the Heartland Training Facility Authority (HTFA). The RESTC will be located on a 3.5-acre site at the District's Regulatory Site. A long-term lease and Joint Use Agreement between the District and the Fire District for the RESTC site were approved by the District's Board on December 5, 2007. This site will be co-used and co-habitated by the District.

The intent of the RESTC is to provide emergency services training to fire and public utilities entities to meet modern-day training standards and requirements. As shown in the proposed site plan (Exhibit B), this facility would provide a variety of training props including a pre-engineered five-story training tower prop; a simulated hazardous materials prop; search and rescue props including trench rescue, confined space rescue, and Rescue Systems 1 and 2 certified site props; overpass bridge simulation; vehicle extrication area; water recovery system; fire attack and control simulations; rappelling; row-construction prop; and a propane driven fire simulation system. The site would also include one portable office building, two portable classrooms; and one pre-engineered apparatus and equipment storage building with bathroom/shower facilities. The facility would be Americans with Disabilities Act (ADA) compliant. The RESTC's facility and operational requirements would be met by extending the electrical conveyances, water lines, sewer lines, and storm drains that exist on-site. The facility would also serve as an alternative Emergency Operation Center.

ICF International was issued a Task Order to prepare the Initial Study and MND for the project under their As-needed Environmental Services contract with the District. Based on the findings of these documents, and with proper mitigation measures taken, as outlined in the draft MND (See Attachment B), the project will not have a significant effect on the environment. The Initial Study and Draft MND were submitted for a 30-day review period on August 18, 2010. The findings and mitigation measures will be finalized and the Final MND will be available after the public review period is complete and any changes are made based on comments received during this period.

**FISCAL IMPACT:**



None.

**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, and efficient manner." This project fulfills the District's strategic goal to "Identify District required training and identifies resources for desired training."

**LEGAL IMPACT:**

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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**

P:\WORKING\CIP P2466 Regional Training Facility\Staff Reports\BD 10-06-10, Staff Report, SMRTF MND Adoption, (LCB-RR).doc

LCB/RR:jf

Attachments: Attachment A  
Attachment B - Draft MND  
Exhibit A - Location Map/Site Plan  
Exhibit B - Site Plan



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b> P2466-001101	Adoption of a Mitigated Negative Declaration for the San Miguel Regional Training Facility
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### COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on September 16, 2010 and the following comments were made:

- Staff is requesting that the Board of Directors (Board) approve the adoption of a Mitigated Negative Declaration (MND) for the San Miguel Regional Training Facility Project (Project).
- Staff indicated that approval of the Project is necessary to establish a Regional Emergency Services Training Center (RESTC).
- It was indicated that the RESTC will be co-used and co-habitated by the Otay Water District (District), San Miguel Consolidated Fire District (Fire District), and the Heartland Training Facility Authority (HTFA) to provide emergency services training to public utilities and fire entities. A long-term lease and Joint Use Agreement between the District, Fire District and HTFA was approved by the Board on December 5, 2007.
- Staff stated that the RESTC would provide a variety of training props, including a confined space training prop that will be useful for operations to obtain confined space and trench rescue training. In addition, staff indicated that the RESTC would also serve as an alternative Emergency Operation Center.
- Staff stated that ICF International prepared the Initial Study & Draft MND and indicated that mitigation measures are needed for two significant impacts, biological resources and traffic. It was indicated that based on the findings of the documents, with proper mitigation measures taken, the Project will not have a significant impact on the environment.

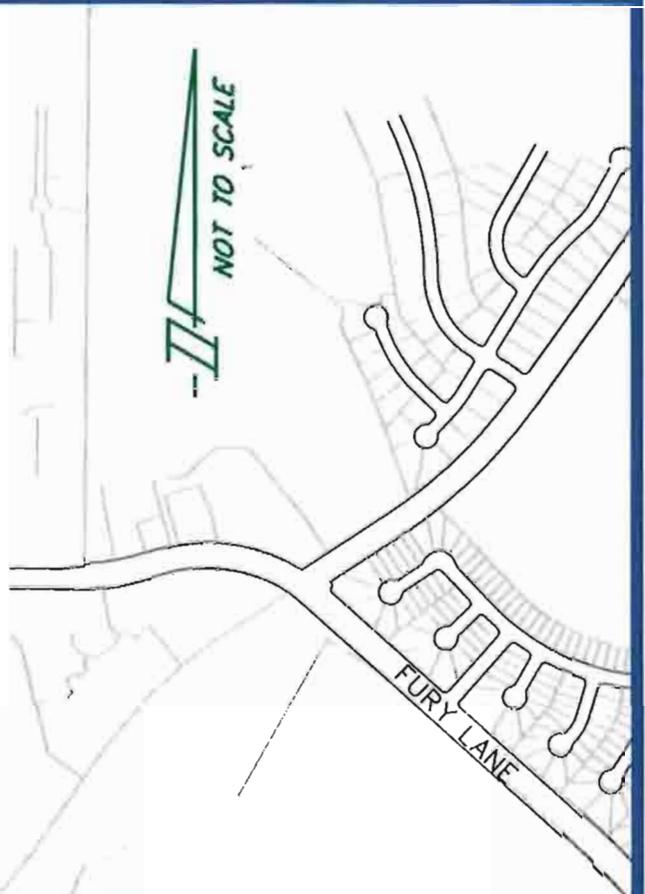
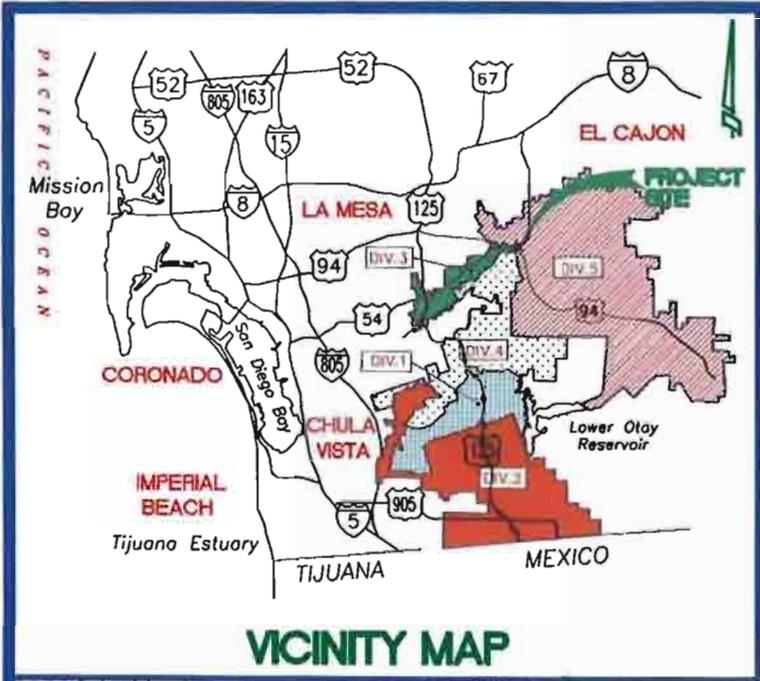
- On August 18, 2010, the Initial Study and Draft MND were submitted for a 30-day review period. Staff indicated that Caltrans, CAL Fire, and the Native American Heritage Commission submitted comment letters to the District. Staff stated that the letters do not require any changes to the Draft MND.
- The Committee stated that the Project is highly desirable as it would provide necessary training to staff and local fire agencies.
- Staff indicated that the site/land cannot be utilized for any other purpose and that the District does not plan to expand facilities within this area of the District. The leasing and utilization of the land as a shared emergency services training facility is a beneficial use of the land.

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

**ATTACHMENT B**

**Draft MND  
CD Attached**

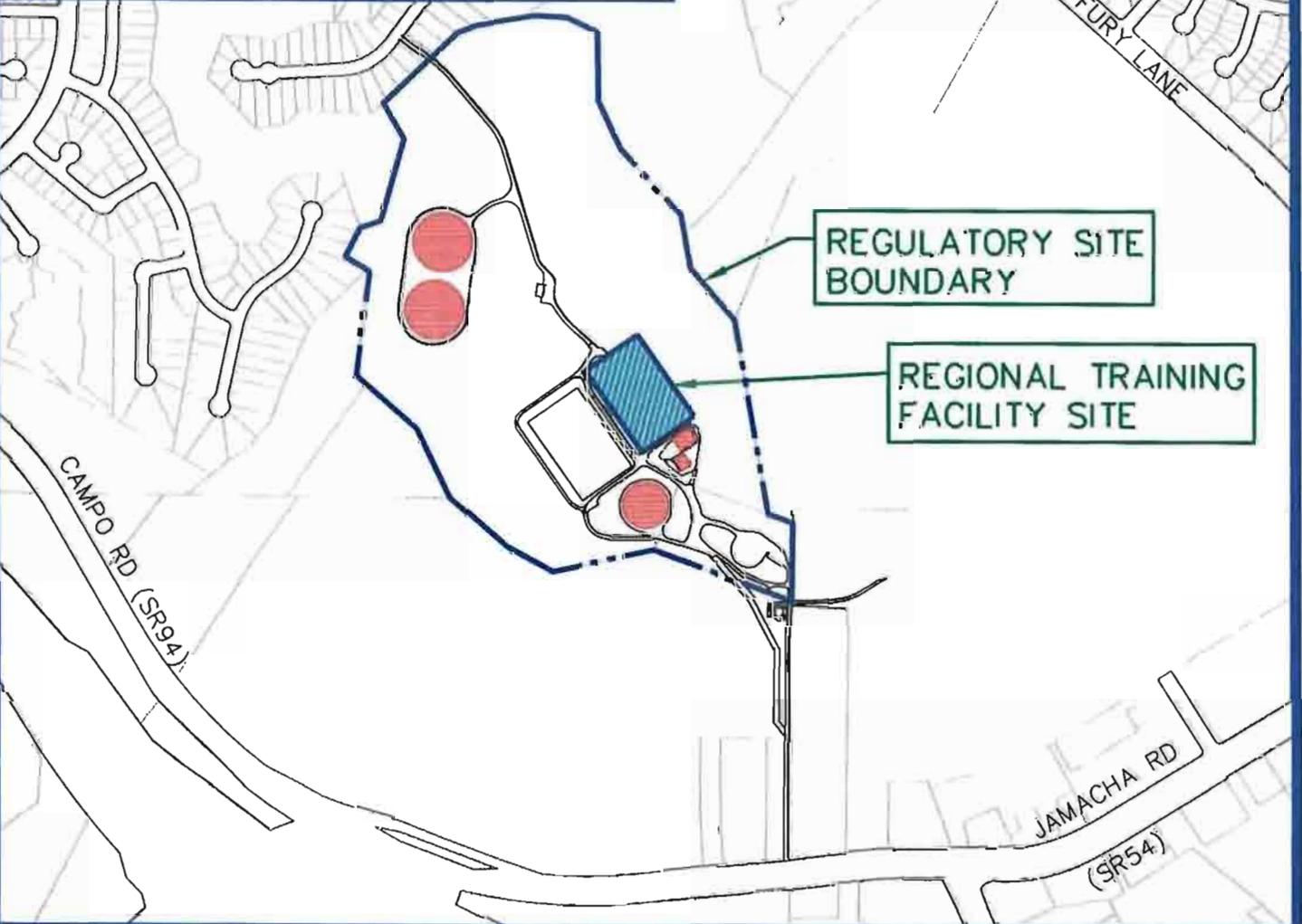
P:\WORKING\CIP P2466\Staff Report\8-30-10-Exhibit A.dwg 8/30/2010 7:10:13 AM PST



NOT TO SCALE

REGULATORY SITE BOUNDARY

REGIONAL TRAINING FACILITY SITE

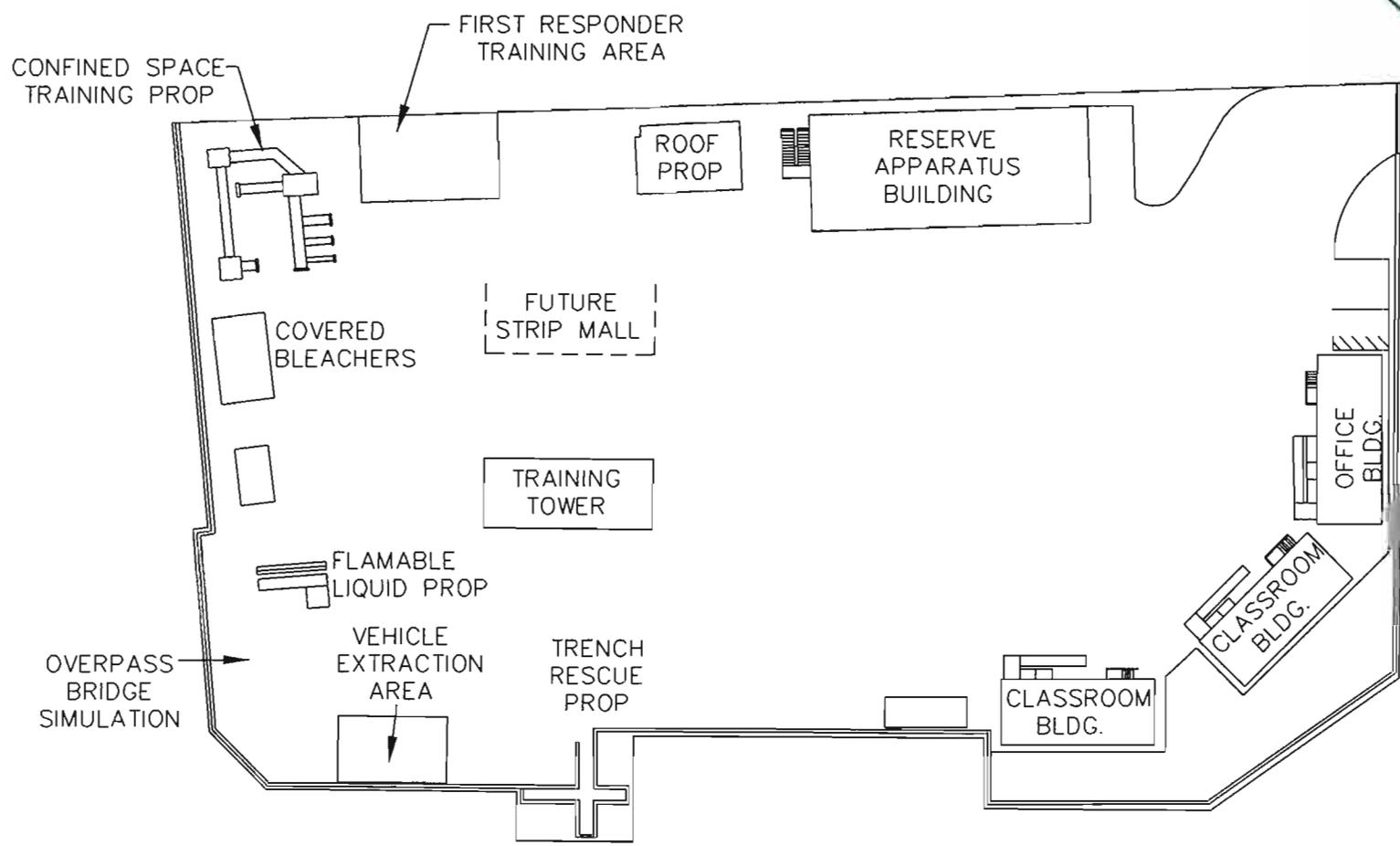


**OTAY WATER DISTRICT**  
 SAN MIGUEL REGIONAL TRAINING FACILITY  
 SITE PLAN

P2466

**EXHIBIT A**

NOT TO SCALE



# OTAY WATER DISTRICT

## SAN MIGUEL REGIONAL TRAINING FACILITY

### SITE PLAN

CIP #P2466

# EXHIBIT "B"

## Quality Assurance Approval Sheet

Subject: San Miguel RTF Project Project No.: P2466

Document Description: Staff report for the adoption of the MND  
for the San Miguel Regional Training Facility Project

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Author: Lisa Coburn-Boyd 8/31/10  
Signature Date

Lisa Coburn-Boyd  
Printed Name

QA Reviewer: Gary P. Silverman 8/31/10  
Signature Date

GARY P. SILVERMAN  
Printed Name

Manager: Ron Rippenge 8/31/10  
Signature Date

RON RIPPENGE  
Printed Name

The above signatures attest that the attached document has been reviewed and to the best of their ability the signers verify that it meets the District quality standard by clearly and concisely conveying the intended information; being grammatically correct and free of formatting and typographical errors; accurately presenting calculated values and numerical references; and being internally consistent, legible and uniform in its presentation style.



# AGENDA ITEM 7b

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	October 6, 2010
SUBMITTED BY:	Lisa Coburn-Boyd <i>LCB</i> Environmental Compliance Specialist	PROJECT/ SUB-PROJECT:	R2096- DIV. 5 001102 NO.
	Ron Ripperger <i>[Signature]</i> Engineering Manager		
APPROVED BY: (Chief)	Rod Posada <i>[Signature]</i> Chief, Engineering		
APPROVED BY: (Asst. GM):	Manny Magaña <i>[Signature]</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Change Order No. 1 to the Contract with Montgomery Watson Harza for the Ralph W. Chapman Water Recycling Facility Upgrade Project		

### GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) approves Change Order No. 1 to the existing contract with Montgomery Watson Harza (MWH) for the Ralph W. Chapman Water Recycling Facility (RWCWRF) Upgrade Project, in an amount not-to-exceed \$83,301, (see Exhibit A for project location).

### COMMITTEE ACTION: \_\_\_\_\_

Please see Attachment A.

### PURPOSE:

To obtain Board authorization for the General Manager to execute Change Order No. 1 (see Exhibit B) in an amount not to exceed \$83,301 to the contract with MWH for the RWCWRF Upgrade Project.

### ANALYSIS:

At the October 7, 2009 Board Meeting, MWH was awarded a professional engineering services contract for the RWCWRF Upgrade Project. This project consists of the pre-design, design, and construction phase engineering services for the upgrade of the treatment plant. The specific elements of this upgrade include the modification of the existing aeration basins

to achieve nitrification and de-nitrification, rehabilitation of the blower system and associated aeration piping, replacement of the floating cover for the filter backwash storage reservoir, and selected automation enhancements for the facility. The Pre-Design Report has been completed and MWH is now in the design phase of the project.

During the pre-design phase of the project, MWH conducted a workshop on May 5, 2010 for District staff to discuss the different components of the project. During this workshop, several important enhancements to the design scope were explored. Specifically, staff requested that the following items be added to the original scope of work via Change Order No. 1 to increase plant efficiency and productivity: 1) Replace the existing aeration diffuser system with a new panel type aeration system, 2) Add Return Activated Sludge (RAS) and Waste Activated Sludge (WAS) pumping modifications to improve plant process control and automation, and 3) Add seven (7) process instruments that will further aid in the automation of the treatment plant. Staff believes that it is prudent to include these plant and process control enhancements at this time as part of the upgrade project in an amount not-to-exceed \$83,301.

**FISCAL IMPACT:**



The original MWH contract for \$458,813 is currently funded from CIP R2096. The total budget for CIP R2096, as approved in the FY 2011 budget, is \$2,500,000. Expenditures to date are \$270,590. Total commitments to date, including this Change Order, are approximately \$713,855. See Attachment B for budget detail.

The Project Manager anticipates that the budget, based on the attached financial analysis, will be sufficient to support this project.

Finance has determined that funding for this project is available from the Replacement Fund (100%).

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

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

None.



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

P:\WORKING\CIP R2096 -- RWCWRF Blower System Rehab-Replace\Staff Reports\BD 10-06-10, Staff Report, RWCWRF Upgrade Project Change Order.doc

LCB/RR:jf

Attachments: Attachment A  
Attachment B - Budget Detail  
Exhibit A - Project Location  
Exhibit B - Change Order No. 1



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b> R2096-001102	Change Order No. 1 to the Contract with Montgomery Watson Harza for the Ralph W. Chapman Water Recycling Facility Upgrade Project
---	---

### COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on September 16, 2010 and the following comments were made:

- Staff is requesting that the Board of Directors approve Change Order No. 1 to the existing contract with Montgomery Watson Harza (MWH) for the Ralph W. Chapman Water Recycling Facility (RWCWRF) Upgrade Project, in an amount not-to-exceed \$83,301.
- On May 5, 2010, during a pre-design workshop conducted by MWH with District staff, several important enhancements to the design scope were discussed and it was agreed that the following improvements, which will enhance the plant's efficiency and productivity, be added to the original scope. These items are included in the change order:
  - Replace the existing aeration diffuser system with a new panel type aeration system;
  - Add Return Activated Sludge (RAS) and Waste Activated Sludge (WAS) pumping modifications to improve plant process control and automation; and
  - Add seven (7) process instruments that will further aid in the automation of the treatment plant.
- It was indicated that MWH agreed with the proposed enhancements, therefore staff is requesting that the Board approve Change Order No. 1 to the contract with MWH.
- In response to a question from the Committee, staff stated that it was necessary for the District to upgrade its treatment plant process to meet waste discharge requirements for nitrogen, which was the original contract with MWH. Since the District was upgrading the plant, it was decided to include additional enhancements to make the treatment plant more efficient and to increase automation of the plant. The SCADA system has

eliminated the need for night-shifts and weekends. These enhancements will provide further automation and possibly reduce the number of operators needed.

- Staff stated that automation would also provide additional information that the District does not currently have and will give staff a better handle of the level of solids being processed by the treatment plant. METRO charges the District for the strength of the sewage (sludge) process, and this cost is increasing. The enhanced information will allow the District to determine when it would be more cost effective for the District to handle its own sludge.

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



## ATTACHMENT B

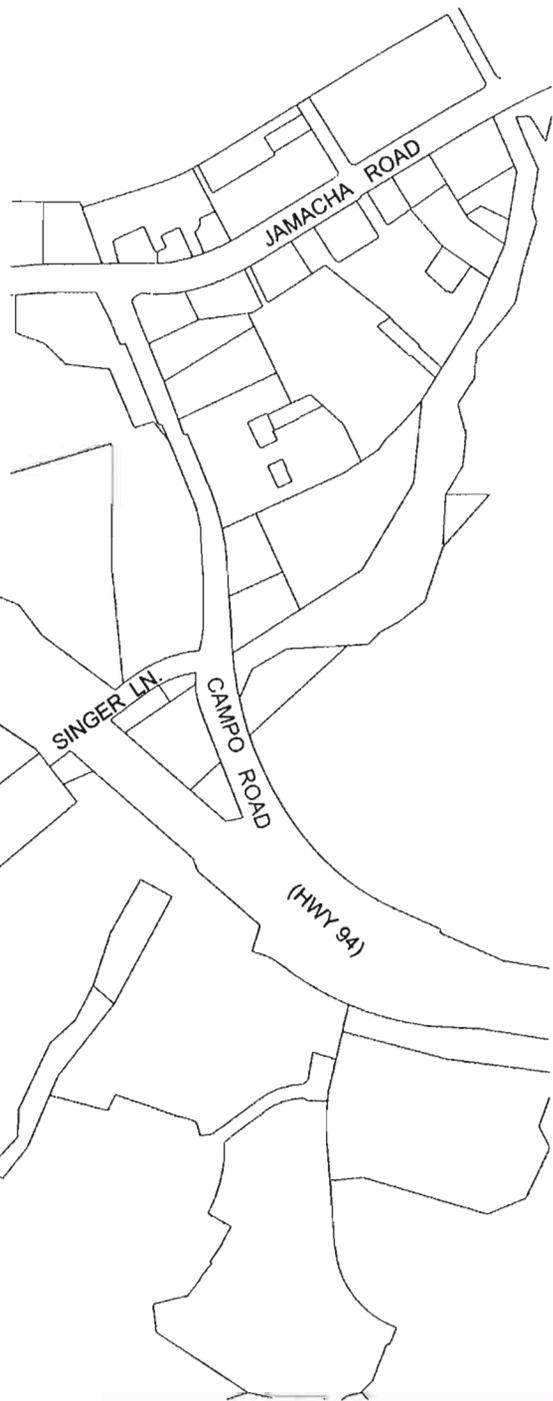
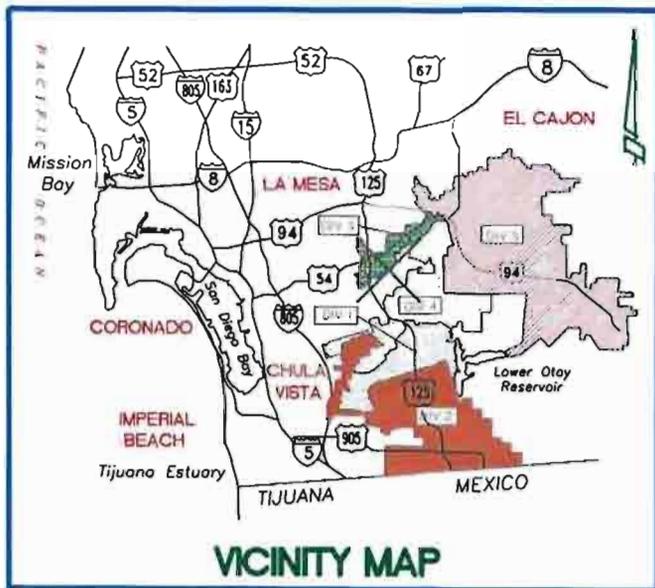
<b>SUBJECT:</b>	Change Order No. 1 to the Contract with Montgomery Watson Harza for the Ralph W. Chapman Water Recycling Facility Upgrade Project
R2096-001102	

Otay Water District

Date Updated: August 31, 2010

r2096 - RWCWRF - Upgrades and Modifications

Budget	Committed	Expenditures	Outstanding Commitment & Forecast	Projected Final Cost	Vendor/Comments
<b>2,500,000</b>					
Planning					
Labor	48,482	48,482		48,482	
Professional Legal Fees	603	603	-	603	GARCIA CALDERON & RUIZ LLP
Consultant Contracts	11,200	11,200	-	11,200	MWH CONSTRUCTORS INC
Consultant Contracts	458,813	98,850	359,963	458,813	MWH AMERICAS INC
	<b>83,301</b>		<b>83,301</b>	<b>83,301</b>	<b>C.O.#1 MWH AMERICAS INC</b>
Consultant Contracts	678	678	-	678	US BANK CORPORATE PAYMENT
Service Contracts	250	250	-	250	UNION TRIBUNE PUBLISHING CO
Service Contracts	68	68	-	68	SAN DIEGO DAILY TRANSCRIPT
Service Contracts	10,860	10,860	-	10,860	E S BABCOCK & SONS INC
<b>Total Planning</b>	<b>530,954</b>	<b>170,991</b>	<b>359,963</b>	<b>530,954</b>	
Design					
Labor	14,083	14,083		14,083	
Consultant Contracts	3,500	3,500	-	3,500	MWH CONSTRUCTORS INC
<b>Total Design</b>	<b>17,583</b>	<b>17,583</b>	<b>-</b>	<b>17,583</b>	
Construction					
Labor	55,080	55,080		55,080	
Rents and Leases	5,557	5,557	-	5,557	EQUIPCO SALES & SERVICE
Service Contracts	13,039	13,039	-	13,039	MWH AMERICAS, PENHALL, SOUTHERN CAL TELECOM
Infrastructure Equipment & Materials	434	434	-	434	EQUIPCO SALES & SERVICE
Infrastructure Equipment & Materials	7,907	7,907	-	7,907	REXEL, CABLES PLUS, COMPUTER AIDED SOLUTIONS
<b>Total Construction</b>	<b>82,016</b>	<b>82,016</b>	<b>-</b>	<b>82,016</b>	
<b>Grand Total</b>	<b>713,855</b>	<b>270,590</b>	<b>443,264</b>	<b>713,855</b>	



SCALE: 1" = 800'

**PROJECT SITE**



**OTAY WATER DISTRICT**  
 RWCWRF - UPGRADES AND MODIFICATIONS

CIP# R2096

**EXHIBIT A**

## EXHIBIT B

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

PROJECT/ITEM: Ralph W. Chapman Water Recycling Facility Upgrade Project

CONTRACTOR/VENDOR: MWH

REF.CIP No.: R2096

APPROVED BY: General Manager

REF. P.O. No: 711767

REF. WO No.: N/A

DATE: 08/31/10

**DESCRIPTION:**

Provide design services and preparation of bid documents for the modifications to the RWCWRF Upgrade project as detailed in the Attachment A, Additional Scope of Services, and Exhibit B, Budget Breakdown Per Task dated August 31, 2010.

**REASON:**

The modifications of the original design services were identified by MWH and District Staff as enhancements that would increase the treatment plant efficiency and productivity.

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

Revise Contract to add \$83,301 for a total Contract amount of \$542,114.00.  
Completion date remains at 06/30/12.

<b>ORIGINAL CONTRACT/P.O. AMOUNT:</b>	\$	458,813.00
<b>ADJUSTED AMOUNT FROM PREVIOUS CHANGE:</b>	\$	458,813.00
<b>TOTAL COST OF THIS CHANGE ORDER:</b>	\$	83,301.00
<b>NEW CONTRACT/P.O. AMOUNT IS:</b>	\$	542,114.00
<b>CONTRACT/P.O. TIME AFFECTED BY THIS CHANGE:</b>		0 Days
<b>ORIGINAL CONTRACT COMPLETION DATE:</b>		6/30/12
<b>REVISED CONTRACT COMPLETION DATE</b>		6/30/12

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: *Kristie Casarez*  
 PRINTED NAME: Kristie Casarez  
 TITLE: Vice President DATE: 9/1/2010  
 ADDRESS: 9444 Farenham, Suit 300  
San Diego, Ca 92123

**STAFF APPROVALS:**

PROJ. MGR. *Lisa Colman-Boyd* DATE: 9/2/2010  
 DIV. MGR. *Tom Tipperger* DATE: 9/2/2010  
 CHIEF: \_\_\_\_\_ DATE: \_\_\_\_\_  
 ASST. GEN. MANAGER: \_\_\_\_\_ DATE: \_\_\_\_\_

**DISTRICT APPROVAL:**

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

- COPIES:  FILE (Orig.)  CONTRACTOR/VENDOR  CHIEF-ENGR  CHIEF-FINANCE  AGM/ENG-OPS  
 ENGR. MGR.  INSPECTION  PROJ MGR  ENGR. SECRETARY  PURCHASING  ACCTS PAYABLE

## CHANGE ORDER LOG

Ralph W. Chapman Water Recycling Facility Upgrade Project

Project: R2096

Consultant/Contractor: MWH

Subproject: 001102

		APPROVED			
C.O.	AMOUNT	BY	DATE	DESCRIPTION	TYPE C.O.
1	\$83,301.00	Board	10/6/2010	Compensation for design of additional scope items.	Owner
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
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25					
26					
27					
28					
29					
30					
31					
32					
33					
34					
35					

Total C.O.'s To Date: \$83,301.00 18.2%

Original Contract Amount: \$458,813.00

Current Contract Amount: \$542,114.00

Change Order Breakdown for the Month:

Month	Net C.O.\$	Limit	Authorization	C.O. %
9/10	\$83,310.00	\$2,000	Insp	0.0%
		\$10,000	PM/Sr. Engr.	0.0%
		\$20,000	DivM	0.0%
		\$25,000	Chief	0.0%
		\$35,000	AGM	0.0%
		\$50,000	GM	0.0%
		>\$50000	Board	0.0%

August 31, 2010  
MWH

**Attachment A**  
**RWCWRF Upgrade Project**  
**Additional Scope of Services**

The below Scope Modifications cover design services (Task A. Project Management and Administration; Task B. Preliminary Design and Task C. Final Design and Bid Document Preparation) to be provided by MWH Americas, Inc. ("MWH") to coincide with the recommended project contained in the "Otay Water District, Ralph W. Chapman Water Reclamation Facility Upgrade Project, Preliminary Design Report."

MWH shall perform additional services necessary to complete the design services as modified below:

- Instead of re-using existing aeration diffuser system, a new aeration diffuser system - Parkson HiOx<sup>®</sup> UltraFlex Aeration Panels (based on August 26, 2010 meeting) will be provided. MWH will coordinate with the District and aeration diffuser manufacturer to determine the number and arrangement of the aeration diffuser panels. MWH will provide additional mechanical drawings to show the new diffuser grid system (plans, sections and details) and expand specification section on Control Strategies to include the new diffuser system. The District will negotiate with the aeration diffuser manufacturer – Parkson and provide MWH a description of the services and materials that Parkson will be supplying, along with a quote.
- Instead of dividing each basin into one anoxic zone and one aerobic zone, each basin will be divided into four zones: two anoxic, one future swing and one aerobic. Additional compartments were dictated by kinetic requirements revealed by modeling of the District's Nitrogen data.
- The existing influent weirs will be converted to V-notch weirs (total of 3).
- The design will provide variable frequency drive (VFD) and flow indicating transmitters (FIT) for each RAS flow meter at the aeration basins (total of 3). Flow meters will be added at the discharge of RAS pumps and piping will be modified to provide straight pipe.
- The design will include replacement of the buried 18-inch header and 12-inch header that transitions into 8-inch line to aeration basin for channel aeration. An additional civil drawing will be necessary to illustrate the plan and section of the yard piping and profile.
- The design will include air flow transmitters for grit chamber and channel aeration. Air flow measurements will be sent to the SCADA system and be part of blowers control.
- The design will include a flow rate controller for the control of blower system.
- The design will include the following:
  - New air flow monitoring system for Headworks – Grit Removal/Classifier (requires some piping modification).
  - VFD and controls of each existing RAS pump.
  - RAS – Add a flow meter to each RAS pump discharge line. (Requires significant piping modification)
  - Secondary Clarifier Skimming Trough – Add an actuator to rotate trough as well connect to SCADA. (Requires adding motorized actuators)

With no AS-BUILT P&IDs, the design will include re-construction of P&IDs only for any affected areas as needed to facilitate this project only.

- Electrical and Instrumentation design to support the equipment modifications listed in this Attachment is included.

The Scope Modifications are based on the following assumptions:

1. The District will pressure test the existing 8-inch line to the grit chamber and the design does not include modifications to the 8-inch line to the grit chamber.
2. Since original mylars are not available, the District will engage surveyor to perform potholing and field surveys to locate surface and sub-surface features where the air piping will be replaced. The District will provide MWH aerial photogrammetric survey and digital topographic mapping data in Microstation V8 format. A final digital topographic map (topo map) of the project site at a scale of one inch equals twenty feet (1" = 20'), with a contour interval of one (1) foot containing the specific ground shot data and underground utility pothole data will be provided to MWH to proceed with the design. The map accuracy will meet or exceed the specifications published in the US Department of Transportation's Reference Guide Outline and National Mapping Standards. Field data will be incorporated into a digital topographic mapping on which the new air piping will be mapped and designed. Digital topographic mapping will be provided to MWH.
3. The District will engage geotechnical subconsultant to perform subsurface exploration where the new filter air scour blowers will be located, and provide MWH a geotechnical report.
4. The District will engage a corrosion subconsultant to test the soil samples for soil corrosivity and provide MWH recommendations for controlling corrosion of underground air piping.

**EXHIBIT B**  
**PROFESSIONAL SERVICES AGREEMENT - AMENDMENT No. 1**  
**BUDGET BREAKDOWN PER TASK**  
August 31, 2010

		Amended Contract Hours		Hourly Rate	Amended Contract	Amended Contract
<b>Task A. Project Management &amp; Administration*</b>						
	<b>Total Hours by Task</b>	136 hr				\$ 23,574
Principal In Charge	W. Moser	6 hr		\$ 245.00	\$ 1,470.00	
Project Manager	J. Wojslaw	46 hr		\$ 205.00	\$ 9,430.00	
Supervising Professional	P. Low	24 hr		\$ 155.00	\$ 3,720.00	
Senior Professional	J. DeCarolis	28 hr		\$ 144.00	\$ 4,032.00	
Administrator	N. Sampson	32 hr		\$ 87.00	\$ 2,784.00	
<b>Direct Expenses</b>						
Subconsultants					\$ -	
Mileage		1333	per mile	\$ 0.61	\$ 806.47	
Misc . Other Direct Costs					\$ 90.20	
Associated Project Costs					\$ 1,331.44	
<b>Task B. Preliminary Design**</b>						
	<b>Total Hours by Task</b>	528 hr				\$ 108,551
Principal In Charge	W. Moser	4 hr		\$ 245.00	\$ 980.00	
Project Manager	J. Wojslaw	52 hr		\$ 205.00	\$ 10,660.00	
TAC	R. Stephenson	50 hr		\$ 205.00	\$ 10,250.00	
Principal Professional II	Y. Nevo	100 hr		\$ 202.00	\$ 20,200.00	
Principal Professional I	M. Shahabi	10 hr		\$ 188.00	\$ 1,880.00	
Supervising Professional	P. Low	148 hr		\$ 155.00	\$ 22,940.00	
Senior Professional	J. DeCarolis	164 hr		\$ 144.00	\$ 23,616.00	
Administrator	N. Sampson	0 hr		\$ 87.00	\$ -	
<b>Direct Expenses</b>						
Subconsultants	CPM Construction				\$ 8,400.00	
	RBA					
Mileage		0	per mile	\$ 0.61	\$ -	
Misc . Outside Reproduction					\$ 396.97	
CADD		65	hr	\$ 18.43	\$ 1,197.95	
Associated Project Costs					\$ 5,169.12	

		Amended Contract Hours		Hourly Rate	Amended Contract	Amended Contract
<b>Task C. Final Design and Bid Document Preparation</b>						
	<b>Total Hours by Task</b>	1841.2	hr			\$ 327,610
Principal In Charge	W. Moser	0	hr	\$ 245.00	\$ -	
Project Manager	J. Wojslaw	44	hr	\$ 205.00	\$ 9,020.00	
TAC	R. Stephenson, L. Yaussi, M.Fordham, S.Hinman, H. Durham	155	hr	\$ 205.00	\$ 31,775.00	
Supervising Professional	J. Loucks	12	hr	\$ 158.00	\$ 1,896.00	
Principal Professional II	Y. Nevo	0	hr	\$ 202.00	\$ -	
Principal Professional I	M. Shahabi, D. Wilcoxson, J.Mohr, B. Tai	196	hr	\$ 188.00	\$ 36,848.00	
Supervising Professional	P. Low, E.Pascua	247	hr	\$ 155.00	\$ 38,285.00	
Senior Professional	J. DeCarolis, M.Ketabdar, S.Williams	562	hr	\$ 144.00	\$ 80,928.00	
Senior Designer	Design Staff	625.2	hr	\$ 144.00	\$ 90,028.80	
Administrator	N. Sampson	0	hr	\$ 87.00	\$ -	
<b>Direct Expenses</b>						
Subconsultants	CPM Construction				\$ 14,000.00	
Mileage		600	per mile	\$ 0.61	\$ 363.00	
Misc . Outside Reproduction		2236.3	cost	\$ 1,845.00	\$ 2,459.90	
CADD		216	hr	\$ 18.43	\$ 3,980.88	
Associated Project Costs					\$ 18,025.35	

\* Includes Project Management of Additional Scope.

\*\* Additional hours are associated with developing new scope items to a level suitable for design (calcs, layouts, etc.). These items were only identified in PDR but not developed yet.

<b>Task A + Task B + Task C (Amended)</b>	<b>2,505 hours</b>	<b>\$ 459,735</b>
<b>Task A + Task B + Task C (Original)</b>	<b>2,036 hours</b>	<b>\$ 376,434</b>
<b>Task A + Task B + Task C (Amendment Amount)</b>	<b>469 hours</b>	<b>\$ 83,301</b>

**Otay Water District**  
**Ralph W. Chapman WRF Upgrade Project**  
Revised List of drawings

**General**

- 1 G-1 Cover Sheet
- 2 G-2 Location and Vicinity Maps; Drawing Index
- 3 G-3 General Notes, Abbreviations and Symbols

**Civil**

- 4 C-1 Grading Plan
- 5 C-2 Yard Piping Plan I
- 6 C-3 Piping Profiles I
- 7 **C-4 Yard Piping Plan II & Piping Profiles II**
- 8 C-5 Civil Details I

**Structural**

- 9 GS-1 Structural Details
- 10 1S-1 Aeration Basin Baffles I
- 11 **1S-2 Aeration Basin Baffles II**
- 12 3S-1 Blower Building Modifications
- 13 3S-2 Air Scour Blower Foundation and Walls

**Mechanical**

- 14 GM-1 Piping Schedule
- 15 M-1 Mechanical Details
- 16 **M-2 Mechanical Details**
- 17 1M-1 Aeration Basin Diffuser Demo
- 18 1M-2 Aeration Basin mixers & pumps - Plan
- 19 1M-3 Aeration Basin mixers & pumps - Sections
- 20 1M-4 Aeration Basin Air Piping- Plans & Sections
- 21 **1M-5 Aeration Basin Grids - Plans**
- 22 **1M-6 Aeration Basin Grids - Sections**
- 23 **1M-7 Aeration Basin Grids - Details**
- 24 3M-1 Blower Building - Plan
- 25 3M-2 Blower Building - Sections
- 26 3M-3 Air Scour Blower Plan & Sections
- 27 **5M-1 RAS Pumps Discharge Flow Meters**
- 28 ~~5M-2 WAS Booster Pump Plan & Sections~~

Legend

Black font = As proposed

FF0000Red 01+000font = New scope

## Electrical

- 29 GE-1 Electrical Symbols
- 30 GE-2 Electrical Notes and Abbreviations
- 31 GE-3 Electrical Details II
- 32 GE-4 Electrical Details II
- 33 E-1 Electrical Site Plan
- 34 E-2 Electrical Demolition drawing
- 35 E-3 Single Line Diagram
- 36 E-4 Control Schematics I
- 37 E-5 Control Schematics II
- 38 E-6 Conduit Development
- 39 E-7 Conduit and cable Schedule
- 40 E-8 Panelboard Schedule
- 41 1E-1 Aeration Basin Electrical Plan
- 42 3E-1 Blower Bldg Electrical Plan
- 43 3E-2 Air Scour Electrical Plan
- ~~44 5E-1 RAS Pumps and WAS Booster Pump~~
- ~~45 7E-1 Grit Chamber Air Monitoring System and  
Secondary Clarifier Skimming Trough~~
- ~~46 7E-2 Diesel Tank Level Transmitter  
Effluent Pump Pressure Transmitter~~

## Instrumentation

- 47 GI-1 Instrumentation Symbols & Abbreviations
- 48 GI-2 Instrumentation Details
- 49 GI-3 Network Block Diagram
- 50 1I-1 P&ID I Aeration Basins
- 51 1I-2 P&ID II Aeration Basins
- 52 3I-1 P&ID III Aeration Blowers and RAS Pumps
- 53 3I-2 P&ID IV Air Scour Blowers
- ~~54 5I-1 P&ID V RAS and WAS Pumps & WAS Booster Pump~~
- ~~55 7I-1 P&ID VI Grit Chamber Air Monitoring System and  
Secondary Clarifier Skimming Trough~~
- ~~56 7I-2 P&ID VII Diesel Tank Level Transmitter  
Effluent Pump Pressure Transmitter~~

Number of Proposed Drawings = 42

Number of New Drawings = 10

### Legend

Black font = As proposed

FF0000Red 01+000font = New scope

**Otay Water District  
Ralph W. Chapman WRF Upgrade Project**

**Additional Specification Sections  
Construction Specifications Institute (CSI) MF-2004**

<b>Section</b>	<b>Title</b>	<b>Comments</b>
262923	Variable Frequency Drives	VFD for RAS Pumps
409100	Process Control and Instrumentation	Expanded section
409102	In-Line Liquid Flow Measuring	RAS flow meter
409104	Gas Flow Measuring	Air flow meters and transmitter
409106	Level Measuring	Diesel tank
409108	Pressure Measuring	Effluent Pump
409300	Control Strategies	Expanded section
412011	Rotary Pipe Skimmer	If skimmer is to be replaced.
412517	Diffusers, Fine Bubble, Fixed	New aeration grid systems
431058	Corrosion Resistant Cast Iron Soil Pipe (ASTM A 518/A 861, Modified)	New Air Header.
<del>432233</del>	<del>Progressing Cavity Pumps</del>	<del>WAS Booster Pump</del>
433012	Valve and Gate Actuators	Secondary Clarifier Skimming Trough

## Quality Assurance Approval Sheet

Subject: RWCWRF Upgrade Project Project No.: R2096

Document Description: Staff report for Board approval of  
Change Order # 1 to IWH's contract for the  
RWCWRF Upgrade Project

Author: Lisa Coburn-Boyd 9/1/10  
Signature Date

Lisa Coburn-Boyd  
Printed Name

QA Reviewer: Gary Silverman 9/1/10  
Signature Date

GARY P. SILVERMAN  
Printed Name

Manager: Ron Ripperger 9/1/10  
Signature Date

RON RIPPERGER  
Printed Name

The above signatures attest that the attached document has been reviewed and to the best of their ability the signers verify that it meets the District quality standard by clearly and concisely conveying the intended information; being grammatically correct and free of formatting and typographical errors; accurately presenting calculated values and numerical references; and being internally consistent, legible and uniform in its presentation style.



# AGENDA ITEM 7c

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	October 6 2010
SUBMITTED BY:	<i>JS</i> Geoffrey Stevens, Chief Information Officer	W.O./G.F. NO:	DIV. NO. ALL
APPROVED BY: (Chief)			
APPROVED BY: (Asst. GM):	German Alvarez <i>GA</i> Assistant General Manager, Administration and Finance		
SUBJECT:	Asset Management FY 2011 Contract Approvals		

### GENERAL MANAGER'S RECOMMENDATION:

That the Board authorizes the General Manager to negotiate and enter into an agreement with:

1. Westin Engineering Inc. for asset management project consulting services in an amount not to exceed \$220,000, and
2. Spatial Wave for software development and modification to the Field Mapplet application and related software to accommodate asset management process improvements in an amount not to exceed \$200,000.

### COMMITTEE ACTION: \_\_\_\_\_

See attachment A.

### PURPOSE:

To authorize the purchase of services necessary to support the asset management project (P2486) as identified in the District Strategic Plan.

### BACKGROUND:

The asset management program was initiated in FY 2009 with the purpose of establishing an industry best practices approach to managing the over the half billion dollar in ground assets the District maintains. To that end the District solicited proposals from leading consulting firms to provide assistance over the life of the project. Westin Engineering was the successful and lowest cost bidder. During FY 2009 an overall plan was developed and an asset hierarchy and inventory were created. In FY 2010 an asset criticality rankings were developed and a set of pilot projects were

initiated to develop the most effective methods to collect and process the huge amount of data required to manage over 250,000 assets. This work was completed and in FY 2011 we anticipate a full scale data collection and storage effort as well as additional work improving asset management business practices.

### **ANALYSIS:**

Developing and improving the District's ability to manage assets is becoming increasingly critical to the District's future success and fiscal health. The District maintains upwards of 250,000 separate items, from pipes to pump stations, all of which need to be managed in order to obtain the best value over their lifecycle. While the book value of District assets is approximately \$551 million that does not represent the replacement cost - which may be as high as \$750 million. The asset management project was initiated in FY 2009 and will likely continue through FY 2013. In FY 2009 and FY 2010 staff developed an overall asset management plan, and completed work on several pilot projects to determine how best to identify, capture, and manage detailed asset data. The pilot projects proved that the data is largely available and can be efficiently gathered and processed. In addition, detailed criticality rankings for assets have been developed to prioritize future work or replacements. We are now ready to expand our efforts from our initial pilot area (Copps Lane Pump Station) to the entire District in a phased approach. We are also ready to develop the life expectancy and cost replacement estimates, as well as develop the detailed and asset specific methodology for condition assessment.

This project also explores how to improve the business processes that maintain and support assets. For example, our pilot efforts in valve exercising, a task we do over 3000 times a year, allowed us to cut overall costs nearly 50% and to outsource non-value added tasks like painting. We also modified our Field Mapper software to allow us to streamline data entry giving the crews more productive work time.

In conclusion, the pilot projects to establish the feasibility and test the methodology to collect asset data and improve asset related business processes have been successful. We are now ready to expand from proven pilot level to the enterprise level. The following contracts are essential to completing this effort as planned.

### **Westin Engineering**

This contract will allow the District to obtain consulting assistance from Westin Engineering to assist in enterprise wide data capture of asset data, determine expected service levels for assets, complete the calculation for replacement costs for assets like reservoirs and pump stations, and assist in the development of methodologies to conduct detailed condition assessments. The original consulting

services for this work was competitively bid and stated that we anticipated using the same consultant through the initial and middle phases of this project. While this contract is not competitively bid, we are using the same rates as the earlier contract and have received a reduction in rates of approximately \$45 per hour over the original pricing for the bulk of the labor in this contract. We did compare these costs to other engineering consulting firms and found the costs to be appropriate and competitive. We recommend the Board authorize the General Manager negotiate and enter into a contract with Westin Engineering for the needed consulting services in an amount not to exceed \$220,000.

### Spatial Wave

The District requires that the data systems and field applications be modified to support enhanced and streamlined asset management business practices and processes. For FY 2011 and FY 2012 we are recommending that \$200,000 be allocated for these tasks. This will complete a major piece of work associated with improving the efficiency and lowering the per unit costs of expensive repetitive business processes that are required to support the large installed asset base we maintain. This is a sole source contract because Spatial Wave is modifying proprietary software that is not supported through other license providers. This work will enhance the existing off-the-shelf Field Mapplet application by allowing the District to capture data and information in a simplified form while maintain the capabilities of the existing software.

### FISCAL IMPACT:



The total budget for CIP 2486, as approved in the FY 2011 budget is \$1,214,295. Total expenditures to date are \$262,028 leaving a balance of \$952,266. The items referenced above request a total of \$420,000 and will leave a balance of \$532,266.

The Project Manager anticipates that, based upon the above information, the CIP budgets will be sufficient to support the project.

Finance has determined that funding will be available for CIP P2486. Funding for CIP P2486 will be 100% replacement.

### STRATEGIC GOAL:

These items are in support of the District's Strategic Plan,

- Develop and implement an Asset Management Program Plan to extend useful life of capital assets.
- Develop optimized field work processing using integrated technology.

- Develop information systems support for asset management program. Specifically the strategy of Business Efficiency.

**LEGAL IMPACT:** NA

None.

**General Manager**

A handwritten signature in black ink, appearing to read "Mel White", is written over a horizontal line.

## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	Asset Management FY 2010 Contract Approvals
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### COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on September 16, 2010 and the following comments were made:

- The overall goal of the Asset Management Program is to reduce operating expenses by maintaining assets effectively and efficiently over their life cycle through industry best practices.
- As the asset management system must contain the right information to assist staff in making good decisions, staff put a lot of emphasis, with the assistance of consultants/experts, in determining the information that should be maintained in the system. It was also noted that there must be a balance in the information maintained; enough to allow good decision making, but not so much that it would require a great deal of effort to maintain.
- The FY 2010 project milestone was to complete the data collection for all District assets. To assist in the development of this process, staff implemented several pilot programs that included valve exercising and a reservoir and pump station. Staff validated through the process that a very high percentage of the needed information was available and would not require a lot of searching. The pilot program also included the development of an efficient process to collect the data (forms, processing of data, entries, etc.)
- Staff presented the findings of the pilot program for Valve Exercising. Working with team members, staff did a thorough analysis of the Valve Exercising process to understand the process and how it can be improved. The team really focused on how the labor cost could be reduced and was able to cut labor significantly by focusing on changes to the process and targeting the specific skills needed to accomplish the task. This new business process is already in place.

The analysis also resulted in reducing the time it took for staff to enter data for the Valve Program by implementing software that allows staff to enter the data in the field which will result in a savings of 2 hours of staff time. Staff is in the process of developing this software solution. This same approach will be utilized with other business processes.

- The data architecture design will allow data to flow to both the GIS and work management systems. The information collected will allow staff to analyze information from a map perspective or a work perspective to enhance work processes and efficiency.
- The focus in FY 2011 is to continue to collect data for the Asset Management System. The groups responsible for the maintenance of each of the facilities will serve on a team whose task will be to collect the data.
- As part of the *Asset Data Collection* process, staff will develop an asset hierarchy to understand how the different levels of equipment relate to one another (lowest level to highest level of equipment) and define attributes of the equipment.
- The District will also need to determine its desired service level. If it is too high, it could be too costly (waste time and money), or too low, the goals for the facilities life will not be met. Additionally, the District will need to identify the current condition of its assets, their useful life (when they are expected to fail), its replacement value and its importance/criticality to the system.
- The Asset Management system will provide the knowledge to allow staff to prioritize and schedule maintenance on the assets that have the most critical need.
- Staff is requesting that the board authorize an agreement with Westin Engineering Inc. for consulting services for the Asset Management Project in an amount not-to-exceed \$220,000 and to Spatial Wave for software development and modification to the Field Mapplet application and related software to accommodate asset management process improvements in an amount not-to-exceed \$200,000.

- It was discussed that valve exercising has become a focus over the last couple years and staff wanted a more programmatic approach to the process (how often does the District really need to exercise the valves, how can make process more efficient, etc.). During the review of the process, the District found a piece of equipment that Helix WD was surplusing that made the process more efficient. As the District developed a more organized approach, the efficiency created less personnel requirements. Changes to the program also included outsourcing some of the work, such as painting of the valve facilities, and possibly the traffic control needs, etc.
- It was noted that the software for the Asset Management system is "off-the-shelf" software and Spatial Wave will be retained to modify the program to customize it for specific District needs.

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

# AGENDA ITEM 8a



## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	October 6, 2010
SUBMITTED BY:	David Charles <i>DC</i> Public Services Manager	PROJECT NO./	P1438- DIV. NO. 2
		SUBPROJECT:	010000
APPROVED BY: (Chief)	Rod Posada Chief, Engineering		
APPROVED BY: (Asst. GM):	Manny Magaña <i>M Magaña</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Execution of a Promissory Note with Mr. Jesus H. Kuroda-San for the OWD Capacity Fee for a 3/4-inch Meter and the Water Supply Fee for the property located at 8649 Avenida De La Fuente, San Diego, California 92154		

**GENERAL MANAGER'S RECOMMENDATION:**

That the Otay Water District (District) Board of Directors (Board) approves the execution of a Promissory Note in the amount of \$8,521 between Mr. Jesus H. Kuroda-San (Mr. Kuroda) and the District for the OWD Capacity Fee for a 3/4-inch Meter and the Water Supply Fee for the property located at 8649 Avenida De La Fuente, San Diego, California 92154 (see Exhibit A).

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

Please see Attachment A.

**PURPOSE:**

To obtain Board approval for the General Manager to execute a Promissory Note (Note) in the amount of \$8,521 between Mr. Kuroda and the District (see Exhibit A). Mr. Kuroda has requested a 12-month payment plan (see Exhibit C) for the OWD Capacity Fee for a 3/4-inch Meter and the Water Supply Fee for the property located at 8649 Avenida De La Fuente, San Diego, California 92154.

**ANALYSIS:**

On July 13, 2010, staff provided Mr. Kuroda a quote (QTE-10-094) for a 3/4-inch meter for the property located at 8649 Avenida De La Fuente, San Diego, California 92154, in the amount of \$13,279 (see Exhibit B). Mr. Kuroda stated that due to financial hardship, he is inquiring if the District would entertain monthly installment payments.

Staff provided Mr. Kuroda with District Policy 7, Conditions for Installment or Deferred Payment to the District (see Exhibit D), and informed him that the only fees that would be considered for deferral are the OWD Capacity Fee and the New Water Supply Fee. These fees represent \$8,521 of the total \$13,279 quoted.

In addition, staff also informed Mr. Kuroda that all other fees indicated in QTE-10-094, plus an administrative fee of \$500 for the establishment of the Note (included in Exhibit C), would have to be paid to the District at the time of application, should the Board approve the execution of the Note.

**FISCAL IMPACT:**



The District will receive an administrative fee of \$500 and interest as compensation for the Promissory Note. Due to the relative small amount of the Note, this does not present a financial hardship for the District.

**STRATEGIC GOAL:**

This project supports the District's Mission statement, "To provide the best quality of water and wastewater service to the customers of the Otay Water District in a professional, effective, and efficient manner," and the District's Strategic Goal, "To satisfy current and future water needs for potable, recycled, and wastewater services.

**LEGAL IMPACT:**

None.



**General Manager**

P:\Public-s\STAFF REPORTS\2010\BD 10-06-10, Staff Report, Kuroda Promissory Note, (DC-RP).doc  
DC/RP:jf

- Attachments: Attachment A  
Exhibit A - Promissory Note  
Exhibit B - Public Services Quote QTE-10-094  
Exhibit C - Twelve Month Payment Schedule  
Exhibit D - Policy 7



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>  P1438-010000	Execution of a Promissory Note with Mr. Jesus H. Kuroda-San for the OWD Capacity Fee for a 3/4-inch Meter and the Water Supply Fee for the property located at 8649 Avenida De La Fuente, San Diego, California 92154
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### COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on September 16, 2010 and the following comments were made:

- Mr. Jesus Kuroda who owns a property located at 8649 Avenida de la Fuente, San Diego requested a quote for a ¾-inch meter. The quote for the ¾-inch meter totaled \$13,279.
- Mr. Kuroda requested a monthly payment plan due to financial hardship. The District provided, as per Board of Directors Policy 7, Conditions for Installment or Deferred Payments to the District, a Promissory Note for the deferral of Otay related fees (Capacity and Water Supply) representing \$8,521 of the \$13,279.
- Mr. Kuroda was informed that, should the board approve the promissory note, all other fees and the administrative fee for the establishment of the promissory note of \$500 would need to be paid to the District at the time of application.
- It was discussed that the proposed Promissory Note is a standard agreement and has been reviewed by District's counsel. The promissory note is interest bearing.
- It was discussed that Policy 7 requires that such Promissory Notes/Agreements be presented for board approval. The committee suggested that the policy be revised to authorize the General Manager to approve such agreements and report these agreements in the General Manager's monthly report to the board. The committee also discussed possibly including a credit check of the applicant as part of the process.

- The committee suggested that the proposed revisions to Policy 7 be presented to the board along with this staff report. Staff is requesting that the board adopt Resolution No. 4168 (Exhibit 1 to these notes), amending Policy No. 7, Conditions for Installment or Deferred Payment to the District, authorizing the General Manager to approve such agreements and report any such executed agreements in the General Manager's monthly report to the board.

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

RESOLUTION NO. 4168

RESOLUTION OF THE BOARD OF DIRECTORS OF THE OTAY  
WATER DISTRICT  
AMENDING POLICY NO. 7, CONDITIONS FOR INSTALLMENT  
OR DEFERRED PAYMENTS TO THE DISTRICT

WHEREAS, the District occasionally receives requests for installment or deferred payment agreements, and

WHEREAS, in circumstances where it is in the District's best interest that the agreement be made; and

WHEREAS, the Board would like to authorize the General Manager to negotiate and execute installment or deferred payment agreements on behalf of the District that do not exceed his signatory authority as established in Chapter 2, Section 2.01-D of the District's Code of Ordinances, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Otay Water District that Policy 7, Conditions for Installment or Deferred Payments to the District, be amended as per Exhibit 1 to this resolution.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Otay Water District at a regular meeting held this 6<sup>th</sup> day of October, 2010.

Ayes:  
Noes:  
Abstain:  
Absent:

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

OTAY WATER DISTRICT  
BOARD OF DIRECTORS POLICY

Subject	Policy Number	Date Adopted	Date Revised
CONDITIONS FOR INSTALLMENT OR DEFERRED PAYMENTS TO THE DISTRICT	07	10/15/84	<del>5/7/2008</del> 10/06/10

PURPOSE

To establish a policy regarding conditions for making installment or deferred payments to the District.

BACKGROUND

Occasionally the District receives requests to allow payment of certain connection charges on an installment or deferred basis. Approval of these agreements will occur in very limited circumstances where it is in the District's best interest that the agreement be made. In addition, if the District is to consider such requests, the District must not be in a position of risk of loss in the event of non-payment.

POLICY

The following procedures, terms and conditions shall apply to requests and arrangements for payment to the District on an installment or deferred basis:

1. Requests for installment or deferred payments shall be reviewed by the District. Each request shall indicate the terms desired with a maximum term of 12 months. The person or party making the request shall furnish all financial information or data deemed necessary by the District to review the request.
2. The General Manager shall have authority to negotiate and execute deferral agreements with residential and non-residential customers where the value of the agreement does not exceed the General Manager's signatory authority as established in Chapter 2, Section 2.01-D of the Code of Ordinance. ~~Deferral agreements requested by non-residential customers shall be presented to the Board prior to execution.~~ In addition, the General Manager will inform the Board of such executed agreements within his monthly report to the Board of Directors.
3. Where the value of the proposed agreement exceeds the General Manager's authority, the District shall make a recommendation to the Board of Directors for approval or disapproval, with reasons for the recommendation.
4. In emergency situations, the General Manager is authorized to enter into a deferral agreement exceeding his/her authority to allow a customer to connect to the District system. The

**OTAY WATER DISTRICT  
BOARD OF DIRECTORS POLICY**

Subject	Policy Number	Date Adopted	Date Revised
CONDITIONS FOR INSTALLMENT OR DEFERRED PAYMENTS TO THE DISTRICT	07	10/15/84	<del>5/7/2009</del> 10/06/10

General Manager shall submit all such deferral agreements to the Board for ratification at the next regularly scheduled Board meeting.

5. A minimum down payment of ten percent (10%) of the total amount to be paid in installments or on a deferred basis is required and is nonrefundable.
6. Any increases in rates, fees, or charges shall apply to all connections which have not been made at the time the increase is adopted, including but not limited to capacity fees and annexation fees.
7. The only fees that will be considered for deferral are Otay Capacity Fees and Annexations fees. All labor and materials costs will not be considered for deferral as this would place the District in a position of risk in the event of default. In addition, the District will not make arrangements for deferral of fees collected by the District on behalf of other governmental entities. These fees must be paid prior to the execution of the agreement or payment arrangements must be obtained from the CWA or MWD by the applicant.
8. For each installment or deferred payment arrangement a promissory note, payable to the District, shall be executed to provide for terms of payment of the balance of principal due, with interest payable monthly at a rate equal to five percent (5%) per annum over the Federal Reserve Discount Rate.
9. In addition to execution of a promissory note for the balance of the payment, the District will consider requiring security to guarantee payment of the promissory note, such as but not limited to, a letter of credit, performance bond, lien contract, certificate of deposit, or other security satisfactory to the District.
10. An administrative fee for the establishment of a deferral agreement of \$500.00 will be charged for all such agreements.

# EXHIBIT A

## PROMISSORY NOTE BETWEEN JESUS H KURODA-SAN AND OTAY WATER DISTRICT

Amount: \$8,521.00

Date: \_\_\_\_\_, 2010

### INSTALLMENT NOTE

FOR VALUE RECEIVED, specifically (1) one 3/4-inch meter OWD Capacity Fee and Water Supply Fee. The meter purchases will be installed and available for service at 8649 Avenida De La Fuente, San Diego, CA 92154; the undersigned, Jesus H Kuroda-San, hereby promises to pay to the order of the Otay Water District (hereinafter "Otay"), as specified below, the principal sum of Eight Thousand Five Hundred Twenty One Dollars (\$8,521.00), together with interest at the monthly rate in accordance with Otay Policy (5% over the Federal Discount Rate - currently .25%).

- (1) An initial installment of \$852.10 shall be due on the date of the execution of this Note.
- (2) Thereafter, twelve (12) consecutive **monthly installments** of \$657.00 shall be due on the 25<sup>th</sup> day of each month beginning the 25<sup>th</sup> day of the month immediately following the execution of this Note.
- (3) The principal and interest shall be payable at 2554 Sweetwater Springs Blvd., Spring Valley, CA 91978-2004, until the entire indebtedness is fully paid.
- (4) This Note may be prepaid in whole or in part, without premium, penalty or discount, at any time, at the option of Jesus H Kuroda-San, together with accrued interest on the amount prepaid.

### Late Charge

If any installment under this Note is not received by Otay within five (5) business days after the installment is due, Jesus H Kuroda-San agrees to a payment delinquency charge of 5% of the total amount delinquent. When a payment delinquency charge is made, such shall be added to the delinquent account as of the date the account becomes delinquent and such charges shall become an inseparable part of the amount due as of that time. In the event of delinquency, a notice shall be mailed to Jesus H Kuroda-San notifying Jesus H Kuroda-San that service will be turned off unless payment is made. The notice shall indicate the amount due, including delinquency charges, and that the total amount must be paid within fifteen (15) calendar days from the date of mailing or presentation of the notice to Jesus H Kuroda-San to avoid disruption of service.

### Acceleration

At its option, Otay may determine that Jesus H Kuroda-San is in default and may, consequently, accelerate the maturity of all installments, making the unpaid balance of the Note (the total of the unpaid monthly installments and any unpaid delinquency charges) due immediately without presentment for payment or any notice, if:

- (1) Jesus H Kuroda-San fails to pay an installment when due.
- (2) Jesus H Kuroda-San or any endorser, surety, or guarantor of this Note:
  - (i) Makes an assignment for the benefit of creditors.
  - (ii) Offers settlement to any creditors.
  - (iii) Fails to pay any obligation when due.

- (3) Otay discovers that any misrepresentation was made to Otay on behalf of Jesus H Kuroda-San to obtain credit or an extension of credit.
- (4) Any legal action is commenced against Jesus H Kuroda-San or any endorser, surety, or guarantor, including:
  - (i) Entry of judgment.
  - (ii) Issuance of writ of attachment, order of garnishment, order or subpoena in supplementary proceedings, execution or similar process.
- (5) A receiver is appointed for Jesus H Kuroda-San or any endorser, surety, or guarantor.

Otay, at its option, may accelerate the maturity of all installments to become due immediately if, in the sole opinion of Otay, the financial responsibility of Jesus H Kuroda-San becomes unsatisfactory.

**Attorneys' Fees**

Jesus H Kuroda-San agrees that if any referral to an attorney for collection or any action at law or in equity is brought to enforce this Note for nonpayment at maturity, the prevailing party will be entitled to reasonable attorneys' fees in addition to any other relief that the prevailing party may be entitled to.

**Waivers**

No waiver by Otay of any rights or remedies under this Note shall be considered a waiver of any other subsequent right or remedy.

Jesus H Kuroda-San waives presentment for payment, notice of nonpayment, and notice of dishonor of this Note.

Jesus H Kuroda-San waives trial by jury in any litigation arising out of or relating to this Note in which Otay or a holder of this Note is an adverse party, and further waives the right to interpose any defense, set-off, or counterclaim of any nature or description, which rights are expressly waived except as provided by law.

IN WITNESS WHEREOF the parties hereto have entered into this agreement as of the executed date \_\_\_\_\_, 2010.

**JESUS H. KURODA-SAN**

**OTAY WATER DISTRICT**

By: \_\_\_\_\_  
Property Owner of 8649 Avenida De La Fuente  
San Diego, CA 92154

By: \_\_\_\_\_  
General Manager

APPROVED AS TO FORM

\_\_\_\_\_

# EXHIBIT B

## Public Services Quote



Dedicated to Community  
 2445 BASELINE BLVD. SPRING VALLEY, CA 92122  
 TEL: (619) 670-2241

### PUBLIC SERVICES QUOTE

District Ref #: QTE-10-094

CUSTOMER		PROPERTY INFO	
OWNER: JESUS H KURODA-SAN CONTACT: YOLANDA LOPEZ ADDRESS: 8649 AVENIDA DE LA FUENTE SAN DIEGO, CA 92154-6267 PHONE: (619) 661-1972 FAX: (619) 661-1988 CELL: (619) 719-3114 DATE: 7/13/2010		PROJECT #: TRIAD: No MAP PAGE: QTY: 1 METER SIZE: .75" ACCT TYPE/DESC: C/COMMERCIAL DEVELOPMENT: OTAY MESA PROJECT:	
SEWER FEE		WATER FEE	UNIT PRICE EXTENDED
Sewer Annex Fee = 0.0 EDU @ \$0.00 per EDU:	\$ 0.00	Installation:	\$ 60.00 \$ 60.00
Russell Square Service Fee:	\$ 0.00	Meter Fee:	\$ 59.00 \$ 59.00
Reimbursements:	\$ 0.00	Capacity Fee:	\$ 7,641.00 \$ 7,641.00
Sub-Total for Sewer:	\$ 0.00	Water Supply Fee:	\$ 880.00 \$ 880.00
		*SDCWA (System) Fee:	\$ 4,326.00 \$ 4,326.00
		*SDCWA (Water Treatment) Fee:	\$ 166.00 \$ 166.00
		AMR Fee:	\$ 147.00 \$ 147.00
		Meter Box:	\$ 0.00 \$ 0.00
		Annexation Fee:	\$ 0.00 \$ 0.00
		Water Reimbursement:	\$ 0.00 \$ 0.00
		Charges for 1 Meter:	\$ 13,279.00 \$ 13,279.00
		Credits:	\$ 0.00
		Sub-Total for Water Meter:	\$ 13,279.00
		Sub-Total for Sewer:	\$ 0.00
		Sub-Total for Deposit:	\$ 0.00
		GRAND TOTAL:	\$ 13,279.00

DEPOSITS	
Sewer SIR Deposit:	\$ 0.00
Water SIR Deposit:	\$ 0.00
Inspection Deposit:	\$ 0.00
Temporary Meter Deposit N/A:	\$ 0.00
Sub-Total for Deposit:	\$ 0.00

Maximum flow allowed through a .75" meter is 24 gpm.

**COMMENTS**  
 ACCT TYPE: C, WATER ID: 7, PZ: 871, ASBUILT: 54-7.  
 PUBLIC SERVICES PROVIDING QUOTE FOR 1-3/4" POTABLE METER TO BE LOCATED AT (STA 26+20) 8649 AVENIDA DE LA FUENTE SAN DIEGO CA 92154. SEE MAP FOR LOCATION. STATION AND METER SIZE WILL NEED TO BE VERIFIED BY CUSTOMER. THIS METER SHALL REPLACE THE TEMPORARY HYDRANT METER #49481. PROOF OF SEWER CAPACITY FEES PAID TO THE CITY OF SAN DIEGO AND BUILDING PERMIT MUST BE PROVIDED AT THE TIME OF METER PURCHASE. CUSTOMER MUST INSTALL AN R/P DEVICE, A LIST OF APPROVED TESTERS WILL BE PROVIDED UPON REQUEST.

**REMARKS**  
 THE FEES & CHARGES ARE SUBJECT TO CHANGE. CUSTOMER WILL BE REQUIRED TO CONTACT OTAY WATER DISTRICT FOR CURRENT FEES AND CHARGES. CALL (619) 670-2241.

\*SDCWA FEES MAY BE SUBJECT TO CHANGE.  
 CALL (858) 522-6600 FOR INFORMATION ON RATE CHANGE.

*Building permit is required for potable meter purchase.  
 Quote assumes a lateral exists for the property.*

For lateral installation deposits, the customer shall deposit the estimated costs with the District prior to commencement of work. If actual costs incurred are less than the amount deposited, the District shall refund the balance of the deposit to the customer. If actual costs incurred exceed the amount deposited, the customer shall reimburse the District for the additional costs.

QUOTE PROVIDED BY: Tanya Romero  
 TANYA ROMERO

Voice: (619) 670-2241  
 Fax: (619) 670-6184  
 Appd By: [Signature]

## EXHIBIT C

Jesus H Kuroda-San  
 CC#298  
 Date: \_\_\_\_\_, 2010  
 As per District Policy # 07

<u>Meter/Service</u>	<u>Qty</u>	<u>Unit Price</u>	<u>Total</u>
OWD Cap Fee for 3/4-Inch Meter	1	7,641.00	7,641.00
Water Supply Fee	1	880.00	880.00
			8,521.00

ORIGINAL BALANCE	\$ 8,521.00	
NO. OF PAYMENTS	13	Inc. down payment
INTEREST RATE	5.25%	
INITIAL DOWNPAYMENT (10%)	\$852.10	
ADMINISTRATIVE FEE	\$500.00	Establishment of Note
DOWNPAYMENT	9/30/2010	
INITIAL MONTHLY PAYMENT	\$657.00	
FINAL PAYMENT	9/25/2011	
FINAL PAYMENT AMT.	\$655.53	

	PAYMENT DATE	PAYMENT	PRINCIPAL	INTEREST	BALANCE
					\$8,521.00
	9/30/2010	\$852.10	\$852.10		\$7,668.90
1	10/25/2010	\$657.00	\$629.42	\$27.58	\$7,039.48
2	11/25/2010	\$657.00	\$625.61	\$31.39	\$6,413.86
3	12/25/2010	\$657.00	\$629.32	\$27.68	\$5,784.54
4	1/25/2011	\$657.00	\$631.21	\$25.79	\$5,153.33
5	2/25/2011	\$657.00	\$634.02	\$22.98	\$4,519.31
6	3/25/2011	\$657.00	\$638.80	\$18.20	\$3,880.51
7	4/25/2011	\$657.00	\$639.70	\$17.30	\$3,240.82
8	5/25/2011	\$657.00	\$643.02	\$13.98	\$2,597.80
9	6/25/2011	\$657.00	\$645.42	\$11.58	\$1,952.38
10	7/25/2011	\$657.00	\$648.58	\$8.42	\$1,303.81
11	8/25/2011	\$657.00	\$651.19	\$5.81	\$652.62
12	9/25/2011	\$655.53	\$652.62	\$2.91	\$0.00
	<b>TOTAL PAYMENTS</b>	<b>\$8,734.63</b>	<b>\$8,521.00</b>	<b>\$213.63</b>	

# EXHIBIT D

## OTAY WATER DISTRICT BOARD OF DIRECTORS POLICY

Subject	Policy Number	Date Adopted	Date Revised
CONDITIONS FOR INSTALLMENT OR DEFERRED PAYMENTS TO THE DISTRICT	07	10/15/84	5/7/2008

### PURPOSE

To establish a policy regarding conditions for making installment or deferred payments to the District.

### BACKGROUND

Occasionally the District receives requests to allow payment of certain connection charges on an installment or deferred basis. Approval of these agreements will occur in very limited circumstances where it is in the District's best interest that the agreement be made. In addition, if the District is to consider such requests, the District must not be in a position of risk of loss in the event of non-payment.

### POLICY

The following procedures, terms and conditions shall apply to requests and arrangements for payment to the District on an installment or deferred basis:

1. Requests for installment or deferred payments shall be reviewed by the District. Each request shall indicate the terms desired with a maximum term of 12 months. The person or party making the request shall furnish all financial information or data deemed necessary by the District to review the request.
2. The General Manager shall have authority to negotiate and execute deferral agreements with residential customers where the value of the agreement does not exceed the General Manager's signatory authority as established in Chapter 2, Section 2.01-D of the Code of Ordinance. Deferral agreements requested by non-residential customers shall be presented to the Board prior to execution.
3. Where the value of the proposed agreement exceeds the General Manager's authority, the District shall make a recommendation to the Board of Directors for approval or disapproval, with reasons for the recommendation.
4. In emergency situations, the General Manager is authorized to enter into a deferral agreement exceeding his/her authority to allow a customer to connect to the District system. The General Manager shall submit all such deferral agreements to the Board for ratification at the next regularly scheduled Board meeting.

**OTAY WATER DISTRICT  
BOARD OF DIRECTORS POLICY**

Subject	Policy Number	Date Adopted	Date Revised
CONDITIONS FOR INSTALLMENT OR DEFERRED PAYMENTS TO THE DISTRICT	07	10/15/84	5/7/2008

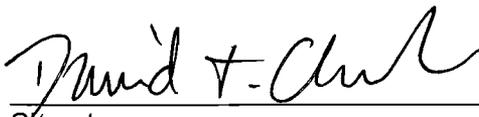
5. A minimum down payment of ten percent (10%) of the total amount to be paid in installments or on a deferred basis is required and is nonrefundable.
6. Any increases in rates, fees, or charges shall apply to all connections which have not been made at the time the increase is adopted, including but not limited to capacity fees and annexation fees.
7. The only fees that will be considered for deferral are Otay Capacity Fees and Annexations fees. All labor and materials costs will not be considered for deferral as this would place the District in a position of risk in the event of default. In addition, the District will not make arrangements for deferral of fees collected by the District on behalf of other governmental entities. These fees must be paid prior to the execution of the agreement or payment arrangements must be obtained from the CWA or MWD by the applicant.
8. For each installment or deferred payment arrangement a promissory note, payable to the District, shall be executed to provide for terms of payment of the balance of principal due, with interest payable monthly at a rate equal to five percent (5%) per annum over the Federal Reserve Discount Rate.
9. In addition to execution of a promissory note for the balance of the payment, the District will consider requiring security to guarantee payment of the promissory note, such as but not limited to, a letter of credit, performance bond, lien contract, certificate of deposit, or other security satisfactory to the District.
10. An administrative fee for the establishment of a deferral agreement of \$500.00 will be charged for all such agreements.

# Quality Assurance Approval Sheet

Subject: Execution of a Promissory Note with Mr. Jesus H. Kuroda-San for the OWD Capacity Fee for a 3/4-inch Meter and the Water Supply Fee for the property located at 8649 Avenida De La Fuente, San Diego, California 92154

Project No.: P1438-010000

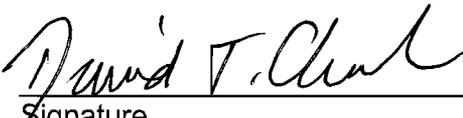
Document Description: Staff Report for October 6, 2010 Board Meeting.

Author:  9/7/10  
Signature Date

David T. Charles  
Printed Name

QA Reviewer:  9/7/10  
Signature Date

GARY P. SILVERMAN  
Printed Name

Manager:  9/7/10  
Signature Date

David T. Charles  
Printed Name

The above signatures attest that the attached document has been reviewed and to the best of their ability the signers verify that it meets the District quality standard by clearly and concisely conveying the intended information; being grammatically correct and free of formatting and typographical errors; accurately presenting calculated values and numerical references; and being internally consistent, legible and uniform in its presentation style.

# AGENDA ITEM 8b



TYPE MEETING:	Regular Board	MEETING DATE:	October 6, 2010
SUBMITTED BY:	Yuri Calderon, General Counsel Aerobel Banuelos, Esq.	W.O./G.F. NO:	DIV. NO.
APPROVED BY:	Mark Watton, General Manager German Alvarez, Assistant General Manager		
SUBJECT:	Revision of Certain Code of Ordinance Provisions Regarding the Use of Ratio Billing Systems in Multiunit Structures		

**RECOMMENDATIONS:**

That the Board adopt Ordinance 525 enacting the proposed amendments to certain provisions of the Code of Ordinance.

**PURPOSE:**

To present to the Board certain Code of Ordinance provisions to clarify and update the District's policies regarding the resale of water and the use of Ratio Utility Billing Systems.

**ANALYSIS:**

The District's Code of Ordinance is currently silent on the use of Ratio Utility Billing Systems and alternative billing methods by owners of multiunit structures.

Under the existing provisions of the Code of Ordinance, the resale of District water is prohibited with the exception that owners or operators of mobile home parks, apartments, condominium complexes, industrial complexes and land used for agricultural purposes may resell water furnished by the District through the use of a submetering system as outlined in Section 27.04.

Many multiunit structures in the District are not fitted with submeters and the owners and operators of such properties are either unable to recover the actual costs of water usage from tenants or are reselling District water in violation of the Code of Ordinances. Because many multiunit structures are not equipped to bill water usage through submetering, District staff and the General Counsel believe it would be appropriate to clarify in the Code of Ordinance that, to the extent permissible by law, the owners of such properties may utilize Ratio Utility Billing systems or other alternative billing methods to pass-through water charges to their tenants. As such, the District staff and the General

Counsel believe that it would be in the best interest of the District to incorporate language under Article 27, Requirements and Limitations for Obtaining Water Service.

The Staff and the General Counsel recommend that the Board adopt revisions to Section 27.04, as set forth on the attachment to Ordinance 525.

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

None at this time.

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

None at this time.

  
\_\_\_\_\_

**General Counsel**

*Attachment A: Ordinance 525, with the following attachments:*

- Attachment 1 – Section 27 of the Code of Ordinance, marked



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	Revision of Certain Code of Ordinance Provisions Regarding the Use of Ratio Billing Systems in Multiunit Structures
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### COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on September 16, 2010 and the following comments were made:

- Staff is requesting that Section 27.04 of the District's Code of Ordinances be modified to permit sub-metering (Ratio Utility Billing System), within the parameters of the law, at any complex where there is a master meter.
- This is a practice that is already occurring and it was felt that provisions should be incorporated within the District's code. The committee discussed that the District cannot control sub-metering companies, however, by indicating that they need to act within the parameters of the law, it protects the District. State law prohibits companies who sub-meter from charging their tenants more than the cost of water.
- Should an issue be raised by a tenant who feels he/she is being charged more than their landlord's cost for water, they would need to take the issue up with their landlord as the District does not have a relationship with their landlord.
- The committee discussed that sub-metering is becoming more prevalent due to the increasing cost of water. Landlords were finding that if they did not sub-meter their tenants, their apartment water bills increased by approximately 19%. By sub-

metering and charging their tenants for their water use it encourages them to conserve.

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

**\*\*** Please note the ordinance number assigned to adopt the changes to Section 27.04 has been updated from 525 to 527. The updated Ordinance is attached as Attachment B.

ORDINANCE NO. 527

AN ORDINANCE OF THE BOARD OF DIRECTORS  
OF THE OTAY WATER DISTRICT AMENDING THE  
CODE OF ORDINANCES SECTION 27, REQUIREMENTS AND  
LIMITATIONS FOR OBTAINING WATER SERVICE

BE IT ORDAINED by the Board of Directors of Otay Water District that the language in Section 27, Requirements and Limitations for Obtaining Water Service, of the District's Code of Ordinances be amended as per Attachment 1 to this ordinance.

NOW, THEREFORE, BE IT RESOLVED that the amendments to Section 27 of the Code of Ordinances shall become effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Otay Water District at a regular meeting duly held this 6<sup>th</sup> day of October 2010, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

President

ATTEST:

---

District Secretary

# Attachment 1

## SECTION 27            REQUIREMENTS AND LIMITATIONS FOR OBTAINING WATER SERVICE

### 27.01            REQUIREMENT FOR WATER/SEWER PERMIT AND PAYMENT OF FEES, CHARGES, AND DEPOSITS

A.    Requirement for Water/Sewer Permits. Water meters shall not be installed nor water service furnished until an application, in the form of a water/sewer permit, has been executed by the customer at the District office.

B.    Requirement for Payment of Fees, Charges and Deposits. Payment of all required fees, charges and deposits shall be made by the customer at the time the water meter is purchased. A customer requesting water service shall pay the fees, charges, and deposits as set forth in Section 28 of this Code.

C.    Requirement for a Building Permit. A customer requesting permanent water service shall be required to present a valid building permit for the property issued by the appropriate governmental agency, except that a building permit is not required by a customer requesting permanent water service to: 1) install and maintain landscaping prior to the construction of a building; 2) perform mass grading operations; or 3) to satisfy conditions imposed by other government agencies, including a single meter for grading for four lots or less which are part of the same parcel map. Government agencies shall be exempt from the requirement of presenting a valid building permit.

D.    Requirement for a Service Lateral. The customer requesting water service shall either have an existing service lateral or purchase a new lateral installation at the time of the meter purchase.

E.    Commercial Parcels - 5,000 square feet or Larger Irrigated Landscape. When a customer requests water service on a parcel of land with irrigated landscape equal to 5,000 square feet or more, a separate meter will be required for irrigation purposes on the site.

F.    Reclaimed Water Service Areas. In areas designated as reclaimed water service areas, the customer shall be required to install a separate reclaimed water service lateral and meter to supply irrigation to the parcel.

G.    Second Meter For Indoor Use. Any customer who obtained a single meter prior to October 17, 1990, a second meter for indoor use may be obtained, without paying water capacity fees, San Diego County Water Authority fees and applicable zone charges on the second meter, if the following criteria are met:

1. The additional meter is solely for the purpose of isolating current domestic (indoor) water use from that used for outdoor landscaping. The additional meter shall be on a separate lateral.

2. All costs of on-site plumbing changes, including approved back-flow prevention devices, will be the responsibility of the customer.

3. The customer acknowledges that adding a second meter will result in a second water bill and associated monthly system fee.

4. The customer will be required to pay all fees and charges prior to meter installation.

## 27.02 SIZE OF WATER METER

A water meter shall be sized to ensure that the maximum demand (in gallons per minute) will not exceed 80% of the manufacturer's recommended maximum flow rate, as shown in Section 27.03. In no case shall the water meter size be less than  $\frac{3}{4}$ -inch. The size of the water meter and service lateral required for water service shall be determined by the General Manager as follows:

A. Detached Single-Family Residential Dwelling Unit. The customer may submit calculated maximum demand (in gallons per minute), provided that maximum demand must be more than twenty four (24) gallons per minute.

B. Apartments, Condominiums, Mobile Home Parks and other Multiple Family Residential Dwelling Units with Individual Meters. The calculated maximum demand shall be per Section 27.02A.

C. Business, Commercial, Industrial, Apartments, Condominiums, Mobile Home Parks and other Multiple-Family Residential Dwelling Units. The customer shall submit building plans signed by a licensed building architect. The plans shall list the number of fixture units, the parcel size (in acres), and the calculated maximum demand (in gallons per minute) to be placed on each water meter.

D. Irrigation. The customer shall submit irrigation plans signed by a licensed landscape architect. The plans shall indicate the calculated maximum demand (in gallons per minute) to be placed on each water meter and the total area to be irrigated (in square feet). The plans must also be in compliance with the requirements of Section 27.05.

E. Other. In the case of other types of service not included above, the customer shall submit information as

requested by the General Manager. Any customer may request and purchase a separate meter to isolate landscaping from indoor use.

F. Requirement for Multiple Meters. The General Manager may require multiple meters when it is in the best interest of the District.

27.03 MANUFACTURERS RECOMMENDED MAXIMUM FLOW RATE FOR DISTRICT METERS

Customers are cautioned to control the rates of flow of water through District meters. Operation of a meter at flows in excess of the manufacturer's recommendations will cause severe damage to operating parts. Rated capacities for meters used in this District are as follows:

ORDINARY METERS

<u>Meter Size Recommended In Inches</u>	<u>Manufacturer's Maximum Rate in U. S. Gallons per Minute</u>
3/4	30
1	50
1-1/2	100
2	160
3	530
4	1350
6	2700
8	3500
10	6500

COMPOUND METERS  
(Multi-family, Apartments etc.)

2	285
3	480
4	750
6	1700

27.04 ~~USE OF SUBMETERS FOR~~ RESALE OR DISTRIBUTION OF WATER

No customer may resell or redistribute any portion of the water furnished by the District except as provided below:

A. Use of Submeters for Resale or Redistribution of water. Owners or operators of mobile home parks, apartments, condominium complexes, industrial complexes and land used for agricultural purposes may resell water furnished by the District through the use of a submetering system under the following conditions: (1) owners and operators shall comply

with State law (California Code of Regulations Section 4090) prohibiting any surcharge on the water rate; (2) the water system on the private property side of the master meter, including the submeters, shall be solely the responsibility of the owner or operator; and (3) the owner or operator shall clearly delineate on the bill that any cost associated with the submeters is a cost imposed by the property owner or operator and not by Otay Water District.

B. Ratio Utility Billing Systems. To the extent permitted under law, owners or operators of multiunit structures where submeters have not been installed may elect to implement a Ratio Utility Billing System (RUBS) or alternative billing system to determine proportionate shares of water charges and bill tenants accordingly.

## 27.05 CONSERVATION AND LOCAL SUPPLY USE REQUIREMENTS

The requirements below apply to all new residential and commercial developments or redevelopments. The landscape requirements also apply to any re-landscaping that is subject to review by the District, the County of San Diego, City of Chula Vista or the City of San Diego.

1. Indoor Fixtures and Appliances. All water fixtures and appliances installed, including the ones in the following list, must be high-efficiency:

- Toilets and urinals
- Faucets
- Showerheads
- Clothes Washers
- Dishwashers

"High-efficiency" means fixtures and appliances that comply with the most efficient specifications under the EPA WaterSense® or Energy Star programs,<sup>1</sup> as in effect at the time installation commences.

2. Landscape requirements. Only "Smart" irrigation controllers<sup>2</sup> may be installed and only low-water use plants may be used in non recreational landscapes. All landscapes

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<sup>1</sup> Certified EPA WaterSense products, and Energy Star products, are at least 20% more efficient than the applicable federal standards.

<sup>2</sup> Smart Irrigation Controller means a controller that uses real time, soil moisture or weather data to automatically adjust irrigation run-times. Furthermore, to qualify as a Smart Irrigation Controller, the device must be certified by the Irrigation Association and/or the EPA WaterSense program.

must also be designed and managed consistent with requirements of the local agency within which the property is located, be it the County of San Diego, the City of Chula Vista or the City of San Diego.

a. Installed smart irrigation controllers shall be properly programmed/scheduled according to the manufacturer's instructions and/or site specific conditions based on soil type, plant type, irrigation type, weather and/or reference evapotranspiration data.

b. Two irrigation schedules shall be prepared, one for the initial establishment period of three months or until summer hardened, and one for the established landscape, which incorporates the specific water needs of the plants and turf throughout the calendar year. The schedules shall be continuously available on site to those responsible for the landscape maintenance and posted at the smart controller.

c. Any Covenants, Conditions, and Restrictions (CC&Rs) pertaining to a new subdivision/development shall not limit or prohibit the use and maintenance of low water use plant materials and the use of artificial turf, and shall require property owners to design and maintain their landscapes consistent with the applicable City and County's regulations.

d. Dedicated irrigation meters shall be installed in:

- All parks and common areas with 5,000 square feet or more of irrigated landscape
- Commercial sites with 5,000 square feet or more of irrigated landscape

e. In compliance with Section 23.03 of this Code of Ordinance, pressure regulators must be installed when and where appropriate to maximize the life expectancy and efficiency of the irrigation system.

5. New commercial developments must install separate, dual-distribution systems for potable and recycled water.

6. The requirements of this Section shall not be interpreted in any way to limit the owner's obligation to comply with any other applicable federal, state, or local laws or regulations.



# AGENDA ITEM 9a

## STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	October 6, 2010
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO.
SUBJECT:	Board of Directors 2010 Calendar of Meetings		

**GENERAL MANAGER'S RECOMMENDATION:**

At the request of the Board, the attached Board of Director's meeting calendar for 2010 is being presented for discussion.

**PURPOSE:**

This staff report is being presented to provide the Board the opportunity to review the 2010 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 2010

**Board of Directors, Workshops  
and Committee Meetings  
2010**

**Regular Board Meetings:**

January 6, 2010  
February 3, 2010  
March 3, 2010  
April 7, 2010  
May 5, 2010  
June 2, 2010  
July 7, 2010  
August 4, 2010  
September 1, 2010  
October 6, 2010  
**November 3, 2010**  
December 1, 2010

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

January 20, 2010  
February 17, 2010  
March 17, 2010  
April 21, 2010  
May 19, 2010  
June 16, 2010  
July 21, 2010  
August 18, 2010  
September 15, 2010  
**October 20, 2010**  
November 17, 2010  
December 15, 2010

**Board Workshops:**

Budget Workshop, Monday, May 17, 2010

Special Board Meeting/Board Retreat Workshop, September 15, 2010



# AGENDA ITEM 10

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	October 6, 2010
SUBMITTED BY:	Kelli Williamson <i>KW</i> Human Resources Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Rom Sarno, Chief of Administrative Services <i>RS</i>		
APPROVED BY: (Asst. GM):	German Alvarez <i>GA</i> Assistant General Manager, Finance and Administration		
SUBJECT:	Present Results of the 2010 Employee Survey		

### GENERAL MANAGER'S RECOMMENDATION:

This is an informational item. No action is required.

### COMMITTEE ACTION:

Please see Attachment A.

### PURPOSE:

To present the results of the 2010 Employee Survey.

### ANALYSIS:

As a part of the District's Strategic Plan, the District worked with Rea & Parker to develop and implement a scientifically reliable and repeatable Employee Survey Program in 2008. This year, Human Resources staff worked with Rea & Parker to make minor edits and refine some questions based on feedback from the 2008 survey.

The survey was administered the end of June 2010. Employees each received an email from the General Manager with an overview of the survey, followed-up by an email from Rea & Parker Research with individual login information. Employees entered data directly to a private, secure server only accessible by Rea & Parker Research. Of the 160 employees, 151 completed the survey, or 94% of the employees, which is a very high participation rate.

As summarized in the report by Rea & Parker Research "The fundamental conclusion to be drawn from the 2010 Employee satisfaction survey is that Otay Water District employees were very satisfied with their employment when the survey was initially conducted in 2008 and are presently even more satisfied." Rea & Parker Research will present highlights of the findings in a presentation format (Attachment B). A summary of the results can be found in the Otay Water District 2010 Employee Satisfaction Survey (Attachment C).

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

The cost of the Employee Survey was \$15,000 and was budgeted.

**STRATEGIC GOAL:**

FY06-08, 4.5.2.1 - "Establish a Repeatable Employee Survey Program"

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

None.



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

Attachment A - Committee Report

Attachment B - PowerPoint Presentation

Attachment C - Otay Water District 2010 Employee Satisfaction Survey



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	Present Results of the 2010 Employee Survey
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### COMMITTEE ACTION:

The Finance, Administration and Communications Committee and the Engineering and Water Operations Committee reviewed this item at meetings held on September 16, 2010 and the following comments were made:

- In 2008, staff spent a fair amount of time developing an Employee Survey that the District could use repeatedly every few years. The 2008 survey results would serve as a benchmark that future years' surveys can be compared to.
- It was indicated that the Board received a summary of the survey results with staffs' report. Staff also has provided as handouts, a copy of the detailed survey report which provides responses to individual questions, a comparative analysis to the 2008 survey and the quadrant analysis which measures satisfaction against importance (what is important and satisfactory, what is satisfactory but not so important, etc.).
- The Employee Survey was conducted as an online survey in June 2010 by the District's consultant, Rea & Parker Research and there were 107 questions (same number of questions as the 2008 survey):
  - 49 questions solicited responses of agreement or disagreement (whether District provided specific characteristics well, ie., I have enough training, morale in my department is good, etc.); Satisfaction measure
  - 49 questions also solicited responses of how important the characteristic was to the employee
  - 4 general satisfaction questions (besides the specific characteristics, overall how satisfied are you with your employment with the District, would you recommend it as a place of employment, etc.)
  - 5 general demographic information (the department an employee worked in, age, how long they have been employed by the District, etc.)

- Total participants in the survey was 151 of a 160 employees:
  - 69% were male (70% in 2008)
  - Median Age was 45.5 (44.5 in 2008)
  - Median Length of Service was 6.45 years (6 years in 2008)
  - Department:
    - o 39% from Operations (38% in 2008)
    - o 25% from Admin. Svcs./GM/IT (23% in 2008)
    - o 23% from Finance (24% in 2008)
    - o 13% from Engineering (15% in 2008)
  - Position Type:
    - o 70% Non-management [including crewleader] (78% in 2008)
    - o 7% Supervisor/Manager (8% in 2008)
    - o 14% Management/Department Chief (14% in 2008)
  
- The Key Findings indicate:
  - The level of satisfaction among employees with regard to their employment by the District is superior. This is higher than the 2008 survey which indicated the employees' satisfaction was excellent. The mean rating of their satisfaction with their employment was 5.95 on a scale from 1, *highly dissatisfied*, to 7, *highly satisfied*.
  - 73% of employees rated their employment at 6 or 7 which is indicative of a great deal of satisfaction.
  - 87% (or 9 out of 10) rated their satisfaction at 5, 6, or 7 (which are all above the midpoint). [53% in 2008 rated their satisfaction at 5, 6, or 7]
  - The above ratings represent an increase in the overall level of satisfaction.
  - The above ratings were compared with other satisfaction surveys (utility or transportation based) that Rea & Parker Research have done or are familiar with and in those surveys, 50% to 85% indicated that their satisfaction level was above the mid-point. Otay's rating was 87%. The mean satisfaction ratings in the other surveys ranged from 3.7 and 5.7. Otay's rating was 5.95. Rea & Parker Research indicated that this is the highest rating in employee satisfaction that they have ever experienced.
  - 96% of the employees indicated that they would recommend Otay as a place of employment. (90% in 2008)

- Rea & Parker Research indicated that they grouped the 49 questions into 8 categories (Workplace and Resources, Opportunity for Professional Growth, Compensation and Benefits, Management/Supervision, Employee Interaction, Feedback and Employee Evaluation, Morale, and Communications) where each category had between 5 and 10 questions that the District exhibits these beneficial employment characteristics. A mean was calculated for each of the 8 categories and then an average mean of the eight categories was calculated and it was found that the overall agreement was 5.80 (agreement that the District exhibits these characteristics). The average in 2008 was 5.54. 83% of the employees ranked the District 5, 6 or 7 on all 49 characteristics which is an increase from 76% in 2008.
  
- The largest increase in satisfaction were in:
  - Communications
  - Morale
  - Compensation and Benefits
  - Opportunities for Professional Growth
  - Workplace and Resources
  
- In comparing the 2008 survey results with 2010 results, it indicated that agreement (satisfaction) is growing faster than importance. Importance has stayed relatively the same, but satisfaction has increased.
  
- The characteristics that impacted overall satisfaction more strongly were:
  - Morale (Individual and Departmental)
  - Employees' contributions are valued
  - District balances work and personal life
  - Management Team provides effective leadership and makes informed decisions
  
- The core characteristics that make Otay an excellent place to work are:
  - District promotes safety in the workplace
  - All necessary resources and equipment are available to do a good job
  - Employees consider the benefit package to be good as well as competitive with other organizations

- Financial stability of the District is cited as one of its strongest characteristics
- Supervisors and managers are open to work-related concerns and treat employees with respect
- Departments work well as a team
- Employees understand their work goals and objectives and further understand the relationship between their work and the success of the District

In the Quadrant Analysis these characteristics are plotted on the upper right hand side of the graph (high satisfaction and high importance).

- Enhancing the following areas, which already exhibit high levels of employee satisfaction, may yield even further increases in employee satisfaction:
  - Recognition of employees for a job well done
  - An increased sense of job security
  - Communication within the District, especially in the manner in which employees can better understand the District decision-making process
- The results of the survey indicate that the District is clearly fulfilling its responsibilities as an employer to an outstandingly high degree.
- It was discussed that the 2010 survey was essentially the same as the 2008 survey. There was one question that was changed from "communication improved" to "communication effective" and it was clarified which positions were designated as supervisors.
- Rea & Parker have conducted employee satisfaction surveys for Imperial Irrigation District, County Water Authority, CalTrans, etc.
- Employees had an opportunity to provide open-ended comments. Staff could provide the verbatim transcripts of the comments to the Board if they wish.
- It was discussed that the Operations Department was lower in satisfaction compared to the other departments within the District and if this was typical of other agencies. It was indicated that it varied at other agencies. At CalTrans the Sr. Engineers were least satisfied and at

the County Water Authority the Engineers were very satisfied. It seemed that the general main issue was "compensation." It was further discussed that this may be due to many of the personnel of the Operations Department is further away from management decisions and possibly the District could enhance communications to the Operations Department.

- The Committee stated that it is encouraging to know that staff rated the District highly as an employer, which is a good reflection on staff, management and board members.

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

# 2010 Employee Satisfaction Survey Otay Water District



OTAYWATERDISTRICT

REA &  
PARKER  
RESEARCH



*Survey/Market Research  
Economic Consultants*

Rea & Parker Research  
September, 2010

# Methodology

- Online survey - June 29, 2010
- Taken at Otay Water District offices
- 107 questions
  - 49 agreement/disagreement
  - 49 importance
  - 4 satisfaction
  - 5 general/demographic
- E-mail notices and reminders from GM on June 23 and Rea & Parker Research on June 28
- 134 out of 160 employees participated by July 1
- Additional time (July 8) provided for those away or otherwise unable to participate - two follow up e-mails from Rea & Parker Research
- Total participants = 151/160 (94 percent)

# Participants

- 69 percent male (2008 = 70 percent)
- Median age = 45.5 (2008 = 44.5)
- Median length of service = 6.45 years (2008 = 6.00 years)
  - 11 percent 20 or more years (2008 = 12 percent)
  - 3 percent in first year (2008 = 5 percent)
- Department
  - Operations = 39 percent (2008 = 38 percent)
  - Administrative Services/GM/IT = 25 percent  
(2008=23 percent)
  - Finance = 23 percent (2008=24 percent)
  - Engineering = 13 percent (2008=15 percent)
- Position type
  - Non-management (including crew leader) = 79 percent  
(2008 = 78 percent)
  - Supervisor/Manager = 7 percent  
(2008 = 8 percent)
  - Management/Department Chief = 14 percent  
(2008 = 14 percent)

# Key Findings

- The level of satisfaction among employees with their being employed by the Otay Water District is superior.
  - 2008 was excellent ----- 2010 even greater extent
- Employees rate their satisfaction with being an employee of the Otay Water District at a mean rating of 5.95 on a scale of 1 = Highly Dissatisfied to 7 = Highly Satisfied.

# Key Findings (cont)

- Nearly three-fourths (73 percent) of employees rate their employment at 6 or 7 (scale 1-7 -- indicative of a great deal of satisfaction)
- 9 out of 10 (87 percent) rate their satisfaction at 5, 6, 7 -- all scores above the scale midpoint.
- These data represent an increase in the overall level of satisfaction from the 2008 employee survey where the mean rating was 5.45 and 53 percent of employees rated their employment at 6 or 7.

# Key Findings (cont)

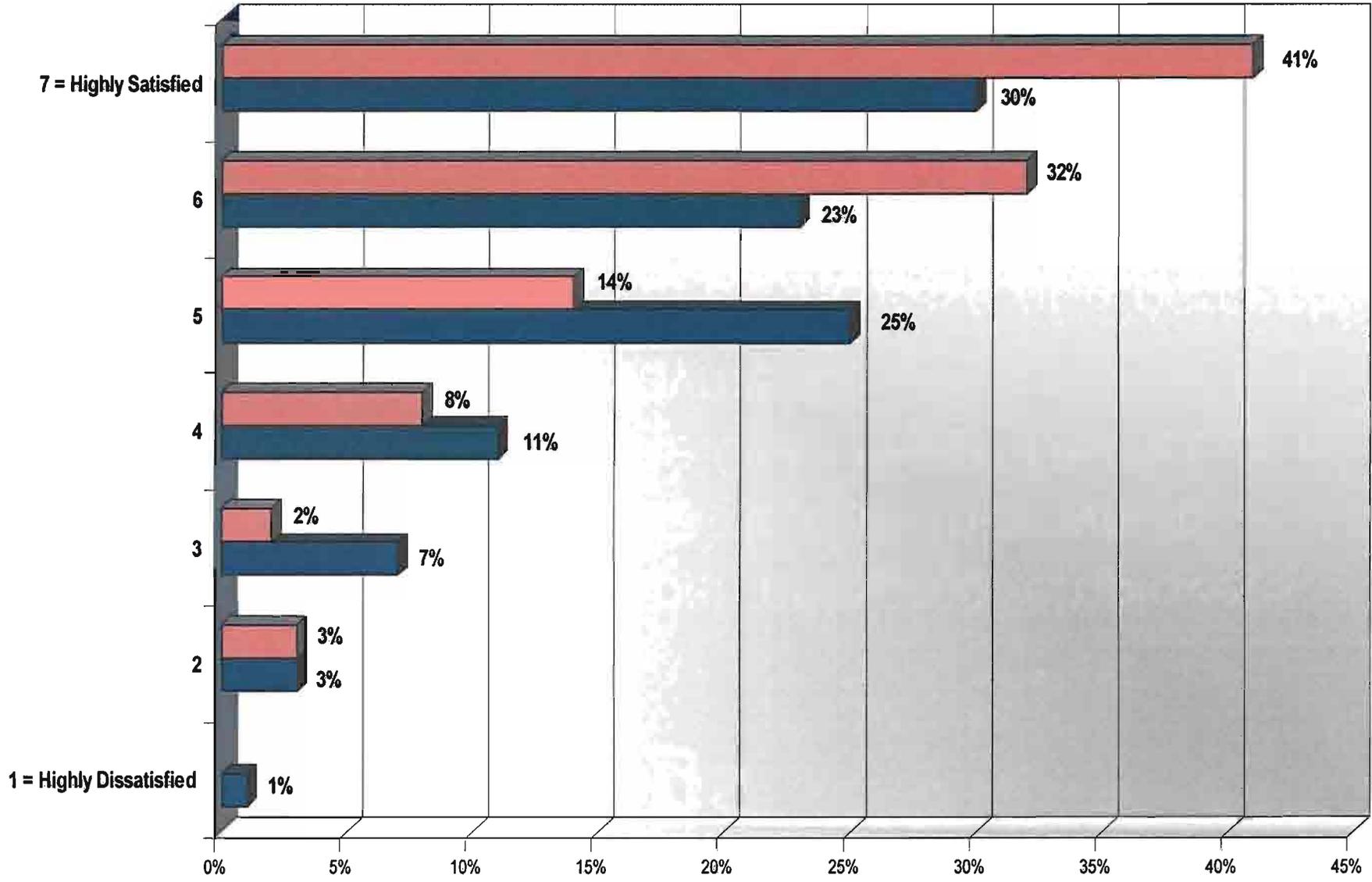
- In comparable public employee surveys, 50 percent to 85 percent of employees have demonstrated satisfaction levels above the midpoint on their respective satisfaction scales.
- Mean satisfaction ratings in these other studies have ranged between 3.7 and 5.7 (on 1-7 scales or scales adjusted to equate to 1-7).
- Employee satisfaction demonstrated in this survey by Otay Water District employees is at the very highest level.

# Key Findings

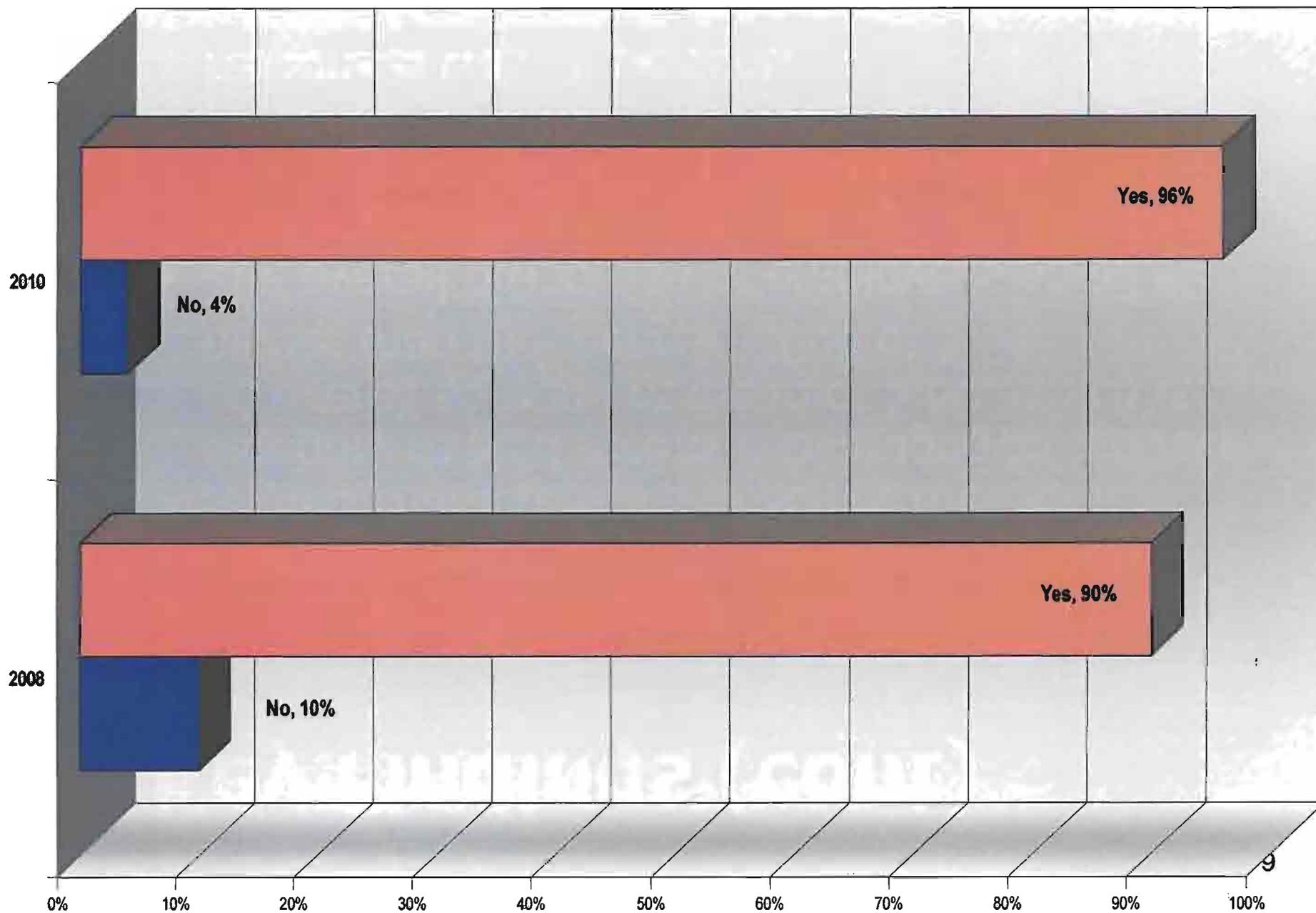
- A remarkable percentage of employees (96 percent) stated that they would recommend the Otay Water District as a place of employment.
- This represents an increase of 6 percent in the level of satisfaction over the employees in the 2008 survey where 90 percent made this recommendation

# Overall Satisfaction as Employee of Otay Water District

(Mean 2010 rating = 5.95 Mean 2008 rating = 5.45)



## Recommend Otay Water District as Place of Employment



# Key Findings (cont)

- The survey contained eight subsections that identified and categorized 49 employment-related characteristics. Each of the eight category related means is averaged to produce an overall agreement mean of 5.80, which is higher than the mean in 2008 of 5.54.
- The overall proportion of employees on all 49 characteristics who rank the District as above the midpoint (5, 6, or 7) is 5 out of 6 (83 percent). In 2008, this percentage of 5-7 responses was 76 percent.

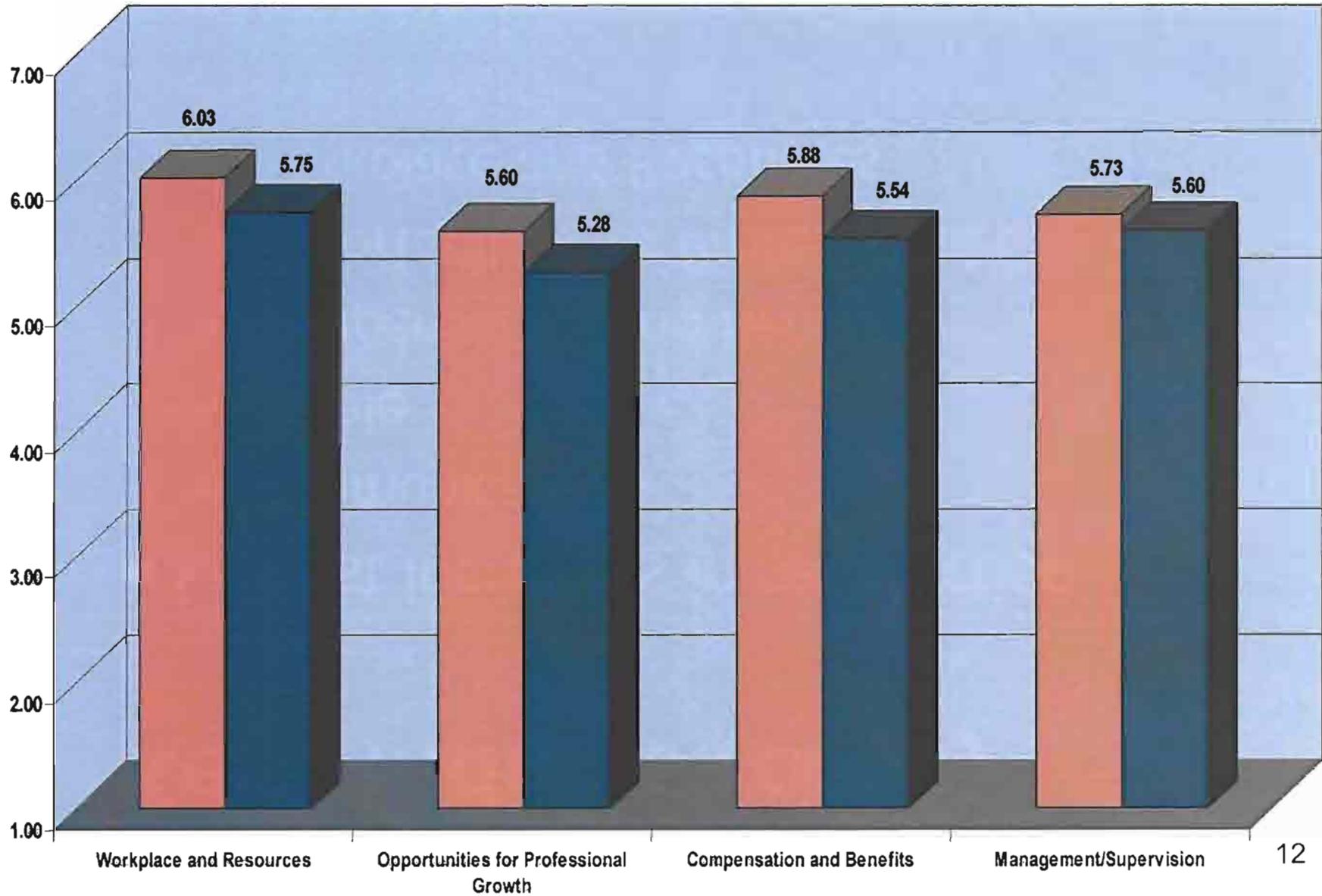
# Key Findings (cont)

- Largest increases in satisfaction
  - Communications
  - Morale
  - Compensation and Benefits
  - Opportunities for Professional Growth
  - Workplace and Resources

### Survey Categories Agreement Means (Part 1)

Scale: 1 = Highly Disagree...7 = Highly Agree (Overall mean = 5.80)

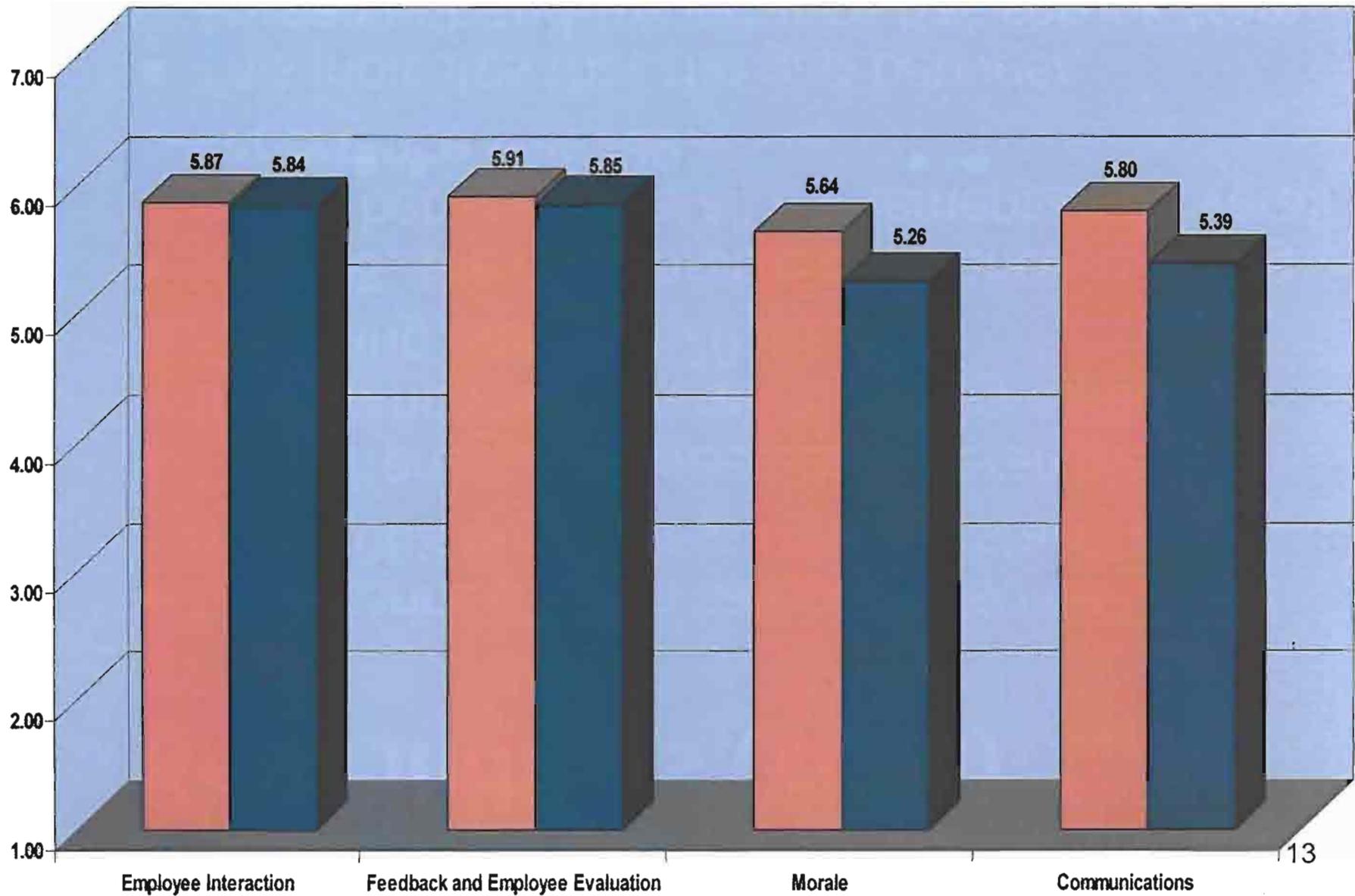
■ 2010 ■ 2008



## Survey Categories Agreement Means (Part 2)

Scale: 1 = Highly Disagree...7 = Highly Agree (Overall mean = 5.80)

2010 2008



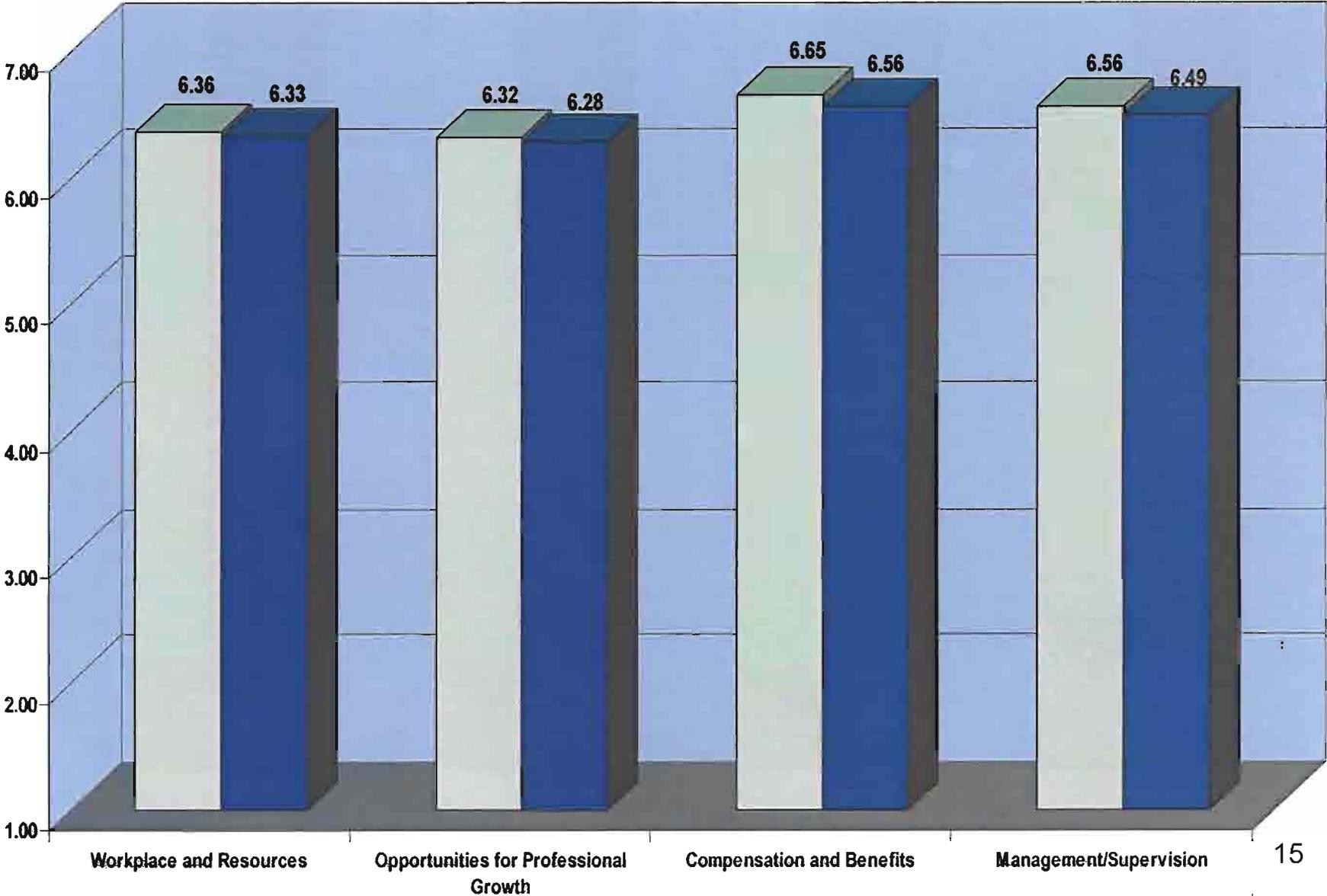
# Key Findings (cont)

- Importance of each category also increased from 2008 but far less than satisfaction.
- The difference between the overall mean Importance and overall mean Agreement is .68 rating points in 2010.
- In 2008, the comparable difference in rating points between overall agreement and overall importance was .89.
- This indicates that the gap between Agreement and Importance has shrunk from 2008 to 2010.

# Survey Categories Importance Means (Part 1)

Scale: 1 = Very Unimportant...7 = Very Important (Overall mean = 6.48)

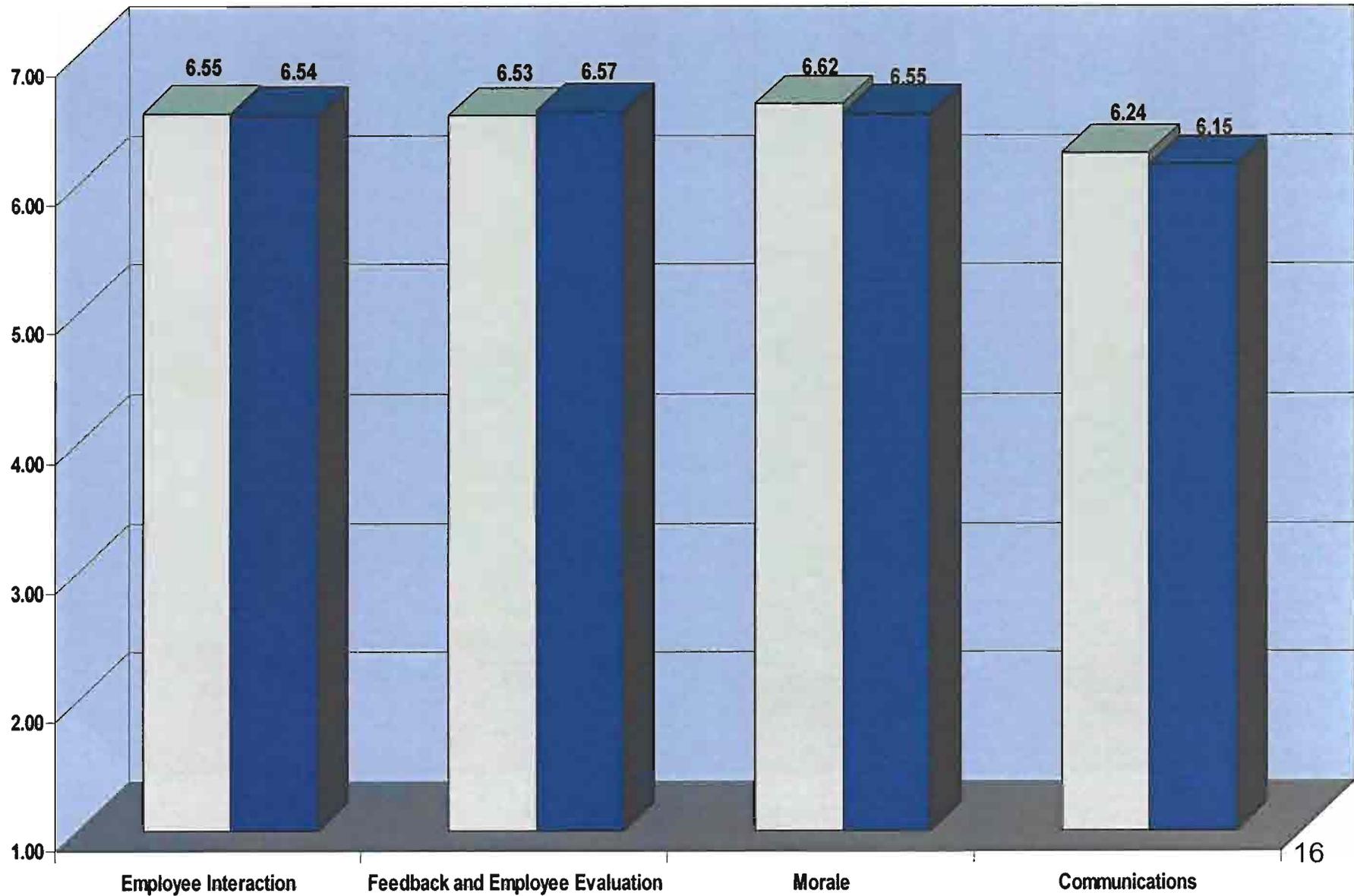
2010 2008



## Survey Categories Importance Means (Part 2)

Scale: 1 = Very Unimportant...7 = Very Important (Overall mean = 6.48)

□ 2010 ■ 2008



# Key Findings (cont)

- Strongest correlations between individual characteristics and overall satisfaction
  - Morale - individual and departmental
  - Employees' contributions are valued
  - District balances work and personal life
  - Management team
    - Provides effective leadership
    - Makes informed decisions

# Key Findings (cont)

- The core characteristics that make the Otay Water District an excellent place to work are:
  - The District promotes safety in the workplace
  - All necessary resources and equipment are available to do a good job.
  - Employees consider the benefit package to be good as well as competitive with other organizations.
  - The financial stability of the District is cited as one of its strongest characteristics.

# Key Findings (cont)

- The core characteristics that make the Otay Water District an excellent place to work are (continued):
  - Supervisors and managers are rated highly:
    - They are open to work-related concerns
    - They treat employees with respect
  - Each Department works well as a team.
  - Employees understand their work goals and objectives and further understand the relationship between their work and the success of the District.

# Key Findings (cont)

- Continued enhancement in the following areas that already exhibit high levels of employee satisfaction may yield even further increases in employee satisfaction:
  - recognition of employees for a job well-done,
  - an increased sense of job security, and
  - communication within the District, especially in the manner in which employees can better understand the District decision-making process.

# Conclusion

- The Otay Water District is clearly fulfilling its responsibilities as an employer to an outstandingly high degree.

# ATTACHMENT C



**Otay Water District  
2010 Employee  
Satisfaction Survey**



**Prepared for**

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

**Prepared by**

Rea & Parker Research  
P.O. Box 421079  
San Diego, California 92142  
858-279-5070

**[www.rea-parker.com](http://www.rea-parker.com)**

**August, 2010**

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# OTAY WATER DISTRICT: 2010 EMPLOYEE SURVEY

## EXECUTIVE SUMMARY

The fundamental conclusion to be drawn from the 2010 Employee satisfaction survey is that Otay Water District employees were very satisfied with their employment when the survey was initially conducted in 2008 and are presently even more satisfied. The level of satisfaction demonstrated by employees of the District is superior. The Otay Water District is clearly fulfilling its responsibilities as an employer to an outstandingly high degree.

- Employees rate their satisfaction with being an employee of the Otay Water District at a mean rating of 5.95 on a scale of 1 = Highly Dissatisfied to 7 = Highly Satisfied.
- Nearly three-fourths (73 percent) of employees rate their employment at 6 or 7 (indicative of a great deal of satisfaction) and 9 out of 10 (87 percent) rate their satisfaction at 5, 6, 7—all scores above the scale midpoint.
- These data represent an increase in the overall level of satisfaction from the 2008 employee survey where the mean rating was 5.45 and 53 percent of employees rated their employment at 6 or 7.
- In comparable public employee surveys, a range of 50 percent to 85 percent of employees has demonstrated satisfaction levels above the midpoint on their respective satisfaction scales. Further, mean satisfaction ratings in these other studies have ranged between 3.7 and 5.7 (on 1-7 scales or scales adjusted to equate to 1-7). By all reasonable measures, the employee satisfaction demonstrated in this survey by Otay Water District employees is at the very highest level.
- A remarkable percentage of employees (96 percent) stated that they would recommend the Otay Water District as a place of employment. This represents an increase of 6 percent in the level of satisfaction over the employees in the 2008 survey where 90 percent made this recommendation.
- The survey contained eight subsections that identified and categorized 49 employment-related characteristics. Each of the eight category related means is averaged to produce an overall agreement mean of 5.80, which is higher than the mean in 2008 of 5.54.
- Among all 49 questions, the proportion of employees on all questions who rank the District as above the midpoint (5, 6, or 7) is 5 out of 6 (83 percent). In 2008, this percentage of 5-7 responses was 76 percent.

- The core characteristics that make the Otay Water District an excellent place to work are:
  - The District promotes safety and all necessary resources and equipment are available to do a good job.
  - Employees consider the benefit package to be good as well as competitive with other organizations.
  - Supervisors and managers are rated highly because they are open to work-related concerns. Moreover, supervisors treat employees with respect and each Department works as a team.
  - Employees understand their work goals and objectives and further understand the relationship between their work and the success of the District.
- The financial stability of the District is cited as one of its strongest characteristics.

# OTAY WATER DISTRICT 2010 EMPLOYEE SURVEY

## INTRODUCTION

The Otay Water District requested that a consultant conduct an employee survey to assess various characteristics of job satisfaction among the 160 employees who work for the District. Rea & Parker Research was selected to be the consultant that would draft, conduct, and analyze a web-based Internet survey. This survey was developed and conducted so that the 2008 employee survey, also prepared and administered by Rea & Parker Research, could be used as a basis for comparisons in employee attitudes and behavior. Also, future employee surveys will be developed to ensure that longitudinal trends can be identified.

Section A of the survey (included in the appendix) contains 49 questions requesting employees to indicate the extent to which they agreed or disagreed that certain positive employment characteristics were provided and exhibited by the Otay Water District. Another 49 questions inquired as to the importance or lack of importance that the employees attached to each of these characteristics. Section B set forth 4 satisfaction based questions, and Section C contained 5 general information/demographic questions for a total of 107 questions in the survey.

## Methodology

Although much of the survey remained as it had been designed in 2008, telephone conferences were conducted with Otay Water District management and staff in order to refine the survey so that it would, even better than in 2008, achieve the goals and objectives of finding out key satisfaction and importance opinions of the employees and be replicable for future tracking.

Two e-mails were sent to each employee—the first from the Otay Water District General Manager on Wednesday, June 23, 2010, as follows:

To: All District Employees  
From: Mark Watton, General Manager  
Date: June 23, 2010  
Subject: Employee Survey

In our continuing commitment to create and maintain a professional work environment for employees, the District is asking you to participate in an employee survey.

The survey is designed to provide you with an opportunity to voice your opinions and observations about working at the District. Your participation in this survey is very important in helping the District in its continuing efforts to understand your perspective on work-related issues and to support and improve your experience as an employee of the District.

Within a few days, you will receive another e-mail directly from the researchers – Rea & Parker Research. This second e-mail will provide a unique user name and password that will enable you to access the survey on line.

There are no right or wrong answers, so just let us know what you think. All answers will be strictly anonymous and responses will be summarized when reported. Your individual responses will go directly to the Rea & Parker Research website and not be individually traceable or identifiable. The District will not be able to view individual results. The District will only receive information summarized by Rea and Parker Research.

Please look for the survey link in your e-mail. The District has set aside time for you to complete the survey on Tuesday, June 29, 2010. The survey should take approximately 20-30 minutes to complete and we ask that you complete the survey during the beginning of your work shift on Tuesday. All employees who have workstations, please complete the survey at your workstation. There are computers located in the Operations Crew Room for employees that do not have a workstation.

If you have any questions regarding this employee survey, you may contact Human Resources or Rea and Parker at [rparker@rea-parker.com](mailto:rparker@rea-parker.com) or [lrea@mail.sdsu.edu](mailto:lrea@mail.sdsu.edu) or at 858-279-5070.

Thank you in advance for your time and contribution,

Mark Watton

After working hours in the evening of Monday, June 28, 2010, the following e-mail went out to all employees from Rea & Parker Research. This e-mail provided the link that had an embedded unique user name and password (for each employee) that would allow them to access the survey on Tuesday, June 29.

Dear \_\_\_\_\_,

A few days ago, the District notified you by e-mail that it is conducting an employee survey. As an employee of the Otay Water District, your participation in this survey is very important in helping the District in its continuing efforts to

understand your perspective on work-related issues and to support and improve your experiences as an employee.

When you are ready to begin the survey, which is expected to take approximately 15 minutes, please click on the link below. Each employee has his or her own distinct and unique link. Upon clicking the link, the survey will be accessible to you and you will be able to complete it and submit it to our confidential server.

Survey link: <http://web2.flagshipresearch.com/sw/wchost.asp?st=rp10094&id=1061&pw=41S7ZT>

If you have any questions, please e-mail me at [rparker@rea-parker.com](mailto:rparker@rea-parker.com)

Thank you in advance for your participation.

Sincerely,  
Richard Parker, Ph.D.  
President, Rea & Parker Research  
P.O. Box 421079  
San Diego, CA 92142-1079  
858-279-5070

Each employee was able to use his or her own work computer or was provided one for use by the Otay Water District to access the website and complete the survey. Only 2 employees had difficulty accessing the website. They were able to call Rea & Parker Research during the survey and obtain help.

Of the 160 employees, 134 completed the survey by Thursday, July 1. Some employees were away on vacation and others did not complete the survey for reasons known only to them, so, for one additional week, the website was left open for those who did not complete their survey to do so. Once submitted as final, surveys were no longer accessible to employees and were sent immediately to a secure server maintained by Rea & Parker Research, which was not accessible by anyone at the Otay Water District.

Follow-up e-mails on Friday, July 2 and Tuesday, July 6 went to those employees who had yet to complete the survey. During that extended period another 17 employees submitted their surveys, resulting in 151 completed surveys (94 percent) and leaving 9 not completed.

Data was then taken from the website and loaded into SPSS (Statistical Package for the Social Sciences) for analysis. The report that follows details the results and findings of this analytical process.

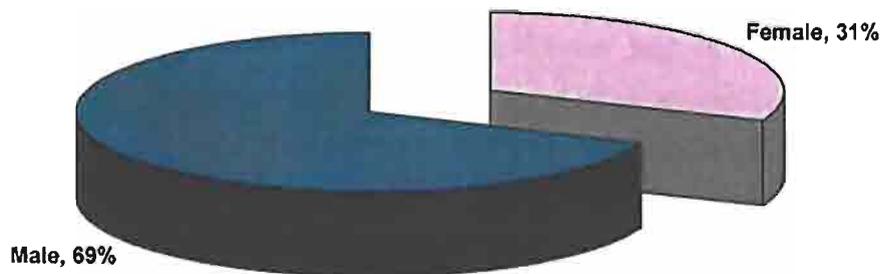
## Employee General Information/Demographics

**Charts 1-5** depict certain demographic characteristics of Otay Water District employees who responded to the survey (151 out of 160). These employee characteristics are consistent with those of the 2008 employee survey. Responding employees of the District are 69 percent male (**Chart 1**).

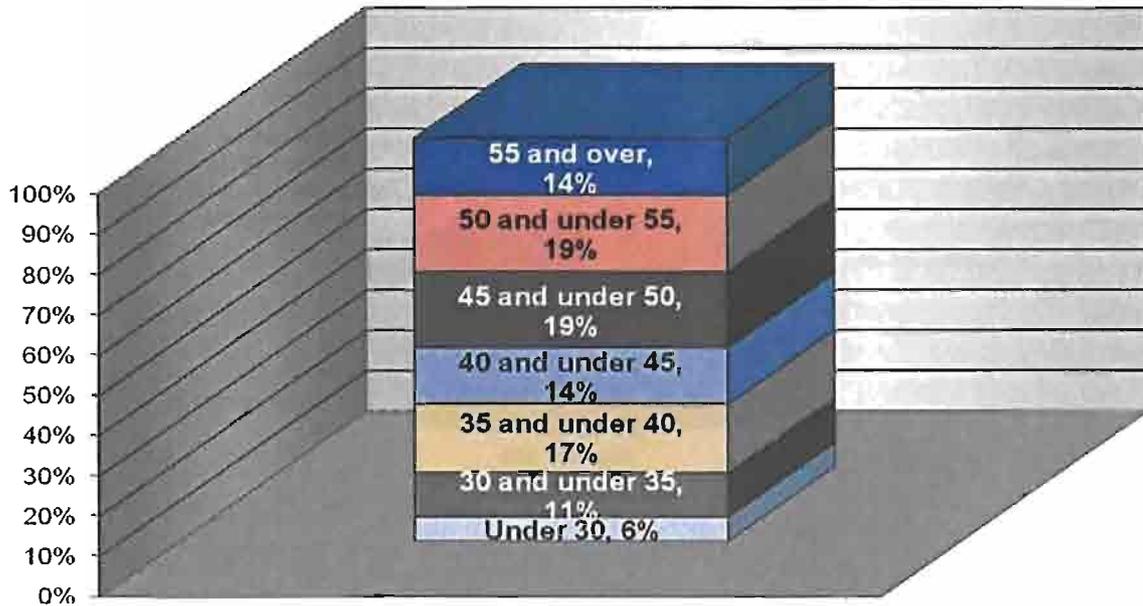
The median age of employees is 45.5 (**Chart 2**), and they have worked for the Otay Water District for a median of 6.45 years, with 11 percent having worked at the District for 20 or more years and 3 percent presently in their first year of employment (**Chart 3**).

Operations is the largest department (39 percent) followed by Finance (23 percent)—**Chart 4**, and almost three-fourths of employees (79 percent) are non-management employees, including crew leaders (**Chart 5**).

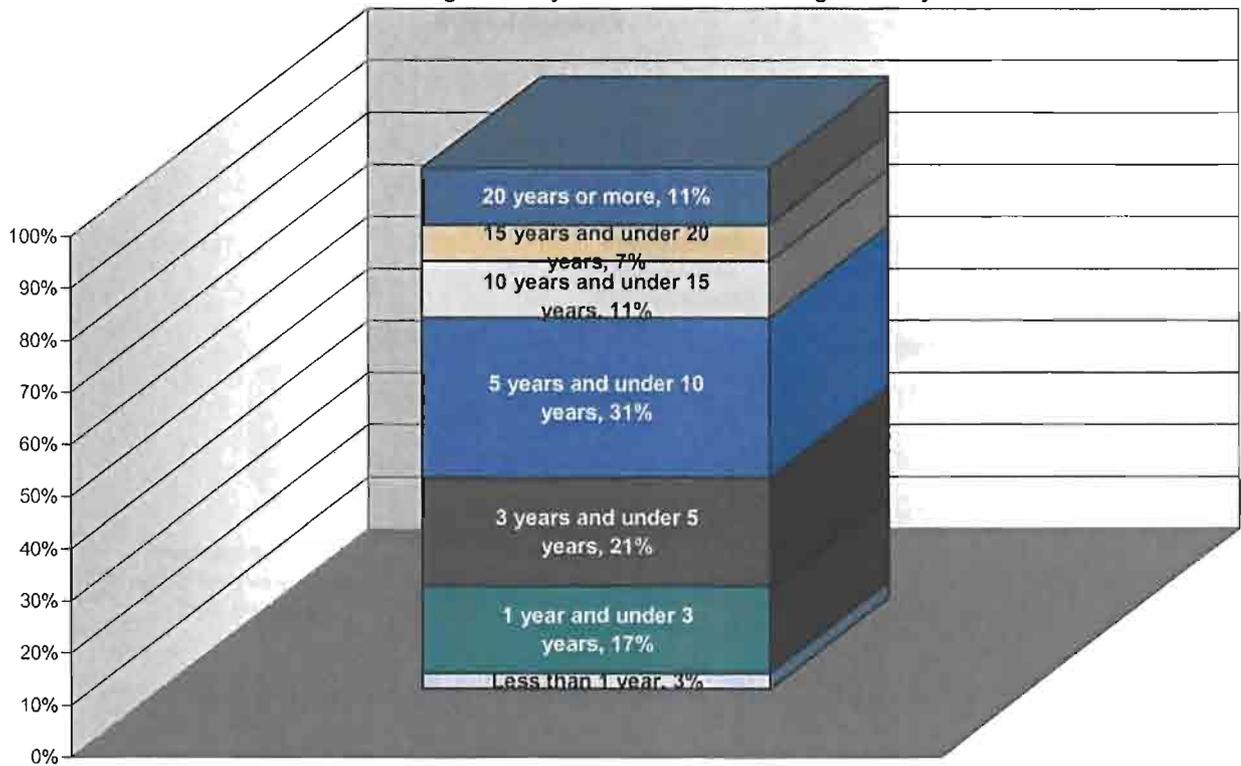
**Chart 1  
Employee Gender**



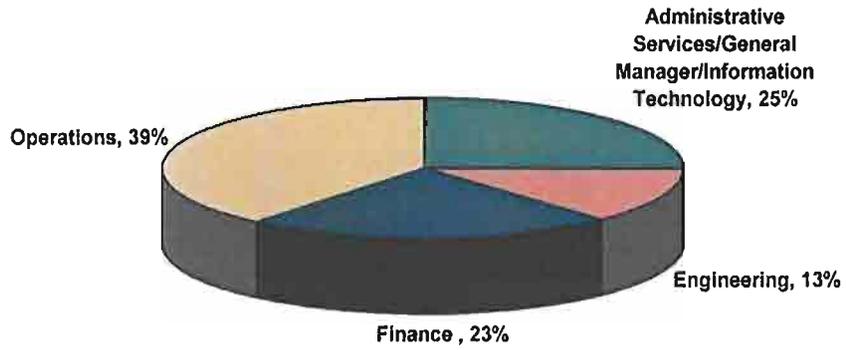
**Chart 2**  
**Employee Age**  
 (2010 median age = 45.5 2008 median age = 44.5)



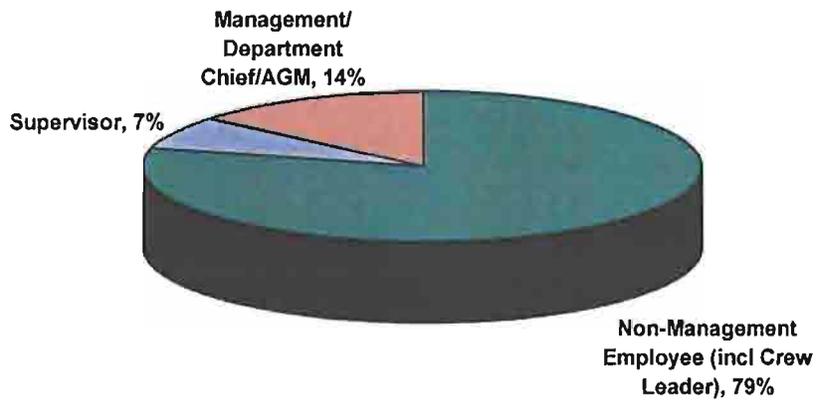
**Chart 3**  
**Employee Length of Service with Otay Water District**  
 2010 median length = 6.45 years 2008 median length = 6.00 years



**Chart 4  
Department of Employment**



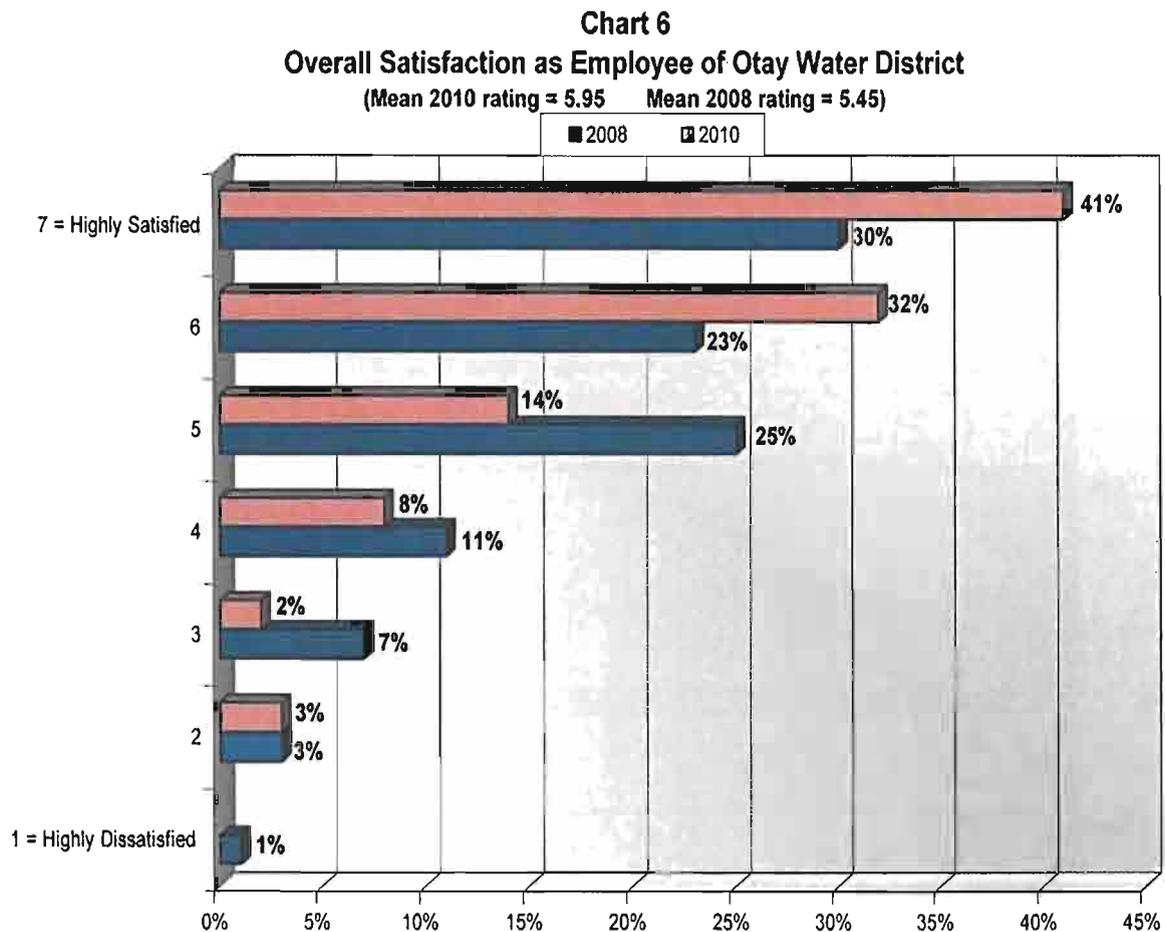
**Chart 5  
Position Type**



## SURVEY FINDINGS

### Overall Satisfaction

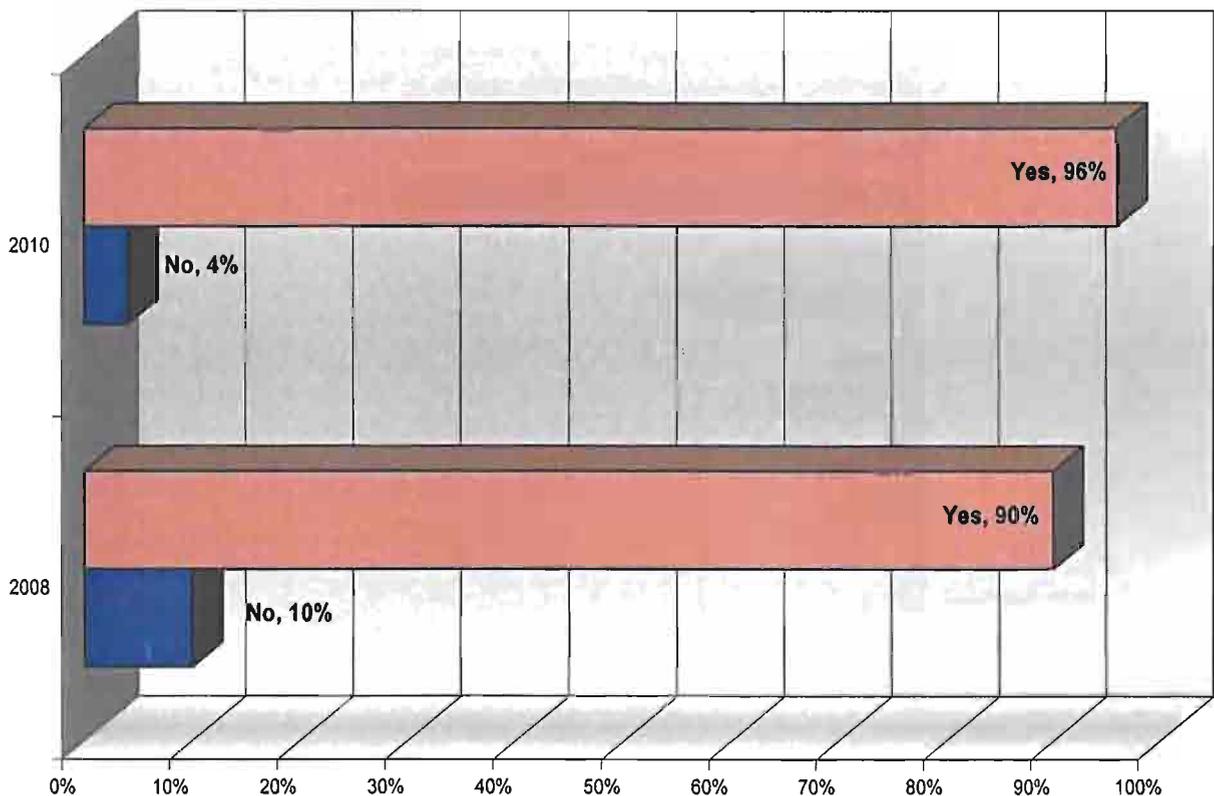
It is very clear that employees of the Otay Water District are quite satisfied with their employment. **Chart 6** shows that employees rate their satisfaction with being an employee of the Otay Water District at a mean rating of 5.95 on a scale of 1 = Highly Dissatisfied to 7 = Highly Satisfied. Almost 3 out of 4 employees (73 percent) rate their employment at 6 or 7 (indicative of a great deal of satisfaction). Almost 9 out of 10 employees (87 percent) rate the District at 5, 6, or 7--above the midpoint of the scale. This represents a substantial increase in the overall level of satisfaction from the 2008 employee survey where the mean rating was 5.45 and 53 percent of employees—a full 20 percent less—rated their employment satisfaction at 6 or 7.



These findings further represent a particularly high level of satisfaction compared to public sector employees who have participated in employee satisfaction surveys that have been conducted by or are known to Rea & Parker Research. In these comparable public employee surveys, a range of 50 percent to 85 percent of employees demonstrated satisfaction levels above the midpoint on their respective satisfaction scales. Further, mean satisfaction ratings in these other studies have ranged between 3.7 and 5.7 (on 1-7 scales or scales adjusted to equate to 1-7). By all reasonable measures, the employee satisfaction demonstrated in this survey by Otay Water District employees is at the very highest level.

In the current survey, employees state overwhelmingly (96 percent) that they would recommend the Otay Water District as a place of employment. This percentage of employees who would recommend the District as a place of employment represents an increase of 6 percent over the employees in the 2008 survey where 90 percent made this recommendation. This is a remarkably high percentage representing 144 of the 150 respondents to this question on the survey—**Chart 7**.

**Chart 7**  
**Recommend Otay Water District as Place of Employment**



In 2008, the survey that is attached in the Appendix was first administered to Otay Water District employees. The report of the findings from that survey included detailed, question-by-question analysis in order to identify specific opportunities for improving satisfaction, which was also very high in 2008. The Otay Water District has been overwhelmingly successful in this regard, achieving the results described above of 96 percent recommending the District as a place to work, scoring almost 6.0 on a 1-7 scale for employee satisfaction, and having 3 out of 4 employees (20 percent increase from 2008) rate their satisfaction at 6 or 7, when a 4 is the scale midpoint.

As such, this report need not delve into the survey question-by-question—everything is very highly regarded, with the lowest average satisfaction remarkably being 5.25. That said, to detail the survey results one question at a time would be counter-productive and, with such detail, likely cause the overall finding of great satisfaction to become obscured by the minutia. This report, therefore, will deviate from the format of the 2008 report and discuss the findings much more broadly.

### **Agreement and Importance That the District Exhibits Certain Employment-Related Characteristics**

The survey contains several subsections, eight of which identified and categorized 49 positive employment-related characteristics and sought employee indications of the extent to which the employees agreed or disagreed that the Otay Water District exhibited these characteristics and how important these characteristics were to them as employees. Response categories were offered by the employees on a 1-to-7 scale, with 1 being Highly Disagree and 7 being Highly Agree that the Otay Water District demonstrates these beneficial employment characteristics and with 1 being Very Unimportant and 7 being Very Important in terms of rating the importance of these characteristics.

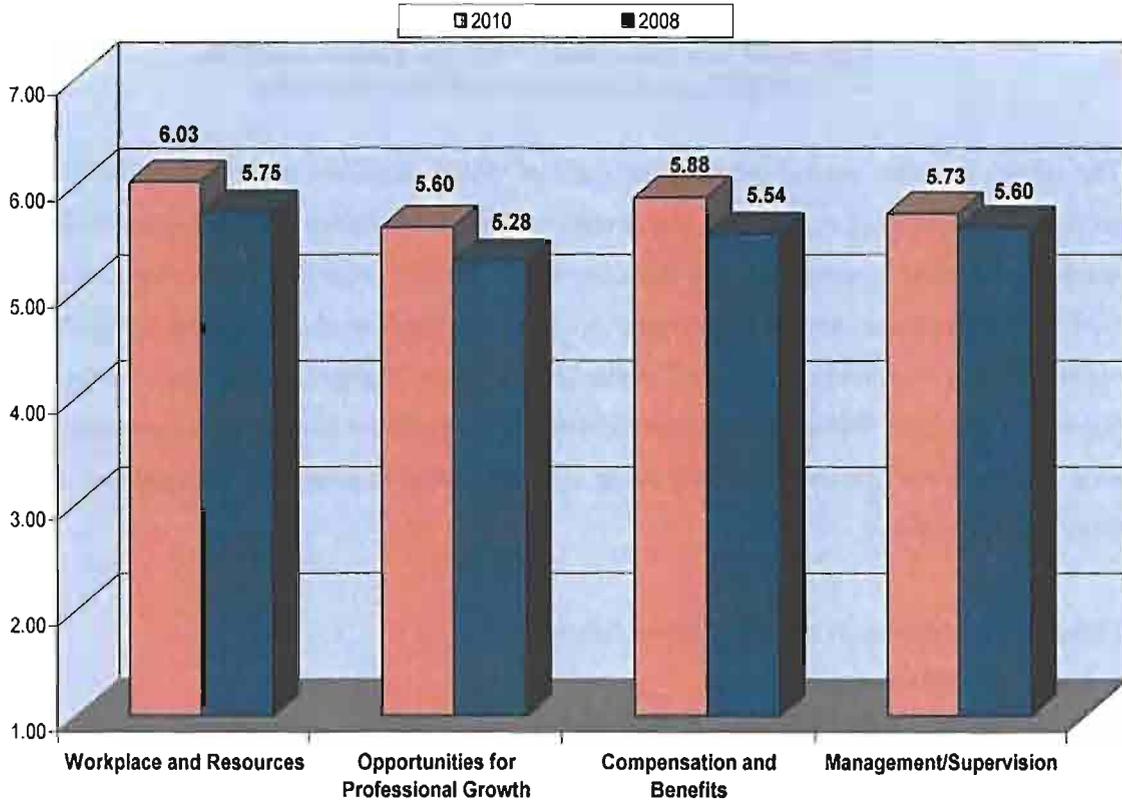
These eight categories of questions are as follows:

- Workplace and Resources
- Opportunities for Professional Growth
- Compensation and Benefits
- Management/Supervision
- Employee Interaction
- Feedback and Employee Evaluation
- Morale
- Communications

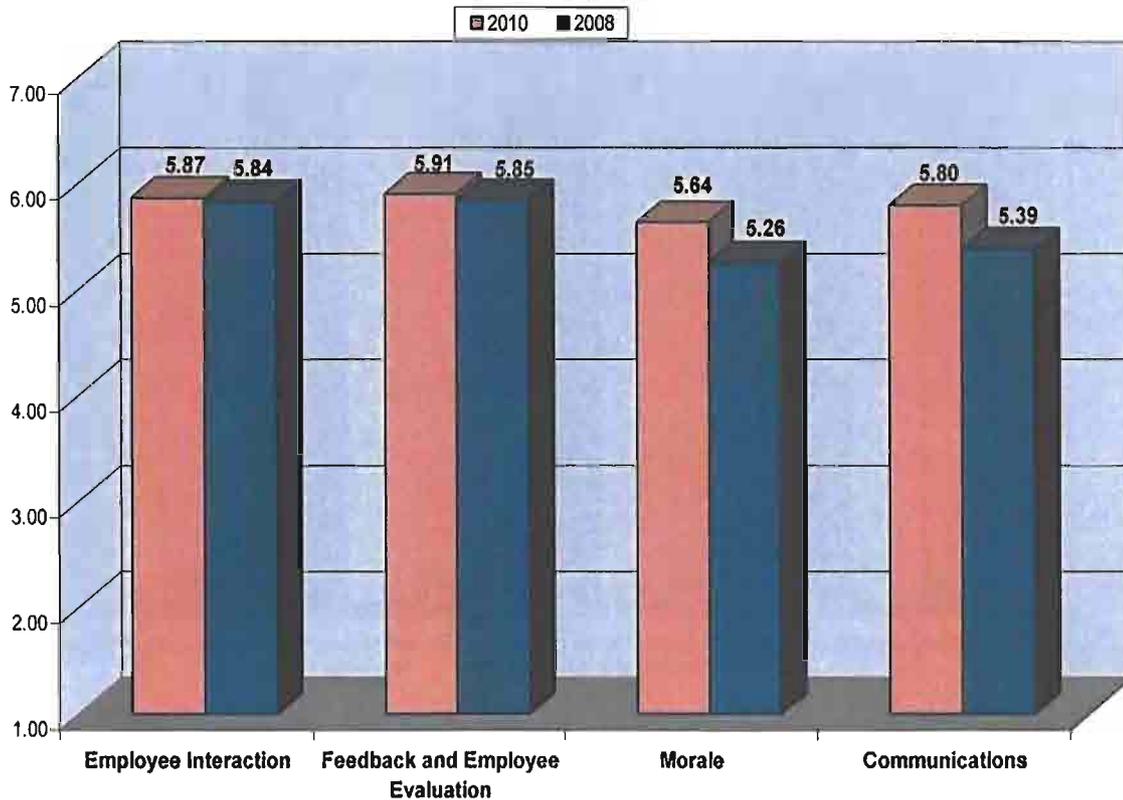
The technical appendix to this report contains the full distribution of responses to all 49 of these questions; however, for purposes of this report’s analytical text, the mean rating on the 1-7 scale and the percentage of respondents indicating substantial agreement and importance (ratings of 5, 6 or 7) will be used to convey the findings.

**Charts 8A and 8B** serve as a compilation and summary of the agreement data from the survey. Each of the eight category related means is averaged to produce an overall agreement mean of 5.80, which is higher than the mean in 2008 of 5.54. Among all 49 questions, the proportion of employees on all questions who rank the District as above the midpoint (5, 6, or 7) in agreement that the District does a good job of providing these work-related characteristics is 5 out of 6 (83 percent). In 2008, this percentage of 5-7 responses was 76 percent.

**Chart 8A**  
**Survey Categories Agreement Means (Part 1)**  
 Scale: 1 = Highly Disagree...7 = Highly Agree (Overall mean = 5.80)



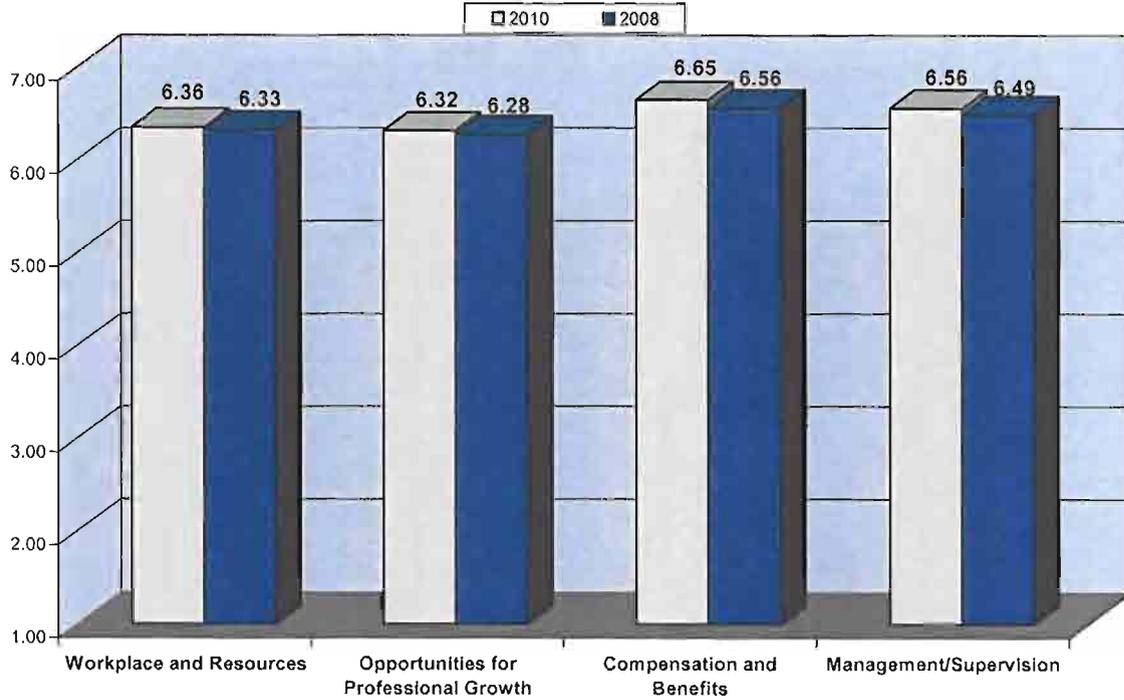
**Chart 8B**  
**Survey Categories Agreement Means (Part 2)**  
 Scale: 1 = Highly Disagree...7 = Highly Agree (Overall mean = 5.80)



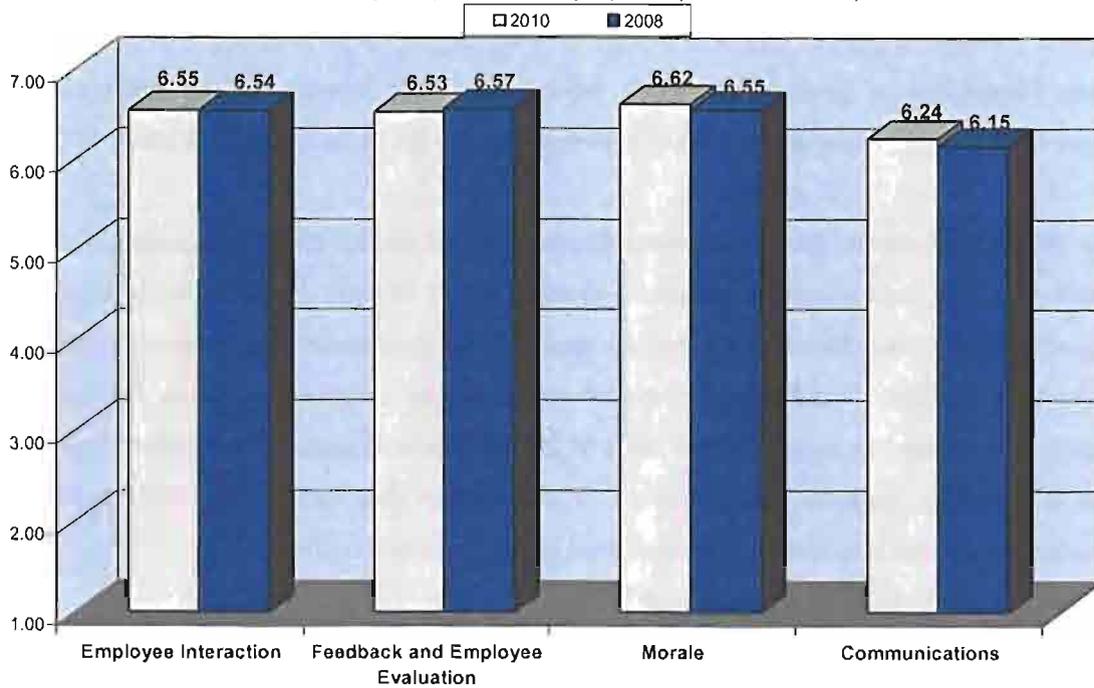
**Charts 9A and 9B** portray the mean ratings for each category regarding Importance. In all cases, mean Importance is greater than mean Agreement. The average of the eight categorical Importance means is an overall mean of 6.48—essentially the same as the 2008 mean of 6.47.

The difference between the overall mean Importance and overall mean Agreement is .68 rating points. In 2008, the comparable difference in rating points between overall agreement and overall importance was .89. This implies that the gap between Agreement and Importance has shrunk from 2008 to 2010. Furthermore, for each category, the difference between Agreement and Importance means has declined from 2008 to 2010. This indicates that employees feel that the gap is shrinking between the agreement or satisfaction they have with broad areas of job satisfaction and the importance that employees attach to these categories. That is, Importance and Agreement are converging at a very high level.

**Chart 9A**  
**Survey Categories Importance Means (Part 1)**  
 Scale: 1 = Very Unimportant...7 = Very Important (Overall mean = 6.48)



**Chart 9B**  
**Survey Categories Importance Means (Part 2)**  
 Scale: 1 = Very Unimportant...7 = Very Important (Overall mean = 6.48)



**Correlations: Characteristic Agreements and Overall Satisfaction**

Pearson's *r* measures of association are used here to measure the relationship between the employees' level of agreement with the various characteristics and their level of overall satisfaction. High values of Pearson's *r* are indicative of strong relationships between the variables. In the situation at hand, high values of Pearson's *r* represent a greater association between the various levels of agreement and overall satisfaction. The Pearson's *r* values for all 49 associations are statistically significant. Among these relationships between overall satisfaction and the characteristics of agreement, there are 10 such relationships that can be categorized at or very near what is accepted as a very strong relationship ( $r \geq .6$ ) and they are shown in **Table 1**. Enhancement of the characteristics in Table 1 can be expected to lead to continued increases in overall employee satisfaction.

<b>Table 1 Strong Associations Between Agreement Characteristics and Overall Satisfaction</b>	
<b>Characteristic (Category)</b>	<b>Pearson's <i>r</i></b>
<b>My Morale is Good</b>	<b>.688</b>
<b>Department Morale is Good</b>	<b>.678</b>
<b>My Contributions are Valued</b>	<b>.650</b>
<b>District Balances Work and Personal Life</b>	<b>.641</b>
<b>Management Team Provides Effective Leadership</b>	<b>.616</b>
<b>Management Team Makes Informed Decisions</b>	<b>.614</b>
<b>My Work is Rewarding</b>	<b>.596</b>
<b>Supervisor/Manager Provides Constructive Feedback</b>	<b>.576</b>
<b>Encouraged to Communicate Openly about Work-Related Issues</b>	<b>.572</b>
<b>Supervisor/Manager Good Work Habits/Sets Example</b>	<b>.571</b>

**Satisfaction/Importance Quadrant Analysis**

Levels of agreement can be mapped on charts with importance such that agreement is graphically measured against how important an issue tends to be. In Quadrant Analysis, high agreement and high importance represent characteristics that are indicative of what makes the Otay Water District a good place of employment.

The core characteristics that make the Otay Water District an excellent place to work are largely unchanged over the last survey period. Specifically, employees are appreciative that the District promotes safety and that all necessary resources and equipment are available to do a good job. Employees consider the benefit package good as well as competitive with other organizations. Supervisors and managers who directly supervise employees are rated highly because they are open to work-related concerns. Moreover, supervisors treat employees with respect and each Department works well as a team. Employees largely understand work goals and objectives and they understand the relationship between their work and the success of the District. Employees also volunteered through open-ended responses that the financial stability of the District was one of its strongest features.

Continued improvement in the following areas that already exhibit high levels of employee satisfaction may yield further increases in employee satisfaction: recognition for a job well-done, a sense of job security, and communication within the District, especially in the manner in which employees can better understand decision-making and leadership.

## **APPENDIX**

## OTAY WATER DISTRICT EMPLOYEE SURVEY

### Section A Employee Work Satisfaction Issues

For each statement below, please indicate your level of agreement or disagreement on a scale of 1 to 7, where 1 is highly disagree and 7 is highly agree. Then, indicate how important each issue is to you. Again, use a scale from 1 to 7, where 1 is very unimportant and 7 is very important.

#### I. Workplace and Resources

a. The District promotes safety in the workplace.

Highly Disagree							Highly Agree						
1	2	3	4	5	6	7							
							Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

b. I have all the resources and equipment necessary to perform my job well.

Highly Disagree							Highly Agree						
1	2	3	4	5	6	7							
							Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

c. I have the information to do my job effectively.

Highly Disagree							Highly Agree						
1	2	3	4	5	6	7							
							Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

d. I have adequate time to complete my work.

Highly Disagree							Highly Agree						
1	2	3	4	5	6	7							
							Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

e. I have appropriate authority to do my job.

Highly Disagree							Highly Agree						
1	2	3	4	5	6	7							
							Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

f. The District promotes healthy lifestyle choices.

Highly Disagree				Highly Agree			Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

**2. Opportunities for Professional Growth**

a. My job provides opportunities to advance my skills and abilities.

Highly Disagree				Highly Agree			Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

b. My work is rewarding.

Highly Disagree				Highly Agree			Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

c. I receive the training I need to do my job well.

Highly Disagree				Highly Agree			Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

d. I have opportunities to be innovative in carrying out my job.

Highly Disagree				Highly Agree			Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

e. I am afforded the opportunity to receive the training I need to advance within the District.

Highly Disagree				Highly Agree			Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

**3. Compensation and Benefits**

a. I am fairly paid for the work I do.

Highly Disagree				Highly Agree			Very Unimportant				Very Important		
1	2	3	4	5	6	7	1	2	3	4	5	6	7

b. I feel that the pay I receive is competitive with similar jobs in similar organizations in the area.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

c. The benefit package provided by the District is good.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

d. I feel that the benefit package provided by the District is competitive with benefits provided by similar organizations in the area.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

e. I understand my benefit plans.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

#### 4. Management/Supervision

For questions 4a and 4b, the “management team” refers to the team of supervisors, managers and Senior Management..

a. I feel that the management team makes informed decisions.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

b. The management team demonstrates effective leadership skills.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

For questions 4c through 4g and Sections 6 and 8, please consider your supervisor to be that person to whom you directly report and conducts your performance review.

c. My supervisor/manager provides me an opportunity to express my thoughts and concerns.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

d. My supervisor/manager treats me with respect.

Highly Disagree					Highly Agree		Very Unimportant					Very Important	
1	2	3	4	5	6	7	1	2	3	4	5	6	7

e. My supervisor/manager encourages me to learn new skills.

Highly Disagree					Highly Agree		Very Unimportant					Very Important	
1	2	3	4	5	6	7	1	2	3	4	5	6	7

f. My supervisor/manager has good work habits and sets a good example.

Highly Disagree					Highly Agree		Very Unimportant					Very Important	
1	2	3	4	5	6	7	1	2	3	4	5	6	7

g. My supervisor/manager emphasizes strong customer service on a regular basis.

Highly Disagree					Highly Agree		Very Unimportant					Very Important	
1	2	3	4	5	6	7	1	2	3	4	5	6	7

**5. Employee Interaction**

a. The employees in my department work well as a team.

Highly Disagree					Highly Agree		Very Unimportant					Very Important	
1	2	3	4	5	6	7	1	2	3	4	5	6	7

b. Employees in the District are generally supportive of each other.

Highly Disagree					Highly Agree		Very Unimportant					Very Important	
1	2	3	4	5	6	7	1	2	3	4	5	6	7

c. Employees in my department share relevant work-related information.

Highly Disagree					Highly Agree		Very Unimportant					Very Important	
1	2	3	4	5	6	7	1	2	3	4	5	6	7

d. Employees in my department are held accountable for their work.

Highly Disagree					Highly Agree		Very Unimportant					Very Important	
1	2	3	4	5	6	7	1	2	3	4	5	6	7

e. My ideas and opinions are taken into consideration at work.

Highly Disagree							Highly Agree							Very Unimportant							Very Important						
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7

**6. Feedback and Employee Evaluation**

**NOTE: Question 6b has a “Not Applicable” option for those respondents to this survey who are new to the District and have not received a performance evaluation.**

a. I receive constructive feedback from my supervisor/manager that helps me improve my performance.

Highly Disagree							Highly Agree							Very Unimportant							Very Important						
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7

b. Overall my employee performance evaluation is fair.

Highly Disagree							Highly Agree							Very Unimportant							Very Important							NA
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	NA

c. I am recognized by my supervisor/manager when I do a good job.

Highly Disagree							Highly Agree							Very Unimportant							Very Important						
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7

d. I understand how my work contributes to the success of the District.

Highly Disagree							Highly Agree							Very Unimportant							Very Important						
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7

**7. Morale**

a. Morale in my department is generally good.

Highly Disagree							Highly Agree							Very Unimportant							Very Important						
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7

b. My morale at work is generally good.

Highly Disagree							Highly Agree							Very Unimportant							Very Important						
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7

c. I feel that the contributions I make are valued.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

d. The District has practices that are supportive of balancing work and personal life.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

e. I feel that I have job security.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

f. I am optimistic about my future success with the District.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

**8. Communication:**

**NOTE: Questions 8h, 8i, and 8j have a “Don’t Know” option for those respondents to this survey who are new to the District and do not know the answer to any or all of those questions.**

a. My supervisor/manager does a good job of sharing information with department employees.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

b. I understand my work goals and objectives.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

c. I am encouraged to provide input regarding work-related matters.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

d. I am encouraged to communicate openly.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

e. I feel comfortable sharing my honest opinion about work-related matters with my supervisor/manager.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

f. I receive timely responses from my supervisor/manager to issues that are most important to me.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

g. I am afforded an opportunity to participate in goal setting for my department.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

h. Communication is effective within the District.

Highly Disagree								Highly Agree								Very Unimportant								Very Important							
1	2	3	4	5	6	7	DK	1	2	3	4	5	6	7	DK	1	2	3	4	5	6	7	DK	1	2	3	4	5	6	7	DK

i. Employee information meetings are helpful to keep me informed about District matters.

Highly Disagree								Highly Agree								Very Unimportant								Very Important							
1	2	3	4	5	6	7	DK	1	2	3	4	5	6	7	DK	1	2	3	4	5	6	7	DK	1	2	3	4	5	6	7	DK

j. The Employee PIPELINE Newsletter is a valuable form of communication.

Highly Disagree								Highly Agree								Very Unimportant								Very Important							
1	2	3	4	5	6	7	DK	1	2	3	4	5	6	7	DK	1	2	3	4	5	6	7	DK	1	2	3	4	5	6	7	DK

k. The District does a good job in sharing information with its employees about the District.

Highly Disagree							Highly Agree							Very Unimportant							Very Important											
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7					

**Section B Overall Employee Satisfaction**

9. Overall, how satisfied are you as an employee of the District?

Highly Dissatisfied						Highly Satisfied
1	2	3	4	5	6	7

10. What is the best example of something that is going well at the District?

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11. What would be the one thing that could be improved at the District?

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12. Would you recommend the District as a place of employment?

1. Yes    2. No

**Section C General Information**

Please provide the following information as it relates to you. This information is used for data comparison purposes only.

**13. Department within the Otay Water District**

1. Administrative Services/General Manager/Information Technology
2. Engineering
3. Finance
4. Operations

**14. Length of service with Otay Water District**

1. 0 to 1 year
2. 1 year to 3 years
3. 3 years to 5 years
4. 5 years to 10 years
5. 10 years to 15 years
6. 15 years to 20 years
7. 20 years or more

**15. Position Type**

1. Non-supervisory employee, including crew leader
2. Supervisor
3. Manager/Department Chief/AGM/GM

**16. Age**

1. Under 25
2. 25 and under 30
3. 30 and under 35
4. 35 and under 40
5. 40 and under 45
6. 45 and under 50
7. 50 and under 55
8. 55 and over

**17. Gender**

1. Female
2. Male



# AGENDA ITEM 11

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	October 6, 2010
SUBMITTED BY:	Geoffrey Stevens, Chief 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 Finance		
SUBJECT:	FY 2010 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:**

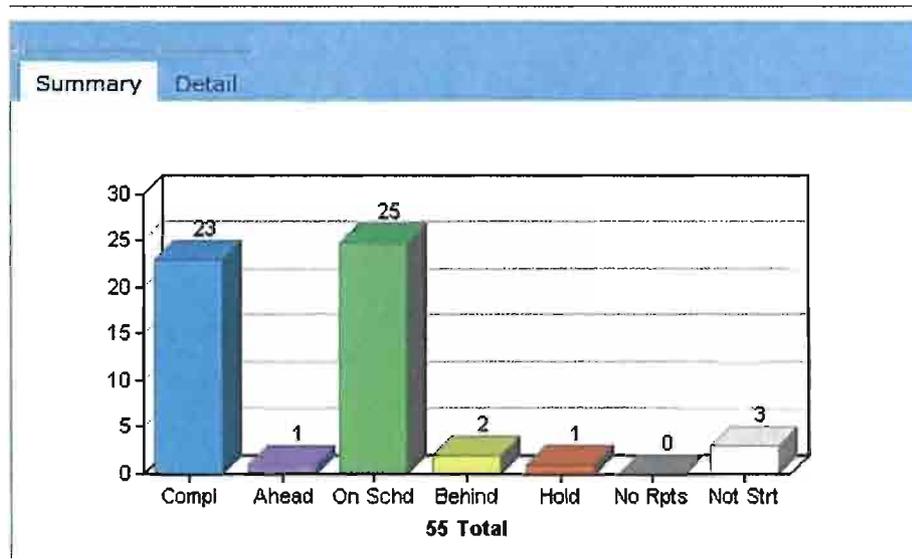
The District has completed the second year of the Strategic Plan for FY 2009 to FY 2011. Overall, results continue to be positive with the District exceeding its target for both strategic plan objectives (at least 90% complete or on track) and performance measures (at least 75% on target). Detailed information on each objective and measure 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 49 of 51 objectives (96%) complete, ahead, or on schedule and two items behind schedule. Of the objectives that are behind, both expect to be back on track by next quarter. Three items are not scheduled to start and one item is on hold; therefore, these four objectives have been excluded from the calculation.

### Objectives: All Scorecard Areas

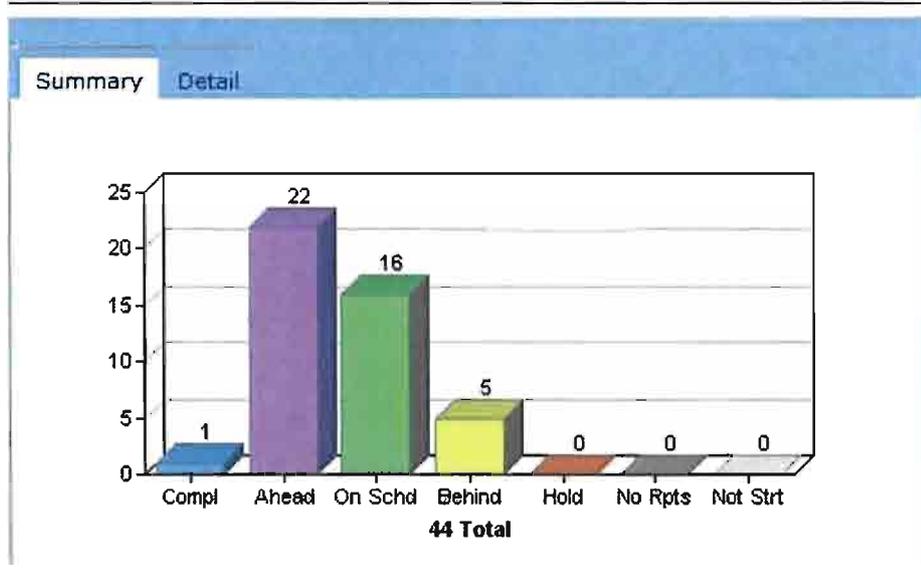


49/51 Objectives complete, ahead, or on schedule (96%).  
Target is 90%.

## 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 at least 75% of these measures be rated "on target". District results in this area are also positive with 39 of 44 (89%) items achieving the desired level or better.

## Measures: All Scorecard Areas



39/44 Measures on or ahead of schedule (89%).  
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. The areas where we are behind (Learning and Growth-Objectives and Customer-Measures) should be back on track next quarter.

## Balanced Scorecard

FY 2010 • Qtr 4 • All Departments



Green = meets or exceeds/ Red = does not meet

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. Most departments meet or exceed expectations in both areas. The single objective that is behind for Finance will be back on schedule by next quarter.

## Department View

FY 2010 • Qtr 4 • All Scorecard Areas

Departments	Objectives	Measures
1-Administrative Services	Green	Black
2-Engineering	Black	Black
3-Finance	Red	Black
4-Information Technology	Black	Black
5-Operations	Black	Black

Green = meets or exceeds/ Red = does not meet

Next Steps

The District will begin developing the FY12-14 Strategic Plan in the second quarter of FY11.

**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



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	FY 2010 Strategic Plan and Performance Measures Report
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### COMMITTEE ACTION:

The Finance, Administration and Communications and the Engineering, Operations and Water Resources Committees both reviewed this item at a meeting on September 16, 2010 and the following comments were made:

- Staff presented the 2010 Fiscal Year-end Strategic Plan and performance report and noted that the District is in its third three-year Strategic Plan cycle.
- The District's strategic plan has become the core of its corporate culture.
- Staff indicated that the Strategic Plan objectives and performance measures continue to exceed its target with the following results:
  - Objectives exceeded the 90% target, where 96% are either ahead or on schedule (49 of 51 objectives). (Long-term planning)
  - Performance Measures exceeded the 75% target, which 89% (39 of 44) items achieved the desired level or better. (Day-to-day performance)
- Staff stated that the Balanced Scorecard perspective (external view) are also positive. In six of the eight categories the District is on or ahead of schedule or target. Two areas where the District is currently behind are Learning and Growth and Customer-Measures. Staff indicated that these areas are being addressed and should be on track next quarter.

- The internal or departmental perspective which breaks down performance objectives and measures by the responsible internal departments is positive with nine out of ten departments on target.
  
- In the second quarter of fiscal year 2011, the District plans to develop the FY 2012-14 Strategic Plan and decide where it should go in the next 3-year cycle. It's an opportunity to set high-level objectives and performance measures, and staff believes that efficiency and effectiveness will be very prominent for the next 3-year cycle. In addition, staff noted that the District plans to use its asset management information to help develop the FY 2012-14 Strategic Plan. Staff indicated that the asset management information will provide better measures to track performance more accurately.
  
- It was discussed that staff is reviewing the peer review process and preparing a recommendation to the General Manager on several options on how and when it would be the most advantageous time to participate in the Peer Review Process.

Following the discussion, the committee supported presentation to the full board as an informational item.



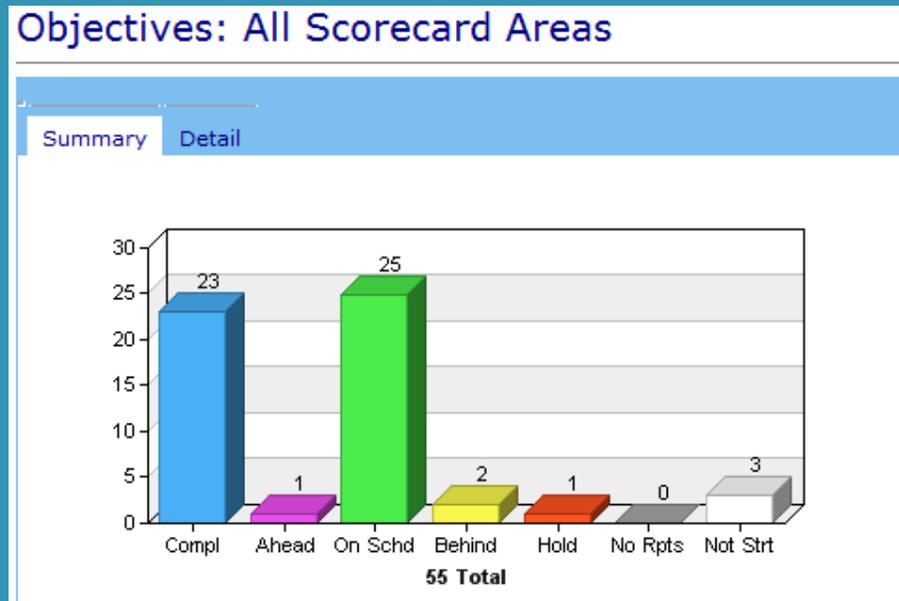
# FY 2010 Year End Strategic Plan Review

Board of Directors  
October 6, 2010

## Strategic / Business Planning Process



# Objective Status Summary

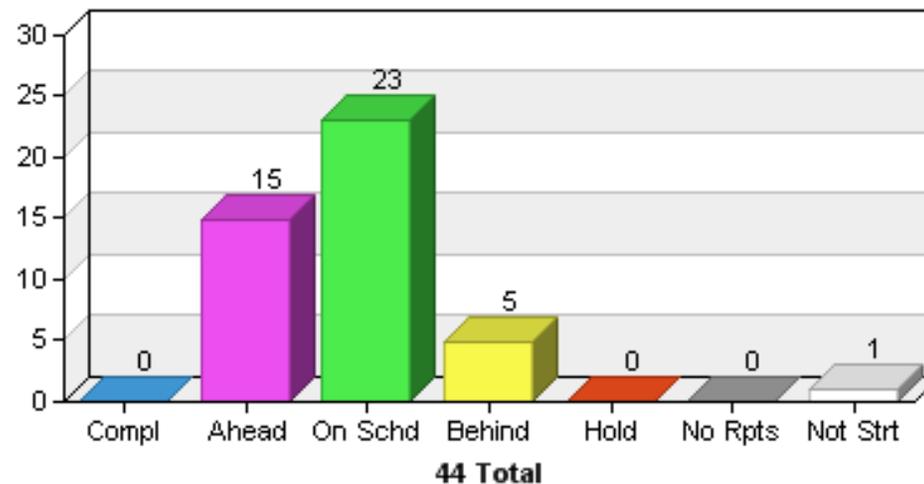


49/51 Complete, Ahead, or On Schedule

# Performance Measure Status Summary

## Measures: All Scorecard Areas

Summary Detail



**88% Complete, Ahead, or On Schedule**

# Balanced Scorecard View

FY 2010 • Qtr 4 • All Departments



In 6 of 8 categories of our balanced scorecard, the District is on or ahead of schedule or on target

# Departmental View

**FY 2010 • Qtr 4 • All Scorecard Areas**

Departments	
1-Administrative Services	■ Objectives ■ Measures
2-Engineering	■ Objectives ■ Measures
3-Finance	■ Objectives ■ Measures
4-Information Technology	■ Objectives ■ Measures
5-Operations	■ Objectives ■ Measures

**Almost all departments meet or exceed the expectations for objectives and performance measures.**

# Next Steps

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- Major plan revisions for FY 2012-2014
- Themes of efficiency and effectiveness
- Coordinated effort with asset management
- Leverage existing system investments already in place

# Results Available On the Board Extranet!

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[www.otaywater.gov/extranet/login.aspx](http://www.otaywater.gov/extranet/login.aspx)

# AGENDA ITEM 12



## STAFF REPORT

TYPE		MEETING			
MEETING:	Regular Board	DATE:	October 6, 2010		
SUBMITTED	Mark Watton	W.O./G.F.	N/A	DIV.	N/A
BY:	General Manager	NO:		NO.	
SUBJECT:	General Manager's Report				

GENERAL MANAGER:

### FLAGSHIP PROJECTS

- Update on the design, construction, and environmental of the  
**36-Inch Potable Water Pipeline from FCF #14 to Regulatory Site**

(CIP P2009) for the month of August 2010:

Installation of the 36-inch pipe is complete with only pipeline bacteria testing and minor pavement remaining. The pavement and striping are 98% complete. Connection to FCF #14 is scheduled for late September. Project completion is anticipated for October 2010.

### **ADMINISTRATIVE SERVICES, INFORMATION TECHNOLOGY AND FINANCE:**

#### **ADMINISTRATIVE SERVICES:**

##### Human Resources:

- **Open Enrollment** - Open Enrollment begins October 1, 2010. HR staff worked with IT to streamline the process. Most information will be available for review and submittal online and employees will only be required to complete information if a change is made or if they wish to enroll in the flexible spending account.
- **Otay Activities Committee** - The Committee coordinated the following event:

o Padres Game vs. San Francisco Giants - September 11<sup>th</sup> -  
The event had a great turnout. A total of 64 tickets were purchased.

- **New Hires** - There were no new hires in the month of September.

Water Conservation and School Education:

- **2010 Irrigation Association's National Water & Energy Conservation Award** - The District received notice that it was the recipient of the award based upon its success in promoting water-wise landscaping through its incentive programs, as well as its efforts to promote the Water Conservation Garden. This award honors significant achievement in the conservation of water and energy relating to irrigation procedures, equipment, methods and techniques. 11 public agencies were considered for this award. Staff will be present to receive the award in December at the Irrigation Association Conference in Phoenix.
- **Water Conservation Program Activity** - The District's September bill insert, "Fall is the Time for Planting", has generated many phone calls from customers requesting the referenced Arboretum All Stars. Many of these customers are also interested in a residential survey or in the District's Cash for WaterSmart Plants program.
- **Outreach Events** - The District staffed booths at both the South Bay Green Scene event held at Southwestern College on September 11<sup>th</sup> and BonitaFest on September 25<sup>th</sup>.
- **Water Waste Reporting** - In September (through the 27<sup>th</sup>), there were a total of 13 reports of water waste, either phoned in or reported through the District's website. The water waste report listing the activity is attached.
- **School Education Update** - In September, two school Garden tours were conducted involving 80 second graders and 20 adults from Tiffany Elementary School in Chula Vista. Another nine Garden tours are currently scheduled through the remainder of the school year.

Purchasing and Facilities:

- **Board Room Equipment** - Purchasing and IT have begun to investigate an upgrade to the District's Board Room audio and visual systems. The current system is nearly 10 years old.

- **Purchase Orders** - There were 137 purchase orders processed in September 2010 for a total of \$1,126,879.80.

#### **INFORMATION TECHNOLOGY AND STRATEGIC PLANNING:**

- **Phone System** - A second round of demonstrations have been scheduled to assist in the selection of a new phone system for the District. A final decision is anticipated within the next few weeks.
- **Asset Management** - The Asset Management Steering Committee has reviewed and approved the recommendations of the Project Team for FY 11 funding requests for this project. New developments this month are:
  - GIS is working on the new Field Maplet Server for the Valve Exercise Program. The ArcSDE license and key has been reversed to 9.3.1 to meet the requirements of Spatial Wave (FM vendor). The new FM server installation is expected to be done this week.
  - The data collection user interface for pump stations have been completed by GIS. The internal demo to IT staff has been conducted. This intelligent design provides the very user-friendly interfaces that embed asset hierarchies internally to improve efficiency by avoiding multiple data entries. It is a very valuable piece for the data collection effort.
- **SharePoint Updates** - IT created an online website on SharePoint for this year's Open Enrollment. The site went live on October 1<sup>st</sup>. Employees can access the website from the office as well as from their home.

#### **FINANCE:**

- **Electronic Bill Presentment** - The new electronic bill and presentment site went live on June 21, 2010. As of September 13, 2010, 10,386 customers had registered for this new online service. Of these, 5,059 have chosen to stop receiving paper bills, and 1,168 selected to have their balances automatically paid monthly. In the month of August, the District collected over \$900,000 in payments through this site.
- **Automatic Meter Reading Presentation** - On September 14<sup>th</sup>, Alice Mendez-Schomer gave a presentation on Automated Meter Reading at the San Diego Water Works Group and California Water Environment Association of San Diego's 3<sup>rd</sup> Annual Joint Vendor Fair. Alice spoke to various water industry staff about the District's experience with

AMR technology, the selection process, and the potential impact of AMR on existing business processes.

- **FY 2010 Audit & CAFR** - The auditors are finalizing the draft financials, with no material audit adjustments proposed. The audited financials are scheduled to be presented at the November Board meeting.
- **Internal Controls Audit** - Draft recommendations are being finalized for cash and investments. Joe Beachem and Jim Cudlip met with the District's Union Bank account representative to implement the agreed upon banking recommendations as quickly as possible.
- **Mexico Water** - Mexico did not take any water deliveries in 2010 due to sufficient rainfall-related storage and a schedule of requests for FY 2011 has not been received. Energy rates have remained stable, and overall O&M costs on the connection were minimal; therefore, rates for water deliveries to Mexico are only expected to increase approximately 4%. An update to the rate will be brought to the Board in November.
- **FY 2011 Budget** - Staff is currently working on finalizing the hard copy publishing of the FY 2011 Budget, which is already available on the District website. Additionally, this budget has been submitted to GFOA and CSMFO for the annual budget awards.
- **Reserve Policy** - The revised Reserve Policy has been updated to reflect the capacity and annexation fee study, including the development of the new water supply fee. This will be presented at the November Board meeting.
- **The financial reporting for August 31, 2010 is as follows:**
  - For the two months ending August 31, 2010, there are total revenues of \$14,172,577 and total expenses of \$13,691,399. The revenues exceeded expenses by \$481,178.
- **The financial reporting for investments for August 31, 2010 is as follows:**
  - The market value shown in the Portfolio Summary and in the Investment Portfolio Details as of August 31, 2010, total \$107,002,302.16 with an average yield to maturity of 1.056%. The total earnings year-to-date are \$214,256.57.

## ENGINEERING AND WATER OPERATIONS:

### ***Engineering:***

- **Otay Lakes Road Widening** - Southland Paving installed approximately 1,500 LF of recycled pipeline. They are continuing to work on the potable Pressure Reducing Station and installing recycled pipeline in Otay Lakes Rd. The District and the City partnered in the 12-inch Recycled Water Pipeline and Road Widening Project on Otay Lakes Road. The recycled pipeline will start at Telegraph Canyon Road and end in front of Bonita Vista High School. The project also includes the relocation of a few potable water facilities. The project is on budget and on schedule. (R2094, P2496)
- **Rancho Del Rey Groundwater Development** - The drilling of the production well was completed in September. AECOM, the Consulting Engineer, is analyzing the results of the well test to determine the safe yield and staff expects to make a recommendation by mid-October 2010. As of September 30, 2010, all equipment has been demobilized from the site. Cleaning operations and landscape restoration is in process and will be completed in the first week of October. The next step for the project is to prepare a Request for Proposal for engineering/architectural design. A recommendation to the Board will be presented at the January 2011 meeting. At the same meeting, staff will also provide an economic analysis of the estimated cost per acre-foot of the water extracted from the well. Staff is also in the process of hiring a consultant to prepare preliminary renderings of the architectural components of the building that will be shared with the community. These renderings will be completed by early November 2010. No activity is expected at the site until the Fall of 2011. (P2434)
- For the month of August 2010, the District sold 7 meters (15.5 EDUs) generating \$86,659 in revenue. Projection for this period was 12 meters (24 EDUs) with budgeted revenue of \$217,086. Projected revenue from June 1, 2010 through June 30, 2011 is \$2,605,036; against a budget of \$434,173 as of August 31, 2010. Revenue collected to date is \$301,140 which is 31% below projection.
- For the month of August staff reviewed 18 potential easement encroachments and will be gathering all the necessary information prior to informing customers of the

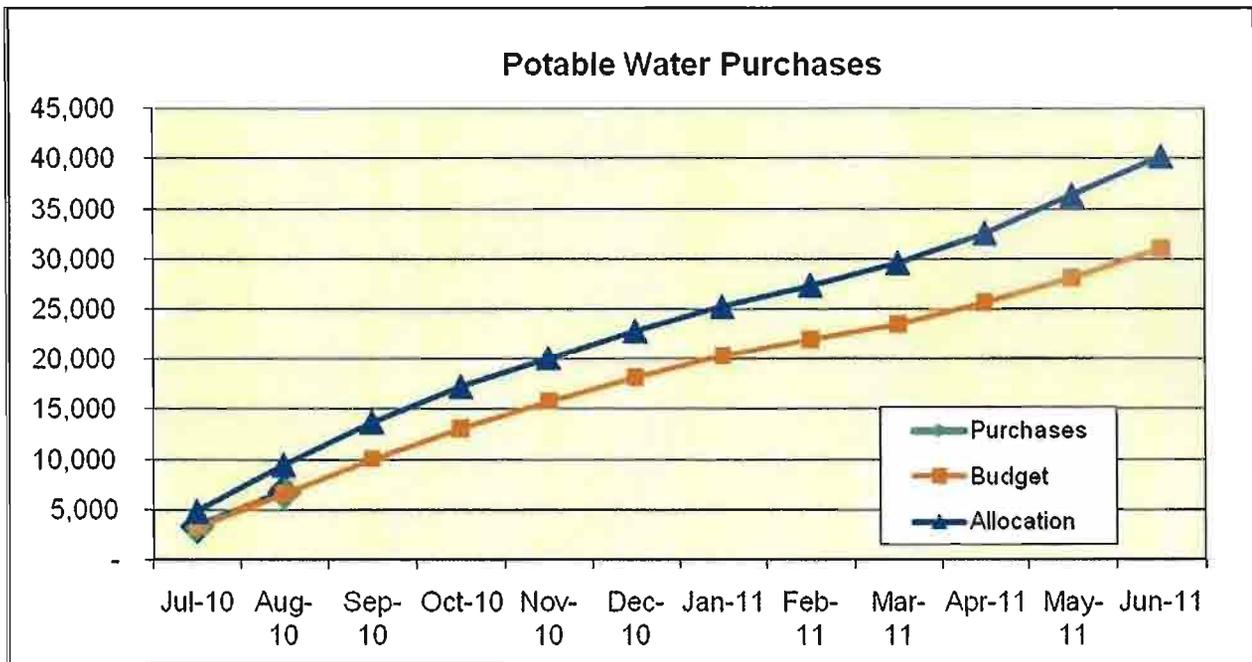
removal of encroachments. The above is part of an on-going program of easement monitoring.

- Approximately 1,947 linear feet of both CIP and developer project pipeline was installed in August 2010. The Construction Division performed quality control for these pipelines.
- The following table summarizes Engineering's Project purchases and change orders issued during the period of August 1 through September 10, 2010 that were within staff signatory authority:

Date	Action	Amount	Contractor/ Consultant	Project
8/4/10	Check Request	\$5,100.47	Helix Water	SDCWA Otay FCF No. 14 to Regulatory Site (P2009)
8/4/10	Check Request	\$7,975.00	San Diego County Water Authority	SDCWA Otay FCF No. 14 to Regulatory Site (P2009)
8/5/10	P.O.	\$5,000.00	RBF Consulting	Avocado Blvd & Jamacha Rd 8-Inch Sewer Main Replacement (S2019/S2021)
8/11/10	Check Request	\$7,738.19	City of El Cajon	SDCWA Otay FCF No. 14 to Regulatory Site (P2009)
8/12/10	P.O.	\$2,600.00	Prowest Appraisal	1485-1 Pump Station (P2172)
8/24/10	P.O.	\$3,425.63	Photo Geodetic Corp.	Hunte Parkway Waterline Pipeline (P2399)
8/25/10	Check Request	\$1,319.84	City of Chula Vista	Waterline install on Wueste Road (R2087)
9/9/10	P.O.	\$4,000.00	Dr Mary Anne Hawke	Otay Water District Sub Area Plan (P2494)
9/10/10	P.O.	\$45,000.00	Salvador Lopez	Rosarito Desalination Facility Conveyance and Disinfection System (P2451)

**Water Operations:**

- Total number of potable water meters is 48,139.
- In August 2010, the District purchased 3,424.1 AF of potable water from CWA, which is 2.5% more than budgeted purchases, yet 26.1% below CWA allocation for the year to date numbers. Below is a chart showing cumulative purchases vs. budget and the allocation.



- Recycled water consumption for the month of August is as follows:
  - o Total consumption was 531.2 acre-feet or 173,037,832 gallons and the average daily consumption was 5,581,866 gallons per day.
  - o Total number of recycled water meters is 687.
  - o Total recycled water consumption to date for FY 2011 is 1,116.0 acre-feet.
- Wastewater flows for the month of August were as follows:

- o Total basin flow, gallons per day: 1,951,000.
- o Spring Valley Sanitation District Flow to Metro, gallons per day: 647,000.
- o Total Otay flow, gallons per day: 1,304,000.
- o Flow Processed at the Ralph W. Chapman Water Recycling Facility, gallons per day: 1,244,000.
- o Flow to Metro from Otay Water District, gallons per day: 167,000.

For the month of August there were no new wastewater connections; total EDUs is 6,080.



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General Manager

## Water Waste Report

	Broken Sprinklers	High Usage	Leak	Overspray	Runoff due to over-watering	Washing Down Paved Surfaces	Washing Vehicles without bucket/hose nozzle	Watering after 10am and before 6pm	Total
April 2009	6			4	4	1		2	17
May 2009	7		23	9	6	1		1	47
June 2009	13		35	5	8	10	1	7	79
July 2009	6		24	9	17	4	4	6	70
August 2009	11		15	7	8	1	1	9	52
September 2009	6		17	5	7	2	1	3	41
October 2009	4		6	2	6	1		1	20
November 2009	1		6	7	11			1	26
December 2009	1		15	1	4			1	22
January 2010	1		2	1	4	1			9
February 2010	1			2	3				6
March 2010	2		1		5			2	10
April 2010	1		4	1	5				11
May 2010	1		3	4	3		1	1	13
June 2010	2		2	1	2	1		1	9
July 2010			4		2				6
August 2010	3		6		4				13
<b>September 2010</b>	<b>2</b>	<b>1</b>	<b>5</b>	<b>2</b>	<b>3</b>				<b>13</b>
<b>Total</b>	<b>68</b>	<b>1</b>	<b>168</b>	<b>60</b>	<b>102</b>	<b>22</b>	<b>8</b>	<b>35</b>	<b>464</b>

OTAY WATER DISTRICT  
**COMPARATIVE BUDGET SUMMARY**  
 FOR TWO MONTHS ENDED AUGUST 31, 2010

	Annual Budget	YTD Actual	YTD Budget	YTD Variance	Var %
<b>REVENUES:</b>					
Water Sales	\$ 36,560,100	\$ 7,493,871	\$ 7,317,900	\$ 175,971	2.4%
Energy Charges	1,854,600	356,204	355,100	1,104	0.3%
System Charges	9,532,200	1,564,172	1,563,200	972	0.1%
Penalties	747,600	140,640	139,600	1,040	0.7%
MWD & CWA Fixed Charges	7,639,400	1,135,217	1,134,000	1,217	0.1%
Total Water Sales	<u>56,333,900</u>	<u>10,690,104</u>	<u>10,509,800</u>	<u>180,304</u>	<u>1.7%</u>
Reclamation Sales	7,620,600	1,913,894	1,841,400	72,494	3.9%
Sewer Charges	2,270,500	409,497	413,350	(3,853)	(0.9%)
Meter Fees	50,300	3,969	8,400	(4,431)	(52.8%)
Capacity Fee Revenues	1,095,300	161,054	182,400	(21,346)	(11.7%)
Betterment Fees for Maintenance	657,400	93,135	109,600	(16,465)	(15.0%)
Non-Operating Revenues	1,948,300	306,898	324,683	(17,785)	(5.5%)
Tax Revenues	3,843,900	70,213	90,900	(20,687)	(22.8%)
Interest	296,200	44,214	49,400	(5,186)	(10.5%)
General Fund Draw Down	1,657,500	276,300	276,300	-	0.0%
Transfer from OPEB	1,220,000	203,300	203,300	-	0.0%
Total Revenues	<u>\$ 76,993,900</u>	<u>\$ 14,172,577</u>	<u>\$ 14,009,533</u>	<u>\$ 163,043</u>	<u>1.2%</u>
<b>EXPENSES:</b>					
Potable Water Purchases	\$ 26,238,700	\$ 5,498,022	\$ 5,464,056	\$ (33,966)	(0.6%)
Recycled Water Purchases	1,179,900	333,055	311,400	(21,655)	(7.0%)
CWA-Infrastructure Access Charge	1,550,700	230,696	230,800	104	0.0%
CWA-Customer Service Charge	1,315,200	195,980	196,000	20	0.0%
CWA-Emergency Storage Charge	2,875,200	430,116	430,200	84	0.0%
MWD-Capacity Res Charge	665,100	110,892	110,800	(92)	(0.1%)
MWD-Readiness to Serve Charge	1,232,400	204,728	205,400	672	0.3%
Subtotal Water Purchases	<u>35,057,200</u>	<u>7,003,489</u>	<u>6,948,656</u>	<u>(54,833)</u>	<u>(0.8%)</u>
Power Charges	2,520,700	523,975	543,600	19,625	3.6%
Payroll & Related Costs	16,749,400	2,629,051	2,607,075	(21,976)	(0.8%)
Material & Maintenance	3,769,500	650,485	651,550	1,065	0.2%
Administrative Expenses	5,130,400	587,539	697,031	109,491	15.7%
Legal Fees	451,200	77,559	75,200	(2,359)	(3.1%)
Expansion Reserve	2,775,000	462,500	462,500	-	0.0%
Betterment Reserve	1,435,000	239,200	239,200	-	0.0%
Replacement Reserve	6,965,000	1,160,800	1,160,800	-	0.0%
Transfer to Sewer General Fund	390,500	65,100	65,100	-	0.0%
Transfer to General Fund Reserve	1,750,000	291,700	291,700	-	0.0%
Total Expenses	<u>\$ 76,993,900</u>	<u>\$ 13,691,399</u>	<u>\$ 13,742,412</u>	<u>\$ 51,013</u>	<u>0.4%</u>
<b>EXCESS REVENUES(EXPENSE)</b>	<u>\$ -</u>	<u>\$ 481,178</u>	<u>\$ 267,122</u>	<u>\$ 214,056</u>	

**OTAY WATER DISTRICT  
INVESTMENT PORTFOLIO REVIEW  
AUGUST 31, 2010**

**INVESTMENT OVERVIEW & MARKET STATUS:**

The federal funds rate has remained constant now for over 19-months. On December 16, 2008, at the Federal Reserve Board's regular scheduled meeting, the federal funds rate was lowered from 1.00% to "a target range of between Zero and 0.25%" in response to the nation's ongoing financial crisis, as well as banking industry pressure to ease credit and stimulate the economy. This marked the ninth reduction in a row since September 18, 2007, when the rate was 5.25%. There have been no further changes made to the federal funds rate at the Federal Reserve Board's subsequent regular scheduled meetings, the most recent of which was held on September 21, 2010. They went on to say: "The Committee continues to anticipate that economic conditions are likely to warrant exceptionally low levels of the federal funds rate for an extended period."

Despite the large drop in available interest rates, the District's overall effective rate of return at August 31st was 1.12%, which was a decrease of 2 basis points (0.02%) from the prior month. At the same time the LAIF return on deposits has remained stable over the last several months, reaching an average effective yield of 0.51% for the month of August 2010. Based on our success at maintaining a competitive rate of return on our portfolio during this extended period of interest rate declines, no changes in investment strategy are being considered at this time.

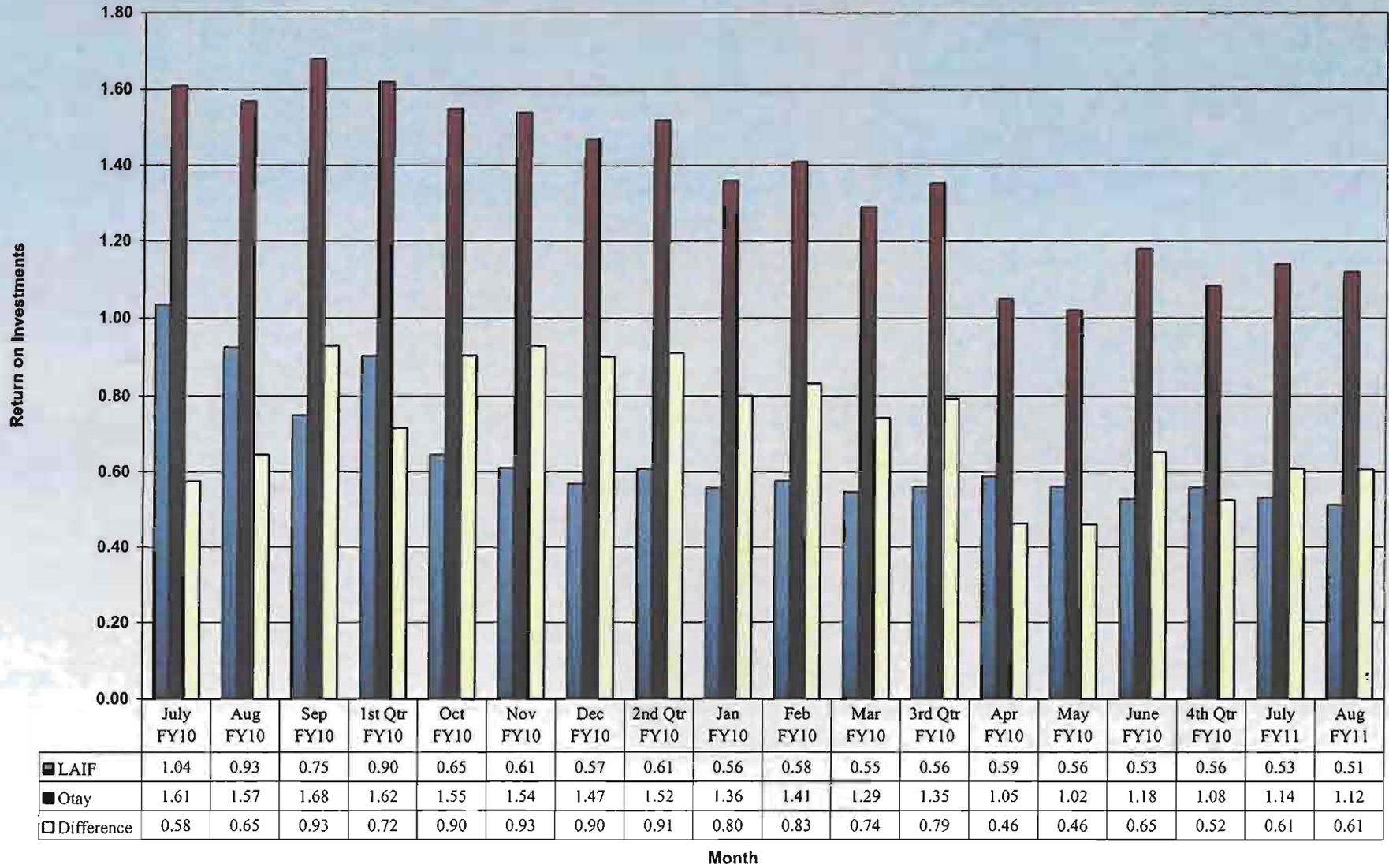
In accordance with the District's Investment Policy, all District funds continue to be managed based on the objectives, in priority order, of safety, liquidity, and return on investment.

**PORTFOLIO COMPLIANCE: August 31, 2010**

	<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	\$12.53 Million
8.02:	Local Agency Investment Fund (Bonds)	100%	100%	5.65%
8.03:	Federal Agency Issues	100%	100%	56.78%
8.04:	Certificates of Deposit	30%	15%	2.88%
8.05:	Short-Term Commercial Notes	25%	15%	0
8.06:	Medium-Term Commercial Debt	30%	15%	3.75%
8.07:	Money Market Mutual Funds	20%	15%	0
8.08:	San Diego County Pool	100%	100%	17.72%
12.0:	Maximum Single Financial Institution	100%	50%	1.50%

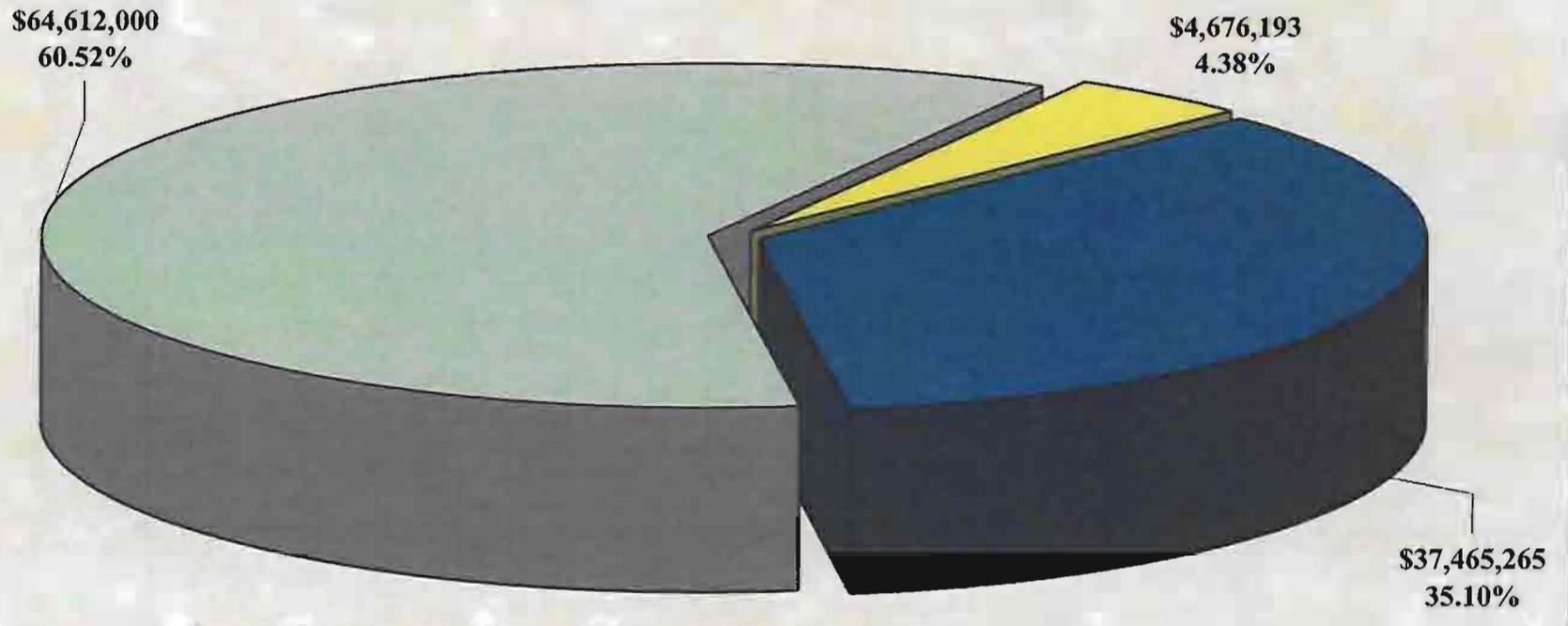
## Performance Measure F-12 Return on Investment

Target: Meet or Exceed 100% of LAIF



■ LAIF ■ Otay □ Difference

# Otay Water District Investment Portfolio: 08/31/10



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

**OTAY  
Portfolio Management  
Portfolio Summary  
August 31, 2010**

<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>
Corporate Notes	4,000,000.00	4,044,740.00	4,008,505.43	3.81	878	98	1.973	2.000
Federal Agency Issues- Callable	60,612,000.00	60,785,309.03	60,622,782.83	57.64	826	749	1.179	1.195
Certificates of Deposit - Bank	3,079,108.00	3,079,108.00	3,079,108.00	2.93	374	147	1.399	1.419
Local Agency Investment Fund (LAIF)	18,544,576.56	18,575,059.69	18,544,576.56	17.63	1	1	0.506	0.513
San Diego County Pool	18,920,688.43	18,921,000.00	18,920,688.43	17.99	1	1	0.955	0.968
	<b>105,156,372.99</b>	<b>105,405,216.72</b>	<b>105,175,661.25</b>	<b>100.00%</b>	<b>521</b>	<b>440</b>	<b>1.056</b>	<b>1.071</b>
<b>Investments</b>								
<b>Cash</b>								
Passbook/Checking (not included in yield calculations)	1,597,085.44	1,597,085.44	1,597,085.44		1	1	0.137	0.139
<b>Total Cash and Investments</b>	<b>106,753,458.43</b>	<b>107,002,302.16</b>	<b>106,772,746.69</b>		<b>521</b>	<b>440</b>	<b>1.056</b>	<b>1.071</b>

<b>Total Earnings</b>	<b>August 31 Month Ending</b>	<b>Fiscal Year To Date</b>
Current Year	103,985.80	214,256.57
<b>Average Daily Balance</b>	<b>109,196,460.05</b>	<b>111,470,667.30</b>
<b>Effective Rate of Return</b>	<b>1.12%</b>	<b>1.13%</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 September 6, 2006. The market value information provided by Interactive Data Corporation. The investments provide sufficient liquidity to meet the cash flow requirements of the District for the next six months of expenditures.

  
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 Joseph Beachem, Chief Financial Officer

9-20-10

**OTAY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**August 31, 2010**

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>Corporate Notes</b>												
084664AF8	2094	Berkshire Hathaway Fin		03/10/2009	2,000,000.00	2,022,860.00	2,005,732.28	4.200		1.973	105	12/15/2010
36962G2S2	2044	General Electric Capital		11/16/2007	2,000,000.00	2,021,880.00	2,002,773.15	5.000	Aaa	1.973	91	12/01/2010
<b>Subtotal and Average</b>			<b>4,009,711.24</b>		<b>4,000,000.00</b>	<b>4,044,740.00</b>	<b>4,008,505.43</b>			<b>1.973</b>	<b>98</b>	
<b>Federal Agency Issues- Callable</b>												
31331GZ36	2155	Federal Farm Credit Bank		07/16/2010	4,000,000.00	4,006,240.00	4,011,628.22	1.550		1.374	687	07/19/2012
31331JYF4	2161	Federal Farm Credit Bank		08/19/2010	2,000,000.00	1,999,380.00	2,000,000.00	0.900		0.888	902	02/19/2013
3133XXRW9	2128	Federal Home Loan Bank		03/29/2010	2,000,000.00	2,010,620.00	2,000,000.00	1.250		1.233	667	06/29/2012
3133XYNS0	2145	Federal Home Loan Bank		06/10/2010	2,000,000.00	2,011,260.00	2,000,000.00	1.280		1.262	831	12/10/2012
3133XYSH9	2147	Federal Home Loan Bank		06/21/2010	2,000,000.00	2,011,260.00	2,000,000.00	1.125		1.110	751	09/21/2012
3133XYXR1	2150	Federal Home Loan Bank		07/14/2010	2,000,000.00	2,001,880.00	2,000,000.00	1.250		1.233	866	01/14/2013
31337ONF1	2160	Federal Home Loan Bank		08/20/2010	2,000,000.00	1,997,500.00	2,000,000.00	0.800		0.789	811	11/20/2012
31337OP77	2162	Federal Home Loan Bank		08/25/2010	2,000,000.00	1,998,120.00	2,000,000.00	0.850		0.838	908	02/25/2013
313370JRO	2163	Federal Home Loan Bank		08/27/2010	2,875,000.00	2,872,297.50	2,875,000.00	0.850		0.838	726	08/27/2012
3134G1DE1	2140	Federal Home Loan Mortgage		05/19/2010	2,000,000.00	2,004,660.00	2,000,000.00	1.650		1.627	810	11/19/2012
3134G1EH3	2144	Federal Home Loan Mortgage		06/08/2010	2,000,000.00	2,000,280.00	2,000,000.00	1.300		1.282	646	06/08/2012
3137EACK3	2146	Federal Home Loan Mortgage		05/28/2010	2,000,000.00	2,019,380.00	1,999,154.61	1.147		1.154	695	07/27/2012
3137EACK3A	2148	Federal Home Loan Mortgage		05/27/2010	1,030,000.00	1,039,980.70	1,030,000.00	1.125		1.109	695	07/27/2012
3137EACK3B	2149	Federal Home Loan Mortgage		05/27/2010	2,707,000.00	2,733,230.83	2,707,000.00	1.125		1.109	695	07/27/2012
3134G1KZ6	2151	Federal Home Loan Mortgage		07/20/2010	2,000,000.00	2,003,440.00	2,000,000.00	1.000		0.986	688	07/20/2012
3134G1MD3	2153	Federal Home Loan Mortgage		07/22/2010	2,000,000.00	2,006,320.00	2,000,000.00	1.100		1.085	324	07/22/2011
3134G1PK4	2158	Federal Home Loan Mortgage		08/11/2010	2,000,000.00	2,005,040.00	2,000,000.00	1.000		0.986	894	02/11/2013
3136FJR45	2118	Federal National Mortgage Assoc		01/25/2010	2,000,000.00	2,004,380.00	2,000,000.00	1.250		1.233	877	01/25/2013
31398AH88	2123	Federal National Mortgage Assoc		03/24/2010	2,000,000.00	2,001,260.00	2,000,000.00	1.500		1.479	754	09/24/2012
3136FMFR0	2127	Federal National Mortgage Assoc		04/05/2010	2,000,000.00	2,010,620.00	2,000,000.00	1.500		1.479	765	10/05/2012
3136FMJF2	2129	Federal National Mortgage Assoc		04/14/2010	2,000,000.00	2,006,880.00	2,000,000.00	1.250		1.233	621	05/14/2012
3136FMPB4	2132	Federal National Mortgage Assoc		04/29/2010	2,000,000.00	2,010,620.00	2,000,000.00	1.480		1.460	789	10/29/2012
31398AQ47	2135	Federal National Mortgage Assoc		05/05/2010	2,000,000.00	2,003,760.00	2,000,000.00	1.600		1.578	796	11/05/2012
3136FMRH9	2136	Federal National Mortgage Assoc		04/29/2010	2,000,000.00	2,013,120.00	2,000,000.00	1.550		1.529	789	10/29/2012
3136FMRG1	2137	Federal National Mortgage Assoc		05/10/2010	2,000,000.00	2,003,120.00	2,000,000.00	1.300		1.282	617	05/10/2012
31398AW65	2152	Federal National Mortgage Assoc		07/27/2010	2,000,000.00	2,001,260.00	2,000,000.00	1.000		0.986	695	07/27/2012
3136FMX82	2154	Federal National Mortgage Assoc		07/26/2010	2,000,000.00	2,003,760.00	2,000,000.00	1.000		0.986	786	10/26/2012
3136FM4N1	2157	Federal National Mortgage Assoc		08/11/2010	2,000,000.00	2,003,760.00	2,000,000.00	1.000		0.986	894	02/11/2013
3136FM6A7	2159	Federal National Mortgage Assoc		08/19/2010	2,000,000.00	2,001,880.00	2,000,000.00	1.000		0.986	810	11/19/2012
<b>Subtotal and Average</b>			<b>60,018,167.49</b>		<b>60,612,000.00</b>	<b>60,785,309.03</b>	<b>60,622,782.83</b>			<b>1.179</b>	<b>749</b>	

Portfolio OTAY

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**OTAY**  
**Portfolio Management**  
**Portfolio Details - Cash**  
**August 31, 2010**

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	10,033.08	10,033.08	10,033.08	0.050		0.049	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	1,558,107.44	1,558,107.44	1,558,107.44	0.142		0.140	1
PAYROLL	9005	STATE OF CALIFORNIA		07/01/2004	24,977.26	24,977.26	24,977.26			0.000	1
RESERVE-10 COPS	9010	STATE OF CALIFORNIA		04/20/2010	690.76	690.76	690.76	0.001		0.001	1
RESERVE-10 BABS	9011	STATE OF CALIFORNIA		04/20/2010	425.01	425.01	425.01	0.001		0.001	1
UBNA-2010 BOND	9013	STATE OF CALIFORNIA		04/20/2010	51.89	51.89	51.89	0.147		0.145	1
<b>Average Balance</b>			<b>0.00</b>								<b>1</b>
<b>Total Cash and Investmentss</b>			<b>109,196,460.05</b>		<b>106,753,458.43</b>	<b>107,002,302.16</b>	<b>106,772,746.69</b>			<b>1.056</b>	<b>440</b>

**OTAY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**August 31, 2010**

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>Certificates of Deposit - Bank</b>												
2050003183-4	2121	California Bank & Trust		01/22/2010	79,108.00	79,108.00	79,108.00	1.380		1.380	508	01/22/2012
1008995288	2119	Neighborhood National Bank		12/10/2009	1,000,000.00	1,000,000.00	1,000,000.00	1.400		1.400	99	12/09/2010
1006200563-2	2126	Neighborhood National Bank		02/04/2010	2,000,000.00	2,000,000.00	2,000,000.00	1.400		1.400	156	02/04/2011
<b>Subtotal and Average</b>			<b>3,079,108.00</b>		<b>3,079,108.00</b>	<b>3,079,108.00</b>	<b>3,079,108.00</b>			<b>1.399</b>	<b>147</b>	
<b>Local Agency Investment Fund (LAIF)</b>												
LAIF	9001	STATE OF CALIFORNIA		07/01/2004	12,513,399.46	12,533,968.69	12,513,399.46	0.513		0.506	1	
LAIF BABS 2010	9012	STATE OF CALIFORNIA		04/21/2010	6,031,177.10	6,041,091.00	6,031,177.10	0.513		0.506	1	
<b>Subtotal and Average</b>			<b>21,328,447.53</b>		<b>18,544,576.56</b>	<b>18,575,059.69</b>	<b>18,544,576.56</b>			<b>0.506</b>	<b>1</b>	
<b>San Diego County Pool</b>												
SD COUNTY POOL	9007	San Diego County		07/01/2004	18,920,688.43	18,921,000.00	18,920,688.43	0.968		0.955	1	
<b>Subtotal and Average</b>			<b>18,920,688.43</b>		<b>18,920,688.43</b>	<b>18,921,000.00</b>	<b>18,920,688.43</b>			<b>0.955</b>	<b>1</b>	
<b>Total and Average</b>			<b>109,196,460.05</b>		<b>105,156,372.99</b>	<b>105,405,216.72</b>	<b>105,175,661.25</b>			<b>1.056</b>	<b>440</b>	

**OTAY**  
**Activity Report**  
**Sorted By Issuer**  
**July 1, 2010 - August 31, 2010**

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Purchases or Deposits	Par Value		Ending Balance
				Beginning Balance	Current Rate			Redemptions or Withdrawals		
<b>Issuer: Berkshire Hathaway Fin</b>										
<b>Corporate Notes</b>										
			<b>Subtotal and Balance</b>		<b>2,000,000.00</b>				<b>2,000,000.00</b>	
			<b>Issuer Subtotal</b>	<b>1.873%</b>	<b>2,000,000.00</b>		<b>0.00</b>	<b>0.00</b>	<b>2,000,000.00</b>	
<b>Issuer: STATE OF CALIFORNIA</b>										
<b>Union Bank</b>										
UNION MONEY	9002	STATE OF CALIFORNIA			0.050		55,852,809.88	55,852,786.79		
UNION OPERATING	9004	STATE OF CALIFORNIA			0.142		1,560,013.23	1,046,617.78		
PAYROLL	9005	STATE OF CALIFORNIA					65,925.04	65,925.04		
UBNA-2010 BOND	9013	STATE OF CALIFORNIA			0.147		10,000,000.00	10,000,000.00		
			<b>Subtotal and Balance</b>		<b>1,083,666.90</b>		<b>67,478,748.15</b>	<b>66,965,329.61</b>	<b>1,597,085.44</b>	
<b>Local Agency Investment Fund (LAIF)</b>										
LAIF	9001	STATE OF CALIFORNIA			0.513		18,508,449.75	24,500,000.00		
LAIF BABS 2010	9012	STATE OF CALIFORNIA			0.513		31,177.10	10,000,000.00		
			<b>Subtotal and Balance</b>		<b>34,504,949.71</b>		<b>18,539,626.85</b>	<b>34,500,000.00</b>	<b>18,544,576.56</b>	
			<b>Issuer Subtotal</b>	<b>18.867%</b>	<b>35,588,616.61</b>		<b>86,018,375.00</b>	<b>101,465,329.61</b>	<b>20,141,662.00</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>0.074%</b>	<b>79,108.00</b>		<b>0.00</b>	<b>0.00</b>	<b>79,108.00</b>	
<b>Issuer: Federal Farm Credit Bank</b>										
<b>Federal Agency Issues- Callable</b>										
31331GZ36	2155	Federal Farm Credit Bank			1.550	07/16/2010	4,000,000.00	0.00		

OTAY  
Activity Report  
July 1, 2010 - August 31, 2010

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Purchases or Deposits	Par Value	
				Beginning Balance	Current Rate			Redemptions or Withdrawals	Ending Balance
<b>Issuer: Federal Farm Credit Bank</b>									
<b>Federal Agency Issues- Callable</b>									
31331JYF4	2161	Federal Farm Credit Bank			0.900	08/19/2010	2,000,000.00	0.00	
<b>Subtotal and Balance</b>				<b>0.00</b>			<b>6,000,000.00</b>	<b>0.00</b>	<b>6,000,000.00</b>
<b>Issuer Subtotal</b>				<b>5.620%</b>	<b>0.00</b>		<b>6,000,000.00</b>	<b>0.00</b>	<b>6,000,000.00</b>

**Issuer: Federal Home Loan Bank**

**Federal Agency Issues- Callable**

3133XXK22	2124	Federal Home Loan Bank		1.250	07/08/2010	0.00	2,000,000.00		
3133XY2C8	2130	Federal Home Loan Bank		1.800	07/29/2010	0.00	2,000,000.00		
3133XY5H4	2131	Federal Home Loan Bank		1.450	07/30/2010	0.00	2,000,000.00		
3133XYAS4	2133	Federal Home Loan Bank		1.600	08/06/2010	0.00	2,000,000.00		
3133XYDD4	2138	Federal Home Loan Bank		1.700	08/13/2010	0.00	2,000,000.00		
3133XYCT0	2139	Federal Home Loan Bank		1.500	08/13/2010	0.00	2,000,000.00		
3133XYFP5	2142	Federal Home Loan Bank		1.020	08/25/2010	0.00	2,000,000.00		
3133XYXR1	2150	Federal Home Loan Bank		1.250	07/14/2010	2,000,000.00	0.00		
313370BD9	2156	Federal Home Loan Bank		0.800	07/27/2010	2,000,000.00	0.00		
313370BD9	2156	Federal Home Loan Bank			08/27/2010	0.00	2,000,000.00		
31337ONF1	2160	Federal Home Loan Bank		0.800	08/20/2010	2,000,000.00	0.00		
31337OP77	2162	Federal Home Loan Bank		0.850	08/25/2010	2,000,000.00	0.00		
313370JRO	2163	Federal Home Loan Bank		0.850	08/27/2010	2,875,000.00	0.00		
<b>Subtotal and Balance</b>				<b>20,000,000.00</b>			<b>10,875,000.00</b>	<b>16,000,000.00</b>	<b>14,875,000.00</b>
<b>Issuer Subtotal</b>				<b>13.934%</b>	<b>20,000,000.00</b>		<b>10,875,000.00</b>	<b>16,000,000.00</b>	<b>14,875,000.00</b>

**Issuer: Federal Home Loan Mortgage**

**Federal Agency Issues- Callable**

3134G1AW4	2134	Federal Home Loan Mortgage		1.300	08/10/2010	0.00	2,000,000.00		
3134G1KZ6	2151	Federal Home Loan Mortgage		1.000	07/20/2010	2,000,000.00	0.00		
3134G1MD3	2153	Federal Home Loan Mortgage		1.100	07/22/2010	2,000,000.00	0.00		
3134G1PK4	2158	Federal Home Loan Mortgage		1.000	08/11/2010	2,000,000.00	0.00		
<b>Subtotal and Balance</b>				<b>11,737,000.00</b>			<b>6,000,000.00</b>	<b>2,000,000.00</b>	<b>15,737,000.00</b>
<b>Issuer Subtotal</b>				<b>14.741%</b>	<b>11,737,000.00</b>		<b>6,000,000.00</b>	<b>2,000,000.00</b>	<b>15,737,000.00</b>

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Activity Report  
July 1, 2010 - August 31, 2010

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: Federal National Mortgage Assoc</b>									
<b>Federal Agency Issues- Callable</b>									
31398AC91	2117	Federal National Mortgage Assoc			1.500	07/20/2010	0.00	2,000,000.00	
3136FJ4T5	2120	Federal National Mortgage Assoc			1.500	08/16/2010	0.00	2,000,000.00	
31398AS78	2143	Federal National Mortgage Assoc			1.400	08/25/2010	0.00	2,000,000.00	
31398AW65	2152	Federal National Mortgage Assoc			1.000	07/27/2010	2,000,000.00	0.00	
3136FMX82	2154	Federal National Mortgage Assoc			1.000	07/26/2010	2,000,000.00	0.00	
3136FM4N1	2157	Federal National Mortgage Assoc			1.000	08/11/2010	2,000,000.00	0.00	
3136FM6A7	2159	Federal National Mortgage Assoc			1.000	08/19/2010	2,000,000.00	0.00	
		<b>Subtotal and Balance</b>					<b>8,000,000.00</b>	<b>6,000,000.00</b>	<b>24,000,000.00</b>
		<b>Issuer Subtotal</b>	<b>22.482%</b>				<b>8,000,000.00</b>	<b>6,000,000.00</b>	<b>24,000,000.00</b>
<b>Issuer: General Electric Capital</b>									
<b>Corporate Notes</b>									
		<b>Subtotal and Balance</b>							<b>2,000,000.00</b>
		<b>Issuer Subtotal</b>	<b>1.873%</b>				<b>0.00</b>	<b>0.00</b>	<b>2,000,000.00</b>
<b>Issuer: Neighborhood National Bank</b>									
<b>Certificates of Deposit - Bank</b>									
		<b>Subtotal and Balance</b>							<b>3,000,000.00</b>
		<b>Issuer Subtotal</b>	<b>2.810%</b>				<b>0.00</b>	<b>0.00</b>	<b>3,000,000.00</b>
<b>Issuer: San Diego County</b>									
<b>San Diego County Pool</b>									
SD COUNTY POOL	9007	San Diego County			0.968		42,446.70	0.00	
		<b>Subtotal and Balance</b>					<b>42,446.70</b>	<b>0.00</b>	<b>18,920,688.43</b>
		<b>Issuer Subtotal</b>	<b>17.724%</b>				<b>42,446.70</b>	<b>0.00</b>	<b>18,920,688.43</b>
		<b>Total</b>	<b>100.000%</b>				<b>116,935,821.70</b>	<b>125,465,329.61</b>	<b>106,753,458.43</b>

**OTAY**  
**GASB 31 Compliance Detail**  
**Sorted by Fund - Fund**  
**July 1, 2010 - August 31, 2010**

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		18,535,367.70	0.00	8,449.75	6,000,000.00	0.00	-9,848.77	12,533,968.69
UNION MONEY	9002	99	Amortized		10,009.99	0.00	65.22	65.22	0.00	0.00	10,033.08
PETTY CASH	9003	99	Amortized		2,800.00	0.00	0.00	0.00	0.00	0.00	2,800.00
UNION OPERATING	9004	99	Amortized		1,044,711.99	0.00	462.64	462.64	0.00	0.00	1,558,107.44
PAYROLL	9005	99	Amortized		24,977.26	0.00	0.00	0.00	0.00	0.00	24,977.26
SD COUNTY POOL	9007	99	Fair Value		18,851,000.00	0.00	42,446.70	0.00	0.00	27,553.30	18,921,000.00
36962G2S2	2044	99	Fair Value	12/01/2010	2,032,000.00	0.00	0.00	0.00	0.00	-10,120.00	2,021,880.00
084664AF8	2094	99	Fair Value	12/15/2010	2,030,740.00	0.00	0.00	0.00	0.00	-7,880.00	2,022,860.00
31398AC91	2117	99	Fair Value	01/20/2012	2,000,620.00	0.00	0.00	2,000,000.00	0.00	-620.00	0.00
3136FJR45	2118	99	Fair Value	01/25/2013	2,005,620.00	0.00	0.00	0.00	0.00	-1,240.00	2,004,380.00
1008995288	2119	99	Amortized	12/09/2010	1,000,000.00	0.00	0.00	0.00	0.00	0.00	1,000,000.00
3136FJ4T5	2120	99	Fair Value	08/16/2012	2,002,500.00	0.00	0.00	2,000,000.00	0.00	-2,500.00	0.00
2050003183-4	2121	99	Amortized	01/22/2012	79,108.00	0.00	0.00	0.00	0.00	0.00	79,108.00
31398AH88	2123	99	Fair Value	09/24/2012	2,004,380.00	0.00	0.00	0.00	0.00	-3,120.00	2,001,260.00
3133XXK22	2124	99	Fair Value	06/25/2012	2,000,000.00	0.00	0.00	2,000,000.00	0.00	0.00	0.00
1006200563-2	2126	99	Amortized	02/04/2011	2,000,000.00	0.00	0.00	0.00	0.00	0.00	2,000,000.00
3136FMFR0	2127	99	Fair Value	10/05/2012	2,012,500.00	0.00	0.00	0.00	0.00	-1,880.00	2,010,620.00
3133XXRW9	2128	99	Fair Value	06/29/2012	2,012,500.00	0.00	0.00	0.00	0.00	-1,880.00	2,010,620.00
3136FMJF2	2129	99	Fair Value	05/14/2012	2,009,380.00	0.00	0.00	0.00	0.00	-2,500.00	2,006,880.00
3133XY2C8	2130	99	Fair Value	01/29/2013	2,001,880.00	0.00	0.00	2,000,000.00	0.00	-1,880.00	0.00
3133XY5H4	2131	99	Fair Value	07/30/2012	2,001,880.00	0.00	0.00	2,000,000.00	0.00	-1,880.00	0.00
3136FMPB4	2132	99	Fair Value	10/29/2012	2,010,620.00	0.00	0.00	0.00	0.00	0.00	2,010,620.00
3133XYAS4	2133	99	Fair Value	11/06/2012	2,001,880.00	0.00	0.00	2,000,000.00	0.00	-1,880.00	0.00
3134G1AW4	2134	99	Fair Value	05/10/2012	2,001,920.00	0.00	0.00	2,000,000.00	0.00	-1,920.00	0.00
31398AQ47	2135	99	Fair Value	11/05/2012	2,007,500.00	0.00	0.00	0.00	0.00	-3,740.00	2,003,760.00
3136FMRH9	2136	99	Fair Value	10/29/2012	2,014,380.00	0.00	0.00	0.00	0.00	-1,260.00	2,013,120.00
3136FMRG1	2137	99	Fair Value	05/10/2012	2,005,620.00	0.00	0.00	0.00	0.00	-2,500.00	2,003,120.00
3133XYDD4	2138	99	Fair Value	11/13/2012	2,002,500.00	0.00	0.00	2,000,000.00	0.00	-2,500.00	0.00
3133XYCT0	2139	99	Fair Value	08/13/2012	2,002,500.00	0.00	0.00	2,000,000.00	0.00	-2,500.00	0.00
3134G1DE1	2140	99	Fair Value	11/19/2012	2,008,000.00	0.00	0.00	0.00	0.00	-3,340.00	2,004,660.00

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 GASB 31 Compliance Detail  
 Sorted by Fund - Fund

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
<b>Fund: Treasury Fund</b>											
RESERVE-10 COPS	9010	99	Amortized		690.76	0.00	0.00	0.00	0.00	0.00	690.76
RESERVE-10 BABS	9011	99	Amortized		425.01	0.00	0.00	0.00	0.00	0.00	425.01
3133XYFP5	2142	99	Fair Value	11/25/2011	2,001,880.00	0.00	0.00	2,000,000.00	0.00	-1,880.00	0.00
31398AS78	2143	99	Fair Value	05/25/2012	2,001,880.00	0.00	0.00	2,000,000.00	0.00	-1,880.00	0.00
3134G1EH3	2144	99	Fair Value	06/08/2012	2,002,540.00	0.00	0.00	0.00	0.00	-2,260.00	2,000,280.00
LAIF BABS 2010	9012	99	Fair Value		16,026,300.42	0.00	31,177.10	10,000,000.00	0.00	-16,386.51	6,041,091.00
UBNA-2010 BOND	9013	99	Amortized		51.89	0.00	0.00	0.00	0.00	0.00	51.89
3133XYNS0	2145	99	Fair Value	12/10/2012	2,009,380.00	0.00	0.00	0.00	0.00	1,880.00	2,011,260.00
3137EACK3	2146	99	Fair Value	07/27/2012	2,014,380.00	0.00	0.00	0.00	0.00	5,000.00	2,019,380.00
3133XYSH9	2147	99	Fair Value	09/21/2012	2,010,000.00	0.00	0.00	0.00	0.00	1,260.00	2,011,260.00
3137EACK3A	2148	99	Fair Value	07/27/2012	1,037,405.70	0.00	0.00	0.00	0.00	2,575.00	1,039,980.70
3137EACK3B	2149	99	Fair Value	07/27/2012	2,726,463.33	0.00	0.00	0.00	0.00	6,767.50	2,733,230.83
3133XYXR1	2150	99	Fair Value	01/14/2013	0.00	2,000,000.00	0.00	0.00	0.00	1,880.00	2,001,880.00
3134G1KZ6	2151	99	Fair Value	07/20/2012	0.00	2,000,000.00	0.00	0.00	0.00	3,440.00	2,003,440.00
31398AW65	2152	99	Fair Value	07/27/2012	0.00	2,000,000.00	0.00	0.00	0.00	1,260.00	2,001,260.00
3134G1MD3	2153	99	Fair Value	07/22/2011	0.00	2,000,000.00	0.00	0.00	0.00	6,320.00	2,006,320.00
3136FMX82	2154	99	Fair Value	10/26/2012	0.00	2,000,000.00	0.00	0.00	0.00	3,760.00	2,003,760.00
31331GZ36	2155	99	Fair Value	07/19/2012	0.00	4,012,400.00	0.00	0.00	0.00	-6,160.00	4,006,240.00
313370BD9	2156	99	Fair Value	04/27/2012	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3136FM4N1	2157	99	Fair Value	02/11/2013	0.00	2,000,000.00	0.00	0.00	0.00	3,760.00	2,003,760.00
3134G1PK4	2158	99	Fair Value	02/11/2013	0.00	2,000,000.00	0.00	0.00	0.00	5,040.00	2,005,040.00
3136FM6A7	2159	99	Fair Value	11/19/2012	0.00	2,000,000.00	0.00	0.00	0.00	1,880.00	2,001,880.00
31337ONF1	2160	99	Fair Value	11/20/2012	0.00	2,000,000.00	0.00	0.00	0.00	-2,500.00	1,997,500.00
31331JYF4	2161	99	Fair Value	02/19/2013	0.00	2,000,000.00	0.00	0.00	0.00	-620.00	1,999,380.00
31337OP77	2162	99	Fair Value	02/25/2013	0.00	2,000,000.00	0.00	0.00	0.00	-1,880.00	1,998,120.00
313370JR0	2163	99	Fair Value	08/27/2012	0.00	2,875,000.00	0.00	0.00	0.00	-2,702.50	2,872,297.50
				<b>Subtotal</b>	<b>115,548,292.05</b>	<b>30,887,400.00</b>	<b>82,601.41</b>	<b>40,000,527.86</b>	<b>0.00</b>	<b>-28,881.98</b>	<b>107,002,302.16</b>
				<b>Total</b>	<b>115,548,292.05</b>	<b>30,887,400.00</b>	<b>82,601.41</b>	<b>40,000,527.86</b>	<b>0.00</b>	<b>-28,881.98</b>	<b>107,002,302.16</b>

Portfolio OTAY  
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**OTAY**  
**Duration Report**  
**Sorted by Investment Type - Investment Type**  
**Through 08/31/2010**

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 365	Current Yield	Maturity/ Call Date	Effective Duration
36962G2S2	2044	99	General Electric Capital	Fair	2,002,773.15	2,000,000.00	2,021,880.00	5.000	2.000	2.782	12/01/2010	0.249
084664AF8	2094	99	Berkshire Hathaway Fin	Fair	2,005,732.28	2,000,000.00	2,022,860.00	4.200	2.000	1.892	12/15/2010	0.287
313370JRO	2163	99	Federal Home Loan Bank	Fair	2,875,000.00	2,875,000.00	2,872,297.50	0.850	0.850	1.039c	09/27/2010	0.000
31337OP77	2162	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,998,120.00	0.850	0.850	1.039c	02/25/2011	0.484
3136FMFR0	2127	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,010,620.00	1.500	1.500	0.604c	04/05/2011	0.588
31398AQ47	2135	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,003,760.00	1.600	1.600	1.222c	11/05/2010	0.178
3137EACK3A	2148	99	Federal Home Loan Mortgage	Fair	1,030,000.00	1,030,000.00	1,039,980.70	1.125	1.125	0.613	07/27/2012	1.879
31337ONF1	2160	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,997,500.00	0.800	0.800	1.051c	09/20/2010	0.000
3133XYSH9	2147	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,011,260.00	1.125	1.125	0.425c	06/21/2011	0.800
31331JYF4	2161	99	Federal Farm Credit Bank	Fair	2,000,000.00	2,000,000.00	1,999,380.00	0.900	0.900	0.962c	11/19/2010	0.000
31331GZ36	2155	99	Federal Farm Credit Bank	Fair	4,011,628.22	4,000,000.00	4,006,240.00	1.550	1.393	1.236c	10/19/2010	0.000
3133XXRW9	2128	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,010,620.00	1.250	1.250	0.329c	03/29/2011	0.000
3133XYNS0	2145	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,011,260.00	1.280	1.280	0.551c	06/10/2011	0.769
3133XYXR1	2150	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,001,880.00	1.250	1.250	1.061c	10/14/2010	0.000
3136FMJF2	2129	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,006,880.00	1.250	1.250	0.318c	01/14/2011	0.119
3136FMPB4	2132	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,010,620.00	1.480	1.480	0.674c	04/29/2011	0.655
3136FMRH9	2136	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,013,120.00	1.550	1.550	0.555c	04/29/2011	0.655
3134G1DE1	2140	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,004,660.00	1.650	1.650	1.181c	11/19/2010	0.216
3134G1PK4	2158	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,005,040.00	1.000	1.000	0.732c	08/11/2011	0.938
3134G1KZ6	2151	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,003,440.00	1.000	1.000	0.655c	01/20/2011	0.386
3137EACK3	2146	99	Federal Home Loan Mortgage	Fair	1,999,154.61	2,000,000.00	2,019,380.00	1.147	1.170	0.635	07/27/2012	1.287
3137EACK3B	2149	99	Federal Home Loan Mortgage	Fair	2,707,000.00	2,707,000.00	2,733,230.83	1.125	1.125	0.613	07/27/2012	1.879
3134G1EH3	2144	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,000,280.00	1.300	1.300	1.272c	09/08/2010	0.019
3134G1MD3	2153	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,006,320.00	1.100	1.100	0.744c	07/22/2011	0.885
3136FJR45	2118	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,004,380.00	1.250	1.250	0.810c	01/25/2011	0.400
3136FMRG1	2137	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,003,120.00	1.300	1.300	0.986c	11/10/2010	0.191
31398AH88	2123	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,001,260.00	1.500	1.500	1.373c	09/24/2010	0.063
3136FM4N1	2157	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,003,760.00	1.000	1.000	0.623c	02/11/2011	0.446
31398AW65	2152	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,001,260.00	1.000	1.000	0.873c	10/27/2010	0.000

Portfolio OTAY  
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**OTAY**  
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Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 365	Current Yield	Maturity/ Call Date	Effective Duration
3136FMX82	2154	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,003,760.00	1.000	1.000	0.533c	01/26/2011	0.152
3136FM6A7	2159	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,001,880.00	1.000	1.000	0.811c	11/19/2010	0.000
1008995288	2119	99	Neighborhood National Bank	Amort	1,000,000.00	1,000,000.00	1,000,000.00	1.400	1.419	1.400	12/09/2010	0.269 †
1006200563-2	2126	99	Neighborhood National Bank	Amort	2,000,000.00	2,000,000.00	2,000,000.00	1.400	1.419	1.400	02/04/2011	0.421 †
2050003183-4	2121	99	California Bank & Trust	Amort	79,108.00	79,108.00	79,108.00	1.380	1.399	1.380	01/22/2012	1.375 †
LAIF BABS 2010	9012	99	STATE OF CALIFORNIA	Fair	6,031,177.10	6,031,177.10	6,041,091.00	0.513	0.513	0.513		0.000
LAIF	9001	99	STATE OF CALIFORNIA	Fair	12,513,399.46	12,513,399.46	12,533,968.69	0.513	0.513	0.513		0.000
LAIF COPS07	9009	99	STATE OF CALIFORNIA	Fair	0.00	0.00	0.00	1.530	1.530	1.530		0.000
SD COUNTY	9007	99	San Diego County	Fair	18,920,688.43	18,920,688.43	18,921,000.00	0.968	0.968	0.968		0.000
<b>Report Total</b>					<b>105,175,661.25</b>	<b>105,156,372.99</b>	<b>105,405,216.72</b>			<b>0.873</b>		<b>0.265 †</b>

† = Duration can not be calculated on these investments due to incomplete Market price data.



## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	October 6, 2010
SUBMITTED BY:	Sean Prendergast, Finance Supervisor, Payroll & AP	W.O./G.F. NO:	DIV. NO.
APPROVED BY: (Chief)	Joseph Beachem, Chief Financial Officer		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager		
SUBJECT:	Accounts Payable Demand List		

### PURPOSE:

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

### FISCAL IMPACT:

<u>SUMMARY</u>	<u>NET DEMANDS</u>
CHECKS (2025309-2025755)	\$2,580,208.37
WIRE TO:	
CALPERS - OTHER POST EMPLOYMENT BENEFITS	\$28,900.00
CITY OF CHULA VISTA - BI-MONTHLY SEWER CHARGES	\$2,847,101.17
CITY TREASURER - METROPOLITAN SEWERAGE SYSTEM	\$263,200.00
CITY TREASURER - RECLAIMED WATER PURCHASE	\$319,079.74
DELTA HEALTH SYSTEMS - DENTAL & COBRA CLAIMS	\$26,977.83
LANDESBANK - CERTIFICATES OF PARTICIPATION	\$402,897.73
SAN DIEGO COUNTY WATER - WATER DELIVERIES	\$3,190,603.40
SPECIAL DIST RISK MGMT AUTH - INSURANCE PREMIUM	\$199,969.89
UNION BANK - PAYROLL TAXES	\$325,189.40
UNION BANK - CERT OF PARTICIPATION - SERIES 2007	\$1,685,664.29
UNION BANK - '93 CERTIFICATE OF PARTICIPATION	\$742,341.17
UNION BANK - GENERAL OBLIGATION BOND - ID 27	\$657,405.80
UNION BANK - CERT OF PARTICIPATION 2010	\$771,172.24
UNION BANK - STATE DISABILITY INSURANCE	\$155,063.49
<b>TOTAL CASH DISBURSEMENTS</b>	<b>\$14,195,774.52</b>

### RECOMMENDED ACTION:

That the Board receive the attached list of demands.

Jb/Attachment

OTAY WATER DISTRICT  
CHECK REGISTER  
FOR CHECKS 2025309 THROUGH 2025755  
RUN DATES 9/1/2010 TO 9/29/2010

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2025309	09/01/10	05136	ADVANCED COMMUNICATIONS	3028	07/02/10	FOB READERS	2,300.00	2,300.00
2025310	09/01/10	11803	AEROTEK ENVIRONMENTAL	OE00672434	08/12/10	TEMPORARY SERVICES	2,178.00	2,178.00
2025311	09/01/10	07732	AIRGAS SPECIALTY PRODUCTS INC	131166907 131166906	08/11/10 08/11/10	AQUA AMMONIA AQUA AMMONIA	2,223.60 2,100.18	4,323.78
2025312	09/01/10	00107	AMERICAN WATER WORKS ASSN	70002349910610	06/01/10	MEMBERSHIP RENEWAL	198.00	198.00
2025313	09/01/10	10970	BRENNTAG PACIFIC INC	BPI022441 BPI021660 BPI023338 BPI022024 BPI022023 BPI021661 BPI022877 BPI023337	08/10/10 08/06/10 08/12/10 08/10/10 08/09/10 08/09/10 08/12/10 08/12/10	SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE	3,458.52 2,593.89 2,016.32 879.62 841.57 636.38 585.63 391.97	11,403.90
2025314	09/01/10	01232	BRODING'S BATTERY	13845 13431	08/10/10 07/26/10	REPAIR PARTS REPAIR PARTS	347.87 326.09	673.96
2025315	09/01/10	00223	C W MCGRATH INC	37182	08/06/10	CRUSHED ROCK	96.07	96.07
2025316	09/01/10	11044	CALIFORNIA BANK & TRUST	13R	08/06/10	RETENTION FOR CCL CONTRACTING	22,570.73	22,570.73
2025317	09/01/10	02758	CARMEL BUSINESS SYSTEMS INC	7194 7198 7195	08/01/10 08/01/10 08/01/10	RECORDS STORAGE RECORDS ASSISTANCE RECORDS STORAGE	1,774.96 1,482.12 364.00	3,621.08
2025318	09/01/10	10571	CCL CONTRACTING	13	08/06/10	P2009/P2038 JAMACHA ROAD PIPELINE	428,843.81	428,843.81
2025319	09/01/10	04349	CHAMBERS, JONATHAN	002396	08/25/10	BACKFLOW RE-CERTIFICATION	200.00	200.00
2025320	09/01/10	00446	CITY OF CHULA VISTA	DE2284	08/24/10	WATERLINE INSTALL	1,319.84	1,319.84
2025321	09/01/10	00184	COUNTY OF SAN DIEGO	DEH110037D11 DEH110030D11 DEH110055D11	08/26/10 08/26/10 08/26/10	SHUT DOWN TEST SHUT DOWN TEST SHUT DOWN TEST	2,082.50 773.50 654.50	3,510.50
2025322	09/01/10	02603	DELL MARKETING LP	XF2211XF2	08/09/10	LAPTOP	2,383.05	2,383.05
2025323	09/01/10	03417	DIRECTV	1324047959	08/19/10	SATELLITE TV	5.00	5.00
2025324	09/01/10	01008	ECOLAB EQUIPMENT CARE	91589285 91589287	08/09/10 08/09/10	EQUIPMENT REPAIR EQUIPMENT REPAIR	545.17 149.26	694.43
2025325	09/01/10	03227	ENVIROMATRIX ANALYTICAL INC	0080173	08/09/10	LABORATORY SERVICES	450.00	450.00

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Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2025326	09/01/10	02639	EW TRUCK & EQUIPMENT	256718	08/04/10	REPAIR PART	330.75	330.75
2025327	09/01/10	03546	FERGUSON WATERWORKS # 1082	0355331 03551432	08/06/10 08/11/10	INVENTORY INVENTORY	3,183.19 796.34	3,979.53
2025328	09/01/10	08005	FIRST AMERICAN CORELOGIC INC	4054991	08/09/10	METROSCAN ONLINE	6,000.00	6,000.00
2025329	09/01/10	08893	FIRST AMERICAN DATA TREE	90034070	07/31/10	ONLINE MAPS	130.46	130.46
2025330	09/01/10	00035	FISHER SCIENTIFIC	6320298	08/06/10	LABORATORY SUPPLIES	217.74	217.74
2025331	09/01/10	11962	FLEETWASH INC	3333693	08/06/10	VEHICLE WASH	205.20	205.20
2025332	09/01/10	01612	FRANCHISE TAX BOARD	Ben2408280	09/02/10	PAYROLL DEDUCTION	75.00	75.00
2025333	09/01/10	02344	FRANCHISE TAX BOARD	Ben2408276	09/02/10	PAYROLL DEDUCTION	300.00	300.00
2025334	09/01/10	03094	FULLCOURT PRESS	21279	08/05/10	BILL INSERTS	1,694.08	1,694.08
2025335	09/01/10	00101	GRAINGER INC	9321253156 9320279665 9320263263 9319060944 9320258230 9320263271 9319060936	08/11/10 08/10/10 08/10/10 08/09/10 08/10/10 08/10/10 08/09/10	CHLORINE PANEL SHOP TOOLS SOLENOID VALVE MARKING PAINT SHOP TOOLS INSTALLATION PARTS MARKING PAINT	1,071.51 467.51 372.27 225.90 156.39 121.36 75.30	2,490.24
2025336	09/01/10	00174	HACH COMPANY	6851238	08/06/10	LABORATORY SUPPLIES	992.89	992.89
2025337	09/01/10	00150	HAWTHORNE MACHINERY CO	S1932801	08/10/10	EQUIPMENT TRAILER	9,467.78	9,467.78
2025338	09/01/10	10973	HDR ENGINEERING INC	220410H	08/11/10	TEMPORARY LABOR	4,025.00	4,025.00
2025339	09/01/10	08969	INFOSEND INC	44761	07/30/10	BILLING POSTAGE	16,066.62	16,066.62
2025340	09/01/10	10563	JCI JONES CHEMICALS INC	479829 479726	 08/23/10	CREDIT MEMO CHLORINE	(3,000.00) 4,801.80	1,801.80
2025341	09/01/10	05840	KIRK PAVING INC	4598 4600 4599	08/12/10 08/12/10 08/12/10	PAVING SERVICES PAVING SERVICES PAVING SERVICES	4,578.35 4,143.40 3,020.00	11,741.75
2025342	09/01/10	03607	LEE & RO INC	84108	08/10/10	DESIGN SERVICES	3,401.25	3,401.25
2025343	09/01/10	00491	LIGHTHOUSE INC, THE	0020442 0024538	07/28/10 08/09/10	CENTER CONSOLE CENTER CONSOLE	315.38 136.52	451.90
2025344	09/01/10	05329	MASTER METER INC	0173087IN	08/09/10	INVENTORY	174,752.24	

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Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
				0172979IN	08/04/10	METER PARTS	8,393.20	183,145.44
2025345	09/01/10	12004	MASTER METER SYSTEMS	0055128IN	08/04/10	ANNUAL SUPPORT	1,200.00	1,200.00
2025346	09/01/10	11156	MCDERMOTT, THOMAS	002397	08/24/10	CERTIFICATION FEE	90.00	90.00
2025347	09/01/10	01183	MCMaster-CARR SUPPLY CO	61491601	08/02/10	SCALE	1,246.65	
				61841570	08/04/10	AIR VAC PARTS	153.35	
				62544498	08/12/10	NFPA SIGNS	60.56	
				62420378	08/11/10	WHEEL CHOCKS	57.95	
				61805958	08/04/10	REPAIR PART	31.98	
				61739536	08/04/10	STENCILS	28.62	1,579.11
2025348	09/01/10	00805	METRO WASTEWATER JPA	132	07/01/10	ANNUAL BUDGET	1,052.00	1,052.00
2025349	09/01/10	03623	MWH AMERICAS INC	1351649	08/06/10	PROFESSIONAL SERVICES	123.23	123.23
2025350	09/01/10	03523	NATIONAL DEFERRED COMPENSATION	Ben2408266	09/02/10	DEFERRED COMP PLAN	8,614.79	8,614.79
2025351	09/01/10	05494	NEXTEL OF CALIFORNIA INC	901500243047	08/12/10	AIR TRAK	3,832.47	3,832.47
2025352	09/01/10	00510	OFFICE DEPOT INC	529518509001	08/12/10	OFFICE SUPPLIES	113.40	
				529013504001	08/09/10	OFFICE SUPPLIES	100.99	214.39
2025353	09/01/10	03101	OTAY WATER DISTRICT	Ben2408268	09/02/10	PAYROLL DEDUCTION - ASSN DUES	770.00	770.00
2025354	09/01/10	01002	PACIFIC PIPELINE SUPPLY	140795	08/10/10	INVENTORY	7,599.67	
				140821	08/06/10	METER RETROFIT	3,607.24	
				140828	08/06/10	CAMLOCK W/ CAP	135.31	
				141159	08/06/10	TOOLS	105.41	11,447.63
2025355	09/01/10	03308	PBS&J	1086124	08/08/10	PROFESSIONAL SERVICES	492.00	492.00
2025356	09/01/10	00137	PETTY CASH CUSTODIAN	002393	08/31/10	PETTY CASH	351.25	351.25
2025357	09/01/10	03274	PREMIER PHOTOGRAPHY	1048	08/22/10	PHOTOGRAPHY FEE	1,112.44	1,112.44
2025358	09/01/10	06641	PRUDENTIAL OVERALL SUPPLY	30119696	08/12/10	UNIFORMS	355.04	
				30119695	08/12/10	MATS, TOWELS & SUPPLIES	166.12	
				30119697	08/12/10	MATS, TOWELS & SUPPLIES	137.15	
				30119029	08/10/10	MATS, TOWELS & SUPPLIES	102.27	
				30119028	08/10/10	UNIFORMS	71.01	
				30119698	08/12/10	UNIFORMS	58.99	890.58
2025359	09/01/10	09804	PUBLICIA PRESS LTD	201008252113	08/10/10	BUSINESS CARDS	38.06	38.06
2025360	09/01/10	01342	R J SAFETY SUPPLY CO INC	27827000	08/11/10	SAFETY SUPPLIES	265.62	265.62

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2025361	09/01/10	02925	RAHDERS, DOUGLAS	002395	08/25/10	LICENSE & PERMIT	128.25	128.25
2025362	09/01/10	01890	RECON	41598	08/06/10	P1253 - PREPARATION OF THE SUBAREA PLAN	4,747.05	4,747.05
2025363	09/01/10	00758	SAN DIEGO BUSINESS JOURNAL	00529180	08/10/10	SUBSCRIPTION RENEWAL	52.00	52.00
2025364	09/01/10	11596	SAN DIEGO CONSTRUCTION WELDING	7706	08/12/10	WELDING	590.00	590.00
2025365	09/01/10	00003	SAN DIEGO COUNTY WATER	7379	08/10/10	TOILET PROGRAM	50.00	50.00
2025366	09/01/10	00121	SAN DIEGO GAS & ELECTRIC	002392 002391	08/25/10 08/19/10	UTILITY EXPENSES UTILITY EXPENSES	50,326.15 39,156.56	89,482.71
2025367	09/01/10	03103	SOUTHCOAST HEATING &	C43835	07/13/10	AC MAINTENANCE	1,013.00	1,013.00
2025368	09/01/10	06853	SOUTHERN CALIFORNIA SOIL	355043	07/31/10	GEOTECHNICAL SERVICES	13,733.21	13,733.21
2025369	09/01/10	03760	SPANKY'S PORTABLE SERVICES INC	853316	08/11/10	TOILET RENTAL	80.06	80.06
2025370	09/01/10	01717	SPRING VALLEY CHAMBER OF	2054	06/02/10	CONSERVATION ADVERTISING	350.00	350.00
2025371	09/01/10	01324	STARK MFG CO	74378	08/09/10	CANVAS COVER	1,706.29	1,706.29
2025372	09/01/10	06281	STATE DISBURSEMENT UNIT	Ben2408284	09/02/10	PAYROLL DEDUCTION	264.00	264.00
2025373	09/01/10	06299	STATE DISBURSEMENT UNIT	Ben2408274	09/02/10	PAYROLL DEDUCTION	237.69	237.69
2025374	09/01/10	06303	STATE DISBURSEMENT UNIT	Ben2408278	09/02/10	PAYROLL DEDUCTION	836.30	836.30
2025375	09/01/10	02261	STATE STREET BANK & TRUST CO	Ben2408264	09/02/10	DEFERRED COMP PLAN	5,988.68	5,988.68
2025376	09/01/10	11749	STEPHEN V MCCUE ESQ	002398	07/30/10	LEGAL SERVICES	25,375.00	25,375.00
2025377	09/01/10	09221	TACKETT, ZACHARY	002394	08/30/10	SAFETY BOOTS	150.00	150.00
2025378	09/01/10	02188	TALLEY COMMUNICATIONS	10039931	08/12/10	MISC ANTENNA	1,148.40	1,148.40
2025379	09/01/10	02799	TARULLI TIRE INC - SAN DIEGO	20044449 20044448 20044339 20044563 20044184	07/29/10 07/29/10 07/19/10 08/11/10 07/01/10	TIRE SERVICE TIRE SERVICE TIRE SERVICE TIRE SERVICE TIRE SERVICE	942.00 365.40 171.87 21.31 20.22	1,520.80
2025380	09/01/10	11754	TECHNOLOGY ASSOCIATES	K30800112	07/07/10	CONSULTING SERVICES	6,635.50	6,635.50
2025381	09/01/10	03074	TRAFFIC CONTROL SERVICE INC	51206	07/30/10	TRAFFIC CONES	278.55	278.55
2025382	09/01/10	03563	UNDERGROUND UTILITIES INC	087124	08/12/10	WATER METER BOX CLEANOUT MAINTENANCE	4,767.75	4,767.75

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2025383	09/01/10	05417	UNITED STATES DEPARTMENT	Ben2408282	09/02/10	PAYROLL DEDUCTION	100.00	100.00
2025384	09/01/10	07662	UNITEDHEALTHCARE SPECIALTY	102440000063	09/01/10	BASIC LIFE/AD&D & SUPP LIFE INS	5,950.51	5,950.51
2025385	09/01/10	03212	UNUM LIFE INSURANCE	Ben2408260	09/02/10	LONG TERM DISABILITY	8,789.48	8,789.48
2025386	09/01/10	04345	US CONCRETE PRECAST GROUP	0143750IN	08/11/10	METER BOX LID	2,254.93	2,254.93
2025387	09/01/10	12221	UTAH STATE UNIVERSITY	121	08/19/10	IRRIGATION CUPS	53.00	53.00
2025388	09/01/10	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2408270	09/02/10	DEFERRED COMP PLAN	6,835.43	6,835.43
2025389	09/01/10	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2408272	09/02/10	401A PLAN	1,552.59	1,552.59
2025390	09/01/10	07595	WALTERS WHOLESALE ELECTRIC CO	283951001	08/11/10	SOFT START	2,196.40	2,196.40
2025391	09/01/10	01343	WE GOT YA PEST CONTROL	63385	08/10/10	PEST CONTROL	115.00	115.00
2025392	09/01/10	00125	WESTERN PUMP INC	0090854IN	08/09/10	APCD TESTING	400.00	400.00
2025393	09/01/10	03692	WESTIN ENGINEERING INC	36012	08/06/10	CIP P1210 - ASSET MANAGEMENT PLAN	18,394.58	18,394.58
2025394	09/08/10	08488	ABLEFORCE INC	2393	09/07/10	CONSULTING SERVICES	7,735.00	7,735.00
2025395	09/08/10	11803	AEROTEK ENVIRONMENTAL	OE00673915	08/19/10	TEMPORARY SERVICES	2,178.00	2,178.00
2025396	09/08/10	07951	AHLEE BACKFLOW SERVICE INC	27790	07/07/10	BACKFLOW SERVICE	243.00	243.00
2025397	09/08/10	01463	ALLIED ELECTRONICS INC	38457800	08/17/10	CONTROL CABLE	252.48	252.48
2025398	09/08/10	08967	ANTHEM BLUE CROSS EAP	40898	08/25/10	EMPLOYEE ASSISTANCE	365.70	365.70
2025399	09/08/10	12085	AP CONTRACTING & ANTHONY'S	2434	08/15/10	CEILING MODIFICATION	5,000.00	5,000.00
2025400	09/08/10	11282	ASHTON, PATRICK	002417	09/07/10	SAFETY SHOES	150.00	150.00
2025401	09/08/10	05758	AT&T	61942256050810	08/20/10	PHONE SVC (INTERAGENCY WTR MTR CONN)	30.67	30.67
2025402	09/08/10	08330	AT&T INTERNET SERVICES	8547826250810	09/08/10	INTERNET BANDWIDTH	1,200.00	1,200.00
2025403	09/08/10	06285	BARTEL ASSOCIATES LLC	10433	08/10/10	CONSULTING SERVICES	2,500.00	2,500.00
2025404	09/08/10	06520	BENSKIN, RONALD	002418	09/07/10	SAFETY SHOES	126.20	126.20
2025405	09/08/10	12224	BRADLEY CONSULTING GROUP	128	08/02/10	CONSULTING SERVICES	500.00	500.00
2025406	09/08/10	10970	BRENNTAG PACIFIC INC	BPI024641	08/17/10	SODIUM HYPOCHLORITE	3,458.52	3,458.52

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				BPI025493	08/19/10	SODIUM HYPOCHLORITE	3,106.91	
				BPI025077	08/18/10	SODIUM HYPOCHLORITE	1,504.45	
				BPI024172	08/16/10	SODIUM HYPOCHLORITE	1,178.20	
				BPI025075	08/18/10	SODIUM HYPOCHLORITE	915.35	
				BPI023730	08/16/10	SODIUM HYPOCHLORITE	864.63	
				BPI025492	08/19/10	SODIUM HYPOCHLORITE	816.20	
				BPI025491	08/19/10	SODIUM HYPOCHLORITE	419.64	
				BPI025076	08/18/10	SODIUM HYPOCHLORITE	281.29	12,545.19
2025407	09/08/10	00223	C W MCGRATH INC	37239	08/13/10	CRUSHED ROCK	641.89	
				37251	08/16/10	CRUSHED ROCK	221.39	
				37278	08/18/10	CRUSHED ROCK	199.98	1,063.26
2025408	09/08/10	01060	CALIFORNIA SOCIETY OF	002407	09/01/10	APPLICATION FEES	100.00	
				002408	09/01/10	APPLICATION FEES	100.00	200.00
2025409	09/08/10	01004	CALOLYMPIC SAFETY	074071	08/13/10	REPLACEMENT PARTS	122.06	122.06
2025410	09/08/10	08160	COMPLETE OFFICE	12269340	08/19/10	PAPER	113.54	113.54
2025411	09/08/10	00099	COUNTY OF SAN DIEGO - DPW	130425	08/10/10	EXCAVATION PERMITS	4,838.72	4,838.72
2025412	09/08/10	07680	DELTA HEALTH SYSTEMS	P100818	08/25/10	EMPLOYEE HEALTH	1,585.00	1,585.00
2025413	09/08/10	02447	EDCO DISPOSAL CORPORATION	1554580810	08/31/10	RECYCLING SERVICES	90.00	90.00
2025414	09/08/10	03227	ENVIROMATRIX ANALYTICAL INC	0080313	08/16/10	LABORATORY SERVICES	470.00	470.00
2025415	09/08/10	07596	ENVIRONMENTAL EXPRESS INC	1000220232	08/18/10	LABORATORY SUPPLIES	1,816.23	1,816.23
2025416	09/08/10	12225	EUN PARK	622275556REF	09/01/10	CUSTOMER REFUND	1,916.55	1,916.55
2025417	09/08/10	03546	FERGUSON WATERWORKS # 1082	0353446	08/13/10	INVENTORY	734.06	
				0356802	08/19/10	UNIT TOOLS	94.61	828.67
2025418	09/08/10	04066	FIRST CHOICE SERVICES - SD	080677	08/19/10	COFFEE SUPPLIES	383.57	383.57
2025419	09/08/10	07224	FRAZEE INDUSTRIES INC	334118	08/17/10	WAREHOUSE PAINT	324.56	324.56
2025420	09/08/10	00131	GOVERNMENT FINANCE OFFICERS	002405	09/01/10	BUDGET PRESENTATION	550.00	550.00
2025421	09/08/10	00101	GRAINGER INC	9327963436	08/19/10	WAREHOUSE SUPPLIES	354.69	
				9327150844	08/18/10	GREASE GUN	277.57	
				9326260792	08/17/10	MAINTENANCE ITEMS	124.30	
				9326010916	08/17/10	MAINTENANCE ITEMS	79.86	836.42
2025422	09/08/10	00713	HEWLETT-PACKARD COMPANY	48111238	08/16/10	BLADE SERVER	2,815.52	2,815.52

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2025423	09/08/10	11805	IDENTIFICATION SERVICES	002415	08/19/10	BACKGROUND CHECK	20.00	20.00
2025424	09/08/10	03172	JONES & STOKES ASSOCIATES INC	0073117 0070335	08/17/10 04/16/10	P1253 SAN MIGUEL HABITAT MGMT AREA ON-CALL ENVIRONMENTAL SVCS	26,387.95 106.39	26,494.34
2025425	09/08/10	02449	JOSEPH G POLLARD CO INC	1280319IN	08/13/10	LOCATOR	636.67	636.67
2025426	09/08/10	06497	LAKESIDE LAND COMPANY	240891 240856	08/17/10 08/16/10	ASPHALT ASPHALT	54.40 50.64	105.04
2025427	09/08/10	00491	LIGHTHOUSE INC, THE	0023126 0028632 0019115 0028653 0028638	08/04/10 08/19/10 07/23/10 08/19/10 08/19/10	LED LIGHTING LED LIGHTING CENTER CONSOLE LED LIGHTING LED LIGHTING	188.39 132.90 128.71 85.86 69.55	605.41
2025428	09/08/10	01183	MCMASTER-CARR SUPPLY CO	62959495	08/17/10	STRUT CHANNEL	461.74	461.74
2025429	09/08/10	00887	MIRAMAR TRUCK CENTER-SAN DIEGO	269827	08/12/10	REPAIR PART	63.00	63.00
2025430	09/08/10	02503	MORGAN COMPANY	16741	08/16/10	REPAIR PARTS	438.36	438.36
2025431	09/08/10	03623	MWH AMERICAS INC	1351647	08/18/10	RWCWRF UPGRADE	8,268.75	8,268.75
2025432	09/08/10	10202	MWH CONSTRUCTORS INC	1348709	07/14/10	TEMPORARY LABOR SERVICES	20,650.00	20,650.00
2025433	09/08/10	03517	NOBEL SYSTEMS	11222 11223	07/30/10 07/30/10	MAP BOOK CCTV INTEGRATION	3,720.00 960.00	4,680.00
2025434	09/08/10	00510	OFFICE DEPOT INC	530194566001 530128816001	08/18/10 08/18/10	OFFICE SUPPLIES OFFICE SUPPLIES	838.66 74.42	913.08
2025435	09/08/10	01002	PACIFIC PIPELINE SUPPLY	140382 141179 141184	08/13/10 08/13/10 08/13/10	INVENTORY METER RETROFIT INVENTORY	25,141.37 5,731.13 4,726.28	35,598.78
2025436	09/08/10	03017	PACIFIC SAFETY COUNCIL	67472	08/27/10	TRAINING	499.00	499.00
2025437	09/08/10	03457	PERSONAL TOUCH WEST	21708	08/18/10	OUTREACH MATERIALS	441.21	441.21
2025438	09/08/10	04983	PICNIC PEOPLE SAN DIEGO	3439	08/06/10	SUMMER PICNIC	2,526.41	2,526.41
2025439	09/08/10	01733	PRICE TRONCONE &	12252	08/13/10	SITE RENTAL	3,930.00	3,930.00
2025440	09/08/10	06641	PRUDENTIAL OVERALL SUPPLY	30121290 30121289 30121291 30120624	08/19/10 08/19/10 08/19/10 08/17/10	UNIFORMS MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES	323.32 166.12 137.15 102.27	

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				30121292	08/19/10	UNIFORMS	66.41	
				30120623	08/17/10	UNIFORMS	66.36	861.63
2025441	09/08/10	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2408262	09/02/10	PERS CONTRIBUTION	141,923.99	141,923.99
2025442	09/08/10	10415	QUICKSTART INTELLIGENCE	INPO0006143	08/19/10	TRAINING	1,395.00	1,395.00
2025443	09/08/10	10294	QWIKPRINTS	102441348	09/01/10	FINGERPRINT	20.00	20.00
2025444	09/08/10	01342	R J SAFETY SUPPLY CO INC	27827001	08/18/10	SAFETY SUPPLIES	51.61	51.61
2025445	09/08/10	06412	ROMERO, TANYA	002403	08/31/10	TUITION	283.32	283.32
2025446	09/08/10	03687	SAFETY-KLEEN SYSTEMS INC	40629911		CREDIT MEMO	(171.42)	
				51619565	08/12/10	TANK SERVICE	199.92	
				51710563	08/03/10	TANK SERVICE	50.00	78.50
2025447	09/08/10	11596	SAN DIEGO CONSTRUCTION WELDING	7711	08/13/10	WELDING	475.00	475.00
2025448	09/08/10	00121	SAN DIEGO GAS & ELECTRIC	002412	08/26/10	UTILITY EXPENSES	40,090.24	
				002413	08/26/10	UTILITY EXPENSES	22,604.96	
				002414	08/24/10	UTILITY EXPENSES	769.51	63,464.71
2025449	09/08/10	09226	SAN DIEGO TRUCK EQUIPMENT INC	5761	08/19/10	BODY WORK	363.50	363.50
2025450	09/08/10	00419	SHAPE PRODUCTS	147270	08/18/10	LABORATORY SUPPLIES	640.80	640.80
2025451	09/08/10	01651	SHARP REES-STEALY MEDICAL CTRS	227	08/21/10	PRE-PLACEMENT PHYSICAL	88.00	88.00
2025452	09/08/10	03592	SOFTCHOICE CORPORATION	2443483	08/18/10	DESKTOPS	25,800.94	
				2443839	08/19/10	HOST BACKUP	976.76	26,777.70
2025453	09/08/10	03103	SOUTHCOAST HEATING &	C44057	08/16/10	AC MAINTENANCE	1,013.00	1,013.00
2025454	09/08/10	06853	SOUTHERN CALIFORNIA SOIL	355087	08/15/10	GEOTECHNICAL SERVICES	615.29	615.29
2025455	09/08/10	03760	SPANKY'S PORTABLE SERVICES INC	854020	08/19/10	TOILET RENTAL	98.25	98.25
2025456	09/08/10	02987	T M PEMBERTON	28726	08/13/10	CEMENT	942.75	942.75
2025457	09/08/10	02188	TALLEY COMMUNICATIONS	10038331	07/26/10	MISC ANTENNA	369.03	369.03
2025458	09/08/10	02799	TARULLI TIRE INC - SAN DIEGO	20044488	08/16/10	TIRE SERVICE	178.82	
				20044641	08/19/10	TIRE SERVICE	39.34	218.16
2025459	09/08/10	07674	US BANK CORPORATE PAYMENT	002409	08/23/10	DISTRICT EXPENSES	872.00	
				002406	08/23/10	DISTRICT EXPENSES	491.13	
				002404	08/23/10	DISTRICT EXPENSES	133.81	1,496.94

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2025460	09/08/10	11606	USA BLUE BOOK	213069	08/13/10	SHOP TOOLS	216.76	216.76
2025461	09/08/10	03329	VERIZON WIRELESS	0899480150	08/21/10	WIRELESS SERVICES	9,060.36	9,060.36
2025462	09/08/10	12027	WALTCOMM	20100818	08/18/10	SECURITY ENHANCEMENTS	4,500.00	4,500.00
2025514	09/15/10	04070	ABACOR INC	16730	07/26/10	PART INSTALL	1,507.25	1,507.25
2025515	09/15/10	11803	AEROTEK ENVIRONMENTAL	OE00675455	08/26/10	TEMPORARY SERVICES	2,224.00	2,224.00
2025516	09/15/10	01463	ALLIED ELECTRONICS INC	39468800	08/26/10	24VDC SUPPLY	135.71	135.71
2025517	09/15/10	02362	ALLIED WASTE SERVICES # 509	0509004066145 0509004067429 0509004068129	08/25/10 08/25/10 08/25/10	TRASH SERVICES CONTAINER RENTAL TRASH SERVICES	841.23 208.52 146.80	1,196.55
2025518	09/15/10	06166	AMERICAN MESSAGING	L1109570KI	09/01/10	PAGER SERVICES	135.64	135.64
2025519	09/15/10	12175	APPLE INC	002431	09/13/10	COMPUTER LOAN	2,664.24	2,664.24
2025520	09/15/10	05758	AT&T	0821645728082510	08/25/10	INTERNET BANDWIDTH	1,976.64	1,976.64
2025521	09/15/10	12220	ATLAS PUMPING SERVICE	300160	08/25/10	ATLAS PUMPING	7,125.00	7,125.00
2025522	09/15/10	01630	BEARCOM	3963544	08/26/10	RADIO INSTALL	276.57	276.57
2025523	09/15/10	10970	BRENNTAG PACIFIC INC	BPI026793 BPI027648 BPI027647 BPI025934 BPI025935 BPI027646 BPI026792	08/24/10 08/26/10 08/26/10 08/23/10 08/23/10 08/26/10 08/24/10	SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE SODIUM HYPOCHLORITE	3,455.05 2,759.89 1,159.76 713.61 685.94 534.92 303.20	9,612.37
2025524	09/15/10	01232	BRODING'S BATTERY	20333 20353	08/26/10 08/26/10	REPAIR PARTS REPAIR PARTS	163.07 (27.13)	135.94
2025525	09/15/10	10756	BROOKFIELD HOMES	002434	09/09/10	W/O REFUND D0017-000002	19,728.30	19,728.30
2025526	09/15/10	00223	C W MCGRATH INC	37265	08/17/10	CRUSHED ROCK	245.08	245.08
2025527	09/15/10	01004	CALOLYMPIC SAFETY	073939 073033	08/20/10 08/24/10	SAFETY HARNESS BATTERY PACK	405.61 102.21	507.82
2025528	09/15/10	02593	CITY OF CHULA VISTA	071060PU0040810	08/24/10	UTILITY PERMITS	2,400.00	2,400.00
2025529	09/15/10	04119	CLARKSON LAB & SUPPLY INC	51274	07/30/10	BACTERIOLOGICAL SERVICES	387.00	

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				51206	07/30/10	BACTERIOLOGICAL SERVICES	362.00	
				51224	07/30/10	BACTERIOLOGICAL SERVICES	144.00	893.00
2025530	09/15/10	11520	CLINICAL LABORATORY OF	909664	08/23/10	LAB ANALYSIS	241.00	241.00
2025531	09/15/10	04398	CONSTRUCTION MANAGEMENT	002426	09/13/10	REGISTRATION FEE	55.00	55.00
2025532	09/15/10	10565	COOPER, BRIAN	17900910	09/03/10	TRAVEL EXPENSE	296.68	296.68
2025533	09/15/10	00184	COUNTY OF SAN DIEGO	HK072053640810	08/17/10	HAZMAT PERMIT	866.00	
				HK072053630810	08/17/10	HAZMAT PERMIT	684.00	
				HK072053650810	08/17/10	HAZMAT PERMIT	460.00	2,010.00
2025534	09/15/10	05125	CUDLIP, JAMES	002424	09/08/10	COMPUTER LOAN	752.97	752.97
2025535	09/15/10	02603	DELL MARKETING LP	XF2JCDD78	08/25/10	USB DRIVE	110.04	110.04
2025536	09/15/10	05959	DIAMOND ENVIRONMENTAL SERVICES	OTW31791	08/26/10	PUMPING SERVICES	1,585.00	1,585.00
2025537	09/15/10	03417	DIRECTV	1335468613	09/05/10	SATELLITE TV	10.00	10.00
2025538	09/15/10	10976	DRAKE CONTROLS - WEST LLC	54618	08/24/10	REPAIR PART	350.60	350.60
2025539	09/15/10	12272	EASTLAKE COMMUNITY CHURCH	002437	09/09/10	W/O REFUND D0698-060027	115.46	115.46
2025540	09/15/10	01012	EL CAJON FORD	W49626	07/20/10	VEHICLE REPAIR	105.05	105.05
2025541	09/15/10	00331	EMPLOYMENT DEVELOPMENT DEPT	925023840910	09/13/10	UNEMPLOYMENT INSURANCE	11,631.00	11,631.00
2025542	09/15/10	03765	ENGINEERING PARTNERS INC, THE	1310325	08/23/10	DESIGN SERVICES	1,310.00	1,310.00
2025543	09/15/10	03227	ENVIROMATRIX ANALYTICAL INC	0080466	08/23/10	LABORATORY SERVICES	580.00	580.00
2025544	09/15/10	03725	ENVIRONMENTAL SYSTEMS RESEARCH	92215482	08/24/10	ESRI EEAP	25,000.00	
				92197232	07/28/10	DATABASE SUPPORT	1,680.00	26,680.00
2025545	09/15/10	04986	FARR, STEVEN	002430	09/13/10	COMPUTER LOAN	877.99	877.99
2025546	09/15/10	03546	FERGUSON WATERWORKS # 1082	0355695	08/24/10	AIR/VAC PARTS	6,397.77	
				03553311	08/20/10	INVENTORY	982.35	
				0356064	08/23/10	SHELL CUTTERS	826.29	
				0356188	08/24/10	SHUT OFF TOOL	453.26	8,659.67
2025547	09/15/10	11665	FIELDSTONE TRISTAN HOA	002428	09/14/10	CUSTOMER REFUND	4,320.00	4,320.00
2025548	09/15/10	09146	FIGUEROA, JIANYNE	002432	09/14/10	TUITION	901.25	901.25
2025549	09/15/10	04066	FIRST CHOICE SERVICES - SD	083342	08/24/10	WATER FILTERS	488.89	488.89

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2025550	09/15/10	11962	FLEETWASH INC	3345445 3341494	08/20/10 08/13/10	VEHICLE WASH VEHICLE WASH	272.16 75.60	347.76
2025551	09/15/10	03537	GHA TECHNOLOGIES INC	614045	08/25/10	HEADSET	269.70	269.70
2025552	09/15/10	01576	GRAYBAR ELECTRIC CO INC	949505193	08/26/10	ELECTICAL TESTER	775.51	775.51
2025553	09/15/10	00174	HACH COMPANY	6878329	08/25/10	SAMPLER REPAIRS	935.38	935.38
2025554	09/15/10	02629	HANSON AGGREGATES INC	625315	08/20/10	AGGREGATES	118.47	118.47
2025555	09/15/10	08610	HENRY BROS ELECTRONICS INC	SM29855	08/18/10	RFID TAGS	967.88	967.88
2025556	09/15/10	12229	HM1JOHN CARINO	255007027REF	09/13/10	CUSTOMER REFUND	198.80	198.80
2025557	09/15/10	12271	JOSEPH J LAW	002436	09/09/10	W/O REFUND D0632-010294	6,697.53	6,697.53
2025558	09/15/10	05109	KEARNY PEARSON FORD	365305	08/20/10	PARTS	570.94	570.94
2025559	09/15/10	05840	KIRK PAVING INC	4613	08/26/10	PAVING SERVICES	3,217.70	3,217.70
2025560	09/15/10	01183	MCMASTER-CARR SUPPLY CO	63424638 63526512	08/23/10 08/24/10	WIRE GUY WIRE	462.86 354.75	817.61
2025561	09/15/10	03745	MEDEROS, CHARLES	002423	09/08/10	TUITION	1,341.00	1,341.00
2025562	09/15/10	01577	MINARIK CORPORATION	10788027DD	08/24/10	PLC MODULES	4,802.50	4,802.50
2025563	09/15/10	02293	MWH SOFT INC	09572AM	01/04/10	ANNUAL SUBSCRIPTION	3,600.00	3,600.00
2025564	09/15/10	03733	NEC UNIFIED SOLUTIONS INC	TM0000018682	08/26/10	LABOR	223.00	223.00
2025565	09/15/10	00996	NEW HORIZONS	1322308	09/03/10	COMPUTER TRAINING	2,475.00	2,475.00
2025566	09/15/10	00510	OFFICE DEPOT INC	531210734001 531342945001 530573464001	08/25/10 08/26/10 08/20/10	OFFICE SUPPLIES OFFICE SUPPLIES FOOTREST	157.85 57.08 53.82	268.75
2025567	09/15/10	06856	ORPAK USA INC	19558	08/24/10	FUEL SYSTEM	2,191.34	2,191.34
2025568	09/15/10	12270	OTAY LAKES MEDICAL CONDO	002435	09/09/10	W/O REFUND D0512-010141	1,746.07	1,746.07
2025569	09/15/10	02334	OTAY LANDFILL	009896	08/31/10	WASTE DISPOSAL	297.48	297.48
2025570	09/15/10	01002	PACIFIC PIPELINE SUPPLY	141425	08/23/10	INVENTORY	13,539.38	13,539.38
2025571	09/15/10	02930	PACIFIC TEK INC	7453	08/18/10	REPAIR PART	409.55	409.55

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2025572	09/15/10	03308	PBS&J	1073537	03/18/10	TECHNICAL REVIEW	770.00	770.00
2025573	09/15/10	00227	PELL MELL SUPPLY	47310600	08/25/10	NUTS & BOLTS	1,294.13	1,294.13
2025574	09/15/10	03457	PERSONAL TOUCH WEST	21713	08/26/10	PENCILS	331.54	331.54
2025575	09/15/10	10929	PORTABLE POWER SYSTEMS INC	113234	08/23/10	BATTERIES	126.26	126.26
2025576	09/15/10	05499	PRAXAIR DISTRIBUTION INC	37353808	08/20/10	BOTTLE RENTAL	463.05	463.05
2025577	09/15/10	07346	PRIME ELECTRICAL SERVICES INC	8620	08/23/10	ELECTRICAL INSTALLATION	39,108.00	40,608.00
				8619	08/23/10	ELECTRICAL INSTALLATION	1,500.00	
2025578	09/15/10	06641	PRUDENTIAL OVERALL SUPPLY	30122889	08/26/10	UNIFORMS	335.86	853.33
				30122888	08/26/10	MATS, TOWELS & SUPPLIES	166.12	
				30122890	08/26/10	MATS, TOWELS & SUPPLIES	137.15	
				30122213	08/24/10	MATS, TOWELS & SUPPLIES	102.27	
				30122212	08/24/10	UNIFORMS	56.94	
				30122891	08/26/10	UNIFORMS	54.99	
2025579	09/15/10	09804	PUBLICIA PRESS LTD	201008252089	08/26/10	BUSINESS CARDS	59.81	97.87
				201008252079	08/26/10	BUSINESS CARDS	38.06	
2025580	09/15/10	09993	REPROHAUS CORP	0000130476	08/24/10	REPRODUCTION SERVICES	816.50	1,215.56
				0000130540	08/25/10	BROCHURES	399.06	
2025581	09/15/10	12228	ROCKWELL ENGINEERING &	11645	08/16/10	PUMP PARTS	7,718.47	9,052.86
				11658	08/17/10	REPAIR PARTS	1,334.39	
2025582	09/15/10	05130	SAFARI MICRO INC	190307	08/24/10	BATTERY BACKUP	369.75	369.75
2025583	09/15/10	10930	SAGE DESIGNS INC	10083792	08/24/10	RADIO CABLES	1,129.81	1,450.07
				10083791	08/13/10	RADIO CABLES	320.26	
2025584	09/15/10	00247	SAN DIEGO DAILY TRANSCRIPT	209236	08/25/10	BID ADVERTISING	105.50	301.00
				209558	08/26/10	BID ADVERTISEMENT	97.75	
				208279	08/18/10	NOTICE OF INTENT	97.75	
2025585	09/15/10	00121	SAN DIEGO GAS & ELECTRIC	002420	09/01/10	UTILITY EXPENSES	18,714.15	18,714.15
2025586	09/15/10	12080	SAN DIEGO UNION-TRIBUNE LLC	0010420926	08/17/10	ADVERTISEMENT OF NOTICE	349.20	1,018.80
				0010423533	08/24/10	BID ADVERTISEMENT	342.80	
				0010424040	08/25/10	BID ADVERTISEMENT	326.80	
2025587	09/15/10	05321	SCHIFF ASSOCIATES	05351	06/30/10	CATHODIC PROTECTION	4,415.75	4,415.75
2025588	09/15/10	12138	SHELBURNE SHERR COURT	109956	08/23/10	TRANSCRIPT CERT COPY	855.01	855.01

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2025589	09/15/10	00258	SLOAN ELECTRIC COMPANY	0057885 0057884	08/24/10 08/24/10	FAN SHAFT BEARING SPOOL	302.18 170.00	472.18
2025590	09/15/10	02799	TARULLI TIRE INC - SAN DIEGO	20044699	08/25/10	TIRE SERVICE	402.56	402.56
2025591	09/15/10	11289	TLC STAFFING	IVC050000043251	09/03/10	CWA INTERN	540.00	540.00
2025592	09/15/10	08542	TNB INC	8124842 8124843	08/25/10 08/25/10	UNLEADED FUEL DIESEL FUEL	11,632.08 11,471.65	23,103.73
2025593	09/15/10	07674	US BANK CORPORATE PAYMENT	002427 002425	08/23/10 08/23/10	DISTRICT EXPENSES DISTRICT EXPENSES	12,403.03 41.74	12,444.77
2025594	09/15/10	11606	USA BLUE BOOK	220542	08/24/10	COOLING VESTS	141.82	141.82
2025595	09/15/10	02472	WCT PRODUCTS INCORPORATED	123639	08/24/10	LEAK DETECTORS	7,166.63	7,166.63
2025596	09/15/10	00125	WESTERN PUMP INC	0091445IN 0091376IN 0091375IN	08/26/10 08/24/10 08/24/10	APCD TESTING FUEL ISLAND FUEL ISLAND	400.00 251.93 225.00	876.93
2025502	09/15/10	01612	FRANCHISE TAX BOARD	Ben2408651	09/16/10	PAYROLL DEDUCTION	75.00	75.00
2025503	09/15/10	02344	FRANCHISE TAX BOARD	Ben2408647	09/16/10	PAYROLL DEDUCTION	150.00	150.00
2025504	09/15/10	03523	NATIONAL DEFERRED COMPENSATION	Ben2408637	09/16/10	DEFERRED COMP PLAN	8,235.08	8,235.08
2025505	09/15/10	03101	OTAY WATER DISTRICT	Ben2408639	09/16/10	PAYROLL DEDUCTION - ASSN DUES	770.00	770.00
2025506	09/15/10	00137	PETTY CASH CUSTODIAN	002433	09/14/10	PETTY CASH	397.99	397.99
2025507	09/15/10	06281	STATE DISBURSEMENT UNIT	Ben2408655	09/16/10	PAYROLL DEDUCTION	264.00	264.00
2025508	09/15/10	06299	STATE DISBURSEMENT UNIT	Ben2408645	09/16/10	PAYROLL DEDUCTION	237.69	237.69
2025509	09/15/10	06303	STATE DISBURSEMENT UNIT	Ben2408649	09/16/10	PAYROLL DEDUCTION	836.30	836.30
2025510	09/15/10	02261	STATE STREET BANK & TRUST CO	Ben2408635	09/16/10	DEFERRED COMP PLAN	6,042.47	6,042.47
2025511	09/15/10	05417	UNITED STATES DEPARTMENT	Ben2408653	09/16/10	PAYROLL DEDUCTION	100.00	100.00
2025512	09/15/10	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2408641	09/16/10	DEFERRED COMP PLAN	6,842.04	6,842.04
2025513	09/15/10	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2408643	09/16/10	401A PLAN	1,552.59	1,552.59
2025463	09/15/10	12265	ABC CONSTRUCTION	Ref002408620	09/14/10	UB Refund Cst #0000168798	1,595.37	1,595.37

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2025464	09/15/10	12268	ACI COMMERCIAL	Ref002408623	09/14/10	UB Refund Cst #0000169403	14.76	14.76
2025465	09/15/10	12245	AMANDA MANZO	Ref002408599	09/14/10	UB Refund Cst #0000154053	91.82	91.82
2025466	09/15/10	12252	AMERICAN EAGLE REAL ESTATE	Ref002408607	09/14/10	UB Refund Cst #0000160107	45.78	45.78
2025467	09/15/10	12156	ATLANTIC & PACIFIC REAL ESTATE	Ref002408605	09/14/10	UB Refund Cst #0000158967	11.37	11.37
2025468	09/15/10	12260	CAMILLE BRUNO	Ref002408615	09/14/10	UB Refund Cst #0000162874	44.15	44.15
2025469	09/15/10	12254	COE INVESTMENTS	Ref002408609	09/14/10	UB Refund Cst #0000162165	108.74	108.74
2025470	09/15/10	12257	ED PREHODEN	Ref002408612	09/14/10	UB Refund Cst #0000162525	40.41	40.41
2025471	09/15/10	12267	EDEN AGUIRRE	Ref002408622	09/14/10	UB Refund Cst #0000168846	42.44	42.44
2025472	09/15/10	12258	ELAINE WALKER	Ref002408613	09/14/10	UB Refund Cst #0000162528	107.00	107.00
2025473	09/15/10	12261	EMC TRUST	Ref002408616	09/14/10	UB Refund Cst #0000163233	32.24	32.24
2025474	09/15/10	12238	FRED FABIAN	Ref002408592	09/14/10	UB Refund Cst #0000091455	18.62	18.62
2025475	09/15/10	12233	GORDON TERHUNE	Ref002408587	09/14/10	UB Refund Cst #0000024117	7.75	7.75
2025476	09/15/10	12236	GUADALUPE ROLON	Ref002408590	09/14/10	UB Refund Cst #0000058470	79.62	79.62
2025477	09/15/10	12246	HIDEAKI TAKASE	Ref002408600	09/14/10	UB Refund Cst #0000154713	51.57	51.57
2025478	09/15/10	12253	INSTACLOSE REAL ESTATE	Ref002408608	09/14/10	UB Refund Cst #0000162085	66.56	66.56
2025479	09/15/10	12237	JACQUELINE CHRISTIAN	Ref002408591	09/14/10	UB Refund Cst #0000063979	230.33	230.33
2025480	09/15/10	12256	JC AGAJANIAN	Ref002408611	09/14/10	UB Refund Cst #0000162204	27.13	27.13
2025481	09/15/10	12243	JUAN GONZALEZ	Ref002408597	09/14/10	UB Refund Cst #0000146786	41.33	41.33
2025482	09/15/10	12242	K HOVNIANIAN HOMES	Ref002408596	09/14/10	UB Refund Cst #0000142171	776.80	776.80
2025483	09/15/10	12235	KAREN ESCOBEDO	Ref002408589	09/14/10	UB Refund Cst #0000050802	250.00	250.00
2025484	09/15/10	12231	KENNETH MATTERS	Ref002408585	09/14/10	UB Refund Cst #0000003752	46.70	46.70
2025485	09/15/10	12240	KRISTY BEAUCHAMP	Ref002408594	09/14/10	UB Refund Cst #0000119171	8.70	8.70
2025486	09/15/10	12248	LORENA GUILLEN	Ref002408602	09/14/10	UB Refund Cst #0000158276	850.00	850.00
2025487	09/15/10	12266	LORENA SABLAN	Ref002408621	09/14/10	UB Refund Cst #0000168827	91.84	91.84

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2025488	09/15/10	12259	MEJ SADEGHI	Ref002408614	09/14/10	UB Refund Cst #0000162629	92.04	92.04
2025489	09/15/10	12239	MELVIN FERNANDEZ	Ref002408593	09/14/10	UB Refund Cst #0000092342	32.75	32.75
2025490	09/15/10	12255	NEW DAWN REALTY	Ref002408610	09/14/10	UB Refund Cst #0000162194	7.96	7.96
2025491	09/15/10	12262	PATRICIA MCKELVEY	Ref002408617	09/14/10	UB Refund Cst #0000163472	38.18	38.18
2025492	09/15/10	12249	PGI INVESTMENT LLC	Ref002408603	09/14/10	UB Refund Cst #0000158478	25.59	25.59
2025493	09/15/10	12234	RAQUEL KAMAJI	Ref002408588	09/14/10	UB Refund Cst #0000041014	38.16	38.16
2025494	09/15/10	12244	RICHARD CRATER	Ref002408598	09/14/10	UB Refund Cst #0000147777	39.89	39.89
2025495	09/15/10	12251	RUSSELL ELROD	Ref002408606	09/14/10	UB Refund Cst #0000159285	75.57	75.57
2025496	09/15/10	12250	SAN DIEGO REALTY	Ref002408604	09/14/10	UB Refund Cst #0000158728	57.14	57.14
2025497	09/15/10	12247	SAN DIEGO REO REALTORS	Ref002408601	09/14/10	UB Refund Cst #0000154944	66.19	66.19
2025498	09/15/10	12264	SANDRA LOZANO	Ref002408619	09/14/10	UB Refund Cst #0000168589	54.82	54.82
2025499	09/15/10	12241	SRM CONTRACTING AND PAVING	Ref002408595	09/14/10	UB Refund Cst #0000141408	685.73	685.73
2025500	09/15/10	12263	TIM CARROLL	Ref002408618	09/14/10	UB Refund Cst #0000163620	23.28	23.28
2025501	09/15/10	12232	ZARMINA KHALIQ	Ref002408586	09/14/10	UB Refund Cst #0000019736	113.70	113.70
2025597	09/22/10	06839	A GLASCO	68368	08/31/10	STORAGE ROOM	3,186.00	3,186.00
2025598	09/22/10	11462	AEGIS ENGINEERING MGMT INC	1010	08/30/10	PLAN CHECKING	19,262.50	19,262.50
2025599	09/22/10	11803	AEROTEK ENVIRONMENTAL	OE00677031	09/02/10	TEMPORARY SERVICES	2,178.00	2,178.00
2025600	09/22/10	07732	AIRGAS SPECIALTY PRODUCTS INC	131169137 131169136 131169139 131169138	08/31/10 08/31/10 08/31/10 08/31/10	AQUA AMMONIA AQUA AMMONIA AQUA AMMONIA AQUA AMMONIA	1,878.84 1,499.91 828.75 355.47	4,562.97
2025601	09/22/10	00132	AIRGAS WEST INC	103116679	08/31/10	BREATHING AIR	28.85	28.85
2025602	09/22/10	06165	ANITA FIRE HOSE COMPANY ETC	11614	08/31/10	HOSE REPAIR	229.04	229.04
2025603	09/22/10	03285	AZTEC FIRE & SAFETY	45534	08/27/10	FIRE SPRINKLER	600.00	600.00
2025604	09/22/10	00145	BARRETT ENGINEERED PUMPS	072607	08/30/10	SUCTION FLAPPER	146.81	146.81
2025605	09/22/10	10970	BRENNTAG PACIFIC INC	BPI029247	08/31/10	SODIUM HYPOCHLORITE	3,428.54	3,428.54

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				BPI028710	08/30/10	SODIUM HYPOCHLORITE	1,053.70	
				BPI029997	09/02/10	SODIUM HYPOCHLORITE	743.59	
				BPI028709	08/30/10	SODIUM HYPOCHLORITE	667.50	
				BPI028711	08/31/10	SODIUM HYPOCHLORITE	650.21	
				BPI029998	09/02/10	SODIUM HYPOCHLORITE	524.54	
				BPI029999	09/02/10	SODIUM HYPOCHLORITE	305.51	7,373.59
2025606	09/22/10	08156	BROWNSTEIN HYATT FARBER	435709	08/26/10	LEGAL SERVICES	113.75	113.75
2025607	09/22/10	00223	C W MCGRATH INC	37424	09/02/10	CRUSHED ROCK	215.21	
				37397	08/31/10	CRUSHED ROCK	95.23	310.44
2025608	09/22/10	01004	CALOLYMPIC SAFETY	074765	08/30/10	OXYGEN SENSOR	193.56	193.56
2025609	09/22/10	02758	CARMEL BUSINESS SYSTEMS INC	7210	09/01/10	RECORDS ASSISTANCE	1,824.96	
				7208	09/01/10	RECORDS STORAGE	328.25	
				7211	09/01/10	SCANNING SERVICES	326.82	2,480.03
2025610	09/22/10	09801	CENTERBEAM INC	122746	09/01/10	NETWORK MONITORING	1,697.00	1,697.00
2025611	09/22/10	01126	CENTURY WHEEL & RIM	CN5915901	08/04/10	TRAILER PARTS	281.83	281.83
2025612	09/22/10	04119	CLARKSON LAB & SUPPLY INC	51862	08/31/10	BACTERIOLOGICAL SERVICES	1,356.00	
				51858	08/31/10	BACTERIOLOGICAL SERVICES	412.00	
				51859	08/31/10	BACTERIOLOGICAL SERVICES	409.00	
				51345	08/31/10	BACTERIOLOGICAL SERVICES	362.00	
				51485	08/31/10	BACTERIOLOGICAL SERVICES	362.00	
				51655	08/31/10	BACTERIOLOGICAL SERVICES	259.00	
				51861	08/31/10	BACTERIOLOGICAL SERVICES	254.00	
				51860	08/31/10	BACTERIOLOGICAL SERVICES	201.00	3,615.00
2025613	09/22/10	08160	COMPLETE OFFICE	1220676	07/14/10	CARTRIDGES	527.44	
				12283730	08/27/10	LABELS	252.30	779.74
2025614	09/22/10	08387	COUNTY OF SD-LANDFILL MGMNT	201005	09/03/10	MICROTURBINEPOWER GENERATION	9,686.05	9,686.05
2025615	09/22/10	11286	CPM PARTNERS INC	10029	09/01/10	SCHEDULING SERVICES	23,375.00	23,375.00
2025616	09/22/10	03744	DEPARTMENT OF JUSTICE	809851	09/07/10	FINGERPRINTING SERVICES	102.00	102.00
2025617	09/22/10	08495	DIAZ, JENNY	002439	09/15/10	TUITION	425.00	425.00
2025618	09/22/10	02519	DIEHL EVANS & COMPANY LLP	69175	08/31/10	AUDIT SERVICES	9,900.00	9,900.00
2025619	09/22/10	08023	EMPLOYEE BENEFIT SPECIALISTS	0050603IN	08/31/10	ADMINISTRATION FEES	555.00	555.00
2025620	09/22/10	03227	ENVIROMATRIX ANALYTICAL INC	0080583	08/27/10	LABORATORY SERVICES	470.00	470.00

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Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2025621	09/22/10	03725	ENVIRONMENTAL SYSTEMS RESEARCH	92217742	08/30/10	DATABASE SUPPORT	1,400.00	1,400.00
2025622	09/22/10	00645	FEDEX	722774451	09/17/10	MAIL SERVICES	13.49	13.49
2025623	09/22/10	03546	FERGUSON WATERWORKS # 1082	0353609	08/31/10	CONVERSION PARTS	14,793.60	
				0357409	08/30/10	INVENTORY	4,192.49	
				0357412	08/30/10	INVENTORY	3,660.53	
				0357414	08/30/10	INVENTORY	1,884.67	
				0357405	08/30/10	INVENTORY	1,296.84	
				0357398	08/30/10	WAREHOUSE SUPPLIES	512.22	
				0356822	08/30/10	12" END CAP	195.75	26,536.10
2025624	09/22/10	12187	FIRST AMERICAN DATA TREE LLC	90034080	08/31/10	ONLINE MAPS	99.00	99.00
2025625	09/22/10	04066	FIRST CHOICE SERVICES - SD	083297	09/02/10	COFFEE SUPPLIES	136.97	136.97
2025626	09/22/10	11962	FLEETWASH INC	3349062	08/27/10	VEHICLE WASH	246.24	
				3349065	08/27/10	VEHICLE WASH	68.04	314.28
2025627	09/22/10	06291	GARCIA CALDERON & RUIZ LLP	4251	09/07/10	LEGAL SERVICES	64,260.70	64,260.70
2025628	09/22/10	00131	GOVERNMENT FINANCE OFFICERS	002445	08/30/10	MEMBERSHIP/SUBSCRIPTION RENEWAL	835.00	835.00
2025629	09/22/10	00101	GRAINGER INC	9337429824	08/31/10	SPRAY GUN	43.51	43.51
2025630	09/22/10	03773	GTC SYSTEMS INC	30607	08/31/10	CITRIX SUPPORT	1,397.38	1,397.38
2025631	09/22/10	00174	HACH COMPANY	6889807	09/02/10	ANALYZER	2,174.50	2,174.50
2025632	09/22/10	04472	HECTOR I MARES-COSSIO	66	08/31/10	CONSULTANT SERVICES	3,600.00	3,600.00
2025633	09/22/10	11874	HERNDON SOLUTIONS GROUP	1163	09/01/10	COMPLIANCE SUPPORT	2,555.00	2,555.00
2025634	09/22/10	00713	HEWLETT-PACKARD COMPANY	48189368	08/31/10	BLADE SERVER	1,648.08	1,648.08
2025635	09/22/10	06843	HI-TECH AIR CONDITIONING	22436	08/31/10	AC MAINTENANCE	650.00	650.00
2025636	09/22/10	02372	INTERIOR PLANT SERVICE INC	35485	08/31/10	PLANT SERVICES	186.00	186.00
2025637	09/22/10	02449	JOSEPH G POLLARD CO INC	1281563IN	08/31/10	UNIT TOOLS	972.58	972.58
2025638	09/22/10	02156	JWC ENVIRONMENTAL	36389	09/02/10	GRINDER	9,280.08	9,280.08
2025639	09/22/10	04996	KNOX ATTORNEY SERVICE INC	570634	08/31/10	DELIVERY SERVICES	343.20	343.20
2025640	09/22/10	03607	LEE & RO INC	83723	09/02/10	P2009 - DESIGN OF 36-INCH PIPELINE	2,169.00	2,169.00
2025641	09/22/10	01211	MAJOR IRRIGATION SUPPLY INC	605469	08/30/10	HAND PUMPS	704.70	704.70

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2025642	09/22/10	00628	MANHATTAN NATIONAL LIFE	002440	09/15/10	VOLUNTARY LIFE INSURANCE	403.93	403.93
2025643	09/22/10	02902	MARSTON+MARSTON INC	201091 201093	09/02/10 09/02/10	PUBLIC RELATIONS BI-NATIONAL DESAL	3,852.50 3,442.50	7,295.00
2025644	09/22/10	05329	MASTER METER INC	0174130IN	09/02/10	INVENTORY	104,050.37	104,050.37
2025645	09/22/10	01183	MCMASTER-CARR SUPPLY CO	64426925	09/02/10	STRUT CHANNEL	223.45	223.45
2025646	09/22/10	00237	MISSION JANITORIAL & ABRASIVE	22214500 22214501	08/31/10 09/01/10	JANITORIAL SUPPLIES JANITORIAL SUPPLIES	637.53 104.05	741.58
2025647	09/22/10	12016	MTGL INC	0019105	08/31/10	GEOTECHNICAL SERVICES	6,030.00	6,030.00
2025648	09/22/10	00510	OFFICE DEPOT INC	531939921001 532306190001 532015645001	08/31/10 09/02/10 09/01/10	HARD DRIVE OFFICE SUPPLIES PARALLEL CONVERTER	254.46 139.98 91.89	486.33
2025649	09/22/10	01002	PACIFIC PIPELINE SUPPLY	141396	08/27/10	METER RETROFIT	10,889.14	10,889.14
2025650	09/22/10	05497	PAYPAL INC	8651766	08/31/10	PAYMENT SERVICES	54.10	54.10
2025651	09/22/10	03308	PBS&J	1088470	08/31/10	CONSULTING SERVICES	5,792.50	5,792.50
2025652	09/22/10	05499	PRAXAIR DISTRIBUTION INC	37508847	09/01/10	WELDING SUPPLIES.	261.33	261.33
2025653	09/22/10	06641	PRUDENTIAL OVERALL SUPPLY	30124314 30124313 30124315 30123637 30124316 30123636	09/02/10 09/02/10 09/02/10 08/31/10 09/02/10 08/31/10	UNIFORMS MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES MATS, TOWELS & SUPPLIES UNIFORMS UNIFORMS	327.86 166.12 137.15 102.27 69.74 58.94	862.08
2025654	09/22/10	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2408633	09/16/10	PERS CONTRIBUTION	141,487.33	141,487.33
2025655	09/22/10	09804	PUBLICIA PRESS LTD	20100831209871	08/31/10	BUSINESS CARDS	38.06	38.06
2025656	09/22/10	12274	RAY WONG	002438	09/15/10	LANDSCAPE PROGRAM	552.00	552.00
2025657	09/22/10	02041	RBF CONSULTING	10080020 10080022 10080021	09/01/10 09/01/10 09/01/10	CIP P2009 - 36 INCH PIPELINE CONSTRUCTION MANAGEMENT SUPPLY LINK	49,070.00 4,640.00 970.00	54,680.00
2025658	09/22/10	02513	REXEL	801088229	08/31/10	SOX LAMPS	416.34	416.34
2025659	09/22/10	05130	SAFARI MICRO INC	190392	08/27/10	PRINTER	520.91	520.91

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2025660	09/22/10	11596	SAN DIEGO CONSTRUCTION WELDING	7725	09/01/10	WELDING	1,950.00	
				7722	08/31/10	WELDING	340.00	2,290.00
2025661	09/22/10	00121	SAN DIEGO GAS & ELECTRIC	002443	09/07/10	UTILITY EXPENSES	11,440.90	11,440.90
2025662	09/22/10	07676	SAN MIGUEL FIRE PROTECTION	002421	08/30/10	TEMPORARY LABOR	8,984.74	8,984.74
2025663	09/22/10	03760	SPANKY'S PORTABLE SERVICES INC	854846	08/27/10	TOILET RENTAL	80.06	
				854847	08/27/10	TOILET RENTAL	80.06	
				854848	08/27/10	TOILET RENTAL	80.06	
				855080	08/30/10	TOILET RENTAL	80.06	320.24
2025664	09/22/10	11749	STEPHEN V MCCUE ESQ	002441	09/13/10	LEGAL SERVICES	15,067.50	15,067.50
2025665	09/22/10	02987	T M PEMBERTON	28732	08/20/10	CEMENT	528.75	528.75
2025666	09/22/10	11289	TLC STAFFING	IVC050000043317	09/10/10	CWA INTERN	270.00	270.00
2025667	09/22/10	04977	T-MOBILE	4150860450910	09/05/10	CELL PHONE SERVICES	247.33	247.33
2025668	09/22/10	12084	TRIACTIVE INC	10793	08/31/10	SOFTWARE SUPPORT	36.72	36.72
2025669	09/22/10	00427	UNDERGROUND SERVICE ALERT OF	820100448	09/01/10	UNDERGROUND ALERTS	268.50	268.50
2025670	09/22/10	08262	UNITED RENTALS NORTHWEST INC	89280572001	08/17/10	CONCRETE	140.29	140.29
2025671	09/22/10	00350	UNITED STATES POSTAL SERVICE	104339510910	09/14/10	REIMBURSE POSTAGE MACHINE	2,100.00	2,100.00
2025672	09/22/10	07674	US BANK CORPORATE PAYMENT	002442	08/23/10	DISTRICT EXPENSES	3,810.27	3,810.27
2025673	09/22/10	08028	VALLEY CONSTRUCTION MANAGEMEN	SD100106	08/31/10	INSPECTION SERVICES	8,290.00	8,290.00
2025674	09/22/10	10340	WAGeworks INC	87514	09/01/10	FLEXIBLE SPENDING	560.40	560.40
2025675	09/22/10	11692	WEST COAST IND COATINGS INC	5	09/01/10	RESERVOIR COATING	70,198.38	70,198.38
2025676	09/22/10	00125	WESTERN PUMP INC	0091639IN	08/31/10	VEEDER-ROOT REPAIR	4,706.73	4,706.73
2025677	09/22/10	12277	ZAK GHANIM	230008547REF	09/21/10	CUSTOMER REFUND	11,572.11	11,572.11
2025678	09/29/10	11599	A B HASHMI INC	3	09/03/10	SEWER REPLACEMENT	31,254.59	
				00008741	09/03/10	RETAINAGE RELEASE	4,454.70	35,709.29
2025679	09/29/10	11798	A D HINSHAW ASSOCIATES	3536	09/06/10	CONSULTING SERVICES	1,175.54	1,175.54
2025680	09/29/10	08488	ABLEFORCE INC	2407	09/21/10	CONSULTING SERVICES	8,160.00	
				2414	09/23/10	CONSULTING SERVICES	4,750.00	12,910.00

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2025681	09/29/10	11803	AEROTEK ENVIRONMENTAL	OE00678540	09/09/10	TEMPORARY SERVICES	2,205.25	2,205.25
2025682	09/29/10	00315	AMERICAN SOCIETY OF CIVIL	1041096578	09/07/10	MEMBERSHIP RENEWAL	250.00	250.00
2025683	09/29/10	03446	AMERICAN SOCIETY OF CIVIL	002454	09/24/10	REGISTRATION FEE	25.00	50.00
				002458	09/24/10	REGISTRATION FEE	25.00	
2025684	09/29/10	00107	AMERICAN WATER WORKS ASSN	7000239848	09/22/10	MULTI- USER LICENSE	1,078.00	1,078.00
2025685	09/29/10	00107	AMERICAN WATER WORKS ASSN	7000260674	09/02/10	MEMBERSHIP RENEWAL	82.00	82.00
2025686	09/29/10	00002	ANSWER INC	3822	09/22/10	ANSWERING SERVICES	1,000.00	1,000.00
2025687	09/29/10	00501	AT&T	05089487890910	09/01/10	CONFERENCE PHONE SERVICE	150.71	150.71
2025688	09/29/10	07785	AT&T	000001602103	09/02/10	PHONE SERVICES	5,838.47	5,838.47
2025689	09/29/10	04806	BJ'S RENTALS	305571	09/07/10	CONCRETE	182.70	182.70
2025690	09/29/10	10970	BRENNTAG PACIFIC INC	BPI030875	09/07/10	SODIUM HYPOCHLORITE	1,471.03	9,577.81
				BPI030874	09/07/10	SODIUM HYPOCHLORITE	785.08	
				BPI031286	09/09/10	SODIUM HYPOCHLORITE	606.40	
				BPI031285	09/09/10	SODIUM HYPOCHLORITE	378.13	
				BPI019219	07/29/10	SODIUM HYPOCHLORITE	261.70	
				BPI030876	09/07/10	SODIUM HYPOCHLORITE	3,393.96	
				BPI031767	09/09/10	SODIUM HYPOCHLORITE	2,681.51	
2025691	09/29/10	02977	BROWN, VINCENT	002447	09/21/10	SAFETY BOOTS	148.14	148.14
2025692	09/29/10	00223	C W MCGRATH INC	37478	09/09/10	CRUSHED ROCK	125.72	125.72
2025693	09/29/10	02920	CALIFORNIA COMMERCIAL	96451	09/07/10	ASPHALT	546.45	546.45
2025694	09/29/10	01004	CALOLYMPIC SAFETY	075069	09/07/10	LANYARDS	447.17	447.17
2025695	09/29/10	02758	CARMEL BUSINESS SYSTEMS INC	7209	09/01/10	SCANNING	244.58	244.58
2025696	09/29/10	11806	COR-O-VAN DATA STORAGE INC	DS12392558	09/03/10	DATA STORAGE	355.93	355.93
2025697	09/29/10	06415	CUMMINS CAL PACIFIC LLC	00490529		CREDIT MEMO	(2,749.24)	2,533.68
				00490476	08/30/10	REPAIR PART	2,813.54	
				00490531	08/31/10	REPAIR PART	2,469.38	
2025698	09/29/10	01335	DICKSON COMPANY	803696	09/08/10	CHART RECORDER	591.00	591.00
2025699	09/29/10	03417	DIRECTV	1345410251	09/19/10	SATELLITE TV	5.00	5.00
2025700	09/29/10	04467	ENGINEERING & GENERAL	002451	09/23/10	REGISTRATION FEE	45.00	

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				002460	09/28/10	REGISTRATION FEE	45.00	90.00
2025701	09/29/10	03227	ENVIROMATRIX ANALYTICAL INC	0090077	09/07/10	LABORATORY SERVICES	515.00	515.00
2025702	09/29/10	03546	FERGUSON WATERWORKS # 1082	0357402 03549331	09/07/10 09/08/10	HYDRANT ADAPTERS METER RETROFIT	1,087.07 627.32	1,714.39
2025703	09/29/10	11962	FLEETWASH INC	3360447	09/03/10	VEHICLE WASH	194.40	194.40
2025704	09/29/10	01612	FRANCHISE TAX BOARD	Ben2408887	09/30/10	PAYROLL DEDUCTION	75.00	75.00
2025705	09/29/10	02344	FRANCHISE TAX BOARD	Ben2408883	09/30/10	PAYROLL DEDUCTION	150.00	150.00
2025706	09/29/10	03094	FULLCOURT PRESS	21393	09/07/10	BILL INSERTS	1,693.63	1,693.63
2025707	09/29/10	00101	GRAINGER INC	9343687324	09/09/10	POWER METERS	933.01	933.01
2025708	09/29/10	02187	GREENSCAPE	2464	09/01/10	LANDSCAPING SERVICES	6,090.00	6,090.00
2025709	09/29/10	02629	HANSON AGGREGATES INC	626770	09/07/10	AGGREGATES	114.47	114.47
2025710	09/29/10	10973	HDR ENGINEERING INC	227202H	09/07/10	TEMPORARY LABOR	4,200.00	4,200.00
2025711	09/29/10	08969	INFOSEND INC	45335 45334	08/31/10 08/31/10	BILLING POSTAGE BILL PRINTING SERVICES	15,658.48 6,940.52	22,599.00
2025712	09/29/10	03077	JANI-KING OF CALIFORNIA INC	SDO09100233	09/01/10	JANITORIAL SERVICES	1,062.84	1,062.84
2025713	09/29/10	12280	JOHN STENBERG	625305613REF	09/22/10	CUSTOMER REFUND	75.00	75.00
2025714	09/29/10	01735	JOHNSON, PAMELA	002453	09/23/10	TUITION	125.00	125.00
2025715	09/29/10	03172	JONES & STOKES ASSOCIATES INC	0073116	08/17/10	ENVIRONMENTAL CONSULTING	5,343.52	5,343.52
2025716	09/29/10	05840	KIRK PAVING INC	4620	09/09/10	PAVING PATCHES	4,876.85	4,876.85
2025717	09/29/10	02902	MARSTON+MARSTON INC	201082 201092	08/02/10 09/02/10	JAMACHA PIPELINE COMMUNITY OUTREACH JAMACHA PIPELINE COMMUNITY OUTREACH	595.00 297.50	892.50
2025718	09/29/10	03792	MARTINEZ, STEPHEN	002448	09/21/10	SAFETY BOOTS	119.61	119.61
2025719	09/29/10	00237	MISSION JANITORIAL & ABRASIVE	22214502	09/09/10	JANITORIAL SUPPLIES	52.03	52.03
2025720	09/29/10	03523	NATIONAL DEFERRED COMPENSATION	Ben2408873	09/30/10	DEFERRED COMP PLAN	8,243.09	8,243.09
2025721	09/29/10	09884	NATIONAL SAFETY COMPLIANCE INC	47156	08/31/10	RANDOM DRUG TESTING	555.74	555.74
2025722	09/29/10	05494	NEXTEL OF CALIFORNIA INC	901500243048	09/12/10	AIR TRAK	3,756.34	3,756.34

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2025723	09/29/10	03215	O'DONNELL, MICHAEL	002457	09/29/10	SAFETY BOOTS	137.01	137.01
2025724	09/29/10	03101	OTAY WATER DISTRICT	Ben2408875	09/30/10	PAYROLL DEDUCTION - ASSN DUES	770.00	770.00
2025725	09/29/10	01002	PACIFIC PIPELINE SUPPLY	141674	09/09/10	INVENTORY	632.32	632.32
2025726	09/29/10	03308	PBS&J	1088632	09/05/10	PROFESSIONAL SERVICES	2,138.00	2,138.00
2025727	09/29/10	03790	PENHALL COMPANY	25816	09/09/10	CUTTING SERVICES	450.00	450.00
2025728	09/29/10	00137	PETTY CASH CUSTODIAN	00246	09/28/10	PETTY CASH	585.86	585.86
2025729	09/29/10	12188	PHOTO GEODETIC CORPORATION	4165	09/03/10	AERIAL MAP	3,150.00	3,150.00
2025730	09/29/10	00053	PITNEY BOWES INC	526981	09/03/10	PSD RENTAL	208.80	208.80
2025731	09/29/10	10662	PROFESSIONAL MAINTENANCE	77658	09/01/10	JANITORIAL SERVICES	2,675.00	2,675.00
2025732	09/29/10	06641	PRUDENTIAL OVERALL SUPPLY	30126129	09/09/10	UNIFORMS	323.86	
				30126128	09/09/10	MATS, TOWELS & SUPPLIES	166.12	
				30126130	09/09/10	MATS, TOWELS & SUPPLIES	137.15	
				30125376	09/07/10	MATS, TOWELS & SUPPLIES	102.27	
				30126131	09/09/10	UNIFORMS	63.86	
				30125375	09/07/10	UNIFORMS	54.94	848.20
2025733	09/29/10	12279	RAQUEL OTIS	626092001REF	09/16/10	CUSTOMER REFUND	721.52	721.52
2025734	09/29/10	09993	REPROHAUS CORP	0000130619	08/26/10	REPRODUCTION SERVICES	260.37	260.37
2025735	09/29/10	02586	SAN DIEGO COUNTY ASSESSOR	2010083	09/10/10	ASSESSOR DATA	125.00	125.00
2025736	09/29/10	10972	SAN DIEGO COUNTY SYMPOSIUM	002455	09/27/10	REGISTRATION FEES	50.00	50.00
2025737	09/29/10	00121	SAN DIEGO GAS & ELECTRIC	002452	09/21/10	UTILITY EXPENSES	1,438.57	1,438.57
2025738	09/29/10	07676	SAN MIGUEL FIRE PROTECTION	002422	09/09/10	TEMPORARY LABOR	4,183.65	4,183.65
2025739	09/29/10	09422	SHEA HOMES	002450	09/21/10	METER REFUND	4,901.81	4,901.81
2025740	09/29/10	03760	SPANKY'S PORTABLE SERVICES INC	856187	09/08/10	TOILET RENTAL	80.06	80.06
2025741	09/29/10	06281	STATE DISBURSEMENT UNIT	Ben2408891	09/30/10	PAYROLL DEDUCTION	264.00	264.00
2025742	09/29/10	06299	STATE DISBURSEMENT UNIT	Ben2408881	09/30/10	PAYROLL DEDUCTION	237.69	237.69
2025743	09/29/10	06303	STATE DISBURSEMENT UNIT	Ben2408885	09/30/10	PAYROLL DEDUCTION	836.30	836.30

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2025744	09/29/10	02261	STATE STREET BANK & TRUST CO	Ben2408871	09/30/10	DEFERRED COMP PLAN	6,043.56	6,043.56
2025745	09/29/10	11754	TECHNOLOGY ASSOCIATES	K30800116	09/08/10	CONSULTING SERVICES	2,098.75	2,098.75
2025746	09/29/10	11289	TLC STAFFING	IVC050000043379	09/17/10	CWA INTERN	810.00	810.00
2025747	09/29/10	05417	UNITED STATES DEPARTMENT	Ben2408889	09/30/10	PAYROLL DEDUCTION	100.00	100.00
2025748	09/29/10	00350	UNITED STATES POSTAL SERVICE	104339510910A	09/28/10	REIMBURSE POSTAGE MACHINE	2,100.00	2,100.00
2025749	09/29/10	07662	UNITEDHEALTHCARE SPECIALTY	102720000250	09/29/10	BASIC LIFE/AD&D & SUPP LIFE INS	5,981.44	5,981.44
2025750	09/29/10	03212	UNUM LIFE INSURANCE	Ben2408867	09/30/10	CONTRIBUTION TO LTD	5,983.90	5,983.90
2025751	09/29/10	06829	US SECURITY ASSOCIATES INC	972494	08/31/10	SECURITY SERVICES	307.55	307.55
2025752	09/29/10	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2408877	09/30/10	DEFERRED COMP PLAN	7,050.63	7,050.63
2025753	09/29/10	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2408879	09/30/10	401A PLAN	1,432.59	1,432.59
2025754	09/29/10	01343	WE GOT YA PEST CONTROL	64004	09/07/10	PEST CONTROL	115.00	115.00
2025755	09/29/10	03131	WESTERN HOSE & GASKET	220691	09/08/10	HOSE	839.15	839.15
<b>GRAND TOTAL</b>							<b>2,580,208.37</b>	<b>2,580,208.37</b>