

OTAY WATER DISTRICT

BOARD OF DIRECTORS MEETING
DISTRICT BOARDROOM

2554 SWEETWATER SPRINGS BOULEVARD
SPRING VALLEY, CALIFORNIA

WEDNESDAY

June 6, 2012

3:30 P.M.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. APPROVE THE MINUTES OF THE SPECIAL BOARD MEETING OF MAY 8, 2012
5. PUBLIC PARTICIPATION – OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK TO THE BOARD ON ANY SUBJECT MATTER WITHIN THE BOARD'S JURISDICTION BUT NOT AN ITEM ON TODAY'S AGENDA

CONSENT CALENDAR

6. ITEMS TO BE ACTED UPON WITHOUT DISCUSSION, UNLESS A REQUEST IS MADE BY A MEMBER OF THE BOARD OR THE PUBLIC TO DISCUSS A PARTICULAR ITEM:
 - a) APPROVE A 5-YEAR AGREEMENT (THREE [3] YEARS WITH TWO [2] ADDITIONAL YEARS AT THE DISTRICT'S OPTION) WITH ALLIANT INSURANCE SERVICES, INC. FOR BENEFIT CONSULTING AND BROKER SERVICES AND IDENTIFYING ALLIANT AS THE DISTRICT'S BROKER OF RECORD IN AN AMOUNT NOT-TO-EXCEED \$135,000
 - b) ADOPT RESOLUTION NO. 4197 REVISING AND UPDATING BOARD OF DIRECTORS POLICY NO. 22, DRUG FREE WORKPLACE POLICY AND PROCEDURE; AND HUMAN RESOURCES POLICY, FAMILY AND MEDICAL LEAVE ACT, PREGNANCY DISABILITY LEAVE, AND KIN CARE LEAVE

- c) APPROVE THE ISSUANCE OF A PURCHASE ORDER TO KIRK PAVING IN AN AMOUNT NOT-TO-EXCEED \$175,000 FOR AS-NEEDED ASPHALT PAVING SERVICES FROM JULY 1, 2012 THROUGH JUNE 30, 2013
- d) APPROVE AMENDMENT NO. 2 TO THE GROUND LEASE AND JOINT USE AGREEMENT WITH THE SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT FOR THE HEARTLAND REGIONAL FIRE & PUBLIC SAFETY TRAINING FACILITY AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE AMENDMENT
- e) APPROVE THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) PROPOSED JOINT USE AGREEMENT NO. 31875-1 AND 31872-1 AND OTAY WATER DISTRICT CONSENT TO COMMON USE AGREEMENT NO. 31867-1 WITH CALTRANS FOR THE SR-125 UTILITY RELOCATIONS AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE AGREEMENTS

ACTION ITEMS

7. BOARD

- a) ADOPT RESOLUTION NO. 4199 OF THE BOARD OF DIRECTORS OF THE OTAY WATER DISTRICT CHANGING ITS PRIMARY REPRESENTATIVE TO THE CHULA VISTA REDEVELOPMENT OVERSIGHT BOARD TO MITCHELL THOMPSON AND APPOINTING DAVID GONZALEZ AS THE DISTRICT'S ALTERNATE REPRESENTATIVE
- b) DISCUSSION OF 2012 BOARD MEETING CALENDAR

INFORMATIONAL ITEMS

- 8. THE FOLLOWING ITEMS ARE PROVIDED TO THE BOARD FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS REQUIRED ON THE FOLLOWING AGENDA ITEMS:
 - a) UPDATE REPORT ON DIRECTORS' EXPENSES FOR THE 3RD QUARTER OF FISCAL YEAR 2012
 - b) CAPITAL IMPROVEMENT PROJECT UPDATE REPORT FOR THE 3RD QUARTER OF FISCAL YEAR 2012

REPORTS

9. GENERAL MANAGER'S REPORT

- a) SAN DIEGO COUNTY WATER AUTHORITY UPDATE

**MINUTES OF THE
SPECIAL MEETING OF THE BOARD OF DIRECTORS
OTAY WATER DISTRICT
May 8, 2012**

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

2. ROLL CALL

Directors Present: Croucher, Gonzalez, Lopez, Robak and Thompson

Directors Absent: None

Staff Present: General Manager Mark Watton, Assistant General Manager German Alvarez, General Counsel Daniel Shinoff, Chief of Engineering Rod Posada, Engineering Manager Ron Ripperger, District Secretary Susan Cruz and others per attached list.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

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

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

to approve the agenda.

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

No one wished to be heard.

RECESS TO CLOSED SESSION

6. CLOSED SESSION

The board convened into closed session at 3:35 p.m. to discuss the following item:

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

(I) INFRASTRUCTURE ENGINEERING CORP. v. OTAY WATER
DISTRICT, COUNTY OF SAN DIEGO, SUPERIOR COURT, CASE NO.
37-2008-00093876-CU-BC-CTL

RETURN TO OPEN SESSION

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

The board reconvened from closed session at 5:08 p.m. and Attorney Richard Romero indicated that the board took action to increase the Jamacha Pipeline Project CIP by \$800,000 as a result of litigation. He indicated that the board took no other reportable actions in closed session.

8. ADJOURNMENT

With no further business to come before the Board, President Lopez adjourned the meeting at 5:08 p.m.

President

ATTEST:

District Secretary



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	June 6, 2012
SUBMITTED BY:	Kelli Williamson Human Resources Manager	PROJECT:	Various DIV.NO. ALL
APPROVED BY:	<input checked="" type="checkbox"/> Rom Sarno, Chief, Administrative Services <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	APPROVE THE SELECTION OF ALLIANT INSURANCE SERVICES, INC. FOR BENEFIT CONSULTING SERVICES AND AS THE DISTRICT'S BROKER OF RECORD		

GENERAL MANAGER'S RECOMMENDATION:

That the Board authorize the General Manager to negotiate and enter into a 5-year agreement (three [3] years with two [2] additional years at the District's option) with Alliant Insurance Services, Inc. (Alliant) for benefit consulting and broker services and identifying Alliant as the District's Broker of Record in an amount not-to-exceed \$135,000.

COMMITTEE ACTION:

Please see "Attachment A".

PURPOSE:

In 2008, the District issued a Request for Proposal (RFP) to several Benefit Consultants interested in bidding for the District's Benefit Consulting and Brokerage Service. In August 2008, the Board approved Willis Insurance Services of California (Willis) to become the District's Benefit Consultant and Broker of Record. The District and Willis entered into a two (2) year agreement with up to three (3) options to renew. The District is completing the fourth year of this agreement. In an effort to continue with best practices and to validate that the District is receiving the best available benefit consulting services at a competitive price, the District solicited bids once again for Benefit Consultants in February 2012. Since

negotiations will be occurring next year, the District began the RFP process one (1) year ahead of schedule.

ANALYSIS:

The District uses Benefit Consultant services to perform a full range of services related to the design, bidding, implementation, maintenance, renewal, communication, and improvement of the District's group health, dental, life, long-term disability programs and flexible benefits program.

The District sent an RFP to nine (9) reputable Benefit Consulting firms and received responses from the following five (5) firms:

Benefits Consulting and Brokerage Firms	Total Proposed Cost (3 years with 2 option years)
Alliant Insurance Services	\$135,000
California Corporate Benefit Insurance Services*	\$480,000
Pickering Insurance*	\$165,000
WSP Corporate Benefits & Insurance Services*	\$165,000
Willis Insurance Services of California	\$203,000

**pricing provided for three (3) years; assumed costs quoted were the same for all five (5) years.*

A four-person panel jointly reviewed and rated the proposals. The proposal review included evaluation on the following topics:

- Perceived ability of Consultant to negotiate a benefits program that meets the needs of the District.
- Consultant's knowledge and/or technical support related to the implementation of Online Benefits Open Enrollment.
- Consultant's and other assigned staff's availability and accessibility including the location of the office that will be servicing our account.
- Qualifications, background, and experience of Consultant and staff and team composition.
- Consultant's ability to provide proactive support to the District's Human Resources function including dissemination of current general and legal updates as well as time-sensitive insurance carrier information.

Based on the overall evaluation which included a review and rating of proposals, interviews, and reference checks, staff recommends contracting with Alliant. While all consultants considered are capable of providing the benefit consulting services requested, two main factors were considered when making a final recommendation: Alliant currently serves as the Benefits Consultant to the CSAC/SDRMA Medical pool of which the District is a member and will potentially enhance the communication regarding benefit-related topics, and Alliant quoted the most competitive fee.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

The annual cost of the agreement is \$27,000 and will not exceed \$135,000 over five (5) years. This change in Benefit Consultants is expected to save the District approximately \$13,600 annually with a total savings of approximately \$68,000 over the five (5) years of the agreement, while maintaining the excellent quality of benefit consulting services on an on-going basis. Funding for this expenditure is provided through the operating budget and the FY13 budget, which includes \$40,000.

STRATEGIC GOAL:

- Provide enhanced value by directing and managing financial issues that are critical to the District.

LEGAL IMPACT:

None.

Attachments: Attachment A - Committee Action Report



ATTACHMENT A

SUBJECT/PROJECT:	APPROVE THE SELECTION OF ALLIANT INSURANCE SERVICES FOR BENEFIT CONSULTING SERVICES AND AS THE DISTRICT'S BROKER OF RECORD
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on May 16, 2012 and the following comments were made:

- Staff indicated that prior to 2008, the District had a long standing agreement with a broker. In 2008 it was decided that the District would bid the broker services at least every five (5) years as a regular business practice.
- In 2008, the District issued a Request for Proposal (RFP) and selected Willis Insurance Services of California (Willis) as the District's Benefit Consultant and Broker of Record.
- The District will be completing its fourth (4th) year of a five (5) year contract with Willis. Because the District will be in negotiations with the Employee Association next year, it was decided to bid the broker services a year early so that the selection of a broker firm could be completed before negotiations commence.
- The District issued an RFP to nine (9) different benefit consulting firms. The firms were identified through recommendations from other water agencies and cities. Five responses were received.
- The proposals were reviewed by a four-person panel and the panel chose to interview three of the five consultants. Based on an overall evaluation, the panel recommended moving from Willis to Alliant Insurance Services (Alliant). It was indicated that the two main factors considered by the panel were that Alliant:
 - Was the lowest cost bidder
 - Is the broker for the CSAC/SDRMA medical pool, which, the District is a member.
 - o It was felt that it would be a plus that Alliant has a direct connection to the CSAC pool and that it would

facilitate better communication on matters related to the pool.

- The committee inquired if the District provided the correct information to California Corporate Benefit Insurance Services as their bid was quite a bit higher than the other broker vendors. Staff indicated that it seems that they may have misunderstood that medical insurance benefits were not included in the contract.
- Staff introduced Mr. Paul LaBounty of Alliant who was in attendance of the meeting should the committee have any questions in general or with regard to healthcare, trends, etc. Mr. LaBounty indicated that Alliant was originally called Robert Driver Co. which specialized in public agencies. He stated that Alliant is connected to various JPA's, including CSAC, ACWA, etc. Alliant provides services in ten different cities and to the Housing and Airport Commissions. He indicated that he agrees with staff that Alliant would provide an opportunity for a little better support in connection with CSAC and he felt that Willis would agree with this. Alliant's office is located in Downtown San Diego.
- Staff is recommending a three (3) year contract with an option to renew the contract for two (2) additional years. The fee would be \$27,000 per year and Alliant has agreed to freeze their fee for the two (2) additional years. The contract can be terminated at anytime. It was noted that the last contract with Willis was a two (2) year contract with an option for three (3) additional years.
- Staff indicated that the scope of the contract includes, in preparation for negotiations, the bidding of medical benefits, dental benefits, etc., to test the market to assure that the District is getting the best services at the lowest cost.

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



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	June 6, 2012
SUBMITTED BY:	Kelli Williamson Human Resources Manager	PROJECT:	Various DIV.NO. ALL
APPROVED BY:	<input checked="" type="checkbox"/> Rom Sarno, Chief, Administrative Services <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	ADOPT RESOLUTION #4197 TO REVISE AND UPDATE DISTRICT BOARD POLICY #22, DRUG FREE WORKPLACE POLICY AND PROCEDURE, AND THE FAMILY AND MEDICAL LEAVE ACT, PREGNANCY DISABILITY LEAVE, AND KIN CARE LEAVE HUMAN RESOURCES POLICY AND PROCEDURE		

GENERAL MANAGER'S RECOMMENDATION:

That the Board adopt Resolution #4197 to revise and update the following District Policies:

- Drug Free Workplace Policy and Procedure (Board Policy #22)
- Family and Medical Leave Act, Pregnancy Disability Leave, and Kin Care Leave Policy (Human Resources Policy)

COMMITTEE ACTION:

Please see "Attachment A".

PURPOSE:

To request that the Board adopt Resolution #4197 (Attachment B) and approve revisions and updates to the following two (2) District Policies: Drug Free Workplace Policy and Procedure (Board Policy #22), and the Family and Medical Leave Act, Pregnancy Disability Leave, and Kin Care Leave (Human Resources Policy).

ANALYSIS:

As a regular business process, the District periodically reviews policies and procedures. This review includes ensuring that the

District is streamlining business processes, which is a focus of the District's Strategic Plan.

After consultation with General Counsel, District staff is recommending revisions to the attached policies. These policies were also reviewed with the OWD Employees' Association. The Association has agreed to the policies as presented. Updates deemed appropriate at this time are detailed below and revisions are shown in the attached strike-through versions of the policies (Attachments B1 and B2).

Drug Free Workplace Board Policy and Procedure

Changes were made to incorporate appropriate language from the existing Department of Transportation (DOT) Drug and Alcohol Policy so that the Drug Free Workplace policy would be a stand-alone policy, not needing to reference the DOT policy throughout. The definition of Safety-Sensitive Duties was also expanded to include positions that have access to sensitive/classified District information related to safety or security duties.

Family and Medical Leave Act, Pregnancy Disability Leave, and Kin Care Leave Human Resources Policy and Procedure

Revisions were made to incorporate new changes in the laws such as Military Caregiver Leave and Military Exigency Leave, Kin Care, health insurance continuation for employees on Pregnancy Disability Leave, and any other necessary clarifying language.

Based on the above, it is requested that the Board of Directors adopt Resolution #4197 in support of the proposed revisions and updates.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

None.

STRATEGIC GOAL:

Optimize the District's Operating Efficiency.

LEGAL IMPACT:

None.

- Attachments: Attachment A - Committee Action Report
- Attachment B - Resolution #4197
- Attachment B1 - Revisions to Drug Free Workplace Policy and Procedure (Board Policy #22)
- Attachment B2 - Revisions to Family and Medical Leave Act, Pregnancy Disability Leave, and Kin Care Leave Human Resources Policy



ATTACHMENT A

SUBJECT/PROJECT:	ADOPT RESOLUTION #4197 TO REVISE AND UPDATE DISTRICT BOARD POLICY #22, DRUG FREE WORKPLACE POLICY AND PROCEDURE, AND THE FAMILY AND MEDICAL LEAVE ACT, PREGNANCY DISABILITY LEAVE, AND KIN CARE LEAVE HUMAN RESOURCES POLICY AND PROCEDURE
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on May 16, 2012 and the following comments were made:

- Staff indicated that District policies and procedures are reviewed periodically as a best practice and two (2) policies are being presented for updating: 1) Drug Free Workplace Policy and Procedures (DFWPP), Board of Directors Policy No. 22; and 2) Family and Medical Leave Act, Pregnancy Disability Leave, and Kin Care Leave Policy (FMLAP), a Human Resources Policy.
- Many times the DFWPP Policy refers to the Department of Transportation (DOT) Policy. Staff incorporated language from the DOT Policy into the DFWPP Policy so the policy could stand on its own and so there is no need to reference the DOT policy throughout the DFWPP policy. The "Safety-Sensitive Duties" portion of the policy was expanded to include positions from the Information Technology Division as the positions have access to sensitive and classified District information related to safety and security. These positions will be included in the random drug testing policy.
- Revisions were made to the FMLAP Policy to cover new military caregiver laws, kin care, pregnancy disability law changes, etc. Both policies have been reviewed with the Employee Association. The Employee Association had a question regarding the DFWPP Policy which was responded to with minor changes to the policy.
- It was discussed that the Family Leave Act is becoming a complicated area of employment law and the recommended updates to the District's FMLAP Policy are to assure that the policy fully addresses the new laws in this area.

- The DFWPP policy is a zero tolerance policy. Employees are randomly selected by a third party vendor who administers the drug test onsite. There are two drug testing schedules. One that is defined by the DOT Policy, as per California State law, that requires more frequent drug testing for those employees who perform safety-sensitive duties and the schedule set by the District for management and other safety-sensitive positions.

- It was noted that the policies were reviewed by legal counsel and much of the revisions to the policies were suggested by counsel.

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

RESOLUTION NO. 4197

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE OTAY WATER DISTRICT TO
REVISE AND UPDATE DISTRICT POLICIES

WHEREAS, the Board of Directors of Otay Water District have established policies, procedures, ordinances, and resolutions for the efficient operation of the District; and

WHEREAS, it is the policy of the District to establish procedures to review policies, procedures, ordinances, and resolutions periodically to ensure they are current and relevant; and

WHEREAS, District staff has identified Board Policy #22, Drug Free Workplace Policy and Procedure, and the Family and Medical Leave Act, Pregnancy Disability Act, and Kin Care Leave Human Resources Policy, as requiring revisions as per the attached strike-through copies.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Otay Water District amends the Board Policies indicated above in the form presented to the Board at this meeting.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Otay Water District at a regular meeting held this 6th of June, 2012.

President

ATTEST:

Secretary

OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY

Subject	Policy Number	Date Adopted	Date Revised
DRUG FREE WORKPLACE POLICY AND PROCEDURE	22	9/19/90	<u>6/6/12</u> 9/5/07

A. Policy

The Otay Water District ("District") has zero tolerance for the use of controlled substances or the abuse of alcohol. Employees who are under the influence of a drug or alcohol on the job compromise the District's interests and endanger their own health and safety as well as the health and safety of others. The District prohibits the use, possession, manufacture, distribution, or being under the influence of alcohol or controlled substances by any District employee while on District property or while on duty, except as specified herein. Violation of this policy is an act of misconduct meriting dismissal without prior warning or disciplinary action in accordance with the District's Discipline Policy and Procedures (Note: this is not new language, it was moved from Section I, to the beginning of the policy).

B. Exceptions

The following exceptions apply to this policy:

1. Events - Authorized Use of Alcohol
The General Manager or his/her designee, at his/her discretion, may authorize the use of alcohol at a District event, subject to any conditions he/she elects to impose.
2. Customary Use of Over-the Counter or Prescription Drugs
The exceptions set forth in this section do not extend to the use of marijuana, or any product made or derived from marijuana, regardless of whether the employee's doctor prescribes, recommends, or authorizes its use. With respect to an employee, use of an over-the-counter drug, or a prescription-only drug under a prescription for the employee, in the manner prescribed, will not be treated as a violation of this policy unless the drug has potential side effects which impair the employee's ability to perform any safety-sensitive duty and/or the core duties of his/her position and the employee has failed to notify his/her supervisor or Human Resources of such side effects before performing duties while under the influence of the drug. The District may require a note from the employee's doctor concerning authorization for a prescription and/or the possible side effects of the prescribed drugs. The District shall comply with all applicable laws concerning the privacy of employees' medical information.

With respect to an applicant, use of an over-the-counter drug, or a prescription-only drug under a prescription for the

OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY

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applicant, in the manner prescribed, will not disqualify the applicant for employment if he/she satisfactorily explains such use upon being informed of a positive test for controlled substances. The District may require a note from the applicant's doctor concerning authorization for a prescription and/or the possible side effects of the prescribed drugs.

C. Definitions

1. Accident:

- a. Any accident, in which an employee is driving ~~a~~on District ~~business vehicle while on duty, and is at fault or suspected of having significantly contributed to an accident. that, had the vehicle been a commercial vehicle, would have required post accident testing of the driver under the Department of Transportation (DOT) Drug and Alcohol Testing Policy.~~ This shall apply to employees covered by the Department of Transportation ("DOT") policy only if the accident is not subject to the DOT policy.
- b. Any accident, not involving the driving of a District vehicle, that is reasonably believed by management or credibly reported by another person ~~a manager~~ to have been caused by an on-duty employee and which results in serious physical injury.

2. Controlled ~~S~~substance:

- ~~a. Any drug or substance identified by section 40.85 of title 49 of the Code of Federal Regulations or sections 11054-11058 of the California Health and Safety Code.~~
- b. Any drug or substance.

3. Dilute Specimen: A specimen with creatinine and specific gravity values that are lower than expected for human urine or a specimen that is adulterated in any way.

~~4. DOT Policy: The District's Drug and Alcohol Testing Policy, enacted pursuant to Part 382 of title 49 of the Code of Federal Regulations.~~

~~45.~~ Drug Paraphernalia: This term has the same definition as is used in section 11364.5(d) of the California Health and Safety Code and applies only to paraphernalia deemed unlawful under section 11364.5(d).

~~56.~~ Manager/Management: A District employee who is designated as a supervisor, manager, or executive.

OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY

Subject	Policy Number	Date Adopted	Date Revised
DRUG FREE WORKPLACE POLICY AND PROCEDURE	22	9/19/90	9/5/07 6/6/12

67. Medical Review Officer: A person who is a licensed physician and who is responsible for receiving and reviewing laboratory results for substance tests and evaluating medical explanations for certain test results.
78. Negative: A person is considered to have tested negative for a substance if his/her substance test does not produce a positive result.
89. Positive: A person is considered positive for alcohol if he/she has a blood alcohol concentration of 0.04 or greater at the time he/she submits to testing. A person is considered positive for a controlled substance if he/she has any amount of a controlled substance at or above a "cutoff concentration" specified in section 40.87 of title 49 of the Code of Federal Regulations at the time he/she submits to testing.
910. Reasonable ~~s~~Suspicion: A reasonable suspicion exists that a person is under the influence of a substance if a trained observer reasonably comes to the conclusion that the person is under the influence of a substance due to having personally observed, with respect to the person, some or all of the effects specified in Appendix A of this policy.

Additionally, a reasonable suspicion exists that a person is under the influence of a substance if an observer has seen the person use a substance.

No one factor is sufficient to create a reasonable suspicion, but an observer may make a reasonable assessment based on the quantity, degree, and/or severity of applicable factors.

101. Refusale to ~~s~~Submit to ~~t~~Testing: Each of the following constitutes a refusal to submit to testing:
- a. ~~FA~~failinquire to immediately report for substance testing when directed to do so~~i~~
 - b. ~~Fa~~failinquire to complete the testing process (including signing any forms necessary to authenticate or identify a specimen)~~i~~, or
 - c. ~~a-f~~Failingure to provide an adequate amount of breath, saliva, or urine for a test~~i~~
 - d. Failing to cooperate with any aspect of the testing process, including but not limited to refusing to wash hands when directed, being confrontational with testing

OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY

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personnel, or failing to comply with instructions in a "direct observation," as that term is used in section 40.197 of title 49 of the Code of Federal Regulations;
e. Using or wearing a prosthetic device to interfere with the collection process;
f. Admitting to adulterating or diluting the specimen; or
g. ~~Anything~~ act or failure to act that is intended to interfere with the results.

112. Safety-~~s~~Sensitive ~~d~~Duties: ~~Any duties identified as "safety-sensitive duties" by DOT regulations, or~~ ~~d~~Duties which consist of any of the following:

- Operating any assigned District vehicle or equipment (includes management and non-management employees);*i*
- High-voltage electrical work (600 volts or greater);*i*
- Work in "confined spaces," as that term is defined in District regulations or OSHA regulations;*i*
- Performing maintenance on any vehicle;
- Loading and unloading any vehicle; or
- Access to sensitive/classified information related to safety or security duties.

123. Serious ~~p~~Physical ~~±~~Injury: An injury to an employee that causes the employee to be absent from work ~~on either of the two working days~~ following an accident or which requires hospitalization of the employee.

134. Substance: Any substance containing alcohol or any controlled substance.

145. Under the ~~±~~Influence: With respect to alcohol, a person is under the influence at the time he/she is ordered to submit to testing if he/she tests positive for alcohol at the time he/she submits to testing. With respect to controlled substances, a person is under the influence at the time he/she is ordered to submit to testing if he/she tests positive for a controlled substance at the time he/she submits to testing.

D. Conflicts with DOT Policy

As to applicants or employees to whom the DOT Policy applies, to the extent this policy imposes a requirement that is less stringent than the DOT Policy the more stringent requirements of the DOT Policy will control.

OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY

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E. Testing Procedures

When an employee or applicant is to be tested, the District shall use the same testing procedures that are used for testing under the ~~Department of Transportation~~ DOT Drug and Alcohol Testing Policy(DOT) policy, including the procedures for testing a "split specimen," as that term is defined in section 40.3 of title 49 of the Code of Federal Regulations. The service providers shall comply with section 40.47 of title 49 of the Code of Federal Regulations except they shall use a by using the Federal Drug Testing Custody and Control Form for applicants/employees subject to the DOT Policy and a non-federal custody and control form for applicants and employees~~all other persons~~.

1. Alcohol Testing

Alcohol testing will be conducted using evidential breath testing devices ("EBT") approved by the National Highway Traffic Safety Administration. A screening test must be conducted first. If the result is an alcohol concentration level of less than 0.02, the test is considered a negative test. If the alcohol concentration level is 0.02 or more, a second confirmation test must be conducted. Alcohol testing shall be accomplished by a laboratory certified by the U.S. Department of Health and Human Services.

2. Controlled Substance Testing

- a. The test must be conducted by analyzing the employee's urine.
- b. The urinalysis shall be done at a laboratory certified by the U.S. Department of Health and Human Services.
- c. The urine specimen must be split into two bottles labeled as "primary" and "split" specimen. Both bottles must be sent to the laboratory.
- d. If the urinalysis of the primary specimen tests positive for the presence of illegal, controlled substances, the employee has 72 hours from time of notification to request that the split specimen be analyzed by a different certified laboratory.
- e. The urine sample shall be tested for the following: marijuana metabolites, cocaine metabolites, opiates, amphetamines and phencyclidine ("PCP");
- f. If the test is positive for one or more of the drugs listed in subsection "e" above, a confirmation test must be

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performed using gas chromatography/mass spectrometry analysis.

g. All drug test results will be reviewed and interpreted by the Medical Review Officer before they are reported to the District.

h. With all positive drug tests, the Medical Review Officer will contact the employee to determine if there is a medical explanation for the positive test result. If documentation is provided and the Medical Review Officer determines that there is a legitimate medical use for the prohibited drug, the test result may be reported to the District as negative.

F. Testing

1. Persons Subject to Substance Screening

- All applicants for employment, in conjunction with pre-employment physical examination;
- All employees reasonably suspected of using substances while on duty or on District property or while working while under the influence of substances;
- All employees reasonably suspected of possessing, manufacturing, or distributing substances while on duty or on District property;
- Any employee at fault~~involved in~~ or reasonably suspected of having significantly contributed to ~~have caused~~ an accident while on duty;
- Any employee who performs safety-sensitive duties whose name is selected for testing pursuant to the District's random testing policy; or
- Any District employee who applies for and is selected for a position that will require the performance of safety-sensitive duties.

2. Pre-employment, Promotions and Transfer ~~P~~physicals

All applicants for employment shall, as part of their pre-employment physical examination, submit to a urine analysis or other legally authorized testing methods as selected by the ~~employer~~ District for substances.

Any District employee who applies for a position that will require the performance of safety-sensitive duties shall, as a precondition to appointment to such position, submit to a urine analysis or other legally authorized testing methods as selected by the ~~employer~~ District for substances.

OTAY WATER DISTRICT
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3. Random ~~t~~Testing of ~~m~~Managers and ~~s~~Safety-~~S~~sensitive ~~d~~Duty ~~e~~Employees

Each year the District shall randomly conduct substance tests of employees who perform safety-sensitive duties. Based on the number of such employees employed by the District on January 1, the District shall conduct by the following December 31 a number of tests for controlled substances equal to 50 percent of the total number of employees who perform safety-sensitive duties. Within the same time period, the District shall conduct a number of tests for alcohol equal to 10 percent of the same number of safety-sensitive employees.

Each year the District shall randomly conduct substance tests of managers who are not randomly tested as employees performing safety-sensitive duties. Based on the number of managers employed by the District on January 1, the District shall conduct by the following December 31 a number of tests for controlled substances equal to 10 percent of the total number of such managers. Within the same time period, the District shall conduct a number of tests for alcohol equal to 10 percent of the same number of such managers. Managers who perform safety-sensitive duties and who are included in the pool of safety-sensitive duty employees selected for random testing shall not be included in the pool of non-safety-sensitive duty managers who are selected for random testing.

The General Manager will contract with a service provider to perform the random selection of employee names for substance testing and select the dates upon which the employees will be tested. The service provider must ensure that every safety-sensitive employee has an equal chance of being selected each time a name is randomly drawn and that any employee whose name is selected is not exempt from having his/her name selected in any subsequent drawing in the same year.

The service provider shall provide the selected names and dates to the Safety and ~~SecurityRisk~~ Administrator and/or Human Resources Manager, who shall not disclose this information to any other person except to the employee selected for testing and the employee's supervisor at the time that the employee is required to submit to testing. If the employee is absent from duty on a date that he/she has been randomly selected for testing, an alternate name may be selected or he/she ~~shall~~may be required to submit to a test immediately upon returning to work, without prior notice.

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Upon being informed that he/she is required to submit to a random test, the employee must report to the testing location, as quickly as possible but no greater than one hour from being informed, and complete the test as directed by personnel at the testing location. Upon completing testing, the employee shall report back to duty if his/her duty day has not yet concluded.

Random testing is separate from the other forms of testing described in this policy. An employee who submits to a reasonable suspicion or post-accident test does not satisfy the requirement that he/she submit to a random test when ordered.

4. Post-accident ~~t~~Testing

If an employee is involved in an accident that under this policy requires that the employee submit to substance testing, the employee's supervisor shall immediately contact Human Resources and the Safety and Security Administrator to report the accident and the necessity of testing. After consultation with Human Resources, if it is determined that the employee should be tested, then ~~Thereafter,~~ the supervisor shall direct the employee to report to the testing location and complete the test as directed by personnel at the testing location. The supervisor shall arrange to transport the employee to the testing location. Upon completing testing, the employee shall report back to duty if his/her duty day has not yet concluded, unless a reasonable suspicion exists, based on the observation of the employee's supervisor and in consultation with Human Resources, that the employee was under the influence of a substance at the time or shortly after the accident. If such a reasonable suspicion exists, the employee shall be released from duty for the remainder of the day. The supervisor, in consultation with Human Resources, thereafter shall determine on a day-to-day basis whether to permit the employee to return to duty, until the results of the test have returned. If an employee has been ordered to submit to substance testing for post-accident testing, and reasonable suspicion exists, the District may place the employee on leave without pay pending the test results. If the employee's test results are negative, the District shall restore any salary lost by the employee for the days he/she was on leave, as though the employee had reported for duty. ~~the supervisor's discretion under the return to duty provisions of Section F(5) shall apply.~~

If the employee requires immediate medical assistance due to the accident, such that he/she is unable to report to the testing location, the supervisor shall coordinate with the hospital to

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conduct the test or require the employee to report to the testing location as soon as is practicable.

The determination as to whether an employee is involved in an accident shall be made by the employee's supervisor in consultation with the Safety and ~~Security~~Risk Administrator and Human Resources, based on the information available to him/her. If ~~it the supervisor~~ cannot be immediately determined whether the employee was involved in an accident, the supervisor shall not order the employee to testing until a determination can be made~~the supervisor makes such determination~~.

The following criteria apply when conducting drug and alcohol tests due to an accident:

- a. A breath alcohol test must be administered as soon as possible. Every effort should be made to ensure that a breath alcohol test is performed within eight hours following the accident. If testing has not occurred within eight hours, attempts to test should be discontinued. However, if testing did not occur within eight hours, and reasonable suspicion existed at the time or shortly after the accident the employee may resume duties with his/her next shift that begins after the eight hours have passed. Prior to the employee's return, management shall observe the employee's condition before the employee is allowed to resume duties to ensure that there is no longer reasonable suspicion.
- b. A drug screening test should be initiated prior to the 32nd hour following an accident.
- c. The employee must remain readily available for testing or he or she will be deemed to have refused the test (see Refusal to Submit to Testing). This rule does not require the delay of necessary medical attention for injured persons following the accident nor prohibit the employee from leaving the scene to obtain assistance or necessary emergency medical care.
- d. An employee subject to post-accident testing may not use alcohol within eight hours following the accident or before an alcohol test, whichever comes first.
- e. Testing will not be conducted on any deceased employee.
- f. The results of a breath or blood test for the use of alcohol or a urine test for controlled substances, conducted by Federal, State, or local officials having independent authority for the test, shall be considered to meet the requirements of this policy provided such results are obtained by the employer, and conform to the applicable Federal, State or local requirements.

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- g. The potentially affected employee will not be allowed to proceed alone to or from the collection site. Time spent in complying with post-accident testing is compensable.
- h. Documentation of the activity being performed by the employee that supports the determination to conduct post-accident testing should be prepared and signed by the supervisor requesting the test within 24 hours of the accident or before the results of the drug test are released, if possible.

5. Reasonable ~~s~~Ssuspicion ~~t~~Testing

If an ~~employee's~~ supervisor, ~~or any~~ manager, the Safety and Security Administrator, or other personnel has a reasonable suspicion that the employee is under the influence of a substance while on District property or on duty, he/she shall ~~advise~~ consult with Human Resources of this observation to determine if testing is appropriate. After consultation with Human Resources, if it is determined that the employee should be tested, a supervisor shall direct the employee to immediately report for testing and complete the test as directed by personnel at the testing location. The supervisor shall arrange to transport the employee to the testing location. If the person who advises Human Resources of the observation is not the employee's supervisor, Human Resources must immediately notify the supervisor that the employee is reporting to Human Resources and why, and the supervisor shall arrange to transport the employee to the testing location. The supervisor(s) witnessing the impairment must document the specific observations upon which the reasonable suspicion is based.

Upon completing testing, the employee shall be released from duty for the remainder of the day. The supervisor, in consultation with Human Resources, thereafter, shall determine on a day-to-day basis whether to permit the employee to return to duty, until the results of the test have returned. If an employee has been ordered to submit to substance testing for reasonable suspicion, the District may place the employee on leave without pay pending the test results. If the employee's test results are negative, the District shall restore any salary lost by the employee for the days he/she was on leave, as though the employee had reported for duty.

The following criteria apply when conducting drug and alcohol tests due to reasonable suspicion:

a. Alcohol

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A breath alcohol test must be administered as soon as possible. Every effort should be made to ensure that a breath alcohol test is performed within eight hours. If testing has not occurred within eight hours, attempts to test should be discontinued and the employee may resume duties with his/her next shift that begins after the eight hours have passed. However, prior to the employee's return, management shall observe the employee's condition before the employee is allowed to resume duties to ensure that there is no longer reasonable suspicion.

b. Controlled Substances

A urinalysis test for controlled substances must be administered as soon as possible. Every effort should be made to ensure the urinalysis is performed within 32 hours of the observation.

c. The employee may not proceed alone to or from the collection site. The supervisor or other appropriate person making the observation shall arrange to transport the employee to the testing site.

d. Documentation to support the determination to conduct reasonable suspicion testing should be prepared and signed by the person who made the determination within 24 hours of the determination or before the results of the test are released, whichever is earlier, if possible.

6. Acknowledgment and Consent

Any employee subject to testing under this policy will be asked to sign a form acknowledging the procedures governing testing, and consenting to (1) the collection of a urine sample for the purpose of determining the presence of alcohol or controlled substances, and (2) the release to the District of medical information regarding the test results. Refusal to sign the agreement and consent form, or to submit to the drug test, will result in the revocation of an applicant's job offer, or will subject an employee to discipline up to and including termination.

7. Refusal to ~~s~~Submit to ~~t~~Testing

If an applicant refuses to submit to testing for any substance, the applicant is disqualified for employment. If a District employee who has applied for a position that requires the performance of safety-sensitive duties refuses to submit to testing for any substance, the employee is disqualified for such position.

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If an employee refuses to submit to testing for any substance, the District may treat such refusal as an act of insubordination. The District shall also impose the same disciplinary action of dismissal for a refusal to test that it would impose for a positive test result, so as not to encourage employees to refuse to test in the hope of avoiding more severe disciplinary action. The District may immediately place an employee on leave without pay if the employee refuses to submit for testing.

87. Refusal to ~~a~~Authorize ~~d~~Disclosure of ~~r~~Results of ~~t~~Testing

If an applicant refuses to authorize the disclosure of the testing results to the District, the applicant is disqualified for employment. If a District employee who has applied for a position that requires the performance of safety-sensitive duties refuses to authorize the disclosure of the test results to the District, the employee is disqualified for such position.

If an employee refuses to authorize the disclosure of results of testing to the District, the District will impose the same disciplinary action of dismissal for a refusal to authorize the disclosure of results of testing, that it would impose for a positive test result, so as not to encourage employees to refuse to authorize the disclosure of test results in the hope of avoiding more severe disciplinary action. ~~treat it in the same manner as a refusal to submit to testing.~~

98. Positive ~~t~~Test

If an applicant tests positive for a controlled substance, he/she shall be disqualified for employment unless he/she meets the requirements for the over-the-counter/prescription drug exception set forth in Section B(2) of this policy. If a District employee who has applied for a position that requires the performance of safety-sensitive duties tests positive for a substance, the employee is disqualified for such position.

If an employee tests positive for a substance, the employee shall not be returned to duty and shall not receive pay during his/her absence until the employee requests that the split urine specimen be tested and the test of that specimen is not positive for a substance.

This unpaid absence shall not be considered a disciplinary or punitive action against the employee and any record of such absence shall be maintained separately from the employee's personnel file.

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The absence is for the administrative and safety interests of the District. This unpaid absence has no effect on the District's decision or ability to discipline an employee for violating this policy.

If the Medical Review Officer determines that an employee's specimen is a dilute specimen and the specimen is positive for a substance, the employee shall be considered to have tested positive for that substance. If a dilute specimen produces a negative result then the employee shall be required to submit to a second substance test, in the manner prescribed in section 40.197 of title 49 of the Code of Federal Regulations. All such second tests shall be with "direct observation," as that term is used in section 40.197.

109. Request for ~~Retest~~

If an employee tests positive for any substance, the employee may, within 72 hours of being notified of the positive test result, request of the Medical Review Officer that the split specimen be tested. If the employee does not timely submit a request, the employee shall be considered to have waived his/her right to have the split specimen tested. The employee shall pay for the cost of testing the split specimen. If the employee is unable to pay this cost at the time of the request, the District must ensure that the split specimen is tested even if it means that the District may have to initially bear the cost. The District may recover the cost from the employee at a later time.

If a split specimen does not produce a positive result for a substance, the District shall restore any salary lost by the employee as a result of an absence imposed because of the positive result on the first specimen. The employee shall be considered to have not tested positive for a substance. The District shall also reimburse the employee for the cost of the retest if the employee paid for the retest.

The District may not request that the split specimen be tested.

G. Employee Assistance Programs

The District may refer any employee, including an employee who is dismissed because of a positive test for a substance, to its employee assistance program. If in any instance the District is required to lawfully accommodate an employee's disability related

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to substance abuse, the District shall refer the employee to a substance abuse professional.

H. Suspicion of Possession/Distribution/Manufacture of Controlled Substances

If ~~an employee's~~ a supervisor has a reasonable suspicion that ~~the~~ an employee unlawfully possesses or is distributing or manufacturing a controlled substance or drug paraphernalia on or in District property, or while on duty, the supervisor must report this suspicion to Human Resources.

1. For purposes of Section H only, "reasonable suspicion" means the following:
 - a. As to possession, the supervisor or a reporting credible source must have seen a substance or item on the person of the employee, in the employee's work area, or in or on District property assigned to the use of the employee that a reasonable person would believe is a controlled substance or drug paraphernalia, or have seen in any of the same areas a container that a reasonable person would believe contains a controlled substance or drug paraphernalia.
 - b. As to distribution, the supervisor must have seen the employee convey to another person a substance or item that a reasonable person would believe is a controlled substance or drug paraphernalia, or have seen the employee convey a container to another person that a reasonable person would believe contains a controlled substance or drug paraphernalia, or have received a report of observation of the same from a credible source.
 - c. As to manufacture, the supervisor must have observed conditions that a reasonable person would equate to the manufacture of a controlled substance or drug paraphernalia, which may include the observation of smell, appearance, or sound. The supervisor must also have observed conditions that would attribute suspected manufacture to the employee, such as observing these conditions in the employee's work area or in or on District property assigned to the use of the employee. If the conditions are observed on the person of the employee, the supervisor must consider whether the employee reported to duty in such condition instead of changing to such condition while on duty, or have received a report of observation of the same from a credible source.

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2. After a report of ~~supervisor has reported~~ a reasonable suspicion has been made to Human Resources, the ~~supervisor, the~~ Human Resources Manager, ~~the General Manager, Assistant General Manager and the employee's Department Chief~~ must confer with management representatives to, consider whether the ~~supervisor's reported~~ observation constituted reasonable suspicion, and decide what steps to take in response to the ~~supervisor's reported~~ observation. ~~The unavailability of any one of these individuals should not be permitted to interfere with the making of this decision.~~
- a. If the decision is to take no further action, the matter will be dismissed.
 - b. If the decision is to discuss the observation with the employee, Human Resources and the supervisor will meet with the employee to discuss the observation. If as a result of the discussion, Human Resources and/or the supervisor believe that a search is necessary, they will confer with management representatives ~~the General Manager, Assistant General Manager, and Department Chief~~ to determine whether to conduct a search.
 - c. If the decision is to conduct a search, the search must be limited to a search of District property, such as the employee's work area (including desk drawers and file cabinets), District vehicle or equipment, and District facilities. ~~The employee's supervisor and a representative of Human Resources must be present for the search.~~ The search may be performed by the Human Resources representative or another person designated by the Human Resources representative, which may include the supervisor. The employee does not need to be present during the search. ~~Human Resources should advise the employee that he/she has the right to have a representative or witness present during the search.~~ If any material is retrieved that appears to bear out the supervisor's reasonable suspicion, the Human Resources representative must take possession of the material.
 - d. If the decision is to conduct a search and the distribution of controlled substances or drug paraphernalia is reasonably suspected, the search may include not only the work area/equipment of the employee suspected of distributing controlled substances or drug paraphernalia, but the work area/equipment of any employee whom was observed receiving the item from the employee suspected of distributing controlled substances or drug paraphernalia. The receiving employee is entitled to the same rights as the distributing employee.
 - e. Any search of the person of the employee or personally-held possessions of the employee, such as a briefcase, purse, pocketbook, ~~or~~ backpack or personal vehicle, must be conducted

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by a law enforcement officer. If the decision to conduct a search extends to these areas, Human Resources should contact law enforcement to request such a search.

3. If the Human Resources representative takes possession of any material as a result of the search, and the employee does not confirm that it is a controlled substance or drug paraphernalia, the District shall contact the local law enforcement agency and will forward the substance to have the item tested/analyzed to determine if it is a controlled substance or drug paraphernalia. If a law enforcement officer takes possession of an item as a result of a search, and the employee does not confirm that it is a controlled substance or drug paraphernalia, the District shall follow up with the law enforcement agency to verify the item is a controlled substance or drug paraphernalia. The employee shall not return to duty and shall not receive pay during his/her absence until the law enforcement agency has verified that the tested/analyzed item is not positive for a controlled substance or drug paraphernalia. If the tested/analyzed item does not produce a positive result for a controlled substance or drug paraphernalia, the District shall restore any salary lost by the employee as a result of the absence.

I. Disciplinary Action

Disciplinary action for violations of this policy will be taken in accordance with the District's Discipline Policy and Procedures.

~~The District considers using, possessing, manufacturing, distributing, being under the influence of a controlled substance while on duty or while on District property, unless otherwise excused under this policy, or refusing to submit to testing for any substance, to be an act of misconduct meriting dismissal without prior warning or disciplinary action.~~ (NOTE: this language was moved to Section A)

J. Accommodation of Individuals with Disabilities

Nothing in this policy shall be construed so as to relieve the District of its lawful obligation to accommodate individuals with disabilities.

K. Confidentiality

All alcohol and drug-testing records will be treated as confidential.

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APPENDIX A

INDICATION OF DRUG USE

REMEMBER THAT THESE SYMPTOMS ARE ONLY INDICATIONS. THEY MAY BE A SIGN OF SOMETHING OTHER THAN DRUG OR ALCOHOL USE.

PHYSICAL

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Increased pulse rate 2. Weak and rapid pulse 3. Increased blood pressure 4. Increased body temperature 5. Constricted pupils 6. Dilated pupils 7. Bloodshot eyes 8. Water eyes 9. Runny nose | <ol style="list-style-type: none"> 10. Nasal sores 11. Slowed respirations 12. Shallow respiration 13. Cold and clammy skin 14. Chills and sweats 15. Cramps 16. Nausea 17. Convulsions |
|---|---|

MENTAL AND EMOTIONAL

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Increased alertness 2. Excitation 3. Anxiety 4. Irritability 5. Euphoria 6. Increased emotionality 7. Impaired attention 8. Impaired memory 9. Altered perceptions | <ol style="list-style-type: none"> 10. Disorientation 11. Visual illusions 12. Hallucinations 13. Paranoia 14. Delirium 15. Irrational fears 16. Panic 17. Depressed mood |
|---|---|

BEHAVIORAL

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Slurred speech 2. Staggered gait 3. Fatigue 4. Apathy 5. Drowsiness 6. Loss of appetite 7. Increased appetite | <ol style="list-style-type: none"> 8. Hyperactivity 9. Agitation 10. Argumentative 11. Hostility 12. Tremors 13. Insomnia |
|--|---|



Otay Water District
Human Resources
Policies and
Procedures

Effective Date:

June 6, 2012
~~July 1, 2003~~

Page 1

Section Title:

FAMILY MEDICAL LEAVE, AND
PREGNANCY DISABILITY LEAVE,
AND KIN CARE LEAVE POLICIES

Of ~~7~~

POLICY

Otay Water District (District) grants ~~F~~family care, and M~~medical, and military family~~ Lleaves of ~~A~~absence, including "kin care" and pregnancy disability leaves, to eligible employees consistent with the State and Federal laws. It is the employee's responsibility to advise the District of the circumstances of any leave requests that may qualify for such leave. It is the District's responsibility to designate the leave as appropriate.

FAMILY MEDICAL LEAVE ACT AND CALIFORNIA FAMILY RIGHTS ACT

A. Definition

Family Medical Leave is unpaid time off which may be granted to an eligible employee for certain qualifying events. Family Medical Leave shall be granted and used in accordance with the federal Family and Medical Leave Act of 1993, as amended (FMLA), and/or as well as the California Family Rights Act ~~of 1991~~ (CFRA).

B. Eligibility

An employee is eligible to take Family Medical Leave if he/she:

~~An employee who has 12 months (not necessarily consecutive months) of service with the District and worked at least 1,250 hours during the twelve (12) month period immediately before the date when the leave would begin and who meet all the eligibity requirements of the FMLA or the CFRA shall be eligible to take up to twelve (12) weeks in a twelve-month period for the following reasons:~~

- 1) Has worked for the District for a total of at least 12 months prior to the date on which the leave is to commence;
- 2) Has actually worked at least 1,250 hours during the 12 months immediately preceding the date when the leave would begin; and
- 3) Is taking leave for one of the following reasons:

- 1) ~~a) For an~~ The employee's own serious health condition that makes the employee unable to perform the functions of ~~their~~ his/her job;
- b) Bonding with a newborn, adopted child or child placed for foster care;
- c) Caring for a family member (spouse, child, parent, or registered domestic partner) with a serious health condition. A child must be either under 18 years of age or an adult dependent child incapable of self-care because of a mental or physical disability;
- d) For "military caregiver" leave, to care for an ill or injured family servicemember (a spouse, child, parent, or next of kin (nearest blood relative) who has incurred an injury or illness while on active military duty);
- e) For "military exigency" leave when there is a qualifying military exigency as defined by the U.S. Department of Labor arising out of the fact that an employee's spouse, child, or parent is on active duty (or has been notified of an impending call or order to active duty) in support of a contingency operation as defined by law.

A serious health condition is an illness, injury, impairment, or physical or mental condition that involves either an overnight stay in a medical care facility, or continuing treatment by a health care provider for a condition that either prevents the employee from performing the functions of the employee's job, or prevents the qualified family member from participating in school or other daily activities.

In the case of a pregnancy or other legally protected disability or medical condition or work-related injury, an employee may not need to satisfy all of the above requirements. In such circumstances, the employee should contact Human Resources for clarification about his or her rights for other types of leave.

- ~~2) To care for a new born child;~~
- ~~3) The placement of an adopted child;~~
- ~~4) To care for a seriously ill child;~~
- ~~5) To care for a parent or spouse who has a serious health condition, or~~
- ~~6) The placement of a child for foster care.~~

C. Permissible Amount of Leave ~~Calculating the 12-Month Period~~

Provided all the conditions of this policy are met, an employee may take up to 12 weeks of Family Medical Leave within a 12-month period; however, an employee who takes leave for military caregiver purposes may take up to a total 26 weeks Family Medical Leave in a single 12-month period, only 12 weeks of which may be for purposes other than to serve as a military caregiver.

In determining whether an employee has exhausted his/her Family Medical Leave entitlement, the District ~~will measure the twelve (12) month period as~~ shall use a "rolling" 12-month period measured backward from the date ~~an~~ the employee's ~~uses the~~ leave commences. When calculating 26 weeks of military caregiver leave, however, the District shall measure the 12-month period by looking to the 12-month period following the date upon which leave is first taken for such purpose. The single 12-month period for military caregiver leave is not a rolling period; it is a one-time event, per illness/injury per family servicemember.

D. Leave Conditions

1) Request/Approval Procedures Medical Certification

a) An employee shall notify the District of his/her request for Family Medical Leave as soon as he/she is aware of the need for such leave. For foreseeable events, if possible, the employee must provide ~~thirty (30)~~ calendar days advance written notice accompanied by a certification issued by the health care provider of the individual requiring the care. For events that are unforeseeable ~~thirty (30)~~ days in advance, but are not emergencies, the employee must notify the District in writing, as soon as he/she learns of the need for the leave, ordinarily ~~within no later than two to three~~ one or two working days ~~after when~~ the need for leave becomes known to the employee ~~learn of the need for the leave~~.

b) If the reason for the requested leave is based on the serious health condition of the employee, or for military caregiver purposes, the employee shall arrange for the health care provider to complete a medical certification on a District-provided form. ~~The completed leave request form and the medical certification shall be submitted to Human Resources for action.~~

i. With regard to leave due to the employee's own serious health condition:

a. The District may require, at the District's expense, that the employee obtain a second medical opinion from a health care provider designated by the District and who is not regularly used by the District; and

b. ~~If the Where~~ second opinion differs from the first, the District may require that the employee obtain a third and binding medical opinion, again at the District's expense, from a health care provider designated or approved jointly by the District and the employee.

c. The District may require recertification of the employee's serious health condition ~~if only where~~ additional leave is requested.

~~An employee's request for leave due to a serious health condition affecting the employee, or the employee's child, parent or spouse, must be supported by a medical certification issued by the health care provider of the individual requiring care.~~

~~a) For leave to care for the employee's own serious health condition, the medical certification need not, but may, at the employee's option, identify the serious health condition involved. It shall contain:~~

~~i) The date on which the serious health condition commenced;~~

~~ii) The probable duration of the condition; and~~

~~iii) A statement that the leave is due to the serious health condition of the employee.~~

ii. For leave to care for the employee's child, parent, or spouse, the medical certification need not identify the serious health condition involved, but must provide certification from the healthcare provider of the individual requiring care and must include answers to all the information requested in the form in order to be considered for eligibility. The District may require recertification of the child's, parent's, or spouse's serious health condition if additional leave is requested.

~~j) The date on which the serious health condition commenced;~~

~~ii) The probable duration of the condition;~~

~~iii) An estimate of the amount of time which the health care provider believes the employee needs to care for the child, parent or spouse; and~~

~~iv) A statement that the serious health condition warrants the participation of the employee to provide care during a period of treatment or supervision of the child, parent or spouse.~~

iii. For military caregiver leave, the medical certification concerning the family servicemember may be provided by a U.S. Department of Defense (DOD) health care provider, a U.S. Department of Veterans Affairs health care provider, a DOD TRICARE network authorized private health care provider, or a DOD non-network TRICARE authorized private health care provider. The certification, which must be made on U.S. Department of Labor Form No. WH-385, must include answers to all the information requested in the form in order to be considered for eligibility. The District may also require the employee to provide any additional information that it would require of an employee pursuant to section D(1)(b)(ii) of this Policy.

iv. For military exigency leave, the employee shall submit answers to all the information requested in U.S. Department of Labor Form No. WH-384, including a copy of his/her active duty orders or other documentation issued by the military which indicates that the covered military member is on active duty or call to active duty status in support of a contingency operation, and the dates of the covered military member's active duty service. The employee need only submit this the first time he/she requests leave for a qualifying exigency, unless the later request arises from a different active duty or call to active duty of the same or different qualifying military member.

e)c) The employee shall submit the completed leave request form and, when applicable, the completed medical certification form to Human Resources. The employee must submit the Mmedical certification form must be provided within 15 calendar days of the District's request and generally prior to the commencement of a foreseeable leave of absence. If certification is not received within 15 calendar days, the District leave may deny the leave request be denied.

d)d) Human Resources shall either approve or deny the leave request unless the request does not comply with the provisions set forth in this Policy, the FMLA, the CFRA, or other applicable law. If the request is denied, Human Resources shall explain the reason(s) for such denial to the employee., it shall be returned to the employee with an explanation. The request may be denied only to the extent that it does not comply with the provisions set forth in this Family Care and Medical Leave Policy and State and Federal Laws.

~~Medical certification is not required where the leave is requested for the birth, adoption or placement of a child in foster care with the employee.~~

2) Intermittent Leave or Reduced Work Schedule

Human Resources may grant intermittent leave or reduce an employee's work schedule based on a need for periodic or sporadic time off work for Family Medical Leave purposes, such as medical appointments, treatments or procedures, or the birth or placement of a child.

~~1) Intermittent or reduced work schedule refers to the need for periodic time off work, for purposes such as medical appointments, treatments or procedures, or the birth or placement of a child.~~

2)a) With approval, and minimum impact to the District, Aan employee may take leave an approved Family Medical Leave intermittently or, under certain

circumstances, use the leave to reduce the workweek or workday.

- 3)b) The Employee must submit written proof that intermittent leave or a reduced work schedule is a medical necessity.
- 4)c) The aggregate amount of intermittent leave or reduction in work schedule
~~Leave~~ may not exceed the amount of leave the employee could permissibly use if he/she was not using intermittent leave or a reduced work schedule~~a total of twelve (12) weeks over a twelve (12) month period.~~
- 5)d) If intermittent or reduced work schedule leave is required for medical treatment, the District may temporarily transfer the employee to another job with equivalent pay and benefits that better accommodates the schedule for medical treatments where such transfer can be reasonably accommodated.
- 5)e) Where the Family Medical Leave is to be taken in connection with the birth, adoption, or foster placement of a child, the minimum duration for each period of leave is two weeks, except the employee may request leave of less than two weeks duration on any two occasions.
- 5)f) Military exigency leave also may be taken intermittently or on a reduced schedule.

3) Concurrent Running with Other Leaves

To the extent permitted by law, FMLA leave, CFRA leave, and PDL shall run concurrently with each other and with every other form of leave provided by the District.

4) Sick Leave and Vacation Accrual

An employee may is-not accrue sick leave or vacation entitled to benefit accrual during periods of unpaid leave, but will not lose vacation or sick leave that he/she anything accrued prior to ~~the~~ leave unless and until he/she uses such accruals. The employee shall accrue vacation and sick leave hours in accordance with ~~for~~ actual hours paid in the pay period. The substitution of paid leave does not extend the total duration of the leave to which an employee is entitled.

5) Military Caregiver Leave

Military caregiver leave must be used to care for the employee's spouse, child, parent (excluding in-laws), or next of kin, who is a covered military servicemember and incurred a serious injury or illness in the line of military duty or who aggravated an existing or pre-existing condition in the line of active duty. A covered servicemember is a current member of the Armed Forces, including a member of the National Guard or Reserves. A serious injury or illness is one that may render the servicemember medically unfit to perform his or her duties for which the servicemember is undergoing medical treatment, recuperation, or therapy; or is in outpatient status; or is on the temporary disability retired list. Covered servicemembers include veterans who began treatment, recuperation, or therapy for a serious injury or illness within five years after leaving the service, as long as the veteran was a member of the Armed Forces, National Guard or Reserves. The serious injury or illness may have manifested before or after the individual became a veteran.

6) Military Qualifying Exigency Leave

A qualifying exigency must relate to the covered active duty (or notification of an impending call or order to active duty) of the employee's spouse, child, or parent (excluding in-laws) in the Armed Forces, including a member of the National Guard or Reserves. "Active duty" and "call to active duty" are as defined in Section 825.126(b)(2) of Title 29 of the Code of Federal Regulations. Qualifying exigencies may include short-notice deployment, attending certain military events, arranging for alternative childcare and child activities, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings, and any other qualifying exigency described in section 825.126 of Title 29 of the code of Federal Regulations.

7) Spouses Employed by District

If two District employees are married and each spouse is eligible for FMLA/CFRA leave, they are required to share the combined total of 12 weeks of FMLA/CFRA leave between them if the purpose for leave is for the birth and care of a child; for the placement of a child for adoption or foster care and to care for a newly placed child; and to care for an employee's parent who has a serious health condition. Each employee may use the balance of his/her FMLA/CFRA leave, if any, for any other purpose for which leave is authorized under the FMLA/CFRA (such as to take time off for his/her own serious health condition). However, a husband and wife can each take up to 12 weeks of FMLA/CFRA leave, if eligible, to care for a child with a serious health condition.

8) Exempt Employees

The District shall deduct salary for any hours or days on which an exempt employee uses unpaid FMLA, CFRA, or PDL leave; however, the employee may use accrued sick leave or vacation in order to receive pay for such time in accordance with section D(4) of this policy. If the employee chooses not to use accruals during this time period, the District shall pay the employee only for actual hours or days worked.

E. Benefits

- 1) While an employee is on Family Medical Leave, ~~the~~ District shall continue to pay the employee's medical, dental, life, accidental death and dismemberment and long term disability insurance coverage, for both the employee and employee's eligible dependents under any group health plan, to the same extent and on~~under~~ the same terms and conditions as ~~coverage~~ would have been provided had~~if~~ the employee ~~had~~ been continuously ~~employed~~ working during the entire leave period.
- 2) If the employee chooses to continue optional life insurance and/or the flexible benefits program, his/her premium contributions will be required either through payroll deduction or by direct payment to the District. The District shall advise the employee ~~will be advised~~ in writing, at the beginning of the leave period, of~~as to~~ the amount and options of either payroll deduction or direct payment. Employee contribution amounts are subject to any change in rates that occur while the employee is on leave.
- 3) The District shall extend the employee's in-range salary adjustment ~~merit review~~ date ~~will be extended~~ by the ~~the~~ number of days of leave taken by the employee after his/her ~~following the first sixty (60)~~ calendar days of leave ~~taken by the employee~~.

4) The employee may be ~~liable~~ required to repay to the District for payment of health insurance premiums, dental, life, accidental death and dismemberment and long term disability insurance paid by the District during the employee's Family Leave, FMLA/CFRA leave if the employee does not return to work when his/her leave has expired or returns from leave but fails to work for at least 30 calendar days after returning from taking Family Leave FMLA/CFRA. However, if the ~~reason for the~~ failure to return to work ~~is either~~ beyond the employee's control or the result of the employee, or because of the continuation, recurrence or onset of a serious health condition, the employee will not be liable for repayment.

F. Reinstatement ~~Fitness for Duty Certification~~

If the employee returns to work before or immediately upon exhaustion of his/her Family Leave, the District shall ~~within twelve (12) weeks from the beginning of the leave, he/she will be~~ reinstated him/her to his/her former position or an equivalent position with equivalent pay, benefits, status and authority. ~~However, if~~ the employee returns to duty at a later time, the employee may not be entitled to return to the employee's ~~exhausts their FMLA/CFRA leave and continues on some other form of District unpaid leave, he/she may not be entitled to return to his/her~~ former position. The District in its discretion may assign the employee to any position and/or alter his/her pay, benefits, status and/or authority consistent with District policy and regulations; however, the District shall make such assignment based on the needs of the District and not because the employee used his/her Family Leave.

If the employee took Family Leave because of his/her own serious health condition, the District ~~employee will be~~ may ~~required~~ the employee to provide a fitness-for-duty certification ~~before prior to~~ returning to work, ~~stating certifying~~ that the employee is able to resume his/her original job duties. The District may delay restoring the employee to employment without certification.

The District will comply with all applicable laws pertaining to reinstatement of employees, including where required, the reasonable accommodation of employees who have been on an approved leave. However, an employee has no greater right to reinstatement or continued employment than if he or she had been continuously working a full or part-time schedule rather than on leave.

PREGNANCY DISABILITY LEAVE (PDL)

A. Definition

A ~~female~~ employee may request Pregnancy Disability Leave (PDL) under the California Pregnancy Disability Leave Act (including a temporary transfer to available, less strenuous or hazardous positions or duties for which the employee is qualified) based on her health care provider's advice and if the transfer can be reasonably accommodated. An employee is entitled to up to four months of unpaid PDL per pregnancy. "Four months" is the number of days the employee would normally work in four months. For a full time employee working 80 hours in the pay period, four months means 88 working days. PDL may be taken intermittently, or on a reduced-hours

schedule, as medically necessary.

~~This is separate and distinct from the California Family Rights Act (CFRA). An employee is entitled to four months of unpaid PDL in addition to her twelve (12) weeks of CFRA. Family Medical Leave (FMLA) runs concurrently with PDL.~~

B. Eligibility

- 1) A woman is entitled to PDL from her first day on the job; ~~There is no minimum prior length-of-service requirement before an employee disabled by pregnancy is entitled to a pregnancy disability leave. A woman is entitled to PDL from her first day on the job.~~
- 2) A woman is “disabled by pregnancy” if, in the opinion of her health care provider, she is unable to work at all, or is unable to perform one or more essential functions of her job, or to perform these without undue risk to herself or other persons, through ~~to~~ the successful completion of her pregnancy, ~~or to other persons.~~ This includes severe morning sickness and time needed for prenatal care.
- 3) ~~PDL Pregnancy Disability Leave~~ is for one or more any period(s) of actual disability caused by pregnancy, childbirth, or related medical condition. ~~This includes severe morning sickness and for prenatal care.~~
- 4) ~~PDL Pregnancy Disability Leave shall~~ can not be used for childcare, child rearing, or preparation for child bearing.
- 5) ~~Where medically advisable, pregnancy disability leave may be taken for a reasonable period of time, up to four (4) months per pregnancy.~~

C. Medical Certification

- 1) An employee’s request for PDL leave must be supported by a medical certification issued by the her health care provider ~~of the employee.~~ The certification should include:
 - a) The date on which the employee became disabled due to pregnancy;
 - b) The probable duration of the period or periods of disability; and
 - c) An explanatory statement that, due to the disability, the employee is unable to work at all or is unable to perform any one or more of the essential functions of her position without undue risk to herself, the successful completion of her pregnancy, or to other persons.
- 2) If the employee’s health care provider is medically advising a transfer to a position for which the employee is qualified as a form of PDL, and if the transfer can be reasonably accommodated, the medical certification should include:
 - a) The date on which the need to transfer became medically advisable;
 - b) The probable duration of the period or periods of the need to transfer; and
 - 2)c) An explanatory statement that, due to the woman's pregnancy, the transfer is medically advisable. ~~Medical certification must be provided within 15 calendar days of the District’s request and generally prior to the commencement of a foreseeable leave of absence. If certification is not received within 15 calendar days, leave may be denied.~~
- 3) Upon expiration of the time for which the health care provider originally estimated the employee needed PDL, the District may require recertification if the employee additional leave is requested additional leave and has not exhausted her four-month entitlement.

D. Procedure

- 1) An employee shall notify the District of her request for ~~PDL Pregnancy Disability Leave~~ as soon as she is aware of the need for such leave or transfer. For foreseeable events, where practicable if possible, the employee must provide ~~thirty (30) calendar days'~~ advance written notice accompanied by medical ~~a~~ certification ~~issued by from her~~ the health care provider ~~of the individual requiring the care~~. For ~~events that are unforeseeable thirty (30) days in advance, but are not non-emergencies,~~ events that are not foreseeable 30 days in advance and emergencies, the employee must ~~notify~~ provide the ~~District in written~~ ing, notice and ~~submit a medical~~ certification as soon as practicable ~~she learns of the need for the leave, ordinarily no later than two to three working days after the employee learns of the need for the leave due to pregnancy, childbirth or related medical condition.~~
- 2) The employee shall submit the completed leave request form and the medical certification ~~shall be submitted~~ to Human Resources ~~for action~~.
- 3) Human Resources shall ~~either approve or deny~~ the leave request as soon as practicable and within 10 calendar days, unless the request does not comply with provisions set forth in this Policy or the PDL statute and regulations or other applicable law. If the request is denied, Human Resources it shall explain the reason(s) for such denial to the employee. ~~be returned to the employee with an explanation. The request may be denied only to the extent that it does not comply with the provisions set forth in this Pregnancy Disability Leave Policy and State Laws. If the request is granted after the need for PDL commenced, the District shall make it effective retroactively.~~

E. Duration and Timing of Leave

An eligible employee may take up to four months of PDL, per pregnancy. Such leave may be taken in one continuous block of time, intermittently, through a reduced work schedule, or through transfer to a vacant available and less strenuous and/or hazardous position or set of duties for which the employee is qualified for the duration of the pregnancy, depending on the employee's health care provider's advice and if the transfer can be reasonably accommodated. In any event, the employee must provide medical documentation pertaining to the duration and timing of her PDL.

~~1) An employee who is pregnant may take up to four months of leave when she is disabled by her pregnancy.~~

~~2) The four-month leave is allowed for each pregnancy, and is not an annual limit.~~
Intermittent Leave or Reduced Work Schedule

~~1) Pregnancy Disability Leave need not be taken in one continuous block. It may be taken on an as-needed basis, intermittently or on a reduced work schedule when medically advisable as determined by the health care provider of the employee. Medical documentation of the need for intermittent or reduced work schedule is required.~~

~~2) If intermittent or reduced work schedule leave is required for medical treatment, the District may temporarily transfer the employee to another job with equivalent pay and benefits that better accommodates the schedule for medical treatments where~~

~~such transfer can be reasonably accommodated.~~

F. Relationship to Other Leaves

PDL runs concurrently with an employee's FMLA leave entitlement and all other forms of leave except for CFRA leave. PDL and CFRA cannot run concurrently because they are mutually exclusive; leave for pregnancy-related disability is not protected by CFRA and PDL may not be used for health-related conditions or other leaves (such as baby bonding) that are protected by CFRA. Thus, in some circumstances an employee may use four months of PDL, during which FMLA entitlement will be exhausted, but remain eligible to use up to 12 weeks of CFRA entitlement.

California Family Rights Act

~~The California Family Rights Act (CFRA) entitles an eligible employee to an additional twelve (12) weeks of leave in a twelve (12) month period after the birth of a child for baby bonding. If an employee who has taken FMLA concurrently with PDL uses her full 12-week entitlement to benefits during the FMLA/PDL leave, and then takes CFRA after the birth of her child for baby bonding purposes, health benefits will continue.~~

G. Sick Leave and Vacation Accrual

An employee may not accrue sick leave or vacation ~~is not entitled to benefit accrual~~ during periods of unpaid leave, but will not lose vacation or sick leave ~~anything that she~~ accrued prior to the leave unless and until she uses such accruals. The employee shall accrue vacation and sick leave hours in accordance with ~~for~~ actual hours paid in ~~the a~~ pay period. An employee taking PDL may substitute any available sick leave for her leave and may, at her option, substitute any accrued vacation for her leave. The substitution of paid leave for PDL does not extend the total duration of the leave to which the employee is entitled.

H. Benefits

1) ~~If PDL is run concurrently with Family Medical Leave (FMLA), then the~~ While an employee is on PDL the District shall continue to pay the employee's medical, dental, life and accidental and dismemberment, and short term and long term disability premiums for both the employee and employee's eligible dependents under any group health plan, to the same extent and on ~~under~~ the same terms and conditions as ~~coverage~~ would have been provided if had the employee ~~had~~ been continuously employed working during the entire leave period, not to exceed 4 (four) months in a twelve month period. ~~for a maximum of twelve (12) weeks. If an employee who has taken FMLA concurrently with PDL uses her full entitlement to benefits during the FMLA/PDL leave, and is eligible and takes CFRA after the birth of her child, health benefits will continue.~~

~~2) However, if PDL is not run concurrently with FMLA (i.e., employee does not qualify for FMLA) then health benefit will not continue and arrangements must be made by the employee to pay the monthly premium for group health, dental, life and long term disability insurance. If the employee does not pay premiums then coverage will be cancelled and the employee (and eligible dependents) may continue group~~

~~coverage for a limited period at her own expense, in accordance with COBRA guidelines.~~

3)2) If the employee chooses to continue optional life insurance and/or the flexible benefits program, her premium contributions will be required either through payroll deduction or by direct payment to the District. The District shall advise the employee ~~will be advised~~ in writing, at the beginning of the leave period, ~~of as to~~ the amount and options of either payroll deduction or direct payment. Employee contribution amounts are subject to any change in rates that occur while the employee is on leave.

3) The District shall extend the employee's in-range salary adjustment merit review date ~~will be extended~~ by the number of days of leave taken by the employee after her following the first sixty (60) calendar days of leave ~~taken by the employee~~.

4) The employee may be required to repay to the District health insurance premiums, dental, life, accidental death and dismemberment and long term disability insurance paid by the District during the employee's PDL leave, if the employee fails to return from leave after the designated leave period expires. However, if the failure to return to work is beyond the employee's control or the result of the continuation, recurrence or onset of a serious health condition, or the continuation of the leave under CFRA, the employee will not be liable for repayment.

I. Reinstatement ~~Fitness for Duty Certification~~

If the employee returns to work on or before the date her PDL ~~Pregnancy Disability~~ Leave is exhausted, the District shall ~~she will be~~ reinstated to her to her former position or to an equivalent position with equivalent pay, benefits, status and authority. However, the District may ~~the employee will be~~ required the employee to provide a fitness-for-duty certification, before returning to work ~~stating~~, which states that she is able to resume her original job duties.

The District will comply with all applicable laws pertaining to reinstatement of employees, including where required, the reasonable accommodation of employees who have been on an approved leave. However, an employee has no greater right to reinstatement or continued employment than if she had been continuously working a full or part-time schedule rather than on leave.

KIN CARE LEAVE

A. Definition

"Kin care" is the use of paid sick leave by an employee to attend to the illness of the employee's child, spouse, domestic partner, or parent, in accordance with Section 233 of the Labor Code.

B. Eligibility

An employee is eligible to use sick leave for kin care upon hire but must have available unused sick leave in order to do so.

C. Conditions of Leave

- 1) Within a calendar year, an employee may use an amount of sick leave, equal to or less than that which he/she accrues in six months (i.e. one-half of his/her annual sick allotment), for kin care. Unused kin care time will not carry over to the next calendar year.
- 2) "Child" includes a biological child, foster child, stepchild, adopted child, child of a domestic partner, legal ward, or child of a person standing in loco parentis. The child is not required to be a minor.
- 3) "Parent" includes a biological parent, stepparent, foster parent, adoptive parent, or legal guardian. Mothers-in-law, fathers-in-law and grandparents are not considered parents for purposes of this law.
- 4) Spouse includes legally married individuals and registered Domestic Partners as defined in California Family Code section 297.
- 4) The District may enforce the use of kin care leave to the same conditions and restrictions it imposes on the use of sick leave for other purposes, including verification of illness, except that the District shall not consider any time used for kin care (within the annual limit permitted by law) in evaluating or disciplining the employee based on excessive use of sick leave.

D. Relationship to Other Leaves

To the extent that the illness of the child, parent, spouse, or domestic partner provides a basis for the use of leave under the FMLA or CFRA, or any other form of leave, the use of kin care shall run concurrently with each such leave (even if accruals are not used by the employee during FMLA/CFRA leave).



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	June 6, 2012
	Frank Anderson Utility Services Manager	PROJECT:	Various DIV. NO. ALL
SUBMITTED BY:			
APPROVED BY:	<input checked="" type="checkbox"/> Pedro Porras, Chief of Water Operations <input checked="" type="checkbox"/> German Alvarez, Asst. General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Award Purchase Order to Kirk Paving for Annual As-Needed Paving Services		

GENERAL MANAGER'S RECOMMENDATION:

The Board authorize issuing a blanket purchase order to Kirk Paving in an amount not to exceed \$175,000 for as-needed asphalt paving services from July 1, 2012 through June 30, 2013.

COMMITTEE ACTION: _____

Please see Attachment "A".

PURPOSE:

To present bid results and request that the Board authorize issuing a blanket purchase order to Kirk Paving, Lakeside, CA for as-needed asphalt paving services from July 1, 2012 through June 30, 2013 in an amount not to exceed \$175,000.

ANALYSIS:

As a regular course of business, the District is required to maintain and repair its water delivery infrastructure. Routinely this work requires the removal and re-installation of asphalt paving in public roadways. It has been proven more effective and efficient for the District to use outside contractors for its

asphalt paving work. Therefore, the District has used outside asphalt paving contract services for more than seven (7) years.

As-needed paving services has been included in the FY 2013 Operating Budget under Contracted Services. The FY 2013 budget for Contracted Services is \$175,000.

In accordance with District's purchasing requirements, a notice was published and bids were solicited for this work on a "unit price" basis. On April 30, 2012 twelve (12) contractors attended a mandatory pre-bid meeting and on May 7, 2012 bids were received and publicly opened with the following results from six(6) bidders:

<i>Bidder</i>	<i>Weighted Score</i>
Kirk Paving	703.10
Hardy & Harper, Inc.	718.00
ATP General Engineering Contractors	790.00
KCEI Construction, Inc.	817.70
SealRight Paving	920.06
TC Construction Company	1047.75

The low bidder was determined to be Kirk Paving, Lakeside CA. Attachment B was produced by the purchasing manager and is attached.

Kirk Paving served as the FY-2012 as-needed paving service contractor for the District for a yearly contract of \$175,000 with no change orders. We are confident that they will be able to perform the required work.

FISCAL IMPACT: _____

The FY 2013 budget request includes \$175,000 for as-needed paving services. The project manager has projected that this requested amount is sufficient to meet the paving needs in the 2013 fiscal year.

STRATEGIC GOAL:

Strategy: Stewards of Public Infrastructure
Goal: Conduct the best practice preventative maintenance activities.

LEGAL IMPACT:

None.

Attachment "A", Committee Action



ATTACHMENT A

SUBJECT/PROJECT:	Award Purchase Order to Kirk Paving for Annual As-Needed Paving Services
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COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on May 25, 2012 and the following comments were made:

- Staff is requesting that the Board authorize the issuance of a blanket purchase order to Kirk Paving in an amount not to exceed \$175,000 for as-needed asphalt paving services from July 1, 2012 through June 30, 2013.
- Staff provided the staff report to the Committee and noted that the District is required to maintain and repair its water delivery infrastructure which requires routinely asphalt patch paving services in public roadways.
- Staff discussed the bid process and provided the results to the Committee. Further details of the bid results are presented on page 2 of the staff report.
- It was indicated that Kirk Paving was the lowest bidder and has served as the FY 2012 as-needed paving service contractor for the District on a yearly contract of \$175,000 with no change orders. Staff is confident that Kirk Paving will be able to continue to perform the required work and recommends that they be selected to perform as-needed paving services for the District.
- In response to a question by the Committee, staff stated that Kirk Paving will be used for maintaining small paving jobs or repairs. Larger paving jobs, such as roads to reservoirs, would require a separate bid.

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

ATTACHMENT B

FY 2013 As-Needed Paving Services Bid Score Sheet

Months 1-6

Item	Wght	Type of Service	<u>Kirk Paving</u>		<u>Hardy & Harper</u>		<u>SealRight</u>		<u>KCEI</u>		<u>TC Const</u>		<u>ATP</u>	
			<u>Unit Bid</u>	<u>Total</u>	<u>Unit Bid</u>	<u>Total</u>	<u>Unit Bid</u>	<u>Total</u>	<u>Unit Bid</u>	<u>Total</u>	<u>Unit Bid</u>	<u>Total</u>	<u>Unit Bid</u>	<u>Total</u>
			<u>Price</u>	<u>Score</u>	<u>Price</u>	<u>Score</u>	<u>Price</u>	<u>Score</u>	<u>Price</u>	<u>Score</u>	<u>Price</u>	<u>Score</u>	<u>Price</u>	<u>Score</u>
1	10	Asphalt 0"-6"	\$ 17.00	170	\$ 16.10	161.00	\$ 16.78	167.80	\$ 19.70	197.00	\$ 19.50	195.00	\$ 20.00	200.00
2	5	Asphalt 7"-12"	\$ 17.50	87.5	\$ 18.10	90.50	\$ 19.69	98.45	\$ 20.10	100.50	\$ 22.80	114.00	\$ 21.00	105.00
3	5	Cap/Sheet 0"-1"	\$ 1.50	7.5	\$ 2.20	11.00	\$ 4.57	22.85	\$ 2.50	12.50	\$ 8.15	40.75	\$ 5.00	25.00
4	1	Satin Seal	\$ 0.25	0.25	\$ 0.40	0.40	\$ 1.15	1.15	\$ 0.40	0.40	\$ 0.65	0.65	\$ 2.00	2.00
5	1	Traffic Stripping	\$ 1.00	1	\$ 1.00	1.00	\$ 1.43	1.43	\$ 0.90	0.90	\$ 1.30	1.30	\$ 2.00	2.00
6	1	Grinding	\$ 2.50	2.5	\$ 1.80	1.80	\$ 4.16	4.16	\$ 2.50	2.50	\$ 4.00	4.00	\$ 2.00	2.00
7	1	Traffic Loops	\$ 10.00	10	\$ 18.00	18.00	\$ 53.35	53.35	\$ 14.00	14.00	\$ 13.15	13.15	\$ 5.00	5.00
8	1	Sand/Seal	\$ 1.00	1	\$ 0.80	0.80	\$ 1.75	1.75	\$ 1.00	1.00	\$ 3.50	3.50	\$ 2.00	2.00
9	1	Base Rem/Rep	\$ 15.00	15	\$ 20.00	20.00	\$ 37.70	37.70	\$ 25.00	25.00	\$ 64.00	64.00	\$ 10.00	10.00
10	10	Saw Cut 0"-6"	\$ 3.00	30	\$ 2.00	20.00	\$ 2.95	29.50	\$ 2.00	20.00	\$ 2.40	24.00	\$ 2.00	20.00
11	10	Saw Cut 6"-12"	\$ 2.00	20	\$ 3.00	30.00	\$ 3.45	34.50	\$ 2.50	25.00	\$ 4.60	46.00	\$ 2.00	20.00
12	1	Saw Cut 12" +	\$ 3.00	3	\$ 4.50	4.50	\$ 4.65	4.65	\$ 3.50	3.50	\$ 6.90	6.90	\$ 2.00	2.00
Score Month 1-6			347.75		359		457.29		402.3		513.25		395	

Months 7-12

Item	Score	Type of Service	<u>Unit Bid</u>											
			<u>Price</u>	<u>Score</u>										
			<u>Price</u>	<u>Score</u>										
1	10	Asphalt 0"-6"	\$ 17.50	175	\$ 16.10	161.00	\$ 16.85	168.5	\$ 19.77	197.7	\$ 20.80	208.00	\$ 20.00	200.00
2	5	Asphalt 7"-12"	\$ 18.00	90	\$ 18.10	90.50	\$ 19.79	98.95	\$ 21.00	105	\$ 24.00	120.00	\$ 21.00	105.00
3	5	Cap/Sheet 0"-1"	\$ 1.50	7.5	\$ 2.20	11.00	\$ 4.60	23	\$ 3.20	16	\$ 8.55	42.75	\$ 5.00	25.00
4	1	Satin Seal	\$ 0.25	0.25	\$ 0.40	0.40	\$ 1.16	1.16	\$ 0.50	0.5	\$ 0.70	0.70	\$ 2.00	2.00
5	1	Traffic Stripping	\$ 1.00	1	\$ 1.00	1.00	\$ 1.48	1.48	\$ 0.90	0.9	\$ 1.30	1.30	\$ 2.00	2.00
6	1	Grinding	\$ 2.50	2.5	\$ 1.80	1.80	\$ 4.20	4.2	\$ 3.00	3	\$ 4.00	4.00	\$ 2.00	2.00
7	1	Traffic Loops	\$ 10.00	10	\$ 18.00	18.00	\$ 55.00	55	\$ 14.00	14	\$ 13.15	13.15	\$ 5.00	5.00
8	1	Sand/Seal	\$ 1.10	1.1	\$ 0.80	0.80	\$ 2.83	2.83	\$ 1.00	1	\$ 3.70	3.70	\$ 2.00	2.00
9	1	Base Rem/Rep	\$ 15.00	15	\$ 20.00	20.00	\$ 37.90	37.9	\$ 25.60	25.6	\$ 64.00	64.00	\$ 10.00	10.00
10	10	Saw Cut 0"-6"	\$ 3.00	30	\$ 2.00	20.00	\$ 3.00	30	\$ 2.20	22	\$ 2.40	24.00	\$ 2.00	20.00
11	10	Saw Cut 6"-12"	\$ 2.00	20	\$ 3.00	30.00	\$ 3.50	35	\$ 2.60	26	\$ 4.60	46.00	\$ 2.00	20.00
12	1	Saw Cut 12" +	\$ 3.00	3	\$ 4.50	4.50	\$ 4.75	4.75	\$ 3.70	3.7	\$ 6.90	6.90	\$ 2.00	2.00
Score Month 7-12			355.35		359		462.77		415.4		534.5		395	
Total Score			703.1		718		920.06		817.7		1047.75		790	



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	June 6, 2012
	Lisa Coburn-Boyd Environmental Compliance Specialist	PROJECT:	P2382- DIV. NO. 5 004000
SUBMITTED BY:	Ron Ripperger Engineering Manager		
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief of Engineering <input checked="" type="checkbox"/> German Alvarez, Asst. General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Amendment #2 to the Ground Lease and Joint Use Agreement with the San Miguel Consolidated Fire Protection District		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District's (District) Board of Directors (Board) approve Amendment #2 to the Ground Lease and Joint Use Agreement with the San Miguel Consolidated Fire Protection District (San Miguel) for the Heartland Regional Fire & Public Safety Training Facility and authorize the General Manager to execute the Amendment (see Exhibit A for Project location and Exhibit B for Training Facility Site Plan).

COMMITTEE ACTION:

See Attachment A.

PURPOSE:

That the Board authorize the General Manager to execute Amendment #2 (see Attachment B) to the Ground Lease and Joint Use Agreement with San Miguel for the lease and joint use of the Heartland Regional Fire & Public Safety Training Facility.

ANALYSIS:

On December 21, 2007, San Miguel entered into a Ground Lease and Joint Use Agreement with the District. According to this Agreement, San Miguel was to construct a state-of-the-art regional training facility at the District's Regulatory site. Construction of the facility began in May 2011. Also, in May 2011, San Miguel entered into an agreement with the Heartland Fire Training Facility Authority for the operation of the training facility now known as the Heartland Regional Fire and Public Safety Training Facility.

Amendment #1 to the lease concerned the Major Use Permit (MUP) and Stormwater Agreement that was obtained from the County of San Diego for the training facility. The first amendment specified that all obligations and duties set forth in the MUP and Stormwater Agreement were the responsibility of San Miguel. Amendment #2 concerns any improvements that might be done by the District within the training facility site, including, but not limited to, the confined space training prop. This Amendment specifies that the District may construct and/or install certain improvements on the training facility site provided that the District improvements may be included in the training facility's construction contract and that any costs for the District improvements that are incurred by San Miguel will be reimbursed by the District. Additional specifications of the amendment include the conditions for the use of the District improvements by San Miguel, and the requirements for their maintenance and repair. Lastly, the amendment clearly states that the District improvements shall be and will remain the property of the District and that San Miguel will not waste, destroy, demolish, or remove any of the District improvements except as approved by the District.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

None.

STRATEGIC GOAL:

This project supports the District's Mission Statement, "To provide customers with the best quality water, wastewater and recycled water service in a professional, effective, and efficient manner."

LEGAL IMPACT:

None.

LC-B/RR:jf

P:\WORKING\CIP P2466 Regional Training Facility\Staff Reports\BD 06-06-12, Amendment #2 to Ground Lease and Joint Use Agreement.doc

Attachments: Attachment A - Committee Action
Attachment B - Amendment #2 to the Ground Lease and
Joint Use Agreement
Exhibit A - Location Map
Exhibit B - Training Facility Site Plan



ATTACHMENT A

SUBJECT/PROJECT: P2382-004000	Amendment #2 to the Ground Lease and Joint Use Agreement with the San Miguel Consolidated Fire Protection District
---	--

COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on May 25, 2012 and the following comments were made:

- Staff requested that the Board approve Amendment #2 to the Ground Lease and Joint Use Agreement with the San Miguel Consolidated Fire Protection District (San Miguel) for the Heartland Regional Fire & Public Safety Training Facility and authorize the General Manager to execute the Amendment.
- Staff stated that in 2007, the District entered into a lease and joint use agreement with San Miguel and according to the agreement, San Miguel would build a state of the art regional training facility at the District's Regulatory site.
- It was discussed that construction of the training facility began in May 2011 and at the same time, San Miguel entered into an agreement with Heartland Fire Training Facility Authority to operate the facility.
- Staff stated that construction of the facility is being done in two phases and indicated that Phase one consists of site grading, walls, utility installation, and props (Bridge, trench training, electrical vault, and confined space). It was noted that Phase one is nearly completed.
- Staff noted that Legal Counsel drafted the amendment that concerns any improvements within the site that may be done by the District at the training facility site, which includes the confined space prop that the Board previously approved at its April 4, 2012 meeting. It specifies that any District improvements on the site may be included in the training facility's construction contract and any costs incurred by the San Miguel for such improvements will be reimbursed by the District. The amendment also includes the conditions for use of

the District improvements by San Miguel and the requirements for maintenance and repair.

- Staff noted that the amendment clearly stated that any District improvements shall be and will remain the property of the District.
- Legal Counsel indicated that the original contract did not include concerns about ownership and maintenance, therefore the agreement was amended to clarify those concerns. It was also indicated that the amendment clarifies the terms of ownership.

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

ATTACHMENT B

**SECOND AMENDMENT TO GROUND LEASE AND JOINT USE AGREEMENT
BETWEEN OTAY WATER DISTRICT AND
SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT FOR REGIONAL TRAINING
CENTER**

This Second Amendment (“Amendment”) to the original Ground Lease and Joint Use Agreement is made and entered into as of the ____ day of _____, 2012 and is effective as of April 4, 2012, by and between OTAY WATER DISTRICT ("Otay"), and SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT ("San Miguel").

RECITALS

A. District and San Miguel entered into that certain Ground Lease and Joint Use Agreement dated December 21, 2007 (the "Lease"), under which Otay leased certain real property to San Miguel for the construction and operation of a regional training center (the “Training Center”).

B. In May 2011, Otay and San Miguel amended the Lease with regard to County of San Diego stormwater requirements.

C. Otay desires to construct and/or install facilities at the Training Center and to properly address such improvements and future improvements in the Lease.

D. Otay and San Miguel desire to enter into this Amendment to amend certain specific terms and conditions of the Lease as indicated below.

E. All terms in this Amendment shall have the same meaning as provided in the Lease unless otherwise noted.

NOW, THEREFORE, in consideration of the foregoing and the mutual promises and covenants hereinafter contained, the parties agree as follows:

1. Section 3.7 is hereby added to the Lease as follows:

3.7 **Construction of OWD Improvements.** Throughout the term of this Lease, OWD may construct and/or install certain improvements on the Premises (the “**OWD Improvements**”), provided the OWD Improvements do not interfere with the Improvements or San Miguel’s use of the Premises. The OWD Improvements shall become a part of and subject to the terms of this Lease upon written notice to and acknowledgment by San Miguel. If construction and/or installation of OWD Improvements coincides with any construction by San Miguel, San Miguel agrees to include the OWD Improvements in its construction contracts upon request by OWD and in compliance with California public contracting laws. OWD agrees to provide sufficient funding to San Miguel to cover the cost of such OWD Improvements.

2. Section 4.5 is hereby added to the Lease as follows:

4.5 **Use of OWD Improvements.** OWD and San Miguel agree that San Miguel shall be allowed to make use of the OWD Improvements in the following manner:

a. **Reserved Use.** San Miguel staff, volunteers, employees, agents or invitees may reserve the use of any OWD Improvements during hours of non-operation by OWD, at no charge, upon the conditions agreed upon by San Miguel and OWD.

b. **Shared Use.** San Miguel staff, volunteers, employees, agents or invitees shall have access to and be able to use the OWD Improvements at any time upon reasonable notice of not less than 24 hours to OWD provided said use does not conflict with planned use by OWD.

c. **Indemnification for San Miguel Use.** San Miguel shall, to the fullest extent permitted by law, hold harmless, protect, defend (with attorneys approved by OWD) and indemnify OWD, its Board of Directors, and each member thereof, its officers, agents, employees, representatives, and their successors and assigns, from and against any and all losses, liabilities, claims, suit damage, expenses and costs including reasonable attorney's fees and costs, and expert costs and investigation expenses (“Claims”), which arise out of or are in any way connected to San Miguel’s use of the OWD Improvements under this Lease or any

negligent or wrongful act or omission by San Miguel, its officers, employees, representatives, subcontractors, or agents regardless of whether or not such claim, loss or liability is caused in part by a party indemnified hereunder. San Miguel shall have no obligation, however, to defend or indemnify OWD if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of OWD.

3. Section 7.3 is hereby added to the Lease as follows:

7.3 **Ownership of OWD Improvements**. All OWD Improvements constructed or installed on the Premises by OWD shall be and remain the property of OWD. San Miguel shall have no right to waste the OWD Improvements, or to destroy, demolish or remove any OWD Improvements except as approved by OWD pursuant to a written amendment to this Lease. San Miguel agrees and acknowledges that it shall have no right, title, or claim in the OWD Improvements and that it shall not allow any liens, encumbrances, or claims other than those expressly allowed by OWD.

4. Section 9.1 of the Lease shall be amended and replaced with the following:

9.1 **Maintenance and Repair**. OWD places prime importance on quality maintenance to ensure the safety and well being of its staff, visitors and volunteers and any other person using the Improvements or OWD Improvements and/or participating in any Training Programs. Except as otherwise provided in this Lease, San Miguel assumes full responsibility for the construction, operation and maintenance of the Improvements, and maintenance of the OWD Improvements, without any expense to OWD, and agrees to perform all repairs and replacements necessary to maintain and preserve the Improvements, the OWD Improvements and the premises in a clean and safe condition reasonably satisfactory to OWD and in compliance with all applicable laws. Normal wear and tear of the Improvements and the OWD Improvements will be acceptable to OWD assuming San Miguel regularly constructs and performs all necessary repairs to maintain the Improvements and OWD Improvements in first-class condition, similar to their condition on the date the Improvements and OWD

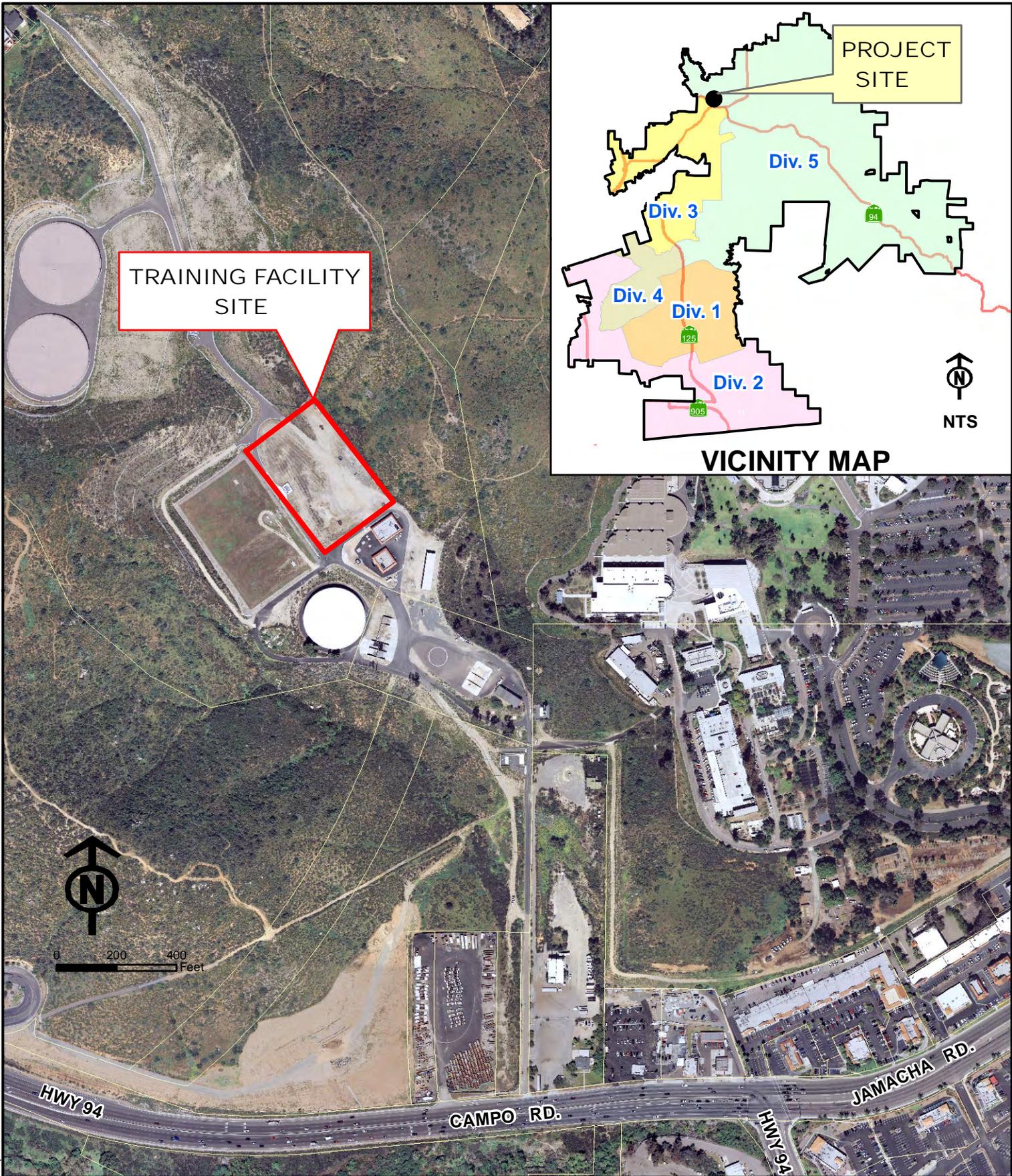
Improvements are accepted from the contractor. In addition, San Miguel shall keep the premises and the Improvements and OWD Improvements free from all graffiti and any accumulation of debris or waste material.

5. The parties agree that all terms and conditions of the Lease not modified or amended by this Amendment, including without limitation all indemnity and insurance requirements, are and shall remain in full force and effect.

6. This Amendment is subject to the venue, choice of law and interpretation provisions of the Lease.

IN WITNESS WHEREOF, the parties have caused this Amendment to the Lease to be executed as of the day and year first above written.

<p>OTAY WATER DISTRICT</p> <p>By: _____ Mark Watton Its: General Manager Date: _____</p>	<p>SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT</p> <p>By: _____ August F. Ghio Its: Fire Chief Date: _____</p>
<p>Approved as to form:</p> <p>By: _____ General Counsel</p>	<p>Approved as to form:</p> <p>By: _____ General Counsel</p>



TRAINING FACILITY SITE

PROJECT SITE

Div. 5

Div. 3

Div. 4

Div. 1

Div. 2

VICINITY MAP

NTS



0 200 400 Feet

HWY 94

CAMPO RD.

HWY 94

JAMACHA RD.



OTAY WATER DISTRICT
 HEARTLAND REGIONAL FIRE AND PUBLIC SAFETY TRAINING FACILITY
 LOCATION MAP

CIP P2466

EXHIBIT A



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	June 6, 2012		
SUBMITTED BY:	Bob Kennedy Sr. Civil Engineer	PROJECT/ SUBPROJECT:	P2416- 001103	DIV. NO.	N/A
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering <input checked="" type="checkbox"/> German Alvarez, Asst. General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager				
SUBJECT:	CALTRANS Joint Use Agreements and Otay Water District Consent to Common Use Agreement with CALTRANS for the SR-125 Utility Relocations				

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District's (District) Board of Directors (Board) approve the State of California Department of Transportation (CALTRANS) proposed Joint Use Agreements No. 31875-1 and 31872-1 and Otay Water District Consent to Common Use Agreement No. 31867-1 with CALTRANS for the SR-125 Utility Relocations and authorize the General Manager to execute the agreements (see Exhibit A for project location).

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

That the Board authorize the General Manager to execute the CALTRANS Joint Use Agreements (JUAs) No. 31875-1 and 31872-1 (see Attachments B and C) and Otay Water District Consent to Common Use Agreement (CCUA) No. 31867-1 (see Attachment D) with CALTRANS for the SR-125 Utility Relocations.

ANALYSIS:

On February 23, 2000, Caltrans filed a notice of preparation for the 10-mile State Route 125 (SR-125) Project. On April 8, 2004, the Otay Water District (District) entered into a Master Utility Relocation

Agreement with Otay River Constructors (ORC) for the expected utility conflicts for the construction of the SR-125 Project. The Master Agreement established the relationship between the District and ORC and defined the roles and responsibilities of each party during the process of identifying, designing, and constructing the required utility relocations along SR-125. The District has superior and prior rights for the water facilities traversing the SR-125 Toll Road at the three locations noted on the Agreements (see Exhibit A for locations).

The JUAs and the CCUA are documents that perpetuate the District's rights-of-way for utilities that are within CALTRANS highway right-of-way. Both documents place limiting restrictions on the District's use to ensure the District's use is compatible with highway traffic safety. The District otherwise retains all its original easement use rights.

The JUAs are for District facilities that will remain on land used for highway purposes, but will be relocated outside the District's existing right-of-way where the District had prior rights. The JUAs also quitclaim to CALTRANS all of the District's right, title, and interest to the original District easement.

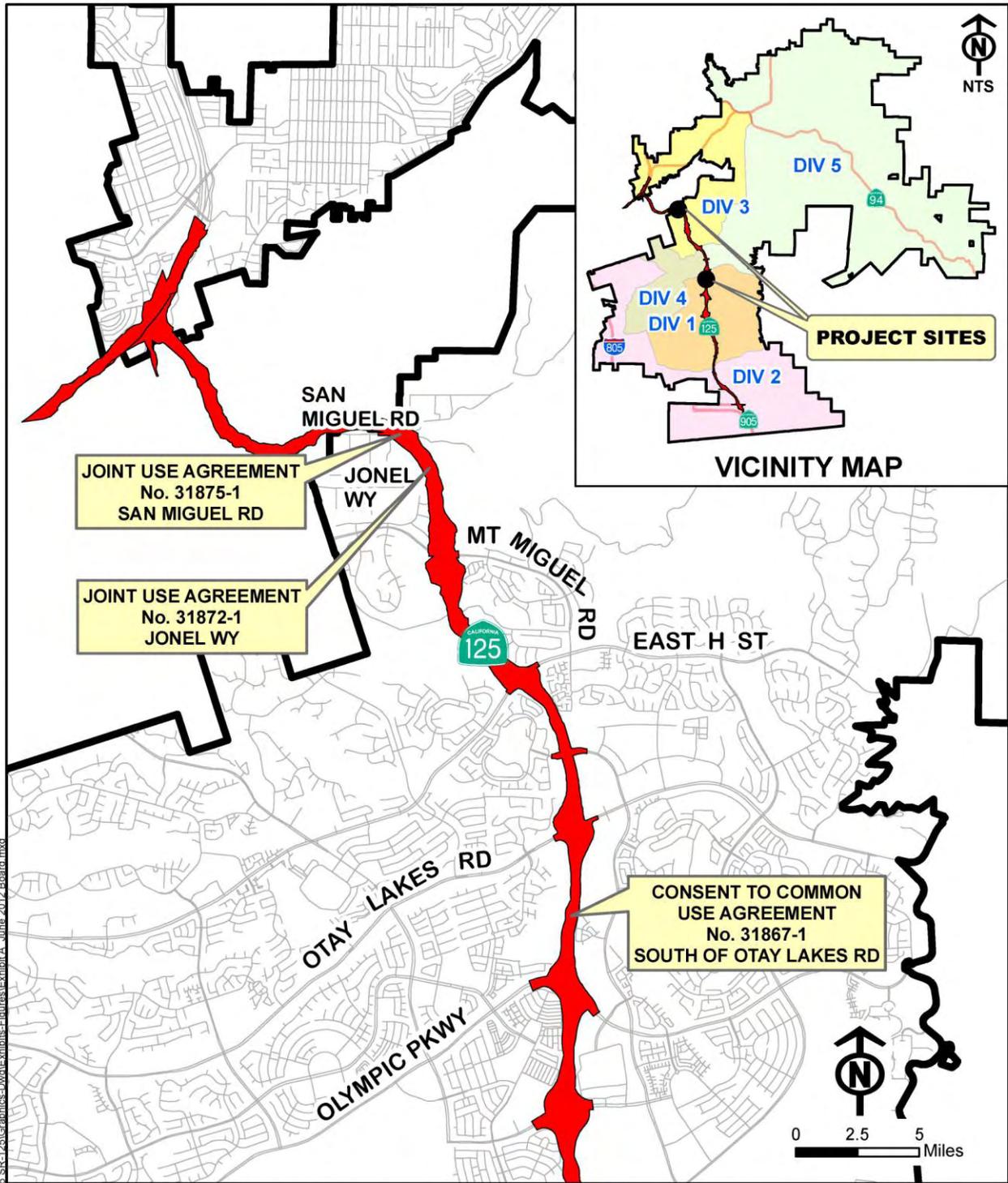
The JUA No. 31875-1 is for an 8-inch potable water pipeline relocation at San Miguel Road. The JUA No. 31872-1 is for a 10-inch recycled water pipeline relocation east of Jonel Way and north of Mount Miguel Ranch.

The CCUA is used when all of the District's facilities, whether rearranged or not, will remain within the highway area covered by the District's existing easement. The CCUA is for the relocation of two existing 42-inch potable water pipelines and a 20-inch potable water pipeline north of Olympic Parkway and south of Otay Lakes Road.

The attached JUAs and the CCUA provide the terms and conditions and also include a plat for each respective location and facility.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

The JUAs and the CCUA restrict the District's use in these areas to ensure the District's use is compatible with highway traffic safety. This restriction was also included in the Master Agreement between the District and Otay River Contractors dated April 8, 2004. The traffic control requirements for freeway work and limiting work to nighttime hours to mitigate the impact to traffic could increase maintenance and construction costs. The location of the facilities and the material selection made during the relocation phase should minimize this future cost. The JUAs and the CCUA also state any



P:\WORKING\CIP P2416 SR-125\Graphics\Figures\Exhibit A June 2012 Board.mxd



OTAY WATER DISTRICT
STATE ROUTE 125
AGREEMENTS 31867-1, 31872-1 AND 31875-1

CIP P2416

EXHIBIT A



ATTACHMENT A

SUBJECT/PROJECT: P2416-001103	CALTRANS Joint Use Agreements and Otay Water District Consent to Common Use Agreement with CALTRANS for the SR-125 Utility Relocations
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COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on May 25, 2012 and the following comments were made:

- Staff requested that the Board approve the State of California Department of Transportation (CALTRANS) proposed Joint Use Agreements (JUAs) No. 31875-1 and 31872-1 and Otay Water District Consent to Common Use Agreement (CCUA) No. 31867-1 with CALTRANS for the SR-125 Utility Relocations and authorize the General Manager to execute the agreements.
- Staff stated that the District had potable and recycled water facilities located within easements before the freeway right-of-way was established for the SR-125 project. The Joint Use Agreements and the Consent to Common Use Agreement are documents that perpetuate the District's prior easement rights for these utilities. It was noted that the documents place restrictions on the District's use to ensure that the District's use is compatible with highway traffic safety.
- Staff stated that JUA No. 31875-1 is for an 8-inch potable water pipeline relocation at San Miguel Road to accommodate the new highway, and JUA No. 31872-1 is for a 10-inch recycled water pipeline relocation east of Jonel Way and north of Mount Miguel Ranch. It was indicated that the JUAs also quitclaim to CALTRANS all of the District's right, title, and interest to the original District easement.
- It was discussed that the CCUA is used when the location of an easement does not change and the District's easement will be shared with CALTRANS for highway use. Staff indicated that the CCUA is for the reconstruction of two existing 42-inch potable

water pipelines and a 20-inch potable water pipeline north of Olympic Parkway and south of Otay Lakes Road.

- Staff noted that the attached JUAs and CCUA provide the terms and conditions, legal description and plat.
- Staff indicated that the District must consult and obtain approval from CALTRANS to be in the right-of-way, if maintenance is needed. It was indicated that this is the final easement that perpetuates the easement documents.

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

ATTACHMENT B

STATE OF CALIFORNIA HIGHWAY USAGE
STATE BUSINESS FREE GOVT CODE 6103
DEPARTMENT OF TRANSPORTATION

When recorded mail to:

State of California
Department of Transportation
District 11, Right of Way
Utilities Relocation Branch Chief
4050 Taylor Street, MS-310
San Diego, CA 92110

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

Space above this line for Recorder's Use

JOINT USE AGREEMENT

11 S.D. 125 16.6/10.3
Dist Co Rte KP/PM

Document No. 31875-1
ORC Ref No. 26325-04C

THIS AGREEMENT, entered into this ____ day of _____, 200____, by and between OTAY WATER DISTRICT, a Municipal Water District, hereinafter called "Owner", and the STATE OF CALIFORNIA, acting by and through its Department of Transportation, hereinafter called "State".

WITNESSETH

WHEREAS, Owner is in possession of certain rights of way and easements, hereinafter referred to as "Owner's easement", and described as follows:

A Right of Way Deed to Otay Water District its successors and assigns recorded November 1, 1971 at File/Page No. 252871, of the Office County Recorder of San Diego County, California. The purpose of said right of way deed is for constructing, re-constructing, replacing, repairing, and maintaining a pipeline or pipelines together with necessary fixtures and appurtenances thereto, including, but not limited to, power lines for transmission and communication purposes, pumps, regulators, valves, and access roads within said right of way, together with the right of ingress thereto and egress therefrom.

And

WHEREAS, State has acquired certain lands for highway purposes in the County of San Diego, on State Route 125, hereinafter referred to as "highway right of way", which said highway right of way is subject to Owner's easement; and

WHEREAS, Owner's facilities on said highway right of way will interfere with or obstruct the construction, reconstruction, maintenance or use of said highway, and State desires to eliminate such interference or obstruction.

NOW, THEREFORE, Owner and State hereby mutually agree as follows:

- 1. The location of Owner's easement so far as it now lies within said highway right of way be and it hereby is changed to the strip of land within said highway right of way hereinafter referred to as "new location", described as follows:

The area of joint use is shown on "Joint Use Agreement Map No. 31875-1 (Sheets 1 and 2) copies of which are attached to and made a part of this agreement.

2. Owner will rearrange, relocate or reconstruct within said new location any of its facilities now installed pursuant to Owner's easement within said highway right of way and Owner does hereby surrender and quitclaim to the State all of Owner's right, title and interest under and by virtue of Owner's easement in the old location within said highway right of way and not included in said new location. Owner hereby consents to the construction, reconstruction, maintenance or use by State of a highway over, along and upon Owner's easement both in the old location and in the new location within said highway right of way upon and subject to the terms and conditions herein contained.
3. State acknowledges Owner's title to Owner's easement in said new location and priority of Owner's title over the title of State therein. Owner has and reserves the right and easement to use, in common with the public's use of said highway, said new location for all of the purposes for which Owner's easement was acquired, without need for any further permit or permission from State. Except in emergencies, Owner shall give reasonable notice to State before performing any work on Owner's facilities in said new location where such work will be performed in, on or over the traveled way or improved shoulders of said highway or will obstruct traffic. In all cases, Owner shall make adequate provision for the protection of the traveling public.
4. So long as Owner shall have a right to exercise its right of way along its easement by the means hereinafter described, or a reasonable substitute therefore, provided by State, Owner shall not pass through or over the freeway fence constructed by State across Owner's easement except in emergencies or when necessary to permit the construction, reconstruction or replacement of Owner's facilities. Said means are described as follows:
 - a. Pipelines located East and West of the SR-125 access control line reached via Access Roads for "AC1" and "WO1B" respectively.
5. In the event that the future use of said highway right of way shall at any time or times necessitate a rearrangement, relocation, reconstruction or removal of any of Owner's facilities then existing in said new location the State shall notify Owner in writing of such necessity and agree to reimburse Owner on demand for its costs incurred in complying with such notice. Owner will provide State with plans of its proposed rearrangement and an estimate of the cost thereof and, upon approval of such plans by State, Owner will promptly proceed to effect such rearrangement, relocation, reconstruction or removal. Owner shall make adequate provisions for the protection of the traveling public. No further permit or permission from State for such rearrangement shall be required and State will (1) enter into a Joint Use Agreement on the same terms and conditions as are herein set forth covering any such subsequent relocation of Owner's facilities within said highway right of way, (2) provide executed document(s) granting to Owner good and sufficient easement outside of the highway right of way if necessary to replace Owner's easement or any part thereof, and (3) reimburse Owner for any costs which it may be required to expend to acquire such easement, provided it is mutually agreed in writing that Owner shall acquire such easement.
6. Except as expressly set forth herein, this Agreement shall not in any way alter, modify or terminate any provision of Owner's easement. Both State and Owner shall use said new location in such a manner as not to interfere unreasonably with the rights of the other. Nothing herein contained shall be construed as a release or waiver of any claim for compensation or damages which Owner or State may now have or may hereafter acquire resulting from the construction of additional facilities or the alteration of existing facilities by either State or Owner in such a manner as to cause an unreasonable interference with the use of said new location by the other party.
7. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate by their respective officials thereunto duly authorized.

RECOMMENDED FOR APPROVAL:

**OWNER: OTAY WATER DISTRICT,
a Municipal Water District**

Utility Relocation Branch
Right of Way Division

By _____
Mark Watton
General Manager

APPROVED AS TO FORM

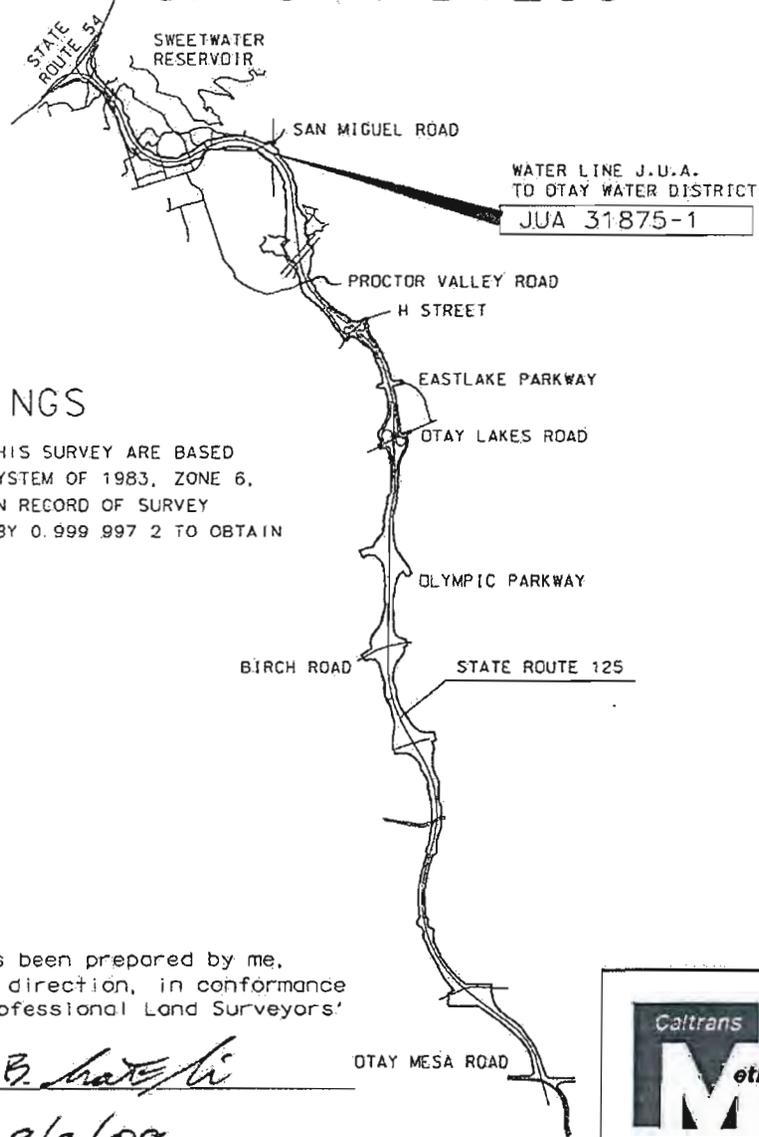
By _____
General Counsel

**STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION**

Director of Transportation

By _____
JANET SCHAFFER
District Division Chief
Right of Way Division
Attorney in Fact

COUNTY OF SAN DIEGO



BASIS OF BEARINGS

COORDINATES AND BEARINGS FOR THIS SURVEY ARE BASED ON THE CALIFORNIA COORDINATE SYSTEM OF 1983, ZONE 6, HPGN EPOCH 1991.35, AS SHOWN ON RECORD OF SURVEY NO. 15374. MULTIPLY DISTANCES BY 0.999 997 2 TO OBTAIN GROUND LEVEL DISTANCES.

KEY MAP



This map has been prepared by me, or under my direction, in conformance with the Professional Land Surveyors' Act.

Signature B. Hartsli

Date 9/3/09



E.A. 003002

STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION DISTRICT 11			
JOINT USE AGREEMENT MAP NO. 31875-1			
RIGHT OF WAY MAP NO.		Por. 52037m	
COUNTY	ROUTE	KP/PM	SCALE
SD	125	16.6/10.3	NONE
			SHEET 1 OF 2

COUNTY OF SAN DIEGO
T. 17 S. R. 1 W. S.B.M. LOT 8



PARCEL 2

PM 9058

GRANTED TO
S. D. G. & E IN FEE
DOC 2008-0268393
REC: 05/19/2008

MAP 586

WATER LINE
TO BE REMOVED
& ABANDONED

11-SD-125
168

PM 4633
PORTION TO
BE ABANDONED

SAN MIGUEL RD

(A) ROAD & UTILITY
EASEMENT GRANTED
TO OTAY WATER DISTRICT
FILE NO. 252871
REC: 11/01/71

WATER
EASEMENT
TO BE
QUITCLAIMED
TO OTAY WATER
DISTRICT

1/16TH
SECTION LINE

PARCEL 1

167+11 981
"A" LINE
N 557 334.430
E 1 930 668.465

OLIVE
AVE

EAST 1/2
SEC. 21

ABANDONED

142.279 m
(20')

(A)
(20')

PARCEL 2

SAN MIGUEL
BRIDGE

KP 16.6
14.8 OLD

PM 11350

PARCEL 2

N00° 08' 34"E
17.552 m

N00° 08' 34"E
7.450 m

S89° 34' 49"W
4.466 m

JUA 31875-1

ACCESS CONTROL
FENCING

WATER LINE
TO: OTAY
WATER DISTRICT

AREA OF NON-
ACCESS CONTROLLED
RIGHT OF WAY

PM 4050

PARCEL 3

(A)
(20')

PARCEL 3

LEGEND

||| ACCESS CONTROLLED
RIGHT OF WAY

----- CENTERLINE 6.096 m (20') WIDE J.U.A.



STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION
DISTRICT 11

JOINT USE AGREEMENT
MAP NO. 31875-1

RIGHT OF WAY
MAP NO. Por. 52037m

COUNTY	ROUTE	KP/PM	SCALE
SD	125	16.6/10.3	NONE

E.A. 003002

ATTACHMENT C

STATE OF CALIFORNIA HIGHWAY USAGE
STATE BUSINESS FREE GOVT CODE 6103
DEPARTMENT OF TRANSPORTATION

When recorded mail to:

State of California
Department of Transportation
District 11, Right of Way
Utilities Relocation Branch Chief
4050 Taylor Street, MS-310
San Diego, CA 92110

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

Space above this line for Recorder's Use

JOINT USE AGREEMENT

11 S.D. 125 10.1/16.3
Dist Co Rte KP/PM

Document No. 31872-1
ORC Ref No. 26325-04H

THIS AGREEMENT, entered into this ____ day of _____, 200__, by and between OTAY WATER DISTRICT, a Municipal Water District, hereinafter called "Owner", and the STATE OF CALIFORNIA, acting by and through its Department of Transportation, hereinafter called "State".

WITNESSETH

WHEREAS, Owner is in possession of certain rights of way and easements, hereinafter referred to as "Owner's easement", and described as follows:

A Right of Way Deed to Otay Water District its successors and assigns recorded May 28, 1987 as File No. 87-294788, in the of the Office County Recorder of San Diego County, California. The purpose of said right of way deed is for the construction, repair, replacement, maintenance and/or use of underground water pipelines and laterals, main sewer lines, sewer trunk lines, collection lines and laterals, sewer manholes, and other underground and surface structures appurtenant to said water and sewer lines as now exist or as may hereafter be constructed, enlarged or otherwise changed. Any use of said right of way easement shall not determine or limit the extent of the said easement granted herein. Together with all rights and privileges necessary to the full enjoyment thereof, including all necessary or convenient means of ingress and egress to and from said right of way.

And

WHEREAS, State has acquired certain lands for highway purposes in the County of San Diego, on State Route 125, hereinafter referred to as "highway right of way", which said highway right of way is subject to Owner's easement; and

WHEREAS, Owner's facilities on said highway right of way will interfere with or obstruct the construction, reconstruction, maintenance or use of said highway, and State desires to eliminate such interference or obstruction.

NOW, THEREFORE, Owner and State hereby mutually agree as follows:

1. The location of Owner's easement so far as it now lies within said highway right of way be and it hereby is changed to the strip of land within said highway right of way hereinafter referred to as "new location", described as follows:

The area of joint use is shown on "Joint Use Agreement Map No. 31872-1 (Sheets 1 and 2) copies of which are attached to and made a part of this agreement.
2. Owner will rearrange, relocate or reconstruct within said new location any of its facilities now installed pursuant to Owner's easement within said highway right of way and Owner does hereby surrender and quitclaim to the State all of Owner's right, title and interest under and by virtue of Owner's easement in the old location within said highway right of way and not included in said new location. Owner hereby consents to the construction, reconstruction, maintenance or use by State of a highway over, along and upon Owner's easement both in the old location and in the new location within said highway right of way upon and subject to the terms and conditions herein contained.
3. State acknowledges Owner's title to Owner's easement in said new location and priority of Owner's title over the title of State therein. Owner has and reserves the right and easement to use, in common with the public's use of said highway, said new location for all of the purposes for which Owner's easement was acquired, without need for any further permit or permission from State. Except in emergencies, Owner shall give reasonable notice to State before performing any work on Owner's facilities in said new location where such work will be performed in, on or over the traveled way or improved shoulders of said highway or will obstruct traffic. In all cases, Owner shall make adequate provision for the protection of the traveling public.
4. So long as Owner shall have a right to exercise its right of way along its easement by the means hereinafter described, or a reasonable substitute therefore, provided by State, Owner shall not pass through or over the freeway fence constructed by State across Owner's easement except in emergencies or when necessary to permit the construction, reconstruction or replacement of Owner's facilities. Said means are described as follows:
 - a. Existing pipeline located East of Jonel Way and West of the SR-125 access control line reached via Grant of Easement and Right of Way recorded September 9, 1983 as File No. 83321840, in the of the Office County Recorder of San Diego County, California.
 - b. Existing pipeline located East of the SR-125 access control line reached via Access Easement recorded 10/24/08 as Document No. 2008-0557381, in the of the Office County Recorder of San Diego County, California.
5. In the event that the future use of said highway right of way shall at any time or times necessitate a rearrangement, relocation, reconstruction or removal of any of Owner's facilities then existing in said new location the State shall notify Owner in writing of such necessity and agree to reimburse Owner on demand for its costs incurred in complying with such notice. Owner will provide State with plans of its proposed rearrangement and an estimate of the cost thereof and, upon approval of such plans by State, Owner will promptly proceed to effect such rearrangement, relocation, reconstruction or removal. Owner shall make adequate provisions for the protection of the traveling public. No further permit or permission from State for such rearrangement shall be required and State will (1) enter into a Joint Use Agreement on the same terms and conditions as are herein set forth covering any such subsequent relocation of Owner's facilities within said highway right of way, (2) provide executed document(s) granting to Owner good and sufficient easement outside of the highway right of way if necessary to replace Owner's easement or any part thereof, and (3) reimburse Owner for any costs which it may be required to expend to acquire such easement, provided it is mutually agreed in writing that Owner shall acquire such easement.
6. Except as expressly set forth herein, this Agreement shall not in any way alter, modify or terminate any provision of Owner's easement. Both State and Owner shall use said new location in such a manner as not to interfere unreasonably with the rights of the other. Nothing herein contained shall be construed as a release or waiver of any claim for compensation or damages which Owner or State may now have or may

hereafter acquire resulting from the construction of additional facilities or the alteration of existing facilities by either State or Owner in such a manner as to cause an unreasonable interference with the use of said new location by the other party.

7. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate by their respective officials thereunto duly authorized.

RECOMMENDED FOR APPROVAL:

OWNER: OTAY WATER DISTRICT,
A Municipal Water District

Utility Relocation Branch
Right of Way Division

By _____
Mark Watton
General Manager

APPROVED AS TO FORM

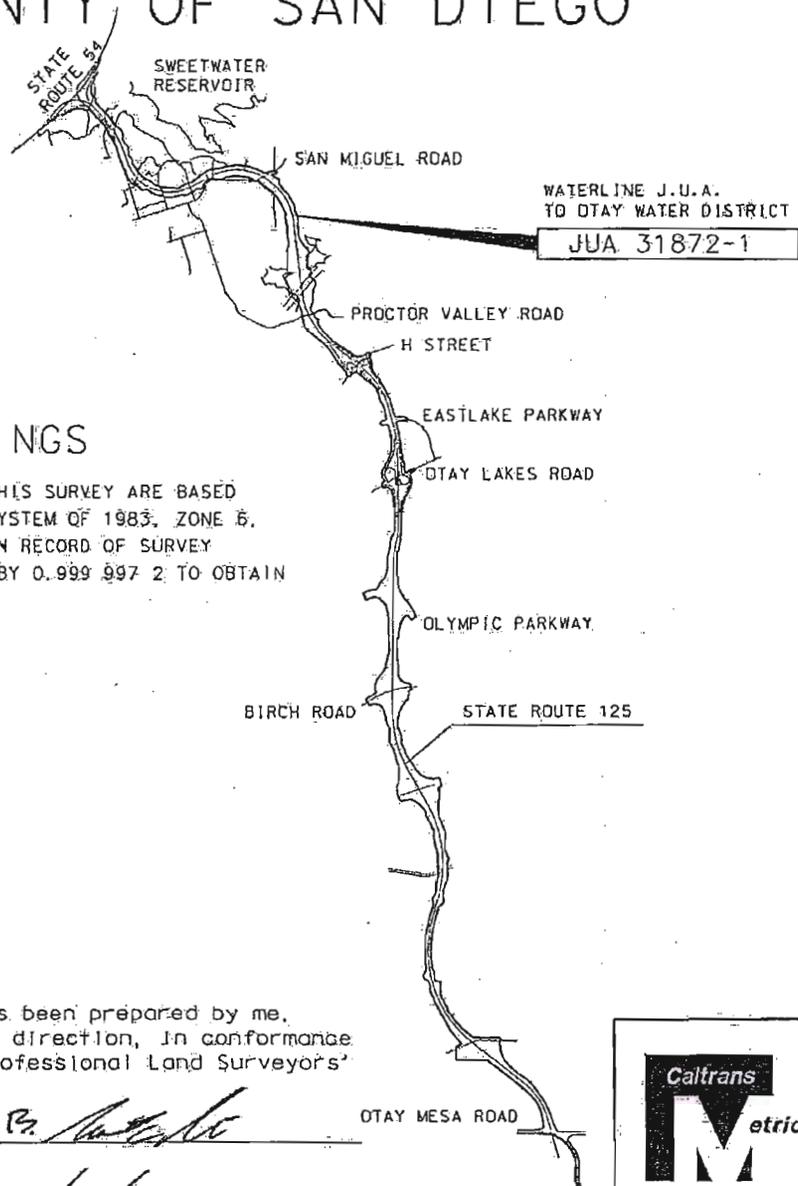
By _____
General Counsel

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

Director of Transportation

By _____
JANET SCHAFFER
District Division Chief
Right of Way Division
Attorney in Fact

COUNTY OF SAN DIEGO



BASIS OF BEARINGS

COORDINATES AND BEARINGS FOR THIS SURVEY ARE BASED ON THE CALIFORNIA COORDINATE SYSTEM OF 1983, ZONE 6, HPGN EPOCH 1991.35, AS SHOWN ON RECORD OF SURVEY NO. 15374. MULTIPLY DISTANCES BY 0.999 997 2 TO OBTAIN GROUND LEVEL DISTANCES.



This map has been prepared by me, or under my direction, in conformance with the Professional Land Surveyors' Act.

Signature B. Scott Edkins

Date 2/12/09

OTAY MESA ROAD

KEY MAP

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION
DISTRICT 11

JOINT USE AGREEMENT
MAP NO. 31872-1

RIGHT OF WAY MAP NO. Por. 52036m

COUNTY.	ROUTE	PM/KP	SCALE
SD	125	10.1/16.3	NONE

E.A. 232301

ATTACHMENT D

STATE OF CALIFORNIA HIGHWAY USAGE
STATE BUSINESS FREE GOVT CODE 6103
DEPARTMENT OF TRANSPORTATION

When recorded mail to:

State of California
Department of Transportation
4050 Taylor Street M.S. 310
San Diego, CA 92110
Attn: R/W Utilities

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

Space above this line for Recorder's Use

CONSENT TO COMMON USE AGREEMENT

11 SD 125 11.3/7.0
Dist Co Rte K.P./P.M.

Document No. 31867-1
ORC Ref. No. 26325-04G

THIS AGREEMENT, entered into this ____ day of _____, _____, by and between Otay Water District, hereinafter called "Owner", and the STATE OF CALIFORNIA, acting by and through its Department of Transportation, hereinafter called "State".

WITNESSETH

WHEREAS, Owner is in possession of certain rights of way and easements, hereinafter referred to as "Owner's rights", and described as follows:

The Owners superior and prior right for the WATER FACILITIES TRAVERSING THE SR125 TOLL ROAD is based on the following:

A Grant Deed to Eastlake Development Company, a California general partnership recorded March 19, 1993 at Document No. 1993-0172612 with the Office County Recorder of San Diego County, California. The Otay Water District reserved from said Grant Deed a permanent easement for a storm drain, water pipelines, and other underground and surface structures appurtenant to said water pipelines, but not limited to, power lines, for transmission and communication purposes, pumps, regulators, valves, and access roads within said easement, hereinafter referred to as the "facilities" together with the right to construct, operate, maintain, repair, and replace said facilities and the right of ingress and egress for such purposes.

An Easement Deed to Otay Water District recorded November 2, 1992 at Document No. 1992-0699337 with the Office County Recorder of San Diego County, California. The purpose of said easement deed is for the construction and use of an underground water pipeline together with all rights and privileges necessary to the full enjoyment thereof, including all necessary or convenient means of ingress and egress to and from said easement.

Prior fee ownership of Otay Water District of certain lands, said lands being more particularly described as follows:

That portion of the Northwest Quarter of Section 3, Township 18 South, Range 1 West, San Bernardino Meridian in the County of San Diego, State of California, said portion being more particularly described in Parcel 32026 and Parcel 32028 of a Deed recorded September 28, 2005 at Document No. 2005-0838205 with the Office County Recorder of said County of San Diego.

and

WHEREAS, State has acquired certain lands for highway purposes in the vicinity of the City of Chula Vista County of San Diego, on the State Road 125, hereinafter referred to as "highway right of way",

and

WHEREAS, the highway right of way occupies a portion of Owner's easement and is subject to said easement which said portion is hereinafter referred to as "area of common use", and is described as follows:

The area of common use is shown on Consent to Common Use Agreement Map No. 31867-1 (Sheets 1 & 2) copies of which are attached to and made a part of this agreement.

NOW, THEREFORE, Owner and State hereby mutually agree as follows:

1. Owner hereby consents to the construction, reconstruction, maintenance or use by State of a highway over, along and upon Owner's easement in the area of common use upon and subject to the terms and conditions herein contained.
2. State acknowledges Owner's title to Owner's easement in said area of common use and the priority of Owner's title over the title of State therein. Owner has and reserves the right and easement to use, in common with the public's use of said roads, said area of common use for all of the purposes for which Owner's easement was acquired, without need for any further permit or permission from State. Except in emergencies, Owner shall give reasonable notice to State before performing any work on Owner's facilities in said area of common use where such work will be performed in, on or over the traveled way or improved shoulders of said roads or will obstruct traffic. In all cases, Owner shall make adequate provision for the protection of the traveling public.
3. Owner shall exercise the rights of way solely by the use of the gate installed in the freeway fence (right and left) of Engineer's Stations 110+20 together with the road approach thereto constructed within the freeway. The said gate and road approach shall not be used for any purpose other than construction, reconstruction, operation, inspection, repair or maintenance of Owner's facilities now or hereafter installed pursuant to Owner's easement. Owner shall close and lock said gate after each use thereof by Owner.
4. In the event that the future use of said roads shall at any time or times necessitate a rearrangement, relocation, reconstruction or removal of any of Owner's facilities then existing in said area of common use the State shall notify Owner in writing of such necessity and agree to reimburse Owner on demand for its costs incurred in complying with such notice. Owner will provide State with plans of its proposed rearrangement and an estimate of the cost thereof and, upon approval of such plans by State, Owner will promptly proceed to effect such rearrangement, relocation, reconstruction or removal. Owner shall make adequate provisions for the protection of the traveling public. No further permit or permission from State for such rearrangement shall be required and if such rearrangement shall require the relocation of any of Owner's facilities outside of said area of common use, State will (1) enter into the standard form of Joint Use Agreement covering the new location of Owner's easement within the highway right of way, (2) provide executed document(s) granting to Owner good and sufficient easement outside of the highway right of way if necessary to replace Owner's easement or any part thereof, and (3) reimburse Owner for any costs it may be required to expend to acquire such easement, provided it is mutually agreed in writing that Owner shall acquire such easement.
5. Except as expressly set forth herein, this Agreement shall not in any way alter, modify or terminate any provision of Owner's easement. Both State and Owner shall use said area of common use in such a manner as not to interfere unreasonably with the rights of the other. Nothing herein contained shall be construed as a release or waiver of any claim for compensation or damages which Owner or State may now have or may hereafter acquire resulting from the construction of additional facilities or the

alteration of existing facilities by either State or Owner in such a manner as to cause an unreasonable interference with the use of said area of common use by the other party.

6. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate by their respective officials thereunto duly authorized.

RECOMMENDED FOR APPROVAL:

**OWNER: OTAY WATE DISTRICT,
A Municipal Water District**

Utility Relocation Branch
Right of way Division

By _____
Mark Watton
General Manager

APPROVED AS TO FORM

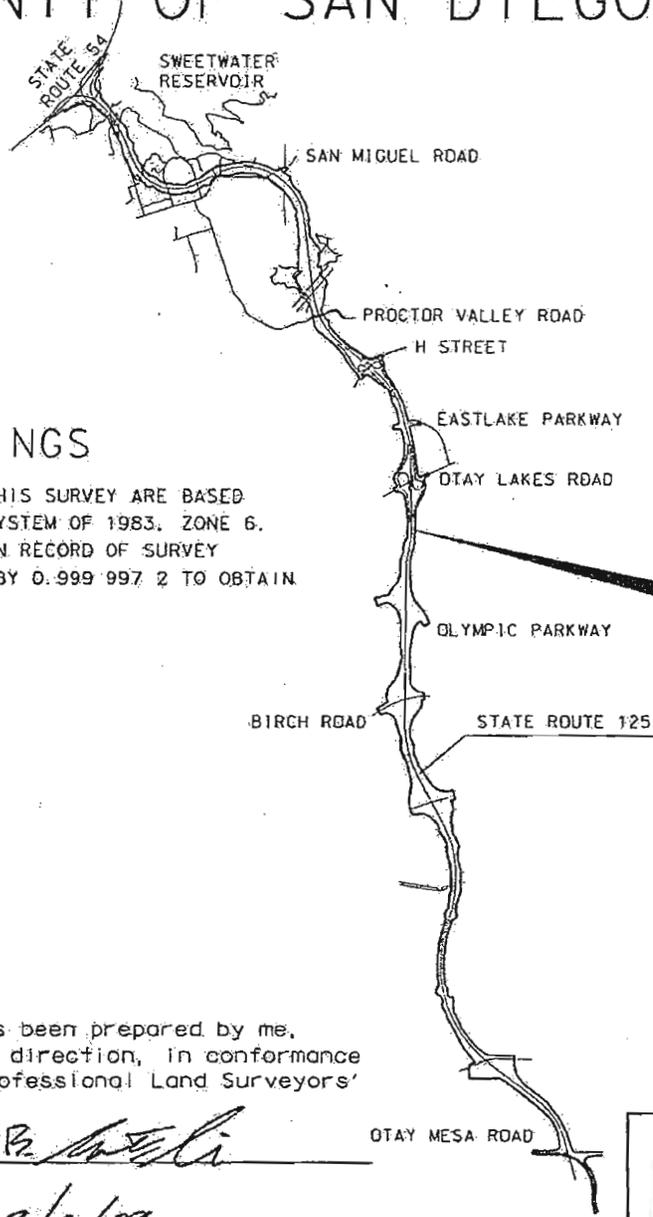
By _____
General Counsel

**STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION**

Director of Transportation

By _____
Janet Schaffer
Deputy District Director
Right of Way Division
Attorney in Fact

COUNTY OF SAN DIEGO



BASIS OF BEARINGS

COORDINATES AND BEARINGS FOR THIS SURVEY ARE BASED ON THE CALIFORNIA COORDINATE SYSTEM OF 1983, ZONE 6, HPGN EPOCH 1991.35, AS SHOWN ON RECORD OF SURVEY NO. 15374. MULTIPLY DISTANCES BY 0.999 997 2 TO OBTAIN GROUND LEVEL DISTANCES.

WATERLINE C.C.U.A. TO OTAY WATER DISTRICT
CCUA 31867-1

KEY MAP

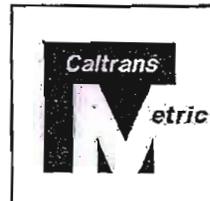


This map has been prepared by me, or under my direction, in conformance with the Professional Land Surveyors' Act.

Signature B. Scott Edkins

Date 2/12/09

OTAY MESA ROAD



STATE OF CALIFORNIA BUSINESS & TRANSPORTATION AGENCY DEPARTMENT OF TRANSPORTATION DISTRICT 11			
CONSENT TO COMMON USE AGREEMENT NO. 31867-1			
RIGHT OF WAY MAP NO.		Por. 52022m	
COUNTY	ROUTE	KILOMETER POST	SCALE
SD	125	7.0/11.3	NONE
SHEET 1 OF 2			

CITY OF CHULA VISTA

T. 18 S. R. 1 W. POR. S. E. 1/4 OF
N. W. 1/4 OF
SEC. 3



PRIOR FEE OWNERSHIP
OF OTAY WATER DIST.
PER FILE NO. 1991-0599686
REC.: NOV. 20, 1991

TO: OTAY
WATER DISTRICT

LOT "R" **CCUA 31867-1**

MAP 13962

CENTER
SECTION 3

109+96.739 "A" LINE
N 552 192.486
E 1 932 308.978

109 N0° 20' 00"E 1922.713 m

EASEMENT GRANTED TO
OTAY WATER DISTRICT
PER FILE NO. 1992-0699337
REC.: 11/02/92

LOT "R"

MAP 13962

110+36.668 "A" LINE
N 552 232.414
E 1 932 309.214

R=914.400 m
Δ=10° 24' 56"
L=166.226 m

128.390 m

8.053 m

N29° 10' 30"E
15.241 m

18.705 m

N00° 15' 19"E 119.083 m

LOT P
MAP 13962

S89° 46' 26"E

UNFENCED
RIGHT OF WAY

EASEMENT RESERVED TO
OTAY WATER DISTRICT
PER FILE NO. 1993-0172612
REC.: 3/19/93

PARCEL 14

S89° 46' 26"E

110+33.774 B.C.
N 552 229.520
E 1 932 309.193

WEST LINE OF
MAP NO. 14003

11-SD-125

"A" LINE

LOT "A"

MAP 14003

S89° 46' 26"E
10.302 m

N05° 03' 52"W
36.811 m

N0° 32' 07"W

104.144 m

N00° 31' 44"W
39.932 m

173.160 m

PARCEL 2

PM 18559

PM

19244

PARCEL 2

PM 18492

PARCEL 2

LEGEND

- ACCESS CONTROLLED RIGHT OF WAY
- LIMITS OF C.C.U.A.



STATE OF CALIFORNIA			
BUSINESS & TRANSPORTATION AGENCY			
DEPARTMENT OF TRANSPORTATION			
DISTRICT 11			
CONSENT TO COMMON USE			
AGREEMENT NO. 31867-1			
RIGHT OF WAY MAP NO.		Por. 52022m	
COUNTY	ROUTE	KILOMETER POST	SCALE
SD	125	7.0/11.3	NONE
			SHEET 2 OF 2

AGENDA ITEM 7a

RESOLUTION NO. 4199

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE OTAY WATER DISTRICT
CHANGING ITS PRIMARY REPRESENTATIVE TO THE
CHULA VISTA REDEVELOPMENT OVERSIGHT BOARD
TO MITCHELL THOMPSON AND APPOINTING DAVID GONZALEZ AS
THE DISTRICT'S ALTERNATE REPRESENTATIVE

WHEREAS, the Board of Director of the Otay Water District had appointed David Gonzalez as its Primary Representative to the Chula Vista Redevelopment Oversight Board at a special meeting of the District's Board held on March 19, 2012; and

WHEREAS, David Gonzalez wishes to serve as the District's Alternate Representative to the Chula Vista Redevelopment Oversight Board; and

WHEREAS, Mitchell Thompson has accepted the appointment as Primary Representative to the Chula Vista Redevelopment Oversight Board; and

WHEREAS, this Board desires to approve the change to its Primary Representative and appoint an Alternate Representative to the Chula Vista Redevelopment Oversight Board; and

NOW, THEREFORE, it is hereby resolved that Mitchell Thompson is designated as the Otay Water District's Primary Representative to the Chula Vista Oversight Board and David Gonzalez is designated the District's Alternate Representative.

PASSED, APPROVED AND ADOPTED by the Otay Water District Board of Directors at a regular meeting held this 6th day of June, 2012.

AYES:
NOES:
ABSENT:
ABSTAIN:

President

ATTEST:

Secretary



STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	June 6, 2012
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO.
APPROVED BY:	<input checked="" type="checkbox"/> Susan Cruz, District Secretary <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Board of Directors 2012 Calendar of Meetings		

GENERAL MANAGER'S RECOMMENDATION:

At the request of the Board, the attached Board of Director's meeting calendar for 2012 is being presented for discussion.

PURPOSE:

This staff report is being presented to provide the Board the opportunity to review the 2012 Board of Director's meeting calendars and amend the schedule as needed.

COMMITTEE ACTION:

N/A

ANALYSIS:

The Board requested that this item be presented at each meeting so they may have an opportunity to review the Board meeting calendar schedule and amend it as needed.

STRATEGIC GOAL:

N/A

FISCAL IMPACT:

None.

LEGAL IMPACT:

None.

Attachments: Calendar of Meetings for 2012

**Board of Directors, Workshops
and Committee Meetings
2012**

Regular Board Meetings:

January 4, 2012
February 1, 2012
March 7, 2012
April 4, 2012
May 2, 2012
June 6, 2012
July 11, 2012
August 1, 2012
September 5, 2012
October 3, 2012
November 7, 2012
December 5, 2012

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

January 18, 2012
February 15, 2012
March 21, 2012
April 18, 2012
May 16, 2012
June 20, 2012
July 18, 2012
August 15, 2012
September 19, 2012
October 17, 2012
November 21, 2012

SPECIAL BOARD MEETING:

BOARD WORKSHOPS:

Budget Workshops:

March 19, 2012 at 3:00 p.m.
May 15, 2012 at 4:00 p.m.

Board Workshop: TBD



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	June 6, 2012
		PROJECT:	DIV. NO. All
SUBMITTED BY:	Sean Prendergast, Payroll/AP Supervisor		
APPROVED BY:	<input checked="" type="checkbox"/> Joseph R. Beachem, Chief Financial Officer <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager Finance and Administration <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Director's Expenses for the 3rd Quarter of Fiscal Year 2012		

GENERAL MANAGER'S RECOMMENDATION:

This is an informational item only.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To inform the Board of the Director's expenses for the 3rd quarter of Fiscal Year 2012.

ANALYSIS:

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

FISCAL IMPACT:

None.

STRATEGIC GOAL:

Prudently manage District funds.

LEGAL IMPACT:

Compliance with State law.

Attachments: Attachment A Committee Action
 Attachment B Director's Expenses and per Diems
 Attachment C-H Director's Expenses Detail



ATTACHMENT A

SUBJECT/PROJECT:	Director's Expenses for the 3rd Quarter of Fiscal Year 2012
-------------------------	---

COMMITTEE ACTION:

This item was presented to the Finance, Administration and Communications Committee at a meeting held on May 16, 2012. The expenses for each director from January 1, 2012 thru March 31, 2012 were presented. It was indicated that directors' expenses totaled \$4,253.59 for the third quarter of Fiscal Year 2012. The total expense from July 1, 2011 through March 31, 2012 is \$11,242.44. It was projected that directors expenses for Fiscal Year 2012 would total approximately \$14,990 based on the first three quarters of actual expenses. In response to an inquiry from the committee, staff indicated that the total Directors expenses in Fiscal Year 2011 was \$22,629. The committee received staffs' report and recommended presentation to the full board as an informational item.

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

**BOARD OF DIRECTORS MEETING
JUNE 6, 2012**

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

- Fiscal Year 2012, 3rd Quarter.
- The expenses are shown in detail by Board member, month and expense type.
- This presentation is in alphabetical order.
- This information was presented to the Finance, Administration, and Communications Committee on May 16, 2012.

Board of Directors' Expenses and Per-Diems
Fiscal Year 2012 Quarter 3 (Jan 2012- Mar 2012)

Director Bonilla	\$0.00
Director Croucher	\$800.00
Director Gonzalez	\$500.00
Director Lopez	\$2,725.84
Director Robak	\$527.75
Total	\$4,553.59

Director Bonilla

Fiscal Year 2012 Quarter 3

	Jan 2012	Feb 2012	Mar 2012
Business Meetings	0.00	0.00	0.00
Director's Fees	0.00	0.00	0.00
Mileage Business	0.00	0.00	0.00
Mileage Commuting	0.00	0.00	0.00
Seminars and Travel	0.00	0.00	0.00
Monthly Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Quarterly Total			<u>\$0.00</u>

Fiscal Year-to-Date 2011 (Jul 2011-Jun2012)	\$0.00
--	---------------

Director Bonilla does not request per diem reimbursements

Meetings Attended			
Meetings Paid			

Director Croucher

Fiscal Year 2012 Quarter 3

	Jan 2012	Feb 2012	Mar 2012
Business Meetings	0.00	0.00	0.00
Director's Fees	200.00	200.00	400.00
Mileage Business	0.00	0.00	0.00
Seminars	0.00	0.00	0.00
Travel	0.00	0.00	0.00
Monthly Totals	<u>200.00</u>	<u>200.00</u>	<u>400.00</u>
Quarterly Total			<u><u>\$800.00</u></u>

Fiscal Year-to-Date 2011 (Jul 2011-Jun 2012)	\$1,800.00
---	-------------------

**Director Croucher serves on all
District Committees (6)**

Meetings Attended	2	2	4
Meetings Paid	2	2	4

Director Gonzalez

Fiscal Year 2012 Quarter 3

	Jan 2012	Feb 2012	Mar 2012
Business Meetings	0.00	0.00	0.00
Director's Fees	200.00	0.00	300.00
Mileage Business	0.00	0.00	0.00
Seminars	0.00	0.00	0.00
Travel	0.00	0.00	0.00
Monthly Totals	<u>200.00</u>	<u>0.00</u>	<u>0.00</u>
Quarterly Total			<u><u>\$500.00</u></u>

Fiscal Year-to-Date 2011 (Jul 2011-Jun2012)	\$3,655.45
--	-------------------

Meetings Attended	2		3
Meetings Paid	2		3

Director Lopez

Fiscal Year 2012 Quarter 3

	Jan 2012	Feb 2012	Mar 2012
Business Meetings	0.00	25.00	120.00
Director's Fees	700.00	700.00	900.00
Mileage Business	31.08	46.07	91.58
Mileage Commuting	33.30	33.30	45.51
Seminars and Travel	0.00	0.00	0.00
Monthly Totals	<u>764.38</u>	<u>804.37</u>	<u>1,157.09</u>
Quarterly Total			<u>\$2,725.84</u>

Fiscal Year-to-Date 2011 (Jul 2011-Jun 2012)	\$5,073.36
---	-------------------

Meetings Attended	8	12	11
Meetings Paid	7	7	9

Director Robak

Fiscal Year 2012 Quarter 3

	Jan 2012	Feb 2012	Mar 2012
Business Meetings	0.00	0.00	0.00
Director's Fees	100.00	100.00	300.00
Mileage Business	3.33	3.33	9.99
Mileage Commuting	2.22	2.22	6.66
Seminars and Travel	0.00	0.00	0.00
Monthly Totals	<u>105.55</u>	<u>105.55</u>	<u>316.65</u>
Quarterly Total			<u><u>\$527.75</u></u>

Fiscal Year-to-Date 2011 (Jul 2011-Jun2012)	\$1,013.63
--	-------------------

Meetings Attended	1	3	4
Meetings Paid	1	1	3

Board of Directors' Expenses and Per Diems
Fiscal Year 2012 to Date (Jul 2011- Mar 2012)

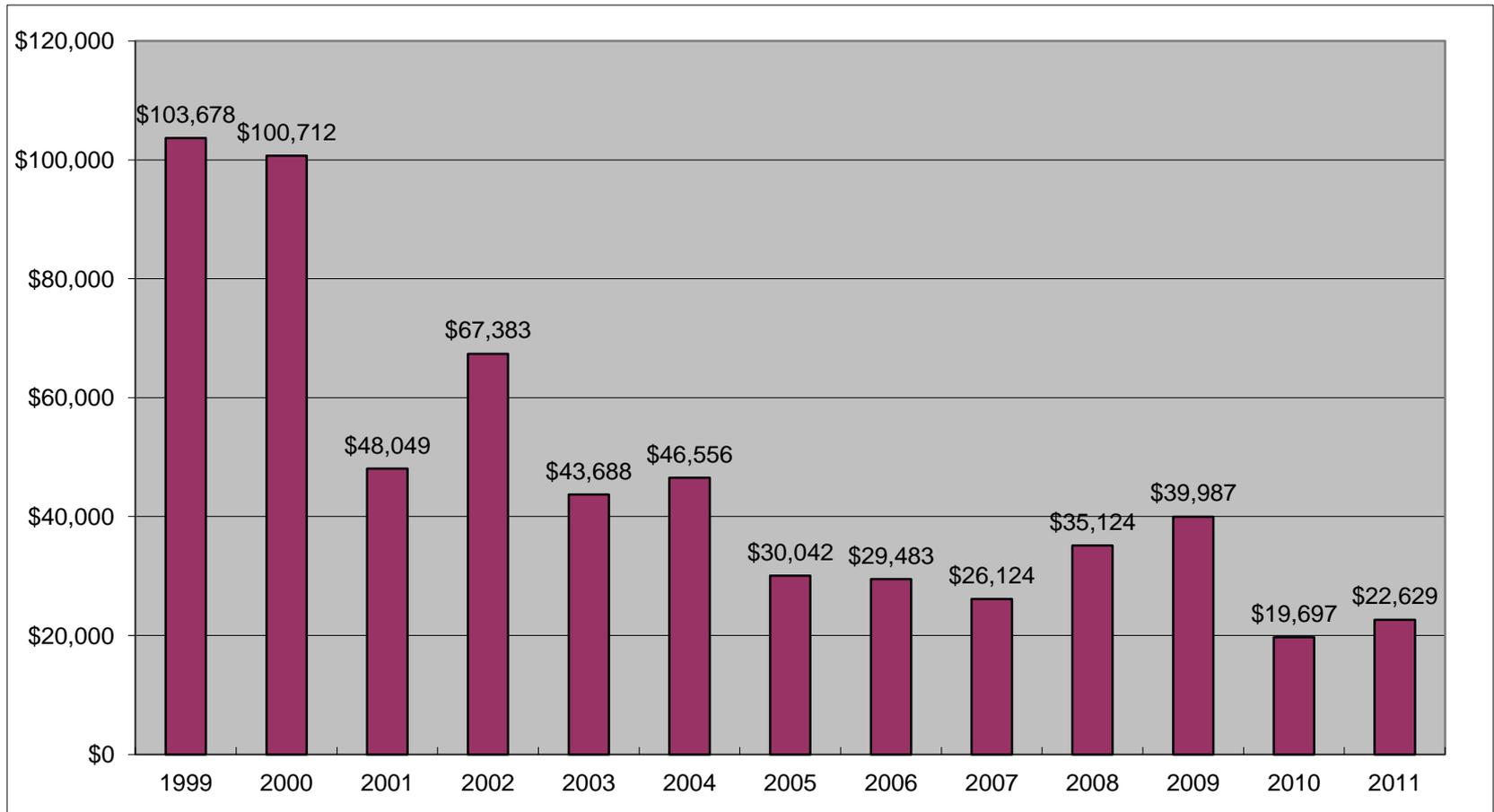
Director Bonilla	\$0.00
Director Croucher	\$1,800.00
Director Gonzalez	\$3,655.45
Director Lopez	\$5,073.36
Director Robak	\$1,013.63
Total	\$11,542.44

Board of Directors' Expenses and Per Diems
Fiscal Year 2012 **Projected** (Jul 2011-Jun 2012)

Director Bonilla	\$00.00
Director Croucher	\$2,400.00
Director Gonzalez	\$4,874.00
Director Lopez	\$6,764.00
Director Robak	\$1,352.00
Total	\$15,390.00

Based on nine months of actuals

Board of Directors' Expenses and Per Diems Fiscal Years 1999-2011



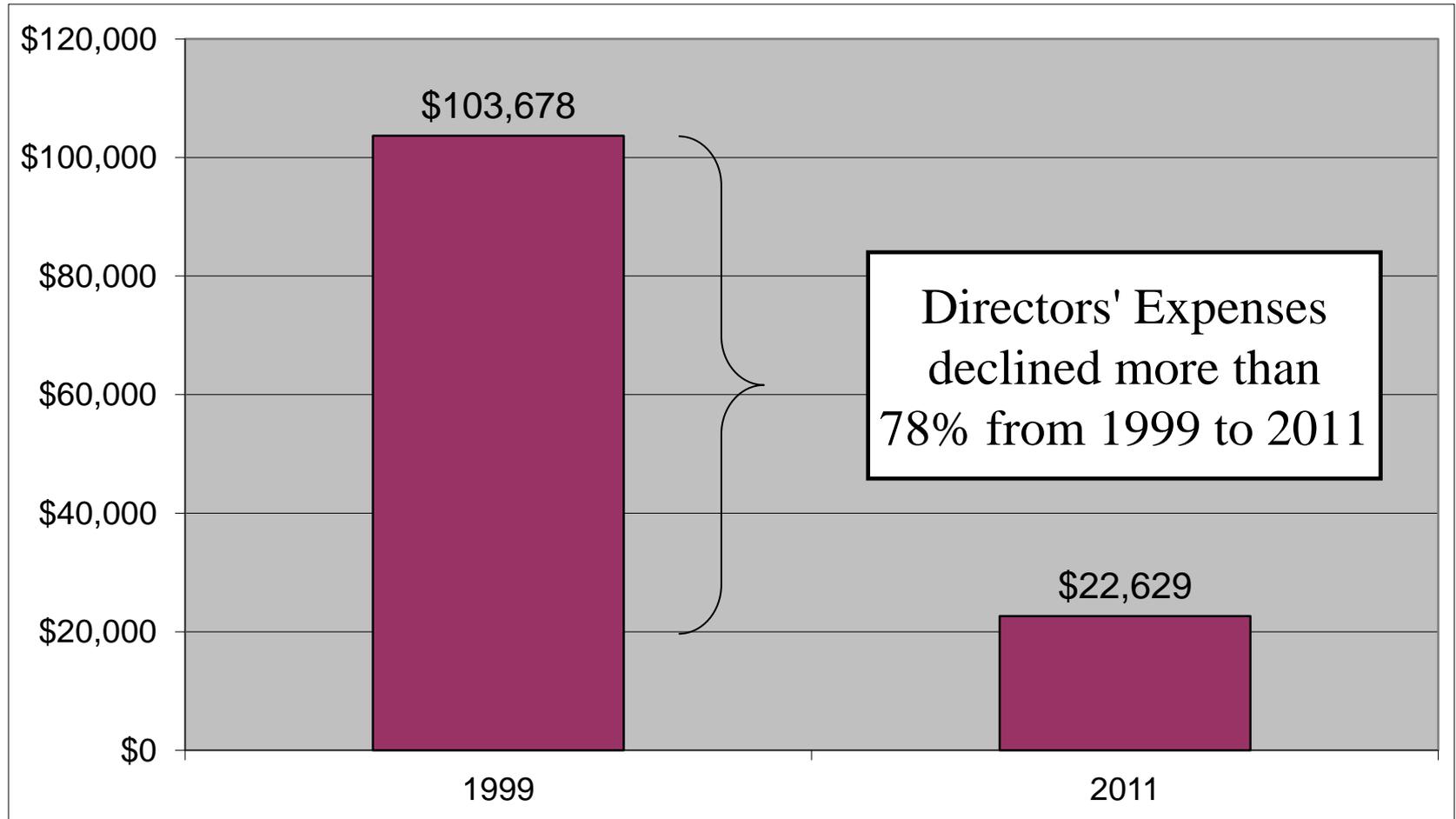
Board of Directors' Expenses and Per Diems Fiscal Years 1999-2011

Directors' expenses declined more than 78 percent from 1999 to 2011.

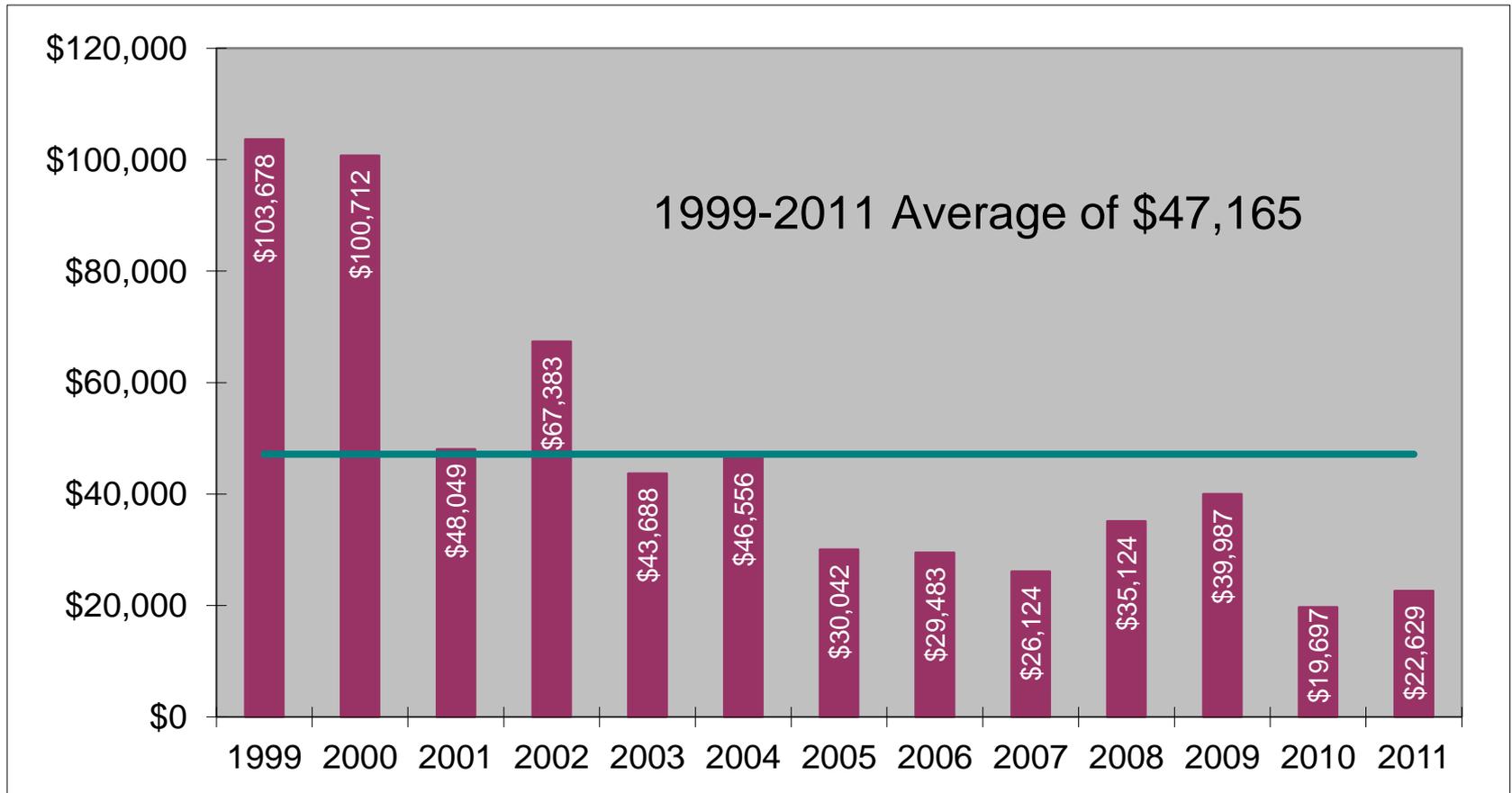
The average expenses from 1999 to 2011 was \$47,165.

This year's total is \$22,629.

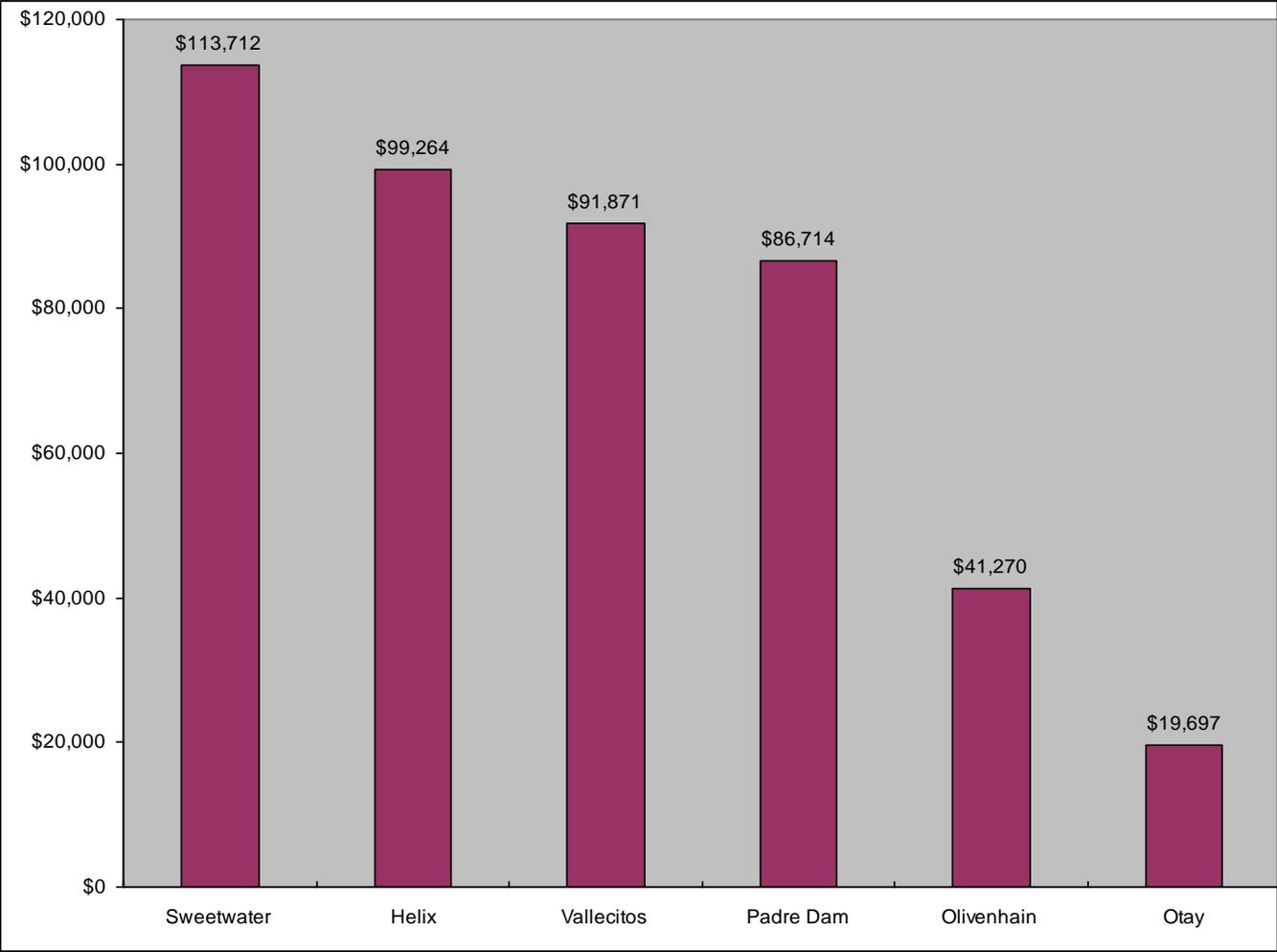
Board of Directors' Expenses and Per Diems Fiscal Years 1999-2011



Board of Directors' Expenses and Per Diems Fiscal Years 1999-2011



Other Districts Board of Directors Expenses Fiscal Year 2010



Other Board of Directors' Average Expenses Fiscal Year 2010 to Date (Jul 09- Jun 10)

Board of Directors' Expenses and Per Diems
Fiscal Year 2010 to Date (Jul 09- Jun 10)

• Director Bonilla	\$220.00
• Director Breitfelder	\$6,694.30
• Director Croucher	\$4,400.00
• Director Lopez	\$3,510.60
• Director Robak	<u>\$4,872.40</u>
• Total	\$19,697.30

Board of Directors' Expenses and Per Diems
Fiscal Year 2009 to Date (Jul 08- Jun 09)

• Director Bonilla	\$ 4,111.90
• Director Breitfelder	\$ 8,647.35
• Director Croucher	\$ 9,502.56
• Director Lopez	\$ 8,751.99
• Director Robak	<u>\$ 8,972.79</u>
• Total	\$39,986.59

Board of Directors' Expenses and Per Diems
Fiscal Year 2008 to Date (Jul 07- Jun 08)

• Director Bonilla	\$ 135.00
• Director Breitfelder	\$14,426.31
• Director Croucher	\$ 4,955.23
• Director Lopez	\$ 6,558.51
• Director Robak	<u>\$ 9,048.77</u>
• Total	\$35,123.82

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

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

Board of Directors' Expenses and Per Diems
Fiscal Year 2006 to Date (Jul 05- Jun 06)

• Director Bonilla	\$1,814.63
• Director Breitfelder	\$7,405.21
• Director Croucher	\$4,420.22
• Director Lopez	\$5,326.46
• Director Robak	<u>\$10,516.43</u>
• Total	\$29,482.95

Board of Directors' Expenses & Per Diems

Fiscal Year 2005 (July 04- June 05)

• Director Bonilla	\$0.00
• Director Breitfelder	\$6,942.97
• Director Croucher	\$6,613.57
• Director Lewis	\$4,053.21
• Director Lopez	\$6,358.56
• Director Robak	\$6,073.64
• Total	\$30,041.95

Board of Directors' Expenses & Per Diems

Fiscal Year 2004 (July 03- June 04)

• Director Bonilla	\$0.00
• Director Breitfelder	\$15,036.21
• Director Croucher	\$9,874.20
• Director Lewis	\$10,804.75
• Director Lopez	\$10,841.01
• Total	\$46,556.17

Board of Directors' Administrative Expenses

Fiscal Year 2003 (July 02 – June 03)

• Director Bonilla	\$1,859.46
• Director Breitfelder	\$9,804.67
• Director Croucher	\$10,465.61
• Director Inocentes	2,144.64
• Director Lewis	\$7,590.62
• Director Lopez	\$11,823.11
• Total	\$43,688.11

Board of Directors Administrative Expenses

Fiscal Year 2002 (July 01 – June 02)

• Director Bonilla	\$1,015.50
• Director Cardenas	\$7,540.65
• Director Croucher	\$16,243.09
• Director Inocentes	\$19,232.08
• Director Lewis	\$10,345.15
• Director Lopez	\$13,006.63
• Total	\$67,383.10

**OTAY WATER DISTRICT
ADMINISTRATIVE EXPENSES - BOARD
July 1, 2011 - March 31, 2012**

	<u>Jul-11</u>	<u>Aug-11</u>	<u>Sep-11</u>	<u>Oct-11</u>	<u>Nov-11</u>	<u>Dec-11</u>	<u>Jan-12</u>	<u>Feb-12</u>	<u>Mar-12</u>	<u>Apr-12</u>	<u>May-12</u>	<u>Jun-12</u>	<u>Total</u>
	1	2	3	4	5	6	7	8	9	10	11	12	
JAIME BONILLA (DETAILED IN SECTION D):													
5214 Business meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5281 Director's fees	-	-	-	-	-	-	-	-	-	-	-	-	-
5211 Mileage - Business	-	-	-	-	-	-	-	-	-	-	-	-	-
5211 Mileage - Commuting	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	-	-	-	-	-	-	-	-	-	-	-
5212 Travel	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

GARY D. CROUCHER (DETAILED IN SECTION E):													
5214 Business meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5281 Director's fees	300.00	-	-	300.00	400.00	-	200.00	200.00	400.00	-	-	-	1,800.00
5211 Mileage - Business	-	-	-	-	-	-	-	-	-	-	-	-	-
5211 Mileage - Commuting	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	-	-	-	-	-	-	-	-	-	-	-
5212 Travel	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 300.00	\$ -	\$ -	\$ 300.00	\$ 400.00	\$ -	\$ 200.00	\$ 200.00	\$ 400.00	\$ -	\$ -	\$ -	\$ 1,800.00

DAVID GONZALEZ (DETAILED IN SECTION F):													
5214 Business meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5281 Director's fees	200.00	-	600.00	-	500.00	100.00	200.00	-	300.00	-	-	-	1,900.00
5211 Mileage - Business	-	-	-	-	-	-	-	-	-	-	-	-	-
5211 Mileage - Commuting	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	780.00	-	-	-	-	-	-	-	-	-	780.00
5212 Travel	-	-	975.45	-	-	-	-	-	-	-	-	-	975.45
Total	\$ 200.00	\$ -	\$ 2,355.45	\$ -	\$ 500.00	\$ 100.00	\$ 200.00	\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ 3,655.45

JOSE LOPEZ (DETAILED IN SECTION G):													
5214 Business meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25.00	\$ 120.00	\$ -	\$ -	\$ 145.00
5281 Director's fees	400.00	300.00	700.00	300.00	300.00	100.00	700.00	700.00	900.00	-	-	-	4,400.00
5211 Mileage - Business	22.20	-	13.32	5.55	-	14.43	31.08	46.07	91.58	-	-	-	224.22
5211 Mileage - Commuting	33.30	33.30	58.83	33.30	33.30	-	33.30	33.30	45.51	-	-	-	304.14
5213 Seminars and conferences	-	-	-	-	-	-	-	-	-	-	-	-	-
5212 Travel	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 455.50	\$ 333.30	\$ 772.15	\$ 338.85	\$ 333.30	\$ 114.43	\$ 764.38	\$ 804.37	\$ 1,157.09	\$ -	\$ -	\$ -	\$ 5,073.36

MARK ROBAK (DETAILED IN SECTION H):													
5214 Business meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5281 Director's fees	100.00	-	200.00	100.00	-	-	100.00	100.00	300.00	-	-	-	900.00
5211 Mileage - Business	3.33	-	16.65	3.33	-	-	3.33	3.33	9.99	-	-	-	39.96
5211 Mileage - Commuting	2.22	-	2.22	2.22	-	-	2.22	2.22	6.66	-	-	-	17.76
5213 Seminars and conferences	-	35.00	-	20.91	-	-	-	-	-	-	-	-	55.91
5212 Travel	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 105.55	\$ 35.00	\$ 218.87	\$ 126.46	\$ -	\$ -	\$ 105.55	\$ 105.55	\$ 316.65	\$ -	\$ -	\$ -	\$ 1,013.63

TOTALS:													
5214 Business meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25.00	\$ 120.00	\$ -	\$ -	\$ 145.00
5281 Director's fees	1,000.00	300.00	1,500.00	700.00	1,200.00	200.00	1,200.00	1,000.00	1,900.00	-	-	-	9,000.00
5211 Mileage - Business	25.53	-	29.97	8.88	-	14.43	34.41	49.40	101.57	-	-	-	264.18
5211 Mileage - Commuting	35.52	33.30	61.05	35.52	33.30	-	35.52	35.52	52.17	-	-	-	321.90
5213 Seminars and conferences	-	35.00	780.00	20.91	-	-	-	-	-	-	-	-	835.91
5212 Travel	-	-	975.45	-	-	-	-	-	-	-	-	-	975.45
Total	\$ 1,061.05	\$ 368.30	\$ 3,346.47	\$ 765.31	\$ 1,233.30	\$ 214.43	\$ 1,269.93	\$ 1,109.92	\$ 2,173.74	\$ -	\$ -	\$ -	\$ 11,542.44

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2011 THROUGH MARCH 31, 2012**

DIRECTOR'S NAME: BONILLA, JAIME

ATTACHMENT D

Account Name	Date	Descriptions	SECTION D Amount
		MR. BONILLA DOES NOT REQUEST PER DIEM REIMBURSEMENTS	\$0.00

Grand Total

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2011 THROUGH MARCH 31, 2012**

DIRECTOR'S NAME: CROUCHER, GARY

ATTACHMENT E

Account Name	Date	Descriptions	SECTION E Amount
Director's Fee	7/5/2011	AD HOC COMMITTEE MEETING - HEALTH BENEFITS NEGOTIATIONS	\$ 100.00
	7/15/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	7/19/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	10/19/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	10/21/2011	LAFCO SPECIAL DISTRICTS ADVISORY COMMITTEE	100.00
	10/31/2011	LEGAL AD HOC COMMITTEE	100.00
	11/8/2011	LEGAL AD HOC COMMITTEE	100.00
	11/16/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	11/28/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	11/30/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	1/4/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	1/24/2012	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	2/1/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	2/16/2012	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	3/7/2012	OTAY BOARD OF DIRECTORS MEETING	100.00
	3/14/2012	BOARD ETHICS TRAINING 700 FORM REVIEW	100.00
	3/19/2012	FUTURE WATER RATES/USAGE AND ECONOMY PREDICTIONS	100.00
	3/21/2012	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
Director's Fee Total			1,800.00
Grand Total			\$1,800.00

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2011 THROUGH MARCH 31, 2012**

DIRECTOR'S NAME: GONZALEZ, DAVID

ATTACHMENT F

Account Name	Date	Descriptions	SECTION F Amount
Director's Fee	7/15/2011	REGULAR BOARD OF DIRECTORS MEETING	\$ 100.00
	7/19/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	9/7/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/8/2011	SPECIAL DISTRICT INSTITUTE	100.00
	9/9/2011	SPECIAL DISTRICT INSTITUTE	100.00
	9/10/2011	SPECIAL DISTRICT INSTITUTE	100.00
	9/19/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	9/29/2011	METRO COMMISSION BRIEFING MEETING	100.00
	11/2/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	11/3/2011	METRO COMMISSION BRIEFING MEETING	100.00
	11/7/2011	PADRE DAM MWD CEREMONY	100.00
	11/16/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	11/30/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	12/6/2011	SOUTH COUNTY ECONOMIC DEVELOPMENT	100.00
	1/4/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	1/18/2012	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	3/7/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	3/14/2012	SPECIAL BOARD OF DIRECTORS MEETING - DISCUSS FORM 700	100.00
	3/19/2012	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	<u>100.00</u>
Director's Fee Total			<u>1,900.00</u>
Registration Fee	9/10/2011	REGISTRATION FEE - SPECIAL DISTRICT AND LOCAL GOVERNMENT INSTITUTE SEPTEMBER 8-10, 2011	<u>780.00</u>
Registration Fee Total			<u>780.00</u>
Travel	9/31/2011	LODGING FEE - ATTENDED THE SPECIAL DISTRICTS & LOCAL GOV'T INSTITUTE FINANCE SEMINAR SEPT. 7-9, 2011	<u>577.65</u>
	9/7/2011	AIRFARE FEE TO ATTEND THE SPECIAL DISTRICTS & LOCAL GOV'T INSTITUTE FINANCE SEMINAR	<u>397.80</u>
Travel Total			<u>975.45</u>
Grand Total			<u><u>\$3,655.45</u></u>

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2011 THROUGH MARCH 31, 2012**

DIRECTOR'S NAME: LOPEZ, JOSE

ATTACHMENT G

Account Name	Date	Descriptions	SECTION G Amount
Mileage - Business	7/31/2011	MEETING - JULY 11, 2011	\$ 22.20
	9/30/2011	MEETING - SEPTEMBER 9 & 15, 2011	13.32
	10/31/2011	MEETING - OCTOBER 11, 2011	5.55
	12/14/2011	MEETING - DECEMBER 14, 2011	14.43
	1/31/2012	MEETING - JANUARY 12, 20 & 27, 2012	31.08
	2/29/2012	MEETING - FEBRUARY 9, 24, 25 & 26, 2012	46.07
	3/31/2012	MEETING - MARCH 6, 12, 16, 20 & 29, 2012	91.58
Mileage - Business Total			<u>224.22</u>
Mileage - Commuting	7/31/2011	MEETING - JULY 5, 12, & 15, 2011	33.30
	8/31/2011	MEETING - AUGUST 4, 10, & 18, 2011	33.30
	9/30/2011	MEETING - SEPTEMBER 7, 14, 19, 28, & 29, 2011	58.83
	10/31/2011	MEETING - OCTOBER 5 & 19 2011	33.30
	11/30/2011	MEETING - NOVEMBER 2, 28, & 30, 2011	33.30
	1/31/2012	MEETING - JANUARY 14, 18 & 24, 2012	33.30
	2/29/2012	MEETING - FEBRUARY 1, 16 & 21, 2012	33.30
	3/31/2012	MEETING - MARCH 7, 14, 19 & 21, 2012	45.51
Mileage - Commuting Total			<u>304.14</u>
Director's Fee	7/5/2011	AD HOC COMMITTEE MEETING - HEALTH BENEFITS NEGOTIATIONS	100.00
	7/11/2011	DESALINATION PLANT WITH ROSARITO MAYOR	100.00
	7/12/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	7/15/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/4/2011	AD HOC COMMITTEE MEETING - HEALTH BENEFITS NEGOTIATIONS	100.00
	8/10/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/18/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	9/7/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/9/2011	MEETING WITH STAR NEWS EDITOR CARLOS DAVALOS	100.00
	9/14/2011	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	9/15/2011	MEETING WITH CHULA VISTA COUNCIL WOMAN PAT AGUILAR	100.00
	9/19/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2011 THROUGH MARCH 31, 2012**

DIRECTOR'S NAME: LOPEZ, JOSE

ATTACHMENT G

Account Name	Date	Descriptions	SECTION G Amount
Director's Fee	9/28/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	9/29/2011	METRO COMMISSION BRIEFING MEETING	100.00
	10/5/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	10/11/2011	CITY COUNCIL MEETING - GREEN BUSINESS RECOGNITION AWARD	100.00
	10/19/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	11/2/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	11/28/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	11/30/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	12/14/2011	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	1/4/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	1/12/2012	GENERAL MANAGER MEETING	100.00
	1/17/2012	METRO COMMISSION WITH OTAY STAFF	100.00
	1/18/2012	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	1/20/2012	MEETING WITH STATE SENATOR JOEL ANDERSON AND GENERAL MANAGER OF OTAY	100.00
	1/24/2012	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	1/27/2012	AGENDA BRIEFING WITH GENERAL MANAGER AND COUNSEL	100.00
	2/1/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	2/9/2012	UNION TRIBUNE MEETING WITH MR. JOHN LYNCH	100.00
	2/16/2012	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	2/21/2012	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	2/24/2012	AGENDA BRIEFING WITH GENERAL MANAGER AND COUNSEL	100.00
	2/25/2012	HOOVER DAM TOUR - METROPOLITAN WATER	100.00
	2/26/2012	PARKER DAM AND COLORADO RIVER TOUR - METROPOLITAN	100.00

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2011 THROUGH MARCH 31, 2012**

DIRECTOR'S NAME: LOPEZ, JOSE

ATTACHMENT G

Account Name	Date	Descriptions	SECTION G Amount
Director's Fee	3/6/2012	METROPOLITAN WATER DISTRICTS FINANCE MEETING	100.00
	3/7/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	3/12/2012	BUS TRIP FROM CWA TO (LA) METRO WATER DISTRICTS MEETING	100.00
	3/14/2012	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	3/16/2012	GENERAL MANAGER MEETING - COMMITTEE AGENDA ITEMS	100.00
	3/19/2012	BOARD BUDGET WORKSHOP	100.00
	3/20/2012	COUNCIL ON WATER UTILITIES MEETING	100.00
	3/21/2012	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	3/29/2012	GENERAL MANAGER AND COUNSEL - AGENDA BREIFING	100.00
Director's Fee Total			4,400.00
Business meetings	2/21/2012	COUNCIL ON WATER UTILITIES MEETING	25.00
	3/5/2012	SAN YSIDRO CHAMBER OF COMMERCE	95.00
	3/20/2012	COUNCIL ON WATER UTILITIES MEETING	25.00
Business meetings Total			145.00
Grand Total			\$ 5,073.36

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2011 THROUGH MARCH 31, 2012**

DIRECTOR'S NAME: ROBAK, MARK

ATTACHMENT H

Account Name	Date	Descriptions	SECTION H Amount
Mileage - Business	7/15/2011	MEETING - JULY 15, 2011	\$ 3.33
	9/7/2011	MEETING - SEPTEMBER 2, & 7, 2011	16.65
	10/5/2011	MEETING - OCTOBER 5, 2011	3.33
	1/4/2012	MEETING - JANUARY 4, 2012	3.33
	2/21/2012	MEETING - FEBRUARY 21, 2012	3.33
	3/31/2012	MEETING - MARCH 7, 14, & 19, 2012	9.99
Mileage - Business Total			39.96
Mileage - Commuting	7/15/2011	MEETING - JULY 15, 2011	2.22
	9/4/2011	MEETING - SEPTEMBER 4, 2011	2.22
	10/5/2011	MEETING - OCTOBER 5, 2011	2.22
	1/4/2012	MEETING - JANUARY 4, 2012	2.22
	2/21/2012	MEETING - FEBRUARY 21, 2012	2.22
	3/31/2012	MEETING - MARCH 7, 14, & 19, 2012	6.66
Mileage - Commuting Total			17.76
Director's Fee	7/15/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/2/2011	MEETING CHULA VISTA CHAMBER OF COMMERCE	100.00
	9/7/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	10/5/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	1/4/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	2/21/2012	SPECIAL BOARD OF DIRECTORS MEETING - DISCUSS SALT CREEK GOLF COURSE	100.00
	3/7/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	3/14/2012	SPECIAL BOARD OF DIRECTORS MEETING - DISCUSS FORM 700	100.00
	3/19/2012	SPECIAL BOARD OF DIRECTORS MEETING - DISCUSS SALES FORECASTING	100.00
Director's Fee Total			900.00
Registration Fee	8/19/2011	REGISTRATION FEE - SAN DIEGO EAST CO. CHAMBER WORKSHOP	35.00
	10/26/2011	REGISTRATION FEE - EAST COUNTY ECONOMIC DEVELOPMENT COUNCIL	20.91
Registration Fee Total			55.91
Grand Total			\$ 1,013.63



EXHIBIT B

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

Pay To: Gary Croucher

Period Covered:

Employee Number: 7011

From: Jan 1, 2012 To: Jan 31, 2012

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1	1/4	Board	Regular Meeting		
✓ 2	1/24	Committee	P+O COMMITTEE		
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

Total Meeting Per Diem: \$ 200-
(\$100 per meeting)

Total Mileage Claimed: 0 miles

Gary Croucher
(Director's Signature)

GM Receipt: [Signature]

Date: 2/2/2012

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____





EXHIBIT B

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

Pay To: Gary Croucher

Period Covered:

Employee Number: 7011

From: 2-1-12 To: 2-29-12

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1	2/1	Board	Request Board	100-	
✓ 2	2/16	Committee	Evd committee	100-	
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

Per Diem

0.*
0.*
2.*
100.00=
200.00*

Total Meeting Per Diem: \$ 200-
(\$100 per meeting)

Total Mileage Claimed: 0 miles

*W/D
3-23-12*

Gary Croucher

(Director's Signature)

GM Receipt: *Wats* _____

Date: 3/13/2012

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____



AB000 - 10 1000 - 2101 - 528101 200.00
rec'd 3/15/12 JGU

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

Pay To: David Gonzalez

Period Covered:

Employee Number: 1796

From: 1/1/12 To: 1/31/12

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	1/4/12	OWD	Board Meeting		
✓ 2.	1/18/12	OWD	Finance Administration & Communications Committee		
3.					
4.					
5.					
6.					
7.					
8.				0.*	
9.				0.*	
10.					
11.				2.*	
12.				100.00*	
13.				200.00*	
14.				0.*	
15.					
16.					
17.					

Per items

to

Total Meeting Per Diem: \$200.00
(\$100 per meeting)

Total Mileage Claimed: 0 miles

(Director's Signature)

GM Receipt: [Signature]

Date: 2/22/2012

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

(NOTE RECEIVED DATE APPROVE)



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

Pay To: David Gonzalez

Period Covered:

Employee Number: 1796

From: MARCH 1/12 To: MARCH 31/12

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	3/7/12	OWD BOARD	OWD REGULAR BOARD MEETING		
✓ 2.	3/14/12	OWD Spcl Brd FORM 700	REVIEW CONFLICT INTEREST FORM 700		
✓ 3.	3/19/12	OWD FINANCE	FINANCE COMMITTEE		
4.	3/19/12	OWD BUDGET	BOARD WORKSHOP / WATER SALES FORECAST		
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

Total Meeting Per Diem: * 300.-
(\$100 per meeting)

Total Mileage Claimed: _____ miles

(Director's Signature)

GM Receipt:

Date: 5/14/2012

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

'12 MAY 15 AM 7:43



EXHIBIT B

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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 01/01/12 To: 1/30/12

Table with 6 columns: ITEM, DATE, MEETING, PURPOSE / ISSUES DISCUSSED, MILEAGE HOME to OWD, MILEAGE OTHER LOCATIONS. Contains 18 rows of meeting data.

Total Meeting Per Diem: \$700 (\$100 per meeting)

Total Mileage Claimed: 106 miles

Handwritten signature of Jose P. Lopez

(Director's Signature)

GM Receipt: [Handwritten signature]

Date: 2/6/2012

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$



AB000-1B4000-2101-521102
 AB000-1B4000-2101-521102
 EXHIBIT B 45.57

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

Pay To: 01 Jose A. Lopez

Period Covered:

Employee Number: 7010

From: 03/01/12 To: 03/31/12

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	03/6/12	SDCWA	Prep for Metropolitan Water District's Finance mtg		42
✓ 2.	03/7/12	OWD	Regular Board meeting	20	
✓ 3.	03/12/12	SDCWA	Bus trip from CWA to (LA) Metro Water District mtg		42
✓ 4.	03/14/12	OWD	Water Conservation Garden meeting	22	
5.	03/14/12	OWD	Form 700 workshop (NO CHARGE)		
✓ 6.	03/16/12	OWD	General manager meeting -Committee agenda items		5
✓ 7.	03/19/12	OWD	Board Budget Workshop	20	
✓ 8.	03/20/12	OWD	Council on Water Utilities meeting		71
✓ 9.	03/21/12	OWD	Eng & Operations Committee mtg	20	
10.	03/23/12	OWD	General Manager and Director Bonilla (NO CHARGE)		
✓ 11.	03/29/12	OWD	General Manager & Counsel - Agenda briefing		5
12.					
13.					
14.				0.*	9.*
15.				100.00*	900.00*
16.				0.*	0.*
17.				20.*	22.*
18.				20.*	20.*

per mtg
Miller
 0.* 9.* 100.00* 900.00* 0.* 0.* 20.* 22.* 20.* 20.* 02.* 32.* 100.00* 45.57*

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

Total Mileage Claimed: 247 miles

Jose A. Lopez
 (Director's Signature)

GM Receipt: *WJL*

Date: 4/6/2012

12 APR 10 AM 7:51 FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

to 4/10/12 7-10-12



COUNCIL OF WATER UTILITIES, SAN DIEGO COUNTY

Mitchell S. Dion, Chair
Rincon del Diablo Municipal Water District
1920 N Iris Lane
Escondido, CA 92026

Doug Wilson, Vice Chair
Padre Dam Municipal Water District
9300 Fanita Pkwy
Santee, CA 92071

Phone: 760.745.5522
Fax: 760.745.4235
www.rinconwater.org

Phone: 619.448.3111
Fax: 619.449.9469
www.padredam.org

MEMBER AGENCIES

- City of Escondido
- City of Oceanside
- City of Poway
- City of San Diego

San Diego County Water Authority

Metropolitan Water District of So. California

Borrego Water District

Carlsbad Municipal Water District

Elsinore Valley Municipal Water District

Encina Wastewater Authority

Fallbrook Public Utility District

Helix Water District

Lakeside Water District

Leucadia Wastewater District

Olivenhain Municipal Water District

Otay Water District

Padre Dam Municipal Water District

Rainbow Municipal Water District

Ramona Municipal Water District

Rancho California Water District

Rincon del Diablo Municipal Water District

Riverview Water District

San Dieguito Water District

Santa Fe Irrigation District

South Bay Irrigation District

Sweetwater Authority

Vallecitos Water District

Valley Center Municipal Water District

Vista Irrigation District

Yuima Municipal Water District

RESERVATIONS/INVOICE

Tuesday, February 21, 2012
7:15 a.m.

PLEASE MAKE RESERVATIONS AS FOLLOWS:

AGENCY: Otay Water District

Contact: Susan Cruz

Phone: (619) 670-2280

Name/Title Jose Lopez, Director

Name/Title _____

Name/Title _____

Name/Title _____

Name/Title _____

Name/Title _____

Total payment: 1 reservation(s) at \$25.00 each = \$ 25.00 .

MAKE CHECK PAYABLE TO: "COUNCIL OF WATER UTILITIES"

MAIL TO: Council of Water Utilities
c/o Rincon del Diablo Municipal Water District
1920 N Iris Lane
Escondido CA 92026

SEND TO: 760.745.4235 (fax) or kblakely@rinconwater.org

Reservations must be received by 12 noon,
Thursday, February 16, 2012

Ysidro Chamber of Commerce
663 E San Ysidro Blvd
San Ysidro, CA 92173

ANNUAL DINNER RSVP
FOR DIRECTOR JOSE LOPEZ

Invoice

~~AB000-1B4000-2101-521401-11-1111~~

PAID

Bill To
Otay Water District Susan Cruz 2554 Sweetwater Springs Blvd. Spring Valley, CA 91978-2004

Date	Invoice #
3/5/2012	1123

Due Date
3/5/2012

Description	Qty	Rate	Amount
Annual Dinner Reservation for Board Member Jose Lopez		95.00	95.00
Total			\$95.00
Payments/Credits			\$-95.00
Balance Due			\$0.00



COUNCIL OF WATER UTILITIES, SAN DIEGO COUNTY

Doug Wilson, Chair
Padre Dam Municipal Water District
9300 Fanita Pkwy
Santee, CA 92071

Paul Dorey, Vice Chair
Vista Irrigation District
1391 Engineer Street
Vista, CA 92081

Phone: 760.745.5522
Fax: 760.745.4235
www.padredam.org

Phone: 760.597.3100
Fax: 760.598.8757
www.vid-h2o.org

MEMBER AGENCIES

City of Escondido
City of Oceanside
City of Poway
City of San Diego

San Diego County Water Authority
Metropolitan Water District of So. California

Borrego Water District

Carlsbad Municipal Water District

Elsinore Valley Municipal Water District

Encina Wastewater Authority

Fallbrook Public Utility District

Helix Water District

Lakeside Water District

Leucadia Wastewater District

Olivenhain Municipal Water District

Otay Water District

Padre Dam Municipal Water District

Rainbow Municipal Water District

Ramona Municipal Water District

Rancho California Water District

Rincon del Diablo Municipal Water District

Riverview Water District

San Dieguito Water District

Santa Fe Irrigation District

South Bay Irrigation District

Sweetwater Authority

Vallecitos Water District

Valley Center Municipal Water District

Vista Irrigation District

Yuima Municipal Water District

RESERVATIONS/INVOICE

Tuesday, March 20, 2012
7:15 - 8:45 a.m.

PLEASE MAKE RESERVATIONS AS FOLLOWS:

AGENCY: OTAY WATER DISTRICT

Contact: SUSAN CRUZ OR TITA CAYETANO

Phone: (619) 670-2253

Name/Title MARK WATTON, GENERAL MANAGER

Name/Title JOSE LOPEZ, DIRECTOR

Name/Title _____

Name/Title _____

Name/Title _____

Name/Title _____

Total payment: 2 reservation(s) at \$25.00 each = \$ 50.⁰⁰

MAKE CHECK PAYABLE TO: "COUNCIL OF WATER UTILITIES"

MAIL TO: Council of Water Utilities
c/o Padre Dam Municipal Water District
P.O. Box 719003
San Diego CA 92072

SEND TO: 619.258.6403 (fax) or msouthwick@padre.org

Reservations must be received by
Thursday, March 15, 2012

AB 000 - 105000 - 2101 - 528101 300.00
 rec'd 3/27/12
 APR 10 - 105000 - 2101 - 521102
 11.10



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

Pay To: Mark Robak

Period Covered:

Employee Number: 7014

From: 11-1-11 To: 3-31-12

3217 Fair Oaks Lane, Spring Valley, CA 91978

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
1	11-2	Monthly Otay Board Meeting	General District Business	4	6
2	11-7	Padre Dam Recycling Plant	Rededication of plant honoring Ray Stoyer - NO CHARGE	0	0
3	11-30	Special Otay Board Meeting	District legal firm contract	4	6
4	1-4	Monthly Otay Board Meeting	General District Business	4	6
5	2-8	District Luncheon at Sycuan	Recognize employee achievements - NO CHARGE	0	0
6	2-21	Special Otay Board Meeting	Discuss Salt Creek Golf Course	4	6
7	2-21	East County Chamber Mixer - Riviera Supper Club	Monthly Business Mixer - NO CHARGE	0	0
8	3-7	Monthly Otay Board Meeting	General District Business	4	6
9	3-14	Special Otay Board Meeting	Discuss Form 700	4	6
10	3-19	Special Otay Board Meeting	Discuss Water Sales Forecasting	4	6
11	3-23	East County Chamber Office	Dine and Dialogue with Dennis Cushman hosted by Helix WD - NO CHARGE	0	0

Ad. ✓
Ad. ✓
Ad. ✓
Ad. ✓
Ad. ✓

DO NOT PAY
PAY

Total Meeting Per Diem: ~~\$700~~ 500.
 (\$100 per meeting)

Total Mileage Claimed: 70 miles

Handwritten calculations:
 $\frac{70}{10} \times 55 \text{ cents} = 3.85$
 $3.85 \times 11.70 = 45.045$
 $45.045 + 16.65 = 61.695$
 Mark Robak
 60 INV

Receipt
 GM Approval: Jane A. Lopez

(Director's Signature)
 Date: 4-11-12

FOR OFFICE

0.*
 5.*
 100.00=
 500.00*
 0.*
 4.00+
 4.00+
 4.00+
 4.00+
 4.00+
 20.00*
 20.00*
 0.5550=
 11.70*
 0.*

Handwritten notes:
 11.70
 11.70
 11.70



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	June 6, 2012
	Daniel Kay Associate Civil Engineer	PROJECT:	Various DIV.NO. ALL
SUBMITTED BY:	Ron Ripperger Engineering Manager		
	<input checked="" type="checkbox"/> Rod Posada, Chief of Engineering <input checked="" type="checkbox"/> German Alvarez, Asst. General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
APPROVED BY:			
SUBJECT:	Informational Item - Third Quarter Fiscal Year 2012 Capital Improvement Program Report		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) accept the Third Quarter Fiscal Year 2012 Capital Improvement Program (CIP) Report for review and receives a summary via PowerPoint presentation.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

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

ANALYSIS:

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

The Third Quarter Fiscal Year 2012 update is intended to provide a detailed analysis of progress in completing these projects within the allotted time and budget of \$24.1 million. Expenditures through the Third Quarter totaled approximately \$12.6 million. Approximately 52% of the Fiscal Year 2012 expenditure budget was spent.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

None.

STRATEGIC GOAL:

The Capital Improvement Program supports the District's Mission statement, "To provide customers with the best quality water, wastewater, and recycled water service in a professional, effective, and efficient manner" and the District's Vision, "A District that is innovative in providing water services at affordable rates, with a reputation for outstanding customer service."

LEGAL IMPACT:

None.

DK/RR/RP:jf

P:\CIP\CIP Quarterly Reports\2012\Q3\Staff Report\BD 06-06-12, Staff Report, Third Quarter FY 2012 CIP Report, (DK-RR-RP).docx

Attachments: Attachment A - Committee Action
Attachment B - Fiscal 2012 Third Quarter CIP Expense Report
Attachment C - Presentation



ATTACHMENT A

SUBJECT/PROJECT: Various	Informational Item - Third Quarter Fiscal Year 2012 Capital Improvement Program Report
------------------------------------	--

COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a Committee Meeting held on May 25, 2012 and the following comments were made:

- Staff presented a PowerPoint presentation of the Quarterly CIP Budget Update and indicated that the overall expenditures through the third quarter of FY 2012 totaled approximately \$12.6 million, which is about 52% of the District's fiscal year budget.
- Staff indicated that the District's FY 2012 CIP budget consists of 75 projects that total \$24.1 million and is divided into four categories:
 - Capital Facilities= \$11.8 million
 - Replacement/Renewal= \$10.3 million
 - Capital Purchases= \$2.0 million
 - Developer Reimbursement= \$0.0 million
- The PowerPoint presentation included the following:
 - Total Life-to-Date Expenditures
 - CIP Budget Forecast vs. Expenditures
 - Major CIP Projects
 - CIP Projects in Construction
 - Construction Contract Status thru March 31, 2012 of projects, contract amount with allowances, net change orders, percent of project completion, and estimated completion date
 - Consultant Contract Status of contract amounts, approve payments to date, change orders, dates when contracts were signed and the end date of contracts

- Staff provided an update of the following:
 - RWCRWF Upgrades Project
 - La Presa System Improvements Project, Demolition of 850-1 and 657-1 Pump Stations and Forebay Reservoir, Demolition of Dorchester Reservoir and Pressure Reducing Station
 - Calavo Gardens Sewer Rehabilitation Project

- In response to a question by the Committee, staff stated that the actual projected expenditures are a little under the estimated projections but does not create any financial or funding issues. Staff anticipates that approximately 75% of the FY 2011-2012 CIP Budget will be spent.

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

ATTACHMENT B

FISCAL YEAR 2012 3rd QUARTER CIP EXPENSE REPORT

(Expenditures through 3/31/12)
(\$ Thousands)

CIP No.	Description	Project Manager	FISCAL YEAR-TO-DATE, 03/31/12			LIFE-TO-DATE			Comments	
			FY 2012 Budget	Expenses	Balance	Expense to Budget %	Budget	Expenses		Balance
P2009	PL - 36-Inch, SDCWA Olaj FCF No. 14 to Regulatory Site	Ripperger	800	545	255	68%	20,800	20,634	166	99% Project complete. IEC litigation.
P2063	PS - 870-2 Pump Station Replacement (28,000 GPM)	Ripperger	-	-	-	0%	12,581	581	12,000	5% On hold due to CIP 2451 delay.
P2370	La Presa System Improvements	Marchioro	875	560	295	66%	1,235	618	617	Construction will be completed in a few months. The final closeout change order will include a credit for unused allowances and other work items.
P2434	Rancho Del Rey Groundwater Well Development	Marchioro	850	558	292	66%	6,250	3,275	2,975	50% Construction phase managed by Daniel Kay.
P2451	Olaj Mesa Desalination Conveyance and Disinfection System	Kennedy	2,350	217	2,133	9%	30,000	1,010	28,990	90% design submittal nearly complete. Working with City of Chula Vista concerning brine disposal.
P2466	Regional Training Facility	Coburn-Boyd	20	20	-	100%	272	272	-	Draft sewer agreement submitted to City 2/22/2012.
P2467	San Diego Formation Groundwater Feasibility Study	Kennedy	400	15	385	4%	1,800	774	1,026	Spending adjusted based on limited Notice to Proceed.
P2473	PS - 711-1 Pump Station Improvement	Cameron	300	331	(31)	110%	500	417	83	100% On budget for FY 2012.
P2486	Asset Management Plan Condition Assessment and Data Acquisition	Slevens	400	68	332	17%	1,350	718	632	Spending estimated to be \$40K for FY 12 for monitoring water quality.
P2488	Del Rio Road Helix and Olaj Interconnection	Kay	150	37	113	25%	300	338	(38)	83% Project completed.
P2489	Gillespie Drive Helix & Olaj Agency Conn	Kay	150	17	133	11%	300	318	(18)	Less money spent than expected due to not hiring a consultant and doing the work in-house.
P2497	Solar Power Feasibility Study	Kennedy	25	15	10	60%	250	60	190	113% Construction complete.
P2502	803-1 Pump Station Modifications	Marchioro	425	471	(46)	111%	575	535	40	Study complete, but recommends waiting for better economic conditions.
P2503	850-2 Pump Station Modifications	Marchioro	325	371	(46)	114%	475	449	26	All VFDs, ALCs, rewind motors, and HVAC units installed. The balance of some rewind motors may need to be improved, however, the District is waiting on analysis of additional motor/vibration test data to confirm. SCADA work to begin in the next few months. See P2502
P2511	North District - South District Interconnection System	Marchioro	1,400	671	729	48%	37,300	1,369	35,931	Proctor Valley Road initial studies underway including a CWA parallel encroachment feasibility study. District staff are studying a new alignment proposed by the Bonita Highlands Homeowner's Association. Met with CWA on 2/7/2012 and USF&WS on 2/16/2012 to discuss the Proctor Valley Road alignment.
P2514	PL - 30-Inch, 860 Zone, Hunie Parkway - Proctor Valley/Use Area	Ripperger	750	145	605	19%	1,500	145	1,355	4% Valley Road alignment.
P2516	PL - 12-Inch, 640 Zone, Jamaica Road - Darby/Osage	Marchioro	-	-	-	0%	450	-	450	10% Project on schedule.
P2517	Chase Avenue Helix and Olaj Interconnection	Kay	100	10	90	10%	400	10	390	0% No anticipated expenditures for FY 2012.
R2048	RecPL - Olaj Mesa Distribution Pipelines and Conversions	Kay	100	95	5	95%	2,200	364	1,846	3% Project on hold.
R2058	RecPL - 16-Inch, 860 Zone, Alaj Road - Olaj Mesa/Alta	Kennedy	150	111	39	26%	3,500	1,329	2,171	16% Project in design.
R2077	RecPL - 24-Inch, 860 Zone, Alta Road - Alta Gate/Airway	Kay	350	265	85	76%	4,500	1,986	2,514	38% Project on hold.
R2087	RecPL - 24-Inch, 927 Zone, Wueste Road - Olympic/Olaj WTP	Cameron	150	70	80	47%	7,000	935	6,065	44% Spending for developer reimbursement.
R2091	RecPS - 927-1 Pump Station Upgrade (10,000 GPM) and System Enhancements	Kay	1,500	885	615	58%	3,950	1,355	2,595	13% Project on hold.
R2094	Potable Irrigation Meters to Recycled Water Conversions	Charles	200	99	101	50%	3,100	1,493	1,607	34% Project in construction.
Total Capital Facility Projects			11,770	5,524	6,246	47%	140,588	38,975	101,613	48% Project on track.
P2267	36-Inch Main Pumps and Air/Vacuum Ventilation Installations	Vasquez	295	88	207	0%	435	234	201	54% No anticipated expenditures for this Fiscal 2012.
P2366	APCD Engine Replacements and Retrofits	Rahders	-	-	-	30%	3,488	2,053	1,435	59% 100% of budget will be spent in FY 2012.
P2382	Safety and Security Improvements	Munoz	480	54	426	11%	3,397	1,545	1,852	SMFD project engineering \$95,000; Security Maps - \$22,000; Reservoir tank inspection - \$25,000; 850 safety updates - \$45,000. Total = \$187,000. Q4 security maintenance approx. \$150,000.
P2416	SR-125 Utility Relocations	Kennedy	48	9	39	19%	963	930	33	97% Legal Counsel collecting from ORC. An acceptance letter/notice of completion was sent to Caltrans 4/2/2012. Caltrans waiting on the City of San Diego to complete a sewer line before they can reconcile the project and issue a \$33K credit to Olaj.
P2440	I-905 Utility Relocations	Marchioro	25	8	17	32%	1,600	1,578	21	13% Project in design.
P2453	SR-11 Utility Relocations	Kay	50	13	37	26%	1,155	20	135	

ATTACHMENT B
FISCAL YEAR 2012 3rd QUARTER CIP EXPENSE REPORT
 (Expenditures through 3/31/12)
 (\$ Thousands)

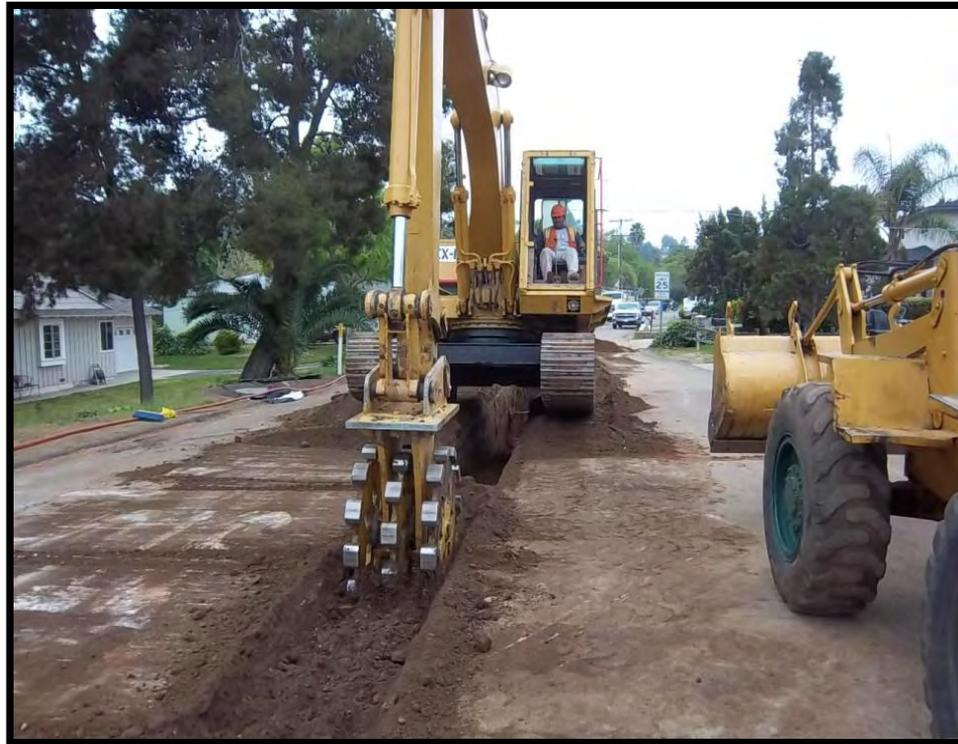
CIP No.	Description	Project Manager	FISCAL YEAR-TO-DATE, 03/31/12			LIFE-TO-DATE					
			FY 2012 Budget	Expenses	Balance	Expense to Budget %	Budget	Expenses	Balance	Expense to Budget %	Comments
P2458	AMR Manual Meter Replacement	Keeran	1,400	1,684	(284)	120%	10,298	7,316	2,982	71%	Program has been accelerated. Approx. 150% of budget will be spent in FY 2012.
P2477	Res - 624-1 Reservoir Cover Replacement	Marchioro	200	12	188	6%	450	41	409	9%	PDR complete. District review of draft design is underway. Construction scheduled for winter FY 2013.
P2484	Large Water Meter Replacement Program	Keeran	220	18	202	8%	835	257	578	31%	100% of budget will be spent in FY 2012.
P2485	SCADA Communication System and Software Replacement	Stalker	350	54	296	15%	1,325	736	589	56%	28.6% (\$100K) will be spent in FY 2012.
P2491	850-3 Reservoir Exterior Coating	Cameron	200	29	171	15%	300	31	269	10%	Construction began April 2012.
P2493	624-2 Reservoir Interior Coating	Cameron	30	2	28	7%	950	2	948	0%	Design to begin in Fiscal Year 2014.
P2494	Multiple Species Conservation Plan	Coburn-Boyd	90	18	72	20%	930	772	158	83%	Project has been slowed due to being under agency review; estimate spending 30% by end of Fiscal Year.
P2495	San Miguel Habitat Management/Mitigation Area	Coburn-Boyd	250	165	85	66%	1,975	718	1,257	36%	Will spend about 85% of Fiscal Year budget due to new contractor at lower cost.
P2496	Olay Lakes Road Utility Relocations	Kay	25	51	(26)	204%	250	195	55	78%	Phase II is on hold until 2013.
P2504	Regulatory Site Access Road and Pipeline Relocation	Cameron	100	116	(16)	116%	600	125	475	21%	30% design to be completed June 2012.
P2505	657-1 Reservoir Interior/Exterior Coating	Cameron	25	25	0	0%	375	375	0	100%	Completed.
P2506	657-2 Reservoir Interior/Exterior Coating	Cameron	25	198	(173)	792%	375	370	5	99%	Completed.
P2507	East Palomar Street Utility Relocation	Cameron	350	103	247	29%	800	150	650	19%	Caltrans driven project. Construction to begin early 2013.
P2508	Pipeline Cathodic Protection Replacement Program	Kay	50	2	48	4%	150	2	148	1%	Project in design.
P2513	East Orange Avenue Bridge Crossing	Cameron	5	112	(107)	2240%	750	112	638	15%	Project is 99% complete in design. Plans are in review with outside agencies.
P2515	870-1 Reservoir Paving	Cameron	25	2	23	8%	300	2	298	1%	Design to begin in Fiscal Year 2013.
P2518	803-3 Reservoir Interior/Exterior Coating	Cameron	25	0	0	0%	450	0	450	0%	Design to begin in Fiscal Year 2013.
P2519	832-2 Reservoir Interior/Exterior Coating	Cameron	25	0	0	0%	450	0	450	0%	Design to begin in Fiscal Year 2013.
P2520	Motorola Mobile Radio Upgrade	Anderson	50	2	48	4%	100	2	98	2%	Will expend 100% of FY 2012 budget.
P2521	Large Meter Vault Upgrade Program	Keeran	200	44	156	22%	600	44	556	7%	75% of budget to be spent in Fiscal Year 2012.
R2096	RWCWRF - Upgrades and Modifications	Kay	2,250	2,842	(592)	126%	4,950	3,728	1,222	75%	Project in construction.
R2099	Recycled System Air and Vacuum Value Retrofit	Holly	234	241	(7)	103%	700	241	459	34%	Project has been accelerated in FY 2012 so that overall the total program will be completed earlier than originally planned and cheaper. Plan to spend an additional \$80K by end of FY 2012.
R2100	Recycled Force Main Access Road Repairs	Cameron	210	197	13	94%	210	0	210	0%	Project completed.
S2012	SVSD Outfall and RSD Replacement and OM Reimbursement	Kennedy	642	0	642	0%	4,392	751	3,641	17%	Money to be spent in Q4 FY 2012.
S2019	Avocado Boulevard 8-inch Sewer Main Improvement	Cameron	1,550	118	1,432	8%	2,050	426	1,624	21%	Construction began March 2012. Part of S2020, S2022, S2026.
S2020	Calavo Drive 8-inch Sewer Main Replacement	Cameron	420	21	399	5%	600	77	523	13%	Construction began March 2012. Part of S2019, S2022, S2026.
S2022	Hidden Mesa Drive 8-inch Sewer Main Rehabilitation	Cameron	100	113	(13)	113%	170	141	29	83%	Construction began March 2012. Part of S2019, S2020, S2026.
S2023	Calavo Drive Sewer Main Utility Relocation	Cameron	50	1	49	2%	65	15	50	23%	County driven project.
S2024	Campo Road Sewer Main Replacement	Cameron	10	0	10	0%	3,250	2	3,248	0%	To be assessed in the Sewer Master Plan.
S2026	Challenge Boulevard 8-inch Sewer Main Replacement	Cameron	55	39	16	71%	280	39	241	14%	Construction began March 2012. Part of S2019, S2020, S2022.
S2027	Rancho San Diego Pump Station Rehabilitation	Kennedy	100	6	94	6%	2,800	6	2,794	0%	County of San Diego driven project.
S2028	Explorer Way 8-inch Sewer Main Replacement	Marchioro	20	9	11	45%	125	9	116	7%	Priority and phased sewer replacement projects District-wide based on merged data from an in-house hydraulic analysis and CCTV data. Created new CIP group projects based on basin areas.
S2029	Chase Avenue 8-inch Sewer Main Replacement	Marchioro	20	9	11	45%	125	9	116	7%	see S2028
S2030	Avocado Boulevard 8-inch Sewer Main Replacement	Marchioro	50	5	45	10%	325	5	320	2%	see S2028
S2031	Juliana Street 8-inch Sewer Main Replacement	Marchioro	20	5	15	25%	150	5	145	3%	see S2028
S2032	Puebla Drive 8-inch Sewer Main Replacement	Marchioro	20	15	5	25%	125	5	120	4%	see S2028
S2033	Sewer System Various Locations Rehabilitation	Marchioro	100	13	87	13%	800	13	787	2%	see S2028
S2034	Vista Grande and Paseo Grande 8-inch Sewer Main Replacement	Marchioro	25	5	20	20%	250	5	245	2%	see S2028
Total Replacement/Renewal Projects:			10,369	6,413	3,956	62%	53,668	23,088	30,580	43%	
CAPITAL PURCHASE PROJECTS											
P2282	Vehicle Capital Purchases	Rahders	395	57	338	14%	5,346	2,584	2,762	48%	100% of budget will be spent in FY 2012.
P2285	Office Equipment and Furniture Capital Purchases	Dobrawa	60	33	27	55%	571	504	67	88%	No additional expenditures in Fiscal Year 2012.
P2286	Field Equipment Capital Purchases	Rahders	278	66	212	24%	1,668	964	704	58%	100% of budget will be spent in FY 2012.

ATTACHMENT B
FISCAL YEAR 2012 3rd QUARTER CIP EXPENSE REPORT
 (Expenditures through 3/31/12)
 (\$ Thousands)

CIP No.	Description	Project Manager	FY 2012		LIFE-TO-DATE		Expense to Budget %		Expense to Budget %		Comments	
			Budget	Expenses	Balance	Budget %	Budget	Expenses	Balance	Budget %		
P2443	Information Technology Mobile Services	Slevens	250	6	244	2%	1,652	1,102	550	67%	Continued development of the South District Plan.	
P2461	Records Management System Upgrade	Slevens	100	52	48	52%	506	315	191	62%	Contractor work on hold.	
P2469	Information Technology Network and Hardware	Slevens	460	167	293	36%	2,173	1,321	852	61%	Project on schedule.	
P2470	Application Systems Development and Integration	Slevens	430	229	201	53%	2,448	1,426	1,022	58%	Project on schedule.	
P2501	Telecommunications Equipment Upgrade	Jenkins		49	(49)	4900%	400	400		100%	FY 2011 Project closed on 06/30/11; FY 2012 additional expenses authorized by GM in	
	Total Capital Purchase Projects	Total:	1,973	659	1,314	33%	14,764	8,616	6,148	58%	100%, September 2011.	
DEVELOPER REIMBURSEMENT PROJECTS												
P2104	PL - 12-Inch, 711 Zone, La Media Road - Birch/Rock Mountain	Charles	-	-	-	0%	833	-	833	0%	No anticipated expenditures for Fiscal Year 2012.	
P2107	PL - 12-Inch, 711 Zone, Rock Mountain Road - La Media/SR 125	Charles	-	-	-	0%	722	-	722	0%	No anticipated expenditures for Fiscal Year 2012.	
P2325	PL - 10" to 12" Oversize, 1296 Zone, PB Road - Rolling Hills Hydro PS/PB	Charles	1	-	1	0%	50	-	50	0%	No anticipated expenditures for Fiscal Year 2012.	
P2402	PL - 12-Inch, 624 Zone, La Media Road - Village 7/Olay Valley	Charles	-	-	-	0%	444	-	444	0%	No anticipated expenditures for Fiscal Year 2012.	
P2403	PL - 12-Inch, 624 Zone, Heritage Road - Olympic/Olay Valley	Charles	-	-	-	0%	925	-	925	0%	No anticipated expenditures for Fiscal Year 2012.	
R2028	RecPL - 8-Inch, 680 Zone, Heritage Road - Santa Victoria/Olay Valley	Charles	-	-	-	0%	600	-	600	0%	No anticipated expenditures for Fiscal Year 2012.	
R2042	RecPL - 8-Inch, 927 Zone, Rock Mountain Road - SR-125/EastLake	Charles	-	-	-	0%	140	-	140	0%	No anticipated expenditures for Fiscal Year 2012.	
R2047	RecPL - 12-Inch, 680 Zone, La Media Road - Birch/Rock Mountain	Charles	-	-	-	0%	450	-	450	0%	No anticipated expenditures for Fiscal Year 2012.	
R2082	RecPL - 24-Inch, 680 Zone, Olympic Parkway - Village 2/Heritage	Charles	1	-	1	0%	1,747	-	1,747	0%	No anticipated expenditures for Fiscal Year 2012.	
R2083	RecPL - 20-Inch, 680 Zone, Heritage Road - Village 2/Olympic	Charles	1	-	1	0%	400	-	400	0%	No anticipated expenditures for Fiscal Year 2012.	
R2084	RecPL - 20-Inch, 680 Zone, Village 2 - Heritage/La Media	Charles	1	-	1	0%	971	1	970	0%	No anticipated expenditures for Fiscal Year 2012.	
R2085	RecPL - 20-Inch, 680 Zone, La Media - State/Olympic	Charles	1	-	1	0%	600	-	600	0%	No anticipated expenditures for Fiscal Year 2012.	
	Total Developer Reimbursement Projects	Total:	5	12,596	11,521	52%	216,902	70,680	146,222	33%		
			\$ 24,117	\$ 12,596	\$ 11,521	52%	\$ 216,902	\$ 70,680	\$ 146,222	33%		

Otay Water District Capital Improvement Program

Fiscal Year 2012
3rd Quarter Update
(through March 31, 2012)



Calavo Gardens Sewer Rehabilitation

Background

The approved CIP Budget for Fiscal Year 2012 consists of 75 projects that total \$24.1 million. These projects are broken down into four categories.

- | | |
|----------------------------|----------------|
| 1. Capital Facilities | \$11.8 million |
| 2. Replacement/Renewal | \$10.3 million |
| 3. Capital Purchases | \$ 2.0 million |
| 4. Developer Reimbursement | \$ 0.0 million |

Overall expenditures through the third quarter Fiscal Year 2012 totaled \$12.6 million which is 52% of our fiscal year budget.

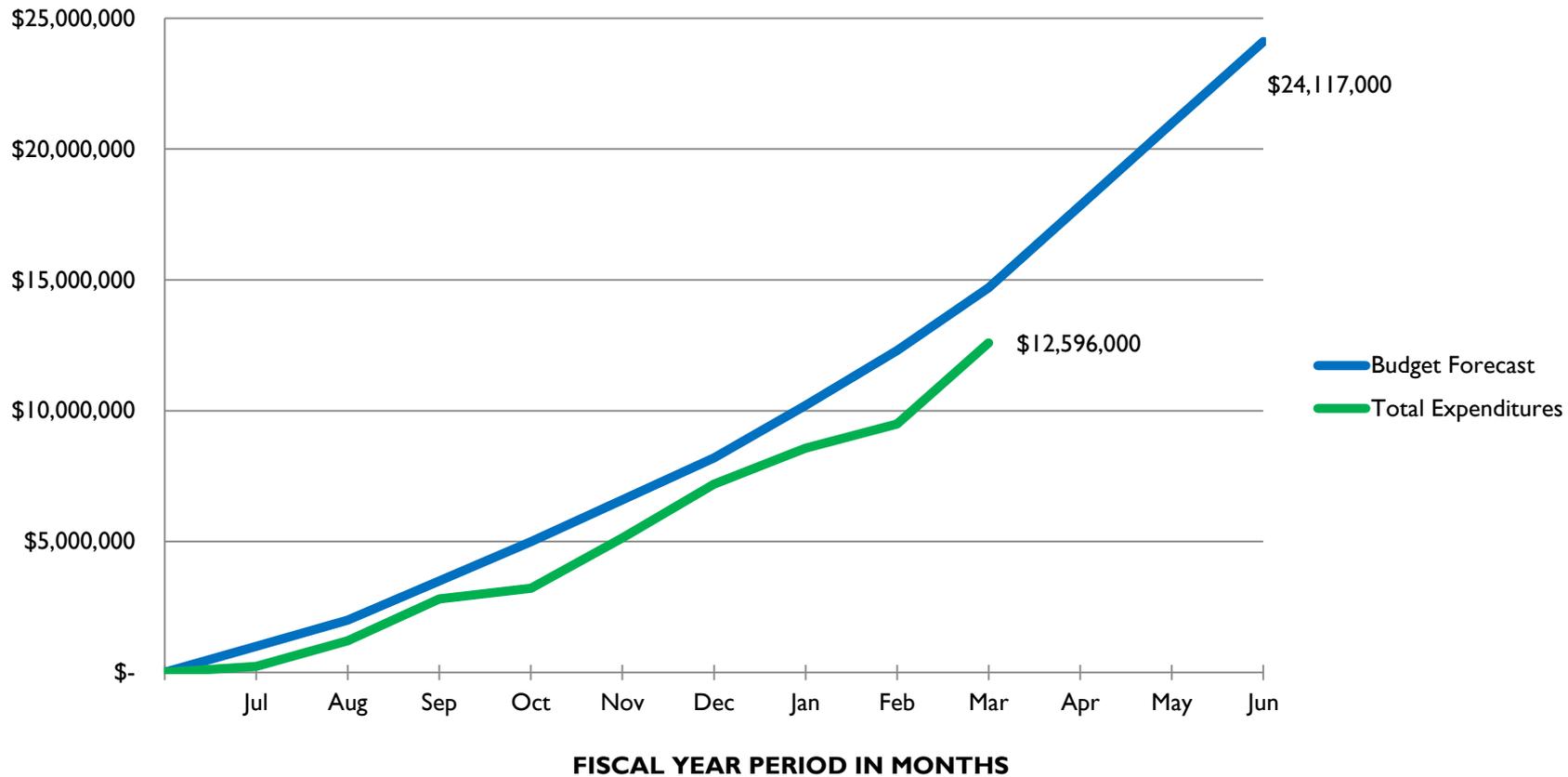
Fiscal Year 2012

3rd Quarter Update

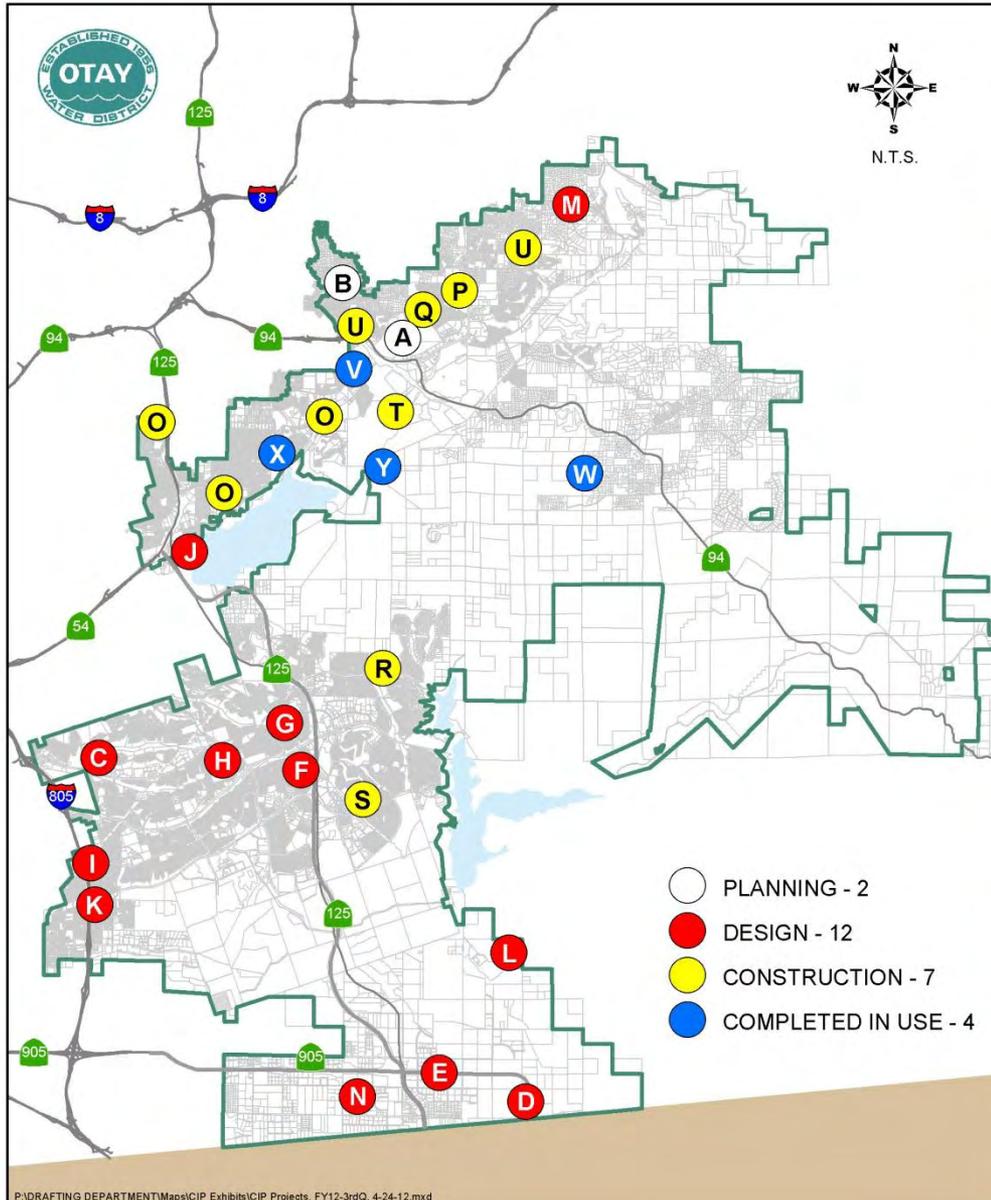
(\$1,000's)

CIP CAT	Description	FY 2012 Budget	FY 2012 Expenditures	% FY 2012 Budget Spent	Total Life-to- Date Budget	Total Life-to-Date Expenditures	% Life-to- Date Budget Spent
1	Capital Facilities	\$11,770	\$5,524	47%	\$140,588	\$38,975	28%
2	Replacement/ Renewal	\$10,369	\$6,413	62%	\$53,668	\$23,088	43%
3	Capital Purchases	\$1,973	\$659	33%	\$14,764	\$8,616	58%
4	Developer Reimbursement	\$5	\$0	0%	\$7,882	\$1	0%
	Total:	\$24,117	\$12,596	52%	\$216,902	\$70,680	33%

Fiscal Year 2012 3rd Quarter CIP Budget Forecast vs. Expenditures



District Map of Major CIP Projects



MAJOR CIP PROJECTS

- A** P2504 -- Regulatory Site Access Road & Pipe Relocation
- B** S1210 -- Wastewater Management Plan
- C** P2434 -- Rancho Del Rey Groundwater Well
- D** P2451 -- Otay Mesa Conveyance and Disinfection System
- E** P2453 -- SR-11 Utility Relocations
- F** P2477 -- 624-1 Reservoir Cover Replacement
- G** P2493 -- 624-2 Reservoir Interior Coating & Upgrades
- H** P2496 -- Otay Lakes Road Utility Relocations Phase II
- I** P2507 -- East Palomar Utility Relocation
- J** P2511 -- North District / South District Interconnection System
- K** P2513 -- East Orange Avenue Bridge Crossing
- L** P2515 -- 870-1 Reservoir Paving
- M** P2518 -- 803-3 Reservoir Interior/Exterior Coating
- N** R2048 -- Otay Mesa Distribution Pipelines and Conversions
- O** P2370 -- La Presa System Improvements
- P** P2491 -- 850-3 Reservoir Coating Upgrades
- Q** P2502 & P2503 -- 803-1 and 850-2 Pump Station Modifications
- R** P2514 -- 30-Inch Potable Water Pipeline in Hunte Parkway
- S** R2091 -- 944-1R Recycled Water Pump Station Upgrade
- T** R2096 -- Ralph W. Chapman Water Reclamation Facility - Upgrades and Modifications
- U** S2019, S2020, S2022 & S2026 -- Sanitary Sewer Replacement
- V** P2488 & P2489 -- Helix WD & Otay WD Agency Interconnections
- W** P2490 & P2492 -- 1296-1 & 1296-2 Reservoir Coating
- X** P2505 & P2506 -- 657-1 & 657-2 Reservoir Coating
- Y** R1501 -- Recycled Water Force Main Access Road Repairs

- PLANNING - 2
- DESIGN - 12
- CONSTRUCTION - 7
- COMPLETED IN USE - 4



CIP Projects in Construction

- Phase I of 944-IR Recycled Water Pump Station Improvements
- Installation of New Pump
- New Instrumentation
- New Suction Header Piping
- Three (3) New Pressure Reducing Stations
- \$3.95M Budget



Above: New Suction Header and New Pump No. 3

Left: View of Suction Header from Other Side. Fans & Duct System Installed on Wall to the Right

CIP Projects in Construction

- RWCRWF Upgrades
- New Aeration System, Blower System, and Electrical Instrumentation
- \$4.95M Budget



Above: New Aeration Panels Installed in Refurbished Aeration Basin

Left: New Floating Mixers Inside Aeration Basin

CIP Projects in Construction

- La Presa System Improvements
- Demolition of 850-I and 657-I Pump Stations and Forebay Reservoir
- Multiple Interconnections Throughout Spring Valley
- Demolition of Dorchester Reservoir and Pressure Reducing Station
- \$1.24M Budget



Above: New PRV Installed at La Presa Site



Left: Installing 16-Inch Interconnection at Paradise Valley Road

CIP Projects in Construction

- Calavo Gardens Sewer Rehabilitation
- Replacement of 4,500 Linear Feet of Sewer
- Manhole Rehabilitation/Replacement
- Capacity Upgrades
- New Flow Control and Diversion Vault for Calavo Lift Station
- \$3.10M Budget



Above: Sewer Replacement on Hidden Mesa Drive

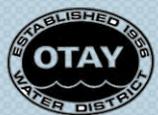
Left: 8-Inch Sewer Pipe Installation on Louisa Drive

Construction Contract Status

CIP NO.	PROJECT TITLE	CONTRACTOR	BASE BID AMOUNT	CONTRACT AMOUNT W/ ALLOWANCES	NET CHANGE ORDERS*		CURRENT CONTRACT AMOUNT	TOTAL EARNED TO DATE	% CHANGE ORDERS W/ ALLOWANCE CREDIT**	% COMPLETE	EST. COMP. DATE
					PROJECT TOTAL	%					
P2505/P2506	657-1 & 657-2 Reservoir Coating & Upgrades	Blastco Inc.	\$582,500	\$632,500	\$5,627	1.0%	\$607,912	\$607,912	-3.9%	100.0%	Complete Oct 2011
P2488/P2489	Del Rio Road & Gillispie Drive Emergency Interconnections	LH Woods	\$339,000	\$379,000	\$9,699	2.9%	\$368,105	\$368,105	-2.9%	100.0%	Complete Aug 2011
R2091	944-1R Recycled Pump Station Upgrade & System Enhancements	Sepulveda	\$1,099,423	\$1,162,423	\$0	0.0%	\$1,121,384	\$794,947	0.0%	70.9%	June 2012
R2096	RWCWRF Upgrades	Newest	\$3,349,000	\$3,499,000	\$17,896	0.5%	\$3,366,896	\$2,870,627	0.0%	85.3%	May 2012
P2502/P2503	HVAC Improvements at 803-1 & 850-2 Pump Stations	3-D Enterprises	\$48,500	\$53,500	\$2,919	6.0%	\$56,419	\$56,419	5.5%	100.0%	Complete Feb 2012
P2370	Jamacha Rd. Meter Relocations	Pacific Meters	\$27,350	\$30,350	\$0	0.0%	\$30,350	\$30,350	0.0%	100.0%	Complete Dec 2011
P2370	La Presa System Improvements	TC Construction	\$938,995	\$978,995	\$31,906	3.4%	\$990,901	\$504,939	0.0%	51.0%	Aug 2012
R1501	Recycled Water Force Main Access Rd. Repairs	Skyline Services	\$99,195	\$109,195	\$0	0.0%	\$99,195	\$99,195	-9.2%	100.0%	Complete Jan 2012
S2019/S2020/S2022/S2026	Calavo Gardens Sewer Rehabilitation	Garcia Juarez Construction	\$2,232,275	\$2,316,275	\$0	0.0%	\$2,232,275	\$361,200	0.0%	16.2%	May 2013
TOTALS:			\$8,716,238	\$9,161,238	\$68,047	0.8%	\$8,873,436	\$5,693,694	-3.1%		

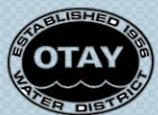
*NET CHANGE ORDERS DO NOT INCLUDE ALLOWANCE ITEM CREDITS. IT'S A TRUE CHANGE ORDER PERCENTAGE FOR THE PROJECT

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



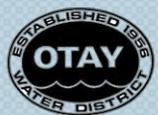
Consultant Contract Status

Consultant	CIP No.	Project Title	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	% Change Orders	% Project Complete	Date of Signed Contract	End Date of Contract
PLANNING										
ARCADIS U.S., INC.	Varies	WASTEWATER MANAGEMENT PLAN	\$ 349,979.36	\$ -	\$ 349,979.36	\$ 204,533.41	0.0%	58.4%	8/3/2011	6/30/2013
SALVADOR LOPEZ-CORDOVA	P2451	DESALINATION PROJECT	\$ 45,000.00	\$ -	\$ 45,000.00	\$ 4,172.90	0.0%	9.3%	9/10/2010	8/31/2012
TRAN CONSULTING ENGINEERS	S1201	SANITARY SEWER CCTV INSPECTION AND CONDITION ASSESSMENT	\$ 560,025.00	\$ -	\$ 560,025.00	\$ 549,013.25	0.0%	98.0%	1/20/2010	6/30/2013
DESIGN										
AECOM	P2451	OTAY MESA CONVEYANCE AND DISINFECTION SYSTEM	\$ 3,910,297.00	\$ -	\$ 3,910,297.00	\$ 33,215.00	0.0%	0.8%	1/3/2011	6/30/2016
ARCADIS U.S., INC.	P2434, P2511	VALUE ENGINEERING AND CONSTRUCTIBILITY REVIEW	\$ 153,628.00	\$ -	\$ 153,628.00	\$ -	0.0%	0.0%	1/18/2012	6/30/2014
ATKINS	Varies	DESIGN SERVICES	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 12,391.00	0.0%	7.1%	10/25/2011	6/30/2013
BUSTAMANTE & ASSOCIATES	Varies	GOVERNMENT AFFAIRS ADVISOR	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 10,500.00	0.0%	21.0%	6/1/2011	5/31/2012
CPM PARTNERS	Varies	AS-NEEDED SCHEDULING SERVICES	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 171,412.50	0.0%	98.0%	5/18/2010	6/30/2012
DARNELL & ASSOCIATES	Varies	AS-NEEDED TRAFFIC ENGINEERING SERVICES FOR FY2010 AND FY2011	\$ 175,000.00	\$ 49,330.00	\$ 224,330.00	\$ 197,817.50	28.2%	88.2%	1/20/2010	6/30/2012
ENGINEERING PARTNERS INC, THE	Varies	AS-NEEDED ELECTRICAL DESIGN SERVICES	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 81,540.00	0.0%	81.5%	10/7/2009	6/30/2012
HECTOR MARES-COSSIO	P2451	BINATIONAL WATER AND RELATED ISSUES	\$ 45,000.00	\$ -	\$ 45,000.00	\$ 10,800.00	0.0%	24.0%	2/9/2011	12/31/2012
HVAC ENGINEERING INC	P2502, P2503	HVAC SERVICES FOR 850-2 PS & 803-1 PS	\$ 19,421.00	\$ -	\$ 19,421.00	\$ 19,421.00	0.0%	100.0%	9/17/2010	3/31/2011 COMPLETE
LEE & RO INC	Varies	AS-NEEDED ENGINEERING DESIGN SERVICES	\$ 175,000.00	\$ 13,754.00	\$ 188,754.00	\$ 180,779.58	7.9%	95.8%	6/30/2010	6/30/2012



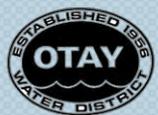
Consultant Contract Status

Consultant	CIP No.	Project Title	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	% Change Orders	% Project Complete	Date of Signed Contract	End Date of Contract
LEE & RO INC	P2511	NORTH DISTRICT/SOUTH DISTRICT INTERCONNECTION	\$ 2,769,119.00	\$ -	\$ 2,769,119.00	\$ 905,452.37	0.0%	32.7%	11/4/2010	12/31/2015
MTGL INC.	Varies	AS-NEEDED GEOTECHNICAL CONSULTING SERVICES	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 107,439.00	0.0%	61.4%	6/23/2010	6/30/2012
MWH AMERICAS INC.	R2096, R2095, S2018	RWCWRF UPGRADE PROJECT	\$ 458,813.00	\$ 143,548.00	\$ 602,361.00	\$ 580,863.47	31.3%	96.4%	10/14/2009	6/30/2013
NARASIMHAN CONSULTING	Varies	HYDRAULIC MODELING SERVICES	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 39,391.25	0.0%	22.5%	5/2/2011	6/30/2013
SILVA SILVA CONSULTING	P2451	BINATIONAL DESAL PROJECT	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 40,000.00	0.0%	80.0%	7/1/2011	6/30/2014
TETRA TECH, INC	P2434	RANCHO DEL REY WELL - PHASE 2	\$ 724,493.50	\$ 23,749.00	\$ 748,242.50	\$ 369,962.17	3.3%	49.4%	4/21/2011	12/31/2014
V & A CONSULTING	Varies	PROFESSIONAL CORROSION SERVICES	\$ 392,729.00	\$ -	\$ 392,729.00	\$ 48,922.50	0.0%	12.5%	6/23/2011	6/30/2013
CONSTRUCTION SERVICES										
ALTA LAND SURVEYING, INC.	Varies	ALTA LAND SURVEYING	\$ 45,000.00	\$ -	\$ 45,000.00	\$ 18,836.25	0.0%	41.9%	6/1/2011	8/31/2011 COMPLETE
ALTA LAND SURVEYING, INC.	Varies	SURVEYING SERVICES FY12-FY13	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 40,648.75	0.0%	23.2%	8/15/2011	6/30/2013
RBF CONSULTING	R2058, R2077, R2087	CONSTRUCTION MANAGEMENT SERVICES FOR THE OTAY MESA RECYCLED WATER SUPPLY LINK	\$ 708,560.00		\$ 708,560.00	\$ 13,960.00	0.0%	2.0%	3/24/2010	12/31/2012
SAIC ENERGY, ENVIRONMENT & INFRASTRUCTURES, LLC	R2096	CONSTRUCTION MANAGEMENT	\$ 359,013.32	\$ -	\$ 359,013.32	\$ 225,104.30	0.0%	62.7%	8/15/2011	6/30/2012
VALLEY CONSTRUCTION MANAGEMENT	Varies	AS-NEEDED CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES	\$ 175,000.00		\$ 175,000.00	\$ 141,305.00	0.0%	80.7%	3/17/2010	6/30/2012
VALLEY CONSTRUCTION MANAGEMENT	Varies	AS-NEEDED CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES	\$ 175,000.00	\$ -	\$ 175,000.00	\$ -	0.0%	0.0%	10/25/2011	6/30/2013

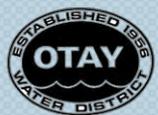


Consultant Contract Status

Consultant	CIP No.	Project Title	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	% Change Orders	% Project Complete	Date of Signed Contract	End Date of Contract
ENVIRONMENTAL										
A.D. HINSHAW	Varies	CONSULTING SERVICES FOR JWA's CEQA	\$ 34,625.25	\$ -	\$ 34,625.25	\$ 8,500.51	0.0%	24.6%	3/25/2010	6/30/2012
ICF INTERNATIONAL (aka JONES & STOKES ASSOCIATES)	P1253	SAN MIGUEL HABITAT MANAGEMENT AREA	\$ 987,807.00	\$ -	\$ 987,807.00	\$ 974,628.65	0.0%	98.7%	2/3/2009	12/31/2011 COMPLETE
ICF INTERNATIONAL (aka JONES & STOKES ASSOCIATES)	Varies	AS-NEEDED ENVIRONMENTAL CONSULTING SERVICES	\$ 375,000.00	\$ -	\$ 375,000.00	\$ 170,329.40	0.0%	45.4%	9/9/2010	6/30/2013
MERKEL & ASSOCIATES	Varies	SAN MIGUEL HABITAT MANAGEMENT AREA AND CIP-ASSOCIATED MITIGATION PROJECTS	\$ 359,079.00	\$ -	\$ 359,079.00	\$ 28,636.50	0.0%	8.0%	12/14/2011	12/31/2014
RECON	P2494	PREPARATION OF THE SUBAREA PLAN	\$ 270,853.00	\$ -	\$ 270,853.00	\$ 190,221.86	0.0%	70.2%	3/28/2008	6/30/2015
TECHNOLOGY ASSOCIATES	P2494	CONSULTING SERVICES FOR JWA's NCCP	\$ 34,625.25	\$ 41,825.26	\$ 76,450.51	\$ 42,422.49	120.8%	55.5%	4/5/2010	6/30/2013
THE RICK ALEXANDAR COMPANY (TRAC)	P2494	CONSULTING SERVICES FOR JWA's NCCP	\$ 20,201.75	\$ -	\$ 20,201.75	\$ 12,990.62	0.0%	64.3%	3/17/2010	6/30/2013
WATER RESOURCES										
CITY OF CHULA VISTA	R2093	WASTEWATER RECLAMATION FACILITY STUDY	\$ 150,000.00	\$ -	\$ 150,000.00	\$ 109,302.18	0.0%	72.9%	9/24/2009	12/31/2012
MICHAEL R. WELCH	P2481	ENGINEERING PLANNING SVCS.	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 24,975.00	0.0%	62.4%	3/25/2009	6/30/2013
PUBLIC SERVICES										
AEGIS ENGINEERING MANAGEMENT	Varies	RECYCLED WATER PLAN CHECKING, RETROFIT, AND INSPECTION SERVICES FOR DEVELOPER PROJECTS	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 239,676.20	0.0%	79.9%	1/20/2010	6/30/2012
AEGIS ENGINEERING MANAGEMENT	Varies	RECYCLED WATER PLAN CHECKING, RETROFIT, AND INSPECTION SERVICES FOR DEVELOPER PROJECTS	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 105,892.11	0.0%	35.3%	11/24/2010	6/30/2013
TOTALS:			\$ 15,188,269.43	\$ 272,206.26	\$ 15,460,475.69	\$ 5,915,056.70	1.8%			



QUESTIONS?





STAFF REPORT

TYPE	MEETING
MEETING: Regular Board	DATE: June 6, 2012
SUBMITTED Mark Watton	W.O./G.F. N/A DIV. N/A
BY: General Manager	NO: NO.
APPROVED BY: <input checked="" type="checkbox"/> Mark Watton, General Manager	
SUBJECT: General Manager's Report	

ADMINISTRATIVE SERVICES:

Water Conservation and School Education:

- Outreach Events:
 - On May 12th, the District presented at the City of Chula Vista's NatureScape Presentation, held at Southwestern College. Over 50 people signed up for the class.
 - On May 19th, the District's Best-in-District winner, Cindy Hardman, was presented with her award at the California Friendly Landscape Contest Awards Ceremony held at The Garden.
- School Garden Tours - Through the end of May, 33 tours were conducted at the Water Conservation Garden. There were five tours conducted in May, involving 190 2nd, 3rd and 4th graders and 55 parents from Chula Vista Hills and Sweetwater Springs Elementary Schools.
- EPA WaterSense New Home Specs - Following its legislative guidelines, the District submitted a comment in support of EPA's revised new home specifications for builders certified through their program. This program is voluntary and is designed to encourage builders to go beyond federal water efficiency standards.

Safety and Security:

- Golden Guardian Exercise 2012 - On May 16th, the District participated in the "Golden Guardian 2012 County of San

Diego Full Scale Exercise". The purpose of the exercise was to assess the participating jurisdictions' plans, policies, and procedures for responding to and recovering from a catastrophic event occurring within Southern California. The District's scenario was a major water main break caused by an earthquake.

Human Resources:

- Water Utilities Human Resources Committee (WUHRC) - HR staff attended the quarterly WUHRC meeting at the Kearny Mesa San Diego County Water Authority facility. HR personnel gather on a quarterly basis to revise best practices and network with each other.
- Recruitments - HR is currently recruiting for the following positions: Engineering Manager, Senior Civil Engineer, IT Manager, Safety and Security Administrator, Finance Manager, Reclamation Plant Operator, Utility Worker, and placement of District employees on the District's Hazardous Waste Operations and Emergency Response Confined Space Rescue (HAZWOPER) Team.
- New Hires/Promotions - There were three new hires in the month of May: Construction Inspector II, Water Systems Operator I, and Accounting Intern.

Purchasing and Facilities:

- Purchase Orders - There were 102 purchase orders processed in May 2012 for a total of \$372,583.60.

INFORMATION TECHNOLOGY AND STRATEGIC PLANNING:

- New Division Boundaries - GIS finalized the Board-approved boundaries. Some minor adjustments were needed to accommodate exact alignment between division lines and parcel lines to avoid parcels being in more than one District. These boundaries are now being published on external and internal web sites. As part of this effort, staff also updated the division number as part of the information kept on each parcel.
- AirTrak - Staff met with the AirTrak (GPS vehicle tracking) vendor last month and learned that the Sprint wireless technology is evolving and causing our current in-vehicle hardware to change as well. Customer Service staff is

currently evaluating the cost for wireless service. This is a good time to review cellular pricing in general.

- ArcGIS - As part of the periodic program to keep the District's software versions current, staff has created upgrades to Engineering staff's software: ARCGIS10 and Autocad 2011.
- Outsourced Email Solution - IT staff has implemented an outsourced email solution and network management services. In the case of email, it is a service that is "in the cloud" with the District's software hosted by a vendor. For the network, an outside vendor will be monitoring the District's internal environment and keeping it up-to-date and protected.
- Remote Data Facility - As we modernize our internal data center environment, staff has "shut down" one remote data facility, reducing electricity and air conditioning costs. Staff is also upgrading server hardware to serve as a platform for future server consolidations. This consolidation will reduce the number of internal servers by more than 40%.
- Interactive Intelligence - The District is changing telecom vendors for support of our new *Interactive Intelligence* (I3) Phone System moving from ACP to ATI. The existing vendor did a fine job for us and the new vendor has even greater strengths. The new vendor will allow us to use our system in ways which will help us be more efficient and use our phone system to continue to improve our quality customer service.
- Migrating SQL Server 2005 to SQL Server 2008 - IT staff is in the process of upgrading the SQL Server 2005 to SQL Server 2008. The SQL Server 2008 introduces a wide variety of new features. This would help as we expand our systems and add new features. This is a complicated process as it impacts every single database currently in use. We are making a transition in a phased manner, starting with smaller databases then testing them thoroughly before going live.
- Strategic Plan Process Evaluation - Staff evaluated the Strat Plan "as-is" process and defined the new "to-be" process in order to eliminate the Strat Plan Assistant position, which has been a temporary position. A meeting was held with Senior Management to communicate the new "to-be" process for the Strat Plan. A few meetings will be held

with Management and the departmental secretaries to move forward in implementing the new process.

FINANCE:

- AMR Efficiencies - The multi-year program to implement AMR meters is coming to a successful conclusion. With the last of the AMR meter implementations about to occur, the meter reading team is preparing to reduce in size by one FTE. This will occur in a few months after the last route of new AMR meters is tested and converted from a manual read route to an automatic read route.
- Request for Pricing - Staff is preparing the final draft for pricing of the annual comparative reads. These comparative reads are the District's way of assessing the accuracy of the AMR reads, and that the AMR meters are functioning correctly. This also provides the District with an annual review of the meter box condition and ensures no obstructions are built that would limit our access to the meter.
- FY2013 Budget Workshop Follow-Up - At the May Budget Workshop, Board members requested additional information. The following items will be addressed in a staff report at the July Board meeting: offsetting of outsourcing cost and other cost savings associated with the reduction in FTEs since 2007; salaries and benefits per customer by agency, as well as FTE per customer by agency; a comparison of fixed and variable costs of water by agency; the operating ratio; and the OPEB original estimate of savings compared to the projected OPEB savings.
- Financial Reporting:
 - o For the ten months ended April 30, 2012, there are total revenues of \$61,448,672 and total expenses of \$62,725,355. The expenses exceeded revenues by \$1,236,683 primarily due to the lower than budgeted water sales, especially in the first quarter of the year when the District experienced cooler weather than normal and earlier rainfall than normal.
 - o The market value shown in the Portfolio Summary and in the Investment Portfolio Details as of April 30, 2012, total \$89,462,403.82 with an average yield to maturity of 0.520%. The total earnings year-to-date are \$503,315.84.

ENGINEERING AND WATER OPERATIONS:

Engineering:

- **Rancho del Rey Groundwater Well Development:** Tetra Tech submitted the 90% construction drawing on May 11th. A draft sewer agreement was sent to the City of Chula Vista on February 22nd, a revised draft Industrial User Discharge Permit application was sent to the City of San Diego on April 17th, and a Hazardous Materials Business Plan was sent to the County on April 23rd. Additional activities are underway to secure a power supply from SDG&E and a storm drain connection for discharges into the storm drain system. Staff is preparing a request for a grant from the United States Bureau of Reclamation (USBR). Potentially 25% of the cost of the project could be offset if the funds are granted. (P2434)
- **Otay Interconnect Pipeline:** This project consists of installing approximately 5.2 miles of 30-inch diameter pipe from H Street in Chula Vista to Paradise Valley Road in Spring Valley. The project currently has two preferred alignments (Proctor Valley Road and Corral Canyon Road). Staff is currently working on a study to demonstrate "good cause" to the SDCWA for the parallel encroachment along the Proctor Valley Road. The Bonita Highlands Homeowner's Association (BHHA) provided a letter in support of the Proctor Valley Road alignment March 27th. In the letter, BHHA proposed a new alignment that is a combination of Proctor Valley and Corral Canyon Road. A meeting was held in the field with USF&WS and Caltrans to observe a portion of the alignment proposed by BHHA on April 24th. A follow-up field meeting was held with Caltrans on May 2nd. Staff presented to BHHA on May 8th. (P2511)
- **La Presa System Improvements:** This project consists of demolishing the facilities at the La Presa Pump Station Site, constructing an 850/657 Pressure Reducing Station, demolishing the Dorchester Reservoir site, and installing several interconnections in the 640 Zone. In addition, sixty-three (63) homes surrounding the Dorchester Reservoir site will incur a pressure increase due to the demolition of the reservoir. Staff created a rebate program, which the Board of Directors approved on February 1, 2012, for the installation of new and upgraded water pressure regulators for the 63 homeowners associated with the Dorchester Project and the program is complete. The pressure has been increased and the tie-in is complete. The contractor, TC construction, has started the demolition of the Dorchester Reservoir. Project is on budget and anticipated to be completed in July 2012. (P2370)

- 944-1R Recycled Water Pump Station Upgrades & Enhancements:**
 This project consists of upgrading the 944-1R Pump Station with one (1) new pump, new pipe configurations, and electrical upgrades to keep up with current and future recycled water demands. The contractor, Sepulveda Construction, Inc., continues to install the instrumentation, pump station piping and construction of three (3) pressure reducing stations. Project is on budget and anticipated to be completed in June 2012. (R2091)
- Ralph W. Chapman Water Reclamation Facility Upgrade:** This project consists of an upgrade to the treatment plant to reduce the nitrogen levels in the plant effluent. The upgrade includes modifications to the aeration basins, the addition of energy-efficient turbo blowers and replacement of corroded air piping, a new cover for the filter backwash storage tank, a new filter air scour system, and automation enhancements. The treatment plant was shut down on January 14, 2012. The plant is scheduled to receive seed sludge to begin the startup process on May 24th. NEWest has completed all major components of construction, and will provide support and troubleshooting efforts during the startup of the plant. Project is on budget and construction is anticipated to be completed in June 2012. (R2096)
- 30-Inch, 980 Zone, Hunte Parkway - Proctor Valley/Use Area:**
 This project consists of the installation of approximately 2,399 linear-feet of 30-inch steel pipe and appurtenances on Hunte Parkway at Proctor Valley Road, at the entrance to the Salt Creek Golf Course, in the City of Chula Vista. Care will be exercised to not interfere with the Salt Creek Golf Course business access. The pipeline will increase total water delivery to reduce pressure losses experienced during periods of high demand. The Contractor, Sepulveda Construction Inc., began potholing the alignment for conflicts and pipe fabrication submittals in May. Mobilization for pipe construction is expected in late July or early August due to the long lead time for valve and pipe delivery. Project is on budget and construction is anticipated to be completed in November 2012. (P2514)
- Avocado, Louisa, Calavo, Challenge, Hidden Mesa Sanitary Sewer Replacement:** This project consists of replacing approximately 4,500 ft. of sewer pipeline in Avocado Blvd. and neighboring residential streets. The contractor, Garcia Juarez, continues the sewer replacement on Calavo Dr., Challenge Blvd., and Louisa Dr. Project is on budget and construction is anticipated to be completed in May 2013. (S2019, S2020, S2022, S2026)
- 850-3 Reservoir Exterior Coating & Upgrades:** This project consists of replacing the exterior coating of the 3.0 MG 850-3

Reservoir, along with providing structural upgrades to ensure the tank complies with both State and Federal OSHA standards, as well as American Water Works Association and County Health Department standards. The contractor, Advanced Industrial Services, Inc., mobilized on-site on April 30, 2012, and began the structural modifications to the interior ladder and roof hatch. Project is anticipated to be completed in July 2012. (P2491)

- For the month of April 2012, the District sold 27 meters (27 EDUs) generating \$246,422 in revenue. Projection for this period was 23 meters (36.7 EDUs) with budgeted revenue of \$307,729. Projected revenue from July 1, 2011 through June 30, 2012 is \$3,376,200 against a budget of \$3,236,611.
- Approximately 3,237 linear feet of both CIP and developer project pipeline was installed in April 2012. The Construction Division performed quality control for these pipelines.

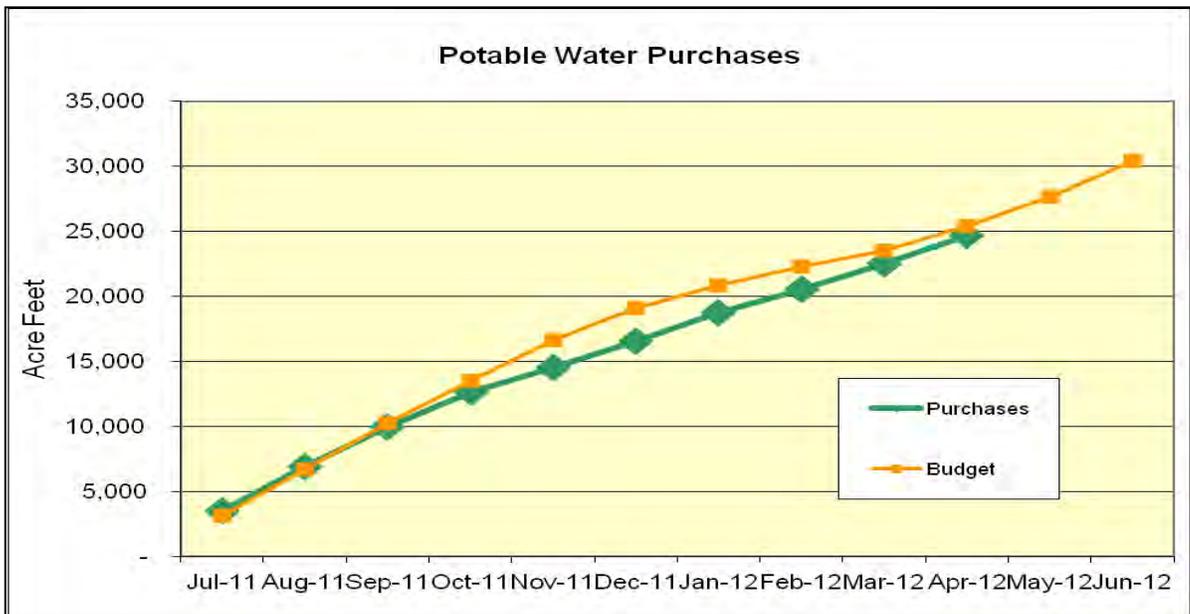
The following table summarizes Engineering's project purchases and Change Orders issued during the period of April 22, 2012 through May 21, 2012 that were within staff signatory authority:

Date	Action	Amount	Contractor/ Consultant	Project
5/8/12	P.O.	\$11,700	Utility Service Co., Inc.	Safety & security evaluation of water storage tanks (P2382)
5/9/12	P.O.	\$1,500	Inland Aerial Surveys, Inc.	Regulatory Site Access Road and Pipeline Relocation (P2504)

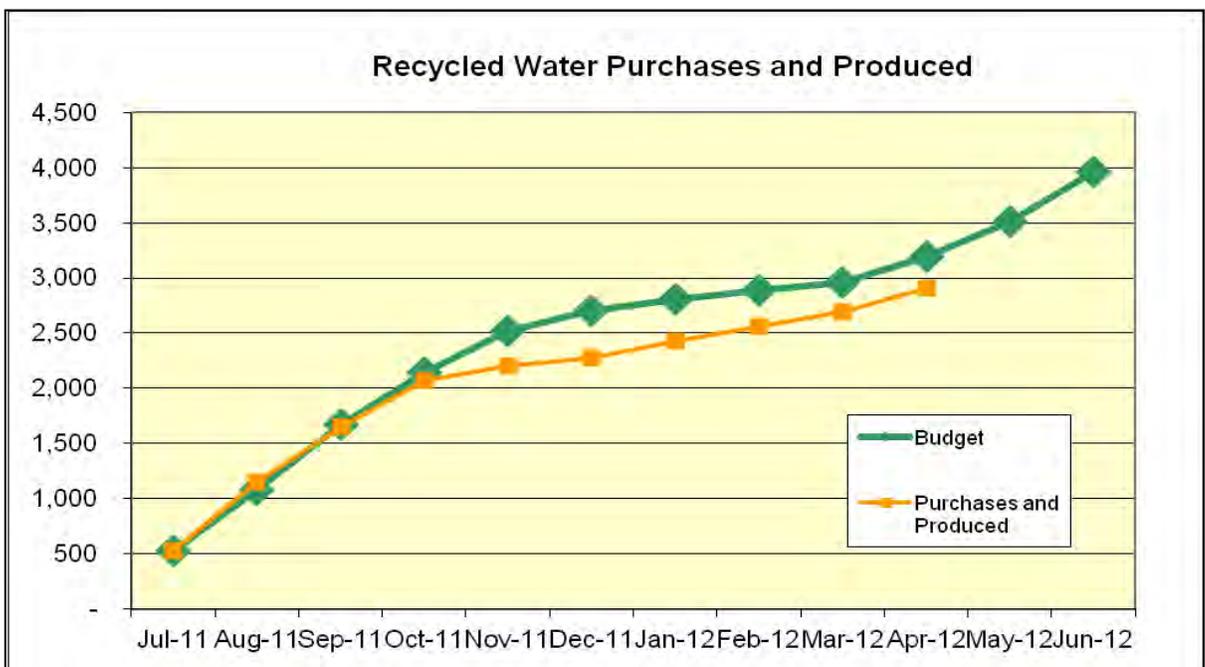
Water Operations:

- The Treatment Plant has been offline for facility upgrades since January 14, 2012 with a tentative restart of early June, 2012.
- Total number of potable water meters is 48,693.

- The April potable water purchases were 2,189.9 acre feet which is 12.5% above the budget of 1,936.2 acre feet. The cumulative purchases through April is 24,666.6 acre feet which is 2.9% below the cumulative budget of 25,414.0 acre feet.



- The April recycled water purchases and production was 214.3 acre feet which is 7.7% below the budget of 232.2 acre feet. The cumulative production and purchases through March is 2,911.7 acre feet which is 8.8% below the cumulative budget of 3,191.6 acre feet.



- Recycled water consumption for the month of April is as follows:

Total consumption was 137.1 acre-feet or 44,672,804 gallons and the average daily consumption was 1,489,093 gallons per day.

Total number of recycled water meters is 700.

Total recycled water consumption as of April for FY 2012 is 3,039.0 acre-feet.

- Wastewater flows for the month of April were as follows:
 - Total basin flow, gallons per day: 1,771,097.
 - Spring Valley Sanitation District Flow to Metro, gallons per day: 586,814.
 - Total Otay flow, gallons per day: 1,184,142.
 - Flow Processed at the Ralph W. Chapman Water Recycling Facility, gallons per day: 0.
 - Flow to Metro from Otay Water District, gallons per day: 1,184,282.

By the end of April there were 6,082 wastewater connections/EDUs.

OTAY WATER DISTRICT
COMPARATIVE BUDGET SUMMARY
 FOR TEN MONTHS ENDED APRIL 30, 2012

	Annual Budget	YTD Actual	YTD Budget	YTD Variance	Var %
REVENUES:					
Water Sales	\$ 36,598,100	\$ 28,023,764	\$ 30,350,700	\$ (2,326,936)	(7.7%)
Energy Charges	1,874,000	1,547,536	1,560,700	(13,164)	(0.8%)
System Charges	9,542,100	7,983,586	7,950,000	33,586	0.4%
MWD & CWA Fixed Charges	8,981,500	7,343,840	7,329,000	14,840	0.2%
Penalties	913,100	610,422	739,500	(129,078)	(17.5%)
Total Water Sales	<u>57,908,800</u>	<u>45,509,148</u>	<u>47,929,900</u>	<u>(2,420,752)</u>	<u>(5.1%)</u>
Reclamation Sales	7,395,500	5,389,407	5,776,000	(386,593)	(6.7%)
Sewer Charges	2,336,000	1,995,209	1,942,800	52,409	2.7%
Meter Fees	82,000	106,609	68,300	38,309	56.1%
Capacity Fee Revenues	1,044,000	1,006,326	890,000	116,326	13.1%
Betterment Fees for Maintenance	628,600	581,947	523,800	58,147	11.1%
Non-Operating Revenues	2,021,600	1,646,691	1,666,900	(20,209)	(1.2%)
Tax Revenues	3,839,600	2,975,940	3,087,600	(111,660)	(3.6%)
Interest	158,300	70,895	131,900	(61,005)	(46.3%)
Transfer from OPEB	1,380,000	1,150,000	1,150,000	-	0.0%
Transfer from Betterment Reserve	30,000	25,000	25,000	-	0.0%
Transfer from Replacement	120,000	100,000	100,000	-	0.0%
General Fund Draw Down	522,800	435,700	435,700	-	0.0%
Transfer from General Fund	595,000	495,800	495,800	-	0.0%
Total Revenues	<u>\$ 78,062,200</u>	<u>\$ 61,488,672</u>	<u>\$ 64,223,700</u>	<u>\$ (2,735,028)</u>	<u>(4.3%)</u>
EXPENSES:					
Potable Water Purchases	\$ 27,793,100	\$ 22,334,047	\$ 22,985,200	\$ 651,153	2.8%
Recycled Water Purchases	1,452,800	1,369,299	1,261,800	(107,499)	(8.5%)
CWA-Infrastructure Access Charge	1,756,900	1,457,230	1,457,400	170	0.0%
CWA-Customer Service Charge	1,562,600	1,278,264	1,284,000	5,736	0.4%
CWA-Emergency Storage Charge	3,585,800	2,868,294	2,921,600	53,306	1.8%
MWD-Capacity Res Charge	603,900	508,632	513,300	4,668	0.9%
MWD-Readiness to Serve Charge	1,488,600	1,234,343	1,240,400	6,057	0.5%
Subtotal Water Purchases	<u>38,243,700</u>	<u>31,050,109</u>	<u>31,663,700</u>	<u>613,591</u>	<u>1.9%</u>
Power Charges	2,440,900	1,808,413	1,986,400	177,987	9.0%
Payroll & Related Costs	18,119,600	14,659,339	15,270,574	611,235	4.0%
Material & Maintenance	4,300,000	2,979,921	3,136,733	156,811	5.0%
Administrative Expenses	4,180,700	3,213,135	3,417,943	204,808	6.0%
Legal Fees	380,000	350,038	316,667	(33,371)	(10.5%)
Expansion Reserve	555,000	462,500	462,500	-	0.0%
Replacement Reserve	3,330,000	2,775,000	2,775,000	-	0.0%
Transfer to Sewer Fund Reserve	786,800	655,700	655,700	-	0.0%
Transfer to General Fund Reserve	2,420,500	2,017,100	2,017,100	-	0.0%
Transfer to Sewer Replacement	1,720,000	1,433,300	1,433,300	-	0.0%
Transfer to New Supply Reserve	1,585,000	1,320,800	1,320,800	-	0.0%
Total Expenses	<u>\$ 78,062,200</u>	<u>\$ 62,725,355</u>	<u>\$ 64,456,416</u>	<u>\$ 1,731,061</u>	<u>2.7%</u>
EXCESS REVENUES(EXPENSE)	<u>\$ -</u>	<u>\$ (1,236,683)</u>	<u>\$ (232,716)</u>	<u>\$ (1,003,967)</u>	

**OTAY WATER DISTRICT
INVESTMENT PORTFOLIO REVIEW
APRIL 30, 2012**

INVESTMENT OVERVIEW & MARKET STATUS:

The federal funds rate has remained constant now for over 40-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 April 25, 2012. They went on to say: "*The Committee currently anticipates that economic conditions--including low rates of resource utilization and a subdued outlook for inflation over the medium run--are likely to warrant exceptionally low levels for the federal funds rate at least through late-2014.*"

Despite the large drop in available interest rates, the District's overall effective rate of return at April 30th was 0.52%, which reflects no change from the prior month. At the same time the LAIF return on deposits has fluctuated slightly over the last several months, reaching an average effective yield of 0.37% for the month of April 2012. 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.

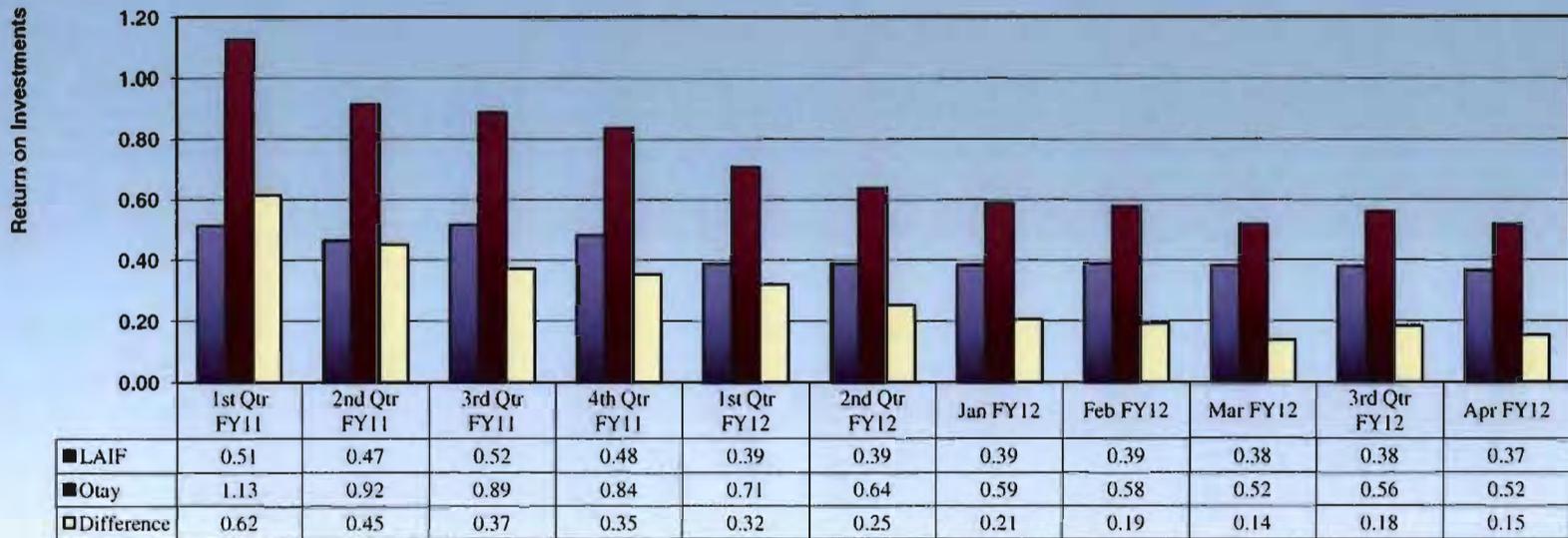
In accordance with the District's Investment Policy, all District funds continue to be managed based on the objectives, in priority order, of safety, liquidity, and return on investment.

PORTFOLIO COMPLIANCE: April 30, 2012

	<u>Investment</u>	<u>State Limit</u>	<u>Otay Limit</u>	<u>Otay Actual</u>
8.01:	Treasury Securities	100%	100%	0
8.02:	Local Agency Investment Fund (Operations)	\$50 Million	\$50 Million	\$20.16 Million
8.02:	Local Agency Investment Fund (Bonds)	100%	100%	4.55%
8.03:	Federal Agency Issues	100%	100%	46.72%
8.04:	Certificates of Deposit	30%	15%	0.09%
8.05:	Short-Term Commercial Notes	25%	15%	0
8.06:	Medium-Term Commercial Debt	30%	15%	0
8.07:	Money Market Mutual Funds	20%	15%	0
8.08:	San Diego County Pool	100%	100%	24.75%
12.0:	Maximum Single Financial Institution	100%	50%	1.32%

Performance Measure F-12 Return on Investment

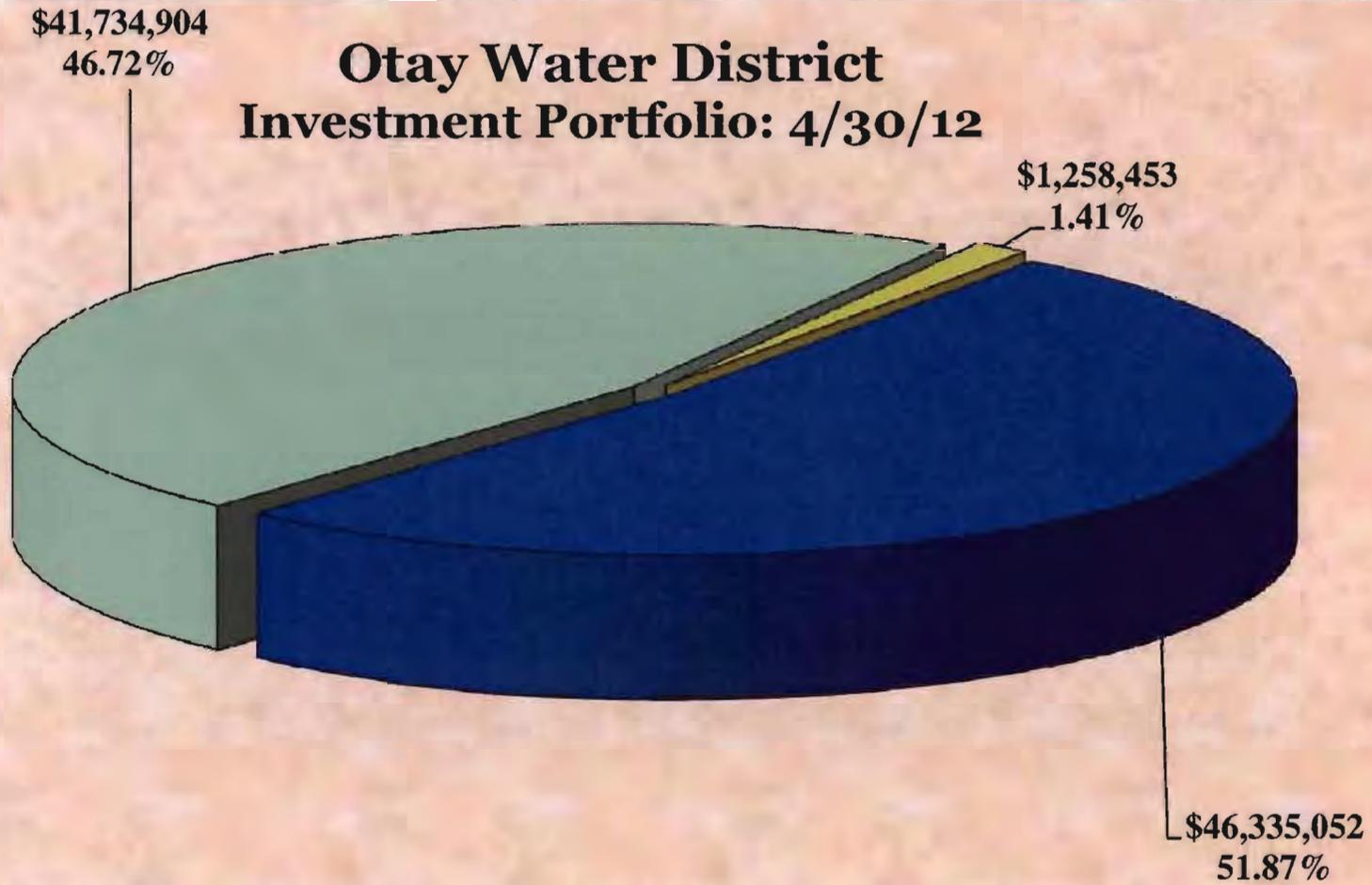
Target: Meet or Exceed 100% of LAIF



Month



Otay Water District Investment Portfolio: 4/30/12



■ Banks (Passbook/Checking/CD)

■ Pools (LAIF & County)

■ Agencies & Corporate Notes

**OTAY
Portfolio Management
Portfolio Summary
April 30, 2012**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Federal Agency Issues- Callable	41,737,000.00	41,767,778.25	41,734,904.20	47.34	848	677	0.649	0.658
Certificates of Deposit - Bank	81,326.80	81,326.80	81,326.80	0.09	731	631	0.280	0.284
Local Agency Investment Fund (LAIF)	24,225,832.35	24,255,172.57	24,225,832.35	27.48	1	1	0.362	0.367
San Diego County Pool	22,109,219.22	22,181,000.00	22,109,219.22	25.08	1	1	0.452	0.458
Investments	88,153,378.37	88,285,277.62	88,151,282.57	100.00%	403	322	0.520	0.528
Cash								
Passbook/Checking (not included in yield calculations)	1,177,126.20	1,177,126.20	1,177,126.20		1	1	0.230	0.233
Total Cash and Investments	89,330,504.57	89,462,403.82	89,328,408.77		403	322	0.520	0.528

Total Earnings	April 30 Month Ending	Fiscal Year To Date
Current Year	38,538.85	503,315.84
Average Daily Balance	90,847,040.23	97,066,649.77
Effective Rate of Return	0.52%	0.62%

I hereby certify that the investments contained in this report are made in accordance with the District Investment Policy Number 27 adopted by the Board of Directors on September 6, 2006. The market value information provided by Interactive Data Corporation. The investments provide sufficient liquidity to meet the cash flow requirements of the District for the next six months of expenditures.


Joseph Beachem, Chief Financial Officer

5-18-12

Reporting period 04/01/2012-04/30/2012

Run Date: 05/17/2012 - 16:59

Portfolio OTAY
AP
PM (PRF_PM1) 7.3.0
Report Ver. 7.3.3b

OTAY
Portfolio Management
Portfolio Details - Investments
April 30, 2012

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 360	Days to Maturity	Maturity Date
Federal Agency Issues- Callable												
31331KZF0	2219	Federal Farm Credit Bank		09/23/2011	3,000,000.00	3,000,060.00	2,999,451.85	0.481	AA	0.486	601	12/23/2013
313378KU4	2233	Federal Home Loan Bank		03/12/2012	3,000,000.00	3,002,100.00	3,000,000.00	0.500		0.493	864	09/12/2014
313378R45	2235	Federal Home Loan Bank		04/04/2012	3,000,000.00	3,000,060.00	3,000,000.00	0.550		0.542	703	04/04/2014
313378VT5	2236	Federal Home Loan Bank		04/23/2012	3,000,000.00	3,000,690.00	3,000,000.00	0.600		0.592	997	01/23/2015
313378YG0	2237	Federal Home Loan Bank		04/24/2012	3,000,000.00	3,000,420.00	3,000,000.00	0.500		0.493	723	04/24/2014
3137EACK3	2146	Federal Home Loan Mortgage		05/28/2010	2,000,000.00	2,004,500.00	1,999,894.02	1.125	AAA	1.154	87	07/27/2012
3137EACK3A	2148	Federal Home Loan Mortgage		05/28/2010	1,030,000.00	1,032,317.50	1,030,000.00	1.125	AAA	1.108	87	07/27/2012
3137EACK3B	2149	Federal Home Loan Mortgage		05/28/2010	2,707,000.00	2,713,090.75	2,707,000.00	1.125	AAA	1.109	87	07/27/2012
3134G22H4	2223	Federal Home Loan Mortgage		11/04/2011	2,000,000.00	2,000,060.00	2,000,000.00	0.700	AA	0.690	552	11/04/2013
3134G23NO	2225	Federal Home Loan Mortgage		11/02/2011	3,000,000.00	3,000,000.00	3,000,000.00	0.700	AA	0.690	730	05/01/2014
3134G3AC4	2226	Federal Home Loan Mortgage		12/06/2011	3,000,000.00	3,001,230.00	3,000,000.00	0.600		0.592	584	12/06/2013
3134G3AQ3	2227	Federal Home Loan Mortgage		11/30/2011	2,000,000.00	2,002,540.00	2,000,000.00	0.710	AA	0.700	759	05/30/2014
3134G3BN9	2228	Federal Home Loan Mortgage		12/05/2011	2,000,000.00	2,004,140.00	2,000,000.00	0.770	AA	0.759	765	06/05/2014
3134G3SS0	2232	Federal Home Loan Mortgage		03/22/2012	3,000,000.00	3,004,800.00	3,000,000.00	0.540		0.533	874	09/22/2014
3135G0JG9	2234	Federal National Mortgage Assoc		03/26/2012	3,000,000.00	3,004,440.00	2,998,558.33	0.520		0.533	878	09/26/2014
3135G0KL6	2238	Federal National Mortgage Assoc		04/30/2012	3,000,000.00	2,997,330.00	3,000,000.00	0.500		0.493	912	10/30/2014
Subtotal and Average			39,934,848.74		41,737,000.00	41,767,778.25	41,734,904.20			0.649	677	
Certificates of Deposit - Bank												
2050003183-5	2229	California Bank & Trust		01/22/2012	81,326.80	81,326.80	81,326.80	0.280		0.280	631	01/22/2014
Subtotal and Average			81,326.80		81,326.80	81,326.80	81,326.80			0.280	631	
Local Agency Investment Fund (LAIF)												
LAIF	9001	STATE OF CALIFORNIA		07/01/2004	20,158,255.74	20,182,669.67	20,158,255.74	0.367		0.362	1	
LAIF BABS 2010	9012	STATE OF CALIFORNIA		04/21/2010	4,067,576.61	4,072,502.90	4,067,576.61	0.367		0.362	1	
Subtotal and Average			25,826,382.30		24,225,832.35	24,255,172.57	24,225,832.35			0.362	1	
San Diego County Pool												
SD COUNTY POOL	9007	San Diego County		07/01/2004	22,109,219.22	22,181,000.00	22,109,219.22	0.458		0.452	1	
Subtotal and Average			22,095,816.36		22,109,219.22	22,181,000.00	22,109,219.22			0.452	1	

OTAY
Portfolio Management
Portfolio Details - Investments
April 30, 2012

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 360	Days to Maturity
Total and Average			90,847,040.23		88,153,378.37	88,285,277.62	88,151,282.57			0.520	322

OTAY
Portfolio Management
Portfolio Details - Cash
April 30, 2012

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 360	Days to Maturity
Union Bank											
UNION MONEY	9002	STATE OF CALIFORNIA		07/01/2004	12,506.88	12,506.88	12,506.88	0.010		0.010	1
PETTY CASH	9003	STATE OF CALIFORNIA		07/01/2004	2,950.00	2,950.00	2,950.00			0.000	1
UNION OPERATING	9004	STATE OF CALIFORNIA		07/01/2004	1,054,344.13	1,054,344.13	1,054,344.13	0.250		0.247	1
PAYROLL	9005	STATE OF CALIFORNIA		07/01/2004	24,100.32	24,100.32	24,100.32			0.000	1
RESERVE-10 COPS	9010	STATE OF CALIFORNIA		04/20/2010	688.02	688.02	688.02			0.000	1
RESERVE-10 BABS	9011	STATE OF CALIFORNIA		04/20/2010	417.23	417.23	417.23	0.001		0.001	1
UBNA-2010 BOND	9013	STATE OF CALIFORNIA		04/20/2010	70,015.05	70,015.05	70,015.05	0.147		0.145	1
UBNA-FLEX ACCT	9014	STATE OF CALIFORNIA		01/01/2011	12,104.57	12,104.57	12,104.57			0.000	1
Average Balance			0.00								1
Total Cash and Investments			90,847,040.23		89,330,504.57	89,462,403.82	89,328,408.77			0.520	322

OTAY
Portfolio Management
Interest Earnings Summary
April 30, 2012

	April 30 Month Ending	Fiscal Year To Date
CD/Coupon/Discount Investments:		
Interest Collected	3,833.33	366,642.91
Plus Accrued Interest at End of Period	81,943.62	81,645.15
Less Accrued Interest at Beginning of Period	(63,893.17)	(123,435.54)
Less Accrued Interest at Purchase During Period	(0.00)	(0.00)
Interest Earned during Period	21,883.78	324,852.52
Adjusted by Premiums and Discounts	114.75	629.89
Adjusted by Capital Gains or Losses	0.00	400.00
Earnings during Periods	21,998.53	325,882.41
Pass Through Securities:		
Interest Collected	0.00	0.00
Plus Accrued Interest at End of Period	0.00	0.00
Less Accrued Interest at Beginning of Period	(0.00)	(0.00)
Less Accrued Interest at Purchase During Period	(0.00)	(0.00)
Interest Earned during Period	0.00	0.00
Adjusted by Premiums and Discounts	0.00	0.00
Adjusted by Capital Gains or Losses	0.00	0.00
Earnings during Periods	0.00	0.00
Cash/Checking Accounts:		
Interest Collected	19,882.88	189,162.33
Plus Accrued Interest at End of Period	461,705.16	461,705.61
Less Accrued Interest at Beginning of Period	(465,047.72)	(473,434.51)
Interest Earned during Period	16,540.32	177,433.43
Total Interest Earned during Period	38,424.10	502,285.95
Total Adjustments from Premiums and Discounts	114.75	629.89
Total Capital Gains or Losses	0.00	400.00
Total Earnings during Period	38,538.85	503,315.84

OTAY
Activity Report
Sorted By Issuer
July 1, 2011 - April 30, 2012

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
Issuer: STATE OF CALIFORNIA									
Union Bank									
UNION MONEY	9002	STATE OF CALIFORNIA			0.010		128,289,694.69	128,287,244.30	
UNION OPERATING	9004	STATE OF CALIFORNIA			0.250		7,883,329.61	7,715,627.18	
PAYROLL	9005	STATE OF CALIFORNIA					1,002,352.58	1,002,036.97	
RESERVE-10 COPS	9010	STATE OF CALIFORNIA					5,793.75	13,489.32	
RESERVE-10 BABS	9011	STATE OF CALIFORNIA			0.001		15,228.09	35,453.80	
UBNA-2010 BOND	9013	STATE OF CALIFORNIA			0.147		69,963.16	0.00	
UBNA-FLEX ACCT	9014	STATE OF CALIFORNIA					100,096.15	99,734.34	
Subtotal and Balance				964,254.08			137,366,458.03	137,153,585.91	1,177,126.20
Local Agency Investment Fund (LAIF)									
LAIF	9001	STATE OF CALIFORNIA			0.367		60,289,942.35	71,900,672.73	
LAIF BABS 2010	9012	STATE OF CALIFORNIA			0.367		16,500.97	88.59	
Subtotal and Balance				35,820,150.35			60,306,443.32	71,900,761.32	24,225,832.35
Issuer Subtotal			28.437%	36,784,404.43			197,672,901.35	209,054,347.23	25,402,958.55
Issuer: California Bank & Trust									
Certificates of Deposit - Bank									
2050003183-4	2121	California Bank & Trust			1.380	01/22/2012	0.00	79,108.00	
2050003183-5	2229	California Bank & Trust			0.280	01/22/2012	81,326.80	0.00	
Subtotal and Balance				79,108.00			81,326.80	79,108.00	81,326.80
Issuer Subtotal			0.091%	79,108.00			81,326.80	79,108.00	81,326.80
Issuer: Federal Farm Credit Bank									
Federal Agency Issues- Callable									
31331KZF0	2219	Federal Farm Credit Bank			0.481	09/23/2011	3,000,000.00	0.00	
31331KG79	2222	Federal Farm Credit Bank			0.625	10/24/2011	2,000,000.00	0.00	
31331KG79	2222	Federal Farm Credit Bank				02/02/2012	0.00	2,000,000.00	

OTAY
Activity Report
July 1, 2011 - April 30, 2012

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Purchases or Deposits	Par Value	
				Beginning Balance	Current Rate			Redemptions or Withdrawals	Ending Balance
Subtotal and Balance				0.00			5,000,000.00	2,000,000.00	3,000,000.00
Issuer Subtotal				3.358%	0.00		5,000,000.00	2,000,000.00	3,000,000.00

Issuer: Federal Home Loan Bank

Federal Agency Issues- Callable

313371MR4	2174	Federal Home Loan Bank		0.700	08/22/2011		0.00	2,000,000.00	
313373CW0	2193	Federal Home Loan Bank		1.375	07/25/2011		0.00	2,000,000.00	
313373K27	2194	Federal Home Loan Bank		1.200	08/12/2011		0.00	2,000,000.00	
313373MC3	2195	Federal Home Loan Bank		1.200	08/12/2011		0.00	1,775,000.00	
313373QJ4	2196	Federal Home Loan Bank		1.125	11/25/2011		0.00	2,000,000.00	
313373UD2	2197	Federal Home Loan Bank		1.050	12/12/2011		0.00	2,000,000.00	
313373V25	2198	Federal Home Loan Bank		0.875	09/06/2011		0.00	2,000,000.00	
313373WV0	2199	Federal Home Loan Bank		1.100	07/06/2011		0.00	2,000,000.00	
313374EL0	2201	Federal Home Loan Bank		0.875	03/30/2012		0.00	2,000,000.00	
3133747H7	2202	Federal Home Loan Bank		0.875	09/27/2011		0.00	2,000,000.00	
313374G46	2203	Federal Home Loan Bank		1.000	07/08/2011	2,000,000.00		0.00	
313374G46	2203	Federal Home Loan Bank			08/08/2011		0.00	2,000,000.00	
313374T83	2208	Federal Home Loan Bank		0.900	07/28/2011	2,000,000.00		0.00	
313374T83	2208	Federal Home Loan Bank			10/28/2011		0.00	2,000,000.00	
313374ZW3	2209	Federal Home Loan Bank		0.650	08/08/2011	2,000,000.00		0.00	
313374ZW3	2209	Federal Home Loan Bank			01/30/2012		0.00	2,000,000.00	
3133755W3	2210	Federal Home Loan Bank		0.700	08/23/2011	2,000,000.00		0.00	
3133755W3	2210	Federal Home Loan Bank			02/23/2012		0.00	2,000,000.00	
313375E29	2212	Federal Home Loan Bank		0.625	09/07/2011	2,000,000.00		0.00	
313375E29	2212	Federal Home Loan Bank			02/14/2012		0.00	2,000,000.00	
313375H59	2213	Federal Home Loan Bank		0.550	09/16/2011	2,000,000.00		0.00	
313375H59	2213	Federal Home Loan Bank			02/13/2012		0.00	2,000,000.00	
313375HZ3	2216	Federal Home Loan Bank		0.650	09/19/2011	2,000,000.00		0.00	
313375HZ3	2216	Federal Home Loan Bank			02/14/2012		0.00	2,000,000.00	
313375ZS9	2224	Federal Home Loan Bank		0.625	11/07/2011	2,000,000.00		0.00	
313375ZS9	2224	Federal Home Loan Bank			02/07/2012		0.00	2,000,000.00	
313378BR1	2230	Federal Home Loan Bank		0.500	02/28/2012	3,000,000.00		0.00	
313378BR1	2230	Federal Home Loan Bank			04/30/2012		0.00	3,000,000.00	
313378DB4	2231	Federal Home Loan Bank		0.500	03/12/2012	3,000,000.00		0.00	
313378DB4	2231	Federal Home Loan Bank			04/12/2012		0.00	3,000,000.00	
313378KU4	2233	Federal Home Loan Bank		0.500	03/12/2012	3,000,000.00		0.00	

OTAY
Activity Report
July 1, 2011 - April 30, 2012

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Purchases or Deposits	Par Value	
				Beginning Balance	Current Rate			Redemptions or Withdrawals	Ending Balance
Issuer: Federal Home Loan Bank									
Federal Agency Issues- Callable									
313378R45	2235	Federal Home Loan Bank			0.550	04/04/2012	3,000,000.00		0.00
313378VT5	2236	Federal Home Loan Bank			0.600	04/23/2012	3,000,000.00		0.00
313378YG0	2237	Federal Home Loan Bank			0.500	04/24/2012	3,000,000.00		0.00
Subtotal and Balance							19,775,000.00		
Issuer Subtotal				13.433%			34,000,000.00		41,775,000.00
									12,000,000.00
							34,000,000.00		41,775,000.00
									12,000,000.00

Issuer: Federal Home Loan Mortgage

Federal Agency Issues- Callable

3134G1MD3	2153	Federal Home Loan Mortgage		1.100	07/22/2011		0.00		2,000,000.00
3134G1PK4	2158	Federal Home Loan Mortgage		1.000	08/11/2011		0.00		2,000,000.00
3134G1Y40	2183	Federal Home Loan Mortgage		1.100	02/15/2012		0.00		2,000,000.00
3134G13K8	2185	Federal Home Loan Mortgage		1.000	08/24/2011		0.00		2,000,000.00
3134G12U7	2186	Federal Home Loan Mortgage		0.750	08/23/2011		0.00		2,000,000.00
3134G14B7	2187	Federal Home Loan Mortgage		1.350	08/23/2011		0.00		2,000,000.00
3134G15C4	2188	Federal Home Loan Mortgage		1.250	09/07/2011		0.00		2,000,000.00
3134G17L2	2190	Federal Home Loan Mortgage		1.350	09/23/2011		0.00		2,000,000.00
3134G2MC3	2200	Federal Home Loan Mortgage		0.800	09/27/2011		0.00		2,000,000.00
3134G2PE6	2204	Federal Home Loan Mortgage		1.000	07/08/2011		2,000,000.00		0.00
3134G2PE6	2204	Federal Home Loan Mortgage			09/08/2011		0.00		2,000,000.00
3134G2QP0	2205	Federal Home Loan Mortgage		1.000	07/27/2011		2,000,000.00		0.00
3134G2QP0	2205	Federal Home Loan Mortgage			01/27/2012		0.00		2,000,000.00
3134G2RK0	2206	Federal Home Loan Mortgage		1.000	07/28/2011		2,000,000.00		0.00
3134G2RK0	2206	Federal Home Loan Mortgage			10/28/2011		0.00		2,000,000.00
3134G2NR9	2207	Federal Home Loan Mortgage		0.750	07/13/2011		2,000,000.00		0.00
3134G2NR9	2207	Federal Home Loan Mortgage			09/06/2011		0.00		2,000,000.00
3134G2VD1	2211	Federal Home Loan Mortgage		0.750	08/24/2011		2,000,000.00		0.00
3134G2VD1	2211	Federal Home Loan Mortgage			02/24/2012		0.00		2,000,000.00
3134G2B92	2217	Federal Home Loan Mortgage		0.500	09/13/2011		2,000,000.00		0.00
3134G2B92	2217	Federal Home Loan Mortgage			03/13/2012		0.00		2,000,000.00
3134G22H4	2223	Federal Home Loan Mortgage		0.700	11/04/2011		2,000,000.00		0.00
3134G23NO	2225	Federal Home Loan Mortgage		0.700	11/02/2011		3,000,000.00		0.00
3134G3AC4	2226	Federal Home Loan Mortgage		0.600	12/06/2011		3,000,000.00		0.00
3134G3AQ3	2227	Federal Home Loan Mortgage		0.710	11/30/2011		2,000,000.00		0.00

OTAY
Activity Report
July 1, 2011 - April 30, 2012

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Purchases or Deposits	Par Value	
				Beginning Balance	Current Rate			Redemptions or Withdrawals	Ending Balance
Issuer: Federal Home Loan Mortgage									
Federal Agency Issues- Callable									
3134G3BN9	2228	Federal Home Loan Mortgage			0.770	12/05/2011	2,000,000.00	0.00	
3134G3SS0	2232	Federal Home Loan Mortgage			0.540	03/22/2012	3,000,000.00	0.00	
Subtotal and Balance				23,737,000.00			27,000,000.00	30,000,000.00	20,737,000.00
Issuer Subtotal				23.214%	23,737,000.00		27,000,000.00	30,000,000.00	20,737,000.00

Issuer: Federal National Mortgage Assoc									
Federal Agency Issues- Callable									
3136FPQG5	2171	Federal National Mortgage Assoc			0.850	10/26/2011	0.00	635,000.00	
3136FPSK4	2172	Federal National Mortgage Assoc			0.675	07/29/2011	0.00	2,000,000.00	
3136FP5X1	2182	Federal National Mortgage Assoc			0.860	07/28/2011	0.00	2,000,000.00	
3136FRFMO	2192	Federal National Mortgage Assoc			2.000	10/27/2011	0.00	1,000,000.00	
3135GOCW1	2214	Federal National Mortgage Assoc			0.500	09/06/2011	2,000,000.00	0.00	
3135GOCW1	2214	Federal National Mortgage Assoc				03/06/2012	0.00	2,000,000.00	
3135GODB6	2215	Federal National Mortgage Assoc			0.600	09/12/2011	2,000,000.00	0.00	
3135GODB6	2215	Federal National Mortgage Assoc				03/12/2012	0.00	2,000,000.00	
3135GODK6	2218	Federal National Mortgage Assoc			0.600	09/27/2011	2,000,000.00	0.00	
3135GODK6	2218	Federal National Mortgage Assoc				03/27/2012	0.00	2,000,000.00	
3135GODN0	2220	Federal National Mortgage Assoc			0.500	09/26/2011	3,000,000.00	0.00	
3135GODN0	2220	Federal National Mortgage Assoc				03/26/2012	0.00	3,000,000.00	
3135GODR1	2221	Federal National Mortgage Assoc			0.500	10/03/2011	3,000,000.00	0.00	
3135GODR1	2221	Federal National Mortgage Assoc				04/03/2012	0.00	3,000,000.00	
3135G0JG9	2234	Federal National Mortgage Assoc			0.520	03/26/2012	3,000,000.00	0.00	
3135G0KL6	2238	Federal National Mortgage Assoc			0.500	04/30/2012	3,000,000.00	0.00	
3135GODV2	2275	Federal National Mortgage Assoc			0.550	10/18/2011	3,000,000.00	0.00	
3135GODV2	2275	Federal National Mortgage Assoc				04/18/2012	0.00	3,000,000.00	
Subtotal and Balance				5,635,000.00			21,000,000.00	20,635,000.00	6,000,000.00
Issuer Subtotal				6.717%	5,635,000.00		21,000,000.00	20,635,000.00	6,000,000.00

Issuer: San Diego County									
San Diego County Pool									
SD COUNTY POOL	9007	San Diego County			0.458		5,101,406.76	5,359.11	

OTAY
Activity Report
July 1, 2011 - April 30, 2012

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
	Subtotal and Balance			17,013,171.57			5,101,406.76	5,359.11	22,109,219.22
	Issuer Subtotal			17,013,171.57	24.750%		5,101,406.76	5,359.11	22,109,219.22
	Total			103,023,684.00	100.000%		289,855,634.91	303,548,814.34	89,330,504.57

OTAY
GASB 31 Compliance Detail
Sorted by Fund - Fund
July 1, 2011 - April 30, 2012

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
LAIF	9001	99	Fair Value		31,819,068.97	0.00	60,289,942.35	71,900,672.73	0.00	-25,668.93	20,182,669.67
UNION MONEY	9002	99	Amortized		10,056.49	0.00	128,289,694.69	128,287,244.30	0.00	0.00	12,506.88
PETTY CASH	9003	99	Amortized		2,950.00	0.00	0.00	0.00	0.00	0.00	2,950.00
UNION OPERATING	9004	99	Amortized		886,641.70	0.00	7,883,329.61	7,715,627.18	0.00	0.00	1,054,344.13
PAYROLL	9005	99	Amortized		23,784.71	0.00	1,002,352.58	1,002,036.97	0.00	0.00	24,100.32
SD COUNTY POOL	9007	99	Fair Value		16,992,478.65	0.00	5,101,406.76	5,359.11	0.00	92,473.70	22,181,000.00
2050003183-4	2121	99	Amortized	01/22/2012	79,108.00	0.00	0.00	79,108.00	0.00	0.00	0.00
RESERVE-10 COPS	9010	99	Amortized		8,383.59	0.00	5,793.75	13,489.32	0.00	0.00	688.02
RESERVE-10 BABS	9011	99	Amortized		20,642.94	0.00	15,228.09	35,453.80	0.00	0.00	417.23
LAIF BABS 2010	9012	99	Fair Value		4,057,550.77	0.00	16,500.97	88.59	0.00	-1,460.24	4,072,502.90
UBNA-2010 BOND	9013	99	Amortized		51.89	0.00	69,963.16	0.00	0.00	0.00	70,015.05
3137EACK3	2146	99	Fair Value	07/27/2012	2,015,920.00	0.00	0.00	0.00	0.00	-11,420.00	2,004,500.00
3137EACK3A	2148	99	Fair Value	07/27/2012	1,038,198.80	0.00	0.00	0.00	0.00	-5,881.30	1,032,317.50
3137EACK3B	2149	99	Fair Value	07/27/2012	2,728,547.72	0.00	0.00	0.00	0.00	-15,456.97	2,713,090.75
3134G1MD3	2153	99	Fair Value	01/22/2013	2,000,960.00	0.00	0.00	2,000,000.00	0.00	-960.00	0.00
3134G1PK4	2158	99	Fair Value	02/11/2013	2,001,820.00	0.00	0.00	2,000,000.00	0.00	-1,820.00	0.00
3136FPQG5	2171	99	Fair Value	07/26/2013	636,270.00	0.00	0.00	635,000.00	0.00	-1,270.00	0.00
3136FPSK4	2172	99	Fair Value	04/29/2013	2,000,780.00	0.00	0.00	2,000,000.00	0.00	-780.00	0.00
313371MR4	2174	99	Fair Value	05/22/2013	1,998,980.00	0.00	0.00	2,000,000.00	0.00	1,020.00	0.00
3136FP5X1	2182	99	Fair Value	01/28/2013	2,000,760.00	0.00	0.00	2,000,000.00	0.00	-760.00	0.00
3134G1Y40	2183	99	Fair Value	08/15/2013	2,009,100.00	0.00	0.00	2,000,000.00	0.00	-9,100.00	0.00
3134G13K8	2185	99	Fair Value	05/24/2013	2,002,200.00	0.00	0.00	2,000,000.00	0.00	-2,200.00	0.00
3134G12U7	2186	99	Fair Value	11/23/2012	2,001,040.00	0.00	0.00	2,000,000.00	0.00	-1,040.00	0.00
3134G14B7	2187	99	Fair Value	08/23/2013	2,002,820.00	0.00	0.00	2,000,000.00	0.00	-2,820.00	0.00
3134G15C4	2188	99	Fair Value	06/07/2013	2,003,600.00	0.00	0.00	2,000,000.00	0.00	-3,600.00	0.00
UBNA-FLEX ACCT	9014	99	Amortized		11,742.76	0.00	100,096.15	99,734.34	0.00	0.00	12,104.57
3134G17L2	2190	99	Fair Value	09/23/2013	2,004,420.00	0.00	0.00	2,000,000.00	0.00	-4,420.00	0.00
3136FRFMO	2192	99	Fair Value	04/27/2016	1,006,570.00	0.00	0.00	1,000,000.00	0.00	-6,570.00	0.00
313373CW0	2193	99	Fair Value	10/25/2013	2,001,520.00	0.00	0.00	2,000,000.00	0.00	-1,520.00	0.00
313373K27	2194	99	Fair Value	08/12/2013	2,001,920.00	0.00	0.00	2,000,000.00	0.00	-1,920.00	0.00

Portfolio OTAY
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OTAY
 GASB 31 Compliance Detail
 Sorted by Fund - Fund

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
313373MC3	2195	99	Fair Value	11/12/2013	1,776,810.50	0.00	0.00	1,775,000.00	0.00	-1,810.50	0.00
313373QJ4	2196	99	Fair Value	11/25/2013	2,006,360.00	0.00	0.00	2,000,000.00	0.00	-6,360.00	0.00
313373UD2	2197	99	Fair Value	12/09/2013	2,005,440.00	0.00	0.00	2,000,000.00	0.00	-5,440.00	0.00
313373V25	2198	99	Fair Value	09/06/2013	2,002,080.00	0.00	0.00	2,000,000.00	0.00	-2,080.00	0.00
313373WV0	2199	99	Fair Value	12/06/2013	2,000,220.00	0.00	0.00	2,000,000.00	0.00	-220.00	0.00
3134G2MC3	2200	99	Fair Value	09/27/2013	1,996,780.00	0.00	0.00	2,000,000.00	0.00	3,220.00	0.00
313374EL0	2201	99	Fair Value	12/30/2013	1,993,300.00	0.00	0.00	2,000,000.00	0.00	6,700.00	0.00
313374G46	2203	99	Fair Value	01/08/2014	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3134G2PE6	2204	99	Fair Value	01/08/2014	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3134G2QP0	2205	99	Fair Value	01/27/2014	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3134G2RK0	2206	99	Fair Value	01/27/2014	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
313374T83	2208	99	Fair Value	01/28/2014	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
313374ZW3	2209	99	Fair Value	08/08/2013	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3133755W3	2210	99	Fair Value	08/23/2013	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3134G2VD1	2211	99	Fair Value	02/24/2014	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
313375E29	2212	99	Fair Value	03/07/2014	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
313375H59	2213	99	Fair Value	09/16/2013	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3135GOCW1	2214	99	Fair Value	09/06/2013	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3135GODB6	2215	99	Fair Value	09/12/2013	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
313375HZ3	2216	99	Fair Value	03/19/2014	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3134G2B92	2217	99	Fair Value	03/13/2013	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3135GODK6	2218	99	Fair Value	09/27/2013	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
31331KZFO	2219	99	Fair Value	12/23/2013	0.00	2,999,250.00	0.00	0.00	0.00	810.00	3,000,060.00
3135GODN0	2220	99	Fair Value	09/26/2013	0.00	3,000,000.00	0.00	3,000,000.00	0.00	0.00	0.00
3135GODR1	2221	99	Fair Value	10/03/2013	0.00	3,000,000.00	0.00	3,000,000.00	0.00	0.00	0.00
3135GODV2	2275	99	Fair Value	10/18/2013	0.00	3,000,000.00	0.00	3,000,000.00	0.00	0.00	0.00
31331KG79	2222	99	Fair Value	01/24/2014	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3134G22H4	2223	99	Fair Value	11/04/2013	0.00	2,000,000.00	0.00	0.00	0.00	60.00	2,000,060.00
313375ZS9	2224	99	Fair Value	11/07/2013	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3133747H7	2202	99	Fair Value	12/27/2013	2,000,000.00	0.00	0.00	2,000,000.00	0.00	0.00	0.00
3134G2NR9	2207	99	Fair Value	07/05/2013	0.00	2,000,000.00	0.00	2,000,000.00	0.00	0.00	0.00
3134G23NO	2225	99	Fair Value	05/01/2014	0.00	3,000,000.00	0.00	0.00	0.00	0.00	3,000,000.00
3134G3AC4	2226	99	Fair Value	12/06/2013	0.00	3,000,000.00	0.00	0.00	0.00	1,230.00	3,001,230.00
3134G3AQ3	2227	99	Fair Value	05/30/2014	0.00	2,000,000.00	0.00	0.00	0.00	2,540.00	2,002,540.00
3134G3BN9	2228	99	Fair Value	06/05/2014	0.00	2,000,000.00	0.00	0.00	0.00	4,140.00	2,004,140.00
2050003183-5	2229	99	Amortized	01/22/2014	0.00	81,326.80	0.00	0.00	0.00	0.00	81,326.80

Portfolio OTAY
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OTAY
 GASB 31 Compliance Detail
 Sorted by Fund - Fund

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
313378BR1	2230	99	Fair Value	08/28/2014	0.00	3,000,000.00	0.00	3,000,000.00	0.00	0.00	0.00
313378DB4	2231	99	Fair Value	03/12/2014	0.00	3,000,000.00	0.00	3,000,000.00	0.00	0.00	0.00
3134G3SS0	2232	99	Fair Value	09/22/2014	0.00	3,000,000.00	0.00	0.00	0.00	4,800.00	3,004,800.00
313378KU4	2233	99	Fair Value	09/12/2014	0.00	3,000,000.00	0.00	0.00	0.00	2,100.00	3,002,100.00
3135G0JG9	2234	99	Fair Value	09/26/2014	0.00	2,998,500.00	0.00	0.00	0.00	5,940.00	3,004,440.00
313378R45	2235	99	Fair Value	04/04/2014	0.00	3,000,000.00	0.00	0.00	0.00	60.00	3,000,060.00
313378VT5	2236	99	Fair Value	01/23/2015	0.00	3,000,000.00	0.00	0.00	0.00	690.00	3,000,690.00
313378YGO	2237	99	Fair Value	04/24/2014	0.00	3,000,000.00	0.00	0.00	0.00	420.00	3,000,420.00
3135G0KL6	2238	99	Fair Value	10/30/2014	0.00	3,000,000.00	0.00	0.00	0.00	-2,670.00	2,997,330.00
Subtotal					103,148,877.49	87,079,076.80	202,774,308.11	303,548,814.34	0.00	8,955.76	89,462,403.82
Total					103,148,877.49	87,079,076.80	202,774,308.11	303,548,814.34	0.00	8,955.76	89,462,403.82

OTAY
Duration Report
Sorted by Investment Type - Investment Type
Through 04/30/2012

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 360	Current Yield	Maturity/ Call Date	Modified Duration
3137EACK3B	2149	99	Federal Home Loan Mortgage	Fair	2,707,000.00	2,707,000.00	2,713,090.75	1.125000	1.109	0.673	07/27/2012	0.238
3134G22H4	2223	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,000,060.00	.7000000	0.690	0.698	11/04/2013	1.492
3134G23NO	2225	99	Federal Home Loan Mortgage	Fair	3,000,000.00	3,000,000.00	3,000,000.00	.7000000	0.690	0.936	05/01/2014	1.980
3134G3SS0	2232	99	Federal Home Loan Mortgage	Fair	3,000,000.00	3,000,000.00	3,004,800.00	.5400000	0.533	0.473	09/22/2014	2.372
3134G3AQ3	2227	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,002,540.00	.7100000	0.700	0.648	05/30/2014	2.055
3137EACK3	2146	99	Federal Home Loan Mortgage	Fair	1,999,894.02	2,000,000.00	2,004,500.00	1.125000	1.154	0.673	07/27/2012	0.238
3134G3AC4	2226	99	Federal Home Loan Mortgage	Fair	3,000,000.00	3,000,000.00	3,001,230.00	.6000000	0.592	0.574	12/06/2013	1.583
3137EACK3A	2148	99	Federal Home Loan Mortgage	Fair	1,030,000.00	1,030,000.00	1,032,317.50	1.125000	1.108	0.673	07/27/2012	0.238
3134G3BN9	2228	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,004,140.00	.7700000	0.759	0.670	06/05/2014	2.068
3135G0KL6	2238	99	Federal National Mortgage Assoc	Fair	3,000,000.00	3,000,000.00	2,997,330.00	.5000000	0.493	0.536	10/30/2014	2.477
3135G0JG9	2234	99	Federal National Mortgage Assoc	Fair	2,998,558.33	3,000,000.00	3,004,440.00	.5200000	0.533	0.458	09/26/2014	2.384
313378KU4	2233	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,002,100.00	.5000000	0.493	0.470	09/12/2014	2.345
313378VT5	2236	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,000,690.00	.6000000	0.592	0.592	01/23/2015	2.701
313378YG0	2237	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,000,420.00	.5000000	0.493	0.493	04/24/2014	1.968
313378R45	2235	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,000,060.00	.5500000	0.542	0.549	04/04/2014	1.911
31331KZF0	2219	99	Federal Farm Credit Bank	Fair	2,999,451.85	3,000,000.00	3,000,060.00	.4812160	0.486	0.480	12/23/2013	1.633
2050003183-5	2229	99	California Bank & Trust	Amort	81,326.80	81,326.80	81,326.80	.2800000	0.280	0.280	01/22/2014	1.721 †
LAIF BABS 2010	9012	99	STATE OF CALIFORNIA	Fair	4,067,576.61	4,067,576.61	4,072,502.90	.3670000	0.362	0.367		0.000
LAIF COPS07	9009	99	STATE OF CALIFORNIA	Fair	0.00	0.00	0.00	1.530000	1.509	1.530		0.000
LAIF	9001	99	STATE OF CALIFORNIA	Fair	20,158,255.74	20,158,255.74	20,182,669.67	.3670000	0.362	0.367		0.000
SD COUNTY	9007	99	San Diego County	Fair	22,109,219.22	22,109,219.22	22,181,000.00	.4580000	0.452	0.458		0.000
Report Total					88,151,282.57	88,153,378.37	88,285,277.62			0.495		0.870 †

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



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	June 6, 2012
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 (2033113-2033488)	\$ 2,739,881.54
VOID CHECKS (2)	\$ (36.88)
TOTAL CHECKS	\$ 2,739,844.66
WIRE TO:	
CALPERS - OTHER POST EMPLOYMENT BENEFITS (MONTHLY)	\$ 163,000.00
CITY OF CHULA VISTA - SEWER CHARGES (BI-MONTHLY)	\$ 2,841,672.96
CITY TREASURER - METROPOLITAN SEWERAGE SYSTEM (QUARTERLY)	\$ 291,708.00
DELTA DENTAL OF CALIF - DENTAL & COBRA CLAIMS (MONTHLY)	\$ 14,593.00
SAN DIEGO COUNTY WATER - WATER DELIVERIES (MONTHLY)	\$ 2,609,175.93
SPECIAL DIST RISK MGMT AUTH - INSURANCE PREM (MONTHLY)	\$ 232,828.27
UNION BANK - CERT OF PARTICIPATION 1996 (MONTHLY)	\$ 2,013.06
UNION BANK - PAYROLL TAXES (MONTHLY)	\$ 281,116.02
TOTAL CASH DISBURSEMENTS	\$ 9,175,951.90

RECOMMENDED ACTION:

That the Board receive the attached list of demands.

Jb/Attachment

**OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2033113 THROUGH 2033488
RUN DATES 5/2/2012 TO 5/30/2012**

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2033353	05/23/12	14060	1790 BRISTOL CT TRUST	Ref002421657	05/22/12	UB Refund Cst #0000185397	77.74	77.74
2033113	05/02/12	06839	A GLASCO	68985	04/12/12	STORE FRONT WINDOW	5,650.00	5,650.00
2033260	05/16/12	11466	A&G INSTRUMENT SERVICE AND	32375	04/27/12	A&G CALIBRATIONS	739.00	739.00
2033114	05/02/12	01910	ABCANA INDUSTRIES	898954	04/18/12	SODIUM HYPOCHLORITE	2,942.12	
				898507	04/09/12	SODIUM HYPOCHLORITE	700.78	
				898823	04/16/12	SODIUM HYPOCHLORITE	607.71	
				898506	04/09/12	SODIUM HYPOCHLORITE	603.23	
				898505	04/09/12	SODIUM HYPOCHLORITE	572.95	
				898999	04/19/12	SODIUM HYPOCHLORITE	514.64	
				898824	04/16/12	SODIUM HYPOCHLORITE	485.50	
				898683	04/12/12	SODIUM HYPOCHLORITE	338.61	6,765.54
2033261	05/16/12	01910	ABCANA INDUSTRIES	899357	04/25/12	SODIUM HYPOCHLORITE	2,440.93	
				899843	05/03/12	SODIUM HYPOCHLORITE	1,444.15	
				899362	04/25/12	SODIUM HYPOCHLORITE	918.29	
				899601	04/30/12	SODIUM HYPOCHLORITE	668.25	
				899215	04/23/12	SODIUM HYPOCHLORITE	633.49	
				899214	04/23/12	SODIUM HYPOCHLORITE	577.44	
				899602	04/30/12	SODIUM HYPOCHLORITE	516.89	
				899844	05/03/12	SODIUM HYPOCHLORITE	335.25	
				899845	05/03/12	SODIUM HYPOCHLORITE	319.55	
				899363	04/25/12	SODIUM HYPOCHLORITE	247.79	8,102.03
2033420	05/30/12	01910	ABCANA INDUSTRIES	900033	05/07/12	SODIUM HYPOCHLORITE	629.02	
				900218	05/10/12	SODIUM HYPOCHLORITE	2,835.61	
				900032	05/07/12	SODIUM HYPOCHLORITE	449.62	
				900217	05/10/12	SODIUM HYPOCHLORITE	352.07	4,266.32
2033115	05/02/12	08488	ABLEFORCE INC	3228	04/17/12	PROGRAMMING SERVICES (4/2/12-4/15/12)	5,040.00	5,040.00
2033262	05/16/12	08488	ABLEFORCE INC	3243	05/01/12	PROGRAMMING SERVICES (4/16/12-4/28/12)	7,650.00	7,650.00
2033116	05/02/12	07679	ADVANCED AIR & VACUUM SYSTEMS	14131	03/19/12	OIL	118.53	118.53
2033263	05/16/12	11462	AEGIS ENGINEERING MGMT INC	1116	04/06/12	DEVELOPER PLANCHECKS (3/3/12-3/30/12)	8,252.88	
				1029	04/06/12	PLAN CHECKING (3/2/12-3/30/12)	3,983.43	12,236.31
2033421	05/30/12	11462	AEGIS ENGINEERING MGMT INC	1039	05/09/12	PLAN CHECKING (3/31/12-5/4/12)	1,703.44	
				1117	05/09/12	DEVELOPER PLANCHECKS (3/31/12-5/4/12)	10,592.58	12,296.02
2033422	05/30/12	11803	AEROTEK ENVIRONMENTAL	OE00820103	05/10/12	TEMPORARY EMPLOYMENT (4/26/12-4/27/12)	871.20	871.20
2033264	05/16/12	03677	AFFORDABLE DRAIN SERVICE INC	5280	04/25/12	CCTV	735.00	735.00
2033265	05/16/12	07732	AIRGAS SPECIALTY PRODUCTS INC	131240412	04/25/12	AQUA AMMONIA	2,774.24	

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2033113 THROUGH 2033488
RUN DATES 5/2/2012 TO 5/30/2012

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
				131240413	04/25/12	AQUA AMMONIA	2,665.60	5,439.84
2033266	05/16/12	13753	AIRGAS USA LLC	9902331679	04/30/12	BREATHING AIR	34.49	34.49
2033117	05/02/12	14002	AIS SPECIALTY PRODUCTS INC	110661	04/13/12	ANTI-SEIZE COMPOUND	496.77	496.77
2033423	05/30/12	01463	ALLIED ELECTRONICS INC	9000467128	05/09/12	CONTROLLER	1,020.16	1,020.16
2033267	05/16/12	02362	ALLIED WASTE SERVICES # 509	0509004738743	04/25/12	TRASH SERVICES (MAY 2012)	1,115.18	1,115.18
2033424	05/30/12	02362	ALLIED WASTE SERVICES # 509	050900440544	04/25/12	TRASH SERVICES TP (MAY 2012)	201.15	201.15
2033118	05/02/12	12911	ALTA LAND SURVEYING INC	12229416 12220017	04/16/12 04/16/12	SURVEY SERVICES (3/7/12-4/12/12) SURVEY SERVICES (3/5/12-3/29/12)	5,155.00 3,040.00	8,195.00
2033354	05/23/12	14062	ALTISOURCE	Ref002421659	05/22/12	UB Refund Cst #0000185735	93.89	93.89
2033355	05/23/12	14057	ALTISOURCE SOLUTIONS INC	Ref002421654	05/22/12	UB Refund Cst #0000178013	377.77	377.77
2033201	05/09/12	06166	AMERICAN MESSAGING	L1109570ME	05/01/12	PAGER SERVICES	231.59	231.59
2033356	05/23/12	14063	ANN AMARAL	Ref002421660	05/22/12	UB Refund Cst #0000185783	109.29	109.29
2033425	05/30/12	00002	ANSWER INC	6714	05/22/12	ANSWERING SERVICES (MONTHLY)	1,000.00	1,000.00
2033119	05/02/12	08967	ANTHEM BLUE CROSS EAP	41047	04/23/12	EMPLOYEE ASSISTANCE (MAY 2012)	323.35	323.35
2033357	05/23/12	11282	ASHTON, PATRICK	003711	05/21/12	SAFETY BOOTS	145.45	145.45
2033120	05/02/12	03143	ASIAN BUSINESS ASSOCIATION	003672	04/24/12	MEMBERSHIP RENEWAL	300.00	300.00
2033121	05/02/12	05758	AT&T	61942256050412	04/20/12	PHONE SERVICE (4/20/12-5/19/12)	45.53	45.53
2033202	05/09/12	05758	AT&T	61969851400412	04/24/12	PHONE SERVICE (MONTHLY)	32.38	32.38
2033268	05/16/12	05758	AT&T	0821645728042512	04/25/12	INTERNET BANDWIDTH (4/25/12-5/24/12)	2,312.78	2,312.78
2033269	05/16/12	07785	AT&T	000003341476 000003343694	05/02/12 05/02/12	PHONE SERVICES (4/2/12-5/1/12) PHONE SERVICES (4/2/12-5/1/12)	5,683.81 15.39	5,699.20
2033426	05/30/12	05758	AT&T	33784130450512	05/07/12	PHONE SERVICE (5/7/12-6/6/12)	31.43	31.43
2033270	05/16/12	08330	AT&T INTERNET SERVICES	8547826250412	04/22/12	INTERNET BANDWIDTH (4/21/12-5/20/12)	2,028.00	2,028.00
2033122	05/02/12	13947	ATI	38382	04/10/12	PHONE MAINTENANCE	8,844.00	8,844.00
2033271	05/16/12	12810	ATKINS	1139627	04/29/12	DESIGN SERVICES (2/27/12-4/1/12)	33,659.00	33,659.00

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2033123	05/02/12	08024	BACKGROUND PROFILES INC	4083	04/30/12	BACKGROUND CHECKS	111.50	111.50
2033203	05/09/12	14026	BARBARA GOMEZ	003693	05/03/12	VALVE REBATE PROGRAM	350.00	350.00
2033427	05/30/12	00145	BARRETT ENGINEERED PUMPS	080632	05/07/12	VALVE PARTS	154.08	154.08
2033204	05/09/12	14027	BRIAN BARKER	003687	05/03/12	VALVE REBATE PROGRAM	350.00	350.00
2033205	05/09/12	03721	BULLET LOGISTICS INC	04301203350	04/30/12	EXPRESS COURIER SERVICE	17.60	17.60
2033272	05/16/12	00223	C W MCGRATH INC	41911	04/27/12	CRUSHED ROCK	194.15	
				41965	05/03/12	CRUSHED ROCK	188.94	383.09
2033428	05/30/12	00223	C W MCGRATH INC	42008	05/09/12	CRUSHED ROCK	88.10	88.10
2033429	05/30/12	08966	CALIFORNIA BANK & TRUST	5A	05/04/12	RET / TC CONST LA PRESA (ENDING 4/30/12)	19,729.78	19,729.78
2033273	05/16/12	00693	CALIFORNIA SPECIAL DISTRICTS	1261	05/01/12	ANNUAL MEMBERSHIP DUES	150.00	150.00
2033430	05/30/12	00192	CALIFORNIA WATER ENVIRONMENT	003723	05/15/12	MEMBERSHIP / CERTIFICATE RENEWALS	737.00	
				003725	05/15/12	MEMBERSHIP RENEWAL	132.00	869.00
2033431	05/30/12	00192	CALIFORNIA WATER ENVIRONMENT	003721	05/21/12	CERTIFICATE RENEWAL	146.00	146.00
2033432	05/30/12	01243	CALIFORNIA-NEVADA SECTION	003730	05/18/12	CERTIFICATE RENEWAL	100.00	100.00
2033124	05/02/12	01004	CALOLYMPIC SAFETY	099523	04/16/12	EYEWASH COVERS	220.47	220.47
2033274	05/16/12	04071	CAPITOL WEBWORKS LLC	24839	04/30/12	ELECTRONIC FILING FEE	45.00	45.00
2033275	05/16/12	02758	CARMEL BUSINESS SYSTEMS INC	7501	04/30/12	RECORDS MGMT SERVICES	201.00	
				7500	05/01/12	RECORDS SUPPORT	87.50	288.50
2033433	05/30/12	02758	CARMEL BUSINESS SYSTEMS INC	7502	05/01/12	RECORD SCANNING SERVICES (APR 2012)	238.50	238.50
2033358	05/23/12	14064	CARV PROPERTIES LLC	Ref002421661	05/22/12	UB Refund Cst #0000186848	210.96	210.96
2033276	05/16/12	09801	CENTERBEAM INC	16221	04/29/12	ROUTER CONFIGURATION	2,000.00	
				148395	05/01/12	NETWORK MONITORING & SUPP (MAY 2012)	1,786.00	3,786.00
2033277	05/16/12	04349	CHAMBERS, JONATHAN	003704	05/07/12	TUITION	150.00	150.00
2033206	05/09/12	14034	CHARLES O'CONNOR	003702	05/07/12	VALVE REBATE PROGRAM	350.00	350.00
2033125	05/02/12	14003	CHECKFREEPAY	003676	04/30/12	PYMT REFUND ACCT #180-0370-50	91.79	91.79
2033207	05/09/12	02026	CHULA VISTA ELEM SCHOOL DIST	AR040338	04/13/12	GARDEN TOURS	270.00	
				AR040340	04/13/12	GARDEN TOURS	270.00	

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				AR040377	04/19/12	GARDEN TOURS	220.00	
				AR040339	04/13/12	GARDEN TOURS	220.00	980.00
2033359	05/23/12	12674	CITY OF CHULA VISTA	071060PU0040512	05/08/12	UTILITY PERMITS (11/1/11-4/30/12)	9,405.00	9,405.00
2033278	05/16/12	08895	CITY OF LA MESA	14429	04/25/12	FINGERPRINTING SERVICE	20.00	20.00
2033279	05/16/12	04119	CLARKSON LAB & SUPPLY INC	61235	04/30/12	BACTERIOLOGICAL SERVICES	131.00	131.00
2033126	05/02/12	11520	CLINICAL LABORATORY OF	920645	04/11/12	OUTSIDE LAB SERVICES (MAR 2012)	1,053.00	1,053.00
2033434	05/30/12	11520	CLINICAL LABORATORY OF	921201	05/10/12	OUTSIDE LAB SERVICES	53.00	53.00
2033127	05/02/12	11696	COFFIN, SHANNON	003668	04/26/12	TUITION	65.00	65.00
2033280	05/16/12	08160	COMPLETE OFFICE	13816900	04/23/12	COPY PAPER	1,001.75	
				13828830	04/26/12	TONER	664.27	
				13828800	04/26/12	TONER	336.69	2,002.71
2033208	05/09/12	11510	CONFERENCE CALL.COM	2670867797	04/30/12	CONFERENCE CALLING SERVICE (APR 2012)	146.40	146.40
2033128	05/02/12	02643	CORE-ROSION PRODUCTS	C2012180	04/10/12	AMMONIA TANK	4,536.78	4,536.78
2033360	05/23/12	12334	CORODATA MEDIA STORAGE INC	DS1250376	04/30/12	BACKUP TAPE STORAGE (APR 2012)	309.76	309.76
2033129	05/02/12	02122	COUNTY OF SAN DIEGO	2012041683758S	04/16/12	PERMIT FEES #05774	1,152.00	
				2012032804745	04/10/12	PERMIT FEES #04745	409.00	1,561.00
2033281	05/16/12	00184	COUNTY OF SAN DIEGO	DEH120446D11	04/30/12	SHUT DOWN TEST (3/27/12)	852.00	
				DEH120436D11	04/30/12	SHUT DOWN TEST (3/15/12)	575.10	
				DEH120428D11	04/30/12	SHUT DOWN TEST (3/21/12)	575.10	
				DEH120440D11	04/30/12	SHUT DOWN TEST (3/21/12)	355.00	
				DEH120438D11	04/30/12	SHUT DOWN TEST (3/21/12)	355.00	
				DEH120426D11	04/30/12	SHUT DOWN TEST (3/21/12)	213.00	
				DEH120447D11	04/30/12	SHUT DOWN TEST (3/21/12)	71.00	2,996.20
2033361	05/23/12	00184	COUNTY OF SAN DIEGO	HK071321390512	05/21/12	HAZMAT PERMIT	419.00	419.00
2033435	05/30/12	00184	COUNTY OF SAN DIEGO	HK071049080512	05/24/12	HAZMAT PERMIT	2,392.00	
				HK071208910512	05/24/12	HAZMAT PERMIT	2,215.00	4,607.00
2033436	05/30/12	02122	COUNTY OF SAN DIEGO	2012051804544	05/24/12	EMISSION/PERMIT FEES (MAY 2012-MAY 2013)	409.00	409.00
2033437	05/30/12	08479	COUNTY OF SAN DIEGO	CA719620512	05/22/12	O & M AND CAP REPLACEMENT FY 2010-11	231,800.00	231,800.00
2033130	05/02/12	00099	COUNTY OF SAN DIEGO - DPW	153955	03/31/12	EXCAVATION PERMITS (MAR 2012)	4,297.64	4,297.64
2033438	05/30/12	00099	COUNTY OF SAN DIEGO - DPW	155439	04/30/12	EXCAVATION PERMITS (APRIL 2012)	3,050.31	3,050.31

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2033282	05/16/12	02756	COX COMMUNICATIONS SAN DIEGO	28810412 27170412	04/30/12 04/30/12	INTERNET SERVICES (4/29/12-5/28/12) INTERNET SERVICES (APR 2012)	1,500.00 1,500.00	3,000.00
2033439	05/30/12	11286	CPM PARTNERS INC	12041	05/01/12	SCHEDULING SERVICES (4/1/12-4/30/12)	1,600.00	1,600.00
2033283	05/16/12	10977	CRAFCO INC	00420247	04/30/12	HP COLD PATCH	2,767.02	2,767.02
2033362	05/23/12	13042	CRESTWOOD HOA	003712	05/22/12	IRRIGATION UPGRADE PROGRAM	6,500.00	6,500.00
2033284	05/16/12	11871	CS-AMSCO	6414	04/27/12	GASKETS/FLOAT	777.96	777.96
2033131	05/02/12	11150	DARNELL & ASSOCIATES INC	024256	04/09/12	TRAFFIC SERVICES (2/22/12-3/15/12)	20,620.00	20,620.00
2033440	05/30/12	11150	DARNELL & ASSOCIATES INC	024271	05/03/12	TRAFFIC SERVICES (3/16/12-5/3/12)	7,725.00	7,725.00
2033363	05/23/12	14059	DAVE STAUFFER	Ref002421656	05/22/12	UB Refund Cst #0000184486	36.85	36.85
2033209	05/09/12	14018	DAVID FRANK	Ref002421386	05/07/12	UB Refund Cst #0000183213	16.74	16.74
2033285	05/16/12	14008	DELL AWARDS	190412	04/25/12	RETIREMENT PLAQUE	64.11	64.11
2033441	05/30/12	14008	DELL AWARDS	190494	05/11/12	NAME PLATES	63.26	63.26
2033286	05/16/12	07680	DELTA HEALTH SYSTEMS	IVC05759	04/30/12	CLAIM SERVICES (APR 2012)	500.00	500.00
2033287	05/16/12	03744	DEPARTMENT OF JUSTICE	908329	05/04/12	FINGERPRINTING SERVICES (APR 2012)	49.00	49.00
2033210	05/09/12	00319	DEPARTMENT OF PUBLIC HEALTH	290820512	05/09/12	CERTIFICATE RENEWAL	90.00	90.00
2033442	05/30/12	05959	DIAMOND ENVIRONMENTAL SERVICES	25301164	05/03/12	SLUDGE PUMPING	420.00	420.00
2033132	05/02/12	03417	DIRECTV	17602067268	04/19/12	SATELLITE TV (4/18/12-5/17/12)	6.00	6.00
2033364	05/23/12	03417	DIRECTV	17719660855	05/05/12	SATELLITE TV (5/4/12-6/3/12)	18.00	18.00
2033443	05/30/12	03417	DIRECTV	17823988228	05/19/12	SATELLITE TV (5/18/12-6/17/12)	6.00	6.00
2033211	05/09/12	14028	DONATO SANDOVAL	003688	05/03/12	VALVE REBATE PROGRAM	350.00	350.00
2033212	05/09/12	02447	EDCO DISPOSAL CORPORATION	1554580412	04/30/12	RECYCLING SERVICES (APR 2012)	90.00	90.00
2033365	05/23/12	14074	ELIZABETH M HERNANDEZ	003714	05/21/12	VALVE REBATE PROGRAM	350.00	350.00
2033366	05/23/12	14051	EMMA GALVAN	Ref002421647	05/22/12	UB Refund Cst #0000160363	35.76	35.76
2033213	05/09/12	00331	EMPLOYMENT DEVELOPMENT DEPT	925023840412	04/25/12	UNEMPLOYMENT INSURANCE (1/1/12-3/31/12)	17,478.66	17,478.66

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2033288	05/16/12	03765	ENGINEERING PARTNERS INC, THE	11131516	04/23/12	DESIGN SERVICES (7/1/11-3/30/12)	9,300.00	9,300.00
2033444	05/30/12	03725	ENVIRONMENTAL SYSTEMS RESEARCH	92486445	05/08/12	ESRI MAINTENANCE	5,805.62	5,805.62
2033367	05/23/12	14054	ESTIBALIZ STOMMEL	Ref002421651	05/22/12	UB Refund Cst #0000176031	76.08	76.08
2033133	05/02/12	03546	FERGUSON WATERWORKS # 1083	0402497 03986103	04/09/12 04/16/12	HYDRANT CAPS INVENTORY	2,181.94 678.83	2,860.77
2033289	05/16/12	03546	FERGUSON WATERWORKS # 1083	0405806 0405725 03979902 0402482 03986101	05/02/12 05/02/12 05/01/12 03/16/12 03/08/12	INVENTORY INVENTORY INVENTORY REPAIR TAPPING MACHINE INVENTORY	3,868.23 977.83 956.82 220.21 109.34	6,132.43
2033445	05/30/12	03546	FERGUSON WATERWORKS # 1083	0406385 0406384 0406576	05/04/12 05/04/12 05/10/12	INVENTORY INVENTORY FLANGES / PIPE	3,426.45 2,375.89 371.74	6,174.08
2033368	05/23/12	14042	FIDEL HERRERA	Ref002421638	05/22/12	UB Refund Cst #0000045301	5.98	5.98
2033290	05/16/12	12187	FIRST AMERICAN DATA TREE LLC	90034042	04/30/12	ONLINE DOCUMENTS (4/1/12-4/30/12)	99.00	99.00
2033134	05/02/12	04066	FIRST CHOICE SERVICES - SD	176215	04/18/12	COFFEE SUPPLIES	468.52	468.52
2033291	05/16/12	04066	FIRST CHOICE SERVICES - SD	178616	05/01/12	COFFEE SUPPLIES	343.88	343.88
2033292	05/16/12	00035	FISHER SCIENTIFIC	6786210 7194927 7667827 8478220	04/26/12 04/27/12 04/30/12 05/03/12	LABORATORY SUPPLIES LABORATORY SUPPLIES LABORATORY SUPPLIES LABORATORY SUPPLIES	551.34 377.74 160.70 120.13	1,209.91
2033446	05/30/12	00035	FISHER SCIENTIFIC	9277100	05/11/12	LABORATORY SUPPLIES	386.59	386.59
2033369	05/23/12	02591	FITNESS TECH	3002	05/18/12	WELLNESS CENTER	3,369.36	3,369.36
2033135	05/02/12	11962	FLEETWASH INC	3846236	04/06/12	VEHICLE WASH	325.58	325.58
2033293	05/16/12	11962	FLEETWASH INC	3853028	04/20/12	VEHICLE WASH	120.42	120.42
2033214	05/09/12	14013	FLORENCE ROMELZYK	Ref002421381	05/07/12	UB Refund Cst #0000024488	65.73	65.73
2033215	05/09/12	01612	FRANCHISE TAX BOARD	Ben2421463	05/10/12	BI-WEEKLY PAYROLL DEDUCTION	190.00	190.00
2033216	05/09/12	02344	FRANCHISE TAX BOARD	Ben2421471	05/10/12	BI-WEEKLY PAYROLL DEDUCTION	366.56	366.56
2033370	05/23/12	01612	FRANCHISE TAX BOARD	Ben2421685	05/24/12	BI-WEEKLY PAYROLL DEDUCTION	190.00	190.00

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2033371	05/23/12	02344	FRANCHISE TAX BOARD	Ben2421693	05/24/12	BI-WEEKLY PAYROLL DEDUCTION	366.56	366.56
2033447	05/30/12	13563	FRIENDS OF THE WATER	122	05/09/12	GARDEN TOURS (4/13/12-4/26/12)	2,480.00	2,480.00
2033294	05/16/12	03094	FULLCOURT PRESS	23992	04/26/12	NEWSLETTER PRINTING	3,998.83	3,998.83
2033448	05/30/12	13716	GARCIA JUAREZ CONSTRUCTION INC	3	05/01/12	CALAVO GARDENS (PERIOD ENDING 4/30/12)	85,002.79	85,002.79
2033372	05/23/12	14073	GARCIA, LAWRENCE	003713	05/17/12	SAFETY BOOTS	150.00	150.00
2033295	05/16/12	12676	GEO IT RESOURCES INC	1109	04/30/12	PROJECT PLANNING (APR 2012)	57.50	57.50
2033449	05/30/12	14077	GLORIA L MAYORA-MEJIA DDS INC	003729	05/24/12	DENTAL CLAIM	64.60	64.60
2033373	05/23/12	14040	GONZALO PEREZ	Ref002421636	05/22/12	UB Refund Cst #0000041338	43.05	43.05
2033136	05/02/12	00101	GRAINGER INC	9806215829 9806509320 9802110347 9806215811	04/18/12 04/18/12 04/12/12 04/18/12	WAREHOUSE SUPPLIES WAREHOUSE SUPPLIES INVENTORY WAREHOUSE SUPPLIES	280.34 275.02 259.21 41.89	856.46
2033296	05/16/12	00101	GRAINGER INC	9819578999 9818503014 9809574289 9818533433	05/03/12 05/02/12 04/23/12 05/02/12	PVC CONDUIT FACE SHIELDS VISE U-BOLT & STICK	530.18 289.54 149.50 114.94	1,084.16
2033450	05/30/12	00101	GRAINGER INC	9825244107 9821202216	05/10/12 05/07/12	MOTOR/VALVE KIT PVC CONDUIT	550.29 96.78	647.07
2033297	05/16/12	12907	GREENRIDGE LANDSCAPE INC	8974	04/29/12	LANDSCAPING SERVICES (APR 2012)	8,650.00	8,650.00
2033451	05/30/12	03773	GTC SYSTEMS INC	33361	04/30/12	CITIRX SUPPORT	840.57	840.57
2033137	05/02/12	00174	HACH COMPANY	7646028	03/01/12	HACH ANALYZERS	2,453.87	2,453.87
2033298	05/16/12	00174	HACH COMPANY	7728922 7719167	04/27/12 04/20/12	HACH ANALYZERS LABORATORY SUPPLIES	2,320.88 171.79	2,492.67
2033374	05/23/12	14072	HAMANN PROPERTY MANAGEMENT	Ref002421669	05/22/12	UB Refund Cst #0000187939	10.96	10.96
2033299	05/16/12	00201	HARRINGTON INDL PLASTICS LLC	004C4274 004C4275	04/24/12 04/24/12	CPVC FITTINGS REPAIR KIT	465.92 160.98	626.90
2033375	05/23/12	02795	HARTFORD INSURANCE CO, THE	Ben2421671	05/24/12	MONTHLY CONTRIBUTION TO LTD	5,358.02	5,358.02
2033217	05/09/12	06640	HD SUPPLY WATERWORKS LTD	4560570	04/05/12	VALVE PARTS	1,048.08	1,048.08
2033300	05/16/12	06640	HD SUPPLY WATERWORKS LTD	4600320	04/26/12	EXTERNAL TRANSCEIVERS	4,336.94	4,336.94

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2033452	05/30/12	14076	HDS WHITE CAP CONST SUPPLY	3268042	05/01/12	CLARIFIER SEALANT	175.85	175.85
2033301	05/16/12	02096	HELIX WATER DISTRICT	003707	05/04/12	SEWER SERVICES (ANNUAL)	415.67	415.67
2033302	05/16/12	02096	HELIX WATER DISTRICT	0000292400412a	04/26/12	TEMPORARY METER (3/28/12-4/26/12)	149.42	149.42
2033138	05/02/12	08610	HENRY BROS ELECTRONICS INC	SM37130	04/11/12	SECURITY SYSTEM MAINTENANCE	400.00	400.00
2033303	05/16/12	08610	HENRY BROS ELECTRONICS INC	18010312 SM37325	04/27/12 04/23/12	ALARM LIGHTS SECURITY SYSTEM MAINTENANCE	13,842.00 280.00	14,122.00
2033304	05/16/12	11874	HERNDON SOLUTIONS GROUP	1284	04/23/12	BUSINESS PLAN	1,980.00	1,980.00
2033305	05/16/12	00297	HILTI INC	4600997059	05/01/12	TOOLS	1,001.01	1,001.01
2033376	05/23/12	14070	HOMETEAM PROPERTY MGNT	Ref002421667	05/22/12	UB Refund Cst #0000187687	75.00	75.00
2033139	05/02/12	12335	HP ENTERPRISE SERVICES LLC	U2928232	04/10/12	CREDIT CARD SERVICES (MAR 2012)	2,283.40	2,283.40
2033453	05/30/12	12335	HP ENTERPRISE SERVICES LLC	U2938936	05/08/12	CREDIT CARD SERVICES (APR 2012)	2,212.00	2,212.00
2033218	05/09/12	11805	IDENTIFICATION SERVICES	I111QUJ186 I111GAL187	05/01/12 05/01/12	FINGERPRINTING SERVICE FINGERPRINTING SERVICE	20.00 20.00	40.00
2033140	05/02/12	01649	IDEXX DISTRIBUTION INC	259049659	04/19/12	LABORATORY SUPPLIES	2,738.21	2,738.21
2033306	05/16/12	09348	INDUSTRIAL MAINTENANCE SERVICE	13471	12/20/11	REPAIR PART	536.64	536.64
2033219	05/09/12	08969	INFOSEND INC	57979	04/03/12	BILL PRINTING SERVICES (MAR 2012)	4,767.60	4,767.60
2033307	05/16/12	08969	INFOSEND INC	58577 58576	04/30/12 04/30/12	POSTAGE (APR 2012) BILL PRINTING SERVICES (APR 2012)	11,707.27 1,740.54	13,447.81
2033454	05/30/12	08969	INFOSEND INC	58662	05/02/12	BILL PRINTING SERVICES (APR 2012)	4,847.20	4,847.20
2033308	05/16/12	02372	INTERIOR PLANT SERVICE INC	463	04/30/12	PLANT SERVICES (APR 2012)	186.00	186.00
2033141	05/02/12	13899	INTERMEDIA.NET INC	12040073	04/01/12	EXCHANGE OUTSOURCING (3/2/12-4/1/12)	3,947.10	3,947.10
2033377	05/23/12	14056	INTERNATIONAL INDUSTRIAL PARK	Ref002421653	05/22/12	UB Refund Cst #0000177172	2,046.00	2,046.00
2033455	05/30/12	10926	INTERNATIONAL SOCIETY OF	003726	05/17/12	MEMBERSHIP RENEWAL	100.00	100.00
2033378	05/23/12	14075	JAMES DALY	003715	05/21/12	VALVE REBATE PROGRAM	350.00	350.00
2033309	05/16/12	03077	JANI-KING OF CALIFORNIA INC	SDO04120179	04/01/12	JANITORIAL SERVICES (APR 2012)	1,101.10	1,101.10

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2033220	05/09/12	14025	JEFF JENKEL	Ref002421393	05/07/12	UB Refund Cst #0000186621	17.12	17.12
2033142	05/02/12	01010	JOBS AVAILABLE INC	1209026	04/24/12	JOB POSTING	805.00	805.00
2033221	05/09/12	01735	JOHNSON, PAMELA	003696	05/03/12	TUITION	80.00	80.00
2033222	05/09/12	03172	JONES & STOKES ASSOCIATES INC	0086312 0086309 0086310	04/19/12 04/19/12 04/19/12	ENVIIRNMNTL CONSULTING (2/25/12-3/31/12) SAN MIGUEL HABITAT MGMT (2/25/12-3/31/12) ENVIRNMNTL CONSULTING (2/24/12-3/31/12)	6,653.13 3,193.14 1,606.50	11,452.77
2033223	05/09/12	14024	JOSE ARVIZU	Ref002421392	05/07/12	UB Refund Cst #0000186539	10.00	10.00
2033224	05/09/12	14029	JOSE LUIS CARDENAS	003689	05/03/12	VALVE REBATE PROGRAM	350.00	350.00
2033379	05/23/12	14071	JUAN OCAMPO	Ref002421668	05/22/12	UB Refund Cst #0000187845	35.73	35.73
2033225	05/09/12	14014	JUANITA NOAH	Ref002421382	05/07/12	UB Refund Cst #0000032635	6.51	6.51
2033380	05/23/12	14044	JULIE MCCARTY	Ref002421640	05/22/12	UB Refund Cst #0000055605	75.00	75.00
2033381	05/23/12	14058	JULIE MEDITZ	Ref002421655	05/22/12	UB Refund Cst #0000182461	46.41	46.41
2033382	05/23/12	14055	JUNE MANAIG	Ref002421652	05/22/12	UB Refund Cst #0000176683	90.38	90.38
2033143	05/02/12	12639	KAPISH NORTH AMERICA LLC	3041	04/11/12	TRIM IMPLEMENTATION	16,582.72	16,582.72
2033383	05/23/12	14053	KB HOME COASTAL	Ref002421649	05/22/12	UB Refund Cst #0000173665	1,950.17	1,950.17
2033226	05/09/12	14031	KEITH FORMAN	003686	05/02/12	LANDSCAPE PROGRAM	1,435.00	1,435.00
2033310	05/16/12	14001	KELLER AMERICA INC	48319	05/01/12	SEALED GAGE	3,150.00	3,150.00
2033311	05/16/12	05840	KIRK PAVING INC	5071	04/23/12	PAVING SERVICES	5,084.60	5,084.60
2033312	05/16/12	04996	KNOX ATTORNEY SERVICE INC	682691	04/30/12	DELIVERY SERVICES (3/29/12-4/13/12)	151.25	151.25
2033456	05/30/12	14036	KRATOS / HBE	SM37481	05/08/12	SECURITY SYSTEM MAINTENANCE	209.30	209.30
2033227	05/09/12	14011	KURT MAYRAND	Ref002421379	05/07/12	UB Refund Cst #0000001928	123.84	123.84
2033384	05/23/12	14052	KYLE DEFRO	Ref002421648	05/22/12	UB Refund Cst #0000168415	39.75	39.75
2033457	05/30/12	02063	LA MESA - SPRING VALLEY	3425	05/22/12	GARDEN TOUR	304.00	304.00
2033228	05/09/12	01859	LA PRENSA SAN DIEGO	23726	04/28/12	JOB POSTINGS	72.00	72.00
2033458	05/30/12	01859	LA PRENSA SAN DIEGO	23734	05/12/12	JOB POSTING	54.00	54.00

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2033459	05/30/12	10330	LAKESIDE EQUIPMENT SALES &	0107	05/04/12	MAKISA MTX 70	3,302.11	3,302.11
2033313	05/16/12	06497	LAKESIDE LAND COMPANY	262214	05/03/12	LANDFILL	44.64	44.64
2033385	05/23/12	14041	LANCE LILLIS	Ref002421637	05/22/12	UB Refund Cst #0000043561	48.51	48.51
2033144	05/02/12	03607	LEE & RO INC	LR14841	04/06/12	INTERCONNECTION (3/1/12-3/31/12)	5,056.32	5,056.32
2033229	05/09/12	03607	LEE & RO INC	LR14839	04/06/12	DESIGN SERVICES (2/25/12-3/31/12)	5,007.93	5,007.93
2033460	05/30/12	03607	LEE & RO INC	LR14892	05/03/12	DESIGN SERVICES (4/1/12-4/27/12)	607.50	607.50
2033314	05/16/12	05220	LOGICALIS INTEGRATION SOLUTION	IN077014	04/30/12	HP SUPPORT	22,651.10	22,651.10
2033230	05/09/12	03019	LOPEZ, JOSE	70100412	05/03/12	MILEAGE REIMBURSEMENT	5.55	5.55
2033461	05/30/12	01054	LYNN'S LOCKSMITH SERVICE	277722	05/09/12	LOCKSMITH	116.24	116.24
2033386	05/23/12	14046	MARCO GONZALEZ	Ref002421642	05/22/12	UB Refund Cst #0000075178	47.31	47.31
2033231	05/09/12	14030	MARIA LOPEZ	003691	05/03/12	VALVE REBATE PROGRAM	350.00	350.00
2033387	05/23/12	14049	MARIBEL CASTENEDA	Ref002421645	05/22/12	UB Refund Cst #0000144856	26.33	26.33
2033232	05/09/12	14015	MARILOU DEGRACIA	Ref002421383	05/07/12	UB Refund Cst #0000080371	45.43	45.43
2033315	05/16/12	02902	MARSTON+MARSTON INC	201251	05/01/12	COMMUNITY OUTREACH (APR 2012)	7,275.42	7,275.42
2033233	05/09/12	14020	MASON HARGROVE	Ref002421388	05/07/12	UB Refund Cst #0000184774	18.32	18.32
2033388	05/23/12	05329	MASTER METER INC	0200539IN	04/20/12	INVENTORY	162,245.64	162,245.64
2033316	05/16/12	06302	MCCROMETER INC	395068RI	04/25/12	MAG METER	3,751.81	3,751.81
2033145	05/02/12	01183	MCMASTER-CARR SUPPLY CO	23537570	04/12/12	LADDER	216.77	
				23049435	04/06/12	CLIP & PIN	112.53	
				24101773	04/18/12	CLIP & PIN	56.48	385.78
2033317	05/16/12	01183	MCMASTER-CARR SUPPLY CO	24516868	04/24/12	STRUT PARTS	574.80	
				25333292	05/02/12	STUD ANCHORS	192.80	
				24909802	04/27/12	CCB HARDWARE	36.22	803.82
2033462	05/30/12	01183	MCMASTER-CARR SUPPLY CO	25901015	05/08/12	MATERIALS AND TOOLS.	386.18	386.18
2033389	05/23/12	08403	MCR TECHNOLOGIES INC	31356	03/12/12	PORTABLE SAMPLER	4,321.14	4,321.14
2033146	05/02/12	03745	MEDEROS, CHARLES	003673	04/24/12	COMPUTER LOAN PROGRAM	1,056.55	1,056.55

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2033234	05/09/12	01824	MERKEL & ASSOCIATES INC	12041003	04/10/12	ENVIRONMENTAL SERVICES (3/1/12-3/31/12)	19,998.55	19,998.55
2033390	05/23/12	14047	MICHELLE HAYES	Ref002421643	05/22/12	UB Refund Cst #0000079400	21.39	21.39
2033235	05/09/12	14019	MILLENIA REAL ESTATE	Ref002421387	05/07/12	UB Refund Cst #0000183433	22.32	22.32
2033236	05/09/12	14023	MIRANDA REAL ESTATE	Ref002421391	05/07/12	UB Refund Cst #0000185619	6.22	6.22
2033147	05/02/12	00237	MISSION JANITORIAL & ABRASIVE	30530400	04/12/12	JANITORIAL SUPPLY	1,766.07	1,766.07
2033391	05/23/12	12733	MTM PROPERTY MANAGEMENT	Ref002421650	05/22/12	UB Refund Cst #0000175320	39.60	39.60
2033318	05/16/12	03623	MWH AMERICAS INC	1460353	04/25/12	RWCWRF UPGRADE (12/31/11-3/30/12)	1,024.75	1,024.75
2033237	05/09/12	03523	NATIONAL DEFERRED COMPENSATION	Ben2421457	05/10/12	BI-WEEKLY DEFERRED COMP PLAN	10,663.15	10,663.15
2033392	05/23/12	03523	NATIONAL DEFERRED COMPENSATION	Ben2421681	05/24/12	BI-WEEKLY DEFERRED COMP PLAN	9,513.15	9,513.15
2033319	05/16/12	09884	NATIONAL SAFETY COMPLIANCE INC	53170	04/30/12	RANDOM DRUG TESTING	713.42	713.42
2033148	05/02/12	14005	NEW HOPE FRIENDSHIP MISSIONARY	003670	04/26/12	VALVE REBATE PROGRAM	350.00	350.00
2033149	05/02/12	14006	NORRIS B GILL	003670	04/26/12	VALVE REBATE PROGRAM	350.00	350.00
2033238	05/09/12	14033	OCCUPATIONAL HEALTH CENTERS	313233140	04/23/12	PRE-EMPLOYMENT HEALTH	219.00	219.00
2033150	05/02/12	00510	OFFICE DEPOT INC	604873053001 604893873001	04/10/12 04/10/12	OFFICE SUPPLIES LABELS	191.05 66.31	257.36
2033320	05/16/12	00510	OFFICE DEPOT INC	607001512001 606539875001 606268296001 607535389001	04/27/12 04/24/12 04/23/12 05/02/12	PRESENTER R800 LABELS OFFICE SUPPLIES OFFICE SUPPLIES	145.25 118.35 39.46 37.84	340.90
2033239	05/09/12	14021	OLIVER FONSECA	Ref002421389	05/07/12	UB Refund Cst #0000185037	23.28	23.28
2033151	05/02/12	03149	ON SITE LASER LLC	46595 46644	04/17/12 04/18/12	PRINTER SERVICES PRINTER SERVICES	192.74 104.56	297.30
2033463	05/30/12	03149	ON SITE LASER LLC	46705	05/04/12	PRINTER SERVICES	311.44	311.44
2033152	05/02/12	13115	ONESOURCE DISTRIBUTORS LLC	S3543889005	04/06/12	TCI LINE CONDITIONERS	7,455.00	7,455.00
2033240	05/09/12	07496	ORTEGA-CARRILLO, ALMA PATRICIA	003692	05/02/12	TUITION	895.00	895.00
2033464	05/30/12	07496	ORTEGA-CARRILLO, ALMA PATRICIA	003722	05/21/12	TUITION	192.95	192.95
2033153	05/02/12	02334	OTAY LANDFILL	0000012185	04/15/12	WASTE DISPOSAL	705.94	705.94

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2033321	05/16/12	02334	OTAY LANDFILL	0000012260	04/30/12	WASTE DISPOSAL	156.86	156.86
2033241	05/09/12	03101	OTAY WATER DISTRICT	Ben2421453	05/10/12	BI-WEEKLY PAYROLL DEDUCTION	693.00	693.00
2033393	05/23/12	03101	OTAY WATER DISTRICT	Ben2421677	05/24/12	BI-WEEKLY PAYROLL DEDUCTION	686.00	686.00
2033322	05/16/12	05118	OTIS ELEVATOR COMPANY	SD04041412	03/20/12	ELEVATOR MAINTENANCE (APR 2012)	458.58	458.58
2033394	05/23/12	14048	OVIDIO DELEON	Ref002421644	05/22/12	UB Refund Cst #0000127961	120.91	120.91
2033323	05/16/12	08891	PACIFIC METER SERVICES INC	296	04/21/12	METER REPLACEMENT	43,566.58	43,566.58
2033465	05/30/12	08891	PACIFIC METER SERVICES INC	300	05/04/12	METER REPLACEMENT	53,163.76	53,163.76
2033154	05/02/12	01002	PACIFIC PIPELINE SUPPLY	152670 152671 152812 152811	04/04/12 04/13/12 04/11/12 04/09/12	INVENTORY STEM VALVES INVENTORY INVENTORY	12,177.13 3,771.25 2,861.84 715.46	19,525.68
2033324	05/16/12	01002	PACIFIC PIPELINE SUPPLY	152533 153403	04/20/12 04/30/12	STEM VALVES INVENTORY	2,871.15 904.02	3,775.17
2033466	05/30/12	01002	PACIFIC PIPELINE SUPPLY	152948	05/09/12	CABLE	1,076.42	1,076.42
2033155	05/02/12	14009	PARK WEST LANDSCAPE INC	003680	05/01/12	TEMP METER REFUND	6,138.00	6,138.00
2033242	05/09/12	14009	PARK WEST LANDSCAPE INC	003697 003698 003699 003700	05/08/12 05/08/12 05/08/12 05/08/12	REFUND TEMP MTR DEPOSIT REFUND TEMP MTR DEPOSIT REFUND TEMP MTR DEPOSIT REFUND TEMP MTR DEPOSIT	2,046.00 2,046.00 2,046.00 2,046.00	8,184.00
2033325	05/16/12	05497	PAYPAL INC	16951360	04/30/12	PHONE PAYMENT SERVICES (APR 2012)	54.10	54.10
2033156	05/02/12	08398	PEERLESS MATERIALS COMPANY	23530	04/17/12	WIPING RAGS	258.60	258.60
2033326	05/16/12	00227	PELL MELL SUPPLY	63233	04/23/12	FASTENERS	455.14	455.14
2033157	05/02/12	03790	PENHALL COMPANY	30526	04/10/12	SAW CUTTING SERVICES	745.00	745.00
2033467	05/30/12	00593	PEPPER OIL COMPANY INC	619874	05/03/12	UNLEADED FUEL	24,409.65	24,409.65
2033158	05/02/12	13945	PERRY ELECTRIC	M105	04/05/12	ELECTRICAL WIRING	2,100.00	2,100.00
2033159	05/02/12	03457	PERSONAL TOUCH WEST	22496	04/20/12	SEED MIX	1,121.00	1,121.00
2033327	05/16/12	00137	PETTY CASH CUSTODIAN	003706	05/15/12	PETTY CASH	405.30	405.30

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2033160	05/02/12	06419	PLANT SOUP INC	817	04/05/12	PROFESSIONAL WRITING SVCS (APR 2012)	750.00	750.00
2033395	05/23/12	07346	PRIME ELECTRICAL SERVICES INC	10243	04/19/12	INSTALL CIRCUIT	2,328.00	2,328.00
2033328	05/16/12	13059	PRIORITY BUILDING SERVICES	30233	04/01/12	JANITORIAL SERVICES (APR 2012)	3,504.00	3,504.00
2033243	05/09/12	12773	PRM CONSULTING	2012108OWD	04/19/12	REDISTRICTING PROJECT (1/5/12-4/19/12)	7,339.99	7,339.99
2033396	05/23/12	03237	PROGRESSIVE MAPPING	4766	04/20/12	CIVIL3D UPDATE	1,945.00	1,945.00
2033161	05/02/12	06641	PRUDENTIAL OVERALL SUPPLY	30254889	04/19/12	UNIFORMS, TOWELS & MATS	365.42	
				30253377	04/12/12	UNIFORMS, TOWELS & MATS	363.42	
				30253376	04/12/12	UNIFORMS, TOWELS & MATS	197.34	
				30254888	04/19/12	UNIFORMS, TOWELS & MATS	197.34	
				30253378	04/12/12	UNIFORMS, TOWELS & MATS	164.69	
				30254890	04/19/12	UNIFORMS, TOWELS & MATS	164.69	
				30252753	04/10/12	UNIFORMS, TOWELS & MATS	112.40	
				30254255	04/17/12	UNIFORMS, TOWELS & MATS	112.40	
				30253379	04/12/12	UNIFORMS, TOWELS & MATS	58.03	
				30254891	04/19/12	UNIFORMS, TOWELS & MATS	54.03	
				30254254	04/17/12	UNIFORMS, TOWELS & MATS	53.74	
				30252752	04/10/12	UNIFORMS, TOWELS & MATS	49.74	1,893.24
2033329	05/16/12	06641	PRUDENTIAL OVERALL SUPPLY	30257922	05/03/12	UNIFORMS, TOWELS & MATS	357.53	
				30256403	04/26/12	UNIFORMS, TOWELS & MATS	361.53	
				30256402	04/26/12	UNIFORMS, TOWELS & MATS	197.34	
				30257921	05/03/12	UNIFORMS, TOWELS & MATS	197.34	
				30256404	04/26/12	UNIFORMS, TOWELS & MATS	164.69	
				30257923	05/03/12	UNIFORMS, TOWELS & MATS	164.69	
				30255786	04/24/12	UNIFORMS, TOWELS & MATS	112.40	
				30257284	05/01/12	UNIFORMS, TOWELS & MATS	112.40	
				30256405	04/26/12	UNIFORMS, TOWELS & MATS	67.97	
				30257924	05/03/12	UNIFORMS, TOWELS & MATS	56.03	
				30255785	04/24/12	UNIFORMS, TOWELS & MATS	49.74	
				30257283	05/01/12	UNIFORMS, TOWELS & MATS	49.74	1,891.40
2033468	05/30/12	06641	PRUDENTIAL OVERALL SUPPLY	30259412	05/10/12	UNIFORMS, TOWELS & MATS	54.03	
				30259410	05/10/12	UNIFORMS, TOWELS & MATS	410.39	
				30259409	05/10/12	UNIFORMS, TOWELS & MATS	197.34	
				30259411	05/10/12	UNIFORMS, TOWELS & MATS	164.69	
				30258801	05/08/12	UNIFORMS, TOWELS & MATS	112.40	
				30258800	05/08/12	UNIFORMS, TOWELS & MATS	42.05	980.90
2033162	05/02/12	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2421191	04/26/12	BI-WEEKLY PERS CONTRIBUTION	145,232.51	145,232.51
2033330	05/16/12	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2421451	05/10/12	BI-WEEKLY PERS CONTRIBUTION	146,631.08	146,631.08
2033469	05/30/12	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2421675	05/24/12	BI-WEEKLY PERS CONTRIBUTION	146,281.55	146,281.55

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2033331	05/16/12	04065	PURCHASE POWER	800090001116750	05/06/12	POSTAGE METER REFILL	1,859.97	1,859.97
2033163	05/02/12	10294	QWIKPRINTS	121221239	05/01/12	FINGERPRINTING SERVICES	20.00	20.00
2033164	05/02/12	01342	R J SAFETY SUPPLY CO INC	29969000 29969001	04/10/12 04/11/12	SAFETY / JACKET SAFETY / JACKET	602.70 80.81	683.51
2033332	05/16/12	01342	R J SAFETY SUPPLY CO INC	29969002	04/24/12	SAFETY / JACKET	452.60	452.60
2033165	05/02/12	14004	RAY WHARTON	003674	04/26/12	LANDSCAPE PROGRAM	806.00	806.00
2033166	05/02/12	00021	RCP BLOCK & BRICK INC	4352264	04/18/12	CONCRETE	1,756.33	1,756.33
2033333	05/16/12	00021	RCP BLOCK & BRICK INC	4352372	04/25/12	PEAGRAVEL	383.89	383.89
2033334	05/16/12	04552	REA & PARKER RESEARCH	003708 003709	04/17/12 04/17/12	CUSTOMER SURVEYS CUSTOMER SURVEYS	9,312.50 7,125.00	16,437.50
2033244	05/09/12	14016	REALHOME SERVICES & SOLUTIONS	Ref002421384	05/07/12	UB Refund Cst #0000173432	188.04	188.04
2033397	05/23/12	14043	RENE VARGAS	Ref002421639	05/22/12	UB Refund Cst #0000052352	31.44	31.44
2033167	05/02/12	13912	RESCUE VAC INDUSTRIES INC	20120417001	04/17/12	RESCUE VAC	15,565.81	15,565.81
2033168	05/02/12	00521	RICK POST WELDING &	9240	04/11/12	WET TAPS	545.00	545.00
2033398	05/23/12	14050	ROBERTO FERRER	Ref002421646	05/22/12	UB Refund Cst #0000155521	91.18	91.18
2033399	05/23/12	14068	ROY REED	Ref002421665	05/22/12	UB Refund Cst #0000187176	52.33	52.33
2033169	05/02/12	05130	SAFARI MICRO INC	215114	04/19/12	HP Elite 8200	6,628.95	6,628.95
2033470	05/30/12	05130	SAFARI MICRO INC	216029	05/11/12	INK CARTRIDGES	655.38	655.38
2033335	05/16/12	02390	SAFE HEARING AMERICA INC	14832	05/01/12	HEARING TESTING	1,111.75	1,111.75
2033170	05/02/12	13204	SAIC ENERGY ENVIR & INFRAS LLC	05709	04/18/12	CONSTRUCTION MGMT (ENDING 3/31/12)	50,996.45	50,996.45
2033471	05/30/12	13204	SAIC ENERGY ENVIR & INFRAS LLC	05753	05/10/12	CONSTRUCTION MGMT (ENDING 4/27/12)	43,438.72	43,438.72
2033171	05/02/12	11596	SAN DIEGO CONSTRUCTION WELDING	8338 8320 8328	04/11/12 03/29/12 03/30/12	FIELD WELDING WELDING SERVICES WELDING SERVICES	340.00 1,530.00 170.00	2,040.00
2033472	05/30/12	11596	SAN DIEGO CONSTRUCTION WELDING	8360 8375 8363	05/01/12 05/10/12 05/02/12	WELDING SERVICES WELDING SERVICES WELDING SERVICES	4,578.00 680.00 340.00	5,598.00

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2033172	05/02/12	02586	SAN DIEGO COUNTY ASSESSOR	2011217	04/09/12	ASSESSOR DATA	125.00	125.00
2033173	05/02/12	00247	SAN DIEGO DAILY TRANSCRIPT	00098136	04/19/12	BID ADVERTISING	121.00	121.00
2033174	05/02/12	03231	SAN DIEGO EAST COUNTY	173196	04/19/12	MEMBERSHIP RENEWAL	354.00	354.00
2033175	05/02/12	00121	SAN DIEGO GAS & ELECTRIC	003679	04/25/12	UTILITY EXPENSES (MONTHLY)	23,158.71	
				003667	04/19/12	UTILITY EXPENSES (MONTHLY)	22,203.82	
				003677	04/25/12	UTILITY EXPENSES (MONTHLY)	11,034.78	
				003678	04/24/12	UTILITY EXPENSES (MONTHLY)	696.22	57,093.53
2033336	05/16/12	00121	SAN DIEGO GAS & ELECTRIC	003694	05/02/12	UTILITY EXPENSES (MONTHLY)	37,415.65	
				003695	05/08/12	UTILITY EXPENSES (MONTHLY)	32,731.60	
				003703	05/04/12	UTILITY EXPENSES (MONTHLY)	15,019.76	85,167.01
2033473	05/30/12	00121	SAN DIEGO GAS & ELECTRIC	003718	05/18/12	UTILITY EXPENSES (MONTHLY)	24,554.65	24,554.65
2033337	05/16/12	13418	SAN DIEGO POWDER COATING	32756	04/24/12	POWDER COAT	150.00	150.00
2033176	05/02/12	03273	SAN DIEGO READER	153971	04/19/12	JOB POSTINGS	130.00	130.00
2033400	05/23/12	14061	SAN DIEGO REALTY INC	Ref002421658	05/22/12	UB Refund Cst #0000185534	173.32	173.32
2033177	05/02/12	12080	SAN DIEGO UNION-TRIBUNE LLC	0010623164	04/18/12	BID ADVERTISING	477.20	477.20
2033178	05/02/12	07676	SAN MIGUEL FIRE PROTECTION	003681	03/20/12	TEMPORARY LABOR (FEB 2012)	6,719.23	6,719.23
2033474	05/30/12	07676	SAN MIGUEL FIRE PROTECTION	003717	04/18/12	TEMPORARY LABOR (MAR 2012)	6,741.61	6,741.61
2033179	05/02/12	00278	SAN-LO AERIAL SURVEYS	23441	04/11/12	AERIAL SURVEYS	4,200.00	4,200.00
2033475	05/30/12	12904	SEPULVEDA CONSTRUCTION INC	9	05/07/12	PUMP STATION UPGRADES (4/1/12-4/30/12)	134,207.39	
				1A	05/07/12	30 INCH PIPELINE (4/1/12-4/30/12)	24,144.89	158,352.28
2033401	05/23/12	14045	SHEA HOMES	Ref002421641	05/22/12	UB Refund Cst #0000064196	761.34	761.34
2033402	05/23/12	14065	SHEAV MOTALE	Ref002421662	05/22/12	UB Refund Cst #0000186942	34.66	34.66
2033476	05/30/12	12138	SHELBURNE SHERR COURT	116175	03/25/12	CERTIFIED TRANSCRIPT	1,200.66	
				116173	03/25/12	CERTIFIED TRANSCRIPT	1,121.80	2,322.46
2033180	05/02/12	11516	SIEMENS INDUSTRY INC	900694422	04/18/12	ENCORE700 ACTUATOR	3,720.49	3,720.49
2033181	05/02/12	04544	SIGN CRAFTERS	120020	04/06/12	SIGNS	25.86	25.86
2033338	05/16/12	13849	SIGN-A-RAMA	13580	04/30/12	FACILITY SIGNS	612.05	612.05

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2033477	05/30/12	13327	SILVA SILVA INTERNATIONAL	1205	05/10/12	PROJECT CONSULTANT (APR 2012)	4,000.00	4,000.00
2033245	05/09/12	00258	SLOAN ELECTRIC COMPANY	0060181	01/31/12	PUMP MACHINE WORK	957.50	957.50
2033339	05/16/12	00258	SLOAN ELECTRIC COMPANY	00598292	05/02/12	VARIABLE FREQUENCY DRIVE	12,230.71	12,230.71
2033182	05/02/12	14007	SOFIA RODRIGUEZ	003669	04/26/12	VALVE REBATE PROGRAM	325.00	325.00
2033246	05/09/12	14022	SONYA FLORES	Ref002421390	05/07/12	UB Refund Cst #0000185275	56.19	56.19
2033183	05/02/12	03103	SOUTHCOAST HEATING &	C48464	04/17/12	AC MAINTENANCE	1,068.00	1,068.00
2033184	05/02/12	06537	SOUTHLAND TECHNOLOGY	SI47463	03/28/12	AUDIO VISUAL SYSTEM REPAIR	100.00	100.00
2033185	05/02/12	03760	SPANKY'S PORTABLE SERVICES INC	911019	04/06/12	PORTABLE TOILET RENTAL (4/6/12-5/3/12)	79.96	
				911018	04/06/12	PORTABLE TOILET RENTAL (4/6/12-5/3/12)	79.96	
				911017	04/06/12	PORTABLE TOILET RENTAL (4/6/12-5/3/12)	79.96	
				911135	04/09/12	PORTABLE TOILET RENTAL (4/7/12-5/4/12)	79.96	319.84
2033340	05/16/12	03760	SPANKY'S PORTABLE SERVICES INC	912603	04/27/12	PORTABLE TOILET RENTAL (4/26/12-5/23/12)	98.15	
				912006	04/18/12	PORTABLE TOILET RENTAL (4/18/12-5/15/12)	79.96	178.11
2033186	05/02/12	03516	SPECIAL DISTRICT RISK	39196	04/12/12	ADDITIONAL VEHICLE INSURANCE	2,074.33	2,074.33
2033478	05/30/12	03516	SPECIAL DISTRICT RISK	PD1112005068000	05/09/12	PROPERTY DEDUCTIBLE	500.00	500.00
2033187	05/02/12	00590	SPECIALTY SEALS & ACCESSORIES	30029	04/17/12	PACKING FOR VALVES	41.70	41.70
2033188	05/02/12	01717	SPRING VALLEY CHAMBER OF	10440412	04/25/12	MEMBERSHIP RENEWAL	550.00	550.00
2033189	05/02/12	06510	SPRINT NEXTEL	901500243067	04/12/12	WIRELESS SERVICES (3/9/12-4/8/12)	3,521.20	3,521.20
2033403	05/23/12	06510	SPRINT NEXTEL	901500243068	05/12/12	WIRELESS SERVICES (4/9/12-5/8/12)	3,520.99	3,520.99
2033479	05/30/12	02354	STANDARD ELECTRONICS	16853	05/04/12	SECURITY MONITORING	2,704.00	
				16822	05/04/12	LABOR SERVICES	642.90	
				16823	05/04/12	LABOR SERVICES	321.45	
				16806	05/01/12	LABOR SERVICES	85.00	3,753.35
2033190	05/02/12	13564	STAR-NEWS PUBLISHING CO, THE	00007158	04/13/12	BOARD VACANCY AD	409.69	
				7349	04/20/12	JOB POSTING	103.50	
				7350	04/20/12	JOB POSTING	103.50	616.69
2033480	05/30/12	13564	STAR-NEWS PUBLISHING CO, THE	00008024	05/11/12	JOB POSTING	138.00	138.00
2033247	05/09/12	06281	STATE DISBURSEMENT UNIT	Ben2421469	05/10/12	BI-WEEKLY PAYROLL DEDUCTION	415.38	415.38
2033248	05/09/12	06299	STATE DISBURSEMENT UNIT	Ben2421459	05/10/12	BI-WEEKLY PAYROLL DEDUCTION	237.69	237.69

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2033249	05/09/12	06303	STATE DISBURSEMENT UNIT	Ben2421465	05/10/12	BI-WEEKLY PAYROLL DEDUCTION	802.15	802.15
2033250	05/09/12	08533	STATE DISBURSEMENT UNIT	Ben2421473	05/10/12	BI-WEEKLY PAYROLL DEDUCTION	253.85	253.85
2033404	05/23/12	06281	STATE DISBURSEMENT UNIT	Ben2421691	05/24/12	BI-WEEKLY PAYROLL DEDUCTION	415.38	415.38
2033405	05/23/12	06299	STATE DISBURSEMENT UNIT	Ben2421683	05/24/12	BI-WEEKLY PAYROLL DEDUCTION	237.69	237.69
2033406	05/23/12	06303	STATE DISBURSEMENT UNIT	Ben2421687	05/24/12	BI-WEEKLY PAYROLL DEDUCTION	802.15	802.15
2033407	05/23/12	08533	STATE DISBURSEMENT UNIT	Ben2421695	05/24/12	BI-WEEKLY PAYROLL DEDUCTION	253.85	253.85
2033251	05/09/12	01460	STATE WATER RESOURCES	SW0048742	04/10/12	ANNUAL PERMIT INDEX #158267	505.00	505.00
2033191	05/02/12	11749	STEPHEN V MCCUE	003683	04/20/12	LEGAL SERVICES (3/12/12-4/19/12)	38,314.20	38,314.20
2033341	05/16/12	11749	STEPHEN V MCCUE	003705	05/04/12	LEGAL SERVICES (4/19/12-5/3/12)	37,850.00	37,850.00
2033481	05/30/12	11749	STEPHEN V MCCUE	003719	05/16/12	LEGAL SERVICES (MAY 2012)	36,350.00	36,350.00
2033192	05/02/12	12809	STUTZ ARTIANO SHINOFF	87633	04/18/12	LEGAL SERVICES (FEB 2012)	32,420.51	32,420.51
2033342	05/16/12	12809	STUTZ ARTIANO SHINOFF	87679	04/24/12	LEGAL SERVICES (MAY 2012)	37,210.88	37,210.88
2033408	05/23/12	12223	SUNBELT RENTALS INC	34120811001	04/12/12	BOOMLIFT RENTAL	1,036.69	1,036.69
2033482	05/30/12	10339	SUPREME OIL COMPANY	372053	05/03/12	DIESEL FUEL	15,162.08	15,162.08
2033252	05/09/12	14012	SUSAN SPEED	Ref002421380	05/07/12	UB Refund Cst #0000018594	23.76	23.76
2033483	05/30/12	01834	TC CONSTRUCTION INC	5A	05/04/12	LA PRESA SYSTEMS (PERIOD ENDING 4/30/12)	177,567.97	177,567.97
2033409	05/23/12	02975	TETRA TECH INC	50552540	04/12/12	WELL PROJECT (2/25/12-3/30/12)	34,483.00	34,483.00
2033253	05/09/12	14017	THOMAS TRUNG NGUYEN	Ref002421385	05/07/12	UB Refund Cst #0000177474	55.92	55.92
2033410	05/23/12	14069	TODD TETA	Ref002421666	05/22/12	UB Refund Cst #0000187276	14.47	14.47
2033411	05/23/12	12570	TRI TECH REPROGRAPHICS	124673	05/07/12	PHOTOCOPY OF RECORDS	1,584.39	1,584.39
2033343	05/16/12	00427	UNDERGROUND SERVICE ALERT OF	420120469	04/30/12	UNDERGROUND ALERTS	268.50	268.50
2033193	05/02/12	08262	UNITED RENTALS NORTHWEST INC	102329099001	04/17/12	CONCRETE	139.00	139.00
2033344	05/16/12	08262	UNITED RENTALS NORTHWEST INC	102539966001 102443186001	04/30/12 04/24/12	CONCRETE CONCRETE	177.79 118.53	296.32

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2033484	05/30/12	08262	UNITED RENTALS NORTHWEST INC	102686490001 102662524001	05/08/12 05/07/12	CONCRETE CONCRETE	177.79 177.79	355.58
2033254	05/09/12	05417	UNITED STATES DEPARTMENT	Ben2421467	05/10/12	BI-WEEKLY PAYROLL DEDUCTION	100.00	100.00
2033412	05/23/12	05417	UNITED STATES DEPARTMENT	Ben2421689	05/24/12	BI-WEEKLY PAYROLL DEDUCTION	100.00	100.00
2033194	05/02/12	00350	UNITED STATES POSTAL SERVICE	104339510412A	04/24/12	PREPAID POSTAGE MACHINE	4,200.00	4,200.00
2033413	05/23/12	07662	UNITEDHEALTHCARE SPECIALTY	121430000430	05/22/12	AD&D & SUPP LIFE INS (JUNE 2012)	5,425.90	5,425.90
2033195	05/02/12	07674	US BANK CORPORATE PAYMENT	003682	04/23/12	CAL CARD EXPENSES	848.56	848.56
2033255	05/09/12	07674	US BANK CORPORATE PAYMENT	003701	04/23/12	CAL CARD EXPENSES	87.67	87.67
2033345	05/16/12	07674	US BANK CORPORATE PAYMENT	a000014	04/23/12	CAL CARD EXPENSES	9,830.77	9,830.77
2033414	05/23/12	07674	US BANK CORPORATE PAYMENT	A000016	03/22/12	CAL CARD EXPENSES	6,845.70	6,845.70
2033485	05/30/12	07674	US BANK CORPORATE PAYMENT	O0000000009 003724 003733	04/23/12 04/23/12 05/22/12	CAL CARD EXPENSES CAL CARD EXPENSES CAL CARD EXPENSES	19,980.64 652.92 493.86	21,127.42
2033196	05/02/12	04345	US CONCRETE PRECAST GROUP	0153132IN 0153131IN 0153162IN	04/11/12 04/11/12 04/13/12	INVENTORY INVENTORY VAULT HINGES	4,401.11 2,934.08 387.90	7,723.09
2033346	05/16/12	04345	US CONCRETE PRECAST GROUP	0153334IN	04/25/12	METER BOX LIDS	1,971.29	1,971.29
2033415	05/23/12	14066	US OLYMPIC TRAINING CENTER	Ref002421663	05/22/12	UB Refund Cst #0000187019	1,399.24	1,399.24
2033347	05/16/12	06829	US SECURITY ASSOCIATES INC	650970	04/26/12	SECURITY SERVICES	944.10	944.10
2033348	05/16/12	13048	V & A CONSULTING ENGINEERS	13360	04/27/12	CORROSION SERVICES (3/31/12-4/27/12)	22,636.65	22,636.65
2033256	05/09/12	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2421449	05/10/12	BI-WEEKLY DEFERRED COMP PLAN	12,484.57	12,484.57
2033257	05/09/12	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2421455	05/10/12	BI-WEEKLY 401A PLAN	2,090.58	2,090.58
2033258	05/09/12	12686	VANTAGEPOINT TRANSFER AGENTS	Ben2421461	05/10/12	401A TERMINAL PAY	7,203.59	7,203.59
2033416	05/23/12	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2421673	05/24/12	BI-WEEKLY DEFERRED COMP PLAN	12,516.57	12,516.57
2033417	05/23/12	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2421679	05/24/12	BI-WEEKLY 401A PLAN	1,415.58	1,415.58
2033259	05/09/12	03329	VERIZON WIRELESS	1077546256	04/21/12	WIRELESS SERVICES (3/22/12-4/21/12)	5,324.31	5,324.31
2033486	05/30/12	03335	VORTEX INDUSTRIES INC	116679021	05/10/12	BAY DOORS	2,438.83	2,438.83

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2033197	05/02/12	03588	VWR INTERNATIONAL INC	8050208028	04/20/12	LABORATORY SUPPLIES	145.94	145.94
2033349	05/16/12	03588	VWR INTERNATIONAL INC	8050265325	04/26/12	LABORATORY SUPPLIES	202.81	
				8050203016	04/20/12	LABORATORY SUPPLIES	52.14	
				8050208550	04/20/12	LABORATORY SUPPLIES	37.38	292.33
2033198	05/02/12	07595	WALTERS WHOLESALE ELECTRIC CO	865711800	04/10/12	T-PLANT GENERATOR	1,468.92	
				865810801	04/11/12	MIXER MATERIALS	260.76	
				865711801	04/10/12	T-PLANT GENERATOR	123.92	1,853.60
2033487	05/30/12	07595	WALTERS WHOLESALE ELECTRIC CO	326246601	05/01/12	MR16 BALLASTS	172.68	
				326337000	05/08/12	GROUND WIRE	93.06	265.74
2033350	05/16/12	01343	WE GOT YA PEST CONTROL	74979	04/25/12	BEE REMOVAL	115.00	115.00
2033418	05/23/12	14067	WESTERN DIRECT REALTY INC	Ref002421664	05/22/12	UB Refund Cst #0000187070	38.41	38.41
2033488	05/30/12	03131	WESTERN HOSE & GASKET	265209	05/11/12	DISCHARGE HOSE	4,770.39	4,770.39
2033351	05/16/12	13823	WESTERN INNOVATED SERVICES	087525	04/09/12	CCB BAFFLE SUPPORTS	1,777.88	1,777.88
2033352	05/16/12	09570	WESTERN PACIFIC PIPELINE CORP	497628	03/29/12	STRAW WADDLE	762.08	762.08
2033199	05/02/12	00125	WESTERN PUMP INC	0115089IN	04/18/12	DUSTO INSPECTIONS	400.00	400.00
2033200	05/02/12	02849	WHITAKER BROTHERS BUSINESS	SRV073877	04/09/12	SHREDDER MAINTENANCE	317.47	317.47
2033419	05/23/12	14039	YOLANDA BADILLO	Ref002421635	05/22/12	UB Refund Cst #0000013387	21.31	21.31
GRAND TOTAL							2,739,881.54	2,739,881.54