

OTAY WATER DISTRICT
FINANCE, ADMINISTRATION AND COMMUNICATIONS
COMMITTEE MEETING
and
SPECIAL MEETING OF THE BOARD OF DIRECTORS

2554 SWEETWATER SPRINGS BOULEVARD
SPRING VALLEY, CALIFORNIA
BOARDROOM

MONDAY
December 6, 2010
11:30 A.M.

This is a District Committee meeting. This meeting is being posted as a special meeting in order to comply with the Brown Act (Government Code Section §54954.2) in the event that a quorum of the Board is present. Items will be deliberated, however, no formal board actions will be taken at this meeting. The committee makes recommendations to the full board for its consideration and formal action.

AGENDA

1. ROLL CALL
2. 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

DISCUSSION ITEMS

3. REPORT ON DIRECTOR'S EXPENSES FOR THE 1ST QUARTER OF FISCAL YEAR 2011 (PRENDERGAST) [5 minutes]
4. DECLARE VEHICLES AND EQUIPMENT SURPLUS TO THE DISTRICT'S NEEDS (DOBRAWA) [5 minutes]
5. APPROVE FISCAL YEAR 2011 EXPENDITURES FOR BANKING SERVICES WITH UNION BANK IN AN AMOUNT NOT-TO-EXCEED THE BUDGETED TOTAL OF \$149,700 (CUDLIP) [5 minutes]
6. APPROVE THE ISSUANCE OF A PURCHASE ORDER TO SUMMIT TRUCK BODIES IN THE AMOUNT OF \$139,797.81 FOR THE PURCHASE OF ONE (1) CLASS 8 SERVICE LINE TRUCK (ANDERSON) [5 minutes]
7. APPROVE THE ISSUANCE OF A PURCHASE ORDER TO MIRAMAR TRUCK CENTER IN THE AMOUNT OF \$89,925 FOR THE PURCHASE OF ONE (1) NEW CLASS 8 DUMP TRUCK (ANDERSON) [5 minutes]
8. INFORMATIONAL REPORT ON THE PROPOSED NEW BILL PRINT FORMAT AND ENHANCEMENTS (CAREY) [5 minutes]

9. INFORMATIONAL REPORT ON THE DEVELOPMENT OF CIP PROJECT BUDGETS (RIPPERGER) [10 minutes]
10. REVIEW OF THE REDESIGNED OTAY WATER DISTRICT WEBSITE (BUELNA) [5 minutes]
11. ADJOURNMENT

BOARD MEMBERS ATTENDING:

Jaime Bonilla, Chair
Mark Robak

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

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

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

Certification of Posting

I certify that on December 3, 2010 I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Otay Water District, said time being at least 24 hours in advance of the meeting of the Board of Directors (Government Code Section §54954.2).

Executed at Spring Valley, California on December 3, 2010.



Susan Cruz, District Secretary



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 5, 2011
SUBMITTED BY:	Sean Prendergast,  Payroll/AP Supervisor	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Joseph R. Beachem,  Chief Financial Officer		
APPROVED BY: (Asst. GM):	German Alvarez,  Assistant General Manager, Administration and Finance		
SUBJECT:	Director's Expenses for the 1st Quarter of Fiscal Year 2011		

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 1st quarter of Fiscal Year 2011.

ANALYSIS:

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

FISCAL IMPACT: _____

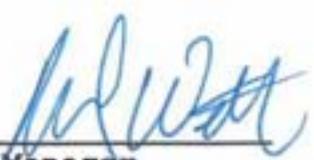
None.

STRATEGIC GOAL:

Prudently manage District funds.

LEGAL IMPACT: _____

Compliance with State law.



General Manager

Attachments:

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



ATTACHMENT A

SUBJECT/PROJECT:	Director's Expenses for the 1st Quarter of Fiscal Year 2011
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COMMITTEE ACTION:

This is an informational item only.

NOTE:

The "Committee Action" is written in anticipation of the Committee moving the item forward for board approval. This report will be sent to the Board as a committee approved item, or modified to reflect any discussion or changes as directed from the committee prior to presentation to the full board.

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

**FINANCE, ADMINISTRATION, AND
COMMUNICATIONS COMMITTEE MEETING
DECEMBER 6, 2010**

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

- Fiscal Year 2011, 1st 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 December 6, 2010.

Board of Directors' Expenses and Per-Diems
Fiscal Year 2011 Quarter 1 (Jul 10- Sep 10)

• Director Bonilla	\$00.00
• Director Croucher	\$600.00
• Director Gonzales	\$600.00
• Director Lopez	\$660.00
• Director Robak	<u>\$1,016.50</u>
• Total	\$2,876.50

Director Bonilla

Fiscal Year 2011 Quarter 1

	Jun 10	Jul 10	Aug 10
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	00.00	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 10-Sep 10)	\$0.00
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Director Bonilla does not request per diem reimbursements

Meetings Attended			
Meetings Paid			

Director Croucher

Fiscal Year 2011 Quarter 1

	Jul 10	Aug 10	Sep 10
Business Meetings	0.00	0.00	0.00
Director's Fees	0.00	200.00	400.00
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>200.00</u>	<u>400.00</u>
Quarterly Total			<u><u>\$600.00</u></u>

Fiscal Year-to-Date 2011 (Jul 10-Sep 10)	\$600.00
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Meetings Attended		3	5
Meetings Paid		2	4

Director Gonzales

Fiscal Year 2011 Quarter 1

	Jul 10	Aug 10	Sep 10
Business Meetings	0.00	0.00	0.00
Director's Fees	200.00	100.00	300.00
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>200.00</u>	<u>100.00</u>	<u>300.00</u>
Quarterly Total			<u><u>\$600.00</u></u>

Fiscal Year-to-Date 2010 (Jul 10-Sep 10)	\$600.00
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Meetings Attended	2	1	3
Meetings Paid	2	1	3

Director Lopez

Fiscal Year 2011 Quarter 1

	Jul 10	Aug 10	Sep 10
Business Meetings	0.00	0.00	0.00
Director's Fees	300.00	200.00	100.00
Mileage Business	0.00	0.00	0.00
Mileage Commuting	30.00	20.00	10.00
Seminars and Travel	0.00	0.00	0.00
Monthly Totals	<u>330.00</u>	<u>220.00</u>	<u>110.00</u>
Quarterly Total			<u><u>660.00</u></u>

Fiscal Year-to-Date 2011 (Jul 10-Sep 10)	\$660.00
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Meetings Attended	3	2	1
Meetings Paid	3	2	1

Director Robak

Fiscal Year 2011 Quarter 1

	Jul 10	Aug 10	Sep 10
Business Meetings	0.00	50.00	0.00
Director's Fees	400.00	200.00	300.00
Mileage Business	30.50	9.00	21.00
Mileage Commuting	2.00	2.00	2.00
Seminars and Travel	0.00	0.00	0.00
Monthly Totals	<u>432.50</u>	<u>261.00</u>	<u>323.00</u>
Quarterly Total			<u><u>\$1,016.50</u></u>

Fiscal Year-to-Date 2010 (Jul 10-Sep 10)	\$1,016.50
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Meetings Attended	8	2	3
Meetings Paid	4	2	4

Board of Directors' Expenses and Per Diems
Fiscal Year 2011 to Date (Jul 10- Sep 10)

• Director Bonilla	\$0.00
• Director Croucher	\$600.00
• Director Gonzales	\$600.00
• Director Lopez	\$660.00
• Director Robak	<u>\$1,016.50</u>
• Total	\$2,876.50

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2010 THROUGH SEPTEMBER 30, 2010**

DIRECTOR'S NAME: BONILLA, JAIME

ATTACHMENT D

Account Name	Date	Descriptions	SECTION D Amount
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**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2010 THROUGH SEPTEMBER 30, 2010**

DIRECTOR'S NAME: CROUCHER, GARY

ATTACHMENT E

Account Name	Date	Descriptions	SECTION E Amount
Director's Fee	9/20/2010	MEETING WITH DIRECTOR BONILLA	\$ 100.00
	9/16/2010	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
	9/15/2010	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	9/8/2010	WATER CONSERVATION GARDEN MONTHLY MEETING	100.00
	8/19/2010	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
	8/4/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
Grand Total			<u><u>\$ 600.00</u></u>

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2010 THROUGH SEPTEMBER 30, 2010**

DIRECTOR'S NAME: GONZALEZ, DAVID

ATTACHMENT F

Account Name	Date	Descriptions	SECTION F Amount
Director's Fee	7/7/2010	REGULAR BOARD OF DIRECTORS MEETING	\$ 100.00
	7/28/2010	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
	8/4/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/1/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/15/2010	BOARD RETREAT MEETING	100.00
	9/16/2010	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
Director's Fee Total			<u>600.00</u>
Grand Total			<u>\$ 600.00</u>

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2010 THROUGH SEPTEMBER 30, 2010**

DIRECTOR'S NAME: LOPEZ, JOSE

**ATTACHMENT G
SECTION G**

Account Name	Date	Descriptions	Amount
Director's Fee	7/6/2010	INTERVIEWS CANDIDATE TO OTAY BOARD OF DIRECTORS	\$ 100.00
	7/7/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	7/28/2010	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
	8/4/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/19/2010	ENGINEERING AND OPERATION COMMITTEE MEETING	100.00
	9/7/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
Director's Fee Total			600.00
Mileage - Commuting	7/31/2010	MEETING - JULY 6, 7 & 28, 2010	30.00
	8/30/2010	MEETING - AUGUST 4 & 19, 2010	20.00
	9/7/2010	MEETING - SEPTEMBER 7, 2010	10.00
Mileage - Commuting Total			60.00
Grand Total			660.00

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2010 THROUGH SEPTEMBER 30, 2010**

DIRECTOR'S NAME:	ROBAK, MARK		ATTACHMENT H SECTION H Amount
Account Name	Date	Descriptions	
Business meetings	8/20/2010	THE SAN DIEGO EAST COUNTY CHAMBER OF COMMERCE - 2ND ANNUAL POLITICS IN PARADISE LEGISLATIVE FORUM.	\$ 50.00
Business meetings Total			<u>50.00</u>
Director's Fee	7/1/2010	GENERAL MANAGER AD HOC COMMITTEE MEETING	100.00
	7/7/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	7/8/2010	METRO JPA REVIEW	100.00
	7/14/2010	WATER CONSERVATION GARDEN MONTHLY MEETING	100.00
	8/4/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/23/2010	FINANCE COMMITTEE MEETING TO DISCUSS AUDIT AND DISTRICT FINANCIAL MATTERS	100.00
	9/1/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/15/2010	DISTRICT ANNUAL BOARD WORKSHOP	100.00
	9/16/2010	FINANCE COMMITTEE MEETING TO DISCUSS AUDIT AND DISTRICT FINANCIAL MATTERS	100.00
Director's Fee Total			<u>900.00</u>
Mileage - Business	7/31/2010	MEETING - JULY 1, 7, 8, 14 & 22, 2010	30.50
	8/30/2010	MEETING - AUGUST 4 & 23, 2010	9.00
	9/30/2010	MEETING - SEPTEMBER 1, 15 & 16, 2010	21.00
Mileage - Business Total			<u>60.50</u>
Mileage - Commuting	7/31/2010	MEETING - JULY 7, 2010	2.00
	8/4/2010	MEETING -AUGUST 4, 2010	2.00
	9/1/2010	MEETING - SEPTEMBER 1, 2010	2.00
Mileage - Commuting Total			<u>6.00</u>
Grand Total			<u><u>\$ 1,016.50</u></u>

AB000-161000-2101-928101 200.00



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

Pay To: David Gonzalez

Period Covered:

Employee Number: 1796

From: 7/1/10 To: 7/31/10

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	7/7/10	BOFDIRAT.	BOARD OF DIRECTORS MEETING		
✓ 2.	7/21/10	ECGWA	COMMITTEE MEETING		
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

Total Meeting Per Diem: \$ 200.00

Total Mileage Claimed: 0 miles

2/2

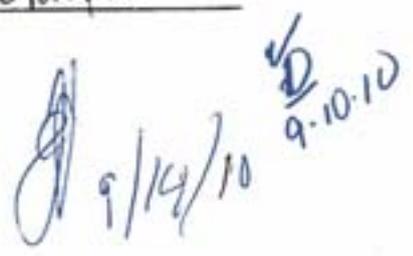

(Director's Signature)

GM Receipt: Mitto 9.1.2010

Date: 8/26/10

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

10 SEP 1 AM 11:22


9/14/10 9-10-10

AB000. 131000. 201. 52810) 100.00



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

Pay To: David Gonzalez

Period Covered:

Employee Number: 1796

From: Aug 1/10 To: Aug 5/10

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
1.	8/4		REGULAR BOARD MEETING		
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

Per Diems

0 *
1 *
100.00 =
100.00 * *x*

Total Meeting Per Diem: 1
(\$100 per meeting)

Total Mileage Claimed: 0 miles

[Signature]
(Director's Signature)

GM Receipt: *[Signature]*

Date: 10.14.2010

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$

10/22/10

[Signature] 10/26/10

AB000-1B1000-2101-528101 300.00



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

Pay To: David Gonzalez

Period Covered:

Employee Number: 1796

From: 9/1/10 To: 9/30/10

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	9/1/10		REGULAR BOARD MEETING		
✓ 2.	9/15/10		BOARD RETREAT MEETING		
✓ 3.	9/16/10		ENGINEER COMMITTEE MEETING		
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

Per Diems

0.*
3.*
100.00=
300.00*
0.*

Total Meeting Per Diem: 3
(\$100 per meeting)

Total Mileage Claimed: 0 miles

3/3


(Director's Signature)

GM Receipt:  10.19.2010

Date: 10/12/10

10/26/10

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

10.22.10



AB 000 - 1B4000 - 2101 - 528101 300.00
 3000 - 1B4000 - 2101 - 521102 30.00
 rec'd 9/14/10

EXHIBIT B

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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 07/01/10 To: 07/31/10

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
1.	07/06/10	OWD	Board candidates interviews	20	
2.	07/07/10	OWD	Board meeting	20	
3.	07/28/10	OWD	OWD Eng & Ops committee meeting	20	
4.					
5.					
6.					
7.					
8.				0 * #	
9.				3 * x	
10.				100 * 00 =	
11.				300 * 00 #	
12.					
13.				0 * #	
14.				20 * +	
15.				20 * +	
16.				20 * +	
17.				60 * #	
18.				60 * x	

Per Diem

Mileage

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

Total Mileage Claimed: 60

Jose Lopez
 (Director's Signature)

GM Receipt: [Signature]

Date: 9.29.2010

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

3/3

WAD
 10.7.10

OK



AB000-1B4000-2101-528101
 AB000-1B4000-2101-521102

200.00
 20.00
 EXHIBIT B

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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 08/01/10 To: 08/31/10

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	8/4/10	OWD	Regular Board Mtg	20	
✓ 2.	8/19/10	OWD	Engineer & Ops Mtg	20	
3.					
4.					
5.					
6.					
7.				0.*	
8.				2.*	
9.				100.00 =	
10.				200.00 ✓	
11.				0.*	
12.				20.+	
13.				20.+	
14.				40.*	
15.				40.*	
16.				0.50 =	
17.				20.00 *	
18.					

Per Diems

Mileage

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

Total Mileage Claimed: 40 miles

Jose Lopez
 (Director's Signature)

GM Receipt: *Mista*

Date: 10.14.2010

10 OCT 19 AM 9:51

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

ok



AB 000 - ~~13~~ 134000 - 2101 - 528101 100.00
 AB 000 - 134000 - 2101 - 521102 10.00

EXHIBIT B

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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 09/01/10 To: 09/30/10

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
1.	9/7/10	OWD	Regular Board Mtg	20	
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

Per Diem's
Mileage

0 *
1 *
100.00 =
100.00 *
0 *
20 *
0.50 =
10.00 *

20
10.22.10

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

Total Mileage Claimed: 20 miles

Jose Lopez
 (Director's Signature)
 Date: 10.14.2010

GM Receipt: *M. Lopez*

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

ok



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 6, 2011
SUBMITTED BY:	Stephen Dobrawa, <i>[Signature]</i> Purchasing Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Rom Sarno, <i>[Signature]</i> Chief, Administrative Services		
APPROVED BY: (Asst. GM):	German Alvarez, <i>[Signature]</i> Assistant General Manager, Finance and Administration		
SUBJECT:	DECLARATION OF SURPLUS VEHICLES AND EQUIPMENT		

GENERAL MANAGER'S RECOMMENDATION:

That the Board declare the identified vehicles and equipment as surplus to the District's needs.

COMMITTEE ACTION: _____

See "Attachment A".

PURPOSE:

To present a list of vehicles and equipment and obtain Board declaration that the items identified on the list are surplus to the District's needs.

ANALYSIS:

Listed below are various vehicles and equipment that have been determined by the user departments to be of no use, obsolete (spare parts and service not available), beyond useful life and/or, not cost effective to repair or operate and therefore, surplus to the District's needs.

Vehicles Identified as Surplus

<u>Item</u>	<u>Qty</u>	<u>Description</u>	<u>Reason for Declaration</u>
1	1	1995 Ford Super Duty utility truck, unit #93, VIN 1FDLF47G3TEB38026, 82,493 miles, Replaced with unit #202 a Ford F550.	No longer meets District's operational specifications. No longer cost effective to maintain and operate.
2	1	1996 Ford F-800 dump truck, unit #92, VIN 1FDXF80E8TVA24475, 101,104 miles, Identified for in-kind replacement FY11	Same as above.
3	1	1993 Ford F-800 dump truck, unit #8, VIN 1FDLF47G2SEA22962, 125,211 miles, Replaced with unit #206 a Ford F650 dump.	Same as above. Replaced
4	1	1985 Ford LT9000 dump truck, unit #5, VIN 1FDYU90WXFVA23079, 165,934 miles, Replaced with unit #199 a LT8901 dump.	Same as above.
5	1	1995 Ford Super Duty utility truck, unit #1, VIN 1FDLF47G2SEA22962, 95,355 miles, Replaced with unit #198 a Ford F350 vac truck.	Same as above.
6	1	1997 Ford F-800 line truck, unit #98, VIN 1FDXF80E2VVA37936, 71,000 miles, Not scheduled for replacement.	Same as above.
7	1	1997 Ford Aerostar Van, unit #99, VIN 1FMDA31X9VZB04139, 52,090 miles, Replaced with unit #208 a Ford Transit Connect.	Same as above.
8	1	1198 Ford Ranger pickup truck, unit #101, VIN, 1FTYR14U8WPA63097, 86,275 miles, Replaced with unit #127 a Ford Ranger pickup.	Same as above.
9	1	1998 Ford F-800 line truck, unit #106, VIN 1FDXF80E6WVA32305, 90,705 miles, Identified for in-kind replacement FY10	Same as above.
10	1	1999 Ford F-250 pickup truck, unit #107, VIN 1FTNX20L9XED68701, 95,315 miles, Replaced with unit #117 a Ford F-250 pickup.	Same as above.
11	1	2001 Ford E-150 van, unit #119, VIN 1FTRE14L11HA17895, 103,805 miles, Replaced with unit #205 a Ford F-150 pickup.	Same as above.

12	1	2001 Ford Taurus sedan, unit #133, VIN FAFP55S71A188711, 102,052 miles, Replaced with unit #207 a Toyota Matrix.	Same as above.
13	1	2003 Ford Ranger pickup truck, unit #146, VIN 1FTRZ44V43PB00061, 71,448 miles, Replaced with unit #204 a Ford F-150 pickup.	Same as above.
14	1	2003 Ford Ranger pickup truck, unit #147, VIN 1FTZR44V83PB00062, 73,278 miles, Not identified for replacement.	Same as above.
15	1	2005 Ford Ranger pickup truck, unit #155, VIN 1FTYR44E95PA42798, 76,324 miles, Not identified for replacement.	Same as above.
16	1	2008 Chevrolet Malibu sedan, unit #179, VIN 1G1ZK577184211819, 47,355 miles, Not identified for replacement.	Same as above.

Equipment Identified as Surplus

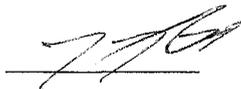
<u>Item</u>	<u>Qty</u>	<u>Description</u>	<u>Reason for Declaration</u>
17	1	1978 Cummins Engine and Pump NTA855G. Serial #30115437.	No longer meets operational specifications or requirements. No longer required.
18	1	Smith Tapping Machine, Serial #2016484.	Not Operational. No longer cost effective to maintain and operate. No longer needed.
19	1	Stand-By Generator, Olympian, FA #2800 20KW, KVa 40, 240V, 166.6Amp. 0.2 hrs.	No longer meets operational specifications or requirements. No longer required.
20	2	1995 LeRoi 175 Compressor, Model # Q175DJ4; FA #2759, Serial #3313X12; FA#2997, #Serial #3313X16.	No longer meets operational specifications or requirements. No longer required. No longer supported.
21	1	1992 Callen Emergency Trailer, FA #2489, VIN #1AU082027NA002345.	No longer required.

22	2	1995 Ingersoll-Rand Compressor, Model # P175W-JD-U; FA #1931, Serial #179419U8931; FA 2308, Serial #187157U90315.	No longer meets operational specifications or requirements. No longer required. No longer supported by manufacturer.
23	1	1991 Caterpillar Stand-By Generator, Model #3208, Serial #5YF01189, KW 175, KVa 219, 480V, 267Amp, 430 Hrs.	No longer meets operational specifications or requirements. No longer required.
24	1	Trailer Mounted Asphalt Emulsion Sprayer, FA #1131.	No longer operational. No longer required.
25	1	1981 Wisconson Trailer Mounted Trash Pump, Model #VH4D, FA #813, Serial #6048600.	No longer cost effective to operate and maintain. No longer required.
26	1	1978 Caterpillar 920 Loader, FA 409, VIN #7K7070-3682, Serial #62K6301.	No longer cost effective to operate and maintain. No longer required.
27	2	Autocrane Truck Mount Crane Model #3023, Serial #DEX-012-01-01; FA #3156, Serial #320304-228BT-0598.	No longer meets operational specifications or requirements. No longer required.

Before vehicles and equipment (where the individual acquisition cost exceeded \$5000) can be disposed of, the Board must first declare the items as surplus (ref: *Purchasing Manual, Section 12*).

The District's Purchasing Manual identifies the process for disposing of material, equipment, and supplies that have been declared surplus. Typically, items declared surplus are disposed of by sale through public auction.

FISCAL IMPACT:



The salvage value and associated gain or loss on items is not determined until their disposal. Therefore, the fiscal impact of the recommended action is not known at this time.

STRATEGIC GOAL:

This action supports the District's goal to ensure financial health through efficient operations.

LEGAL IMPACT: _____

None.



General Manager

Attachment A - Committee Action Statement

ATTACHMENT A

SUBJECT/PROJECT:	DECLARATION OF SURPLUS VEHICLES AND EQUIPMENT
-------------------------	---

COMMITTEE ACTION:

The Finance, Administration and Communications Committee met on December 6, 2010, to review this item. The Committee supports presentation to the full Board for their consideration.

NOTE:

The "Committee Action" is written in anticipation of the Committee moving the item forward for Board approval. This report will be sent to the Board as a Committee approved item, or modified to reflect any discussion or changes as directed from the Committee prior to presentation to the full Board.



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 5, 2011
SUBMITTED BY:	James Cudlip, Finance Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Joseph R. Beachem, Chief Financial Officer		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager, Administration and Finance		
SUBJECT:	Banking Services Pricing Update		

GENERAL MANAGER'S RECOMMENDATION:

That the Board approve staff's recommendation to authorize the General Manager to approve FY-2011 expenditures for banking services with Union Bank, not to exceed the budgeted total of \$149,700.

COMMITTEE ACTION: _____

See Attachment A.

PURPOSE:

To authorize the General Manager to approve FY-2011 expenditures for banking services with Union Bank, not to exceed the budgeted total of \$149,700.

BACKGROUND:

On February 3, 2010 the Board approved the continued use of Union Bank with the request to review this again in 2012. Because the cost of this service exceeds \$50,000 per year, on October 19, 2010, staff presented a proposal to the Finance and Administration Committee to amend the District's Purchasing Manual, to provide authority to the General Manager to approve certain routine business expenses as enumerated. The Committee requested that this item be brought to the Board for specific approval and not be added to the purchasing manuals list of routine expenditures as requested by staff.

ANALYSIS:

The total budgeted cost for banking service in Fiscal year 2011 is \$149,700 or \$12,475 per month. Fiscal year-to-date expenditure through October 31, 2010 are \$41,096, only \$10,274 per month. The majority of this positive variance results from fee reductions that Union Bank provided to the District in the second half of last fiscal year.

FISCAL IMPACT:



None. Average monthly costs for banking services indicate that total fees for fiscal year 2011 will not exceed the approved budgeted total of \$149,700.

STRATEGIC OUTLOOK:

The District ensures its continued financial health through long-term financial planning and debt planning.

LEGAL IMPACT:

None.



General Manager

Attachments:

A: Committee Action Form



ATTACHMENT A

SUBJECT/PROJECT:	Banking Services Pricing Update
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COMMITTEE ACTION:

The Finance, Administration, and Communications Committee recommend that the Board approve staff's recommendation to authorize the General Manager to approve FY-2011 expenditures for banking services with Union Bank, not to exceed the budgeted total of \$149,700.

NOTE:

The "Committee Action" is written in anticipation of the Committee moving the item forward for board approval. This report will be sent to the Board as a committee approved item, or modified to reflect any discussion or changes as directed from the committee prior to presentation to the full board.



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 5 th , 2011
SUBMITTED BY:	Frank Anderson, Utility Services Manager <i>F.A.</i>	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Pedro Porras, Chief, Water Operations <i>[Signature]</i>		
APPROVED BY: (Asst. GM):	Manny Magaña, <i>[Signature]</i> Assistant General Manager, Engineering & Operations		
SUBJECT:	Approval to Purchase Class 8 Service Line Truck		

GENERAL MANAGER'S RECOMMENDATION:

That the Board authorize the General Manager to issue a purchase order to Summit Truck Bodies in the amount of \$139,797.81 for the purchase of one (1) Class 8 Service Line Truck.

COMMITTEE ACTION: _____

See Attachment "A".

PURPOSE:

To obtain Board authorization to purchase a Class 8 Service Line Truck.

ANALYSIS:

On December 6, 2000 the Board authorized the General Manager to initiate CIP P2366 that provided funding for the repair, retrofit or replacement of District Assets in order to comply with APCD air standard requirements. The Retrofit or replacement of 5 Gen-set engines have been completed with some of the fleet engines being modified with devices to scrub the diesel exhaust, replaced and/or surplused. Two (2) existing District Class 8 Service Line Trucks are scheduled for replacement due to their age and/or engine exhaust displacement.

Based on system operation evaluations of work flow history by Construction/Maintenance supervision and management, it is recommended that 1 new Class 8 Service Line Truck be purchased and the two older service line truck units be declared surplus. This action would also reduce the District's vehicle inventory and save fuel, maintenance and repair costs.

It should be noted that these two existing line trucks are 14 and 13 years old respectively. This replacement activity will also noticeably reduce the District's diesel emissions output.

In accordance with District policy, bids were solicited for the Class 8 Service Line Truck. Three (3) bids were received. Prices received include all applicable fees and taxes and delivery.

Dealer	Vehicle Bid	Bid Price
Summit Truck Bodies	Kenworth-Line Truck	\$139,797.81
Miramar Truck Center	Ford F-750 Line Truck	\$145,251.56
San Diego Freightliner	Freightliner Line Truck	\$170,520.71

FISCAL IMPACT:

The purchase of this vehicle will cost \$139,797.81 which will be charged against the APCD Engine Replacements and Retrofits CIP 2366.

The total FY11 project budget for the CIP p2366 APCD Engine Replacements and Retrofits is \$442,000. Existing expenditures and current encumbrances for the CIP, including the vehicle purchased under this request if approved, are \$140,136.54.

Additional FY11 costs include contract retrofit or replacement for Engine 1 and Emergency Stand By Gen-Set at the Wastewater Treatment Plant to be completed by the end of this fiscal year.

Projected purchase budget for this vehicle is \$130,000. The \$9,797.81 increase in cost was required to re-inforce the rear bumper and hitch modification to ensure optimum crane operation safety and equipment trailer towing safety. This increase in cost should be off-set by the savings in purchases of the Wastewater Plant pump engine and gen-set.

Based on the Utility Service Manager's evaluation, the CIP 2366 budget is sufficient to complete the budgeted purchase.

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

Expenditure Summary:

FY11 APCD Engine Replacement CIP 2366 Budget:		\$ 442,000
FY11 Expenditures and Encumbrances to Date: APCD compliance replacement parts for existing fleet.	\$338.73	
Proposed Vehicle Purchase:	\$139,797.81	
Total Expenditures and Encumbrances:		\$140,136.54
Projected Balance of APCD Engine Replacement FY11 CIP 2366 Budget:		\$ 301,863.46

STRATEGIC GOAL:

Implementation of the APCD engine compliance program per schedule.

LEGAL IMPACT: _____

None.



General Manager

Attachment "A", Committee Action



ATTACHMENT A

SUBJECT/PROJECT:	Approval to Purchase Class 8 Service Line Truck
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COMMITTEE ACTION:

The Engineering/Operations and Water Resources Committee met on December 6th, 2010 and supported staffs' recommendation.

NOTE:

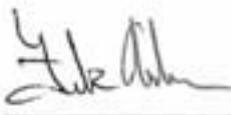
The "Committee Action" is written in anticipation of the Committee moving the item forward for board approval. This report will be sent to the Board as a committee approved item, or modified to reflect any discussion or changes as directed from the committee prior to presentation to the full board.

Quality Assurance Approval Sheet

Subject: Approval to purchase class 8 service line truck.

Project No.: P2366

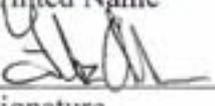
Document Description: Staff report for the January 5, 2011 Board Meeting.

Author:  Date: 11-30-10
Signature

FRANK ANDERSON
Printed Name

QA Reviewer:  Date: 12-1-10
Signature

Paul Raulo
Printed Name

Manager:  Date: 12-1-10
Signature

FRANK ANDERSON
Printed Name

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



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 5, 2011
SUBMITTED BY:	Frank Anderson, Utility Services Manager <i>F.A.</i>	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Pedro Porras, Chief, Water Operations <i>[Signature]</i>		
APPROVED BY: (Asst. GM):	Manny Magaña, <i>[Signature]</i> Assistant General Manager, Engineering & Operations		
SUBJECT:	Purchase of one class 8 dump truck		

GENERAL MANAGER'S RECOMMENDATION:

That the Board authorizes the General Manager to issue a purchase order to Miramar Truck Center, 6066 Miramar Road, San Diego Ca, 92121 in the amount of \$89,925.00, for the purchase of one (1) new Class 8 Dump Truck.

COMMITTEE ACTION: _____

Please see Attachment "A".

PURPOSE:

To provide bid results and obtain authorization to purchase one (1) new Class 8 Dump Truck identified within the FY11 Capital Purchase Budget.

ANALYSIS:

Included in the approved FY 2011 budget is one (1) new class 8 dump truck.

The dump truck is a replacement for a 1999 GMC dump truck. The 1999 GMC is inefficient due to its history of service repairs and braking down in route to job sites. The constant repairs by the fleet mechanics has resulted in excessive staff labor and materials cost. The dump truck replacement will be more

efficient with fuel economy and reliability while still accommodating the construction needs of their field tasks.

In accordance with District policy, bids were solicited for the one (1) Class 8 Dump Truck. Of the 3 Southern California dealerships solicited, three (3) bids were received. Prices received include all applicable fees and taxes.

Dealer	Vehicle Bid	Bid Price
Miramar Ford	Ford F-750 Dump	\$89,925.00 ea.
El Cajon Ford Commercial Trucks	Ford F-750 Dump	\$91,565.34 ea.
San Diego Freightliner	Freightliner M2106	\$94,432.03 ea.

FISCAL IMPACT:

The purchase of this vehicle will cost \$89,925.00. The total FY11 CIP 2282 budget is \$540,000. This is for the projected purchase of eight vehicles. Existing expenditure including this vehicle, if approved is \$169,350.18.

This purchase is the second of two dump trucks purchased this fiscal year. The total budgeted amount for these two dump truck purchases is \$140,000 with the first dump truck purchased for \$49,988.36. Expenditure for this vehicle will result in the total purchase price for both dump trucks at 139,913.36.

Based on the Utility Service Manager's evaluation, the CIP 2282 budget is sufficient to complete the budgeted purchase. The Finance Department has determined that 100% of the funds are available in the replacement fund.

STRATEGIC GOAL:

- 3.1.1.9: Operate the system to meet demand 24/7.
- 3.1.1.10: Meet all of the health-related water standards.

LEGAL IMPACT:

None.



General Manager

Attachment "A", Committee Action



ATTACHMENT A

SUBJECT/PROJECT:	Purchase of FY 11 Dump Truck
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COMMITTEE ACTION:

The Finance, Administrative and Communications Committee reviewed this item at a meeting held on December 6, 2010. The Committee supported Staff's recommendation.

NOTE:

The "Committee Action" is written in anticipation of the Committee moving the item forward for board approval. This report will be sent to the Board as a Committee approved item, or modified to reflect any discussion or changes as directed from the Committee prior to presentation to the full board.

Quality Assurance Approval Sheet

Subject: Approval to purchase class 8 dump truck.

Project No.: P2282

Document Description: Staff report for the January 5, 2011 Board Meeting.

Author:  Date: 11-30-10
Signature

FRANK ANDERSON
Printed Name

QA Reviewer:  Date: 12-1-10
Signature

DOUG RADOLES
Printed Name

Manager:  Date: 12-1-10
Signature

FRANK ANDERSON
Printed Name

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



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 5, 2011
SUBMITTED BY:	Andrea Carey, ^{see} Customer Service Supervisor	W.O./G.F. NO:	DIV. All NO.
APPROVED BY: (Chief)	Joseph R. Beachem , Chief Financial Officer		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager, Finance and Administration		
SUBJECT:	New Bill Print Format with Enhancements for Customers		

GENERAL MANAGER'S RECOMMENDATION:

This is an informational item regarding the proposed new bill print format and enhancements for customers. The new format will include proposed changes and the new summary billing feature for multi-account customers.

COMMITTEE ACTION: _____

Please see Attachment A.

PURPOSE:

To inform the Board of the proposed changes to the bill print format and to seek input from the Board.

ANALYSIS:

In supporting the strategic goal of improving the effectiveness of Otay's bill, staff has worked with both our bill print and billing system vendors to update and improve our current bill print format (Attachment B). This proposed new bill format is better organized to allow for easy reading and includes additional features that will meet requests from our residential, commercial, and public customers.

Customers with multiple accounts will have the opportunity to have a consolidated bill that summarizes all of their accounts. In addition, the new bill print format will clearly identify credit balances. Other enhancements to the bill print format include the following:

1. Calculated changes in usage from this year to last
2. Segregation of Chula Vista sewer fees
3. Enhanced messaging capabilities
4. Faster bill print process

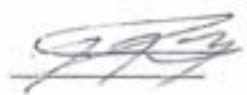
Sample bills for addressing a variety of customer account types are attached as follows:

- Current bill format (Attachment B).
- Chula Vista residential bill with past due balances (Attachment C).
- Chula Vista residential bill with credit balance (Attachment D).
- Chula Vista residential bill with balance paid automatically (Attachment E).
- Chula Vista commercial customer bill with domestic water and a compound meter (a large and small meter in one body measuring low and high flow, two separate meter reads but consumption is added together) (Attachment F).
- Commercial customer bill with potable irrigation service (Attachment G).
- Sewer only customer bill (Attachment H).
- Summary bill in which a customer has multiple accounts within the same billing cycle and requests the bills be consolidated to make one payment per month (Attachment I).

Otay's bill print format was last revised in 2004 as part of the upgrade to our billing system. Due to the level of customization of the existing bill print format this version of the bill print can no longer be supported with the most recent versions of the billing system. It is important that the District upgrade to the latest version of the billing system in order to take advantage of system improvements. Therefore, not only do the enhancements to the bill print format meet the requirements of our billing system vendor but also serve to improve the communication with our customers as enumerated above.

Staff has also collected bill print examples from our neighboring agencies to ensure we are in line with current trends. Attached are copies of bills from Padre Dam, Sweetwater Authority, City of San Diego, and the Helix Water District for comparison (Attachment J).

FISCAL IMPACT:



The charge for the requested changes with the bill print vendor is \$4,800. Programming charges are included in the billing system vendor's support package.

STRATEGIC GOAL:

Evaluate and improve the effectiveness of the bill.

LEGAL IMPACT:

None.



General Manager

Attachments:

- A) Committee Action Form
- B) Current Bill Format
- C) New Chula Vista Residential Bill with Past Due Balance
- D) New Chula Vista Residential Bill with Credit Balance
- E) New Chula Vista Residential Bill with Auto Pay
- F) New Chula Vista Commercial Bill with Domestic Water/Sewer
- G) New Commercial Customer Bill with Potable Irrigation
- H) New Sewer Only Bill
- I) New Summary Bill
- J) Other Agency Bills



ATTACHMENT A

SUBJECT/PROJECT:	New Bill Print Format with Enhancements for Customers
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COMMITTEE ACTION:

This is an informational item only.

NOTE:

The "Committee Action" is written in anticipation of the Committee moving the item forward for board approval. This report will be sent to the Board as a committee approved item, or modified to reflect any discussion or changes as directed from the committee prior to presentation to the full board.



OTAY WATER DISTRICT
2554 Sweetwater Springs Blvd.
Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2777
All Other Inquiries: (619) 670-2222

OFFICE HOURS: MONDAY - FRIDAY 8:00 AM - 5:00 PM
Please visit us at www.otaywater.gov

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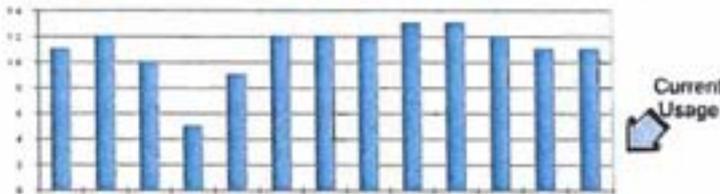


1612 WOODVILLE AVE
CHULA VISTA CA 91913-1577

special message

The SEWER CHARGE shown is for the CITY OF CHULA VISTA. Please contact the CITY OF CHULA VISTA at 619-476-5380, for any SEWER related questions. Please contact OTAY WATER DISTRICT at 619-670-2777 for water related questions. Landscapes in the winter require significantly less water. Water use between November 2010 and April 2011 is used to determine your Sewer Service Charge beginning in July. Cut back on watering and save on your water bill and next year's sewer charges. Not sure how much to water? Visit www.otaywater.gov and click on Conservation Home, then Watering Calculator to develop a customized watering schedule or call 619-670-2291.

your monthly usage



This Year # of Days: 32 Usage: 11 Avg. Per Day: 0.34
1 UNIT = 100 CUBIC FEET (HCF) OF WATER 1 HCF = 748 GALLONS

KEEP THIS PORTION FOR YOUR RECORDS

PAYMENT COUPON

PLEASE RETURN THIS PORTION ALONG WITH YOUR PAYMENT

PLEASE MAKE YOUR CHECK PAYABLE TO:
OTAY WATER DISTRICT

ACCOUNT NUMBER: 625-0613-20
SERVICE ADDRESS: 1612 WOODVILLE AVE
SERVICE FROM: 10/16/2010 TO 11/16/2010
DUE DATE: 12/18/2010

1612 WOODVILLE AVE
CHULA VISTA CA 91913-1577

account information

ACCOUNT NUMBER: 625-0613-20
SERVICE ADDRESS: 1612 WOODVILLE AVE
LAST PAYMENT: 11/19/2010 AMOUNT: \$ 163.61
SERVICE FROM: 10/16/2010 TO 11/16/2010
DUE DATE: 12/18/2010

meter reading

Meter Number	Previous Reading	Current Reading	Consumption
99849323	1,607	1,618	11

current charges

Chula Vista Sewer Charge	\$31.22
Energy Charge	\$1.09
SD CWA Infrastructure Access	\$9.77
Water Charge	\$23.73
Water System Fee	\$14.58
TOTAL CURRENT CHARGES	\$80.39

amount due

Previous Balance	\$167.77
Payments	\$-167.77
Credits Applied	\$4.16
Total Current Charges	\$80.39

TOTAL AMOUNT DUE \$80.39

DUE AND PAYABLE UPON RECEIPT

amount due

TOTAL AMOUNT DUE \$80.39

amount enclosed

Empty rounded rectangular box for amount enclosed.

OTAY WATER DISTRICT
PO BOX 51375
LOS ANGELES CA 90051-5675

625061320000060392

Please check box for billing address change (see back)

Chula Vista residential bill with past due balances



Otay Water District
2554 Sweetwater Springs Blvd
Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm
Please visit us at www.otaywater.gov

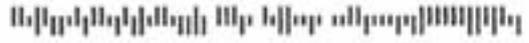
Messages

This utility billing statement includes all applicable charges and fees for water, sewer, and refuse. Call our office for information on policies and procedures governing many utility functions, and to request a specific service be performed for you.

Account Information

Account Number:	625-4080-18
Customer Number:	0000067255
Billing Date:	11/23/10
Due Date:	12/20/10
Last Payment Date:	10/11/10
Previous Balance:	\$288.15
Payments:	\$0.00
Current Charges:	\$110.05
Adjustments:	\$0.00
Total Due:	\$338.20

30-45 DAYS PAST DUE: \$108.11
DUE 12/09/10
45+ DAYS PAST DUE: \$120.04
DUE IMMEDIATELY
FAILURE TO PAY COULD RESULT IN
WATER SERVICE SHUT-OFF



RESCVSEWER NAME
1234 MAIN STREET
OTAY, CA 91978-1111

Billing Details	
Account #: 625-4080-18	1562 Hikers Trail Dr
Service from 10/19/10 to 11/17/10	
Balance Forward	\$228.15
Sewer Fees	
Chula Vista Sewer Charge	\$47.29
For Questions regarding Chula Vista Sewer, please call 619-476-5380.	
Water Fees	
Energy Charge	\$1.38
Penalty	\$5.11
SD CWA Infrastructure Access	\$9.77
Water Charge	\$31.92
Water System Fee	\$14.58
Current Charges	\$110.05
TOTAL DUE	\$338.20

Meter Information							
Meter 1 #:	05150987						
Meter Size:	3/4"						
Previous Read:	1103						
Current Read:	1117						
Current Month Usage: 14 units							
Number of days in cycle: 30							
Avg. water use this billing period: 349.07 Gallons/day							
<table border="1"> <thead> <tr><th>Last Year</th><th>Current Month</th><th>% Change</th></tr> </thead> <tbody> <tr><td>26</td><td>14</td><td>-46%</td></tr> </tbody> </table>		Last Year	Current Month	% Change	26	14	-46%
Last Year	Current Month	% Change					
26	14	-46%					
1 UNIT=100 CUBIC FT (HCF) OF WATER 1HCF= 748 GALLONS							

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. MAKE CHECKS PAYABLE TO: OTAY WATER DISTRICT

PLEASE CHECK BOX FOR CHANGES IN ADDRESS OR TELEPHONE (SEE BACK)

Account Number: 625-4080-18
Customer Number: 0000067255
Service Location: 1562 Hikers Trail Dr
Billing Date: 11/23/10
Due Date: 12/20/10

AMOUNT DUE:	\$338.20
Total amount due by	12/20/10

AMOUNT ENCLOSED \$ _____

VISA Pay with Visa or Mastercard - Free e-billing at www.otaywater.gov

RESCVSEWER NAME
1234 MAIN STREET
OTAY, CA 91978-1111

OTAY WATER DISTRICT
PO BOX 51375
LOS ANGELES, CA 90051-5675



1234567820000000003



Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
 Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm

Please visit us at www.otaywater.gov

Messages

This utility billing statement includes all applicable charges and fees for water, sewer, and refuse. Call our office for information on policies and procedures governing many utility functions, and to request a specific service be performed for you.

Account Information

Account Number: 625-4279-02
 Customer Number: 0000069171
 Billing Date: 11/23/10
 Due Date: 12/20/10
 Last Payment Date: 11/22/10
 Previous Balance: \$165.28 CR
 Payments: 150.00
 Current Charges: \$134.07
 Adjustments: .00
 Credit Balance *Do not pay* \$181.21 CR



CREDIT NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

Billing Details	Meter Information						
Account #: 625-4279-02 1441 Oakpoint Ave Service from 10/19/10 to 11/17/10 Credit Balance \$315.28 CR	Meter 1 #: 04844257 Meter Size: 3/4" Previous Read: 350 Current Read: 375						
Sewer Fees Chula Vista Sewer Charge \$40.86 For Questions regarding Chula Vista Sewer, please call 619-476-5380.	Current Month Usage: 25 units Number of days in cycle: 34 Avg. water use this billing period: 623.33 Gallons/day						
Water Fees Energy Charge \$2.47 SD CWA Infrastructure Access \$9.77 Water Charge \$66.39 Water System Fee \$14.58 Current Charges \$134.07	<table border="1"> <thead> <tr> <th>Last Year</th> <th>Current Month</th> <th>% Change</th> </tr> </thead> <tbody> <tr> <td>13</td> <td>25</td> <td>92%</td> </tr> </tbody> </table> <p>1 UNIT=100 CUBIC FT (HCF) OF WATER 1HCF= 748 GALLONS</p>	Last Year	Current Month	% Change	13	25	92%
Last Year	Current Month	% Change					
13	25	92%					
TOTAL DUE \$181.21 CR							

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. MAKE CHECKS PAYABLE TO: **OTAY WATER DISTRICT**

PLEASE CHECK BOX FOR CHANGES IN ADDRESS OR TELEPHONE (SEE BACK)

Account Number: 625-4279-02
 Customer Number: 0000069171
 Service Location: 1441 Oakpoint Ave
 Billing Date: 11/23/10
 Due Date: 12/20/10

AMOUNT DUE:	\$0.00
Total amount due by	12/20/10

AMOUNT ENCLOSED \$ _____

Credit Balance *Do not pay*

VISA Pay with Visa or Mastercard - Free e-billing at www.otaywater.gov

CREDIT NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

OTAY WATER DISTRICT
 PO BOX 51375
 LOS ANGELES, CA 90051-5675



123456782000000003



Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
 Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm

Please visit us at www.otaywater.gov

Messages

This utility billing statement includes all applicable charges and fees for water, sewer, and refuse. Call our office for information on policies and procedures governing many utility functions, and to request a specific service be performed for you.

Account Information

Account Number:	255-1632-14
Customer Number:	000005336
Billing Date:	11/23/10
Due Date:	12/20/10
Last Payment Date:	11/01/10
Previous Balance:	\$111.10
Payments:	\$111.10
Current Charges:	\$99.38
Adjustments:	\$0.00
Total Due:	\$99.38

AUTO-PAY - DO NOT PAY



PAYMENT BY BANK
 1234 MAIN STREET
 OTAY, CA 91978-1111

Billing Details

Account #: 255-1632-14 1423 Yellowstone Ave
 Service from 10/19/10 to 11/17/10

Sewer Fees

Chula Vista Sewer Charge **\$34.43**
 For Questions regarding Chula Vista Sewer, please call 619-476-5380.

Water Fees

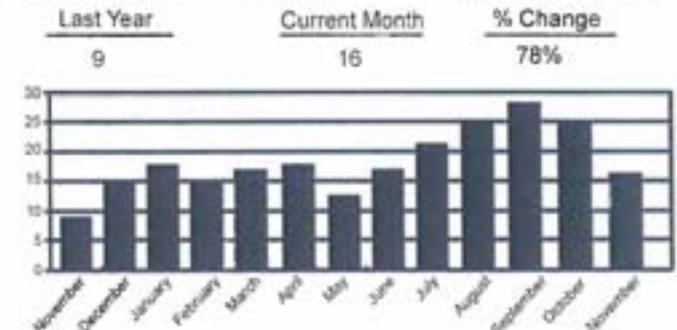
Energy Charge \$3.22
 SD CWA Infrastructure Access \$9.77
 Water Charge \$37.38
 Water System Fee \$14.58
Current Charges \$99.38

TOTAL DUE \$99.38

Meter Information

Meter 1 #: 05069138
 Meter Size: 3/4"
 Previous Read: 743
 Current Read: 759

Current Month Usage: 16 units
 Number of days in cycle: 30
 Avg. water use this billing period: 396.93 Gallons/day



1 UNIT=100 CUBIC FT. (HCF) OF WATER 1HCF= 748 GALLONS

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. MAKE CHECKS PAYABLE TO: OTAY WATER DISTRICT

PLEASE CHECK BOX FOR CHANGES IN ADDRESS OR TELEPHONE (SEE BACK)

Account Number: 255-1632-14
 Customer Number: 000005336
 Service Location: 1423 Yellowstone Ave
 Billing Date: 11/23/10
 Due Date: 12/20/10

AMOUNT DUE:	AUTO-PAY - DO NOT PAY
Total amount due by	12/20/10

AMOUNT ENCLOSED \$ _____

VISA Pay with Visa or Mastercard - Free e-billing at www.otaywater.gov

PAYMENT BY BANK
 1234 MAIN STREET
 OTAY, CA 91978-1111

OTAY WATER DISTRICT
 PO BOX 51375
 LOS ANGELES, CA 90051-5675



123456782000000003



Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
 Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm
 Please visit us at www.otaywater.gov

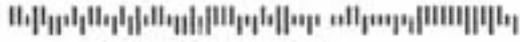
Messages

This utility billing statement includes all applicable charges and fees for water, sewer, and refuse. Call our office for information on policies and procedures governing many utility functions, and to request a specific service be performed for you.

Account Information

Account Number: 914-1828-00
 Customer Number: 0000123425
 Billing Date: 11/23/10
 Due Date: 12/10/10
 Last Payment Date: 11/15/10
 Previous Balance: \$597.56
 Payments: \$597.56
 Current Charges: \$591.87
 Adjustments: .00

Total Due: \$591.87



COMMERCIAL NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

Billing Details

Account #: 914-1828-00 2015 Birch Rd	
Service from 10/19/10 to 11/17/10	
Sewer Fees	
Chula Vista Sewer Charge	\$273.03
For Questions regarding Chula Vista Sewer, please call 619-476-5380.	
Water Fees	
Energy Charge	\$11.88
SD CWA Infrastructure Access	\$104.30
Water Charge	\$130.98
Water System Fee	\$71.68
Current Charges	\$591.87
TOTAL DUE	\$591.87

Meter Information

Meter 1 #:	03866348	Meter 2 #:	C3866348
Meter Size:	3"	Meter Size:	3/4"
Previous Read:	2340	Previous Read:	1223
Current Read:	2376	Current Read:	1246

Current Month Usage: 59 units
 Number of days in cycle: 30
 Avg. water use this billing period: 1471.07 Gallons/day

Last Year	Current Month	% Change
83	59	-29%

1 UNIT=100 CUBIC FT (HCF) OF WATER 1HCF= 748 GALLONS

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. MAKE CHECKS PAYABLE TO: OTAY WATER DISTRICT

PLEASE CHECK BOX FOR CHANGES IN ADDRESS OR TELEPHONE (SEE BACK)

Account Number: 914-1828-00
 Customer Number: 0000123425
 Service Location: 2015 Birch Rd
 Billing Date: 11/20/10
 Due Date: 12/20/10

AMOUNT DUE: \$591.87

Total amount due by 12/20/10

AMOUNT ENCLOSED \$ _____

VISA Pay with Visa or Mastercard - Free e-billing at www.otaywater.gov

COMMERCIAL NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

OTAY WATER DISTRICT
 PO BOX 51375
 LOS ANGELES, CA 90051-5675



123456782000000003

Commercial customer bill with potable irrigation service



Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
 Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm

Please visit us at www.otaywater.gov

Messages

This utility billing statement includes all applicable charges and fees for water, sewer, and refuse. Call our office for information on policies and procedures governing many utility functions, and to request a specific service be performed for you.

Account Information

Account Number:	913-1100-03
Customer Number:	0000013903
Billing Date:	11/23/10
Due Date:	12/10/10
Last Payment Date:	11/12/10
Previous Balance:	\$1079.41
Payments:	\$1079.41
Current Charges:	\$570.80
Adjustments:	.00
Total Due:	\$570.80



IRRIGATION NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

Billing Details

Account #: 913-1100-03 0 Woods Dr
 Service from 10/19/10 to 11/17/10

Water Fees

Energy Charge	\$31.82
SD CWA Infrastructure Access	\$32.61
Water Charge	\$478.00
Water System Fee	\$28.37
Current Charges	\$570.80

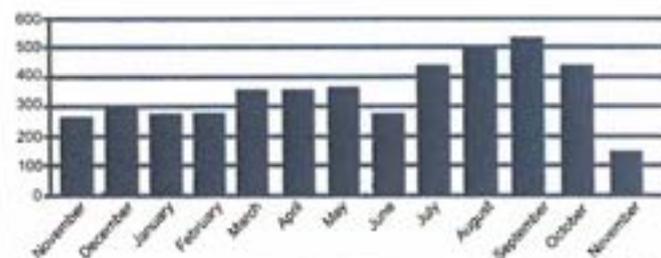
TOTAL DUE \$570.80

Meter Information

Meter 1 #: 05524163
 Meter Size: 1.5"
 Previous Read: 11802
 Current Read: 11960

Current Month Usage: 158 units
 Number of days in cycle: 30
 Avg. water use this billing period: 3939.47 Gallons/day

Last Year	Current Month	% Change
279	158	-43%



1 UNIT=100 CUBIC FT (HCF) OF WATER 1HCF= 748 GALLONS

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. MAKE CHECKS PAYABLE TO: OTAY WATER DISTRICT

PLEASE CHECK BOX FOR CHANGES IN ADDRESS OR TELEPHONE (SEE BACK)

Account Number: 913-1100-03
 Customer Number: 0000013903
 Service Location: 0 Woods Dr
 Billing Date: 11/23/10
 Due Date: 12/20/10

AMOUNT DUE:	\$570.80
Total amount due by	12/20/10

AMOUNT ENCLOSED \$ _____

VISA Pay with Visa or Mastercard - Free e-billing at www.otaywater.gov

IRRIGATION NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

OTAY WATER DISTRICT
 PO BOX 51375
 LOS ANGELES, CA 90051-5675



123456782000000003

Sewer only customer bill



Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
 Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm

Please visit us at www.otaywater.gov

Messages

This utility billing statement includes all applicable charges and fees for water, sewer, and refuse. Call our office for information on policies and procedures governing many utility functions, and to request a specific service be performed for you.

Account Information

Account Number:	050-0883-01
Customer Number:	0000000299
Billing Date:	11/16/10
Due Date:	12/10/10
Last Payment Date:	11/05/10
Previous Balance:	\$27.71
Payments:	\$27.71
Current Charges:	\$27.71
Adjustments:	\$0.00
Total Due:	\$27.71



SEWER ONLY NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

Billing Details

Account #: 050-0883-01 10395 Spur Ct	
Service from 10/13/10 to 11/10/10	
Sewer Fees	
Sewer Charge	\$27.71
Current Charges	<u>\$27.71</u>
TOTAL DUE	\$27.71

Meter Information

Your sewer charge is calculated based on your previous year's winter average. Your winter average is computed by adding the units of water used during the winter period of January through April and dividing by four. A 15% discount is then applied as we know that not all water purchased goes through the sewer system. New customers will be assigned a winter average of 15 units.

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. MAKE CHECKS PAYABLE TO: OTAY WATER DISTRICT

PLEASE CHECK BOX FOR CHANGES IN ADDRESS OR TELEPHONE (SEE BACK)

Account Number: 050-0883-01
 Customer Number: 0000000299
 Service Location: 10395 Spur Ct
 Billing Date: 11/16/10
 Due Date: 12/10/10

AMOUNT DUE:	\$27.71
Total amount due by	12/10/10

AMOUNT ENCLOSED \$ _____

VISA Pay with Visa or Mastercard - Free e-billing at www.otaywater.gov

SEWER ONLY NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

OTAY WATER DISTRICT
 PO BOX 51375
 LOS ANGELES, CA 90051-5675



123456782000000003

Summary Bill

This new bill print format will allow customers with multiple accounts in the same billing cycle to request their accounts be combined onto one bill. The first page will have a consolidated account balance at the top and in the remittance area to allow the customer to see one balance for all accounts. In addition, the first page will have an account summary with the billing and payment history for each account separately. The subsequent pages will show the billing and consumption detail for each meter. This sample shows a summary bill for three accounts. All three accounts are located at one service location. Account 914-1851-00 reflects the domestic water service. Accounts 914-1888-00 & 914-1890-00 reflect the property's irrigation service.



Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
 Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm

Please visit us at www.otaywater.gov

Messages

This utility billing statement includes all applicable charges and fees for water, sewer, and refuse. Call our office for information on policies and procedures governing many utility functions, and to request a specific service be performed for you.

Account Information

Customer Number:	0000143271+123
Service Location:	cycle 08 group 1
Billing Date:	11/23/10
Due Date:	12/20/10
Last Payment Date:	11/17/10
Previous Balance:	\$558.04
Payments:	\$558.04
Current Charges:	\$623.32
Adjustments:	\$0.00
Total Due	\$623.32



SUMMARY BILL NAME
 1234 MAIN STREET
 OTAY, CA 91978- 1111

Account Summary

Account	Previous Balance	Payments	Current Charges	Adjustments	Balance Due	Service Location
914-1851-00	285.96	285.96	313.89	.00	313.89	1234 MAIN STREET
914-1888-00	229.56	229.56	253.57	.00	253.57	1234 MAIN STREET
914-1890-00	42.52	42.52	55.86	.00	55.86	1234 MAIN STREET
	558.04	558.04	623.32	.00	623.32	

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. MAKE CHECKS PAYABLE TO: OTAY WATER DISTRICT

PLEASE CHECK BOX FOR CHANGES IN ADDRESS OR TELEPHONE (SEE BACK)

Customer Number: 0000143271+123
 Service Location: cycle 08 group 1
 Billing Date: 11/23/10
 Due Date: 12/20/10

AMOUNT DUE:	\$623.32
Total amount due by	12/20/10

AMOUNT ENCLOSED \$ _____

VISA Pay with Visa or Mastercard - Free e-billing at www.otaywater.gov

SUMMARY BILL NAME
 1234 MAIN STREET
 OTAY, CA 91978- 1111

OTAY WATER DISTRICT
 PO BOX 51375
 LOS ANGELES, CA 90051-5675



123456782000000003



Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
 Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm

Please visit us at www.otaywater.gov

Messages

This utility billing statement includes all applicable charges and fees for water, sewer, and refuse. Call our office for information on policies and procedures governing many utility functions, and to request a specific service be performed for you.

Account Information

Customer Number:	0000143271+123
Service Location:	cycle 08 group 1
Billing Date:	11/23/10
Due Date:	12/20/10
Last Payment Date:	11/17/10
Previous Balance:	\$558.04
Payments:	\$558.04
Current Charges:	\$623.32
Adjustments:	\$0.00
Total Due:	\$623.32



SUMMARY BILL NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

Billing Details

Account #: 914-1851-00 1234 Main Street
 Service from 10/19/10 to 11/17/10

Sewer Fees

Chula Vista Sewer Charge **\$147.35**

For Questions regarding Chula Vista Sewer, please call 619-476-5380.

Water Fees

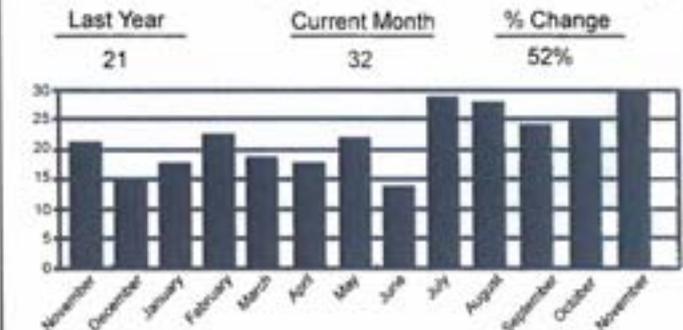
Energy Charge \$3.17
 SD CWA Infrastructure Access \$52.15
 Water Charge \$71.04
 Water System Fee \$40.18

Current Charges \$313.89

Meter Information

Meter 1 #: 06906691
 Meter Size: 2"
 Previous Read: 478
 Current Read: 510

Current Month Usage: 32 units
 Number of days in cycle: 30
 Avg. water use this billing period: 797.87 Gallons/day



1 UNIT=100 CUBIC FT (HCF) OF WATER 1HCF= 748 GALLONS

Billing Details

Account #: 914-1888-00 1234 Main Street
 Service from 10/19/10 to 11/17/10

Water Fees

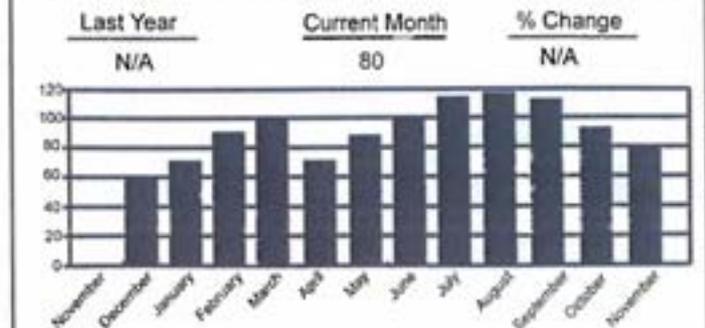
Energy Charge \$6.99
 Water Charge \$206.40
 Water System Fee \$40.18

Current Charges \$253.57

Meter Information

Meter 1 #: 05525393
 Meter Size: 2"
 Previous Read: 800
 Current Read: 880

Current Month Usage: 80 units
 Number of days in cycle: 30
 Avg. water use this billing period: 1994.67 Gallons/day



1 UNIT=100 CUBIC FT (HCF) OF WATER 1HCF= 748 GALLONS



Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
 Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm

Please visit us at www.otaywater.gov

Messages

This utility billing statement includes all applicable charges and fees for water, sewer, and refuse. Call our office for information on policies and procedures governing many utility functions, and to request a specific service be performed for you.

Account Information

Customer Number:	0000143271+123
Service Location:	cycle 08 group 1
Billing Date:	11/23/10
Due Date:	12/20/10
Last Payment Date:	11/17/10
Previous Balance:	\$558.04
Payments:	\$558.04
Current Charges:	\$623.32
Adjustments:	\$.00
Total Due:	\$623.32



SUMMARY BILL NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

Billing Details	
Account #: 914-1890-00 1234 Main Street	
Service from 10/19/10 to 11/17/10	
Water Fees	
Energy Charge	\$1.22
Water Charge	\$36.12
Water System Fee	\$18.52
Current Charges	\$55.86

Meter Information		
Meter 1 #:	05737971	
Meter Size:	1"	
Previous Read:	38	
Current Read:	52	
Current Month Usage:	14 units	
Number of days in cycle:	30	
Avg. water use this billing period:	349.07 Gallons/day	
<u>Last Year</u>	<u>Current Month</u>	<u>% Change</u>
N/A	14	N/A

Month	Usage (Units)
November	N/A
December	14
January	17
February	22
March	25
April	17
May	22
June	14
July	27
August	30
September	28
October	19
November	14

1 UNIT=100 CUBIC FT (HCF) OF WATER 1HCF= 748 GALLONS



Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
 Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm

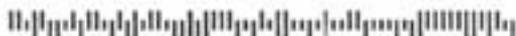
Please visit us at www.otaywater.gov

Messages

This utility billing statement includes all applicable charges and fees for water, sewer, and refuse. Call our office for information on policies and procedures governing many utility functions, and to request a specific service be performed for you.

Account Information

Customer Number:	0000143271+123
Service Location:	cycle 08 group 1
Billing Date:	11/23/10
Due Date:	12/20/10
Last Payment Date:	11/17/10
Previous Balance:	\$558.04
Payments:	\$558.04
Current Charges:	\$623.32
Adjustments:	\$.00
Total Due	\$623.32



SUMMARY BILL NAME
 1234 MAIN STREET
 OTAY, CA 91978- 1111

Account Summary

Account	Previous Balance	Payments	Current Charges	Adjustments	Balance Due	Service Location
914-1851-00	285.96	285.96	313.89	.00	313.89	1234 MAIN STREET
914-1888-00	229.56	229.56	253.57	.00	253.57	1234 MAIN STREET
914-1890-00	42.52	42.52	55.86	.00	55.86	1234 MAIN STREET
	558.04	558.04	623.32	.00	623.32	

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. MAKE CHECKS PAYABLE TO: OTAY WATER DISTRICT

PLEASE CHECK BOX FOR CHANGES IN ADDRESS OR TELEPHONE (SEE BACK)

Customer Number: 0000143271+123
 Service Location: cycle 08 group 1
 Billing Date: 11/23/10
 Due Date: 12/20/10

AMOUNT DUE:	\$623.32
Total amount due by	12/20/10

AMOUNT ENCLOSED \$ _____

VISA Pay with Visa or Mastercard - Free e-billing at www.otaywater.gov

SUMMARY BILL NAME
 1234 MAIN STREET
 OTAY, CA 91978- 1111

OTAY WATER DISTRICT
 PO BOX 51375
 LOS ANGELES, CA 90051-5675



123456782000000003



Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
 Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm

Please visit us at www.otaywater.gov

Messages

This utility billing statement includes all applicable charges and fees for water, sewer, and refuse. Call our office for information on policies and procedures governing many utility functions, and to request a specific service be performed for you.

Account Information

Customer Number:	0000143271+123
Service Location:	cycle 08 group 1
Billing Date:	11/23/10
Due Date:	12/20/10
Last Payment Date:	11/17/10
Previous Balance:	\$558.04
Payments:	\$558.04
Current Charges:	\$623.32
Adjustments:	\$0.00
Total Due:	\$623.32



SUMMARY BILL NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

Billing Details

Account #: 914-1851-00 1234 Main Street
 Service from 10/19/10 to 11/17/10

Sewer Fees

Chula Vista Sewer Charge **\$147.35**
 For Questions regarding Chula Vista Sewer,
 please call 619-476-5380.

Water Fees

Energy Charge \$3.17
 SD CWA Infrastructure Access \$52.15
 Water Charge \$71.04
 Water System Fee \$40.18

Current Charges \$313.89

Meter Information

Meter 1 #: 06906691
 Meter Size: 2"
 Previous Read: 478
 Current Read: 510

Current Month Usage: 32 units
 Number of days in cycle: 30
 Avg. water use this billing period: 797.87 Gallons/day



1 UNIT=100 CUBIC FT (HCF) OF WATER 1HCF= 748 GALLONS

Billing Details

Account #: 914-1888-00 1234 Main Street
 Service from 10/19/10 to 11/17/10

Water Fees

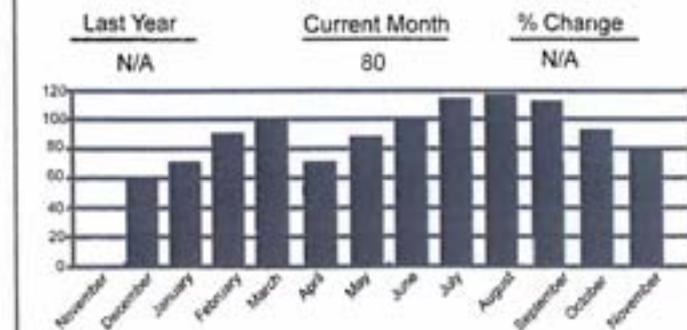
Energy Charge \$6.99
 Water Charge \$206.40
 Water System Fee \$40.18

Current Charges \$253.57

Meter Information

Meter 1 #: 05525393
 Meter Size: 2"
 Previous Read: 800
 Current Read: 880

Current Month Usage: 80 units
 Number of days in cycle: 30
 Avg. water use this billing period: 1994.67 Gallons/day



1 UNIT=100 CUBIC FT (HCF) OF WATER 1HCF= 748 GALLONS



Otay Water District
 2554 Sweetwater Springs Blvd
 Spring Valley, CA 91978-2004

Billing Inquiries: (619) 670-2222
 Chula Vista Sewer: (619) 476-5380

Monday-Friday 8 am to 5 pm

Please visit us at www.otaywater.gov

Messages

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Account Information

Customer Number:	0000143271+123
Service Location:	cycle 08 group 1
Billing Date:	11/23/10
Due Date:	12/20/10
Last Payment Date:	11/17/10
Previous Balance:	\$558.04
Payments:	\$558.04
Current Charges:	\$623.32
Adjustments:	\$.00
Total Due:	\$623.32



SUMMARY BILL NAME
 1234 MAIN STREET
 OTAY, CA 91978-1111

Billing Details

Account #: 914-1890-00 1234 Main Street
 Service from 10/19/10 to 11/17/10

Water Fees

Energy Charge	\$1.22
Water Charge	\$36.12
Water System Fee	\$18.52

Current Charges **\$55.86**

Meter Information

Meter 1 #: 06737971
 Meter Size: 1"
 Previous Read: 38
 Current Read: 52

Current Month Usage: 14 units
 Number of days in cycle: 30
 Avg. water use this billing period: 349.07 Gallons/day



1 UNIT=100 CUBIC FT (HCF) OF WATER 1HCF= 748 GALLONS

Account No. 242-06137-20 5
RES1 .01 to .15 acre

Statement Date	10/04/10
Payment Due Date	10/19/10
Meter No.	19444185
Billing Period	07/27 - 09/28
Days	63
Prior Read	17
Current Read	21
Water Units Used	4 HCF
Gallons Per Day	47.49

Call 619-258-4600 For Customer Service.
Available 8:30am to 5:00pm, Monday through Friday.
Also, see the information on the back of this statement.

News

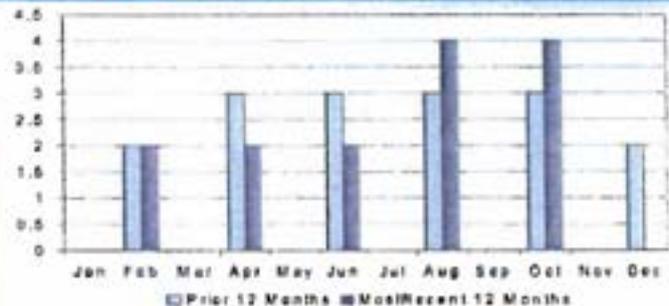
Your sewer bill includes a "pass-through" rate increase from the City of San Diego Metro Wastewater Dept.

Padre Dam's new Mediterranean garden, featuring over 190 water efficient plant and tree species, a plant list and interpretive signs, is open 8-5 on weekdays and 9-3 on weekends at 9300 Fanita Parkway in Santee, next to our administration building, and it's free. Take a look!

Account Activity

PREVIOUS ACTIVITY		
08/02/10	Prior Balance	\$102.01
09/03/10	Past Due Adjustment	10.20
09/10/10	48 Hr Notice Fee	10.00
09/11/10	Payment - Infosend CC	-112.21
Balance Forward		10.00
NEW ACTIVITY		
	System Charge	32.00
	SDCWA Infrastructure Charge	4.06
	Water @ tier 1 04 HCF @ 3.5680	14.27
	Sewer Charges Based on 02 Units in 02/2009	51.76
Current Charges		102.09
Amount Due by October 19, 2010		\$112.09

Water Use



Please detach and return bottom portion with payment in the return envelope provided.



Padre Dam MWD
9300 Fanita Parkway
Post Office Box 719003
Santee, CA 92072-9003

Account Number 242-06137-20 5
Service Address

Amount Due by 10/19/10 \$ 112.09
If Paid Late \$ 123.30

PADRE DAM
Municipal Water District

PAD0930A
9000000641 00.0000.0641 661/1



SANTEE CA 92071-4511

VISA Pay with Visa or Mastercard - Free e-billing at www.padredam.org



Padre Dam M.W.D.
P O Box 6900
Artesia, CA 90702-8900

242061372000500000000000112098



HELIX WATER DISTRICT
7811 UNIVERSITY AVE
LA MESA, CA 91942-0427

Telephone (619) 466-0585 | www.hwd.com

SERVICE INFORMATION

NAME:
SERVICE ADDRESS:
ACCOUNT NUMBER: 040-01035-4
CYCLE NUMBER: 01
BILL DATE: 05/03/2010
SERVICE PERIOD: 02/25/10 TO 04/28/10
DUE DATE: 05/24/10
NEXT READ ON OR ABOUT: 06/28/10

BILLING DETAILS

WATER SERVICE CHARGES

Water Consumption (10 units):
10 units @ 2.10 21.00

Total Consumption Charge 21.00
Base Charge (fixed rate - 3/4" meter) 40.10
Total Current Charges 61.10

Previous Balance 0.00

TOTAL AMOUNT DUE BY 05/24/10 \$61.10

For your convenience,
pay your bill online at www.hwd.com or to pay
by credit or debit card call (866) 721-8294.

TOTAL AMOUNT DUE \$61.10

PLEASE NOTE THE FOLLOWING



GO GREEN with our NEW ONLINE BILLPAY/E-BILLING SERVICE. Visit www.hwd.com for more information and for water saving tips.
Spring watering permitted three days per week--no more than 10 minutes per station. Please adjust irrigation station timing and turn off sprinklers when it rains. We appreciate your continued water conservation.

Water Consumption History



Previous Read	Current Read	Consumption Units	Prev Year Usage	% Change +/-
817	827	10	16	-37.50

METER NUMBER: 17741442 CLASS: D
METER SIZE: 3/4"

PLEASE DETACH AND RETURN BOTTOM PORTION WITH YOUR PAYMENT

[1/1]

MAKE CHECKS PAYABLE TO:

PAYMENT COUPON

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT



HELIX WATER DISTRICT
7811 UNIVERSITY AVE
LA MESA, CA 91942-0427

PLEASE INCLUDE ACCOUNT NUMBER ON CHECK
Telephone (619) 466-0585 | www.hwd.com

ACCOUNT NUMBER: 040-01035-4 CYCLE: 01
SERVICE ADDRESS:
DUE DATE: 05/24/10
AMOUNT DUE: \$ 61.10
AMOUNT PAID:

AUTOPAY- DO NOT PAY

PLEASE CHECK BOX FOR BILLING ADDRESS CHANGE (SEE BACK)

HLX0504A AUTO 5-DIGIT 91942
7000001072 01.0004.0246 1072/1



LA MESA CA 91942-5818

HELIX WATER DISTRICT
P.O. BOX 501848
SAN DIEGO, CA 92150-1848

0001 00000040010354 101 0000006110 5



Mailed on Aug 20 2010

U15-34806-23-5
ACCOUNT

SERVICE

Sep 3 2010
PAYMENT DUE DATE



RETURN THIS PORTION

SAN DIEGO CA 92129-2412

MAKE CHECK PAYABLE TO CITY TREASURER

1534806235 0000146431

\$146.43
TOTAL AMOUNT DUE

ACCOUNT NO. U15-34806-23-5
SERVICE ADDRESS

Sep 3 2010
PAYMENT DUE DATE

\$146.43
TOTAL AMOUNT DUE

TYPE OF SERVICE	METER	SERVICE PERIOD FROM TO	DAYS	METER READING PREVIOUS	METER READING CURRENT	USAGE HCF*	AMOUNT	CODE
Water Base Fee		06-17 08-18	62		Meter Size = 3/4 Inch		37.20	
Water Used		06-17 08-18	62	2433	2449	16	55.92	
				14 HCF @ \$3.4585 =		\$48.42		
				2 HCF @ \$3.7500 =		\$7.50		
Sewer Base Fee		06-17 08-18	62				32.56	
Reversal of Sewer Base Fee Settlement Increase							1.90CR	
Sewer Srvc Chrg		06-17 08-18	62				28.94	
Reversal of Sewer Service Charge Settlement Increase							1.69CR	
Sewer Settlement Credit							6.50CR	
Storm Drain Fee							1.90	
TOTAL AMOUNT DUE							\$146.43	

The sewer rate reversal(s) and credit included in the sewer portion of your bill are based on a class action lawsuit settlement affecting sewer rates for the City of San Diego. For more detailed information about these sewer rate adjustments, please visit our website at www.sandiego.gov/mwd or call (619) 515-3500.

Effective July 1, 2010, your sewer charge is \$ 62.14 per bi-monthly billing period.

Occasionally you may hear or receive in the mail solicitations for the sale of water-related products for services for your property. It is important to note that the Department does not promote or partner with private companies in the sale of goods and services. If you read or hear that a certain company is endorsed by the City of San Diego Public Utilities Department, please disregard such claims. For more information about the Public Utilities Departments's Water Branch, please go to www.sandiego.gov/water.

CONSERVATION INFORMATION				
	DAYS	USAGE BILLED	AVERAGE GALLONS	% CHANGE
THIS YEAR	62	16	193	+7.2
LAST YEAR	62	15	180	
Saving water helps you save money.				
* 1 HCF (HUNDRED CUBIC FEET) = 748 GALLONS				

 THE MAYOR AND CITY COUNCIL HAVE ISSUED A STAGE 2 WATER ALERT. MANDATORY WATER RESTRICTIONS ARE NOW IN PLACE. FOR MORE INFORMATION, GO TO WWW.SANDIEGO.GOV/WATER.

SWEETWATER AUTHORITY
A Joint Powers Public Water Agency authorized by voters of the
South Bay Irrigation District and the City of National City.

CURRENT CHARGES

Previous balance forward:	0.00
Water charge:	251.20
Readiness-to-Serve charge:	14.70
Fire protection:	
CWA surcharges:	10.64
Are you an automatic payment customer?	No. Automatic Payment Available
DUE DATE:	09/17/10
AMOUNT DUE:	276.54

YOUR WATER USE HISTORY

1 unit = 100 cubic feet (HCF) of water 1 HCF (unit) = 748 gallons (gal)

	# of days	HCF	Average gal/day	% Change Increase/ (Decrease)
Current bill	56	66	882	
Previous bill	63	79	938	(6)
Previous year (same billing period)	63	102	1211	(27)

ACCOUNT INFORMATION

Account Number: **856-6660-3**
 Type of billing: **BI-MONTHLY**
 Type of account: **RESIDENTIAL**
 Account name:
 Service address:
 Mail address:
 Mail date: **09/03/10**

WATER ALLOCATION - CURRENT BILL

	# of days	HCF	Target HCF	Target average gal/day	% Over (Under) target
Current bill	56	66	59	788	12

TARGET ALLOCATION FOR NEXT BILL

	# of days	* Base year average	Target HCF	Target average gal/day	% Over (Under) target
Target	63	71	64	760	(10)

METER READING

Meter #	Meter Size	Prior Read	Current Read	Consumption in HCF	Billing Code
29752444	5/8	549	615	66	

TARGET ALLOCATIONS

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Target		32		24		50		59		64		30
*Base yr. avg.		36		27		55		65		71		33

* 3 year average from July 2004 to June 2007 of the historical water use of this service address before drought conditions. The base year is seasonally adjusted. For example, Jan = the usage for Jan 05, Jan 06, and Jan 07.

Service from: **06/30/10** to: **08/24/10**
 Next read date: **10/26/10**

SPECIAL MESSAGE

Sweetwater Authority is currently in a Level 1 - Drought Watch. We are asking customers to voluntarily reduce water use up to 10 percent. The target allocations printed on this bill are designed to help you track your water use. Please see the back of this bill for details on the Drought Response Plan.

Business hours:
 Mon-Thurs 8 a.m. to 5 p.m. Fri 8:30 a.m. to 5 p.m.

Billing questions:
 Call Customer Service at (619) 420-1413
 Para asistencia en español, por favor llame al (619) 420-1413

Tired of writing checks?
 Have your payments deducted automatically from your checking account by calling Customer Service at (619) 420-1413 or visit www.sweetwater.org. To pay by credit card, see the back side of this page for more details.



Please return bottom portion along with your payment. Make checks payable to: Sweetwater Authority.



SWEETWATER AUTHORITY
 505 Garrett Avenue
 Chula Vista, CA 91910
 (619) 420-1413
www.sweetwater.org

PAYMENT COUPON

Account Number: **856-6660-3**
 Service address:
 Due date: **09/17/10**
 Amount due: **276.54**
 Amount enclosed:

A charge will be applied for returned checks.

***AUTO**SCH 5-3161T 91902 4 P55 62359CAD1-4-1
 1079 1 AV 0.335



BONITA CA 91902-2020



SWEETWATER AUTHORITY
 PO BOX 2328
 CHULA VISTA CA 91912-2328

0000000000000000276548566660036

Check box for changes to your account (see back)



STAFF REPORT

TYPE MEETING:	Finance, Admin, Communications Committee	MEETING DATE:	December 6, 2010
SUBMITTED BY:	Ron Ripperger <i>WR</i> Engineering Manager	CIP/G.F. NO:	DIV. NO. All Various
APPROVED BY: (Chief)	Rod Posada <i>RP</i> Chief, Engineering		
APPROVED BY: (Asst. GM):	Manny Magana <i>MM</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Informational Item - Development of CIP Project Budgets		

GENERAL MANAGER'S RECOMMENDATION:

That the Finance, Admin, and Communications Committee accept this Informational Item for review and receives a summary via a PowerPoint presentation (see Attachment B).

COMMITTEE ACTION: _____

Please see Attachment A.

PURPOSE:

To update the Finance, Admin, and Communications Committee about the process used to develop CIP project budgets.

ANALYSIS:

This Staff Report was prepared as a response to Board members' inquiries about how budgets are prepared for CIP projects. For every CIP project, excluding capital purchases, the budget development process for each individual CIP starts at the Planning Phase. The Water Resources Master Plan (WRMP), the Sub Area Master Plan (SAMP), and Integrated Water Resources Plan (IRP) identify all the projects to be included in the CIP

budget. At this stage, a very preliminary budget is established. The next stage in the process is the preparation of a Preliminary Design Report (PDR) which is developed to set the framework for design. Staff estimates the project budget, based on preliminary information about the project scope and industry construction data for unit costs, e.g., cost per lineal foot of pipe or cost per square foot of building. That information is included in the CIP budget for that fiscal year's budget cycle.

During the design process, the design engineer produces estimated construction costs for each CIP project at 30%, 60%, 90%, and 100% design milestones. These estimates are more precise because there is a clearer picture of the size and configuration of the project and the potential challenges on issues and impacts, such as environmental, freeway crossings, major utilities, tunneling, etc. Again, these adjusted numbers are reviewed and vetted to fine-tune the number in the CIP budget. During the design phase, larger projects also go through value engineering and constructability reviews to further refine the construction cost estimate and total budget. Staff also includes contingencies in earlier budgets in the project. Contingencies are used to cover for unidentified items that occur during the planning, design, and construction phases. The industry standard for contingencies is 5-10%.

When the project is 100% designed, staff performs a detailed risk analysis review and potential risks are identified and incorporated in the bid sheet as allowances. The purpose of allowances is to control budget, plus provide a mechanism to pay the contractor in the event a particular bid item is needed. Samples of allowances are: excavation of hazardous wastes or rock material, potholing for unknown utilities, crossing of unknown utilities, etc. The revised construction cost estimate, with allowances, is incorporated into the CIP project budget in the next budget cycle.

After the project is bid, the contract is awarded to the lowest responsible bidder. At this point, with an actual construction contract amount known, staff again adjusts the CIP budget. If the lowest bid exceeds the estimated budget, staff would request a budget adjustment to the Board of Directors at the time of the contract award.

During construction, the estimated line items are adjusted, depending on actual conditions encountered in the field. Allowances may or may not be used during the construction

period. If they are used, a staff report is prepared for Board consideration. At the end of construction, a final construction contract budget reconciliation is also prepared for Board consideration.

To better illustrate the process, staff selected three recent CIP projects that are at different levels of completion to show how budgets were adjusted and to reflect changes over time when construction costs were known. These budgets are compared to the actual construction costs for each project. Please note that the costs shown for each phase of a project include staff time, consultants, and contractor's costs.

1. 1296-3 2MG Concrete Reservoir (P2143)

This project was completed in FY 2011.

Budget								
	FY 2008	%	FY 2009	%	FY 2010	%	FY 2011	%
Planning	\$244,000	7%	\$266,000	7%	\$266,000	7%	\$276,000	8%
Design	\$365,000	11%	\$398,000	11%	\$398,000	11%	\$422,000	12%
Construction	\$2,731,000	82%	\$2,739,000	75%	\$2,739,000	75%	\$2,842,000	80%
Contingency	\$0	0%	\$237,000	7%	\$237,000	7%	\$0	0%
Total:	\$3,340,000	100%	\$3,640,000	100%	\$3,640,000	100%	\$3,540,000	100%

Engineer's Estimate

Preliminary	\$2,700,000
30%	\$2,700,000
60%	\$3,000,000
100%	\$2,945,000

Seven construction bids: Lowest: \$2,373,220
Highest: \$3,399,000

Original Construction Contract

Original Contract w/o allowances	\$2,198,220	93%
Allowances	\$175,000	7%
Total Contract:	\$2,373,220	100%

Actual Construction Contract Costs

Bid Items Only (Construction Cost)	\$2,198,220.00	
Change Orders	\$65,680.30	3%
Credit Change Orders	(\$87,067.40)	(4%)
Allowances	\$175,000.00	8%
Credit for Allowances	(\$175,000.00)	(8%)
Actual Construction Contract Costs:	\$2,176,832.90	

2. PL-36-Inch, SDCWA Otay FCF No. 14 to Regulatory Site (P2009) and PL-12-Inch, 978 Zone, Jamacha, Hidden Mesa, and Chase Upsize and Replacements (P2038)

The construction of the project was completed in FY 2011. However, litigation remains before the project can be closed out.

Budget								
	FY 2008	%	FY 2009	%	FY 2010	%	FY 2011	%
Planning	\$1,660,000	8%	\$1,440,000	6%	\$2,100,000	9%	\$1,680,000	7%
Design	\$1,320,000	7%	\$1,540,000	7%	\$2,080,000	8%	\$2,150,000	9%
Construction	\$17,070,000	85%	\$20,854,000	85%	\$19,763,000	80%	\$19,557,000	84%
Contingency	\$40,000	0%	\$566,000	2%	\$757,000	3%	\$0	0%
Total:	\$20,090,000	100%	\$24,400,000	100%	\$24,700,000	100%	\$23,387,000	100%

Engineer's Estimate

Preliminary (IEC)	\$20,817,901
30% (IEC)	\$25,187,543
60% (IEC)	\$33,347,363
100% (IEC)	\$32,932,034
100% (Lee & Ro)	\$22,785,743
Amended (Lee & Ro)	\$23,125,248

Twelve construction bids: Lowest: \$16,189,243
Highest: \$28,798,380

Original Construction Contract

Original Contract w/o allowances	\$14,490,243	90%
Allowances	\$1,699,000	10%
Total Contract:	\$16,189,243	100%

Actual Construction Contract Costs

Bid Items Only (Construction Cost)	\$14,490,243.00	
Change Orders	\$148,157.09	1%
Credit Change Orders	(\$521,997.93)	(4%)
Allowances	\$1,699,000.00	12%
Credit for Allowances	(\$1,407,457.89)	(10%)
Actual Construction Contract Costs:	\$14,407,944.27	

3. North District - South District Interconnection System (P2511)

The PDR for this project was completed in FY 2010. The Board recently awarded the design of this project in Fiscal 2011. This project is expected to be completed in FY 2015.

Budget		
	FY 2011	%
Planning	\$1,300,000	3%
Design	\$3,000,000	8%
Construction	\$33,000,000	89%
Contingency	\$0	0%
Total:	\$37,300,000	100%

To derive an estimated budget for the CIP, staff took industry costs per lineal foot of pipe and per square feet of pump station. In addition, the engineering firm who prepared the PDR provided a preliminary cost analysis that was used in developing the budget. During design, the budget will be adjusted when more design information such as alignment, Caltrans crossings, and tunneling become available.

FISCAL IMPACT:



None.

STRATEGIC GOAL:

The CIP supports the District's Mission statement, "To provide the best quality of water and wastewater service to the customers of the Otay Water District, in a professional, effective, and efficient manner," and the District's Strategic Goal, in planning for infrastructure and supply to meet current and future potable water demands.

LEGAL IMPACT:

None.



General Manager

F:\CIP\Development of Budget for Individual CIP's\Admin Committee Meeting 12-06-10, Staff Report, Information Item - Development of CIP Project Budgets, (RR-RP).doc

RR/RP:jf

Attachments: Attachment A - Committee Action
Attachment B - Presentation



ATTACHMENT A

SUBJECT/PROJECT:	Informational Item - Development of CIP Project Budgets
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Various

COMMITTEE ACTION:

The Finance, Admin, and Communications Committee reviewed this item at a meeting held on December 6, 2010.

Quality Assurance Approval Sheet

Subject: Informational Item – Development of CIP Project Budgets

Project No.: Various

Document Description: Staff Report for Finance, Admin, Communications Committee Meeting on December 6, 2010

Author:


Signature

12/2/10
Date

Ron Ripperger
Printed Name

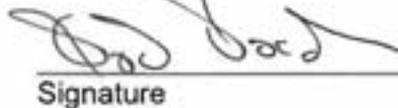
QA Reviewer:


Signature

12/2/10
Date

Gary Silverman
Printed Name

Manager:


Signature

12/2/10
Date

Rod Posada
Printed Name

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

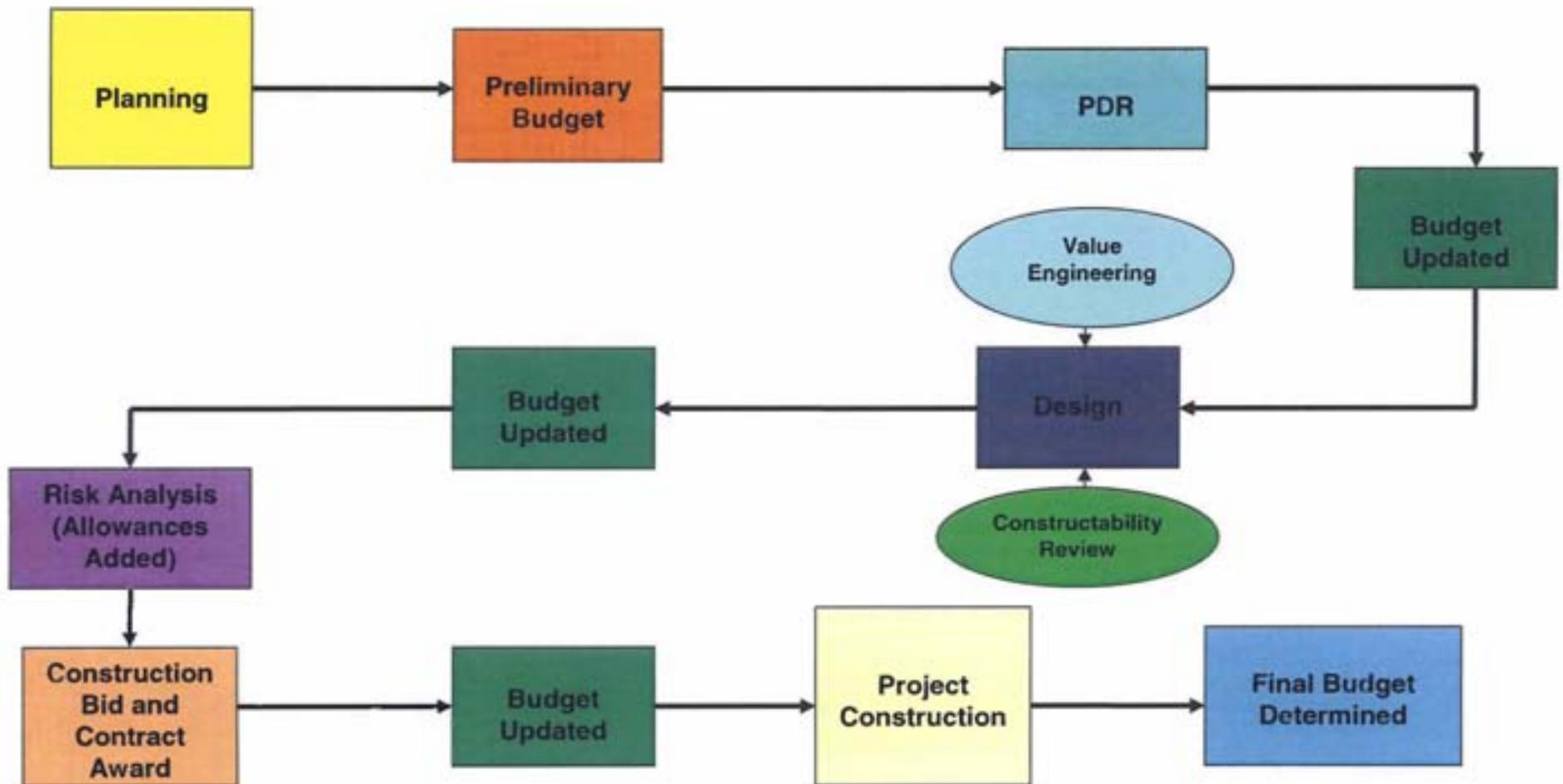


**FINANCE, ADMIN, AND COMMUNICATIONS
COMMITTEE MEETING
DECEMBER 6, 2010**

**DEVELOPMENT OF CIP PROJECT
BUDGETS**

ENGINEERING DEPARTMENT

Project Budget Development Process



Budget Parameters

- **Budgets are adjusted when more precise information is known. Time span is several years.**
- **Initial estimates are based on industry construction unit cost.**
- **There are lots of variables and unknowns that impact project budgets: alignment, utility crossings, freeway crossings, environmental constraints, tunneling, contaminated/hazardous materials, and agency requirements.**
- **Contingencies are used to cover unidentified items during planning, design, and construction.**
- **Allowances are incorporated through a risk analysis process and used to control budget.**
- **The Board gets routinely notified about changes in the CIP budget, and every time that an authorization exceeds the General Manager's authority.**

Sample Projects

1296-3 2MG Concrete Reservoir (P2143)

BUDGET

	FY 2008	FY 2009	FY 2010	FY 2011
	\$3,340,000	\$3,640,000	\$3,640,000	\$3,540,000
CONTINGENCY	0%	7%	7%	0%

ENGINEER'S ESTIMATES: \$2,700,000 - \$2,945,000

SEVEN CONSTRUCTION BIDS: \$2,373,220 - \$3,399,000

ACTUAL CONSTRUCTION CONTRACT COSTS

Bid Items Only (Construction Cost)	\$2,198,220.00	
Change Orders	\$65,680.30	3%
Credit Change Orders	(\$87,067.40)	(4%)
Allowances	\$175,000.00	8%
Credit for Allowances	(\$175,000.00)	(8%)
Actual Construction Contract Costs:	\$2,176,832.90	

Sample Projects

PL-36-Inch, SDCWA Otay FCF No. 14 to Regulatory Site (P2009) and PL-12-Inch, 978 Zone, Jamacha, Hidden Mesa, and Chase Upsize and Replacements (P2038)

BUDGET

	FY 2008	FY 2009	FY 2010	FY 2011
	\$20,090,000	\$24,400,000	\$24,700,000	\$23,387,000
CONTINGENCY	0%	2%	3%	0%

ENGINEER'S ESTIMATES: \$20,817,901- \$23,125,248

TWELVE CONSTRUCTION BIDS: \$16,189,243 - \$28,798,380

ACTUAL CONSTRUCTION CONTRACT COSTS

Bid Items Only (Construction Cost)	\$14,490,243.00	
Change Orders	\$148,157.09	1%
Credit Change Orders	(\$521,997.93)	(4%)
Allowances	\$1,699,000.00	12%
Credit for Allowances	(\$1,407,457.89)	(10%)
Actual Construction Contract Costs:	\$14,407,944.27	

Sample Projects

North District – South District Interconnection System (P2511)

BUDGET

	FY 2011
	\$37,300,000
CONTINGENCY	0%

This budget was derived from industry costs per lineal foot of pipe and per square feet of pump station.

QUESTIONS?



STAFF REPORT

TYPE MEETING:	Finance, Administration and Communications Committee	MEETING DATE:	December 6, 2010
SUBMITTED BY:	Armando Buelna <i>AB</i> Communications Officer	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)			
APPROVED BY: (Asst. GM):			
SUBJECT:	Review of redesign of the Otay Water District Website		

GENERAL MANAGER'S RECOMMENDATION:

Review and provide comments on the redesign of the Otay Water District website.

COMMITTEE ACTION: _____

See Attachment A

PURPOSE:

To provide the Finance, Administration and Communications Committee the opportunity to review and comment on a redesigned Otay Water District website.

ANALYSIS:

The Otay Water District's website is nearly a decade old. While serving the district well for many years, the opening page had become cluttered and the overall site was not easy to navigate or update. Since the website was first launched, improvements in the software have made maintaining web pages much simpler and more efficient.

An ad hoc committee, lead by the IT Operations Manager and Communications Officer, and made up of a representative from each department, commenced an effort to declutter the opening page, reorganize, refresh the look of the district's website, and make it easier to maintain.

The new website design being previewed to your committee incorporates input from all departments in its design and layout. It is also better organized, easier to navigate, and much simpler to update with new and timely information.

FISCAL IMPACT: _____

This is an information item only. There is no fiscal impact associated with reviewing the website design.

STRATEGIC GOAL:

LEGAL IMPACT: _____

None.



General Manager



ATTACHMENT A

SUBJECT/PROJECT:	Review of revised Otay Water District Website Design
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COMMITTEE ACTION:

NOTE:

The "Committee Action" is written in anticipation of the Committee moving the item forward for board approval. This report will be sent to the Board as a committee approved item, or modified to reflect any discussion or changes as directed from the committee prior to presentation to the full board.