

OTAY WATER DISTRICT

BOARD OF DIRECTORS MEETING
DISTRICT BOARDROOM

2554 SWEETWATER SPRINGS BOULEVARD
SPRING VALLEY, CALIFORNIA

WEDNESDAY

September 3, 2008

3:30 P.M.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC PARTICIPATION – OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK TO THE BOARD ON ANY SUBJECT MATTER WITHIN THE BOARD'S JURISDICTION BUT NOT AN ITEM ON TODAY'S AGENDA
5. APPROVAL OF MINUTES OF THE SPECIAL MEETING OF APRIL 28, 2008

CONSENT CALENDAR

6. ITEMS TO BE ACTED UPON WITHOUT DISCUSSION, UNLESS A REQUEST IS MADE BY A MEMBER OF THE BOARD OR THE PUBLIC TO DISCUSS A PARTICULAR ITEM:
 - a) AWARD OF A CONSTRUCTION CONTRACT FOR THE AGENCY INTER-CONNECTIONS PROJECT TO JOSE PEREIRA ENGINEERING & MECHANICAL IN THE AMOUNT OF \$129,542
 - b) REPORT ON BOARD OF DIRECTOR'S EXPENSES FOR THE 4TH QUARTER OF FISCAL YEAR 2008
 - c) ANNUAL REVIEW OF INVESTMENT POLICY (POLICY NO. 27) AND DELEGATION OF AUTHORITY FOR ALL INVESTMENT RELATED ACTIVITIES TO THE CHIEF FINANCIAL OFFICER IN ACCORDANCE WITH GOVERNMENT CODE SECTION 53607

- d) CONSIDERATION TO CAST THE DISTRICT'S VOTE TO ELECT A REPRESENTATIVE TO THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS, REGION 6, SEAT C

INFORMATIONAL ITEMS

- 7. THIS ITEM IS PROVIDED TO THE BOARD FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS REQUIRED ON THE FOLLOWING AGENDA ITEM.
 - a) REVIEW THE 2008 RESIDENTIAL CUSTOMER OPINION AND AWARENESS, AND CALL CENTER CUSTOMER SERVICES SATISFACTION SURVEYS (BUELNA)
 - b) REVIEW OF EMPLOYEE SURVEY (WILLIAMSON)
 - c) 2008 FISCAL YEAR-END STRATEGIC PLAN AND PERFORMANCE MEASURES UPDATE REPORT (STEVENS)
 - d) FISCAL YEAR END 2007-2008 CAPITAL IMPROVEMENT PROGRAM REPORT (RIPPERGER/BRADEN)

ACTION ITEMS

- 8. GENERAL MANAGER
 - a) ADOPT ORDINANCE NO. 518 AMENDING SECTION 6, CONFLICT OF INTEREST CODE, OF THE DISTRICT'S CODE OF ORDINANCES (CALDERON)
- 9. BOARD
 - a) DISCUSSION OF 2008 BOARD MEETING CALENDAR

REPORTS

- 10. GENERAL MANAGER'S REPORT
 - a) SAN DIEGO COUNTY WATER AUTHORITY UPDATE
- 11. DIRECTORS' REPORTS/REQUESTS
- 12. PRESIDENT'S REPORT

RECESS TO CLOSED SESSION

- 13. CLOSED SESSION

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

(I) MULTIPLE CASES RELATED TO THE FENTON BUSINESS CENTER AND FILED WITH THE SUPERIOR COURT OF THE COUNTY OF SAN DIEGO RECENTLY CONSOLIDATED UNDER CASE NO. 37-2007-00077024-CU-BC-CTL; AND TWO NON-CONSOLIDATED CASES, NOS. 37-2008-83163-CU-PO-CTL AND 37-2008-00086689-CU-PO-CTL

(II) AMERICAN PROTECTION INSURANCE V. OTAY WATER DISTRICT, DISTRICT COURT SOUTHERN DISTRICT OF CALIFORNIA, #08-CV-0662-JM-POR

a) PUBLIC EMPLOYEE PERFORMANC EVALUATION [GOVERNMENT CODE §54957.6

TITLE: GENERAL MANAGER

RETURN TO OPEN SESSION

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

15. ADJOURNMENT

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

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

Certification of Posting

I certify that on August 29, 2008, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Otay Water District, said time being at least 72 hours in advance of the regular meeting of the Board of Directors (Government Code Section §54954.2).

Executed at Spring Valley, California on August 29, 2008.



Susan Cruz, District Secretary

AGENDA ITEM 5

MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING OF THE OTAY WATER DISTRICT April 28, 2008

1. The meeting was called to order by President Croucher at 12:00 p.m.
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

Directors Present: Bonilla, Croucher, Lopez and Robak

Directors Absent: Breitfelder

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

4. APPROVAL OF AGENDA

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

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

to approve the agenda.

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

No one wished to be heard.

The board recessed for lunch at 12:08 p.m. and reconvened at 12:35 p.m.

6. APPROVE THE PROPOSED FISCAL YEARS 2009-2011 STRATEGIC PLAN (STEVENS)

Chief of Information Technology Geoff Stevens indicated that staff has gone through a major effort to recraft the FY 2009-2011 Strategic Plan and focus on the Mission and Vision strategies of the plan. Upon approval of this plan, staff will move into the implementation process which is cycled through once every three years. Staff utilizes the Balanced Scorecard which provides an external prospective and allows staff to view the plan from a financial, business process, learning and growth and customer service perspective. It also helps, in that, staff will not become too departmentally focused.

He reviewed 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.

The District's Vision Statement is:

A District that is at the forefront in innovations to provide water services at affordable rates, with a reputation for outstanding customer service.

He also reviewed the District's Statement of Values:

As Otay Water District employees we dedicate ourselves to:

CUSTOMERS: We take pride that our commitment to customer-centered service is our highest priority.

EXCELLENCE: We strive to provide the highest quality and value in all that we do.

INTEGRITY: We commit ourselves to doing the right thing. Ethical behavior, trustworthiness and accountability are the District's foundation.

TEAMWORK: We promote mutual trust by sharing information, knowledge and ideas to reach our common goals.

EMPLOYEES: We see each individual as unique and important. We value diversity and open communication to promote fairness, dignity and respect.

The District's Key Challenge. He indicated that this statement is different from the FY 2006-2008 Strategic Plan. The most substantial difference is that there are more aggressive actions in the 2006-2008 plan. There was a lot of emphasis on infrastructure particularly in the Information Technology department. Staff became more accustomed to using the Strategic Plan in driving the business. Now, we're leveraging off what we did in 06-08 and putting the Strategic Plan process firmly in place and the infrastructure in place. He highlighted that

meeting the challenges in this plan required persistence, dedication to continuous improvement and the innovative use of technologies and resources. He indicated that many tools have been put in place and these tools will be used for continuous improvement and will provide savings and economies of scale as the investments for these tools have already been made.

The key strategies that are being employed in the Customer Service area are:

- Maximize Customers' Satisfaction
- Educate Customers on Important Water Related Matters
- Help Shape the Water Industry's Direction

Under the "Financial" area, the goals are to:

- Develop a Long-Term Financial Planning Program
- Optimize All Revenue Streams

The goals for Business Process strategies are to:

- Implement Industry Best Practices for Utility Development
- Optimize the District's Operating Efficiency
- Improve Financial Analysis and Reporting

Under "Learning and Growth," at the strategy level, staff will be focusing on:

- Results-oriented Workforce

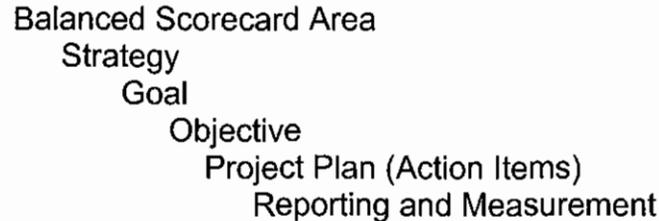
He indicated that the presentation today will review the strategies. This will cover a three-year period which consists of labor for three years for a staff of 170 employees. It covers a \$300 million budget and the resources to accomplish this plan are explicitly included in the 2009 budget and the assumption is that they will be incorporated into the FY 2010-2011 budget.

It is a balanced approach which means that there are lists of action items that will be accomplished over the next three years and they are divided as follows:

<u>Area</u>	<u>Objectives</u>
Customer	24
Financial	15
Business Process	48
Learning & Growth	17

He indicated that the emphasis is on Business Process improvement. By making the changes in Business Processes or by combining two operations into one, 10% of the overall Business Processes will be reduced thus reducing staffing. This will assist staff in finding ways to save the District time and money and allow staff to maintain direction in implementing the Strategic Plan.

The Strategic Plan is a “drill down” plan. An example of how the plan works is:



He explained that there is a book with detailed project plans for all the items that are presented as objectives. There are 107 items which equates to 107 project plans. There is detail behind every objective including dates, who will perform the task, and how it will be measured. Over the next month, the senior team will review these items in detail. It will then be signed off by each Chief and the Assistant General Managers. This will be available for viewing on the Otay Internet.

Each department Chief will be presenting details and the importance of the Strategic Plan for their department.

Chief of Administrative Services Rom Sarno indicated that the purpose of the Strategic Plan is to convey to the Board and ratepayers how this plan will benefit Otay. It will address issues such as enhancing water conservation, optimizing disaster preparedness and retaining a dedicated workforce from the Administrative Services Department prospective.

He indicated that the Administrative Services Department plans to reach its water conservation goals for the Strategic Plan by:

- Promoting and encouraging the adoption of conservation practices for new construction. This will be accomplished by partnering with the City of Chula Vista and developers to encourage adopting water conservation practices such as requiring water savings in the home by installing dual flush toilets, high efficiency washers and drought tolerate landscaping, and the use of smart controllers.
- Promoting commercial and residential water surveys to highest water users. These surveys will identify for the District and homeowners how they can best irrigate and maintain outside landscaping.
- Updating policies and procedures for the District’s Drought Management Plan will help customers and District staff to focus on saving water during times of drought.

The next goal will be to optimize the District's disaster preparedness plan by implementing recommendations from the 2007 fire assessment and by updating the District’s Security Assessment and implementing recommendations. He indicated that in an effort to stay ahead of unforeseen disasters, every effort will

be made to prepare staff to react effectively with little or no notice to disasters impacting the District and our neighboring agencies. Reviewing the security system will ensure that the District's assets are protected and will provide appropriate defenses against intrusions and quick responses by staff and law enforcement.

The goal of retaining a dedicated workforce will be attained by reviewing the findings of an employee survey which will be administered in this fiscal year. In addition, staff will review and update the District's classification plan which describes job requirements, class series and salaries, staff can compare Otay's job classifications with other agencies.

Another element required in retaining a dedicated workforce is identifying core elements of Succession Planning. This will enable staff to identify a best practices model to ensure the District is well positioned to meet the personnel needs for the short and long term. Critical positions within the District will be identified to establish recruitment training and retention plan to ensure that District operations are staffed by qualified employees.

The annual review process will be updated and expanded to include career goals, strategic plan objectives and performance measures. These measures are a critical aspect to make sure that the Strategic Plan is successful. The goals, objectives and performance measures will be included and emphasized with each employee and the ability they have on the District's ability to meet customers' needs and to focus on improved efficiency and teamwork.

Director Bonilla inquired if staff established recruitment programs such as scholarships, training and other incentives that can be offered in a difficult time if there is no money available for salary increases. Mr. Sarno responded that the District has a tuition reimbursement program in the amount of \$3,000 per year. Training and seminars are also offered to employees.

Communications Officer Armando Buelna indicated that the Customer Survey Program is key in maximizing customer satisfaction. The survey assists staff by providing a scientifically reliable, repeatable input from customers from year to year. It helps staff gauge customer awareness of programs and services that are available. It allows staff to better tailor programs and services to meet the changing expectations of customers. It also assists staff in developing meaningful metrics for gauging changes in customer service. The survey is flexible which allows staff to change the questions to address changing issues in the environment that affect the District as a business.

There was discussion regarding how the information for programs and services is disseminated to the customers. In the survey, questions are asked to specifically obtain such information such as do they read the Otay Newsletters and over the years, staff has been able to track customer responses and feedback. This information can be used to inquire as to what kind of information the customer would like to see in the Newsletter. Director Bonilla inquired if a survey has been

posted on the Otay website to gauge customer satisfaction. General Manager Watton indicated that there has been discussion regarding posting surveys on the website. He stated that staff will follow-up.

Chief of Engineering Rod Posada indicated that the Engineering Department has five strategies that staff feels are the most important goals that need to be addressed. They are:

1. Explore the expansion of the use of recycled water District-wide.
2. Prioritize and implement construction of new infrastructure.
3. Develop and implement an Asset Management Program Plan.
4. Maximize regional cost-sharing opportunities.
5. Enhance construction inspection on construction projects.

He indicated that staff has already begun preparing a study evaluating the feasibility of using recycled water in the Northern most section of the District. Staff is also identifying additional areas in the District that may be viable candidates for recycled water. Another aspect of this expansion will be to examine the cost effectiveness of constructing new facilities. Staff is analyzing and pursuing potential opportunities for converting potable water facilities to recycled water facilities. These opportunities reside mostly in the Otay Mesa area where potable water pipes were installed for many years before recycled water lines were available. The advantage of using recycled water is that it will reduce the use of imported potable water.

The second strategy to prioritize and implement construction of new infrastructure includes updating the Water Resources Master Plan (WRMP) along with the Environmental Impact Report. Staff will be identifying new infrastructure that will need to be developed within the next five years and as far into the future as 30 years. Meeting current and future demand requirements by designing and constructing new facilities such as pipelines, reservoirs, and pump stations is not necessarily a strategy but is more of a day-to-day function of the District. A big part of this goal is to complete the design and construction of the interconnection of the 36-inch connection link. The reservoirs, which are a part of this particular project, are near completion. The next step will be the 36-inch pipeline. Staff anticipates most of the construction of this pipeline to be complete within fiscal year 2008-2009. Another link that is very important in the recycled water project will connect the Central area to the Otay Mesa area of the District.

He stated that another strategic area that staff considers important is to increase the number of interconnections with other agencies because it provides reliability in case of an emergency. The District currently has about 22 interconnections.

This year, Staff began the Asset Management Plan. This plan provides a programmatic approach to rehabilitation and replacement of the District's infrastructure. Through this program, staff will be able to identify a financial plan that will be brought back to the Board and will show how much money will be needed to implement the rehabilitation and replacement program. The goal is to

reduce overall costs of replacement and at the same time enhance the preventive maintenance programs for existing facilities.

Concerning regional cost-sharing opportunities, he indicated that staff has a program in place for the integration of resources between different agencies. The goal is to reduce the per unit cost of activities performed by the agencies.

In order to maximize regional cost-sharing opportunities, staff's goal is to streamline processes of purchase and acquisition as well as promote "teamwork" between agencies.

He indicated that since the incident of the recycled water misconnection, staff has enhanced checks and balances during the plan check process, inspections, and project acceptances. Staff is also looking for opportunities to integrate business processes into IMS and for streamlining work processes. Staff is also improving quality control to ensure final quality of the product is the best and accountability and responsibility of all team members is improving.

Director Bonilla asked Mr. Posada to elaborate on the how staff will analyze and pursue potential opportunities for converting potable water facilities to recycled water facilities. Mr. Posada indicated that there are some facilities, especially in the Otay Mesa area, that were built without installing the infrastructure for the recycled water system. The irrigation waterlines used in that area are potable water pipes. He indicated that potable water is not cost effective to use for irrigation purposes, thus, when the connection is made to the Otay Mesa facilities, staff will evaluate the system to see if it will be cost effective to retrofit those waterlines to recycled water.

General Manager Watton explained that because of the way the Otay Mesa area developed over the years from farming to industrial, a designated recycled water system was not installed. Assistant General Manager Manny Magana indicated that a better utilization of the backbone system will include the use of the irrigation system by Caltrans and staff will need to work with Caltrans to coordinate those efforts. There was discussion as to infrastructure that is already in place that is not being utilized. Staff indicated that at some point in the development history of the recycled water system, developers were required to install purple pipes in anticipation of recycled water use in the area. The challenge will be to link or convert some of the potable pipes to recycled where needed.

Chief of Finance Joe Beachem indicated that he will address the Finance/Customer Service Department's objectives as follows:

- ✓ Develop a long-term financial plan.
- ✓ Financial threat assessments.
- ✓ Simplify the rate structure.
- ✓ Implement a complaint tracking and reporting system.
- ✓ Evaluate the effectiveness of the bill presentation.

He indicated that developing a long-term financial plan will make the short-term financial planning stronger. Staff will be able to identify financial difficulties in a timely fashion which will increase the options to address challenges. This will assist with a smoother rate increase which will avoid any spike in rates. He indicated that by linking to the renewal and replacement plan, staff will be able to identify facilities that need to be replaced, when they will need to be replaced, and how much it will cost. He indicated that the District currently has a six-year rate model, but if there are substantial replacement projects beyond the six year budget, this will assist staff in putting together a financial strategy.

The financial threat assessment identifies risk factors. By identifying factors such as growth, water availability and inflation, staff is better prepared to provide solutions. Through the process of defining threats to the District's financial strength, staff can demonstrate financial discipline and foresight to the bond markets and hold down the cost of debt. He indicated this management tool also assists staff in maintaining a forward thinking perspective on the challenges ahead.

He indicated by simplifying the rate structure, customers can better understand the District's rate structure which will save staff time and costs in explaining the to customers their water bill. He indicated that the District has one of the most complicated rate structures for water in San Diego County and it is, at times, difficult to explain to customers how their bill works. It costs the District time, effort and training in explaining this to customers. By reducing the complexity of the rate structure, the overall costs to the customer will be reduced.

He also indicated that by simplifying the rate structure, the pending complications from conservation and drought stage rates will become less daunting for our customers. By reducing overall complexity, the District will come to a more postage stamp approach and conform more with the industry standard for rates.

The formal call and complaint tracking and reporting system will provide staff with information that was previously unavailable. Currently, information is documented when there are concerns or complaints from customers. However, a more formal call and complaint tracking system will catalog, code and provide statistical analysis which will then be summarized. This information will assist staff in improving service to the customer.

The last item under the Finance / Customer Service Department is to evaluate and improve the effectiveness of the bill presentation. The goal is to improve the clarity and readability of the water and sewer bills. Staff will help build a cooperative and team approach to customers, especially customers who are billed for sewer by the City of Chula Vista.

There was discussion to include information in the strategic plan that addresses the review of the rate structure. Mr. Beachem indicated that there is not an objective that addresses rates in the strategic plan because the strategic plan

focuses on changing how we do things. He indicated that the strategic plan reviews annexation fees and capacity fees whereas rate structures are addressed in the Asset Management Plan. In the annual budgeting process there is a chart that is presented showing the District's rates in comparison to other water agencies. To clarify, staff will include a rate requirement analysis within this strategic plan. This information will better project what the rate requirements will be in the future.

Chief Information Officer Geoff Stevens presented the five key areas for the Information Technology Department. They are:

- ✓ Advance integration between applications to improve efficiency
- ✓ Extend wireless networks to field applications to improve efficiency
- ✓ Optimize tracking of capital projects
- ✓ Explore efficiencies of managing voice with data center tools and technologies (VOIP)
- ✓ Deliver advanced and targeted reporting systems to end users (SharePoint)

He indicated that by integrating GIS, GPS and work order information, we can reduce drive time and increase productivity of crews. Also, by providing detailed asset information and history to a work order, we can provide very useful and detailed information to the field staff. Another goal in this area is to streamline the capture of financial information whereby we can get better unit costs.

He indicated that wireless networks are becoming very important. The District wants to be able to pilot the headquarters to treatment plant (proof of concept). Currently, we have a T1 in place that cost the District \$600 per month. Staff wants to be able to find ways to reduce that cost by providing point-to-point wireless communications. Wireless networks would also provide faster information to staff when they are working in remote field sites. Also, by extending the network for high speed wireless data transfer, staff would have the capability to download an entire work order or CAD drawing to an operator in the field. Staff will also examine ways to consolidate the licenses for data, laptop and GPS in order to save the District money.

By improving the capital tracking application, project managers will be better able to track project costs and spending data. This will also provide better integration of contract management.

Voiceover IP means that the technology that carries phone messages is converging with the technology that carries data. This means that the same tools can be used to manage both phones and computers. This will avoid future PBX upgrades because a PBX will no longer be needed. Voiceover IP will also improve productivity by providing unified messaging and the capability to attach documents to voice messages or participate in virtual meetings using shared data and videoconferencing. It will provide flexibility during a disaster allowing staff to setup a fully functioning office anywhere in minimal time.

SharePoint is a MicroSoft tool that makes it easier for each employee to search databases and allows quick and easy access to information. By optimizing management reporting through deployment of SharePoint, accurate performance and reporting data can be distributed to staff. This will reduce the complexity of the INET and allow greater support to the employees.

There was discussion regarding televising the board meetings and/or making them available on the Otay website by live-streaming. Mr. Stevens indicated that the technology to save and record board meetings requires a media server which is a \$15,000 investment including the software. The actual mechanics of recording and arranging it into an accessible format can be a very complicated process.

Chief of Operations Pedro Porras indicated that the goals in the Strategic Plan for the Operations Department are as follows:

- Develop and implement Treatment Plant Enhancements
- Implement comprehensive meter testing, calibration and replacement program
- Optimize functionality, business continuity, bandwidth and use of SCADA
- Implement our new "Fleet Management Program" and track vehicle use through IMS and GPS

He indicated that the Treatment Plant recently received an upgrade to the District's discharge permit. To develop and implement enhancements to the Treatment Plant, staff plans to improve and document operations of treatment processes through best management practices. Another goal is to enhance monitoring and control of treatment process remotely via SCADA. Ways will be developed to reduce overtime costs to reduce staff call-outs. Staff's goal is to also reduce electrical costs by optimizing air blower operations and reduce chemical costs by automated and remote control of chlorine dosing.

Through the implementation of a comprehensive meter testing calibration and replacement program, staff will be able to identify meter inaccuracies through testing, repair and replacement of meters that are reading inaccurate. This will increase revenues through increased meter accuracy. Staff will also look at ways to document and account for water loss.

Staff is also working on ways to optimize functionality, business continuity, bandwidth and use of SCADA to improve the reliability of SCADA communications. Operations staff will work more closely with IT to enhance ways to provide support for security monitoring via remote cameras. By enhancing SCADA to provide data, the phone lines can be eliminated which will lower costs. Also, by having more information, both in the type of information in SCADA and the frequency of data collection, Staff can perform their job more efficiently.

He indicated that a new "Fleet Management Program" is being implemented. This program will track vehicles that are at or near the end of their manufacturers warranty period. Closer monitoring of these vehicles will help lower maintenance costs and allow for a higher trade-in value of the vehicles. The program will allow for reduced manpower for fleet maintenance. The program will also utilize the IMS which is connected to the fuel system. This tracking will provide the garage maintenance staff with information for tracking vehicle mileage and scheduling routine maintenance which will reduce costly repairs. Another goal of the program is to reduce vehicle mileage by utilizing GPS when dispatching operators to the field to address customer concerns.

There was discussion regarding the use of wireless technology and how Otay can benefit from this technology in pinpointing water breaks, reading of meters, scheduling shut-offs at the meter and troubleshooting. Chief of Information Technology Stevens indicated that in the Strategic Plan, there is an objective that is tied to the evaluation of extending the capabilities of wireless to perform meter reading. It is planned for and budgeted to begin to provide those high speed links between distances up to a mile and a half. At some of the sites, such as the water tanks, manual turning of the valves is required so it would not be possible to use wireless technology for those types of task. However, video surveillance will be used to monitor activity at water tanks and remote locations. It will be some time before the District will be able to utilize this technology but it is in our future.

There was discussion as to how the Strategic Plan will tie into the Customer Survey. Mr. Stevens indicated that the Customer Survey will be performed to gather scientific data regarding customer concerns. This will also establish a customer feedback process so that as we get real time complaints from customers, and those complaints are tracked, the information will then be combined to determine specific problems and give staff day-to-day feedback. The phone tracking will help provide this information. Also, the scientific survey will determine how our customers feel overall about the service they are receiving from Otay. For example, we can determine that 91 percent of our customers are satisfied with our service or 82 percent are happy with our website. The survey takes away the "guessing."

Finally, if the Board approves this plan, there are concrete objectives in place that can be achieved. There are 107 specific objectives in the plan. By achieving those objectives, we will achieve our vision.

General Manager Watton commented that the Strategic Plan is evolving to the point where the performance measures are being linked to the employee review and the pay-for-performance program. He commended Geoff Stevens for overseeing the Strategic Plan and keeping staff on track with following through with the goals and objectives of the plan.

Director Lopez commended General Manager Watton for supporting and encouraging staff throughout the evolving phases of the Strategic Plan. This

support has given staff the incentive to push forward with the plan and see it through to fruition.

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

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

to adopt the Strategic Plan for Fiscal Year 2009 – 2011.

In conclusion, this Strategic Plan will allow Staff to achieve our vision:

A District that is at the forefront in innovations to provide water services at affordable rates, with a reputation for outstanding customer service.

The next steps will require that the Board adopt the fiscal year 2009 budget. The Senior Team will then finalize project plans and performance measures and the plan will take effect July 1, 2008.

7. ADJOURNMENT

With no further business to come before the Board, President Croucher adjourned the meeting at 1:55 p.m.

President

ATTEST:

District Secretary

AGENDA ITEM 6a



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 3, 2008
SUBMITTED BY:	Ron Grunow <i>RdG</i> Sr. Civil Engineer	PROJECT/	P2422- DIV. 2&5
		SUBPROJECT:	001103 NO.
	Daniel Kay <i>DK</i> Associate Civil Engineer		
	Ron Ripperger <i>RR</i> Engineering Manager		
APPROVED BY:	Rod Posada <i>Rod Posada</i> (Chief) Chief, Engineering		
APPROVED BY:	Manny Magaña <i>M. Magaña</i> (Asst. GM): Assistant General Manager, Engineering and Operations		
SUBJECT:	Award of a Construction Contract for the Agency Interconnections Project		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (Otay) Board awards a construction contract to Jose Pereira Engineering & Mechanical (Jose Pereira) in the amount of \$129,542 for the Agency Interconnections Project (see Exhibits A & B for project locations).

COMMITTEE ACTION: _____

Please see Attachment A.

PURPOSE:

To obtain Board approval authorizing the General Manager to enter into a construction agreement with Jose Pereira in an amount not to exceed \$129,542 for the Agency Interconnections Project.

ANALYSIS:

Otay has identified an opportunity and a beneficial need for the construction of two interconnections with neighboring water districts.

The first interconnection is with Helix Water District (Helix) located on Sir Francis Drake Drive in La Mesa. This is a new connection and consists of installing a vault, meter, blow-offs, and a pressure reducing valve. The interconnection will only benefit Otay by allowing water to be transferred from Helix's system in the event of an emergency situation.

The second interconnection is with California American Water Company (Cal-Am) located on Otay Valley Road in Chula Vista. This is an existing interconnection that needs rehabilitation. Currently, the interconnection only provides water from Otay's system to Cal-Am. The rehabilitations to benefit Otay include upgrading to a bi-directional meter, new telemetry, and a new SCADA system. These upgrades will provide the flexibility in an emergency condition to transfer water from Cal-Am to Otay.

Both facilities will be used mainly when Otay (or Cal-Am) experiences an emergency situation. In previous outages and emergencies, these interconnections have proven to provide increased reliability and flexibility. The Board previously approved the interconnection agreements with Helix and Cal-Am at the May 7, 2008 Board Meeting.

The design for this project was performed by an outside consultant to take advantage of specialty design disciplines. J.C. Heden & Associates provided these design services.

The project was previously advertised for bid in the month of May for contract award at the July board meeting. Staff only received one bid from Prime Time Construction in the amount of \$225,902 in part to confusion with another Otay bid on meter upgrades at the same time. Since Prime Time's bid was considerably higher than the engineer's estimate staff recommended rejecting the bid and re-advertising. The Board approved this action at the July Board meeting.

To create more interest in the project, staff outreached to the contracting community and the project was re-advertised in July. A non-mandatory pre-bid meeting was held on July 22, 2008. A presentation was given by Otay staff to explain the project and discuss any questions or concerns from the contractors. There were six (6) contractors that attended the meeting and meeting minutes were published.

Subsequently, one (1) addendum was sent out to all bidders and plan houses to address questions and provide clarifications to the contract documents during the bidding period.

Bids were publicly opened on July 31, 2008 with the following results:

<u>CONTRACTOR</u>	<u>TOTAL BID AMOUNT</u>	<u>CORRECTED BID AMOUNT</u>
1. Jose Pereira Engineering & Mechanical	\$129,542.00	-
2. El Cajon Grading & Engineering	\$156,207.00	-
3. Zondiros Corporation	\$176,177.00	-
4. Arrieta Construction	\$193,882.00	-
5. Prime Time Construction	\$201,306.00	-
6. ARB Incorporated	\$258,817.62	\$258,817.43

The Engineer's Estimate is \$95,095.

The evaluation process included reviewing all bids submitted for conformance to the contract documents. The lowest bidder, Jose Pereira, submitted a responsible bid and holds a Class A Contractor's license which expires on May 31, 2009. References were checked and Jose Pereira was found to be a highly rated company. Staff also verified that it can comply with the bonding requirements for this project.

FISCAL IMPACT:



The total budget for CIP P2422, as approved in the FY2009 budget, is \$1,600,000. Total expenditures, plus outstanding commitments and forecast to date, are \$360,344. See Attachment B for budget detail.

The Project Manager anticipates that, based on the attached financial analysis, the CIP budget will be sufficient to support the CIP portion of this project. Finance has determined that the 100% of the funding is available from the Replacement Fund.

STRATEGIC GOAL:

This project supports the District's Mission Statement, "To provide safe, reliable water, recycled water and wastewater services to our community in an innovative, cost efficient water wise and environmentally responsible manner," as well as the General Manager's vision, "...prepared for the future..." by guaranteeing the District will always be able to meet future water supply obligations and plan, design, and construct new facilities.

LEGAL IMPACT: _____

None.



General Manager

P:\WORKING\CIP P2422\Staff Reports\BD 9-3-08, Staff Report, Agency Interconnections Project, Bid Award to Jose Pereira Eng and Mech, (RG-DK-RR).doc

RG/DK/RR/RP:jf

Attachments: Attachment A
 Attachment B
 Exhibit A
 Exhibit B



ATTACHMENT A

SUBJECT/PROJECT: P2422-001103	Award of a Construction Contract for the Agency Interconnections Project
---	--

COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on August 19, 2008. The following comments were made:

- Staff indicated that two interconnections with neighboring water districts have been identified. The first interconnection is with Helix Water District located on Sir Francis Drake Drive in La Mesa. The second interconnection is with California American Water Company (Cal-Am) located on Otay Valley Road in Chula Vista.
- This project was advertised in May 2008 but only one bid was received. Staff rejected the bid because the bid exceeded the District's Engineering Estimate.
- The project was advertised again on July 8, 2008. Six bids were received with Jose Pereira Engineering & Mechanical being the lowest bidder.
- After checking references, staff is seeking Board approval authorizing the General Manager to enter into a construction agreement with Jose Pereira Engineering & Mechanical in an amount not to exceed \$129,542 for the Agency Interconnections Project.
- There was discussion about how often costs for a long-term project are re-evaluated to determine if the project is in line with design and construction costs. Staff indicated that the project is evaluated at different stages and the Engineering Estimate is updated at each submittal level.

- Director Lopez asked if the rebidding of this project cost the District time. Staff indicated that about one month of project time was lost by rebidding the job.

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



ATTACHMENT B

Otay Water District
P2422 - Agency Interconnections

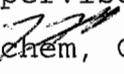
Date Updated: Aug 04, 2008

Budget \$1,600,000	Committed	Expenditures	Outstanding Commitment & Forecast	Projected Final Cost	Vendor / Comments
Planning					
In House/Labor	15,217	15,217		15,217	
Professional Legal Fees	175	175	-	175	Burke, Williams & Sorensen, LLP
	874	874	-	874	Garcia, Calderon & Ruiz LLP
Service Contracts	754	754	-	754	OCB Reprographics
	15	15	-	15	Patty Cash Custodian
Advertisement/Bid	144	144	-	144	San Diego Daily Transcripts
	504	504	-	504	Union Tribune Publishing
	250	250	-	250	Mcgraw-Hill Construction
Infrastructure, Materials & Supplies	2,844	2,844	-	2,844	Mccrometer Inc.
Helix Water District's share (50% less \$9,423 adjustment for labor)	(9,158)	(9,158)		(9,158)	Inv# 422-30093 Ck# 137134
Total Planning	\$ 11,618	\$ 11,617	\$ -	\$ 11,617	
Design					
In House/Labor	103,910	103,910		103,910	
Consultant Contracts	12,800	12,800	-	12,800	J.C. Heden & Associates
	465	465	-	465	BRG Consulting Inc
	3,980	3,980	-	3,980	CAL-AM Intergrated Meter
	1,920	1,920	-	1,920	Swinerton Management
Service Contracts	119	119	-	119	San Diego Daily Transcripts
	638	638	-	638	Union Tribune Publishing
	2,656	1,278	1,378	2,656	Mayer Reprographics Inc
Special Projects	32	32		32	Sedona Staffing Services
Infrastructure, Materials & Supplies	442	442	-	442	Penhall Company
	125	125	-	125	Best Rentals Inc.
	212	212	-	212	Frank & Son Paving Inc.
Helix Water District's share (50% less \$9,423 adjustment for labor)	(30,541)	(30,541)		(30,541)	Inv# 422-30093 Ck# 137134
Total Design	\$ 96,756	\$ 95,378	\$ 1,378	\$ 96,756	
Construction					
In House/Labor	40,000	28,565	11,435	40,000	
Construction Contracts	129,884	129,884	-	129,884	Arrieta Consturction Inc
	129,542		129,542	129,542	Jose Pereira Engineering & Mechanical
Service Contracts	756	756	-	756	Clarkson Lab & Supply Inc
	65	65	-	65	OCB Reprographics
Consultant Construction Support	5,000		5,000	5,000	J.C. Heden & Associates
Helix Water District's share (50% less \$9,423 adjustment for labor)	(65,353)	(65,353)		(65,353)	Inv# 422-30093 Ck# 137134
Inventory	311	311	-	311	Copper Tubing
	126	126	-	126	Stop Meter
	140	140	-	140	Blow-off Assembly-Nipple, Flange, Elbow
Acceptance & Closeout	5,000		5,000	5,000	
Contingency(5%)	6,500		6,500	6,500	
Total Construction	\$ 251,971	\$ 94,494	\$ 157,477	\$ 251,971	
Grand Total	\$ 360,344	\$ 201,489	\$ 158,855	\$ 360,344	



AGENDA ITEM 6b

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 3, 2008
SUBMITTED BY:	Sean Prendergast,  Payroll/AP Supervisor	W.O./G.F. NO:	DIV. NO. All
APPROVED BY:	Joseph R. Beachem,  (Chief), Chief Financial Officer		
APPROVED BY:	German Alvarez,  (Asst. GM), Assistant General Manager		
SUBJECT:	Director's Expenses for the 4th Quarter of Fiscal Year 2008		

GENERAL MANAGER'S RECOMMENDATION:

This is an informational item only.

COMMITTEE ACTION: _____

Please see Attachment A.

PURPOSE:

To inform the Board of the Director's expenses for the 4th quarter of Fiscal Year 2008.

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: 

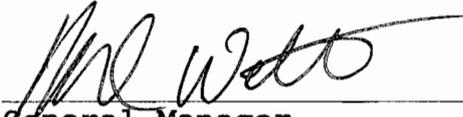
None.

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 4th Quarter of Fiscal Year 2008
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COMMITTEE ACTION:

This item was agendized for review at the Finance, Administration and Communications Committee held on August 20, 2008. The committee noted and filed staffs' report and recommended that it be forwarded to the full board on the consent calendar.

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

**FINANCE, ADMINISTRATION, AND
COMMUNICATIONS COMMITTEE MEETING
AUGUST 20, 2008**

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

- Fiscal Year 2008, 4th Quarter.
- The expenses are shown in detail by Board member, month and expense type.
- This presentation is in alphabetical order.
- This information was presented to the Finance, Administration, and Communications Committee on August 20, 2008.

Board of Directors' Expenses and Per-Diems
Fiscal Year 2008 Quarter 4 (Apr 08- Jun 08)

• Director Bonilla	45.00
• Director Breitfelder	\$4,308.29
• Director Croucher	\$1,300.00
• Director Lopez	\$953.30
• Director Robak	<u>\$1,391.81</u>
• Total	\$7,953.40

Director Bonilla

Fiscal Year 2008 Quarter 4

	<u>Apr_08</u>	<u>May_08</u>	<u>Jun_08</u>	<u>Qtr4</u>
• Mileage Business				
• Mileage Commute				
• Conference/Seminars				
• Business Meetings	45.00			
• Director's Fees	_____	_____	_____	
•				
• Monthly Totals	<u>45.00</u>	<u>0.00</u>	<u>0.00</u>	
• Quarterly Total				45.00
• Meetings Attended				
• Meetings Paid*	0	0	0	
• Fiscal Year-to-Date 2008 (Jul 07-Jun 08)				135.00
• *Director Bonilla does not request per-diem reimbursements				

Director Breitfelder

Fiscal Year 2008 Quarter 4

	<u>Apr 08</u>	<u>May 08</u>	<u>Jun 08</u>	Qtr4
• Mileage Business	118.01		121.68	
• Mileage Commute	45.45	51.51	45.45	
• Seminars & Travel		754.19	735.00	
• Director's Fees	700.00	700.00	800.00	
• Business Meetings	<u>70.00</u>	<u>142.00</u>	<u>25.00</u>	
• Monthly Totals	933.46	1,647.70	1,727.13	
• Quarterly Total				4,308.29
• Meetings Attended	10	16	10	
• Meetings Paid	7	7	8	
Fiscal Year-to-Date 2008 (Jul 07-Jun 08)				14,426.31

Director Croucher

Fiscal Year 2008 Quarter 4

	<u>Apr_08</u>	<u>May_08</u>	<u>Jun_08</u>	Qtr4
• Mileage Business				
• Mileage Commute				
• Director's Fees	500.00	400.00	400.00	
• Travel & Seminars				
• Business Meeting				
• Monthly Totals	<u>500.00</u>	<u>400.00</u>	<u>400.00</u>	
•				
• Quarterly Total				1,300.00
• Meetings Attended	5	5	4	
• Meetings Paid	5	4	4	
• Fiscal Year-to-Date 2008 (Jul 07-Jun 08)				4,955.23

Director Lopez

Fiscal Year 2008 Quarter 4

	<u>Apr 08</u>	<u>May 08</u>	<u>Jun 08</u>	Qtr4
• Mileage Business				
• Mileage Commute	23.23	10.10	20.20	
• Business Meetings				
• Director's Fees	<u>400.00</u>	<u>200.00</u>	<u>300.00</u>	
• Monthly Totals	423.23	210.10	320.20	
• Quarterly Total				953.53
• Meetings Attended	5	2	3	
• Meetings Paid	4	2	3	
• Fiscal Year-to-Date 2008 (Jul 07-Jun 08)				6,558.51

Director Robak

Fiscal Year 2008 Quarter 4

	<u>Apr 08</u>	<u>May 08</u>	<u>Jun 08</u>	Qtr4
• Mileage Business	18.18	33.33	16.16	
• Mileage Commute	4.04	6.06	4.04	
• Director's Fees	500.00	400.00	400.00	
• Travel				
• Business Meetings			10.00	
• Monthly Totals	522.22	439.39	430.20	
• Quarterly Total				1,391.81
• Meetings Attended	6	6	4	
• Meetings Paid	5	4	4	
Fiscal Year-to-Date 2008 (Jul 07-Jun 08)				9,048.77

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

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

OTAY WATER DISTRICT
ADMINISTRATIVE EXPENSES - BOARD
July 1, 2007 - June 30, 2008

	Jul-07 1	Aug-07 2	Sep-07 3	Oct-07 4	Nov-07 5	Dec-07 6	Jan-08 7	Feb-08 8	Mar-08 9	Apr-08 10	May-08 11	Jun-08 12	Total
JAIME BONILLA (DETAILED IN SECTION D):													
5211 Mileage - Commuting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5211 Mileage - Business	-	-	-	-	-	-	-	-	-	-	-	-	-
5212 Travel	-	-	-	-	-	-	-	-	-	-	-	-	-
5214 Business meetings	-	-	-	-	-	-	-	-	-	45.00	-	-	45.00
5281 Director's fees	-	-	-	-	-	-	-	-	-	-	-	-	-
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	-	-	-	-	90.00	-	-	-	-	-	90.00
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ -	\$ -	\$ 45.00	\$ -	\$ -	\$ 135.00
LARRY BREITFELDER (DETAILED IN SECTION E):													
5211 Mileage - Commuting	\$ 29.10	\$ 72.75	\$ 58.20	\$ 43.65	\$ 36.38	\$ 58.20	\$ 34.34	\$ 30.30	\$ 30.30	\$ 45.45	\$ 51.51	\$ 45.45	\$ 535.63
5211 Mileage - Business	104.76	53.35	96.52	127.07	223.46	82.21	103.53	113.12	82.82	118.01	-	121.68	1,226.52
5212 Travel	-	-	-	-	721.32	-	-	-	639.94	-	559.19	-	1,920.45
5214 Business meetings	65.00	42.00	25.00	65.00	32.00	25.00	65.00	57.00	25.00	70.00	142.00	25.00	638.00
5281 Director's fees	700.00	700.00	800.00	700.00	900.00	700.00	500.00	700.00	700.00	700.00	700.00	800.00	8,600.00
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	200.00	70.00	-	-	95.00	-	210.72	-	195.00	735.00	1,505.72
Total	\$ 898.86	\$ 868.10	\$ 1,179.72	\$ 1,005.72	\$ 1,913.16	\$ 865.41	\$ 797.87	\$ 900.42	\$ 1,688.78	\$ 933.46	\$ 1,647.70	\$ 1,727.13	\$ 14,426.31
GARY D. CROUCHER (DETAILED IN SECTION F):													
5211 Mileage - Commuting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5211 Mileage - Business	-	-	-	-	-	-	-	-	15.15	-	-	-	15.15
5212 Travel	-	-	-	-	-	-	-	-	270.08	-	-	-	270.08
5214 Business meetings	-	-	-	-	-	-	-	-	-	-	-	-	-
5281 Director's fees	400.00	500.00	400.00	200.00	300.00	300.00	300.00	400.00	400.00	500.00	400.00	400.00	4,500.00
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	-	-	-	-	-	-	170.00	-	-	-	170.00
Total	\$ 400.00	\$ 500.00	\$ 400.00	\$ 200.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 400.00	\$ 855.23	\$ 500.00	\$ 400.00	\$ 400.00	\$ 4,955.23
JOSE LOPEZ (DETAILED IN SECTION G):													
5211 Mileage - Commuting	\$ 9.70	\$ 29.10	\$ 29.10	\$ 22.31	\$ 19.40	\$ 9.70	\$ 10.10	\$ 10.10	\$ 10.10	\$ 23.23	\$ 10.10	\$ 20.20	\$ 203.14
5211 Mileage - Business	-	32.01	25.00	-	140.65	-	-	-	-	-	-	-	197.66
5212 Travel	-	-	1,021.52	-	-	-	-	-	-	-	-	-	1,021.52
5214 Business meetings	-	20.00	-	110.00	-	-	-	-	-	-	-	-	130.00
5281 Director's fees	300.00	600.00	700.00	400.00	600.00	200.00	300.00	200.00	100.00	400.00	200.00	300.00	4,300.00
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	706.19	-	-	-	-	-	-	-	-	-	706.19
Total	\$ 309.70	\$ 681.11	\$ 2,481.81	\$ 532.31	\$ 760.05	\$ 209.70	\$ 310.10	\$ 210.10	\$ 110.10	\$ 423.23	\$ 210.10	\$ 320.20	\$ 6,558.51
MARK ROBAK (DETAILED IN SECTION H):													
5211 Mileage - Commuting	\$ 1.94	\$ -	\$ 5.82	\$ 3.88	\$ 3.88	\$ 1.94	\$ -	\$ 4.04	\$ 4.04	\$ 4.04	\$ 6.06	\$ 4.04	\$ 39.68
5211 Mileage - Business	72.27	-	62.83	83.24	144.53	26.19	-	11.62	110.60	18.18	33.33	16.16	578.94
5212 Travel	-	-	1,119.52	-	-	-	-	-	202.15	-	-	-	1,321.67
5214 Business meetings	40.00	-	-	110.00	-	-	-	-	-	-	-	10.00	160.00
5281 Director's fees	500.00	-	800.00	800.00	800.00	400.00	300.00	300.00	500.00	500.00	400.00	400.00	5,700.00
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	713.48	70.00	-	-	95.00	45.00	275.00	-	-	-	1,198.48
5231 Books, Periodicals and Subscriptions	50.00	-	-	-	-	-	-	-	-	-	-	-	50.00
Total	\$ 664.21	\$ -	\$ 2,701.65	\$ 1,067.12	\$ 948.41	\$ 428.13	\$ 395.00	\$ 360.66	\$ 1,091.79	\$ 522.22	\$ 439.39	\$ 430.20	\$ 9,048.77
TOTALS:													
5211 Mileage - Commuting	\$ 40.74	\$ 101.85	\$ 93.12	\$ 69.84	\$ 59.66	\$ 69.84	\$ 44.44	\$ 44.44	\$ 44.44	\$ 72.72	\$ 67.67	\$ 69.69	\$ 778.44
5211 Mileage - Business	177.03	85.36	184.35	210.31	508.64	108.40	103.53	124.74	208.57	136.19	33.33	137.84	2,018.26
5212 Travel	-	-	2,141.04	-	721.32	-	-	-	1,112.17	-	559.19	-	4,533.72
5214 Business meetings	105.00	62.00	25.00	285.00	32.00	25.00	65.00	57.00	25.00	115.00	142.00	35.00	973.00
5281 Director's fees	1,900.00	1,800.00	2,700.00	2,100.00	2,600.00	1,600.00	1,400.00	1,600.00	1,700.00	2,100.00	1,700.00	1,900.00	23,100.00
5241 Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
5213 Seminars and conferences	-	-	1,619.67	140.00	-	-	280.00	45.00	655.72	-	195.00	735.00	3,670.39
5231 Books, Periodicals and Subscriptions	50.00	-	-	-	-	-	-	-	-	-	-	-	50.00
Total	\$ 2,272.77	\$ 2,049.21	\$ 6,763.18	\$ 2,805.15	\$ 3,921.62	\$ 1,803.24	\$ 1,892.97	\$ 1,871.18	\$ 3,745.90	\$ 2,423.91	\$ 2,697.19	\$ 2,877.53	\$ 35,123.82

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT D
SECTION D

DIRECTOR'S NAME: BONILLA, JAIME

Account Name	Date	Descriptions	Amount
Business meetings			
	4/17/2008	WATER AGENCIES ASSOCIATION	\$ 45.00
Business meetings Total			45.00
Seminars and conferences			
	1/18/2008	CHULA VISTA CHAMBER OF COMMERCE 81TH INSTALLATION DINNER	90.00
Seminars and conferences Total			\$ 90.00
Grand Total			\$ 135.00

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT E
SECTION E

DIRECTOR'S NAME: BREITFELDER, LARRY

Account Name	Date	Descriptions	Amount
Business meetings			
	7/17/2007	COUNCIL OF WATER UTILITIES	\$ 25.00
	7/19/2007	WATER AGENCIES ASSOCIATION	40.00
	8/16/2007	AUGUST BUSINESS AFTER HOURS CSDA QUARTERLY MEETING	10.00 32.00
	9/18/2007	COUNCIL OF WATER UTILITIES	25.00
	10/16/2007	COUNCIL OF WATER UTILITIES	25.00
	10/18/2007	WATER AGENCIES ASSOCIATION	40.00
	11/15/2007	CSDA QUARTERLY MEETING	32.00
	12/18/2007	COUNCIL OF WATER UTILITIES	25.00
	1/15/2008	COUNCIL OF WATER UTILITIES	25.00
	1/17/2008	WATER AGENCIES ASSOCIATION	40.00
	2/19/2008	COUNCIL OF WATER UTILITIES	25.00
	2/21/2008	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	32.00
	3/18/2008	COUNCIL OF WATER UTILITIES	25.00
	4/15/2008	COUNCIL OF WATER UTILITIES	25.00
	4/17/2008	WATER AGENCIES ASSOCIATION	45.00
	6/17/2008	COUNCIL OF WATER UTILITIES	25.00
	5/15/2008	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	37.00
	5/20/2008	COUNCIL OF WATER UTILITIES	25.00
	5/9/2008	ATTENDANCE FEE - MARIACHI SCHOLARSHIP FOUNDATION	80.00
Business meetings Total			638.00

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

**ATTACHMENT E
SECTION E**

DIRECTOR'S NAME: BREITFELDER, LARRY

Account Name	Date	Descriptions	Amount
Director's fees			
	7/10/2007	REGULAR BOARD MEETING	100.00
	7/11/2007	CAC MODEL ORDINANCE COMMISSION	100.00
	7/17/2007	COUNCIL OF WATER UTILITIES	100.00
	7/19/2007	WATER AGENCIES ASSOCIATION	100.00
	7/20/2007	JOINT AGENCIES BOARD MEETING	100.00
	7/23/2007	CONSERVATION ACTION COMMITTEE	100.00
	7/24/2007	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	8/1/2007	REGULAR BOARD MEETING	100.00
	8/2/2007	METRO COMMISSION	-
	8/16/2007	MODEL ORDINANCE COMMITTEE MEETING	100.00
	8/20/2007	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	8/21/2007	TAXPAYER ASSOCIATION WATER PANEL DISTRICT	100.00
	8/22/2007	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	8/24/2007	GM CONTRACT AD HOC COMMITTEE	100.00
	8/30/2007	AD HOC MEETING - FENTON BUSINESS CENTER	100.00
	9/5/2007	REGULAR BOARD MEETING	100.00
	9/7/2007	MODEL ORDINANCE COMMITTEE MEETING	100.00
	9/14/2007	AD HOC MEETING - FENTON BUSINESS CENTER	100.00
	9/17/2007	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT E
SECTION E

DIRECTOR'S NAME: BREITFELDER, LARRY

Account Name	Date	Descriptions	Amount
	9/18/2007	COUNCIL OF WATER UTILITIES	100.00
	9/20/2007	PATHS TO PARTNERSHIP FORUM (CONSTRUCTION OUTREACH)	100.00
	9/24/2007	WATER CONSERVATION GARDEN COMMITTEE	100.00
	9/25/2007	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	10/3/2007	REGULAR BOARD MEETING	100.00
	10/9/2007	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	10/12/2007	WATER CONSERVATION SUMMIT	100.00
	10/16/2007	COUNCIL OF WATER UTILITIES	100.00
	10/18/2007	WATER AGENCIES ASSOCIATION	100.00
	10/29/2007	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	10/30/2007	AD HOC MEETING - FENTON BUSINESS CENTER	100.00
	11/6/2007	FY 09-11 DISTRICT'S STRATEGIC PLAN WITH DOUG	100.00
	11/7/2007	REGULAR BOARD MEETING	100.00
	11/15/2007	CSDA QUARTERLY MEETING	100.00
	11/19/2007	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	11/26/2007	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	11/27/2007	SEMI-ANNUAL ACWA CONFERENCE - PALM SPRINGS	100.00
	11/28/2007	SEMI-ANNUAL ACWA CONFERENCE - PALM SPRINGS	100.00
	11/29/2007	SEMI-ANNUAL ACWA CONFERENCE - PALM SPRINGS	100.00

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

**ATTACHMENT E
SECTION E**

DIRECTOR'S NAME: BREITFELDER, LARRY

Account Name	Date	Descriptions	Amount
Director's fees	11/30/2007	SEMI-ANNUAL ACWA CONFERENCE - PALM SPRINGS	100.00
	12/3/2007	AD HOC GM REVIEW	100.00
	12/5/2007	REGULAR BOARD MEETING	100.00
	12/10/2007	CAC MODEL ORDINANCE COMMISSION	100.00
	12/11/2007	MEETING - STATE MODEL ORDINANCE MEETING	100.00
	12/13/2007	OTAY INFRASTRUCTURE TOUR	100.00
	12/17/2007	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	12/18/2007	COUNCIL OF WATER UTILITIES	100.00
	1/14/2008	REGULAR BOARD MEETING	100.00
	1/15/2008	COUNCIL OF WATER UTILITIES	100.00
	1/17/2008	WATER AGENCIES ASSOCIATION	100.00
	1/22/2008	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	1/23/2008	MEETING WITH CHULA VISTA CITY ATTORNEY	100.00
	2/5/2008	CSDA REGULAR BOARD MEETING	100.00
	2/6/2008	REGULAR BOARD MEETING	100.00
	2/19/2008	COUNCIL OF WATER UTILITIES	100.00
	2/20/2008	MODEL ORDINANCE COMMITTEE MEETING	100.00
	2/21/2008	CSDA QUARTERLY MEETING	100.00
	2/25/2008	CAC MODEL ORDINANCE COMMISSION	100.00
	2/26/2008	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	3/5/2008	REGULAR BOARD MEETING	100.00
	3/13/2008	ALL AMERICAN CANAL TOUR	100.00

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT E
SECTION E

DIRECTOR'S NAME: BREITFELDER, LARRY

Account Name	Date	Descriptions	Amount
	3/18/2008	COUNCIL OF WATER UTILITIES	100.00
	3/19/2008	MODEL ORDINANCE COMMITTEE MEETING	100.00
	3/20/2008	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	3/25/2008	SDRMA - SAFETY/CLAIMS EDUCATION DAY	100.00
	3/26/2008	ACWA - LEGISLATIVE DAY	100.00
	4/2/2008	REGULAR BOARD MEETING	100.00
	4/28/2008	CONSERVATION ACTION COMMITTEE	100.00
	4/10/2008	MICRO-TURBINE PROJECT DEDICATION	100.00
	4/22/2008	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	5/2/2008	MEETING WITH OTAY AUDITORS	100.00
	5/7/2008	REGULAR BOARD MEETING	100.00
	4/15/2008	COUNCIL OF WATER UTILITIES	100.00
	4/17/2008	WATER AGENCIES ASSOCIATION	100.00
	4/29/2008	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	5/12/2008	CSDA AIRPORT	100.00
	6/28/2008	ETHICS TRAINING / AB 1234	100.00
	6/30/2008	COUNCIL OF WATER UTILITIES	100.00
	6/17/2008	COUNCIL OF WATER UTILITIES	100.00
	6/23/2008	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	6/10/2008	REGULAR BOARD MEETING	100.00
	6/19/2008	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	6/26/2008		

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

**ATTACHMENT E
SECTION E**

DIRECTOR'S NAME: BREITFELDER, LARRY

Account Name	Date	Descriptions	Amount
Director's fees	6/26/2008	SPECIAL DISTRICT INSTITUTE CONFERENCE	100.00
	6/27/2008	SPECIAL DISTRICT INSTITUTE CONFERENCE	100.00
	5/15/2008	CSDA QUARTERLY MEETING	100.00
	5/17/2008	LANDSCAPING AWARD	100.00
	5/20/2008	COUNCIL OF WATER UTILITIES	100.00
	5/28/2008	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
Director's fees Total			8,600.00

Mileage - Business

11/31/2007	MEETING - Nov. 6, 15, 27, 28, 29 & 30, 2007	190.61
7/31/2007	MEETING - JULY 17, 11, 19, 20, & 23	104.76
8/31/2007	MEETING - AUGUST 3 & 16	53.35
9/30/2007	MEETING - SEPTEMBER 7, 18, 20 & 24	96.52
10/31/2007	MEETING - Oct. 9, 12 & 16, 2007	127.07
11/26/2007	ACWA - LEGISLATIVE DAY DINNER	25.00
11/27/2007	ACWA - LEGISLATIVE DAY LUNCH	7.85
12/11/2007	PARKING - STATE MODEL ORDINANCE MEETING	8.00
12/31/2007	MEETING - Dec. 10, 11 & 17, 2007	74.21
1/31/2008	MEETING - JAN 15, 17 & 23, 2008	103.53
2/29/2008	MEETING - FEB. 5, 19, 20, 21 & 25, 2008	113.12
3/31/2008	MEETING - MAR. 13, 18, 19, 25 & 26, 2008	82.82
4/30/2008	MEETING - APRIL 10, 15, 17, & 28, 2008 (net of Credit \$8.24)	118.01
6/30/2008	MEETING - JUNE 17, 26, 27, 28 & 30, 2008	121.68

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
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**ATTACHMENT E
SECTION E**

DIRECTOR'S NAME: BREITFELDER, LARRY

Account Name	Date	Descriptions	Amount
Mileage - Business Total			1,226.52
Mileage - Commuting			
	7/31/2007	MEETING - JULY 10 & 24, 2007	29.10
	8/31/2007	MEETING - AUGUST 2, 20, 22, 24 & 30, 2007	72.75
	9/30/2007	MEETING - SEPTEMBER 5, 14, 17 & 25	58.20
	10/31/2007	MEETING - Oct. 7, 29 & 30, 2007	43.65
	11/30/2007	MEETING - Nov. 7, 19 & 26, 2007	36.38
	12/31/2007	MEETING - Dec. 3, 5, 13, & 17, 2007	58.20
	1/31/2008	MEETING - JAN 14 & 22, 2008	34.34
	2/29/2008	MEETING - FEB. 6 & 26, 2008	30.30
	3/31/2008	MEETING - MAR. 5, & 20, 2008	30.30
	4/30/2008	MEETING - APRIL 2, 22 & 29, 2008	45.45
	5/31/2008	MEETING - MAY 2 & 7, 2008	51.51
	6/30/2008	MEETING - JUNE 10, 19 & 23, 2008	45.45
Mileage - Commuting Total			535.63

Seminars and conferences

9/14/2007	PATHS TO PARTNERSHIP FORUM (CONSTRUCTION OUTREACH)	25.00
9/20/2007	REGISTRATION FEE - PATHS TO PARTNERSHIPS	25.00
9/28/2007		

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
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**ATTACHMENT E
SECTION E**

DIRECTOR'S NAME: BREITFELDER, LARRY

Account Name	Date	Descriptions	Amount	
Seminars and conferenc	9/28/2007	ECONOMIC SUMMIT - SEPTEMBER 28, 2007	150.00	
	10/17/2007	WEFTEC CONFERENCE - SAN DIEGO CONVENTION CENTER- OCT. 13-17. 2007	70.00	
	3/24/2008	MEALS - SDRMA SAFETY/CLAIMS EDUCATION TRAINING	40.72	
	3/26/2008	REGISTRATION FEE - ACWA CONFERENCE MAR. 26,	170.00	
	1/18/2008	CHULA VISTA CHAMBER OF COMMERCE 81TH INSTALLATION DINNER	95.00	
	5/12/2008	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	195.00	
	6/28/2008	REGISTRATION FEE FOR ATTENDANCE - SPECIAL DISTRICT INSTITUTE CONFERENCE JUNE 26-28,2008	735.00	
	Seminars and conferences Total			1,505.72
	Travel			
	11/30/2007	HOTEL ACCOMMODATIONS - ACWA CONFERENCE NOV. 27 - 30, 2007	721.32	
	3/24/2008	AIRFARE TO SACRAMENTO CA FOR SAFETY/CLAIMS EDUCATION TRAINING	174.00	
		HOTEL ACCOMMODATIONS - SDRMA SAFETY /CLAIMS EDUCATION TRAINING	258.19	
	3/25/2008	HOTEL ACCOMMODATIONS - ACWA CONFERENCE MAR. 26, 2008	207.75	
	5/12/2008	AIRFARE TO SACRAMENTO FOR CSDA'S SPECIAL DISTRICT LEGISLATIVE	301.00	
		HOTEL ACCOMODATIONS TO SACRAMENTO FOR CSDA'S SPECIAL DISTRICT LEGISLATIVE	258.19	
Travel Total			1,920.45	
Grand Total			\$ 14,426.31	

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT F
SECTION F

DIRECTOR'S NAME: CROUCHER, GARY

Account Name	Date	Descriptions	Amount
Director's fees			
	7/9/2007	EMPLOYEE NEGOTIATIONS/AD HOC COMMITTEE	\$ 100.00
	7/10/2007	REGULAR BOARD MEETING	100.00
	7/18/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	7/20/2007	JOINT AGENCIES BOARD MEETING	100.00
	8/1/2007	REGULAR BOARD MEETING	100.00
	8/17/2007	EMPLOYEE NEGOTIATIONS/AD HOC COMMITTEE	100.00
	8/20/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	8/21/2007	TAXPAYER ASSOCIATION WATER PANEL DISTRICT	100.00
	8/27/2007	AD HOC NEGOTIATIONS	100.00
	9/5/2007	REGULAR BOARD MEETING	100.00
	9/11/2007	MEETING WITH GENERAL MANAGER	100.00
	9/13/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	9/25/2007	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	10/3/2007	REGULAR BOARD MEETING	100.00
	10/9/2007	BOARD MEETING ANNUAL REVIEW	100.00
	11/7/2007	REGULAR BOARD MEETING	100.00
	11/19/2007	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	11/26/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	12/5/2007	REGULAR BOARD MEETING	100.00
	12/12/2007	FY 09-11 DISTRICT'S STRATEGIC PLAN WITH DOUG SPIERS OF WESTIN ENGINEERING	100.00

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT F
SECTION F

DIRECTOR'S NAME: CROUCHER, GARY

Account Name	Date	Descriptions	Amount
	12/14/2007		
		ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	1/10/2008		
		REVIEW AGENDA WITH GM AND LEGAL COUNSEL	100.00
	1/14/2008		
		REGULAR BOARD MEETING	100.00
	1/22/2008		
		ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	2/5/2008		
		SD COUNTY CSDA BOARD OF DIRECTOR'S MEETING	100.00
	2/6/2008		
		REGULAR BOARD MEETING	100.00
	2/25/2008		
		ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	3/5/2008		
		REGULAR BOARD MEETING	100.00
	3/14/2008		
		COMMITTEE AGENDA BRIEFING	100.00
	3/17/2008		
		ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	3/28/2008		
		LAFCO SPECIAL DISTRICTS ADVISORY COMMITTEE MEETING	100.00
	2/15/2008		
		ETHICS/AB1234 TRAINING	100.00
	4/2/2008		
		REGULAR BOARD MEETING	100.00
	4/16/2008		
		ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	4/30/2008		
		SOUTH COUNTY JOINT AGENCY GM & BOARD PRESIDENTS MEETING	100.00
	5/7/2008		
		REGULAR BOARD MEETING	100.00

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT F
SECTION F

DIRECTOR'S NAME: CROUCHER, GARY

Account Name	Date	Descriptions	Amount
Director's fees	4/29/2008		
		SD COUNTY CSDA COMMITTEE MEETING	100.00
	4/14/2008		
		COMMITTEE AGENDA BRIEFING	100.00
	5/1/2008		
		REVIEW AGENDA WITH GM AND LEGAL COUNSEL	100.00
	5/19/2008		
		ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	5/23/2008		
		BOARD MEETING ANNUAL REVIEW	100.00
	6/16/2008		
		REVIEW AGENDA WITH GM AND LEGAL COUNSEL	100.00
	6/17/2008		
		ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	6/20/2008		
		REVIEW AGENDA WITH GM AND LEGAL COUNSEL	100.00
	6/23/2008		
		SPECIAL BOARD OF DIRECTORS MEETING	100.00
Director's fees Total			4,500.00
Mileage - Business			
	3/31/2008		
		MEETING - MARCH 28, 2007	15.15
Mileage - Business Total			15.15

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT F
SECTION F

DIRECTOR'S NAME: CROUCHER, GARY

Account Name	Date	Descriptions	Amount
Seminars and conferences			
	3/26/2008	REGISTRATION FEE - ACWA CONFERENCE MAR. 26, 2007 - UNATTENDED DUE TO LAST MINUTE CHANGE IN WORK SCHEDULE	170.00
Seminars and conferences Total			170.00
Travel			
	3/24/2008	SURCHARGE FEE FOR CANCELLED AIRFARE TO SACRAMENTO CA FOR SAFETY/CLAIMS EDUCATION TRAINING DUE TO LAST MINUTE CHANGE IN WORK SCHEDULE	32.00
	3/27/2008	HOTEL ACCOMMODATIONS TO SDRMA - SAFETY/CLAIMS EDUCATION DAY - CANCELLED DUE TO LAST MINUTE CHANGE IN WORK SCHEDULE	238.08
Travel Total			270.08
Grand Total			\$ 4,955.23

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008**

**ATTACHMENT G
SECTION G**

DIRECTOR'S NAME: LOPEZ, JOSE

Account Name	Date	Descriptions	Amount
Business meetings			
	8/16/2007	AUGUST BUSINESS AFTER HOURS	\$ 10.00
		SAN DIEGO EAST COUNTY MEETING	10.00
	10/16/2007	REGISTRATION FEE - WEFTEC CONFERENCE	70.00
	10/18/2007	WATER AGENCIES ASSOCIATION	40.00
Business meetings Total			130.00

Director's fees

	7/9/2007	EMPLOYEE NEGOTIATIONS/AD HOC COMMITTEE	100.00
	7/10/2007	REGULAR BOARD MEETING	100.00
	7/18/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	8/1/2007	REGULAR BOARD MEETING	100.00
	8/16/2007	WATER CONSERVATION GARDEN/EAST COUNTY CHAMBER	100.00
	8/17/2007	EMPLOYEE NEGOTIATIONS/AD HOC COMMITTEE	100.00
	8/20/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	8/21/2007	WATER PANELISTS PRESENTATION	100.00
	8/31/2007	OWD TOUR-CV	100.00
	9/5/2007	REGULAR BOARD MEETING	100.00
	9/9/2007	NATIONAL WATEREUSE CONFERENCE	100.00
	9/10/2007	NATIONAL WATEREUSE CONFERENCE	100.00
	9/11/2007	NATIONAL WATEREUSE CONFERENCE	100.00
	9/12/2007	NATIONAL WATEREUSE CONFERENCE	100.00
	9/14/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
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**ATTACHMENT G
SECTION G**

DIRECTOR'S NAME: LOPEZ, JOSE

Account Name	Date	Descriptions	Amount
Director's fees	9/25/2007		
		SPECIAL BOARD OF DIRECTORS MEETING	100.00
	10/3/2007	REGULAR BOARD MEETING	100.00
	10/9/2007	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	10/12/2007	WATER CONSERVATION SUMMIT	100.00
	10/29/2007	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	11/7/2007	REGULAR BOARD MEETING	100.00
	11/19/2007	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	11/26/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	11/28/2007	SEMI-ANNUAL ACWA CONFERENCE - PALM SPRINGS	100.00
	11/29/2007	SEMI-ANNUAL ACWA CONFERENCE - PALM SPRINGS	100.00
	11/30/2007	SEMI-ANNUAL ACWA CONFERENCE - PALM SPRINGS	100.00
	12/5/2007	REGULAR BOARD MEETING	100.00
	12/14/2007	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	1/14/2008	REGULAR BOARD MEETING	100.00
	1/22/2008	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	2/6/2008	REGULAR BOARD MEETING	100.00
	2/25/2008	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	3/5/2008	REGULAR BOARD MEETING	100.00
	1/28/2008	CHULA VISTA WATER TASK FORCE MEETING	100.00
	4/2/2008	REGULAR BOARD MEETING	100.00
	4/16/2008	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	4/28/2008	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	4/10/2008	MICRO-TURBINE PROJECT DEDICATION	100.00

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008**

**ATTACHMENT G
SECTION G**

DIRECTOR'S NAME: LOPEZ, JOSE

Account Name	Date	Descriptions	Amount
	5/7/2008	REGULAR BOARD MEETING	100.00
	5/19/2008	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	6/17/2008	ENGINEERING & OPERATIONS COMMITTEE MEETING	100.00
	6/23/2008	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	6/10/2008	REGULAR BOARD MEETING	100.00
Director's fees Total			4,300.00
	8/31/2007	MEETING - August 16 & 21, 2007	32.01
	9/12/2007	PARK, SHUTTLE & FLY AIRPORT PARKING	25.00
	11/30/2007	MEETING - Nov. 28, 29, & 30 2007	140.65
Mileage - Business Total			197.66
	7/31/2007	MEETING - July 10 2007	9.70
	8/31/2007	MEETING - August 1, 20 & 31, 2007	29.10
	9/30/2007	MEETING - SEPTEMBER 5, 14 & 25, 2007	29.10
	10/31/2007	MEETING - Oct. 3 & 9 2007	22.31
	11/30/2007	MEETING - Nov. 7 & 19 2007	19.40
	12/31/2007		

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008**

**ATTACHMENT G
SECTION G**

DIRECTOR'S NAME: LOPEZ, JOSE

Account Name	Date	Descriptions	Amount	
Mileage - Commuting	12/31/2007	MEETING - Dec. 5, 2007	9.70	
	3/5/2008	MEETING - MARCH 5, 2008	10.10	
	1/31/2008	MEETING - JANUARY 14, 2008	10.10	
	2/29/2008	MEETING - FEBRUARY 6, 2008	10.10	
	4/30/2008	MEETING - APRIL 2 & 10, 2008	23.23	
		MEETING - MAY 7, 2008	10.10	
	6/23/2008	MEETING - JUNE 10 & 23, 2008	20.20	
	Mileage - Commuting total			205.54
		9/8/2007	DINNER - WATEREUSE CONFERENCE SUPER SHUTTLE FROM AIRPORT TO HOTEL	11.25 13.00
		9/9/2007	BREAKFAST - WATEREUSE CONFERENCE	18.14
	9/11/2007	DINNER - WATEREUSE CONFERENCE LUNCH - WATEREUSE CONFERENCE	23.31 11.25	
	9/12/2007	LUNCH - WATEREUSE CONFERENCE	12.25	
	9/30/2007	REGISTRATION FEE - 22ND ANNUAL WATEREUSE SYMPOSIUM ON SEPT. 9-12. 2007	590.00	
Conferences and conferences total			706.19	
Travel	9/30/2007	HOTEL ACCOMMODATIONS - NATIONAL WATEREUSE CONFERENCE SEPT. 9-12. 2007 AIRFARE TO ATLANTA GEORGIA FOR WATER REUSE SYMPOSIUM ON SEPT. 9-12. 2007	801.92 219.60	
Travel total			1,021.52	
Grand Total			\$ 6,558.51	

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
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ATTACHMENT H
SECTION H

DIRECTOR'S NAME: ROBAK, MARK

Account Name	Date	Descriptions	Amount
Books, Periodicals and Subscriptions			
	7/31/2007	SUBSCRIPTION RENEWAL - WESTERN WATER YEAR 2007	\$ 50.00
Books, Periodicals and Subscriptions Total			50.00
Business meetings			
	7/19/2007	WATER AGENCIES ASSOCIATION	40.00
	10/16/2007	REGISTRATION FEE - WEFTEC CONFERENCE	70.00
	10/18/2007	WATER AGENCIES ASSOCIATION	40.00
	6/30/2008	APPLICATION FEE- RANCHO SD JAMUL CHAMBER OF COMMERCE	10.00
Business meetings Total			160.00
Director's fees			
	7/10/2007	REGULAR BOARD MEETING	100.00
	7/11/2007	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	7/12/2007	METRO COMMISSION	-
	7/19/2007	WATER AGENCIES ASSOCIATION	100.00
	7/20/2007	JOINT AGENCIES BOARD MEETING	100.00
	7/24/2007	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	9/5/2007	REGULAR BOARD MEETING	100.00
	9/6/2007	GARDEN EXECUTIVE DIRECTOR MEETING	100.00
	9/9/2007	NATIONAL WATEREUSE CONFERENCE	100.00
	9/10/2007	NATIONAL WATEREUSE CONFERENCE	100.00
	9/11/2007	NATIONAL WATEREUSE CONFERENCE	100.00

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT H
SECTION H

DIRECTOR'S NAME: ROBAK, MARK

Account Name	Date	Descriptions	Amount
Director's fees	9/12/2007		
		NATIONAL WATEREUSE CONFERENCE	100.00
	9/17/2007		
		FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	9/25/2007		
		SPECIAL BOARD OF DIRECTORS MEETING	100.00
	10/2/2007		
		MEETING WITH AUDIT AD-HOC COMMITTEE AND GARDEN AUDITOR	100.00
	10/3/2007		
		REGULAR BOARD MEETING	100.00
	10/4/2007		
		METRO COMMISSION	-
	10/9/2007		
		SPECIAL BOARD OF DIRECTORS MEETING	100.00
	10/10/2007		
		WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	10/12/2007		
		2ND ANNUAL WATER CONSERVATION SUMMIT AT USD	100.00
	10/16/2007		
		WEFTEC CONFERENCE - SAN DIEGO CONVENTION	100.00
	10/18/2007		
		WATER AGENCIES ASSOCIATION	100.00
	10/29/2007		
		FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	11/6/2007		
		FY 09-11 DISTRICT'S STRATEGIC PLAN WITH DOUG SPIERS OF WESTIN ENGINEERING	100.00
	11/7/2007		
		REGULAR BOARD MEETING	100.00
	11/15/2007		
		WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	11/19/2007		
		SPECIAL BOARD OF DIRECTORS MEETING	100.00
	11/26/2007		
		FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	11/28/2007		
		SEMI-ANNUAL ACWA CONFERENCE - PALM SPRINGS	100.00

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT H
SECTION H

DIRECTOR'S NAME: ROBAK, MARK

Account Name	Date	Descriptions	Amount
	11/29/2007	SEMI-ANNUAL ACWA CONFERENCE - PALM SPRINGS	100.00
	11/30/2007	SEMI-ANNUAL ACWA CONFERENCE - PALM SPRINGS	100.00
	12/5/2007	REGULAR BOARD MEETING	100.00
	12/11/2007	IRRIGATION ASSOCIATION ANNUAL CONVENTION	100.00
	12/12/2007	WATER CONSERVATION GARDEN COMMITTEE	100.00
	12/17/2007	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	1/11/2008	SDCWA - COMMUNITY COLLEGE LANDSCAPE	100.00
	1/14/2008	REGULAR BOARD MEETING	100.00
	1/22/2008	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	2/6/2008	REGULAR BOARD MEETING	100.00
	2/13/2008	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	2/26/2008	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	3/5/2008	REGULAR BOARD MEETING	100.00
	3/12/2008	WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	3/20/2008	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	3/25/2008	WATER REUSE-ANNUAL CALIFORNIA SECTION IN NEWPORT BEACH	100.00
	3/26/2008	WATER REUSE-ANNUAL CALIFORNIA SECTION IN NEWPORT BEACH	100.00
	4/2/2008	REGULAR BOARD MEETING	100.00
	4/28/2008	SPECIAL BOARD OF DIRECTORS MEETING	100.00

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT H
SECTION H

DIRECTOR'S NAME: ROBAK, MARK

Account Name	Date	Descriptions	Amount
	4/10/2008		
		MICRO-TURBINE PROJECT DEDICATION	100.00
	4/9/2008		
		WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	4/22/2008		
		FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	5/2/2008		
		FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	5/7/2008		
		REGULAR BOARD MEETING	100.00
	5/14/2008		
		WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	5/27/2008		
		FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	6/23/2008		
		SPECIAL BOARD OF DIRECTORS MEETING	100.00
	6/10/2008		
		REGULAR BOARD MEETING	100.00
	6/11/2008		
		WATER CONSERVATION GARDEN COMMITTEE MEETING	100.00
	6/19/2008		
		FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
Director's fees Total			5,700.00

Mileage - Business

	7/31/2007		
		MEETING - July 10, 11, 12 19, 20, 24 & 25 2007	72.27
	9/12/2007		
		PARK, SHUTTLE & FLY AIRPORT PARKING	25.00
	9/30/2007		
		MEETING - SEPTEMBER 5, 8, 12 & 25	37.83
	10/16/2007		
		PARKING - WEFTEC AT HILTON CONVENTION CENTER	10.00
	10/31/2007		
		MEETING - Oct. 2, 3, 4, 9, 10, 12, 16, 29 & 30 2007	73.24
	11/30/2007		
		MEETING - Nov. 7, 15, 19, 26, 28 & 30 2007	144.53
	12/31/2007		
		MEETING - Dec. 5, 11, 12, & 17 2007	26.19
	2/29/2008		
		MEETING - FEBRUARY 6, 13 & 26, 2008	11.62
	3/31/2008		
		MEETING - MARCH 5, 12, 20, 25 & 26, 2008	110.60

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT H
SECTION H

DIRECTOR'S NAME: ROBAK, MARK

Account Name	Date	Descriptions	Amount
Mileage - Business	4/30/2008		
		MEETING - APRIL 2, 9, 10, 22 & 28, 2008	18.18
	5/31/2008		
		MEETING - MAY 2, 7, 14 & 27, 2008	33.33
	6/30/2008		
		MEETING - JUNE 10, 11, 19, & 23, 2008	16.16
Mileage - Business Total			578.94
Mileage - Commuting			
	7/31/2007		
		MEETING - July 10, 2007	1.94
	9/30/2007		
		MEETING - SEPTEMBER 5, 17, & 25	5.82
	11/29/2007		
		MEETING - Oct. 3 & 29, 2007	3.88
	11/30/2007		
		MEETING - Nov. 7 & 19, 2007	3.88
	12/5/2007		
		MEETING - Dec. 2007	1.94
	2/29/2008		
		MEETING - FEBRUARY 6 & 26, 2008	4.04
	3/31/2008		
		MEETING - MARCH 5, & 20, 2008	4.04
	4/30/2008		
		MEETING - APRIL 2 & 22, 2008	4.04
	5/30/2008		
		MEETING - MAY 2, 7 & 27, 2008	6.06
	6/30/2008		
		MEETING - JUNE 10 & 23, 2008	4.04
Mileage - Commuting Total			39.68
Seminars and conferences			
	9/8/2007		
		DINNER - WATEREUSE CONFERENCE	11.25
		SUPER SHUTTLE FROM AIRPORT TO HOTEL	13.00
	9/9/2007		
		BREAKFAST - WATEREUSE CONFERENCE	18.14
		DINNER - WATEREUSE CONFERENCE	15.00
	9/11/2007		
		DINNER - WATEREUSE CONFERENCE	23.31
		LUNCH - WATEREUSE CONFERENCE	11.25
	9/12/2007		

OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2007 THROUGH JUNE 30, 2008

ATTACHMENT H
SECTION H

DIRECTOR'S NAME: ROBAK, MARK

Account Name	Date	Descriptions	Amount	
Seminars and conference:	9/12/2007	A-1 TAXI & LIMO	14.00	
		DINNER - WATEREUSE CONFERENCE	6.09	
		LUNCH - WATEREUSE CONFERENCE	11.45	
	9/30/2007	REGISTRATION FEE - 22ND ANNUAL WATEREUSE SYMPOSIUM ON SEPT. 9-12, 2007	590.00	
	10/17/2007	WEFTEC CONFERENCE - SAN DIEGO CONVENTION CENTER- OCT. 13-17, 2007	70.00	
	3/26/2008	REGISTRATION FEE FOR ATTENDANCE - WATEREUSE CONFERENCE ON MAR. 25 & 26, 2008	275.00	
	2/11/2008	GROUNDWATER REPLENISHMENT SYSTEM AND IRVINE DESALTER PROJECT TOUR	45.00	
	1/18/2008	CHULA VISTA CHAMBER OF COMMERCE 81TH INSTALLATION DINNER	95.00	
	Seminars and conferences Total			1,198.48
	Travel			
	9/30/2007	HOTEL ACCOMMODATIONS - NATIONAL WATEREUSE CONFERENCE SEPT. 9-12, 2007	801.92	
		AIRFARE TO ATLANTA GEORGIA FOR WATERUSE SYMPOSIUM ON SEPT. 9-12, 2007	317.60	
	3/31/2008	HOTEL ACCOMMODATIONS - WATEREUSE CONFERENCE MAR. 25-26, 2008	202.15	
Travel Total			1,321.67	
Grand Total			\$ 9,048.77	



AB000-1B1000-2101-528101 700.00
 AB000-1B1000-2101-521102 EXHIBIT B 45.45

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

Pay To: Larry Breitfelder

Period Covered:

Employee Number: 7013

From: 4-1 To: 4-30-08

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	4-2	OWD BOD		30	
2.	4	FF			
✓ 3.	10	OWD Dedication (Microturbine Dedication Event)			34
✓ 4.	15	CWU - Council of Water Utilities			84
✓ 5.	17	WAA - Water Agencies Assoc.			92
✓ 6.	22	OWD Finance Committee		30	
✓ 7.	28	CAC - Conservation Action Committee			40
8.	29	CV EDC			
✓ 9.	29	OWD Strat Plan (Special Board Meeting)		30	
✓ 10.	30	CV public Policy		✓	
11.					
12.			0 *	7.0 *	0 *
13.			100.00 *	100.00 *	30.00 *
14.			700.00 *	700.00 *	30.00 *
15.					90.00 *
16.					90.00 *
17.					0.505 *
18.					45.45 *

Total Meeting Per Diem: \$ 700.00
 (\$100 per meeting)

Total Mileage Claimed: 340 miles

2
 (Director's Signature)

RECEIPT
 GM Approval: M. W. [Signature]

Date: 5/8/2008

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

N/D
5-12-08

08 MAY 12 AM 11:10



AB 000. 1B1 000. 2101. 528101 700.00
 AB 000. 1B1 000. 2101. 54102 51.51

EXHIBIT B

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

Pay to: Larry Breitfelder

Period Covered:
 From 5-1-08 to 5-30-08

Employee Number: 7013

Date	Meeting Name	Purpose / Issues Discussed	Mileage	
			Home to OWD OWD to Home	Other Locations
* 2	DWD Audit Mtg.		34 ✓	
6	CV City Council			
* 7	OWD BOD		34 ✓	
8	Castroville Event			
9	Marachi Festival			
10				
11	CVTA mtg re: ^{CV} Pecker plant			
* 12	CSDA SAZ (airport)			34
* 15	CSDA Quarterly Mtg			40
16	Spirit of the Barrio			38
* 17	Landscaping Award @ Garden			
* 20	Council of Water Utilities			84

TOTAL MEETING PER DIEM: \$ 700.00
 (\$145 per meeting)

TOTAL MILEAGE CLAIMED: 264 miles *
298

24 'One' Event
 27 CV Chamber FDC
 Pam Rega Ret. Event
 * ~~DWD Phone Comm~~ 34 ✓
 28 CV Chamber PP Comm.

Larry Breitfelder
 (Director's Signature)

✓
 6-9-08

Receipt
 GM Approval Date: 6/4/2008 WJTB

FOR OFFICE USE: TO

'08 JUN 9 PM 1:23

0 * 7 * x = 0 * 0 * 34 * + 34 * + 34 * + 102 * * 102 * x 0 * 5050 = 51 * 51 *

Per diem *Mileage*

6/10

AB000-1B1000; 2101. 528101
 AM 1B1000. 2101. 521102

800.00
 45.45
 EXHIBIT B



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

Pay to: Larry Breitfelder

Period Covered:
 From 6-1 to 6-30-08

Employee Number: 7013

Date	Meeting Name	Purpose / Issues Discussed	Mileage	
			Home to OWD OWD to Home	Other Locations
6-6-08	Mtg w/ Council member	Castroville		
✓* 10	OWD BOD Mtg		30	
✓* 17	CWU (Council of Water Utilities)			84
✓* 19	OWD Finance		30	
✓* 23	OWD Budget Mtg		30	
✓* 26	CSOA Special Dist. Institute Conference			28
✓* 27	CSOA ↓			28
✓* 28	CSOA / AB 1724 Session			28
14	F Libr. and mms. Event			
✓* 30	CAC (Conservation Action Committee)			40

TOTAL MEETING PER DIEM: \$ 800.00
 (\$145 per meeting)

TOTAL MILEAGE CLAIMED: 298 miles

08 JUL 22 AM 11:15

[Handwritten signature] 7/22/08

Larry Breitfelder
 (Director's Signature)

Receipt
 GM Approval Date: [Signature] 7/21/2008

[Handwritten signature] 7-22-08

FOR OFFICE USE: TOTAL MI:

0 *
 100 * x
 8 =
 800.00 *
 0 *
 0 *
 30 +
 30 +
 30 +
 90 *
 90 * x
 0.505 =
 45.45 *

[Handwritten notes: "per 100", "from 100"]



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

400.00

EXHIBIT B

23.23

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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: April 1 To: April 30

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	04/02	OWD	Board Meeting	20	
✓ 2.	04/16	OWD	Ops & Eng Committee	0	
✓ 3.	04/28	OWD	Special Bd Meeting	0	
4.	4/28	OH. VISTA	Water Task Force Mtg	0	
✓ 5.	4/10	OWD	Micro Turbine Dedication	26	
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

Per Diem

Mileage

0.*
20.*
26.*
46.*
4.*
100.00 = X
400.00*
46.*
0.5050 =
23.23 ✓

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

Total Mileage Claimed: 20 46 miles

Jose Lopez
(Director's Signature)
Date: 5/20/2008

GM Receipt: [Signature]

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

5/23
40
52208

AB000-134000-2101-528101
 AB000-134000-2101-521102

200.00
 10.10



done

EXHIBIT B

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

JUL 15 2008

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 05/01/08 To: 05/31/08

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	05/07	OWD	Regular Board Meeting	20	
✓ 2.	05/19	OWD	Ops & Eng Committee Meeting	0	
3.					
4.					
5.				0.*	
6.					
7.					
8.					
9.				0.*	
10.				100.*	
11.				2.=	
12.				200.00* ✓	
13.				0.*	
14.					
15.				20.*	
16.				0.505=	
17.				10.1* ✓	
18.					

Per Items

Mileage

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

Total Mileage Claimed: 20 miles

Jose A. Lopez
 (Director's Signature) 7/22/08

GM Receipt: *[Signature]*

Date: 7/16/08

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

al
7/22/08



EXHIBIT B

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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 6-1-08 To: 6-30-08

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE	
				HOME to OWD OWD to HOME	OTHER LOCATIONS
1.	6/10	OWD	Board meeting	20	
2.	6/17	OWD	OP & Eng Committee Mtg	0	
3.	6/23	OWD	Special Board meeting	20	
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

Total Meeting Per Diem: \$ _____
(S100 per meeting)

Total Mileage Claimed: _____ miles

'08 AUG 13 AM 8:59

(Director's Signature)

GM Receipt:

Date: 8/12/2008

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

AB000-1B5000-2101-528101 400.00
 AB000-1B5000-2101-521102 6.06



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

done

Pay To: Mark Robak

Period Covered:

Employee Number: 70140508

From: 5-1-08 To: 5-31-08

3217 Fair Oaks Lane, Spring Valley, CA 91978

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
X 1	5-2	Finance & Administration Committee	Meeting with Auditing Firm to discuss preliminary findings	4	6
X 2	5-7	Monthly Otay Board Meeting	General District Business	4	6
3	5-8	San Diego Chapter CMAA Awards dinner	Presentation of awards to Otay staff - NO CHARGE	0	39
X 4	5-14	Water Conservation Garden	Monthly Meeting / General Business (See Exhibit A - Agenda)	0	9
5	5-15	Lunch meeting with Otay GM and General Counsel	Discuss District matters - NO CHARGE	0	0
X 6	5-27	Finance & Administration Committee	Monthly meeting involving finance & administration issues	4	6
				12	66

per Diem
 0.*
 4.*
 100.00
 400.00*

Mileage
 0.*
 0.*
 4.*
 4.*
 4.*
 12.*
 12.*
 0.5050 = X
 6.06*

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

Total Mileage Claimed: 78 miles

Mark Robak
 (Director's Signature)

8 JUN 16 AM 9:48

Receipt
 GM Approval: *[Signature]*

Date: 6/11/2008

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ _____

6-2008



AGENDA ITEM 6c

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 3, 2008
SUBMITTED BY:	James Cudlip, Finance Manager <i>James Cudlip</i>	W.O./G.F. NO:	DIV. NO. All
APPROVED BY:	Joseph R. Beachem, Chief financial Officer (Chief) <i>Joseph R. Beachem</i>		
APPROVED BY:	German Alvarez, Assistant General Manager (Asst. GM): <i>German Alvarez</i>		
SUBJECT:	Annual Review of Investment Policy (Policy No. 27) and Delegation of Authority		

GENERAL MANAGER'S RECOMMENDATION:

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

COMMITTEE ACTION: _____

See Attachment A.

PURPOSE:

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

ANALYSIS:

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

There have been no changes to the policy since the Board's previous annual review at the September 5, 2007 regular board meeting. The policy is consistent with the current law and the overall objectives of the policy are being met.

FISCAL IMPACT:



None.

STRATEGIC GOAL:

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

LEGAL IMPACT:

None.



General Manager

Attachments:

- A) Committee Staff Report
- B) Investment Policy #27
- C) Portfolio Management: Portfolio Summary, June 30, 2008
- D) Copy of Investment Policy Presentation Slides



ATTACHMENT A

SUBJECT/PROJECT:	Annual Review of Investment Policy (Policy No. 27) and Delegation of Authority
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COMMITTEE ACTION:

The Finance, Administration, and Communications Committee reviewed this item at a meeting held on August 20, 2008. The following comments were made:

- Staff indicated that an annual review of the District's Investment Policy is a Best Management Practice and is a requirement of the policy.
- California Statute also requires that the Board of Directors formally delegate authority over investment activities on an annual basis.
- Staff indicated that they were very satisfied with the District's current Investment Policy and feels that it meets Otay's objectives, follows the California State Statute and meets Best Management Practices. No changes are recommended at this time. The District also received an award from the Association of Public Treasurers of the United States and Canada recognizing the excellence of the District's Investment Policy.
- The committee discussed that interest rates are still not low enough to consider refinancing any of the District's outstanding debt.
- The committee inquired, with the economic circumstances, if staff looked at reconfiguring the District's investments. It was indicated that staff did evaluate investments and felt that it did not make economic sense at this time. It was also noted that the District does not trade, but generally buys treasuries, agencies, etc. and holds them to maturity. When they mature, other investments are bought.
- There was also discussion that it is very difficult for fraud to occur with the District's investments as there are safeguards built into the process for internal control. The brokers would also raise a flag as they have a copy of

the District's Investment Policy and if the District requested to purchase an investment that is outside of the policy, they would also bring it to management's attention.

The committee supported staffs' recommendation and presentation to the full board on the consent calendar.

**OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY**

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

1.0: POLICY

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

2.0: SCOPE

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

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

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

3.0: PRUDENCE

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

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

OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY

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

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

4.0: OBJECTIVE

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

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

**OTAY WATER DISTRICT
BOARD OF DIRECTORS POLICY**

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

5.0 DELEGATION OF AUTHORITY

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

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

6.0: ETHICS AND CONFLICTS OF INTEREST

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

7.0: AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

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

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

- Audited Financial Statements.

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

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

8.0: AUTHORIZED AND SUITABLE INVESTMENTS

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

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

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

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

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

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

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

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

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

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

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

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

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

9.0: INVESTMENT POOLS/MUTUAL FUNDS

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

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

10.0 COLLATERALIZATION

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

11.0: SAFEKEEPING AND CUSTODY

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

12.0: DIVERSIFICATION

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

13.0: MAXIMUM MATURITIES

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

14.0: INTERNAL CONTROL

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

15.0: PERFORMANCE STANDARDS

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

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

16.0: REPORTING

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

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

17.0: INVESTMENT POLICY ADOPTION

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

18.0: GLOSSARY

See Appendix A.

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APPENDIX A: GLOSSARY

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

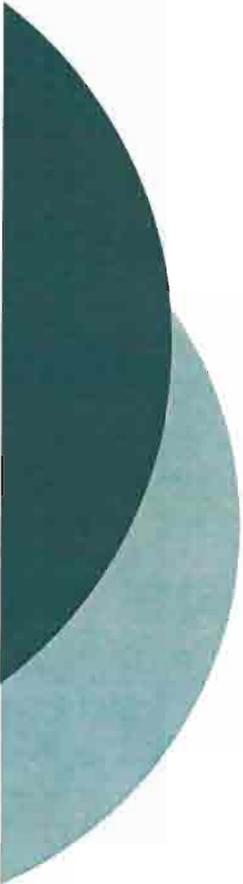
OTAY
Portfolio Management
Portfolio Summary
June 30, 2008

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Corporate Notes	2,000,000.00	2,051,704.10	2,026,807.12	2.35	1,111	883	4.340	4.401
Federal Agency Issues- Callable	58,704,100.00	58,630,802.60	58,703,215.78	68.09	930	817	3.590	3.640
Certificates of Deposit - Bank	1,079,108.00	1,079,108.00	1,079,108.00	1.25	393	195	4.728	4.793
Local Agency Investment Fund (LAIF)	12,228,136.57	12,228,059.53	12,228,136.57	14.18	1	1	2.854	2.894
San Diego County Pool	12,177,099.49	12,219,100.73	12,177,099.49	14.12	1	1	3.329	3.375
	86,188,444.06	86,208,774.96	86,214,366.96	100.00%	665	580	3.481	3.529
Investments								
Cash								
Passbook/Checking (not included in yield calculations)	1,579,602.22	1,579,602.22	1,579,602.22		1	1	1.604	1.627
Total Cash and Investments	87,768,046.28	87,788,377.18	87,793,969.18		665	580	3.481	3.529

Total Earnings	June 30 Month Ending	Fiscal Year To Date	Fiscal Year Ending
Current Year	252,713.83	4,424,034.62	4,424,034.62
Average Daily Balance	88,753,538.41	97,220,507.83	
Effective Rate of Return	3.46%	4.54%	

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

Joseph Beachem, Chief Financial Officer



DISTRICT INVESTMENT POLICY

Policy # 27

September 3, 2008



POLICY REVIEW

- **Purpose:**

- Annual Review
- Delegation of Investment Authority

- **Analysis:**

- No policy changes at this time
- Policy last changed 09-06-06



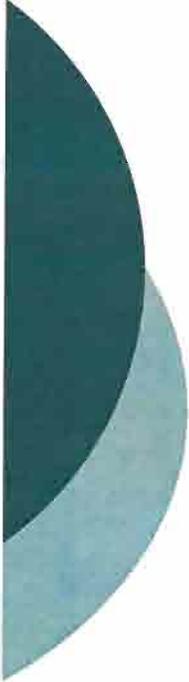
INVESTMENT POLICY GUIDELINES

A. California Government Code:

- Sections 53600 through 53692

B. Investment Policy Certification:

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

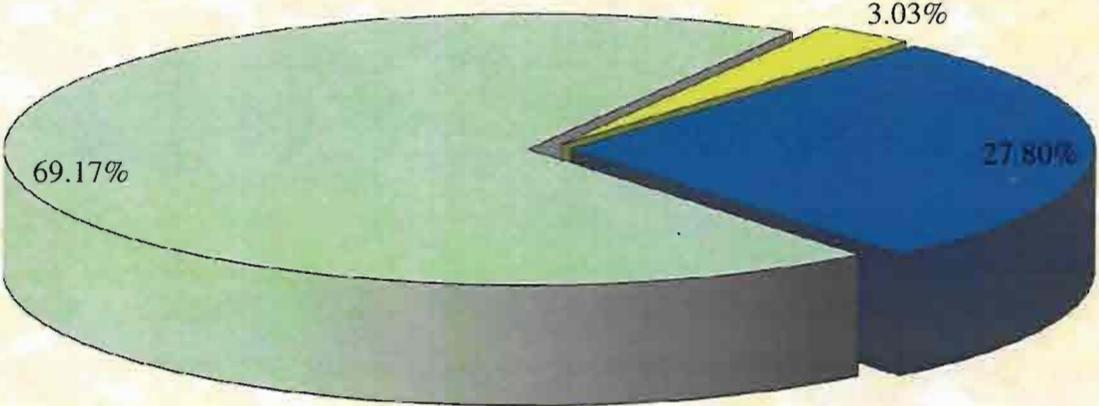


INVESTMENT PORTFOLIO: 6/30/08

	<u>\$('000s)</u>	<u>Auth \$ / %</u>	<u>Actual %</u>
➤ LAIF (State of California)	\$12,228	\$40 Mil	13.93%
➤ Govt. Agency Bonds	\$58,704	100%	66.89%
➤ Corporate Notes	\$ 2,000	30%	2.28%
➤ Bank Deposits & CDs	\$ 2,659	15%	3.03%
➤ San Diego County Pool	<u>\$12,177</u>	100%	13.87%
Total:	\$87,768		

INVESTMENT PORTFOLIO: 6/30/08

Otay Water District
Investment Portfolio: 06/30/08



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



INVESTMENT PERFORMANCE

Fund Objectives

- Safety
- Liquidity
- Return on Investment

Fund Performance:	<u>FY-08</u>	<u>FY-07</u>
➤ OTAY:	4.54%	4.95%
➤ LAIF:	4.33%	5.12%



REQUESTED BOARD ACTION

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



AGENDA ITEM 6d

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 3, 2008
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY:			
SUBJECT:	California Special Districts Association (CSDA) Region 6 Board Election		

GENERAL MANAGER'S RECOMMENDATION:

That the Board consider casting a vote to elect a representative to the California Special Districts Association (CSDA) Board of Directors, Region 6, Seat C.

PURPOSE:

To present for the board's consideration the ballot to elect a representative to Region 6, Seat C, of CSDA's Board of Directors.

COMMITTEE ACTION: _____

N/A.

ANALYSIS:

CSDA is holding an election to fill Seat C of Region 6 on its Board of Directors. Mr. Dewey Ausmus, North County Cemetery District, is the incumbent and is seeking re-election. Ms. Brenda Dennstedt of Western Municipal Water District, Mr. Richard A. Olson of North County Fire Protection District, and Mr. Paul Rodriguez of Lee Lake Water District are also seeking election to the seat. Each regular member (district) is entitled to one (1) vote for each seat to represent its region. There are a total of six [6] regions with each region having three seats on the Board.

Attached is a copy of the mail-in ballot and the candidates' Statement of Qualifications. The ballot must be mailed and received by CSDA by 5:00 p.m. on Thursday, September 18, 2008.

FISCAL IMPACT: _____

None.

STRATEGIC GOAL:

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

LEGAL IMPACT: _____

None.



General Manager

ATTACHMENT A

SUBJECT/PROJECT:	California Special Districts Association (CSDA) Region 6 Board Election
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on August 20, 2008 and recommended that the District cast its vote for the incumbent, Dewey Ausmus, North County Cemetery District. The committee suggested that the item be presented to the full board on the consent calendar.



JUL 28 2008

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2008 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in Region 6, Seat C. Each of CSDA's six (6) regional divisions has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its region.

We have enclosed the candidate statements for each candidate who submitted one. Please vote for **only one** candidate to represent your region in Seat C and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

You may choose to send back the ballot via either certified or first class mail. Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Thursday, September 18, 2008.**

Please mail in your ballot to:
California Special Districts Association
Attn: 2008 Board Elections
1112 I Street, Suite 200
Sacramento, CA 95814

Please contact Diana Zavala toll-free at 877.924.CSDA or dianaz@csda.net with any questions.

**RE-ELECT
DEWEY AUSMUS
TO
CSDA BOARD OF DIRECTORS**

Please re-elect me to the Board of Directors of CSDA. I am dedicated to supporting CSDA's role in educating the general public, legislators and their constituents to the important role that special districts play in California.

Over the past 29 years, I have been fortunate to participate in many of the achievements made by CSDA and California Association of Public Cemeteries (CAPC). If re-elected, I will continue to bring both diverse experience and strong enthusiasm to the CSDA Board and to be an involved and contributory Director.

As a CSDA Board Member and the only Director currently from cemetery districts, I have been a primary source of information and support for the unique operational and financial problems of small special districts.

I am a certified Special District Administrator with 28 years experience as General Manager of a California Public Cemetery District. I have served on the Board of Directors and as President of the California Association of Public Cemeteries and as the CAPC Executive Director since 1999, and am recognized statewide as an authority on Public Cemetery District Law and operational procedures.

Experience:

- U. S. Navy, Seaman Recruit to Chief Warrant Officer (W-4) 1956-1979
- General Manager, North County Cemetery District 1979-2006
- Certified "Special District Administrator" 2006
- CSDA Board of Directors 1993-2002 2007-present
- Special District Risk Management Authority Board of Directors 1996-2003
- CSDA Finance Corporation Board of Directors
- CSDA Investment Pool (MBIA), Investment Advisor
- California Association of Public Cemeteries (CAPC) Board of Directors
- CAPC President 1987-1989
- CAPC Executive Director 1999-Present
- Special District Leadership Foundation Board of Directors from conception to present
- Special District Advisory Committee to San Diego LAFCO
- Completion of Special District Governance Academy 2004
- Escondido History Center Board of Directors 2007-Present

Primary Awards:

CSDA William Hollingsworth Award for Excellence
CAPC Cemeterian of the Year 1991
CAPC Ruben Siemens-Wayne Byington Award 2006

Thank you for your consideration.

Dewey L. Ausmus, SDA



**CSDA 2008 Election
Board of Directors – Region 6
Candidate Statement:**

Brenda Dennstedt, Director, Western Municipal Water District

Special Districts leaders dedicated to delivering high quality services understand the challenges facing special districts seem to grow more difficult and complex by the day.

Nowhere are these challenges more evident than in CSDA Region 6 - Southwestern California -- where resources of many small special districts are hard pressed to handle the transition of our communities from rural to urban land uses, changes in levels and types of service demands, LAFCO issues, and demographic upheaval. I know from first-hand experience how overwhelming these challenges can be, and how important it is to elect leaders who are flexible, creative, and forward-thinking. As your Region 6 Director, I will bring these perspectives and leadership skills to the CSDA Board.

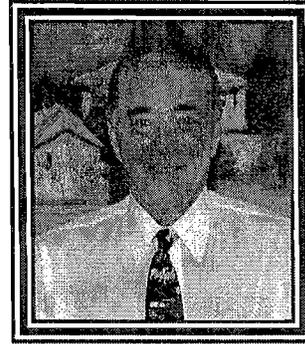
As a Director of Western Municipal Water District, I am dedicated to defending special districts from the State Legislature's endless attempts to erode the independence of special districts. I want to end the state grabs of our property taxes -- financial resources paid by local property owners for vital local services provided by special districts. Western was one of the first special districts in the state to endorse the LOCAL coalition which eventually led to the passage of Prop 1A. Our district has been active on the CSDA Legislative Committee since 2003, and on the CSDA Finance Corporation since 2006. Western continues to be recognized as the state leader in this critical fight, and as a Board member representing Region 6, you can be assured I will remain focused on defending special districts from Sacramento.

Your vote for me as Region 6 representative will elect a solution-oriented leader known equally for peaceful resolution of local conflicts, and for supporting highly successful advocacy for special district interests at the state level. Feel free to call: 951-789-5000.

Director Richard Olson

Director Olson was elected to the Board of Directors for North County Fire Protection District in November of 2004. Director Olson's term ends in November 2008.

He was elected to serve as President of the Board for four terms (2003 through 2006), with his last term ending in December 2006. He served as Vice President of the Board for the year 2007.



Director Olson is currently serving his second four year term.

Background:

Employment: President and Chairman of IMS-ESS, a NASA Licensee that manufactures In-Flight De-Icing Systems for aircraft, primarily military aircraft.

Education: University of California at Berkeley; major in Criminology, minor in Engineering.

Community Service/Other Boards:

- San Diego County LAFCO Special Advisory Committee since 2007.
- Trustee, Bonsall Union School District for past 16 years.
- Director, North County Dispatch Joint Power Authority.
- Past Director, North County Boys & Girls Club.

Candidate Statement for Paul Rodriguez, Region 6

I have served as an elected Board Member on the Lee Lake Water District for more approximately 10 years and wish to increase my contribution to the region through CSDA Board participation. Lee Lake Water District is a small agency serving customers in the Temescal Valley, located between the cities of Corona and Lake Elsinore in southern California. As a small district, we are often challenged to receive the attention our larger neighbors enjoy. My interest in CSDA is agenda-free. I have no political aspirations but see this as an opportunity to continue the fine work we've accomplished at Lee Lake but on a larger scale.

My professional role is in transportation policy and financing. I am a Principal in a prominent transportation planning and traffic analysis. Prior to joining the firm in 2003, I served as a lead analyst for the regional transportation planning agency in Orange County and was responsible for selecting and funding roadway improvement projects for 35 jurisdictions. My education background includes a degree in advertising and a master's degree in business administration.

I believe that special districts have a unique opportunity to improve the quality of life in our respective communities. As a result we have a responsibility to act in good faith and preserve the fine legacy established by current and previous CSDA leadership. It is my intent to continue to foster a positive public perception of special districts while promoting improved governance practices where needed. I have participated in a variety of leadership courses offered by CSDA and have found them to be top-notch and consistent with how a well run district should operate.

Please contact me at 951/505-7241 if you have any questions about my candidacy or about Lee Lake Water District.



CSDA BOARD OF DIRECTORS ELECTION 2008

ALL FIELDS MUST BE COMPLETED FOR BALLOT TO BE COUNTED.
(Please vote for only one.)

REGION SIX

●
Seat C - term
ends 2011

- Dewey Ausmus***
North County Cemetery District
- Brenda Dennstedt**
Western Municipal Water District
- Richard A. Olson**
North County Fire Protection District
- Paul Rodriguez**
Lee Lake Water District

* incumbent

Signature: _____ Date: _____

Member District: _____

Must be received by 5pm, September 18, 2008 CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814



AGENDA ITEM 7a

STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	September 3, 2008
SUBMITTED BY:	Armando Buelna <i>AS</i> Communications Officer	W.O./G.F. NO:	DIV. NO. All
APPROVED BY:			
SUBJECT:	Residential Customer Opinion and Awareness, and Call Center Customer Services Satisfaction Surveys		

GENERAL MANAGER'S RECOMMENDATION:

That the Board of Directors receive the findings of the 2008 Residential Customer Opinions and Awareness Survey, and the 2008 Call Center Customer Services Satisfaction Survey (Attachments B & C) conducted by Rea & Parker Research Inc.

COMMITTEE ACTION:

Please see Attachment A

PURPOSE:

To present to the Board of Directors with the findings of the 2008 Residential Customer Opinions and Awareness Survey, and the 2008 Call Center Customer Services Satisfaction Survey.

BACKGROUND:

The Otay Water District's Strategic Plan calls for conducting a standardized potable and recycled water customer survey program. It also calls for expanding a quality control and audit program to ensure quality customer service. The purpose of these surveys includes obtaining data on customer satisfaction and awareness of District programs and services, with the ultimate goal of improving customer services.

Two separate scientifically reliable and repeatable surveys were conducted between May 16 and June 8, 2008, by Rea & Parker Research Inc.

As with earlier surveys, the 2008 Residential Customer Opinion and Awareness Survey (General Survey) and the Call Center Customer Services Satisfaction Survey has affirmed that customer satisfaction with the District's programs and services remains very high.

The following include highlights of the two survey projects.

- Customers of the Otay Water District demonstrate a high level of satisfaction with the District as their provider of water service with nearly two-thirds rating the District as excellent (26 percent) or very good (37 percent). Equally high ratings were found in the 2005 and 2006 surveys.
- Sewer customer's satisfaction is comparable to water customers with 30 percent rating their service as excellent and another 35 percent rating it as very good.
- Customers have a substantial amount of trust (nearly three fourths have either a great deal of trust or a good amount of trust) in the ability of the District to provide clean, safe water. Customers are more "trustful" in 2008 than they were in the 2005 and 2006 surveys.
- Ninety percent of customers living near the proposed north district recycled water service area support expanding recycled water service to their community (70 percent strongly favor and 20 percent somewhat favor).
- One hundred percent of customers support using recycled water for irrigating landscaping along freeways, open space and golf courses.

The General Survey also indicates that substantial proportions (84 percent) of the District's customers are aware of reports that indicate San Diego County is experiencing a drought. Additionally, interest in water conservation is at least moderate among 94 percent of the District's customers. This represents a higher level of interest than seen in earlier surveys.

The report also indicates more customers are aware that water rates have increased over the past year, increasing from 33 percent in 2005 to 51 percent in this most recent survey.

More complete information on the survey's findings is contained in the General Survey's Executive Summary and the full report (Attachment B).

The Call Center survey also yields similarly high results (Attachment C). For instance,

- Customer service callers rate the overall quality of the District's Call Center staff very highly - 56 percent rate it as excellent with another 26 percent rating it as good.

This represents an improvement from the 2005 survey when 41 percent rated the Call Center as being excellent.

- Customers are also satisfied with the four service features presented in the survey including knowledge, courtesy, ability to reach a customer service representative, and satisfaction in getting their problem solved. Consistently, 80 to 86 percent of those surveyed report they were very satisfied or somewhat satisfied with each of these service features.
- This survey indicated that customers make an average of 1.6 calls per issue to customer service, a reduction from 1.8 calls in the last survey.

With regard to field service:

- Seventy-seven percent of customer callers rate their overall experience with a field service representative as either excellent (64 percent) or good (13 percent). This represents a significant improvement from the 2006 survey in which 28 percent rated their experience as excellent and 34 percent as good. Also, customers who considered their experience with a field service representative as poor decreased from 13 percent to 6 percent.

Customers also view the Otay Water District very favorably compared to other utilities that bill monthly for service. For instance, 35 percent indicated that the District is their best monthly service provider, with another 28 percent stating a high regard for the Otay Water District. This too is a 9 percent increase from the last survey.

The consultant's conclusion notes "It is clear that customers of the Otay Water District, who have made customer service calls to the District and who have had the need for field service at their property are largely satisfied with the customer service they received. It can be concluded, therefore, that there is considerable support for the efforts made by the Otay Water District to address customer issues in a timely fashion and to resolve problems to the customers' satisfaction."

Each of the two surveys contacted at least 300 customers selected at random, which resulted in a margin of error of +/- 5.6 percent at a 95 percent confidence level. The surveys were available to be administered in either English or Spanish; copies of the questionnaires are included in Attachments B and C.

FISCAL IMPACT:



No fiscal impact.

STRATEGIC GOAL:

This project is consistent with the following Strategic Plan Objectives:

- 1.1.1.1 Implement a standardized Potable and Recycled Water Customer Survey.
- 1.1.1.3 Expand a Quality Control/Audit program to ensure quality customer service.

LEGAL IMPACT:

None.



General Manager

- Attached
- Committee Action - Attachment A
 - General Customer Satisfaction and Awareness Survey - B
 - Call Center Customer Satisfaction and Awareness Survey - C



ATTACHMENT A

SUBJECT/PROJECT:	Residential Customer Opinion and Awareness, and Call Center Customer Services Satisfaction Surveys
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COMMITTEE ACTION:

The Finance, Administration, and Communications Committee reviewed this item at a meeting held on August 20, 2008. The following comments were made:

- The board awarded the consultant contract in January 2008 to Rea & Parker Research to conduct the Customer Awareness and Call Center Surveys.
- The Call Center Survey was conducted in May 2008 and the Customer Awareness Survey was conducted in June 2008.
- It was noted that there was significant improvement from the 2006 to the 2008 survey with regard to callers receiving resolution to an issue. In 2006, 72% of all callers had their issue resolved in one call and 13% were left unresolved after more than one phone call. In 2008 75% of all callers had their issue resolved in one call and 7% were left with unresolved issues after more than one phone call.
- The number of phone calls that was needed to resolve problems also improved from 1.8 calls in 2006 to 1.6 calls in 2008. The committee indicated that they would be interested in the seeing if this was a statically significant change. Dr. Parker will incorporate this finding into his presentation if it is found to be statistically significant.
- It was discussed that overall satisfaction of the call center improved with 82% rating it excellent (56%) or good (26%). It was indicated that the 56% rating of excellent was a 15% improvement from the 2005 survey. Staff noted that the first survey was conducted during a time when the District was having some issues with the new system. Now

that the new system has been stabilized, they are not surprised that the percentages have improved.

- Customers were also very satisfied with the service of field representatives, with 77% rating their overall experience as either excellent (64%) or good (13%).
- The survey indicates that readership of the customer newsletter, *Pipeline*, has dropped 8% from 38% in 2006 to 30% in 2008. When the customer does read the newsletter, 64% do not recall what they read. It was discussed that when customers have no issues, they are not looking for information, so this could be the reason for the drop in readership.
- Customers are hearing the conservation message with 60% recalling the messages about the 20 Gallon Challenge. Customers indicated in the first survey that they felt they were conserving. In this recent survey, they have indicated that they realize that they need to do more to conserve.
- The survey did not indicate a distinction of views between latino respondents vs. non-latino respondents. It was noted when a respondent requested that the survey be conducted in Spanish, however, there was no distinction indicated for all respondents. The consultant, Dr. Parker, also indicated that the cause of a pattern in responses cannot be determined from the survey and that we can only guess at the cause.
- With regard to recycled water, 40% of customers were aware that sewer water was used for recycling. Forty-three percent erroneously thought that storm drain run-off was used for recycling. This is consistent with the 2006 survey. The committee requested that the consultant cross-tabulate the results for those customers who approve the use of reclaimed water and were aware that sewer water is used for reclaimed water with those who approved of its use after being advised that reclaimed water consisted of sewer water. Dr. Parker will incorporate the information from the cross-tabulation into the Customer Opinion and Awareness Survey Report and his powerpoint presentation.
- The survey also indicated that there is a strong support among North District residents in the use of recycled water within their community (North District), more so, than existed among all customers of the Otay Water District.

- The committee suggested that an excerpt of the Customer Awareness Survey be sent to local opinion leaders.
- The committee noted the significant difference in the demographics of the population in 2008 versus the 2006 as indicated in the Call Center Survey (page 7 of the survey report). Mr. Parker indicated that it could possibly be the margin of error due to the size of the sample.
- Twenty-five percent of the respondents would like to receive their water bills by email. Staff is working on providing different alternatives, with email billing being one option. The committee did note that a majority of customers still prefer paper bills.
- Twenty percent of the District's customers have used the automated voice response system. Of those who have used the system, 82% found it useful and 58% were able to resolve their question/problem using the automated system only.
- The committee noted that there were some dramatic percentage swings from the previous surveys to the current survey and asked Dr. Parker if he could add explanations to his presentation for some of the reasons that may have caused the dramatic improvement or decrease in the percentages. Dr. Parker will discuss those of significance in his presentation.
- For the next survey, the committee would like to add the following question:
 - What would motivate you to move to electronic billing?: 1) Entering their name in a raffle to win a prize?; 2) Providing a discount on their water bill?; And if so, how much of a discount?; etc.
- The committee also noted that 22% of respondents have visited the Water Conservation Garden and of the 22%, 48% made changes to their landscapes after visiting. The remaining 78% of respondents who have not visited the Water Conservation Garden, 41% of these respondents indicated that they were too busy, 18% were not interested, and 18% had no specific reason.

The committee supported staffs' recommendation and presentation to the full board as an informational item.

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AGENDA ITEM 7a

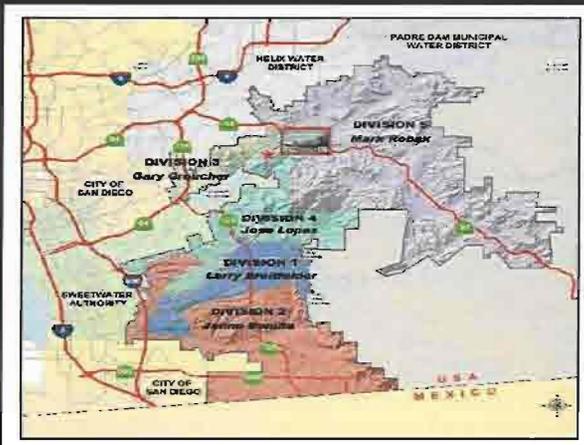
Otay Water District
Staff Report Attachment B – General Customer
Satisfaction and Awareness Survey
and
Attachment C – Call Center Customer Satisfaction and
Awareness Survey

Please reference Attachment 1 & 2 posted to
Otay Water District website.

Call Center Customer Services Satisfaction Survey Otay Water District-----August, 2008



OTAYWATERDISTRICT



REA &
PARKER
RESEARCH



*Survey/Market Research
Economic Consultants*

Principal Researchers:

Richard A. Parker, Ph.D. Louis M. Rea, Ph.D.

Rea & Parker Research

Professors, School of Public Affairs, SDSU

Profile of Customer Service Callers

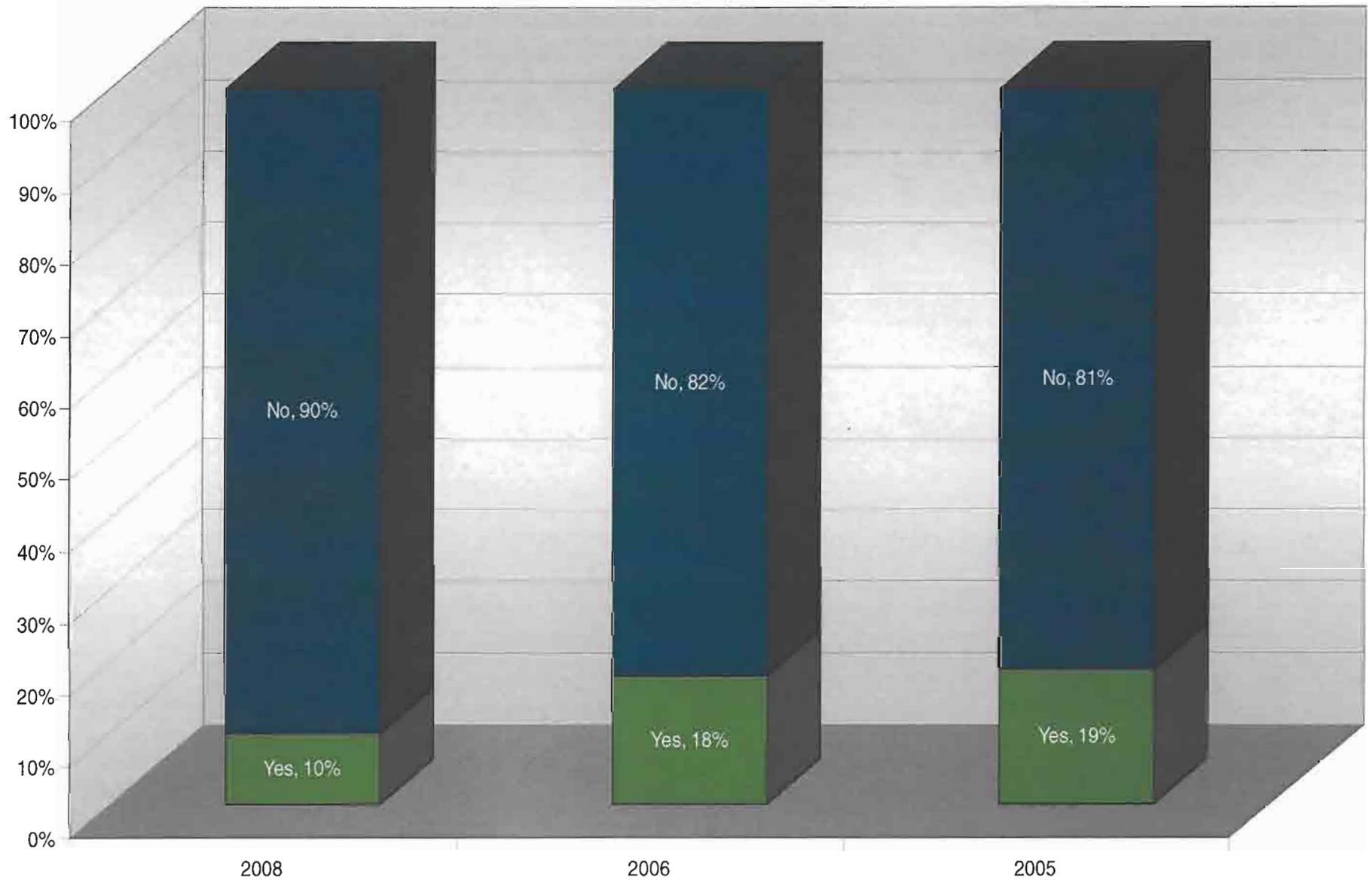
- 10 percent of all customers have called customer service—past 6 months
 - one-half the rate of prior years
- Higher proportion of Latinos, newer customers, and more renters than in 2006
- Same differences from general customer survey plus younger and lower income

Overall Satisfaction

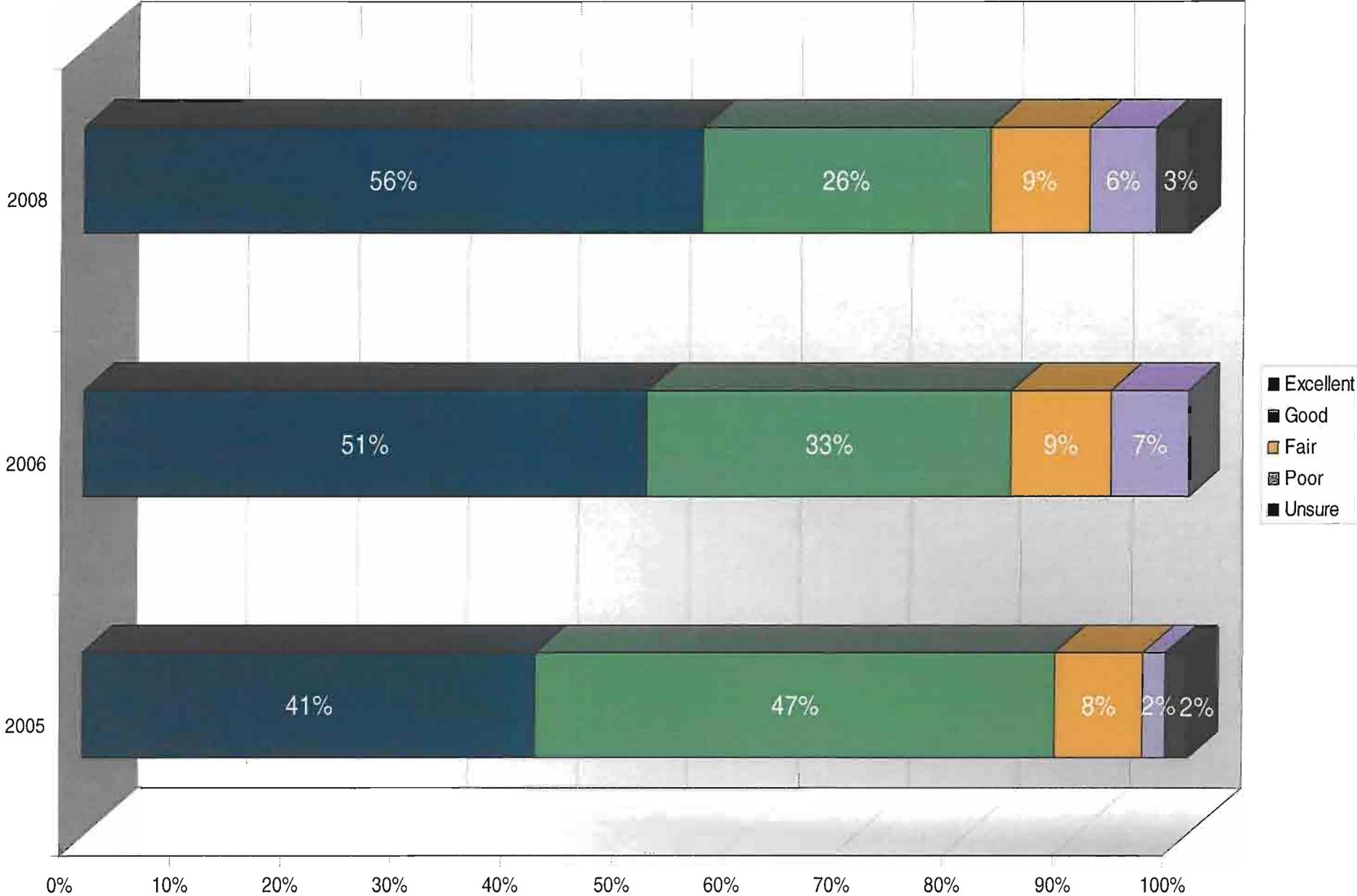
- High level of satisfaction with customer services
- Average of 1.6 calls to resolution (1.8 in 2006)
 - 72 percent resolved in one call (71% in 2006)
 - 21 percent require average of 3.2 calls (16% in 2006—3.1 calls)
 - 7 percent unresolved (13% in 2006)

Percent of District Customers Who Called Customer Service in Past 6 Months

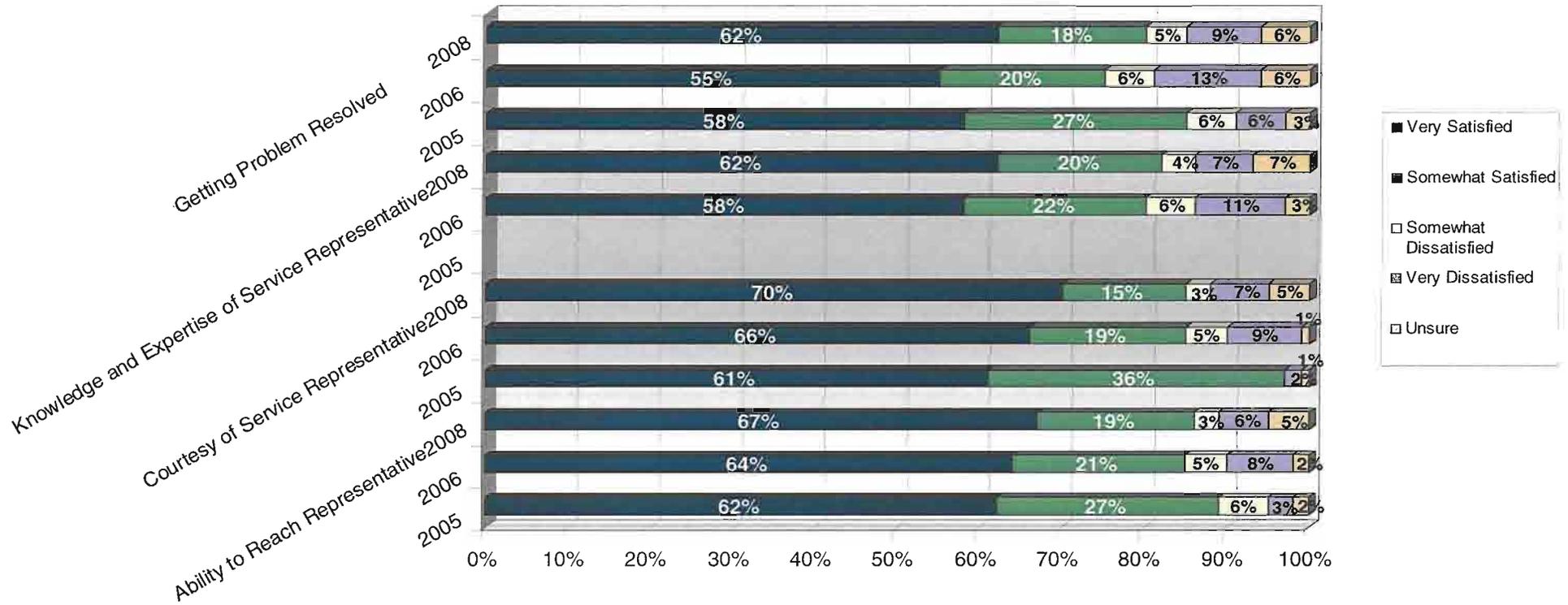
Note: 2005 pertains to preceding 12 months



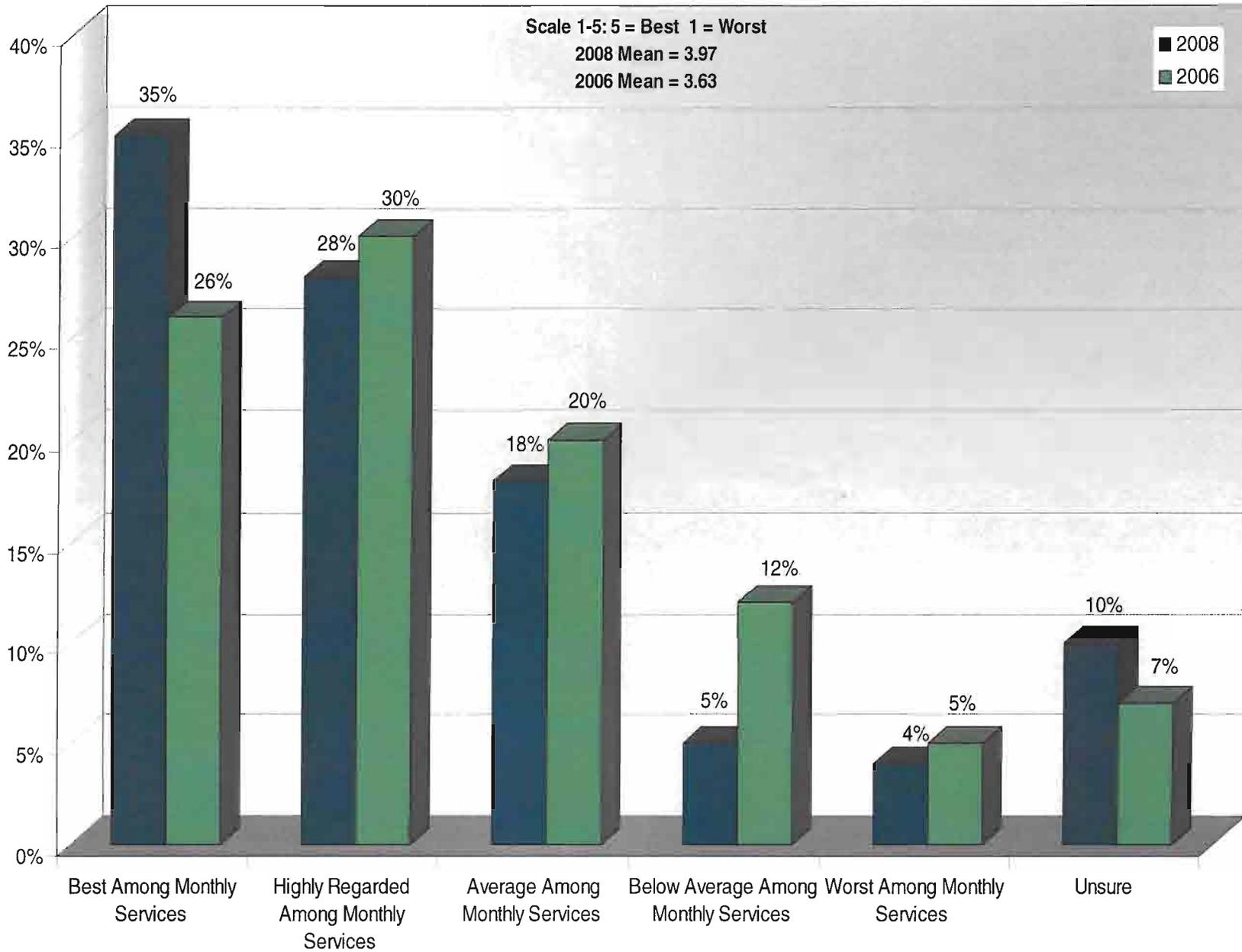
Overall Satisfaction with Call Center



Satisfaction with Call Center Service Features



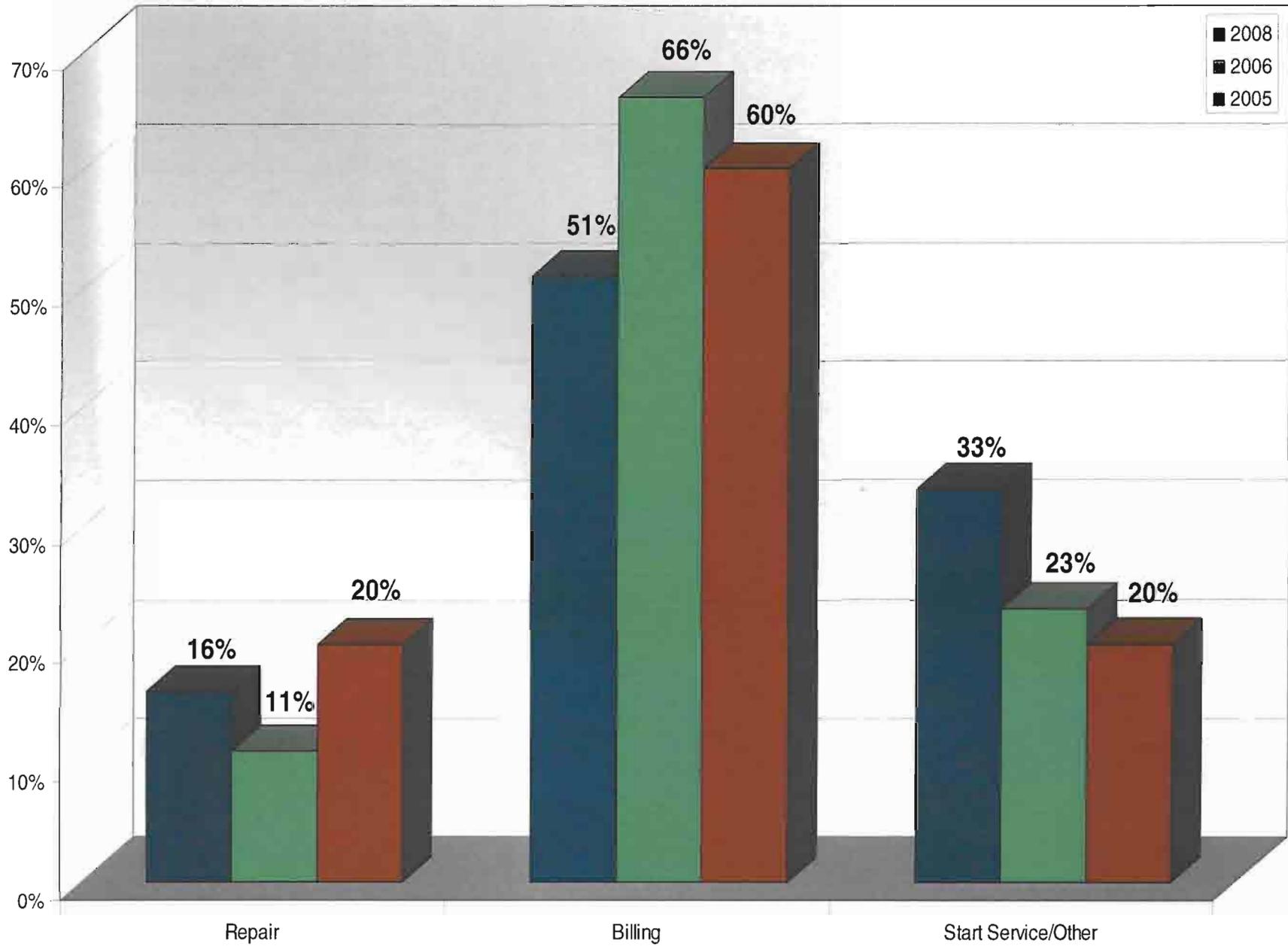
Comparative Ranking of Otay Water District Call Center Service Against Other Monthly Services



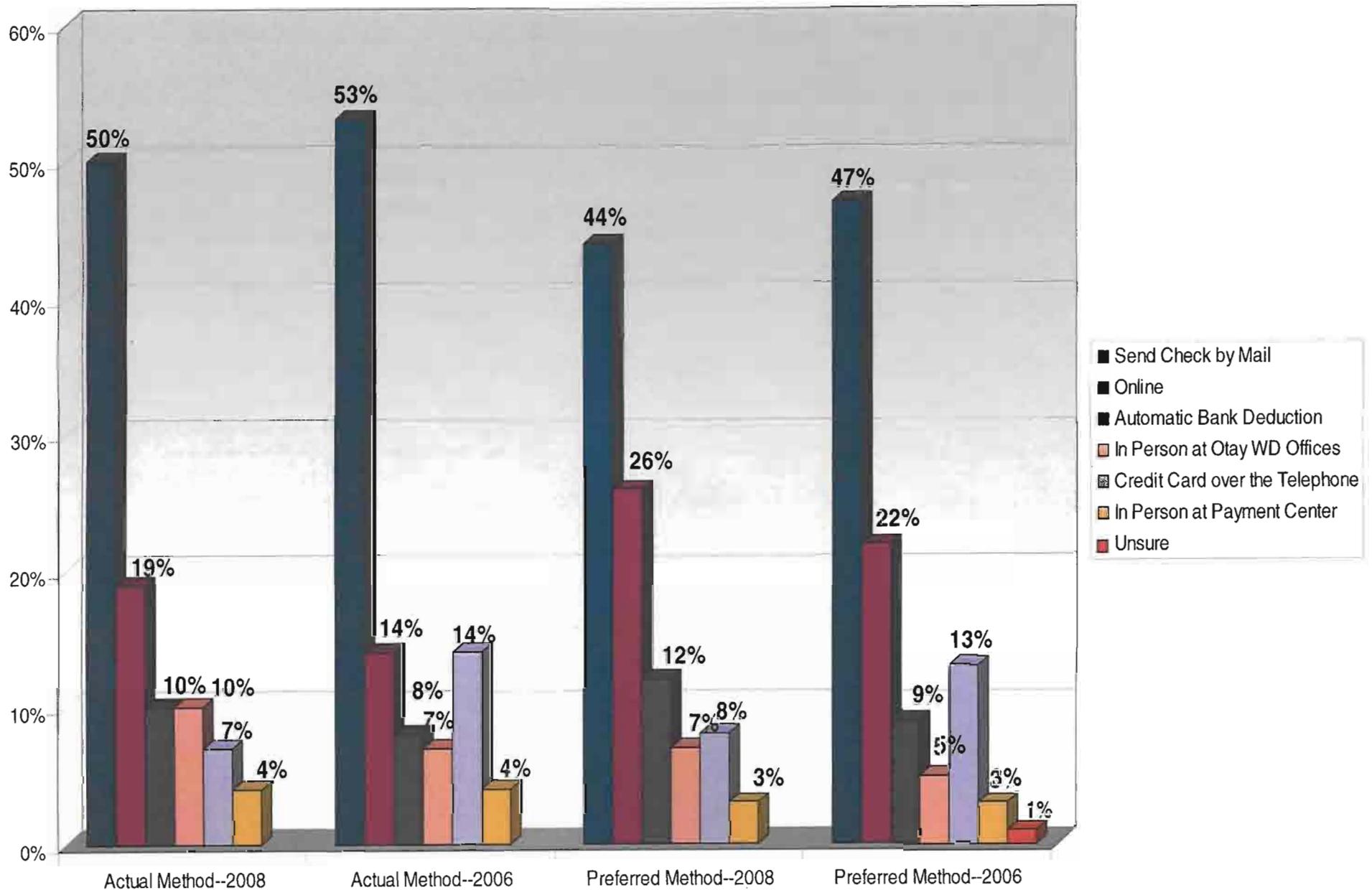
Billing and Payments

- Main purpose of calls is billing issues/ questions (51 percent) and start service (33 percent)
 - Repair calls (16 percent)—suspected leaks most common.
- 50% pays by check—growing interest (26%) in paying online.
 - In-person payers (14%) enjoy personal contact and getting out of house
- Much satisfaction (more than 75% very or somewhat satisfied) with ease of understanding bill, and accuracy of bill and meter reading—increasing from 2006

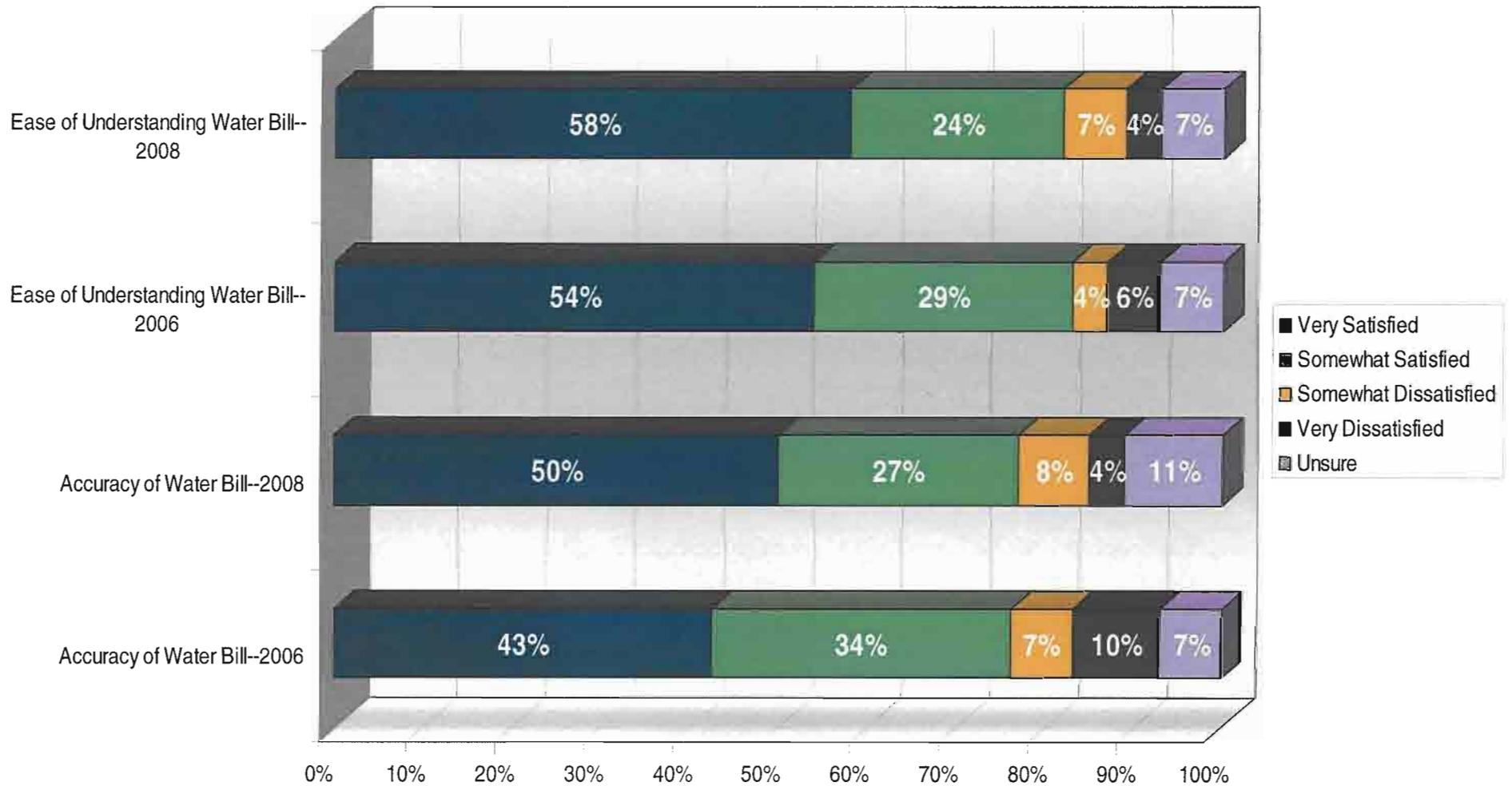
Main Purpose of Call



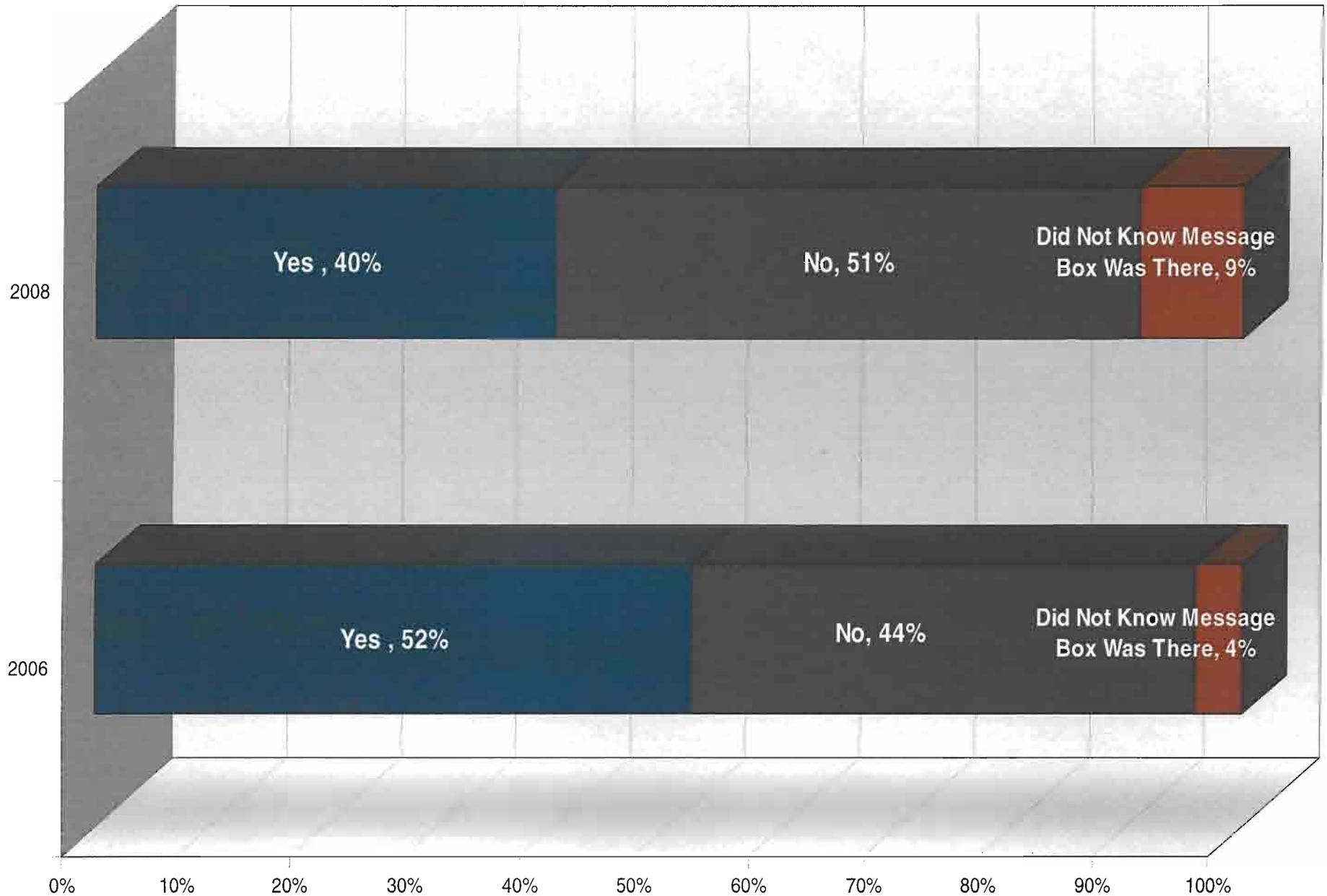
Payment Method for Water Bill: Actual and Preferred



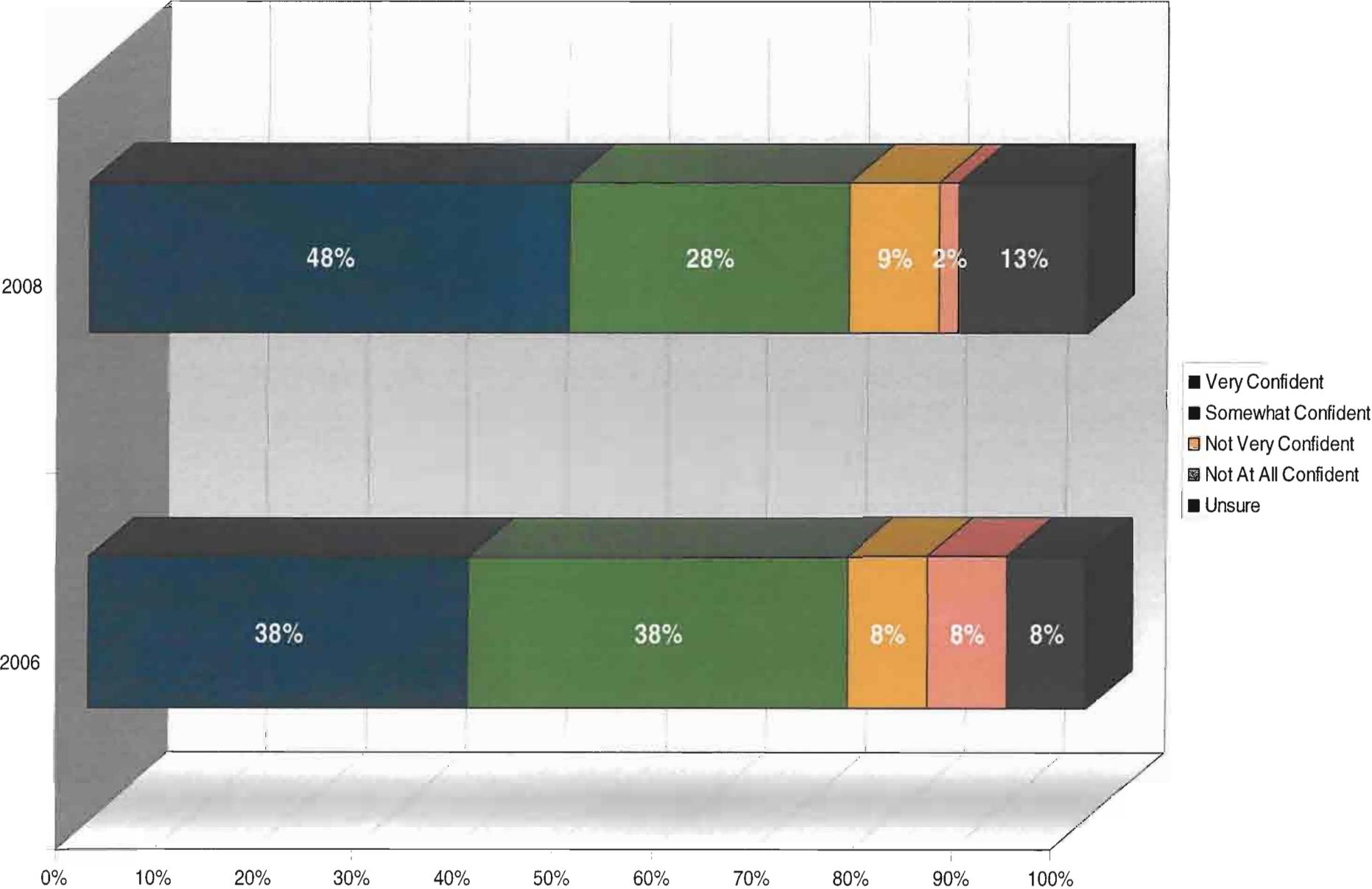
Satisfaction with Water Billing Statement



Read Message Box?



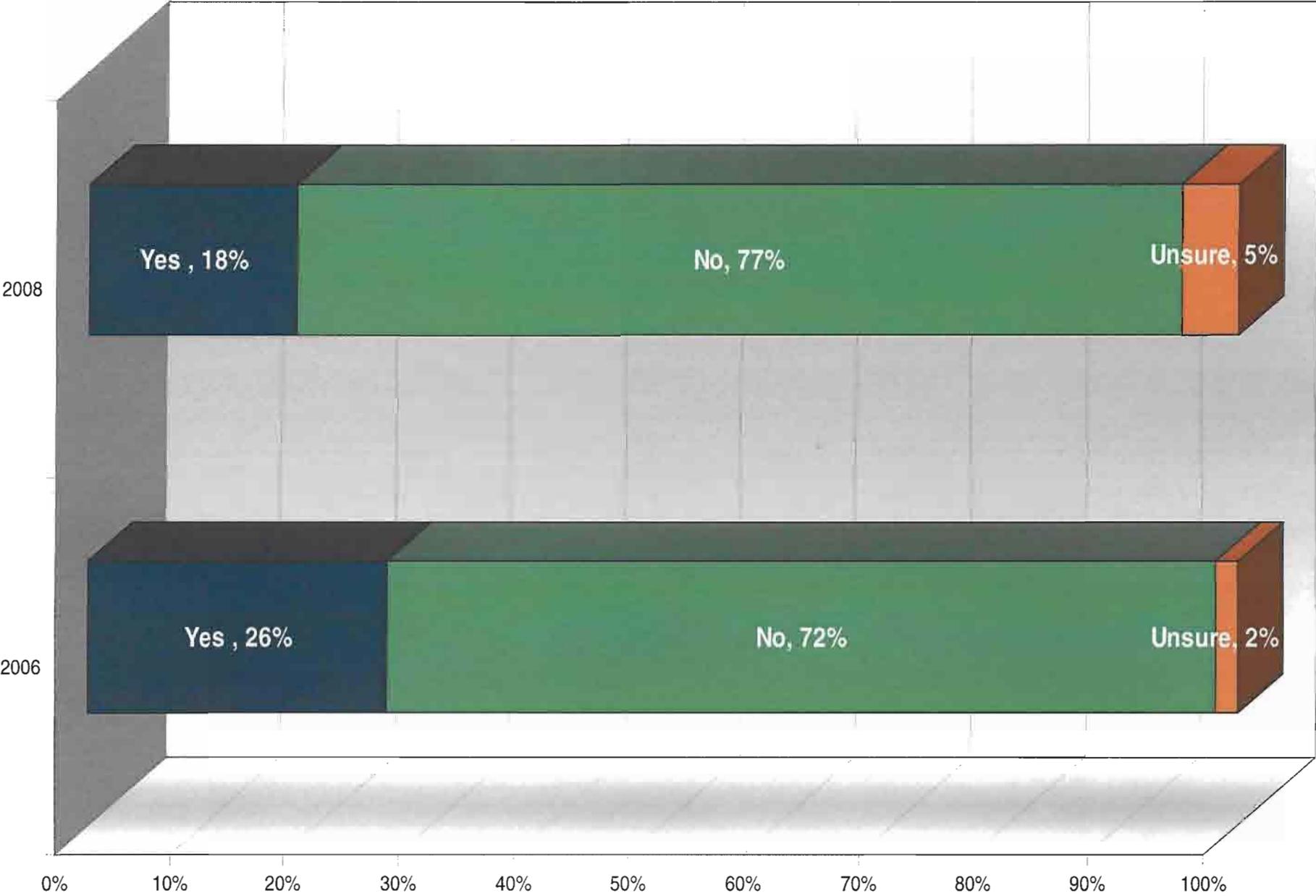
Confidence in Accuracy of Meter Reading



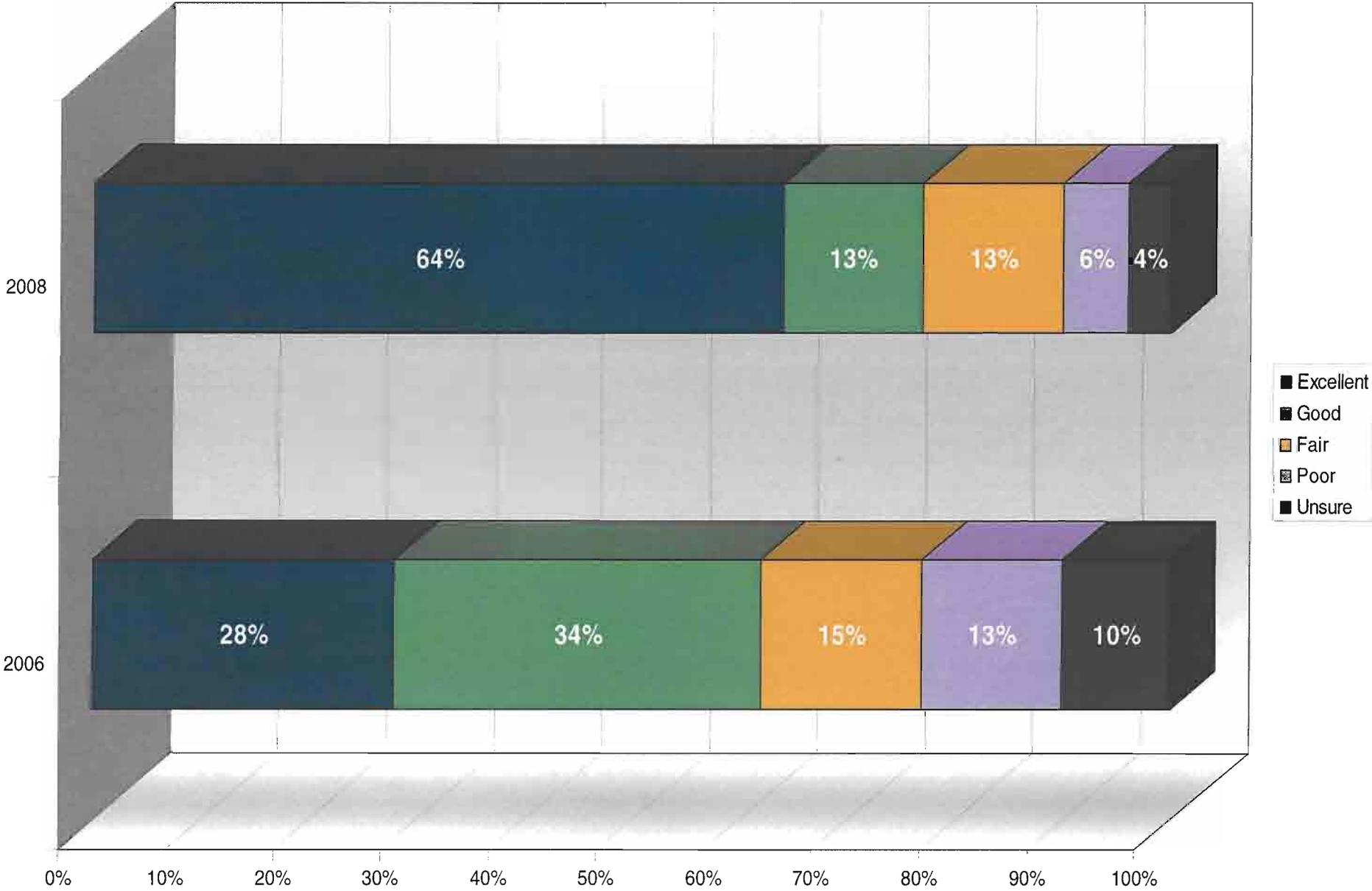
Field Service

- Required by 18 percent of callers (26% in 2006)
 - Two-thirds were leak repairs or service start up
- Three-fourths of callers rate service as excellent or good (substantial increase from 2006)

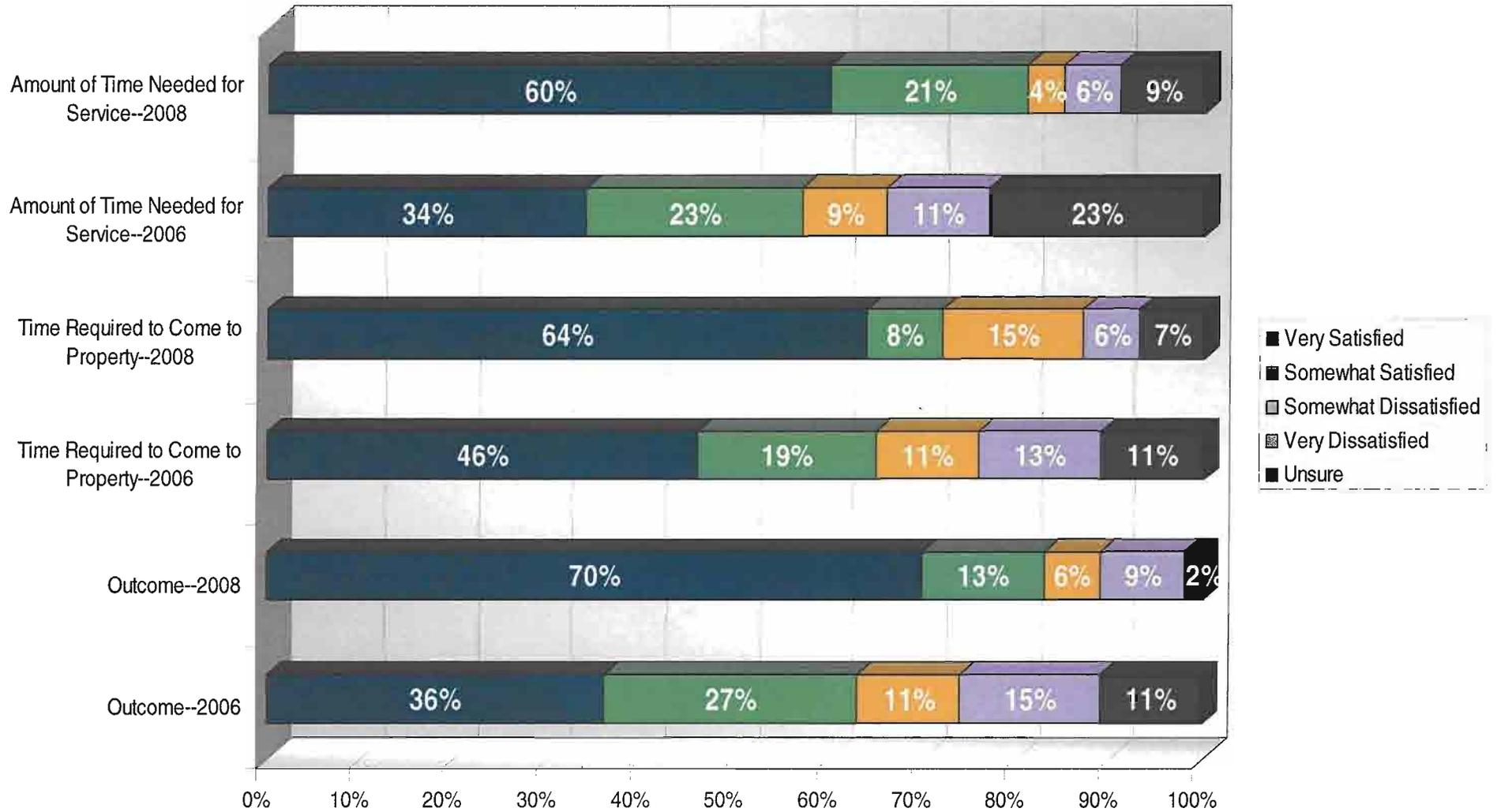
Field Visit Required?



Overall Satisfaction with Field Service



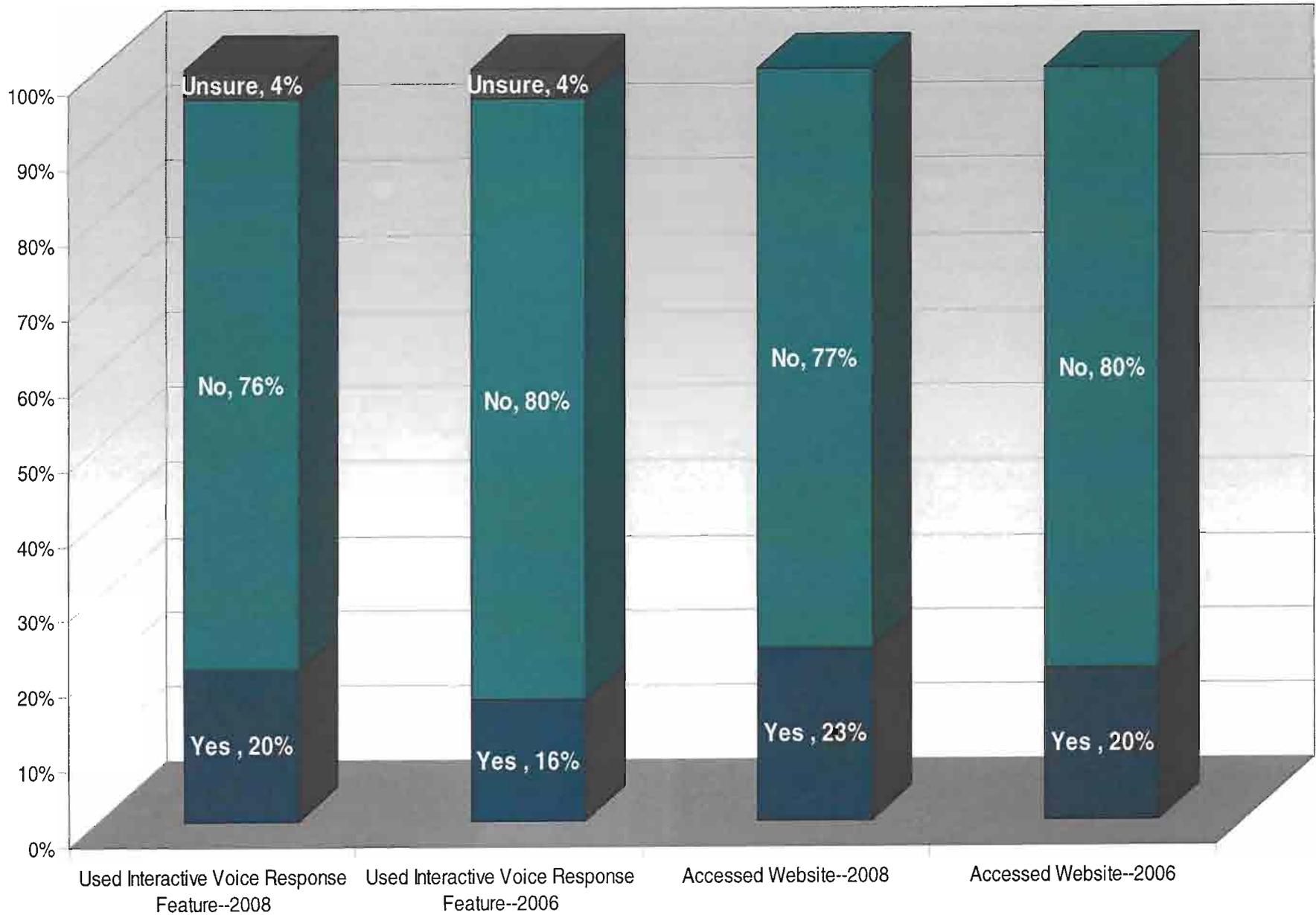
Satisfaction with Field Service Features



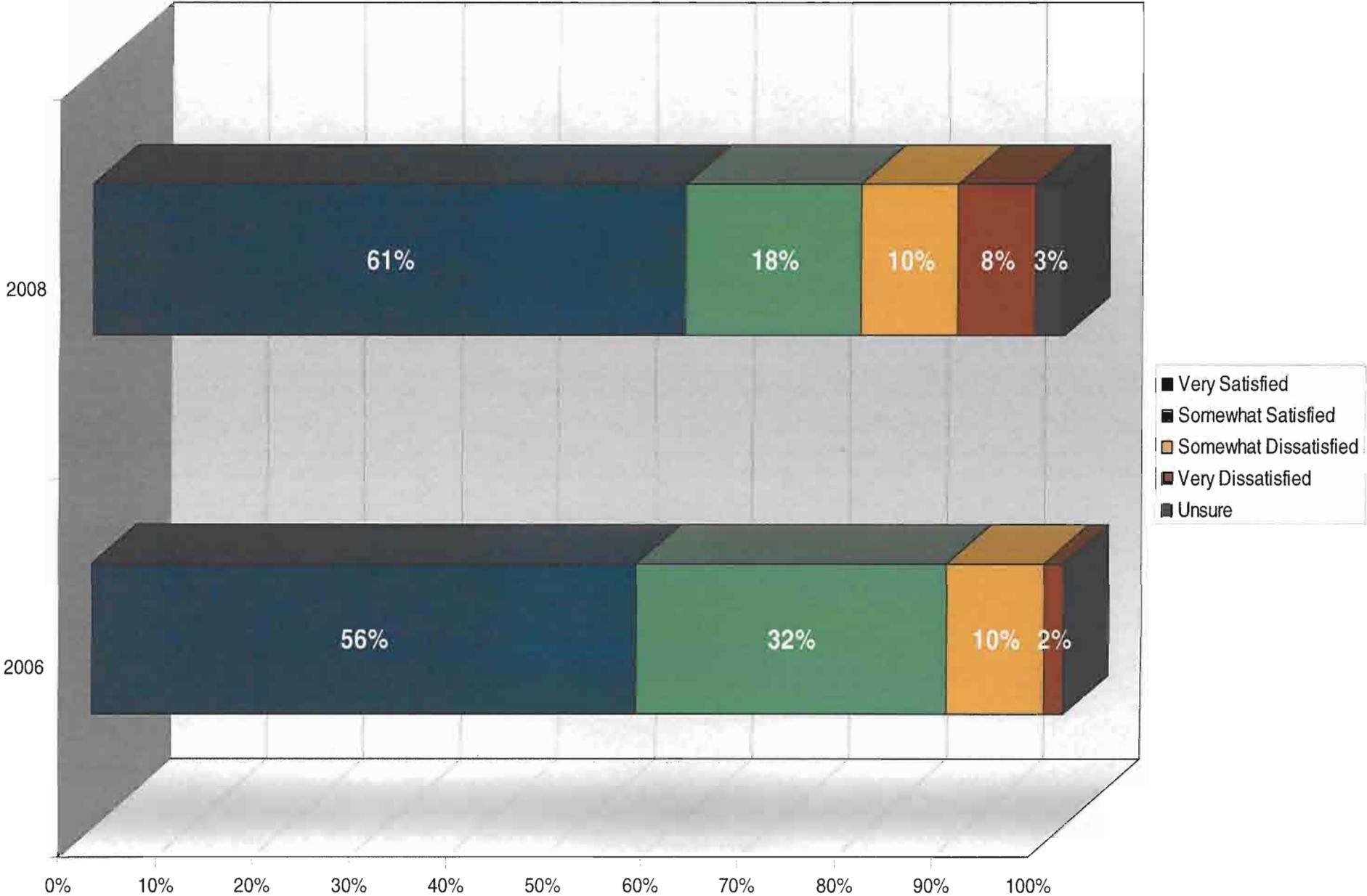
Website/Interactive Voice Response

- 23% of customer service callers use website (20% in 2006)
 - Some increased dissatisfaction
- 20% of callers have used Interactive Voice Response system (16% in 2006)
 - useful (82%)
 - 58% had question resolved by IVR only (47% in 2006)
 - 87%--no suggested improvements (78% in 2006)

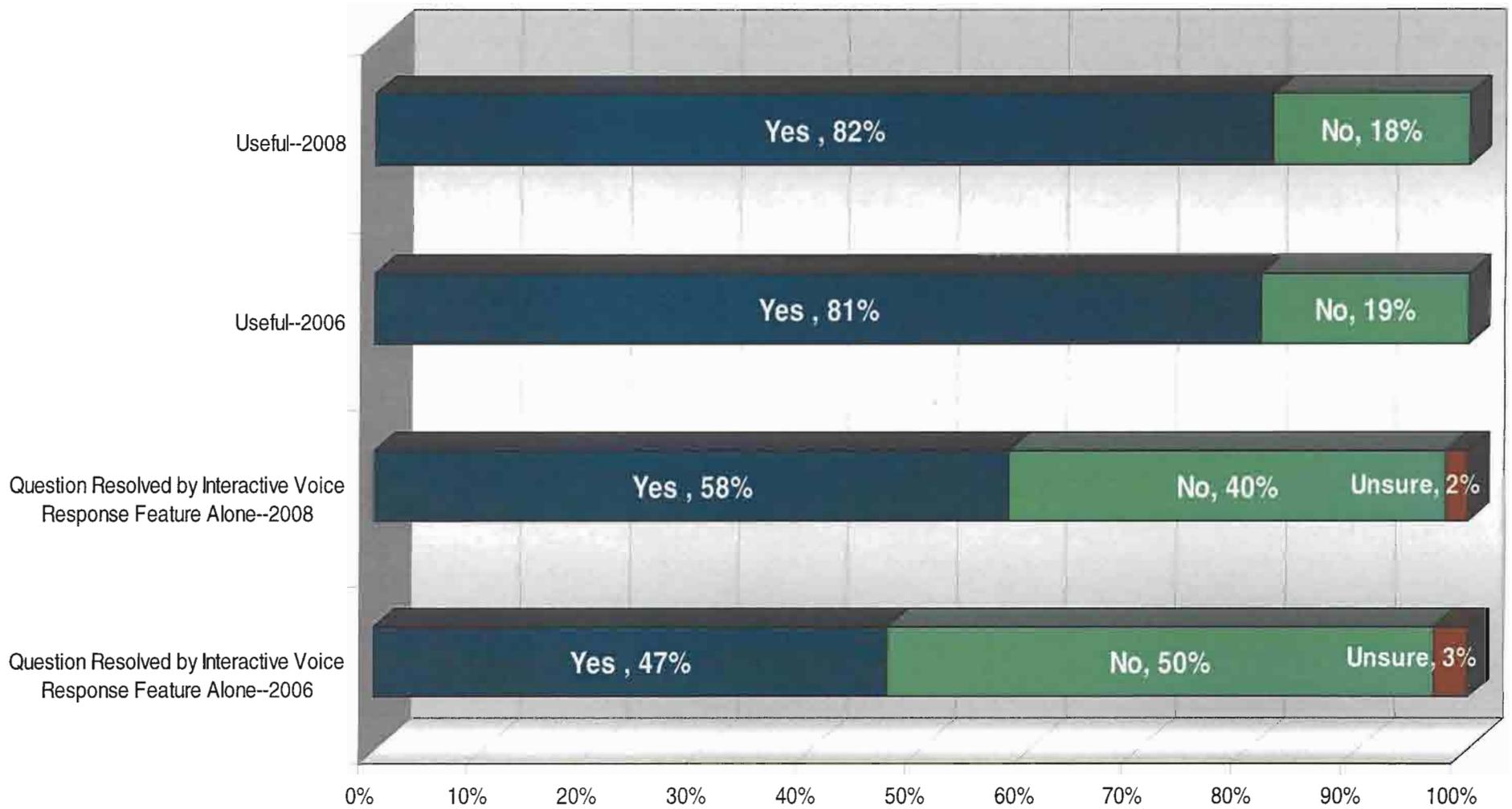
Use of Website and Interactive Voice Response



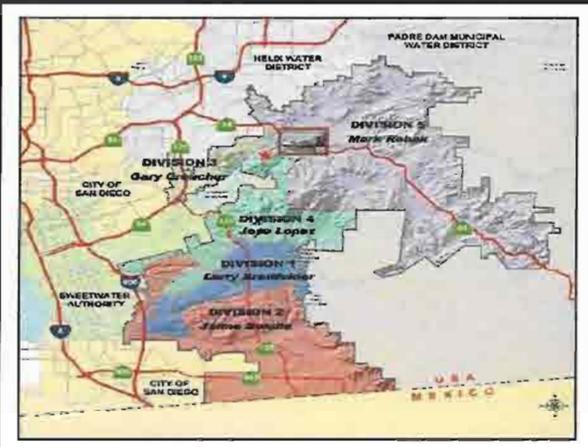
Satisfaction with Web Service



Usefulness and Effectiveness of Interactive Voice Response



Customer Satisfaction and Awareness Survey Otay Water District-----August, 2008



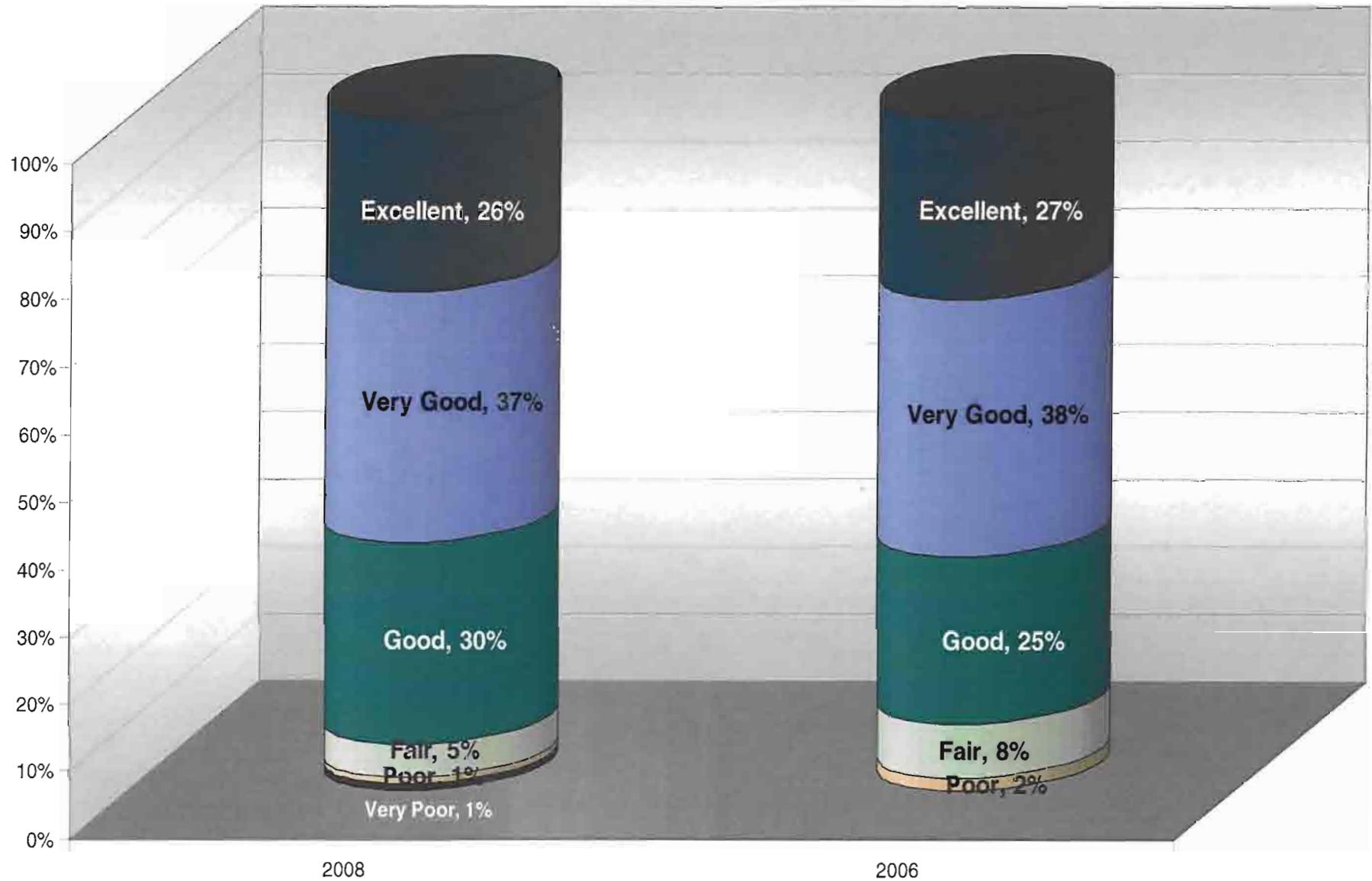
Principal Researchers:
Richard A. Parker, Ph.D.
Louis M. Rea, Ph.D.

Rea & Parker Research
Professors, School of Public Affairs, SDSU

Customer Satisfaction

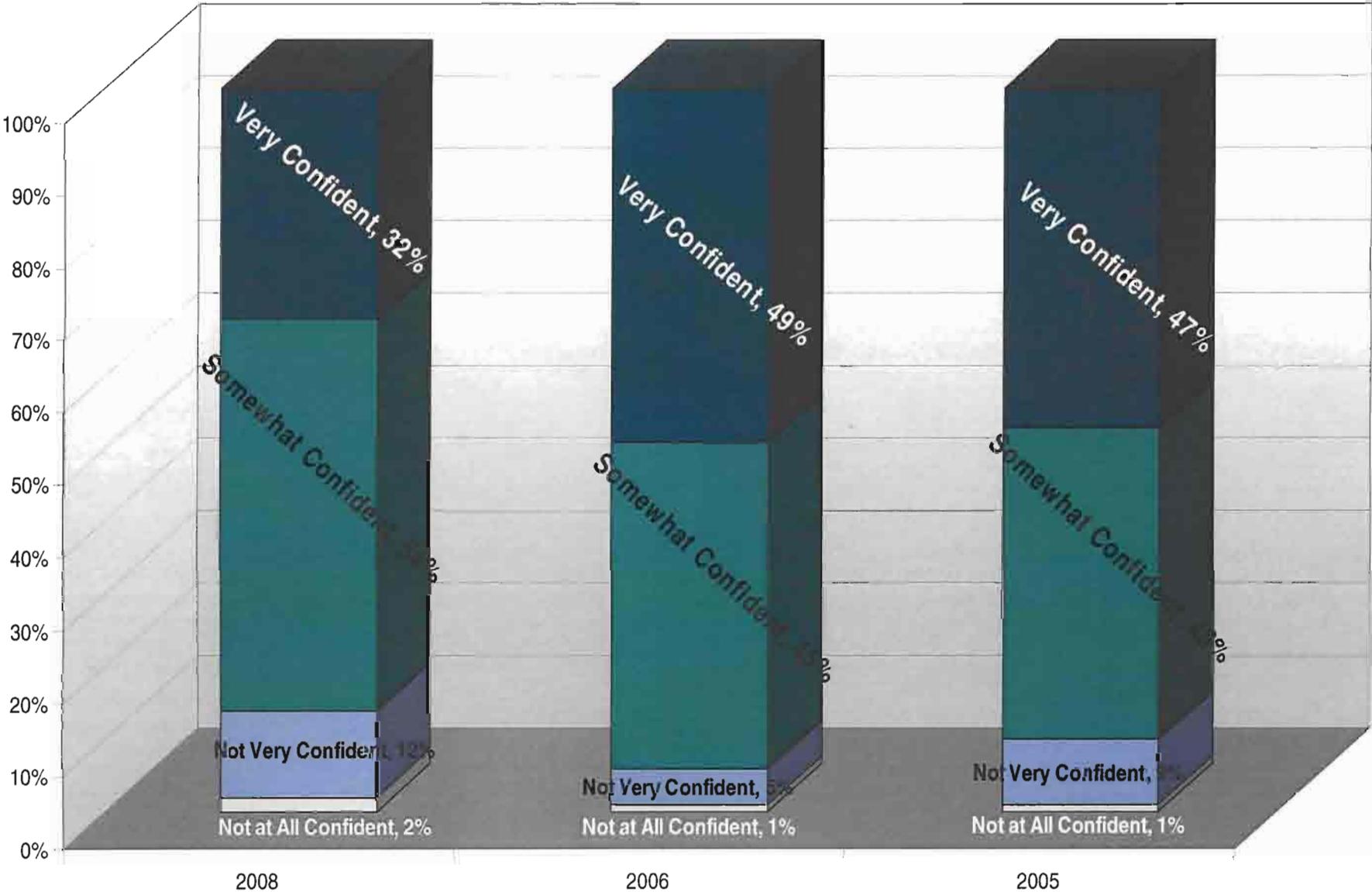
- Customers demonstrate a high level of overall satisfaction with the Otay Water District
- Substantial level of confidence in the District's ability to provide enough water for its customers
 - 86 percent very confident or somewhat confident (decline from 2006 = 94% and 2005 = 90%)
- Ratification of the value and quality of the work done by the Otay Water District.

Overall Satisfaction with Otay Water District

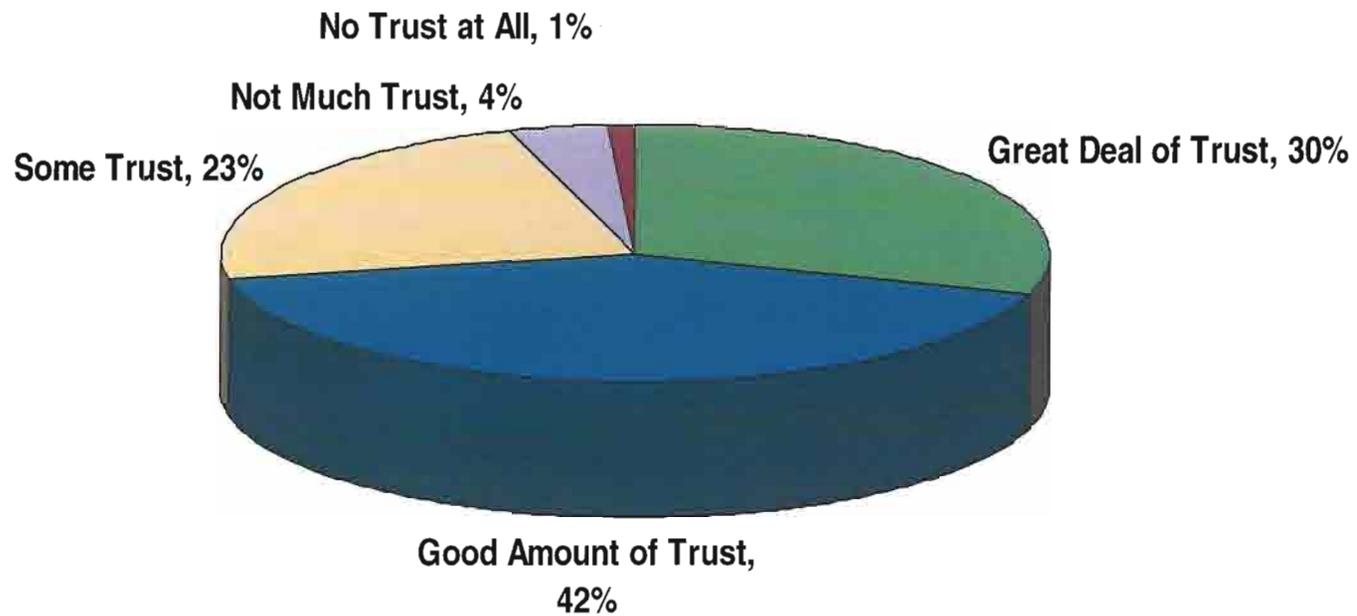


2006: Favorable/Unfavorable Image of SDCWA = 63% favorable/very favorable--14% unfavorable/very unfavorable

Confidence in Ability of Local Water Agencies to Provide Enough Water

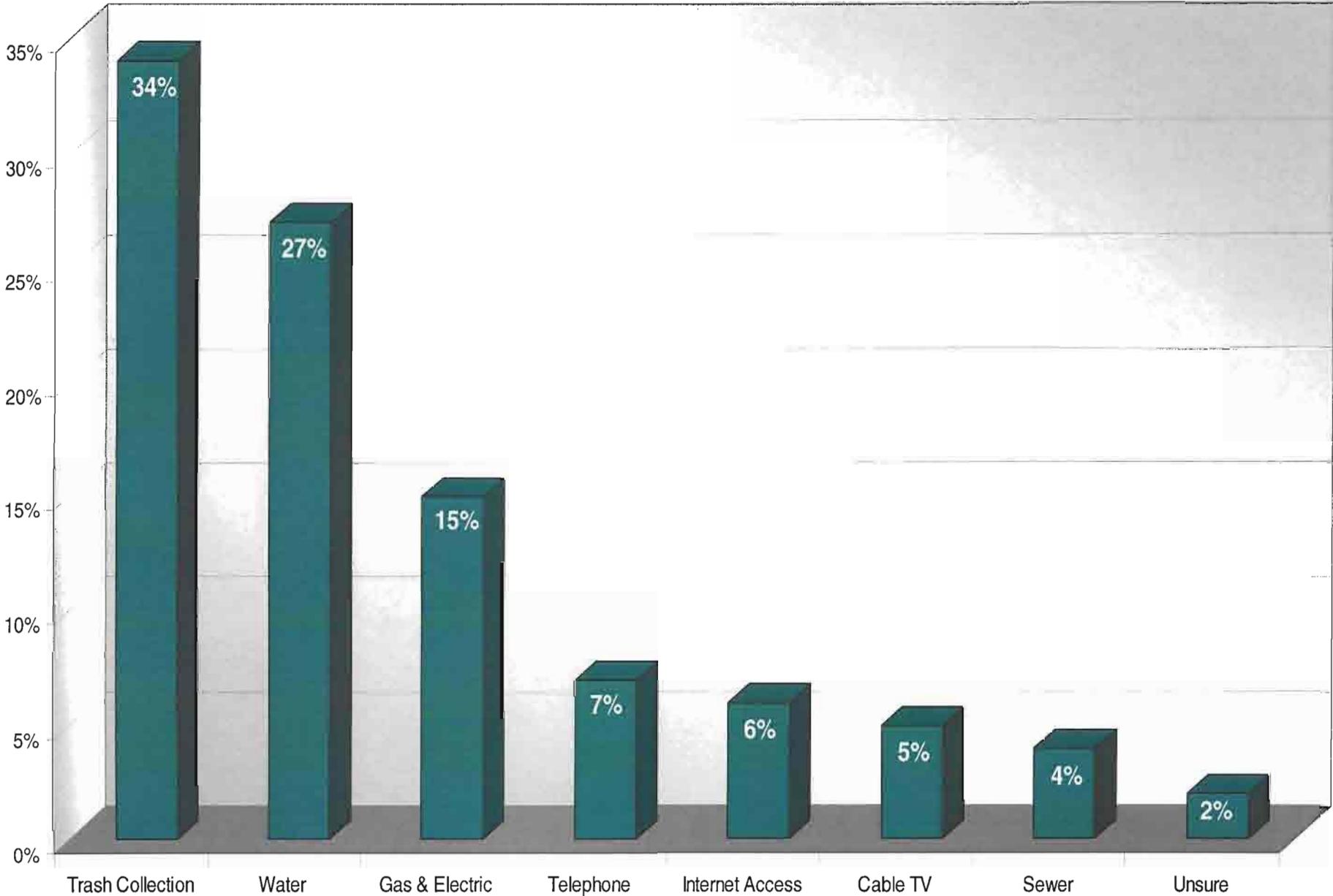


Trust in Ability of Otay Water District to Provide Clean, Safe Water



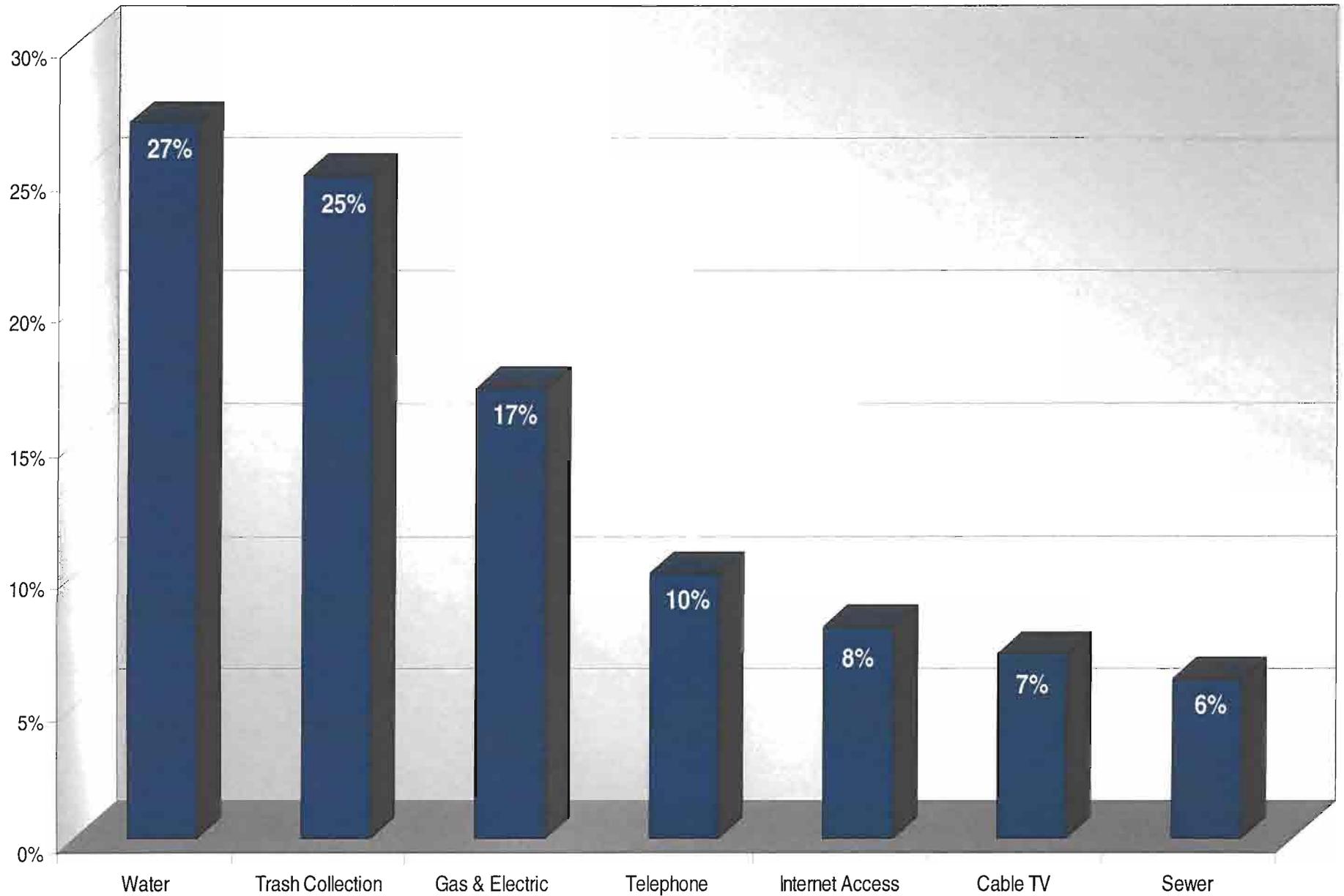
In 2006 and 2005, respondents were asked about their confidence in Otay Water District to prevent contamination of water supply. In 2006, 29% had "not much" or "no" confidence. In 2005, that percentage was 22%.

Utility Cited as Best Value by Otay Water District Customers



Weighted Ranking of Utilities for Best Value

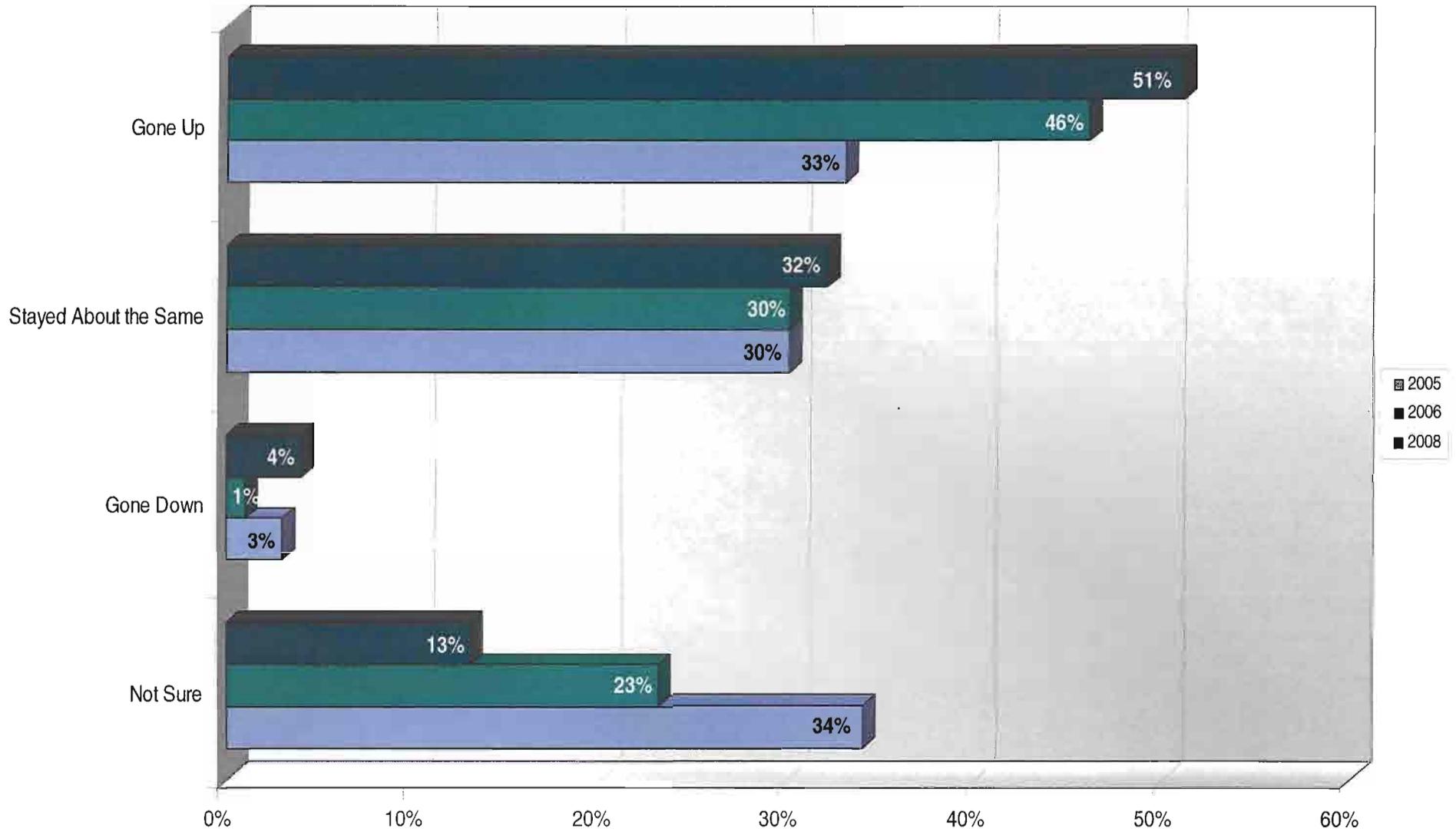
Utilities ranked 1-2-3 and tallied 3 points for first, 2 points for second, and 1 point for third



Water/Sewer Rates

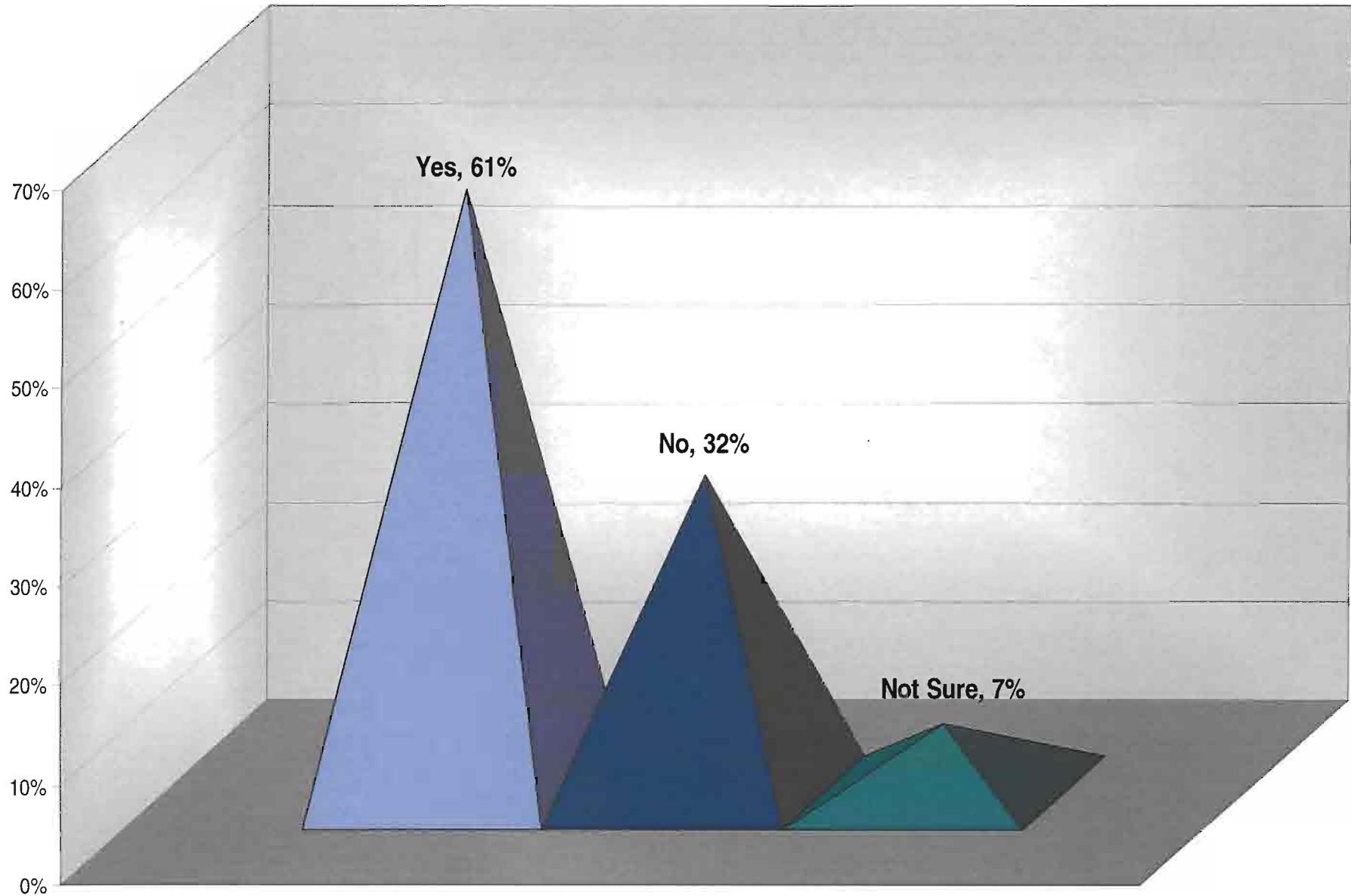
- Increasing awareness/perception that water rates have gone up during the past 12 months
 - Higher rates have motivated conservation in 61% of those who believe that rates have increased
- Sewer rates do not show same trend of perceived increase in past year

Trend in Water Rates Over Past Year



Higher Water Rates Motivated Conservation

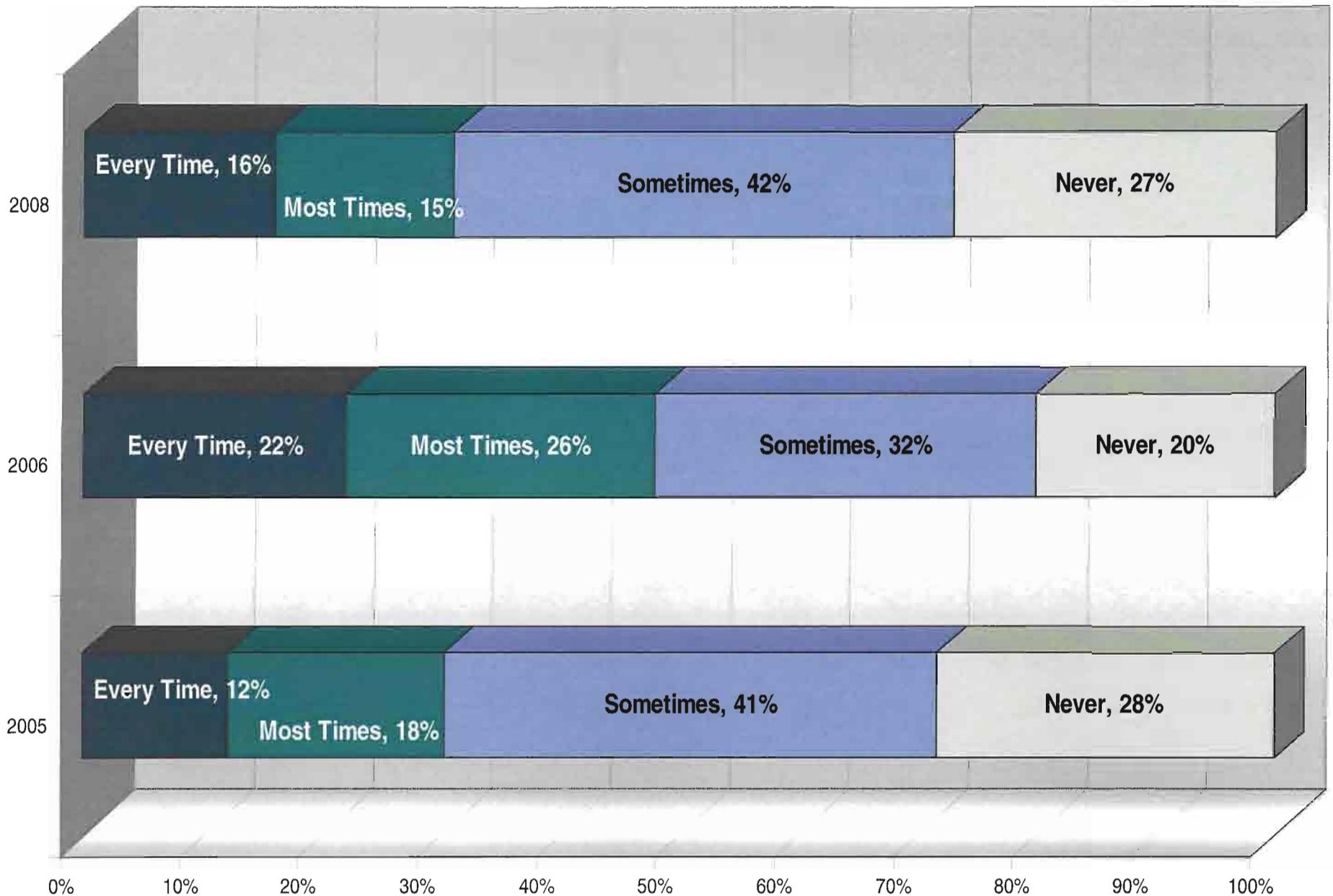
(among 51% who thought rates had increased)



Communications: Publications/Website

- Customers tend to read the Newsletter that comes with the monthly bill in same proportions since 2005 (approx. $\frac{3}{4}$ at least sometimes)
- Annual Consumer Confidence Report is less well read (30%)—declined from past years (38%)
- Visitors to the Otay Water District website have increased (from 19 to 21 to 27 percent) and give it high ratings (75%--excellent or good--consistent from 2005-2008)

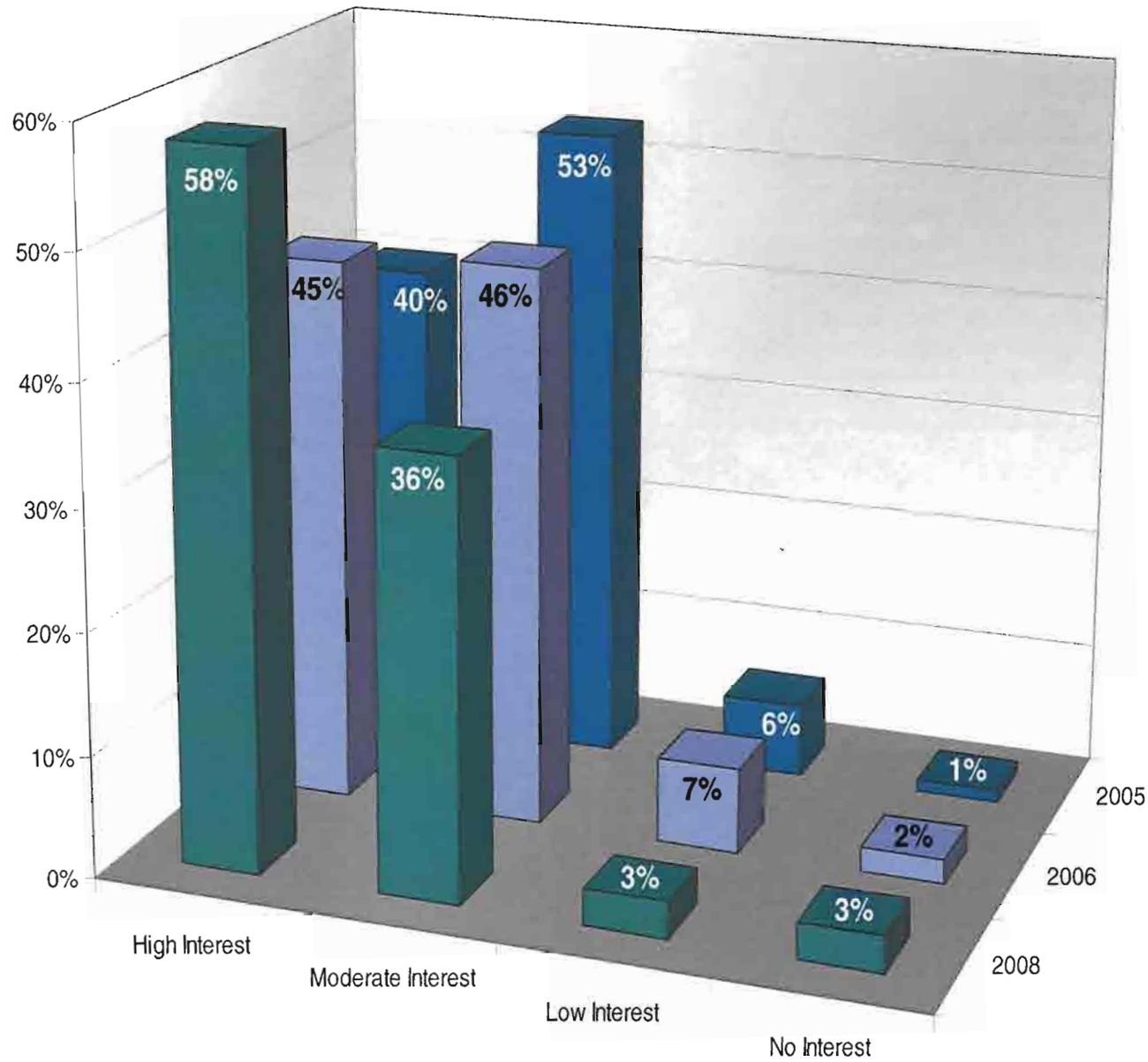
Read Newsletter that Comes with Monthly Bill



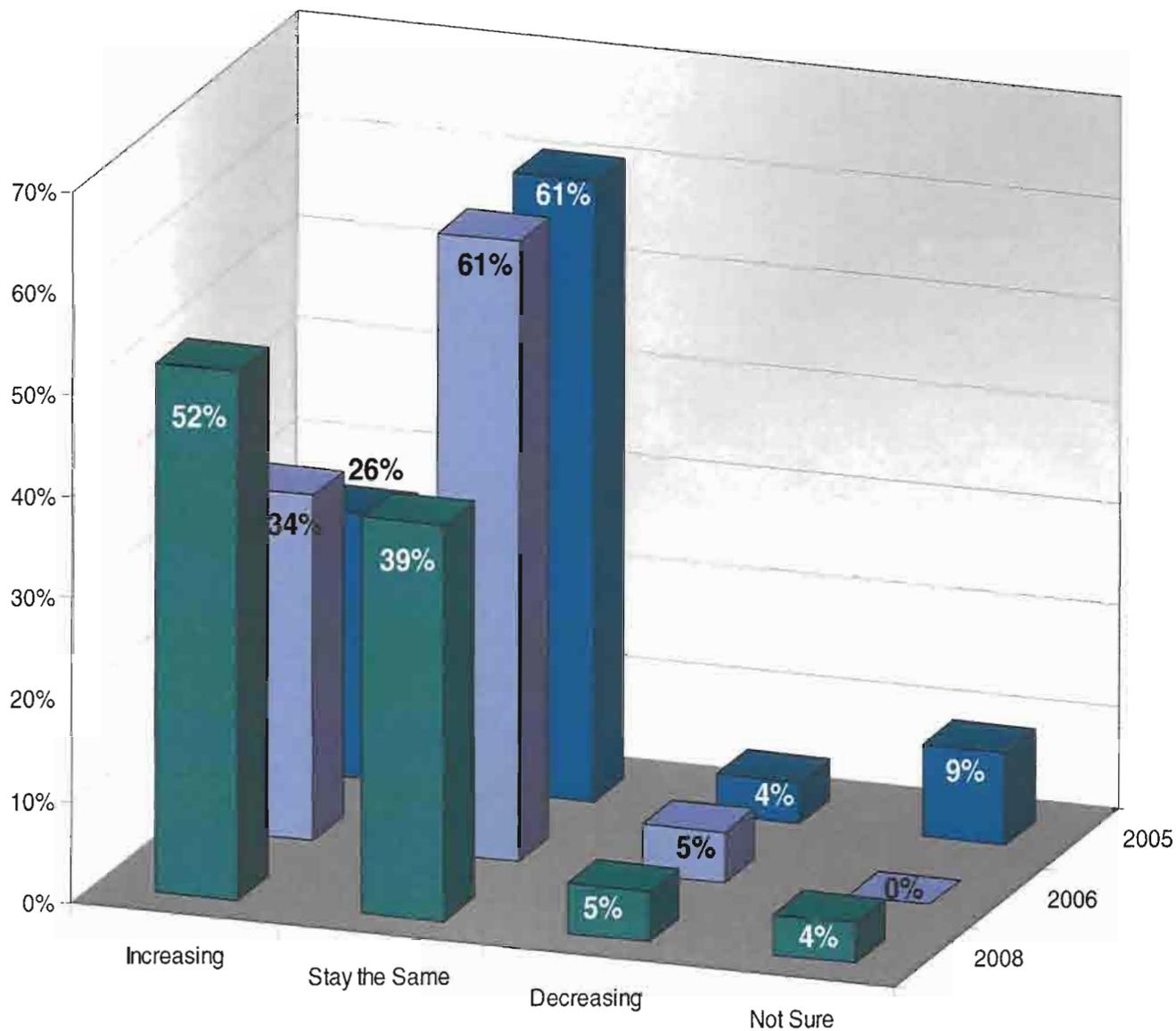
Water Conservation

- Almost 60 percent indicate high interest in water conservation—substantial increase from 2005-2006
- Awareness of water conservation is increasing substantially
- Approximately two-thirds of those with lawns are inclined to consider incentives to reduce the size of their lawn
- Twice as many respondents would install drought-tolerant landscape as would replace their lawn in exchange for \$1 per sf
- Residents are adjusting their automatic sprinklers more often than in past years
 - 70% once or more per year vs. approximately 60% in prior years

Household's Level of Interest in Conserving Water

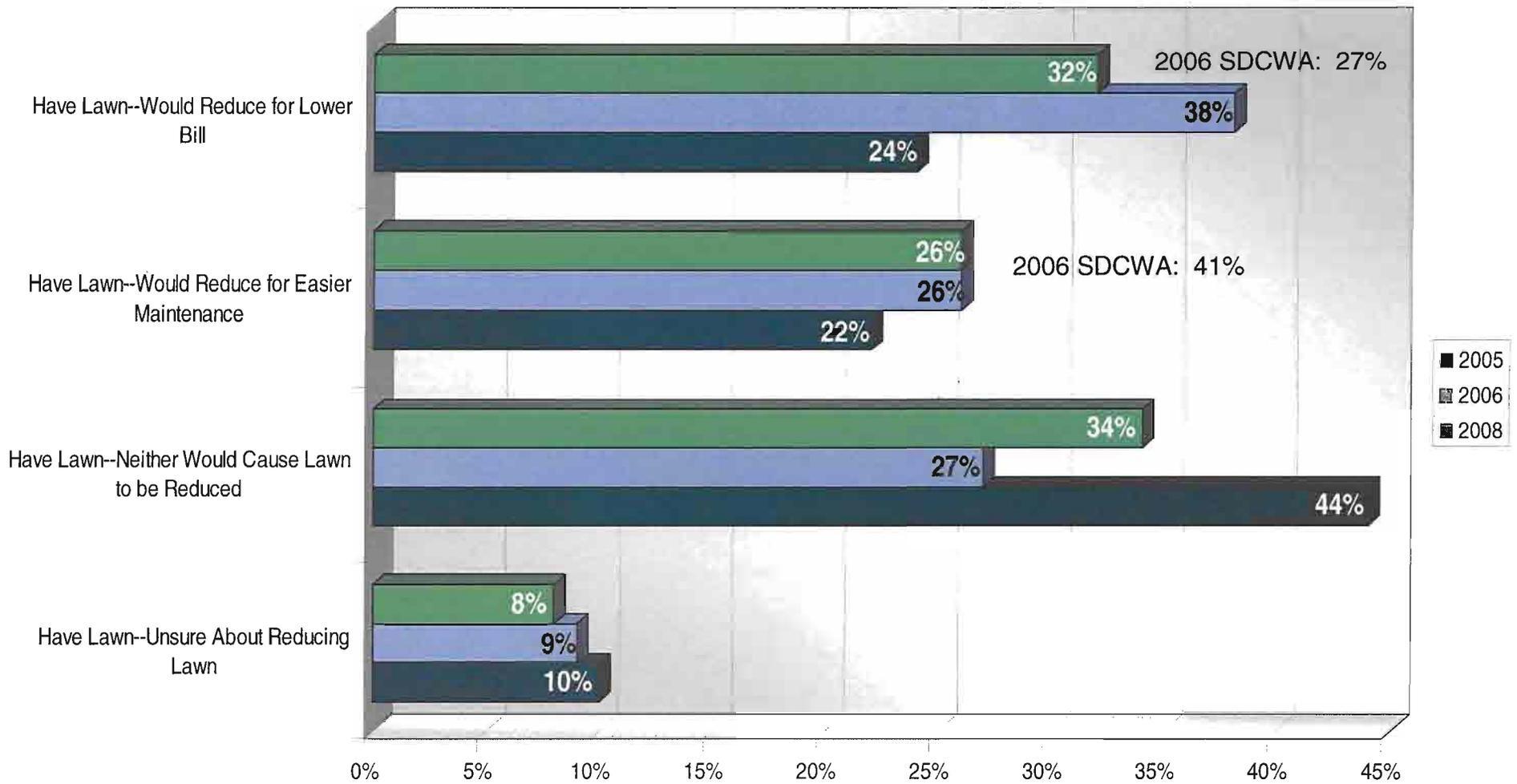


Household's Awareness of Water Conservation During Past Year

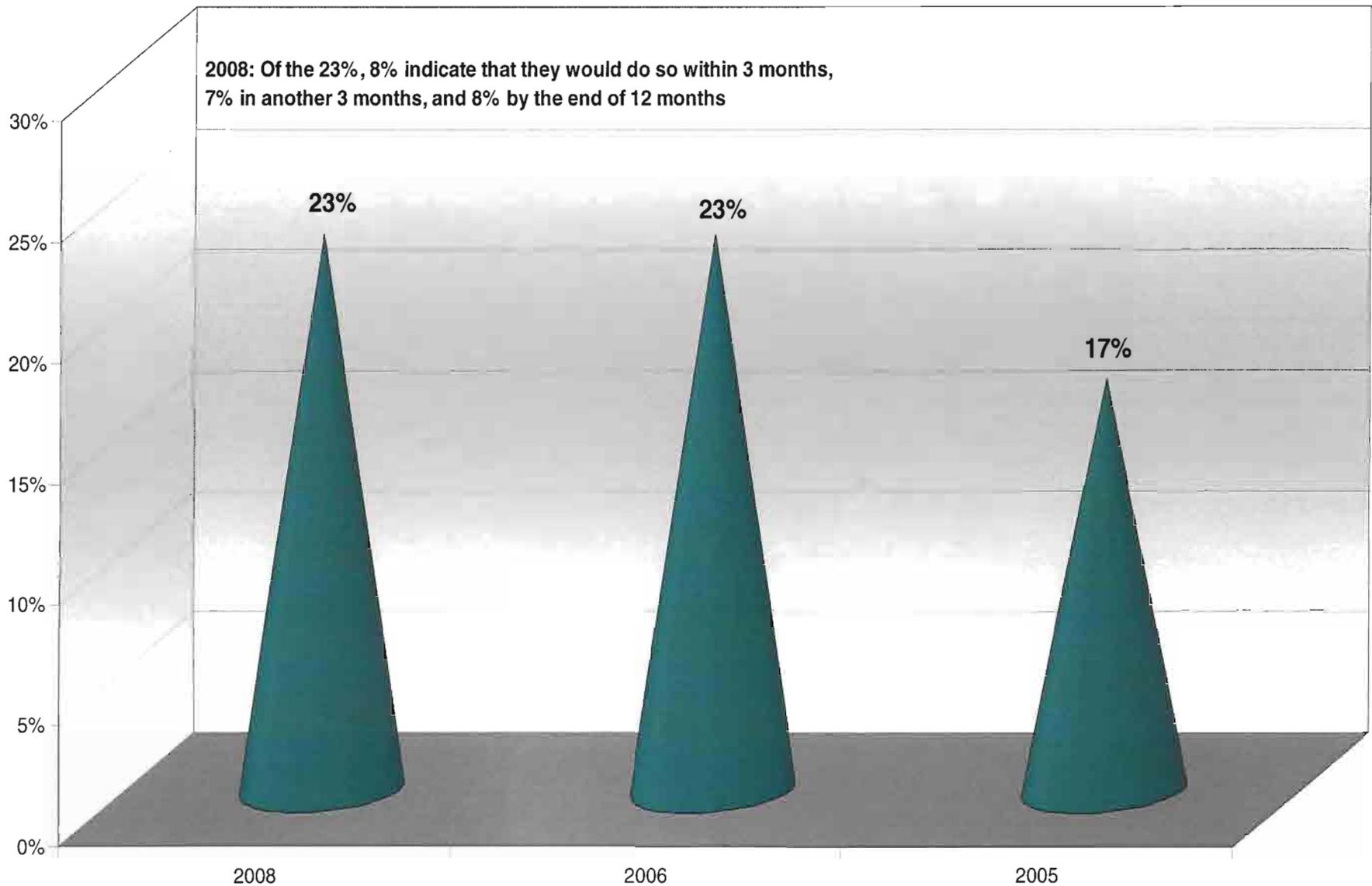


2008 SDCWA: 46% say conservation "efforts" have increased

Incentives to Reduce Size of Lawn

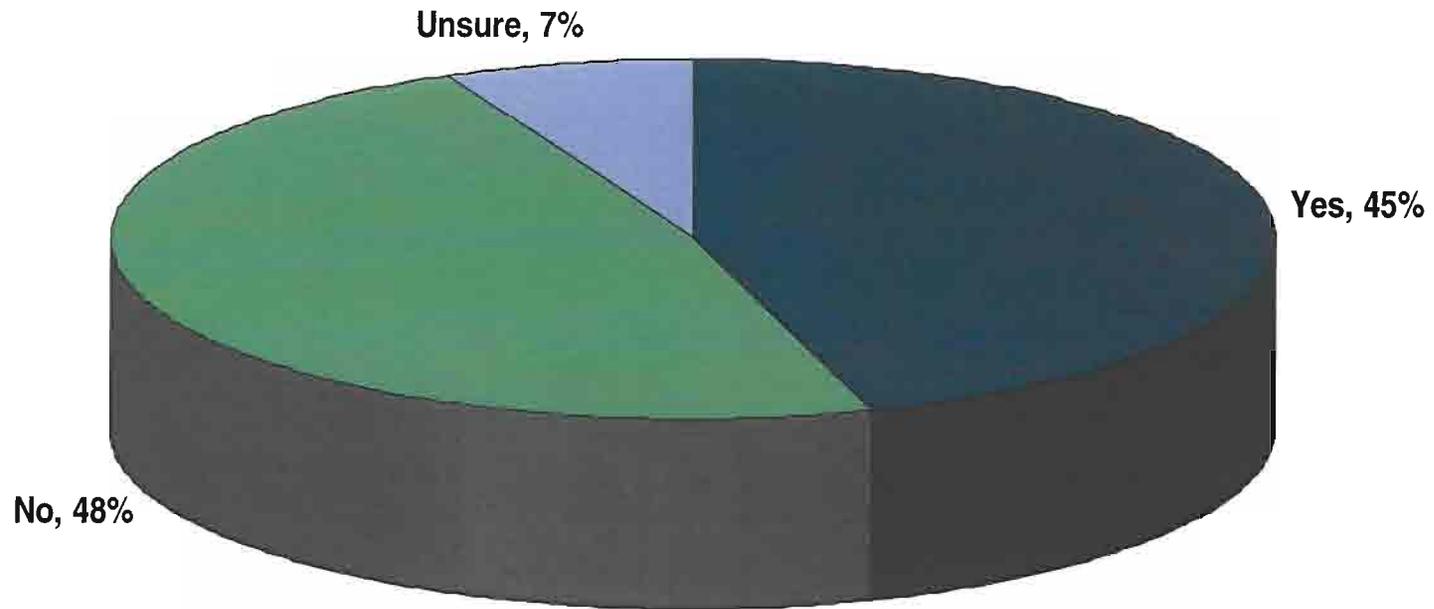


\$1 Per Square Foot Incentive Would Cause Replacement of Some Portion of Grass Lawn with Synthetic Turf



Almost one-half--10% of the 23%-- were not inclined to reduce their lawn for easier maintenance or lower bills, but were for \$1/sf SDCWA in 2006 = 3%

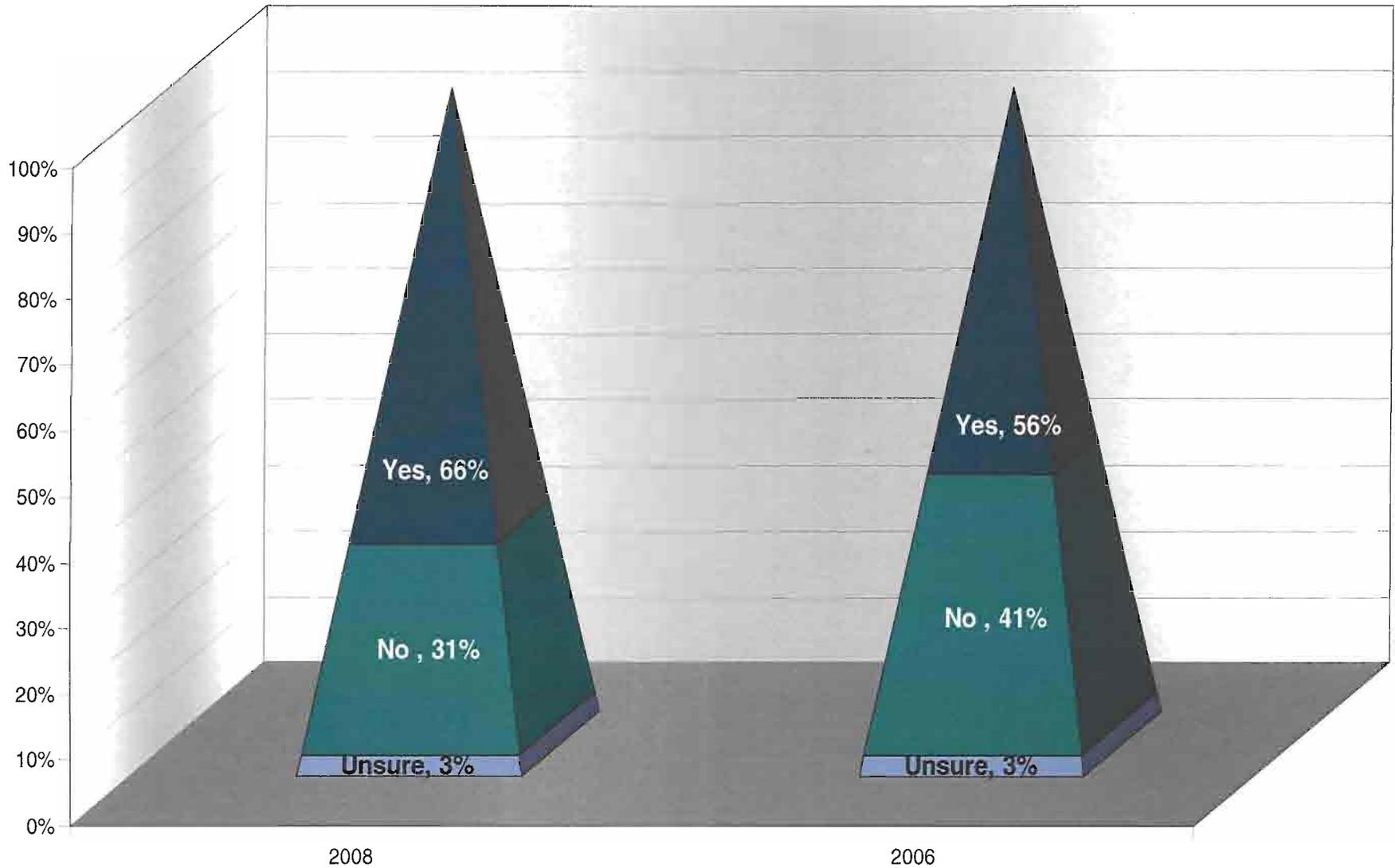
% for Whom \$1 per Square Foot Incentive Would Cause Replacement of Existing Plants with Water-Wise Plants



Water Conservation Messages

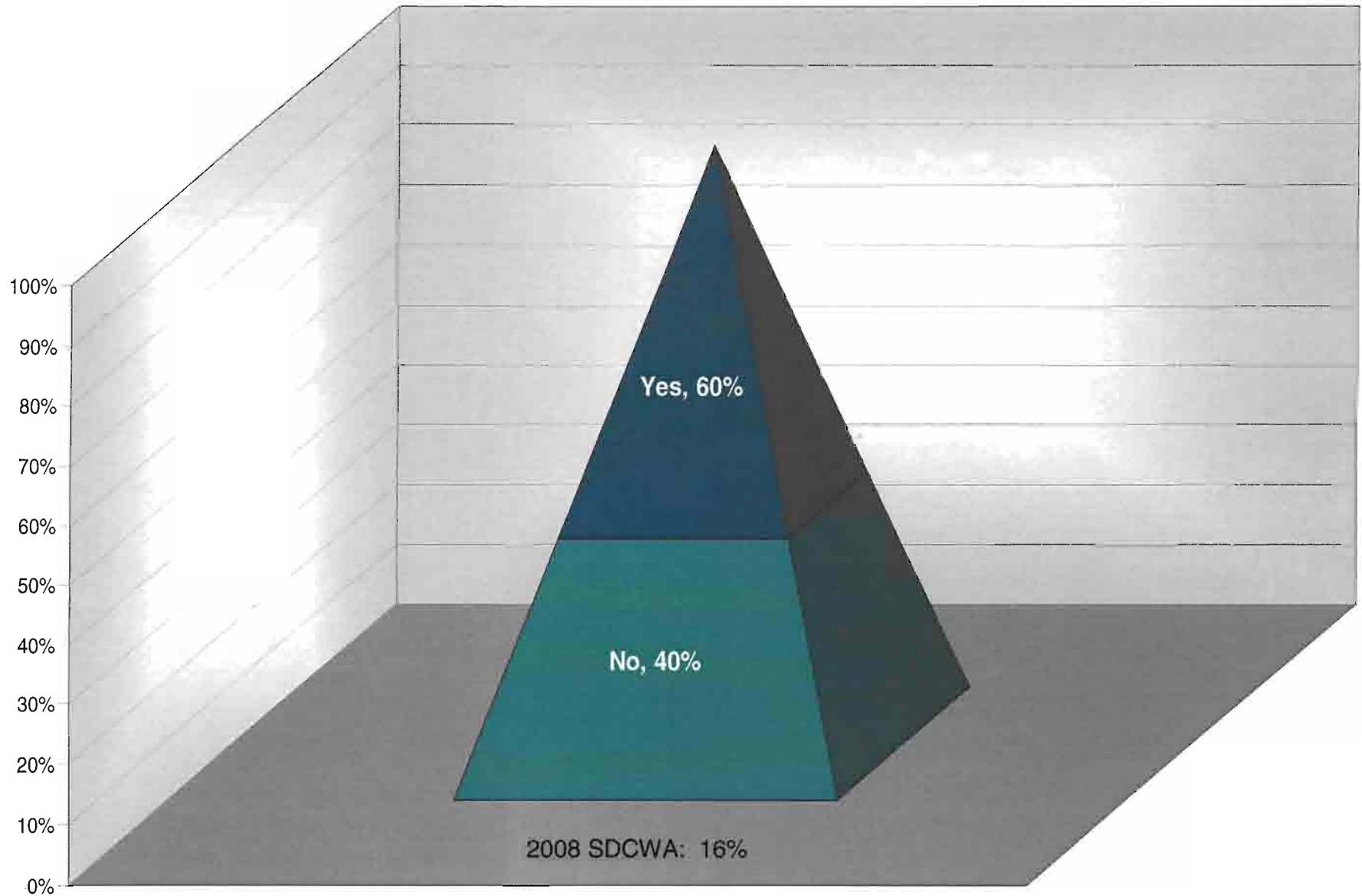
- Two-thirds of customers recall seeing or hearing messages about outdoor water conservation
 - Major actions in response: Adjust sprinklers—length and frequency (30%) and water only as necessary (23%).
- 60% recall messages about 20 Gallon Challenge
- Over 80% aware of reports of drought

Recall Seeing or Hearing Messages about Outdoor Water Conservation

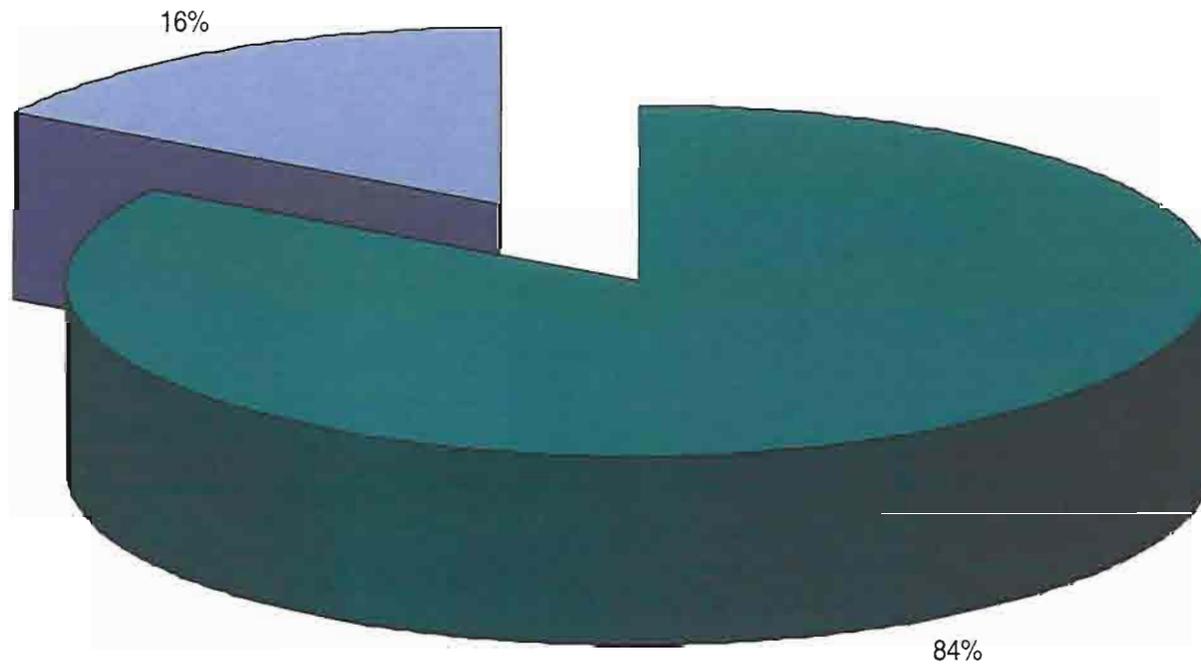


2008 SDCWA: 59% Recall Messages

Recall Messages about 20 Gallon Challenge



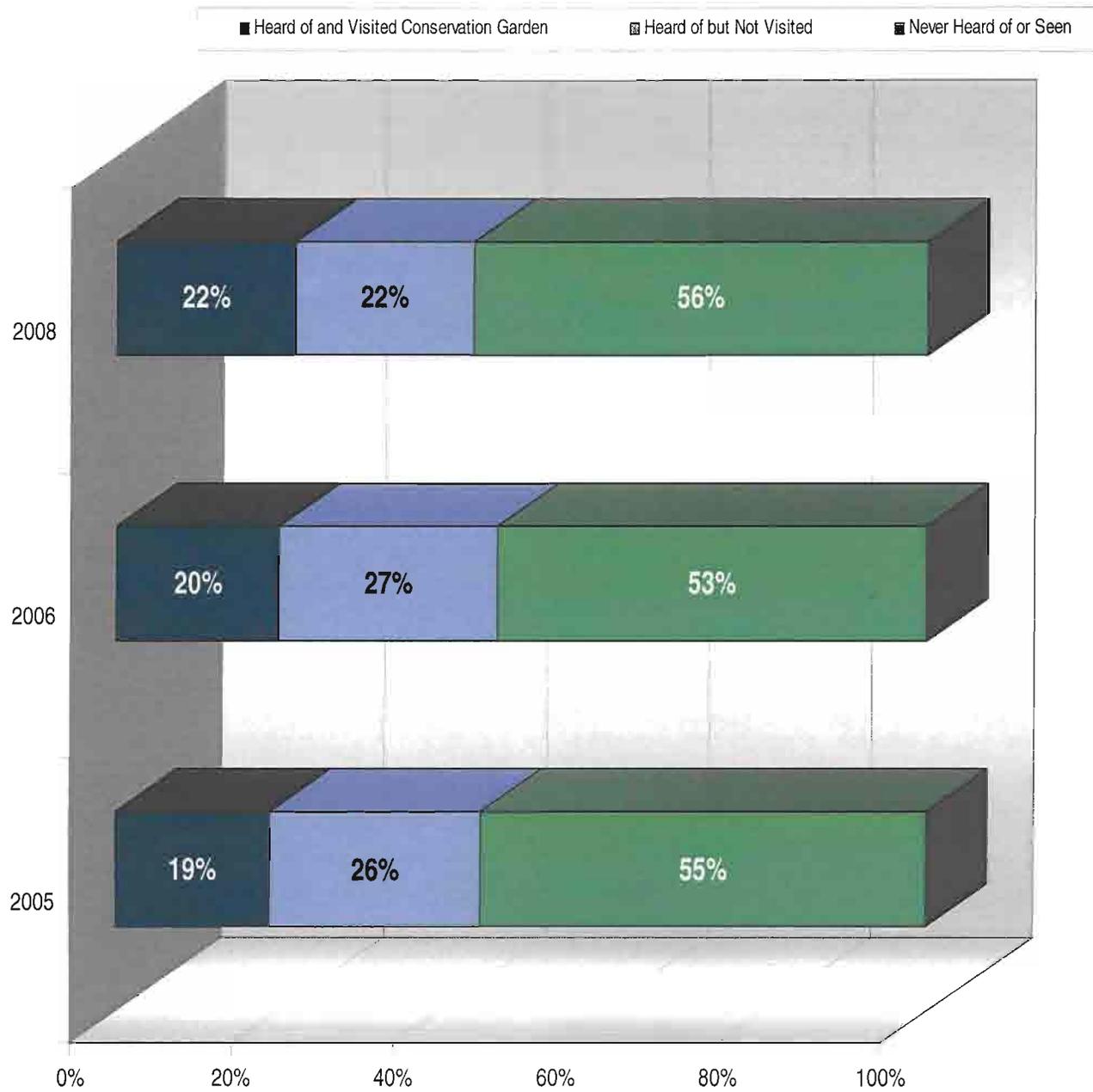
Awareness of Reports of Drought in San Diego County



Water Conservation Garden

- Nearly one-half of the customers have heard about or have visited the Cuyamaca College Water Conservation Garden
- One-half of visitors to the Garden have made changes to their landscaping practices as a result of visit
- Non-visitors indicate that they are too busy (41%), not interested (18%), or too far away (16%)

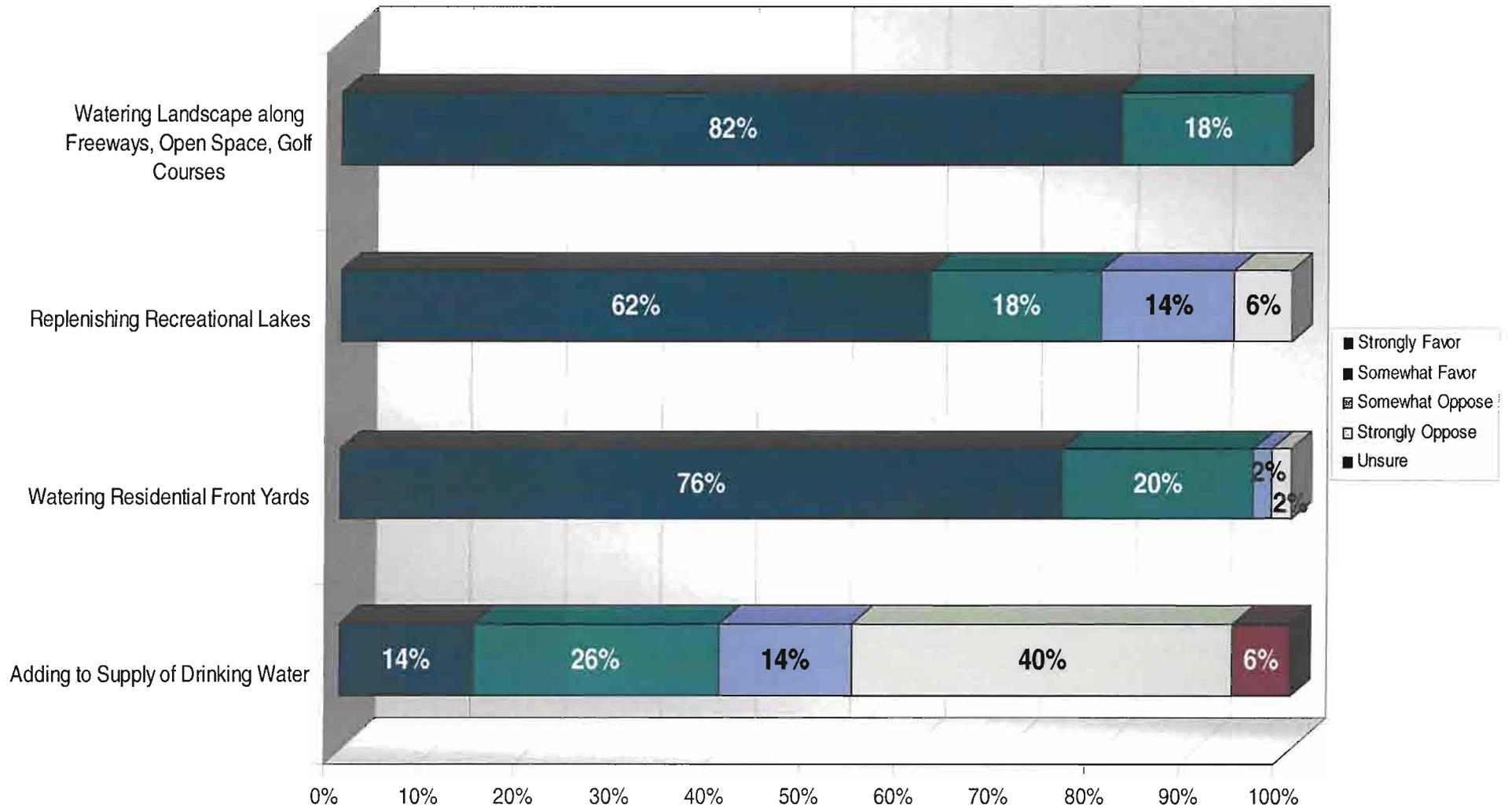
Heard of and/or Seen and Visited Cuyamaca College Water Conservation Garden



Recycled Water

- There remains a lack of knowledge regarding the composition of wastewater
 - 43% storm runoff—40% sewer water--2008
- Strong support for the use of recycled water in the North District (70% strong support – 20% somewhat) –particularly when it is used for:
 - Watering landscape along freeways/golf courses
 - Watering residential yards
- Support is less strong for the use of recycled water to replenish recreational lakes
- Customers do not support the use of recycled water as an addition to the drinking supply

North District Favor or Oppose Use of Recycled Water for...





AGENDA ITEM 7b

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 3, 2008
SUBMITTED BY:	Kelli Williamson, Human Resources Manager <i>KW</i>	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Rom Sarno, Chief of Administrative Services <i>[Signature]</i>		
APPROVED BY: (Asst. GM):	Germán Alvarez, Assistant General Manager, Finance and Administration <i>[Signature]</i>		
SUBJECT:	Present Results of the 2008 Employee Survey		

GENERAL MANAGER'S RECOMMENDATION:

This is an informational item. No action is required.

COMMITTEE ACTION:

No Committee Action. This item was referred directly to the Board of Directors.

PURPOSE:

To present the results of the 2008 Employee Survey.

ANALYSIS:

The District's Strategic Plan calls for developing a repeatable Employee Survey Program. The District contracted with Rea & Parker Research to develop and conduct the survey. The consultants worked closely with Human Resources staff to develop a scientifically reliable and repeatable Employee Survey Program. This survey will be conducted approximately every two years.

The survey was administered the end of May 2008. Employees each received an email from the General Manager with an overview of the survey, followed-up by an email from Rea & Parker Research with individual login information. Employees entered data directly to a private, secure server of Rea & Parker Research. Of the 161 employees, 153 completed the survey, or 95% of the employees, which is a very high participation rate.

As summarized in the report by Rea & Parker Research "It is very clear that the employees of Otay Water District are quite satisfied with their employment." Rea & Parker Research will present highlights of the findings in a presentation format. (Attachment A) Complete results and analysis can be found in the Otay Water District 2008 Employee Satisfaction Survey. (Attachment B)

FISCAL IMPACT:



The cost of the Employee Survey was \$15,900 and was budgeted. This cost includes a \$1,200 discount provided by Rea & Parker Research due to the District utilizing their services for the Employee Survey and the Customer Surveys.

STRATEGIC GOAL:

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

LEGAL IMPACT:

None.



General Manager

Attachment A - PowerPoint Presentation

Attachment B - Otay Water District 2008 Employee Satisfaction Survey

2008 Employee Satisfaction Survey Otay Water District



OTAYWATERDISTRICT

REA &
PARKER
RESEARCH



*Survey/Market Research
Economic Consultants*

Rea & Parker Research
August, 2008

Methodology

- Online survey—May 29, 2008
- Taken at Otay Water District offices
- 107 questions
 - ◆ 49 agreement/disagreement
 - ◆ 49 importance
 - ◆ 4 satisfaction
 - ◆ 5 general/demographic
- E-mail notices and reminders from GM on May 27 and Rea & Parker Research on May 28
- 143 out of 161 employees participated
- Additional time (June 6) provided for those away or otherwise unable to participate—two follow up e-mails from Rea & Parker Research
- Total participants = 153 (95 percent)

Participants

- 70 percent male
- Median age = 44.5
- Median length of service = 6 years
 - ◆ 12 percent 20 or more years
 - ◆ 5 percent in first year
- Department
 - ◆ Operations = 38 percent
 - ◆ Finance = 24 percent
 - ◆ Administrative Services – GM - IT = 23 percent
 - ◆ Engineering = 15 percent
- Position type
 - ◆ Non-management = 71 percent
 - ◆ Supervisor – Crew Leader = 15 percent
 - ◆ Management – Department Chief = 14 percent

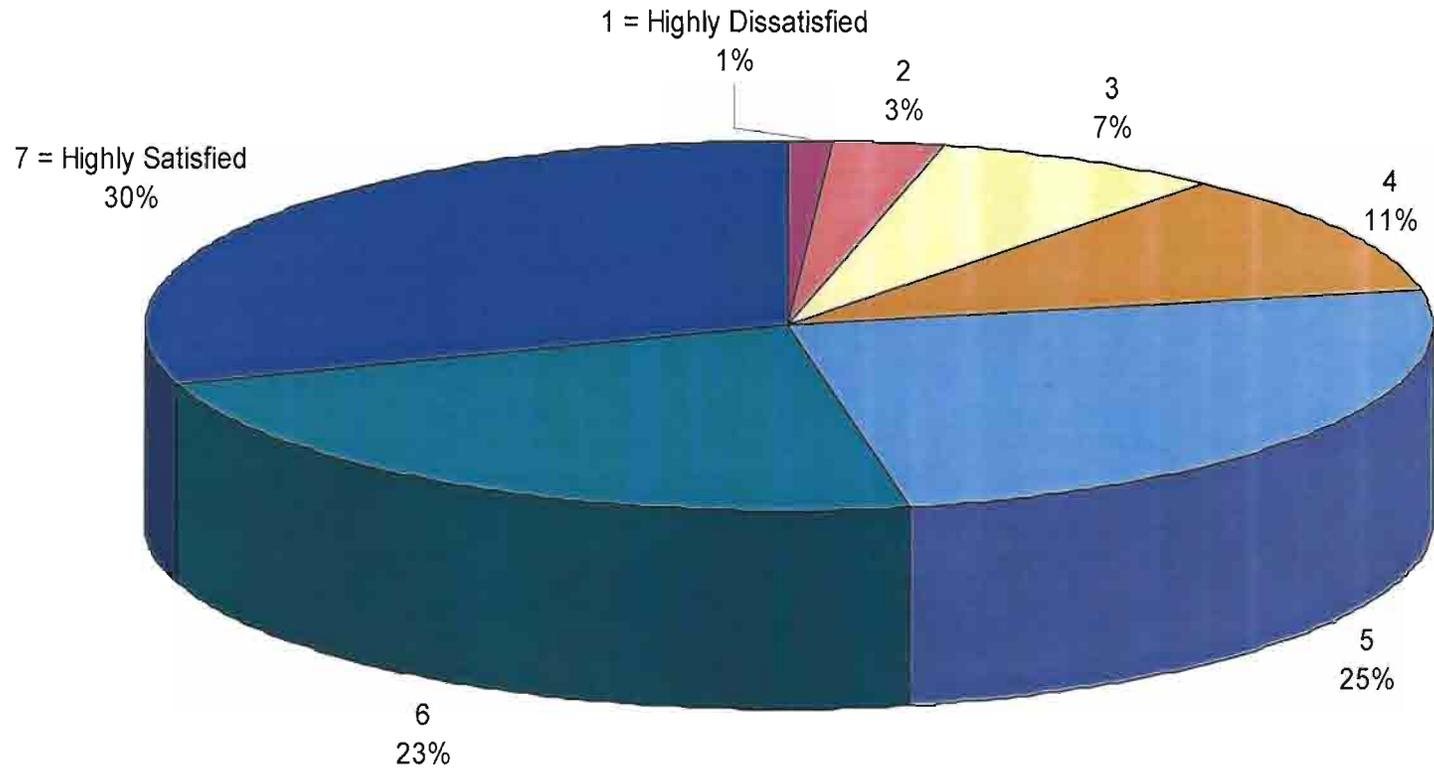
Key Findings

- The Otay Water District is considered by its employees to be an excellent place of employment.
 - ◆ Resources and equipment are excellent
 - ◆ Safety is strongly emphasized and appreciated.
 - ◆ Supervisors and Managers who directly supervise are well thought of.
 - ◆ There is considerable teamwork within the departments.
 - ◆ The benefit package is appreciated, as are the new programs and planning processes instituted by the District.

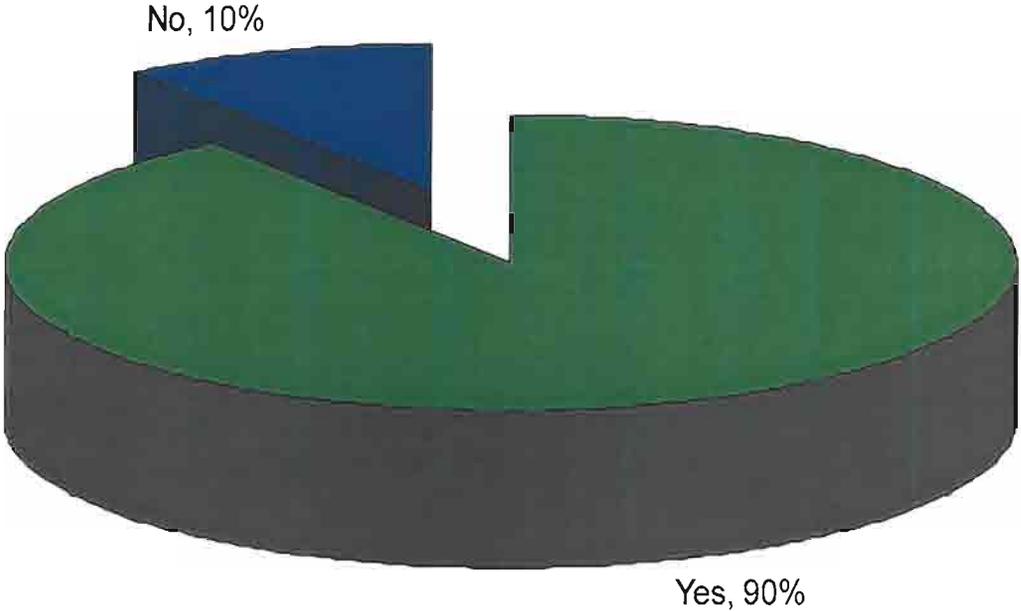
Overall Satisfaction with Employment at Otay Water District

Scale: 1 = Highly Dissatisfied...7 = Highly Satisfied

(Mean rating = 5.45)

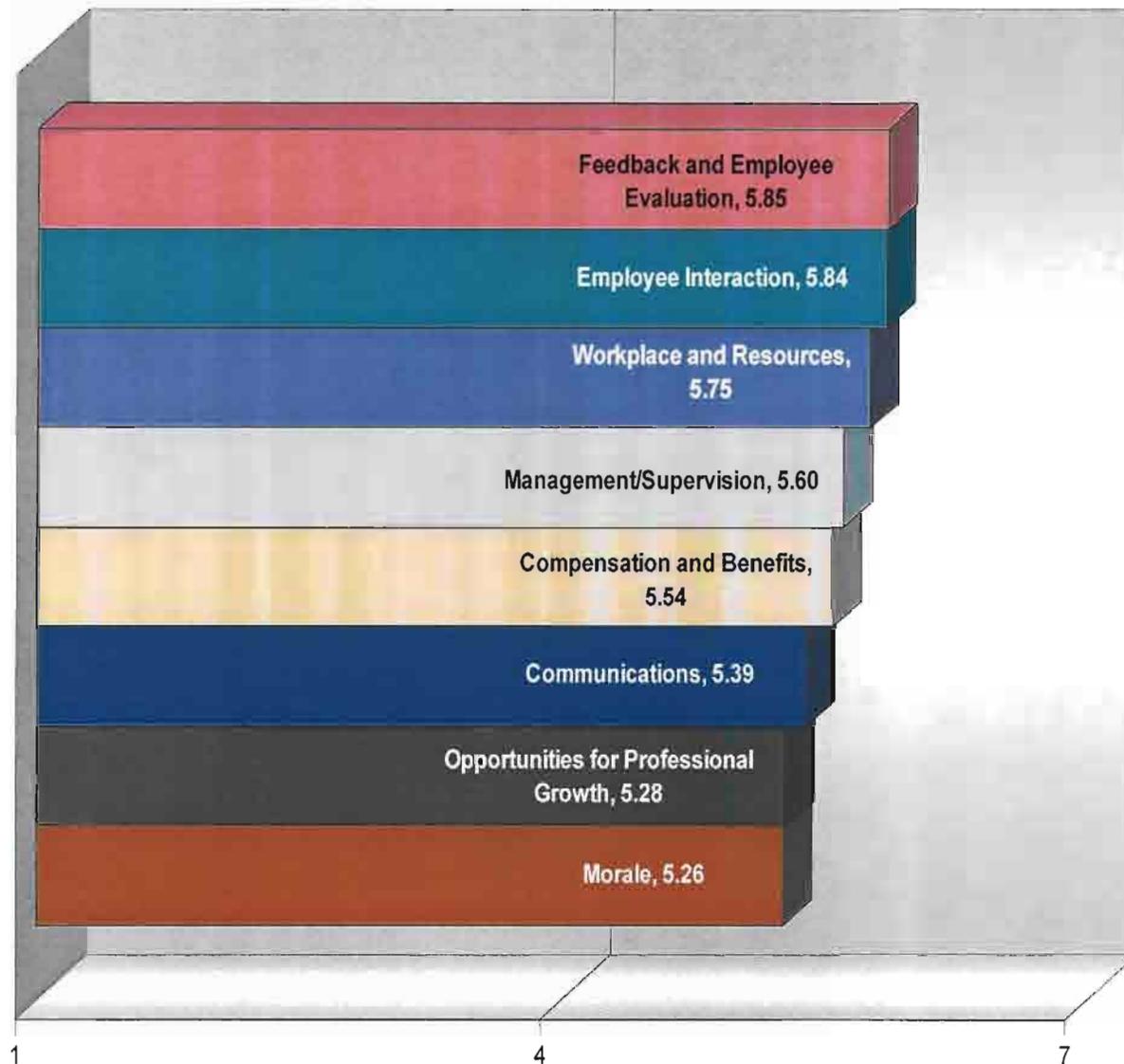


Recommend Otay Water District as Place of Employment



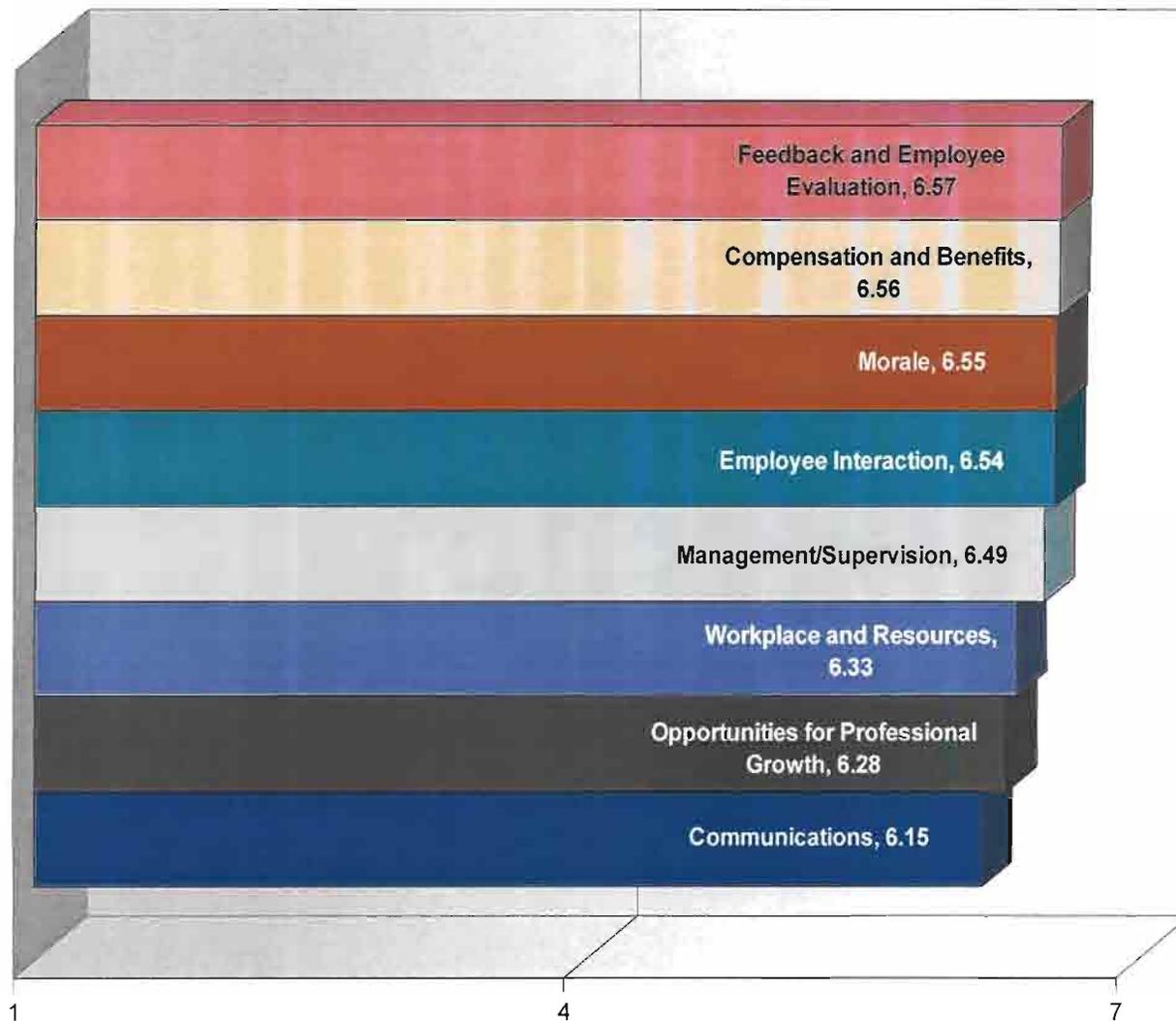
Average Agreement Levels for Survey Categories

Scale: 1 = Highly Disagree...7 = Highly Agree (Overall mean = 5.54)

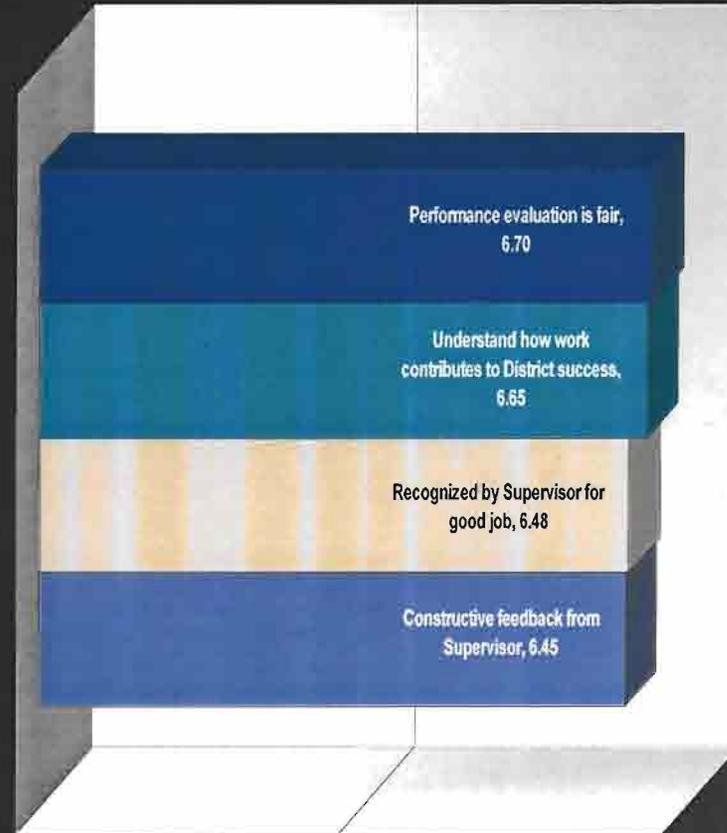
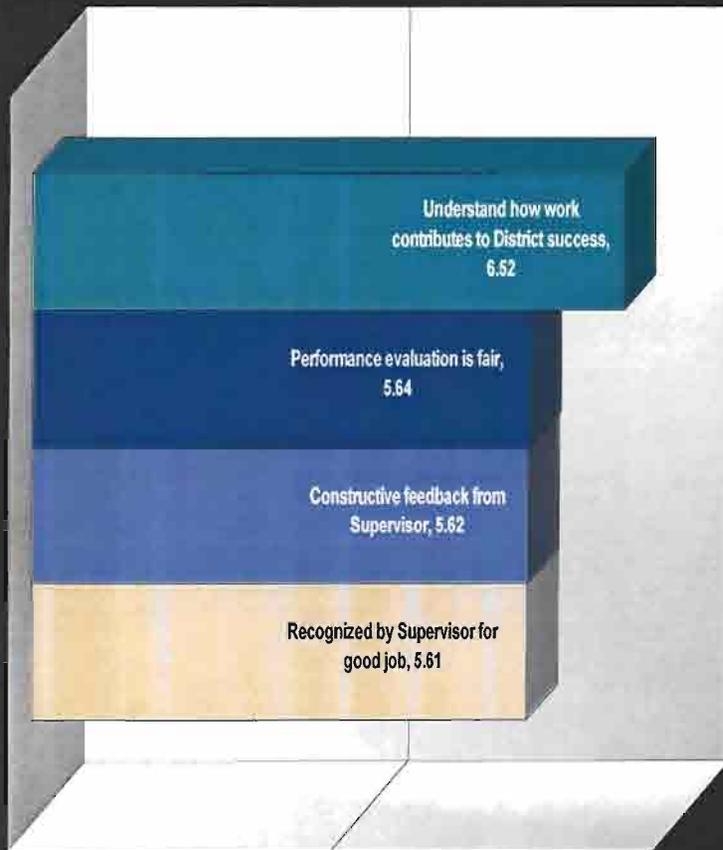


Average Importance Ratings for Survey Categories

Scale: 1 = Very Unimportant...7 = Very Important (Overall mean = 6.40)

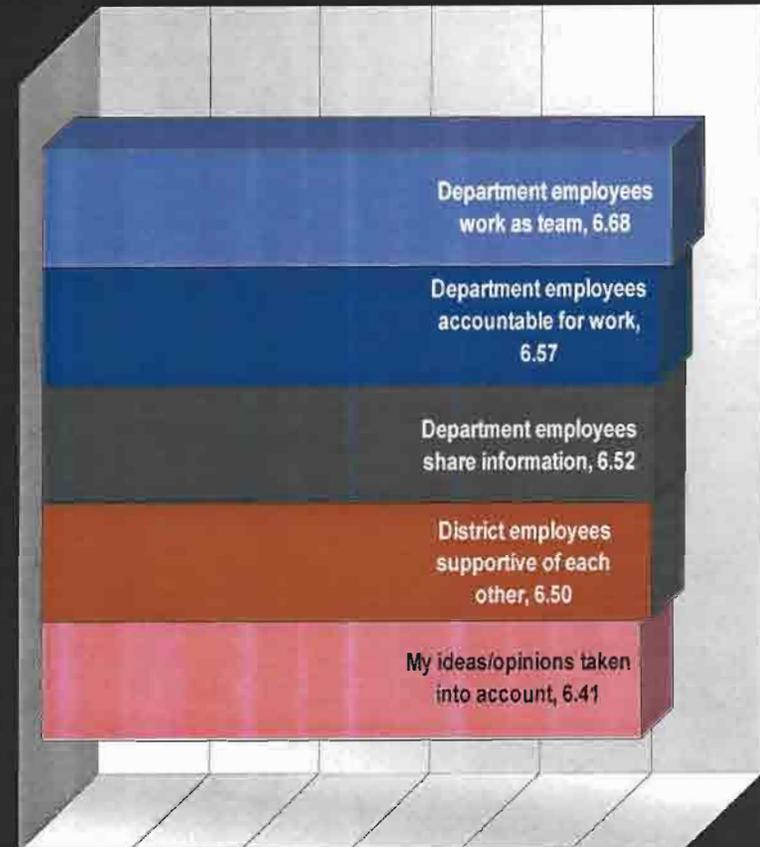
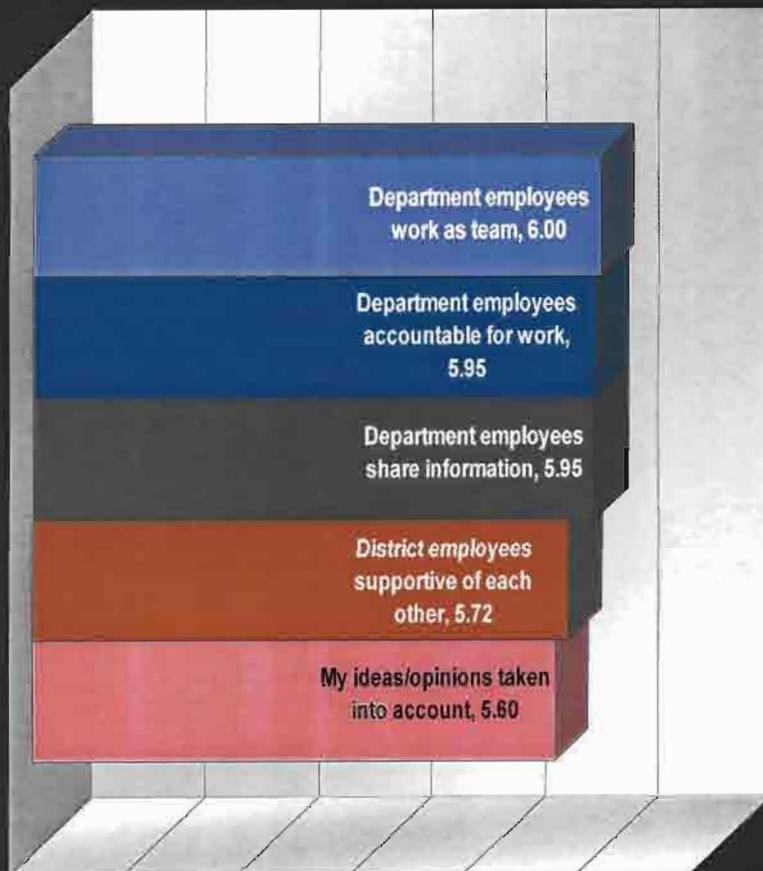


Feedback and Employee Evaluation (Agreement = 5.85 / Importance = 6.57)



Employee Interaction

(Agreement = 5.84 / Importance = 6.54)



Workplace and Resources

(Agreement = 5.75 / Importance = 6.33)



Management/Supervision

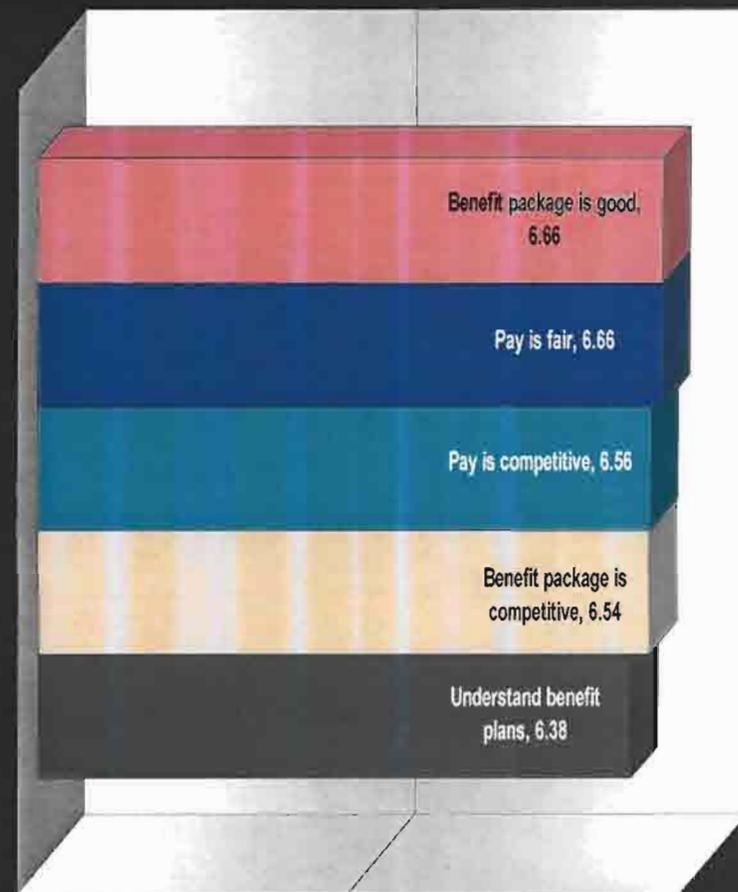
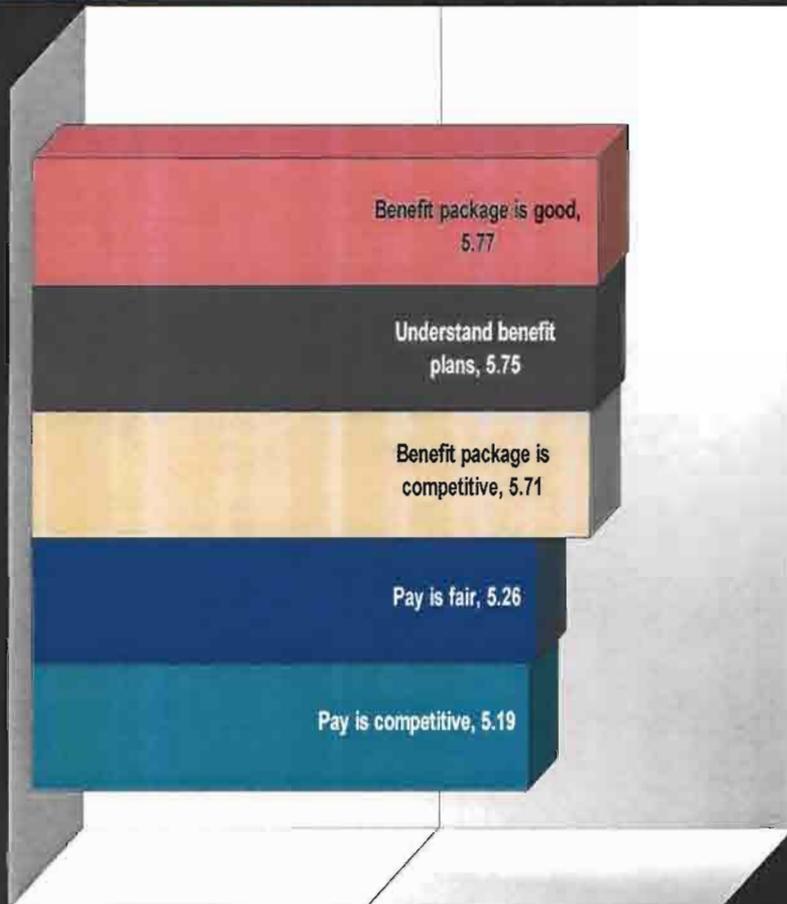
(Agreement = 5.60 / Importance = 6.49)



- Management supervisors received higher scores than designated supervisors

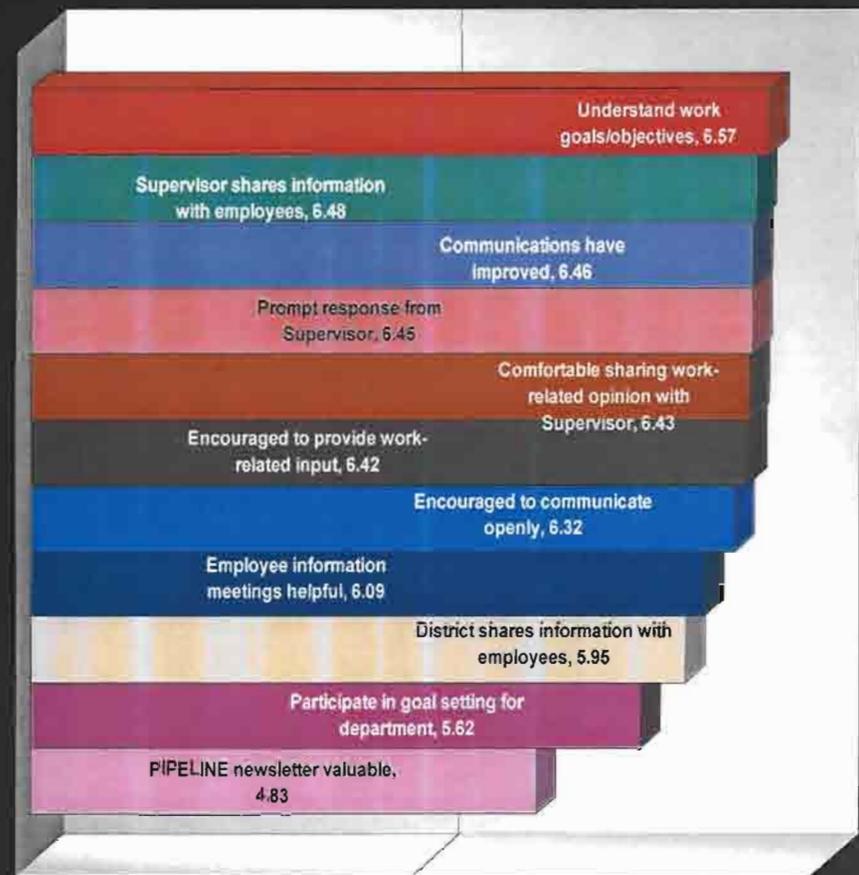
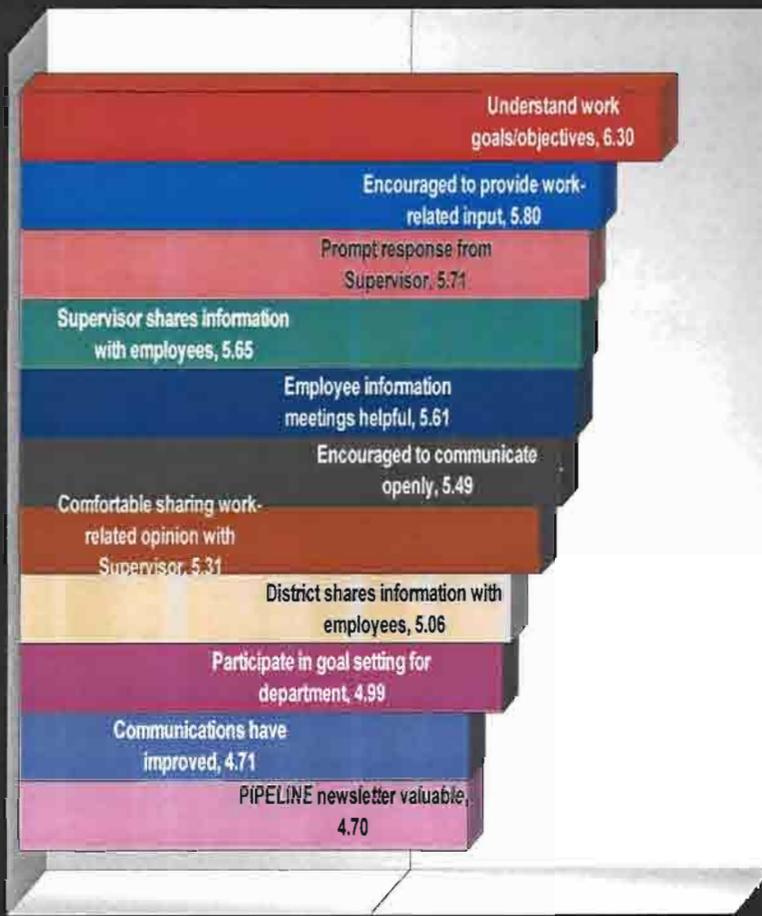
Compensation and Benefits

(Agreement = 5.54 / Importance = 6.56)

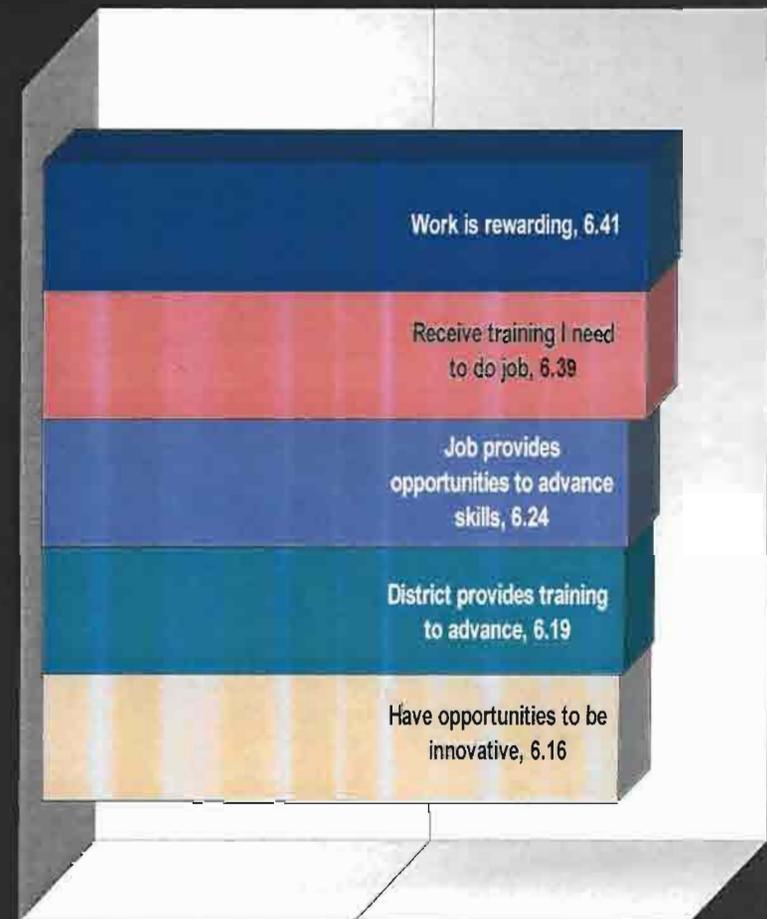
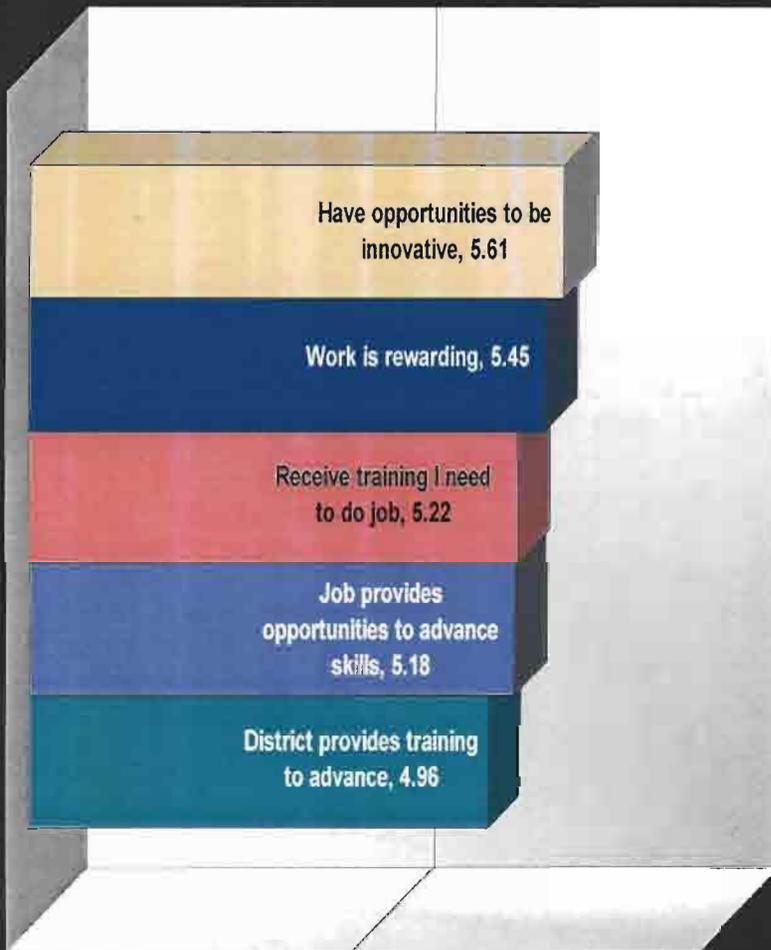


Communications

(Agreement = 5.39 / Importance = 6.15)

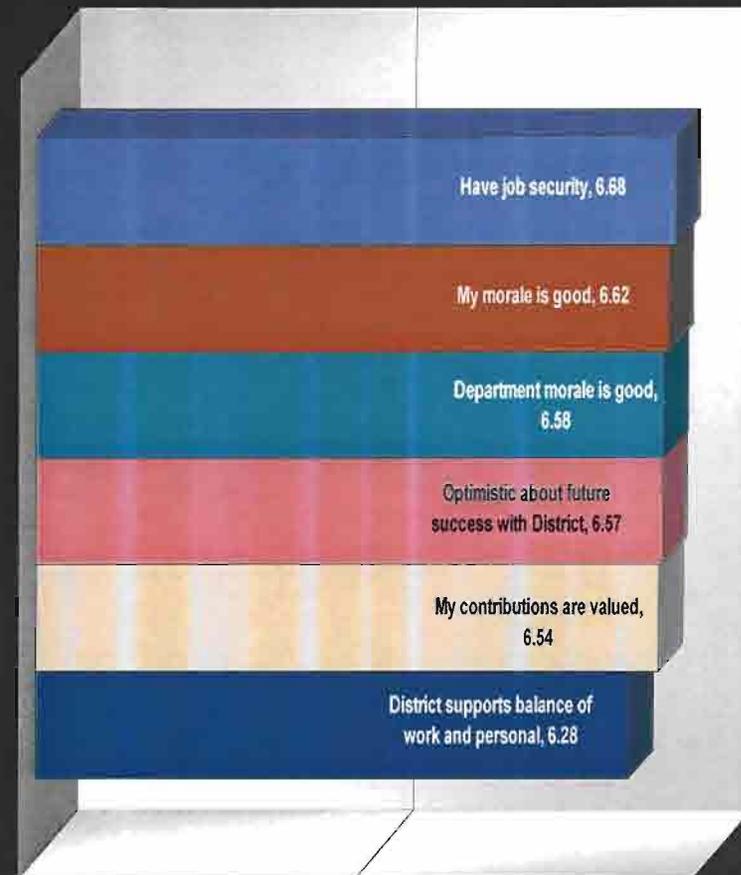
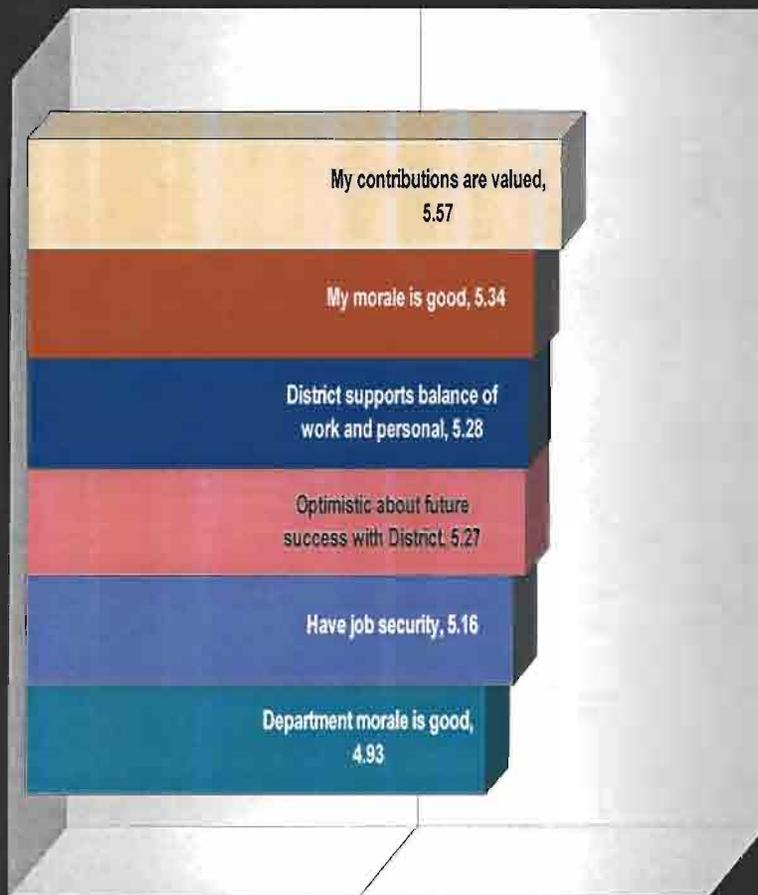


Opportunities for Professional Growth (Agreement = 5.28 / Importance = 6.28)



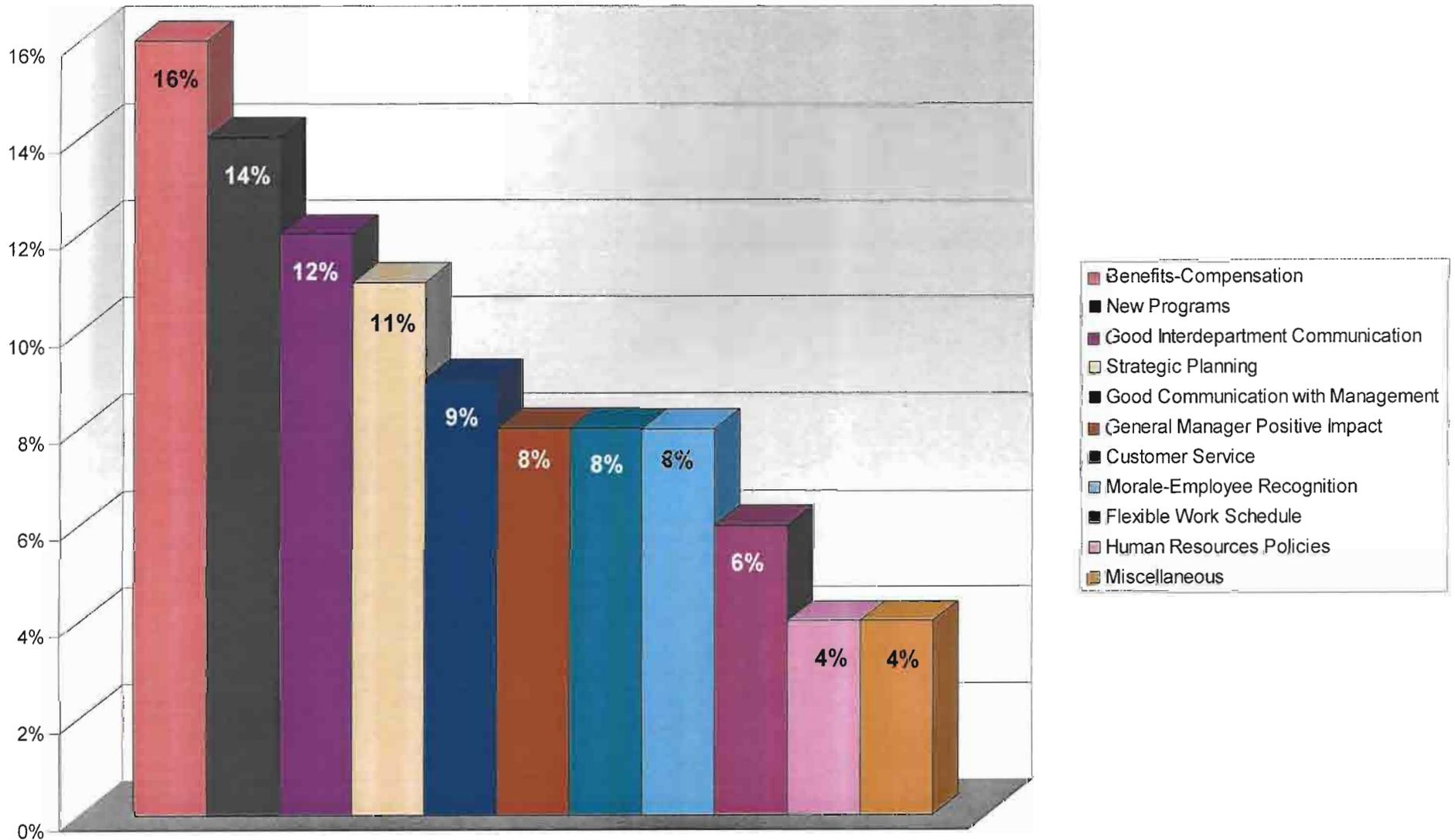
Morale

(Agreement = 5.26 / Importance = 6.55)



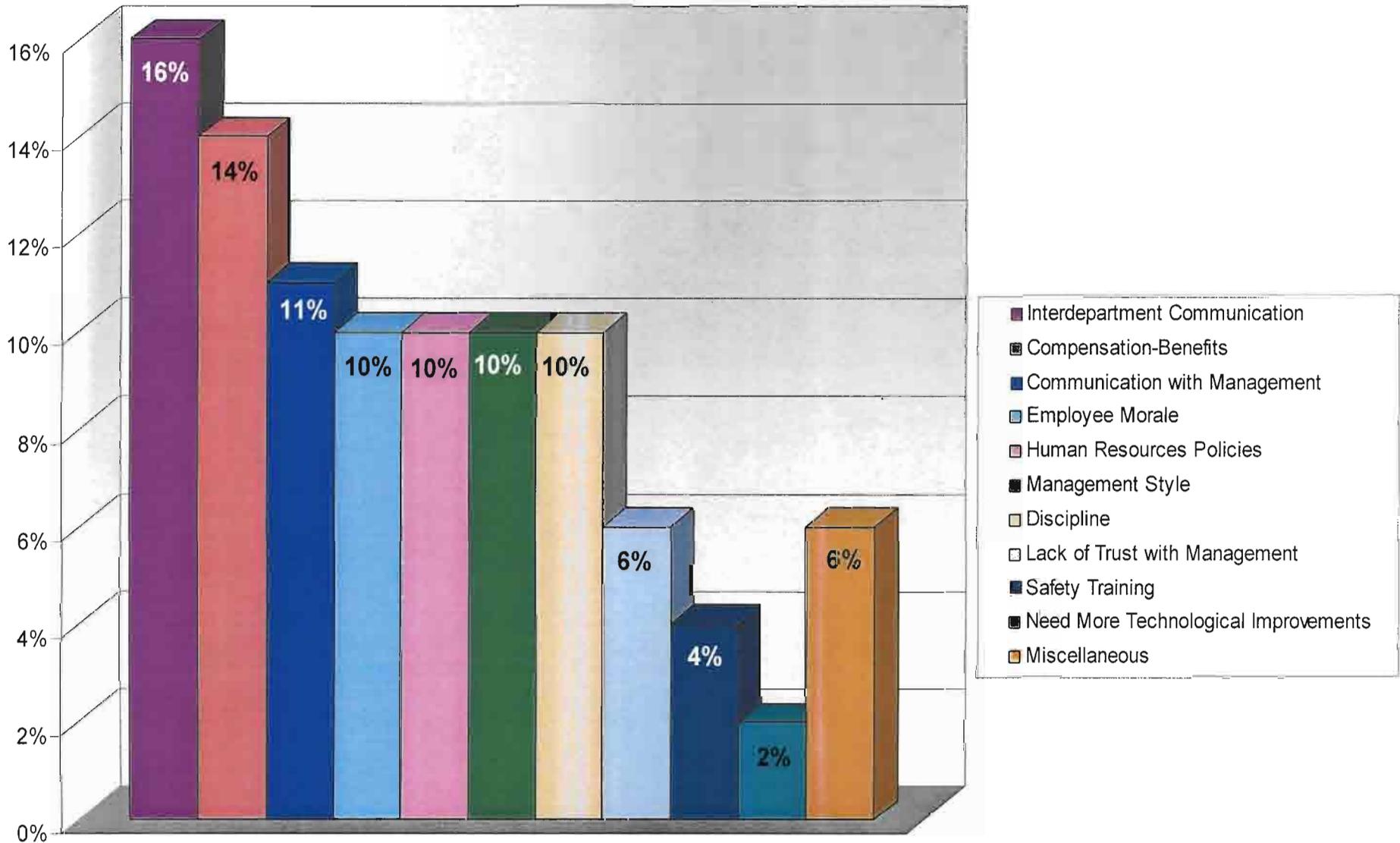
Volunteered Responses to Open Ended Question: What Works Well at Otay Water District?

(percentages based upon responses = 111—no response = 42)



Volunteered Responses to Open-Ended Question: What Can Be Improved at Otay Water District?

(percentages based upon responses = 99---no response = 54)



Concluding Remarks

- Very strong employee satisfaction
- Improvements possible to create even higher degree of satisfaction
 - ◆ Job security and optimism about employees' future success with the district can be increased
 - ◆ Interdepartment communication and communication between management and employees can be addressed

AGENDA ITEM 7b

Otay Water District
Staff Report Attachment B – 2008 Employee Satisfaction
Survey

Please reference Attachment 3 posted to
Otay Water District website.



AGENDA ITEM 7c

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 3, 2008
SUBMITTED BY:	Geoffrey Stevens, Chief Information Technology and Strategic Planning	W.O./G.F. NO:	DIV. NO.
APPROVED BY: (Chief)	German Alvarez, Assistant General Manager, Administration and Finance		
APPROVED BY: (Asst. GM):			
SUBJECT:	FY 2008 Strategic Plan and Performance Measures Report		

GENERAL MANAGER'S RECOMMENDATION:

No recommendation. This is an informational item only.

COMMITTEE ACTION: _____

See Attachment A.

PURPOSE:

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

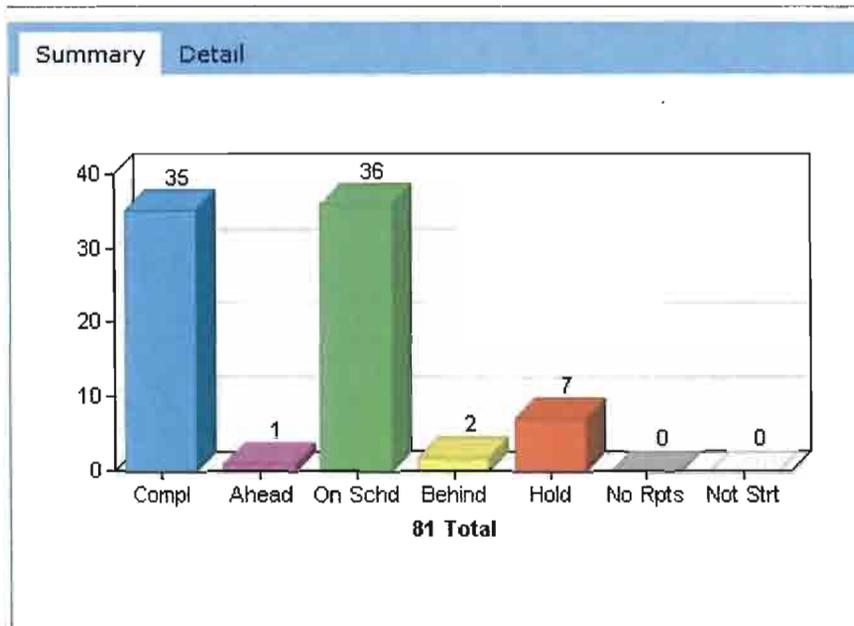
ANALYSIS:

The District has completed the final year of the Strategic Plan for FY 2006 to FY 2008. Overall, results continue to be positive with the District exceeding its target for both strategic plan objectives (at least 90% complete or on track) and performance measures (at least 75% on target). Detailed information on each objective and measure is also available electronically on the Board Extranet. Looking at these results in more detail:

Strategic Plan Objectives- Changing to Meet Future Needs

Strategic plan objectives are designed to ensure we are making the appropriate high-level changes necessary to move the agency in the planned direction to meet new challenges and opportunities. Overall performance of strategic plan objectives is positive with 72 of 74 objectives (97%) complete, ahead of or on schedule. Seven items are on hold and are thus excluded from the calculation. Two items are behind schedule.

Objectives: All Departments

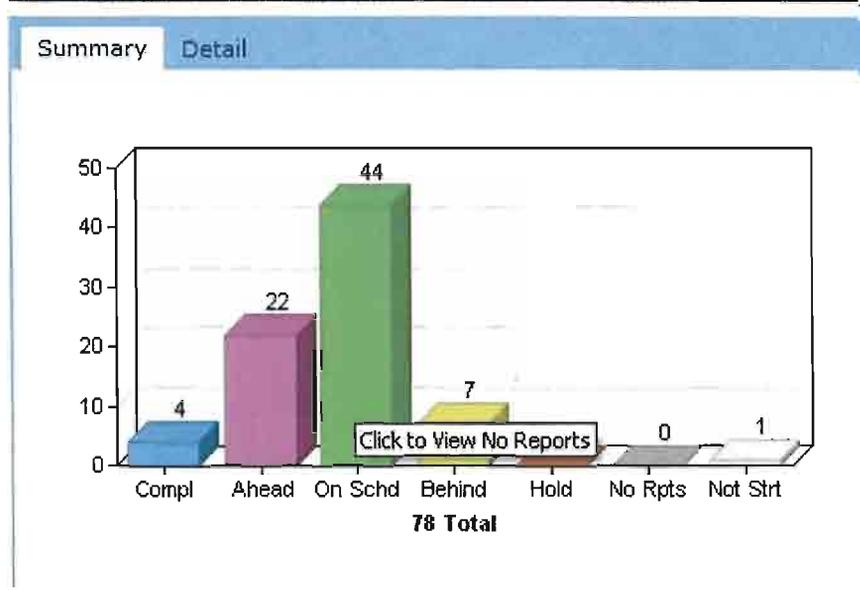


Performance Measures - Monitoring Day-To-Day Performance

Performance measures are designed to track the day-to-day performance of the District. Sometimes referred to as a "dash board", these items attempt to measure the effectiveness and efficiency of daily operations. The overall goal is that at least 75% of these measures be rated "on target". District results in this area are also positive with 70 of 78 (90%) items achieving the desired level or better.

FY 08 Performance Measures

Measures: All Scorecard Areas



70/78 Measures on or ahead of schedule (90%).
Target is 75%.

Balanced Scorecard - External View

The Balanced Scorecard methodology is designed to ensure that a company is performing consistently on a wide range of measures necessary to ensure both short-term and long-term improvements. From this perspective the results are also positive. In seven of the eight categories the District is on or ahead of schedule or target. In the one area where we are behind (Learning and Growth - Objectives) is due to delay experienced in completing the employee survey.

Balanced Scorecard Perspective

FY 2008 • Qtr 4 • All Departments



Green = meets or exceeds/ Red = does not meet

Departmental Perspective - Internal View of Performance

The departmental perspective, that is breaking down performance objectives and measures by the responsible internal departments, is also positive. The only items not on target are the financial and customer service measures, specifically answer rate, billing accuracy, O&M cost per account, and overtime percentage. These areas are being examined as part of the new FY09-FY11 Strategic Plan.

Department View

FY 2008 Qtr 4 All Scorecard Areas Go

FY 2008 • Qtr 4 • All Scorecard Areas

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

Green = meets or exceeds/ Red = does not meet

Next Steps

The District is now implementing the Board Approved FY09-FY11 Strategic Plan which is a significant upgrade from the FY06-FY08 plan. This new plan provides more detail on specific objectives and will set three year targets for a smaller number but more relevant subset of performance measures.

FISCAL IMPACT: _____

None at this time.

STRATEGIC GOAL:

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

LEGAL IMPACT: _____

None



General Manager

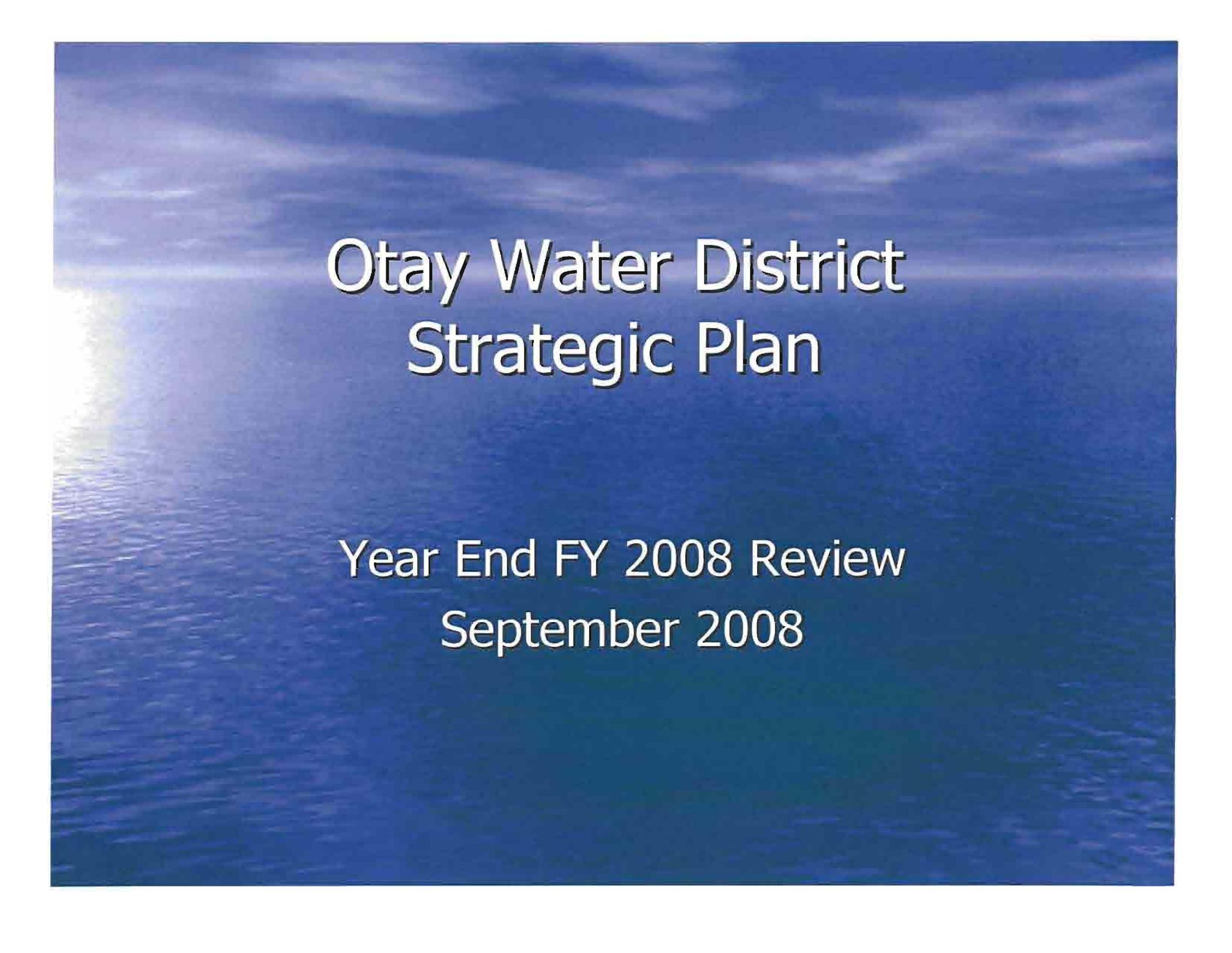


ATTACHMENT A

SUBJECT/PROJECT:	FY 2008 Strategic Plan and Performance Measures Report
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COMMITTEE ACTION:

This item was reviewed in detail by the Engineering, Operations and Water Resources Committee and the Finance, Administrative Services, and Communications Committee on August 19 and August 20, 2008 respectively. The committees supported presentation to the full board as an informational item.

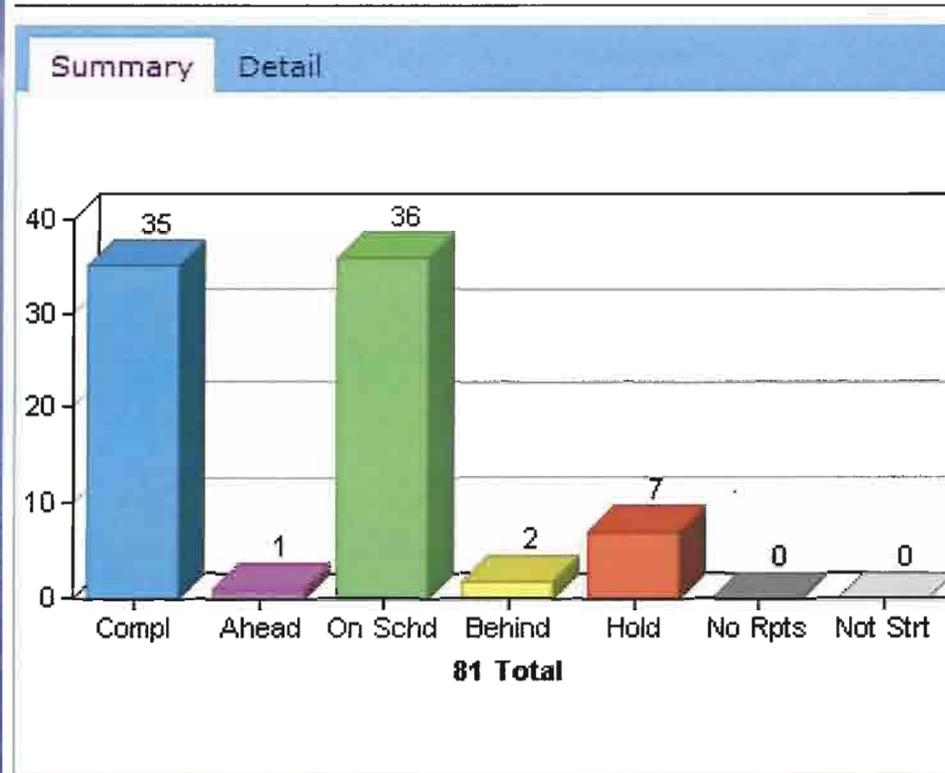


Otay Water District Strategic Plan

Year End FY 2008 Review
September 2008

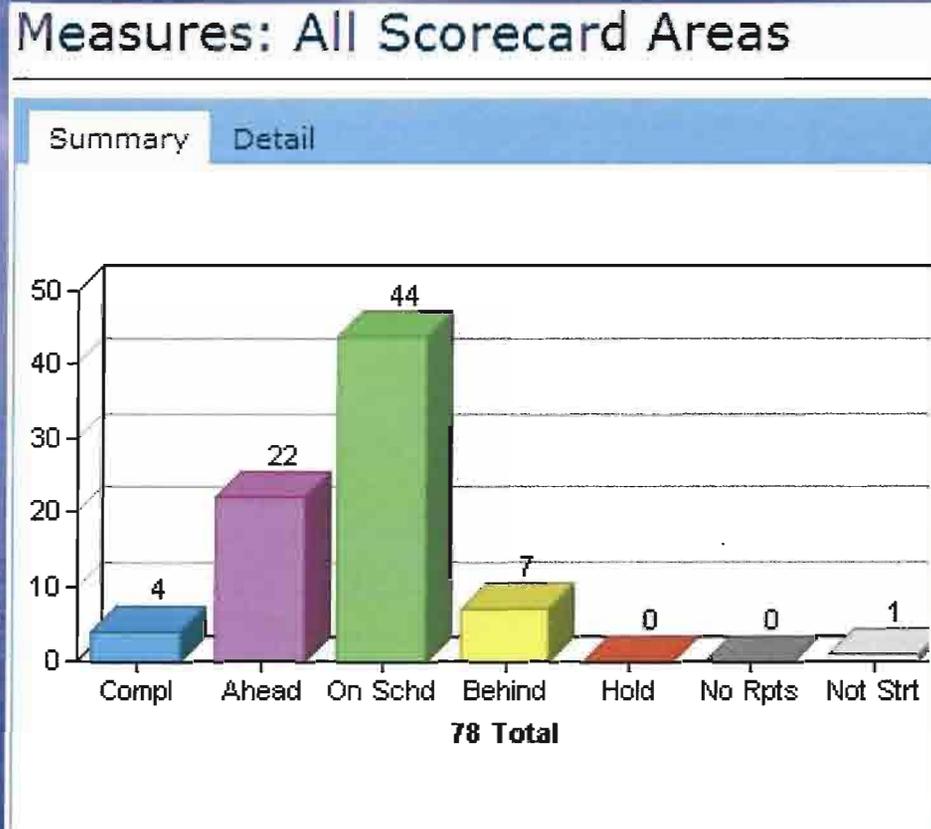
Strategic Plan Objectives

Objectives: All Scorecard Areas



- $72/74 = 97\%$ Complete, Ahead, or On Schedule
- Target = 90%

Performance Measures



- 70/78 = 90% Complete, Ahead, or On Schedule
- Target = 75%

External Perspective-Balanced Scorecard

FY 2008 • Qtr 4 • All Departments

Customer	Finance	Learning and Growth	Business Processes
■ Objectives ■ Measures			

- 7 of 8 Balance Scorecard Measures On Target

Internal Perspective-Department Scores

FY 2008 • Qtr 4 • All Scorecard Areas

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

- 9/10 Department Measures On Target

Next Steps

- FY09 – FY11 Strategic Plan in Place
- Finalizing Performance Measure targets for FY09-FY11
- Senior team will be actively monitoring quarterly performance
- Board will receive semi-annual reviews
- Data is always available on the Extranet



AGENDA ITEM 7d

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 3, 2008
SUBMITTED BY:	Damon Braden <i>du for</i> Sr. Civil Engineer	PROJECT:	P2210 DIV.NO. ALL
	Ron Ripperger <i>ur</i> Engineering Manager		
APPROVED BY: (Chief)	Rod Posada <i>Rod Posada</i> Chief, Engineering		
APPROVED BY: (Asst GM)	Manny Magaña <i>m magaña</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Informational Item - FY 2008 Year End Capital Improvement Program (CIP) Report		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors accept the FY 2008 Year End CIP Report for review and receive a summary via PowerPoint presentation.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

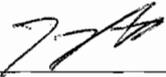
To update the Board about the status of all CIP project expenditure highlights, significant issues, progress, and milestones on major projects.

ANALYSIS:

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

The end of year update is intended to provide a detailed analysis of progress in completing these projects within the allotted time and budget. Expenditures for the FY 2008 totaled approximately \$28 million. Approximately 81% of the FY 2008 expenditure budget was spent.

FISCAL IMPACT:



None.

STRATEGIC GOAL:

The CIP supports the mission of providing the best quality of water, recycled, and wastewater service to the customers of the District in a professional, effective, efficient, and sensitive manner, in all aspects of operation, so that public health, environment, and quality of life are enhanced.

LEGAL IMPACT:

None.



General Manager

P:\CIP\CIP Quarterly Reports\2008\Board Meeting 2008 September 3\BD 9-3-08 Q4 FY 2008 CIP Report (DB-RR).doc

DB/RR:mlc

Attachments: Attachment A
Presentation



ATTACHMENT A

SUBJECT/PROJECT: P2210	Informational Item - FY 2008 Year End Capital Improvement Program (CIP) Report
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COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on August 19, 2008.

- Staff presented the PowerPoint presentation to update the Committee on the status of construction CIP projects for year end FY 2007-2008.

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

CAPITAL IMPROVEMENT PROGRAM



Fiscal Year 2008

End of Year

(through June 30, 2008)

640-1 & 2 Reservoirs Site



850-4 Reservoir Site



Background

The approved CIP budget for FY08 consists of **75** projects that total **\$34.5 million**. These projects are broken down into four categories:

1. Capital Facilities: **\$ 24.9 million**
2. Replacement/Renewal: **\$ 6.7 million**
3. Capital Purchases: **\$ 1.4 million**
4. Developer Reimbursement: **\$ 1.5 million**

Overall expenditures through the fourth quarter of Fiscal Year 2008 totaled approximately \$28 million, which is 81% of our target expenditures for the fiscal year.

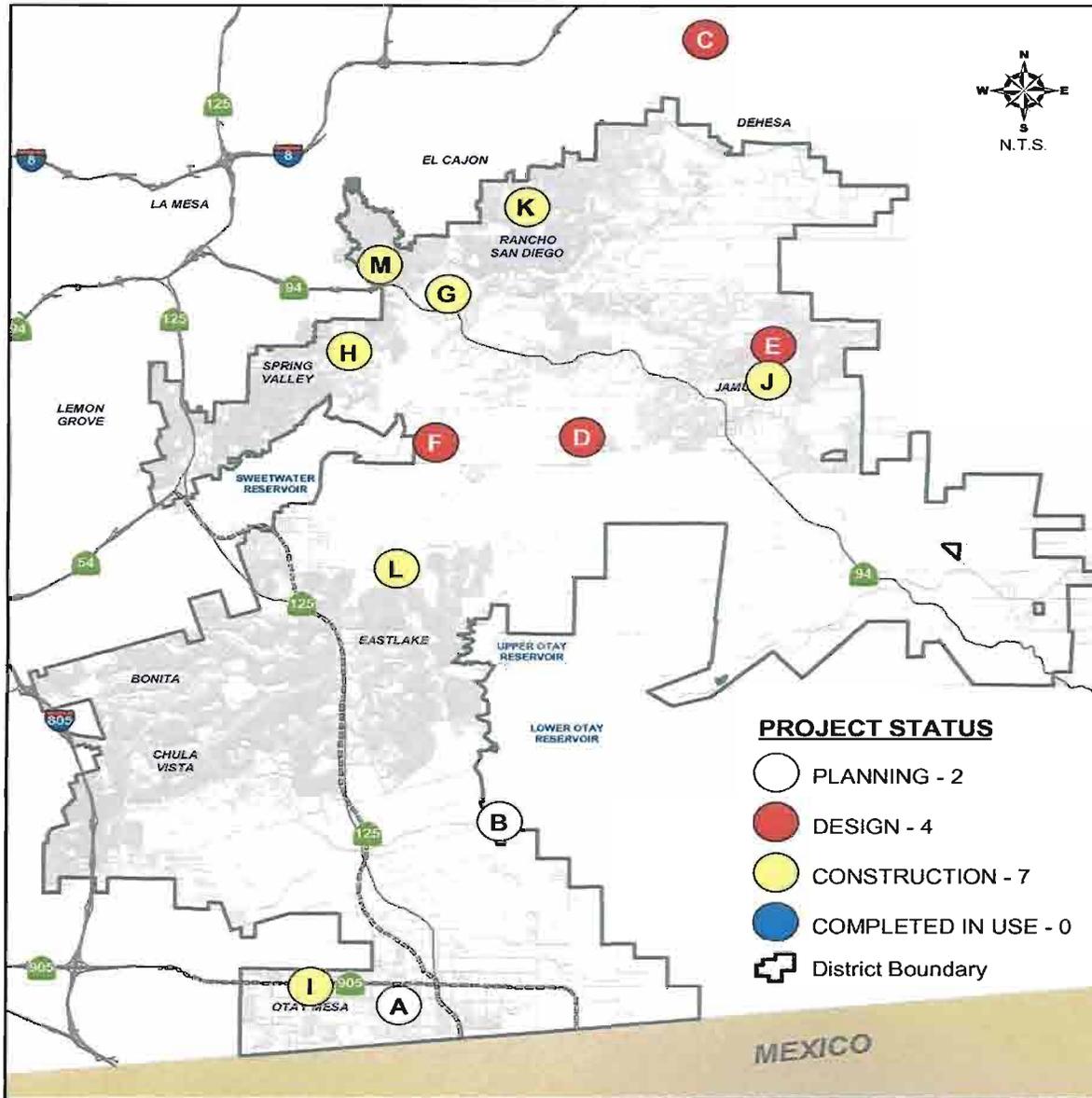
Construction change orders are at 1.05%.

End of Fiscal Year Report

(through June 30, 2008)

CIP Cat	Description	FY08 Budget	FY08 Expenditures	% FY08 Budget Spent	Total LTD Budget	Total LTD Expenditures	% Budget Spent
1	Capital Facilities	\$24,901,000	\$20,110,000	81%	\$175,113,000	\$57,854,000	33%
2	Replacement/Renewal	\$6,645,000	\$5,502,000	83%	\$33,327,000	\$13,272,000	40%
3	Capital Purchases	\$1,406,000	\$1,213,000	86%	\$16,762,000	\$13,527,000	81%
4	Developer Reimbursement	\$1,511,000	\$1,099,000	73%	\$15,584,000	\$3,319,000	21%
	Total:	\$34,463,000	\$27,924,000	81%	\$240,786,000	\$87,972,000	37%

Major CIP Projects



MAJOR CIP PROJECTS



- (A)** P2129 Ground Water Exploration Program
- (B)** P2425 City of S.D. Otoy Water Treatment Plant 26 MGD Capacity
- (C)** P2009 PL-36" SDCWA Otoy FCF No. 14 to OWD Regulatory Site
- (D)** P2143 Res - 1296-3 Reservoir 2.0 MG
- (E)** P2172 1485-1 Pump Station Replacement
- (F)** R2086 RWCWRF Recycled Water Force Main Upgrade
- (G)** P2185 Res - 640-1 & 640-2 Reservoirs 20.0 MG
- (H)** P2191 Res - 850-4 Reservoir 2.2 MG
- (I)** P2440 SR905 Utility Relocations
- (J)** P2459 Olive Vista Drive Utility Relocations
- (K)** P2038, P2356, P2387 12" Pipeline Upsize and Replacement
- (L)** R2081 RecPL-20-Inch, 944 Zone, Lane Ave - Proctor Valley Rd/Pond No. 1
- (M)** S2015 Calavo Sewer Lift Station

PROJECT STATUS

- PLANNING - 2
- DESIGN - 4
- CONSTRUCTION - 7
- COMPLETED IN USE - 0
- District Boundary

Flagship CIP Projects in Construction



**SR-905 UTILITY
RELOCATIONS**

Project started in September 2006 and is 100% complete. This project includes the relocation of three pipelines crossing under SR-905 and the reconditioning of two seismic valve vaults.



850-4 RESERVOIR

Project started in March 2008 and is expected to be completed in June 2009. This project includes the construction of a 2.2 MG steel reservoir.

Flagship CIP Project in Construction

640-1 & 640-2 RESERVOIRS



520-1 Reservoir Demolition



Paving Access Road "B"



Site Perspective



Desilting Basin for washout of vector trucks

This project was awarded to Pacific Hydrotech and was started in January 2007. Expected completion is December 2008. Project consists of two 10 million gallon circular pre-stressed concrete reservoirs, 11,000 feet of large diameter pipe, several valve and control vaults and demolition of the 520-1 Concrete Reservoir.

Flagship CIP Project in Construction

□ 640-1 and 640-2 Reservoirs Project (20.0 MG):

Key Component: Construction of two 10-MG pre-stressed circular reservoirs and associated piping.

Schedule: Notice to Proceed was issued in January 2007. Project completion expected December 2008.

Cost: The project budget is \$28.5 million, of which \$22.2 million, or 81%, has been spent.

Significant Issues: 640-1 Reservoir: Completed construction.
640-2 Reservoir: Completed construction.

Flagship CIP Project in Design

❑ 36-Inch Pipeline From FCF No. 14 to Regulatory Site Project:

Key Component: Approximately 5 miles of 36-inch pipeline for potable water from Otay's FCF No. 14 to the Regulatory Site.

Schedule: Preparing 90% design drawings.

Cost: The project budget is \$18.5 million, of which \$1.6 million, or 9% has been spent.

Significant Issues: District continues coordination with CalTrans, City of El Cajon, Cuyamaca College, and other agencies to incorporate comments into the project design.

The City of El Cajon will not permit the design alignment. Alternatives are being considered.

(Note: Project engineering contract terminated. Lee & Ro, Inc. has been contracted to finish.)

Progress on Major Project

❑ City of San Diego's Water Treatment Plant, Capacity:

Key Component: Acquire at least 30 MGD of local treatment capacity from City of San Diego (City).

Schedule: Otay Board approved the SD17 POU with the City, San Diego County Water Authority (SDCWA), and Otay. Draft SD17 agreement and negotiations have been halted by San Diego Water Department.

Cost: Only staff time has been budgeted; project cost is dependent upon negotiations outcome.

Significant Issues: The City will supply "Surplus Water" from Otay Water Treatment Plant to Otay per the current 1999 Agreement.

Consultant Contract Status

(through June 30, 2008)

CIP No.	Project Title	Consultant	Opened Date	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	%Change Orders	% Contract Complete	Est. Comp. Date
	CONSTRUCTION SERVICES									
	AS NEEDED ENGINEERING DRAFTING SERVICES	RBF CONSULTING	12/6/2006	45,000.00	0.00	45,000.00	35,129.89	0.0%	78.1%	12/31/2008
P2185	CIP P2185 - CONST MGMT & INSPECT SVCS	RBF CONSULTING	3/29/2007	1,196,735.00	0.00	1,196,735.00	941,220.00	0.0%	78.6%	12/31/2008
P1253	CIP P1253 SAN MIGUEL HMA	JONES & STOKES ASSOCIATES	4/20/2006	566,443.78	0.00	566,443.78	499,465.79	0.0%	88.2%	6/30/2009
P2009	CIP P2009 - 36 INCH PIPELINE	RBF CONSULTING	2/14/2008	1,088,785.00	0.00	1,088,785.00	64,465.00	0.0%	5.9%	3/1/2010
	AS-NEEDED CONSTRUCTION MANAGEMENT SVCS	VALLEY CONSTRUCTION MANAGEMENT	3/5/2008	175,000.00	0.00	175,000.00	0.00	0.0%	0.0%	6/30/2009
P1210	P1210 - SANITARY SEWER CCTV INSPECTION	RBF CONSULTING	6/12/2008	121,185.00	0.00	121,185.00	31,259.15	0.0%	25.8%	10/2/2008
	DESIGN									
	ON-CALL GEOTECHNICAL SERVICES	SOUTHERN CALIFORNIA SOIL	6/30/2007	150,000.00	0.00	150,000.00	44,086.60	0.0%	29.4%	1/28/2009
D0034	ON-CALL GEOTECHNICAL SERVICES	SOUTHERN CALIFORNIA SOIL	6/30/2007	150,000.00	0.00	150,000.00	6,357.30	0.0%	4.2%	1/28/2009
P2143	ON-CALL GEOTECHNICAL SERVICES	SOUTHERN CALIFORNIA SOIL	6/30/2007	150,000.00	0.00	150,000.00	20,457.18	0.0%	13.6%	1/28/2009
P2009	P2009 - 36 INCH PIPELINE	INFRASTRUCTURE ENGINEERING	10/19/2006	0.00	1,338,108.00	1,338,108.00	909,224.32	5.5%	67.9%	7/31/2008
P2172	P2172 - 1485-1 PUMP STATION ENV. SVCS	PBS&J	10/4/2006	41,254.50	0.00	41,254.50	38,632.03	0.0%	93.6%	complete
P1043	P1043 - LAS PRESA 36" PIPELINE	SCHIFF & ASSOCIATES	3/6/2007	110,000.00	0.00	110,000.00	31,744.68	0.0%	28.9%	complete
	CIP P2172 - 1485-1 PUMP STATION/HVAC	HVAC ENGINEERING INC	9/28/2006	12,330.00	0.00	12,330.00	0.00	0.0%	0.0%	9/18/2009
P2172	1485-1 PUMP STATION REPLACEMENT	ENGINEERING PARTNERS INC, THE	11/3/2006	24,120.00	0.00	24,120.00	12,480.00	0.0%	51.7%	6/30/2009
	AS-NEEDED ENG. DESIGN SERVICES CONTRACT	LEE & RO INC	4/27/2007	175,000.00	0.00	175,000.00	143,907.85	0.0%	82.2%	12/31/2008
P2172	STRUCTURAL ENGINEERING ARCHITECTURAL SVC	SIMON WONG ENGINEERING	4/27/2007	54,765.00	0.00	54,765.00	36,734.00	0.0%	67.1%	8/30/2009
	PROFESSIONAL SERVICES	J C HEDEN AND ASSOCIATES INC	5/16/2007	45,000.00	7,487.00	52,487.00	40,235.25	14.3%	76.7%	12/31/2008
P2191	850-4 RESERVOIR STRUCTURAL	NOLTE ASSOCIATES INC	12/7/2005	15,695.00	0.00	15,695.00	10,745.00	0.0%	68.5%	complete
P2037	ELECTRICAL SERVICES	ENGINEERING PARTNERS INC, THE	3/13/2006	13,220.00	0.00	13,220.00	6,325.00	0.0%	47.8%	12/31/2009
P2009	PL - 30-INCH. SDCWA OTAY FCF NO. 14 TO R	SAN DIEGO COUNTY WATER	5/10/2007	620,000.00	0.00	620,000.00	125,000.00	0.0%	20.2%	3/1/2010

(Consultant Contract Status continued)

CIP No.	Project Title	Consultant	Opened Date	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	%Change Orders	% Contract Complete	Est. Comp. Date
P2009	CIP P2009 - 36 INCH PIPELINE VALUE ENG.	HARRIS & ASSOCIATES INC	7/31/2007	107,138.00	0.00	107,138.00	79,134.17	0.0%	73.9%	12/31/2008
P2191	P2191 850-4 RESERVOIR LANDSCAPE	KTU+A	8/6/2007	13,601.04	0.00	13,601.04	12,343.21	0.0%	90.8%	complete
	AS-NEEDED ELECTRICAL ENG. SERVICES	ENGINEERING PARTNERS INC, THE	8/16/2007	100,000.00	0.00	100,000.00	31,630.00	0.0%	31.6%	12/31/2008
	P1438 - AS-NEEDED PLAN CHECK SERVICES	BOYLE ENGINEERING CORPORATION	11/27/2007	150,000.00	0.00	150,000.00	26,698.97	0.0%	17.8%	11/27/2008
	AS-NEEDED ENGINEERING DESIGN SERVICES	LEE & RO INC	12/3/2007	175,000.00	0.00	175,000.00	67,947.56	0.0%	38.8%	12/3/2009
	ENVIRONMENTAL									
P2143	P2143 - 1296-3 RESERVOIR ENV SVCS	BRG CONSULTING INC	5/8/2006	125,000.00	0.00	125,000.00	78,361.77	0.0%	62.7%	6/30/2009
P1253	REVEGETATION MONITORING & MAINT, SVCS	JONES & STOKES ASSOCIATES	12/20/2005	9,111.00	0.00	9,111.00	7,661.45	0.0%	84.1%	12/31/2008
	PROFESSIONAL ON-CALL ENVIRONMENTAL SVCS	JONES & STOKES ASSOCIATES	9/5/2007	300,000.00	0.00	300,000.00	81,655.56	0.0%	27.2%	6/30/2011
P1253	P1253 - PREPARATION OF THE SUBAREA PLAN	RECON	4/30/2008	270,853.00	0.00	270,853.00	1,433.00	0.0%	0.5%	6/30/2011
	PLANNING									
P2185	CIP P2185 - 640-1 RESERVOIR	INFRASTRUCTURE ENGINEERING	9/14/2004	722,000.00	125,000.00	847,000.00	836,849.90	14.8%	98.8%	2/28/2008
P2172	CIP P2172 1485-1 PUMP STATION/GEOTECHN	GEOTECHNICS INC	8/21/2006	9,684.00	0.00	9,684.00	9,561.50	0.0%	98.7%	complete
P2172	CIP 2172 - 1485-1 PUMP STATION/APPRaisal	RANDALL H BLAESI ASA	7/27/2006	9,500.00	0.00	9,500.00	6,000.00	0.0%	63.2%	complete
	PROFESSIONAL SERVICES RENDERED	MWH AMERICAS INC	12/7/2005	25,000.00	25,000.00	50,000.00	9,140.91	50.0%	18.3%	
R1000	PROFESSIONAL SERVICES RENDERED	MWH AMERICAS INC	12/7/2005	25,000.00	25,000.00	50,000.00	4,623.54	50.0%	9.2%	
P1210	2009 MASTER PLAN UPDATE	PBS&J	9/4/2007	499,748.00	0.00	499,748.00	165,003.39	0.0%	33.0%	5/7/2009
R2089	CIP P2089 - RECYCLED WATER CONCEPT STUDY	PBS&J	12/4/2007	149,595.00	0.00	149,595.00	62,575.14	0.0%	41.8%	12/31/2008
	CIP P1043 - CATHODIC PROTECTION PROGRAM	SCHIFF & ASSOCIATES	11/20/2007	250,000.00	0.00	250,000.00	30,009.85	0.0%	12.0%	11/20/2009
P1210	CIP P1210 - ASSET MANAGEMENT PLAN	WESTIN ENGINEERING, INC	1/14/2008	194,280.00	0.00	194,280.00	63,934.02	0.0%	32.9%	6/30/2009
	PUBLIC SERVICES									
	RECYCLED WATER PLAN CHECKING SERVICES	BOYLE ENGINEERING CORPORATION	7/27/2006	250,000.00	30,000.00	280,000.00	172,039.13	10.7%	61.4%	12/31/2008
P1438	MAP PURCHASING SERVICE	DATATREE LLC	8/7/2007	1,500.00	0.00	1,500.00	1,173.50	0.0%	78.2%	6/30/2008

Construction Contract Status

(through June 30, 2008)

CIP NO.	PROJECT TITLE	CONSTRUCTION CONTRACTOR	ORIGINAL CONTRACT AMOUNT	TOTAL CHANGE ORDERS	REVISED CONTRACT AMOUNT	TOTAL EARNED TO DATE	% OF CHANGE ORDERS *	% PROJECT COMPLETE	EST. COMP. DATE
P2185	640-1 & 640-2 Reservoirs	Pacific Hydrotech Corp	\$24,894,000	(\$5,550)	\$24,888,450	\$18,991,490	-0.02%	85%	December 2008
P2459	Olive Vista Drive Utility Relocations	Ortiz Corp	\$831,000	\$65,845	\$896,845	\$896,845	7.92%	100%	June 2008
P2440	SR905 Utility Relocations	Zondiros	\$930,316	\$276,349	\$1,206,665	\$1,098,290	29.70%	100%	April 2008
P2191	850-4 Reservoir	Spiess Const Co	\$2,566,300	\$0	\$2,566,300	\$511,785	0.00%	20%	June 2009
P2038 P2345 P2387	PL-12 Inch Upsize	Arrietta Const Inc	\$1,688,022	\$0	\$1,688,022	\$730,921	0.00%	40%	January 2009
R2081	20-Inch Lane Avenue Conversion	ARB	\$660,000	\$0	\$660,000	\$319,694	0.00%	45%	February 2009
R2053	RWCWR Office Building & Meter Shop Remodel	Telliard Const	\$275,800	\$0	\$275,800	\$139,010	0.00%	0%	December 2008
S2015	Calavo Sewer Lift Station	NEWest Const	\$267,900	\$0	\$267,900	\$15,000	0.00%	5%	October 2008
TOTALS:			\$32,113,338	\$336,644	\$32,449,982	\$22,703,035	1.05%		

* Change orders for projects this fiscal year are below the industry average of 5-12%.

Expenditures

(through June 30, 2008)

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Current CIP No.	Description	Project Manager	FY 08 Budget	FY08 Expenditures Through 06/30/08	FY08 Percent Budget Spent Through 6/30/08	Total Project Budget	Total Remaining Balance	Comments
CAPITAL FACILITY PROJECTS								
P2009	PL - 36-Inch, SDCWA Otay FCF No. 14 to Regulatory Site	Ripperger	1,150	1,017	88%	18,490	16,740	90% design submitted for review.
P2033	PL - 16-Inch, 1296 Zone, Melody Road - Campo/Presilla	Ripperger	5	0	0%	1,826	1,821	Project deferred to future years.
P2037	Res - 980-3 Reservoir 15 MG	Ripperger	200	0	0%	14,205	13,663	Project deferred to future years.
P2038	PL - 12-Inch, 978 Zone, Jamacha, Hidden Mesa, and Chase Upsize and Replacements	Kay	980	793	81%	1,600	706	Project under construction.
P2040	Res - 1655-1 Reservoir 0.5 MG	Ripperger	1	2	200%	2,055	1,578	Developer driven.
P2129	Groundwater Exploration Program	Peasley	10	2	20%	2,530	1,972	Groundwater development planning efforts continues to focus on the Otay River Demineralization Feasibility Study (P2462) and San Diego Formation Groundwater Feasibility Study (P2467) in conjunction with SWA.
P2143	Res - 1296-3 Reservoir 2 MG	Kay	1,200	208	17%	3,340	2,871	Working towards 90% design.
P2172	PS - 1485-1 Pump Station Replacement	Kay	200	170	85%	2,225	1,804	Working towards 100% design.
P2185	Res - 640-1 Reservoir 20.0 MG	Ripperger	15,000	15,730	105%	29,500	4,237	Backfilling around reservoirs completed.
P2190	PL - 10-Inch, 1485 Zone, Jamul Highlands Road to Presilla Drive	Ripperger	5	1	20%	228	225	Developer driven.
P2191	Res - 850-4 Reservoir 2.2 MG	Kay	750	708	94%	3,285	1,951	Under construction. Completed rough site grading.
P2235	Res - 624-4 Emergency Reservoir 40.0 MG	Ripperger	0	0	0%	15,750	15,750	Low priority.
P2258	PS - Lower Otay Pump Station Phase 1 (9,000 GPM)	Ripperger	50	6	12%	7,805	5,722	Project complete.
P2267	36-Inch Main Pumpouts and Air/Vacuum Ventilation Installations	Henderson	150	42	28%	345	111	This project was postponed until FY09 because of timing with interior pipeline inspection.
P2295	624-1 Reservoir Disinfection Facility, Inlet/Outlet/Bypass and 613-1 Reservoir Demolition	Ripperger	550	95	17%	4,500	174	Litigation complete.
P2318	PL - 20-Inch, 657 Zone, Summit Cross-Tie and 36-Inch Main Connections	Ripperger	0	0	0%	601	545	On-hold. Lower priority.
P2357	PS - 657-1/850-1 Pump Station Demolition	Ripperger	0	0	0%	300	300	On-hold. Lower priority.
P2370	Res - Dorchester Reservoir and Pump Station Demolition	Ripperger	0	0	0%	150	137	On-hold. Lower priority.
P2387	PL - 12-Inch, 832 Zone, Steele Canyon Road - Via Caliente/Campo	Kay	270	80	30%	525	395	Project under construction.

(Expenditures continued)

Current CIP No.	Description	Project Manager	FY 08 Budget	FY08 Expenditures Through 06/30/08	FY08 Percent Budget Spent Through 6/30/08	Total Project Budget	Total Remaining Balance	Comments
P2450	Otay River Groundwater Well Demineralization/Development	Peasley	115	3	3%	5,000	4,997	Pending the outcome of the joint SWA/Otay study (P2462) environmental and planning work may occur late 2008.
P2451	Rosarito Desalination Facility Conveyance System	Peasley	5	33	660%	1,000	967	A consultant contract was approved by the Board to develop a feasibility study on the Rosarito Desal concept.
P2457	Otay Mountain Groundwater Well Development	Peasley	10	0	0%	6,500	6,500	The outcome of the Otay Mountain Well exploration efforts per terms of an existing agreement did not result in expenditures in FY 2008.
P2460	I.D. 7 Trestle and Pipeline Demolition	Ripperger	20	4	20%	375	371	Began PDR.
P2462	Otay River Demineralization Feasibility Study	Peasley	200	1	1%	200	199	Joint SWA/Otay Prop 50 grant was awarded and consultant contract for the feasibility study was awarded to MWH in 2007. Study efforts have begun.
P2463	South Bay Regional Concentrate Conveyance Feasibility Study	Peasley	25	8	32%	125	117	The project is jointly funded by SDCWA, SWA, the City of San Diego, and Otay. Proposition 50 funding for 50% of the cost has been secured by the SDCWA. A consultant contract was awarded to CDM. SDCWA has stated that they will pay 100% of the cost, thus no expenditure of Otay may be required. Study efforts are underway.
P2464	San Diego 17 Pump Station and Flow Control Facility	Peasley	750	18	2%	16,250	16,232	SD17 pump station agreement negotiations have been moving along slowly between the parties.
P2465	Regulatory Site Material Storage Bins	Ripperger	30	44	147%	250	206	Advertised for bid.
P2466	Regional Training Facility	Coburn-Boyd	100	42	42%	200	158	MND in progress.
P2467	San Diego Formation Groundwater Feasibility Study	Peasley	800	1	0%	1,600	1,599	This project is jointly funded by SWA and Otay. The SDCWA awarded a LISA grant to SWA to fund up to 50% of the cost of the effort. Monitoring well in the Otay River has been completed by USGS. Data gathering on well information within the San Diego Formation continues.
R2001	RecRes - 450-1 Reservoir 12 MG	Ripperger	50	63	126%	9,967	349	Accepted by the District.
R2004	RecPS - 680-1 Pump Station (11,500 GPM)	Ripperger	50	44	88%	8,333	154	Accepted by the District.
R2034	RecRes - 860-1 Reservoir 4 MG	Ripperger	0	0	0%	3,800	3,799	Pre-design report is being prepared.
R2053	RWCWRF - R.O. Building Remodel and Office Furniture	Ripperger	305	202	66%	495	178	Out for bid.

(Expenditures continued)

Current CIP No.	Description	Project Manager	FY 08 Budget	FY08 Expenditures Through 06/30/08	FY08 Percent Budget Spent Through 6/30/08	Total Project Budget	Total Remaining Balance	Comments
R2077	RecPL - 24-Inch, 860 Zone, Alta Road - Alta Gate/Airway	Ripperger	50	49	98%	3,000	2,931	Lee&Ro preparing the PDR.
R2081	RecPL - 20-Inch, 944 Zone, Lane Avenue - Proctor Valley/Pond No. 1	Kay	900	443	49%	1,290	696	Under construction.
R2087	RecPL - 20-Inch, 944 Zone, Wueste Road - Olympic/Otay WTP	Ripperger	50	49	98%	3,598	3,537	Lee&Ro preparing the PDR.
R2088	RecPL - 20-Inch, 860 Zone, County Jail - Roll Reservoir/860-1 Reservoir	Ripperger	50	24	48%	1,500	1,476	Lee&Ro preparing the PDR.
R2089	North District Recycled Water Regulatory Compliance	Coburn-Boyd	195	91	47%	200	109	Study in progress. 60% complete.
R2090	MBR Water Recycling Facility Feasibility Study	Peasley	40	36	90%	100	28	MBR Study effort is complete.
R2091	RecPS - 944-1 Pump Station Upgrade	Ripperger	325	2	1%	325	323	Dependent on completion of R2081.
R2092	Dis - 450-1 Reservoir Disinfection Facility	Ripperger	300	94	31%	1,100	1,006	90% design complete.
S2016	Solar Panel Installation Phase I	Ripperger	10	5	50%	645	625	Solar will be integrated into all CIP projects, if it is feasible.
	Total Capital Facilities Projects	Total:	24,901	20,110	81%	175,113	117,259	
	MAINTENANCE (RENEWAL/REPLACEMENT)							
P2356	PL - 12-Inch, 803 Zone, Jamul Drive Permastran Pipeline Replacement	Kay	420	117	28%	765	581	Project under construction.
P2366	APCD Engine Replacements and Retrofits	Rahders	160	92	58%	2,438	934	This project is on-going through 2014 and is budgeted for each year. Projects original intent changed mid-year FY08, predict 100% expense FY09.
P2382	Safety and Security Improvements	Cudal	90	54	60%	1,317	305	Vacancy in Safety and Security position resulted in deferral of this project. Balance will be pushed to future years.
P2416	SR-125 Utility Relocations	Kennedy	190	233	123%	809	-34	Substantially complete pending final project closeout including reimbursements.
P2422	Agency Interconnections	Ripperger	300	65	22%	2,050	1,852	Out for bid.
P2440	I-905 Utility Relocations	Braden	360	1,579	439%	1,660	-1,001	Substantially complete pending final project closeout including reimbursements.
P2441	NG/RAMAR Meter Replacements	Henderson	100	-43	-43%	1,932	-27	On-hold pending law suit.
P2447	Information Technology Meter Routing	Stevens	80	0	0%	130	108	Project funding transferred to P2443
P2453	SR-11 Utility Relocations	Kennedy	5	0	0%	2,300	2,300	CalTrans is the lead agency. The District is awaiting project notification.
P2455	Data Cleansing Project	Stevens	160	95	59%	350	66	Project made significant progress and achieved its objectives

(Expenditures continued)

Current CIP No.	Description	Project Manager	FY 08 Budget	FY08 Expenditures Through 06/30/08	FY08 Percent Budget Spent Through 6/30/08	Total Project Budget	Total Remaining Balance	Comments
P2458	AMR Manual Meter Replacement	Henderson	1,250	1,242	99%	9,368	7,877	There were a total of 3,943 manual read meters replaced with AMR in FY08.
P2459	Olive Vista Drive Utility Relocations	Kay	1,100	1,084	99%	1,242	6	Project accepted.
P2468	Finance Department Office Remodel	Dobrawa	50	28	56%	50	22	This project is complete and under budget.
R2086	RWCWRF Force Main AirVac Replacements and Road Improvements	Kay	670	156	23%	875	537	Out to bid.
S2012	SVSD Outfall and RSD Replacement and OM Reimbursement	Peasley	605	192	32%	3,571	3,149	Invoice from SVSD was paid.
S2015	Calavo Lift Station Replacement	Kay	585	85	15%	726	525	Under construction.
	Total Maintenance	Total:	6,645	5,502	83%	33,327	20,055	
	CAPITAL PURCHASE PROJECTS							
P2282	Vehicle Capital Purchases	Porras	210	208	99%	2,451	872	11 vehicles total were purchased in FY08.
P2286	Field Equipment Capital Purchases	Porras	91	77	85%	1,202	573	Hydraulic rock splitter was dropped from FY08 purchases.
P2353	Information Technology System Enhancements and Replacements	Stevens	365	387	106%	3,762	407	Project completed and successful.
P2361	Information Technology GIS Enhancements	Stevens	150	197	131%	1,945	365	Project completed and successful.
P2363	Information Technology Utility Billing, Data Management, and Financial System	Stevens	200	147	74%	6,600	803	Project completed and successful.
P2443	Information Technology Mobile Services	Stevens	240	91	38%	652	171	Ongoing project.
P2461	Records Management System Upgrade	Jenkins	150	106	71%	150	44	The remaining \$44K will be spent in FY09
	Total Capital Purchase Projects	Total:	1,406	1,213	86%	16,762	3,235	

(Expenditures continued)

Current CIP No.	Description	Project Manager	FY 08 Budget	FY08 Expenditures Through 06/30/08	FY08 Percent Budget Spent Through 6/30/08	Total Project Budget	Total Remaining Balance	Comments
DEVELOPER REIMBURSEMENT PROJECTS								
P2070	PL - 16-Inch, 980 Zone, Pacific Bay Homes Road-Proctor Valley/Rolling Hills Hydro PS	Charles	550	393	71%	550	157	The project has been accepted.
P2104	PL - 12-Inch, 711 Zone, La Media Road - Birch/Rock Mountain	Charles	0	0	0%	833	833	Future project.
P2107	PL - 12-Inch, 711 Zone, Rock Mountain Road - La Media/SR 125	Charles	0	0	0%	722	722	Future project.
P2121	PL - 16-Inch, 711 Zone, Hunte Parkway - Olympic/EastLake	Charles	1	0	0%	551	6	The project is completed and reimbursed.
P2133	PL - 16-Inch, 711 Zone, EastLake Parkway - Olympic/Birch	Charles	1	0	0%	151	5	The project is completed.
P2134	PL - 16-Inch, 711 Zone, Birch Road - SR 125/EastLake	Charles	0	0	0%	412	412	The project is completed. Reimbursement will be processed in FY09.
P2164	PL - 20-Inch, 980 Zone, EastLake Parkway - Olympic/Birch	Charles	1	0	0%	211	5	The project is completed and reimbursement has been processed.
P2169	PL - 20-Inch, 980 Zone, EastLake Parkway - Birch/Rock Mountain	Charles	325	280	86%	325	45	The project is completed.
P2325	PL - 10" to 12" Oversize, 1296 Zone, PB Road - Rolling Hills Hydro PS/PB Bndy	Charles	130	0	0%	130	130	This project is operationally complete, but not yet accepted.
P2367	PL - 16-Inch, 980 Zone, Olympic Parkway - East Palomar/EastLake	Charles	0	0	0%	1,500	1,265	Three projects with this CIP. All complete and accepted, waiting for reimbursement request.
P2397	PL - 12-Inch, 711 Zone, EastLake Parkway - Birch/Rock Mountain	Charles	175	157	90%	175	18	The project is completed.
P2402	PL - 12-Inch, 624 Zone, La Media Road - Village 7/Otay Valley	Charles	0	0	0%	444	444	Future project.
P2403	PL - 12-Inch, 624 Zone, Heritage Road - Olympic/Otay Valley	Charles	0	0	0%	975	975	Future project.
P2414	PL - 12" to 16" Oversize, 803 Zone, Dehesa Road - Dehesa Meadow/OWD Bndy	Charles	10	0	0%	152	10	Project accepted. Potential litigation of claims.
P2435	PL - 16-Inch, 711 Zone, Birch Road - La Media/SR-125	Charles	30	215	717%	280	64	The project is completed. Reimbursement will be processed in FY09.

(Expenditures continued)

Current CIP No.	Description	Project Manager	FY 08 Budget	FY08 Expenditures Through 06/30/08	FY08 Percent Budget Spent Through 6/30/08	Total Project Budget	Total Remaining Balance	Comments
R2028	RecPL - 8-Inch, 680 Zone, Heritage Road - Santa Victoria/Otay Valley	Charles	0	0	0%	600	600	The project is under construction.
R2031	RecPL - 12-Inch, 944 Zone, EastLake Parkway - Olympic/Birch	Charles	1	1	100%	125	15	The project is completed.
R2033	RecPL - 12-Inch, 944 Zone, Birch Road - La Media/EastLake	Charles	50	0	0%	300	300	The project is completed. Reimbursement will be processed in FY09.
R2040	RecPL - 12-Inch, 680 Zone, Hunte Parkway - Olympic/EastLake	Charles	1	0	0%	450	39	The project is completed and reimbursed.
R2041	RecPL - 8-Inch, 944 Zone, EastLake Parkway - Birch/Rock Mountain	Charles	1	0	0%	125	20	The project is completed and reimbursed.
R2042	RecPL - 8-Inch, 944 Zone, Rock Mountain Road - SR-125/EastLake	Charles	0	0	0%	141	141	Future project.
R2043	RecPL - 8-Inch, 944 Zone, Rock Mountain Road - La Media/SR-125	Charles	235	53	23%	235	182	Multiple projects within this CIP. One completed and accepted, the others have not yet started.
R2047	RecPL - 12-Inch, 680 Zone, La Media Road - Birch/Rock Mountain	Charles	0	0	0%	450	450	Future project.
R2058	RecPL - 16-Inch, 860 Zone, Airway Road - Otay Mesa/Alta	Charles	0	0	0%	2,000	1,681	Multiple projects within this CIP. Two of many are completed, accepted, and reimbursed.
R2082	RecPL - 24-Inch, 680 Zone, Olympic Parkway - Village 2/Heritage	Charles	0	0	0%	1,747	1,747	Project started.
R2083	RecPL - 20-Inch, 680 Zone, Heritage Road - Village 2/Olympic	Charles	0	0	0%	400	400	Project started.
R2084	RecPL - 20-Inch, 680 Zone, Village 2 - Heritage/La Media	Charles	0	0	0%	1,100	1,099	Project started.
R2085	RecPL - 20-Inch, 680 Zone, La Media - State/Olympic	Charles	0	0	0%	500	500	Project has been accepted.
	Total Developer Reimbursement Projects	Total:	1,511	1,099	73%	15,584	12,265	
	GRAND TOTAL		\$34,463	\$27,924	81%	\$240,786	\$152,814	



AGENDA ITEM 8a

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 3, 2008
SUBMITTED BY:	Yuri A. Calderon, General Counsel	W.O./G.F. NO:	DIV. NO. ALL
APPROVED BY: (GM):	Mark Watton, General Manager		
SUBJECT:	ADOPT ORDINANCE NO. 518 AMENDING SECTION 6, CONFLICT OF INTEREST CODE, OF THE DISTRICT'S CODE OF ORDINANCES		

GENERAL COUNSEL'S RECOMMENDATION:

That the Board adopt Ordinance No. 518 amending Section 6, Conflict of Interest Code, of the District's Code of Ordinances. The amendments are reflected in Exhibit A of Attachment A.

COMMITTEE ACTION: _____

None.

ANALYSIS:

As required by the Political Reform Act ("Act"), the General Counsel has conducted a biennial review and revision of the District's Conflict of Interest Code ("COI Code"). The General Counsel is recommending minor revisions to the COI Code to (i) update the references to the maximum gift amount to automatically incorporate updates established by the legislature, and (ii) update the titles of certain designated employees on the Appendix to the COI Code, as reflected in Attachment A to this staff report.

General Manager

Attachments:

Attachment A--Ordinance No. 517, Amending Conflict of Interest Code

ORDINANCE NO. 518

**AN ORDINANCE OF THE BOARD OF DIRECTORS
OF THE OTAY WATER DISTRICT
AMENDING THE DISTRICT'S
CONFLICT OF INTEREST ORDINANCE**

BE IT ORDAINED by the Board of Directors of Otay Water that the following Section of the District's Code of Ordinances be amended as follows:

6.10 PROHIBITION ON RECEIPT OF GIFTS IN EXCESS OF AMOUNT
ESTABLISHED BY LAW⁷

- A. No designated public official shall accept gifts with a total value of more than the maximum amount established by law, in any calendar year, from any single source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests.

Subdivisions (e), (f), and (g) of Government Code section 89503 shall apply to the prohibitions in this section.

6.14 DISQUALIFICATION

No designated employee shall make, participate in making, or in any way attempt to use his or her official position to influence the making of any governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family or on:

- (E) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating \$320 to the maximum amount established by law, or more, in value provided to, received by, or promised to the designated employee within 12 months prior to the time when the decision is made.

⁷ Designated Persons are prohibited from accepting gifts from any single source in a calendar year with a total value in excess of designated amounts. See Govt. Code § 89503, sub-divisions (e), (f) and (g). [Note: Pursuant to 2 CCR § 18940.2 (b), the FPPC adjusts the gift limit every odd-numbered year to reflect changes in the Consumer Price Index; therefore, the \$390 limit adopted by the FPPC in January of 2007 will be updated in January 2009 and every odd year thereafter, until further notice.

APPENDIX

**OTAY WATER DISTRICT
CONFLICT OF INTEREST CODE
DESIGNATED POSITIONS**

The Treasurer and all District Officials who manage the investment of public funds are included in and governed by this Conflict of Interest Code only with respect to its disqualification provisions. For purposes of disclosure, the Treasurer and all District Officials who manage the investment of public funds are governed by the statutory conflict of interest provisions of Article 2 of Chapter 7 of the Political Reform Act of 1974. (Government Code Sections 87200, *et seq.*)

<u>DESIGNATED EMPLOYEES'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES ASSIGNED</u>
Members of the Board of Directors	1, 2, 3, 4, 5, 6
General Manager	1, 2, 3, 4, 5, 6
Secretary of District	1, 2, 4, 5, 6
Asst. General Manager, Finance and Administration	1, 2, 3, 4, 5, 6, 7
Asst. General Manager, Engineering and Operations	1, 2, 3, 4, 7
Chief of Administrative Services	1, 2, 3, 4, 5, 6
Chief Financial Officer	1, 2, 5, 7
Chief Information Officer	1, 2, 3, 6, 7
Chief of Engineering	1, 2, 3, 4, 7
Chief of Water Operations	1, 2, 3, 4, 7
Communications Officer	1, 2, 4, 5, 6
Purchasing and Facilities Manager	1, 2, 6
Consultant ¹	1, 2, 3, 4, 5, 6

¹ Consultants are required to file disclosure statements where they: (a) conduct research and arrive at conclusions with respect to rendition of information, advice, recommendation or counsel independent of control and direction of the agency or any agency official other than normal contract monitoring; and (b) possess no authority with respect to any agency decision beyond the rendition of information, advice,

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

1. The existing Section 6, Conflict of Interest Code, of the District's Code of Ordinance is hereby amended as set forth in Exhibit A attached hereto; and
2. The District Secretary is authorized and directed to file the amended Conflict of Interest Code with the Clerk of the Board of Supervisors of the County of San Diego; and
3. The General Manager and the District Secretary are hereby ordered to take any and all actions and steps necessary to carry out the provisions of this ordinance; and
4. This Ordinance shall become effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED by the board of Directors of the Otay Water District at a regular meeting duly held this 3rd day of September, 2008, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President of the Board of Directors

ATTEST:

Secretary

recommendation or counsel. The determination as to whether a consultant shall be required to file a disclosure statement shall be made by the General Manager or his or her designee.

DIVISION I DISTRICT ADMINISTRATION
CHAPTER 5 PERSONNEL PRACTICES
SECTION 6 CONFLICT OF INTEREST CODE

6.01 DEFINITIONS

The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (2 Cal. Code of Regs. Sections 18100, *et seq.*), and any amendments to the Act or regulations, are incorporated by reference into this conflict of interest code.

6.02 DESIGNATED EMPLOYEES

The persons holding positions listed in the Appendix are designated employees. It has been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on financial interests.

6.03 DISCLOSURE CATEGORIES

This Code does not establish any disclosure obligation for those designated employees who are also specified in Government Code Section 87200 if they are designated in this code in that same capacity or if the geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction in which those persons must report their financial interest pursuant to Article 2 of Chapter 2 of the Political Reform Act, Government Code Sections 87200, *et seq.*¹ In addition, this code does not establish any disclosure obligation for any designated public officials who are designated in a conflict of interest code for another agency, if all of the following apply:

(A) The geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction of the other agency;

(B) The disclosure assigned in the code of the other agency is the same as that required under article 2 of chapter 7 of the Political Reform Act, Government Code Section 87200; and

(C) The filing officer is the same for both agencies.

¹ Designated employees who are required to file statements of economic interest under any other agency's Conflict of Interest Code or under Article 2 for a different jurisdiction, may expand their statement of economic interests to cover reportable interest in both jurisdictions, and file copies of this expanded statement with both entities in lieu of filing separate and district statements, provided that each copy of such expanded statement filed in place of an original is signed and verified by the designated employee as if it were an original. See Government Code Section 81004.

Such persons are covered by this Code for disqualification purposes only. With respect to all other designated employees, the disclosure categories set forth in the Appendix specify which kinds of financial interest are reportable. Such a designated employee shall disclose in his or her statement of economic interest those financial interests he or she has which are of the kind described in the disclosure categories to which he or she is assigned in the Appendix. It has been determined that the financial interests set forth in a designated employee's disclosure categories are the kinds of financial interest which he or she foreseeably can affect materially through the conduct of his or her office.

6.04 STATEMENTS OF ECONOMIC INTERESTS: PLACE OF FILING

All officials and employees required to submit a statement of economic interest (employees in Designated Positions) shall file their statements with the General Manager, or his or her designee. The District shall make and retain a copy of all statements filed by Designated Positions and forward the originals of such statements to the Executive Office of the Board of Supervisors of San Diego County. All retained statements, originals or copies shall be available for public inspection and reproduction. (Cal. Gov't Code § 81008)²

6.05 STATEMENTS OF ECONOMIC INTERESTS: TIME OF FILING

(A) Initial Statements. All designated employees employed by the agency on the effective date of this code, as originally adopted, promulgated and approved by the code reviewing body, shall file statements within 30 days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this code shall file an initial statement within 30 days after the effective date of the amendment.

(B) Assuming Office Statements. All persons assuming designated positions after the effective date of this code shall file statements within 30 days after assuming the designated positions, or if subject to State Senate confirmation, 30 days after being nominated or appointed.

(C) Annual Statements. All designated employees shall file statements no later than April 1.

(D) Leaving Office Statements. All persons who leave designated positions shall file statements within 30 days after leaving office.

² See Government Code section 81010 and 2 Cal. Code of Regs. section 18115 for the duties of filing officers and persons in agencies who make and retain copies of statements and forward the originals to the filing officer.

6.06 STATEMENTS FOR PERSONS WHO RESIGN PRIOR TO ASSUMING OFFICE

Any person who resigns within 12 months of initial appointment, or within 30 days of the date of notice provided by the filing officer to file an assuming office statement, is not deemed to have assumed office or left office, provided he or she did not make or participate in the making of, or use his or her position to influence any decision and did not receive or become entitled to receive any form of payment as a result of his or her appointment. Such persons shall not file either an assuming or a leaving office statement.

(A) Any person who resigns a position within 30 days of the date of a notice from the filing officer shall do both of the following:

1. File a written resignation with the appointing power; and
2. File a written statement with the filing officer declaring under penalty of perjury that during the period between appointment and resignation he or she did not make, participate in the making, or use the position to influence any decision of the agency or receive, or become entitled to receive, any form of payment by virtue of being appointed to the position.

6.07 CONTENTS OF AND PERIOD COVERED BY STATEMENTS OF ECONOMIC INTERESTS

(A) Contents of Initial Statements

Initial statements shall disclose any reportable investments, interests in real property and business positions held on the effective date of the code and income received during the 12 months prior to the effective date of the code.

(B) Contents of Assuming Office Statements

Assuming office statements shall disclose any reportable investments, interests in real property and business positions held on the date of assuming office or on the date of appointment, and income received during the 12 months prior to the date of assuming office or the date of being appointed, respectively.

(C) Contents of Annual Statements

Annual statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the previous calendar year provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the code or the date of assuming office, whichever is later.

(D) Contents of Leaving Office Statements

Leaving office statements shall disclose reportable investments, interest in real property, income and business positions held or received during the period between the closing date of the last statement filed and the date of leaving office.

6.08 MANNER OF REPORTING

Statements of economic interest shall be made on forms prescribed by the Fair Political Practices Commission and supplied by the agency, and shall contain the following information:

(A) Investments and Real Property Disclosure

When an investment or an interest in real property³ is required to be reported⁴, the statement shall contain the following:

1. A statement of the nature of the investment or interest;
2. The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;
3. The address or other precise location of the real property;
4. A statement whether the fair market value of the investment or interest in real property exceeds two thousand dollars (\$2,000), exceeds ten thousand dollars (\$10,000), exceeds one hundred thousand dollars (\$100,000), or exceeds one million dollars (\$1,000,000).

(B) Personal Income Disclosure

When personal income is required to be reported⁵, the statement shall contain:

³ For the purpose of disclosure only (not disqualification), an interest in real property does not include the principal residence of the filer.

⁴ Investments and interests in real property which have a fair market value of less than \$2,000 are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real property of an individual include those held by the individual's spouse and dependent children as well as a pro rata share of any investment or interest in real property of any business entity or trust in which the individual, spouse and dependent children own, in the aggregate, a direct, indirect or beneficial interest of 10 percent or greater.

⁵ A designated employee's income includes his or her community property interest in the income of his or her spouse but does not include salary or reimbursement for expenses received from a state, local or federal government agency.

1. The name and address of each source of income aggregating \$500 or more in value or \$50 or more in value if the income was a gift, and a general description of the business activity, if any, of each source;
2. A statement whether the aggregate value of income from each source, or in the case of a loan, the highest amount owed to each source, was one thousand dollars (\$1,000) or less, greater than one thousand dollars (\$1,000), greater than ten thousand dollars (\$10,000), or greater than one hundred thousand dollars (\$100,000);
3. A description of the consideration, if any, for which the income was received;
4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made; a description of the gift; the amount or value of the gift; and the date on which the gift was received;
5. File In the case of a loan, the annual interest rate and the security, if any, given for the loan.

(C) Business Entity Income Disclosure

When income of a business entity, including income of a sole proprietorship is required to be reported⁶, the statement shall contain:

1. The name, address and a general description of the business activity of the business entity;
2. The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than \$10,000.

(D) Business Position Disclosure

When business positions are required to be reported, a designated employee shall list the name and address of each business entity in

⁶ Income of a business entity is reportable if the direct, indirect or beneficial interest of the filer and the filer's spouse in the business entity aggregates a 10 percent or greater interest. In addition, the disclosure of persons who are clients or customers of a business entity is required only if the clients or customers are within one of the disclosure categories of the filer.

which he or she is a director, officer, partner, trustee, employee or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

(E) Acquisition or Disposal During Reporting Period

In the case of an annual or leaving office statement, if an investment or an interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

6.09 PROHIBITION ON RECEIPT OF HONORARIA

A. No designated public official shall accept any honorarium from any source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests.

Subdivisions (a), (b), and (c) of Government Code Section 89501 shall apply to the prohibitions in this section.

This section shall not limit or prohibit payments, advances, or reimbursements for travel and related lodging and subsistence authorized by Government Code section 89506.

6.10 PROHIBITION ON RECEIPT OF GIFTS IN EXCESS OF \$320AMOUNT ESTABLISHED BY LAW⁷

A. No designated public official shall accept gifts with a total value of more than ~~\$320~~the maximum amount established by law, in ~~a~~any calendar year, from any single source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests.

Subdivisions (e), (f), and (g) of Government Code section 89503 shall apply to the prohibitions in this section.

6.11 LOANS TO PUBLIC OFFICIALS

A. No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any officer, employee, member, or consultant of the state or local government

⁷ Designated Persons are prohibited from accepting gifts from any single source in a calendar year with a total value in excess of designated amounts. See Govt. Code § 89503, sub-divisions (e), (f) and (g). [Note: Pursuant to 2 CCR § 18940.2 (b), the FPPC adjusts the gift limit every odd-numbered year to reflect changes in the Consumer Price Index; therefore, the \$390 limit adopted by the FPPC in January of 2007 will be updated in January 2009 and every odd year thereafter, until further notice.]

agency in which the elected officer holds office or over which the elected officer's agency has direction and control.

B. No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the public official holds office or over which the public official's agency has direction and control. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

C. No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status.

D. No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

E. This section shall not apply to the following:

1. Loans made to the campaign committee of an elected officer or candidate for elective office.

2. Loans made by a public official's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such persons, provided that the person making the

loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.

3. Loans from a person which, in the aggregate, do not exceed five hundred dollars (\$500) at any given time.

4. Loans made, or offered in writing, before January 1, 1998.

6.12 LOAN TERMS

A. Except as set forth in subdivision (B), no elected officer of a state or local government agency shall, from the date of his or her election to office through the date he or she vacates office, receive a personal loan of five hundred dollars (\$500) or more, except when the loan is in writing and clearly states the terms of the loan, including the parties to the loan agreement, date of the loan, amount of the loan, term of the loan, date or dates when payments shall be due on the loan and the amount of the payments, and the rate of interest paid on the loan.

B. This section shall not apply to the following types of loans:

1. Loans made to the campaign committee of the elected officer.

2. Loans made to the elected officer by his or her spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such person, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.

3. Loans made, or offered in writing, before January 1, 1998.

4. Nothing in this section shall exempt any person from any other provision of Title 9 of the Government Code.

6.13 PERSONAL LOANS

A. Except as set forth in subdivision (B), a personal loan received by any designated public official shall become a gift to the designated public official for the purposes of this section in the following circumstances:

1. If the loan has a defined date or dates for repayment, when the statute of limitations for filing an action for default has expired.

2. If the loan has no defined date or dates for repayment, when one year has elapsed from the later of the following:

a. The date the loan was made.

b. The date the last payment of one hundred dollars (\$100) or more was made on the loan.

c. The date upon which the debtor has made payments on the loan aggregating to less than two hundred fifty dollars (\$250) during the previous 12 months.

B. This section shall not apply to the following types of loans:

1. A loan made to the campaign committee of an elected officer or a candidate for elective office.

2. A loan that would otherwise not be a gift as defined in this title.

3. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor has taken reasonable action to collect the balance due.

4. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor, based on reasonable business considerations, has not undertaken collection action. Except in a criminal action, a creditor who claims that a loan is not a gift on the basis of this paragraph has the burden of proving that the decision for not taking collection action was based on reasonable business considerations.

5. A loan made to a debtor who has filed for bankruptcy and the loan is ultimately discharged in bankruptcy.

C. Nothing in this section shall exempt any person from any other provisions of Title 9 of the Government Code.

6.14 DISQUALIFICATION

No designated employee shall make, participate in making, or in any way attempt to use his or her official position to influence the making of any governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family or on:

(A) Any business entity in which the designated employee has a direct or indirect investment worth \$2,000 or more;

(B) Any real property in which the designated employee has a direct or indirect interest worth \$2,000 or more;

(C) Any source of income, other than gifts and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to

official status, aggregating \$500 or more in value provided to, received by or promised to the designated employee within 12 months prior to the time when the decision is made;

- (D) Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management; or
- (E) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating ~~\$320~~ to the maximum amount established by law, or more, in value provided to, received by, or promised to the designated employee within 12 months prior to the time when the decision is made.

6.15 LEGALLY REQUIRED PARTICIPATION

No designated public official shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a designated public official who is on a voting body is needed to break a tie does not make his or her participation legally required for purposes of this section.

6.16 DISQUALIFICATION OF STATE OFFICERS AND EMPLOYEES

In addition to the general disqualification provisions of Section 6.14, no state administrative official shall make, participate in making, or use his or her official position to influence any governmental decision directly relating to any contract where the state administrative official knows or has reason to know that any party to the contract is a person with whom the state administrative official, or any member of his or her immediate family has, within 12 months prior to the time when the official action is to be taken:

- (A) Engaged in a business transaction or transactions on terms not available to members of the public, regarding any investment or interest in real property; or
- (B) Engaged in a business transaction or transactions on terms not available to members of the public regarding the rendering of goods or services totaling in value \$1000 or more.

6.17 DISCLOSURE OF DISQUALIFYING INTEREST

When a designated public official determines that he or she should not make a governmental decision because he or she has a

disqualifying interest in it, the determination not to act may be accompanied by disclosure of the disqualifying interest.

6.18 ASSISTANCE OF THE COMMISSION AND COUNSEL

Any designated employee who is unsure of his or her duties under this code may request assistance from the Fair Political Practices Commission pursuant to Government Code Section 83114 or from the attorney for his or her agency, provided that nothing in this section requires the attorney for the agency to issue any formal or informal opinion.

6.19 VIOLATIONS

This code has the force and effect of law. Designated employees violating any provision of this code are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Government Code Sections 81000 - 91015. In addition, a decision in relation to which a violation of the disqualification provisions of this code or of Government Code Section 87100 or 87450 has occurred may be set aside as void pursuant to Government Code Section 91003.

6.20 PROHIBITED TRANSACTIONS

Members of the Board of Directors and Designated Employees shall comply with the Prohibited Transactions policy, annexed hereto as Exhibit A, pursuant to California Government Code Sections 1090, et seq.

6.21 INCOMPATIBLE ACTIVITIES

Members of the Board of Directors, District officers, and all other District employees shall comply with the Incompatible Activities policy, annexed hereto as Exhibit B, pursuant to California Government Code Sections 1126, et seq.

APPENDIX

**OTAY WATER DISTRICT
CONFLICT OF INTEREST CODE
DESIGNATED POSITIONS**

The Treasurer and all District Officials who manage the investment of public funds are included in and governed by this Conflict of Interest Code only with respect to its disqualification provisions. For purposes of disclosure, the Treasurer and all District Officials who manage the investment of public funds are governed by the statutory conflict of interest provisions of Article 2 of Chapter 7 of the Political Reform Act of 1974. (Government Code Sections 87200, et seq.)

DESIGNATED EMPLOYEES'

<u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES ASSIGNED</u>
Members of the Board of Directors	1, 2, 3, 4, 5, 6
General Manager	1, 2, 3, 4, 5, 6
Secretary of District	1, 2, 4, 5, 6
Asst. General Manager, Finance and Administration	1, 2, 3, 4, 5, 6, 7
Asst. General Manager, Engineering and Operations	1, 2, 3, 4, 7
Chief of Administrative Services	1, 2, 3, 4, 5, 6
Chief Financial Officer	1, 2, 5, 7
Chief Information Officer	1, 2, 3, 6, 7
Chief of Engineering and Planning	1, 2, 3, 4, 7
Chief of Development Services	1, 2, 3, 4, 6, 7
Chief of Water Operations	1, 2, 3, 4, 7
Communications Officer	1, 2, 4, 5, 6
Purchasing Agent and Facilities Manager	1, 2, 6
Consultant ⁸	1, 2, 3, 4, 5, 6

⁸ Consultants are required to file disclosure statements where they: (a) conduct research and arrive at conclusions with respect to rendition of information, advice, recommendation or counsel independent of

APPENDIX, CONTINUED

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property which the designated employee must disclose for each disclosure category to which he or she is assigned.

Category 1: All investments and business positions in, and sources of income from, all business entities that do business or own real property in the District, plan to do business or own real property in the District within the next year or have done business or owned real property in the District within the past two years.

Category 2: All interests in real property which are located in whole or in part within, or not more than two (2) miles outside the boundaries of the District.

Category 3: All investments and business positions in, and sources of income from, business entities subject to the regulatory, permit or licensing authority of the Designated Employee's Department, will be subject to such authority within the next year or have been subject to such authority within the past two years.

Category 4: All investments in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property in the District, plan to engage in such activities in the District within the next year or have engaged in such activities in the District within the past two years.

Category 5: All investments and business positions in, and sources of income from, business entities that are banking, savings and loan or other financial institutions.

Category 6: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery or equipment of a type purchased or leased by the District.

Category 7: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery or equipment of a type used or administered by the Designated Employee's Department.

control and direction of the agency or any agency official other than normal contract monitoring; and (b) possess no authority with respect to any agency decision beyond the rendition of information, advice, recommendation or counsel. The determination as to whether a consultant shall be required to file a disclosure statement shall be made by the General Manager or his or her designee.

EXHIBIT A

Prohibited Transactions for Specified Personnel

Members of the Board of Directors ("Members") shall comply with this Prohibited Transactions policy pursuant to California Government Code §§ 1090, *et seq.*

Members shall not be financially interested in any contract made by them in their official capacity, or by any body or board of which they are members. Members shall not be purchasers at any sale or vendors at any purchase made by them in their official capacity. Members shall not be deemed to be interested in a contract entered into by a body or board of which they are members if the Member has only a remote interest in the contract and if the fact of that interest is disclosed to the body or board of which the Member is a member and noted in its official records, and thereafter the body or board authorizes, approves, or ratifies the contract in good faith by a vote of its membership sufficient for the purpose without counting the vote or votes of the Board of Directors member with the remote interest. "Remote interest" shall be defined as in California Government Code § 1091(b).

Members shall not be considered to be financially interested in a contract if their interest is including, but not limited to, any of the following (Government Code § 1091.5):

1. That of an officer in being reimbursed for his/her actual and necessary expenses incurred in the performance of an official duty;
2. That of a recipient of public services generally provided by the public body or board of which he/she is a member, on the same terms and conditions as if he or she were not a member of the board;
3. That of a landlord or tenant of the contracting party if such contracting party is the federal government or any federal department or agency, this state or an adjoining state, any department or agency of this state or an adjoining state, any county or city of this state or an adjoining state, or an public corporation or special, judicial or other public district of this state or an adjoining state unless the subject matter of such contract is the property in which such officer or employee has such interest as landlord or tenant in which even his/her interest shall be deemed a remote interest within the meaning of, and subject to, the provisions of Government Code 1091;
4. That of a spouse of an officer or employee of a public agency if his/her spouse's employment or office-holding has

existed for at least one year prior to his/her election or appointment;

5. That of a non-salaried member of a nonprofit corporation, provided that such interest is disclosed to the board at the time of the first consideration of the contract, and provided further that such interest is noted in its official records;
6. That of a non-compensated officer of a nonprofit, tax-exempt corporation, which, as one of its primary purposes, supports the functions of the board or to which the board has legal obligation to give particular consideration, and provided further that such interest is noted in its official records;
7. That of compensation for employment with a governmental agency, other than the governmental agency that employs the officer or employee, provided that the interest is disclosed to the board at the time of consideration of the contract, and provided further that the interest is noted in its official records;
8. That of an attorney of the contracting party or that of an owner, officer, employee or agent of a firm which renders, or has rendered, service to the contracting party in the capacity of stockbroker, insurance agent, insurance broker, real estate agent, or real estate broker if these individuals have not received and will not receive remuneration, consideration, or a commission as a result of the contract and if these individuals have an ownership interest of less than 10 percent in the law practice or firm, stock brokerage firm, insurance firm or real estate firm.

In addition, Members shall not be deemed to be interested in a contract made pursuant to competitive bidding under a procedure established by law if their sole interest is that of an officer, director, or employee of a bank or savings and loan association with which a party to the contract has the relationship of borrower or depositor, debtor or creditor (Government Code § 1091.5).

Authority:

California Government Code §§ 1090, *et seq.*

EXHIBIT B

Incompatible Activities Policy

District officers, members of the Board of Directors, and all other District employees (collectively, "district personnel") shall comply with this Incompatible Activities policy pursuant to California Government Code §§ 1126, *et seq.*

District personnel shall not engage in any employment, activity, or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to his or her duties as a member of the Board of Directors, or with the duties, functions, or responsibilities of his or her appointing power or the agency by which he or she is employed.

The outside employment, activity, or enterprise of district personnel is prohibited if it: (1) involves the use for private gain or advantage of his or her local District time, facilities, equipment and supplies; or the badge, uniform, prestige, or influence of his or her local District office or employment or, (2) involves receipt or acceptance by district personnel of any money or other consideration from anyone other than the District for the performance of an act which district personnel, if not performing such act, would be required or expected to render in the regular course or hours of their local District employment or as a part of their duties as a local District officer or employee or, (3) involves the time demands as would render performance of his or her duties as a local district personnel member less efficient.

Nothing in this policy shall be interpreted to prohibit any outside employment, activity, counsel, or enterprise on behalf of another governmental entity, subject to common law and professional conflict of interest rules.

Copies of this regulation shall be posted in prominent places at the District Office. District personnel who violate this regulation may be subject to discipline as set forth in the applicable Code of Ordinances and Policies. Board of Directors members who violate this section may be subject to censure. Disciplinary appeals by district personnel shall be handled pursuant to applicable Code of Ordinances and Policies.

Authority:

California Government Code §§ 1125, *et seq.*



STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	September 3, 2008
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO.
SUBJECT:	Board of Directors 2008 Calendar of Meetings		

GENERAL MANAGER'S RECOMMENDATION:

At the request of the Board, the attached Board of Director's meeting calendar for 2008 is being presented for discussion.

PURPOSE:

This staff report is being presented to provide the Board the opportunity to review the 2008 Board of Director's meeting calendars and amend the schedules as needed.

COMMITTEE ACTION:

N/A

ANALYSIS:

The Board requested that this item be presented at each meeting so they may have an opportunity to review the Board meeting calendar schedule and amend it as needed. Please note that the November 2008 meeting has been moved from November 5 to Thursday, November 13, 2008; and the December 2008 meeting has been moved from December 3 to Monday, December 15, 2008.

STRATEGIC GOAL:

N/A

FISCAL IMPACT:

None.

LEGAL IMPACT:

None.

General Manager

**Board of Directors, Workshops
and Committee Meetings
2008**

Regular Board Meetings:

January 14, 2008
February 6, 2008
March 5, 2008
April 2, 2008
May 7, 2008
June 10, 2008
July 2, 2008
August 6, 2008
September 3, 2008
October 1, 2008
November 13, 2008
December 15, 2008

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

January 22, 2008
February 20, 2008
March 19, 2008
April 16, 2008
May 21, 2008
June 18, 2008
July 16, 2008
August 20, 2008
September 17, 2008
October 15, 2008
November 19, 2008
December 17, 2008

Board Workshops:

Budget Workshop, June 10 and 23, 2008
Board Retreat Workshop, TBD

AGENDA ITEM 10



STAFF REPORT

TYPE	Regular Board Meeting	MEETING	September 3, 2008		
MEETING:		DATE:			
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F.	N/A	DIV.	N/A
		NO:		NO.	
SUBJECT:	General Manager's Report				

GENERAL MANAGER:

FLAGSHIP PROJECTS:

Update on the design of the **36-Inch Potable Water Pipeline from FCF #14 to Regulatory Site** (CIP P2009) for the month of July 2008:

- On July 17, 2008, a letter was mailed by the District to Infrastructure Engineering Corporation terminating their design services effective immediately.
- At the July 22, 2008 Engineering and Operations Committee Meeting staff recommended the award of a professional design services contract to Lee & Ro, Inc. in an amount not to exceed \$769,000 for the completion of the design. Lee & Ro is proceeding with design of the alternate pipeline alignment. They have flown the new area to obtain aerial survey and have completed mapping. They have begun reviewing IEC's original pipeline design.
- Staff met with the San Diego County Water Authority (SDCWA) to discuss a temporary reconnection of the La Mesa Sweetwater Extension to FCF #14 for a temporary supply until the 36-Inch Pipeline is in place. SDCWA is evaluating the request and will provide an answer to the District.

Update on the **640-1 and 640-2 Reservoirs Project** (CIP P2185) for the month of July 2008:

- Base material has been placed and asphalt paving is 40% complete.
- The de-silting basin is 60% complete.
- Control strategy is complete and SCADA programming and testing is 95% complete.
- Final reservoir inspection is complete and both reservoirs are being filled for operation.
- Project schedule is 87% complete and projected to finish December 2008. Project is on time and on budget.

ADMINISTRATIVE SERVICES, INFORMATION TECHNOLOGY AND FINANCE:

Administrative Services:

Human Resources:

- There were four employees hired in the month of August: two Meter Maintenance Worker I, a Strategic Planning Assistant, and a Recycled Water Systems Supervisor.
- The District was pleased to bring back Gordon Graham, a well-known national speaker to present to all District employees in the areas of Ethical Decision Making and related District policies on August 20th. The program was well-received by the employees.
- Approximately 40 District employees in customer service related positions participated with over 300 other local water district employees in a joint training regarding dealing with customers in drought conditions on August 27th and 28th.
- There were 122 purchase orders processed in August 2008 for a total amount of \$401,889.43.

Safety & Security:

- Safety and Security Administrator - Contacted the San Diego Water Agencies' Emergency Coordinators and currently reviewing NIMS/SEMS compliance requirements with California OES. The next WEAC meeting is scheduled for September 16 at the SD County Water Authority

Escondido Training Room. The next State-Wide Emergency Preparedness Exercise, titled Golden Guardian 2008, will be held in November. The OES is conducting the drill.

- A claim received from Ms. Lauren Weidner has been denied. The claim, dated June 24, 2008, for \$1,080.48 from Ms. Lauren Weidner, 1468 Stanislaus Drive, Chula Vista, CA 91913, was received on July 18, 2008. Ms. Weidner claimed that her vehicle was damaged by gate caps while she was driving on La Media Road, between Olympic Boulevard and Birch Road on June 10, 2008. The area in which Ms. Weidner was driving is still under construction and is still the responsibility of the developer and the contractors. Staff will coordinate communication between Ms. Weidner and the developer. This claim is being denied to begin the statute of limitations for bringing any legal action in this matter.
- A claim received from Mr. Thomas Geairn was accepted and paid. The claim dated June 27, 2008, for \$215 from Mr. Geairn, 10102 Pure Waters Court, Spring Valley, CA 91978. Mr. Geairn claimed that the District damaged his portable basketball hoop when a District vehicle backed into it. A check for \$215 was sent to Mr. Geairn on July 2, 2008 for a replacement basketball hoop.

Water Conservation:

- August Outreach - In addition to partnering with Helix and Sweetwater to produce a water conservation themed bill insert, staff worked three events this month. On Sunday, August 10th, the District hosted a booth at Chula Vista's Lemon Festival. On Sunday August 17th, the District partnered with Sweetwater to share a booth at the Chula Vista's Go Green and Clean Family Day at the Otay Ranch Town Center. On Saturday, August 30th, the District staffed two events, the Backyard Habitat Day at the Chula Vista Nature Center and the South Bay Green Scene (South Bay Garden Show and Green Fest) at Southwestern College.
- Artificial Turf Rebate Program - Interest remains high in the District's artificial turf rebate program. Monte Vista and Eastlake High Schools worked toward completion of their artificial turfgrass projects and will be invoicing the District shortly for \$.25/square foot of turfgrass installed. Both schools received the

Metropolitan's \$.75/square foot up-front incentive. Ribbon cutting ceremonies for both fields are expected to be firmed-up shortly.

- School Education - The District sent out a mailing near the end of the month to all of the schools within the District promoting its water education programs. A number of schools have already called to schedule a school garden tour or check out a water kit. Thurgood Marshall Elementary checked out a water cycle kit to use with 100 first grade students.

Information Technology and Strategic Planning:

- Strategic Plan FY09-FY11: Staff is finalizing the details for the Strategic Plan Objectives and Performance Measures. Chiefs are reviewing and making final changes to the full details of both objectives and performance measures and targets for FY09-FY11.
- Geoff Stevens made a presentation on Strategic Planning to Point Loma Nazarene University's MBA class.
- SANDAG has withdrawn its offer to serve as a coordinator for a multi-agency purchase for aerial and ortho-photography because of increasing cost and lack of final commitment from partner agencies. Otay will reassess how best to meet its needs for ortho-photography updates.
- Records Management: Staff has begun a scanning project to complete the conversion of paper records to electronic documents. We are at a 5% complete level which is being used to pilot the business processes and the quality control procedures. When the process is fully tested, we will expand production and work with the different areas of the agency to gain the full benefits of this technology.

Finance:

- CWA Drought Model - Staff has been working with CWA staff and consultant to put forward recommended drought rates that are consistent with the CWA methodology. This effort is layered over the rate study and tiered rate structure. The model considers the price elasticity of water, the conservation programs to promote lower water usage, along with the willingness of customers to

participate in this conservation effort. The model allows the District to set price inflators for both the various drought stages and various tiers of water usage. The drought state pricing can be set so that as the drought becomes more serious, the customers who use very little water would see little impact on their bills. The customers who use significant amounts of water would see a significant impact on their bills. An important aspect of the model is that it monitors the revenue neutrality of any proposed changes so that staff can target the necessary revenues to maintain water services.

The results on the following topics will be presented to the Finance, Administration and Communications Committee in September and the full Board at the October Board meeting:

- Rate Study - Staff has been working with PBS&J to complete the rate study which defines the cost of service to each of the District's customer classes. It identifies those rates under and over the average 12.4% recommended increase which are necessary for each customer class to pay for the cost of providing them service. One significant finding is that the irrigation customers have fallen behind on paying for the full cost of service. The remedy for this issue will be a key topic in the presentation. The process has run smoothly and the study is near completion.
- Tiered Rates - The water industry is moving to expand the use of tiered water rates from the residential side to all customer types. This conservation minded change is gaining a foothold in this drought environment. Conservation groups and the media are starting to promote this concept and cities and water districts are beginning to implement it. The rate study has developed tiered pricing for all the District's customer classes.
- Energy Zones - The District collects funds from customers to pay for the energy to pump water to the various elevations of the District. The District has implemented a very complex method of collecting these charges. One recommendation coming forth from the rate study is to simplify this methodology. A simplified yet equitable method of charging for energy will be presented.
- Government Rate - All non-government customers pay for water service via their water bills; however, a

significant amount of revenue is collected via the property tax bills. Only government entities do not pay the charges placed on the property tax bills. This inequity was the rationale for charging all government customers an added \$0.08 cents per unit of water. This charge, which had not been revisited for a number of years, is being revisited.

- Fixed Revenues - In order to maintain greater financial stability, larger amounts of fixed revenues can be charged to customer . However, to promote conservation, especially in this time of drought, a 30% limit of fixed revenues is recommended in order to meet best management practices. Currently, the District is at approximately 25% and is looking to increase this percentage slightly.

The financial reporting for July 31, 2008 is as follows:

- For the first month ending July 31, 2008, there are total revenues of \$5,869,206 and total expenses of \$5,770,950. The revenues exceeded expenses by \$98,256.

The financial reporting for investments for July 31, 2008 is as follows:

- The market value shown in the Portfolio Summary and in the Investment Portfolio Details as of July 31, 2008 total \$82,899,701.88 with an average yield to maturity of 3.409%. The total earnings year-to-date are \$255,159.26.

ENGINEERING AND WATER OPERATIONS:

Engineering:

- 850-4 Reservoir - Spiess Construction is waiting for materials to begin the yard piping. The reservoir is for increased capacity in the 850 Pressure Zone, as required by the 2002 Water Resource Master Plan. This project is expected to be completed in April 2009. (P2191)
- 12-Inch Pipeline Project - Arrieta Construction continues to upgrade and replace existing 12-inch pipelines in the Rancho San Diego area because of the size, age, and the need for increased fire flows. These areas include Chase Ave./Fuerte Ave., Hidden Mesa Dr., Jamul Dr., and Steele Canyon Rd. This project is expected to be completed in

January 2009. This project is on schedule and on budget. (P2038)

- 20-Inch Potable Pipeline - ARB, Inc. (ARB) continues with the conversion of a 20-inch potable pipeline to a recycled pipeline in Chula Vista within the District's use area. ARB completed televising the 20-inch main and they installed the connection to the recycled water system. This project is expected to be completed in February 2009. This project is on schedule and on budget. (R2081)
- Calavo Sewer Lift Station - NEWest Construction continues with the replacement of the Calavo Sewer Lift Station. NEWest is on site and prior to next phase of work they are waiting for SDG&E to complete the design of the electric service to the lift station. This project is expected to be completed by December 31, 2008. (S2015)
- Ralph W. Chapman Wastewater Recycling Facility (RWCWRF)- Telliard Construction completed the remodel of the meter shop for the Recycled Water Operations staff and began site work for the modular office building at the treatment plant. This project is expected to be completed by December 31, 2008. (R2053)
- Water Resources Master Plan (WRMP) - PBS&J continues to make progress on incorporating all demands into the hydraulic model for both potable and recycled systems. This project is expected to be completed by May 30, 2009. (P1210)
- Utility Agreement Reimbursements - Staff is coordinating with Caltrans on utility agreement reimbursements to the District for the SR-905 and SR-125 highways. The reimbursements for the construction of SR-905 are at seven separate crossings. The construction work for which the District is responsible is complete. Caltrans construction is in progress. The District will potentially receive reimbursements of up to approximately \$850,000 during FY2009. The reimbursements for SR-125 are for the utility relocations along SR-125 at eight separate locations. Construction is complete and the District anticipates receiving reimbursements of up to \$450,000 during FY2009. Staff will process five utility amendments for utility agreements and submit for Board approval in the near future. (P2440/P2416)

- North District Recycled Water Concept Study - Staff has been working with Sweetwater Authority (SWA) staff and will be sharing the draft with SWA staff for their comments. The draft of the final report should be completed by the end of August 2008. (R2089)
- San Miguel Regional Training Facility Project - the Traffic Study that is being prepared for the Mitigated Negative Declaration (MND) was received in July. The draft MND will be submitted for review at the end of August 2008. Staff reported to the Fire Department that the site is ready for delivery to them to initiate their project. (P2466)
- Ralph W. Chapman Wastewater Recycling Facility (RWCWRF) Force Main Air/Vac Replacement and Road Improvement Project - Staff had a very successful site visit to the area with representatives of the US Fish & Wildlife Service (USFWS). This project is very environmentally sensitive since it is located in the San Diego National Wildlife Refuge. USFWS is currently reviewing a low-effect Habitat Conservation Plan (HCP) for the project. The site visit and meeting which followed allowed the USFWS staff to understand the project impacts and will help expedite their review of the HCP. The approval of this low-effect HCP will result in a "Take Permit" for the California coastal gnatcatcher and the quino checkerspot butterfly which will allow the project to proceed. The permit is expected to be received in October 2008. (R2086)
- San Diego 17 Agreement - a letter was sent on July 18, 2008 to the City of San Diego (City) regarding a supply of treated water to the Otay Water District (District) from the Alvarado Water Treatment Plant (AWTP) via the proposed San Diego 17 Pump Station and San Diego 17 Flow Control Facility (SD17 Complex). The District believes that there is benefit to the parties to include the "take or pay" provision for an annual contract amount of 20,000 acre feet per year. The City staff rejected the District's proposal and staff is positioning to present the benefits to City policy makers. (P2464)
- For the month of July 2008, the District sold 8 meters (21 EDUs) generating \$121,739 in revenue. Accumulated sales through July 31, 2008 were \$121,739 for 21 EDUs.

Projection for this period was 28 meters (43.3 EDUs) with a budgeted revenue of \$236,717 and projected revenue from July 1, 2008 through June 30, 2009 is \$2,840,600.

- Approximately 3,480 linear feet of both CIP and developer project pipeline was installed in July 2008. The Construction Division performed quality control for these pipelines.
- The following table summarizes Engineering's Project purchases and change orders issued during the period of July 1, 2008 thru July 31, 2008 that were within Staff signatory authority:

Date	Action	Amount	Contractor/ Consultant	Project
7-1-08	Check Request	\$4,000.00	Swinerton Management & Consulting	Temporary services on miscellaneous construction projects
7-03-08	Check Request	\$4,743.75	WRA & Assoc.	36-Inch Pipeline from FCF No. 14 to Regulatory Site (P2009)
7-03-08	Change Order #1	\$5,400.00	Telliard Const.	Reclamation Plant Office Bldg and Recycled Water Operator Offices HVAC (R2053)
7-14-08	Change Order #1	\$3,375.00	Simon Wong Eng.	1485-1 Pump Station Replacement (P2172)

Water Operations:

- Delivery of flows to Mexico is expected to resume for the months of September and October with a flow of 6.85 MGD. As of Wednesday, August 20 staff has received confirmation from SDCWA that USIBWC has received funds necessary to make deliveries for September and October. We expect to receive the funds by Friday, August 22 and, therefore, deliveries will begin as planned. In addition, all proper agencies are working to amend the existing agreement for future flows for the next five years.
- Potable water purchased for the first month of FY 09, July, 2008, was 4128.6 acre-feet. To date for FY 09 there

has been 4128.6 acre-feet of water purchased. This is a -12.61 percent decrease from the same period last year.

- In the month of July, 2008 there were 29 new Automated Meter Reading (AMR) meters installed and 61 meters were retrofitted to AMR meters.
- As of August 1, 2008 there was a total of 18,321 3-G Master Meter radio-read units installed.

Total number of potable water accounts is 47,901; this is an increase of 26 accounts from last month, June, 2008.

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

Total flow was 600.1 acre-feet or 195,471,100 gallons and the average daily flow was 6,305,519 gallons per day.

Total number of recycled water accounts is 619; this is an increase of two from last month, June, 2008.

Total recycled water consumption for the first month of FY 2009, July, 2008, was 600.1 acre-feet.

- Wastewater flows for the month of July were as follows:

Total basin flow, gallons per day: 2,029,000.

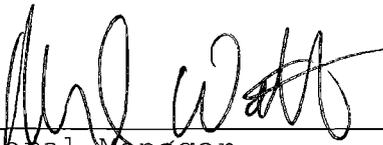
Spring Valley Sanitation District Flow to Metro, gallons per day: 673,000.

Total Otay flow, gallons per day: 1,355,000.

Flow Processed at the Ralph W. Chapman Water Recycling Facility, gallons per day: 1,182,000.

Flow to Metro from Otay Water District, gallons per day: 174,000.

There were no new wastewater connections for the month of July, 2008. The total stands at 6,069 EDU's.



General Manager

OTAY WATER DISTRICT
COMPARATIVE BUDGET SUMMARY
 FOR ONE MONTH ENDED JULY 31, 2008

	Annual Budget	YTD Actual	YTD Budget	YTD Variance	Var %
REVENUE:					
Water Sales	\$ 32,836,500	\$ 3,222,002	\$ 3,185,600	\$ 36,402	1.1%
Energy Charges	2,047,100	192,200	189,500	2,700	1.4%
System Charges	10,619,400	837,309	837,600	(291)	(0.0%)
Penalties	906,900	79,777	87,200	(7,423)	(8.5%)
MWD & CWA Fixed Charges	2,819,500	219,515	220,000	(485)	(0.2%)
Total Water Sales	<u>49,229,400</u>	<u>4,550,802</u>	<u>4,519,900</u>	<u>30,902</u>	<u>0.7%</u>
Reclamation Sales	6,344,500	776,437	725,500	50,937	7.0%
Sewer Charges	2,145,300	178,930	180,000	(1,070)	(0.6%)
Meter Fees	103,800	14,615	8,650	5,965	69.0%
Capacity Fee Revenues	1,301,900	73,800	108,500	(34,700)	(32.0%)
Betterment Fees for Maintenance	895,900	61,500	74,700	(13,200)	(17.7%)
Annexation Fees	483,600	10,633	40,300	(29,667)	(73.6%)
Non-Operating Revenues	1,633,100	99,159	99,650	(491)	(0.5%)
Tax Revenues	4,137,300	27,330	28,800	(1,470)	(5.1%)
Interest	667,800	66,000	68,000	(2,000)	(2.9%)
Draw on Designated Funds*	120,100	10,000	10,000	-	0.0%
Total Revenue	<u>\$ 67,062,700</u>	<u>\$ 5,869,206</u>	<u>\$ 5,864,000</u>	<u>\$ 5,206</u>	<u>0.1%</u>
EXPENSES:					
Potable Water Purchases	\$ 25,183,600	\$ 2,534,960	\$ 2,475,600	\$ (59,360)	(2.4%)
Recycled Water Purchases	1,490,800	178,263	185,800	7,537	4.1%
CWA-Infrastructure Access Charge	1,227,500	95,778	95,800	22	0.0%
CWA-Customer Service Charge	1,049,800	84,850	84,900	50	0.1%
CWA-Emergency Storage Charge	1,774,700	144,708	144,700	(8)	(0.0%)
MWD-Capacity Res Charge	602,800	49,644	49,600	(44)	(0.1%)
MWD-Readiness to Serve Charge	665,100	55,424	55,400	(24)	(0.0%)
Subtotal Water Purchases	<u>31,994,300</u>	<u>3,143,628</u>	<u>3,091,800</u>	<u>(51,828)</u>	<u>(1.7%)</u>
Power Charges	2,780,500	300,398	303,800	3,402	1.1%
Payroll & Related Costs	17,185,400	1,275,246	1,356,280	81,034	6.0%
Material & Maintenance	3,872,800	220,230	297,733	77,503	26.0%
Administrative Expenses	5,467,600	357,848	416,000	58,152	14.0%
Legal Fees	467,500	32,301	38,958	6,657	17.1%
Expansion Reserve	5,016,700	418,100	418,100	-	0.0%
Replacement Reserve	277,900	23,200	23,200	-	0.0%
Total Expenses	<u>\$ 67,062,700</u>	<u>\$ 5,770,950</u>	<u>\$ 5,945,872</u>	<u>\$ 174,922</u>	<u>2.9%</u>
Excess Revenue (Expense)	<u>\$ -</u>	<u>\$ 98,256</u>	<u>\$ (81,872)</u>	<u>\$ 180,128</u>	

**OTAY WATER DISTRICT
INVESTMENT PORTFOLIO REVIEW
JULY 31, 2008**

INVESTMENT OVERVIEW & MARKET STATUS:

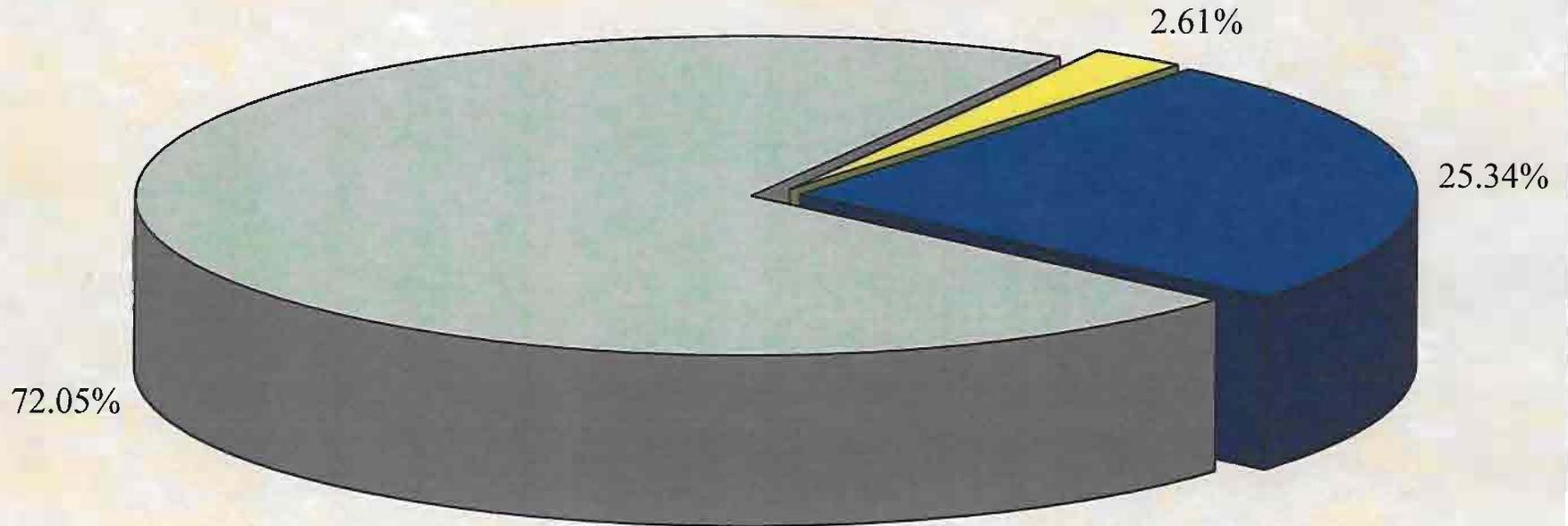
At the latest meeting of the Federal Reserve Board on August 5th, there was no change made to the federal funds rate. The last federal funds rate adjustment was made on April 30th, when the Board lowered the rate from 2.25% to 2.00%. This was the seventh reduction in a row since September 18th, when the rate was 5.25%. Due to the ongoing changes in the federal funds rate we have been extending the average maturity of the portfolio to maintain above market interest returns as long as possible. As a result, despite the large drop in available interest rates, with this investment strategy the District's overall effective rate of return on its portfolio at July 31st was 3.46%. At the same time the LAIF return on deposits has also dropped over the last several months, reaching an average effective yield of 2.79% for the month of July. It appears that this drop in interest rates has now bottomed out, with a gradual rise in rates being predicted for either the September or October Federal Reserve Board meeting. Based on our success at maintaining a competitive rate of return on our portfolio during this extended period of interest rate declines, no changes in investment strategy are being considered at this time.

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

PORTFOLIO COMPLIANCE: July 31, 2008

	<u>Investment</u>	<u>State Limit</u>	<u>Otay Limit</u>	<u>Otay Actual</u>
8.01:	Treasury Securities	100%	100%	0
8.02:	Local Agency Investment Fund (Operations)	\$40 Million	\$40 Million	\$7.38 Million
8.02:	Local Agency Investment Fund (Bonds)	100%	100%	1.75%
8.03:	Federal Agency Issues	100%	100%	69.63%
8.04:	Certificates of Deposit	30%	15%	1.30%
8.05:	Short-Term Commercial Notes	25%	15%	0
8.06:	Medium-Term Commercial Debt	30%	15%	2.41%
8.07:	Money Market Mutual Funds	20%	15%	0
8.08:	San Diego County Pool	100%	100%	14.69%
12.0:	Maximum Single Financial Institution	100%	50%	1.31%

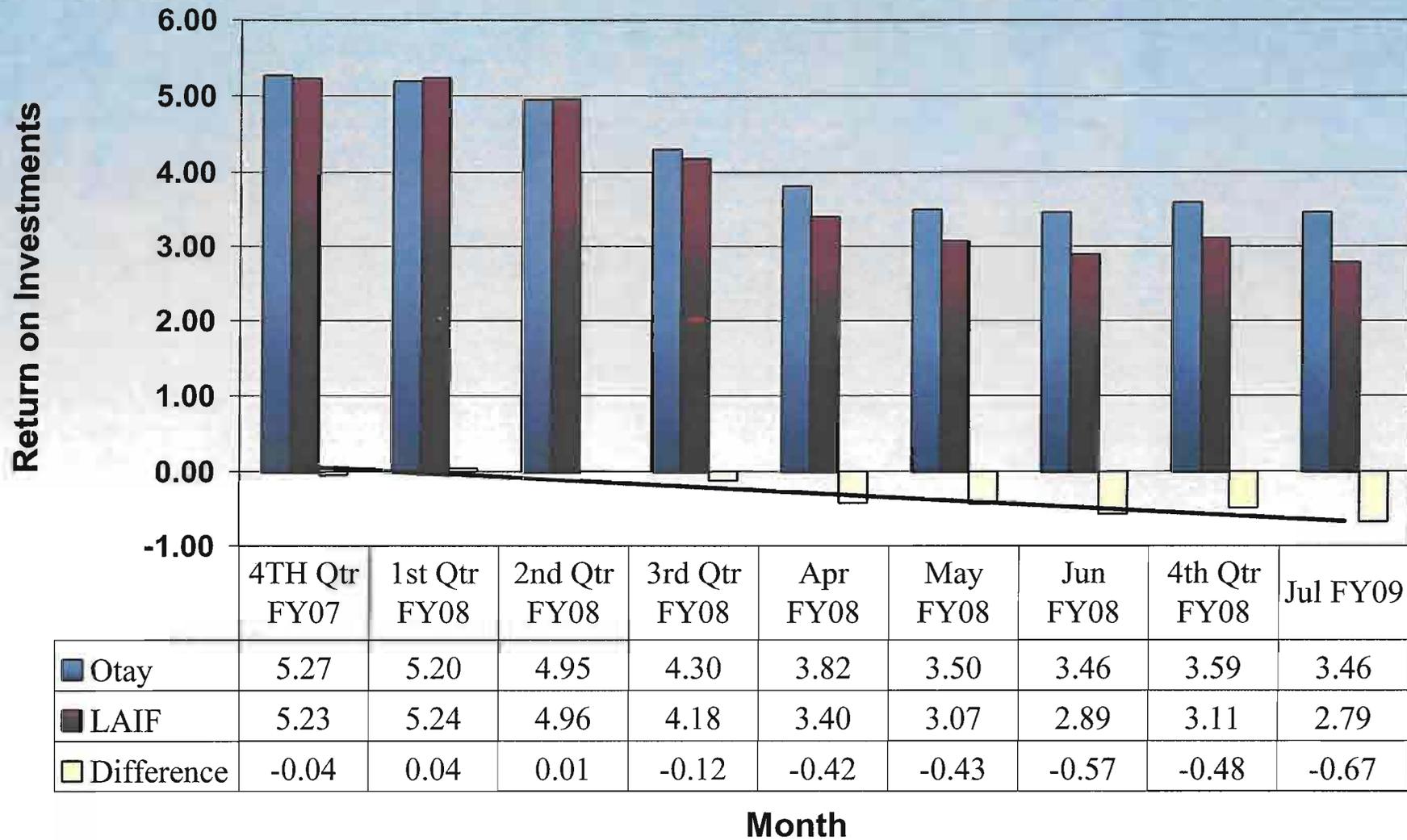
Otay Water District Investment Portfolio: 07/31/08



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

Performance Measure F-12 Return on Investment

Target: Meet or Exceed 100% of LAIF

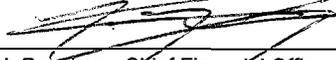


■ Otay ■ LAIF ■ Difference — Linear (Difference)

**OTAY
Portfolio Management
Portfolio Summary
July 31, 2008**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Corporate Notes	2,000,000.00	2,045,299.99	2,025,882.74	2.48	1,111	852	4.340	4.401
Federal Agency Issues- Callable	57,704,100.00	57,640,554.99	57,703,241.33	70.53	915	786	3.504	3.553
Certificates of Deposit - Bank	1,079,108.00	1,079,108.00	1,079,108.00	1.32	393	164	4.728	4.793
Local Agency Investment Fund (LAIF)	8,832,037.08	8,831,597.41	8,832,037.08	10.79	1	1	2.749	2.787
San Diego County Pool	12,177,099.49	12,215,699.63	12,177,099.49	14.88	1	1	3.165	3.209
	81,792,344.57	81,812,260.02	81,817,368.64	100.00%	678	578	3.409	3.457
Investments								
Cash								
Passbook/Checking (not included in yield calculations)	1,087,441.86	1,087,441.86	1,087,441.86		1	1	1.756	1.780
Total Cash and Investments	82,879,786.43	82,899,701.88	82,904,810.50		678	578	3.409	3.457
Total Earnings		July 31 Month Ending	Fiscal Year To Date					
Current Year	255,159.26	255,159.26	255,159.26					
Average Daily Balance	86,757,847.43	86,757,847.43	86,757,847.43					
Effective Rate of Return	3.46%	3.46%	3.46%					

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


Joseph Beachem, Chief Financial Officer

8-29-08

OTAY
Portfolio Management
Portfolio Details - Investments
July 31, 2008

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Corporate Notes												
36962G2S2	2044	General Electric Capital		11/16/2007	2,000,000.00	2,045,299.99	2,025,882.74	5.000	Aaa	4.340	852	12/01/2010
Subtotal and Average			2,026,315.11		2,000,000.00	2,045,299.99	2,025,882.74			4.340	852	
Federal Agency Issues- Callable												
31398AMX7	2064	FANNIE MAE		02/22/2008	2,000,000.00	1,997,500.00	2,000,000.00	3.000		2.959	567	02/19/2010
31331YB74	2073	Federal Farm Credit Bank		04/07/2008	2,000,000.00	1,978,125.00	2,000,000.00	3.180		3.136	979	04/07/2011
3133XMX71	2042	Federal Home Loan Bank		11/14/2007	2,000,000.00	2,001,250.00	2,000,000.00	4.500		4.435	378	08/14/2009
3133XN6X2	2045	Federal Home Loan Bank		11/20/2007	2,000,000.00	2,001,875.00	2,000,000.00	4.500		4.436	749	08/20/2010
3133XNP52	2057	Federal Home Loan Bank		12/17/2007	2,000,000.00	2,004,375.00	2,000,000.00	4.375		4.315	777	09/17/2010
3133XNS42	2058	Federal Home Loan Bank		12/18/2007	2,000,000.00	2,011,875.00	2,000,000.00	4.250		4.192	686	06/18/2010
3133XNPR4	2059	Federal Home Loan Bank		12/24/2007	1,800,000.00	1,810,687.50	1,800,000.00	4.350		4.290	875	12/24/2010
3133XPDR2	2062	Federal Home Loan Bank		01/30/2008	2,000,000.00	1,998,750.00	2,000,000.00	3.060		3.018	546	01/29/2010
3133XPDS0	2063	Federal Home Loan Bank		01/30/2008	2,000,000.00	1,998,750.00	2,000,000.00	3.250		3.205	728	07/30/2010
3133XPWL4	2065	Federal Home Loan Bank		02/26/2008	2,000,000.00	1,997,500.00	2,000,000.00	3.000		2.959	574	02/26/2010
3133XPX90	2067	Federal Home Loan Bank		03/05/2008	2,000,000.00	1,997,500.00	2,000,000.00	3.020		2.979	581	03/05/2010
3133XPZN7	2068	Federal Home Loan Bank		03/03/2008	1,905,000.00	1,906,190.63	1,905,000.00	3.350		3.304	763	09/03/2010
3133XQC91	2070	Federal Home Loan Bank		03/17/2008	2,000,000.00	1,988,125.00	2,000,000.00	3.125		3.081	868	12/17/2010
3133XQF23	2071	Federal Home Loan Bank		03/25/2008	2,000,000.00	1,983,125.00	2,000,000.00	3.250		3.205	966	03/25/2011
3133XQJ78	2072	Federal Home Loan Bank		04/14/2008	2,000,000.00	1,967,500.00	2,000,000.00	3.150		3.107	986	04/14/2011
3133XQMC3	2074	Federal Home Loan Bank		04/14/2008	2,000,000.00	1,983,125.00	2,000,000.00	2.900		2.860	804	10/14/2010
3133XQUX8	2075	Federal Home Loan Bank		04/29/2008	2,000,000.00	1,989,375.00	2,000,000.00	3.100		3.058	819	10/29/2010
3133XRNM8	2083	Federal Home Loan Bank		06/30/2008	2,000,000.00	2,011,250.00	2,000,000.00	3.650		3.598	606	03/30/2010
3133XRK74	2084	Federal Home Loan Bank		06/30/2008	2,000,000.00	2,007,500.00	2,000,000.00	3.500		3.452	516	12/30/2009
3128X7TT1	2079	Federal Home Loan Mortgage		06/02/2008	2,000,000.00	1,997,745.97	2,000,000.00	3.625		3.575	1,035	06/02/2011
3128X7YG3	2082	Federal Home Loan Mortgage		06/26/2008	2,000,000.00	2,003,703.92	2,000,000.00	4.750		4.685	1,790	06/26/2013
31398AKS0	2060	Federal National Mortgage Assoc		01/07/2008	2,000,000.00	2,012,500.00	2,000,000.00	4.500		4.438	889	01/07/2011
31398ANH1	2069	Federal National Mortgage Assoc		03/10/2008	2,000,000.00	1,985,000.00	2,000,000.00	3.250		3.205	938	02/25/2011
3136F9LP6	2076	Federal National Mortgage Assoc		04/28/2008	1,999,100.00	1,994,726.97	1,999,100.00	3.000		2.959	635	04/28/2010
3136F9NB5	2077	Federal National Mortgage Assoc		05/12/2008	2,000,000.00	1,993,125.00	2,000,000.00	3.100		3.058	649	05/12/2010
31398ARD6	2078	Federal National Mortgage Assoc		05/19/2008	2,000,000.00	1,997,500.00	1,999,141.33	3.600		3.570	1,021	05/19/2011
3136F9SA2	2080	Federal National Mortgage Assoc		06/10/2008	2,000,000.00	2,001,250.00	2,000,000.00	3.265		3.220	678	06/10/2010
3136F9TS2	2081	Federal National Mortgage Assoc		06/25/2008	2,000,000.00	2,002,500.00	2,000,000.00	3.500		3.452	693	06/25/2010
3136F9VW1	2085	Federal National Mortgage Assoc		07/02/2008	2,000,000.00	2,018,125.00	2,000,000.00	4.000		3.945	700	07/02/2010
Subtotal and Average			60,445,164.86		57,704,100.00	57,640,554.99	57,703,241.33			3.504	786	

Portfolio OTAY

AP

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OTAY
Portfolio Management
Portfolio Details - Investments
July 31, 2008

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Certificates of Deposit - Bank												
205003183	2066	California Bank & Trust		01/22/2008	79,108.00	79,108.00	79,108.00	3.180		3.180	539	01/22/2010
1002812475	2061	Neighborhood National Bank		12/13/2007	1,000,000.00	1,000,000.00	1,000,000.00	4.850		4.850	134	12/13/2008
Subtotal and Average			1,079,108.00		1,079,108.00	1,079,108.00	1,079,108.00			4.728	164	
Local Agency Investment Fund (LAIF)												
LAIF	9001	STATE OF CALIFORNIA		07/01/2004	7,381,285.51	7,380,918.06	7,381,285.51	2.787		2.749	1	
LAIF COPS07	9009	STATE OF CALIFORNIA		03/07/2007	1,450,751.57	1,450,679.35	1,450,751.57	2.787		2.749	1	
Subtotal and Average			9,047,128.83		8,832,037.08	8,831,597.41	8,832,037.08			2.749	1	
San Diego County Pool												
SD COUNTY POOL	9007	San Diego County		07/01/2004	12,177,099.49	12,215,699.63	12,177,099.49	3.209		3.165	1	
Subtotal and Average			12,177,099.49		12,177,099.49	12,215,699.63	12,177,099.49			3.165	1	
Total and Average			86,757,847.43		81,792,344.57	81,812,260.02	81,817,368.64			3.409	578	

OTAY
Portfolio Management
Portfolio Details - Cash
July 31, 2008

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity
Union Bank											
UNION MONEY	9002	STATE OF CALIFORNIA		07/01/2004	10,002.46	10,002.46	10,002.46	0.150		0.148	1
PETTY CASH	9003	STATE OF CALIFORNIA		07/01/2004	2,800.00	2,800.00	2,800.00			0.000	1
UNION OPERATING	9004	STATE OF CALIFORNIA		07/01/2004	1,049,962.14	1,049,962.14	1,049,962.14	1.842		1.817	1
PAYROLL	9005	STATE OF CALIFORNIA		07/01/2004	24,677.26	24,677.26	24,677.26			0.000	1
UNION IOC	9008	STATE OF CALIFORNIA		05/01/2006	0.00	0.00	0.00	4.500		4.438	1
		Average Balance	0.00								1
Total Cash and Investments			86,757,847.43		82,879,786.43	82,899,701.88	82,904,810.50			3.409	578

OTAY
Activity Report
Sorted By Issuer
July 1, 2008 - July 31, 2008

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
Issuer: STATE OF CALIFORNIA									
Union Bank									
	UNION MONEY	9002	STATE OF CALIFORNIA		0.150		5,191,182.46	5,191,196.93	
	UNION OPERATING	9004	STATE OF CALIFORNIA		1.842		426,374.54	918,820.43	
	PAYROLL	9005	STATE OF CALIFORNIA				300.00	0.00	
	Subtotal and Balance						5,617,857.00	6,110,017.36	1,087,441.86
Local Agency Investment Fund (LAIF)									
	LAIF	9001	STATE OF CALIFORNIA		2.787		4,192,803.72	7,600,000.00	
	LAIF COPS07	9009	STATE OF CALIFORNIA		2.787		11,096.79	0.00	
	Subtotal and Balance						4,203,900.51	7,600,000.00	8,832,037.08
	Issuer Subtotal			11.969%			9,821,757.51	13,710,017.36	9,919,478.94
Issuer: California Bank & Trust									
Certificates of Deposit - Bank									
	Subtotal and Balance								79,108.00
	Issuer Subtotal			0.095%			0.00	0.00	79,108.00
Issuer: FANNIE MAE									
Federal Agency Issues- Callable									
	Subtotal and Balance								2,000,000.00
	Issuer Subtotal			2.413%			0.00	0.00	2,000,000.00
Issuer: Federal Farm Credit Bank									
Federal Agency Issues- Callable									
	Subtotal and Balance								2,000,000.00

OTAY
Activity Report
July 1, 2008 - July 31, 2008

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value Beginning Balance	Current Rate	Transaction Date	Purchases or Deposits	Par Value Redemptions or Withdrawals	Ending Balance
Issuer Subtotal			2.413%	2,000,000.00			0.00	0.00	2,000,000.00
Issuer: Federal Home Loan Bank									
Federal Agency Issues- Callable									
3133XLTL7	2037	Federal Home Loan Bank			5.550	07/30/2008	0.00	3,000,000.00	
Subtotal and Balance				36,705,000.00			0.00	3,000,000.00	33,705,000.00
Issuer Subtotal			40.667%	36,705,000.00			0.00	3,000,000.00	33,705,000.00
Issuer: Federal Home Loan Mortgage									
Federal Agency Issues- Callable									
Subtotal and Balance				4,000,000.00					4,000,000.00
Issuer Subtotal			4.826%	4,000,000.00			0.00	0.00	4,000,000.00
Issuer: Federal National Mortgage Assoc									
Federal Agency Issues- Callable									
3136F9WV1	2085	Federal National Mortgage Assoc			4.000	07/02/2008	2,000,000.00	0.00	
Subtotal and Balance				13,999,100.00			2,000,000.00	0.00	15,999,100.00
Issuer Subtotal			19.304%	13,999,100.00			2,000,000.00	0.00	15,999,100.00
Issuer: General Electric Capital									
Corporate Notes									
Subtotal and Balance				2,000,000.00					2,000,000.00
Issuer Subtotal			2.413%	2,000,000.00			0.00	0.00	2,000,000.00
Issuer: Neighborhood National Bank									
Certificates of Deposit - Bank									
Subtotal and Balance				1,000,000.00					1,000,000.00
Issuer Subtotal			1.207%	1,000,000.00			0.00	0.00	1,000,000.00

OTAY
GASB 31 Compliance Detail
Sorted by Fund - Investment Class
July 1, 2008 - July 31, 2008

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
LAIF	9001	99	Fair Value		10,787,944.73	0.00	142,803.72	3,550,000.00	0.00	169.61	7,380,918.06
LAIF COPS07	9009	99	Fair Value		1,439,583.11	0.00	11,096.79	0.00	0.00	-0.55	1,450,679.35
UNION MONEY	9002	99	Amortized		10,016.93	0.00	2.46	16.93	0.00	0.00	10,002.46
PETTY CASH	9003	99	Amortized		2,800.00	0.00	0.00	0.00	0.00	0.00	2,800.00
UNION OPERATING	9004	99	Amortized		1,542,408.03	0.00	0.00	492,445.89	0.00	0.00	1,049,962.14
PAYROLL	9005	99	Amortized		24,377.26	0.00	0.00	0.00	0.00	0.00	24,677.26
UNION IOC	9008	99	Amortized		0.00	0.00	0.00	0.00	0.00	0.00	0.00
1002812475	2061	99	Amortized	12/13/2008	1,000,000.00	0.00	0.00	0.00	0.00	0.00	1,000,000.00
205003183	2066	99	Amortized	01/22/2010	79,108.00	0.00	0.00	0.00	0.00	0.00	79,108.00
SD COUNTY POOL	9007	99	Fair Value		12,219,100.73	0.00	0.00	0.00	0.00	-3,401.10	12,215,699.63
3133XLTL7	2037	99	Fair Value	07/30/2010	3,006,562.50	0.00	0.00	3,000,000.00	0.00	-6,562.50	0.00
3133XMX71	2042	99	Fair Value	08/14/2009	2,004,375.00	0.00	0.00	0.00	0.00	-3,125.00	2,001,250.00
36962G2S2	2044	99	Fair Value	12/01/2010	2,051,704.10	0.00	0.00	0.00	0.00	-6,404.11	2,045,299.99
3133XN6X2	2045	99	Fair Value	08/20/2010	2,004,375.00	0.00	0.00	0.00	0.00	-2,500.00	2,001,875.00
3133XNP52	2057	99	Fair Value	09/17/2010	2,006,250.00	0.00	0.00	0.00	0.00	-1,875.00	2,004,375.00
3133XNS42	2058	99	Fair Value	06/18/2010	2,011,250.00	0.00	0.00	0.00	0.00	625.00	2,011,875.00
3133XNPR4	2059	99	Fair Value	12/24/2010	1,810,687.50	0.00	0.00	0.00	0.00	0.00	1,810,687.50
31398AKS0	2060	99	Fair Value	01/07/2011	2,012,500.00	0.00	0.00	0.00	0.00	0.00	2,012,500.00
3133XPDR2	2062	99	Fair Value	01/29/2010	2,000,000.00	0.00	0.00	0.00	0.00	-1,250.00	1,998,750.00
3133XPDS0	2063	99	Fair Value	07/30/2010	1,997,500.00	0.00	0.00	0.00	0.00	1,250.00	1,998,750.00
31398AMX7	2064	99	Fair Value	02/19/2010	1,998,125.00	0.00	0.00	0.00	0.00	-625.00	1,997,500.00
3133XPWL4	2065	99	Fair Value	02/26/2010	1,996,875.00	0.00	0.00	0.00	0.00	625.00	1,997,500.00
3133XPX90	2067	99	Fair Value	03/05/2010	1,997,500.00	0.00	0.00	0.00	0.00	0.00	1,997,500.00
3133XPZN7	2068	99	Fair Value	09/03/2010	1,905,000.00	0.00	0.00	0.00	0.00	1,190.63	1,906,190.63
31398ANH1	2069	99	Fair Value	02/25/2011	1,988,125.00	0.00	0.00	0.00	0.00	-3,125.00	1,985,000.00
3133XQC91	2070	99	Fair Value	12/17/2010	1,985,625.00	0.00	0.00	0.00	0.00	2,500.00	1,988,125.00
3133XQF23	2071	99	Fair Value	03/25/2011	1,983,125.00	0.00	0.00	0.00	0.00	0.00	1,983,125.00
3133XQJ78	2072	99	Fair Value	04/14/2011	1,965,625.00	0.00	0.00	0.00	0.00	1,875.00	1,967,500.00
31331YB74	2073	99	Fair Value	04/07/2011	1,979,375.00	0.00	0.00	0.00	0.00	-1,250.00	1,978,125.00
3133XQMC3	2074	99	Fair Value	10/14/2010	1,980,000.00	0.00	0.00	0.00	0.00	3,125.00	1,983,125.00

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

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
3133XQUX8	2075	99	Fair Value	10/29/2010	1,987,500.00	0.00	0.00	0.00	0.00	1,875.00	1,989,375.00
3136F9LP6	2076	99	Fair Value	04/28/2010	1,993,477.53	0.00	0.00	0.00	0.00	1,249.44	1,994,726.97
3136F9NB5	2077	99	Fair Value	05/12/2010	1,991,875.00	0.00	0.00	0.00	0.00	1,250.00	1,993,125.00
31398ARD6	2078	99	Fair Value	05/19/2011	1,997,500.00	0.00	0.00	0.00	0.00	0.00	1,997,500.00
3128X7TT1	2079	99	Fair Value	06/02/2011	1,997,510.07	0.00	0.00	0.00	0.00	235.90	1,997,745.97
3136F9SA2	2080	99	Fair Value	06/10/2010	2,000,625.00	0.00	0.00	0.00	0.00	625.00	2,001,250.00
3136F9TS2	2081	99	Fair Value	06/25/2010	2,003,125.00	0.00	0.00	0.00	0.00	-625.00	2,002,500.00
3128X7YG3	2082	99	Fair Value	06/26/2013	2,006,940.00	0.00	0.00	0.00	0.00	-3,236.08	2,003,703.92
3133XRNM8	2083	99	Fair Value	03/30/2010	2,011,250.00	0.00	0.00	0.00	0.00	0.00	2,011,250.00
3133XRK74	2084	99	Fair Value	12/30/2009	2,008,125.00	0.00	0.00	0.00	0.00	-625.00	2,007,500.00
3136F9WV1	2085	99	Fair Value	07/02/2010	0.00	2,000,000.00	0.00	0.00	0.00	18,125.00	2,018,125.00
Subtotal					87,787,845.49	2,000,000.00	153,902.97	7,042,462.82	0.00	116.24	82,899,701.88
Total					87,787,845.49	2,000,000.00	153,902.97	7,042,462.82	0.00	116.24	82,899,701.88

OTAY
Duration Report
Sorted by Investment Type - Investment Type
Through 07/31/2008

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 365	Current Yield	Maturity/ Call Date	Effective Duration
36962G2S2	2044	99	General Electric Capital	Fair	2,025,882.74	2,000,000.00	2,045,299.99	5.000	4.401	3.976	12/01/2010	2.172
3133XPWL4	2065	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,997,500.00	3.000	3.000	3.226c	02/26/2009	0.553
3133XPX90	2067	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,997,500.00	3.020	3.020	3.237c	03/05/2009	0.577
3133XPDS0	2063	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,998,750.00	3.250	3.250	3.377c	01/30/2009	0.498
3133XQMC3	2074	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,983,125.00	2.900	2.900	4.136c	04/14/2009	0.681
3133XPZN7	2068	99	Federal Home Loan Bank	Fair	1,905,000.00	1,905,000.00	1,906,190.63	3.350	3.350	3.223c	09/03/2008	0.090
3133XRNM8	2083	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,011,250.00	3.650	3.648	2.797c	03/30/2009	0.161
3133XQC91	2070	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,988,125.00	3.125	3.124	4.338c	12/17/2008	0.378
31331YB74	2073	99	Federal Farm Credit Bank	Fair	2,000,000.00	2,000,000.00	1,978,125.00	3.180	3.180	4.833c	04/07/2009	0.659
31398AMX7	2064	99	FANNIE MAE	Fair	2,000,000.00	2,000,000.00	1,997,500.00	3.000	3.000	3.233c	02/19/2009	0.533
3133XQF23	2071	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,983,125.00	3.250	3.250	4.588c	03/25/2009	0.627
3133XQJ78	2072	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,967,500.00	3.150	3.150	5.547c	04/14/2009	0.675
3133XMX71	2042	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,001,250.00	4.500	4.496	4.372c	08/14/2008	0.000
3133XN6X2	2045	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,001,875.00	4.500	4.498	4.308c	08/20/2008	0.000
3133XRK74	2084	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,007,500.00	3.500	3.500	2.740c	12/30/2008	0.413
3128X7YG3	2082	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,003,703.92	4.750	4.750	4.372c	09/26/2008	0.000
3136F9TS2	2081	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,002,500.00	3.500	3.500	3.246c	09/25/2008	0.000
3136F9WV1	2085	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,018,125.00	4.000	4.000	2.996c	07/02/2009	0.896
3136F9NB5	2077	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	1,993,125.00	3.100	3.100	3.555c	05/12/2009	0.759
31398ARD6	2078	99	Federal National Mortgage Assoc	Fair	1,999,141.33	2,000,000.00	1,997,500.00	3.600	3.619	3.765c	05/19/2009	0.776
3136F9LP6	2076	99	Federal National Mortgage Assoc	Fair	1,999,100.00	1,999,100.00	1,994,726.97	3.000	3.000	3.305c	04/28/2009	0.722
3128X7TT1	2079	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	1,997,745.97	3.625	3.625	3.768c	06/02/2009	0.812
3136F9SA2	2080	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,001,250.00	3.265	3.265	3.194c	06/10/2009	0.837
3133XNS42	2058	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,011,875.00	4.250	4.250	3.044c	12/18/2008	0.380
3133XNPR4	2059	99	Federal Home Loan Bank	Fair	1,800,000.00	1,800,000.00	1,810,687.50	4.350	4.350	3.144c	12/24/2008	0.397
3133XNP52	2057	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,004,375.00	4.375	4.375	3.929c	09/17/2008	0.000
3133XPDR2	2062	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,998,750.00	3.060	3.060	3.187c	01/29/2009	0.495
31398ANH1	2069	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	1,985,000.00	3.250	3.250	4.610c	02/25/2009	0.545
31398AKS0	2060	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,012,500.00	4.500	4.500	3.230c	01/07/2009	0.435

Portfolio OTAY

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OTAY
Duration Report
Sorted by Investment Type - Investment Type
Through 07/31/2008

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 365	Current Yield	Maturity/ Call Date	Effective Duration
3133XQUX8	2075	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	1,989,375.00	3.100	3.100	3.836c	04/29/2009	0.722
205003183	2066	99	California Bank & Trust	Amort	79,108.00	79,108.00	79,108.00	3.180	3.224	3.180	01/22/2010	1.436 †
1002812475	2061	99	Neighborhood National Bank	Amort	1,000,000.00	1,000,000.00	1,000,000.00	4.850	4.917	4.850	12/13/2008	0.362 †
Report Total					60,808,232.07	60,783,208.00	60,764,962.98			3.722		0.526 †

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

OTAY
Interest Earnings
Sorted by Fund - Investment Number
July 1, 2008 - July 31, 2008
Period Yield on Average Book Value

CUSIP	Investment #	Fund	Issuer	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Yield This Period	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Treasury Fund												
3133XLT7	2037	99	FHLB	3,000,000.00	3,000,000.00	2,806,451.61	07/30/2010	5.550	0.478	13,412.50	0.00	13,412.50
3133XMX71	2042	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	08/14/2009	4.500	0.375	7,500.00	0.00	7,500.00
36962G2S2	2044	99	GECC	2,000,000.00	2,026,807.12	2,026,315.11	12/01/2010	5.000	0.366	8,333.34	-924.38	7,408.96
3133XN6X2	2045	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	08/20/2010	4.500	0.375	7,500.00	0.00	7,500.00
3133XNP52	2057	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	09/17/2010	4.375	0.365	7,291.66	0.00	7,291.66
3133XNS42	2058	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	06/18/2010	4.250	0.354	7,083.34	0.00	7,083.34
3133XNPR4	2059	99	FHLB	1,800,000.00	1,800,000.00	1,800,000.00	12/24/2010	4.350	0.363	6,525.00	0.00	6,525.00
31398AKS0	2060	99	FNMA	2,000,000.00	2,000,000.00	2,000,000.00	01/07/2011	4.500	0.375	7,500.00	0.00	7,500.00
1002812475	2061	99	NNB	1,000,000.00	1,000,000.00	1,000,000.00	12/13/2008	4.850	0.418	4,176.39	0.00	4,176.39
3133XPDR2	2062	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	01/29/2010	3.060	0.255	5,100.00	0.00	5,100.00
3133XPDS0	2063	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	07/30/2010	3.250	0.271	5,416.67	0.00	5,416.67
31398AMX7	2064	99	FANM	2,000,000.00	2,000,000.00	2,000,000.00	02/19/2010	3.000	0.250	5,000.00	0.00	5,000.00
3133XPWL4	2065	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	02/26/2010	3.000	0.250	5,000.00	0.00	5,000.00
205003183	2066	99	CB&T	79,108.00	79,108.00	79,108.00	01/22/2010	3.180	0.274	216.62	0.00	216.62
3133XPX90	2067	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	03/05/2010	3.020	0.252	5,033.34	0.00	5,033.34
3133XPZN7	2068	99	FHLB	1,905,000.00	1,905,000.00	1,905,000.00	09/03/2010	3.350	0.279	5,318.12	0.00	5,318.12
31398ANH1	2069	99	FNMA	2,000,000.00	2,000,000.00	2,000,000.00	02/25/2011	3.250	0.271	5,416.67	0.00	5,416.67
3133XQC91	2070	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	12/17/2010	3.125	0.260	5,208.33	0.00	5,208.33
3133XQF23	2071	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	03/25/2011	3.250	0.271	5,416.67	0.00	5,416.67
3133XQJ78	2072	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	04/14/2011	3.150	0.263	5,250.00	0.00	5,250.00
31331YB74	2073	99	FFCB	2,000,000.00	2,000,000.00	2,000,000.00	04/07/2011	3.180	0.265	5,300.00	0.00	5,300.00
3133XQMC3	2074	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	10/14/2010	2.900	0.242	4,833.33	0.00	4,833.33
3133XQUX8	2075	99	FHLB	2,000,000.00	2,000,000.00	2,000,000.00	10/29/2010	3.100	0.258	5,166.66	0.00	5,166.66
3136F9LP6	2076	99	FNMA	1,999,100.00	1,999,100.00	1,999,100.00	04/28/2010	3.000	0.250	4,997.75	0.00	4,997.75
3136F9NB5	2077	99	FNMA	2,000,000.00	2,000,000.00	2,000,000.00	05/12/2010	3.100	0.258	5,166.67	0.00	5,166.67
31398ARD6	2078	99	FNMA	2,000,000.00	1,999,115.78	1,999,129.38	05/19/2011	3.600	0.301	6,000.00	25.55	6,025.55
3128X7TT1	2079	99	FHLMC	2,000,000.00	2,000,000.00	2,000,000.00	06/02/2011	3.625	0.302	6,041.66	0.00	6,041.66
3136F9SA2	2080	99	FNMA	2,000,000.00	2,000,000.00	2,000,000.00	06/10/2010	3.265	0.272	5,441.66	0.00	5,441.66
3136F9TS2	2081	99	FNMA	2,000,000.00	2,000,000.00	2,000,000.00	06/25/2010	3.500	0.292	5,833.33	0.00	5,833.33
3128X7YG3	2082	99	FHLMC	2,000,000.00	2,000,000.00	2,000,000.00	06/26/2013	4.750	0.396	7,916.67	0.00	7,916.67

Portfolio OTAY

AP

AGENDA ITEM 10



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 3, 2008
SUBMITTED BY:	Sean Prendergast, Finance Supervisor, Payroll & AP	W.O./G.F. NO:	DIV. NO.
APPROVED BY: (Chief)	Joseph Beachem, Chief Financial Officer		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager		
SUBJECT:	Accounts Payable Demand List		

PURPOSE:

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

FISCAL IMPACT:

SUMMARY	NET DEMANDS
CHECKS (2013152-2013648)	\$2,250,017.17
WIRE TO:	
CALPERS	\$72,750.00
CITY TREASURER - RECLAIMED WATER PURCHASE JUNE 08	\$156,965.62
DELTA HEALTH SYSTEMS - DENTAL & COBRA CLAIMS	\$23,532.85
JP MORGAN SECURITIES	\$2,797.13
LANDESBANK - CERTIFICATES OF PARTICIPATION	\$16,199.45
SAN DIEGO COUNTY WATER AUTHORITY - WATER DELIVERIES	\$2,539,911.31
SPECIAL DIST RISK MGMT AUTH - INS PREMIUM SEPT 08	\$179,688.41
UNION BANK - PAYROLL TAXES	\$283,067.46
UNION BANK - CERTIFICATES OF PARTICIPATION	\$2,377,696.11
TOTAL CASH DISBURSEMENTS	\$7,902,625.51

RECOMMENDED ACTION:

That the Board receive the attached list of demands.

Jb/Attachment

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2013152 THROUGH 2013648
RUN DATES 8/6/2008 TO 8/27/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2013558	08/27/08	08889	A AND R IMPORT DOMESTIC	806	08/01/08	HYDRANT CAPS	3,355.02	3,355.02
2013152	08/06/08	01910	ABCANA INDUSTRIES	826190	07/16/08	BULK SODIUM HYPOCHLORITE	1,372.74	7,032.37
				826286	07/17/08	BULK SODIUM HYPOCHLORITE	1,030.48	
				826006	07/14/08	BULK SODIUM HYPOCHLORITE	1,014.47	
				826611	07/21/08	BULK SODIUM HYPOCHLORITE	637.74	
				826008	07/14/08	BULK SODIUM HYPOCHLORITE	1,499.55	
				826007	07/14/08	BULK SODIUM HYPOCHLORITE	1,477.39	
2013306	08/13/08	01910	ABCANA INDUSTRIES	826610	07/21/08	BULK SODIUM HYPOCHLORITE	1,344.43	3,718.60
				826869	07/24/08	BULK SODIUM HYPOCHLORITE	1,115.43	
				826773	07/23/08	BULK SODIUM HYPOCHLORITE	923.37	
				826256	07/17/08	BULK SODIUM HYPOCHLORITE	335.37	
2013384	08/20/08	01910	ABCANA INDUSTRIES	827148	07/28/08	BULK SODIUM HYPOCHLORITE	1,233.62	2,608.82
				827449	07/31/08	BULK SODIUM HYPOCHLORITE	853.19	
				827149	07/28/08	BULK SODIUM HYPOCHLORITE	522.01	
2013559	08/27/08	01910	ABCANA INDUSTRIES	827678	08/04/08	BULK SODIUM HYPOCHLORITE	1,354.28	3,460.80
				827925	08/07/08	BULK SODIUM HYPOCHLORITE	801.49	
				827679	08/04/08	BULK SODIUM HYPOCHLORITE	689.45	
				827833	08/04/08	BULK SODIUM HYPOCHLORITE	615.58	
2013153	08/06/08	08488	ABLEFORCE INC	1304	07/15/08	SHAREPOINT PROGRAMMING SERVICES	1,020.00	1,020.00
2013307	08/13/08	08488	ABLEFORCE INC	1337	08/05/08	CONSULTING SERVICES-IS DEPT	3,200.00	8,100.00
				1352	08/12/08	CONSULTING SERVICES - IT DEPT	3,200.00	
				1314	07/22/08	SHAREPOINT PROGRAMMING SERVICES	1,700.00	
2013385	08/20/08	08488	ABLEFORCE INC	1326	07/29/08	SHAREPOINT PROGRAMMING SERVICES	2,125.00	3,485.00
				1351	08/12/08	SHAREPOINT PROGRAMMING SERVICES	1,360.00	
2013560	08/27/08	08488	ABLEFORCE INC	1361	08/19/08	CONSULTING SERVICES-IS DEPT	3,200.00	8,610.00
				1373	08/26/08	CONSULTING SERVICES - IT DEPT	3,200.00	
				1336	08/05/08	SHAREPOINT PROGRAMMING SERVICES	1,360.00	
				1372	08/26/08	SHAREPOINT PROGRAMMING SERVICES	850.00	
2013308	08/13/08	07732	AIRGAS SPECIALTY PRODUCTS INC	131091535	07/24/08	BULK AQUA AMMONIA	1,079.15	1,992.28
				131091534	07/24/08	BULK AQUA AMMONIA	913.13	
2013561	08/27/08	07732	AIRGAS SPECIALTY PRODUCTS INC	131073678	03/19/08	BULK AQUA AMMONIA	1,224.27	1,224.27
2013309	08/13/08	00132	AIRGAS WEST	103469048	07/23/08	BREATHING AIR - TREATMENT PLANT	142.92	142.92
2013386	08/20/08	00132	AIRGAS WEST	103140537	07/31/08	BREATHING AIR - TREATMENT PLANT	25.73	25.73

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2013152 THROUGH 2013648
RUN DATES 8/6/2008 TO 8/27/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2013487	08/27/08	09017	ALEJANDRO CARDENAS	Ref002388222	08/25/08	UB Refund Cst #0000121125	37.67	37.67
2013236	08/13/08	08906	ALEXANDRA GRAY	Ref002387733	08/11/08	UB Refund Cst #0000052165	49.62	49.62
2013310	08/13/08	02618	ALHAMBRA RUBBER &	25807 25808	07/16/08 07/16/08	METER GASKETS METER GASKETS	304.01 249.73	553.74
2013155	08/06/08	02901	ALL AMERICAN SEWER TOOLS	81183	07/01/08	SKID FOR NAVIGATOR CAMERA	66.24	66.24
2013237	08/13/08	08922	ALLIANCE TITLE COMPANY	Ref002387749	08/11/08	UB Refund Cst #0000120401	27.68	27.68
2013387	08/20/08	03787	ALLIED TRENCH SHORING SERVICE	868501	07/29/08	STEEL PLATE RENTALS	449.70	449.70
2013388	08/20/08	02362	ALLIED WASTE SERVICES #509	0509003238970 0509003240402 0509003241292	07/25/08 07/25/08 07/25/08	TRASH REMOVAL SERVICES ASBESTOS DISPOSAL CONTAINER RENTAL TRASH REMOVAL SERVICES	757.67 208.42 131.09	1,097.18
2013238	08/13/08	08925	ALMA BISHOP	Ref002387752	08/11/08	UB Refund Cst #0000121921	28.93	28.93
2013488	08/27/08	08925	ALMA BISHOP	Ref002388226	08/25/08	UB Refund Cst #0000121921	63.80	63.80
2013154	08/06/08	02960	AL-MAX	RC7529	07/07/08	PUMP AND DUMP ON SITE	825.00	825.00
2013562	08/27/08	01369	AMERICAN BACKFLOW	INV08249	08/06/08	BACKFLOW REPAIR KITS	472.14	472.14
2013239	08/13/08	08933	AMERICAN EAGLE REAL ESTATE	Ref002387760	08/11/08	UB Refund Cst #0000124444	80.29	80.29
2013311	08/13/08	07471	AMERICAN EAGLE REAL ESTATE	RF2387224	08/07/08	REISSUE TO PROPERTY MGMNT	36.75	36.75
2013389	08/20/08	02966	AMERICAN INDUSTRIAL SUPPLY INC	105182	07/29/08	DEGREASER	833.71	833.71
2013312	08/13/08	03560	AMERICAN LEAK DETECTION INC	2086	07/23/08	LEAK DETECTION SERVICES	1,225.00	1,225.00
2013156	08/06/08	06166	AMERICAN MESSAGING	L1109570IH	08/01/08	PAGER SERVICES	406.38	406.38
2013390	08/20/08	08970	AMERICAN PAYROLL INSTITUTE INC	000515	06/30/08	MEMBERSHIP RENEWAL	195.00	195.00
2013391	08/20/08	00315	AMERICAN SOCIETY OF CIVIL	4281915	04/07/08	MEMBERSHIP DUES	205.00	205.00
2013157	08/06/08	00107	AMERICAN WATER WORKS	6001671118	07/10/08	MEM2 STANDARDS ON CD	1,919.00	1,919.00
2013392	08/20/08	00107	AMERICAN WATER WORKS	2000634489	02/27/08	ANNUAL MEMBERSHIP DUES	71.00	71.00
2013240	08/13/08	08934	ANDREW LYON	Ref002387761	08/11/08	UB Refund Cst #0000124806	75.00	75.00
2013241	08/13/08	08961	ANDREW LYON	Ref002387789	08/11/08	UB Refund Cst #0000127187	17.22	17.22

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2013152 THROUGH 2013648
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Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2013489	08/27/08	08980	ANDREW LYON	Ref002388184	08/25/08	UB Refund Cst #0000127478	42.01	42.01
2013490	08/27/08	09002	ANGELA MARGESON	Ref002388207	08/25/08	UB Refund Cst #0000061240	7.94	7.94
2013393	08/20/08	06165	ANITA FIRE HOSE COMPANY ETC	05966	07/29/08	FIRE EXTINGUISHER SERVICE	1,175.27	1,175.27
2013563	08/27/08	06165	ANITA FIRE HOSE COMPANY ETC	05957	08/05/08	FIRE EXTINGUISHER SERVICE	153.00	153.00
2013564	08/27/08	00002	ANSWER INC	000531	08/22/08	TELEPHONE ANSWERING SERVICES	1,000.00	1,000.00
2013242	08/13/08	08927	ANTONIO VILLA-GARCIA	Ref002387754	08/11/08	UB Refund Cst #0000123003	79.01	79.01
2013394	08/20/08	01509	ARC ERGONOMICS	23200	07/31/08	ROLLER MICE	617.25	617.25
2013395	08/20/08	07228	ARGEE MFG CO OF SAN DIEGO INC	0228893IN	07/31/08	2 GALLON PAILS	899.93	899.93
2013565	08/27/08	05753	ARRIETA CONSTRUCTION INC	04	08/05/08	P2038/P2345/P2387 - PL-12 INCH UPSIZE	375,322.48	375,322.48
2013491	08/27/08	09003	ARTURO BARAJAS	Ref002388208	08/25/08	UB Refund Cst #0000063589	106.59	106.59
2013566	08/27/08	08492	ASCI SECURITY	082114	08/14/08	DRIVE THROUGH GATES	16,913.37	16,913.37
2013492	08/27/08	09026	ASHLON INC	Ref002388232	08/25/08	UB Refund Cst #0000124909	50.78	50.78
2013313	08/13/08	05758	AT&T	0821645728067508	07/25/08	OPT-E-MAN INTERNET BANDWIDTH	2,272.56	2,272.56
2013567	08/27/08	00501	AT&T	000512	08/12/08	CONFERENCE PHONE SERVICE	169.05	169.05
2013568	08/27/08	05758	AT&T	000513	08/07/08	PHONE SERVICE	32.37	32.37
2013569	08/27/08	07785	AT&T	000000205558	08/02/08	PHONE SERVICES	6,513.17	6,513.17
2013493	08/27/08	09034	AUREL ALEGRADO	Ref002388240	08/25/08	UB Refund Cst #0000125654	25.00	25.00
2013494	08/27/08	09036	AVELINA P POSADAS	Ref002388242	08/25/08	UB Refund Cst #0000125829	51.53	51.53
2013495	08/27/08	09030	AVELO MORTGAGE	Ref002388236	08/25/08	UB Refund Cst #0000125254	30.99	30.99
2013158	08/06/08	08024	BACKGROUND PROFILES INC	5980000801081	08/01/08	BACKGROUND CHECKS	208.00	208.00
2013159	08/06/08	07446	BANK OF NEW YORK	1275672	07/07/08	ADM FEES FOR CERT OF PARTICIPATION	2,800.50	2,800.50
2013243	08/13/08	08945	BANK OF NEW YORK	Ref002387773	08/11/08	UB Refund Cst #0000126095	67.61	67.61
2013314	08/13/08	00145	BARRETT ENGINEERED PUMPS	062226	07/23/08	JABSCO DRUM PUMP & MOTOR	1,278.99	

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				062244	07/24/08	HYDROMATIC SUMP PUMP	1,235.89	2,514.88
2013244	08/13/08	08903	BEATRIZ CASTRO	Ref002387730	08/11/08	UB Refund Cst #0000024984	11.79	11.79
2013315	08/13/08	03509	BELL, RITA	000495	08/11/08	EMPLOYEE PROGRAMS REIMBURSEMENT	131.16	131.16
2013245	08/13/08	08902	BERNADETTE BONGATO	Ref002387729	08/11/08	UB Refund Cst #0000022093	149.53	149.53
2013496	08/27/08	09023	BMC INVESTMENTS	Ref002388229	08/25/08	UB Refund Cst #0000124424	75.00	75.00
2013246	08/13/08	08953	BOND BLACKTOP INC	Ref002387781	08/11/08	UB Refund Cst #0000126849	343.74	343.74
2013160	08/06/08	00559	BOYLE ENGINEERING CORPORATION	057572 057575	07/17/08 07/17/08	RECYCLED WATER PLAN CHECKING SERVICES PLAN CHECKING SERVICES	488.08 11,696.47	12,184.55
2013570	08/27/08	00559	BOYLE ENGINEERING CORPORATION	058182 058179 058174	08/01/08 08/01/08 08/01/08	PLAN CHECKS & INSPECTION SERVICE RECYCLED WATER PLAN CHECKING SERVICES P1438-AS NEEDED PLAN CHECK SERVICES	8,081.05 2,508.00 1,034.51	11,623.56
2013396	08/20/08	08971	BRENDA CRANN	RF255257204 RF255196704	08/19/08 08/19/08	REISSUE CK IN-PROPERTY MGMNT NAME REISSUE CK IN PROPERTY MGMNT NAME	190.27 50.45	240.72
2013161	08/06/08	01232	BRODING'S BATTERY WAREHOUSE	61309	06/24/08	REPAIR PART	106.07	106.07
2013316	08/13/08	01232	BRODING'S BATTERY WAREHOUSE	62108 62130 61398	07/18/08 07/21/08 06/26/08	AUTOMOTIVE BATTERIES AUTOMOTIVE BATTERIES AUTOMOTIVE BATTERIES	219.19 219.19 143.20	581.58
2013397	08/20/08	01232	BRODING'S BATTERY WAREHOUSE	28908	07/24/08	AUTOMOTIVE BATTERIES	273.52	273.52
2013317	08/13/08	02977	BROWN, VINCENT M	000488	08/06/08	SAFETY BOOTS REIMBURSEMENT	150.00	150.00
2013318	08/13/08	08542	BUCK PETROLEUM CO	7087060	07/23/08	UNLEADED FUEL	17,696.53	17,696.53
2013162	08/06/08	03721	BULLET LOGISTICS INC	07150803350	07/15/08	COURIER SERVICES FOR TREATMENT PLANT	455.40	455.40
2013163	08/06/08	00223	C W MCGRATH INC	30235 30177	07/11/08 07/08/08	CRUSHED ROCK CRUSHED ROCK	294.23 59.13	353.36
2013571	08/27/08	00223	C W MCGRATH INC	30478 30488	08/01/08 08/04/08	CRUSHED ROCK CRUSHED ROCK	344.98 159.60	504.58
2013572	08/27/08	08490	CALIFORNIA BANK & TRUST	04	08/05/08	RETENTION/ARRIETA CONSTRUCTION	41,702.50	41,702.50
2013319	08/13/08	00693	CALIFORNIA SPECIAL DISTRICTS	000481 000501	08/06/08 08/12/08	ANNUAL MEMBERSHIP DUES REGISTRATION FEES	150.00 74.00	224.00

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2013382	08/13/08	00693	CALIFORNIA SPECIAL DISTRICTS	000481A	08/06/08	ANNUAL MEMBERSHIP DUES	150.00	150.00
2013383	08/13/08	00693	CALIFORNIA SPECIAL DISTRICTS	000501A	08/12/08	REGISTRATION FEES	74.00	74.00
2013320	08/13/08	02584	CALIFORNIA WATER ENVIRONMENT	000504	08/12/08	REGISTRATION FEES	150.00	150.00
2013321	08/13/08	01243	CALIFORNIA-NEVADA SECTION	1040608	08/06/08	CERTIFICATION RENEWAL	80.00	80.00
2013322	08/13/08	01004	CALOLYMPIC SAFETY	041893	06/30/08	AIR MASK CERTIFICATION	63.03	63.03
2013573	08/27/08	01004	CALOLYMPIC SAFETY	043664	08/05/08	EMERGENCY EYE WASH/SHOWER	771.74	771.74
2013497	08/27/08	08983	CAMILLE BRUNO	Ref002388187	08/25/08	UB Refund Cst #0000127758	8.15	8.15
2013398	08/20/08	04215	CAMP DRESSER & MCKEE INC	802910625	07/19/08	P2451 - BI-NATIONAL OCEAN DESALINATION	10,306.40	10,306.40
2013574	08/27/08	08009	CANON BUSINESS SOLUTIONS INC	4001103071 4001104012 4001101830 4001104011	08/07/08 08/07/08 08/07/08 08/07/08	COPIER MAINTENANCE COPIER MAINTENANCE COPIER MAINTENANCE COPIER MAINTENANCE	503.14 266.39 138.21 80.31	988.05
2013164	08/06/08	03572	CARLTON DISANTE &	48545	07/31/08	LEGAL SERVICES JUNE 2008	2,964.00	2,964.00
2013399	08/20/08	02758	CARMEL BUSINESS SYSTEMS INC	6810	08/18/08	TEMPORARY SERVICES - RECORDS	1,300.20	1,300.20
2013575	08/27/08	02758	CARMEL BUSINESS SYSTEMS INC	6809 6808	08/01/08 08/01/08	RECORDS STORAGE SCANNING ENGINEERING DRAWINGS	776.30 208.07	984.37
2013498	08/27/08	09010	CARMEN CARRILLO	Ref002388215	08/25/08	UB Refund Cst #0000087120	53.19	53.19
2013247	08/13/08	08939	CARMENCITA PAULINO	Ref002387766	08/11/08	UB Refund Cst #0000125155	75.28	75.28
2013248	08/13/08	08898	CAROLINE KABIGTING	Ref002387725	08/11/08	UB Refund Cst #0000008651	46.38	46.38
2013165	08/06/08	03491	CASA DE ORO CAR WASH	389	06/30/08	WASHING SERVICE	2,152.99	2,152.99
2013249	08/13/08	08913	CBC STUDIO LLC	Ref002387740	08/11/08	UB Refund Cst #0000086906	16.15	16.15
2013499	08/27/08	08986	CENTURY 21 ALL REAL ESTATE	Ref002388190	08/25/08	UB Refund Cst #0000133844	36.96	36.96
2013576	08/27/08	04349	CHAMBERS, JONATHAN	000545 000543	08/27/08 08/26/08	SAFETY BOOTS REIMBURSEMENT EDUCATION/TUITION REIMBURSEMENT	136.37 60.00	196.37
2013577	08/27/08	00446	CITY OF CHULA VISTA	000536	07/30/08	TRAINING WORKSHOP	1,675.00	1,675.00

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2013400	08/20/08	04119	CLARKSON LAB & SUPPLY INC	39568 39711	04/30/08 04/30/08	BACTERIOLOGICAL TESTING & LAB SERVICES BACTERIOLOGICAL TESTING & LAB SERVICES	654.00 236.00	890.00
2013250	08/13/08	08941	COLDWELL BANKER	Ref002387768	08/11/08	UB Refund Cst #0000125554	10.64	10.64
2013166	08/06/08	08652	COLEMAN MARINE DIESEL INC	KN3	06/24/08	REPAIR PART	2,886.62	2,886.62
2013401	08/20/08	03334	COMPUTER MASTERS	71578	07/28/08	SURFCONTROL EMAIL FILTER	4,797.00	4,797.00
2013167	08/06/08	04398	CONSTRUCTION MANAGEMENT	000474 000475	07/30/08 08/01/08	REGISTRATION FEE REGISTRATION FEE	55.00 55.00	110.00
2013402	08/20/08	04398	CONSTRUCTION MANAGEMENT	000518 000517	08/15/08 08/18/08	SEMINAR REGISTRATION SEMINAR REGISTRATION	55.00 55.00	110.00
2013578	08/27/08	04398	CONSTRUCTION MANAGEMENT	000546	08/25/08	REGISTRATION FEE	90.00	90.00
2013403	08/20/08	03706	CONSUMERS PIPE & SUPPLY CO	S1074117001 S1074117002	07/21/08 07/25/08	WAREHOUSE SUPPLIES WAREHOUSE SUPPLIES	1,013.04 144.92	1,157.96
2013251	08/13/08	08935	CORI FALETOI	Ref002387762	08/11/08	UB Refund Cst #0000124912	37.82	37.82
2013323	08/13/08	02612	COUNCIL OF WATER UTILITIES	000500	08/12/08	REGISTRATION FEES	50.00	50.00
2013324	08/13/08	00134	COUNTY OF SAN DIEGO	2007283 2007303 2008043	05/05/08 06/06/08 07/15/08	COUNTY ASSESSOR DATA COUNTY ASSESSOR DATA COUNTY ASSESSOR DATA	125.00 125.00 125.00	375.00
2013325	08/13/08	00184	COUNTY OF SAN DIEGO	DEH080571D11 DEH080569D11 DEH080563D11 DEH080575D11 000498 DEH080562D11 DEH080565D11 DEH080568D11 DEH080566D11 DEH080564D11 DEH080570D11	07/17/08 07/17/08 07/17/08 07/17/08 06/17/08 07/17/08 07/17/08 07/17/08 08/11/08 07/17/08 07/17/08	RECLAIMED WATER SHUTDOWN TEST RECLAIMED WATER SHUTDOWN TEST RECLAIMED WATER SHUTDOWN TEST RECLAIMED WATER SHUTDOWN TEST PERMIT #HK07203584 GEN HAZARDOUS RECLAIMED WATER SHUT DOWN TEST RECLAIMED WATER SHUTDOWN TEST	948.75 862.50 747.50 747.50 698.00 690.00 690.00 460.00 460.00 402.50 402.50	7,109.25
2013326	08/13/08	07494	COUNTY OF SAN DIEGO	858	08/08/08	SEWER SERVICE CHARGE	4,146.39	4,146.39
2013404	08/20/08	03086	COUNTY OF SAN DIEGO	LC0832	06/23/08	LAFCO OPERATING COST	39,950.00	39,950.00
2013579	08/27/08	00134	COUNTY OF SAN DIEGO	2008051	08/05/08	COUNTY ASSESSOR DATA	125.00	125.00

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2013580	08/27/08	00184	COUNTY OF SAN DIEGO	HV801	04/25/08	TMNT PLT RISK MGMNT PLAN REVIEW	57.50	57.50
2013581	08/27/08	07494	COUNTY OF SAN DIEGO	862	08/08/08	SEWER SERVICE CHARGE	157.06	157.06
2013405	08/20/08	02122	COUNTY OF SD AIR POLLUTION	97111509 97110788	08/07/08 08/03/08	PERMIT & EMISSION FEES PERMIT & EMISSION FEES	2,530.00 365.00	2,895.00
2013582	08/27/08	07601	CREATIVE BENEFITS INC	65642	08/01/08	FLEXIBLE SPENDING ACCOUNT ADMIN	578.40	578.40
2013168	08/06/08	08892	CUDAL, TED	000472	07/31/08	REIMBURSE CERTIFICATE RENEWAL	130.00	130.00
2013406	08/20/08	06415	CUMMINS CAL PACIFIC LLC	00461419	07/25/08	APCD RETROFIT	13,003.38	13,003.38
2013252	08/13/08	08960	DAN PERALTA	Ref002387788	08/11/08	UB Refund Cst #0000127097	56.24	56.24
2013327	08/13/08	08894	DANIEL R BELL	RF623143419	08/11/08	OVERPAYMENT REFUND	3,978.81	3,978.81
2013253	08/13/08	08952	DANIEL SOTELO	Ref002387780	08/11/08	UB Refund Cst #0000126813	10.33	10.33
2013254	08/13/08	08911	DANTE BARRETTO	Ref002387738	08/11/08	UB Refund Cst #0000084464	86.56	86.56
2013583	08/27/08	08780	DATAPROSE	50949 50948 50948A	08/04/08 08/04/08 08/04/08	POSTAGE BILLING PRINT SERVICES BILLING PRINT SERVICES	21,703.04 9,157.44 2,600.85	33,461.33
2013255	08/13/08	08918	DAVID CHAVEZ	Ref002387745	08/11/08	UB Refund Cst #0000094521	33.19	33.19
2013256	08/13/08	08899	DAVID JEFFERSON	Ref002387726	08/11/08	UB Refund Cst #0000010558	54.27	54.27
2013328	08/13/08	01797	DELL ENTERPRISES	183487	04/10/08	NAME PLATES	20.24	20.24
2013584	08/27/08	07680	DELTA HEALTH SYSTEMS	P080807	08/07/08	EMPLOYEE HEALTH ADMINISTRATION SERVICE	1,376.82	1,376.82
2013257	08/13/08	08962	DENNIS DESOUZA	Ref002387790	08/11/08	UB Refund Cst #0000127297	57.13	57.13
2013500	08/27/08	08984	DENNIS DESOUZA	Ref002388188	08/25/08	UB Refund Cst #0000128178	35.83	35.83
2013585	08/27/08	02733	DEPARTMENT OF CONSUMER AFFAIRS	000521	08/19/08	CERTIFICATE RENEWAL	125.00	125.00
2013407	08/20/08	03744	DEPARTMENT OF JUSTICE	691009	07/31/08	FINGERPRINT ANALYSIS SERVICES	32.00	32.00
2013586	08/27/08	03744	DEPARTMENT OF JUSTICE	693954	08/06/08	FINGERPRINT ANALYSIS SERVICES	510.00	510.00
2013329	08/13/08	00319	DEPARTMENT OF PUBLIC HEALTH	3038208	08/07/08	CERTIFICATION RENEWAL	70.00	70.00
2013169	08/06/08	05959	DIAMOND ENVIRONMENTAL SERVICES	OWD41478	07/14/08	PUMP AND DUMP ON SITE	1,060.00	1,060.00

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2013408	08/20/08	08495	DIAZ, JENNY	000507	08/13/08	COMPUTER LOAN PROGRAM	1,950.68	1,950.68
2013587	08/27/08	08495	DIAZ, JENNY	000526	08/21/08	REIMBURSEMENT REFRESHMENTS	228.65	228.65
2013258	08/13/08	08926	DICTIONARY HILL DEVELOPERS LP	Ref002387753	08/11/08	UB Refund Cst #0000122926	646.51	646.51
2013409	08/20/08	00550	DIETERICH-POST COMPANY	904841	07/10/08	DESIGNJET MAINTENANCE	1,508.50	1,508.50
2013330	08/13/08	03417	DIRECTV	833328397	08/05/08	SATELLITE TV SERVICE	9.98	9.98
2013588	08/27/08	03417	DIRECTV	842146514	08/19/08	SATELLITE TV SERVICE	4.99	4.99
2013410	08/20/08	02366	DLT SOLUTIONS INC	S1062214	07/25/08	AUTOCAD SOFTWARE SUPPORT	13,491.98	13,491.98
2013259	08/13/08	08931	DULCE CAZARES	Ref002387758	08/11/08	UB Refund Cst #0000123768	44.32	44.32
2013411	08/20/08	00920	EAST COUNTY DRIVESHAFT	40796	07/29/08	REPAIR PART	374.68	374.68
2013412	08/20/08	02367	ED HANSON'S MUFFLER SERVICE	81990	07/30/08	MUFFLER	89.60	89.60
2013170	08/06/08	02447	EDCO DISPOSAL CORPORATION	000459	07/23/08	RECYCLING SERVICES	85.00	85.00
2013501	08/27/08	09005	EDDY ARCA	Ref002388210	08/25/08	UB Refund Cst #0000074747	20.74	20.74
2013589	08/27/08	03261	EDEN SYSTEMS INC	130428	06/02/08	EDEN SOFTWARE LICENCES SUPPORT	129,364.48	129,364.48
2013502	08/27/08	08992	ELAINE MULLINS	Ref002388196	08/25/08	UB Refund Cst #0000018545	16.81	16.81
2013503	08/27/08	08996	ELBA HAYES	Ref002388201	08/25/08	UB Refund Cst #0000043662	52.92	52.92
2013171	08/06/08	06813	EMPLOYMENT TRAINING	000473	07/30/08	REGISTRATION FEE	65.00	65.00
2013413	08/20/08	06813	EMPLOYMENT TRAINING	000508	08/15/08	REGISTRATION FEE	65.00	65.00
2013590	08/27/08	06813	EMPLOYMENT TRAINING	000540	08/26/08	TRAINING WORKSHOP REGISTRATION	65.00	65.00
2013331	08/13/08	04467	ENGINEERING & GENERAL	000487	08/06/08	MEETING REGISTRATION	45.00	45.00
2013332	08/13/08	07596	ENVIRONMENTAL EXPRESS INC	1000160920	07/22/08	TSS/VSS FILTERS/QC	1,189.97	1,189.97
2013504	08/27/08	09004	ERICK POMPA	Ref002388209	08/25/08	UB Refund Cst #0000070040	30.00	30.00
2013333	08/13/08	00645	FEDEX	285410452	08/08/08	OVERNIGHT PICK-UP & DELIVERY MAIL SVCS	9.47	9.47
2013414	08/20/08	00645	FEDEX	286642914	08/15/08	OVERNIGHT PICK-UP & DELIVERY MAIL SVCS	8.30	8.30

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2013172	08/06/08	03546	FERGUSON WATERWORKS	0277569	07/14/08	BOLTS	378.20	378.20
2013334	08/13/08	03546	FERGUSON WATERWORKS	0277055	07/21/08	SHUT- OFF TOOL	863.80	863.80
2013415	08/20/08	03546	FERGUSON WATERWORKS	02775541	07/16/08	INVENTORY	4,810.01	11,300.79
				0277554	07/14/08	INVENTORY	3,897.37	
				0280429	07/30/08	GATE VALVES	1,671.20	
				0279832	07/31/08	REDUCING FLANGE	471.95	
				0280079	07/30/08	INVENTORY	261.83	
				0279834	07/30/08	REDUCING FLANGE	66.81	
				0279835	07/30/08	VICTOLIC COUPLING 77	63.16	
				0280078	07/28/08	INVENTORY	58.46	
2013591	08/27/08	03546	FERGUSON WATERWORKS	0282525	08/14/08	4" VICTAULIC VALVE	749.54	6,207.95
				0280873	08/07/08	10"SOW FLANGE	166.80	
				0281347	08/07/08	INVENTORY	5,291.61	
2013260	08/13/08	08950	FIELD ASSET SERVICES	Ref002387778	08/11/08	UB Refund Cst #0000126741	21.42	21.42
2013505	08/27/08	08950	FIELD ASSET SERVICES	Ref002388178	08/25/08	UB Refund Cst #0000126741	53.58	53.58
2013506	08/27/08	09040	FIELD ASSET SERVICES	Ref002388246	08/25/08	UB Refund Cst #0000126272	30.74	30.74
2013416	08/20/08	08893	FIRST AMERICAN DATA TREE	90034078	07/31/08	ONLINE MAP PURCHASING SERVICE	99.00	99.00
2013173	08/06/08	04066	FIRST CHOICE SERVICES - SD	299333	07/14/08	COFFEE SUPPLIES	330.44	330.44
2013417	08/20/08	04066	FIRST CHOICE SERVICES - SD	299875	07/28/08	COFFEE SUPPLIES	185.78	185.78
2013592	08/27/08	04066	FIRST CHOICE SERVICES - SD	300453	08/04/08	COFFEE SUPPLIES	86.30	86.30
2013174	08/06/08	00035	FISHER SCIENTIFIC	6451846	07/02/08	LABORATORY SUPPLIES	1,099.41	2,395.01
				9128085	07/17/08	LABORATORY SUPPLIES FOR MICRO TESTING	617.85	
				5951830	07/01/08	LABORATORY SUPPLIES	437.89	
				9656518	06/27/08	LABORATORY SUPPLIES	156.13	
				7734759	07/09/08	LABORATORY SUPPLIES	83.73	
2013335	08/13/08	00035	FISHER SCIENTIFIC	9055738	07/16/08	LABORATORY SUPPLIES	288.15	649.80
				9128084	07/17/08	LABORATORY SUPPLIES	223.20	
				9247847	07/21/08	LABORATORY SUPPLIES	88.93	
				9190926	07/18/08	LABORATORY SUPPLIES	49.52	
2013593	08/27/08	00035	FISHER SCIENTIFIC	9698692	08/01/08	LABORATORY SUPPLIES	161.70	161.70
2013594	08/27/08	02591	FITNESS TECH INC	5100	08/01/08	FITNESS EQUIPMENT MAINT	125.00	125.00

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2013175	08/06/08	03188	FLEETPRIDE	28179218	07/08/08	REPAIR PARTS	527.57	527.57
2013261	08/13/08	08965	FRAN WILSON	Ref002387793	08/11/08	UB Refund Cst #0000128305	36.09	36.09
2013262	08/13/08	08944	FRANCISCO HERRERA	Ref002387772	08/11/08	UB Refund Cst #0000126067	585.83	585.83
2013418	08/20/08	02157	FRED PRYOR SEMINARS	10546282	08/14/08	REGISTRATION FEE	79.00	79.00
2013263	08/13/08	08907	FREDERICK BEALL	Ref002387734	08/11/08	UB Refund Cst #0000065164	58.60	58.60
2013336	08/13/08	05981	FROME, TERRY	000490	08/07/08	TUITION REIMBURSEMENT	90.00	90.00
2013595	08/27/08	02254	FRY'S ELECTRONICS INC	000544	08/26/08	COMPUTER LOAN PROGRAM	1,391.23	1,391.23
2013419	08/20/08	06291	GARCIA CALDERON & RUIZ LLP	1895	07/26/08	LEGAL SERVICES	51,699.27	51,699.27
2013507	08/27/08	09028	GARY KENT & ASSOC	Ref002388234	08/25/08	UB Refund Cst #0000125153	75.00	75.00
2013264	08/13/08	08879	GARY SOPATA	Ref002387770	08/11/08	UB Refund Cst #0000125948	28.91	28.91
2013508	08/27/08	08094	GARY WYMA	Ref002388200	08/25/08	UB Refund Cst #0000039029	24.72	24.72
2013337	08/13/08	03609	GBA MASTER SERIES INC	823881	06/20/08	GBA SOFTWARE LICENSES MAINTENANCE	43,071.60	43,071.60
2013509	08/27/08	08994	GERALD CARBAJAL	Ref002388198	08/25/08	UB Refund Cst #0000025594	77.60	77.60
2013420	08/20/08	03537	GHA TECHNOLOGIES INC	502368 502957	07/25/08 07/30/08	TONER CRYSTAL REPORTS XI PROFESSIONAL	1,236.11 520.97	1,757.08
2013596	08/27/08	03537	GHA TECHNOLOGIES INC	501084 503887	07/18/08 08/05/08	MAXTOR ONETOUCH 4 HARD DRIVE FLASH DRIVES	276.14 119.96	396.10
2013421	08/20/08	06276	GIFFORD ENGINEERING INC	3754 3755 3752 3746 3751 3753 3747	07/29/08 07/29/08 07/29/08 07/29/08 07/29/08 07/29/08 07/29/08	RADIO INSTALLS RADIO INSTALLS RADIO INSTALLS TWO-WAY RADIO REPAIRS TWO-WAY RADIO REPAIRS RADIO INSTALLS TWO-WAY RADIO REPAIRS	419.68 418.28 308.00 187.00 187.00 143.28 88.00	1,751.24
2013597	08/27/08	06276	GIFFORD ENGINEERING INC	3760	08/04/08	TWO-WAY RADIO REPAIR	143.00	143.00
2013598	08/27/08	02634	GRACIA, GUSTAVO A	000541	08/26/08	COMPUTER LOAN PROGRAM	782.32	782.32
2013176	08/06/08	00101	GRAINGER INC	9683983879	07/11/08	MATERIALS FOR SHOP USE	98.48	98.48

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2013338	08/13/08	00101	GRAINGER INC	9689871896	07/18/08	PAINT	250.00	
				9691038765	07/21/08	PIPE LABELS AND ARROWS	83.53	333.53
2013339	08/13/08	00101	GRAINGER INC	9694286221	07/24/08	HAMMER	21.34	21.34
2013422	08/20/08	00101	GRAINGER INC	9697719566	07/30/08	WATER FILTER CARTRIDGES	563.75	
				9697862192	07/29/08	WATER FILTER CARTRIDGES	358.87	922.62
2013423	08/20/08	00101	GRAINGER INC	9697162148	07/29/08	SHOP TOOL	50.44	50.44
2013599	08/27/08	00101	GRAINGER INC	9704844324	08/07/08	MEASURING TAPE & MEASURING WHEEL	110.85	110.85
2013600	08/27/08	05515	GREENTREE APPLIED SYSTEMS INC	0051037IN	08/01/08	TECH SUPPORT/GREENTREE SOFTWARE	1,200.00	1,200.00
2013510	08/27/08	09033	GREG COCCA	Ref002388239	08/25/08	UB Refund Cst #0000125619	45.13	45.13
2013601	08/27/08	03773	GTC SYSTEMS INC	28048	08/04/08	TECHNICAL SUPPORT FOR CITRIX	5,150.78	5,150.78
2013424	08/20/08	08968	GURROLA, MICHAEL	000509	08/15/08	SAFETY BOOTS REIMBURSEMENT	107.74	107.74
2013602	08/27/08	02630	HAAKER EQUIPMENT COMPANY	C62871	08/11/08	REPAIR PART	283.92	
				C62711	08/04/08	AIR VALVE	190.97	474.89
2013177	08/06/08	00174	HACH COMPANY	5790505	06/30/08	LABORATORY SUPPLIES	2,761.18	
				5796772	07/03/08	INFLUENT SAMPLER REPAIRS	1,137.81	
				5796146	07/03/08	MV SOLUTION FOR ORP CALIBRATION	300.63	
				5794222	07/02/08	LABORATORY SUPPLIES	241.79	4,441.41
2013340	08/13/08	00174	HACH COMPANY	5817133	07/18/08	AUTOBURETTE REPAIR	440.36	
				5818546	07/21/08	LABORATORY SUPPLIES	140.67	
				5820540	07/22/08	LABORATORY SUPPLIES	41.54	622.57
2013425	08/20/08	00174	HACH COMPANY	5835175	07/31/08	APA 6000 PM PARTS	1,459.32	1,459.32
2013603	08/27/08	00174	HACH COMPANY	5837233	08/01/08	APA 6000 PM PARTS	1,196.45	
				5839186	08/04/08	APA 6000 PM PARTS	63.79	1,260.24
2013511	08/27/08	09015	HANID AUDISH	Ref002388220	08/25/08	UB Refund Cst #0000120503	58.53	58.53
2013178	08/06/08	00201	HARRINGTON INDUSTRIAL PLASTICS	00489639	07/11/08	SPRINKLER PIPE AND FITTINGS	289.61	289.61
2013426	08/20/08	00201	HARRINGTON INDUSTRIAL PLASTICS	00490120	07/30/08	PVC PIPE AND FITTINGS	919.53	919.53
2013512	08/27/08	09009	HATTIE TAPPS	Ref002388214	08/25/08	UB Refund Cst #0000083010	94.44	94.44

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2013265	08/13/08	08917	HAZARD CONSTRUCTION	Ref002387744	08/11/08	UB Refund Cst #0000090597	438.45	438.45
2013266	08/13/08	08932	HAZARD CONSTRUCTION	Ref002387759	08/11/08	UB Refund Cst #0000124251	642.47	642.47
2013179	08/06/08	06640	HD SUPPLY WATERWORKS LTD	7587604	07/30/08	6" COMPOUND METER	4,713.55	4,713.55
2013180	08/06/08	04472	HECTOR I MARES-COSSIO	38 39	04/01/08 05/01/08	BI-NATIONAL CONSULTANT SERVICES BI-NATIONAL CONSULTANT SERVICES	3,600.00 3,600.00	7,200.00
2013427	08/20/08	00062	HELIX WATER DISTRICT	178540010808 174639860808	08/07/08 08/06/08	WATER BILL - AVOCADO BLVD WATER BILL - RUSSELL SQ	34.80 34.80	69.60
2013513	08/27/08	09012	HENRY SANCHEZ IV	Ref002388217	08/25/08	UB Refund Cst #0000090122	50.00	50.00
2013428	08/20/08	00713	HEWLETT-PACKARD COMPANY	44646711	07/29/08	BUSINESS DESKTOPS	13,111.95	13,111.95
2013341	08/13/08	06809	HILDING LAW FIRM	17749	06/30/08	PROFESSIONAL SERVICES	2,779.00	2,779.00
2013267	08/13/08	08958	HSBC BANK	Ref002387786	08/11/08	UB Refund Cst #0000127053	51.61	51.61
2013181	08/06/08	01088	HYDRO-SCAPE PRODUCTS INC	0555946100 0555946101	07/11/08 07/11/08	IRRIGATION PARTS IRRIGATION PARTS	234.72 18.10	252.82
2013604	08/27/08	08491	IDENTIFICATION SERVICES	000489	08/01/08	FINGERPRINTING/ROLLING FEE	20.00	20.00
2013182	08/06/08	01649	IDEXX DISTRIBUTION INC	231750261	07/15/08	LABORATORY SUPPLIES	4,210.68	4,210.68
2013605	08/27/08	02203	IKON OFFICE SOLUTIONS	1013199492	07/15/08	KOFAX SOFTWARE MIANTENANCE	6,629.86	6,629.86
2013429	08/20/08	07665	IMPERIAL SPRINKLER SUPPLY INC	69127100	07/31/08	PURPLE TAGS "DO NOT DRINK"	2,204.57	2,204.57
2013342	08/13/08	07725	IMPRINT SOLUTIONS	1411	07/21/08	EMBROIDERED WATER CONSERV. SHIRTS	150.76	150.76
2013268	08/13/08	08908	INGRID ARREAGA	Ref002387735	08/11/08	UB Refund Cst #0000073534	20.66	20.66
2013343	08/13/08	01982	INTEGRATED OFFICE SYSTEMS	3215	07/21/08	TONER CARTRIDGE	67.18	67.18
2013430	08/20/08	02028	INTERACTIVE DATA PRICING AND	05751078	07/31/08	DIAL-UP SERVICE FOR INVESTMENTS	85.00	85.00
2013514	08/27/08	08977	INTERGRATED ASSET SERVICES	Ref002388181	08/25/08	UB Refund Cst #0000127076	43.89	43.89
2013431	08/20/08	02372	INTERIOR PLANT SERVICE INC	28424	07/31/08	PLANT SERVICE	169.00	169.00
2013344	08/13/08	03250	INTERNATIONAL PUBLIC	000485	08/05/08	REGISTRATION FEES	20.00	20.00
2013515	08/27/08	08979	JACE COLEMAN	Ref002388183	08/25/08	UB Refund Cst #0000127223	75.00	75.00

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2013269	08/13/08	08910	JAIME ESPINOSA	Ref002387737	08/11/08	UB Refund Cst #0000081121	75.00	75.00
2013516	08/27/08	08995	JAMES MCGINN	Ref002388199	08/25/08	UB Refund Cst #0000030658	75.00	75.00
2013517	08/27/08	09001	JAMES ROSE	Ref002388206	08/25/08	UB Refund Cst #0000061020	9.41	9.41
2013270	08/13/08	08920	JANE KIM	Ref002387747	08/11/08	UB Refund Cst #0000099391	18.90	18.90
2013183	08/06/08	03077	JANI KING OF CA INC - SDO	SDO07080320	07/01/08	OFF-SITE JANITORIAL SERVICES	1,042.00	1,042.00
2013606	08/27/08	03077	JANI KING OF CA INC - SDO	SDO08080311	08/01/08	OFF-SITE JANITORIAL SERVICES	1,042.00	1,042.00
2013607	08/27/08	09042	JESUS VAZQUEZ	RF255106227	08/27/08	OVERPAYMENT REFUND	450.88	450.88
2013271	08/13/08	08954	JMK PROPERTIES	Ref002387782	08/11/08	UB Refund Cst #0000126858	288.84	288.84
2013518	08/27/08	08988	JOE CALTABELLOTTA	Ref002388192	08/25/08	UB Refund Cst #0000133951	24.86	24.86
2013272	08/13/08	08923	JOHN SCHMIDT	Ref002387750	08/11/08	UB Refund Cst #0000120488	42.24	42.24
2013519	08/27/08	08990	JOHN SPENCE	Ref002388194	08/25/08	UB Refund Cst #0000133993	53.47	53.47
2013608	08/27/08	02533	JOHNSON, ERIC J	000525	08/18/08	CLASS A DRIVER LICENSE REIMBURSED	6.00	6.00
2013345	08/13/08	01735	JOHNSON, PAMELA A	000480	08/06/08	COMPUTER LOAN PROGRAM	2,916.81	2,916.81
2013184	08/06/08	00260	JOHNSTONE SUPPLY	S1525111001	07/16/08	PUMP ASSEMBLY	286.46	286.46
2013185	08/06/08	03172	JONES & STOKES ASSOCIATES	0054461 0054464	07/11/08 07/11/08	HABITAT MANAGEMENT ENVIRON. SERVICES ON-CALL ENVIRONMENTAL SVCS	11,287.74 4,359.46	15,647.20
2013520	08/27/08	08973	JOSEPH CALTABELLOTTA	Ref002388176	08/25/08	UB Refund Cst #0000126644	44.86	44.86
2013273	08/13/08	08916	JUAN MANUAL PEREZ	Ref002387743	08/11/08	UB Refund Cst #0000088699	21.35	21.35
2013521	08/27/08	09037	KAREN WHEELER	Ref002388243	08/25/08	UB Refund Cst #0000125841	75.00	75.00
2013522	08/27/08	09022	KATELYN SALGOWSKI	Ref002388228	08/25/08	UB Refund Cst #0000124358	16.83	16.83
2013274	08/13/08	08915	KATHLEEN PICKARD	Ref002387742	08/11/08	UB Refund Cst #0000087638	21.14	21.14
2013523	08/27/08	08981	KIM KOESTNER	Ref002388185	08/25/08	UB Refund Cst #0000127556	22.99	22.99
2013524	08/27/08	09025	KIM KOESTNER	Ref002388231	08/25/08	UB Refund Cst #0000124834	19.63	19.63

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2013525	08/27/08	09032	KIM THOMAS	Ref002388238	08/25/08	UB Refund Cst #0000125509	41.60	41.60
2013526	08/27/08	08991	KIMBERLY SMITH	Ref002388195	08/25/08	UB Refund Cst #0000018536	8.60	8.60
2013186	08/06/08	05840	KIRK PAVING INC	3998	07/11/08	PAVING SERVICES	12,830.00	12,830.00
2013432	08/20/08	05840	KIRK PAVING INC	4023	07/30/08	ANNUAL AS NEEDED PAVING SERVICES	5,466.74	5,466.74
2013346	08/13/08	04996	KNOX ATTORNEY SERVICE INC	412274	07/24/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	114.00
				412273	07/24/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
				412271	07/24/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
				412270	07/24/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
2013433	08/20/08	04996	KNOX ATTORNEY SERVICE INC	413072	07/28/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.00	28.00
2013609	08/27/08	04996	KNOX ATTORNEY SERVICE INC	415098	08/06/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	142.50
				415099	08/06/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
				415178	08/06/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
				415100	08/06/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
				415101	08/06/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.50	
2013275	08/13/08	08937	KRISTIAN PETER	Ref002387764	08/11/08	UB Refund Cst #0000125108	64.23	64.23
2013527	08/27/08	08989	KURT WANNEBO	Ref002388193	08/25/08	UB Refund Cst #0000133988	6.22	6.22
2013610	08/27/08	01859	LA PRENSA SAN DIEGO	22419	08/01/08	JOB POSTING	68.40	68.40
2013276	08/13/08	08919	LA SALLE BANK	Ref002387746	08/11/08	UB Refund Cst #0000095079	12.57	12.57
2013611	08/27/08	06497	LAKESIDE LAND COMPANY	214826	08/01/08	ASPHALT	120.00	120.00
2013434	08/20/08	03607	LEE & RO INC	83504	07/03/08	AS NEEDED ENGINEERING DESIGN SERVICES	27,880.00	27,880.00
2013435	08/20/08	07784	LICON, HECTOR	000511	08/15/08	CERTIFICATE RENEWAL REIMBURSEMENT	66.00	66.00
2013277	08/13/08	08959	LINDA RING	Ref002387787	08/11/08	UB Refund Cst #0000127072	21.42	21.42
2013528	08/27/08	09020	LINDA RING	Ref002388225	08/25/08	UB Refund Cst #0000121600	55.13	55.13
2013612	08/27/08	06263	LINTNER, JERRY	000528	08/21/08	SAFETY BOOTS REIMBURSEMENT	136.37	136.37
2013187	08/06/08	02911	LIZARDTECH	539158	07/09/08	GEOEXPRESS ANNUAL SUPPORT	622.21	622.21
2013347	08/13/08	05220	LOGICALIS INTEGRATION SOLUTION	IN024489	07/22/08	HP DISK DRIVES	13,715.94	13,715.94
2013436	08/20/08	05220	LOGICALIS INTEGRATION SOLUTION	IN024866	07/30/08	IT RACKS	958.18	

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				S819639	07/31/08	NETWORK INFRASTRUCTURE CONSULTING	165.00	
				S819638	07/31/08	NETWORK INFRASTRUCTURE CONSULTING	20.00	1,143.18
2013348	08/13/08	03015	LORMAN EDUCATION SERVICES	000493	08/07/08	CONFERENCE REGISTRATION	274.22	274.22
2013278	08/13/08	08897	LUSIANO SOLORIO	Ref002387724	08/11/08	UB Refund Cst #0000008253	30.44	30.44
2013613	08/27/08	01054	LYNN'S LOCKSMITH SERVICE	258643	08/07/08	SERVICE CALL TO REPAIR LOCK	361.85	361.85
2013188	08/06/08	02916	MALCOLM PIRNIE INC	100084704	06/27/08	PROFESSIONAL SERVICES	478.00	478.00
2013437	08/20/08	00628	MANHATTAN NAT'L LIFE INS CO	000514	08/15/08	VOLUNTARY LIFE INSURANCE	474.29	474.29
2013279	08/13/08	08928	MARIO KIMBLE	Ref002387755	08/11/08	UB Refund Cst #0000123038	56.04	56.04
2013189	08/06/08	02902	MARSTON+MARSTON INC	20088	08/01/08	PUBLIC RELATIONS SERVICES	2,830.00	2,830.00
2013529	08/27/08	08997	MARTIN FURNITURE	Ref002388202	08/25/08	UB Refund Cst #0000050352	257.48	257.48
2013530	08/27/08	08999	MARTIN FURNITURE	Ref002388204	08/25/08	UB Refund Cst #0000054655	62.17	62.17
2013438	08/20/08	05329	MASTER METER INC	0142990IN	07/31/08	INVENTORY	150,401.99	
				0142725IN	07/29/08	ARM RECEIVER AND ANTENNA	2,972.01	153,374.00
2013349	08/13/08	01183	MCMASTER-CARR SUPPLY CO	93597813	07/21/08	WAREHOUSE SUPPLIES	58.96	58.96
2013439	08/20/08	01183	MCMASTER-CARR SUPPLY CO	94376302	07/29/08	AC MOTOR SPEED CONTROLLER	1,125.06	
				94544517	07/30/08	WAREHOUSE SUPPLIES	929.95	2,055.01
2013614	08/27/08	01183	MCMASTER-CARR SUPPLY CO	95046515	08/04/08	VALVE MAINTENANCE ITEMS	374.03	
				94789251	08/01/08	DEODORIZER, MESH BAG W/20 LB BLOCK	155.37	529.40
2013440	08/20/08	03268	MERCHANT, MARCIANO F	000516	08/18/08	SAFETY BOOTS REIMBURSEMENT	150.00	150.00
2013350	08/13/08	00805	METRO WASTEWATER JPA	100	07/21/08	ANNUAL BUDGET FY 2008-2009	1,418.00	1,418.00
2013190	08/06/08	00887	MIRAMAR TRUCK CENTER-SAN DIEGO	233588	06/25/08	REPAIR PARTS	269.45	269.45
2013441	08/20/08	00887	MIRAMAR TRUCK CENTER-SAN DIEGO	235060	07/29/08	REPAIR PART	52.73	52.73
2013191	08/06/08	03393	MOBILE MINI LLC - CA	904136403	07/14/08	RENTAL 40' METER STORAGE CONTAINERS	170.88	170.88
2013615	08/27/08	03393	MOBILE MINI LLC - CA	904141490	08/03/08	RENTAL 40' METER STORAGE CONTAINERS	164.90	164.90
2013531	08/27/08	08993	MONICA COLLINS	Ref002388197	08/25/08	UB Refund Cst #0000020755	26.80	26.80

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2013532	08/27/08	09016	MONICA NECOECHEA	Ref002388221	08/25/08	UB Refund Cst #0000120565	42.12	42.12
2013280	08/13/08	08938	MORTGAGE CONTRACTING SERVICE	Ref002387765	08/11/08	UB Refund Cst #0000125128	60.46	60.46
2013533	08/27/08	08976	MORTGAGE CONTRACTING SERVICES	Ref002388180	08/25/08	UB Refund Cst #0000126915	42.80	42.80
2013351	08/13/08	07348	MSA SYSTEMS INC	13834	07/18/08	METER SCANNING DEVICES	2,657.18	
				13835	07/18/08	HT630 SCANNER MAINTENANCE	309.00	2,966.18
2013616	08/27/08	00386	MURCAL INC	164		CREDIT MEMO	(470.87)	
				4853	04/03/08	REPAIR PART	1,918.83	1,447.96
2013281	08/13/08	08901	MURRAY JONES	Ref002387728	08/11/08	UB Refund Cst #0000013128	75.00	75.00
2013442	08/20/08	03623	MWH AMERICAS INC	1201123	07/27/08	PROFESSIONAL SERVICES RENDERED	258.50	258.50
2013352	08/13/08	02037	MWH LABORATORIES	244214LI	07/17/08	REGULATORY ANALYSES	7,420.00	7,420.00
2013282	08/13/08	08964	N T A IMBUZAN	Ref002387792	08/11/08	UB Refund Cst #0000127780	550.17	550.17
2013193	08/06/08	04676	NAPA AUTO PARTS	118059		CREDIT MEMO	(17.22)	
				118058		CREDIT MEMO	(15.29)	
				118192		CREDIT MEMO	(10.12)	
				116262	06/10/08	REPAIR PARTS	726.98	
				117960	06/26/08	REPAIR PARTS	106.89	
				116172	06/09/08	REPAIR PARTS	102.90	
				116883	06/16/08	REPAIR PARTS	101.87	
				117825	06/25/08	REPAIR PARTS	80.86	
				116966	06/17/08	REPAIR PARTS	80.32	
				117196	06/19/08	REPAIR PARTS	70.38	
				116939	06/16/08	REPAIR PARTS	68.66	
				118061	06/27/08	REPAIR PARTS	68.14	
				115595	06/03/08	REPAIR PARTS	64.07	
				117855	06/25/08	REPAIR PARTS	60.34	
				117155	06/18/08	REPAIR PARTS	52.69	
				117342	06/20/08	REPAIR PARTS	50.51	
				117042	06/17/08	REPAIR PARTS	47.00	
				117749	06/24/08	REPAIR PARTS	41.45	
				117963	06/26/08	REPAIR PARTS	41.12	
				118385	06/30/08	REPAIR PARTS	38.10	
				116223	06/09/08	REPAIR PARTS	35.17	
				116268	06/10/08	REPAIR PARTS	33.96	
				117157	06/18/08	REPAIR PARTS	30.84	
				117956	06/26/08	REPAIR PARTS	618.81	
				115764	06/04/08	REPAIR PARTS	112.04	
				117773	06/25/08	REPAIR PARTS	70.96	

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				118346	06/30/08	REPAIR PARTS	29.48	
				118386	06/30/08	REPAIR PARTS	25.60	
				117339	06/20/08	REPAIR PARTS	25.21	
				117595	06/23/08	REPAIR PARTS	17.23	
				116976	06/17/08	REPAIR PARTS	15.29	
				116983	06/17/08	REPAIR PARTS	15.29	
				117856	06/25/08	REPAIR PARTS	15.09	
				115707	06/04/08	REPAIR PARTS	10.52	
				117199	06/19/08	REPAIR PARTS	10.12	
				115530	06/03/08	REPAIR PARTS	9.44	
				117911	06/26/08	REPAIR PARTS	9.05	
				117877	06/25/08	REPAIR PARTS	8.02	
				115922	06/06/08	REPAIR PARTS	4.47	
				115912	06/06/08	REPAIR PARTS	4.47	2,860.71
2013353	08/13/08	04676	NAPA AUTO PARTS	118607	07/02/08	REPAIR PARTS	198.88	
				118600	07/02/08	REPAIR PARTS	188.11	
				118527	07/02/08	REPAIR PARTS	135.82	
				118960	07/08/08	REPAIR PARTS	119.02	
				120663	07/24/08	REPAIR PARTS.	116.69	
				118875	07/07/08	REPAIR PARTS	78.60	
				118671	07/03/08	REPAIR PARTS	76.74	
				120248	07/21/08	REPAIR PARTS	75.43	
				120052	07/18/08	REPAIR PARTS	73.52	
				120642	07/24/08	REPAIR PARTS	50.94	
				120682	07/24/08	REPAIR PARTS	45.14	
				120557	07/23/08	REPAIR PARTS	39.49	
				118961	07/08/08	REPAIR PARTS	39.18	
				118453	07/01/08	REPAIR PARTS	32.20	
				119985	07/17/08	REPAIR PARTS	31.33	
				120385	07/22/08	REPAIR PARTS	29.87	
				118978	07/08/08	REPAIR PARTS	29.11	
				119001	07/08/08	REPAIR PARTS	27.52	
				118919	07/07/08	REPAIR PARTS	26.89	
				120097	07/18/08	REPAIR PARTS	22.33	
				119353	07/11/08	REPAIR PARTS	20.36	
				120726	07/24/08	REPAIR PARTS	20.11	
				119334	07/10/08	REPAIR PARTS	18.96	
				119800	07/16/08	REPAIR PARTS	15.97	
				119053	07/08/08	REPAIR PARTS	15.34	
				120075	07/18/08	REPAIR PARTS	13.86	
				118689	07/03/08	REPAIR PARTS	13.43	
				120622	07/24/08	REPAIR PARTS	10.75	
				118753	07/03/08	REPAIR PARTS	8.73	
				120718	07/24/08	REPAIR PARTS	7.53	
				119122	07/09/08	REPAIR PARTS	7.18	

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				119123	07/09/08	REPAIR PARTS	7.18	
				120309	07/21/08	REPAIR PARTS	3.93	
				119689	07/15/08	REPAIR PARTS	3.69	1,603.83
2013443	08/20/08	04676	NAPA AUTO PARTS	120802	07/25/08	REPAIR PARTS	69.97	
				120768	07/25/08	REPAIR PARTS	63.10	
				120837	07/25/08	REPAIR PARTS	58.34	
				120795	07/25/08	REPAIR PARTS	38.76	
				120772	07/25/08	REPAIR PARTS	28.53	
				120809	07/25/08	REPAIR PARTS	24.88	
				120788	07/25/08	REPAIR PARTS	18.16	
				121227	07/30/08	REPAIR PARTS	17.33	
				120771	07/25/08	REPAIR PARTS	15.17	
				121231	07/30/08	REPAIR PARTS	12.65	346.89
2013194	08/06/08	03523	NATIONAL DEFERRED COMPENSATION Ben2387537		08/07/08	DEFERRED COMP PLAN	9,030.09	9,030.09
2013444	08/20/08	03523	NATIONAL DEFERRED COMPENSATION Ben2388061		08/21/08	DEFERRED COMP PLAN	8,817.39	8,817.39
2013617	08/27/08	03733	NEC UNIFIED SOLUTIONS INC	VSH10260313	08/08/08	LABOR FOR PHONES SVCS	158.00	
				VSH10260312	08/08/08	LABOR FOR PHONES SVCS	158.00	316.00
2013445	08/20/08	03487	NETWORK INSIGHT	NINMS200801023	07/31/08	NETWORK MONITORING SERVICES	1,920.00	1,920.00
2013283	08/13/08	08948	NEVEN SPRALGA	Ref002387776	08/11/08	UB Refund Cst #0000126707	60.36	60.36
2013446	08/20/08	00996	NEW HORIZONS	227649I	07/28/08	COMPUTER TRAINING	150.00	150.00
2013284	08/13/08	08957	NEWMAN AND NEWMAN REAL ESTATE	Ref002387785	08/11/08	UB Refund Cst #0000127046	25.11	25.11
2013618	08/27/08	05494	NEXTEL OF CALIFORNIA	901500243023	08/12/08	GIS (AIR-TRAK) CELLULAR SERVICE	3,504.96	3,504.96
2013195	08/06/08	03571	NEXTLEVEL INTERNET INC	16138	07/14/08	INTERNET WEB HOSTING	416.00	416.00
2013447	08/20/08	03571	NEXTLEVEL INTERNET INC	16381	08/14/08	INTERNET WEB HOSTING	416.00	416.00
2013285	08/13/08	08947	NORMA GOMEZ	Ref002387775	08/11/08	UB Refund Cst #0000126444	14.76	14.76
2013354	08/13/08	08656	NORTH STATE ENVIRONMENTAL	200239	06/16/08	ENVIRONMENTAL SERVICE	1,408.00	
				200293	07/18/08	ENVIRONMENTAL SERVICES	148.50	1,556.50
2013534	08/27/08	09021	OAK TREE REALTY	Ref002388227	08/25/08	UB Refund Cst #0000124066	37.50	37.50
2013196	08/06/08	00510	OFFICE DEPOT INC	436769498001	07/16/08	OFFICE SUPPLIES	105.19	
				436283637001	07/16/08	INKJET CARTRIDGES	98.88	
				436768797001	07/16/08	OFFICE SUPPLIES	80.09	

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				436283488001	07/16/08	CHAIR MAT	76.31	
				436283560001	07/16/08	PRINTER CARTRIDGES	43.61	404.08
2013355	08/13/08	00510	OFFICE DEPOT INC	436769497001	07/23/08	OFFICE SUPPLIES	107.74	107.74
2013448	08/20/08	00510	OFFICE DEPOT INC	438293333001	07/30/08	OFFICE SUPPLIES	100.07	
				438462340001	07/30/08	OFFICE SUPPLIES	87.27	
				437991588001	07/30/08	OFFICE SUPPLIES	39.20	
				438293415001	07/30/08	OFFICE SUPPLIES	15.37	
				437992440001	07/30/08	OFFICE SUPPLIES	7.10	249.01
2013619	08/27/08	00510	OFFICE DEPOT INC	439109853001	08/06/08	OFFICE SUPPLIES	217.11	
				438793763001	08/06/08	OFFICE SUPPLIES	106.67	
				439132590001	08/06/08	OFFICE SUPPLIES	94.70	418.48
2013356	08/13/08	07945	OLIN CORP - CHLOR ALKALI	1050282	07/23/08	CHLORINE FOR TREATMENT PLANT	2,187.55	2,187.55
2013197	08/06/08	02334	OTAY LANDFILL	006838	07/15/08	WASTE DISPOSAL SERVICES	1,631.34	1,631.34
2013198	08/06/08	03101	OTAY WATER DISTRICT	Ben2387539	08/07/08	PAYROLL DEDUCTION - ASSN DUES	798.00	798.00
2013449	08/20/08	03101	OTAY WATER DISTRICT	Ben2388063	08/21/08	PAYROLL DEDUCTION - ASSN DUES	819.00	819.00
2013620	08/27/08	07499	PACIFIC BUILDING MAINTENANCE	15687	07/31/08	JANITORIAL SERVICES	2,795.00	2,795.00
2013450	08/20/08	05497	PAYPAL INC	2297756	07/31/08	ON-LINE PAYMENT SERVICES	395.70	395.70
2013451	08/20/08	03308	PBS&J	1014930	07/28/08	CIP P2089-RECYCLED WATER CONCEPT STUDY	4,182.00	4,182.00
2013357	08/13/08	03649	PECK'S HEAVY FRICTION INC	184651		CREDIT MEMO	(175.00)	
				184636	06/09/08	BENDIX FAN CLUTCH	1,145.35	970.35
2013286	08/13/08	08929	PEDRO JIMENEZ	Ref002387756	08/11/08	UB Refund Cst #0000123351	30.09	30.09
2013199	08/06/08	08398	PEERLESS MATERIALS COMPANY	99654	07/03/08	WIPING RAGS	247.83	247.83
2013287	08/13/08	08942	PEGGY TOMASELLO	Ref002387769	08/11/08	UB Refund Cst #0000125788	67.94	67.94
2013200	08/06/08	00227	PELL MELL SUPPLY	45180600	07/11/08	STAINLESS STEEL NUTS AND BOLTS	1,874.85	1,874.85
2013621	08/27/08	00227	PELL MELL SUPPLY	45254400	08/07/08	10" AND 4" FLANGE BOLTS	570.43	570.43
2013201	08/06/08	03790	PENHALL COMPANY	19156	07/17/08	FLAT SAW CUTTING SERVICES	195.00	195.00
2013358	08/13/08	03790	PENHALL COMPANY	19202	07/24/08	FLAT SAW CUTTING SERVICES	390.00	
				19237	07/24/08	FLAT SAW CUTTING SERVICES	200.00	590.00

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2013202	08/06/08	03457	PERSONAL TOUCH WEST	20585	07/14/08	WATER CONSERV. PROMOTIONAL ITEMS	637.21	637.21
2013452	08/20/08	03457	PERSONAL TOUCH WEST	20594	07/29/08	LAPEL BUTTONS	187.22	187.22
2013203	08/06/08	00137	PETTY CASH CUSTODIAN	000476	08/05/08	PETTY CASH REIMBURSEMENT	1,472.31	1,472.31
2013453	08/20/08	00137	PETTY CASH CUSTODIAN	000520	08/19/08	PETTY CASH REIMBURSEMENT	784.82	784.82
2013359	08/13/08	04983	PICNIC PEOPLE SAN DIEGO	000499	08/12/08	DEPOSIT FOR COMPANY PICNIC	5,408.00	5,408.00
2013288	08/13/08	08921	PILAR MIRAFLOR	Ref002387748	08/11/08	UB Refund Cst #0000100114	14.01	14.01
2013204	08/06/08	00053	PITNEY BOWES INC	915023	07/13/08	TONER CARTRIDGE	146.53	146.53
2013205	08/06/08	06419	PLANT SOUP INC	861133089	05/12/08	PROFESSIONAL WRITING SERVICES	730.50	730.50
2013622	08/27/08	02264	PLASTERER, MICHAEL L	000542	08/26/08	EDUCATION/TUITION REIMBURSEMENT	230.00	230.00
2013360	08/13/08	07602	PLUMBERS DEPOT	PD9383	07/21/08	FOOTAGE COUNTER	283.24	283.24
2013623	08/27/08	07602	PLUMBERS DEPOT	PD9495	08/06/08	HAND RODS & TOOLS	555.13	555.13
2013624	08/27/08	02976	PRE-PAID LEGAL SERVICES INC	000529	08/20/08	PRE-PAID LEGAL SERVICES	25.90	25.90
2013206	08/06/08	01733	PRICE TRONCONE &	11860	07/14/08	DISTRICT RADIO REPEATER SITE RENTAL	171.00	171.00
2013207	08/06/08	07860	PROTECTIVE LIFE INSURANCE CO	000478	07/10/08	LIFE INSURANCE SEMI-ANNUAL PREMIUM	609.44	609.44
2013208	08/06/08	06641	PRUDENTIAL OVERALL SUPPLY	8415302	07/17/08	MATS, TOWELS & SUPPLIES	116.78	
				8415304	07/17/08	MATS, TOWELS & SUPPLIES	95.84	
				8410051	07/16/08	MATS, TOWELS & SUPPLIES	89.00	
				8410050	07/16/08	UNIFORMS	75.26	
				8415305	07/17/08	UNIFORMS	72.48	449.36
2013361	08/13/08	06641	PRUDENTIAL OVERALL SUPPLY	9095957		CREDIT MEMO	(31.57)	
				8415303	07/17/08	UNIFORMS	322.25	
				8441391	07/24/08	UNIFORMS	261.81	
				8441390	07/24/08	MATS, TOWELS & SUPPLIES	116.78	
				8441392	07/24/08	MATS, TOWELS & SUPPLIES	95.84	
				8436126	07/23/08	UNIFORMS	91.16	
				8436127	07/23/08	MATS, TOWELS & SUPPLIES	89.00	
				8441393	07/24/08	UNIFORMS	63.47	1,008.74
2013454	08/20/08	06641	PRUDENTIAL OVERALL SUPPLY	8467535	07/31/08	UNIFORMS	256.80	
				8467534	07/31/08	MATS, TOWELS & SUPPLIES	116.78	

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				8467536	07/31/08	MATS, TOWELS & SUPPLIES	95.84	
				8462290	07/30/08	MATS, TOWELS & SUPPLIES	89.00	
				8462289	07/30/08	UNIFORMS	84.27	
				8467537	07/31/08	UNIFORMS	63.47	706.16
2013625	08/27/08	06641	PRUDENTIAL OVERALL SUPPLY	8493573	08/07/08	MATS, TOWELS & SUPPLIES	95.84	
				8493571	08/07/08	MATS, TOWELS & SUPPLIES	116.78	
				8493574	08/07/08	UNIFORMS	63.47	
				8488306	08/06/08	UNIFORMS, TOWELS & MATS	75.26	
				8493572	08/07/08	UNIFORMS	256.80	
				8488307	08/06/08	MATS, TOWELS & SUPPLIES	89.00	697.15
2013362	08/13/08	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2387533	08/07/08	PERS CONTRIBUTION	126,145.04	126,145.04
2013626	08/27/08	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2388057	08/21/08	PERS CONTRIBUTION	125,389.56	125,389.56
2013627	08/27/08	01409	PUMP CHECK	2977	04/03/08	PUMP EFFICIENCY TESTING	975.00	
				2976	04/03/08	PUMP EFFICIENCY TESTING	975.00	
				2979	04/03/08	PUMP EFFICIENCY TESTING	975.00	
				2980	04/03/08	PUMP EFFICIENCY TESTING	945.00	
				2978	04/03/08	PUMP EFFICIENCY TESTING	595.00	4,465.00
2013455	08/20/08	01342	R J SAFETY SUPPLY CO INC	25207100	07/28/08	SAFETY APPAREL	207.20	207.20
2013628	08/27/08	01342	R J SAFETY SUPPLY CO INC	25320300	08/06/08	SAFETY SUPPLIES	1,215.28	1,215.28
2013456	08/20/08	08029	RANCHO SAN DIEGO-JAMUL	000519	08/18/08	MEETING REGISTRATION	10.00	10.00
2013457	08/20/08	00766	RANROY PRINTING COMPANY	094501	07/25/08	BUSINESS CARDS	80.81	80.81
2013535	08/27/08	09011	RANZANEE CANDARE	Ref002388216	08/25/08	UB Refund Cst #0000089702	28.10	28.10
2013289	08/13/08	08946	RAY ESPINOZA	Ref002387774	08/11/08	UB Refund Cst #0000126235	21.72	21.72
2013536	08/27/08	08982	RAY ESPINOZA	Ref002388186	08/25/08	UB Refund Cst #0000127675	58.85	58.85
2013537	08/27/08	09014	RAYMOND ELI	Ref002388219	08/25/08	UB Refund Cst #0000091830	44.21	44.21
2013458	08/20/08	02041	RBF CONSULTING	8060056	07/07/08	CIP P2009 - 36 INCH PIPELINE	3,880.00	3,880.00
2013209	08/06/08	00021	RCP BLOCK & BRICK INC	4328495	07/17/08	CONCRETE	465.16	
				1268610	07/17/08	CONCRETE	372.38	837.54
2013629	08/27/08	00021	RCP BLOCK & BRICK INC	4329089	08/02/08	CONCRETE	108.61	108.61
2013363	08/13/08	01890	RECON	37144	07/01/08	P1253 - PREPARATION OF THE SUBAREA PLAN	117.00	117.00

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2013538	08/27/08	09000	REGINALD BRAGGS	Ref002388205	08/25/08	UB Refund Cst #0000058766	68.70	68.70
2013539	08/27/08	09038	REGULO PL APT INVESTORS	Ref002388244	08/25/08	UB Refund Cst #0000125947	710.35	710.35
2013290	08/13/08	08909	REIKO MIYATA	Ref002387736	08/11/08	UB Refund Cst #0000074505	75.00	75.00
2013291	08/13/08	08905	RENATA SANDOVAL	Ref002387732	08/11/08	UB Refund Cst #0000036869	75.00	75.00
2013540	08/27/08	09006	RENE CORRAL	Ref002388211	08/25/08	UB Refund Cst #0000078935	49.49	49.49
2013630	08/27/08	00164	REXEL	800323374	07/21/08	SERVICE ON SOFT START # 3	1,616.25	1,616.25
2013459	08/20/08	04542	ROBAK, MARK	70140708	07/31/08	MILEAGE REIMBURSEMENT	15.21	15.21
2013460	08/20/08	01471	ROBBINS AUTO GLASS	0911	07/29/08	VEHICLE GLASS REPAIR	90.00	90.00
2013210	08/06/08	02948	ROCKHURST UNIVERSITY	400972864001	07/25/08	SEMINAR REGISTRATION	99.00	99.00
2013292	08/13/08	08936	ROGELIO THOMAS	Ref002387763	08/11/08	UB Refund Cst #0000124999	75.00	75.00
2013293	08/13/08	08900	ROMEO MAGNO	Ref002387727	08/11/08	UB Refund Cst #0000012130	85.22	85.22
2013541	08/27/08	08987	ROSA CASTRO	Ref002388191	08/25/08	UB Refund Cst #0000133866	18.35	18.35
2013294	08/13/08	08904	ROSA CHAIREZ	Ref002387731	08/11/08	UB Refund Cst #0000030306	56.16	56.16
2013295	08/13/08	08955	ROSE MAGANA	Ref002387783	08/11/08	UB Refund Cst #0000126950	37.97	37.97
2013296	08/13/08	08951	ROSEMARY DISTEFANO	Ref002387779	08/11/08	UB Refund Cst #0000126795	58.39	58.39
2013631	08/27/08	01700	RUBALCAVA, GILBERT R	000527	08/21/08	SAFETY BOOTS REIMBURSEMENT	150.00	150.00
2013297	08/13/08	08914	RUBEN MORFIN	Ref002387741	08/11/08	UB Refund Cst #0000087498	28.03	28.03
2013542	08/27/08	08978	RUTH REYES	Ref002388182	08/25/08	UB Refund Cst #0000127179	48.20	48.20
2013364	08/13/08	00362	RYAN HERCO PRODUCTS CORP	6407215	07/23/08	ROTAMETER	376.94	376.94
2013461	08/20/08	05130	SAFARI MICRO INC	166889	07/25/08	ANNUAL SUBSCRIPTION MICROSOFT TECHNET	412.99	412.99
2013211	08/06/08	03687	SAFETY-KLEEN SYSTEMS INC	M004955272	06/24/08	WASTE OIL SERVICE	75.00	
				M004955271	06/24/08	WASTE OIL SERVICE	25.00	100.00
2013365	08/13/08	03687	SAFETY-KLEEN SYSTEMS INC	P001903070	07/23/08	SERVICES	667.36	667.36

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2013462	08/20/08	00247	SAN DIEGO DAILY TRANSCRIPT	105991	07/28/08	BID ADVERTISEMENT	123.05	123.05
2013212	08/06/08	00121	SAN DIEGO GAS & ELECTRIC	000464	07/25/08	UTILITY EXPENSES	21,892.16	
				000471	08/01/08	UTILITY EXPENSES	16,155.29	
				000470	07/31/08	UTILITY EXPENSES	135,095.39	173,142.84
2013366	08/13/08	00121	SAN DIEGO GAS & ELECTRIC	000486	07/31/08	UTILITY EXPENSES	42,360.26	
				000479	08/04/08	UTILITY EXPENSES	29,611.67	71,971.93
2013632	08/27/08	00121	SAN DIEGO GAS & ELECTRIC	000534	08/21/08	UTILITY EXPENSES	532.54	
				000524	08/15/08	UTILITY EXPENSES	38.55	
				000530	08/18/08	UTILITY EXPENSES	52,445.16	
				000537	08/22/08	UTILITY EXPENSES	32,554.84	85,571.09
2013213	08/06/08	03809	SAN DIEGO NEIGHBORHOOD NEWS	01529186001	08/01/08	JOB POSTING	117.60	117.60
2013367	08/13/08	03809	SAN DIEGO NEIGHBORHOOD NEWS	01529230001	08/08/08	JOB POSTING	185.60	
				01529231001	08/08/08	JOB POSTING	129.00	314.60
2013214	08/06/08	03273	SAN DIEGO READER	234	07/22/08	JOB POSTING	82.85	82.85
2013633	08/27/08	03273	SAN DIEGO READER	235	08/05/08	JOB POSTING	107.64	107.64
2013543	08/27/08	09031	SAN DIEGO REALTY	Ref002388237	08/25/08	UB Refund Cst #0000125325	15.84	15.84
2013544	08/27/08	09041	SAN DIEGO REALTY	Ref002388247	08/25/08	UB Refund Cst #0000126304	27.92	27.92
2013298	08/13/08	08940	SAN DIEGO REO REALTORS	Ref002387767	08/11/08	UB Refund Cst #0000125301	47.91	47.91
2013545	08/27/08	09007	SAN MIGUEL RANCH	Ref002388212	08/25/08	UB Refund Cst #0000080894	4,397.45	4,397.45
2013463	08/20/08	04556	SAVE-A-LIFE EDUCATORS INC	000468	07/31/08	FIRST AID TRAINING	3,450.00	3,450.00
2013634	08/27/08	07442	SCHULTZ, ALEXANDER	17380808	08/21/08	REIMBURSE CONFERENCE EXPENSES	83.40	83.40
2013299	08/13/08	08924	SHANNON SKIDMORE	Ref002387751	08/11/08	UB Refund Cst #0000121304	17.19	17.19
2013215	08/06/08	00419	SHAPE PRODUCTS	135358	07/02/08	LABORATORY SUPPLIES	1,398.22	1,398.22
2013216	08/06/08	05627	SIGNA DIGITAL SOLUTIONS INC	ARS17877	07/14/08	COPIER MAINTENANCE	200.00	
				ARS17875	07/14/08	COPIER MAINTENANCE	200.00	
				ARS17876	07/14/08	COPIER MAINTENANCE	200.00	
				ARS17878	07/14/08	COPIER MAINTENANCE	144.00	
				ARS17874	07/14/08	COPIER MAINTENANCE	34.20	778.20
2013464	08/20/08	05627	SIGNA DIGITAL SOLUTIONS INC	ARS18319	07/31/08	COPIER MAINTENANCE	200.00	

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				ARS18326	07/31/08	COPIER MAINTENANCE	200.00	400.00
2013635	08/27/08	05627	SIGNA DIGITAL SOLUTIONS INC	ARS18493	08/05/08	COPIER MAINTENANCE	200.00	
				ARS18397	08/01/08	COPIER MAINTENANCE	144.00	
				ARS18383	08/01/08	COPIER MAINTENANCE	34.20	378.20
2013636	08/27/08	02660	SILVA, GABRIEL S	000548	08/27/08	SAFETY BOOTS REIMBURSEMENT	136.37	136.37
2013465	08/20/08	03612	SIMON WONG ENGINEERING	10549	06/30/08	1485-1 PUMP STATION DESIGN	9,860.00	9,860.00
2013466	08/20/08	03439	SO CA ALLIANCE OF PUBLICLY	080981	08/18/08	ANNUAL MEMBERSHIP DUES	538.00	538.00
2013217	08/06/08	03592	SOFTCHOICE CORPORATION	1751312	07/08/08	RAM MEMORY	42.03	42.03
2013467	08/20/08	03592	SOFTCHOICE CORPORATION	1770524	07/25/08	LAPTOP	1,223.47	1,223.47
2013637	08/27/08	03592	SOFTCHOICE CORPORATION	1740860	06/26/08	MICROSOFT SOFTWARE LICENSES	122,586.12	122,586.12
2013300	08/13/08	08912	SONIA RODRIGUEZ	Ref002387739	08/11/08	UB Refund Cst #0000086813	75.00	75.00
2013468	08/20/08	03384	SOUTHERN CALIFORNIA WATER	000510	08/14/08	REGISTRATION FEE	20.00	20.00
2013218	08/06/08	03760	SPANKY'S PORTABLE SERVICES INC	743679	07/16/08	PORTABLE TOILET RENTAL	79.96	79.96
2013368	08/13/08	03760	SPANKY'S PORTABLE SERVICES INC	744781	07/24/08	PORTABLE TOILET RENTAL	98.15	98.15
2013638	08/27/08	03760	SPANKY'S PORTABLE SERVICES INC	746013	08/01/08	PORTABLE TOILET RENTAL	79.96	
				746261	08/04/08	PORTABLE TOILET RENTAL	79.96	
				746016	08/01/08	PORTABLE TOILET RENTAL	79.96	
				746014	08/01/08	PORTABLE TOILET RENTAL	79.96	
				746015	08/01/08	PORTABLE TOILET RENTAL	79.96	399.80
2013639	08/27/08	03600	SPRINT	000525	08/13/08	WIRELESS CARDS SERVICE-INTERNET	59.99	59.99
2013369	08/13/08	00214	STAR NEWS, THE	000502	08/07/08	SUBSCRIPTION RENEWAL	35.00	35.00
2013219	08/06/08	06295	STATE DISBURSEMENT UNIT	Ben2387545	08/07/08	PAYROLL DEDUCTION	206.00	206.00
2013220	08/06/08	06299	STATE DISBURSEMENT UNIT	Ben2387543	08/07/08	PAYROLL DEDUCTION	237.69	237.69
2013221	08/06/08	06303	STATE DISBURSEMENT UNIT	Ben2387549	08/07/08	PAYROLL DEDUCTION	614.76	614.76
2013222	08/06/08	08533	STATE DISBURSEMENT UNIT	Ben2387547	08/07/08	PAYROLL DEDUCTION	841.01	841.01
2013469	08/20/08	06295	STATE DISBURSEMENT UNIT	Ben2388069	08/21/08	PAYROLL DEDUCTION	206.00	206.00

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2013470	08/20/08	06299	STATE DISBURSEMENT UNIT	Ben2388067	08/21/08	PAYROLL DEDUCTION	237.69	237.69
2013471	08/20/08	06303	STATE DISBURSEMENT UNIT	Ben2388073	08/21/08	PAYROLL DEDUCTION	836.30	836.30
2013472	08/20/08	08533	STATE DISBURSEMENT UNIT	Ben2388071	08/21/08	PAYROLL DEDUCTION	841.01	841.01
2013223	08/06/08	02261	STATE STREET BANK & TRUST CO	Ben2387535	08/07/08	DEFERRED COMP PLAN	7,449.33	7,449.33
2013473	08/20/08	02261	STATE STREET BANK & TRUST CO	Ben2388059	08/21/08	DEFERRED COMP PLAN	7,447.85	7,447.85
2013301	08/13/08	08956	STEVE LEMACK	Ref002387784	08/11/08	UB Refund Cst #0000126964	9.59	9.59
2013546	08/27/08	09029	STEVE LEMACK	Ref002388235	08/25/08	UB Refund Cst #0000125180	26.29	26.29
2013370	08/13/08	07678	STREAMLINE FORMS & GRAPHICS	34309	07/22/08	DOOR TAGS	116.37	116.37
2013302	08/13/08	08930	SUNCOR AMBIANCE LLC	Ref002387757	08/11/08	UB Refund Cst #0000123685	721.77	721.77
2013371	08/13/08	03218	SUNSET PUBLISHING CORPORATION	600052488	07/09/08	CONSERVATION PAMPHLETS	851.70	851.70
2013547	08/27/08	08975	SUSAN MYERS-PYKE	Ref002388179	08/25/08	UB Refund Cst #0000126810	92.50	92.50
2013372	08/13/08	01554	SWANSON INSURANCE AGENCY	18925 18924	08/05/08 08/05/08	NOTARY ERRORS & OMISSIONS INS NOTARY BOND RENEWAL	75.00 50.00	125.00
2013224	08/06/08	08399	SWINERTON MANAGEMENT	0806900205	07/01/08	TEMPORARY SERVICES-ENG DEPT	4,000.00	4,000.00
2013548	08/27/08	09035	TAKAFUMI YAMADA	Ref002388241	08/25/08	UB Refund Cst #0000125663	26.69	26.69
2013225	08/06/08	02799	TARULLI TIRE INC - SAN DIEGO	20034815 20034910 20034692 20034732 20034648 20034879 20034907 20034693 20034909	07/01/08 07/11/08 06/20/08 06/24/08 06/18/08 07/09/08 07/11/08 06/20/08 07/11/08	TIRE SERVICE TIRE SERVICE TIRE REPAIR TIRE REPAIR TIRE REPAIR TIRE SERVICE TIRE SERVICE TIRE REPAIR TIRE SERVICE	26.93 312.73 243.00 240.50 166.23 156.63 121.46 104.99 37.70	1,410.17
2013373	08/13/08	02799	TARULLI TIRE INC - SAN DIEGO	20035026 20035038	07/24/08 07/24/08	TIRE SERVICE TIRE SERVICE	242.92 108.65	351.57
2013475	08/20/08	02799	TARULLI TIRE INC - SAN DIEGO	20035048	07/28/08	TIRE SERVICE	121.46	121.46
2013303	08/13/08	08949	TC CONSTRUCTION COMPANY	Ref002387777	08/11/08	UB Refund Cst #0000126723	306.94	306.94

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2013304	08/13/08	08963	TEAM JCA	Ref002387791	08/11/08	UB Refund Cst #0000127303	6.01	6.01
2013549	08/27/08	09027	TEAM TOWNSON INC	Ref002388233	08/25/08	UB Refund Cst #0000125060	21.70	21.70
2013374	08/13/08	02376	TECHKNOWSION INC	2075	08/04/08	SCADA SUPPORT SERVICES	1,064.00	1,064.00
2013550	08/27/08	08998	TERRENCE LEE	Ref002388203	08/25/08	UB Refund Cst #0000050825	48.63	48.63
2013476	08/20/08	08778	THOMSON TAX & ACCOUNTING	11214803	06/11/08	PPC GOVT FINANCIAL TRENDS CD	241.90	241.90
2013551	08/27/08	09018	TIFFANY SMITH	Ref002388223	08/25/08	UB Refund Cst #0000121338	31.51	31.51
2013474	08/20/08	04977	T-MOBILE	4150860450808	08/05/08	CELL PHONE & BLACKBERRY SERVICE	1,277.63	1,277.63
2013640	08/27/08	07936	TRACER ENVIRONMENTAL SCIENCES	219401 2123101	08/05/08 08/05/08	AQUEOUS AMMONIA SAFETY REVIEW COMPLETION OF UPDATES TO RMP	1,758.72 1,400.00	3,158.72
2013305	08/13/08	08943	TRIAD PROPERTIES	Ref002387771	08/11/08	UB Refund Cst #0000125982	65.91	65.91
2013375	08/13/08	02273	TRUCKIN STUFF	23921 24088	07/16/08 07/23/08	AUTOMOTIVE PARTS BED LINER SPRAYED ON UNIT #168	1,566.69 425.61	1,992.30
2013477	08/20/08	02273	TRUCKIN STUFF	24200	07/28/08	TOOL BOX	449.32	449.32
2013226	08/06/08	00427	UNDERGROUND SERVICE ALERT OF	620080451	07/01/08	UNDERGROUND TRENCH SERVICE ALERTS	301.50	301.50
2013641	08/27/08	00427	UNDERGROUND SERVICE ALERT OF	720080456	08/01/08	UNDERGROUND TRENCH SERVICE ALERTS	532.50	532.50
2013227	08/06/08	00075	UNION TRIBUNE PUBLISHING CO	0010047021 0010054151	06/18/08 06/12/08	AD FOR AVAILABILITY NOTICES BID ADVERTISEMENT	2,688.00 240.00	2,928.00
2013376	08/13/08	00075	UNION TRIBUNE PUBLISHING CO	0010067149	07/04/08	PUBLICATION OF ORDINANCE #516	1,209.60	1,209.60
2013228	08/06/08	08262	UNITED RENTALS NORTHWEST INC	75179375001	07/15/08	CONCRETE	118.53	118.53
2013377	08/13/08	08262	UNITED RENTALS NORTHWEST INC	75402083001 75344398001	07/24/08 07/22/08	CONCRETE CONCRETE	177.79 118.53	296.32
2013478	08/20/08	08262	UNITED RENTALS NORTHWEST INC	75568284001	07/31/08	CONCRETE	139.00	139.00
2013229	08/06/08	05417	UNITED STATES DEPARTMENT	Ben2387551	08/07/08	PAYROLL DEDUCTION	100.00	100.00
2013479	08/20/08	05417	UNITED STATES DEPARTMENT	Ben2388075	08/21/08	PAYROLL DEDUCTION	100.00	100.00
2013642	08/27/08	00350	UNITED STATES POSTAL SERVICE	000533	08/20/08	REIMBURSE POSTAGE MACHINE	1,650.00	1,650.00

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2013480	08/20/08	07662	UNITEDHEALTHCARE SPECIALTY	000523	08/20/08	BASIC LIFE/AD&D & SUPP LIFE INS	5,190.87	5,190.87
2013481	08/20/08	03212	UNUM LIFE INSURANCE	000522	08/20/08	SALARY CONTINUATION INSURANCE	6,567.40	6,567.40
2013230	08/06/08	07674	US BANK CORPORATE PAYMENT	000465	07/22/08	DISTRICT EXPENSES	2,765.21	
				000466	07/22/08	DISTRICT EXPENSES	6,871.40	
				000467	06/30/08	DISTRICT EXPENSES	6,372.33	16,008.94
2013378	08/13/08	07674	US BANK CORPORATE PAYMENT	000503	07/22/08	DISTRICT EXPENSES	5,464.99	
				000492	07/22/08	DISTRICT EXPENSES	854.34	
				000491	07/22/08	DISTRICT EXPENSES	725.31	7,044.64
2013482	08/20/08	04345	US CONCRETE PRECAST GROUP	0131776IN	07/23/08	INVENTORY	4,082.00	
				0131782IN	07/23/08	INVENTORY	1,486.30	
				0131423IN	07/04/08	INVENTORY	1,329.85	6,898.15
2013643	08/27/08	03190	VALCO INSTRUMENTS CO INC	90063032	08/07/08	APA 6000 PM PARTS	3,626.99	3,626.99
2013231	08/06/08	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2387541	08/07/08	DEFERRED COMP PLAN	6,964.40	6,964.40
2013483	08/20/08	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2388065	08/21/08	DEFERRED COMP PLAN	6,964.41	6,964.41
2013379	08/13/08	03329	VERIZON WIRELESS	0676144065	07/21/08	WIRELESS DATA SERVICES	6,616.12	6,616.12
2013552	08/27/08	09019	VICTOR CARPENTER	Ref002388224	08/25/08	UB Refund Cst #0000121446	44.96	44.96
2013553	08/27/08	08974	WACHOVIA BANK FSB	Ref002388177	08/25/08	UB Refund Cst #0000126657	211.01	211.01
2013554	08/27/08	08985	WACHOVIA FSB	Ref002388189	08/25/08	UB Refund Cst #0000128296	8.43	8.43
2013380	08/13/08	02700	WATER CONSERVATION GARDEN	000496	08/11/08	REGISTRATION FEE	65.00	65.00
2013232	08/06/08	03781	WATTON, MARK	000477	07/29/08	MEETING EXPENSE REIMBURSEMENT	140.00	140.00
2013644	08/27/08	00014	WAXIE SANITARY SUPPLY	70787355	08/07/08	JANITORIAL SUPPLIES	1,379.68	
				70788341	08/07/08	JANITORIAL SUPPLIES	88.64	1,468.32
2013233	08/06/08	01343	WE GOT YA PEST CONTROL	49380	07/15/08	PEST CONTROL - BEE REMOVAL	115.00	115.00
2013645	08/27/08	01343	WE GOT YA PEST CONTROL	49670	07/28/08	PEST CONTROL - BEE REMOVAL	115.00	
				49660	07/23/08	PEST CONTROL - BEE REMOVAL	115.00	
				49618	07/24/08	PEST CONTROL - BEE REMOVAL	115.00	345.00
2013555	08/27/08	09024	WELLS FARGO	Ref002388230	08/25/08	UB Refund Cst #0000124790	109.61	109.61
2013646	08/27/08	03131	WESTERN HOSE & GASKET	196586	08/04/08	REPAIR PART	812.36	

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				196585	08/04/08	SHOP SUPPLIES	133.54	945.90
2013484	08/20/08	03682	WESTERN INDUSTRIAL CERAMICS	0112642IN	07/31/08	CAT-DPF-RETROFIT GASKETING	1,171.79	1,171.79
2013234	08/06/08	00125	WESTERN PUMP INC	0068955IN	07/14/08	APCD TESTING	538.00	538.00
2013485	08/20/08	03692	WESTIN ENGINEERING INC	31059	07/08/08	CIP P1210 - ASSET MANAGEMENT PLAN	9,195.96	9,195.96
2013647	08/27/08	03692	WESTIN ENGINEERING INC	31272	08/05/08	CIP P1210 - ASSET MANAGEMENT PLAN	9,428.65	9,428.65
2013486	08/20/08	03437	WIENHOFF DRUG TESTING INC	20183	08/01/08	HEALTH EXAMS	435.00	435.00
2013235	08/06/08	02725	WILLIAMS SCOTSMAN INC	83205060	07/12/08	MOBILE OFFICE RENTAL @ TREATMENT PLANT	293.85	293.85
2013381	08/13/08	02725	WILLIAMS SCOTSMAN INC	83358234	07/18/08	MOBILE OFFICE RENTAL @ TREATMENT PLANT	288.74	288.74
2013556	08/27/08	09008	YVONNE HRITZ	Ref002388213	08/25/08	UB Refund Cst #0000081721	11.15	11.15
2013648	08/27/08	06288	ZONDIROS CORPORATION	10	08/04/08	I 905 UTILITY RELOCATIONS	18,302.28	18,302.28
2013557	08/27/08	09039	ZULEMA MALDONADO	Ref002388245	08/25/08	UB Refund Cst #0000126075	74.96	74.96
GRAND TOTAL							2,250,017.17	2,250,017.17