

OTAY WATER DISTRICT

BOARD OF DIRECTORS MEETING
DISTRICT BOARDROOM

2554 SWEETWATER SPRINGS BOULEVARD
SPRING VALLEY, CALIFORNIA

TUESDAY
January 8, 2013
2:30 P.M.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OATH OF OFFICE CEREMONY

JOSE LOPEZ
MARK ROBAK
MITCHELL THOMPSON

4. PRESENTATION OF RECOGNITION PLAQUE TO BOARD PRESIDENT
5. RECESS FOR RECEPTION
6. RECONVENE OTAY WATER DISTRICT BOARD MEETING
7. ELECTION OF BOARD PRESIDENT

As per Chapter 2, Section 1.03.B, *Procedure for Election*, of the District's Code of Ordinances, the General Manager shall chair the proceedings for election of the President. The newly-elected President shall assume office immediately and shall chair the proceedings for the election of the Vice President and Treasurer.

8. ELECTION OF BOARD VICE PRESIDENT
9. ELECTION OF BOARD TREASURER
10. APPROVAL OF AGENDA
11. 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
12. RECESS OTAY WATER DISTRICT BOARD MEETING

13. CONVENE OTAY SERVICE CORPORATION BOARD MEETING
14. ROLL CALL
15. ELECTION OF OFFICERS
 - a) PRESIDENT
 - b) VICE-PRESIDENT
 - c) TREASURER
16. APPOINTMENT OF OFFICERS
 - a) EXECUTIVE DIRECTOR
 - b) CHIEF FINANCIAL OFFICER
 - c) SECRETARY
17. ADJOURN OTAY SERVICE CORPORATION BOARD MEETING
18. CONVENE OTAY WATER DISTRICT FINANCING AUTHORITY BOARD MEETING
19. ROLL CALL
20. RE-AFFIRM OFFICERS OF THE OTAY WATER DISTRICT FINANCING AUTHORITY
 - d) PRESIDENT
 - e) VICE-PRESIDENT
 - f) EXECUTIVE DIRECTOR
 - g) TREASURER/AUDITOR
 - h) SECRETARY
21. ADJOURN OTAY WATER DISTRICT FINANCING AUTHORITY BOARD MEETING
22. RECONVENE OTAY WATER DISTRICT BOARD MEETING
23. APPROVAL OF THE MINUTES OF THE REGULAR MEETINGS OF OCTOBER 9, 2012 AND NOVEMBER 7, 2012

CONSENT CALENDAR

24. ITEMS TO BE ACTED UPON WITHOUT DISCUSSION, UNLESS A REQUEST IS MADE BY A MEMBER OF THE BOARD OR THE PUBLIC TO DISCUSS A PARTICULAR ITEM:
 - a) APPROVE THE ISSUANCE OF A PURCHASE ORDER TO HAAKER EQUIPMENT COMPANY IN THE AMOUNT OF \$366,118.33 FOR THE PURCHASE OF ONE (1) NEW VACTOR MODEL 2110 PLUS JET RODDER

- b) APPROVE CHANGE ORDER NO. 2 TO THE EXISTING CONTRACT WITH GARCIA JUAREZ CONSTRUCTION, INC. IN THE AMOUNT OF \$22,460 FOR THE CALAVO GARDENS SEWER REHABILITATION PROJECT
- c) AWARD A CONSTRUCTION CONTRACT TO BASILE CONSTRUCTION, INC. FOR THE 12-INCH POTABLE WATER PIPELINE IN ORANGE AVENUE, I-805 CROSSING IN AN AMOUNT NOT-TO-EXCEED \$872,000

ACTION ITEMS

25. BOARD

- a) APPROVE AMENDMENTS TO THE OTAY WATER DISTRICT'S GENERAL MANAGER'S EMPLOYMENT CONTRACT WITH NO CHANGES IN COMPENSATION
- b) DISCUSSION OF 2013 BOARD MEETING CALENDAR

INFORMATIONAL ITEMS

26. THIS ITEM IS PROVIDED TO THE BOARD FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS REQUIRED ON THE FOLLOWING AGENDA ITEMS:

- a) REPORT ON DIRECTOR'S EXPENSES FOR THE 1ST QUARTER OF FISCAL YEAR 2013 (BENHAM)
- b) INFORMATIONAL REPORT ON THE DISTRICT'S WATER AND SEWER RATE STUDY (BEACHEM/BELL)
- c) INFORMATIONAL REPORT ON THE ROSARITO DESALINATION PLANT AND THE OTAY MESA CONVEYANCE AND DISINFECTION SYSTEM PROJECTS (KENNEDY)
- d) INFORMATIONAL REPORT REGARDING THE USE OF AS-NEEDED SERVICES TO SUPPORT THE DELIVERY OF THE DISTRICT'S CAPITAL IMPROVEMENT PROGRAM (MARTIN)
- e) STATUS REPORT ON THE FIRST QUARTER OF FISCAL YEAR 2013 CAPITAL IMPROVEMENT PROGRAM (MARTIN)

REPORTS

27. GENERAL MANAGER'S REPORT

- a) SAN DIEGO COUNTY WATER AUTHORITY UPDATE

28. DIRECTORS' REPORTS/REQUESTS

29. PRESIDENT'S REPORT

RECESS TO CLOSED SESSION

30. CLOSED SESSION

- a) CONFERENCE WITH LABOR NEGOTIATORS [GOVERNMENT CODE §54957.6]

AGENCY NEGOTIATORS: MARK WATTON, GENERAL MANAGER, AND GERMAN ALVAREZ, ASSISTANT GENERAL MANAGER

EMPLOYEE ORGANIZATION: OTAY WATER DISTRICT EMPLOYEES' ASSOCIATION

AND

ALL REPRESENTED AND UNREPRESENTED PERSONNEL INCLUDING MANAGEMENT AND CONFIDENTIAL EMPLOYEES

- b) CONFERENCE WITH LABOR NEGOTIATORS [GOVERNMENT CODE §54957.6]

AGENCY NEGOTIATORS: DIRECTORS JOSE LOPEZ AND GARY CROUCHER

WITH RESPECT TO THE GENERAL MANAGER'S CONTRACT

- c) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION [GOVERNMENT CODE §54956.9]

1 CASE

RETURN TO OPEN SESSION

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

32. ADOPT RESOLUTION NO. 4207 TO EXTEND THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE OTAY WATER DISTRICT AND THE OTAY WATER DISTRICT EMPLOYEES' ASSOCIATION AND APPROVE THE SAME PROVISIONS FOR MANAGEMENT, CONFIDENTIAL, AND EXECUTIVE EMPLOYEES

33. ADJOURNMENT

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

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

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

Certification of Posting

I certify that on January 4, 2013, 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 January 4, 2013.

/s/ Susan Cruz, District Secretary

**MINUTES OF THE
BOARD OF DIRECTORS MEETING OF THE
OTAY WATER DISTRICT
October 9, 2012**

1. The meeting was called to order by President Lopez at 3:31 p.m.

2. ROLL CALL

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

Directors Absent: None

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

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

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

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

to approve the agenda.

5. APPROVE THE MINUTES OF THE REGULAR BOARD MEETING OF SEPTEMBER 5, 2012 AND SPECIAL BOARD MEETING OF SEPTEMBER 11, 2012

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

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

Absent: None

to approve the minutes of the regular board meeting of September 5, 2012 and the special board meeting of September 11, 2012.

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

No one wished to be heard.

CONSENT ITEMS

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

Director Robak requested that items 6e and 6f be pulled for discussion.

Upon a motion by Director Croucher, seconded by Director Gonzalez and carried with the following vote:

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

to approve the following remaining consent calendar items:

- a) APPROVE AN ADJUSTMENT TO THE WHEELING RATE FOR THE DELIVERY OF TREATY WATER TO THE CITY OF TIJUANA TO \$58.14 FOR CALENDAR YEAR 2013
- b) ADOPT ORDINANCE NO. 532 AMENDING THE DISTRICT'S CODE OF ORDINANCES, SECTION 72, PENALTIES AND DAMAGES; APPENDIX A, SETION 72.05.D.A WITH REFERENCE TO TYPE I AND TYPE II FINES; AND CLARIFYING CUSTOMER REQUESTS FOR BOARD REVIEW
- c) APPROVE ORDINANCE NO. 535 AMENDING SECTION 6, CONFLICT OF INTEREST CODE, OF THE DISTRICT'S CODE OF ORDINANCES TO UPDATE THE GIFT LIMIT, THE DEFINITION OF PROHIBITED INCOMPATIBLE ACTIVITIES, EXPAND THE LIST OF POSITIONS REQUIRED TO FILE A FORM 700, UPDATE/DELETE POSITION TITLES THAT NO LONGER EXIST AND AMEND THE DISCLOSURE CATEGORIES

- d) CAST VOTES FOR A REGULAR DISTRICT MEMBER ON LAFCO'S COMMISSION AND EIGHT (8) SPECIAL DISTRICTS ADVISORY COMMITTEE MEMBERS IN THE LAFCO SPECIAL DISTRICTS 2012 ELECTION

- g) APPROVE A CONSTRUCTION CONTRACT TO LAYFIELD ENVIRONMENTAL SYSTEMS CORPORATION FOR THE FLOATING COVER REPLACEMENT AT THE 624-1 RESERVOIR IN AN AMOUNT NOT-TO-EXCEED \$497,050

President Lopez presented Item 6e for discussion:

- 6e) APPROVE A PROFESSIONAL AS-NEEDED CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES CONTRACT TO ALYSON CONSULTING IN AN AMOUNT NOT-TO-EXCEED \$350,000 FOR A PERIOD OF THREE (3) FISCAL YEARS (FY 2013 TO FY 2015)

Director Robak indicated that he has noticed that the District has made a concerted effort in the last few years to move to "as-needed" contracts for many services, which he could see would make sense. He indicated that he is certain that there is efficiency derived from doing so and inquired how staff determines that it is more cost effective. He asked if there is some metric the District tracks which would help determine cost efficiency. Staff indicated that within staffs' report it notes the eight or nine projects where the services of Alyson Consulting would be utilized. It was indicated that if the District bid each of these projects separately, it would cost the District much more in staff time. By combining smaller project needs into one contract, it is much more efficient and savings are realized through the efficiency of the process. The District also benefits through economy of scales as it is contracting the services in "bulk."

Director Robak indicated that he was interested in seeing how the numbers indicate that by awarding an "as-needed" contract it is more cost effective. He stated that it certainly makes sense, but he is interested in how the numbers work out. It was discussed that there is number of different ways that this could be determined. President Lopez suggested that this issue be agendized for discussion at a meeting of the Engineering Operations and Water Resources Committee.

President Lopez then presented item 6f for discussion. Director Robak indicated that he had the same concern with this contract as with item 6e.

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

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

Absent: None

to approve agenda items 6e and 6f as per staffs' recommendation.

ACTION ITEMS

8. BOARD

- a) APPOINT AN AD HOC EMPLOYEE NEGOTIATIONS COMMITTEE FOR UPCOMING NEGOTIATIONS WITH THE OTAY WATER DISTRICT EMPLOYEE ASSOCIATION

President Lopez indicated contract (Memorandum of Understanding [MOU]) with District's Employee Association (EA) will expires in June 2013 and the District must start focusing on negotiations for a new contract. He stated that he would like to start the negotiations process in November 2012 and would be appointing members to an Ad Hoc Committee to begin the discussion and to get feedback from the board. He stated that, at the moment, he is thinking of appointing Director Croucher as he had served on the committee during the last negotiations process and he'd like to have his experience on the committee.

The board had a discussion regarding the members and experience that they would like to see serve on the committee. The members of the board also noted that they would like to review the proposed agreement to the EA before it is presented to the EA.

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

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

to initiate a board Ad Hoc Employee Negotiations Committee.

- b) DISCUSSION OF 2012 BOARD MEETING CALENDAR

It was discussed that the board had canceled the December board meeting in past years and it was questioned whether the December meeting would be canceled this year as well. General Manager Watton indicated that staff can be prepared if the board decides to cancel the December board meeting. President Lopez indicated that he would like to discuss this further at the November 7 board meeting.

INFORMATIONAL ITEMS

9. THE FOLLOWING ITEM IS PROVIDED TO THE BOARD FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS REQUIRED ON THE FOLLOWING AGENDA ITEM:

a) UPDATE DIRECTORS' EXPENSES FOR THE 4TH QUARTER OF FISCAL YEAR 2012

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

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

that the board note and file the update report on the Board of Directors' expenses for the 4th Quarter Fiscal Year 2012.

b) STRATEGIC PLAN FISCAL YEAR-END 2012 UPDATE REPORT

Chief of Information Technology Geoff Stevens indicated that this is the first year of the District's three-year plan (2012 – 2014) approved by the Board in 2011. He stated that the District's Strategic Plan allowed the District to determine where it was going as a business, to implement infrastructure and systems that would enhance efficiency, and to refine/fine tune those realized efficiencies. He stated that the District will begin to develop the 2015-2017 Strategic Plan in the next six (6) to seven (7) months.

He presented the results of the year-end FY2012 Strategic Plan and indicated:

- 36 of the 42 objectives are complete, ahead of schedule or on target (or 86%); the target is 90%. (Objectives provide a guide to the direction of the District.)
- 33 of the 43 performance measures are complete, ahead of schedule or on target (or 77%); the target is 75%. (Performance measures indicate how the District is doing in its day-to-day operations.)

He stated that staff works together and reviews and discusses the results of the District's Strategic Plan in detail and the reasons why specific items are not meeting targets on a quarterly basis. This information is input into the Strategic Plan System. He noted that the Strategic Plan information is available on the board extranet and members may review the status of objectives and measures in detail.

Chief of Information Technology Stevens also presented *Trend Analyses* for both the objectives and measures from FY 2007 through FY 2012 showing the District's

performance for each fiscal year relative to the set targets. The District's overall performance has been above average over the last six years.

He indicated that the next steps in the Strategic Plan process are:

- Departments will be working on *Strategy Maps*. The maps lay out the departments' different strategies and looks at the inter-relationships between them. The purpose is to help departments possibly determine where more emphasis can be placed to improve/enhance outcomes. This process will also provide a basis for discussion with the senior team and managers.
- Improve measures and targets.
- Continue to enhance communications and teamwork through the Strategic Plan process.

It was discussed that AWWA may be discontinuing the Qualserv Survey. The District will be contacting AWWA as it would be unfortunate to abandon the entire benchmarking survey. The Qualserv Survey program is not what the utilities were looking for, however, there are elements of the survey that is helpful and it is felt it can be enhanced to make it more useful.

Director Robak inquired about the measure for total customer water saved (per capita water use) indicating that he recalls that the District is ahead of its projection for water savings and asked why the measure shows that the District is behind schedule. Water Conservation Manager William Granger confirmed that the District's gallons per day (GPD) use is going down. He stated that this measure indicates the success of the water conservation voucher program; customers' installation of water conserving devices (i.e., water efficient clothes washers, water smart irrigation controllers, etc.). Due to the economic downturn, customers are not as willing to invest in new products even though they are provided incentives and this is the reason the District is a little behind in meeting this measure's target.

Director Robak indicated that people are utilizing their cell phones more to obtain information and inquired if staff is looking to optimize the District's webpage for smart phone users. Chief of information Technology Stevens indicated that staff is not currently looking to do so as there is concern of screen size and the size of the message that can be viewed. The District has received positive customer feedback through the customer survey and the number of customers utilizing the website for billing purposes is increasing.

Director Thompson indicated that he believes that the Strategic Plan is the strength of an organization. He complimented Chief of Information Technology Stevens and staff for their work on the District's Strategic Plan.

c) REPORT ON INVESTMENT PROCEDURES

Director Thompson indicated that the Finance Administration and Communications Committee had asked that staff document the procedures for the investment process as, while there is a process followed by staff, there were no written procedures at that time. The committee is satisfied with the procedures presented by staff.

REPORTS

10. GENERAL MANAGER'S REPORT

General Manager Watton introduced new Finance Manager, Mr. Kevin Koeppen, who has joined the District from Circle Foods. He stated that Circle Foods is one of the District's largest customers in the Otay Mesa area. Mr. Koeppen has been hired to fill the seat vacated by Mr. James Cudlip who had retired from the District in June 2012.

He indicated that a memo has been provided each board member with an update on the Rocking Horse Drive water main break in response to questions from Director Robak. Director Robak indicated that he was happy to receive the memo as it answered some of his questions.

General Manager Watton then highlighted information from his report that included an update on the California Water Plan, employee picnic, water sales, water and sewer rate study, North District-South District Interconnect Pipeline Project and SDG&E's proposed rate increase.

In response to an inquiry from Director Croucher, General Manager Watton indicated that a report will be published by a consultant that will answer the power question more fairly concerning the Poseidon Desalination Project. It is believed that the report will show that the power rate will double over the next 10 - 15 years which is different from what CWA's consultant is showing. It provides a longer look and was requested by the public power producers and other public agencies that supply power. CWA's staff is estimating an inflation rate of about 2.5% and it is expected that the report will show a 5% increase.

General Manager Watton also shared that he met with the lessees of the District's Salt Creek Golf Course. He indicated that they have done over \$1 million in improvements on the golf course and it was looking very good. He stated they are still working on a few improvements and they were getting the course back into good condition. He also noted that the clubhouse had changed and that the food was pretty good.

SAN DIEGO COUNTY WATER AUTHORITY (CWA) UPDATE

General Manager Watton indicated that CWA is still discussing the Poseidon Desalination Project. The rate structure is still in debate and Otay WD is requesting that CWA perform a cost-of-service study. CWA will be holding a special board meeting on Wednesday, October 11, where the CWA board will further discuss the project documents. The Otay WD staff have been reviewing the documents and formulating questions. CWA is looking at a 30-year multi-billion dollar contract that could affect the District's rate. Currently, CWA is projecting an increase of approximately 12% in 2016. Otay WD is encouraging CWA's board to have a more in depth discussion on the rate structure. Should it be embedded into the various CWA rate categories or should it be considered a supply source. After these questions have been answered, then CWA should determine if it should move forward with the project or not.

Director Thompson inquired if it was felt that the District had adequate resources to analyze the proposed rates and to present the District's case to assure that the District's ratepayers are fairly treated. General Manager Watton indicated that at the contract level it is felt that the District has adequate resources. The District has engaged Ms. Karyn Keese of Atkins Global to assist with the rate issues. The District's staff is utilizing its own rate modeling program to determine the impact to the District's rate. Director Thompson indicated that, as a member of the board, he would like to make sure that the District devotes enough resources, whether internal or external, to protect the District and its ratepayers' interests. General Manager Watton indicated that he appreciates Director Thompson's comments and it is the reason staff is putting great effort and resources into the analysis.

11. DIRECTORS' REPORTS/REQUESTS

Director Robak indicated with regard to the Carlsbad Desalination Project, that he has been clear that he did not support the Carlsbad Desalination Project for many reasons. He indicated that if we were to analyze where we are at this point with the project, he felt that it would be pretty clear that the project would not "pencil out." He stated that he had attended the public hearing on the Carlsbad Desalination Project at CWA and the hearing was very well attended by the public. He stated that he feels that everyone is just worn down after 12 years of trying to move this project forward. He indicated that he feels the thought is, "yes, it is twice as expensive, but we have to have it (the project)." It also seems that CWA's Water Planning Committee has already concluded that CWA will move forward with the project. Though the District is making its concerns known, it is the majority that will rule in the decision. Director Robak also commented on the Telegraph Canyon Road main break and indicated that he did have an opportunity to speak with a customer impacted by the break and that he would speak with General Manager Watton later on his impressions concerning the break.

He lastly commented on the Avocado, Louisa, Calavo, etc., Sewer Replacement Project. He stated that he had spoken with a customer impacted by the project and wished to share with staff that the customer had indicated that he was very

appreciative of the contractor's work. He stated that he is a contractor himself and understands the challenges that contractors must address. The customer indicated that he would be forwarding a letter regarding his appreciation. Director Robak indicated that once he receives the letter, he would share a copy with the board and staff.

Director Thompson indicated that he attended a couple meetings of the City of Chula Vista's Redevelopment Oversight Committee. The committee indicated that an independent audit must be completed on the redevelopment funds. They are replacing State funds for schools that were formerly going to the Chula Vista Redevelopment Agency. He stated that the first fund that was audited is the housing fund and a \$1 million will be returned to the County which will be earmarked for schools. He reminded the board that the District was asked to appoint representatives to the Redevelopment Committee as it is the largest water agency in Chula Vista, however, the District is almost not impacted by the actions of the committee.

Director Gonzalez reported that he attended the Otay Mesa Chamber of Commerce meeting attended by State Assemblymember Ben Hueso. Assemblymember Hueso spoke about current water issues, the water projects that are being built in northern California and the critical need to develop other water supply resources. He indicated that it is great to have the support of a State representative on water issues. He also stated that he attended, as alternate representative, the Metro Commission meeting. At the meeting a conservation group spoke on focusing more on recycle water supplies as opposed to desalination as they wished to protect and conserve the ocean. They felt that the city should focus on utilizing recycled water more. He also shared that he and his family attended and enjoyed the District's employee picnic.

Director Gonzalez inquired if it is possible for the board to be provided a briefing on the water issues as there is a lot of issues in the industry right now. He stated that it would be helpful to have the information when out in the public. President Lopez indicated that he would speak with General Manager Watton about providing a workshop.

12. PRESIDENT'S REPORT

President Lopez reported on meetings he attended during the month of September 2012 (a list of meetings he attended is attached). He indicated with regard to the September 11 Special Board meeting that several items were tabled due to time constraints, that he would like to see those items brought back at future meetings since staff had already put the work into those items. He indicated with regard to the Water Conservation Garden that he felt the Garden was moving in a positive direction and that the new Garden Executive Director, Mr. John Bolthouse, is doing an excellent job. He stated that he expected a positive report from him when he presents his report at the District's next board meeting. He also shared that he

attended the Bonita Festival on October 6 and that the District had strong interest from its customers. He commended the staff volunteers – Armando Buelna, Bob Kennedy, Dan Martin, Richard Namba and Marinelli McCormack – for their work in staffing the District’s booth.

13. ADJOURNMENT

With no further business to come before the Board, President Lopez adjourned the meeting at 4:48 p.m.

President

ATTEST:

District Secretary

President's Report
October 9, 2012 Board Meeting

A) Meetings attended during the Month of September 2012:

- 1) **September 5:** Attended the District's Regular Board Meeting
- 2) **September 11:** Attended the District's Board Workshop/Special Board Meeting. The board received an update on legislative matters.
- 3) **September 12:** Attended the Water Conservation Garden Board Meeting (copy of agenda attached).
- 4) **September 14:** Committee Agenda Briefing. Met with General Manager Watton to review items that will be presented at the September Committee meetings.
- 5) **September 17:** Attended a meeting of the Finance, Administration and Communications Committee.
 - a) Reviewed, discussed, and made recommendation on items that will be presented at the October board meeting.
- 6) **September 20:** Met with **Supervisor Greg Cox** to discuss the North/South District Interconnect Pipeline Project.
Attendees: Mark Watton, Rod Posada, Jeff Marchioro
- 7) **September 22:** Attended the District's Employee Picnic.
- 8) **October 1:** Board Agenda Briefing. Met with General Manager Watton and General Counsel Daniel Shinoff to review items that will be presented at the October Board meeting.

**MINUTES OF THE
BOARD OF DIRECTORS MEETING OF THE
OTAY WATER DISTRICT
November 7, 2012**

1. The meeting was called to order by President Lopez at 3:36 p.m.

2. ROLL CALL

Directors Present: Gonzalez, Lopez, Croucher and Robak

Directors Absent: Thompson (out-of-town on prescheduled vacation)

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

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA

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

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

to approve the agenda.

5. WATER CONSERVATION GARDEN UPDATE (JOHN BOLTHOUSE, EXECUTIVE DIRECTOR, AND RICHARD WRIGHT, PRESIDENT, BOARD OF DIRECTORS)

Mr. Richard Wright, President of the Water Conservation Garden (Garden) Board of Directors, thanked the Otay Water District's (OWD) Board for the invitation to provide an update on the Garden. He introduced the Garden's new Executive Director, Mr. John Bolthouse.

Executive Director Bolthouse expressed his appreciation for the value that the District, and its fellow member agencies, place in the Garden. Mr. Bolthouse reported that within the next 3-6 months, the Garden will be drafting a new Strategic

Plan and once it is approved by the Garden's governing board, it will be presented to the JPA. He indicated that the Garden's staff and co-owners of the property are developing a facilities expansion plan and ideas for new programs. Expansion of the building is needed for staff, volunteers and meeting space. There are additional plans to enhance and expand current programs and look into botanical science, which Mr. Bolthouse believes will widen the demographic and the geographic appeal of the Garden beyond East County.

Mr. Bolthouse thanked William Granger, OWD's Water Conservation Manager, for his involvement with the Garden. He also invited the OWD board and staff members to their Fall Garden Festival which is scheduled on November 10, 2012, from 10:00 a.m. to 4:00 p.m. He stated that there will be music and approximately 50-60 vendors.

President Lopez indicated that he attends the Garden's Board meetings as a member of the board and has witnessed President Wright's passion for the Garden. He thanked Mr. Bolthouse for providing an update and commended him on his leadership and knowledge of the Garden. He indicated that he felt that the Garden has a good team and invited Mr. Bolthouse back to the District in the future to provide another update on the Garden's progress.

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

Mr. Al Alvarado of National City addressed the Board on behalf of his grandson who owns a home within the District's service area and discussed the situation of the property. He indicated that the property is currently in foreclosing proceedings and that the tenant had moved out in June 2012. However, the water fees continued to accumulate though water was not being used, which he felt was unfair. He thanked the board for the opportunity to share his concerns.

President Lopez referred Mr. Alvarado's concerns to General Manager Watton. District staff will contact Mr. Alvarado to address his concerns.

CONSENT ITEMS

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

Upon a motion by Director Croucher, seconded by Director Gonzalez and carried with the following vote:

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

Absent: Director Thompson

to approve the following consent calendar items:

- a) ADOPT RESOLUTION NO. 4205 TO AUTHORIZE THE GENERAL MANAGER TO IMPLEMENT REQUIREMENTS OF THE CALIFORNIA PUBLIC EMPLOYEES' PENSION REFORM ACT OF 2013, WHICH WILL BECOME EFFECTIVE JANUARY 1, 2013; AND ADOPT RESOLUTION NO. 4206 TO AMEND RETIREE HEALTH BENEFITS FOR UNREPRESENTED EMPLOYEES HIRED ON OR AFTER JANUARY 1, 2013
- b) ADOPT ORDINANCE NO. 536 AMENDING THE DISTRICT'S CODE OF ORDINANCES, SECTION 2.01, AUTHORITY OF THE GENERAL MANAGER, TO FORMALIZE THE GENERAL MANAGER'S OR DESIGNEE'S AUTHORITY TO MANAGE COLLECTION ACTIVITIES
- c) APPROVE A 3-YEAR O&M AGREEMENT WITH SOFTCHOICE CORPORATION FOR MICROSOFT SOFTWARE LICENSE SUPPORT IN THE AMOUNT OF \$250,638.00, CONSISTING OF THREE (3) ANNUAL PAYMENTS OF APPROXIMATELY \$83,546.00
- d) APPROVE A PROFESSIONAL AS-NEEDED GEOTECHNICAL SERVICES CONTRACT WITH SOUTHERN CALIFORNIA SOIL & TESTING, INC. IN AN AMOUNT NOT-TO-EXCEED \$175,000 FOR A PERIOD OF THREE (3) FISCAL YEARS (FY 2013 TO FY 2015)
- e) APPROVE CREDIT CHANGE ORDER NO. 1 TO THE EXISTING CONTRACT WITH GARCIA JUAREZ CONSTRUCTION, INC. IN THE AMOUNT OF <\$22,040.00> FOR THE CALAVO GARDENS SEWER REHABILITATION PROJECT

ACTION ITEMS

8. FINANCE, ADMINISTRATION AND INFORMATION TECHNOLOGY

- a) APPROVE THE DISTRICT'S AUDITED FINANCIAL STATEMENTS, INCLUDING THE INDEPENDENT AUDITORS' UNQUALIFIED OPINION FOR FISCAL YEAR ENDED JUNE 30, 2012

Finance Manager Kevin Koeppen indicated that White Nelson Diehl Evans & Company, LLP (WNDEC) completed the District's audit for fiscal year ended June 30, 2012. He stated that this is the company's third year performing the District's audit.

Overall District assets decreased by \$6.3 million due to decreases of:

- \$3.2 million for payments on long-term debt

- \$1 million due to a reduction in grant funds received
- \$1.4 million due to the write-off of CIP expenses that were not capitalized for various projects

Finance Manager Kevin Koeppen stated that the District's Capital contributions for FY 2012 was \$6.8 million, where \$2 million was from capital improvements from permits, \$3.5 million was contributed to fixed assets from developers, and \$1.4 million was from capacity fees.

Mr. Koeppen indicated that operating revenue increased \$5.2 million mainly due to the overall increase in water rates. He noted that the overall debt service ratio, a ratio used to analyze the District's ability to meet its debt and interest payments, was 132% for the fiscal year.

Mr. Nitin Patel, Auditor for White Nelson Diehl Evans & Company (WNDEC), presented the findings of the District's audit for FY 2012. He stated his organization's responsibility is to express an opinion on the financial statements of the District. WNDEC's audit of the District's FY 2012 resulted in an unqualified opinion. Mr. Patel indicated that the financial statement presents fairly, in all material respects, the financial position of the District in accordance with generally accepted accounting principles.

Mr. Patel indicated that his organization also issues a report on internal controls over financial reporting and compliance, known as the Management Letter. He stated that WNDEC did not identify any material weaknesses in internal controls.

Communication under Audit Standard No. 114, which discusses the Qualitative Aspects of Accounting Practices, indicates WNDEC found no new accounting policies that have been adopted and the application of existing policies were not changed during the fiscal year. There were also no noted transactions entered into by the District for which there is a lack of authoritative guidance or consensus.

Mr. Patel indicated that his firm did not have any difficulties in performing the audit.

The last report issued is the Independent Accountants' Report on Applying Agreed-Upon Procedures regarding the District's investments. Mr. Patel indicated that there were no findings to report and that the investments tested by WNDEC were in compliance with the District's Investment Policy.

Director Robak indicated that each year there is a special area of focus in the audit. He inquired what the special area of focus was for the FY 2012 audit. Mr. Patel indicated that WNDEC did not focus on a special area during the FY 2012 audit. The audit did include a follow-up on suggested adjustments/improvements with regard to credit card payments and capitalized assets that were identified in last year's audit and no issues were found.

Chief Financial Officer Joe Beachem indicated that he does not believe there is an inherent special area required in the audit. However, if the Board wished for the District's auditors to focus on a specific area, the auditors would be willing to do so.

Mr. Patel stated that the Board could provide a letter to the auditor indicating any concerns that they would like WNDEC to focus on.

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

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

to approve the District's audited financial statements, including the independent Auditors' unqualified opinion for fiscal year ended June 30, 2012.

9. BOARD

a) DISCUSSION OF 2012 BOARD MEETING CALENDAR

The board canceled the December 5, 2012 board meeting and scheduled a special board meeting on November 28, 2012 to discuss CWA's intent to vote on a Water Supply Agreement for desalinated water with Poseidon Resources.

INFORMATIONAL ITEMS

10. THE FOLLOWING ITEM IS PROVIDED TO THE BOARD FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS REQUIRED ON THE FOLLOWING AGENDA ITEM:

a) INFORMATIONAL REPORT ON THE EMERGENCY REPAIR COST FOR A MAIN BREAK AT THE 1400 BLOCK OF TELEGRAPH CANYON ROAD

Chief of Operations Pedro Porras stated that in the early morning of October 24, 2012, a break occurred in a 24-inch asbestos cement water main (ACP) located within the westbound lane of the 1400 block of Telegraph Canyon Road between La Media Road and Paseo Rancho Road.

Mr. Porras stated that in accordance with District Code of Ordinances Article I, Chapter 2, Section 2, Paragraph H, staff declared the break an emergency in order to expedite the repair and prevent loss or impairment of essential public services. It was indicated that if the District had not declared the repair an emergency, the repair of the pipe would have been delayed for 90+ days as, per the District's policy, bids would need to be solicited for the repair of the pipe due to the cost associated with the repair.

Mr. Porras indicated that there were three (3) main issues that necessitated that the pipeline break be declared an emergency: 1) Materials for the repair were not readily available; 2) A red flag warning was issued by the National Weather Service increasing the possibility of fires which would place a demand on the District's system; and 3) The excavation required to continue the repair safely was beyond the capabilities of the District's equipment.

He indicated that the 24-inch pipeline in Telegraph Canyon Road is the primary feed source to the southerly 624 pressure zone, and the entire 458 and 340 pressure zones. With the primary pipeline down, District staff constructed high lines to feed the meters located on Telegraph Canyon Road and activated the 711/624 pressure reducing valve located on Heritage Road and Olympic Parkway. However, if the temporary feed lines were to exceed their maximum capacity, leaks or breaks in the 624 pressure zone could occur which may leave customers with no water. He indicated that the District coordinated with the City of Chula Vista and kept the City informed of the repair status.

Mr. Porras stated that of the three (3) contractors who submitted bid proposals, Cass Construction was selected to complete the emergency repair. He indicated that the estimated cost is approximately \$150,000, which included the additional costs to immediately fabricate the custom repair couplings, expedite shipping from Arkansas since materials were not commercially available, and extended time duration to complete the repair. Mr. Porras noted that the emergency contract was less than \$250,000 and therefore was not subject to ratification by the Board. It was also noted that the General Manager, as required, reported the emergency repair to the Board within 48 hours following the emergency declaration.

General Manager Mark Watton commended District staff for their diligent efforts to expedite the repair and minimize the impact to the community. He also commended the City of Chula Vista's staff for their outstanding level of cooperation that assisted in expediting the emergency repair on Telegraph Canyon Road. The District's back-up systems for emergencies and the repair itself were successful.

Chief of Operations Pedro Porras commended Mr. Tadeo Vasquez, Utility Maintenance Supervisor, who monitored the situation and performed the repair throughout the night. It was also noted that Mr. Vasquez maintained communications with his supervisor, Utilities Service Manager Jose Martinez, at all times.

Director Croucher inquired about the history of the pipeline and the challenges of ordering materials for it. Mr. Pedro Porras stated that the 24-inch asbestos cement pipeline (ACP) was installed in 1999 and was commonly used at that time, but now is no longer used. He stated that it was a challenge to find the adaptors for the pipeline because they are no longer commercially available and indicated that staff had to special order them.

Director Croucher inquired if cement pipelines are identified in the District's as-built system and if the District was aware of other such pipelines in its service area. Chief of Operations Pedro Porras stated that they are not identified in the District's as-built system, but the District is aware of approximately 400 miles of cement pipeline in its jurisdiction.

Directors Croucher and Gonzalez inquired if there are current plans to inspect other cement pipelines in the area to avoid another emergency repair. General Manager Mark Watton stated that it would not be practical for the District to inspect other cement pipelines at this time unless it was necessary. Mr. Watton indicated that pipeline inspections involve excavation that takes up a significant amount of time and labor. To avoid another emergency repair in the future, it was noted that staff ordered two sets of materials for the cement pipelines to have them readily available.

In response to a question from Director Robak, Chief of Operations Pedro Porras indicated that staff had consulted with our sister-agencies to see if they had materials the District could utilize to repair the pipeline. Since the agencies did not have in materials in stock as well, District staff placed a special order.

b) INFORMATIONAL REPORT ON THE PROPOSED APPLICATION TO THE PUBLIC UTILITIES COMMISSION OF THE STATE OF CALIFORNIA (CPUC) BY SAN DIEGO GAS & ELECTRIC (SDG&E) FOR THE AUTHORITY TO UPDATE MARGINAL COSTS, COST ALLOCATION, AND ELECTRIC RATE DESIGN

Senior Civil Engineer Bob Kennedy stated that on October 3, 2012, SDG&E filed an amended application with the CPUC and if approved, there would be a direct impact on District electric rates. He provided a PowerPoint presentation to the Board.

Mr. Kennedy indicated that the impacts include higher basic service fees, an increase to the Power-Agriculture rate known as PA-T, shifting October from a winter rate schedule to the higher summer rate schedule, and changing the rate structure for solar, wind, and micro turbine projects.

He presented a 2012 calendar with the current summer/winter on-peak, semi-peak, and off-peak time of use periods that showed the rate for power will vary with time of use, peak periods have higher rates than off-peak periods, and summer rates are higher than winter rates.

It was noted that one of the changes proposed is to shift October from a winter rate schedule to a summer rate schedule, which will result in a higher October bill to the District.

Senior Civil Engineer Kennedy indicated that the County Water Authority offered to estimate the impact of the rate changes to the District. Mr. Greg Ortega from the Authority took the electricity data from the District and applied the new propose

rates. The Authority estimates that the cost of electricity could increase the District's rate by 37%.

Mr. Kennedy stated that the California Center for Sustainable Energy estimated the increase for Fallbrook and Valley Center and determined that their rate would increase 34% to 52%.

Senior Civil Engineer Bob Kennedy presented a slide showing some of the drivers for the rate increase:

- To cover the wildfire cost of \$1.1 billion
- The recent shutdown of San Onofre
- The deployment of Smart Grid technology (provides SDG&E the ability to monitor use which allows them to bill accordingly)
- To increase reliability
- Consumer advocates pressuring the CPUC to have large users pay more for the power they receive

Mr. Kennedy discussed Sustainable Energy and stated that over the last few years, the District has looked at ways to decrease its dependency on SDG&E and develop alternative sources for self-generated power. He indicated that in 2008, the District entered into an agreement with the County of San Diego to purchase electricity generated from methane gas produced from the landfill adjacent to the District's Ralph W. Chapman Water Reclamation Facility. The project was partially funded through the California Center for Sustainable Energy (CCSE) and from revenues from the sale of the electricity.

At the beginning of the project, SDG&E imposed a \$1,553 per month stand-by demand charge. By the end of the agreement the stand-by demand charge had increased to \$2,014 per month. As a result of the increase in the stand-by charge, it was no longer economical for the District to buy power generated from the County of San Diego facility so the agreement was not renewed.

Mr. Kennedy stated that the District had also looked at solar power as a source for self-generated power and contracted with the CCSE to perform an assessment on several District owned property. He indicated that on May 6, 2011, CCSE completed the "Otay Water District Self-Generation Assessment Report" and concluded it is unlikely that these projects would result in any savings and the financial performance of such systems would be poor at the current Power Purchase Agreement prices.

Mr. Kennedy stated some concerns such as the rate changes proposed by SDG&E that will target these systems and further lower their financial performance if SDG&E's rate structure is approved. It was noted that instability in the solar power industry is also a concern, as the City of San Diego School District recently found out. Faulty panels installed on 24 of their buildings in 2005 became corroded and posed a possible fire risk. They then found that the company who built the panels

had filed for bankruptcy which left the company that sold the power directly to the school district with no resources to service or maintain the solar panels.

Senior Civil Engineer Bob Kennedy noted that the District is always looking for ways to reduce power consumption through increased energy efficiency and also meet the requirements of AB32. He indicated that there are three (3) CIP projects in the FY 2013 budget which are expected to reduce the District's power consumption:

- CIP projects P2502 and P2503 will result in significant electrical energy savings due to increased available suction pressure (saving \$85,000/year).
- CIP project R2091 pump station 927/944 upgrade will install more efficient pumps resulting in energy savings.

Mr. Kennedy indicated that SDG&E and several stakeholders recently met and a settlement was being drafted with buy-in largely from the City of San Diego and the Farm Bureau. He stated that basically the settlement takes the PA-T rate out of the Large Commercial & Industrial class and puts it in the Agricultural class which composes a much smaller cost allocation than the Commercial & Industrial class. Unfortunately, SDGE has not produced any illustrative rates, only percent allocations. However, the settlement proposal was designed by Bill Monson (City of San Diego consultant) and all of the interveners accepted this as a large win on the PA-T rate. Mr. Kennedy noted that the so called 'Solar Rate' (DGR) will still need to be resolved.

Mr. Kennedy stated that staff is working with the District's customer service representative at SDG&E to look at ways to restructure existing rate tariffs on existing meters to get more economical rate structures applied to them. He indicated that this last year, Operations staff had looked at five different meters and the possibility of shifting the tariff rate from a PA-T1 rate schedule to a PA rate schedule is being discussed to get a more beneficial rate at those facilities. It was noted that this could result in an annual savings of \$40,000.

Director Robak commented on the drivers of the rate increase and inquired if a Joint Powers Agreement can be established to generate power. General Manager Mark Watton stated that there are provisions to generate power but SDG&E has been successful in making it unattractive, such as charging a wheeling rate which makes it uneconomical.

REPORTS

11. GENERAL MANAGER'S REPORT

General Manager Mark Watton highlighted information from his report that included an update on the Conservation Program Activity, the increase in water sales, the North District-South District Interconnect Pipeline Project, the 12-Inch Potable Water Pipeline East Orange Avenue I-805 Crossing, and meter sales.

He stated that he and President Lopez attended a legislative session in Mexico, at the invitation of former Otay Water District board member Jaime Bonilla. Mr. Watton shared that Congressman Bonilla was elected to Mexico's Congress where 500 members represent various regions across the country, much like the United States. He indicated that Mexico's President of the Chamber of Deputies introduced Mr. Watton and President Lopez at the legislative session. Both were also introduced to the Northern Board Commission that handles water issues between the United States and Mexico. Mr. Watton indicated that the Governor of the State of Baja, Mr. Jose Guadalupe Osuna Millán, Mexico's State Senators and former governors also attended the legislative session. Mr. Watton also reported that he and President Lopez had the opportunity to speak with Mexico's National Water Committee President. He stated that it was a great opportunity to meet with key players from Mexico's government who are involved in water issues.

President Lopez expressed his appreciation for Congressman Bonilla's collaborative efforts. He stated that he is confident that the District will be working with the right officials from Mexico. President Lopez indicated that United States Senator Ben Hueso was also in attendance at the legislative session in Mexico and is also involved in the water issues between the United States and Mexico.

General Manager Watton also presented a photo of Senator of Baja, Mr. Marco Vasquez, and indicated that he also attended the committee meetings in Mexico. He indicated that he was a former governor of Mexico and is familiar and knowledgeable in water issues in the country.

SAN DIEGO COUNTY WATER AUTHORITY (CWA) UPDATE

General Manager Watton indicated that CWA scheduled a special board meeting on November 29, 2012 to take action on a proposed Water Supply Agreement with Poseidon Resources. He stated that CWA has not yet determined the rate structure for the water from the desalination project and they have not yet completed a cost-of-service study. He stated that District staff has forwarded letters to CWA, and plans to send more letters, to inform CWA of Otay WD's concerns with the Project. It was noted that staff plans to review CWA's proposed desalination agreement and will be formulating questions to submit to CWA.

General Manager Watton stated that the Otay WD's November 28, 2012 special board meeting is necessary to discuss CWA's action to vote on the Poseidon Desalination Project and to obtain the Board's input. He also recommended that a Closed Session be held to discuss Proposition 26 matters.

Director Croucher stated that he and General Manager Mark Watton both believe in desalination as it is a reliable water resource. However, they are concerned with the cost of the Poseidon Desalination Project and how its cost will be shared among the member agencies.

12. DIRECTORS' REPORTS/REQUESTS

Director Robak requested that a County Water Authority (CWA) representative be present at the District's special board meeting on November 28 to present on the Poseidon Desalination Project and to answer any questions that the District may have. Director Robak also shared information about a program that helps build wells in third-world countries at a cost of \$3,000 and indicated that if anyone would like to participate in the program, he could be contacted for more information.

Director Gonzalez stated that he attended a Metro Commission meeting and a conservation group was in attendance to advocate for recycled water and voice their concerns regarding desalination. He indicated that the Commission decided that recycled water and desalination are equal and are needed as alternate resources. With regard to the Integrated Regional Water Management meetings, Director Gonzalez indicated that Senior Civil Engineer Bob Kennedy was appointed to represent the District at the meetings.

13. PRESIDENT'S REPORT

President Lopez reported on meetings he attended during the month of October 2012 (a list of meetings he attended is attached).

14. ADJOURNMENT

With no further business to come before the Board, President Lopez adjourned the meeting at 5:17 p.m.

President

ATTEST:

District Secretary

President's Report
November 7, 2012 Board Meeting

A) Meetings attended during the Month of October 2012:

- 1) **October 1:** Board Agenda Briefing. Met with General Manager Watton and General Counsel Daniel Shinoff to review items that will be presented at the October Board meeting.
- 2) **October 9:** Attended the District's Regular Board Meeting
- 3) **October 11:** Attended the Tijuana Innovadora 2012 Conference. Attendees: Rod Posada and Jose Martinez
- 4) **October 19:** Committee Agenda Briefing. Met with General Manager Watton to review items that will be presented at the October Committee meetings.
- 5) **October 23:** Attended a meeting of the Finance, Administration and Communications Committee.
 - a) Reviewed, discussed, and made recommendation on items that will be presented at the November board meeting.
- 6) **October 25:** Attended the South County Economic Development Council's elected Officials Reception. Attendees: Mark Watton, German Alvarez and Rod Posada
- 7) **October 29:** Board Agenda Briefing. Met with General Manager Watton and Attorney Richard Romero to review items that will be presented at the November Board meeting.
- 8) **October 30 to Nov 1:** Traveled to Mexico City, Mexico to meet with Mexico Government Officials to discuss the Rosarito Desalination Project.



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 2, 2013
SUBMITTED BY:	Jose Martinez, Utility Services Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Pedro Porras, Chief, Water Operations		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager		
SUBJECT:	Approval to Purchase Sewer Vector Truck		

GENERAL MANAGER'S RECOMMENDATION:

That the Board authorize the General Manager to issue a purchase order to Haaker Equipment Company in the amount of \$366,118.33 for the purchase of one (1) New Vector Model 2110 Plus Jet Rodder.

COMMITTEE ACTION: _____

See Attachment "A".

PURPOSE:

To obtain Board authorization to purchase a sewer Vector truck.

ANALYSIS:

Included in the approved FY 2013 budget is one (1) new sewer Vector truck. The sewer Vector truck is a replacement vehicle for existing unit 110.

Currently, the District's essential equipment includes one (1) sewer Vector truck. Unit 110 is a 1999 Vector Jet Rodder mounted on a Sterling chassis. This unit has 52,424 chassis miles and 10,032 operational in service hours on it. Due to the nature of the vehicles work, the useful in service life of this machine is normally 7-10 years which has been exceeded. Funding

for this sewer cleaner has been included in FY13 Capital Purchases Budget, Project S2042.

During the last four fiscal years the District has incurred \$20,571.58 in corrective maintenance costs including structural body repairs, corrosion repairs and failed engine components. These repairs resulted in having this unit approximately 30 days out of service.

An estimate to refurbish the jet rodder and debris body on Unit 110 was provided by Haaker Equipment Company at a cost of \$223,632.51 and would require to be out of service for 12 weeks during which time a replacement unit would need to be rented. Please note, this estimate did not include work associated with the engine and/or the transmission which is near the end of service life and likely to require rebuild or replacement.

The District has reviewed manufactures that provide vacuum truck units. Based on the nature of the District's sewer cleaning operations, the District has specified equipment that is best suited for use on narrow roads in high traffic and high speed areas. Specifically, the District is requiring a unit with a centrally located rodder spool as it provides for greater safety and less impact to traffic when working in confined traffic control areas. The central location of the unit's spool reduces operational costs associated with closing of additional lanes of traffic, as flagging personnel will not be required in most situations. Currently Vactor equipped units are the only ones meeting this requirement.

The replacement of our existing sewer cleaning vacuum truck with the specified Vactor unit model will provide consistency of operation, mitigate additional training, and will be consistent with other local municipalities that also own and operate Vactor units, including Padre Dam, Sweetwater Authority, County of San Diego, and the City of San Diego to assist in utilizing equipment during a critical need as part of our shared services agreement.

Based on system operation evaluations of work flow by the Construction/Maintenance supervision and management, it is recommended that one (1) new sewer Vactor Model 2110 Plus Jet Rodder be purchased and the older sewer Vactor Unit 110 be declared surplus with an estimated salvage value of \$35,000.

In accordance with District policy, bids were solicited for the sewer cleaner. Three (3) bids were received. Prices received include all applicable fees and taxes and delivery.

Dealer	Vehicle Bid	Bid Price
Haaker Equipment Company	Vactor Model 2110 Plus Jet Rodder.	\$366,118.33
Owen Equipment	Vactor Model 2110 Plus Jet Rodder.	\$384,424.00
Legacy Equipment	Vactor Model 2110 Plus Jet Rodder.	\$388,085.33

FISCAL IMPACT: _____

The FY13 budget for this vehicle was originally \$325,000.00 in the Vehicle Replacement CIP S2042. The total purchase price is now anticipated to be \$366,200.00. However, since the anticipated lead time is 9 to 12 months for delivery the actual purchase will take place well into late 2013. Therefore, this purchase will be re-budgeted for FY14 accordingly.

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

STRATEGIC GOAL:

Operate the system to meet demand twenty-four hours a day, seven days a week.

LEGAL IMPACT: _____

None.

General Manager

Attachment "A", Committee Action



ATTACHMENT A

SUBJECT/PROJECT:	Approval to Purchase a Purchase Sewer Vector Truck
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on December 4, 2012 and the following comments were made:

- Staff is requesting that the board approve the issuance of a purchase order to Haaker Equipment Company for the purchase of a new sewer Vector truck.
- The purchase is presently approved in the Fiscal Year 2013 budget.
- The new truck will replace an existing 1999 Vector truck. The normal life expectancy of such equipment is 7 to 10 years and the existing Vector truck is 13 years old.
- The primary use of the sewer vector truck is to clean and maintain sewer equipment and clean sewage collection pipelines.
- Staff reviewed several vacuum truck manufacturers and "Vector" was the manufacturer selected primarily because of the configuration of the equipment and how it is best suited for use on narrow roads. The vehicle has a centrally located rodder spool which is a huge benefit for traffic control and provides protection to the operator when working on narrow roads. Another benefit is that it is also the same vacuum vehicle/equipment that our sister agencies utilize which would mitigate the need for training when sister agencies borrow equipment for critical needs through the shared services agreement.
- Per District policy, bids were solicited and three (3) bids were received for identical sewer Vector models. Haaker Equipment Company was selected as the lowest responsive bidder. Staff explained that manufacturers no longer carry inventory of such equipment and now only produce a truck when it is ordered. Consequently, the anticipated acceptance date will be in Fiscal Year 2014. Accordingly, the purchase of the truck will be re-budgeted for purchase in Fiscal Year 2014.

- It was indicated that this item was pulled from last month's committee agenda mainly to include additional information for the reason the District is proposing a sole source purchase.
- The committee inquired if staff could also include a photo of the equipment being proposed for purchase within the staff report for their knowledge and information. Photos of the proposed Vactor vehicle is attached to these notes.
- In response to an inquiry from the committee, staff indicated that this Vactor truck would only be utilized on the sewer and collection system so there is no cross-contamination. It was additionally indicated that the District has another Vactor truck that is only utilized for the potable system.
- In response to an inquiry from the committee, staff indicated that they believe the Vactor truck is manufactured in Indiana (the location has since been confirmed to be Illinois). All maintenance is handled inhouse with the exception of any issues that are covered by warrantee. It was noted that if there are any warrantee issues, it generally occurs within the first three (3) years of ownership. If the issue is under warrantee, the dealer will handle the repair/maintenance.

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

2100 Series Vector Sewer Cleaner





STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 8, 2013	
SUBMITTED BY:	Dan Martin Engineering Manager	PROJECT:	S2019-001103 S2020-001103 S2022-001103 S2026-001103	DIV. NO. 3
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager			
SUBJECT:	Change Order No. 2 to the Contract with Garcia Juarez Construction Inc. for the Calavo Gardens Sewer Rehabilitation Project			

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) approve Change Order No. 2 to the existing contract with Garcia Juarez Construction, Inc. (GJC) in the amount of \$22,460.00 for the Calavo Gardens Sewer Rehabilitation Project (see Exhibit A for Project location).

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To obtain Board authorization for the General Manager to execute Change Order No. 2 in the amount of \$22,460.00 to the contract with GJC for the Calavo Gardens Sewer Rehabilitation Project.

ANALYSIS:

At the February 1, 2012 Board Meeting, the Board awarded a construction contract in an amount of \$2,316,275.00 to GJC for the Calavo Gardens Sewer Rehabilitation Project.

Subsequently at the November 7, 2012 Board Meeting, the Board approved a Credit Change Order in the amount of <\$22,040.00> to the contract for a new construction contract value of \$2,294,235.00.

The Project consists of the replacement and capacity upgrades of approximately 4,500 linear feet of 8-inch and 10-inch sewer in the streets of Avocado Boulevard, Calavo Drive, Louisa Drive, Challenge Boulevard, and Hidden Mesa Drive in the Rancho San Diego area. The Project also includes a new flow control and diversion vault structure for the Calavo Sewer Lift Station.

GJC has completed the sewer replacement in the streets of Calavo Drive, Louisa Drive, Challenge Boulevard, Hidden Mesa Drive, and most of Avocado Boulevard. GJC is approximately 60% complete overall with the Project.

Change Order No. 2 (Exhibit B) includes a variety of items related to a storm drain conflict that was discovered during construction and required a redesign of the sewer main. The sewer line in question was originally designed to be installed parallel with Avocado Boulevard. However, the vertical location of the existing box culvert storm drain prevented the contractor from installing the sewer per plan. Therefore, the sewer was re-routed across Avocado to allow for proper gravity flow. The costs associated with the construction of this new sewer line re-routed line across Avocado are \$85,790.00.

The change order will also delete the original sewer line installation in favor of the redesigned sewer main described above. This deletion results in a credit of <\$73,180.00>.

Lastly, Change Order No. 2 includes a redesign of the sewer main located on the east side of Avocado Boulevard due to a conflict with existing electrical lines. The redesign involved moving a planned manhole, additional sewer pipe to support the new manhole location, and provisions for a siphon to support the construction. The costs associated with the construction of these items are \$9,850.00

The following is a table summarizing the items in Change Order No. 2. A more detailed description of each item is provided in Exhibit B. The items below are located at Site 1 as shown in Exhibit A:

Item	Description	Amount
1	Re-route sewer line across Avocado Boulevard	\$85,790.00
2	Delete original sewer line work in Avocado Boulevard	<\$73,180.00>
3	Re-route sewer line due to electrical line	\$9,850.00
		\$22,460.00

In summary, the net increase to the Project for Change Order No. 2 is \$22,460.00.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

Funding for the overall Project comes from four CIP projects - S2019, S2020, S2022, and S2026. The total budget is \$3,335,000.

The total budget for CIP S2019, as approved in the FY 2013 budget, is \$2,275,000. Total expenditures, plus outstanding commitments and forecast, is \$2,189,065. See Attachment B-1 for budget detail.

The total budget for CIP S2020, as approved in the FY 2013 budget, is \$600,000. Total expenditures, plus outstanding commitments and forecast, is \$595,576. See Attachment B-2 for budget detail.

The total budget for CIP S2022, as approved in the FY 2013 budget, is \$180,000. Total expenditures, plus outstanding commitments and forecast, is \$179,265. See Attachment B-3 for budget detail.

The total budget for CIP S2026, as approved in the FY 2013 budget, is \$280,000. Total expenditures, plus outstanding commitments and forecast, is \$279,279. See Attachment B-4 for budget detail.

Based on a review of the financial budget, the Project Manager anticipates that these budgets will be sufficient to support the Project.

Finance has determined that 100% of the funding is available from the Betterment Fund for CIPs S2019 and S2022 and 100% of the funding is available from the Replacement Fund for CIPs S2020 and S2026.

STRATEGIC GOAL:

This Project supports the District's Mission statement, "To provide high value water and wastewater services to the customers of the Otay Water District in a professional, effective, and efficient manner" and the General Manager's Vision, "A District that is at the forefront in innovations to provide water services at affordable rates, with a reputation for outstanding customer service."

LEGAL IMPACT:

None.

DM:jf

F:\WORKING\CIP S2019, S2020, S2022 Avocado Sewer\Staff Reports\Change Order No. 2 to GJC\BD 01-08-2013, Change Order No 2 to Garcia Juarez Construction, (DM).docx

Attachments: Attachment A - Committee Action
Attachment B-1 - S2019 Budget Detail
Attachment B-2 - S2020 Budget Detail
Attachment B-3 - S2022 Budget Detail
Attachment B-4 - S2026 Budget Detail
Exhibit A - Location Map
Exhibit B - Change Order No. 2



ATTACHMENT A

SUBJECT/PROJECT: S2019-001103 S2020-001103 S2022-001103 S2026-001103	Change Order No. 2 to the Contract with Garcia Juarez Construction Inc. for the Calavo Gardens Sewer Rehabilitation Project
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COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on December 10, 2012 and the following comments were made:

- Staff requested that the Board approve Change Order No. 2 to the existing contract with Garcia Juarez Construction, Inc. (GJC) in the amount of \$22,460.00 for the Calavo Gardens Sewer Rehabilitation Project.
- The Project consists of the replacement and capacity upgrades to approximately 4,500 linear feet of 8-inch and 10-inch sewer in the Calavo Gardens community that is located near the Rancho San Diego shopping center at the end of Avocado and Highway 94.
- Staff noted that at the February 1, 2012 Board meeting, the Board awarded a contract to Garcia Juarez in an amount of \$2,316,275 for this project.
- Subsequently at the November 7, 2012 Board meeting, the Board approved Change Order number 1 for a credit amount of <\$22,040>.
- Staff stated that Change Order No. 2 reflects a variety of items due to conflicts with an existing storm drain and existing electrical lines discovered during construction. As a result, the sewer was required to be redesigned to provide proper gravity flow and avoid the conflicts. Change Order No. 2 results in a net increase to the contract in the amount of \$22,460.
- Items in the Change Order include deleting the original sewer alignment work, constructing a new sewer alignment across Avocado Boulevard, and re-routing the planned sewer located on the west side of Avocado Boulevard. Exhibit B provides the detail of the nine (9) items included as part of this Change Order.

- It was indicated that the overall progress of the work is approximately 60% complete and that the contractor is on schedule to complete all work within the contract time. Staff stated that the remaining work includes a flow diversion and new sewer mains in Avocado, in front of the Rancho San Diego shopping center and the Calavo Sewer Life Station.
- In response to a question by the Committee, staff stated that due to the complexity of constructing the new sewer alignment associated with this change across Avocado Boulevard, the cost of these elements of the project increased from \$73,180 to \$85,790.
- The Committee inquired about the impact to the community and if the District had received any feedback from them. Staff stated that the work on Avocado Boulevard may take another week to complete and that the community has submitted letters to the District that provides positive feedback such as their appreciation of traffic control in the area.

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



ATTACHMENT B-1 – Budget Detail

SUBJECT/PROJECT: S2019-001103 S2020-001103 S2022-001103 S2026-001103	Change Order No. 2 to the Contract with Garcia Juarez Construction Inc. for the Calavo Gardens Sewer Rehabilitation Project
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Otay Water District				Date Updated: November 15, 2012	
S2019 - Avocado Boulevard 8-inch Sewer Main Impr					
Budget	Committed	Expenditures	Outstanding Commitment & Forecast	Projected Final Cost	Vendor/Comments
2,275,000					
Planning					
Labor	23,026	23,026	-	23,026	
Settlements	2,100	2,100	-	2,100	GARY THOMAS JALATY
Office Supplies	14	14	-	14	PETTY CASH CUSTODIAN
Consultant Contracts	11,287	11,287	-	11,287	LEE & RO INC
Total Planning	36,427	36,427	-	36,427	
Design					
Labor	149,522	149,522	-	149,522	
Settlements	5,500	5,500	-	5,500	JUAN NAVARRO
	5,900	5,900	-	5,900	LN REAL ESTATE LLC
Professional Legal Fees	2,632	2,632	-	2,632	STUTZ ARTIANO SHINOFF
Other Agency Fees	27	27	-	27	PETTY CASH CUSTODIAN
	3,460	3,460	-	3,460	COUNTY OF SAN DIEGO
Consultant Contracts	4,900	4,900	-	4,900	SAN-LO AERIAL SURVEYS
	1,550	1,550	-	1,550	AFFORDABLE DRAIN SERVICE INC
	1,947	1,947	-	1,947	CPM PARTNERS INC
	60,264	60,264	-	60,264	LEE & RO INC
	13,000	13,000	-	13,000	MICHAEL D KEAGY REAL ESTATE
	8,830	8,830	-	8,830	DARNELL & ASSOCIATES INC
	8,204	8,204	-	8,204	SOUTHERN CALIFORNIA SOIL
	525	525	-	525	MWH CONSTRUCTORS INC
Construction Contracts	17,933	17,933	-	17,933	LEE & RO INC
Service Contracts	672	672	-	672	UNION TRIBUNE PUBLISHING CO
Total Design	284,866	284,866	-	284,866	
Construction					
Labor	200,000	88,350	111,650	200,000	
Settlements	5,000	5,000	-	5,000	KIM-THOA THI HOANG
Other Agency Fees	248	248	-	248	COUNTY OF SAN DIEGO - DPW
Consultant Contracts	120,000	108,048	11,952	120,000	VALLEY CONSTRUCTION MANAGEMENT
	6,030	6,030	-	6,030	MTGL INC
	5,806	5,806	-	5,806	LEE & RO INC
	4,000	4,000	-	4,000	RBF CONSULTING
	2,685	2,685	-	2,685	DARNELL & ASSOCIATES INC
	3,955	3,955	-	3,955	ALTA LAND SURVEYING INC
	926	926	-	926	CPM PARTNERS INC
	157	157	-	157	SOUTHERN CALIFORNIA SOIL
Construction Contracts	1,438,537	722,675	715,862	1,438,537	GARCIA JUAREZ CONSTRUCTION INC
	(22,040)	(22,040)	-	(22,040)	Change Order No. 1
	22,460	22,460	-	22,460	Change Order No. 2
	2,979	2,979	-	2,979	CLARKSON LAB & SUPPLY INC
	76,507	37,241	39,265	76,507	COMMUNITY BANK
Service Contracts	522	522	-	522	FAVELA PRINTING INC
Total Construction	1,867,772	989,042	878,729	1,867,772	
Grand Total	2,189,065	1,310,335	878,729	2,189,065	



ATTACHMENT B-2 – Budget Detail

SUBJECT/PROJECT:	Change Order No. 1 to the Contract with Garcia Juarez Construction Inc. for the Calavo Gardens Sewer Rehabilitation Project
S2019-001103	
S2020-001103	
S2022-001103	
S2026-001103	

Otay Water District					Date Updated: November 15, 2012
S2020 - Calavo Drive 8-inch Sewer Main Replacement					
<i>Budget</i>	<i>Committed</i>	<i>Expenditures</i>	<i>Outstanding Commitment & Forecast</i>	<i>Projected Final Cost</i>	<i>Vendor/Comments</i>
600,000					
Planning					
Labor	5,352	5,352	-	5,352	
Consultant Contracts	2,185	2,185	-	2,185	LEE & RO INC
Total Planning	7,537	7,537	-	7,537	
Design					
Labor	24,159	24,159	-	24,159	
Other Agency Fees	3,460	3,460	-	3,460	COUNTY OF SAN DIEGO
Consultant Contracts	8,000	8,000	-	8,000	DARNELL & ASSOCIATES INC
	4,430	4,430	-	4,430	MTGL INC
	21,588	21,588	-	21,588	LEE & RO INC
Supplier Contracts	188	188	-	188	US BANK CORPORATE PAYMENT
Service Contracts	145	145	-	145	US BANK CORPORATE PAYMENT
Total Design	61,970	61,970	-	61,970	
Construction					
Labor	45,000	37,576	7,424	45,000	
Consultant Contracts	18,240	18,240	-	18,240	VALLEY CONSTRUCTION MANAGEMENT
	1,250	1,250	-	1,250	ALTA LAND SURVEYING INC
	400	400	-	400	LEE & RO INC
Construction Contracts	433,271	170,172	263,099	433,271	GARCIA JUAREZ CONSTRUCTION INC
	22,804	8,956	13,847	22,804	COMMUNITY BANK
	1,865	1,865	-	1,865	HELIX WATER DISTRICT
Service Contracts	967	967	-	967	MAYER REPROGRAPHICS INC
	735	735	-	735	AFFORDABLE DRAIN SERVICE INC
	1,505	1,505	-	1,505	HELIX WATER DISTRICT
	32	32	-	32	US BANK CORPORATE PAYMENT
	-	-	-	-	MAIL MANAGEMENT GROUP INC
Total Construction	526,069	241,699	284,370	526,069	
Grand Total	595,576	311,206	284,370	595,576	



ATTACHMENT B-3 – Budget Detail

SUBJECT/PROJECT:	Change Order No. 1 to the Contract with Garcia Juarez Construction Inc. for the Calavo Gardens Sewer Rehabilitation Project
S2019-001103	
S2020-001103	
S2022-001103	
S2026-001103	

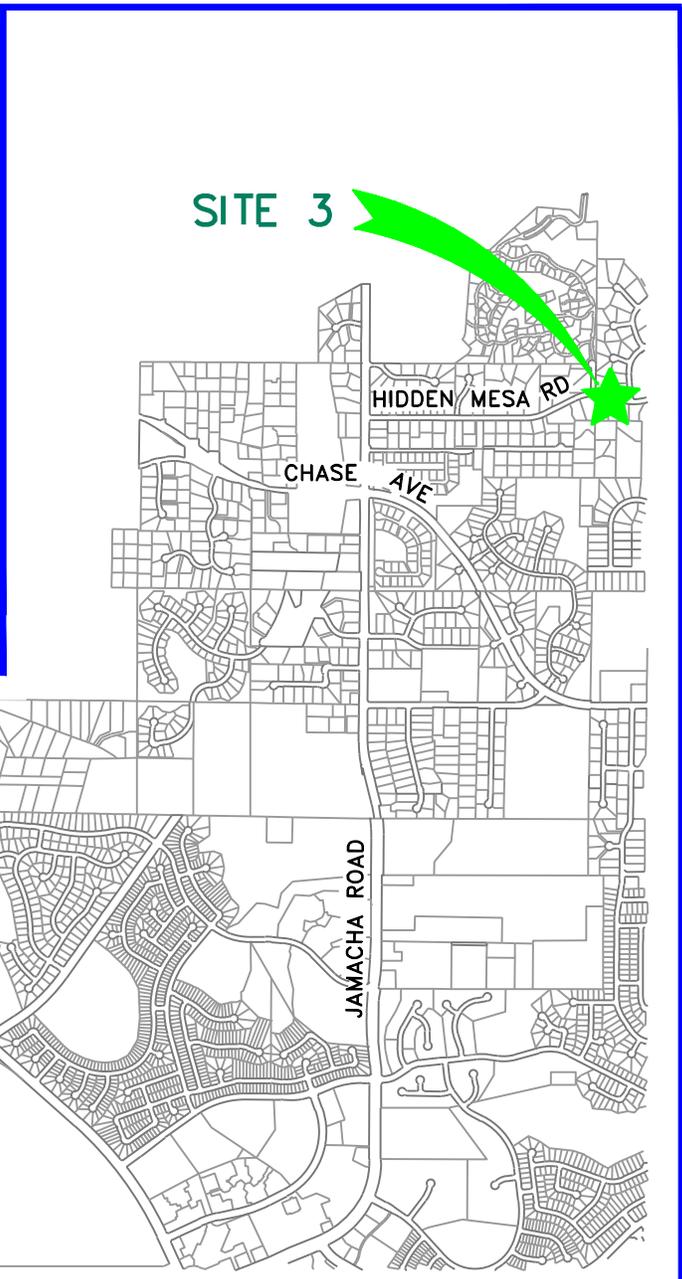
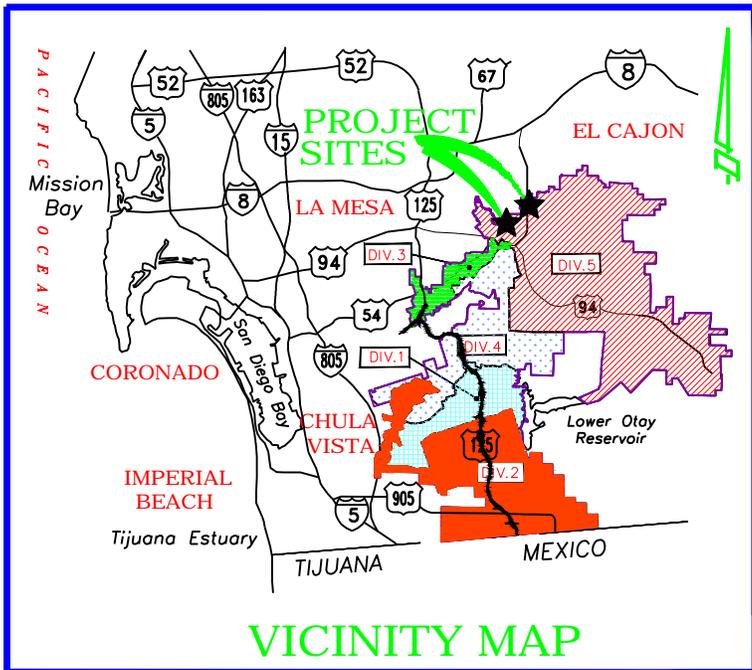
Otay Water District					Date Updated: November 15, 2012
S2022 - Hidden Mesa Drive 8-inch Sewer Main Rehabilitation					
<i>Budget</i>	<i>Committed</i>	<i>Expenditures</i>	<i>Outstanding Commitment & Forecast</i>	<i>Projected Final Cost</i>	<i>Vendor/Comments</i>
180,000					
Planning					
Labor	1,321	1,321	-	1,321	
Total Planning	1,321	1,321	-	1,321	
Design					
Labor	22,637	22,637	-	22,637	
Other Agency Fees	3,460	3,460	-	3,460	COUNTY OF SAN DIEGO
Consultant Contracts	4,989	4,989	-	4,989	LEE & RO INC
	6,000	6,000	-	6,000	DARNELL & ASSOCIATES INC
Total Design	37,087	37,087	-	37,087	
Construction					
Labor	29,000	28,381	619	29,000	
Consultant Contracts	403	403	-	403	LEE & RO INC
	400	400	-	400	ALTA LAND SURVEYING INC
Construction Contracts	104,522	103,571	951	104,522	GARCIA JUAREZ CONSTRUCTION INC
	5,501	5,451	50	5,501	COMMUNITY BANK
Service Contracts	1,000	1,000	-	1,000	MAYER REPROGRAPHICS INC
	32	32	-	32	US BANK CORPORATE PAYMENT
Total Construction	140,858	139,238	1,620	140,858	
Grand Total	179,265	177,645	1,620	179,265	



ATTACHMENT B-4 – Budget Detail

SUBJECT/PROJECT:	Change Order No. 1 to the Contract with Garcia Juarez Construction Inc. for the Calavo Gardens Sewer Rehabilitation Project
S2019-001103	
S2020-001103	
S2022-001103	
S2026-001103	

Otay Water District					Date Updated: November 15, 2012
S2026 - Challenge Blvd 8-Inch Sewer Main Repl					
<i>Budget</i>	<i>Committed</i>	<i>Expenditures</i>	<i>Outstanding Commitment & Forecast</i>	<i>Projected Final Cost</i>	<i>Vendor/Comments</i>
280,000					
Planning					
Labor	1,371	1,371	-	1,371	
Total Planning	1,371	1,371	-	1,371	
Design					
Labor	7,718	7,718	-	7,718	
Other Agency Fees	3,460	3,460	-	3,460	COUNTY OF SAN DIEGO
Consultant Contracts	9,581	9,581	-	9,581	LEE & RO INC
	4,800	4,800	-	4,800	DARNELL & ASSOCIATES INC
	4,000	4,000	-	4,000	MTGL INC
Total Design	29,560	29,560	-	29,560	
Construction					
Labor	27,000	24,131	2,869	27,000	
Consultant Contracts	270	270	-	270	ALTA LAND SURVEYING INC
Construction Contracts	209,044	198,592	10,452	209,044	GARCIA JUAREZ CONSTRUCTION INC
	11,002	10,452	550	11,002	COMMUNITY BANK
Service Contracts	1,000	1,000	-	1,000	MAYER REPROGRAPHICS INC
	32	32	-	32	US BANK CORPORATE PAYMENT
Total Construction	248,348	234,477	13,871	248,348	
Grand Total	279,279	265,408	13,871	279,279	



SITES

1. AVOCADO BOULEVARD 8-INCH SEWER MAIN REPLACEMENT
2. CALAVO DRIVE 8-INCH SEWER MAIN REPLACEMENT
3. HIDDEN MESA DRIVE 8-INCH SEWER MAIN REPLACEMENT
4. CHALLENGE BOULEVARD 8-INCH SEWER MAIN REPLACEMENT

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OTAY WATER DISTRICT
 CALAVO GARDENS SEWER REHABILITATION
 LOCATION MAP

CIP S2019
 CIP S2020
 CIP S2022
 CIP S2026

EXHIBIT A

EXHIBIT B

OTAY WATER DISTRICT

2554 SWEETWATER SPRINGS BLVD., SPRING VALLEY, CA. 91978, (619) 670-2222

CONTRACT/P.O. CHANGE ORDER No. 2

PROJECT/ITEM: Avocado Boulevard, Calavo Drive, Louisa Drive, Hidden Mesa Drive Sanitary Sewer Replacement (Calavo Gardens Sewer Rehabilitation)

CONTRACTOR/VENDOR: Garcia Juarez Construction

APPROVED BY: Board **REF. P.O. No:** 715769 **REF.CIP No.:** S2019, S2020, S2022, S2026 **DATE:** 11/14/12

DESCRIPTION:

There are nine (9) items as part of this change order resulting in a net increase to the contract in the amount of \$22,460.00

- Item 1:** Installation of 8" siphon for existing sewer (Line A, Sheet C-8). \$2,500
- Item 2:** Increase Bid Item # 3 by 30LF For (Line A, Sheet C-8) @ \$245/LF. \$7,350
- Item 3:** Delete Bid Item #3-8" pipe (Line C original alignment) by 164LF@ \$245/LF. (\$40,180 Credit)
- Item 4:** Delete Bid Item #9-Casing (Line C original alignment) by 33L @ \$1,000/LF. (\$33,000 Credit)
- Item 5:** Increase Bid Item #3- 8" pipe (Line C new alignment) by 122LF @ \$245/LF. \$29,890
- Item 6:** Increase Bid Item #7-Sewer Manhole (Line C) by 1 each @ \$10,000/Ea. \$10,000
- Item 7:** Additional potholing (Line C new alignment) 4 Each at \$1,500. \$6,000.
- Item 8:** Casing credit taken in CO #1 for Line C. \$3,300.
- Item 9:** Additional cost to install new alignment for Line C. \$36,600

See attached Potential Change Order Requests 9 & 10 from Garcia Juarez Construction.

REASON:

Item 1: An unknown electrical concrete encasement was found at STA 1+95 (Line A) that prevented the manhole from being installed and required a realignment of the manholes and piping in this area. To accommodate the new design, a temporary siphon is required to keep the existing sewer flowing during construction. This item results in a cost of \$2,500.00.

Item 2: Due to the unknown electrical concrete encasement found at STA 1+95 (See item 1) an increase in 8-inch sewer pipe was required and will be paid via an increase in the bid quantity for bid item #3 – 8-inch sewer pipe. This item results in a cost of \$7,350.00.

Item 3: During the construction of the sewer main on Avocado, it was determined that the box culvert at STA 2+10 on sheet C-9 (Line C) was lower than shown on plans. The lower elevation prevented the installation of Line C as shown on the plans. Line C was realigned from STA 3+02 directly across Avocado to tie into the manhole at STA 0+98 (Line A). This item is for the deletion of the original open cut alignment for Line C that conflicts with the box culvert. This item results in a net credit of <\$40,180.00>.

Item 4: Due to the realignment of Line C (See Item 3 for description) the original jack & bore casing for Line C that conflicts with the box culvert will be deleted from the contract. This item results in a net credit of <\$33,000.00>.

Item 5: Due to the realignment of Line C (See Item 3 for description), this item is for the bid item price of 8-inch sewer installation along the new alignment. This item results in a cost of \$29,890.00.

Item 6: During the construction of the sewer main on Avocado, a conflict was discovered with an unmarked electrical line at Sta. 3+70 of Line C. This conflict required the installation of a new manhole at Sta. 3+70 to avoid the conflict paid via an increase in the bid quantity for bid item #7. This item results in a cost of \$10,000.00.

Item No. 7: Due to the realignment of Line C (See Item 3 for description), this item is for additional potholing required by the contractor along the new alignment. The District agreed to a unit price of \$1,500 each that includes potholing these utilities and any delays working around these utilities installing the new sewer main. This item results in a cost of \$6,000.00.

EXHIBIT B

Item No. 8: Change Order #1 included a credit of \$3,300 for deletion of the casing along Line C between STA 1+95 and 2+25 with the stipulation that Bid item #9 would be paid in full for the open cut installation of this line. However, now that Bid Item #9 is being deleted due to the realignment of Line C, this credit must be returned to the contractor to avoid taking a double credit. This item results in a cost of \$3,300.

Item No. 9: Due to the realignment of Line C (See Item 3 for description), this item is for additional costs to the contractor for the perpendicular crossing on Avocado, requiring additional traffic control and slower production that is represented in the bid item. This item results in a cost of \$36,600.

Summary: This change order reflects nine (9) items (seven cost and two credit item) resulting a net increase to the contract in the amount of \$22,460.00.

The costs included in this change order include all mobilization, demobilization, supervision, overhead, profit, tax, bonding, insurance, and additional costs for down time or lost opportunities.

CHANGE P.O. TO READ:

There are two (2) Purchase Orders for this contract. One for Garcia Juarez (PO#715769) and retention account for Community Bank (PO#715942). Revise the Purchase Orders as follows:

PO#715769: Revise Contract to add \$21,337 for a total Contract amount of \$2,200,860.25

PO#715942: Revise Contract to add \$1,123 for a total Contract amount of \$115,834.75

ORIGINAL CONTRACT/P.O. AMOUNT:	\$	2,316,275.00
ADJUSTED AMOUNT FROM PREVIOUS CHANGE:	\$	<\$22,040.00>
TOTAL COST OF THIS CHANGE ORDER:	\$	\$22,460.00
NEW CONTRACT/P.O. AMOUNT IS:	\$	2,316,695.00
CONTRACT/P.O. TIME AFFECTED BY THIS CHANGE:		0 Days
ORIGINAL CONTRACT COMPLETION DATE:		5/20/13
REVISED CONTRACT COMPLETION DATE		5/20/13

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

CONTRACTOR/VENDOR:

SIGNATURE: 

PRINTED NAME: Garcia Juarez Construction Inc.

TITLE: Tim Jackson Pres DATE: 11/20/12

ADDRESS: P.O. Box 309

Brea CA 92822

STAFF APPROVALS:

PROJ. MGR. _____ DATE: _____

DIV. MGR: _____ DATE: _____

CHIEF: _____ DATE: _____

ASST. GEN. MANAGER: _____ DATE: _____

DISTRICT APPROVAL:

GEN. MANAGER: _____ DATE: _____

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

CHANGE ORDER LOG

CIP Title - Calavo Gardens Sewer Rehabilitation

Project: S2019/S2020/S2022/S2026

Consultant/Contractor: Garcia Juarez Construction

Subproject: 001103

		APPROVED			
C.O.	AMOUNT	BY	DATE	DESCRIPTION	TYPE C.O.
1	(\$22,040.00)	Board	11/7/2012	Eight Items: Open Cut in lieu of jack & bore, delete MH refurbishment, modify MH replacements, T&M settlement, revised alignment, street light relocation, additional paving, and unknown utilities	Owner
2	\$22,460.00	Board		Nine Items: 8-inch siphon, 30LF of additional 8-inch sewer, delete 164LF of 8-inch sewer, delete 33LF of steel casing, add an additional manhole, additional potholing, casing credit back to contractor, and additional cost for new 8-inch sewer alignment.	Owner
3					
4					
5					
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12					
13					
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31					
32					
33					
34					
35					

Total C.O.'s To Date: \$420.00 0.0%

Original Contract Amount: \$2,316,275.00

Current Contract Amount: \$2,316,695.00

Month	Net C.O.\$	Limit	Authorization	Absolute C.O.\$	C.O. %
12/12	\$22,460.00	\$2,000	Insp		0.0%
		\$10,000	PM/Sr. Engr.		0.0%
		\$20,000	DivM		0.0%
		\$25,000	Chief		0.0%
		\$35,000	AGM		0.0%
		\$50,000	GM		0.0%
		>\$50000	Board	\$22,460.00	1.0%



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 8, 2013
	Kevin Cameron Assistant Civil Engineer	PROJECT:	P2513- DIV. NO. 2 001103
SUBMITTED BY:	Ron Ripperger Engineering Manager		
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering <input checked="" type="checkbox"/> German Alvarez, Asst. General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Increase the CIP Budget for CIP P2513 in an amount of \$100,000 and Award of a Construction Contract to Basile Construction, Inc. for the 12-Inch Potable Water Pipeline in Orange Avenue, I-805 Crossing		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) authorize the increase in the CIP budget P2513 of \$100,000 to an overall budget of \$1,300,000 and award a construction contract to Basile Construction, Inc. (Basile) for the 12-Inch Potable Water Pipeline in Orange Avenue, I-805 Crossing (Project) in an amount not-to-exceed \$872,000 (see Exhibit A for Project location).

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To obtain Board approval to increase the budget for CIP P2513 in an amount not-to-exceed \$100,000 and to obtain Board authorization for the General Manager to enter into a construction contract with Basile in an amount not-to-exceed \$872,000.00 for the Project.

ANALYSIS:

The District operates two (2) pipelines that cross Interstate 805 (I-805) freeway; a 10-inch pipeline within the East Palomar Overpass, and a 12-inch pipeline that runs under the freeway approximately 1300 feet south of East Palomar. These pipelines feed approximately 850 meters west of the freeway in the 458 pressure zone (see Exhibit B for service area). Caltrans has prior rights for the Palomar crossing which was installed in the bridge in 1998.

In November 2010, Caltrans notified the District about plans to demolish and reconstruct the East Palomar Bridge Overpass. Caltrans is planning to construct a Direct Access Route (DAR) carpool lane that would begin at the East Palomar Bridge, then run north to the I-805/I-15 interchange. The Palomar Bridge project is scheduled to begin in Spring 2013. Caltrans and the City of Chula Vista (City) elected to completely demolish the bridge in an effort to speed up construction and reduce traffic concerns. With the bridge out, the 10-inch pipeline would also be out of service. Using hydraulic analysis, Staff evaluated the District's ability to meet projected demands and fire flow requirements with only the 12-inch pipeline in service. The results revealed that fire flow requirements would not be met using only the 12-inch pipeline and a second source would be required.

Staff and the District's As-Needed Design Engineer, Lee & Ro, Inc. (Lee & Ro), evaluated multiple options to meet the required demands. Staff, along with input from Caltrans, decided that the easiest and most cost effective solution would be to construct a permanent pipeline across the East Orange Ave/Olympic Parkway Overpass. The Orange Bridge has an existing empty utility corridor reserved for future use. This third crossing would provide redundancy to the service area and allow future maintenance on any one of the crossings without interruption of service.

Lee & Ro provided the engineering design plans and the District's As-Needed Traffic Engineer, Darnell & Associates (Darnell), provided the traffic control plans. The traffic control was especially challenging since the pipeline alignment would cross the northbound on-ramp and the southbound off-ramp of I-805 which would require extensive detour routes and the plans would have to be approved by both Caltrans and the City. During the plan review, both the City and Caltrans required night work for the construction of the pipeline. This would allow maximum working hours and minimal traffic delays.

The District submitted the Project to Caltrans for review on March 27, 2012. The initial design called for 12-inch steel pipe within the bridge and PVC pipe in Caltrans' Right-of-Way (ROW) and the City's ROW. However, late in the design review process and after the budget had been approved for FY 2013, Caltrans requested that steel pipe be used throughout their ROW. This design requirement replaced approximately 800 feet of pipe from PVC to steel, and added \$220,000 to the construction cost.

The Project was advertised for bid on November 6, 2012. A Pre-Bid Meeting was held on November 15, 2012 with eight (8) contractors in attendance. Three (3) addenda were sent out to all plan holders and plan houses to address contractors' questions asked during the bidding period. Staff contacted several contractors during the bid process to encourage them to submit a bid for the Project.

Seven (7) bids were received on November 29, 2012. The table below provides the bid results:

<u>CONTRACTOR</u>	<u>TOTAL BID AMOUNT</u>	<u>CORRECTED BID AMOUNT</u>
1. Basile Construction, Inc.	\$ 872,000.00	
2. TC Construction Company	\$ 916,570.00	
3. Schilling Paradise Corporation	\$ 898,111.00	\$ 918,111.00
4. Arrieta Construction, Inc.	\$ 977,119.00	
5. Burtech Pipeline, Inc.	\$1,026,674.00	
6. GRFCO, Inc.	\$1,172,700.00	
7. CCL Contracting, Inc.	\$1,185,650.00	

The Engineer's Estimate is \$960,000.

The evaluation process included reviewing all bids submitted for conformance to the contract documents. The lowest bidder, Basile, submitted a responsible bid and holds a Class A Contractor's license which expires on April 30, 2013. Staff checked the references provided with Basile's bid, and the reference checks indicated a good performance record by Basile on similar past projects.

Staff has verified that the bid bond provided by Western Surety Company is valid. Once Basile signs the contract, they will furnish the performance bond and labor and materials bond. Staff will verify both bonds prior to executing the contract.

The budget increase is due to the added cost of steel pipe versus PVC pipe in Caltrans' ROW which was requested after the budget cycle was approved. Caltrans also requested other miscellaneous design changes which added minor costs to the project. The \$100,000 increase amounts to an 8.3% increase in the Project budget.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

The total budget for CIP P2513, as approved in the FY 2013 budget, is \$1,200,000. Total expenditures, plus outstanding commitments and forecast, are \$1,299,817.13. See Attachment B for budget detail.

Based on a review of the financial budgets, the Project Manager anticipates that with a budget increase of \$100,000 the Project will be completed within the new budget amount of \$1,300,000.

As a part of the 2013 budget process, the reserve where this CIP is funded from, Replacement Fund, will be assessed and will be allocated the necessary funds at that time. It is anticipated that the actual overall CIP expenditures will be well below the overall CIP budget making sufficient reserves available to fund this budget increase.

STRATEGIC GOAL:

This Project supports the District's Mission statement, "To provide high value water and wastewater services to the customers of the Otay Water District in a professional, effective, and efficient manner" and the General Manager's Vision, "A District that is at the forefront in innovations to provide water services at affordable rates, with a reputation for outstanding customer service."

LEGAL IMPACT:

None.

KC/RR:jf

P:\WORKING\CIP P2513 East Orange Ave I-805 Overcrossing\Staff Reports\BD 01-08-2013, Staff Report, Award of a Construction Contract to Basile Const, (KC-RR).docx

- Attachments: Attachment A - Committee Action
 Attachment B - Budget Detail
 Exhibit A - Location Map
 Exhibit B - Service Area Map



ATTACHMENT A

SUBJECT/PROJECT: P2513-001103	Increase the CIP Budget for CIP P2513 in an amount of \$100,000 and Award of a Construction Contract to Basile Construction, Inc. for the 12-Inch Potable Water Pipeline in Orange Avenue, I-805 Crossing
---	---

COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on December 10, 2012 and the following comments were made:

- Staff requested that the Board authorize the increase in the CIP budget P2513 of \$100,000 to an overall budget of \$1,300,000 and award a construction contract to Basile Construction, Inc. (Basile) for the 12-Inch Potable Water Pipeline in Orange Avenue, I-805 Crossing (Project) in an amount not-to-exceed \$872,000.
- Staff indicated that the District currently operates two (2) pipelines that cross the 805 freeway; a 10-inch pipeline within the East Palomar Overpass, and a 12-inch pipeline that runs under the freeway located approximately 1300 feet south of East Palomar. It was noted that these pipelines feed approximately 850 meters west of the freeway in the 458 pressure zone.
- Staff stated that Caltrans plans to demolish the overpass at East Palomar, and construct a wider bridge with a Direct Access Ramp to the new carpool lanes that will be constructed down the center of the freeway. This will require the 10-inch pipeline in the East Palomar Bridge to be out of service for an extended period of time.
- The Project will include constructing approximately 2,000 linear feet of 12-inch pipe beginning at Melrose/Orange Ave intersection, then east through the I-805 overpass, to the Oleander/Olympic Parkway intersection. Staff indicated that this will serve as a third feed across the 805 and allow future maintenance on any of the crossings without interruption of service.

- Staff stated that the District advertised for bids on November 6, 2012 and that a pre-bid meeting was held on November 15, 2012 with eight (8) contractors in attendance. Seven (7) bids were received and are detailed on page 3 of the staff report.
- Staff stated that Basile Construction submitted the lowest responsive bid. It was noted that the District contacted 4 references, and all indicated Basile had a good performance record on similar projects. An internet "Google" search revealed no outstanding issues with the company.
- Staff indicated that after the Fiscal Year 2013 budget was approved, Caltrans made a request to change the material of the pipe to steel throughout their Right-of-Way (ROW). This requirement replaced 800 linear feet of pipe from PVC to Welded Steel, and increased the cost of the construction by \$220,000. This amount was more than the budget could accommodate, and therefore, Staff is requesting a budget increase of \$100,000.
- Staff requested that the Committee support the recommendation to increase the budget of P2513 by \$100,000 dollars for a project total of \$1,300,000 dollars, and award a construction contract to Basile Construction in the amount of \$872,000 for the subject project.
- In response to a question from the Committee, staff stated that the life span of PVC is approximately 50 years and steel is 75 to 100 years. Staff indicated that the reason Caltrans requested steel was because PVC pipe has rubber seals at the joints. In Caltrans' opinion these seals have a greater potential to leak versus a welded steel joint. Caltrans also requested steel for purple piping that is used for reclaimed water.
- Staff stated that the District had to comply with Caltrans' request because they have prior rights in the ROW.
- The Committee inquired about Schilling Paradise Corporation's corrected bid amount from \$898,111.00 to \$918,111.00. Staff indicated that Addendum No.3 added a bid item. Schilling acknowledged that they received Addendum No.3, however they failed to include the added bid item in their bid.
- In response to a question from the Committee, staff stated that a Proposal Ranking Summary sheet was not included in the staff report because construction contracts have to be awarded to the lowest responsive bidder.

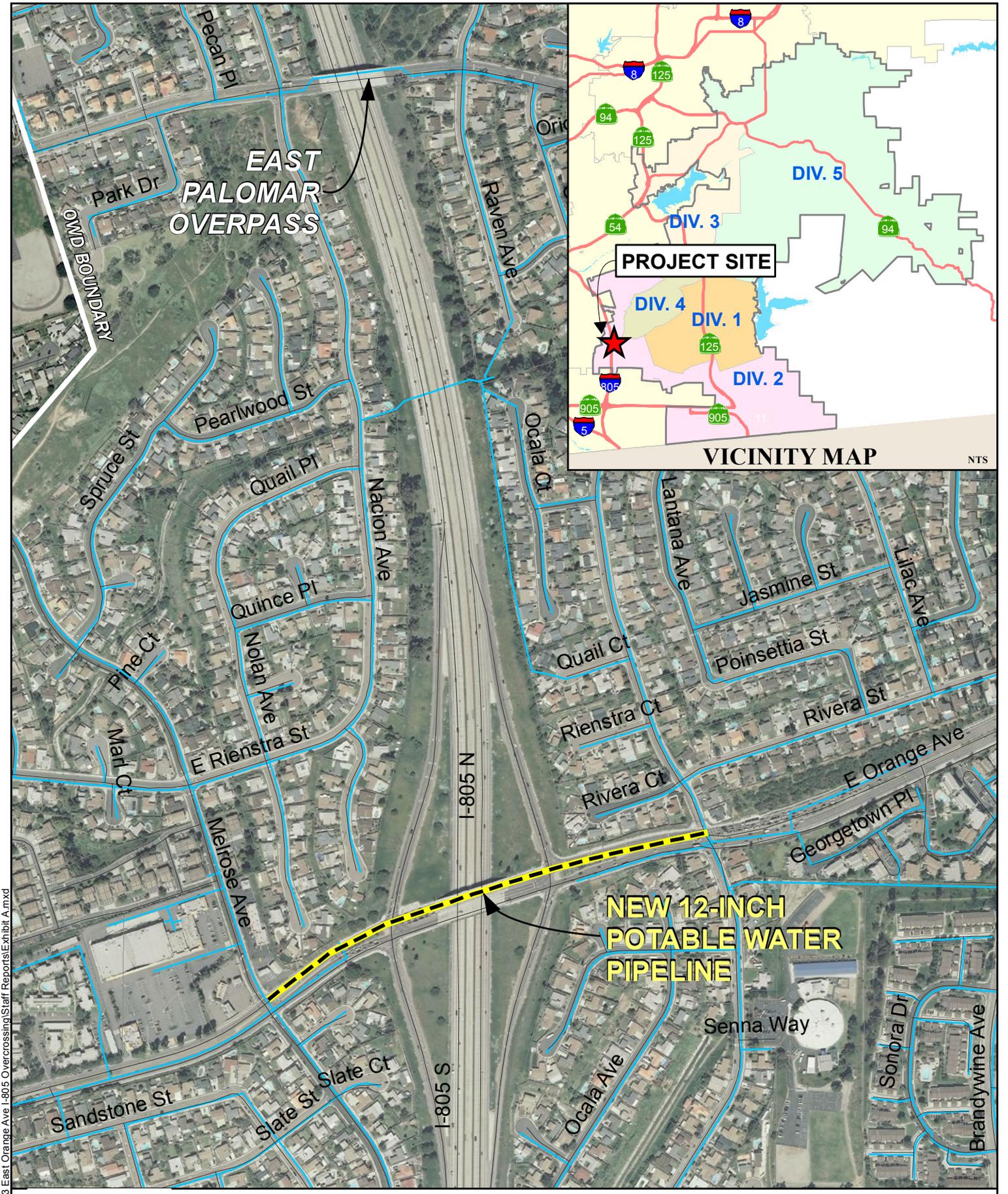
Following the discussion, the EO&WR Committee supported staffs' recommendation and presentation to the full board as a consent item.



ATTACHMENT B

SUBJECT/PROJECT:	Increase the CIP Budget for CIP P2513 in an amount of \$100,000 and Award of a Construction Contract to Basile Construction, Inc. for the 12-Inch Potable Water Pipeline in Orange Avenue, I-805 Crossing
P2513-001103	

Project Budget Detail							
p2513-East Orange Avenue Bridge Crossing							
Level	Title1	Committed	Expenditures	Outstanding Commitment	Projected Final Cost	Vendor	
Planning	Standard Salaries	\$955.67	\$955.67	\$0.00	\$955.67	OWD STAFF	
	Total	\$955.67	\$955.67	\$0.00	\$955.67		
Design	Construction Contracts	\$5,516.80	\$5,120.00	\$396.80	\$5,516.80	ADCO UNDERGROUND SERVICES LLC	
	Consultant Contracts	\$1,572.50	\$1,572.50	\$0.00	\$1,572.50	ALTA LAND SURVEYING INC	
		\$79,412.03	\$79,412.03	\$0.00	\$79,412.03	LEE & RO INC	
		\$4,577.50	\$4,577.50	\$0.00	\$4,577.50	UNITED STORM WATER INC	
		\$11,508.00	\$11,508.00	\$0.00	\$11,508.00	MTGL INC	
		\$27,330.00	\$27,330.00	\$0.00	\$27,330.00	DARNELL & ASSOCIATES INC	
	Professional Legal Fees	\$950.47	\$950.47	\$0.00	\$950.47	STUTZ ARTIANO SHINOFF	
	Service Contracts		\$5,332.77	\$3,059.80	\$2,272.97	\$5,332.77	MAYER REPROGRAPHICS INC
			\$473.56	\$473.56	\$0.00	\$473.56	US BANK CORPORATE PAYMENT
			\$80.70	\$80.70	\$0.00	\$80.70	SAN DIEGO DAILY TRANSCRIPT
			\$3,450.00	\$3,450.00	\$0.00	\$3,450.00	PHOTO GEODETIC CORPORATION
		\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	CITY OF CHULA VISTA	
	Standard Salaries	\$81,783.94	\$81,783.94	\$0.00	\$81,783.94	OWD STAFF	
	Total	\$224,988.27	\$222,318.50	\$2,669.77	\$224,988.27		
Construction	Consultant Contracts	\$9,781.07	\$9,781.07	\$0.00	\$9,781.07	LEE & RO INC	
	Regulatory Agency Fees	\$56,220.00	\$3,240.00	\$52,980.00	\$56,220.00	CONSTRUCTION MANAGEMENT	
		\$1,500.77	\$1,500.77	\$0.00	\$1,500.77	CITY OF CHULA VISTA	
		\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	OUTSIDE AGENCY INSPECTION FEES	
	Construction Contractor	\$872,000.00	\$0.00	\$872,000.00	\$872,000.00	BASILE CONSTRUCTION	
	Standard Salaries		\$2,271.35	\$2,271.35	\$68,500.00	\$70,771.35	OWD STAFF
			\$15,000.00	\$0.00	\$15,000.00	\$15,000.00	CLOSEOUT
			\$43,600.00	\$0.00	\$43,600.00	\$43,600.00	5% CONSTRUCTION CONTINGENCY
	Total	\$1,005,373.19	\$16,793.19	\$1,057,080.00	\$1,073,873.19		
	Budget	\$1,200,000.00					
Total	\$1,231,317.13	\$240,067.36	\$1,059,749.77	\$1,299,817.13			



EAST PALOMAR OVERPASS

PROJECT SITE

VICINITY MAP

NTS

NEW 12-INCH POTABLE WATER PIPELINE

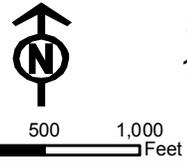
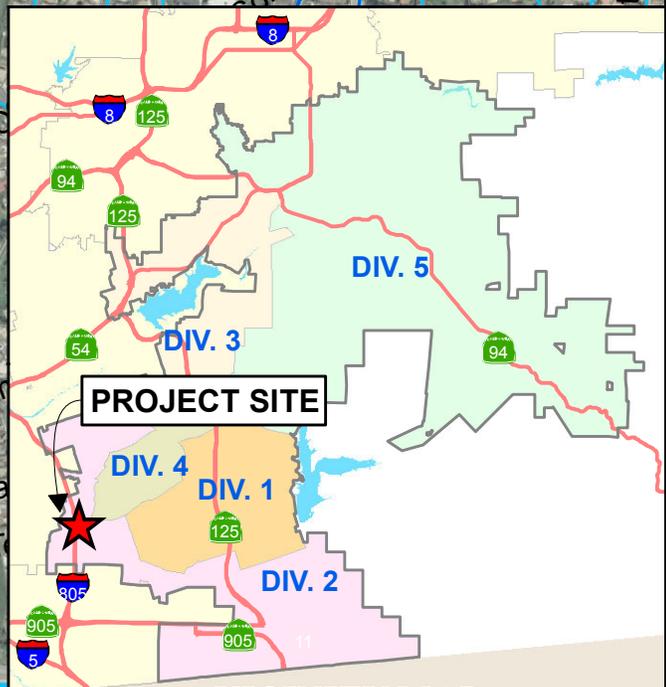
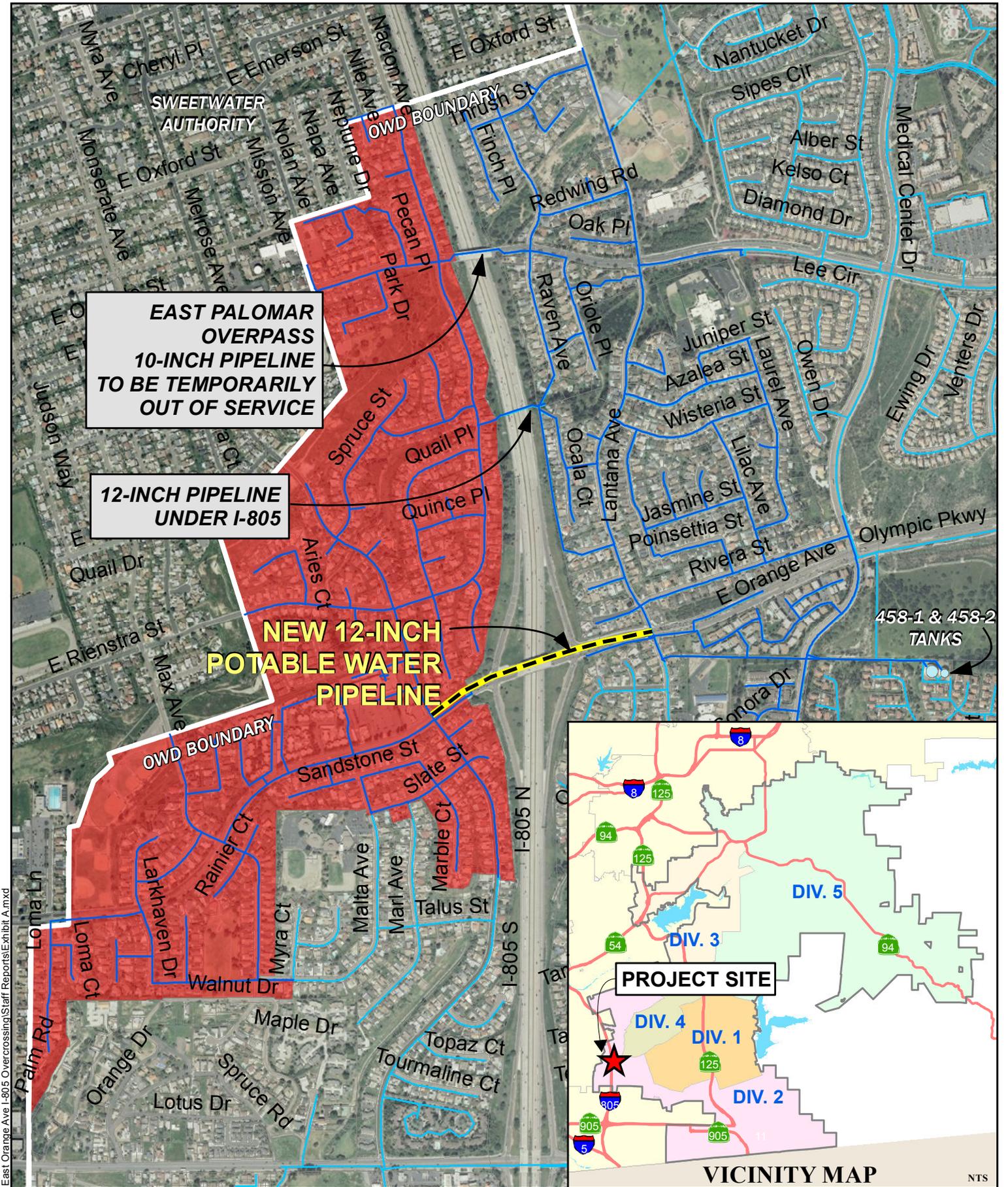


OTAY WATER DISTRICT
 12-INCH POTABLE WATER PIPELINE IN
 ORANGE AVENUE, I-805 CROSSING



EXHIBIT A

P:\WORKING\CIP P2513 East Orange Ave I-805 Overcrossing\Staff Reports\Exhibit A.mxd



OTAY WATER DISTRICT
12-INCH POTABLE WATER PIPELINE IN
ORANGE AVENUE, I-805 CROSSING

- Potable Pipelines
- 458 Pressure Zone
- Service Area Affected by Caltrans Work in the 458 Pressure Zone

EXHIBIT B



STAFF REPORT

TYPE MEETING:	REGULAR BOARD	MEETING DATE:	January 8, 2013
		PROJECT:	Various DIV.NO. ALL
SUBMITTED BY:	Richard E. Romero, Asst. General Counsel		
APPROVED BY:	<input checked="" type="checkbox"/> German Alvarez, Asst. General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	AMENDING AND EXTENDING GENERAL MANAGER'S CONTRACT		

GENERAL MANAGER'S RECOMMENDATION:

That the Board amend and extend the General Manager's contract to July 1, 2016.

COMMITTEE ACTION:

This item was not taken to Committee.

PURPOSE:

To recommend that the Board amend the General Manager's contract, extending the term to July 1, 2016 along with a few other minor amendments but with no changes to the General Manager's compensation.

ANALYSIS:

The General Manager's current contract, as amended in August of 2010, is set to expire on July 1, 2014. In recognition of the quality of Mr. Watton's service, the current amendment would extend the term of his contract to July 1, 2016. Additionally, as part of the periodic review of the contract, the contract is also being amended to correct some drafting issues and to ensure compliance of the severance provision with Government Code section 53260. No changes are being made to the General Manager's compensation. The revised contract is attached. (Attachment A)

FISCAL IMPACT:

Joe Beachem, Chief Financial Officer

None.

STRATEGIC GOAL:

Provide the leadership to ensure high value water and wastewater services to the customers of the Otay Water District, in a professional, effective and efficient manner.

LEGAL IMPACT:

None.

Attachments:

Attachment A - Amended and Restated Employment Contract Between the Otay Water District and Mark Watton, General Manager

**AMENDED AND RESTATED
EMPLOYMENT CONTRACT BETWEEN
THE OTAY WATER DISTRICT AND
MARK WATTON, GENERAL MANAGER**

This Employment Contract (the "Contract") is made and entered into this 8th day of January, 2013 by and between the Otay Water District ("District"), a municipal water district ("District"), and Mark Watton ("Watton") for the position of General Manager of the District.

NOW THEREFORE, in consideration of the covenants, representations and mutual promises contained herein, and for other valuable consideration the receipt and sufficiency of which is hereby acknowledged, District and Watton agree as follows:

1. PRIOR AGREEMENTS. This Contract supersedes all prior employment contracts and agreements between Watton and District, and Watton relinquishes his rights thereunder, except as expressly set forth herein.
2. TERM OF AGREEMENT. This Contract shall commence on the 8th of January 2013 and shall remain in effect to July 1, 2016 (the "Term"), unless earlier terminated by either party in accordance with the provisions of this Contract. Nothing in this Contract shall prevent, limit or otherwise interfere with the right of the District's Board of Directors ("Board") to extend this Contract by written agreement of the parties.
3. AT WILL STATUS. Notwithstanding the term of this Contract, Watton holds his position at the pleasure of the Board and is an "at will employee," as that term is commonly understood. Subject to the termination provisions set forth herein, the Board may, therefore, elect to terminate Watton's employment at any time, for any reason or no reason, as long as there is no violation of law or of the public policy of the State of California.
4. POSITION AND DUTIES. The Board hereby appoints Watton as the General Manager of the District to perform, on a full-time basis, the duties and functions specified in the California Water Code, the District's Code of Ordinances, policies, ordinances, resolutions and any other provisions of District applicable to the General Manager position, as well as any other legally permissible functions and duties as the Board shall from time to time assign to Watton. Pursuant to all applicable laws, the Board shall have the authority to determine the specific duties and functions that Watton shall perform. The Board shall from time to time evaluate Watton's performance, including the means and manner that he uses to perform his duties, including, but not limited to, an annual evaluation as set forth in Section 7 herein. Watton shall devote all his business time, skill, attention and best efforts to the discharge of his duties and functions as General Manager of District.
5. OUTSIDE PROFESSIONAL ACTIVITIES. Notwithstanding Section 4, above, Watton may participate in and carry out any business or professional activities he deems appropriate, including activities for which he may receive compensation, as long as such activities are performed during his off-duty hours and provided that such activities do not interfere with his duties as established hereunder and do not represent a conflict of interest as to District.

6. COMPENSATION AND FRINGE BENEFITS. District shall compensate Watton during the Term and provide Watton with all fringe benefits provided to other management employees of the District (as may be amended from time to time by the Board), as further described in this section.

- a. Base salary. Base annual salary of \$215,213 for services rendered from the date hereof. Said compensation shall be paid bi-weekly.
- b. Medical/Dental Benefits. Watton shall receive medical and dental benefits through District's medical plan for Watton and any dependents to the same extent as provided to other District management/executive employees. In consideration of Watton's prior service to the District as a member of the Board of Directors, these benefits will be calculated as if Watton had commenced employment with the District beginning January 1, 1983.
- c. Sick Leave and Vacation. Watton shall be entitled to 30 vacation and 15 sick days per year.
- d. Public Employees Retirement System. District shall enroll Watton in the Public Employee's Retirement System (PERS) under the same terms provided to other District management/executive employees, including the requirement that, pursuant to Board Resolution No. 4182, effective July 1, 2012, such employees pay 8% towards their employee's contribution to PERS.
- e. Life Insurance. Watton shall receive the same life insurance benefits provided to other District management/executive level employees.
- f. Automobile. Watton's duties require the use of an automobile. Watton shall provide said automobile and pay all costs for operation, maintenance, repair or replacement required for such automobile. In addition, Watton shall maintain all liability, property damage and other insurance as required by law. However, Watton may be reimbursed for mileage traveled as part of his duties at the then-applicable Internal Revenue Service rate.
- g. Electronic Devices. Watton requires the use of a portable electronic communication device for electronic correspondence or other non-telephonic purposes. District shall provide such a device as well as services equivalent to those provided to other District management/executive level employees.
- h. Memberships and Subscriptions. District shall budget and pay professional dues and subscriptions on behalf of Watton which are reasonably necessary for Watton's continued participation in national, regional, state or local associations and organizations necessary and desirable for Watton's continued professional

participation, growth and advancement or for the good of the District. District shall budget and pay for the professional dues and subscriptions to such additional organizations as approved by the Board.

- i. Travel Expenses. District shall budget and pay travel and subsistence expenses of Watton for official travel, meetings and occasions reasonably adequate to continue the professional development of Watton and reasonably pursue necessary official and other functions for the District, as approved by the Board.
- j. Reimbursement/Other Fringe Benefits. District shall also reimburse Watton for all other reasonable business expenses incurred by him on behalf of the District. Watton shall be entitled to maintain a District credit card for District expenses.
- k. Additional Contribution to 457 Retirement Account. The District shall contribute to a Section 457 retirement account designated by Watton an annual amount equal to one percent (1%) of Base Salary. Said contribution shall be made in monthly installments.

7. PERFORMANCE EVALUATION. The Board may conduct an evaluation of Watton's performance at any time. However, it shall be Watton's responsibility to schedule a performance evaluation to be conducted on or around July 1st of every calendar year while this Contract remains in effect. At the conclusion of each performance evaluation held on or about July 1st, the Board may consider a one year extension to this Contract by written amendment.

8. SEVERANCE OF THE EMPLOYMENT RELATIONSHIP.

- a. Termination by Mutual Consent. This Contract may be terminated at any time by mutual agreement of the parties, as evidenced by a separate written agreement.
- b. Termination At Will. District may terminate this Contract "at-will" for any reason or no reason. Any such termination shall be in writing with at least thirty (30) days notice to Watton.

Watton may voluntarily terminate this Contract at any time, for any reason or no reason; provided that he shall give the President of the Board no less than 60 days written notice prior to the effective date of termination and, further provided that Watton shall continue to fulfill his duties until a replacement has been appointed by the Board.

Upon termination, either voluntary or involuntary, Watton shall continue to receive compensation and fringe benefits due under the Contract through the effective date of termination, plus any accrued and unused sick and vacation days consistent with District Policies. Severance payments, if any, shall be at the discretion of the Board.

9. SEVERANCE PAYMENT. In the event District terminates Watton's employment, other than for misconduct as described in further detail below, Watton shall be compensated as follows, subject to the provisions of Government Code section 53260:

- a. Severance compensation equal to 12 months of the annual salary then in effect will be paid by District in same manner as if Watton was still employed by District, provided that, if the remaining term of Watton's Contract is less than 12 months, the maximum severance compensation that Watton may receive shall be an amount equal to Watton's monthly salary multiplied by the number of months left on the unexpired term of the Contract.
- b. Watton shall continue to accrue, for the same time period for which Watton may receive severance compensation, per subsection (a), above, medical, dental and insurance benefits, as if Watton was still employed by District. All other benefits terminate effective the date of termination.

Notwithstanding any other provision of this Contract, Watton shall not be entitled to Severance or any other payment if the District terminates this Contract due to Watton's misconduct. Misconduct means, for purposes of this Contract, violation of any criminal law committed at any time (except minor traffic offenses), any act of gross negligence or malfeasance. If Watton terminates his employment, the District shall not make any severance payment to Watton.

10. INDEMNIFICATION. District agrees to defend, hold harmless and indemnify Watton from any demands, claims, actions, suits, or legal proceedings brought against Watton for any incident arising out of the course and scope of his employment provided, however, that if the District is providing defense for Watton on a matter which the Board deems in the best interest of the District to settle, Watton agrees to assume full responsibility for his own defense should he pursue the matter further. This indemnification provision shall not apply to any action brought against Watton for a breach of or dispute arising out of this Contract, nor to willful and wanton conduct giving rise to civil or criminal liability, or any violation of federal, state, county, or local laws or regulations. This indemnification provision shall be interpreted consistent with state laws restricting the indemnification of public officials.

11. ENTIRE AGREEMENT; AMENDMENT. This Contract is the full and complete Agreement between the parties hereto. Any amendment, modifications or variations from the terms of this Contract shall be in writing and shall be effective only upon the approval of the Board and execution by Watton.

12. GOVERNING LAW. This Contract will be governed and construed in accordance with the laws of the State of California.

13. NO WAIVER. No failure, by either party, to enforce any provision(s) of this Contract will be construed in any way as a waiver of such provision(s), nor prevent that party from enforcing each and every other provision hereof.

14. SAVINGS CLAUSE. The invalidity or unenforceability of any provision(s) of this Contract will not affect the validity or enforceability of the other provision hereof.

15. HEADINGS. Paragraph headings used in this Contract are for convenience only and shall not be considered part of the terms of this Contract.

16. COUNTERPARTS. District and Employee may execute this document in separate counterparts. Should that occur, this Contract is as valid and binding as if it was executed on a single copy.

IN WITNESS WHEREOF, we affix our signatures to this Contract as the full and complete understanding of the relationship between the parties.

OTAY WATER DISTRICT

PRESIDENT, BOARD OF DIRECTORS

MARK WATTON
GENERAL MANAGER

APPROVED AS TO FORM:

Daniel R. Shinoff
General Counsel



STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	January 8, 2013
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO.
APPROVED BY:	<input checked="" type="checkbox"/> Susan Cruz, District Secretary <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Board of Directors 2013 Calendar of Meetings		

GENERAL MANAGER'S RECOMMENDATION:

At the request of the Board, the attached Board of Director's meeting calendar for 2013 is being presented for discussion.

PURPOSE:

This staff report is being presented to provide the Board the opportunity to review the 2013 Board of Director's meeting calendars and amend the schedule as needed.

COMMITTEE ACTION:

N/A

ANALYSIS:

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

STRATEGIC GOAL:

N/A

FISCAL IMPACT:

None.

LEGAL IMPACT:

None.

Attachments: Calendar of Meetings for 2013

**Board of Directors, Workshops
and Committee Meetings
2013**

Regular Board Meetings:

January 2, 2013
February 6, 2013
March 6, 2013
April 3, 2013
May 1, 2013
June 5, 2013
July 3, 2013
August 7, 2013
September 4, 2013
October 2, 2013
November 6, 2013
December 4, 2013

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

January 16, 2013
February 20, 2013
March 20, 2013
April 17, 2013
May 15, 2013
June 19, 2013
July 17, 2013
August 21, 2013
September 18, 2013
October 16, 2013
November 20, 2013

SPECIAL BOARD MEETINGS:

BOARD WORKSHOPS:

Budget Workshops:

Board Workshop:



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 8, 2013
		PROJECT:	DIV. NO. All
SUBMITTED BY:	Wales Benham Senior Accountant		
APPROVED BY:	<input checked="" type="checkbox"/> Joseph R. Beachem, Chief Financial Officer <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Director's Expenses for the 1st Quarter of Fiscal Year 2013		

GENERAL MANAGER'S RECOMMENDATION:

This is an informational item only.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To inform the Board of the Director's expenses for the 1st quarter of Fiscal Year 2013.

ANALYSIS:

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

FISCAL IMPACT:

None.

STRATEGIC GOAL:

Prudently manage District funds.

LEGAL IMPACT:

Compliance with State law.

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



ATTACHMENT A

SUBJECT/PROJECT:	Director's Expenses for the 1st Quarter of Fiscal Year 2013
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COMMITTEE ACTION:

This item was presented to the Finance, Administration and Communications Committee at a meeting held on December 4, 2012. The expenses for each director from July 1, 2012 thru September 30, 2012 was presented. It was indicated that directors' expenses totaled \$4,209.13 for the first quarter of Fiscal Year 2013 and it is projected that directors expenses for Fiscal Year 2013 would total approximately \$16,830 based on the first quarter of actual expenses. In response to an inquiry from the committee, staff indicated that agencies are required to report Director's expenses at least annually. The District had considered moving to reporting Directors' expenses once a year to match the requirements of the law, but decided to continue to report expenses quarterly. The committee received staffs' report and recommended presentation to the full board as an informational item.

BOARD OF DIRECTORS' EXPENSES AND PER-DIEMS

**BOARD OF DIRECTORS MEETING
January 8, 2013**

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

- Fiscal Year 2013, 1st Quarter.
- The expenses are shown in detail by Board member, month and expense type.
- This presentation is in alphabetical order.
- This information was presented to the Finance, Administration, and Communications Committee on December 4, 2012.

Board of Directors' Expenses and Per-Diems
Fiscal Year 2013 Quarter 1 (Jul 2012- Sep 2012)

Director Croucher	\$660.00
Director Gonzalez	\$610.00
Director Lopez	\$1,396.02
Director Robak	\$442.20
Director Thompson	\$1,100.91
Total	\$4,209.13

Director Croucher

Fiscal Year 2013 Quarter 1

	Jul 2012	Aug 2012	Sep 2012
Business Meetings	0.00	25.00	35.00
Director's Fees	100.00	300.00	200.00
Mileage Business	0.00	0.00	0.00
Seminars	0.00	0.00	0.00
Travel	0.00	0.00	0.00
Monthly Totals	<u>100.00</u>	<u>325.00</u>	<u>235.00</u>
Quarterly Total			<u><u>\$660.00</u></u>

Fiscal Year-to-Date 2012 (Jul 2012-Sep 2012)	\$660.00
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**Director Croucher serves on all
District Committees (6)**

Meetings Attended	1	3	2
Meetings Paid	1	3	2

Director Gonzalez

Fiscal Year 2013 Quarter 1

	Jul 2012	Aug 2012	Sep 2012
Business Meetings	0.00	0.00	10.00
Director's Fees	100.00	200.00	300.00
Mileage Business	0.00	0.00	0.00
Seminars	0.00	0.00	0.00
Travel	0.00	0.00	0.00
Monthly Totals	<u>100.00</u>	<u>200.00</u>	<u>310.00</u>
Quarterly Total			<u><u>\$610.00</u></u>

Fiscal Year-to-Date 2012 (Jul 2012-Sep 2012)	\$610.00
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Meetings Attended	1	2	5
Meetings Paid	1	2	3

Director Lopez

Fiscal Year 2013 Quarter 1

	Jul 2012	Aug 2012	Sep 2012
Business Meetings	0.00	0.00	0.00
Director's Fees	300.00	400.00	600.00
Mileage Business	0.00	5.55	12.77
Mileage Commuting	22.20	22.20	33.30
Seminars and Travel	0.00	0.00	0.00
Monthly Totals	<u>322.20</u>	<u>427.75</u>	<u>646.07</u>
Quarterly Total			<u>\$1,396.02</u>

Fiscal Year-to-Date 2012 (Jul 2012-Sep 2012)	\$1,396.02
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Meetings Attended	5	4	7
Meetings Paid	3	4	6

Director Robak

Fiscal Year 2013 Quarter 1

	Jul 2012	Aug 2012	Sep 2012
Business Meetings	0.00	0.00	20.00
Director's Fees	100.00	100.00	200.00
Mileage Business	3.33	3.33	6.66
Mileage Commuting	2.22	2.22	4.44
Seminars and Travel	0.00	0.00	0.00
Monthly Totals	<u>105.55</u>	<u>105.55</u>	<u>231.10</u>
Quarterly Total			<u><u>\$442.20</u></u>

Fiscal Year-to-Date 2012 (Jul 2012-Sep 2012)	\$442.20
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Meetings Attended	5	2	5
Meetings Paid	1	1	2

Director Thompson

Fiscal Year 2013 Quarter 1

	Jul 2012	Aug 2012	Sep 2012
Business Meetings	0.00	0.00	0.00
Director's Fees	400.00	300.00	200.00
Mileage Business	108.78	0.00	0.00
Mileage Commuting	28.86	34.41	28.86
Seminars and Travel	0.00	0.00	0.00
Monthly Totals	<u>537.64</u>	<u>334.41</u>	<u>228.86</u>
Quarterly Total			<u><u>\$1,100.91</u></u>

Fiscal Year-to-Date 2012 (Jul 2012-Sep 2012)	\$1,100.91
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Meetings Attended	4	3	2
Meetings Paid	4	3	2

Board of Directors' Expenses and Per Diems
Fiscal Year 2013 to Date (Jul 2012- Sep 2012)

Director Croucher	\$660.00
Director Gonzalez	\$610.00
Director Lopez	\$1,396.02
Director Robak	\$442.20
Director Thompson	\$1,100.91
Total	\$4,209.13

Board of Directors' Expenses and Per Diems
Fiscal Year 2013 **Projected** (July 2012- June 2013)

Director Croucher

\$2,640.00

Director Gonzalez

\$2,440.00

Director Lopez

\$5,580.00

Director Robak

\$1,770.00

Director Thompson

\$4,400.00

Total

\$16,830.00

Based on three months of actuals

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2012 THROUGH SEPTEMBER 30, 2012**

DIRECTOR'S NAME CROUCHER, GARY

ATTACHMENT D

Account Name	Date	Descriptions	SECTION D Amount
Director's Fee	7/17/2012	ENGINEERING & OPERATIONS COMMITTEE	\$ 100.00
	8/1/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/20/2012	ENGINEERING & OPERATIONS COMMITTEE	100.00
	8/21/2012	COUNCIL OF WATER UTILITIES MEETING	100.00
	9/11/2012	SPECIAL BOARD DIRECTORS MEETING	100.00
	9/19/2012	ENGINEERING & OPERATIONS COMMITTEE	100.00
Director's Fee Total			<u>600.00</u>
Business meetings	8/29/2012	COUNCIL OF WATER UTILITIES MEETING	25.00
	9/30/2012	SAN DIEGO EAST COUNTY	35.00
Business meetings Total			<u>60.00</u>
Grand Total			<u><u>\$ 660.00</u></u>

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2012 THROUGH SEPTEMBER 30, 2012**

DIRECTOR'S NAME: GONZALEZ, DAVID

ATTACHMENT E

Account Name	Date	Descriptions	SECTION E Amount
Director's Fee	7/11/2012	REGULAR BOARD OF DIRECTORS MEETING	\$ 100.00
	8/1/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/20/2012	ENGINEERING & OPERATIONS COMMITTEE	100.00
	9/5/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/11/2012	SPECIAL BOARD DIRECTORS MEETING	100.00
	9/19/2012	ENGINEERING & OPERATIONS COMMITTEE	100.00
Director's Fee Total			600.00
Business meetings	9/12/2012	OTAY MESA CHAMBER OF COMMERCE	10.00
Grand Total			\$ 610.00

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2012 THROUGH SEPTEMBER 30, 2012**

DIRECTOR'S NAME: LOPEZ, JOSE

ATTACHMENT F

Account Name	Date	Descriptions	SECTION F Amount
Mileage - Business	8/31/2012	MEETING - AUGUST 10 & 31, 2012	\$ 5.55
	9/30/2012	MEETING - SEPTEMBER 12, 2012	12.77
Mileage - Business Total			18.32
Mileage - Commuting	7/31/2012	MEETING - JULY 11 & 19, 2012	22.20
	8/31/2012	MEETING - AUGUST 1 & 7, 2012	22.20
	9/30/2012	MEETING - SEPTEMBER 5 , 11, & 17, 2012	33.30
Mileage - Commuting Total			77.70
Director's Fee	7/11/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	7/19/2012	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	7/25/2012	AGENDA BRIEFING - GENERAL MANAGER & COUNSEL	100.00
	8/1/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/7/2012	REGIONAL GMs & BOARD PRESIDENTS MEETING	100.00
	8/10/2012	GENERAL MANAGER - COMMITTEE AGENDAS MEETING	100.00
	8/31/2012	AGENDA BRIEFING - GENERAL MANAGER & COUNSEL	100.00
	9/5/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/11/2012	BOARD WORKSHOP/SPECIAL MEETING	100.00
	9/12/2012	WATER CONSERVATION GARDEN	100.00
	9/14/2012	COMMITTEE AGENDA BRIEFING	100.00
	9/17/2012	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	9/20/2012	MEETING WITH SUPERVISOR COX - INTERCONNECT PIPELINE	100.00
Director's Fee Total			1,300.00
Grand Total			\$ 1,396.02

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2012 THROUGH SEPTEMBER 30, 2012**

DIRECTOR'S NAME: ROBAK, MARK

ATTACHMENT G

Account Name	Date	Descriptions	SECTION G Amount
Mileage - Business	7/11/2012	MEETING - JULY 11, 2012	\$ 3.33
	8/1/2012	MEETING - AUG. 1, 2012	3.33
	9/30/2012	MEETING - SEPTEMBER 5 & 11, 2012	6.66
Mileage - Business Total			13.32
Mileage - Commuting	7/11/2012	MEETING - JULY 11, 2012	2.22
	8/1/2012	MEETING - AUG. 1, 2012	2.22
	9/30/2012	MEETING - SEPTEMBER 5 & 11, 2012	4.44
Mileage - Commuting Total			8.88
Director's Fee	7/11/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/1/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/5/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/11/2012	SPECIAL BOARD DIRECTORS MEETING	100.00
Director's Fee Total			400.00
Business meetings	9/7/2012	SAN DIEGO EAST COUNTY CHAMBER OF COMMERCE	20.00
Grand Total			\$ 442.20

**OTAY WATER DISTRICT
SUMMARY - BOARD OF DIRECTORS EXPENSES
FOR THE PERIOD JULY 1, 2012 THROUGH SEPTEMBER 30, 2012**

DIRECTOR'S NAME: THOMPSON, MITCHELL

ATTACHMENT H

Account Name	Date	Descriptions	SECTION H Amount
Mileage - Business	7/31/2012	MEETING - JULY 26 & 27, 2012	\$ 108.78
Mileage - Business Total			<u>108.78</u>
Mileage - Commuting	7/31/2012	MEETING - JULY 17 & 19, 2012	28.86
	8/31/2012	MEETING - AUG. 1, 2, & 13, 2012	34.41
	9/30/2012	MEETING - SEPTEMBER 11 & 17, 2012	28.86
Mileage - Commuting Total			<u>92.13</u>
Director's Fee	7/17/2012	ENGINEERING & OPERATIONS COMMITTEE	100.00
	7/19/2012	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
	7/26/2012	TRAINING FOR NEW BOARD MEMBERS -CSDA LEADERSHIP ACADEMY	100.00
	7/27/2012	TRAINING FOR NEW BOARD MEMBERS -CSDA LEADERSHIP ACADEMY	100.00
	8/1/2012	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/2/2012	STAFF BRIEFING - DESALINATION PROJECT	100.00
	8/13/2012	REDEVELOPMENT OVERSIGHT BUILDING MEETING	100.00
	9/11/2012	REGULAR SPECIAL BOARD OF DIRECTORS MEETING	100.00
	9/17/2012	FINANCE & ADMINISTRATIVE COMMITTEE MEETING	100.00
Director's Fee Total			<u>900.00</u>
Grand Total			<u><u>\$1,100.91</u></u>



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 8, 2013
SUBMITTED BY:	Rita Bell, Finance Manager	PROJECT:	DIV. NO. All
APPROVED BY:	<input checked="" type="checkbox"/> Joseph R. Beachem, Chief Financial Officer <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Water and Sewer Rate Study Informational Report		

GENERAL MANAGER'S RECOMMENDATION:

This is an informational item only.

COMMITTEE ACTION: _____

Please see Attachment A.

PURPOSE:

To inform the Board of the objectives and status of the current water and sewer rate study that is being performed by Karyn Keese of Atkins Global.

BACKGROUND:

Typically, rate studies are performed every three to five years depending on changes in economic factors, price increases, water use patterns, regulations, infrastructure, and other cost driver changes. It has been four years since the District's last water and sewer rate study. This cost of service study is an important tool when setting retail rates because as water use and cost drivers change over time, imbalances may occur in the equity of how various customer classes pay for water.

There are several purposes of performing a rate study. The first is to maintain equity among the customer classes based on the cost of service study. The second is to bring financial stability to the agency by balancing fixed and variable charges so it can survive swings in water sales volume. Finally, encouraging conservation can be achieved by adjusting the tiered water rate structure and adjusting the strength and flow rate structure for sewer customers.

When performing a rate study it is important to note that revenue neutrality is maintained. This means that an agency collects the

same amount of total revenue through fees and charges, but the individual customer bill may vary based on the rate structure changes. Customers that drive costs higher pay more and customers that keep cost low pay less. It also means that specific cost drivers such as energy for pumping should match the revenue collected through energy fees charged to customers. Once the rate structure is set by the findings of the rate study, higher budgeted costs such as water and power along with sales volume changes determine the necessary rate increases.

To understand what changes might result from the upcoming rate study, below are changes that resulted from the 2009 water rate study. The following adjustments were made to the rate structure to improve the equity between the various customer classes, promote revenue stability, and achieve greater conservation:

- Established new tiers by meter size and customer class.
- Eliminated the unit charge per dwelling for multi-residential customers.
- Increased the government rate to offset the taxes that non-government customers pay.
- Raised the fixed charges closer to the 30% allowable by Best Management Practice (BMP 4).
- Established commercial tiers and adjusted residential tiers to further encourage conservation.
- Set the recycled water rate to 85% of the potable irrigation rate.
- Increased the energy charge to match the pumping costs.

The 2008 sewer rate study changed the methodology for residential customers from a flat sewer rate to a charge based on their winter-average water consumption. This was a revenue neutral change that brought equity to the sewer charges and encouraged water conservation.

The current rate study will examine equity and assign costs to the various customer types. Financial stability will be a factor in setting fixed and variable charges as well as best management practices. Additionally, a rate structure that continues to encourage conservation is a goal of the study. Some of the factors to be examined include:

- Simplifying the District's rate structure, where possible.
- Evaluate the water tiered rate structure(s).
- Evaluate cost allocation to various customer classes.
- Evaluate the fixed vs. variable approach (both water and sewer).
- Evaluate the equity of fire service billing.

- Evaluate the option of a commercial recycled rate that will address anticipated future customers.
- Evaluate the assignment of pressure zones to fairly charge energy costs related to pumping.
- Allocate cost based on sewage strengths for non-residential customers vs. residential customers.
- Evaluate water meter equivalencies using AWWA hydraulic capacity factors for water customers.

On August 31, 2012, staff requested proposals from six consulting firms to perform a water and sewer rate study. Three proposals were received and Atkins Global was selected to perform the study. Karyn Keese is the primary consultant on this study. She performed the last water rate study and is very familiar with the District.

The team consisting of Karyn Keese of Atkins Global, Finance, IT and Engineering staff held a kick-off meeting to discuss the purpose of the study and the necessary information that is required for the analysis. Assignments were made to staff members and data was collected and submitted to Ms. Keese. At this point in time, staff is preparing to meet with Ms. Keese to discuss preliminary findings and recommendations.

The next step is to bring the recommended rate structure changes to the Board, asking to incorporate these changes into the FY 2014 rate model. With this direction staff will then prepare the FY 2014 rate model and budget. In May of 2013, staff will request the Board to approve the budget and to move forward with the Proposition 218 process. Only after the Proposition 218 hearing can the Board approve the rates and rate structure changes.

In 2009 the District did a five-year Proposition 218 notice. The District as well as many other agencies has used this five-year process with very positive results. Staff will again recommend a five-year Proposition 218 notice. A Proposition 218 hearing will be held in the summer of 2013 to adopt a five year pass-through of supplier cost and approval of increases for internal costs. After the Proposition 218 hearing the rates will be adopted for a January 2014 rate increase.

FISCAL IMPACT: _____

None.

STRATEGIC GOAL:

The District ensures its continued financial health through sound policies and procedures.

LEGAL IMPACT: _____

None.

Attachments:

- A) Committee Action Form
- B) Presentation



ATTACHMENT A

SUBJECT/PROJECT:	Water and Sewer Rate Study Informational Report
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COMMITTEE ACTION:

The Finance, Administration and Communications Committee reviewed this item at a meeting held on December 4, 2012 and the following comments were made:

- Staff indicated that the last Water and Sewer Rate Study was conducted in 2008 and was implemented in 2009. Rate studies are conducted every three (3) to five (5) years and staff is currently conducting another study. The purpose of this year's rate study is to maintain equity between customer classes based on a cost of service study (COSS), promote financial stability (assuring that there is a balance between fixed and variable charges), and to encourage conservation through tiered rate structures for water and a strength and flow rate structure for sewer.
- Ms. Karyn Keese, Atkins Global, the District's consultant for the Water and Sewer Rate Study was in attendance. The District has worked with her many times in the past and she is very familiar with the District. She explained that a COSS looks at how customers use water and sewer which is called "Cause Costitive." If the customer is causing the District to incur cost, then they must pay their proportional share of that cost. For example:
 - If a customer is using more water, then they would need to pay more.
 - Because restaurants' sewer discharge is lower quality - as their sewage contains more fats, oils and grease - it cost more to treat. So the District allocates the cost for treatment on a higher basis to restaurants than it would to residential customers.

Ms. Keese indicated that she would be providing the board more information at a future workshop that would include more details about the COSS once it has been completed.

- The District then looks at financial stability by assuring a balance between fixed and variable charges. On the water side there is a water system fee charged to all customers, then customers are charged a tiered rate structure based on their water usage. Sewer charges are based on the strength and flow of a customer's sewer discharge.
- Staff also tries to match certain costs. For example, the energy cost incurred for pumping is matched to energy fees collected through customer charges.
- The following adjustments were made following the 2009 Water Rate Study:
 - Established new rate tiers by meter size and customer class, including commercial, based on their usage (the District was the first agency in the region to establish a tiered rate structure for commercial customers at this time), to encourage conservation.
 - Eliminated the unit charge for multi-residential customers.
 - Increased the government rate to equal the taxes that non-government customers were paying, such as, property taxes, water/sewer availability fees, etc.
 - Raised fixed charges so they are closer to the 30% allowed by Best Management Practice 1.4 (BMP 1.4); BMP 1.4 indicates that fixed charges should not be more than 30% of total water sales revenue.
 - Set the recycled water rate to 85% of the potable irrigation rate; this change was a policy requirement related to the District's agreement with San Diego County Water Authority (CWA) allowing the District to maximize the incentives it receives from CWA.
 - Increased the energy charge to match the District's energy cost.

- The sewer rate study of 2008 precipitated the following change:
 - Established a new methodology for determining sewer charge which was based on customers' winter average water consumption (January to April of of each year). This encourages customers to save water as that savings reduces their sewer charges.

- The objectives of the 2013 rate study are:
 - Evaluate tiered water rate structures
 - Evaluate cost allocation to various water and sewer customer classes
 - Evaluate fixed versus variable approach for both water and sewer
 - Evaluate the equity of water fire service billing
 - o The City of Chula Vista's Fire Marshall is mandating for fire flow that new residential homes, equipped with fire sprinklers, have 1" meters versus the normal $\frac{3}{4}$ " meters (upsized for fire flow only). Staff will need to determine how to charge equitably for the required fire service flow as commercial customers are required to have a separate connection for fire service and are charged a separate monthly fee.
 - Evaluate the option of a commercial recycled water rate. The District's irrigation rate is much higher than the commercial rate because they peak, to a greater extent, more than other users. The District is anticipating a new recycled customer (a Power Plant) and this customer wouldn't "peak" like an irrigation customer, they would use water consistently throughout the day, week, and year. Staff wishes to look at a rate that ties the recycled rate (85% of potable) to the commercial rate instead of the irrigation rate.
 - Evaluate the assignment of pressure zones used for water energy charges. The District currently

charges an energy fee for every 100' of lift. A customer's charge is based on what elevation they receive their water from and staff will review if this charge is still equitable.

- Allocate cost based on sewage strength for non-residential sewer customers versus residential customers.
- Evaluate water meter equivalencies; the District's capacity fee is based on meter size. Staff wishes to verify if this is an AWWA standard and the accurate way to determine this fee.
- The team members involved in the Rate Study include Karyn Keese, Atkins Global, and staff from the divisions of Finance, Information Technology and Engineering.
- Staff indicated that a water capacity study was completed approximately two (2) years ago. Sewer was not included at that time as staff was waiting on the completion of the Sewer Master Plan. Now that the draft Sewer Masterplan has been completed, staff is now aware of what should be input into the sewer capacity fee study. Staff plans to perform a sewer capacity fee study, separate from the rate study, and plans to roll the findings into the rate model and include it in the Proposition 218 notice.
- The committee inquired why the District selected consultant, Atkins Global, to perform the District's rate study. It was indicated that Atkins Global was selected through an RFP process. An RFP was forwarded to six (6) firms and the District received three (3) responses. Staff noted that two (2) of the six (6) firms could not fit the District's rate study into their schedule as they had other work lined up and one (1) never responded. A panel consisting of Joe Beachem, Steve Dobrawa and Rita Bell reviewed the three (3) submitted proposals. The consultants were evaluated based on the following:
 - Their experience: who they have worked for and the types of studies they have done
 - Familiarity with Otay WD and the San Diego Region
 - Their understanding of Conservation Issues
 - Their references

At the committee's request, staff has provide additional information on the consultant's qualifications for the public's benefit (please see attached memo to these notes).

- It was discussed that staff has an expert understanding of rate studies and is not solely relying on the expertise of the consultant. Staff noted that this is one of the most important projects as it determines the rates the District's customers pay. The objective of the study is to assure that all customers are paying equitably for the District's services.
- The committee indicated that water agencies play a role in a region's prosperity. The number one requirement for a business to thrive is the availability of water to the business. A goal of the City of Chula Vista is to attract businesses to the South Bay Region so that it becomes more economically self-sufficient. However, it has been difficult to attract major businesses to relocate within the region.

The committee inquired on the possibility of implementing a new start-up business water rate. Staff indicated that one of the issues with providing such a rate is that businesses water use varies (food manufacturers versus a business that sells services). Also, the District must assure that its rates comply with the regulations of Proposition 26.

- There was discussion regarding the elements that go into the decision making process when a business decides where to locate their business. It was mentioned during a presentation at an AWWA conference that capacity fees are a small part of the start up cost for businesses. Thus, reducing the District's capacity fee would not provide enough of an incentive to attract new businesses to the District's service area. Attached is a copy of AWWA's presentation. Please reference page 12, "Final Considerations and Misconceptions."

Staff also contacted Mr. Alan Nevin of The London Group and inquired if lowering the capacity fees would incentivize businesses to move to the District's service area. Mr. Nevin indicated that it likely would not as the capacity fee is a very small part of the overall cost of business development. He additionally commented that Otay WD is only one of the many agencies that the developer would have

to work with to establish business and Otay WD is perhaps the easiest agency to work with versus the City or County.

- There was discussion regarding encouraging the use of recycled water to help reduce the cost of water. Staff indicated that the District has a pilot program to convert multi-family residential complexes to utilize recycled water in their landscapes. Staff will bring back to committee an update on the status of the pilot program.
- Staff has provided Atkins Global the requested data to perform the rate study. Atkins Global is in the process of analyzing the data and is preparing the preliminary findings which will be discussed by the rate study team members.
- Staff will then determine recommendations and present them to the board for discussion. Staff will ask the Board to direct staff to use the new rate structures in the development of the Fiscal Year 2014 Rate Model and Budget.
- The Fiscal Year 2014 Budget will then be presented to the board. It was noted that staff will request that the board approve the proposed budget, but not the new rates.
- The new rates will be presented for approval following a Proposition 218 hearing as per State law. Staff will be requesting at that time that the board approve a five-year rate notice that authorizes the pass-through of the District's wholesale suppliers' rate increases and an "up to percentage" increase for District internal cost increases. By requesting a five-year notice, it provides cost savings as the District will not be required to hold a Proposition 218 hearing every year which is a long and costly process. The District will, however, continue to provide notice to its customers of any proposed rate increases prior to their implementation.
- Once the rates are adopted, the new rates will be implemented on January 1, 2014.
- The committee observed that the rate tiers implemented in 2012 increase more steeply for residential customers compared to the increase for commercial customers (there is not much of a cost difference between the first gallon versus the last gallon consumed by commercial customers).

The committee inquired if it is felt that the tiered charges for commercial customers is too flat. It was discussed as it was the first time a tiered rate structure was implemented for commercial customers, staff wanted to gradually implement the structure with a small differential between the tiers. During the next rate study, staff would then review this tiered structure again. The steep incline for residential customers is to encourage these customers to reduce outside irrigation which is where the majority of residential water use occurs.

- It was also noted that residential water use is basically homogenous, whereas, commercial use varies based on the type of business. To have dramatic tiering would create an equity issue as some businesses, such as food manufacturing, utilize more water than a service type business.
- The District also wishes to keep the rate structures as simplistic as possible due to billing. The more complex the billing structure, the more the District is at risk for errors in billing. It is also difficult to explain the rates to customers who are not familiar with rate structures. Otay has one of the most complex rate structures in the County as it makes every reasonable effort to assure equity among its ratepayers.

Following the discussion, the Finance, Administration and Communications Committee supported presentation to the full board as an informational item.



MEMORANDUM

TO: The Finance, Administration, and Communications Committee File No.

FROM: Joe Beachem, Chief Financial Officer Date 12/20/12
Rita Bell, Finance Manager

SUBJ: Selection of a Consultant to Perform the District's Rate Study

At the December 4th Finance, Administration, and Communications Committee meeting, a question was asked about the District's selection of Atkins Global as the consultant to perform the District's rate study and their qualifications. This memo describes the process of issuing a Request for Proposal (RFP) along with the selection of a consulting firm and their qualifications.

In August 2012, an RFP was sent to six well-respected rate consulting firms consisting of A&N Technical Services, Black & Veatch, CDM Smith, Atkins Global, Malcolm Pirnie, and HDR. Of the requested firms, proposals were received from CDM Smith, Atkins Global, and HDR. Steve Dobrawa, Joe Beachem, and Rita Bell were on the committee responsible for reviewing the proposals and rating each proposal based on the following criteria:

1.	Understanding of the requested tasks in the Scope of Services.	20%
2.	Ability to evaluate current water and sewer rate structures to make recommendations and give guidance in the process.	20%
3.	Experience of assigned staff in the development of water and sewer rates. Also, experience reviewing all fee types and associated costs to ensure equity and simplicity in the rate structures.	20%
4.	Cost of service.	40%

Atkins Global was rated the most responsive bidder in all four categories and was also the lowest priced bid. The experience of the Project Manager, Karyn Keese, includes 29 years of expertise in public finance and management. In addition to having the experience of performing the last cost of service study for the District, she has also performed the latest capacity fee study and has assisted on various as-needed services for the District. This gives Ms. Keese an abundance of knowledge and experience working with the District.

Of the three firms who responded, she has the most experience in the San Diego region on both water and sewer rate studies. Some of the San Diego County agencies she has performed consulting services for include Imperial Beach, National City, Vallejos, Olivenhain, Padre Dam, Rincon, Rainbow, Sweetwater, San Diego County, Coronado, and Fallbrook. Additionally, she serves as a technical advisor on two regional committees in San Diego which are the Metro Wastewater JPA and the County of San Diego Stormwater Agencies.

Ms. Keese has completed more than 500 utility economic plans for public utilities and is an expert in the development of financial models. She also has more than 10 years of public finance experience as the Finance Manager for two major California regional wastewater facilities.

Water and Sewer Rate Study

Informational Report

January 8, 2013

Introduction

- Last water rate study conducted in 2008 implemented in 2009
- Perform every 3 to 5 years to respond to changes in the following:
 - Economic Factors
 - Price Increases (elasticity)
 - Water Use Patterns
 - Regulations
 - Infrastructure

Purpose of Current Study

- Bring equity between customer classes
 - Based on cost-of-service
- Financial stability
 - Fixed vs. variable charges
- Encourage Conservation
 - Tiered rate structure for water
 - Strength and flow rate structure for sewer

Revenue Neutrality

- Collect the same amount of revenue through fees and charges
 - Customers that drive costs higher pay more
 - Customers that keep cost low pay less
- Cost drivers
 - Energy cost for pumping = Energy fees collected

Once the rate structure is set by the findings of the rate study, higher budgeted costs such as water and power along with sales volume changes determine the necessary rate increases.

Prior Rate Study Adjustments

- 2009 Water Rate Study
 - New tiers based on meter size and customer class
 - Elimination of unit charge for multi-residential
 - Increase in government rate
 - Increase in fixed rate to get closer to Best Management Practice (BMP)
 - Commercial tiers and adjustment of residential tiers
 - Recycled water rate tied to potable irrigation (85%)
 - Increase energy charge
- 2008 Sewer Rate Study
 - Established a new methodology to charge residential customers based on their winter-average water consumption

2013 Rate Study Objectives

- Evaluate tiered water rate structure(s).
- Evaluate cost allocation to various water & sewer customer classes.
- Evaluate fixed vs. variable approach for both.
- Evaluate the equity of water fire service billing.
- Evaluate the option of a commercial recycled water rate.
- Evaluate the assignment of pressures zones used for water energy charges.
- Allocate cost based on sewage strength for non-residential sewer customers vs. residential customers.
- Evaluate water meter equivalencies.

Team

- Study performed by Karyn Keese, Atkins Global (formerly PBS&J)
- Staff involvement
 - Finance
 - IT
 - Engineering

Progress to Date

- Issued RFP and retained consultant
- Held kick-off meeting with team
- Gathered requested data and delivered to consultant
- Consultant analyzed data
- Consultant preparing preliminary findings to discuss with team

Next Steps

- Review preliminary findings with consultant
- Determine staff recommendations
- Bring recommendation rate structure changes to the Board
- Incorporate new rate structure into FY2014 Rate Model
- Adopt FY2014 Budget
- Bring new rates and charges to Proposition 218 hearing
- Adopt a five year Proposition 218 set of rates and charges
- Adopt the FY 2014 rate increases



Questions???



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 8, 2013
SUBMITTED BY:	Bob Kennedy Senior Civil Engineer	CIP./G.F. NO:	P2451- 001101
	Ron Ripperger Engineering Manager	DIV. NO.	2
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering <input checked="" type="checkbox"/> German Alvarez, Asst General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Informational Update for the Rosarito Desalination Plant and the Otay Mesa Conveyance and Disinfection System Projects		

GENERAL MANAGER'S RECOMMENDATION:

No recommendation. This is an informational item only.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To update the Otay Water District (District) Board of Directors (Board) on the progress of the Rosarito Desalination Plant and the Otay Mesa Conveyance and Disinfection System Projects (Project) (see Exhibit A for Project location).

ANALYSIS:

The Project has two different components - the Rosarito desalination plant in the Mexican side and the conveyance and disinfection system in the United States' (U.S.) side.

The desalination plant and the conveyance system south of the border are being developed by NSC Agua S.A. de C.V. (NSC Agua), a Mexican Corporation with various investors and Consolidated Water Co. Ltd., a publicly-traded company that operates desalination plants and water distribution systems in the Caribbean basin and in Southeast Asia and Mexico.

The Project is comprised of a 100 million gallon per day seawater reverse osmosis desalination plant, together with a pump station and pipeline to convey the water to Tijuana and excess production water to the United States border with Mexico. The primary purpose of the Project is to provide potable water service to customers in Mexico and to provide a reliable supply of excess production water to Otay in the U.S. To that effect, the first step before the design and construction of the desalination plant is to install a pilot plant to determine the type of pre-treatment and plant design to be used.

NSC Agua has selected Doosan Heavy Industries and Construction to build the pilot plant of the Rosarito Desalination Plant. Doosan is one of the few companies in the world that has proprietary technologies for all three major desalination types: Multi Stage Flash, Multi Effect Distillation, and Reverse Osmosis.

The Project will provide a potable water transmission pipeline and pump station to convey the desalinated water from the border between the U.S. and Mexico on Otay Mesa to Roll Reservoir on Otay Mesa.

Given the many challenges in advancing this Project, the District has retained specialty consultants to provide technical, regulatory, bi-national, and policy assistance.

On March 15, 2012, Consolidated Water Co. LTD. announced that it had acquired control of 75% of the shares of NSC Agua. With the resolution of certain internal NSC Agua issues that delayed this Project, the District has renewed the Letter of Intent with NSC Agua. In December 2012, the Board Desal Committee discussed with the General Manager the signing of a non-binding Letter of Intent (LOI) with NSC Agua to negotiate a Water Purchase Agreement for the purchase of desalinated water produced from the Rosarito Desalination facility and delivered to the U.S.-Mexico border at a point near the proposed Third Border Crossing on Otay Mesa. This is the second LOI signed by the District and NSC Agua. The previous LOI was signed on February 5, 2009.

NSC Agua is pursuing the purchase of two parcels of land in Rosarito for the desalination plant that are adjacent to the Presidente Juarez power plant. NSC Agua has secured the purchase rights for these two parcels.

NSC Agua has also secured permission for the construction of the pilot plant on the power plant site and is presently testing the first treatment phase of the pilot plant. Negotiations with the Comisión Federal de Electricidad (Federal Electricity Commission), the Mexican state-owned electric utility widely

known as CFE, are progressing on the agreements to secure permanent easements and rights to connect pipelines to and from the desalination plant to the seawater intake and outlet structures of the power plant. In celebration of these significant milestones, NSC Agua is considering scheduling a ribbon cutting ceremony at the pilot plant site early next year.

The United States and Mexico established the International Boundary Commission in 1889. The Water Treaty of 1944 expanded the duties and the responsibilities of this international body and renamed it the International Boundary and Water Commission (IBWC), or CILA for the Mexican section. Their jurisdiction extends to the parts of the Colorado River that forms the land boundary between the United States and Mexico and administers the many boundary and water-rights treaties and agreements between the two nations. Two years after the earthquakes in 2010 that damaged Mexico's infrastructure south of Mexicali, Minute Order 319 was signed on November 20, 2012. Minute Order 319 allows Mexico to store water in Lake Mead and includes a five year test program between the United States and Mexico that reduces deliveries under low reservoir levels at Lake Mead and allows Mexico to share in increased surplus flows under high reservoir conditions. The pact will also have Arizona and Nevada water agencies pay for improvements to Mexico's infrastructure and to implement water conservation measures that will generate an estimated 100,000 acre-feet of water over the five years. Those agencies would split about half of that water, with the rest going to Metropolitan Water District.

In Minute Order 319, desalination can be considered a methodology to further conserve water for the environment, the farmers, and relieve some of the pressure from the Colorado River. The language allows a public-private partnership, that NSC Agua project will be proposing, and has generated some interest into how this Project would fit into Minute Order 319 or subsequent Minute Orders.

The November signing ceremony for Minute Order 319 and the proposed ribbon cutting event at the Rosarito pilot plant site along with securing the property for the desalination plant and the pending agreement with the CFE are all indicators this Project is moving forward. The District put all consultants on hold about two years ago until certain milestones south of the border have been reached. The District will need to re-initiate the work on this side of the border to keep pace with the project south of the border.

Concerning the facilities north of the border, the District awarded a contract to AECOM Technical Services for the design of

a large diameter pipeline 3.5 miles long, a pump station, and a disinfection facility on October 21, 2010. Part of the contract also includes CEQA/NEPA compliance and other services to get California Department of Public Health permitting. AECOM has provided some preliminary studies, but hasn't started yet the bulk of the services until NSC Agua met some milestones such as property acquisition, pilot plant installation, and securing easements from CFE. Now that these milestones are met, staff will issue a Notice to Proceed to AECOM.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

No budget impacts. (See Attachment B Budget Detail).

STRATEGIC GOAL:

This Project supports the District's Mission statement, "To provide high value water and wastewater services to the customers of the Otay Water District in a professional, effective, and efficient manner" and the General Manager's Vision, "A District that is at the forefront in innovations to provide water services at affordable rates, with a reputation for outstanding customer service."

LEGAL IMPACT:

None.

BK/RR:jf

P:\WORKING\CIP P2451 Desalination Feasibility Study\Staff Reports\Board 01-02-13\BD 01-02-13, Staff Report, Rosarito Desal Project Update Info Item, (BK-RR).doc

Attachments: Attachment A - Committee Action
 Attachment B - Budget Detail
 Exhibit A - Location Map
 Exhibit B - Presentation



ATTACHMENT A

SUBJECT/PROJECT: P2451-001101	Informational Update for the Rosarito Desalination Plant and the Otay Mesa Conveyance and Disinfection System Projects
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COMMITTEE ACTION:

The Desalination Project Committee reviewed this item at a meeting held on December 19, 2012 and the following comments were made:

- Staff indicated that the purpose of this item is to provide an update to the Board on the progress of both components of the Rosarito Desalination Project:
 - The desalination plant on Mexico's side of the border.
 - The pump station, conveyance pipeline and disinfection system on the US side of the border.
- The desalination plant and the conveyance pipeline south of the border are being developed by NSC Agua, a Mexican partnership between investors and Consolidated Water Co. Ltd. Consolidated is a publicly-traded company that designs, builds, and operates desalination plants in the Caribbean basin and in Southeast Asia.
- Staff indicated that on March 15, 2012, Consolidated Water announced that it has acquired control of 75% of the shares of NSC Agua which has resolved the internal NSC Agua issues that had delayed the Project. Following the announcement, the District renewed its Letter of Intent with NSC Agua. The previous LOI was signed in 2009.
- NSC Agua selected Doosan Heavy Industries and Construction to build the pilot plant and the Desalination Plant. Doosan is one of the few companies in the world that has proprietary technologies for Reverse Osmosis.
- Carollo Engineers has been engaged to do the civil engineering and BNP Paribas is being considered as the bank that will provide the funding for the Rosarito desalination project.

Bloomberg and Forbes recently ranked BNP Paribas as the third largest bank in the world.

- The Rosarito Desalination Plant will produce 100 million gallons per day (MGD) of desalinated water. Tijuana/Rosarito will potentially take 50 MGD or more and Otay Water District and possibly other agencies will take the remaining water.
- It was indicated that NSC Agua has secured permission for and has constructed the first phase of the pilot plant on the power plant site and is already testing the first pre-treatment phase. Doosan's practice is to build a pilot plant in stages. After they understand how the pre-treatment is performing, they will begin testing a second pre-treatment train to remove other impurities they may find in the source seawater. They will then add in a Reverse Osmosis (RO) train on the pilot plant which will likely occur sometime mid-next year. The pilot plant is producing approximately 15,000 GPD.
- The Mexican federal-owned electric utility, widely known as CFE, recently approved the agreements that secure permanent easements and rights to connect pipelines to the seawater intake and outlet structures of the power plant. The Mexican National Water Commission, also known as CONAGUA, also reviewed and approved the agreements. In celebration of these significant milestones, NSC Agua is considering scheduling a ribbon cutting ceremony at the pilot plant site early next year.
- Slides were presented showing the site plan, discharge facilities and the proposed pipeline alignment through Tijuana, Mexico to convey the water to the U.S. border. Staff also noted the many agencies that would be involved in bringing the plant to fruition (reference attached copy of presentation).
- The Otay Mesa Conveyance and Disinfection System Project was placed on hold about two (2) years ago until the Rosarito Desalination project attained certain milestones. As those milestones have been achieved, staff plans to begin moving the project forward again.
- For the design of the conveyance and disinfection system to be built in the U.S., the District awarded a contract to AECOM Technical Services two years ago. AECOM will design a large diameter pipeline (3.5 miles long), a pump station, and a disinfection facility. The contract also includes CEQA/NEPA compliance and other services to acquire the California Department of Public Health permitting. AECOM, has provided

some preliminary studies to date, but has not yet started the bulk of their contracted services.

- Given the many challenges in advancing this Project, the District has retained specialty consultants to provide technical, regulatory, bi-national, and policy assistance (reference attached copy of presentation for the list of consultants retained to date).
- The Otay Mesa Conveyance and Disinfection Project will provide for a potable water transmission pipeline and pump station to convey the desalinated water from the border between the U.S. and Mexico. The water will be conveyed to the District's 36.7 MG reservoir known as Roll reservoir also known as the 571-1 reservoir.
- To obtain the water quality needed to receive CDPH approval, both Otay and NSC will need to work together to achieve an affordable product for Otay customers. The project must also meet environmental and federal requirements to allow the pipeline to cross the international border.
- The cost of the facilities on the U.S. side is estimated at approximately \$46.8 million if CDPH requests full treatment after the water crosses the border. The District's current budget allocation for the facilities is \$30 million which includes the disinfection treatment, but not the cost of full re-treatment.
- It was discussed that the IBWC Minute 319 signing ceremony held this past November and the proposed ribbon cutting event at the Rosarito pilot plant site along with their success in securing the property for the desalination plant and the signed agreement with the CFE and CONAGUA are all indicators that the desalination project is moving forward. The District will need to re-initiate the work on this side of the border to keep pace with the project south of the border.
- It was indicated that Mayor Filner and former director, Mexico Congressman Jaime Bonilla, have indicated their interest in participating in the ribbon cutting ceremony for the desalination project. Congressman Bonilla has plans to invite the North Border Mexico Congressional Committee that oversees the northern border issues. The U.S. Bureau of Reclamation has also tentatively indicated interest in attending the ribbon cutting event as well.
- Staff has plans to meet with the District's project consultants in January 2013 to start moving the project

forward again. Staff is also looking to meet with NSC Agua and their consultants on the direction of the project as it relates to IBWC and CILA.

- Staff has also briefed the commissioner and chief engineer of the IWBC. They are supportive of the project.
- In response to an inquiry from the committee, staff indicated that prior to the project going on hold, the District had been presenting information to the public through community and business groups. The project had received strong positive responses from these groups.
- The committee suggested that the District's staff put together information for the public that provides the cost of the project, the impact of the Rosarito Desalination Project to its ratepayers versus the impact of CWA's recent Water Supply Agreement with Poseidon Resources, the quality, reliability and quantity of water that will be acquired from the Rosarito project. It was discussed that the actual cost of the water from the Rosarito project is not yet determined, but it is believed to be quite close to the cost of imported water. The goal is to at least come close to equaling the cost of imported water and enhance the reliability of our resources.
- The committee requested that staff keep the board updated on the progress of the project and indicated that they would like to provide this same information to the public. Staff suggested that the powerpoint presentation on this project could be made into a video that can be posted to the District's website for the public to view. The committee was interested in doing this.

Following the discussion, the Desalination Project Committee supported presentation to the full board as an informational item.



ATTACHMENT B

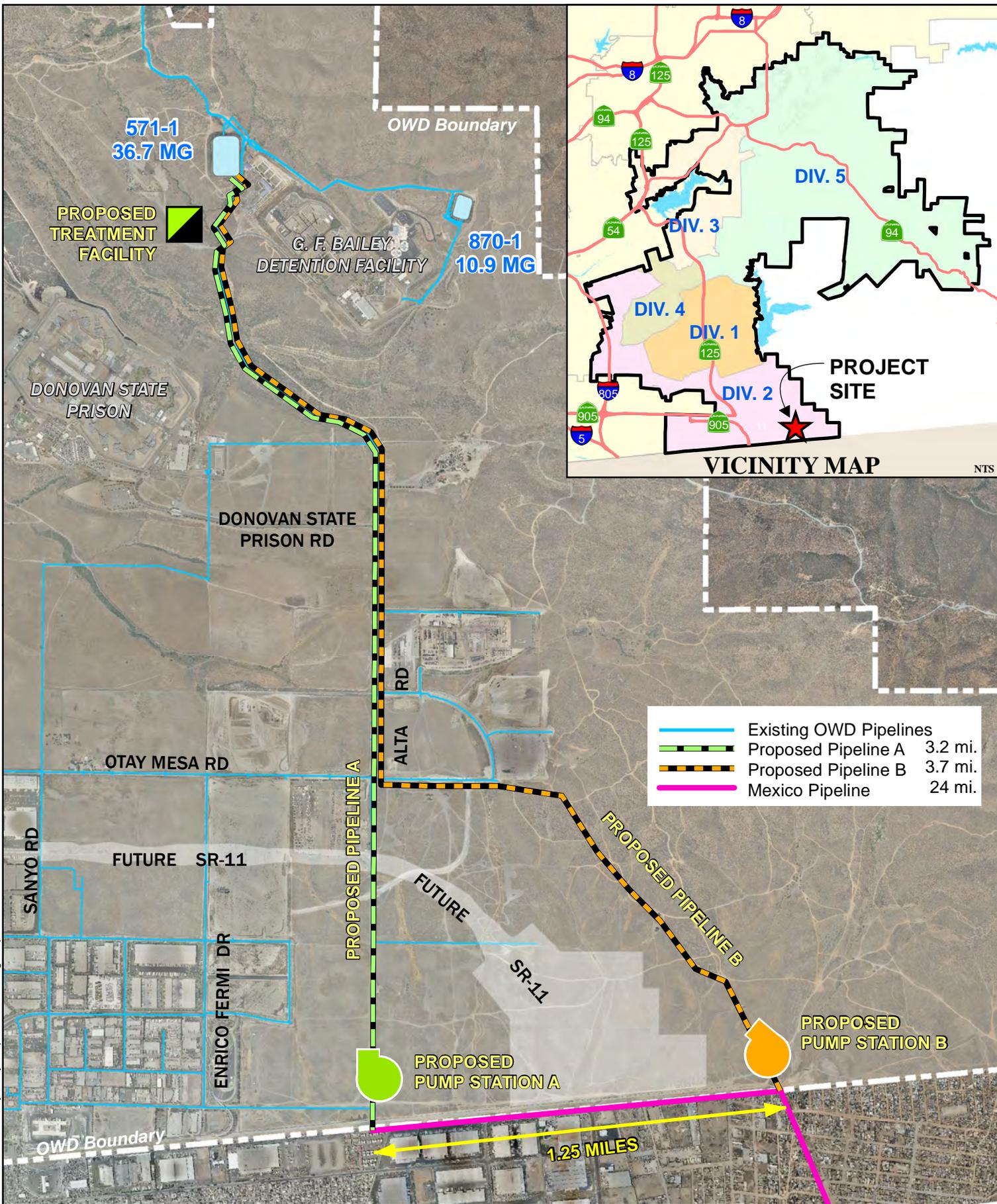
SUBJECT/PROJECT:	Informational Update for the Rosarito Desalination Plant and the Otay Mesa Conveyance and Disinfection System Projects
P2451-001101	

Otay Water District
P2451 - Rosarito Desalination Facility Conveyance

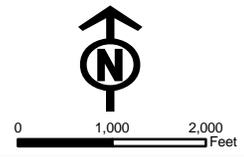
Date Updated: November 16, 2012

<i>Budget</i>	<i>Committed</i>	<i>Expenditures</i>	<i>Outstanding Commitment & Forecast</i>	<i>Projected Final Cost</i>	<i>Vendor/Comments</i>
30,000,000					
Planning					
Labor	446,289	446,289		446,289	
Printing	61	61	-	61	MAIL MANAGEMENT GROUP INC
Mileage Reimbursement	138	138	-	138	PETTY CASH CUSTODIAN
Parking and Tolls	88	88	-	88	PETTY CASH CUSTODIAN
	45	45	-	45	US BANK CORPORATE PAYMENT
	21	21	-	21	WATTON, MARK
Airfare and Transportation	40	40	-	40	PETTY CASH CUSTODIAN
	8,717	8,717	-	8,717	US BANK CORPORATE PAYMENT
	78	78	-	78	WATTON, MARK
Lodging	3,262	3,262	-	3,262	US BANK CORPORATE PAYMENT
	1,590	1,590	-	1,590	WATTON, MARK
	729	729	-	729	BONILLA, JAIME
	472	472	-	472	CONSOLIDATED WATER COMPANY
Meals and Incidentals	249	249	-	249	PETTY CASH CUSTODIAN
	38	38	-	38	US BANK CORPORATE PAYMENT
	194	194	-	194	WATTON, MARK
	395	395	-	395	CONSOLIDATED WATER COMPANY
Business Meetings	180	180	-	180	PETTY CASH CUSTODIAN
	949	949	-	949	US BANK CORPORATE PAYMENT
Insurance	26	26	-	26	PETTY CASH CUSTODIAN
	27	27	-	27	US BANK CORPORATE PAYMENT
Professional Legal Fees	43,175	43,175	-	43,175	SOLORZANO CARVAJAL GONZALEZ Y
	15,914	15,914	-	15,914	STUTZ ARTIANO SHINOFF
	152,066	152,066	-	152,066	GARCIA CALDERON & RUIZ LLP
Other Legal Expenses	9,975	9,975	-	9,975	GARCIA CALDERON & RUIZ LLP
	38	38	-	38	STUTZ ARTIANO SHINOFF
Consultant Contracts	98,577	98,577	-	98,577	CAMP DRESSER & MCKEE INC
	48,654	48,654	-	48,654	MARSTON+MARSTON INC
	12,200	12,200	-	12,200	REA & PARKER RESEARCH
	4,173	4,173	-	4,173	SALVADOR LOPEZ-CORDOVA
	152,066	72,066	80,000	152,066	SILVA SILVA INTERNATIONAL
	70,200	61,200	9,000	70,200	HECTOR I MARES-COSSIO
	7,000	7,000	-	7,000	BUSTAMANTE & ASSOCIATES LLC
	32,340	32,340	-	32,340	BROWNSTEIN HYATT FARBER
Service Contracts	500	500	-	500	REBECA SOTURA NICKERSON
	106	106	-	106	SAN DIEGO DAILY TRANSCRIPT
Total Planning	1,110,571	1,021,571	89,000	1,110,571	
Design					
Labor	75,604	75,604		75,604	
Meals and Incidentals	14	14	-	14	PETTY CASH CUSTODIAN
Consultant Contracts	5,535	5,535	-	5,535	MICHAEL R WELCH PHD PE
	3,910,297	33,215	3,877,082	3,910,297	AECOM TECHNICAL SERVICES INC
	5,000	5,000	-	5,000	ATKINS
	8,818	8,818	-	8,818	CPM PARTNERS INC
	276	276	-	276	MARSTON+MARSTON INC
Service Contracts	343	343	-	343	SAN DIEGO UNION-TRIBUNE LLC
Total Design	4,005,887	128,805	3,877,082	4,005,887	
Construction					
Labor	329	329		329	
Total Construction	329	329	-	329	
Grand Total	5,116,787	1,150,705	3,966,082	5,116,787	

P:\WORKING\CIP P2451 Desalination Feasibility Study\Graphics\Exhibits-Figures\Exhibit A.mxd



OTAY WATER DISTRICT
 Otay Mesa Conveyance and
 Disinfection Facility Project
EXHIBIT A





OTAY WATER DISTRICT



ROSARITO DESALINATION PLANT AND THE OTAY MESA CONVEYANCE AND DISINFECTION SYSTEM PROJECTS (100 MGD)

January 8, 2013

TEAM MEMBERS



Project Background

- ◆ 100 MGD desalination plant in Rosarito, Baja California, Mexico.
- ◆ Adjacent to the existing power plant.
- ◆ Use of existing ocean intake and cooling ocean water from the power plant.
- ◆ 25 miles pipeline to the border.
- ◆ One interconnection to “El Florido” Treatment Plant in Tijuana B.C.
- ◆ 50 MGD for Tijuana/Rosarito and the remainder for Otay Water District or other agencies.
- ◆ Water quality to meet International and CDPH standards.
- ◆ Proposed facilities on the U.S. side include monitoring stations, UV disinfection, and an existing storage tank (37 MGD).
- ◆ All chemicals will be NSF certified.
- ◆ NSC Agua has secured permission for the construction of the Pilot Plant on the power plant site and is already testing the first treatment phase.

Otay Water District List of Consultants

CDM			Consulting Engineer
Michael R. Welch, Ph.D., P.E.			Consulting Engineer
AECOM			Consulting Engineer
Salvador Lopez-Cordova			Liaison for Mexican Federal, State & Municipal including CESPT
Marston & Marston Inc.			Public Relations - Public Outreach
Brownstein Hyatt Farber Schreck, LLP			Legislative & Legal Strategy
Silva-Silva International			Legislative Advocacy
Solorzano Carvajal Gonzales Perez-Correa			Attorney
Hector I Mares-Cossío			Bi-National Advisor
Cruz Bustamante			Governmental Affairs Advisor
Rea & Parker Research			Survey/Market Research
Atkins			Consulting Engineer

Facilities in Rosarito



**NSC AGUA
SWRO DESALINATION PLANT
PROPOSED SITE**

FIGURE 2

0123456789101112131415161718192021222324252627282930313233343536373839404142434445464748495051525354555657585960616263646566676869707172737475767778798081828384858687888990919293949596979899100





CFE SITE FACILITIES



**CFE COOLING WATER
DISCHARGE WELLS**

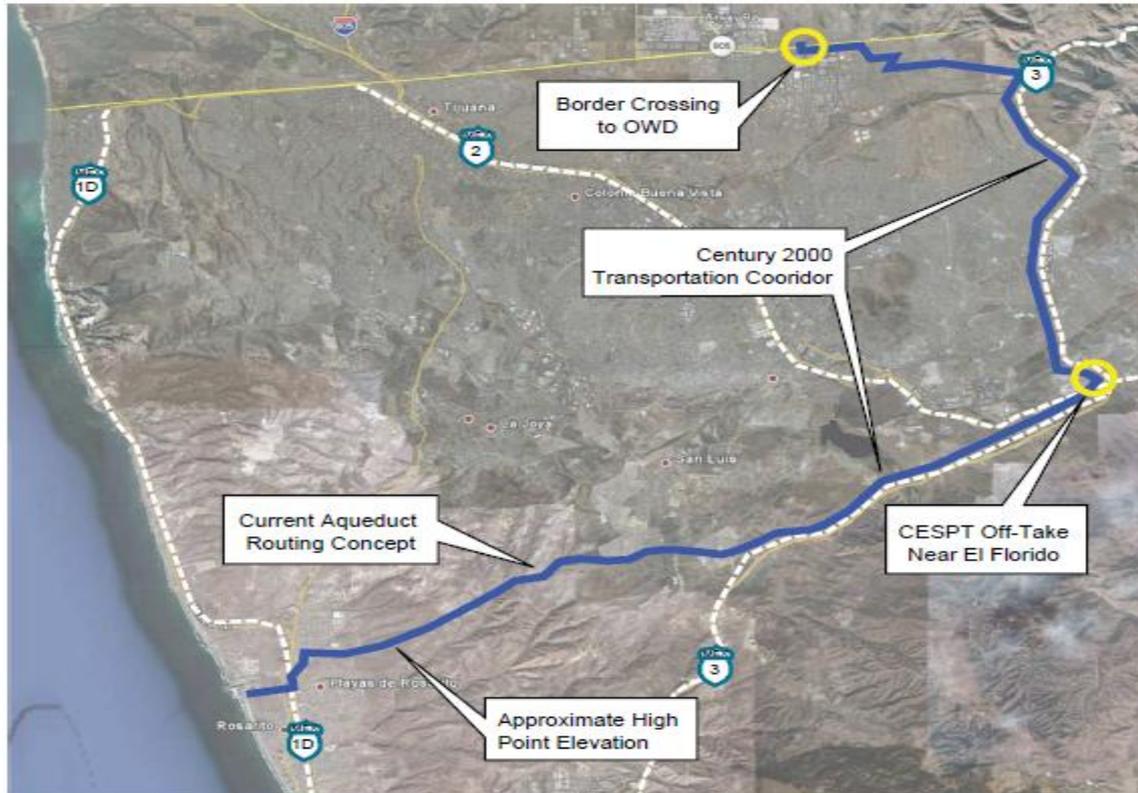
FIGURE 4



**CAPTURE, CONVEYANCE AND
CONCENTRATE DISCHARGE
FACILITIES TO BE CONSTRUCTED
ON CFE SITE**

FIGURE 5

Pipeline From Rosarito to U.S. Border



Rosarito to El Florido ~ 17 Miles
El Florido to U.S. Border ~ 8 Miles
Total ~ 25 Miles

**PROPOSED AQUEDUCT
ROUTING TO TIJUANA &
INTERNATIONAL BORDER**

FIGURE 8

Counterpart Agencies in Mexico / U.S.

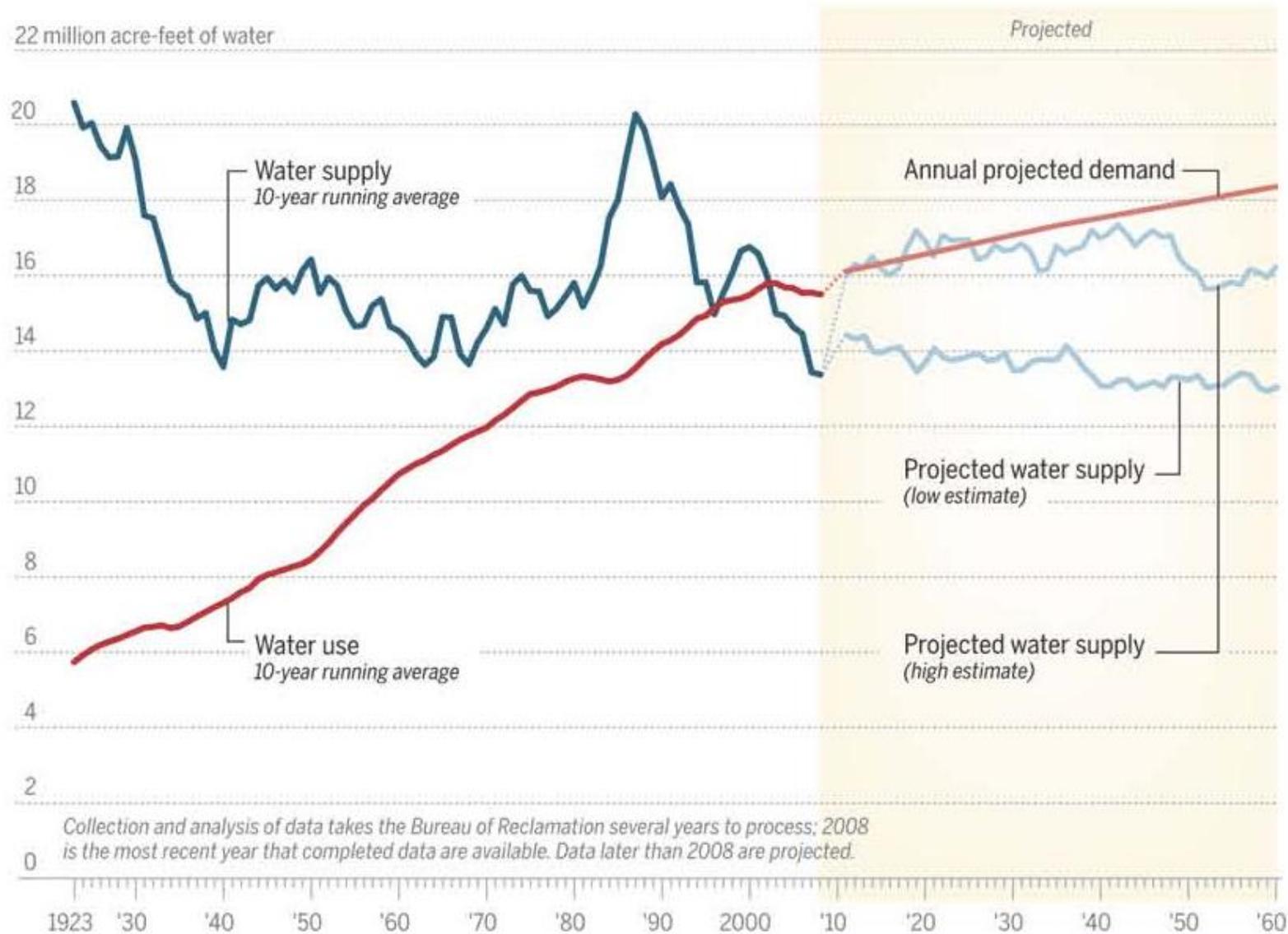
MEXICO

USA



The tipping point

Demand for Colorado River water has outstripped supply for much of the past decade, and that trend is expected to continue. A U.S. Bureau of Reclamation study says that in 2060 demand could exceed supply by more than 3.5 million acre-feet – enough for about 7 million homes.



IBWC - Minute 319

DRAFT

RESOLUTION
OF THE
COLORADO RIVER BOARD OF CALIFORNIA
MINUTE NO. 319 TO THE 1944 MEXICO TREATY

WHEREAS, the Colorado River Board of California ("Board") is created by, and operates under, California Water Code sections 12500, *et seq.*

WHEREAS, the California Water Code charges the Board and its officers with the duty to confer with representatives of other States in the Colorado River Basin, representatives of the United States, and others concerning problems and measures relating to the development of the Colorado River Basin, the use of the water of the Colorado River System, and the protection of the interests therein of the State, and to negotiate and to make recommendations respecting such problems and measures.

WHEREAS, under this authority, the Board through its officers has participated in the negotiation of, and has made recommendations concerning the proposed Minute No. 319 to the Treaty between the United States of America and Mexico Respecting the Utilization of Waters of the Colorado and Tijuana Rivers and of the Rio Grande, Feb. 3, 1944, U.S.-Mex., 59 Stat. 1219, T.S. 994 ("Treaty"), and the related U.S. domestic agreements necessary to implement Minute No. 319.

WHEREAS, Minute No. 319 proposes to reduce deliveries to Mexico in low reservoir conditions, provide additional deliveries to Mexico in high reservoir conditions, allow Mexico to create and receive delivery of Intentional Created Mexican Allocation, establishes a Water for the Environment and ICMA/ICS Exchange Pilot Program, and identifies opportunities for binational projects to allow for water conservation or the generation of new water sources to address the growing water demands and future shortage conditions in the basin.

WHEREAS, the Board has participated in the negotiation of certain domestic agreements which provide for inclusion of the Board in consultations under those agreements even though the Board is not party to those agreements, and the Board is willing to participate in those consultations to help safeguard and protect the interests of California contractors and the interests of the state. The parties to the agreements have agreed to include the Board and its officers in any consultations that occur pursuant to the agreements or in any negotiations related to amendment of the agreements.

NOW THEREFOR, BE IT RESOLVED that although the Board and the State of California are not parties to certain domestic agreements, including the Interim Operating Agreement for

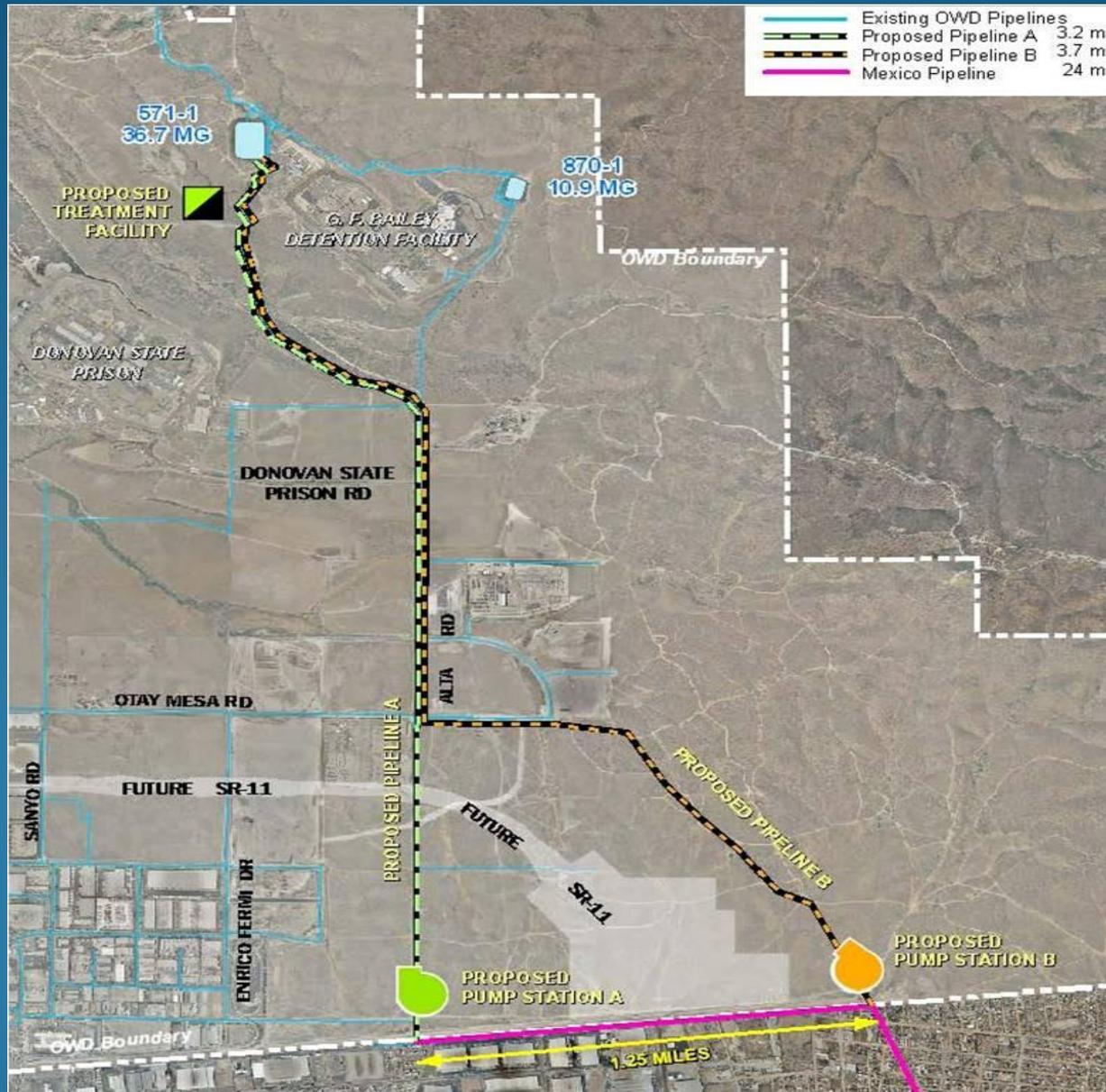
1

- ◆ Allows Mexico to store water in Lake Mead.
- ◆ 5-Year test program that reduces deliveries to Mexico when reservoirs are low and increases deliveries when reservoirs levels are high.
- ◆ Allows Nevada and Arizona to invest in Mexico's infrastructure to conserve water to be shared with many agencies.
- ◆ Bi-national Desalination can be considered methodology to further conserve water for the environment and for farmers.

Each Side of this Project Includes a Variety of Critical Issues



Otay Mesa Conveyance and Disinfection Facility



COSTS OF FACILITIES

North of the Border

Treatment Scenario	Capital Costs
A. Disinfection treatment only in U.S., with a waiver of specific filtration req's through CDPH	± \$800,000
B. Full filtration and disinfection in U.S	± \$17,000,000
Conveyance 18,000 LF of a 54-inch pipeline	± \$20,000,000
Pump Station	± \$9,000,000



Otay Mesa Conveyance and
Disinfection System Project –
White Paper:

CDPH Permit Approval Road Map

DRAFT July 14, 2011



Project Study

Otay Mesa Conveyance and Disinfection System Project – White Paper:

- **Provides a summary of actions and project elements needed to facilitate CDPD approval of project.**



OTAY WATER DISTRICT



**ROSARITO DESALINATION
PLANT AND CONVEYANCE
(100 MGD)**

Questions ?



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 8, 2013
SUBMITTED BY:	Dan Martin Engineering Manager	PROJECT:	Various DIV.NO. ALL
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering <input checked="" type="checkbox"/> German Alvarez, Asst. General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Informational Item - As-Needed Services to support the delivery of the Capital Improvement Program		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) receive as an informational item a report that presents information on the use of As-Needed Services to support the delivery of the District's Capital Improvement Program.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To provide information to the Board on the role that As-Needed Services play in the delivery of the District's Capital Improvement Program and how these Services contribute to attaining the District's Strategic Goals and Objectives.

ANALYSIS:

Background

During the October 9, 2012 District Board meeting, items were presented by staff to award an As-Needed Construction Management and Inspection Services (CMIS) contract for Fiscal Year (FY) 2013 through

FY 2015 and an As-Needed Engineering Design contract for FY 2013 and FY 2014. During the presentations, Board members asked staff various questions related to the use of As-Needed Services to support the delivery of the District's Capital Improvement Program and how these services contribute to attaining the District's Strategic Goals and Objectives. The Board directed staff to present findings to the Otay Water District Engineering, Operations & Water Resources Committee. The following report provides an overview on why the District contracts out for As-Needed Services, presents information on the benefits to "bundling" the District's engineering consultant service needs into larger contracts with longer terms, and describes how these services support the District's Strategic Plan efforts.

Why do we contract out services for engineering, construction management, and inspection services?

From FY 2006 to FY 2012, the Capital Improvement Program (CIP) expenditures have ranged from \$36.3 million in FY 2006 to \$18.7 million in FY 2012. During this time the District has taken steps to assure that the required level of resources are available to deliver the CIP by using a combination of Full Time Employees (FTE) and Consultants. Over the same period of time, the Engineering FTE totals have gone from 28 positions to 21. The Engineering FTE total included in the approved budget for FY 2013 is 19. The District has taken care to effectively manage the number of Engineering FTE to assure that the level of District staff is aligned with the program need. The District's Engineering staff focuses on the core business of developing and delivering the CIP aligned with the District's Mission and Values. The District uses consultants to augment staff. This practice has demonstrated the following benefits in the delivery of the program:

- Provides a resource to manage the workload peaks and valleys that occur while delivering the CIP, while assuring that the level of Engineering FTE is appropriate from one fiscal year to another
- Supplies additional professional expertise to the District's projects to complement the existing areas of expertise possessed by staff
- Provides a more diverse set of experience to successfully deliver the CIP
- Allows the District's Engineering staff to concentrate on the District's core business of developing, managing, and delivering the Six-Year CIP by tasking a portion of the technical deliverables to consultants.

The District strikes a balance between levels of Engineering FTE and consultants needed to deliver the Six-Year CIP. The District contracts with consultants to provide the services and resources needed to deliver the District's program. Staff manages Consultant costs and deliverables to assure that the District is getting high value in the delivery of the District's projects. In addition, the District assures an appropriate level of FTE Staff to preserve organizational knowledge to plan for the future. The result is an effective, efficient program that provides savings to the District in the form of hiring less FTE's.

What are the benefits to "bundling" the District's engineering consultant service needs into larger contracts with longer terms?

The District has experienced several benefits to "bundling" the District's contracting needs including, but not limited to, the following:

- Contracts advertised with larger contract amounts generate a greater interest by the professional consultant community. This translates to a larger pool of potential professional consultants who possess a greater degree of experience for the District to choose from.
- Rates from consultants potentially differ by length of engagement. Short-term engagements will usually command a higher hourly rate when compared to long-term work in order to cover the direct fixed costs of running their respective business. Long-term work represents less risk and thus lowers the consultant's expenses that influence their rates. The District has taken a balanced approach to mitigate the potential for rates influenced by short-term engagements by providing one and two-year As-Needed Services contracts.
- The estimated cost to complete procurement for a professional consultant such as CMIS in accordance with the District's Policy Number 21 ranges from \$4,500 to \$9,000 depending on the value of the procurement. By building an estimate of the District's consultant engineering service needs based on the CIP over a two-year horizon and "bundling" these needs into a single procurement the overall number of procurements performed by staff is reduced which results in a savings to the District. This was demonstrated on the recent CMIS procurement where nine projects were bundled into a single procurement. The savings associated with bundling these nine projects into a single procurement in lieu of nine separate procurements is estimated to be \$36,000.

This "bundling" approach to contracting for services is balanced by the use of As-Needed Services on a task order basis which assures that the District only pays for consultant services when these services are rendered to actively complete projects. In addition, the length of a contract is limited to a one or two-year duration to assure that the District is getting high value by receiving the benefit of a competitive procurement on a planned strategic basis.

How do we measure if we are being successful using consultants?

While staff has not specifically developed a measurement strategy related to the use of consultants, the use of consultants is a widely employed industry practice due to the benefits described above. The District realizes these benefits at the program level. Consultants serve as an extension of District staff in the delivery of the CIP. Through task orders issued by District staff, consultants are responsible for delivering a variety of activities that move the District's projects forward to completion. These activities include, but are not limited to, design engineering, construction management, inspection, plan review for recycled water, development of master plans, environmental support, survey, and utility mark-outs. These activities and deliverables are represented as a component in the District's Strategic Plan Objectives and Performance Measures including the following established for Engineering:

Plan Objectives

ID No.	Description
3.1.1.1	Prepare and implement a Waste Water Management Plan
3.1.1.5	Work with the District's largest potable water customers to convert landscape and interior water use to recycled water where fiscally feasible and safe

Performance Measures

ID No.	Description
2.2.200	CIP Project Expenditures vs. Budget
2.2.201	Construction Change Order Incidence (without allowances)
2.2.202	Mark-out Accuracy
2.2.203	Project Closeout Time

The performance of these Plan Objectives and Performance Measures is reported to the Board each fiscal year on a quarterly basis. Staff is responsible for the management of the consultants to achieve the established measurement strategy or respective target.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

No fiscal impact as this is an informational item only.

STRATEGIC GOAL:

This report supports the District's Mission Statement, "To provide high value water and wastewater services to the customers of the Otay Water District in a professional, effective, and efficient manner" and the General Manager's Vision, "A District that is at the forefront in innovations to provide water services at affordable rates, with a reputation for outstanding customer service."

LEGAL IMPACT:

None.

DM/RP:jf

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Attachment: Attachment A - Committee Action



ATTACHMENT A

SUBJECT/PROJECT:	Informational Item - As-Needed Services to support the delivery of the Capital Improvement Program
Various	

COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on December 10, 2012 and the following comments were made:

- Staff recommended that the Board receive as an informational item a report that presents information on the use of As-Needed Services to support the delivery of the District's Capital Improvement Program.
- It was indicated that at the October 9, 2012 Board meeting, the Board asked staff questions about the District's As-Needed contracts for Construction Management and Design services to support the delivery of the CIP:
 - Why do we contract out for engineering and construction management consultant services?
 - What are the benefits to "bundling" the consultant service needs into larger contracts?
 - How do we measure if we are being successful using consultants?
- To answer the questions from the Board, staff stated that it is important to provide some background that describes the considerations the District has taken to assure that the required level of resources are available to deliver the CIP. The key considerations included:
 - Keeping staff focused on the development and delivery of the six-year CIP in keeping with the District's Mission and Values
 - Retaining core staff to preserve organizational knowledge
 - Aligning the level of Full Time Employees (FTE) with the program needs
- It was discussed that from FY 2006 to FY 2012 expenditures for the entire CIP ranged from \$36.3 million to \$18.7 million respectively. The Engineering Department manages the portion of the CIP associated with major Capital Facility Projects, major

Replacement/Renewal and Developer Reimbursement. The number of Engineering (FTE) has gone from 28 positions to 21. In FY 2013, the CIP Budget is \$18.0 million and Engineering currently has 19 FTE.

- Staff discussed why the District contracts out for engineering and construction management consultant services. Staff believes that it provides resources to manage the workload peaks, supplies additional professional expertise (Geotech, Traffic, Electrical, etc.). It also provides a more diverse set of experience and allows District staff to concentrate on the core business. Staff stated that the balance for this is that it maintains an appropriate level of FTE staff to preserve organizational knowledge and plan for the future while assuring high value in the delivery of the program.
- Staff discussed the benefits to "bundling" the consultant service needs into larger contracts. It is believed that larger contract amounts would generate greater interest from the professional community (larger pool to choose from with greater degree of experience), long-term work (1 and 2 year contracts) would represent less risk and thus lowers expenses that influence their rates, and a decrease in the overall number of procurements would result in lower overall procurement costs. The balance for this is that on As-Needed contracts, the District only pays for services rendered while benefitting from a competitive procurement on a planned strategic basis.
- Staff discussed how the District determines its success of using consultants. It was noted that consultants are an extension of District staff and that the benefits of using consultants are measured at the program level. Through task orders, consultants are responsible for the delivery of a variety of activities including but not limited to design, construction management, inspection, plan review for recycled water, and USA mark out. These activities are represented as a component in the District's Strategic Plan Objectives and Performance Measures including those listed on page 4 of the staff report. The performance of these Plan Objectives and Performance Measures is reported to the Board each fiscal year on a quarterly basis. Staff is responsible for the management of the consultants to achieve the established measurement strategy or respective target.
- It was noted that the use of consultants is a widely used practice in industry employed to establish efficiency and flexibility in program delivery. Staff stated that the use of consultants represents a management tool in the toolbox that supports delivery of our program.

- In response to a question by the Committee with regards to changing consultants, staff stated that they would explore the pros and cons of having 2-year As-Needed contracts versus longer term contracts for consultants.

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



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 8, 2013
SUBMITTED BY:	Dan Martin Engineering Manager	PROJECT:	Various DIV.NO. ALL
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief of Engineering <input checked="" type="checkbox"/> German Alvarez, Asst. General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Informational Item - First Quarter Fiscal Year 2013 Capital Improvement Program Report		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) accept the First Quarter Fiscal Year 2013 Capital Improvement Program (CIP) Report for review and receives a summary via PowerPoint presentation.

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

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

ANALYSIS:

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

The First Quarter Fiscal Year 2013 update is intended to provide a detailed analysis of progress in completing these projects within the allotted time and budget of \$18 million. Expenditures through the First Quarter totaled approximately \$2.7 million. Approximately 15% of the Fiscal Year 2013 expenditure budget was spent.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

No fiscal impact as this is an informational item only.

STRATEGIC GOAL:

The Capital Improvement Program supports the District's Mission statement, "To provide high value water and wastewater services to the customers of the Otay Water District, in a professional, effective, and efficient manner" and the General Manager's Vision, "A District that is at the forefront in innovations to provide water services at affordable rates, with a reputation for outstanding customer service."

LEGAL IMPACT:

None.

DM/RP:jf

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Attachments: Attachment A - Committee Action
Attachment B - Fiscal Year 2013 First Quarter CIP
Expense Report
Attachment C - Presentation



ATTACHMENT A

SUBJECT/PROJECT:	Informational Item - First Quarter Fiscal Year 2013 Capital Improvement Program Report
Various	

COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a Committee Meeting held on December 10, 2012 and the following comments were made:

- Staff provided a PowerPoint presentation to the Committee and indicated that the expenditures through the first quarter of FY 2013 totaled approximately \$2.7 million, which is about 15% of the District's fiscal year budget.
- Staff indicated that the District's FY 2013 CIP budget consists of 70 projects that total \$18 million and is divided into four categories:
 - Capital Facilities= \$7.6 million
 - Replacement/Renewal= \$9.6 million
 - Capital Purchases= \$.8 million
 - Developer Reimbursement= \$0.0 million
- The PowerPoint presentation included the following:
 - Total Life-to-Date Expenditures
 - CIP Budget Forecast vs. Expenditures
 - Major CIP Projects
 - CIP Projects in Construction
 - Construction Contract Status of projects, contract amount with allowances, net change orders, and percent of project completion
 - Consultant Contract Status of contract amounts, approve payments to date, change orders, dates when contracts were signed and the end date of contracts
- Staff provided an update of the following:
 - 944-IR Recycled Water Pump Project

- o RWCRWF Upgrades Project
- o La Presa System Improvements Project, Demolition of 850-1 and 657-1 Pump Stations and Forebay Reservoir, Demolition of Dorchester Reservoir and Pressure Reducing Station.
- o Calavo Gardens Sewer Rehabilitation Project
- o Hunte Parkway 30-Inch Potable Pipeline

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

FISCAL YEAR 2013 1st QUARTER REPORT
 (Expenditures through 9/30/2012)
 (\$ In Thousands)

ATTACHMENT B

CIP No.	Description	Project Manager	FISCAL YEAR-TO-DATE, 09/30/12				LIFE-TO-DATE, 09/30/12				Comments	
			FY 2013 Budget	Expenses	Balance	Expense to Budget %	Budget	Expenses	Balance	Expense to Budget %		
CAPITAL FACILITY PROJECTS												
p2009	PL - 36-Inch, SDCWA Otay FCF No. 14 to Regulatory Site	Ripperger	\$ 900	\$ 211	\$ 689	23%	\$ 21,600	\$ 20,986	\$ 614	97%	IEC litigation resolved at less cost than anticipated.	
p2083	PS - 870-2 Pump Station Replacement (28,000 GPM)	Marchioro	50	-	50	0%	12,581	581	12,000	5%	Project on hold pending Rosarito Beach Desal Project.	
p2190	PL - 10-Inch, 1485 Zone, Jamul Highlands	Ripperger	-	-	-	0%	228	3	225	1%	No budget for FY 2013.	
p2267	36-Inch Main Pumpouts and Air/Vacuum Ventilation Installations	Vasquez	5	-	5	0%	435	234	201	54%	On hold until Fiscal Year 2014.	
p2370	La Presa System Improvements	Key	195	221	(26)	113%	1,430	1,421	9	99%	Project substantially complete. Planned expenditures for Fiscal Year 2012 carried over to Fiscal Year 2013.	
p2403	PL - 12-Inch, 624 Zone, Heritage Road - Olympic/Otay Valley	Martin	-	-	-	0%	925	-	925	0%	No budget for FY 2013.	
p2434	Rancho Del Rey Groundwater Well Development	Marchioro	500	73	427	15%	8,700	3,477	5,223	40%	On target.	
p2451	Otay Mesa Desalination Conveyance and Disinfection System	Kennedy	1,000	55	945	6%	30,000	1,116	28,884	4%	Spending adjusted based on limited notice to proceed.	
p2466	Regional Training Facility	Coburn-Boyd	14	2	12	14%	300	274	26	91%	This budget will continue to be spent throughout the Fiscal Year.	
p2486	Asset Management Plan Condition Assessment and Data Acquisition	Stevens	200	8	192	4%	1,350	743	607	55%	On target.	
p2502	803-1 Pump Station Modifications	Marchioro	50	29	21	58%	625	601	24	96%	On target.	
p2503	850-2 Pump Station Modifications	Marchioro	50	8	42	16%	525	479	46	91%	On target.	
p2511	North District - South District Interconnection System	Marchioro	1,000	70	930	7%	3,550	1,546	2,004	44%	Progress slowed due to community opposition to the Corral Canyon Road alignment and follow up meeting with County Supervisor Greg Cox.	
p2514	PL - 30-Inch, 980 Zone, Hunte Parkway - Proctor Valley/Use Area	Key	1,150	155	995	13%	1,550	384	1,166	25%	Project under construction.	
P2527	1200-1 Pump Station Facility Cover	Stalker	30	-	30	0%	30	-	30	0%	Receiving quotes. 100% of budget will be spent.	
P2528	30-Inch Potable Water Pipeline Manifold at 624 Reservoirs	Marchioro	300	1	299	0%	1,300	1	1,299	0%	Project on hold pending North District-South District Interconnection System Project.	
P2536	HMBP-Emergency Stand-By Generator Secondary Containment	Acuna	60	22	38	37%	60	22	38	37%	On schedule.	
P2537	Operations Yard Property Acquisition Improvements	Key	250	1	249	0%	300	1	299	0%	Project in design.	
r2048	RecPL - Otay Mesa Distribution Pipelines and Conversions	Key	15	54	(39)	360%	2,200	454	1,746	21%	Planned expenditures for Fiscal Year 2012 carried over to Fiscal Year 2013. Design is 90% complete.	
r2058	RecPL - 16-Inch, 860 Zone, Airway Road - Otay Mesa/Alta	Key	5	5	-	100%	3,500	1,339	2,161	38%	Project on hold.	
r2077	RecPL - 24-Inch, 860 Zone, Alta Road - Alta Gate/Airway	Key	950	49	901	5%	4,500	2,052	2,448	46%	Portions of project built by developer.	
r2087	RecPL - 24-Inch, 927 Zone, Wueste Road - Olympic/Otay WTP	Cameron	5	7	(2)	140%	7,000	1,031	5,969	15%	Planned expenditures for Fiscal Year 2012 carried over to Fiscal Year 2013. Project on hold.	
r2091	RecPS - 927-1 Pump Station Upgrade (10,000 GPM) and System Enhancements	Key	65	78	(13)	120%	1,880	1,857	23	99%	Planned expenditures for Fiscal Year 2012 carried over to Fiscal Year 2013. Project substantially complete.	
r2094	Potable Irrigation Meters to Recycled Water Conversions	Martin	10	11	(1)	110%	3,100	1,516	1,584	49%	Conversion rate faster than anticipated for Fiscal Year 2013. This multi-year project is under budget.	
R2107	RWCWRF Screening Compactor and Chlorine Injectors Enclosure	Stalker	115	-	115	0%	115	-	115	0%	Receiving quotes. 100% of budget will be spent.	
S2039	Hidden Mountain Lift Station Enclosure	Stalker	29	-	29	0%	29	-	29	0%	Receiving quotes. 100% of budget will be spent.	
S2040	Calavo Sewer Basin Improvements	Marchioro	275	6	269	2%	1,250	6	1,244	0%	Effort to prioritize sewer rehabilitation projects District-wide for design is taking longer than expected.	
S2041	Rancho San Diego Sewer Basin Improvements	Marchioro	40	3	37	8%	1,750	3	1,747	0%	On target.	
S2042	Sewer Vehicle Capital Purchases	Rahders	325	-	325	0%	325	-	325	0%	Due to lead time purchase deferred to Fiscal Year 2014.	
Total Capital Facility Projects			Total:	7,588	1,069	6,519	14%	111,138	40,127	71,011	36%	
REPLACEMENT/RENEWAL PROJECTS												
p2366	APCD Engine Replacements and Retrofits	Rahders	120	197	(77)	164%	3,488	2,404	1,084	69%	An additional \$40K will be spent in FY 2013 for the last round of APCD retrofits.	
p2382	Safety and Security Improvements	Chong	300	66	234	22%	3,397	1,805	1,592	53%	It is anticipated that an additional \$75K will be expended this Fiscal Year. It is anticipated that the balance (\$159K) will be pushed to Fiscal Year 2014.	
p2440	I-905 Utility Relocations	Marchioro	5	-	5	0%	1,600	1,579	21	99%	Staff anticipates that Caltrans will issue a \$33K credit to the District; however, project on hold pending the City of San Diego to complete a sewer line.	
p2453	SR-11 Utility Relocations	Key	200	41	159	21%	2,250	76	2,174	3%	Project in design.	
p2458	AMR Manual Meter Replacement	Keeran	1,400	56	1,344	4%	9,400	8,598	802	91%	Project is ahead of schedule due to acceleration and on budget.	
p2477	Res - 624-1 Reservoir Cover Replacement	Marchioro	690	75	615	11%	800	149	651	19%	Construction postponed to coincide with low Fiscal Year 2013 winter demands.	

FISCAL YEAR 2013 1st QUARTER REPORT
(Expenditures through 9/30/2012)
(\$ In Thousands)

ATTACHMENT B

CIP No.	Description	Project Manager	FISCAL YEAR-TO-DATE, 09/30/12				LIFE-TO-DATE, 09/30/12				Comments
			FY 2013 Budget	Expenses	Balance	Expense to Budget %	Budget	Expenses	Balance	Expense to Budget %	
p2484	Large Water Meter Testing and Replacement Program	Keeran	150	47	103	31%	835	309	526	37%	Meter testing contractor just finished testing. These charges have not been billed. We expect to be on budget by end of next quarter.
p2485	SCADA Communication System and Software Replacement	Stalker	629	19	610	3%	1,846	758	1,088	41%	RFP being written for new SCADA System.
p2491	850-3 Reservoir Exterior Coating	Cameron	150	61	89	41%	350	321	29	92%	Project is completed.
p2493	624-2 Reservoir Interior/Exterior Coating	Cameron	8	1	7	13%	1,850	5	1,845	0%	Design to begin in Fiscal Year 2014.
p2494	Multiple Species Conservation Plan	Coburn-Boyd	93	6	87	6%	930	788	142	85%	This project should be more active in the last part of the Fiscal Year.
p2495	San Miguel Habitat Management/Mitigation Area	Coburn-Boyd	120	20	100	17%	1,900	791	1,109	42%	This project is ongoing and the budget will be spent on a steady basis throughout the Fiscal Year.
p2496	Otay Lakes Road Utility Relocations	Kay	50	2	48	4%	275	203	72	74%	Project on hold. City of Chula Vista driven.
p2504	Regulatory Site Access Road and Pipeline Relocation	Cameron	50	43	7	86%	600	206	394	34%	30% design complete. Acquiring easements. Caltrans driven project. Construction to begin Spring 2013.
p2507	East Palomar Street Utility Relocation	Cameron	150	59	91	39%	900	237	663	26%	Project in design.
p2508	Pipeline Cathodic Protection Replacement Program	Kay	80	-	80	0%	150	3	147	2%	Completed design. Waiting for Caltrans permit before starting construction.
p2513	East Orange Avenue Bridge Crossing	Cameron	840	35	805	4%	1,200	190	1,010	16%	Design to begin in March 2014.
p2515	870-1 Reservoir Paving	Cameron	100	4	96	4%	550	7	543	1%	Design is 50% complete.
p2518	803-3 Reservoir Interior/Exterior Coating	Cameron	700	5	695	1%	750	5	745	1%	Design is 50% complete.
p2519	832-2 Reservoir Interior/Exterior Coating	Cameron	725	3	722	0%	775	3	772	0%	Design is 50% complete.
p2520	Motorola Mobile Radio Upgrade	Martinez	50	3	47	6%	100	9	91	9%	On schedule, on budget. We project the following expenses: QTR 2-\$25K, QTR 3-\$25K, QTR 4-\$45K
p2521	Large Meter Vault Upgrade Program	Keeran	150	17	133	11%	600	113	487	19%	Project is progressing slowly due to Right-of-Way issues which are progressing. We anticipate to accelerate the efforts for the remaining Fiscal Year and remain on budget.
P2529	711-2 Reservoir Interior & Exterior Coating	Cameron	-	-	-	0%	600	-	600	0%	No budget for FY 2013.
P2530	711-1 Reservoir Interior & Exterior Coating	Cameron	-	-	-	0%	725	-	725	0%	No budget for FY 2013.
P2531	944-1 Reservoir Interior & Exterior Coating	Cameron	-	-	-	0%	175	-	175	0%	No budget for FY 2013.
P2532	944-2 Reservoir Interior & Exterior Coating	Cameron	-	-	-	0%	725	-	725	0%	No budget for FY 2013.
P2533	1200-1 Reservoir Interior & Exterior Coating	Cameron	-	-	-	0%	325	-	325	0%	No budget for FY 2013.
P2534	978-1 Reservoir Interior & Exterior Coating	Cameron	-	-	-	0%	225	-	225	0%	No budget for FY 2013.
P2535	Recycled Force Main Access Road Repairs	Cameron	5	-	5	0%	300	-	300	0%	Project is completed.
r2096	RWCWRF - Upgrades and Modifications	Kay	60	23	37	38%	4,995	4,922	73	99%	Project substantially complete.
r2099	Recycled System Air and Vacuum Value Retrofit	Holly	233	71	162	30%	700	379	321	54%	This project is ahead of schedule, and will be completed under budget.
s2012	San Diego County Sanitation District Outfall and RSD Outfall Replacement	Kennedy	100	-	100	0%	3,550	760	2,790	21%	Invoice from the County comes in late in the Fiscal Year.
s2019	Avocado Boulevard 8-Inch Sewer Main Improvement	Kay	1,375	77	1,298	6%	2,275	1,290	985	57%	Project under construction. Planned expenditures for Fiscal Year 2012 carried over to Fiscal 2013.
s2020	Calavo Drive 8-Inch Sewer Main Replacement	Kay	210	220	(10)	105%	600	303	297	51%	Project under construction.
s2022	Hidden Mesa Drive 8-Inch Sewer Main Rehabilitation	Kay	50	29	21	58%	180	172	8	96%	Project under construction.
s2023	Calavo Drive Sewer Main Utility Relocation	Kay	60	3	57	5%	80	18	62	23%	Project under construction.
s2024	Campo Road Sewer Main Replacement	Cameron	50	-	50	0%	5,500	3	5,497	0%	To be assessed in the Sewer Master Plan.
s2026	Challenge Boulevard 8-Inch Sewer Main Replacement	Kay	155	220	(65)	142%	280	263	17	94%	Project under construction. Planned expenditures for Fiscal Year 2012 carried over to Fiscal 2013.
s2027	Rancho San Diego Pump Station Rehabilitation	Kennedy	300	9	291	3%	2,800	20	2,780	1%	County is the lead agency for this project and is behind the schedule provided to the District.
s2028	Explorer Way 8-Inch Sewer Main Replacement	Marchioro	1	1	-	100%	125	10	115	8%	On target.
s2033	Sewer System Various Locations Rehabilitation	Marchioro	200	20	180	10%	800	42	758	5%	Effort to prioritize sewer rehabilitation projects District-wide for design is taking longer than expected.
	Total Replacement/Renewal Projects	Total:	9,559	1,433	8,126	15%	59,506	26,741	32,765	45%	
	CAPITAL PURCHASE PROJECTS										
p2282	Vehicle Capital Purchases	Rahders	49	104	(55)	212%	5,021	2,853	2,168	57%	Item #6 for \$23K to be deferred to Fiscal Year 2014 due to staffing.
p2285	Office Equipment and Furniture Capital Purchases	Dobrawa	-	-	-	0%	571	504	67	88%	No budget for FY 2013.
p2286	Field Equipment Capital Purchases	Rahders	115	35	80	30%	1,758	1,040	718	59%	On target to spend approximately \$107K.
p2443	Wireless Communications System	Stevens	200	-	200	0%	1,492	1,104	388	74%	On target.
p2461	Records Management System Upgrade 2	Stevens	90	21	69	23%	475	369	106	78%	On target.
p2469	Information Technology Network and Hardware	Stevens	120	8	112	7%	2,173	1,384	789	64%	On target.
p2470	Financial System Enhancements	Stevens	220	68	152	31%	2,732	1,542	1,190	56%	Plan to spend \$150K (there may be a \$70K savings).

FISCAL YEAR 2013 1st QUARTER REPORT
 (Expenditures through 9/30/2012)
 (\$ In Thousands)

ATTACHMENT B

CIP No.	Description	Project Manager	FISCAL YEAR-TO-DATE, 09/30/12				LIFE-TO-DATE, 09/30/12				Comments
			FY 2013 Budget	Expenses	Balance	Expense to Budget %	Budget	Expenses	Balance	Expense to Budget %	
	Total Capital Purchase Projects	Total:	794	236	558	30%	14,222	8,796	5,426	62%	
	DEVELOPER REIMBURSEMENT PROJECTS										
p2104	PL - 12-Inch, 711 Zone, La Media Road - Birch/Rock Mountain	Martin	-	-	-	0%	833	-	833	0%	No expenditures planned for Fiscal Year 2013.
p2107	PL - 12-Inch, 711 Zone, Rock Mountain Road - La Media/SR 125	Martin	-	-	-	0%	722	-	722	0%	No expenditures planned for Fiscal Year 2013.
	PL - 10-inch to 12-inch Oversize, 1296 Zone, PB Road - Rolling Hills										Expenditures anticipated in third quarter of Fiscal Year 2013 as a result of reimbursement agreement.
p2325	Hydro PS/PB Bndy	Martin	49	-	49	0%	50	-	50	0%	
r2028	RecPL - 8-Inch, 680 Zone, Heritage Road - Santa Victoria/Otay Valley	Martin	-	-	-	0%	600	-	600	0%	No expenditures planned for Fiscal Year 2013.
r2042	RecPL - 8-Inch, 927 Zone, Rock Mountain Road - SR-125/EastLake	Martin	-	-	-	0%	140	-	140	0%	No expenditures planned for Fiscal Year 2013.
r2047	RecPL - 12-Inch, 680 Zone, La Media Road - Birch/Rock Mountain	Martin	-	-	-	0%	450	-	450	0%	No expenditures planned for Fiscal Year 2013.
r2082	RecPL - 24-Inch, 680 Zone, Olympic Parkway - Village 2/Heritage	Martin	-	-	-	0%	1,747	-	1,747	0%	No expenditures planned for Fiscal Year 2013.
	RecPL - 20-Inch, 680 Zone, Heritage Road - Village 2/Olympic	Martin	4	-	4	0%	400	-	400	0%	Expenditures anticipated in third quarter of Fiscal Year 2013.
r2084	RecPL - 20-Inch, 680 Zone, Village 2 - Heritage/La Media	Martin	-	-	-	0%	971	1	970	0%	No expenditures planned for Fiscal Year 2013.
r2085	RecPL - 20-Inch, 680 Zone, La Media - State/Olympic	Martin	-	-	-	0%	600	-	600	0%	No expenditures planned for Fiscal Year 2013.
	Total Developer Reimbursement Projects	Total:	53	-	53	0%	6,513	1	6,512	0%	
	GRAND TOTAL		\$ 17,994	\$ 2,738	\$ 15,256	15%	\$ 191,379	\$ 75,665	\$ 115,714	40%	

Otay Water District Capital Improvement Program

Fiscal Year 2013
First Quarter
(through September 30, 2012)



Calavo Gardens Sewer Rehabilitation



Background

The approved CIP Budget for Fiscal Year 2013 consists of 70 projects that total \$18 million. These projects are broken down into four categories.

- | | |
|----------------------------|----------------|
| 1. Capital Facilities | \$ 7.6 million |
| 2. Replacement/Renewal | \$ 9.6 million |
| 3. Capital Purchases | \$.8 million |
| 4. Developer Reimbursement | \$ 0.0 million |

Overall expenditures through the First Quarter Fiscal Year 2013 totaled \$2.7 million, which is 15% of the Fiscal Year budget.

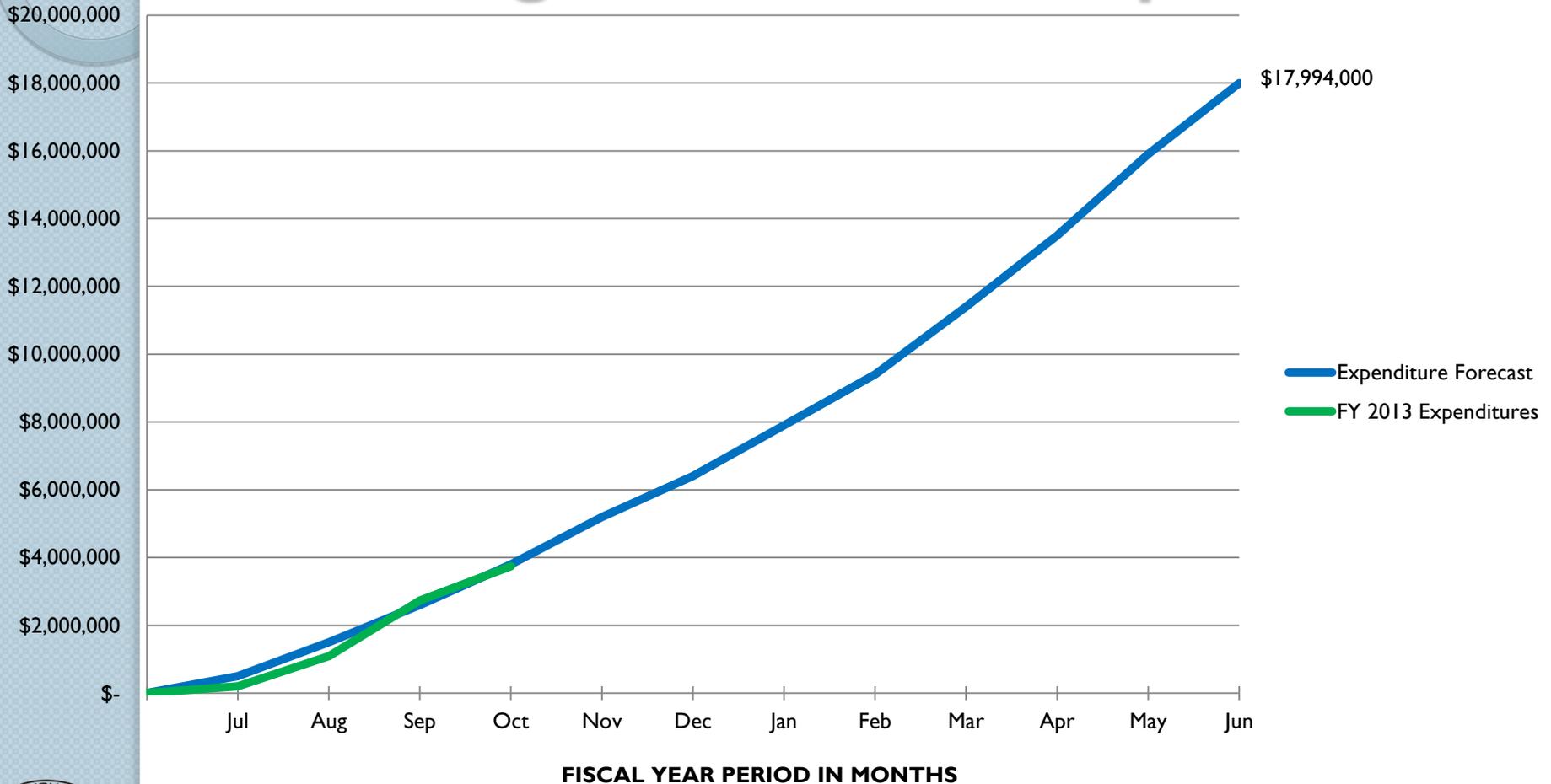
Fiscal Year 2013

First Quarter Update

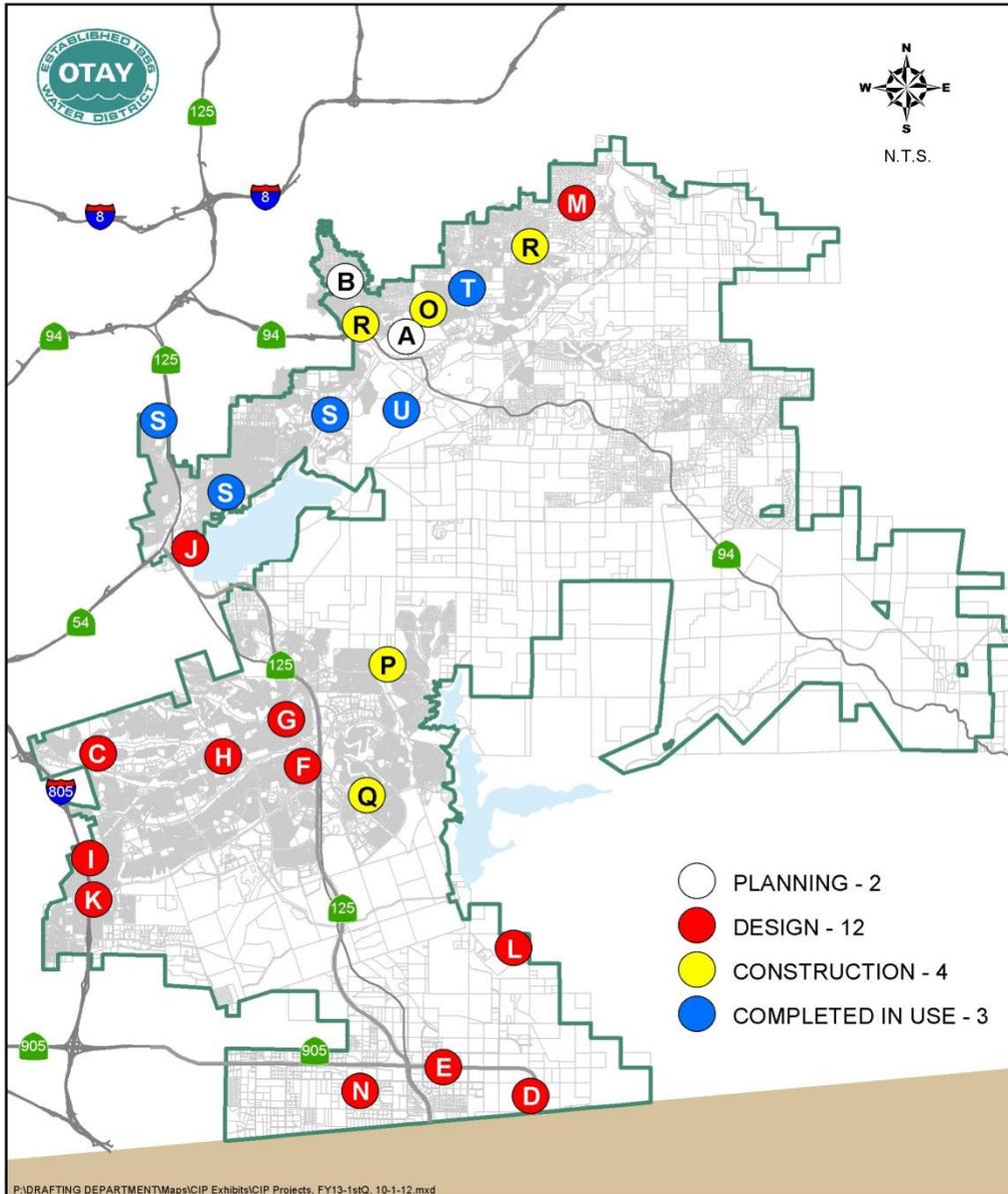
(\$1,000)

CIP CAT	Description	FY 2013 Budget	FY 2013 Expenditures	% FY 2013 Budget Spent	Total Life-to- Date Budget	Total Life-to-Date Expenditures	% Life-to- Date Budget Spent
1	Capital Facilities	\$7,588	\$1,069	14%	\$111,138	\$40,127	36%
2	Replacement/ Renewal	\$9,559	\$1,433	15%	\$59,506	\$26,741	45%
3	Capital Purchases	\$794	\$236	30%	\$14,222	\$8,796	62%
4	Developer Reimbursement	\$53	\$0	0%	\$6,513	\$1	0%
	Total:	\$17,994	\$2,738	15%	\$191,379	\$75,665	40%

Fiscal Year 2013 First Quarter CIP Budget Forecast vs. Expenditures



District Map of Major CIP Projects



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



CIP Projects in Construction

- Phase I of 944-IR Recycled Water Pump Station Improvements (R2091)
- Installation of New Pump
- New Instrumentation
- New Suction Header Piping
- Three (3) New Pressure Reducing Stations
- \$1.88M Budget
- Start: June 2011
- Substantially Complete: 8/3/12



Above: New Pump No. 3 and Suction Header Piping at 944 Pump Station

CIP Projects in Construction

- RWCRWF Upgrades (R2096)
- New Aeration System, Blower System, and Electrical Instrumentation
- \$4.95M Budget
- Start: July 2011
- Substantially Complete: 7/31/12



Refurbished Aeration Basin under operation

CIP Projects in Construction

- La Presa System Improvements (P2370)
- Demolition of 850-I and 657-I Pump Stations and Forebay Reservoir
- Multiple interconnections throughout Spring Valley
- Demolition of Dorchester Reservoir and Pressure Reducing Station
- \$1.43M Budget
- Start: November 2011
- Substantial Completion: 8/16/12



Completed PRV Station at La Presa Site

CIP Projects in Construction

- Calavo Gardens Sewer Rehabilitation (S2019, S2020, S2022, S2026)
- Replacement of 4,500 Linear Feet of Sewer
- Manhole Rehabilitation/Replacement
- Capacity Upgrades
- New Flow Control and Diversion Vault for Calavo Lift Station
- \$3.35M Budget
- Start: February 2012
- Estimated Completion: May 2013



Compacting Trench in Avocado Boulevard

CIP Projects in Construction

- Hunte Parkway 30-Inch Potable Pipeline (P2514)
- Installation of 2,250 LF of Polyurethane Coated Steel Pipe
- \$1.55M Budget
- Start: April 2012
- Estimated Completion: January 2013



Dry grinding the road

Construction Contract Status

CIP NO.	PROJECT TITLE	CONTRACTOR	BASE BID AMOUNT	CONTRACT AMOUNT W/ ALLOWANCES	NET CHANGE ORDERS LTD*	
					PROJECT TOTAL	%
R2091	944-1R Recycled Pump Station Upgrade & System Enhancements	Sepulveda	\$1,099,423	\$1,162,423	\$0	0.0%
R2096	RWCWRF Upgrades	Newest	\$3,349,000	\$3,499,000	\$72,807	2.2%
P2370	La Presa System Improvements	TC Construction	\$938,995	\$978,995	\$82,548	8.8%
S2019/S2020/S2022/S20	Calavo Gardens Sewer Rehabilitation	Garcia Juarez Construction	\$2,232,275	\$2,316,275	\$0	0.0%
P2491	850-3 Reservoir Coating	Advanced Industrial Services	\$273,300	\$293,300	\$400	0.1%
P2514	30-Inch Potable Pipeline in Hunte Parkway	Sepulveda	\$1,172,257	\$1,212,257	\$0	0.0%
		TOTALS:	\$9,065,250	\$9,462,250	\$155,755	1.7%

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

Consultant Contract Status

Consultant	CIP No.	Project Title	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	% Change Orders	% Project Complete	Date of Signed Contract	End Date of Contract
PLANNING										
ARCADIS U.S., INC.	Varies	WASTEWATER MANAGEMENT PLAN	\$ 349,979.36	\$ -	\$ 349,979.36	\$ 311,578.70	0.0%	89.0%	8/3/2011	6/30/2013
TRAN CONSULTING ENGINEERS	S1201	SANITARY SEWER CCTV INSPECTION AND CONDITION ASSESSMENT	\$ 560,025.00	\$ -	\$ 560,025.00	\$ 549,013.25	0.0%	98.0%	1/20/2010	6/30/2013
DESIGN										
AECOM	P2451	OTAY MESA CONVEYANCE AND DISINFECTION SYSTEM (DESIGN ENGINEER)	\$ 3,910,297.00	\$ -	\$ 3,910,297.00	\$ 33,215.00	0.0%	0.8%	1/3/2011	6/30/2016
ARCADIS U.S., INC.	P2434, P2511	VALUE ENGINEERING AND CONSTRUCTIBILITY REVIEW	\$ 153,628.00	\$ -	\$ 153,628.00	\$ 42,717.35	0.0%	27.8%	1/18/2012	6/30/2014
ATKINS	Varies	AS-NEEDED ENGINEERING DESIGN SERVICES	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 99,599.66	0.0%	56.9%	10/25/2011	6/30/2013
BSE ENGINEERING INC	Varies	AS-NEEDED ELECTRICAL SERVICES	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	0.0%	0.0%	6/1/2012	6/30/2014
DARNELL & ASSOCIATES	Varies	AS-NEEDED TRAFFIC ENGINEERING SERVICES	\$ 175,000.00	\$ 49,330.00	\$ 224,330.00	\$ 209,077.50	28.2%	93.2%	1/20/2010	12/31/2012
DARNELL & ASSOCIATES	Varies	AS-NEEDED TRAFFIC ENGINEERING SERVICES	\$ 125,000.00	\$ -	\$ 125,000.00	\$ -	0.0%	0.0%	6/12/2012	6/30/2014
ENGINEERING PARTNERS INC, THE	Varies	AS-NEEDED ELECTRICAL DESIGN SERVICES	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 91,899.50	0.0%	91.9%	10/7/2009	12/31/2012
HECTOR MARES-COSSIO	P2451	OTAY MESA CONVEYANCE AND DISINFECTION SYSTEM (BINATIONAL WATER AND RELATED ISSUES)	\$ 45,000.00	\$ -	\$ 45,000.00	\$ 28,800.00	0.0%	64.0%	2/9/2011	12/31/2012
MICHAEL D.KEAGY REAL ESTATE	VARIES	AS-NEEDED APPRAISAL SERVICES	\$ 45,000.00	\$ -	\$ 45,000.00	\$ -	0.0%	0.0%	9/5/2012	6/30/2014
LEE & RO INC	Varies	AS-NEEDED ENGINEERING DESIGN SERVICES	\$ 175,000.00	\$ 23,660.00	\$ 198,660.00	\$ 188,754.00	13.5%	95.0%	6/30/2010	6/30/2013
LEE & RO INC	P2511	OTAY INTERCONNECT PIPELINE	\$ 2,769,119.00	\$ -	\$ 2,769,119.00	\$ 918,268.69	0.0%	33.2%	11/4/2010	12/31/2015
MTGL INC.	Varies	AS-NEEDED GEOTECHNICAL CONSULTING SERVICES	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 139,276.80	0.0%	79.6%	6/23/2010	6/30/2013
MWH AMERICAS INC.	R2096	RWCWRF UPGRADE PROJECT (DESIGN ENGINEER)	\$ 458,813.00	\$ 143,548.00	\$ 602,361.00	\$ 590,028.65	31.3%	98.0%	10/14/2009	6/30/2013
NARASIMHAN CONSULTING	Varies	HYDRAULIC MODELING SERVICES	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 58,099.50	0.0%	33.2%	5/2/2011	6/30/2013
SILVA SILVA CONSULTING	P2451	OTAY MESA CONVEYANCE AND DISINFECTION SYSTEM (BINATIONAL WATER AND RELATED ISSUES)	\$ 104,000.00	\$ -	\$ 104,000.00	\$ 20,000.00	0.0%	19.2%	5/1/2012	6/30/2014
TETRA TECH, INC	P2434	RANCHO DEL REY WELL (DESIGN ENGINEER)	\$ 724,493.50	\$ 23,749.00	\$ 748,242.50	\$ 404,445.17	3.3%	54.1%	4/21/2011	12/31/2014



Consultant Contract Status

Consultant	CIP No.	Project Title	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	% Change Orders	% Project Complete	Date of Signed Contract	End Date of Contract
UTILITY SERVICE COMPANY INC	Varies	AS-NEEDED SURVEYING SERVICES	\$ 11,700.00	\$ -	\$ 11,700.00	\$ 11,700.00	0.0%	100.0%	4/16/2012	8/31/2012 COMPLETE
V & A CONSULTING	Varies	PROFESSIONAL CORROSION SERVICES	\$ 392,729.00	\$ -	\$ 392,729.00	\$ 127,459.90	0.0%	32.5%	6/23/2011	6/30/2013
CONSTRUCTION SERVICES										
ALTA LAND SURVEYING, INC.	Varies	AS-NEEDED SURVEYING SERVICES	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 88,423.75	0.0%	50.5%	8/15/2011	6/30/2013
RBF CONSULTING	R2058, R2077, R2087	OTAY MESA RECYCLED WATER SUPPLY LINK (CONSTRUCTION MANAGEMENT)	\$ 708,560.00		\$ 708,560.00	\$ 13,960.00	0.0%	2.0%	3/24/2010	12/31/2012
SAIC ENERGY, ENVIRONMENT & INFRASTRUCTURES, LLC	R2096	RWCWRF UPGRADE PROJECT (CONSTRUCTION MANAGEMENT)	\$ 359,013.32	\$ 34,551.52	\$ 393,564.84	\$ 390,223.03	9.6%	99.2%	8/15/2011	9/30/2012
VALLEY CONSTRUCTION MANAGEMENT	Varies	AS-NEEDED CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES	\$ 175,000.00	\$ -	\$ 175,000.00	\$ 63,645.00	0.0%	36.4%	10/25/2011	6/30/2013
ENVIRONMENTAL										
A.D. HINSHAW	Varies	CONSULTING SERVICES FOR JWA's CEQA	\$ 34,625.25	\$ -	\$ 34,625.25	\$ 8,500.51	0.0%	24.6%	3/25/2010	6/30/2014
ICF INTERNATIONAL (aka JONES & STOKES ASSOCIATES)	Varies	AS-NEEDED ENVIRONMENTAL CONSULTING SERVICES	\$ 375,000.00	\$ -	\$ 375,000.00	\$ 195,536.08	0.0%	52.1%	9/9/2010	6/30/2013
MERKEL & ASSOCIATES	Varies	SAN MIGUEL HABITAT MANAGEMENT AREA AND CIP-ASSOCIATED MITIGATION PROJECTS	\$ 359,079.00	\$ -	\$ 359,079.00	\$ 104,024.87	0.0%	29.0%	12/14/2011	12/31/2014
RECON	P2494	PREPARATION OF THE SUBAREA PLAN	\$ 270,853.00	\$ -	\$ 270,853.00	\$ 190,221.86	0.0%	70.2%	3/28/2008	6/30/2015
TECHNOLOGY ASSOCIATES	P2494	CONSULTING SERVICES FOR JWA's NCCP	\$ 34,625.25	\$ 41,825.26	\$ 76,450.51	\$ 42,422.49	120.8%	55.5%	4/5/2010	6/30/2013
THE RICK ALEXANDAR COMPANY (TRAC)	P2494	CONSULTING SERVICES FOR JWA's NCCP	\$ 20,201.75	\$ -	\$ 20,201.75	\$ 14,450.22	0.0%	71.5%	3/17/2010	6/30/2013
WATER RESOURCES										
MICHAEL R. WELCH	P2481	ENGINEERING PLANNING SVCS.	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 24,975.00	0.0%	62.4%	3/25/2009	6/30/2013
PUBLIC SERVICES										
AEGIS ENGINEERING MANAGEMENT	Varies	RECYCLED WATER PLAN CHECKING, RETROFIT, AND INSPECTION SERVICES FOR DEVELOPER PROJECTS	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 252,652.26	0.0%	84.2%	1/20/2010	6/30/2013
AEGIS ENGINEERING MANAGEMENT	Varies	RECYCLED WATER PLAN CHECKING, RETROFIT, AND INSPECTION SERVICES FOR DEVELOPER PROJECTS	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 159,623.61	0.0%	53.2%	11/24/2010	6/30/2013
TOTALS:			\$ 13,876,741.43	\$ 316,663.78	\$ 14,193,405.21	\$ 5,372,592.35	2.3%			



QUESTIONS?



STAFF REPORT

TYPE	MEETING
MEETING: Regular Board	DATE: January 8, 2013
SUBMITTED Mark Watton	W.O./G.F. N/A DIV. N/A
BY: General Manager	NO: NO.
APPROVED BY: <input checked="" type="checkbox"/> Mark Watton, General Manager	
SUBJECT: General Manager's Report	

GENERAL MANAGER:

- **Bay Delta Conservation Plan (BDCP):** Bay Delta water supply reliability, earthquake danger and environmental concerns have been a discussion item and subject of various state and federal committees since the early 1990s. The most recent being the Delta Vision Blue Ribbon Task Force which, five years ago, concluded that the time for action on the Delta is now! As a result of collaboration with state and federal agencies and Governor Brown's administration focus on the matter, the Bay Delta Conservation Plan is nearing completion. A draft plan and environmental documents are slated to be released to the public in the spring of 2013.

A key feature of the proposed plan is a tunneling project for a 9000cfs facility that will deliver water around the delta to Southern California water agencies. This is reduced from a proposed 15,000cfs facility. This focus, primarily on facilities for moving water, has started the debate in Northern California of who benefits, and the impacts on the local economy and water rights, as it has in every study and debate over the past 20 years. Not to mention the cost to water ratepayers in Southern California and what MWD has stated they are willing to do to have the facilities approved for construction.

There may be emerging interest in setting up a discussion for a more diversified approach to facilities in the delta, environmental fixes and focus on local water supply solutions that will reduce the dependence on delta supplies. I will keep the board apprised of any developments in this regard and may

recommend that Otay take a position to encourage state and federal entities to consider a range of potential solutions and activities to reach a broader consensus on the delta fix.

- **Rate Increase Notices:** All rate increase notices were mailed in November. Customer Service had received approximately 30 calls about the notice. Those calls were inquiries about how the change in rates would affect customer bill amounts, comments about the receipt of the notice, or questions about when to expect the increase. The General Manager's office received two phone calls, two emails, and one letter concerning the notices. Administration also received one letter.
- **Holiday Food Drive:** The Otay, Padre, Sweetwater, Helix, Bank of Internet Federal Bank employees contributed over 1,500 pounds of food, personal care products, a turkey, \$20 cash, and \$40 in food gift cards during the food drive. Five pickup truck loads were needed to deliver the 13 large red barrels to the San Diego Food Bank in November, each with an average weight of 118 pounds of food.

ADMINISTRATIVE SERVICES:

Water Conservation and School Education:

- WaterSmart Landscape Programs - The Water Authority administered the \$1.50/square foot turfgrass rebate program, which was launched on December 19th. The District is highlighting the program on the District's website, via Facebook and Twitter, and via e-mails to District customers. In early 2013, the District will send out targeted bill inserts and highlight in the winter 2013 Pipeline newsletter.
More details on the Water Authority's program can be found at <http://turfreplacement.watersmartsd.org>.
- School Education - Through the end of December, 24 Garden Tours were completed and six more are scheduled to be completed before the end of June 2013. See the attached for a listing of completed and scheduled Garden Tours.
- Knott's Soak City - District staff has reached out to Sea World regarding their recent acquisition of the former Knott's Soak City water park to see if there may be an opportunity to create signage that promotes water conservation. Sea World staff indicates that they are interested in meeting in early 2013 to discuss.

- Outreach Event - On November 10th, District staff and volunteers were at two booths (water agency and water agency kid's booth) during the Fall Garden Festival. Approximately 1,000 people attended the event.

Human Resources:

- Recruitments - HR is currently preparing to recruit for Construction Inspector II, Senior SCADA/SCADA Instrumentation Technician, Engineering Manager, and two Water System Operator positions.
- New Hires - There were two new hires in the month of November (Utility Worker II -- both in same position title), and four new hires in the month of December (Customer Service Rep II -- two people in same position title, and Senior Accountant -- two people in same position title).

Purchasing and Facilities:

- Purchase Orders - There were 55 purchase orders processed in November 2012 for a total of \$1,048,874.25 (including one purchase order for Aegis Engineering for \$300,000, and another one for Cass Construction for \$109,039.28), and 53 purchase orders in December 2012 for a total of \$400,369.57.

INFORMATION TECHNOLOGY AND STRATEGIC PLANNING:

- Strategic Planning - Staff will be engaging in departmental and team workshops regarding modifications to the 2014 Strategic plan. Review of current achievements and both short and long range goals will be discussed in preparation for next fiscal year.
- GPS Tracking - GIS has been informed that the Sprint based GPS tracking system for District vehicles is becoming obsolete due to spectrum changes. Staff will need to have a new system in place in August 2013. Staff will be soliciting proposals from vendors over the next quarter and will explore adding additional functionality where appropriate.
- Potential Sewer Sphere of Influence - GIS is working with the Finance team to identify potential parcels that can be charged with a sewer availability fee. In the potable system, there are availability charges for all parcels that reside inside the Water ID boundaries. Otay staff will further study this case and report back.
- CCTV Van and POSM Software Solution - The POSM software, which works in conjunction with our CCTV van to collect sewer and infrastructure video data, is now in production. Operations

field staff have collected new CCTV videos for maintenance use and the data will then be analyzed by the Engineering team for condition assessments. GIS staff is coordinating the effort of customizing the field reports and data synchronization. The goal is to associate the POSM data with the District's sewer asset management database.

- Milestone Video Management Solution - During the past six months, IT evaluated a number of video management softwares in order to replace its existing legacy solution. Based on performance, compatibility and budget factors, IT selected the Milestone video management solution and conducted a 60 day proof of concept (POC). With positive POC performance and reliability results, including the leveraging of existing camera equipment, IT has successfully deployed the Milestone solution at the District's Administrative and Operations facilities. Deployment to remote sites and treatment facilities is expected to be completed by February 1, 2013. Benefits will include central administration, optimization of video traffic and overall performance improvements.
- Google Search Engine in Otay Website - IT recently incorporated Google indexing and search engine capabilities on the District's website. Benefits include greater search accuracy and performance, as well as information responses similar in characteristic to those on the public Internet.

FINANCE:

- System Testing for Rate Increases - As part of our standard quality control process, staff has completed the testing of the new rates. These rates will become effective, for most of our customers, with their January bills.
- Water Fees - The District sets its fixed portion of the water bill at no more than 30% of total water sales revenue in compliance with Best Management Practice (BMP 4). The MWD/CWA portion of the fixed fee is a direct pass-through of the fixed fees charged by MWD/CWA. The remaining portion of the fixed fee is the District's system fee, which is to pay for water system replacement, maintenance and operations expenses. For the typical residential customer, the MWD/CWA monthly fee will be \$13.28 and the system fee will be \$16.74, effective January 1, 2013.
- MasterLinx Meter Reading Upgrade - Staff will be going live January 2nd with upgraded meter reading software. This new software will allow Meter Readers to capture and download reads through a web interface for more efficient consumption analysis by office staff. In addition, office staff will have immediate access to all data logs taken by Meter Shop staff. A data log

shows historical consumption on an hourly or daily basis, which is extremely helpful when customers are concerned about a possible leak or dispute their monthly water usage.

- FY 2012 CAFR - The 2012 Comprehensive Annual Report (CAFR) ending fiscal year June 30, 2012, has been completed and was submitted to the Government Finance Officers Association (GFOA) for their Excellence in Financial Reporting Award.

The financial reporting for November 30, 2012 is as follows:

For the five months ended November 30, 2012, there are total revenues of \$37,586,798 and total expenses of \$35,519,999. The revenues exceeded expenses by \$2,066,799.

The financial reporting for investments for November 30, 2012 is as follows:

The market value shown in the Portfolio Summary and in the Investment Portfolio Details as of November 30, 2012 total \$82,932,130.45 with an average yield to maturity of 0.432%. The total earnings year-to-date are \$170,815.34.

ENGINEERING AND WATER OPERATIONS:

Engineering:

- **Rancho del Rey Groundwater Well Development:** The design consultant (Tetra Tech) is proceeding to the 100% design level. District staff will meet on January 17, 2013 with the City of Chula Vista to discuss several items in the agreement. Additional activities are underway to secure an Industrial User Discharge Permit from the City of San Diego, a Hazardous Materials Business Plan from the County, a power supply from SDG&E, and a storm drain connection for discharges into the storm drain system. Staff is preparing a request for a grant from the United States Bureau of Reclamation. Potentially, 25% of the cost of the project could be offset if the funds are granted. Staff will make a formal update of this project at the District's January Committee Meeting/February Board Meeting. (P2434)
- **North District - South District Interconnection System:** This project consists of installing approximately 5.2 miles of 30-inch diameter pipe from H Street in Chula Vista to Paradise Valley Road in Spring Valley. On December 10, 2012 a follow up meeting was held with Supervisor Cox and the San Diego County Water Authority (CWA) staff. It was decided that District staff and CWA engineering staff will work together to reach a technical consensus on whether or not the proposed parallel

encroachment meets technical requirements in CWA's code; however, administrative requirements in CWA's code appeared to remain a long-term hurdle. (P2511)

- **30-Inch, 980 Zone, Hunte Parkway - Proctor Valley/Use Area:** This project consists of the installation of approximately 2,240 linear-feet of 30-inch steel pipe and appurtenances on Hunte Parkway at Proctor Valley Road, at the entrance to the Salt Creek Golf Course, in the City of Chula Vista. The pipeline will increase total water delivery to reduce pressure losses experienced during periods of high demand. The Contractor, Sepulveda Construction, began installing pipe at the intersection of Proctor Valley Road and Hunte Parkway on October 2, 2012. They have installed approximately 1,800 linear-feet of pipe. Project is within budget and construction is anticipated to be complete in February 2013. (P2514)
- **Avocado, Louisa, Calavo, Challenge, Hidden Mesa Sanitary Sewer Replacement:** This project consists of replacing approximately 4,500 linear-feet of sewer pipeline in Avocado Boulevard and neighboring residential streets. Work is ongoing in Avocado Boulevard by Garcia Juarez Construction. Project is within budget and anticipated to be complete in May 2013. (S2019, S2020, S2022, S2026)
- **624-1 Reservoir Cover Replacement:** This project consists of replacing the floating cover on the 624-1 Reservoir. The existing cover is at the end of its useful life and in need of replacement. The Board awarded a contract to Layfield Environmental Systems Corporation at the October 9, 2012 Board Meeting. Project is within budget and anticipated to be complete in April 2013. (P2477).
- **12-Inch Potable Water Pipeline, East Orange Avenue, I-805 Crossing:** This project consists of the installation of approximately 1,915 linear-feet of 12-inch steel and PVC pipe along with the associated appurtenances from the intersection of Melrose Avenue and Orange Avenue, east across the I-805 overpass, to the intersection of Olympic Parkway and Oleander Avenue in Chula Vista. This new pipeline is needed to meet fire flow requirements while Caltrans reconstructs the Palomar Bridge overpass, which contains a 10-inch pipeline that will be temporarily out of service. Bids were opened on November 29th, and Basile Construction was the apparent low bidder. Project will go to the January Board to increase the budget \$100,000 to \$1,300,000, and to award a construction contract to Basile Construction. Project is within budget with the approved increase and anticipated to be complete in August 2013. (P2513)

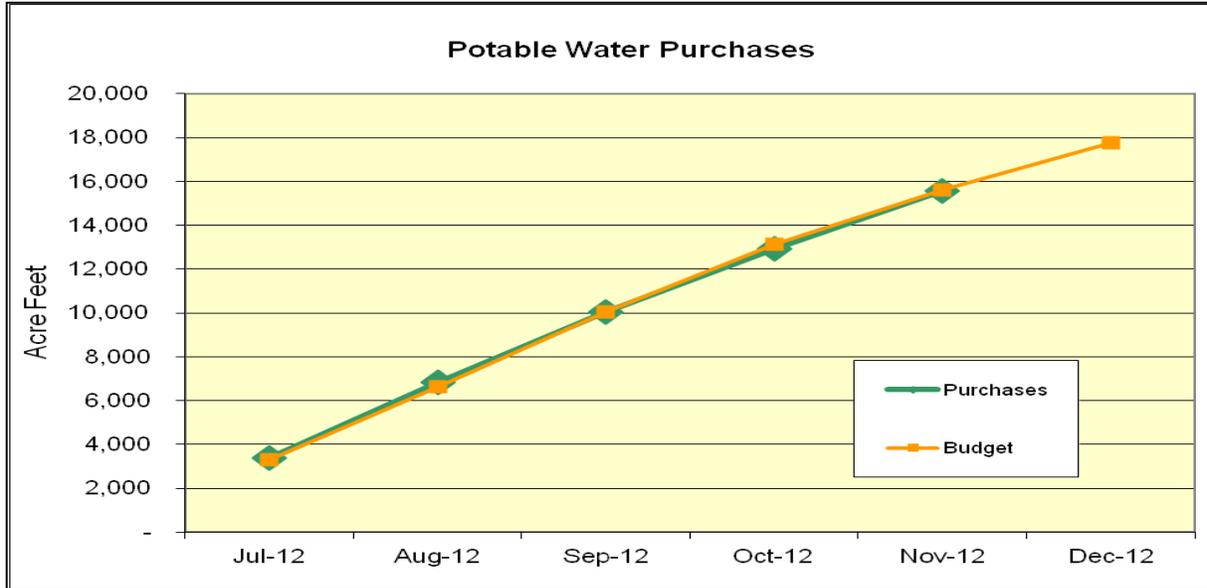
- 803-3 & 832-2 Reservoirs Interior/Exterior Coatings and Upgrades:** This project consists of removing and replacing the interior and exterior coatings of the 2.0 MG 803-3 Reservoir and the 2.0 MG 832-2 MG Reservoir, along with providing structural upgrades to ensure the tanks comply with both State and Federal OSHA standards as well as American Water Works Association and County Health Department standards. A Pre-Construction Meeting was held on December 6, 2012, and the bid opening took place on December 20, 2012. Project is within budget and anticipated to be complete in August 2013. (P2518 & P2519)
- For the months of October and November 2012, the District sold 35 meters (33.5 EDUs) generating \$312,899 in revenue. Projection for this period was 55.2 meters (67.2 EDUs) with budgeted revenue of \$662,010. Total revenue for Fiscal Year 2013 through November 2012 is \$1,655,027 against the annual budget of \$3,972,064.
- The following table summarizes Engineering's project purchases issued during the period of November 8, 2012, through December 27, 2012 that were within staff signatory authority:

Date	Action	Amount	Contractor/Consultant	Project
11-08-12	Amended P.O 716429 (increased to \$4,150)	\$1,425	Underground Utilities	SR11 Utility Relocation Project (P2453)
12-12-12	Check Request	\$5,000	City of Chula Vista	12-Inch Pipeline in Orange Avenue Bridge, Crossing I-805 (P2513)

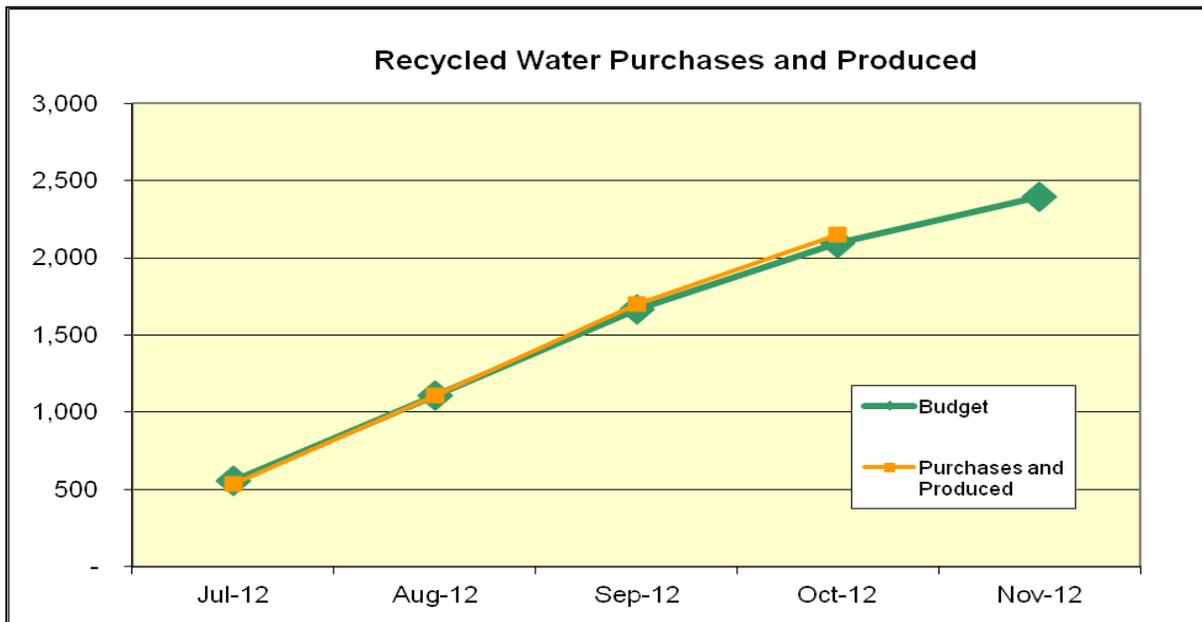
Water Operations:

- As a follow-up to the staff report (Informational Item - October 24, 2012 Telegraph Canyon Road Water Main Break and Emergency Repair), the District has received the final costs from the construction contractors including the general services contractor, Cass Construction, and the District's as-needed paving contractor, Kirk Paving. The invoice from Cass construction is for \$107,685.73 and the remaining final paving from Kirk Paving is for \$31,428.00 resulting in a total of \$139,113.73 which was less than the estimated cost reported in the aforementioned staff report of \$150,000.00
- Total number of potable water meters is 48,924.

- The combined October and November potable water purchases were 2,645.8 acre-feet which is 6.2% above the budget of 2,492.2 acre-feet. The cumulative purchases through November is 15,551.9, acre-feet which is 0.4% below the cumulative budget of 15,615.2 acre-feet.



- The November recycled water purchases and production was 86.6 acre-feet which is 8.0% more than the budget of 82.9 acre-feet. The cumulative production and purchases through November is 2,475.1 acre-feet which is 3.2% above the cumulative budget of 2,397.4 acre-feet.



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

Total consumption was 449.2 acre-feet or 146,332,736 gallons and the average daily consumption was 4,720,411 gallons per day.

Total recycled water consumption as of October for FY 2013 is 2168.7 acre-feet.

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

Total consumption was 367.8 acre-feet or 119,807,160 gallons and the average daily consumption was 3,993,572 gallons per day.

Total recycled water consumption as of November for FY 2013 is 2536.5 acre-feet.

Total number of recycled water meters is 704.

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

- Total basin flow, gallons per day: 1,723,903.
- Spring Valley Sanitation District Flow to Metro, gallons per day: 568,165.
- Total Otay flow, gallons per day: 1,146,886.
- Flow Processed at the Ralph W. Chapman Water Recycling Facility, gallons per day: 1,047,496.
- Flow to Metro from Otay Water District, gallons per day: 108,242.
- In the month of September flow to Metro from Otay Water District was calculated to be a negative number. This indicated that the read from the County meter was incorrect. Staff has been working with the County to help resolve the Rancho San Diego Pump Station flow meter readings reported and they have found that the actual total flow meter reading was supposed to be 16.91 MG instead of 16.37MG and they missed 2.3hrs of running the submersible pump that bypasses the flow meter. Therefore, the total 16.91 MG plus .5304 MG = 17.44 MG total Rancho San Diego Flow.

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

- Total basin flow, gallons per day: 1,666,348.
- Spring Valley Sanitation District Flow to Metro, gallons per day: 549,919.

- Total Otay flow, gallons per day: 1,110,056.
- Flow Processed at the Ralph W. Chapman Water Recycling Facility, gallons per day: 940,425.
- Flow to Metro from Otay Water District, gallons per day: 176,004.

By the end of November there were 6,084 wastewater connections/EDUs.

**OTAY TOURS AT THE GARDEN
2012-2013**



2012 Name of School

AUGUST	Tour Date	# of Kids	# of Adults	Grade Level	Return Visitor
LIBERTY ELEMENTARY	21	45	10	3RD	
LIBERTY ELEMENTARY	22	45	10	3RD	
LIBERTY ELEMENTARY	30	25	8	3RD	
SEPTEMBER	Tour Date	# of Kids	# of Adults	Grade Level	Return Visitor
SALT CREEK ELEMENTARY	7	62	12	5TH	
SALT CREEK ELEMENTARY	12	62	12	5TH	
SALT CREEK ELEMENTARY	13	31	6	5TH	
DEHESA	14	50	15	4-5TH	YES
OCTOBER	Tour Date	# of Kids	# of Adults	Grade Level	Return Visitor
WOLF CANYON ELEMENTARY	16	31	10	4TH	YES
WOLF CANYON ELEMENTARY	17	31	10	4TH	YES
WOLF CANYON ELEMENTARY	18	31	10	4TH	YES
VISTA GRANDE ELEMENTARY	23	50	8	3RD	YES
DISCOVERY CHARTER SCHOOL	24	48	15	3RD	YES
VISTA GRANDE ELEMENTARY	25	50	8	3RD	YES
AVOCADO ELEMENTARY	26	35	7	3RD	YES
OLYMPIC VIEW	31	25	5	3RD	

NOVEMBER	Tour Date	# of Kids	# of Adults	Grade Level	Return Visitor
WOLF CANYON ELEMENTARY	1	45	15	4TH	YES
OLYMPIC VIEW	6	50	10	3RD	
DISCOVERY CHARTER SCHOOL	7	48	15	3RD	YES
DISCOVERY CHARTER SCHOOL	8	24	10	3RD	YES
TIFFANY ELEMENTARY	15	44	10	2ND	YES
TIFFANY ELEMENTARY	29	44	10	2ND	YES
DECEMBER	Tour Date	# of Kids	# of Adults	Grade Level	Return Visitor
CASILLAS ELEMENTARY	4	30	6	5TH	YES
CASILLAS ELEMENTARY	6	46	8	5TH	
CASILLAS ELEMENTARY	11	30	6	5TH	YES
2013 Name of School					
JANUARY	Tour Date	# of Kids	# of Adults	Grade Level	Return Visitor
CORKY MCMILLIN ELEM SCHOOL	29	52	10	3RD	
CORKY MCMILLIN ELEM SCHOOL	30	52	10	3RD	
CORKY MCMILLIN ELEM SCHOOL	31	52	10	3RD	
March	Tour Date	# of Kids	# of Adults	Grade Level	Return Visitor
LA PRESA ELEMENTARY	20	32	6	3RD	
LA PRESA ELEMENTARY	21	32	6	3RD	
LA PRESA ELEMENTARY	22	32	6	3RD	
TOTALS		1234	284		

OTAY WATER DISTRICT
COMPARATIVE BUDGET SUMMARY
 FOR FIVE MONTHS ENDED NOVEMBER 30, 2012

	Annual Budget	YTD Actual	YTD Budget	YTD Variance	Var %
REVENUES:					
Water Sales	\$ 39,110,200	\$ 19,547,250	\$ 19,125,900	\$ 421,350	2.2%
Energy Charges	1,809,500	1,020,074	981,400	38,674	3.9%
System Charges	10,328,400	4,012,896	3,990,000	22,896	0.6%
MWD & CWA Fixed Charges	9,705,800	4,163,695	4,132,000	31,695	0.8%
Penalties	800,500	371,462	388,100	(16,638)	(4.3%)
Total Water Sales	<u>61,754,400</u>	<u>29,115,377</u>	<u>28,617,400</u>	<u>497,977</u>	<u>1.7%</u>
Recycled Water Sales	7,702,400	4,605,927	4,555,300	50,627	1.1%
Sewer Charges	2,555,200	1,034,511	1,049,500	(14,989)	(1.4%)
Meter Fees	112,200	46,813	46,800	13	0.0%
Capacity Fee Revenues	1,180,600	496,765	491,900	4,865	1.0%
Betterment Fees for Maintenance	689,400	241,299	257,300	(16,001)	(6.2%)
Non-Operating Revenues	1,914,300	712,920	729,500	(16,580)	(2.3%)
Tax Revenues	3,882,600	298,566	292,400	6,166	2.1%
Interest	105,700	25,721	34,000	(8,279)	(24.4%)
Transfer from OPEB	879,500	366,500	366,500	-	0.0%
General Fund Draw Down	946,900	394,500	394,500	-	0.0%
Transfer from General Fund	595,000	247,900	247,900	-	0.0%
Total Revenues	<u>\$ 82,318,200</u>	<u>\$ 37,586,798</u>	<u>\$ 37,083,000</u>	<u>\$ 503,798</u>	<u>1.4%</u>
EXPENSES:					
Potable Water Purchases	\$ 30,552,200	\$ 14,759,333	\$ 14,943,200	\$ 183,867	1.2%
Recycled Water Purchases	1,504,000	840,214	919,850	79,637	8.7%
CWA-Infrastructure Access Charge	1,818,000	748,565	748,500	(65)	(0.0%)
CWA-Customer Service Charge	1,687,800	688,730	688,500	(230)	(0.0%)
CWA-Emergency Storage Charge	4,086,000	1,593,240	1,593,000	(240)	(0.0%)
MWD-Capacity Res Charge	504,000	226,285	226,500	215	0.1%
MWD-Readiness to Serve Charge	1,610,400	670,713	671,000	288	0.0%
Subtotal Water Purchases	<u>41,762,400</u>	<u>19,527,079</u>	<u>19,790,550</u>	<u>263,471</u>	<u>1.3%</u>
Power Charges	2,368,000	1,063,548	1,098,000	34,452	3.1%
Payroll & Related Costs	18,856,200	7,335,401	7,607,111	271,710	3.6%
Material & Maintenance	3,747,900	1,533,382	1,536,058	2,676	0.2%
Administrative Expenses	4,424,900	1,468,517	1,717,548	249,030	14.5%
Legal Fees	380,000	100,872	133,333	32,462	24.3%
Expansion Reserve	3,936,000	1,640,000	1,640,000	-	0.0%
Betterment Reserve	1,120,000	466,700	466,700	-	0.0%
Replacement Reserve	743,000	309,600	309,600	-	0.0%
Transfer to Sewer Fund Reserve	595,000	247,900	247,900	-	0.0%
Transfer to General Fund Reserve	2,285,800	952,400	952,400	-	0.0%
Transfer to Sewer Replacement	2,099,000	874,600	874,600	-	0.0%
Total Expenses	<u>\$ 82,318,200</u>	<u>\$ 35,519,999</u>	<u>\$ 36,373,800</u>	<u>\$ 853,801</u>	<u>2.3%</u>
EXCESS REVENUES(EXPENSE)	<u>\$ -</u>	<u>\$ 2,066,799</u>	<u>\$ 709,200</u>	<u>\$ 1,357,600</u>	

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

INVESTMENT OVERVIEW & MARKET STATUS:

The federal funds rate has remained constant now for over 4 years. On December 16, 2008, at the Federal Reserve Board's regular scheduled meeting, the federal funds rate was lowered from 1.00% to "*a target range of between Zero and 0.25%*" in response to the nation's ongoing financial crisis, as well as banking industry pressure to ease credit and stimulate the economy. This marked the ninth reduction in a row since September 18, 2007, when the rate was 5.25%. There have been no further changes made to the federal funds rate at the Federal Reserve Board's subsequent regular scheduled meetings, the most recent of which was held on September 13, 2012. They went on to say: "*The Committee currently anticipates exceptionally low levels for the federal funds rate are likely to be warranted at least through mid-2015.*"

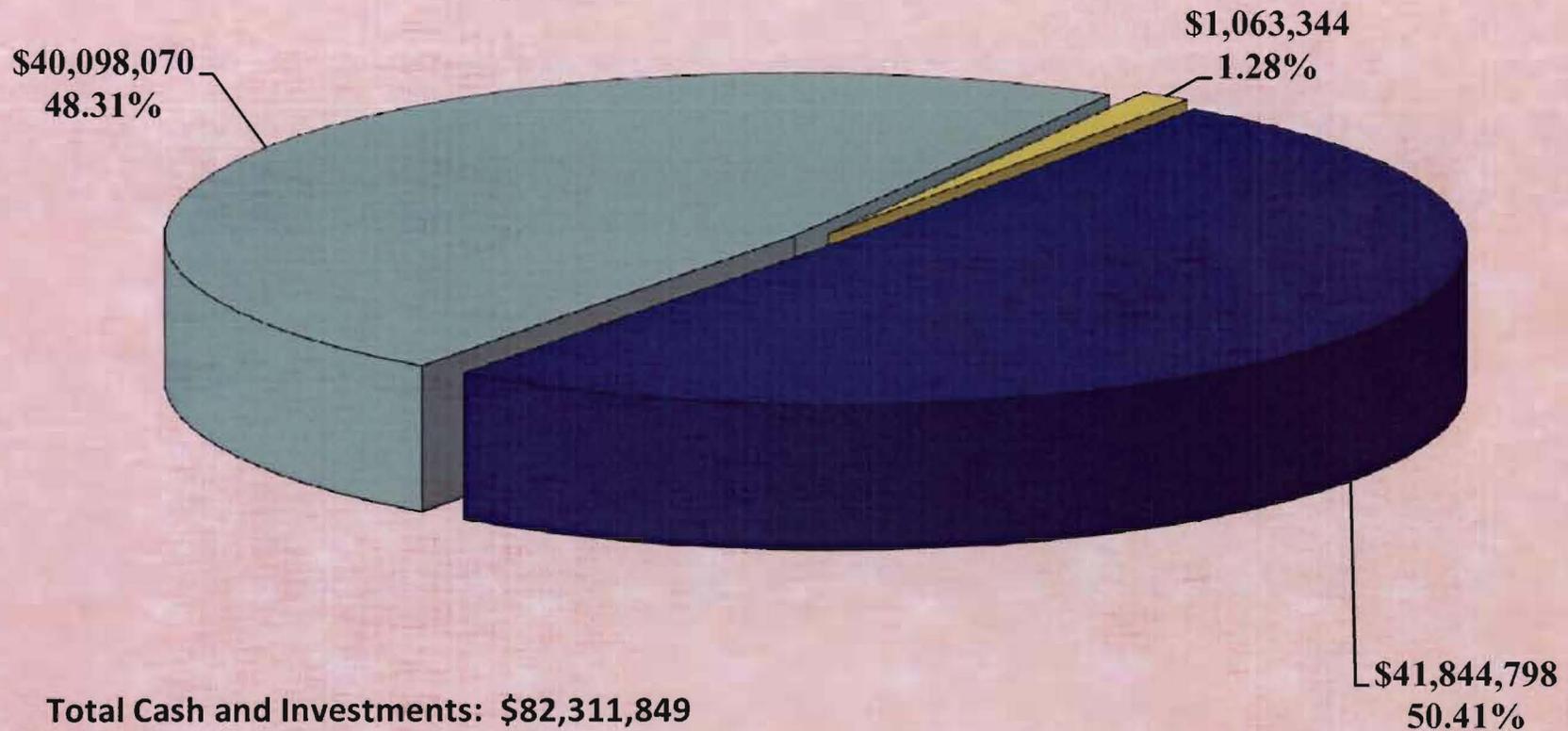
Despite the large drop in available interest rates, the District's overall effective rate of return at November 30th was 0.53%, which was an increase of 10 basis points (0.10%) from the prior month. At the same time the LAIF return on deposits has fluctuated slightly over the last several months, reaching an average effective yield of 0.324% for the month of November 2012. Based on our success at maintaining a competitive rate of return on our portfolio during this extended period of interest rate declines, no changes in investment strategy are being considered at this time.

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

PORTFOLIO COMPLIANCE: November 30, 2012

	<u>Investment</u>	<u>State Limit</u>	<u>Otay Limit</u>	<u>Otay Actual</u>
8.01:	Treasury Securities	100%	100%	0
8.02:	Local Agency Investment Fund (Operations)	\$50 Million	\$50 Million	\$15.6 Million
8.02:	Local Agency Investment Fund (Bonds)	100%	100%	4.91%
8.03:	Federal Agency Issues	100%	100%	48.31%
8.04:	Certificates of Deposit	30%	15%	0.10%
8.05:	Short-Term Commercial Notes	25%	15%	0
8.06:	Medium-Term Commercial Debt	30%	15%	0
8.07:	Money Market Mutual Funds	20%	15%	0
8.08:	San Diego County Pool	100%	100%	26.69%
12.0:	Maximum Single Financial Institution	100%	50%	1.18%

Otay Water District Investment Portfolio: 11/30/12



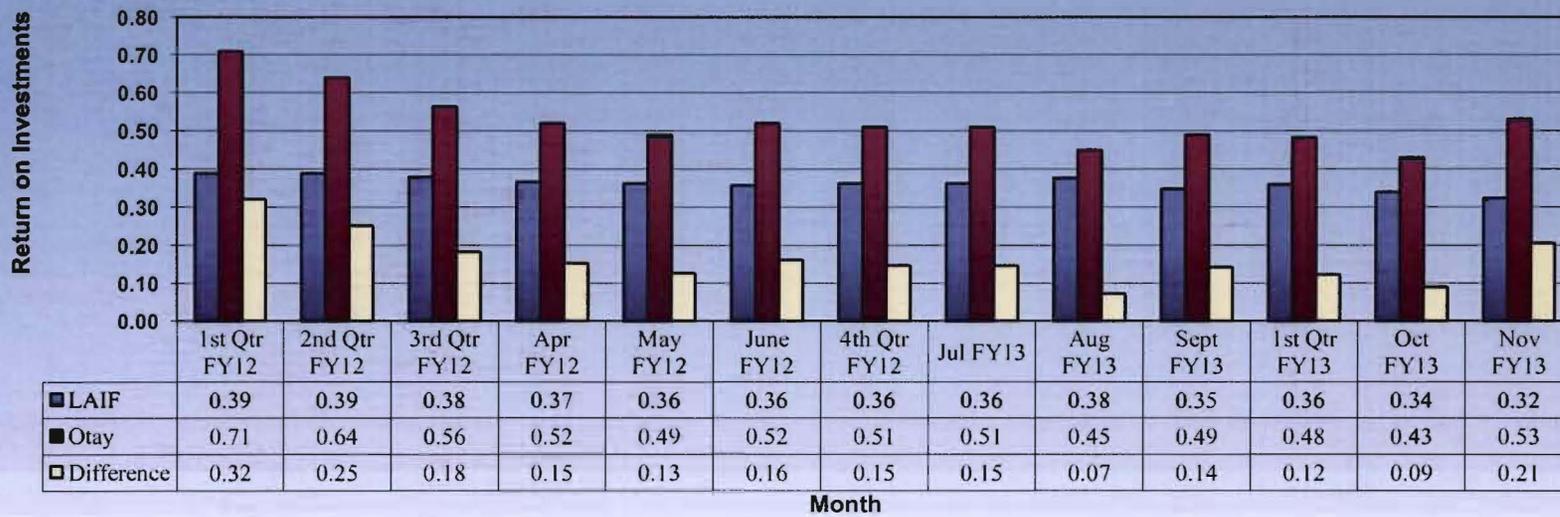
■ Banks (Passbook/Checking/CD)

■ Pools (LAIF & County)

■ Agencies & Corporate Notes

Performance Measure F-12 Return on Investment

Target: Meet or Exceed 100% of LAIF



LAIF
 Otay
 Difference

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

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Federal Agency Issues- Callable	40,095,000.00	40,121,423.90	40,098,070.66	48.89	881	723	0.491	0.498
Certificates of Deposit - Bank	81,326.80	81,326.80	81,326.80	0.10	731	417	0.280	0.284
Local Agency Investment Fund (LAIF)	19,691,486.84	19,717,362.87	19,691,486.84	24.01	1	1	0.320	0.324
San Diego County Pool	22,153,311.58	22,030,000.00	22,153,311.58	27.01	1	1	0.426	0.432
Investments	82,021,125.22	81,950,113.57	82,024,195.88	100.00%	432	354	0.432	0.438
Cash								
Passbook/Checking (not included in yield calculations)	982,016.88	982,016.88	982,016.88		1	1	0.220	0.223
Total Cash and Investments	83,003,142.10	82,932,130.45	83,006,212.76		432	354	0.432	0.438

Total Earnings	November 30 Month Ending	Fiscal Year To Date
Current Year	37,440.61	170,815.34
Average Daily Balance	85,792,761.12	85,983,266.94
Effective Rate of Return	0.53%	0.47%

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



 Joseph Beauchem, Chief Financial Officer

12-26-12

OTAY
Portfolio Management
Portfolio Details - Investments
November 30, 2012

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 360	Days to Maturity	Maturity Date
Federal Agency Issues- Callable												
3133EAEG9	2241	Federal Farm Credit Bank		05/09/2012	1,360,000.00	1,361,441.60	1,360,000.00	0.550		0.542	818	02/27/2015
3133EAU30	2253	Federal Farm Credit Bank		10/26/2012	3,000,000.00	2,999,460.00	2,998,561.33	0.320	AA	0.336	831	03/12/2015
3133EC2L7	2255	Federal Farm Credit Bank		11/13/2012	3,000,000.00	3,003,810.00	3,000,000.00	0.440	AA	0.434	1,077	11/13/2015
313380AV9	2248	Federal Home Loan Bank		08/13/2012	3,000,000.00	3,000,540.00	3,000,000.00	0.450		0.444	804	02/13/2015
313380AV9A	2249	Federal Home Loan Bank		08/13/2012	1,030,000.00	1,030,185.40	1,030,000.00	0.450		0.444	804	02/13/2015
313380AV9B	2250	Federal Home Loan Bank		08/13/2012	2,705,000.00	2,705,486.90	2,705,000.00	0.450		0.444	804	02/13/2015
313380SU2	2252	Federal Home Loan Bank		10/15/2012	3,000,000.00	3,000,840.00	3,000,000.00	0.410		0.404	865	04/15/2015
3133762C8	2254	Federal Home Loan Bank		11/09/2012	3,000,000.00	3,004,590.00	3,004,509.33	0.375	AA	0.438	361	11/27/2013
3134G3AC4	2226	Federal Home Loan Mortgage		12/06/2011	3,000,000.00	3,000,030.00	3,000,000.00	0.600		0.592	370	12/06/2013
3134G3BN9	2228	Federal Home Loan Mortgage		12/05/2011	2,000,000.00	2,000,040.00	2,000,000.00	0.770	AA	0.759	551	06/05/2014
3134G3SS0	2232	Federal Home Loan Mortgage		03/22/2012	3,000,000.00	3,003,390.00	3,000,000.00	0.540		0.533	660	09/22/2014
3135G0KL6	2238	Federal National Mortgage Assoc		04/30/2012	3,000,000.00	3,001,620.00	3,000,000.00	0.500		0.493	698	10/30/2014
3135G0KS1	2240	Federal National Mortgage Assoc		05/10/2012	3,000,000.00	3,003,150.00	3,000,000.00	0.560		0.552	801	02/10/2015
3135G0LF8	2242	Federal National Mortgage Assoc		05/24/2012	3,000,000.00	3,003,420.00	3,000,000.00	0.500		0.493	723	11/24/2014
3135G0LL5	2244	Federal National Mortgage Assoc		06/04/2012	3,000,000.00	3,003,420.00	3,000,000.00	0.550		0.542	733	12/04/2014
Subtotal and Average			40,030,273.63		40,095,000.00	40,121,423.90	40,098,070.66			0.491	723	
Certificates of Deposit - Bank												
2050003183-5	2229	California Bank & Trust		01/22/2012	81,326.80	81,326.80	81,326.80	0.280		0.280	417	01/22/2014
Subtotal and Average			81,326.80		81,326.80	81,326.80	81,326.80			0.280	417	
Local Agency Investment Fund (LAIF)												
LAIF	9001	STATE OF CALIFORNIA		07/01/2004	15,616,662.48	15,637,183.90	15,616,662.48	0.324		0.320	1	
LAIF BABS 2010	9012	STATE OF CALIFORNIA		04/21/2010	4,074,824.36	4,080,178.97	4,074,824.36	0.324		0.320	1	
Subtotal and Average			20,498,153.51		19,691,486.84	19,717,362.87	19,691,486.84			0.320	1	
San Diego County Pool												
SD COUNTY POOL	9007	San Diego County		07/01/2004	22,153,311.58	22,030,000.00	22,153,311.58	0.432		0.426	1	
Subtotal and Average			22,153,311.58		22,153,311.58	22,030,000.00	22,153,311.58			0.426	1	

OTAY
Portfolio Management
Portfolio Details - Investments
November 30, 2012

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 360	Days to Maturity
Total and Average			85,792,761.12		82,021,125.22	81,950,113.57	82,024,195.88			0.432	354

OTAY
Portfolio Management
Portfolio Details - Cash
November 30, 2012

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 360	Days to Maturity
Union Bank											
UNION MONEY	9002	STATE OF CALIFORNIA		07/01/2004	10,005.08	10,005.08	10,005.08	0.010		0.010	1
PETTY CASH	9003	STATE OF CALIFORNIA		07/01/2004	2,950.00	2,950.00	2,950.00			0.000	1
UNION OPERATING	9004	STATE OF CALIFORNIA		07/01/2004	831,679.98	831,679.98	831,679.98	0.250		0.247	1
PAYROLL	9005	STATE OF CALIFORNIA		07/01/2004	27,971.60	27,971.60	27,971.60			0.000	1
RESERVE-10 COPS	9010	STATE OF CALIFORNIA		04/20/2010	6,484.01	6,484.01	6,484.01	0.010		0.010	1
RESERVE-10 BABS	9011	STATE OF CALIFORNIA		04/20/2010	17,650.98	17,650.98	17,650.98	0.010		0.010	1
UBNA-2010 BOND	9013	STATE OF CALIFORNIA		04/20/2010	70,015.05	70,015.05	70,015.05	0.147		0.145	1
UBNA-FLEX ACCT	9014	STATE OF CALIFORNIA		01/01/2011	15,260.18	15,260.18	15,260.18			0.000	1
		Average Balance	0.00								1
Total Cash and Investments			85,792,761.12		83,003,142.10	82,932,130.45	83,006,212.76			0.432	354

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

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
Issuer: STATE OF CALIFORNIA									
Union Bank									
UNION MONEY	9002	STATE OF CALIFORNIA			0.010		54,464,540.34	54,464,541.17	
UNION OPERATING	9004	STATE OF CALIFORNIA			0.250		3,800,556.89	4,259,845.33	
RESERVE-10 COPS	9010	STATE OF CALIFORNIA			0.010		1,035,795.99	1,030,000.00	
RESERVE-10 BABS	9011	STATE OF CALIFORNIA			0.010		2,722,233.75	2,705,000.00	
UBNA-FLEX ACCT	9014	STATE OF CALIFORNIA					21,000.00	47,840.04	
Subtotal and Balance				1,445,116.45			62,044,126.97	62,507,226.54	982,016.88
Local Agency Investment Fund (LAIF)									
LAIF	9001	STATE OF CALIFORNIA			0.324		39,433,406.74	31,350,000.00	
LAIF BABS 2010	9012	STATE OF CALIFORNIA			0.324		7,247.75	0.00	
Subtotal and Balance				11,600,832.35			39,440,654.49	31,350,000.00	19,691,486.84
Issuer Subtotal			24.907%	13,045,948.80			101,484,781.46	93,857,226.54	20,673,503.72
Issuer: California Bank & Trust									
Certificates of Deposit - Bank									
Subtotal and Balance				81,326.80					81,326.80
Issuer Subtotal			0.098%	81,326.80			0.00	0.00	81,326.80
Issuer: Federal Farm Credit Bank									
Federal Agency Issues- Callable									
31331KZF0	2219	Federal Farm Credit Bank			0.481	09/05/2012	0.00	3,000,000.00	
3133EAU30	2253	Federal Farm Credit Bank			0.320	10/26/2012	3,000,000.00	0.00	
3133EC2L7	2255	Federal Farm Credit Bank			0.440	11/13/2012	3,000,000.00	0.00	
Subtotal and Balance				4,360,000.00			6,000,000.00	3,000,000.00	7,360,000.00
Issuer Subtotal			8.867%	4,360,000.00			6,000,000.00	3,000,000.00	7,360,000.00

OTAY
Activity Report
July 1, 2012 - November 30, 2012

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Purchases or Deposits	Par Value	
				Beginning Balance	Current Rate			Redemptions or Withdrawals	Ending Balance
Issuer: Federal Home Loan Bank									
Federal Agency Issues- Callable									
313378KU4	2233	Federal Home Loan Bank			0.500	09/12/2012	0.00	3,000,000.00	
3133794G1	2239	Federal Home Loan Bank			0.500	07/15/2012	0.00	3,000,000.00	
313379JC4	2243	Federal Home Loan Bank			0.500	07/05/2012	0.00	3,000,000.00	
313379R84	2245	Federal Home Loan Bank			0.500	07/13/2012	0.00	3,000,000.00	
313379SP5	2246	Federal Home Loan Bank			0.450	07/19/2012	0.00	3,000,000.00	
313379UT4	2247	Federal Home Loan Bank			0.500	07/27/2012	0.00	3,000,000.00	
313380AV9	2248	Federal Home Loan Bank			0.450	08/13/2012	3,000,000.00	0.00	
313380AV9A	2249	Federal Home Loan Bank			0.450	08/13/2012	1,030,000.00	0.00	
313380AV9B	2250	Federal Home Loan Bank			0.450	08/13/2012	2,705,000.00	0.00	
313380BG1	2251	Federal Home Loan Bank			0.500	08/13/2012	3,000,000.00	0.00	
313380BG1	2251	Federal Home Loan Bank				09/13/2012	0.00	3,000,000.00	
313380SU2	2252	Federal Home Loan Bank			0.410	10/15/2012	3,000,000.00	0.00	
3133762C8	2254	Federal Home Loan Bank			0.375	11/09/2012	3,000,000.00	0.00	
		Subtotal and Balance					18,000,000.00	15,735,000.00	21,000,000.00
		Issuer Subtotal	15.343%				18,000,000.00	15,735,000.00	21,000,000.00

Issuer: Federal Home Loan Mortgage									
Federal Agency Issues- Callable									
3137EACK3	2146	Federal Home Loan Mortgage			1.125	07/27/2012	0.00	2,000,000.00	
3137EACK3A	2148	Federal Home Loan Mortgage			1.125	07/27/2012	0.00	1,030,000.00	
3137EACK3B	2149	Federal Home Loan Mortgage			1.125	07/27/2012	0.00	2,707,000.00	
3134G3AQ3	2227	Federal Home Loan Mortgage			0.710	11/30/2012	0.00	2,000,000.00	
		Subtotal and Balance					15,737,000.00	0.00	7,737,000.00
		Issuer Subtotal	9.638%				15,737,000.00	0.00	7,737,000.00

Issuer: Federal National Mortgage Assoc									
Federal Agency Issues- Callable									
3135G0JG9	2234	Federal National Mortgage Assoc			0.520	09/26/2012	0.00	3,000,000.00	
		Subtotal and Balance					15,000,000.00	0.00	3,000,000.00
		Issuer Subtotal	14.457%				15,000,000.00	0.00	3,000,000.00

OTAY
Activity Report
July 1, 2012 - November 30, 2012

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value		Transaction Date	Par Value		Ending Balance
				Beginning Balance	Current Rate		Purchases or Deposits	Redemptions or Withdrawals	
Issuer: San Diego County									
San Diego County Pool									
SD COUNTY POOL	9007	San Diego County			0.432		44,092.36	0.00	
		Subtotal and Balance		22,109,219.22			44,092.36	0.00	22,153,311.58
		Issuer Subtotal	26.690%	22,109,219.22			44,092.36	0.00	22,153,311.58
		Total	100.000%	88,333,494.82			123,263,873.82	128,594,226.54	83,003,142.10

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

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
LAIF	9001	99	Fair Value		7,542,443.62	0.00	39,433,406.74	31,350,000.00	0.00	11,333.54	15,637,183.90
UNION MONEY	9002	99	Amortized		10,005.91	0.00	54,464,540.34	54,464,541.17	0.00	0.00	10,005.08
PETTY CASH	9003	99	Amortized		2,950.00	0.00	0.00	0.00	0.00	0.00	2,950.00
UNION OPERATING	9004	99	Amortized		1,290,968.42	0.00	3,800,556.89	4,259,845.33	0.00	0.00	831,679.98
PAYROLL	9005	99	Amortized		27,971.60	0.00	0.00	0.00	0.00	0.00	27,971.60
SD COUNTY POOL	9007	99	Fair Value		22,089,000.00	0.00	44,092.36	0.00	0.00	-103,092.36	22,030,000.00
RESERVE-10 COPS	9010	99	Amortized		688.02	0.00	1,035,795.99	1,030,000.00	0.00	0.00	6,484.01
RESERVE-10 BABS	9011	99	Amortized		417.23	0.00	2,722,233.75	2,705,000.00	0.00	0.00	17,650.98
LAIF BABS 2010	9012	99	Fair Value		4,072,537.60	0.00	7,247.75	0.00	0.00	393.62	4,080,178.97
UBNA-2010 BOND	9013	99	Amortized		70,015.05	0.00	0.00	0.00	0.00	0.00	70,015.05
3137EACK3	2146	99	Fair Value	07/27/2012	2,001,300.00	0.00	0.00	2,000,000.00	0.00	-1,300.00	0.00
3137EACK3A	2148	99	Fair Value	07/27/2012	1,030,669.50	0.00	0.00	1,030,000.00	0.00	-669.50	0.00
3137EACK3B	2149	99	Fair Value	07/27/2012	2,708,759.55	0.00	0.00	2,707,000.00	0.00	-1,759.55	0.00
UBNA-FLEX ACCT	9014	99	Amortized		42,100.22	0.00	21,000.00	47,840.04	0.00	0.00	15,260.18
31331KZF0	2219	99	Fair Value	12/23/2013	3,000,030.00	0.00	0.00	3,000,000.00	0.00	-30.00	0.00
3134G3AC4	2226	99	Fair Value	12/06/2013	3,000,600.00	0.00	0.00	0.00	0.00	-570.00	3,000,030.00
3134G3AQ3	2227	99	Fair Value	05/30/2014	2,001,980.00	0.00	0.00	2,000,000.00	0.00	-1,980.00	0.00
3134G3BN9	2228	99	Fair Value	06/05/2014	2,003,140.00	0.00	0.00	0.00	0.00	-3,100.00	2,000,040.00
2050003183-5	2229	99	Amortized	01/22/2014	81,326.80	0.00	0.00	0.00	0.00	0.00	81,326.80
3134G3SS0	2232	99	Fair Value	09/22/2014	3,003,870.00	0.00	0.00	0.00	0.00	-480.00	3,003,390.00
313378KU4	2233	99	Fair Value	09/12/2014	3,001,350.00	0.00	0.00	3,000,000.00	0.00	-1,350.00	0.00
3135G0JG9	2234	99	Fair Value	09/26/2014	3,003,000.00	0.00	0.00	3,000,000.00	0.00	-3,000.00	0.00
3135G0KL6	2238	99	Fair Value	10/30/2014	2,993,970.00	0.00	0.00	0.00	0.00	7,650.00	3,001,620.00
3133794G1	2239	99	Fair Value	05/15/2014	2,998,560.00	0.00	0.00	3,000,000.00	0.00	1,440.00	0.00
3135G0KS1	2240	99	Fair Value	02/10/2015	2,997,450.00	0.00	0.00	0.00	0.00	5,700.00	3,003,150.00
3133EAE9	2241	99	Fair Value	02/27/2015	1,361,632.00	0.00	0.00	0.00	0.00	-190.40	1,361,441.60
3135G0LF8	2242	99	Fair Value	11/24/2014	2,999,640.00	0.00	0.00	0.00	0.00	3,780.00	3,003,420.00
313379JC4	2243	99	Fair Value	06/05/2014	3,000,060.00	0.00	0.00	3,000,000.00	0.00	-60.00	0.00
3135G0LL5	2244	99	Fair Value	12/04/2014	2,999,340.00	0.00	0.00	0.00	0.00	4,080.00	3,003,420.00
313379R84	2245	99	Fair Value	06/13/2014	2,996,460.00	0.00	0.00	3,000,000.00	0.00	3,540.00	0.00

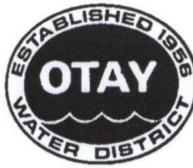
Portfolio OTAY
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OTAY
 GASB 31 Compliance Detail
 Sorted by Fund - Fund

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
313379SP5	2246	99	Fair Value	12/19/2013	2,996,610.00	0.00	0.00	3,000,000.00	0.00	3,390.00	0.00
313379UT4	2247	99	Fair Value	06/27/2014	2,998,230.00	0.00	0.00	3,000,000.00	0.00	1,770.00	0.00
313380AV9	2248	99	Fair Value	02/13/2015	0.00	3,000,000.00	0.00	0.00	0.00	540.00	3,000,540.00
313380AV9A	2249	99	Fair Value	02/13/2015	0.00	1,030,000.00	0.00	0.00	0.00	185.40	1,030,185.40
313380AV9B	2250	99	Fair Value	02/13/2015	0.00	2,705,000.00	0.00	0.00	0.00	486.90	2,705,486.90
313380BG1	2251	99	Fair Value	02/13/2015	0.00	3,000,000.00	0.00	3,000,000.00	0.00	0.00	0.00
313380SU2	2252	99	Fair Value	04/15/2015	0.00	3,000,000.00	0.00	0.00	0.00	840.00	3,000,840.00
3133EAU30	2253	99	Fair Value	03/12/2015	0.00	2,998,500.00	0.00	0.00	0.00	960.00	2,999,460.00
3133762C8	2254	99	Fair Value	11/27/2013	0.00	3,004,788.00	0.00	0.00	0.00	-198.00	3,004,590.00
3133EC2L7	2255	99	Fair Value	11/13/2015	0.00	3,000,000.00	0.00	0.00	0.00	3,810.00	3,003,810.00
Subtotal					88,327,075.52	21,738,288.00	101,528,873.82	128,594,226.54	0.00	-67,880.35	82,932,130.45
Total					88,327,075.52	21,738,288.00	101,528,873.82	128,594,226.54	0.00	-67,880.35	82,932,130.45

OTAY
Duration Report
Sorted by Investment Type - Investment Type
Through 11/30/2012

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 360	Current Yield	Maturity/ Call Date	Modified Duration
3134G3BN9	2228	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,000,040.00	.7700000	0.759	0.769	06/05/2014	1.493
3134G3SS0	2232	99	Federal Home Loan Mortgage	Fair	3,000,000.00	3,000,000.00	3,003,390.00	.5400000	0.533	0.477	09/22/2014	1.796
3134G3AC4	2226	99	Federal Home Loan Mortgage	Fair	3,000,000.00	3,000,000.00	3,000,030.00	.6000000	0.592	0.599	12/06/2013	1.006
3135G0KL6	2238	99	Federal National Mortgage Assoc	Fair	3,000,000.00	3,000,000.00	3,001,620.00	.5000000	0.493	0.472	10/30/2014	1.902
3135G0LF8	2242	99	Federal National Mortgage Assoc	Fair	3,000,000.00	3,000,000.00	3,003,420.00	.5000000	0.493	0.442	11/24/2014	1.969
3135G0KS1	2240	99	Federal National Mortgage Assoc	Fair	3,000,000.00	3,000,000.00	3,003,150.00	.5600000	0.552	0.512	02/10/2015	2.171
3135G0LL5	2244	99	Federal National Mortgage Assoc	Fair	3,000,000.00	3,000,000.00	3,003,420.00	.5500000	0.542	0.493	12/04/2014	1.989
313380AV9B	2250	99	Federal Home Loan Bank	Fair	2,705,000.00	2,705,000.00	2,705,486.90	.4500000	0.444	0.442	02/13/2015	2.183
3133762C8	2254	99	Federal Home Loan Bank	Fair	3,004,509.33	3,000,000.00	3,004,590.00	.3750000	0.438	0.220	11/27/2013	0.986
313380AV9	2248	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,000,540.00	.4500000	0.444	0.442	02/13/2015	2.183
313380SU2	2252	99	Federal Home Loan Bank	Fair	3,000,000.00	3,000,000.00	3,000,840.00	.4100000	0.404	0.398	04/15/2015	2.357
313380AV9A	2249	99	Federal Home Loan Bank	Fair	1,030,000.00	1,030,000.00	1,030,185.40	.4500000	0.444	0.442	02/13/2015	2.183
3133EC2L7	2255	99	Federal Farm Credit Bank	Fair	3,000,000.00	3,000,000.00	3,003,810.00	.4400000	0.434	0.397	11/13/2015	2.927
3133EAU30	2253	99	Federal Farm Credit Bank	Fair	2,998,561.33	3,000,000.00	2,999,460.00	.3200000	0.336	0.328	03/12/2015	2.268
3133EAEG9	2241	99	Federal Farm Credit Bank	Fair	1,360,000.00	1,360,000.00	1,361,441.60	.5500000	0.542	0.502	02/27/2015	2.219
2050003183-5	2229	99	California Bank & Trust	Amort	81,326.80	81,326.80	81,326.80	.2800000	0.280	0.280	01/22/2014	1.140
LAIF COPS07	9009	99	STATE OF CALIFORNIA	Fair	0.00	0.00	0.00	1.5300000	1.509	1.530		0.000
LAIF	9001	99	STATE OF CALIFORNIA	Fair	15,616,662.48	15,616,662.48	15,637,183.90	.3240000	0.320	0.324		0.000
LAIF BABS 2010	9012	99	STATE OF CALIFORNIA	Fair	4,074,824.36	4,074,824.36	4,080,178.97	.3240000	0.320	0.324		0.000
SD COUNTY	9007	99	San Diego County	Fair	22,153,311.58	22,153,311.58	22,030,000.00	.4320000	0.426	0.432		0.000
Report Total					82,024,195.88	82,021,125.22	81,950,113.57			0.417		0.963



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 8, 2013
SUBMITTED BY:	Sean Prendergast, Finance Supervisor, Payroll & AP	W.O./G.F. NO:	DIV. NO.
APPROVED BY: (Chief)	Joseph Beachem, Chief Financial Officer		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager		
SUBJECT:	Accounts Payable Demand List		

PURPOSE:

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

FISCAL IMPACT:

<u>SUMMARY</u>	<u>NET DEMANDS</u>
CHECKS (2035161-2035689)	\$ 4,092,308.30
VOID CHECKS (3)	\$ (7,807.50)
TOTAL CHECKS	\$ 4,084,500.80
WIRE TO:	
CALPERS - OTHER POST EMPLOYMENT BENEFITS (2 MONTHS)	\$ 286,000.00
CITY OF CHULA VISTA - SEWER CHARGES (BI-MONTHLY)	\$ 2,960,595.48
CITY TREASURER - METROPOLITAN SEWERAGE SYSTEM (QUARTERLY)	\$ 252,423.00
CITY TREASURER - RECLAIMED WATER PURCHASE (2 MONTHS)	\$ 327,064.50
DELTA DENTAL OF CALIF - DENTAL & COBRA CLAIMS (2 MONTHS)	\$ 28,467.50
SAN DIEGO COUNTY WATER - WATER DELIVERIES (2 MONTHS)	\$ 6,961,068.00
SPECIAL DIST RISK MGMT AUTH - INSURANCE PREM (2 MONTHS)	\$ 493,390.44
UNION BANK - CERT OF PARTICIPATION 1996 (2 MONTHS)	\$ 3,673.99
UNION BANK - PAYROLL TAXES (2 MONTHS)	\$ 531,809.25
TOTAL CASH DISBURSEMENTS	\$15,928,992.96

RECOMMENDED ACTION:

That the Board receive the attached list of demands.

Jb/Attachment

CHECK REGISTER

Otay Water District

Date Range: 11/1/2012 - 11/30/2012

Check #	Date	Vendor	Vendor Name	Invoice	Inv. Date	Description	Amount	Check Total
2035206	11/14/12	08488	ABLEFORCE INC	3505	10/24/12	PROGRAMMING SERVICES (10/11/12-10/21/12)	776.25	776.25
2035303	11/28/12	08488	ABLEFORCE INC	3522	11/06/12	PROGRAMMING SERVICES (10/28/12)	690.00	690.00
2035304	11/28/12	11462	AEGIS ENGINEERING MGMT INC	1123	11/08/12	DEVELOPER PLANCHECKS (10/1/12-11/2/12)	19,218.65	19,218.65
2035207	11/14/12	07732	AIRGAS SPECIALTY PRODUCTS INC	131264268	10/23/12	AQUA AMMONIA	3,075.16	
				131264270	10/23/12	AQUA AMMONIA	1,306.16	
				131264267	10/23/12	AQUA AMMONIA	967.42	
				131264269	10/23/12	AQUA AMMONIA	157.18	5,505.92
2035305	11/28/12	13753	AIRGAS USA LLC	9010153672	11/08/12	BREATHING AIR	206.64	206.64
2035161	11/07/12	02362	ALLIED WASTE SERVICES # 509	0509004943353	10/25/12	TRASH SERVICES (11/1/12-11/30/12)	490.28	
				0509004945105	10/25/12	TRASH SERVICES (11/1/12-11/30/12)	60.69	550.97
2035208	11/14/12	06166	AMERICAN MESSAGING	L1109570MK	11/01/12	PAGER SERVICES (OCT 2012)	179.73	179.73
2035306	11/28/12	06165	ANITA FIRE HOSE COMPANY ETC	716772	11/07/12	10 FEET HOSES	601.28	601.28
2035209	11/14/12	00002	ANSWER INC	7347	10/22/12	ANSWERING SERVICES (MONTHLY)	1,100.00	1,100.00
2035307	11/28/12	00002	ANSWER INC	7485	11/21/12	ANSWERING SERVICES (MONTHLY)	1,100.00	1,100.00
2035162	11/07/12	05758	AT&T	61942256051012	10/20/12	PHONE SERVICES (10/20/12-11/19/12)	53.97	53.97
2035271	11/21/12	05758	AT&T	082164572810251	10/25/12	PHONE SERVICES (10/25/12-11/24/12)	2,312.78	2,312.78
2035272	11/21/12	05758	AT&T	61969851401012	10/24/12	PHONE SERVICES (MONTHLY)	32.65	
				61967053091012	10/15/12	PHONE SERVICES (MONTHLY)	32.65	65.30
2035308	11/28/12	05758	AT&T	33784130451112	11/07/12	PHONE SERVICES (11/7/12-12/6/12)	31.76	31.76
2035309	11/28/12	07785	AT&T	000003825563	11/27/12	PHONE SERVICES (10/2/12-11/1/12)	5,748.36	
				000003827781	11/02/12	PHONE SERVICES (10/2/12-11/1/12)	15.71	5,764.07
2035310	11/28/12	08330	AT&T INTERNET SERVICES	8547826251012	10/22/12	INTERNET BANDWIDTH (10/21/12-11/20/12)	2,028.00	2,028.00
2035210	11/14/12	12810	ATKINS	1152175	10/15/12	DESALINATION PROJECT (ENDING 9/30/12)	1,666.00	1,666.00
2035311	11/28/12	11285	AZTEC FIRE & SAFETY INC	48352	11/02/12	MIC TESTING	3,324.00	
				48338	11/02/12	LOCKER MAINTENANCE	395.46	3,719.46
2035211	11/14/12	08024	BACKGROUND PROFILES INC	4759	11/01/12	BACKGROUND CHECK (10/17/12-10/24/12)	56.00	56.00
2035163	11/07/12	12684	BALDWIN & SONS LLC	003964	11/06/12	W/O REFUND D0740-090108	3,036.69	3,036.69

CHECK REGISTER

Otay Water District

Date Range: 11/1/2012 - 11/30/2012

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Vendor Name</u>	<u>Invoice</u>	<u>Inv. Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check Total</u>
2035312	11/28/12	03526	BALDWIN COOKE	3364740	11/03/12	2013 PLANNERS	172.49	172.49
2035212	11/14/12	00145	BARRETT ENGINEERED PUMPS	082889	10/24/12	CUTTER BAR	1,562.38	1,562.38
2035164	11/07/12	10970	BRENNTAG PACIFIC INC	BPI244656	10/15/12	SODIUM HYPOCHLORITE	1,446.04	
				BPI244655	10/15/12	SODIUM HYPOCHLORITE	487.49	
				BPI244845	10/16/12	SODIUM HYPOCHLORITE	218.61	2,152.14
2035213	11/14/12	10970	BRENNTAG PACIFIC INC	BPI246055	10/18/12	SODIUM HYPOCHLORITE	3,262.63	
				BPI248372	10/25/12	SODIUM HYPOCHLORITE	3,061.53	
				BPI246801	10/22/12	SODIUM HYPOCHLORITE	1,422.01	
				BPI247178	10/23/12	SODIUM HYPOCHLORITE	1,109.41	
				BPI246053	10/18/12	SODIUM HYPOCHLORITE	973.88	
				BPI248371	10/25/12	SODIUM HYPOCHLORITE	712.63	
				BPI246054	10/18/12	SODIUM HYPOCHLORITE	662.36	
				BPI246800	10/22/12	SODIUM HYPOCHLORITE	499.51	
				BPI247971	10/22/12	SODIUM HYPOCHLORITE	182.54	11,886.50
2035273	11/21/12	10970	BRENNTAG PACIFIC INC	BPI250518	11/01/12	SODIUM HYPOCHLORITE	3,120.54	
				BPI249079	10/29/12	SODIUM HYPOCHLORITE	1,334.56	
				BPI249080	10/29/12	SODIUM HYPOCHLORITE	915.94	
				BPI249385	10/30/12	SODIUM HYPOCHLORITE	672.21	
				BPI249386	10/30/12	SODIUM HYPOCHLORITE	327.91	6,371.16
2035313	11/28/12	10970	BRENNTAG PACIFIC INC	BPI252281	11/08/12	SODIUM HYPOCHLORITE	2,894.29	
				BPI252654	11/09/12	SODIUM HYPOCHLORITE	1,346.58	
				BPI251020	11/05/12	SODIUM HYPOCHLORITE	1,272.26	
				BPI250519	11/01/12	SODIUM HYPOCHLORITE	1,003.37	
				BPI251021	11/05/12	SODIUM HYPOCHLORITE	790.25	7,306.75
2035274	11/21/12	03450	BUELNA, ARMANDO	003986	11/06/12	REIMBURSE POSTAGE	163.80	163.80
2035214	11/14/12	00223	C W MCGRATH INC	43536	10/22/12	CRUSHED ROCK	101.14	101.14
2035215	11/14/12	03341	CA DEPT OF CONSUMER AFFAIRS	003979	11/07/12	LICENSE REQUEST FORM	245.00	245.00
2035216	11/14/12	00319	CA DEPT OF PUBLIC HEALTH	209231112	11/07/12	APPLICATION FOR CERTIFICATION	80.00	80.00
2035217	11/14/12	02401	CAJON VALLEY UNION SCHOOL DIST	11532	10/29/12	GARDEN TOUR	160.00	
				11530	10/25/12	GARDEN TOUR	80.00	240.00

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2035218	11/14/12	02920	CALIFORNIA COMMERCIAL	121948	10/26/12	ASPHALT	1,919.16	1,919.16
2035314	11/28/12	05211	CALIFORNIA FOUNDATION ON THE	003991	11/12/12	CONFERENCE REGISTRATION FEE	3,000.00	3,000.00
2035219	11/14/12	00192	CALIFORNIA WATER ENVIRONMENT	040154081112	11/05/12	CERTIFICATE RENEWAL	90.00	90.00
2035315	11/28/12	02758	CARMEL BUSINESS SYSTEMS INC	7596	11/01/12	RECORDS MGMT SVCS (10/2/12-10/19/12)	414.70	414.70
2035220	11/14/12	08160	COMPLETE OFFICE	14359960	10/26/12	PRINTERS	635.73	635.73
2035316	11/28/12	08160	COMPLETE OFFICE	14389170	11/05/12	2013 CALENDARS	398.35	
				14377910	10/31/12	2013 CALENDARS	285.14	683.49
2035165	11/07/12	06518	CORKY MCMILLIN CONSTRUCTION	003969	11/01/12	W/O REFUND D0032-010153	4,546.84	4,546.84
2035317	11/28/12	12334	CORODATA MEDIA STORAGE INC	DS1253710	10/31/12	TAPE STORAGE (OCT 2012)	328.39	328.39
2035221	11/14/12	02612	COUNCIL OF WATER UTILITIES	003974	11/07/12	MEETING REGISTRATION	25.00	25.00
2035222	11/14/12	00184	COUNTY OF SAN DIEGO	DEH130107D11	10/23/12	SHUT DOWN TEST (9/26/12)	994.00	
				DEH130108D11	10/23/12	SHUT DOWN TEST (9/27/12)	923.00	
				DEH130106D11	10/23/12	SHUT DOWN TEST (9/26/12)	923.00	
				DEH130104D11	10/23/12	SHUT DOWN TEST (9/25/12)	923.00	
				DEH130096D11	10/23/12	SHUT DOWN TEST (9/6/12)	710.00	4,473.00
2035318	11/28/12	00184	COUNTY OF SAN DIEGO	DEH130150D11	11/14/12	SHUT DOWN TEST (10/4/12)	923.00	
				DEH130149D11	11/14/12	SHUT DOWN TEST (10/2/12)	710.00	
				DEH130151D11	11/14/12	SHUT DOWN TEST (10/2/12)	426.00	
				DEH130143D11	11/14/12	SHUT DOWN TEST (10/18/12)	142.00	
				DEH130144D11	11/14/12	SHUT DOWN TEST (10/24/12)	142.00	
				DEH130145D11	11/14/12	SHUT DOWN TEST (10/18/12)	142.00	2,485.00
2035319	11/28/12	00206	COUNTY OF SAN DIEGO	2282	10/15/12	ELECTION COSTS FOR DIV 5	7,956.00	
				2281	10/15/12	ELECTION COSTS FOR DIV 2	5,708.00	
				2347	10/26/12	ADS FOR GENERAL ELECTION	118.76	13,782.76
2035166	11/07/12	02122	COUNTY OF SAN DIEGO	2012100802310S	10/08/12	ENGINEERING CHARGES	413.00	413.00
2035167	11/07/12	14472	COUNTY OF SAN DIEGO	003970	10/02/12	REIMBURSEMENT AGREEMENT	47,370.00	47,370.00
2035168	11/07/12	14472	COUNTY OF SAN DIEGO	003966	11/01/12	W/O REFUND D0551-090084	4,968.63	4,968.63
2035223	11/14/12	00099	COUNTY OF SAN DIEGO - DPW	160786	09/30/12	EXCAVATION PERMITS (SEPT 2012)	2,287.25	2,287.25
2035224	11/14/12	02756	COX COMMUNICATIONS SAN DIEGO	27171012	10/30/12	INTERNET SERVICES (10/29/12-11/28/12)	1,500.00	

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				28811012	10/30/12	INTERNET SERVICES (10/29/12-11/28/12)	1,500.00	3,000.00
2035225	11/14/12	00693	CSDA, SAN DIEGO CHAPTER	003981	11/08/12	QUARTERLY MEETING	117.00	117.00
2035169	11/07/12	14471	CWC REGIONAL HOUSING	Ref002424963	11/05/12	UB Refund Cst #0000193034	123.76	123.76
2035320	11/28/12	14008	DELL AWARDS	191486	11/09/12	RETIREMENT PLAQUE	64.11	64.11
2035275	11/21/12	03744	DEPARTMENT OF JUSTICE	939645	11/06/12	FINGERPRINTING SERVICES (OCT 2012)	49.00	49.00
2035276	11/21/12	03417	DIRECTV	19058722835	11/05/12	SATELLITE TV (11/4/12-12/3/12)	36.90	36.90
2035170	11/07/12	02447	EDCO DISPOSAL CORPORATION	1554581012	10/31/12	RECYCLING SERVICES (OCT 2012)	90.00	90.00
2035277	11/21/12	08023	EMPLOYEE BENEFIT SPECIALISTS	0058526IN	10/31/12	EMPLOYEE BENEFITS (OCT 2012)	680.00	680.00
2035226	11/14/12	00331	EMPLOYMENT DEVELOPMENT DEPT	925023841012	10/25/12	UNEMPLOYMENT INSURANCE (7/1/12-9/30/12)	7,776.00	7,776.00
2035321	11/28/12	03765	ENGINEERING PARTNERS INC, THE	111512602647	10/30/12	DESIGN SERVICES (4/24/12-10/30/12)	1,682.50	1,682.50
2035227	11/14/12	03227	ENVIROMATRIX ANALYTICAL INC	2100762	10/22/12	RECYCLED WTR ANALYSIS (10/6/12-10/11/12)	555.00	
				2100611	10/15/12	RECYCLED WTR ANALYSIS (10/2/12-10/5/12)	485.00	1,040.00
2035322	11/28/12	03227	ENVIROMATRIX ANALYTICAL INC	2110348	11/05/12	RECYCLED WTR ANALYSIS (10/20/12-10/30/12)	710.00	
				2100917	10/29/12	RECYCLED WTR ANALYSIS (10/12/12-10/19/12)	545.00	
				2110556	11/12/12	RECYCLED WTR ANALYSIS (10/31/12-11/5/12)	455.00	1,710.00
2035228	11/14/12	14320	EUROFINS EATON ANALYTICAL INC	L0102447	10/23/12	OUTSIDE LAB SERVICES	255.00	255.00
2035229	11/14/12	03757	FANDEL ENTERPRISES INC	1521	10/15/12	TELECOM CONSULTING (7/1/12-10/15/12)	4,980.00	4,980.00
2035323	11/28/12	13123	FAVELA PRINTING INC	806	11/05/12	BINDING	145.46	145.46
2035230	11/14/12	03546	FERGUSON WATERWORKS # 1083	0421136	10/26/12	INVENTORY	3,297.15	
				0420420	10/23/12	VALVE CAN	786.58	4,083.73
2035324	11/28/12	03546	FERGUSON WATERWORKS # 1083	0421317	10/30/12	WAREHOUSE SUPPLIES	940.04	
				0421321	11/07/12	WAREHOUSE SUPPLIES	523.23	
				0421781	11/07/12	INVENTORY	377.13	
				0421779	11/07/12	INVENTORY	197.72	
				0421319	10/30/12	WAREHOUSE SUPPLIES	45.51	2,083.63
2035325	11/28/12	12187	FIRST AMERICAN DATA TREE LLC	900340102	10/31/12	ONLINE DOCUMENTS (10/1/12-10/31/12)	99.00	99.00
2035231	11/14/12	04066	FIRST CHOICE SERVICES - SD	202080	10/19/12	COFFEE SUPPLIES	509.03	509.03

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2035326	11/28/12	04066	FIRST CHOICE SERVICES - SD	203678	11/02/12	COFFEE SUPPLIES	396.51	396.51
2035232	11/14/12	11962	FLEETWASH INC	3963105	10/19/12	VEHICLE/FLEET WASHING SERVICE	284.70	284.70
2035327	11/28/12	11962	FLEETWASH INC	3628888	07/15/11	VEHICLE/FLEET WASHING SERVICE	574.88	
				3636942	07/22/11	VEHICLE/FLEET WASHING SERVICE	455.52	
				3915688	07/20/12	VEHICLE/FLEET WASHING SERVICE	349.31	
				3824946	03/02/12	VEHICLE/FLEET WASHING SERVICE	337.26	
				3594657	06/03/11	VEHICLE/FLEET WASHING SERVICE	291.27	
				x57734	10/26/12	VEHICLE/FLEET WASHING SERVICE	247.47	
				3752734	12/02/11	VEHICLE/FLEET WASHING SERVICE	216.81	
				3975765	11/02/12	VEHICLE/FLEET WASHING SERVICE	210.24	
				3869255	05/11/12	VEHICLE/FLEET WASHING SERVICE	185.09	
				3670316	08/26/11	VEHICLE/FLEET WASHING SERVICE	164.25	
				3826286	03/09/12	VEHICLE/FLEET WASHING SERVICE	144.54	
				3710288	10/14/11	VEHICLE/FLEET WASHING SERVICE	143.45	
				3642902	07/29/11	VEHICLE/FLEET WASHING SERVICE	120.45	
				3930842	08/24/12	VEHICLE/FLEET WASHING SERVICE	59.13	
				3710301	10/14/11	VEHICLE/FLEET WASHING SERVICE	39.42	
				3654131	08/05/11	VEHICLE/FLEET WASHING SERVICE	25.19	3,564.28
2035171	11/07/12	14469	FMRE LLC	Ref002424961	11/05/12	UB Refund Cst #0000186887	42.30	42.30
2035172	11/07/12	01612	FRANCHISE TAX BOARD	Ben2425061	11/08/12	BI-WEEKLY PAYROLL DEDUCTION	90.00	90.00
2035278	11/21/12	01612	FRANCHISE TAX BOARD	Ben2425241	11/21/12	BI-WEEKLY PAYROLL DEDUCTION	90.00	90.00
2035173	11/07/12	02344	FRANCHISE TAX BOARD	Ben2425067	11/08/12	BI-WEEKLY PAYROLL DEDUCTION	81.00	81.00
2035279	11/21/12	02344	FRANCHISE TAX BOARD	Ben2425247	11/21/12	BI-WEEKLY PAYROLL DEDUCTION	81.00	81.00
2035233	11/14/12	07224	FRAZEE INDUSTRIES INC	9530271342150	10/15/12	ARO-PLATE	775.34	
				9530271347220	10/25/12	ARO-PLATE	367.08	1,142.42
2035328	11/28/12	13563	FRIENDS OF THE WATER	147	11/01/12	GARDEN TOURS (OCT 2012)	4,960.00	4,960.00
2035329	11/28/12	03537	GHA TECHNOLOGIES INC	739397	10/30/12	COMPUTERS	9,774.00	9,774.00
2035234	11/14/12	00131	GOVERNMENT FIN OFFICERS ASSN	003982	11/08/12	APPLICATION FEE	505.00	505.00
2035235	11/14/12	00101	GRAINGER INC	9953162865	10/16/12	WAREHOUSE SUPPLIES	527.55	
				9955271904	10/18/12	BALLAST IGNITORS	431.12	
				9955271912	10/18/12	FILTERS	379.51	

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				9954857703	10/18/12	REPLACEMENT TOOLS	378.42	
				9959450397	10/24/12	FAN MOTOR/STARTER	229.64	
				9959524878	10/24/12	SAMPLING BUCKETS	146.01	
				9959524860	10/24/12	BLOWER / MOTOR	139.88	
				9954998382	10/18/12	FILTERS	85.38	
				9959450405	10/24/12	FAN MOTOR/STARTER	79.45	
				9959524852	10/24/12	SAMPLING BUCKETS	26.55	2,423.51
2035330	11/28/12	00101	GRAINGER INC	9972208210	11/08/12	SUPPLIES	1,075.68	
				9972443825	11/08/12	SUPPLIES	256.89	
				9968354119	11/05/12	MEASURING WHEEL	74.82	
				9965350888	10/31/12	TOOLS	41.05	1,448.44
2035236	11/14/12	12907	GREENRIDGE LANDSCAPE INC	10099	10/26/12	TREE TRIMMING	3,650.00	3,650.00
2035331	11/28/12	12907	GREENRIDGE LANDSCAPE INC	10142	10/30/12	LANDSCAPING SERVICES (OCT 2012)	8,650.00	8,650.00
2035332	11/28/12	03773	GTC SYSTEMS INC	34364	11/01/12	NETWORK SERVICES (11/1/12-12/31/12)	3,173.00	3,173.00
2035333	11/28/12	00174	HACH COMPANY	8013631	11/01/12	HACH ANALYZERS	2,453.73	2,453.73
2035334	11/28/12	14481	HANNA MARIA LLC	003989	11/21/12	W/O REFUND D0474-090057	81.44	81.44
2035280	11/21/12	02795	HARTFORD INSURANCE CO, THE	Ben2425225	11/21/12	MONTHLY CONTRIBUTION TO LTD	5,428.92	5,428.92
2035281	11/21/12	05986	HAVS INCORPORATED	68771	11/14/12	AUDIO/VIDEO UPGRADE	4,142.56	4,142.56
2035335	11/28/12	06640	HD SUPPLY WATERWORKS LTD	5683096	11/08/12	DMMR RECEIVER KIT	3,448.00	3,448.00
2035237	11/14/12	04472	HECTOR I MARES-COSSIO	91	11/09/12	CONSULTANT SERVICES (SEPT 2012)	3,600.00	
				92	11/09/12	CONSULTANT SERVICES (OCT 2012)	2,563.60	6,163.60
2035238	11/14/12	04472	HECTOR I MARES-COSSIO	92a	11/09/12	PAYMENT OF LEVY	1,036.40	1,036.40
2035336	11/28/12	02096	HELIX WATER DISTRICT	0000292401112	11/13/12	TEMPORARY METER (9/27/12-10/30/12)	149.02	149.02
2035337	11/28/12	12335	HP ENTERPRISE SERVICES LLC	U3008205	09/09/12	CREDIT CARD PYMT SVC (OCT 2012)	3,024.00	3,024.00
2035239	11/14/12	06511	HUDSON SAFE-T-LITE RENTALS	00012658	10/17/12	BARRICADE RENTALS	352.50	352.50
2035338	11/28/12	08969	INFOSEND INC	63035	10/31/12	POSTAGE (OCT 2012)	13,660.61	
				63134	11/02/12	BILL PRINTING SERVICES (OCT 2012)	5,356.60	
				63034	10/31/12	BILL PRINTING SERVICES (OCT 2012)	5,326.20	24,343.41
2035339	11/28/12	14324	INTELLECT IT LLC	6316	10/29/12	NETWORK ENGINEERING (10/6/12-10/17/12)	1,650.00	1,650.00

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2035340	11/28/12	02372	INTERIOR PLANT SERVICE INC	2396	10/31/12	PLANT SERVICES (OCT 2012)	186.00	186.00
2035174	11/07/12	13899	INTERMEDIA.NET INC	12110087	11/01/12	EXCHANGE OUTSOURCING (10/2/12-11/1/12)	4,353.35	4,353.35
2035175	11/07/12	11514	INTERNATIONAL RIGHT OF WAY	243734	09/19/12	MEMBERSHIP RENEWAL	225.00	225.00
2035341	11/28/12	03077	JANI-KING OF CALIFORNIA INC	SDO10120173	10/01/12	JANITORIAL SERVICES (OCT 2012)	1,119.82	1,119.82
2035342	11/28/12	10563	JCI JONES CHEMICALS INC	565496		CREDIT MEMO	-3,000.00	
				565303	11/01/12	CHLORINE	3,225.20	225.20
2035240	11/14/12	03172	JONES & STOKES ASSOCIATES INC	0090103	10/16/12	ENVIRONMENTAL CONSULT (5/15/12-9/30/12)	2,868.83	
				0090102	10/16/12	ENVIRONMENTAL CONSULT (8/24/12-9/30/12)	1,804.50	
				0090101	10/16/12	ENVIRONMENTAL CONSULT (7/28/12-9/30/12)	304.20	4,977.53
2035176	11/07/12	14473	JP MORGAN CHASE	003965	11/06/12	W/O REFUND D0225-060062	2,790.59	2,790.59
2035241	11/14/12	05840	KIRK PAVING INC	5231	10/15/12	PAVING SERVICES	58,638.00	58,638.00
2035343	11/28/12	05840	KIRK PAVING INC	5248	11/08/12	PAVING SERVICES	5,513.00	
				5246	11/08/12	PAVING SERVICES	4,780.50	
				5245	11/08/12	PAVING SERVICES	4,184.50	
				5244	11/08/12	PAVING SERVICES	3,980.00	
				5142	10/31/12	PAVING SERVICES	3,457.00	
				5141	10/31/12	PAVING SERVICES	3,394.50	
				5249	11/08/12	PAVING SERVICES	3,292.00	
				5247	11/08/12	PAVING SERVICES	1,259.00	29,860.50
2035344	11/28/12	04996	KNOX ATTORNEY SERVICE INC	111354	10/31/12	DELIVERY SERVICES (10/5/12-10/19/12)	181.50	181.50
2035242	11/14/12	12276	KONECRANES INC	SDG00719111	10/18/12	HOIST REPAIR	400.00	400.00
2035345	11/28/12	14036	KRATOS / HBE	SM39563	11/02/12	MAIN GATE REPAIR	280.00	280.00
2035346	11/28/12	14460	KUBE ENGINEERING	TEQE578	10/30/12	ROYCE METER	1,443.37	1,443.37
2035347	11/28/12	01859	LA PRENSA SAN DIEGO	23955	11/06/12	JOB POSTING	36.00	36.00
2035348	11/28/12	06497	LAKESIDE LAND COMPANY	266986	11/08/12	LANDFILL	51.36	
				266988	11/08/12	LANDFILL	45.68	
				266987	11/08/12	LANDFILL	32.28	129.32
2035177	11/07/12	14465	LARRY BAREIS	Ref002424957	11/05/12	UB Refund Cst #0000002963	196.63	196.63
2035178	11/07/12	05632	LARSON, BRAD	003956	11/02/12	SAFETY BOOTS	137.00	137.00

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2035243	11/14/12	03607	LEE & RO INC	LR15099	08/02/12	DESIGN SERVICES (5/26/12-7/27/12)	9,781.07	9,781.07
2035349	11/28/12	03607	LEE & RO INC	LR15100	11/09/12	INTERCONNECTION (5/26/12-7/27/12)	3,992.20	3,992.20
2035350	11/28/12	07784	LICON, HECTOR	003993	11/27/12	TUITION REIMBURSEMENT	65.00	65.00
2035282	11/21/12	03019	LOPEZ, JOSE	70100912	11/13/12	MILEAGE REIMBURSEMENT (SEPT 2012)	12.77	12.77
2035179	11/07/12	10512	MAIL MANAGEMENT GROUP INC	003958	11/06/12	POSTAGE FOR RATE INCREASE NOTICES	473.40	473.40
2035283	11/21/12	10512	MAIL MANAGEMENT GROUP INC	OWD7855	09/26/12	INFORMATIONAL POSTCARDS	256.74	256.74
2035180	11/07/12	14468	MALLINALLI SCHIEFERSTEIN	Ref002424960	11/05/12	UB Refund Cst #0000184877	16.54	16.54
2035181	11/07/12	14467	MARIA PERSICHILLI	Ref002424959	11/05/12	UB Refund Cst #0000157856	93.07	93.07
2035351	11/28/12	02902	MARSTON+MARSTON INC	2012111	10/31/12	COMMUNITY OUTREACH (OCT 2012)	5,000.00	5,000.00
2035244	11/14/12	05329	MASTER METER INC	0208559IN	10/17/12	SOFTWARE UPGRADE	12,169.41	12,169.41
2035352	11/28/12	05329	MASTER METER INC	0209863IN	11/12/12	INVENTORY	20,706.45	20,706.45
2035353	11/28/12	02882	MAYER REPROGRAPHICS INC	0075917IN	11/09/12	REPROGRAPHICS SVCS	1,665.50	
				0075870IN	11/07/12	REPROGRAPHICS SVCS	538.75	
				0075867IN	11/07/12	REPROGRAPHICS SVCS	503.47	2,707.72
2035245	11/14/12	01183	MCMASTER-CARR SUPPLY CO	39553534		CREDIT MEMO	-102.15	
				39364808	10/18/12	PUSH BROOMS	636.57	
				39296565	10/18/12	AIR COMPRESSOR	462.73	
				39666945	10/24/12	PARTS/MATERIALS	307.09	
				39619565	10/23/12	AIR COMPRESSOR	144.71	
				39161768	10/16/12	SURGE TANK PARTS	77.50	1,526.45
2035354	11/28/12	01183	MCMASTER-CARR SUPPLY CO	40085698	10/31/12	FLAGS	526.56	526.56
2035182	11/07/12	03745	MEDEROS, CHARLES	003957	11/02/12	SAFETY BOOTS	96.96	96.96
2035246	11/14/12	01824	MERKEL & ASSOCIATES INC	12101713	10/23/12	ENVIRONMENTAL SERVICES (9/1/12-9/30/12)	3,580.54	3,580.54
2035355	11/28/12	00237	MISSION JANITORIAL & ABRASIVE	33488900	10/31/12	JANITORIAL SUPPLIES	2,278.51	2,278.51
2035247	11/14/12	12016	MTGL INC	36721	10/19/12	GEOTECHNICAL SERVICES (9/1/12-10/31/12)	11,508.00	11,508.00
2035183	11/07/12	03523	NATIONAL DEFERRED COMPENSATION	Ben2425057	11/08/12	BI-WEEKLY DEFERRED COMP PLAN	8,338.15	8,338.15
2035284	11/21/12	03523	NATIONAL DEFERRED COMPENSATION	Ben2425237	11/21/12	BI-WEEKLY DEFERRED COMP PLAN	8,338.15	8,338.15
2035285	11/21/12	14118	NORTHSTAR COURIER INC	1620	11/09/12	COURIER SERVICES	30.25	30.25

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2035248	11/14/12	00510	OFFICE DEPOT INC	630060203001	10/24/12	OFFICE SUPPLIES	56.99	56.99
2035249	11/14/12	03149	ON SITE LASER LLC	47132	10/17/12	PRINTER SERVICES	146.88	146.88
2035250	11/14/12	13115	ONESOURCE DISTRIBUTORS LLC	S3876338001	10/19/12	CUTTING DIES	79.65	79.65
2035356	11/28/12	06856	ORPAK USA INC	42122	10/05/12	SOFTWARE UPGRADE & IT SUPPORT	1,100.00	1,100.00
2035184	11/07/12	06649	OTAY MESA PROPERTY LP	003967	11/01/12	W/O REFUND D0459-090007	35,319.92	35,319.92
2035185	11/07/12	14474	OTAY RANCH TWENTY ONE LLC	003960	11/06/12	W/O REFUND D0817-090086	3,379.17	3,379.17
2035186	11/07/12	03101	OTAY WATER DISTRICT	Ben2425053	11/08/12	BI-WEEKLY PAYROLL DEDUCTION	679.00	679.00
2035286	11/21/12	03101	OTAY WATER DISTRICT	Ben2425231	11/21/12	BI-WEEKLY PAYROLL DEDUCTION	686.00	686.00
2035251	11/14/12	01002	PACIFIC PIPELINE SUPPLY	156352	10/24/12	SERVICE SADDLE	809.20	
				156402	10/24/12	TRUCK TOOLS	288.77	1,097.97
2035357	11/28/12	01002	PACIFIC PIPELINE SUPPLY	156400	11/06/12	INVENTORY	970.83	
				156357	11/07/12	INVENTORY	760.18	
				156794	11/09/12	TOOLS	145.46	
				156575	11/06/12	TOOLS	79.57	1,956.04
2035252	11/14/12	08398	PEERLESS MATERIALS COMPANY	26972	10/15/12	WIPING RAGS	387.90	387.90
2035358	11/28/12	03790	PENHALL COMPANY	32059	10/30/12	SAW CUTTING SERVICES	210.00	210.00
2035359	11/28/12	02449	POLLARDWATER.COM	I338499IN	10/31/12	D-CHLOR TABLETS	1,740.50	
				I338500IN	10/31/12	TOOLS	52.00	1,792.50
2035360	11/28/12	01733	PRICE TRONCONE &	12610	11/09/12	ANTENNA SUBLEASE (JAN-MAR 2013)	4,128.00	4,128.00
2035361	11/28/12	13059	PRIORITY BUILDING SERVICES	32557	10/01/12	JANITORIAL SERVICES (OCT 2012)	3,504.00	3,504.00
2035253	11/14/12	06641	PRUDENTIAL OVERALL SUPPLY	30296179	10/25/12	UNIFORMS, TOWELS & MATS	392.37	
				30294678	10/18/12	UNIFORMS, TOWELS & MATS	380.37	
				30294677	10/18/12	UNIFORMS, TOWELS & MATS	207.95	
				30296178	10/25/12	UNIFORMS, TOWELS & MATS	183.11	
				30294679	10/18/12	UNIFORMS, TOWELS & MATS	173.33	
				30296180	10/25/12	UNIFORMS, TOWELS & MATS	126.84	
				30294064	10/16/12	UNIFORMS, TOWELS & MATS	124.04	
				30295576	10/23/12	UNIFORMS, TOWELS & MATS	109.53	
				31004727	10/26/12	UNIFORM JACKET	79.74	
				30294680	10/18/12	UNIFORMS, TOWELS & MATS	54.37	

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				30296181	10/25/12	UNIFORMS, TOWELS & MATS	54.37	
				30294063	10/16/12	UNIFORMS, TOWELS & MATS	44.71	
				30295575	10/23/12	UNIFORMS, TOWELS & MATS	44.71	1,975.44
2035362	11/28/12	06641	PRUDENTIAL OVERALL SUPPLY	30297696	11/01/12	UNIFORMS, TOWELS & MATS	386.37	
				30299027	11/08/12	UNIFORMS, TOWELS & MATS	376.37	
				30297695	11/01/12	UNIFORMS, TOWELS & MATS	176.18	
				30299026	11/08/12	UNIFORMS, TOWELS & MATS	176.18	
				30297697	11/01/12	UNIFORMS, TOWELS & MATS	126.84	
				30299028	11/08/12	UNIFORMS, TOWELS & MATS	126.84	
				30297073	10/30/12	UNIFORMS, TOWELS & MATS	109.53	
				30298409	11/06/12	UNIFORMS, TOWELS & MATS	109.53	
				30297698	11/01/12	UNIFORMS, TOWELS & MATS	54.37	
				30299029	11/08/12	UNIFORMS, TOWELS & MATS	54.37	
				30297072	10/30/12	UNIFORMS, TOWELS & MATS	44.71	
				30298408	11/06/12	UNIFORMS, TOWELS & MATS	44.71	1,786.00
2035254	11/14/12	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2425051	11/08/12	BI-WEEKLY PERS CONTRIBUTION	158,222.77	158,222.77
2035363	11/28/12	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2425229	11/21/12	BI-WEEKLY PERS CONTRIBUTION	158,598.59	158,598.59
2035255	11/14/12	01342	R J SAFETY SUPPLY CO INC	30657600	10/24/12	SAFETY SUPPLIES	900.36	900.36
2035364	11/28/12	01342	R J SAFETY SUPPLY CO INC	30703600	11/07/12	SAFETY EQUIPMENT	1,010.91	1,010.91
2035287	11/21/12	00021	RCP BLOCK & BRICK INC	4354669	10/25/12	CONCRETE	191.94	191.94
2035365	11/28/12	00021	RCP BLOCK & BRICK INC	4354575	10/17/12	CONCRETE	1,070.11	1,070.11
2035288	11/21/12	14477	RICARDO MONTES	003984	11/15/12	CUSTOMER REFUND	1,000.00	1,000.00
2035256	11/14/12	04542	ROBAK, MARK	70140912	10/24/12	MILEAGE REIMBURSEMENT (8/1/12-9/30/12)	9.99	9.99
2035187	11/07/12	14470	RUNGA LI	Ref002424962	11/05/12	UB Refund Cst #0000192859	75.00	75.00
2035366	11/28/12	11596	SAN DIEGO CONSTRUCTION WELDING	8608	10/30/12	WELDING SERVICES	255.00	255.00
2035367	11/28/12	09586	SAN DIEGO COUNTY AIR POLLUTION	003988	11/15/12	APPLICATION FEES FOR STANDBY ENGINES	4,570.00	4,570.00
2035368	11/28/12	02586	SAN DIEGO COUNTY ASSESSOR	2012105	11/06/12	ASSESSOR DATA	125.00	125.00
2035369	11/28/12	00003	SAN DIEGO COUNTY WATER	0000000620	11/07/12	RESIDENTIAL SURVEYS	2,400.00	2,400.00
2035370	11/28/12	00247	SAN DIEGO DAILY TRANSCRIPT	335230	11/06/12	BID ADVERTISEMENT	80.70	80.70
2035289	11/21/12	03231	SAN DIEGO EAST COUNTY	003985	11/06/12	2013 MEMBERSHIP RENEWAL	296.10	296.10

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2035188	11/07/12	00121	SAN DIEGO GAS & ELECTRIC	003953	10/24/12	UTILITY EXPENSES (MONTHLY)	63,254.89	111,811.83
				003952	10/23/12	UTILITY EXPENSES (MONTHLY)	47,753.64	
				003951	10/22/12	UTILITY EXPENSES (MONTHLY)	803.30	
2035257	11/14/12	00121	SAN DIEGO GAS & ELECTRIC	003971	11/01/12	UTILITY EXPENSES (MONTHLY)	72,079.84	72,079.84
2035258	11/14/12	03273	SAN DIEGO READER	169887	11/08/12	JOB POSTING	68.15	68.15
2035371	11/28/12	12333	SCHINDLER ELEVATOR CORPORATION	8103311751	10/18/12	ELEVATOR MAINTENANCE (OCT 2012)	416.00	416.00
2035372	11/28/12	12421	SCS ENGINEERS	0199231	10/31/12	CALARP AUDIT	1,690.00	1,690.00
2035259	11/14/12	12904	SEPULVEDA CONSTRUCTION INC	7A	10/27/12	30 INCH PIPELINE (ENDING 10/27/12)	376,218.44	376,218.44
2035373	11/28/12	14482	SHEA HOMES	003990	11/21/12	W/O REFUND D0237-010034	1,503.26	1,503.26
2035189	11/07/12	13948	SHEA HOMES LP	003963	11/06/12	W/O REFUND D0132-060067	569.86	569.86
2035260	11/14/12	11516	SIEMENS INDUSTRY INC	900961072	10/23/12	INJECTOR ASSEMBLY	1,899.64	2,818.50
				900954459	10/17/12	ENCORE 700 MOTOR	631.34	
				900964214	10/25/12	CL2INJECTOR PARTS	287.52	
2035374	11/28/12	11516	SIEMENS INDUSTRY INC	900984218	11/07/12	MAINTENANCE PARTS	393.28	393.28
2035375	11/28/12	11516	SIEMENS INDUSTRY INC	900936296	10/01/12	PROCESSING TANK (OCT-DEC 2012)	120.00	120.00
2035376	11/28/12	13327	SILVA SILVA INTERNATIONAL	1211	11/10/12	PROJECT CONSULTANT (OCT 2012)	4,000.00	4,000.00
2035261	11/14/12	12281	SIR SPEEDY PRINTING	3597	10/16/12	BUSINESS CARDS	38.63	38.63
2035377	11/28/12	12281	SIR SPEEDY PRINTING	3684	10/29/12	BUSINESS CARDS	38.63	77.26
				3718	11/06/12	BUSINESS CARDS	38.63	
2035378	11/28/12	00258	SLOAN ELECTRIC COMPANY	0061250	10/29/12	EFFLUENT#4 PUMP AND MOTOR	43,628.27	43,628.27
2035379	11/28/12	03592	SOFTCHOICE CORPORATION	3099575	07/25/12	MICROSOFT ENTERPRISE AGREEMENT	83,546.14	83,546.14
2035380	11/28/12	03103	SOUTHCOAST HEATING &	C49558	10/18/12	AC MAINTENANCE (OCT 2012)	1,068.00	1,273.00
				C49559	10/18/12	AC MAINTENANCE (OCT 2012)	205.00	
2035262	11/14/12	03760	SPANKY'S PORTABLE SERVICES INC	929820	10/19/12	PORTABLE TOILET RENTAL (10/19/12-11/15/12)	79.96	319.84
				929821	10/19/12	PORTABLE TOILET RENTAL (10/19/12-11/15/12)	79.96	
				929822	10/19/12	PORTABLE TOILET RENTAL (10/19/12-11/15/12)	79.96	
				930159	10/22/12	PORTABLE TOILET RENTAL (10/20/12-11/16/12)	79.96	
2035381	11/28/12	03760	SPANKY'S PORTABLE SERVICES INC	932030	11/09/12	PORTABLE TOILET RENTAL (11/8/12-12/5/12)	98.15	

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				930989	10/31/12	PORTABLE TOILET RENTAL (10/31/12-11/27/12)	79.96	178.11
2035382	11/28/12	10343	SPECIALTY DOORS AND AUTOMATION	38415SD	10/31/12	GATE REPAIR	278.39	278.39
2035290	11/21/12	06510	SPRINT NEXTEL	901500243074	11/12/12	WIRELESS SERVICES (10/9/12-11/8/12)	3,511.27	3,511.27
2035263	11/14/12	02354	STANDARD ELECTRONICS	17219	08/07/12	SECURITY MONITORING (JUNE-AUG 2012)	4,057.50	4,057.50
2035383	11/28/12	13564	STAR-NEWS PUBLISHING CO, THE	00013342	11/09/12	JOB POSTING	105.00	105.00
2035190	11/07/12	06281	STATE DISBURSEMENT UNIT	Ben2425065	11/08/12	BI-WEEKLY PAYROLL DEDUCTION	415.38	415.38
2035291	11/21/12	06281	STATE DISBURSEMENT UNIT	Ben2425245	11/21/12	BI-WEEKLY PAYROLL DEDUCTION	175.00	175.00
2035191	11/07/12	06299	STATE DISBURSEMENT UNIT	Ben2425059	11/08/12	BI-WEEKLY PAYROLL DEDUCTION	237.69	237.69
2035292	11/21/12	06299	STATE DISBURSEMENT UNIT	Ben2425239	11/21/12	BI-WEEKLY PAYROLL DEDUCTION	237.69	237.69
2035192	11/07/12	06303	STATE DISBURSEMENT UNIT	Ben2425063	11/08/12	BI-WEEKLY PAYROLL DEDUCTION	802.15	802.15
2035293	11/21/12	06303	STATE DISBURSEMENT UNIT	Ben2425243	11/21/12	BI-WEEKLY PAYROLL DEDUCTION	802.15	802.15
2035193	11/07/12	08533	STATE DISBURSEMENT UNIT	Ben2425069	11/08/12	BI-WEEKLY PAYROLL DEDUCTION	498.92	498.92
2035294	11/21/12	08533	STATE DISBURSEMENT UNIT	Ben2425249	11/21/12	BI-WEEKLY PAYROLL DEDUCTION	498.92	498.92
2035295	11/21/12	00274	STATE OF CALIFORNIA	461451112	10/22/12	LICENSE RENEWAL	115.00	115.00
2035264	11/14/12	01460	STATE WATER RESOURCES	WD000086182	10/23/12	ANNUAL PERMIT FEE INDEX # 182107	10,873.00	
				WD0086283	10/23/12	ANNUAL PERMIT FEE INDEX # 182208	1,943.00	12,816.00
2035296	11/21/12	01460	STATE WATER RESOURCES	WD0082137	10/23/12	ANNUAL PERMIT FEE INDEX # 178062	1,521.00	1,521.00
2035265	11/14/12	14475	STEVE SANGER	003973	11/13/12	CUSTOMER REFUND	806.31	806.31
2035384	11/28/12	12809	STUTZ ARTIANO SHINOFF	89885	10/31/12	LEGAL SERVICES (SEPT 2012)	21,412.97	21,412.97
2035266	11/14/12	10339	SUPREME OIL COMPANY	378472	10/19/12	UNLEADED FUEL	22,002.61	22,002.61
2035194	11/07/12	10805	SVSC HOLDINGS LP	003968	11/06/12	W/O REFUND D0853-090109	4,835.83	4,835.83
2035195	11/07/12	10805	SVSC HOLDINGS LP	003961	11/06/12	W/O REFUND D0853-090122	1,159.81	1,159.81
2035196	11/07/12	14466	TINA LEMAY-BREWER	Ref002424958	11/05/12	UB Refund Cst #0000041368	7.21	7.21
2035385	11/28/12	00427	UNDERGROUND SERVICE ALERT OF	1020120469	11/01/12	UNDERGROUND ALERTS (OCTOBER 2012)	286.50	286.50
2035267	11/14/12	14181	UNITED RENTALS (NORTH AMERICA)	106167648001	10/08/12	RENTAL ASPHALT ROLLER	526.55	526.55
2035386	11/28/12	14181	UNITED RENTALS (NORTH AMERICA)	106928397001	11/05/12	CONCRETE	160.95	

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				106802111001	10/31/12	CONCRETE	139.00	299.95
2035297	11/21/12	07662	UNITEDHEALTHCARE SPECIALTY	123250000102	11/20/12	AD&D & SUPP LIFE INS (DEC 2012)	5,474.02	5,474.02
2035268	11/14/12	07674	US BANK	003983	10/22/12	CAL CARD EXPENSES (MONTHLY)	146.24	146.24
2035298	11/21/12	07674	US BANK	A000033	10/22/12	CAL-CARD EXPENSES (MONTHLY)	6,632.37	6,632.37
2035387	11/28/12	07674	US BANK	O0000000019	10/22/12	CAL-CARD EXPENSES (MONTHLY)	24,545.14	24,545.14
2035197	11/07/12	12170	US OLYMPIC COMMITTEE	003962	11/06/12	W/O REFUND D0866-090117	1,948.14	1,948.14
2035198	11/07/12	06829	US SECURITY ASSOCIATES INC	843101	09/30/12	SECURITY SERVICES (SEPT 2012)	461.20	461.20
2035388	11/28/12	06829	US SECURITY ASSOCIATES INC	880215	10/31/12	SECURITY SERVICES (OCT 2012)	219.75	219.75
2035269	11/14/12	11606	USA BLUE BOOK	786079		CREDIT MEMO	-552.48	
				798810	10/22/12	FIBERGLASS ENCLOSURE	1,466.95	914.47
2035199	11/07/12	04205	VACLAVEK, JOANNE	003955	10/31/12	ASCE MEMBERSHIP	265.00	265.00
2035389	11/28/12	08028	VALLEY CONSTRUCTION MANAGEMENT	SD100128	10/31/12	CONSTRUCTION MGMT (10/1/12-10/31/12)	1,620.00	1,620.00
2035200	11/07/12	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2425049	11/08/12	BI-WEEKLY DEFERRED COMP PLAN	14,941.09	14,941.09
2035299	11/21/12	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2425227	11/21/12	BI-WEEKLY DEFERRED COMP PLAN	14,908.23	14,908.23
2035201	11/07/12	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2425055	11/08/12	BI-WEEKLY 401A PLAN	1,289.00	1,289.00
2035300	11/21/12	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2425233	11/21/12	BI-WEEKLY 401A PLAN	1,569.00	1,569.00
2035301	11/21/12	12686	VANTAGEPOINT TRANSFER AGENTS	Ben2425235	11/21/12	401A TERMINAL PAY	29,053.43	29,053.43
2035202	11/07/12	03329	VERIZON WIRELESS	1130820680	10/21/12	WIRELESS SERVICES (9/22/12-10/21/12)	14,076.39	14,076.39
2035270	11/14/12	07595	WALTERS WHOLESALE ELECTRIC CO	327252700	10/22/12	GROUND WIRE	343.73	343.73
2035390	11/28/12	07595	WALTERS WHOLESALE ELECTRIC CO	875690000	11/01/12	GENSET MATERIAL	1,429.44	1,429.44
2035391	11/28/12	10093	WATEREUSE FOUNDATION	003992	11/07/12	2013 ANNUAL MEMBERSHIP DUES	5,853.12	5,853.12
2035203	11/07/12	01343	WE GOT YA PEST CONTROL	77147	08/08/12	BEE REMOVAL	75.00	75.00
2035204	11/07/12	11055	WESTERLY METER SERVICE CO	12974	10/04/12	LARGE METER TESTING	30,810.00	30,810.00
2035392	11/28/12	00125	WESTERN PUMP INC	0123158IN	10/30/12	DUSTO INSPECTIONS	400.00	400.00
2035205	11/07/12	13483	WHITE NELSON DIEHL EVANS LLP	003949	10/30/12	TAX SEMINAR	550.00	550.00
2035302	11/21/12	13483	WHITE NELSON DIEHL EVANS LLP	129217	10/31/12	AUDIT SERVICES (ENDING 10/31/12)	6,000.00	6,000.00

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						Amount Pd Total:	1,812,977.29	
232	Checks					Check Grand Total:	1,812,977.29	

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CHECK REGISTER
FOR CHECKS 2035393 THROUGH 2035689
RUN DATES 12/5/2012 TO 12/26/2012

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2035611	12/26/12	08488	ABLEFORCE INC	3570	12/05/12	PROGRAMMING SERVICES (11/20/12-12/4/12)	2,673.75	2,673.75
2035612	12/26/12	14479	ADVANCED CALIBRATION DESIGNS	23653	11/29/12	CHLORINE GENERATOR	2,490.00	2,490.00
2035429	12/12/12	07732	AIRGAS SPECIALTY PRODUCTS INC	131267649 131267648	11/19/12 11/19/12	AQUA AMMONIA AQUA AMMONIA	3,501.46 1,717.36	5,218.82
2035393	12/05/12	13753	AIRGAS USA LLC	9905634097	10/31/12	BREATHING AIR	39.25	39.25
2035613	12/26/12	13753	AIRGAS USA LLC	9906241591	11/30/12	BREATHING AIR	39.25	39.25
2035430	12/12/12	14498	ALAN MURAD	Ref002425571	12/10/12	UB Refund Cst #0000123387	75.54	75.54
2035431	12/12/12	14520	ALEGRIA REAL ESTATE	Ref002425593	12/10/12	UB Refund Cst #0000187525	124.89	124.89
2035432	12/12/12	14531	ALEGRIA REAL ESTATE FUND III	Ref002425604	12/10/12	UB Refund Cst #0000193863	83.07	83.07
2035433	12/12/12	02362	ALLIED WASTE SERVICES # 509	0509005001844 0509005003590	11/25/12 11/25/12	TRASH SERVICES (DEC 2012) TRASH SERVICES (DEC 2012)	490.28 60.69	550.97
2035614	12/26/12	12911	ALTA LAND SURVEYING INC	23	12/07/12	SURVEY SERVICES (ENDING 12/7/12)	13,040.00	13,040.00
2035434	12/12/12	06166	AMERICAN MESSAGING	L1109570ML	12/01/12	PAGER SERVICES	152.20	152.20
2035548	12/19/12	14557	ANDY GAST	Ref002425697	12/17/12	UB Refund Cst #0000186944	39.46	39.46
2035549	12/19/12	14549	ANGEL JIMENEZ	Ref002425689	12/17/12	UB Refund Cst #0000126246	116.07	116.07
2035394	12/05/12	08967	ANTHEM BLUE CROSS EAP	41097	11/26/12	EMPLOYEE ASSISTANCE PROGRAM (DEC 2012)	332.27	332.27
2035435	12/12/12	14500	ANTONIO HERNANDEZ	Ref002425573	12/10/12	UB Refund Cst #0000142648	43.57	43.57
2035550	12/19/12	14547	ANWAR ATRUSHI	Ref002425687	12/17/12	UB Refund Cst #0000021820	42.68	42.68
2035551	12/19/12	12175	APPLE INC	004017	12/17/12	COMPUTER LOAN	1,407.67	1,407.67
2035615	12/26/12	12175	APPLE INC	004030	12/20/12	COMPUTER LOAN	1,297.92	1,297.92
2035436	12/12/12	14508	ARIANNA BANUELOS	Ref002425581	12/10/12	UB Refund Cst #0000174840	25.47	25.47
2035437	12/12/12	14489	ARNOLD MUSOLF	Ref002425562	12/10/12	UB Refund Cst #0000037388	134.43	134.43
2035552	12/19/12	12810	ATKINS	1156328	12/12/12	WATER & SEWER RATE STRUCTURE (THRU OCT)	6,789.75	6,789.75
2035616	12/26/12	12810	ATKINS	1155171	11/26/12	DESIGN SERVICES (8/1/12-10/31/12)	20,327.73	20,327.73

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2035438	12/12/12	14530	ATLAS EQUITY FUND II LLC	Ref002425603	12/10/12	UB Refund Cst #0000193667	78.79	78.79
2035439	12/12/12	14525	BAC FIELD SERVICES CORP	Ref002425598	12/10/12	UB Refund Cst #0000189096	75.00	75.00
2035617	12/26/12	08024	BACKGROUND PROFILES INC	4865	11/30/12	BACKGROUND CHECK (11/15/12 & 11/26/12)	98.00	98.00
2035553	12/19/12	14550	BERNADETTE BONGATO	Ref002425690	12/17/12	UB Refund Cst #0000128064	168.81	168.81
2035395	12/05/12	08144	BEST BUY	004002	11/29/12	COMPUTER LOAN	3,000.00	3,000.00
2035440	12/12/12	14526	BILL DE RIDDER	Ref002425599	12/10/12	UB Refund Cst #0000192625	27.46	27.46
2035441	12/12/12	14521	BLUE MOUNTAIN AIR	Ref002425594	12/10/12	UB Refund Cst #0000187848	97.30	97.30
2035554	12/19/12	14574	BONITA POINT PLAZA	004015	12/12/12	WATER SMART LANDSCAPE PROGRAM	9,000.00	9,000.00
2035442	12/12/12	10970	BRENNTAG PACIFIC INC	BPI254192	11/15/12	SODIUM HYPOCHLORITE	1,928.07	
				BPI254193	11/15/12	SODIUM HYPOCHLORITE	1,778.33	
				BPI255987	11/21/12	SODIUM HYPOCHLORITE	1,571.75	
				BPI253613	11/13/12	SODIUM HYPOCHLORITE	1,240.57	
				BPI254992	11/19/12	SODIUM HYPOCHLORITE	1,195.75	
				BPI256484	11/26/12	SODIUM HYPOCHLORITE	1,083.18	
				BPI255986	11/23/12	SODIUM HYPOCHLORITE	1,080.99	
				BPI253612	11/13/12	SODIUM HYPOCHLORITE	863.48	
				BPI254993	11/19/12	SODIUM HYPOCHLORITE	778.22	
				BPI255988	11/21/12	SODIUM HYPOCHLORITE	759.65	
				BPI255989	11/26/12	SODIUM HYPOCHLORITE	671.11	12,951.10
2035618	12/26/12	10970	BRENNTAG PACIFIC INC	BPI257633	11/29/12	SODIUM HYPOCHLORITE	2,970.78	
				BPI257433	11/29/12	SODIUM HYPOCHLORITE	2,141.20	
				BPI259777	12/06/12	SODIUM HYPOCHLORITE	1,230.72	
				BPI259057	12/03/12	SODIUM HYPOCHLORITE	1,082.08	
				BPI259776	12/06/12	SODIUM HYPOCHLORITE	1,067.87	
				BPI259056	12/04/12	SODIUM HYPOCHLORITE	939.99	9,432.64
2035443	12/12/12	14503	BRIAN D MOORE	Ref002425576	12/10/12	UB Refund Cst #0000158796	160.92	160.92
2035555	12/19/12	11170	BROOKFIELD OTAY R15/R16 LLC	004018	12/12/12	W/O REFUND D0438-010009	518.96	518.96
2035619	12/26/12	11461	BUSINESS PRINTING CO INC	103069	11/27/12	TAGS	743.69	743.69
2035620	12/26/12	00223	C W MCGRATH INC	43882	11/27/12	CRUSHED ROCK	209.38	209.38
2035444	12/12/12	00319	CA DEPT OF PUBLIC HEALTH	1260516	09/25/12	WATER SYSTEMS FEES #3710034	12,269.22	12,269.22
2035621	12/26/12	11044	CALIFORNIA BANK & TRUST	11	11/30/12	RETENTION / NEWEST (ENDING 7/30/12)	3,789.21	3,789.21

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2035445	12/12/12	02920	CALIFORNIA COMMERCIAL	122641	11/15/12	ASPHALT	1,135.94	1,135.94
2035446	12/12/12	02989	CALIFORNIA MUNICIPAL	12110606	11/06/12	DEBT STATEMENT	475.00	475.00
2035447	12/12/12	01004	CALOLYMPIC SAFETY	309312	11/26/12	CAL-GAS & MPRO-SENSORS	332.15	332.15
2035622	12/26/12	01004	CALOLYMPIC SAFETY	309315	12/03/12	CAL-GAS & MPRO-SENSORS	805.39	
				3095621	12/05/12	EMERGENCY EYEWASH	647.76	
				309562	12/04/12	EMERGENCY EYEWASH	137.23	1,590.38
2035396	12/05/12	04071	CAPITOL WEBWORKS LLC	25073	10/31/12	ELECTRONIC FILING FEE (QUARTERLY)	45.00	45.00
2035448	12/12/12	11374	CARLOS ORTIZ	Ref002425556	12/10/12	UB Refund Cst #000007046	63.24	63.24
2035449	12/12/12	02758	CARMEL BUSINESS SYSTEMS INC	7595	11/01/12	DOCUMENT SERVICES	57.00	57.00
2035623	12/26/12	02758	CARMEL BUSINESS SYSTEMS INC	7606	12/01/12	RECORDS MGMT SVCS (11/2/12-11/9/12)	251.25	
				7605	12/01/12	DOCUMENT SERVICES	57.00	308.25
2035450	12/12/12	00848	CASS CONSTRUCTION INC	T121000006	10/31/12	EMERGENCY MAIN BREAK WORK	107,685.73	107,685.73
2035624	12/26/12	00848	CASS CONSTRUCTION INC	T121100003	11/30/12	EMERGENCY MAIN BREAK WORK	1,353.55	1,353.55
2035556	12/19/12	14567	CHRISTINA R SANCHEZ	Ref002425707	12/17/12	UB Refund Cst #0000194755	28.59	28.59
2035451	12/12/12	14516	CHRISTINE WHEELER	Ref002425589	12/10/12	UB Refund Cst #0000186758	41.61	41.61
2035625	12/26/12	02026	CHULA VISTA ELEM SCHOOL DIST	AR041211	12/11/12	GARDEN TOURS (10/23/12-10/24/12)	440.00	
				AR040871	09/11/12	GARDEN TOURS (8/21/12)	220.00	
				AR040872	09/11/12	GARDEN TOURS (8/22/12)	220.00	
				AR040873	09/11/12	GARDEN TOURS (8/30/12)	220.00	1,100.00
2035557	12/19/12	14572	CHULA VISTA R-14 LLC	004019	12/12/12	W/O REFUND D0636-010302	1,557.17	1,557.17
2035558	12/19/12	12631	CITY OF CHULA VISTA	004016	12/14/12	DEPOSIT FOR PERMIT	5,000.00	5,000.00
2035626	12/26/12	12631	CITY OF CHULA VISTA	004031	12/11/12	PLAN CHECK DEP TO ACCT # DE-2337	9,792.50	9,792.50
2035627	12/26/12	04119	CLARKSON LAB & SUPPLY INC	64345	11/30/12	BACTERIOLOGICAL TESTING	141.00	141.00
2035559	12/19/12	14564	COAST HORIZON LP	Ref002425704	12/17/12	UB Refund Cst #0000193231	276.76	276.76
2035452	12/12/12	13900	COMMUNITY BANK	7	11/14/12	RETENTION / GARCIA JUAREZ (ENDING 9/30/12)	8,698.00	8,698.00
2035560	12/19/12	14566	COMMUNITY HOUSING WORKS	Ref002425706	12/17/12	UB Refund Cst #0000194021	262.79	262.79

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2035453	12/12/12	08160	COMPLETE OFFICE	14440100	11/20/12	2013 CALENDARS	398.61	504.21
				14441350	11/21/12	FAX TONER	105.60	
2035628	12/26/12	08160	COMPLETE OFFICE	C14466370		CREDIT MEMO	(48.46)	2,828.34
				14466370	11/30/12	CALENDARS FOR 2013	1,555.61	
				14475790	12/04/12	TONER	729.74	
				14454350	12/07/12	ENVELOPES	465.48	
				14471360	12/04/12	CALENDARS FOR 2013	125.97	
2035629	12/26/12	12334	CORODATA MEDIA STORAGE INC	DS1254281	11/30/12	TAPE STORAGE (NOV 2012)	316.19	316.19
2035454	12/12/12	00184	COUNTY OF SAN DIEGO	HK182053491012	10/17/12	HAZMAT PERMIT (12/31/12-12/31/13)	405.00	1,573.00
				HK182053451012	10/17/12	HAZMAT PERMIT (12/31/12-12/31/13)	292.00	
				HK182053461012	10/17/12	HAZMAT PERMIT (12/31/12-12/31/13)	292.00	
				HK182053481012	10/17/12	HAZMAT PERMIT (12/31/12-12/31/13)	292.00	
				HK182053511012	10/17/12	HAZMAT PERMIT (12/31/12-12/31/13)	292.00	
2035455	12/12/12	02122	COUNTY OF SAN DIEGO	2012102309281	10/23/12	PERMIT FEES # 09281 (DEC 2012-2013)	8,625.00	18,594.00
				2012102309276	10/23/12	PERMIT FEES # 09276 (DEC 2012-2013)	3,009.00	
				2012103001989	10/30/12	PERMIT FEES # 01989 (DEC 2012-2013)	1,314.00	
				2012102303231	10/23/12	PERMIT FEES # 03231 (DEC 2012-2013)	565.00	
				2012102309503	10/23/12	PERMIT FEES # 09503 (DEC 2012-2013)	514.00	
				2012102309291	10/23/12	PERMIT FEES # 09291 (DEC 2012-2013)	467.00	
				2012102309280	10/23/12	PERMIT FEES # 09280 (DEC 2012-2013)	298.00	
				2012102309285	10/23/12	PERMIT FEES # 09285 (DEC 2012-2013)	309.00	
				2012102309286	10/23/12	PERMIT FEES # 09286 (DEC 2012-2013)	309.00	
				2012102309287	10/23/12	PERMIT FEES # 09287 (DEC 2012-2013)	309.00	
				2012102309288	10/23/12	PERMIT FEES # 09288 (DEC 2012-2013)	309.00	
				2012102309290	10/23/12	PERMIT FEES # 09290 (DEC 2012-2013)	309.00	
				2012102310565	10/23/12	PERMIT FEES # 10565 (DEC 2012-2013)	309.00	
				2012102300233	10/23/12	PERMIT FEES # 00233 (DEC 2012-2013)	356.00	
				2012103009289	10/30/12	PERMIT FEES # 09289 (DEC 2012-2013)	356.00	
				2012102304983	10/23/12	PERMIT FEES # 04983 (DEC 2012-2013)	309.00	
				2012102309277	10/23/12	PERMIT FEES # 09277 (DEC 2012-2013)	309.00	
2012102309279	10/23/12	PERMIT FEES # 09279 (DEC 2012-2013)	309.00					
2012102309283	10/23/12	PERMIT FEES # 09283 (DEC 2012-2013)	309.00					
2035561	12/19/12	00099	COUNTY OF SAN DIEGO - DPW	161656	10/31/12	EXCAVATION PERMITS (OCT 2012)	2,623.86	2,623.86
2035456	12/12/12	02756	COX COMMUNICATIONS SAN DIEGO	28811112	11/30/12	INTERNET SERVICES (11/29/12-12/28/12)	1,500.00	3,000.00
				27171112	11/30/12	INTERNET SERVICES (11/29/12-12/28/12)	1,500.00	
2035457	12/12/12	14541	CURTIS A BROOKS	004007	12/06/12	REFUND TEMP METER DEPOSIT	1,453.40	1,453.40
2035458	12/12/12	14535	CWC REGIONAL HOUSING FUND 3	Ref002425608	12/10/12	UB Refund Cst #0000194725	23.99	23.99

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2035562	12/19/12	14563	DAISON LLC	Ref002425703	12/17/12	UB Refund Cst #0000188963	45.98	45.98
2035459	12/12/12	14485	DAPHNE WILLIAMS	Ref002425558	12/10/12	UB Refund Cst #0000024378	70.80	70.80
2035563	12/19/12	11150	DARNELL & ASSOCIATES INC	024299	11/14/12	TRAFFIC SERVICES (7/4/12-11/14/12)	8,290.00	8,290.00
2035564	12/19/12	14575	DAWN COWLES	004023	12/17/12	CUSTOMER REFUND	4.12	4.12
2035460	12/12/12	03744	DEPARTMENT OF JUSTICE	944874	12/06/12	FINGERPRINTING SERVICES (NOV 2012)	147.00	147.00
2035630	12/26/12	00319	DEPARTMENT OF PUBLIC HEALTH	247651212	12/19/12	CERTIFICATE RENEWAL	140.00	
				360431212	12/19/12	CERTIFICATE RENEWAL	90.00	
				285791212	12/19/12	CERTIFICATE RENEWAL	60.00	290.00
2035631	12/26/12	05959	DIAMOND ENVIRONMENTAL SERVICES	32881031	10/31/12	PUMPING SERVICE	525.00	525.00
2035397	12/05/12	03417	DIRECTV	19164611338	11/19/12	SATELLITE TV (11/18/12-12/17/12)	6.00	6.00
2035632	12/26/12	14374	DISCFLO CORPORATION	0033675IN	11/27/12	SKIMMINGS PUMP	19,772.14	19,772.14
2035565	12/19/12	14560	DOUGLAS WINTERS	Ref002425700	12/17/12	UB Refund Cst #0000188400	75.00	75.00
2035398	12/05/12	01926	EAST COUNTY URGENT CARE	004004	11/26/12	ON SITE FLU SHOTS (10/16/12)	300.00	300.00
2035461	12/12/12	02447	EDCO DISPOSAL CORPORATION	1554581112	11/30/12	RECYCLING SERVICES (NOV 2012)	90.00	90.00
2035462	12/12/12	14504	EDMUND COOPER	Ref002425577	12/10/12	UB Refund Cst #0000159572	30.80	30.80
2035463	12/12/12	14514	ELENA ALICIA PALMA	Ref002425587	12/10/12	UB Refund Cst #0000184758	10.41	10.41
2035566	12/19/12	14562	ELISA PESKIN	Ref002425702	12/17/12	UB Refund Cst #0000188593	37.85	37.85
2035464	12/12/12	03227	ENVIROMATRIX ANALYTICAL INC	2110755	11/19/12	RECYCLED WTR ANALYSIS (11/6/12-11/13/12)	545.00	
				2110874	11/26/12	RECYCLED WTR ANALYSIS (11/14/12-11/16/12)	135.00	680.00
2035633	12/26/12	03227	ENVIROMATRIX ANALYTICAL INC	2120320	12/03/12	RECYCLED WTR ANALYSIS (11/15/12-11/26/12)	860.00	860.00
2035465	12/12/12	14522	EQUUISTRIA DEVELOPMENT INC	Ref002425595	12/10/12	UB Refund Cst #0000188773	1,705.29	1,705.29
2035634	12/26/12	14320	EUROFINS EATON ANALYTICAL INC	L0106369	12/06/12	OUTSIDE LAB SERVICES	750.00	
				L0105705	11/29/12	OUTSIDE LAB SERVICES	225.00	
				L0105906	11/30/12	OUTSIDE LAB SERVICES	120.00	1,095.00
2035635	12/26/12	13123	FAVELA PRINTING INC	837	12/06/12	COVERS & BINDING - CAFR	280.15	280.15

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2035466	12/12/12	00645	FEDEX	112495900	11/26/12	MAIL SERVICES (11/16/12)	27.02	27.02
2035467	12/12/12	03546	FERGUSON WATERWORKS # 1083	0421881	11/20/12	FLANGE COUPLING	2,960.97	2,960.97
2035636	12/26/12	03546	FERGUSON WATERWORKS # 1083	0420643 0424096 0420867	11/28/12 12/07/12 11/28/12	REPAIR PARTS INVENTORY 4" AIR-VAC	3,158.15 2,476.59 1,390.73	7,025.47
2035637	12/26/12	12187	FIRST AMERICAN DATA TREE LLC	900340112	11/30/12	ONLINE DOCUMENTS (11/1/12-11/30/12)	99.33	99.33
2035468	12/12/12	04066	FIRST CHOICE SERVICES - SD	206378	11/16/12	COFFEE SUPPLIES	341.46	341.46
2035638	12/26/12	04066	FIRST CHOICE SERVICES - SD	208130	12/04/12	COFFEE SUPPLIES	296.77	296.77
2035469	12/12/12	00035	FISHER SCIENTIFIC	7156950	11/20/12	LABORATORY SUPPLIES	37.82	37.82
2035567	12/19/12	00035	FISHER SCIENTIFIC	6409173	11/19/12	LABORATORY SUPPLIES	577.77	577.77
2035639	12/26/12	00035	FISHER SCIENTIFIC	1982760 2560541 1150778	11/28/12 12/03/12 11/27/12	LABORATORY SUPPLIES LABORATORY SUPPLIES LABORATORY SUPPLIES	421.59 190.59 66.10	678.28
2035640	12/26/12	02591	FITNESS TECH	8221	12/01/12	EQUIPMENT MAINTENANCE (DEC 2012)	135.00	135.00
2035399	12/05/12	01612	FRANCHISE TAX BOARD	Ben2425482	12/06/12	BI-WEEKLY PAYROLL DEDUCTION	90.00	90.00
2035400	12/05/12	02344	FRANCHISE TAX BOARD	Ben2425488	12/06/12	BI-WEEKLY PAYROLL DEDUCTION	81.00	81.00
2035568	12/19/12	01612	FRANCHISE TAX BOARD	Ben2425820	12/20/12	BI-WEEKLY PAYROLL DEDUCTION	90.00	90.00
2035569	12/19/12	02344	FRANCHISE TAX BOARD	Ben2425826	12/20/12	BI-WEEKLY PAYROLL DEDUCTION	81.00	81.00
2035570	12/19/12	13563	FRIENDS OF THE WATER	150	12/11/12	TOSS THE TURF CLASS FEE	50.00	50.00
2035641	12/26/12	13563	FRIENDS OF THE WATER	149	12/06/12	GARDEN TOURS (NOV 2012)	3,720.00	3,720.00
2035642	12/26/12	03094	FULLCOURT PRESS	24827	11/28/12	FALL 2012 CUSTOMER NEWSLETTER	3,632.48	3,632.48
2035470	12/12/12	14537	GAGS AND GAMES INC	Ref002425610	12/10/12	UB Refund Cst #0000194957	5.82	5.82
2035471	12/12/12	13716	GARCIA JUAREZ CONSTRUCTION INC	7	11/14/12	CALAVO GARDENS (ENDING 9/30/12)	165,262.00	165,262.00
2035401	12/05/12	14480	GARCIA, GERMAN	004000	11/28/12	SAFETY BOOTS	150.00	150.00
2035643	12/26/12	14480	GARCIA, GERMAN	004029	12/19/12	DMV PHYSICAL	80.00	80.00

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2035472	12/12/12	14073	GARCIA, LAWRENCE	004002	12/05/12	COMPUTER LOAN	3,000.00	3,000.00
2035571	12/19/12	14565	GEOFFREY SMITH	Ref002425705	12/17/12	UB Refund Cst #0000193467	22.86	22.86
2035473	12/12/12	14499	GLORIA LIZEAJA	Ref002425572	12/10/12	UB Refund Cst #0000124761	60.27	60.27
2035402	12/05/12	00101	GRAINGER INC	9943022146	10/04/12	TRUCK TOOLS	735.67	
				9967814253	11/02/12	SAFETY EQUIPMENT	136.28	871.95
2035474	12/12/12	00101	GRAINGER INC	9979452688	11/16/12	SUPPLIES	98.53	98.53
2035644	12/26/12	00101	GRAINGER INC	9007673016	11/29/12	CANVAS TOOL BAGS	835.61	
				9006813696	11/28/12	WAREHOUSE SUPPLIES	302.11	
				9006533799	11/28/12	WAREHOUSE SUPPLIES	93.88	1,231.60
2035645	12/26/12	12907	GREENRIDGE LANDSCAPE INC	10248	11/29/12	LANDSCAPING SERVICES (NOV 2012)	8,650.00	8,650.00
2035572	12/19/12	03773	GTC SYSTEMS INC	34350	10/31/12	NETWORK SERVICES	390.00	390.00
2035646	12/26/12	03773	GTC SYSTEMS INC	34501	12/01/12	NETWORK SERVICES	3,173.00	
				34483	11/30/12	NETWORK SERVICES	195.00	3,368.00
2035475	12/12/12	14512	GUILLERMINA VIDRIO	Ref002425585	12/10/12	UB Refund Cst #0000182813	75.00	75.00
2035573	12/19/12	14551	GUILLERMO ORTEGON	Ref002425691	12/17/12	UB Refund Cst #0000159201	33.56	33.56
2035476	12/12/12	00174	HACH COMPANY	8039689	11/20/12	LABORATORY SUPPLIES	3,087.82	
				8041710	11/21/12	HACH APA6000	2,924.79	
				8032265	11/14/12	REPAIR HACH APA600	253.00	6,265.61
2035647	12/26/12	00174	HACH COMPANY	8047394	11/28/12	HACH APA6000	1,418.25	
				8058963	12/05/12	TURBIDIMETER REPAIR	733.00	
				8049173	11/29/12	HACH APA6000	236.78	2,388.03
2035477	12/12/12	14509	HAROLD CAMPBELL	Ref002425582	12/10/12	UB Refund Cst #0000175891	92.85	92.85
2035574	12/19/12	02795	HARTFORD INSURANCE CO, THE	Ben2425806	12/20/12	MONTHLY CONTRIBUTION TO LTD	5,428.92	5,428.92
2035478	12/12/12	14360	HATCH MOTT MACDONALD LLC	3150591	11/20/12	DESIGN & CONSTRUCTABILITY CONSULTING SVC	4,394.00	4,394.00
2035648	12/26/12	04472	HECTOR I MARES-COSSIO	93	12/18/12	CONSULTANT SERVICES (NOV 2012)	2,563.62	2,563.62
2035649	12/26/12	04472	INTERNAL REVENUE SERVICE	93a	12/18/12	TAX PAYMENT	1,036.38	1,036.38
2035479	12/12/12	02096	HELIX WATER DISTRICT	0000292401212	12/06/12	TEMPORARY METER (10/30/12-11/29/12)	149.82	149.82

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2035650	12/26/12	00062	HELIX WATER DISTRICT	174639861212 178540011212	12/10/12 12/10/12	WATER PURCHASE (10/8/12-12/6/12) WATER PURCHASE (10/4/12-12/6/12)	40.10 40.10	80.20
2035575	12/19/12	14552	HILLARY DRAPAK	Ref002425692	12/17/12	UB Refund Cst #0000161417	5.42	5.42
2035651	12/26/12	08969	INFOSEND INC	63967 64078 63966	11/30/12 12/04/12 11/30/12	POSTAGE (NOV 2012) BILL PRINTING SERVICES (NOV 2012) BILL PRINTING SERVICES (NOV 2012)	11,727.50 4,893.60 4,884.00	21,505.10
2035652	12/26/12	02372	INTERIOR PLANT SERVICE INC	2741	11/30/12	PLANT SERVICES (NOV 2012)	186.00	186.00
2035480	12/12/12	14056	INTERNATIONAL INDUSTRIAL PARK	2	11/13/12	REIMBURSEMENT/ALTA RD (7/13/12-10/31/12)	424,569.46	424,569.46
2035653	12/26/12	14056	INTERNATIONAL INDUSTRIAL PARK	3	12/10/12	REIMBURSEMENT/ALTA RD (7/13/12-10/31/12)	170,392.57	170,392.57
2035654	12/26/12	03077	JANI-KING OF CALIFORNIA INC	SDO11120170	11/01/12	JANITORIAL SERVICES (NOV 2012)	1,119.82	1,119.82
2035576	12/19/12	14558	JASON LINDSTROM	Ref002425698	12/17/12	UB Refund Cst #0000187596	46.03	46.03
2035481	12/12/12	10563	JCI JONES CHEMICALS INC	566150 566123	 11/13/12	CREDIT MEMO CHLORINE	(2,000.00) 4,837.80	2,837.80
2035482	12/12/12	14528	JENISE PASISIHAN	Ref002425601	12/10/12	UB Refund Cst #0000193155	11.33	11.33
2035403	12/05/12	01735	JOHNSON, PAMELA	004003	11/29/12	TUITION REIMBURSEMENT	80.00	80.00
2035404	12/05/12	03172	JONES & STOKES ASSOCIATES INC	0090514	11/09/12	ENVIRONMENTAL CONSULT (10/1/12-10/26/12)	1,035.80	1,035.80
2035483	12/12/12	03172	JONES & STOKES ASSOCIATES INC	0090703	11/14/12	ENVIRONMENTAL CONSULT (10/1/12-10/26/12)	994.50	994.50
2035655	12/26/12	03172	JONES & STOKES ASSOCIATES INC	0091135	12/08/12	ENVIRONMENTAL CONSULT (10/27/12-11/23/12)	832.30	832.30
2035484	12/12/12	14501	JORGE MACIAS	Ref002425574	12/10/12	UB Refund Cst #0000143064	287.42	287.42
2035577	12/19/12	14568	JOSH KRALIK	Ref002425708	12/17/12	UB Refund Cst #0000194933	66.14	66.14
2035578	12/19/12	14546	JOYCE ELEY	Ref002425686	12/17/12	UB Refund Cst #0000020987	132.97	132.97
2035485	12/12/12	14488	KELLEY BACON	Ref002425561	12/10/12	UB Refund Cst #0000033614	141.18	141.18
2035579	12/19/12	14554	KEYFI MUSTAFA	Ref002425694	12/17/12	UB Refund Cst #0000183872	25.20	25.20
2035486	12/12/12	05840	KIRK PAVING INC	5251 5260 5259	11/14/12 11/16/12 11/16/12	PAVING SERVICES PAVING SERVICES PAVING SERVICES	31,428.00 4,448.40 3,936.00	39,812.40

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2035656	12/26/12	04996	KNOX ATTORNEY SERVICE INC	115645	11/30/12	DELIVERY SERVICES (11/2/12-11/9/12)	156.25	156.25
2035487	12/12/12	12276	KONECRANES INC	SDG00727471	11/15/12	HOIST INSPECTION	500.00	
				SDG00727435	11/15/12	CRANE INSPECTIONS (NOV 2012)	400.00	900.00
2035488	12/12/12	14036	KRATOS / HBE	SM39493	10/30/12	ALARM REPAIR	320.00	320.00
2035580	12/19/12	14036	KRATOS / HBE	18080212	09/28/12	SECURITY UPGRADES	2,746.20	2,746.20
2035657	12/26/12	14036	KRATOS / HBE	SM39686	11/16/12	ALARM MONITORING (OCT-NOV 2012)	110.00	
				SM39685	11/16/12	ALARM MONITORING (OCT-NOV 2012)	110.00	
				SM39684	11/16/12	ALARM MONITORING (OCT-NOV 2012)	80.00	300.00
2035581	12/19/12	04863	KRISTINE SKOGLIN	Ref002425685	12/17/12	UB Refund Cst #0000017402	50.00	50.00
2035489	12/12/12	14515	KRYSTLE ABELE	Ref002425588	12/10/12	UB Refund Cst #0000186637	62.64	62.64
2035658	12/26/12	01859	LA PRENSA SAN DIEGO	23998	12/08/12	JOB POSTING	48.00	48.00
2035659	12/26/12	05632	LARSON, BRAD	004026	12/19/12	TUITION REIMBURSEMENT	340.00	340.00
2035490	12/12/12	14490	LAURA WRIGHT	Ref002425563	12/10/12	UB Refund Cst #0000063718	18.73	18.73
2035491	12/12/12	14513	LB CIVIL CONSTRUCTION	Ref002425586	12/10/12	UB Refund Cst #0000183717	275.40	275.40
2035660	12/26/12	07784	LICON, HECTOR	004027	12/18/12	COMPUTER LOAN	2,097.73	2,097.73
2035492	12/12/12	14510	LISTER CONSTRUCTION	Ref002425583	12/10/12	UB Refund Cst #0000176672	1,731.76	1,731.76
2035493	12/12/12	14486	LOURDES NUÑEZ-MARTINEZ	Ref002425559	12/10/12	UB Refund Cst #0000031228	49.02	49.02
2035582	12/19/12	14556	LUCIA BRAVO	Ref002425696	12/17/12	UB Refund Cst #0000185061	38.87	38.87
2035583	12/19/12	14571	MAKENA MEDICAL BUILDINGS	004020	12/12/12	W/O REFUND D0675-090088	3,757.86	3,757.86
2035584	12/19/12	14573	MANUEL MUNOZ	004024	12/18/12	RELEASE OF LIABILITY	300.00	300.00
2035494	12/12/12	14495	MARIA HERNANDEZ	Ref002425568	12/10/12	UB Refund Cst #0000073275	77.51	77.51
2035495	12/12/12	14484	MARIA HOQUE	Ref002425557	12/10/12	UB Refund Cst #0000021414	47.38	47.38
2035496	12/12/12	14533	MARIA NAVARRO	Ref002425606	12/10/12	UB Refund Cst #0000194411	11.00	11.00
2035497	12/12/12	14542	MARISA JIMENEZ	004006	12/05/12	CUSTOMER REFUND	138.26	138.26
2035661	12/26/12	02902	MARSTON+MARSTON INC	2012121	11/30/12	COMMUNITY OUTREACH (NOV 2012)	5,000.00	

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				2012122	11/30/12	SPEC PROJ - COMMUNITY OUTREACH (NOV 2012)	2,940.00	7,940.00
2035498	12/12/12	14511	MART SALES	Ref002425584	12/10/12	UB Refund Cst #0000178040	115.25	115.25
2035499	12/12/12	14494	MARTHA DELGADILLO	Ref002425567	12/10/12	UB Refund Cst #0000072157	45.38	45.38
2035500	12/12/12	02882	MAYER REPROGRAPHICS INC	0076146IN	11/26/12	REPROGRAPHICS SERVICES	121.22	
				0076138IN	11/26/12	REPROGRAPHICS SERVICES	107.75	
				0076120IN	11/21/12	REPROGRAPHICS SERVICES	53.88	282.85
2035662	12/26/12	02882	MAYER REPROGRAPHICS INC	0076332IN	12/05/12	REPROGRAPHICS SERVICES	1,747.52	1,747.52
2035405	12/05/12	01183	MCMASTER-CARR SUPPLY CO	38871544	10/10/12	MATERIALS	601.54	601.54
2035663	12/26/12	01183	MCMASTER-CARR SUPPLY CO	41561312	11/27/12	SPRAY HEADS	242.05	
				42089723	12/05/12	REFLECTIVE POST	171.55	413.60
2035501	12/12/12	14496	MEHELDINO SAULOG	Ref002425569	12/10/12	UB Refund Cst #0000089886	115.06	115.06
2035502	12/12/12	01824	MERKEL & ASSOCIATES INC	12111901	11/19/12	ENVIRONMENT SERVICES (10/1/12-10/31/12)	4,962.69	4,962.69
2035503	12/12/12	14497	MICHAEL HOPKINS	Ref002425570	12/10/12	UB Refund Cst #0000092162	18.95	18.95
2035504	12/12/12	14038	MILLER SPATIAL SERVICES LLC	1021	11/13/12	MAP BOOKS UPDATE	1,260.00	1,260.00
2035505	12/12/12	14536	MING CHEN	Ref002425609	12/10/12	UB Refund Cst #0000194839	33.94	33.94
2035406	12/05/12	03523	NATIONAL DEFERRED COMPENSATION	Ben2425476	12/06/12	BI-WEEKLY DEFERRED COMP PLAN	8,308.15	8,308.15
2035585	12/19/12	03523	NATIONAL DEFERRED COMPENSATION	Ben2425816	12/20/12	BI-WEEKLY DEFERRED COMP PLAN	8,203.15	8,203.15
2035586	12/19/12	14553	NENITA CHUA	Ref002425693	12/17/12	UB Refund Cst #0000173278	81.82	81.82
2035506	12/12/12	00745	NEWARK	22956590	11/14/12	5PIN RELAYS	94.47	94.47
2035664	12/26/12	08531	NEWEST CONSTRUCTION	11	11/30/12	RWCWR UPGRADE (ENDING 7/30/12)	34,102.89	34,102.89
2035407	12/05/12	14118	NORTHSTAR COURIER INC	1704	12/01/12	COURIER SERVICE	59.40	59.40
2035408	12/05/12	07447	NTU TECHNOLOGIES INC	7951	10/31/12	POLYMER 908	6,561.98	6,561.98
2035409	12/05/12	00510	OFFICE DEPOT INC	628985877001	10/16/12	PRINTER CARTRIDGES	1,216.27	1,216.27
2035665	12/26/12	00510	OFFICE DEPOT INC	635261289001	12/05/12	OFFICE SUPPLIES	292.76	292.76
2035410	12/05/12	02077	OLVERA, ANGELICA	004001	12/03/12	COMPUTER LOAN	1,400.00	1,400.00

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2035411	12/05/12	13115	ONESOURCE DISTRIBUTORS LLC	S3861325001 S3876338002	10/15/12 10/26/12	SAFETY EQUIPMENT CUTTING DIES	371.74 141.37	513.11
2035507	12/12/12	14534	ORC DEVELOPMENT	Ref002425607	12/10/12	UB Refund Cst #0000194527	6.42	6.42
2035508	12/12/12	14502	OTAY RANCH R-2B LLC	Ref002425575	12/10/12	UB Refund Cst #0000145002	773.97	773.97
2035587	12/19/12	14570	OTAY RANCH VILLAGE II-PC15 LLC	004021	12/12/12	W/O REFUND D0261-010177	1,991.16	1,991.16
2035412	12/05/12	03101	OTAY WATER DISTRICT	Ben2425472	12/06/12	BI-WEEKLY PAYROLL DEDUCTION	686.00	686.00
2035588	12/19/12	03101	OTAY WATER DISTRICT	Ben2425812	12/20/12	BI-WEEKLY PAYROLL DEDUCTION	665.00	665.00
2035509	12/12/12	01002	PACIFIC PIPELINE SUPPLY	156035	11/13/12	INVENTORY	5,102.70	5,102.70
2035666	12/26/12	01002	PACIFIC PIPELINE SUPPLY	156323 157060 157057	11/30/12 11/28/12 11/28/12	12" HY-CHECK VALVE INVENTORY RECLAIMED STATION PIPING	10,167.51 1,404.63 229.19	11,801.33
2035413	12/05/12	05497	PAYPAL INC	20724156	11/30/12	PHONE PAYMENT SERVICES (OCT-NOV 2012)	108.20	108.20
2035667	12/26/12	03790	PENHALL COMPANY	32382	11/30/12	SAW CUTTING SERVICES	275.00	275.00
2035510	12/12/12	00137	PETTY CASH CUSTODIAN	004012	12/11/12	PETTY CASH	275.32	275.32
2035511	12/12/12	14492	PHILIPP PRADO	Ref002425565	12/10/12	UB Refund Cst #0000071867	176.50	176.50
2035668	12/26/12	00053	PITNEY BOWES INC	445797	12/03/12	POSTAGE METER RENTAL	206.88	206.88
2035512	12/12/12	06419	PLANT SOUP INC	845	10/28/12	PROFESSIONAL WRITING SERVICES	900.00	900.00
2035513	12/12/12	07602	PLUMBERS DEPOT	PD19733	11/19/12	REPAIR PARTS	1,623.25	1,623.25
2035514	12/12/12	14532	PRIME ASSET MANAGEMENT	Ref002425605	12/10/12	UB Refund Cst #0000194313	59.20	59.20
2035669	12/26/12	13059	PRIORITY BUILDING SERVICES	32812	11/01/12	JANITORIAL SERVICES (NOV 2012)	3,504.00	3,504.00
2035515	12/12/12	06641	PRUDENTIAL OVERALL SUPPLY	30302186 30300715 30300714 30302185 30300716 30302187 30300046 30301525	11/22/12 11/15/12 11/15/12 11/22/12 11/15/12 11/22/12 11/13/12 11/20/12	UNIFORMS, TOWELS & MATS UNIFORMS, TOWELS & MATS	397.98 371.98 193.75 193.75 173.33 173.33 109.53 109.53	

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				30302188	11/22/12	UNIFORMS, TOWELS & MATS	57.87	
				30300717	11/15/12	UNIFORMS, TOWELS & MATS	54.37	
				30301524	11/20/12	UNIFORMS, TOWELS & MATS	48.71	
				30300045	11/13/12	UNIFORMS, TOWELS & MATS	44.71	1,928.84
2035670	12/26/12	06641	PRUDENTIAL OVERALL SUPPLY	30305265	12/06/12	UNIFORMS, TOWELS & MATS	565.73	
				30303749	11/29/12	UNIFORMS, TOWELS & MATS	400.54	
				30303748	11/29/12	UNIFORMS, TOWELS & MATS	193.75	
				30305264	12/06/12	UNIFORMS, TOWELS & MATS	193.75	
				30303750	11/29/12	UNIFORMS, TOWELS & MATS	173.33	
				30305266	12/06/12	UNIFORMS, TOWELS & MATS	173.33	
				30303122	11/27/12	UNIFORMS, TOWELS & MATS	109.53	
				30304658	12/04/12	UNIFORMS, TOWELS & MATS	109.53	
				30303751	11/29/12	UNIFORMS, TOWELS & MATS	53.87	
				30305267	12/06/12	UNIFORMS, TOWELS & MATS	53.87	
				30303121	11/27/12	UNIFORMS, TOWELS & MATS	44.71	
				30304657	12/04/12	UNIFORMS, TOWELS & MATS	44.71	2,116.65
2035516	12/12/12	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2425470	12/06/12	BI-WEEKLY PERS CONTRIBUTION	158,258.80	158,258.80
2035671	12/26/12	00078	PUBLIC EMPLOYEES RET SYSTEM	Ben2425810	12/20/12	BI-WEEKLY PERS CONTRIBUTION	153,291.13	153,291.13
2035414	12/05/12	10294	QWIKPRINTS	123361140	12/05/12	FINGERPRINTING SERVICES (11/16/12)	20.00	20.00
2035517	12/12/12	14527	REAL SOLUTION	Ref002425600	12/10/12	UB Refund Cst #0000193137	54.57	54.57
2035518	12/12/12	03525	REFRIGERATION ENGINEERING	44039	11/16/12	ICE MACHINE	241.77	241.77
2035589	12/19/12	04542	ROBAK, MARK	70141212a	12/18/12	TRAVEL EXPENSES (DEC 2012)	53.86	
				70141212	12/18/12	MILEAGE REIMBURSEMENT (OCT-DEC 2012)	47.73	101.59
2035590	12/19/12	14559	ROBERT LAIRD	Ref002425699	12/17/12	UB Refund Cst #0000187963	31.54	31.54
2035519	12/12/12	14491	ROBERT RUIZ	Ref002425564	12/10/12	UB Refund Cst #0000071216	41.11	41.11
2035520	12/12/12	14517	SAFEGUARD PROPERTIES	Ref002425590	12/10/12	UB Refund Cst #0000186845	77.69	77.69
2035521	12/12/12	14493	SAMUEL RAMOS	Ref002425566	12/10/12	UB Refund Cst #0000072121	56.25	56.25
2035522	12/12/12	11596	SAN DIEGO CONSTRUCTION WELDING	8620	11/08/12	WELDING SERVICES (11/6/12)	340.00	
				8630	11/14/12	WELDING SERVICES (11/9/12)	255.00	595.00
2035523	12/12/12	02586	SAN DIEGO COUNTY ASSESSOR	2012126	12/11/12	ASSESSOR DATA (MONTHLY)	125.00	125.00
2035524	12/12/12	00003	SAN DIEGO COUNTY WATER	0000000638	11/20/12	SOCAL WATERSMART (SEPT 2012)	3,128.78	3,128.78

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2035672	12/26/12	00247	SAN DIEGO DAILY TRANSCRIPT	339391	11/28/12	BID ADVERTISEMENT	90.00	90.00
2035525	12/12/12	14507	SAN DIEGO FAMILY HOUSING LLC	Ref002425580	12/10/12	UB Refund Cst #0000172572	1,938.87	1,938.87
2035415	12/05/12	00121	SAN DIEGO GAS & ELECTRIC	003995	12/03/12	UTILITY EXPENSES (MONTHLY)	30,985.99	
				003999	10/30/12	UTILITY EXPENSES (MONTHLY)	15,073.30	
				003996	11/20/12	UTILITY EXPENSES (MONTHLY)	781.00	46,840.29
2035526	12/12/12	00121	SAN DIEGO GAS & ELECTRIC	004011	11/25/12	UTILITY EXPENSES (MONTHLY)	59,182.69	
				004010	12/04/12	UTILITY EXPENSES (MONTHLY)	56,119.48	
				003997	11/21/12	UTILITY EXPENSES (MONTHLY)	44,584.19	
				003998	11/27/12	UTILITY EXPENSES (MONTHLY)	4,574.34	164,460.70
2035673	12/26/12	00121	SAN DIEGO GAS & ELECTRIC	004025	12/03/12	UTILITY EXPENSES (MONTHLY)	10,800.24	10,800.24
2035527	12/12/12	14529	SANDY MILLER	Ref002425602	12/10/12	UB Refund Cst #0000193283	52.67	52.67
2035528	12/12/12	03514	SANTOS, MARCIANO	004013	12/10/12	SAFETY BOOTS	135.74	135.74
2035674	12/26/12	12333	SCHINDLER ELEVATOR CORPORATION	8103315785	11/01/12	ELEVATOR MAINTENANCE (NOV 2012)	416.00	416.00
2035591	12/19/12	14548	SCOTT VINSON	Ref002425688	12/17/12	UB Refund Cst #0000028146	240.97	240.97
2035416	12/05/12	05512	SD COUNTY VECTOR CONTROL PROG	SD100371012	10/24/12	VECTOR CONTROL PROGRAM	539.25	539.25
2035529	12/12/12	14523	SDREOS INC	Ref002425596	12/10/12	UB Refund Cst #0000188869	9.94	9.94
2035592	12/19/12	14561	SDREOS INC	Ref002425701	12/17/12	UB Refund Cst #0000188464	58.14	58.14
2035530	12/12/12	14519	SDREOSOLD	Ref002425592	12/10/12	UB Refund Cst #0000187247	55.63	55.63
2035531	12/12/12	12904	SEPULVEDA CONSTRUCTION INC	8A	11/21/12	30 INCH PIPELINE (ENDING 11/21/12)	4,948.90	4,948.90
2035593	12/19/12	12904	SEPULVEDA CONSTRUCTION INC	9A	12/17/12	30 INCH PIPELINE (ENDING 12/10/12)	199,539.43	199,539.43
2035594	12/19/12	14555	SHAWN CASEY	Ref002425695	12/17/12	UB Refund Cst #0000184159	75.00	75.00
2035532	12/12/12	14524	SHERIELAINE ESQUILANG	Ref002425597	12/10/12	UB Refund Cst #0000188890	28.23	28.23
2035417	12/05/12	11516	SIEMENS INDUSTRY INC	900962581	10/24/12	VACUUM MAINTENANCE KIT	649.69	649.69
2035675	12/26/12	11516	SIEMENS INDUSTRY INC	900990688	11/13/12	BIOXIDE	1,590.40	1,590.40
2035595	12/19/12	13327	SILVA SILVA INTERNATIONAL	1212	12/10/12	PROJECT CONSULTANT (NOV 2012)	4,000.00	4,000.00
2035418	12/05/12	12281	SIR SPEEDY PRINTING	3699	10/24/12	CARD SHELLS	232.76	232.76

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2035393 THROUGH 2035689
RUN DATES 12/5/2012 TO 12/26/2012

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2035533	12/12/12	12281	SIR SPEEDY PRINTING	3763	11/15/12	BUSINESS CARDS	38.63	38.63
2035676	12/26/12	12281	SIR SPEEDY PRINTING	3874 3850	12/07/12 12/05/12	BUSINESS CARDS BUSINESS CARDS	71.65 38.63	110.28
2035534	12/12/12	14540	SKYLINE WESLEYAN CHURCH	Ref002425613	12/10/12	UB Refund Cst #0000195722	1,174.46	1,174.46
2035535	12/12/12	14538	SKYLINE WESLEYAN CHURCH	Ref002425611	12/10/12	UB Refund Cst #0000195720	1,724.71	1,724.71
2035536	12/12/12	14539	SKYLINE WESLEYAN CHURCH	Ref002425612	12/10/12	UB Refund Cst #0000195721	1,782.62	1,782.62
2035537	12/12/12	03071	SOCO GROUP INC, THE	109261	11/26/12	MOTOR OIL	727.10	727.10
2035596	12/19/12	11618	SOUTH COAST COPY SYSTEMS	AR116051 AR114929 AR117921 AR116797 AR116721 AR113188 AR111505 AR114928 AR111213	10/19/12 09/28/12 11/26/12 10/31/12 10/31/12 08/30/12 07/31/12 09/28/12 07/30/12	COPIER MAINTENANCE (10/1/12-9/30/14) COPIER MAINTENANCE (SEPT 2012) COPIER MAINTENANCE (DEC 2012) COPIER MAINTENANCE (NOV 2012) COPIER MAINTENANCE (OCT 2012) COPIER MAINTENANCE (AUG 2012) COPIER MAINTENANCE (JUL 2012) COPIER MAINTENANCE (SEPT 2012) COPIER MAINTENANCE (JUL 2012)	2,111.49 1,698.46 1,680.96 1,680.96 1,680.96 1,243.98 1,189.61 9.65 9.01	11,305.08
2035677	12/26/12	03103	SOUTHCOAST HEATING &	C49889 C49890	11/16/12 11/16/12	AC MAINTENANCE (NOV 2012) AC MAINTENANCE (NOV 2012)	1,068.00 205.00	1,273.00
2035597	12/19/12	03760	SPANKY'S PORTABLE SERVICES INC	932761 933132 932759 932760	11/16/12 11/19/12 11/16/12 11/16/12	TOILET RENTAL (11/16/12-12/13/12) TOILET RENTAL (11/17/12-12/14/12) TOILET RENTAL (11/16/12-12/13/12) TOILET RENTAL (11/16/12-12/13/12)	79.96 79.96 79.96 79.96	319.84
2035678	12/26/12	03760	SPANKY'S PORTABLE SERVICES INC	933810	11/28/12	TOILET RENTAL (11/28/12-12/25/12)	79.96	79.96
2035538	12/12/12	03516	SPECIAL DISTRICT RISK	41959	11/30/12	WORKERS' COMPENSATION (JAN-MAR 2013)	56,877.00	56,877.00
2035598	12/19/12	06510	SPRINT NEXTEL	901500243075	12/12/12	WIRELESS SERVICES (11/9/12-12/8/12)	3,511.43	3,511.43
2035539	12/12/12	14506	SSFT HOLDINGS	Ref002425579	12/10/12	UB Refund Cst #0000169346	64.44	64.44
2035679	12/26/12	13564	STAR-NEWS PUBLISHING CO, THE	00014173	12/07/12	JOB POSTING	123.50	123.50
2035419	12/05/12	06281	STATE DISBURSEMENT UNIT	Ben2425486	12/06/12	BI-WEEKLY PAYROLL DEDUCTION	249.39	249.39
2035420	12/05/12	06299	STATE DISBURSEMENT UNIT	Ben2425478	12/06/12	BI-WEEKLY PAYROLL DEDUCTION	237.69	237.69

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2035393 THROUGH 2035689
RUN DATES 12/5/2012 TO 12/26/2012

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2035421	12/05/12	06303	STATE DISBURSEMENT UNIT	Ben2425484	12/06/12	BI-WEEKLY PAYROLL DEDUCTION	802.15	802.15
2035422	12/05/12	08533	STATE DISBURSEMENT UNIT	Ben2425490	12/06/12	BI-WEEKLY PAYROLL DEDUCTION	756.92	756.92
2035599	12/19/12	06281	STATE DISBURSEMENT UNIT	Ben2425824	12/20/12	BI-WEEKLY PAYROLL DEDUCTION	415.38	415.38
2035600	12/19/12	06299	STATE DISBURSEMENT UNIT	Ben2425814	12/20/12	BI-WEEKLY PAYROLL DEDUCTION	237.69	237.69
2035601	12/19/12	06303	STATE DISBURSEMENT UNIT	Ben2425822	12/20/12	BI-WEEKLY PAYROLL DEDUCTION	802.15	802.15
2035602	12/19/12	08533	STATE DISBURSEMENT UNIT	Ben2425828	12/20/12	BI-WEEKLY PAYROLL DEDUCTION	258.00	258.00
2035680	12/26/12	01460	STATE WATER RESOURCES	004032	12/21/12	RDR GROUNDWATER WELL PROJ (CIP P2434)	1,185.00	1,185.00
2035540	12/12/12	07678	STREAMLINE FORMS & GRAPHICS	38226	11/14/12	TAGS-COURTESY NOTICE	535.52	535.52
2035541	12/12/12	03263	STRUNKS JR, DALE	004008	12/04/12	SAFETY BOOTS	146.79	146.79
2035603	12/19/12	12809	STUTZ ARTIANO SHINOFF	90113	11/27/12	LEGAL SERVICES (OCT 2012)	32,132.67	32,132.67
2035681	12/26/12	02750	SUPERIOR READY MIX LP	539897	12/07/12	CRUSHED ROCK	227.26	227.26
2035542	12/12/12	14487	SUZANNE DUVALL	Ref002425560	12/10/12	UB Refund Cst #0000031616	33.49	33.49
2035423	12/05/12	02188	TALLEY COMMUNICATIONS	10105452	10/11/12	ANTENNA STANDOFF	877.88	877.88
2035682	12/26/12	02188	TALLEY COMMUNICATIONS	10111446	12/04/12	ANTENNA CABLE	162.19	162.19
2035543	12/12/12	02376	TECHKNOWSION INC	2421	09/18/12	SOFTWARE SECONDARY	10,975.00	10,975.00
2035604	12/19/12	14177	THOMPSON, MITCHELL	18071212 18071012 18071212A	12/18/12 12/05/12 12/17/12	MILEAGE REIMBURSEMENT (DEC 2012) MILEAGE REIMBURSEMENT (OCT 2012) TRAVEL EXPENSES (DEC 2012)	39.96 13.32 10.00	63.28
2035544	12/12/12	14518	TINITA COORE	Ref002425591	12/10/12	UB Refund Cst #0000186986	77.20	77.20
2035683	12/26/12	00427	UNDERGROUND SERVICE ALERT OF	1120120464	12/01/12	UNDERGROUND ALERTS (11/1/12-11/30/12)	262.50	262.50
2035424	12/05/12	14181	UNITED RENTALS (NORTH AMERICA)	106974406001	11/07/12	CONCRETE	139.00	139.00
2035545	12/12/12	14181	UNITED RENTALS (NORTH AMERICA)	107183999001	11/15/12	CONCRETE	266.68	266.68
2035425	12/05/12	00350	UNITED STATES POSTAL SERVICE	104339511212	12/03/12	PREPAID POSTAGE MACHINE	6,000.00	6,000.00
2035605	12/19/12	07662	UNITEDHEALTHCARE SPECIALTY	123540000099	12/19/12	AD&D & SUPP LIFE INS (JAN 2013)	5,442.07	5,442.07

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2035393 THROUGH 2035689
RUN DATES 12/5/2012 TO 12/26/2012

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2035606	12/19/12	07674	US BANK	E000021	11/23/12	CAL CARD EXPENSES (MONTHLY)	267.00	267.00
2035684	12/26/12	03190	VALCO INSTRUMENTS CO INC	90204466	12/05/12	HACH PARTS	4,357.88	4,357.88
2035685	12/26/12	08028	VALLEY CONSTRUCTION MANAGEMENT	SD100129	11/30/12	CONSTRUCTION MGMT (11/1/12-11/30/12)	1,335.00	1,335.00
2035426	12/05/12	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2425468	12/06/12	BI-WEEKLY DEFERRED COMP PLAN	14,953.64	14,953.64
2035427	12/05/12	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2425480	12/06/12	BI-WEEKLY 401A PLAN	1,134.00	1,134.00
2035428	12/05/12	12686	VANTAGEPOINT TRANSFER AGENTS	Ben2425474	12/06/12	401A TERMINAL PAY	5,759.94	5,759.94
2035607	12/19/12	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2425808	12/20/12	BI-WEEKLY DEFERRED COMP PLAN	14,700.99	14,700.99
2035608	12/19/12	06414	VANTAGEPOINT TRANSFER AGENTS	Ben2425818	12/20/12	BI-WEEKLY 401A PLAN	850.00	850.00
2035546	12/12/12	03329	VERIZON WIRELESS	1139784397	11/21/12	WIRELESS SERVICES (10/22/12-11/21/12)	4,806.31	4,806.31
2035609	12/19/12	14569	VIKTORIYA NAVARDAUSKAITE	004022	12/18/12	CUSTOMER REFUND	75.00	75.00
2035686	12/26/12	07595	WALTERS WHOLESALE ELECTRIC CO	327270701	12/04/12	CH POWER SUPPLY	4,487.79	4,487.79
2035547	12/12/12	14505	WENDE SHANNON	Ref002425578	12/10/12	UB Refund Cst #0000168700	25.17	25.17
2035610	12/19/12	11055	WESTERLY METER SERVICE CO	13054	11/15/12	LARGE METER TESTING	3,466.79	3,466.79
2035687	12/26/12	02849	WHITAKER BROTHERS BUSINESS	SRV075978	11/29/12	SVCE FOLDING MACHINE	160.00	160.00
2035688	12/26/12	13483	WHITE NELSON DIEHL EVANS LLP	130034	11/30/12	AUDIT SERVICES (ENDING 11/30/12)	700.00	700.00
2035689	12/26/12	03283	WILSON BOHANNAN PADLOCK CO	0095112IN	12/05/12	LOCKS	1,542.40	1,542.40
GRAND TOTAL							2,279,331.01	2,279,331.01



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 8, 2013
		PROJECT:	Various DIV.NO. All
SUBMITTED BY:	Kelli Williamson Human Resources Manager		
APPROVED BY:	<input checked="" type="checkbox"/> Rom Sarno, Chief of Administrative Services <input checked="" type="checkbox"/> German Alvarez, Assistant General Manager <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	ADOPT RESOLUTION #4207 TO EXTEND THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE OTAY WATER DISTRICT AND THE OTAY WATER DISTRICT EMPLOYEES' ASSOCIATION (OWDEA), AND APPROVE THE SAME PROVISIONS FOR MANAGEMENT, CONFIDENTIAL, AND EXECUTIVE EMPLOYEES		

GENERAL MANAGER'S RECOMMENDATION:

That the Board adopt Resolution #4207 to extend the terms of the existing Memorandum of Understanding (MOU) between the Otay Water District and the Otay Water District Employees' Association (OWDEA) for one (1) year with no cost-of-living increase effective July 1, 2013 through June 30, 2014, for the Field Employees and Administrative Employees Bargaining Units.

That the Board also approve applying the above provisions for Management, Confidential and Executive employees.

In addition, the General Manager has the discretion to administer the Pay-for-Performance program pursuant to Article 4, Section 4 of the MOU and it is the intent of the General Manager that the Pay-for-Performance program be suspended during this one (1) year period (September 2013, based on July 1, 12 - June 30, 13 performance reviews).

COMMITTEE ACTION:

See "Attachment A".

PURPOSE :

To request that the Board adopt Resolution #4207 (Attachment B) and approve the extension of the terms of the existing MOU for one (1) year with no cost-of-living increase for Represented employees and apply the same provisions to Management, Confidential and Executive staff.

ANALYSIS :

The District and the OWDEA reached a tentative agreement in late November, on the following changes for a successor Memorandum of Understanding:

- One (1) year agreement
- No cost-of-living increase

The OWDEA met on December 12, 2012, to conduct a ratification meeting for Represented employees. The Association ratified the tentative agreement (Attachment B, Exhibit 1). In addition, the OWDEA has been informed of the General Manager's intent to suspend the Pay-for-Performance program for September 2013.

It is recommended that the Board apply the same provisions for Management, Confidential and Executive employees.

FISCAL IMPACT: Joe Beachem, Chief Financial Officer

With the exception of allowing for in-range salary adjustments, this is an agreement that maintains the status quo of salaries and benefits. However, in order to maintain the status quo, some costs are expected to increase such as Medical/Dental insurance, Social Security matching, Workers' Compensation insurance, CalPERS, and various other benefit costs. The District's latest budget process anticipates these increases and therefore no unexpected or unplanned changes are foreseen in the rates.

STRATEGIC GOAL:

4.A.4 - Negotiate a Successor Memorandum of Understanding for represented employees in FY13.

LEGAL IMPACT:

None.

Attachments: Attachment A - Committee Action Report
Attachment B - Resolution #4207
Attachment B, Exhibit 1 - Side Letter Agreement



ATTACHMENT A

SUBJECT/PROJECT:	ADOPT RESOLUTION #4207 TO EXTEND THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE OTAY WATER DISTRICT AND THE OTAY WATER DISTRICT EMPLOYEES' ASSOCIATION (OWDEA), AND APPROVE THE SAME PROVISIONS FOR MANAGEMENT, CONFIDENTIAL, AND EXECUTIVE EMPLOYEES
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COMMITTEE ACTION:

The Ad Hoc Negotiations Committee met on November 13 and November 26, 2012, to review this item. At the November 13th meeting, the Committee suggested that staff approach the Employee Association to see if they were interested in continuing the current Memorandum of Understanding status quo with no cost-of-living increase for one (1) year. Staff discussed this with the Association and reported back to Committee at the November 26th meeting that the employees were interested. The Committee supports presentation to the full Board in Closed Session for their consideration.

RESOLUTION NO. 4207

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE OTAY WATER DISTRICT TO EXTEND THE TERMS
OF THE MEMORANDUM OF UNDERSTANDING WITH THE
REPRESENTED EMPLOYEES, AND APPROVE EXTENDING
THE SAME CHANGES FOR MANAGEMENT, CONFIDENTIAL
AND EXECUTIVE EMPLOYEES

WHEREAS, the Board of Directors set compensation and benefits for all employees; and

WHEREAS, the Board of Directors wishes to extend the Memorandum of Understanding with the Otay Water District Employees' Association for one (1) year with no cost-of-living adjustments and to apply the same provisions for Management, Confidential and Executive employees; and

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

1. That the Board of Directors extend the existing Memorandum of Understanding (MOU) from July 1, 2013 through June 30, 2014 for Represented employees with no cost-of-living adjustments (Exhibit 1) and to apply the same provisions to Management, Confidential and Executive employees;

2. The effective date of this resolution shall be January 8, 2013.

BE IT FURTHER RESOLVED that the Board authorizes and directs the appropriate staff of the District to take any and all actions necessary to implement the above-referenced changes.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the
Otay Water District at a regular meeting held this 8th day of January,
2013.

Ayes:
Noes:
Abstain:
Absent:

President

ATTEST:

District Secretary



**SIDE LETTER AGREEMENT
BETWEEN
THE OTAY WATER DISTRICT
AND
THE OTAY WATER DISTRICT EMPLOYEES' ASSOCIATION
TO EXTEND THE MEMORANDUM OF UNDERSTANDING**

The current five-year Memorandum of Understanding (MOU) for the period from July 1, 2007 through June 30, 2013, between the Otay Water District (District) and the Otay Water District Employees' Association (Association) is hereby amended as set forth herein. District Management and Association employee representatives have met and conferred and have agreed to the following additional provisions, which shall constitute an amendment to the MOU effective January 8, 2013, as follows:

1. The District and the Association hereby enter into this Side Letter Agreement, which shall be considered an amendment to the Memorandum of Understanding in effect from July 1, 2007 to June 30, 2013. This Side Letter Agreement shall expire June 30, 2014, with the Memorandum of Understanding.
2. Summary: Extend term of MOU for one (1) year with no cost of living increase.
3. The District submits the following proposal for Article 2 and Appendix A.

ARTICLE 2 - TERM

Upon adoption by the Board of Directors of the District, the provisions of this Memorandum of Understanding shall be effective during the period commencing at 8:00 a.m. on July 1, 2007 through 5:00 p.m. on June 30, 2014 for those employees working in the Field and Administrative Units, subject to the provisions of Article 14, Section 7: Implementation.

APPENDIX A

SUMMARY OF SALARY INCREASES:

Effective July 1, 2007	3.0%
Effective July 1, 2008	3.0%
Effective July 1, 2009	3.0%
Effective July 1, 2010	3.0%
Effective July 1, 2011	3.5%
Effective July 1, 2012	3.5%
Effective July 1, 2013	0.0%

OTAY WATER DISTRICT SALARY SCHEDULE									
EFFECTIVE JULY 1, 2013									
GRADE	HOURLY			MONTHLY			ANNUAL		
	MIN	MID	MAX	MIN	MID	MAX	MIN	MID	MAX
10	\$ 15.7243	\$ 17.6898	\$ 19.6553	\$ 2,725.55	\$ 3,066.23	\$ 3,406.92	\$ 32,706.54	\$ 36,794.78	\$ 40,883.02
11	16.5105	18.5743	20.6381	\$ 2,861.82	\$ 3,219.55	\$ 3,577.26	\$ 34,341.84	\$ 38,634.54	\$ 42,927.18
12	17.3360	19.5030	21.6700	\$ 3,004.91	\$ 3,380.52	\$ 3,756.13	\$ 36,058.88	\$ 40,566.24	\$ 45,073.53
13	18.2028	20.4782	22.7535	\$ 3,155.15	\$ 3,549.55	\$ 3,943.93	\$ 37,861.82	\$ 42,594.66	\$ 47,327.21
14	19.1130	21.5021	23.8911	\$ 3,312.92	\$ 3,727.03	\$ 4,141.13	\$ 39,755.04	\$ 44,724.37	\$ 49,693.57
15	20.0686	22.5772	25.0857	\$ 3,478.56	\$ 3,913.38	\$ 4,348.19	\$ 41,742.69	\$ 46,960.58	\$ 52,178.25
16	21.0721	23.7060	26.3400	\$ 3,652.50	\$ 4,109.04	\$ 4,565.60	\$ 43,829.97	\$ 49,308.48	\$ 54,787.16
17	22.1257	24.8913	27.6570	\$ 3,835.12	\$ 4,314.49	\$ 4,793.88	\$ 46,021.46	\$ 51,773.90	\$ 57,526.52
18	23.2320	26.1359	29.0398	\$ 4,026.88	\$ 4,530.22	\$ 5,033.57	\$ 48,322.56	\$ 54,362.67	\$ 60,402.85
19	24.3936	27.4427	30.4918	\$ 4,228.22	\$ 4,756.73	\$ 5,285.25	\$ 50,738.69	\$ 57,080.82	\$ 63,422.99
20	25.6132	28.8148	32.0164	\$ 4,439.62	\$ 4,994.57	\$ 5,549.51	\$ 53,275.46	\$ 59,934.78	\$ 66,594.14
21	26.8939	30.2556	33.6172	\$ 4,661.61	\$ 5,244.30	\$ 5,826.99	\$ 55,939.31	\$ 62,931.65	\$ 69,923.85
22	28.2386	31.7683	35.2981	\$ 4,894.69	\$ 5,506.51	\$ 6,118.34	\$ 58,736.29	\$ 66,078.06	\$ 73,420.04
23	29.6505	33.3568	37.0630	\$ 5,139.42	\$ 5,781.85	\$ 6,424.25	\$ 61,673.04	\$ 69,382.14	\$ 77,091.04
24	31.1330	35.0246	38.9161	\$ 5,396.39	\$ 6,070.93	\$ 6,745.47	\$ 64,756.64	\$ 72,851.17	\$ 80,945.59
25	32.6897	36.7758	40.8620	\$ 5,666.21	\$ 6,374.47	\$ 7,082.74	\$ 67,994.58	\$ 76,493.66	\$ 84,992.87
26	34.3242	38.6146	42.9051	\$ 5,949.53	\$ 6,693.20	\$ 7,436.88	\$ 71,394.34	\$ 80,318.37	\$ 89,242.51
27	36.0404	40.5453	45.0503	\$ 6,247.00	\$ 7,027.85	\$ 7,808.72	\$ 74,964.03	\$ 84,334.22	\$ 93,704.64
28	37.8424	42.5726	47.3028	\$ 6,559.35	\$ 7,379.25	\$ 8,199.16	\$ 78,712.19	\$ 88,551.01	\$ 98,389.87
29	39.7345	44.7012	49.6680	\$ 6,887.31	\$ 7,748.21	\$ 8,609.11	\$ 82,647.76	\$ 92,978.50	\$ 103,309.37
30	41.7212	46.9363	52.1514	\$ 7,231.67	\$ 8,135.63	\$ 9,039.57	\$ 86,780.10	\$ 97,627.50	\$ 108,474.83
31	43.8073	49.2831	54.7589	\$ 7,593.27	\$ 8,542.40	\$ 9,491.55	\$ 91,119.18	\$ 102,508.85	\$ 113,898.58
32	45.9977	51.7473	57.4969	\$ 7,972.93	\$ 8,969.53	\$ 9,966.13	\$ 95,675.22	\$ 107,634.38	\$ 119,593.50
33	48.2976	54.3346	60.3717	\$ 8,371.58	\$ 9,418.00	\$ 10,464.43	\$ 100,459.01	\$ 113,015.97	\$ 125,573.14
34	50.7124	57.0514	63.3903	\$ 8,790.15	\$ 9,888.91	\$ 10,987.65	\$ 105,481.79	\$ 118,666.91	\$ 131,851.82

4. Except as modified herein, all other terms and conditions of the MOU shall remain unchanged and in full force and effect.

Association:

Otay Water District:

 Dale Strunks, Association President
 Otay Water District Employees' Association

 Mark Watton, General Manager
 Otay Water District

ARTICLE 2 - TERM

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OTAY WATER DISTRICT SALARY SCHEDULE									
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12	17.3360	19.5030	21.6700	\$ 3,004.91	\$ 3,380.52	\$ 3,756.13	\$ 36,058.88	\$ 40,566.24	\$ 45,073.53
13	18.2028	20.4782	22.7535	\$ 3,155.15	\$ 3,549.55	\$ 3,943.93	\$ 37,861.82	\$ 42,594.66	\$ 47,327.21
14	19.1130	21.5021	23.8911	\$ 3,312.92	\$ 3,727.03	\$ 4,141.13	\$ 39,755.04	\$ 44,724.37	\$ 49,693.57
15	20.0686	22.5772	25.0857	\$ 3,478.56	\$ 3,913.38	\$ 4,348.19	\$ 41,742.69	\$ 46,960.58	\$ 52,178.25
16	21.0721	23.7060	26.3400	\$ 3,652.50	\$ 4,109.04	\$ 4,565.60	\$ 43,829.97	\$ 49,308.48	\$ 54,787.16
17	22.1257	24.8913	27.6570	\$ 3,835.12	\$ 4,314.49	\$ 4,793.88	\$ 46,021.46	\$ 51,773.90	\$ 57,526.52
18	23.2320	26.1359	29.0398	\$ 4,026.88	\$ 4,530.22	\$ 5,033.57	\$ 48,322.56	\$ 54,362.67	\$ 60,402.85
19	24.3936	27.4427	30.4918	\$ 4,228.22	\$ 4,756.73	\$ 5,285.25	\$ 50,738.69	\$ 57,080.82	\$ 63,422.99
20	25.6132	28.8148	32.0164	\$ 4,439.62	\$ 4,994.57	\$ 5,549.51	\$ 53,275.46	\$ 59,934.78	\$ 66,594.14
21	26.8939	30.2556	33.6172	\$ 4,661.61	\$ 5,244.30	\$ 5,826.99	\$ 55,939.31	\$ 62,931.65	\$ 69,923.85
22	28.2386	31.7683	35.2981	\$ 4,894.69	\$ 5,506.51	\$ 6,118.34	\$ 58,736.29	\$ 66,078.06	\$ 73,420.04
23	29.6505	33.3568	37.0630	\$ 5,139.42	\$ 5,781.85	\$ 6,424.25	\$ 61,673.04	\$ 69,382.14	\$ 77,091.04
24	31.1330	35.0246	38.9161	\$ 5,396.39	\$ 6,070.93	\$ 6,745.47	\$ 64,756.64	\$ 72,851.17	\$ 80,945.59
25	32.6897	36.7758	40.8620	\$ 5,666.21	\$ 6,374.47	\$ 7,082.74	\$ 67,994.58	\$ 76,493.66	\$ 84,992.87
26	34.3242	38.6146	42.9051	\$ 5,949.53	\$ 6,693.20	\$ 7,436.88	\$ 71,394.34	\$ 80,318.37	\$ 89,242.51
27	36.0404	40.5453	45.0503	\$ 6,247.00	\$ 7,027.85	\$ 7,808.72	\$ 74,964.03	\$ 84,334.22	\$ 93,704.64
28	37.8424	42.5726	47.3028	\$ 6,559.35	\$ 7,379.25	\$ 8,199.16	\$ 78,712.19	\$ 88,551.01	\$ 98,389.87
29	39.7345	44.7012	49.6680	\$ 6,887.31	\$ 7,748.21	\$ 8,609.11	\$ 82,647.76	\$ 92,978.50	\$ 103,309.37
30	41.7212	46.9363	52.1514	\$ 7,231.67	\$ 8,135.63	\$ 9,039.57	\$ 86,780.10	\$ 97,627.50	\$ 108,474.83
31	43.8073	49.2831	54.7589	\$ 7,593.27	\$ 8,542.40	\$ 9,491.55	\$ 91,119.18	\$ 102,508.85	\$ 113,898.58
32	45.9977	51.7473	57.4969	\$ 7,972.93	\$ 8,969.53	\$ 9,966.13	\$ 95,675.22	\$ 107,634.38	\$ 119,593.50
33	48.2976	54.3346	60.3717	\$ 8,371.58	\$ 9,418.00	\$ 10,464.43	\$ 100,459.01	\$ 113,015.97	\$ 125,573.14
34	50.7124	57.0514	63.3903	\$ 8,790.15	\$ 9,888.91	\$ 10,987.65	\$ 105,481.79	\$ 118,666.91	\$ 131,851.82