

OTAY WATER DISTRICT
BOARD OF DIRECTORS MEETING
DISTRICT BOARDROOM

2554 SWEETWATER SPRINGS BOULEVARD
SPRING VALLEY, CALIFORNIA

WEDNESDAY
January 7, 2009
3:30 P.M.

AGENDA

1. OATH OF OFFICE CEREMONY

JAIME BONILLA
JOSE LOPEZ
MARK ROBAK

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. 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.

5. ELECTION OF BOARD VICE PRESIDENT

6. ELECTION OF BOARD TREASURER

7. APPROVAL OF AGENDA

8. RECESS FOR A PRESENTATION TO OUTGOING BOARD PRESIDENT AND RECEPTION

9. RECONVENE OTAY WATER DISTRICT BOARD MEETING

10. 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

11. RECESS OTAY WATER DISTRICT BOARD MEETING

12. CONVENE OTAY SERVICE CORPORATION BOARD MEETING
13. ROLL CALL
14. ELECTION OF OFFICERS
 - a) PRESIDENT
 - b) VICE-PRESIDENT
 - c) TREASURER
15. APPOINTMENT OF OFFICERS
 - a) EXECUTIVE DIRECTOR
 - b) CHIEF FINANCIAL OFFICER
 - c) SECRETARY
16. ADJOURN OTAY SERVICE CORPORATION BOARD MEETING
17. RECONVENE OTAY WATER DISTRICT BOARD MEETING
18. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 3, 2008
19. CUSTOMER GANS APPEAL

CONSENT CALENDAR

20. ITEMS TO BE ACTED UPON WITHOUT DISCUSSION, UNLESS A REQUEST IS MADE BY A MEMBER OF THE BOARD OR THE PUBLIC TO DISCUSS A PARTICULAR ITEM:
 - a) APPROVE A TWENTY-FOUR (24) MONTH EXTENSION OF THE AGREEMENT WITH THE SOUTHERN CALIFORNIA SOILS AND TESTING FOR AS-NEEDED GEOTECHNICAL SERVICES
 - b) AWARD A PROFESSIONAL ENVIRONMENTAL CONSULTING SERVICES CONTRACT FOR THE SAN MIGUEL HABITAT MANAGEMENT AREA AND ASSOCIATED MITIGATION PROJECTS FOR CALENDAR YEARS 2009, 2010 AND 2011 IN THE AMOUNT OF \$987,807
 - c) APPROVE A FIVE YEAR CONTRACT WITH UNDERGROUND UTILITIES, INC. FOR CLEAN-OUT SERVICES OF 850 METER BOXES PER YEAR IN THE AMOUNT OF \$124,312.50, PLUS APPROPRIATE INCREASES TIED TO THE SAN DIEGO CONSUMER PRICE INDEX
 - d) ADOPT RESOLUTION NO. 4132 AMENDING THE DISTRICT'S 401(a) PLAN TO INCLUDE MATCHING EMPLOYER CONTRIBUTIONS TO CERTAIN GROUPS AND APPROVE A SECOND AMENDMENT TO THE

ADOPTION AGREEMENT TO IMPLEMENT THE EMPLOYEE CONTRIBUTION COMPONENT OF THE 401(a) PLAN AT A LATER DATE

ACTION ITEMS

21. BOARD

- a) DISCUSSION OF 2009 BOARD MEETING CALENDAR

INFORMATIONAL ITEMS

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

- a) REPORT ON THE FIRST QUARTER OF FISCAL YEAR 2009 CAPITAL IMPROVEMENT PROGRAM (RIPPERGER)
- b) PRESENTATION OF THE OTAY WATER DISTRICT'S DRAFT DROUGHT COMMUNICATIONS PLAN FOR BOARD INPUT AND FEEDBACK (BUELNA)

REPORTS

23. GENERAL MANAGER'S REPORT

- a) SAN DIEGO COUNTY WATER AUTHORITY UPDATE

24. DIRECTORS' REPORTS/REQUESTS

25. PRESIDENT'S REPORT

26. ADJOURNMENT

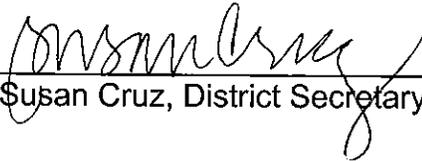
All items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

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

Certification of Posting

I certify that on December 31, 2008, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Otay Water District, said time being at least 72 hours in advance of the regular meeting of the Board of Directors (Government Code Section §54954.2).

Executed at Spring Valley, California on December 31, 2008.



Susan Cruz, District Secretary

AGENDA ITEM 18

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE OTAY WATER DISTRICT AND September 3, 2008

1. The meeting was called to order by President Croucher at 3:32 p.m.
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

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

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

4. APPROVAL OF AGENDA

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

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

to approve the agenda.

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

President Croucher noted that students from Valhalla High School were in attendance of the meeting. He asked a student to introduce their group and share why they are attending today's meeting. A student indicated that they are in attendance for a governance class requirement where they must provide a report on today's meeting.

Customer Service Manager Elaine Henderson shared that her daughter, Monique, won a second gold medal as a member of the 4 x 4 relay team in the 2008 Summer Olympics in Beijing, China. She indicated that it takes a lot of work and an entire team of people to accomplish something like this; the athlete's families, the sports medicine people and the physical therapists and sometimes,

a sports psychologist. She indicated that her family is very proud of her and she will bring the medal by the office for everyone to see.

6. APPROVAL OF MINUTES OF THE SPECIAL BOARD MEETING OF APRIL 28, 2008

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

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

to approve the minutes of the special board meeting of April 28, 2008.

CONSENT CALENDAR

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

- a) AWARD OF A CONSTRUCTION CONTRACT FOR THE AGENCY INTERCONNECTIONS PROJECT TO JOSE PEREIRA ENGINEERING & MECHANICAL IN THE AMOUNT OF \$129,542
- b) REPORT ON BOARD OF DIRECTOR'S EXPENSES FOR THE 4TH QUARTER OF FISCAL YEAR 2008
- c) ANNUAL REVIEW OF INVESTMENT POLICY (POLICY NO. 27) AND DELEGATION OF AUTHORITY FOR ALL INVESTMENT RELATED ACTIVITIES TO THE CHIEF FINANCIAL OFFICER IN ACCORDANCE WITH GOVERNMENT CODE SECTION 53607
- d) CONSIDERATION TO CAST THE DISTRICT'S VOTE TO ELECT A REPRESENTATIVE TO THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS, REGION 6, SEAT C

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

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

to approve the following consent calendar items:

INFORMATIONAL ITEMS

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

- a) REVIEW THE 2008 RESIDENTIAL CUSTOMER OPINION AND AWARENESS, AND CALL CENTER CUSTOMER SERVICES SATISFACTION SURVEYS

Communications Officer Armando Buelna indicated that staff will present the results of the 2008 Residential Customer Opinion and Awareness Survey, the 2008 Call Center Survey and later, the 2008 Employee Survey. He indicated that all three surveys are objectives within the District's Strategic Plan. The surveys were prepared by Drs. Louis Rea and Richard Parker of Rea & Parker Research.

He indicated that the surveys are a snapshot of customers' attitudes and awareness and employees' attitudes. Both surveys were recently completed between May 16 and June 8, 2008. The General Survey specifically looked at all customers and included several subgroups of the District customers, specifically Otay sewer customers and customers living in close proximity to the proposed recycled water service area. The remaining customers were selected at random from the District's 48,000 customer accounts.

He stated that the call center surveys were specifically captured phone numbers from customers who had contacted the call center within the past six months. He introduced Drs. Rea and Parker to present the results of the Customer Awareness and Call Center Surveys. Following this presentation they will present the results of the Employee Survey.

Dr. Parker indicated that he will present the results (PowerPoint Presentation) of the General Customer Satisfaction Survey and the Employee Survey. Dr. Rea will discuss the results of the Call Center Survey.

He indicated that Rea & Parker conducted the surveys in mid-May and early June. The Customer Satisfaction Survey indicates that customers demonstrated a very high level of overall satisfaction with the District. This has been the case since the first survey was performed in 2005 and still holds true now. The District is very appreciated by its customer base. There is a substantial level of confidence from the customer in the District's ability to provide enough water. However, this level confidence has decreased somewhat. This is due to reports of drought and ads promoting water conservation. He indicated that the rating of very confident or somewhat confident is 86%. This is a decline from the 90% plus that existed in prior years. Overall, this is a complete ratification of the value of water, the quality of service and work that is performed by the District.

He indicated that he will present a summary slide, then a few charts from the report that further elaborates on the summary slides. (See PowerPoint Presentation for details and charts.)

In 2008, 63% of customers rate the District as very good and excellent and over 90% indicate their overall satisfaction as good to excellent. The rating has been essentially the same since 2006. He indicated that a few customers rated their overall satisfaction as poor or very poor.

In terms of confidence and ability, there is a slight decrease in the confidence customers have in the District. In 2005 and 2006, 50% of customers were very confident. This rating is now down to a third (32%) of respondents with many moving into the "somewhat confidence" category. The number of customers in the "not very confident" category has grown from previous years (5% to 12%). This probably can be attributed to the messages going out regarding the drought and the need to conserve. This indicates that the messages are being heard that there is a problem growing with water.

He indicated that 75% of customers express a "good" or "great deal" of trust in the District to provide clean and safe water. Only 5% indicated "not much" or "no" trust at all. In 2005 and 2006, respondents were asked a slightly different question so the responses cannot be compared precisely. Respondents were asked about their confidence in the District to prevent contamination of the water supply. In 2006, 29% had "not much" or "no" confidence. In 2005, that percentage was 22%. In Rea and Parker's best ability to compare the response, it is felt that this shows growth in the confidence and trust of the District.

Customers indicated that trash collection offered the best value in comparison to other utilities (trash collection is provided through the City of San Diego, not by Otay). The second most valuable utility named was water. When asked to indicate the top three utilities and rate which utility provided the most value, water was selected as the utility cited as best value.

He indicated that there is an increasing awareness or perception that water rates have increased during the past 12 months. The survey indicates that 61% of customers stated that higher rates have motivated them to conserve water. Sewer rates do not show the same trend of perceived increase.

The survey indicates that approximately three quarters of customers read the Newsletter that comes with the monthly bill. The proportion has remained the same since 2005. On the other hand, only 30% of customers read the Annual Consumer Confidence Report (CCR). This percentage declined from the past years where approximately 38% of customers responded that they read the CCR. However, the percentages of customers who have visited the Otay Water District website have increased from 19 to 21% in 2005 and 2006 to 27 % in 2008. Approximately 75% of the customers who have visited the website rate it as excellent or good.

When customers were surveyed concerning water conservation, almost 60% indicate a high interest in conservation. Awareness of conservation is increasing substantially. Approximately two-thirds of those surveyed with lawns indicated they would be inclined to consider incentives to reduce the size of their lawn. Twice as many respondents would install drought-tolerant landscape as would

replace their lawn in exchange for \$1 per square foot. In other words, offering \$1 per square foot to replace the lawn would only appeal to half the respondents as opposed to offering \$1 per square foot to replace plants. Also, residents are adjusting their automatic sprinklers more often than in past years with 70% adjusting the sprinklers once or more per year versus approximately 60% in prior years.

He explained that households have increased their level of interest in conserving water from 40% to 45% to almost 60% in recent years indicating there is a high interest in conservation.

When surveyed as to incentives to reduce the size of their lawn, 32% of respondents indicated that they would be inclined to reduce the size of their lawn for a lower bill. He noted a 2006 survey conducted for San Diego County Water Authority which indicated at that time, 27% of Water Authority said they would be inclined to reduce the size of their lawn for a lower bill. In comparison, only 26% of Otay customer said they would be inclined to reduce the size of their lawn though it would be easier to maintain a smaller lawn. For the Water Authority, 41% of respondents indicated they would reduce their lawn for easier maintenance. Overall, approximately 60% of respondents said they would reduce the size of their lawn if it would reduce their water bill and provide easier maintenance. He indicates there is a greater percentage or two-thirds who would reduce their lawn size if \$1 per square foot was offered. He explained that 23% of the respondents would reduce their lawn size if they were offered \$1 per square foot to replace some of their lawn with synthetic turf. Of that 23%, about half or 10% are those who did not answer "yes" to reducing their lawn for easier maintenance or a lower bill. This concludes that 32% of respondents would reduce the size of their lawn for a lower water bill, 26% would reduce it for easier maintenance and 10% of these people said they would not reduce the lawn size unless they were offered \$1 per square foot.

Forty-five percent of respondents indicated that \$1 per square foot incentive would cause them to replace existing plants with water-wise plants. This is double the 23% of respondents would indicated they would reduce their lawn size.

Two-thirds of customers recall seeing or hearing messages about water conservation and of those who have heard the message, 30% have adjusted their sprinklers length or frequency and 23% water only as necessary. Sixty percent recall messages about the 20-gallon challenge and over 80% are aware of reports of drought. The survey indicates that 66% of customers recall seeing or hearing messages about outdoor water conservation in 2008 compared to only 56% in 2006. The survey recently conducted for SDCWA, 59% recall the messages.

In terms of recalling messages about the 20-Gallon Challenge, 60% recall seeing those messages. In the survey for SDCWA, an open-ended question was asked of the people who recall seeing the messages, what they remembered. Only

16% remembered the 20-Gallon Challenge. Eighty-four percent of respondents said they were aware of reports of drought in San Diego County.

When respondents were asked questions about the Water Conservation Garden, nearly one-half of the customers have heard about or have visited the Cuyamaca College Water Conservation Garden. One-half of those who have visited the Water Conservation Garden have made changes to their landscape. The non-visitors indicate that they are too busy (41%), not interested (18%) or live too far away (16%).

Respondents who live in the northern portion of the District, which consisted of 50 respondents, were asked questions about recycled water. There remains a lack of knowledge regarding the composition of wastewater. Forty-three percent think that wastewater used in recycling is storm runoff and only 40% think it is sewer water. Respondents strongly support the use of recycled water in the North District, 70% strongly support and 20% somewhat support, for watering landscape along freeways/golf courses and watering residential yards. Combining the two, the people who do not know what recycled water is composed of are 96% in favor of its use and for the people who do know about recycled water 86% are in favor of its use. Support is less strong for the use of recycled water to replenish recreational lakes. Customers do not support the use of recycled water as an addition to the drinking water supply.

He reviewed the chart detailing the percentages of people in the North District who favor or oppose use of recycled water. He indicated that 100% of respondents are in favor of using recycled water for landscaping. When respondents were asked about using recycled water to replenish recreational lakes, 62% were strongly in favor, 18% were somewhat in favor with 14% opposed and 6% strongly opposed. Ninety-six percent of respondents were strongly or somewhat in favor of using recycled water for watering residential front lawns. When respondents were asked about adding recycled water to the supply of drinking water, only 40% were in favor with 54% being opposed.

Director Breitfelder indicated that he is surprised that the recycled use of grey water was not supported. He stated that grey water is relatively innocuous and the support for recycling and direct consumption would be quite high. Dr. Parker indicated that surveys confirm that people are not in favor of converting sewage to drinking water. Director Breitfelder explained that he was distinguishing between hard sewage and essentially dishwater. Dr. Parker asked if he is referring to storm runoff and why people are opposed to it. He explained that most people think it is contaminated and that it probably doesn't taste good and there might be impurities in the water. Another theory is that people might believe it gets commingled with sewer water.

Director Bonilla indicated that it is probably the "unknown" that people are concerned about. Dr. Parker noted that most of the District's customers still drink bottled water. When people are asked why they drink bottled water, the reply generally is it tastes better or they are concerned about impurities in municipal

water. Customers are probably thinking, I already do not drink tap water and now, municipal water is talking about making tap water less pure.

Director Bonilla indicated that he is surprised that people surveyed feel that their trash service is more important than gas and electric. Director Bonilla inquired how the question was asked of respondents. Dr. Parker indicated that it is the perceived "value" of the service, not necessarily the necessity of the service. He explained that the question emphasized the value of the service or how much money the customer is spending for the services received. He located the question and indicated that respondents were asked, "I'm going to mention six utilities that serve the needs of residents and businesses in the region. Considering only those utilities that you pay for, which would you say is the best value for the amount of money that you pay? Which ones are second? Which ones are third?" To clarify, he stated the question is which do they consider the best value for the amount of money that they pay. Since power is expensive, customers might feel that it is not a good value for their money.

Director Croucher indicated to the students in attendance that the County Water Authority and Otay Water District spends quite a bit of money on conservation efforts and spreading the word about conservation. He asked the students in the audience if they have heard about conservation from the 20-Gallon Challenge campaign or other sources. A student responded that they see and hear about the 20-Gallon Challenge on television and the radio and not at school. Director Croucher also inquired if they were aware of the efforts at Vahalla and Monte Vista High School with regard to the artificial turf program. A student responded that he is not personally aware of the conservation efforts at his school but he has heard about recycled water.

Director Robak commented that it is evident that people still drink bottled water. He believes marketing of bottled water has fueled the belief that municipal water taste bad or different. He explained to the students in the audience that the north service area of the Otay Water District, where some of them might live, has recycled water and he is pleased to see from the survey that customers are supportive of the recycled water program. He indicated that he is disappointed that the readership of the Consumer Confidence Report has decreased. Communications Officer Buelna indicated that the Consumer Confidence Report and the Newsletter were mailed to customers shortly after the survey so it might have been a timing issue. Respondents of the survey did not recall receiving the survey for the previous year and the 2008 report was mailed after the survey was conducted.

Overall, Director Robak indicated that he is pleased with the results of the survey. Dr. Parker indicated that none of the responses to the questions indicate that customer satisfaction has decreased. However, customer confidence is lower but he stated that this indicates that customers are just more aware. Everything else is remaining consistent over the year or is moving in a positive direction.

Director Lopez asked the students in the audience if they have heard of and/or visited the Water Conservation Garden. Two of approximately 25 students in attendance raised their hands. Dr. Parker stated that that is very good and that's more than the general population.

Dr. Rea indicated that is also very favorable results from the Call Center Customer Services Satisfaction Survey. He stated that there has been an increase in the overall satisfaction, which is already high, with regard to how customers feel about the call center. This is overall, very positive. He indicated that he will follow the same format as the previous survey listing some information then presenting charts and graphs with more detail and percentages that support the information.

First of all, 10% of all customers have called customer service within the past six months. This represents about half the rate of prior years which indicates that a smaller percentage of customers find it necessary to call the District. With regard to demographics, in the current customer service call center survey there is a higher proportion of Latinos and there are more newer customers and renters than in 2006. When the callers in 2008 are compared with the general customer base of 2008, the same differences are found from the general customer survey and the customers are younger and lower income. He noted that the specifics are found in the report.

He stated that overall satisfaction with regard to customer services is very high. There is an average of 1.6 calls to resolution as compared to 1.8 in 2006 indicating 72% of problems were resolved in one call as compared to 71% of calls resolved in 2006. He indicated that this is a statistically significant finding. Twenty-one percent required an average of 3.2 calls to resolve a problem compared to the 2006 findings wherein problems were resolved in 3.1 calls. Particularly important is that in 2006 13% of the calls were unresolved. In the current survey, only 7% of the calls were unresolved. He noted that the chart indicates that calls are "notably down" in 2008 as compared to the number of calls received by customer services in 2005 and 2006

He noted that the survey findings of overall satisfaction with the call center have been consistent over the last three years. These findings indicate that a greater percentage of the customers are finding customer service excellent.

He presented a chart showing that about 80 to 85% of customers are either very satisfied or somewhat satisfied with call center service features such as getting problems resolved, knowledge and expertise of service representative, courtesy of the service representative and ability to reach the representative. This is very similar to the previous years' survey. What is noteworthy is that a greater percentage of customers are moving into the "very satisfied" category from 55% in 2006 to 62% in 2008. He stated that this was found with other categories as well.

The survey asked customers to do a comparative ranking of Otay Water District Call Center Services against other monthly services. He indicated that Otay did

very well with 35%, or over one-third, indicating that it is the best among monthly services. This is an increase from the previous period. Another 28% surveyed think "highly" with regard to the District's monthly services in relation to other similar services. On a scale of 1 to 5, when these categories were quantified with 5 as "best" and 1 as "first," the Otay Water District is rated 3.97. This is an improvement over 2006 when the survey results were 3.63 for this same category. This indicates the call center service is moving in a positive direction and becoming more favorable among District customers.

The main purpose of calls to the call center is billing issues and questions about payments (51%), starting service (33%), or calls regarding repairs or suspected leaks (16%). Fifty percent of customers pay by check. However, there is a growing interest in paying on-line. Fourteen percent pay in person. Customers surveyed indicate a great deal of satisfaction (75% to 80%) with ease of understanding the bill and accuracy of bill and meter reading. This is an increase from 2006. More specifically, there is a decrease in calls for with regard to billing (from 66% to 51%) and at the same time, there are more calls for starting service (from 23% to 33%).

Customers payment method for water bills include sending a check by mail (50%), paying online (19%), automatic bank deduction (10%), paying in person at the Otay offices (10%), paying by credit card over the telephone (7%) or paying in person at a payment center (4%). The percentage of customers who prefer to pay on-line has increased from prior years. He indicated between 75% and 82% of customers are either very satisfied or somewhat satisfied with these individual feature and the ease and accuracy of the water bill. Overall satisfaction is similar from 2006 to 2008. However, more customers have moved into the "very satisfied" category over the previous period and this is a positive indication for customer service.

The survey indicates that there is a decline in the number of customers who read the message box from 52% in 2006 to 40% in 2008.

Customers indicate that they have more confidence in the accuracy of meter reading. The percentage increased from 38% in 2006 who were "very confident" to 48% in 2008.

Calls that required Field Service decreased from 26% in 2006 to 18% in 2008. Two-thirds of these were leak repairs or service start-up. Three-fourths or 75% of the callers rate the service as excellent or good. This is a substantial increase from 2006 with 64% of respondents rating overall field visit satisfaction as excellent. This is an increase from 28% in 2006. There were three individual features of field service: amount of time needed for service, time required to come to the property and the ultimate outcome. Each category showed increases in overall satisfaction. He noted that the survey indicates that the satisfaction in the amount of time needed for service increased from 57% in 2006 to 81% (60% very satisfied plus 21% somewhat satisfied) in 2008.

With regard to the website and IVR, the survey indicates 23% of customer service callers use the website. This is an increase from 20% in 2006. There is some increased dissatisfaction with the website. Twenty percent of the callers have used the IVR system. This is an increase of 4% from 2006. Eighty-two percent of those who used the website found it useful. Fifty-eight percent of those who used the website and had questions said their questions were resolved by the IVR System. This is an increase of 11% since 2006. Eighty-seven percent had no suggested improvements for the IVR system. He presented charts showing usage of the website and IVR System and indicated that satisfaction with the web service shows that 88% were either very satisfied or somewhat satisfied in 2006. This percentage decreased to 79% in 2008.

Twenty percent of customers surveyed said that they have used the IVR System. Of the 20% who did use the system, 82% said they found it useful. In 2006, 81% found it useful of the 16% who used it. What is most important about the IVR System is that in terms of its usefulness in resolving a question, the percentage or usefulness has increased from 47% to 58% over the last period. The reasons given from those who would like improvements in the system would like to be able to speak with a representative on the phone or pay their bill on the phone.

In conclusion, it is very clear that there is very considerable support for the efforts of the Otay Water District to address customer issues in a timely fashion, to resolve the problems to the customers' satisfaction, and that the high level of satisfaction is a continuation in a vast majority of cases of the improvement on the already high favorable ratings that was found in the 2006 Customer Service and Satisfaction Study.

Director Breitfelder indicated that Dr. Rea had noted during the presentation of the growth, sometimes very dramatic growth, in the rating of "excellent." He stated that it brought to mind a presentation from a similar professional in a little different context some years ago, that people tend to be positive and very polite and are not inclined to complain and thus, their response to a lot of questions will tend to be pretty good. This individual advised to always look at the "excellent" and "poor" categories as the real barometers. He asked Dr. Rea if he could put this in some perspective. Dr. Rea responded that, in general, respondents are often "positive" and he agrees. Given that, we are comparing among the positive responses, the increase in the excellent category is positive.

Director Bonilla indicated that he was interested in determining the age of the customers who responded to the survey. He commented that since there are more young families they would be more inclined to use the computer and this may also impact the responses to the accuracy of meter reading since the District has switched to AMR (Automated Meter Reading). Dr. Rea responded that the report does support that conclusion and it indicates that younger customers, 37% of those between the ages of 18 to 34 years use the website and only 7% of customers ages 65 years or older use the website.

Director Breitfelder indicated that he felt in many respects that the District was "maxed out" on customer satisfaction in the last survey. He indicated, however,

that there was growth in most areas of the survey. He inquired, in terms of future expectations, if the District would reach a "ceiling" at some point. Dr. Rea responded that there are always questions that can be asked to determine where improvement can occur. Questions might need to be restructured and we can move from a 5 point scale to a 10 point scale (rating of 1 to 10 versus 1 to 5). Director Breitfelder indicated that he would like to see in the next survey, a cross-tabulation that shows the change, if any, of internet use by older customers. He commented that there was discussion at the committee level about the dramatic changes in some of the ratings, for example the field visits going from 26 to 18 percent. He indicated that he did not see this as a negative impact on the survey results but he would like to know what some of these changes can be attributed to. Dr. Rea indicated that, for example, there was an increase in the percentage of those who required new service which may translate that there were more new customers than the last survey. Director Breitfelder further explained, as an example, the voice response system had a very high and growing level of satisfaction. He asked if the system is essentially the same as in the last survey or if some changes have been made to the system. Mr. Watton commented that some changes have been made to the system. One of the principles that the District wants to apply with the IVR system is to keep the selection tree to a minimum and allow the customer to default at anytime to a customer service representative. It is felt that the District is receiving a high level of satisfaction due to the design of the IVR system and, thus, is getting good utilization of the system and cost savings.

b) REVIEW OF EMPLOYEE SURVEY

Dr. Parker indicated that the results of the employee survey are very detailed because it breaks down the different employment categories such as Engineering, Operations, non-management staff, crew leaders, supervisors, etc. This assists the District in formulating policies to target specific groups for improvement and meeting the needs of employees. The goal today is to summarize and give an overview of the survey.

On May 29, 2008, an online survey was conducted for employees at Otay. The survey contained 107 questions. Forty-nine (49) questions were asked where the employee indicates either their agreement or disagreement regarding certain characteristics in whether or not they were part of the employment experience at Otay. Alongside those questions, employees were also asked the level of importance of those characteristics to the employee. Four questions were asked regarding general satisfaction and five demographic, work status, work situation type questions to use for the cross-tabulated analysis. An email notice regarding the survey was sent to the employees from the General Manager on May 27 and a follow-up email was sent by Rea & Parker Research on May 28. On May 29, 143 out of 161 employees participated in the survey. An additional week was granted to those on vacation or out of the office to participate. A total of 153 participated in the survey or 95% of staff.

Participants then broken down by the following categories:

- 70 percent male
- Median age is 44.5
- Median length of service is 6 years – one-half have served 6 or more years and one-half have served 6 or fewer years.
- 12 percent have been at Otay 20 or more years and 5 percent were in their first year
- By Department:
 - Operations – 38%
 - Finance – 24%
 - Administrative Services, General Manager's office and Information Technology – 23%
 - Engineering – 15%
- Position type:
 - Non-management – 71%
 - Supervisor – Crew Leader – 15%
 - Management – Department Chief – 14%

Key findings overall reveal that Otay Water District employees consider the District an excellent organization and place to work. Employees think very highly of the resources and equipment with which they perform their jobs and are very pleased with the emphasis on safety. Supervisors and managers are well thought of and there is considerable teamwork within the departments. The benefit package is very much appreciated as are the new programs and planning processes instituted by the District. A pie chart was presented depicting the mean rating of overall satisfaction as 5.45. Over 50% of employees responded that they are highly satisfied (30%) and very satisfied (23%). Only 11% or 16 out of 153 employees were less than satisfied. In terms of recommending the District as a place of employment, another indication of satisfaction, 90% would recommend working at the District to others.

The 49 questions were divided into eight general categories. Each of the categories had a range of about four to nine questions. He indicated that "agreement" equals "satisfaction." Every question was asked in the same manner; do you agree or disagree and to what extent do you agree or disagree? He indicated that the overall mean of 5.54 includes "feedback and employee evaluation" and "employee interaction." These were the categories with the highest agreement and at the bottom were "morale" and "opportunities for professional growth." He noted that the "bottom" still scores 5.25 on a scale of 1 to 7 with a mid-point of 4. Thus, each category is well above the mid-point or to the agreement/satisfaction side.

In terms of importance, importance is more strongly stressed than agreement. The overall average importance for all categories is 6.4 on a 7 scale, that is, everything that was asked was important and was more important than agreement. In terms of most important, "feedback" and "employee evaluation" was rated as highest in importance as it was in agreement. However, in this category, though morale was at the bottom of the "agreement" category, it is rated as more important or higher in the "importance" category.

He presented a chart indicating that "feedback" and "employee evaluation" has the strongest agreement (5.85 on a 1 to 7 scale) and highest importance (6.57 on

a 1 to 7 scale). The details of each category was reviewed (see attached copy of presentation).

In the category of Employee Interaction, employees agreed (5.84) that this category is important and were also in agreement that this category is of high importance (6.54).

In the category of "Workplace and Resources," employees are in agreement (5.75) that the District promotes safety in the workplace and a healthy lifestyle. On a scale of importance for this category, employees feel it is important (6.33) to have all resources and equipment necessary to do their job.

With regard to the responses to the questions regarding "Management and Supervision," the highest ratings address supervisor issues such as does the supervisor treat the employee with respect, supervisor emphasizes customer service and at the bottom of this category are questions about district management. He explained that this is explainable because the supervisors are more involved with the employees on a day-to-day basis whereas District management is not.

He indicated that supervisors received high ratings but managers are included in this category. He explained that some employees are managed by supervisors who are also managers. They found that manager supervisors received higher scores than supervisors who are just supervisors. He indicated that managers who are acting on a daily supervisory level are highly regarded.

In the category of Compensation and Benefits, the benefits are more highly regarded than compensation.

The Communications category explains that most employees are in agreement that the employees understand the work, goals and objectives of the District. The survey indicates that communications have improved over the past 12 months and more employees are participating in goal setting. He indicated that the Pipeline Newsletter is low on the "agreement" scale meaning it is not seen as important by the employees. He noted under the "importance" section of this category, employees who have worked at the District three to five years consider the Pipeline Newsletter more important than longer term employees.

In terms of Opportunities for Professional Growth, employees agreed that they have opportunities to be innovative but this category is not as important as other aspects such as work is rewarding, receive training needed to do the job, job provides opportunities to advance skills and the District provides training to advance. The majority of employees agreed that their work is rewarding. However, there is not enough training to advance.

With regard to morale he noted that employees view their own morale as good but morale in their department as low. It was also noted that job security is on the lower end of the "morale agreement," but it is very important. He indicated that this indicates that there are some issues with regard to job security.

Dr. Rae indicated that at the end of the survey, two open-ended questions were asked: What does the District do particularly well?, and; What can be improved at Otay Water District? He indicated that of the 153 employee who responded to the survey, 111 responded to the open-ended questions and 42 had no response. Benefits and compensation, new programs and good inter-department communications were rated as "good" or what employees consider works well. Inter-department communications and compensation and benefits were also at the top of the list when asked "What can be improved at Otay Water District?" He noted that these responses indicate that a group of employees think there is good inter-department communication and benefits, and a group that believes it can be improved. The survey revealed that the younger employees (25 to 35 years of age) indicate that compensation and benefits are good. Older employees, employees in the finance department and supervisors highly regarded inter-department communications.

The negatives, in terms of compensation, the Finance Department was not happy with their compensation and the Engineering Department scored low in inter-department communication. These open-ended questions reveal that different groups have different responses on the same issues of compensation and benefits and communications. These categories show up as "what is working well" and they also show up as "what can be improved."

Director Breitfelder asked if Dr. Parker can determine which individuals responded to the questions as it would be good information to know if individuals from the departments are in agreement and if not, it points to the desire by employees for ongoing improvement. Dr. Parker explained that he does not know the individuals, but they can run a cross-tabulation by department or age. Finance was high in communications and low in compensation and Engineering was low in communication.

In conclusion, he reiterated that all of the categories were rated "high" with 90% of employees indicating that they would recommend Otay Water District as a great place to work. The survey reveals that employee satisfaction is very strong. However, improvements are possible to create even higher degree of satisfaction such as job security and optimism about employees' future success with the District can be increased and inter-department communication and communication between management and employees can be addressed. These issues would have strong impact on overall satisfaction.

Director Bonilla indicated that the survey revealed that the employees are happier when they have more communication with their supervisor. He understands this as meaning that we need more interaction between the direct supervisors and the employees or the supervisor and management. Dr. Parker indicated that that is correct. The survey indicated that some increased communication between management and employees would be beneficial. Director Bonilla said there was a distinction. Dr. Parker indicated that there are five categories that talk about the supervisors and the left-hand side the chart indicates that they are more highly regarded than the two questions concerning

District Management. The questions about District Management are: The District management makes informed decisions? District management are effective leaders? The responses to the questions regarding District management are lower. When you understand that some of those same people are also supervisors, then it is more of a structural sort of thing. Employees perceive District management, maybe not as human as they perceive their supervisor. Thus, District management is more abstract to them so when they see these very same people as their supervisor, they say, they are great, they're actually better than their supervisors. But when they see them in this more removed, abstract role as District management, they're not relating as much to them. Director Bonilla asked how we can work on this and get a complete understanding. Dr. Parker indicated that this is more of an assumption because the same people are scoring high when they are face-to-face, person-to-person supervising.

Director Robak asked if this is the first employee survey that has been performed. General Manager Watton indicated that one other survey was done in 2004. This survey is more scientifically or statistically based. The other survey had a series of questions and open-ended questions and was more problem oriented. This survey is more of a baseline gathering of information. The consultants were asked to prepare a survey that can be repeated.

Director Robak indicated that he expected more open-ended questions. Dr. Parker indicated that the responses to the open-ended questions can be provided for review. He indicated that the problem with open-ended questions is the subjectivity involved. Director Robak asked if this survey was a standard survey used by other organizations or whether it was compiled by staff at the District. Dr. Parker responded that this survey consisted of both. Some of the questions were standard questions used in other surveys and some of the questions were tailored to fit the District.

General Manager Watton indicated that the survey is a good baseline of information that the District can build on. Although there are areas that score high, there is valuable information that can be utilized to improve other areas. A conscious decision was made to keep the responses confidential. The survey was conducted by email through Rea & Parker's computer system so all responses reside at the research center. From a management standpoint, this is a very useful instrument and something we plan to utilize. He indicated that the survey will be repeated in a few years.

Dr. Parker thanked the Board for allowing his firm to conduct the survey. He commented that the results contained very "rich" data.

President Croucher indicated that Agenda Items 7c and 7d are included in the Board packet as informational items and will not be discussed in detail unless the Board request additional information or explanation.

c) 2008 FISCAL YEAR-END STRATEGIC PLAN AND PERFORMANCE MEASURES UPDATE REPORT

d) FISCAL YEAR END 2007-2008 CAPITAL IMPROVEMENT PROGRAM REPORT

There was no request from members of the board for a report.

ACTION ITEMS

8 GENERAL MANAGER

a) ADOPT ORDINANCE NO. 518 AMENDING SECTION 6, CONFLICT OF INTEREST CODE, OF THE DISTRICT'S CODE OF ORDINANCES

General Counsel Yuri Calderon indicated that staff is presenting Ordinance No. 518 to amend Section 6, Conflict of Interest Code, of the District's Code of Ordinances. He indicated that a review of the Conflict of Interest Code is required bi-annually to verify that it is in compliance with the law. Staff is proposing two minor adjustments. The first amendment is to tie this Code of Ordinance to the statute with regard to the amount that creates a prohibitive conflict (gifts in excess of \$390). By tying the amount to the statute, the District's Code will not require an amendment each time the amount increases due to cost of living adjustments. Director Breitfelder asked counsel to confirm the amount that does not have to be reported. General Counsel Calderon indicated that if the amount received is \$50 or less, it is not required that it be reported on the Form 700. If the amount received is accumulatively over \$50, then it must be reported. Once the maximum of \$390 is reached, it creates a prohibitive conflict and the entity that contributed the "gift" can no longer do business with the District.

General Counsel Calderon indicated that the other minor adjustment to the Conflict of Interest Code is to update the titles of the positions that are required to report or file a Form 700. He indicated that there have been some changes in position titles and the amendment would reflect the new titles in the code. He indicated that there were no other changes.

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

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

to adopt Ordinance No. 518 amending Section 6 of the District's Code of Ordinances.

9. BOARD

a) DISCUSSION OF 2008 BOARD MEETING CALENDAR

President Croucher indicated that he will be out-of-town on October 1, 2008 which is the date for the regularly-scheduled Board meeting. There was discussion regarding items to be discussed at the October Board meeting and Chief Financial Officer Joe Beachem indicated that staff would be presenting proposed methods for implementing the rate increase and the Proposition 218 Notices for board approval. It was discussed that the Board meeting will be held on October 8, 2008.

REPORTS

10. GENERAL MANAGER'S REPORT

a) SAN DIEGO COUNTY WATER AUTHORITY UPDATE

General Manager Watton indicated that the Board approved the award of a services contract to Lee & Ro for the completion of the design of the 36" pipeline. IEC has filed a claim on this project that will be presented to the Board at the October Board meeting. Lee & Ro is proceeding with the project and will provide timelines on construction and design. Construction will be somewhat delayed but the District should still be in the timeline of completing construction without incurring penalties from the County Water Authority.

Approximately 40 District employees in customer service related positions participated with over 300 other local water agency employees in a joint training. The training was with regard to dealing with customers in drought conditions. He indicated that he also had a meeting today at the County Water Authority with other General Managers and finance directors concerning drought rates.

He indicated in the budget and in a discussion with the board, staff talked about school education and promoting the water conservation garden. He noted that there are schools that have scheduled tours of the Garden and it seems to be working well.

He highlighted some of the topics that will be presented to the Finance, Administration and Communications Committee in September and the full Board at the October Board meeting which include the rate study, tiered rates, energy zones, government rate, and fixed revenues. He indicated that these items will be discussed in depth in October which will require the Board to set some policies.

The Board approved a project to provide road improvement and air/vac replacement at the Ralph W. Chapman Wastewater Recycling Facility. He indicated that the project involves repairing an old access road on the side of a mountain so staff can replace some existing pipelines. He stated that this project is very environmentally sensitive and requires a "Take Permit" for the California coastal gnatcatcher and the quino checkerspot butterfly. He indicated that he wished to note that though these projects may look very routine, when

environment issues are involved and staff has to navigate the intricacies of the permits, it can get very complicated.

The City of San Diego has rejected the San Diego 17 Agreement. He indicated that he has had some communication with the Mayor's Chief of Staff and President Croucher has written a letter requesting a meeting with the Mayor. The meeting is expected to occur in September. He indicated that staff is not in agreement with the analysis by the City that the project would cost the city money. He indicated that staff is attempting to meet on a policy level to ask that they re-evaluate the agreement.

He stated that water delivery to Mexico is expected to resume for the months of September and October. He noted that the District is delivering Mexico water to Mexico and that the District is being reimbursed for the cost of the wheeling service.

Mr. Watton indicated that Board members at the County Water Authority had a debate on the continuation of the wheeling agreement with Mexico. After a interesting debate, the CWA board voted to establish the wheeling rate and CWA will continue to serve water to Mexico with a contract extension.

President Croucher indicated that Congressman Duncan Hunter's brother, Dr. Hunter, discussed with CWA the safety issues along the All American Canal. He indicated that the issue will be addressed through the Agency General Manager Committee.

Discussions at CWA also centered on finding additional water transfers and what can be done with conservation, drought, rate structures and rate increases. He stated that he and General Manager Watton will be serving on the CWA committee to review the state and federal lobbyist and make recommendation on who they will retain for the next year.

General Manager Watton noted that CWA and IID have not been involved in the safety aspect of the Canal discussion. After Dr. Hunter made his presentation, he felt that the issue is something CWA needs to address. He indicated he is not certain where the issue will go with the board, but he would be advocating that CWA do some method of rescue or safety equipment on the canal. He stated that if there are no ladders, ropes or some type of safety equipment, there is 100% mortality if a person falls/jumps into the canal. He stated that with the help of Congressman Hunter and work with Homeland Security, monies from the Texas area will be utilized to fence in a portion of the canal near the Mexico border.

11. DIRECTORS' REPORTS/REQUESTS

Director Robak indicated that the California Attorney General Jerry Brown had filed a lawsuit against the artificial turf manufacturers. The suit indicates that the manufacturers have violated Proposition 65 which requires that they label the

contents of their product. He indicated the Product Safety Commission had ruled on the safety of artificial turf and he was disappointed in the lawsuit being filed.

Director Lopez indicated that he and his family had a good time at the Otay employee picnic and he felt it was well attended. He inquired with regard to the Strategic Plan and Performance Measures, how Chief of Technology Geoff Steven's presentation went with the Point Loma Nazarene University. Chief of Technology Stevens indicated that the District was invited by the professor of a former District intern, Mr. John Atienza, who is in the Masters program at the University. Mr. Atienza's professor asked Mr. Stevens to provide a presentation on Strategic Planning to his class. Mr. Stevens indicated that it had gone well and the students learned how a Strategic Plan can become a dynamic part of a business.

Director Breitfelder indicated that he attended the Council of Water Utilities meetings the last couple months and they have been focused on agricultural issues. He indicated at their last meeting a presentation was provided on the Salton Sea area and the agricultural problems they are having in the area due to toxic dust. They also had a speaker from SANDAG who seemed to feel that water availability was not a big factor in their planning. He indicated with regard to the Water Agencies Association, a presentation was made from another agricultural expert who indicated that avocado farming was becoming uneconomic in our region due to the water issues. The presenter discussed the possibility of transitioning to wineries and that the county was not well set up to encourage the transition. He also shared that the CSDA Quarterly Meeting focused on LAFCO. He indicated that a proposed new layer of bureaucracy over water planning is being discussed at LAFCO which is becoming a very hot issue. He indicated that he would like hear more about this issue from staff over time.

12. PRESIDENT'S REPORT

President Croucher indicated that the CSDA San Diego Chapter for which Director Breitfelder is the treasurer and he is the 1st Vice President received the State CSDA Chapter of the Year Award.

RECESS TO CLOSED SESSION

14. CLOSED SESSION

The board recessed into closed session at 5:56 p.m. to discuss the following matters:

- a) CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION
[GOVERNMENT CODE §54956.9(a)]
 - (I) MULTIPLE CASES RELATED TO THE FENTON BUSINESS CENTER AND FILED WITH THE SUPERIOR COURT OF THE COUNTY OF SAN DIEGO RECENTLY CONSOLIDATED UNDER CASE NO. 37-2007-00077024-CU-BC-CTL; AND TWO NON-

CONSOLIDATED CASES, NOS. 37-2008-83163-CU-PO-CTL AND
37-2008-00086689-CU-PO-CTL

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

a) PUBLIC EMPLOYEE PERFORMANC EVALUATION [GOVERNMENT
CODE §54957.6

TITLE: GENERAL MANAGER

RETURN TO OPEN SESSION

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

The board reconvened at 5:56 p.m. General Counsel Yuri Calderon indicated that the board would be returning to closed session but would be taking an action before returning to closed session.

Director Bonilla indicated in recognition of General Manager Watton's accomplishments and as a token of the board's continued commitment to his leadership he would like to make a motion to provide General Manger Watton a 1% increase on his base salary and an employer contribution to his 457 Plan in the amount of 1% of his new base salary. The motion was seconded by Director Breitfelder and carried with the following vote:

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

Director Bonilla indicated that the amount is small, but given the economic circumstances we currently face as a District he believes it is appropriate.

RECESS TO CLOSED SESSION

16. CLOSED SESSION

The board recessed to closed session at 5:57 p.m. to take up the remaining items on pending litigation.

Director Bonilla left at 5:57 p.m.

RETURN TO OPEN SESSION

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

The board reconvened at 6:34 p.m. General Counsel Yuri Calderon indicated that the board took one action in closed session to authorize General Counsel to settle the American Protection Insurance v. Otay Water District matter under specific terms discussed in closed session and brought back to the board.

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

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

to authorize General Counsel to settle the American Protection Insurance v. Otay Water District matter under specific terms discussed in closed session and brought back to the board.

General Counsel Calderon indicated that no other reportable actions were taken in closed session.

18. ADJOURNMENT

With no further business to come before the Board, President Croucher adjourned the meeting at 6:35 p.m.

President

ATTEST:

District Secretary



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 7, 2009
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)			
APPROVED BY: (Asst. GM):			
SUBJECT:	Customer Gans' Appeal		

GENERAL MANAGER'S RECOMMENDATION:

That the Board uphold the General Manager's decision to impose a \$5,000 charge on Mr. Gans for tampering with and operating the District's water system without proper authorization.

COMMITTEE ACTION: _____

N/A

PURPOSE:

To present to the Board for consideration, Mr. and Mrs. Gans' written and oral appeals requesting the Board to reconsider the \$5,000 charge imposed for operating the District's water system without proper authorization.

ANALYSIS:

Investigation

On September 30, 2008, it came to the attention of the District that a water test station located at the end of Sipes Circle had been tampered with and water had been taken from it without District authorization. Staff was also informed that the perpetrator is an employee from a local water agency. Following an investigation by District staff, it was determined that a District lock was removed to gain unlawful entry to the water test station and that another lock was installed on the water test station, thereby interfering with District access to its facilities. The test station, located adjacent to the Gans' property, was modified so a hose could be easily connected, apparently with the intent to steal or unlawfully use District water. During the investigation, staff worked closely with Cal-

American staff to determine whether the lock on the District's test station belonged to them. Cal-American staff met with Otay staff and opened the lock with their key. District staff has also been working with the Chula Vista Police Department to gather information related to this case. This case is still an open case with the Police Department. As a result of the investigation, it was determined that the Gans tampered with and operated the District's water system without proper authorization.

The District's costs and damages to investigate and document the tampering, determine an appropriate course of action, and remove the test station to prevent further tampering was determined to be \$3,444.29.

In addition, the District assessed a charge of \$5,000, the maximum fine for water theft, as authorized under Section 35 of the Code of Ordinance.

Subsequently, Mr. and Mrs. Gans admitted to the water theft as stated in their respective letters dated November 17, 2008 and November 26, 2008.

On November 19, 2008, the District received a letter dated November 17, 2008, (Attachment B) from Mrs. Gans admitting to the theft of water from the District. On December 3, 2008, the District received a letter dated November 26, 2008, (included in Attachment E) from Mr. Gans admitting to removing the District's lock and changing it and the theft of the water.

Pursuant to California Government Code Section 53069.6 and Section 35 of the District's Code of Ordinance, the District took all practical and reasonable steps to recover costs and damages for such unlawful actions.

Related Correspondence

November 12, 2008 - District letter to Mr. and Mrs. Gans requesting payment for the damage created by his unlawful action (Attachment A).

November 12, 2008 - November Water Bill sent to Mr. and Mrs. Gans (Attachment B).

November 17, 2008 - Letter from Mrs. Gans, received November 19, 2008, admitting using the water from the test station and expressing various concerns about her ability to pay and thus pleading for leniency (Attachment C).

November 25, 2008 - District letter to Mr. and Mrs. Gans, regarding payment of Assessment of Damages and other charges due to Illegal Connection (Attachment D).

November 26, 2008 - Letter from Mr. Gans to Joe Beachem, requesting his appeal be heard by the Board and transmittal of his Appeals Packet. Included in this packet is a letter from Mr. Gans to the Otay Water District Board of Directors, admitting to the theft and a request to the Board to reconsider the \$5,000 fine to Mr. and Mrs. Gans (Attachment E).

Photos

Attachment F

- a. Photos of the District's test station at Sipes Circle
- b. Photos of similar test stations, 630 Harlan Court and 568 Bibler Court, Chula Vista, CA 91911
- c. Photos of modified faucet unit and lock removed from Sipes Circle

Collection

The collection effort is broken into two pieces. First, the District incurred costs totaling \$3,444.29 and placed this charge on the customer's October bill as an adjustment. This payment was due on December 5, 2008. Mrs. Gans contacted customer service and made payment arrangements. Mrs. Gans wanted to pay \$2,000 up front and agreed to make monthly payments of at least \$131.30 thereafter.

Payment to date: A payment of \$2,095.43 was made on December 5, 2008. The customer's regular water bill was for \$95.43 with the additional \$2,000 going toward the \$3,444.29 adjustment.

The \$5,000 charge has not been placed on the customers account as they have asked to appeal to the Board.

Procedural History

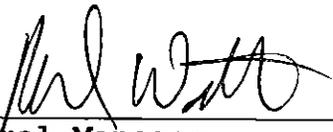
Consideration of the Gans' appeal was previously scheduled for the Board's December 15, 2008 meeting. Neither Mr. or Mrs. Gans attended that meeting. On December 29, 2008, Mrs. Gans was contacted by phone and informed that their appeal would be heard by the Board on January 7, 2009. Mrs. Gans stated they would be at the meeting to speak. On December 30, 2008, the Gans were provided written notice that their appeal has been rescheduled for the Board's January 7, 2009 meeting (Attachment G).

FISCAL IMPACT:

The fiscal impact is limited to the \$5,000 charge.

LEGAL IMPACT: _____

None.



General Manager

Attachments:

- A) November 12, 2008 - District letter to Mr. & Mrs. Gans requesting payment for the damage created by his unlawful action.
- B) November 12, 2008 - November Water Bill sent to Mr. and Mrs. Gans.
- C) November 17, 2008 - Letter from Mrs. Gans, received November 19, 2008, admitting using the water from the test station and expressing various concerns about her ability to pay and thus pleading for leniency.
- D) November 25, 2008 - District letter to Mr. and Mrs. Gans, regarding payment of Assessment of Damages due to Illegal Connection.
- E) November 26, 2008 - Letter from Mr. Gans to Joe Beachem, requesting his appeal be heard and transmittal of his Appeals Packet. Included in packet is a letter from Mr. Gans to the Otay Water District Board of Directors, requesting the Board reconsider the \$5,000 fine to Mr. and Mrs. Gans.
- F) Photos
 - a. Photos of the District's test station at Sipes Circle
 - b. Photos of similar test stations, 630 Harlan Court and 568 Bibler Court, Chula Vista, CA 91911
 - c. Photos of modified faucet unit and lock removed from Sipes Circle
- G) December 30, 2008 - District letter to Mr. & Mrs. Gans providing notice of meeting for appeal.



...Dedicated to Community Service

2654 SWEETWATER SPRINGS BOULEVARD, SPRING VALLEY, CALIFORNIA 91978-2004
 TELEPHONE: 670-2222, AREA CODE 619

www.otaywater.gov

November 12, 2008

Mr. and Mrs. Rick O. Gans
 626 Sipes Circle
 Chula Vista, California 91911-6711

RE: Notice of Delinquency - Assessment of Damages due to Illegal Connection

Dear Mr. and Mrs. Gans:

In late September, it came to the attention of the Otay Water District (District) that you tampered with and damaged District property with the express intent to steal District water. Following an investigation, the District has determined that you (i) tampered with a District water test station can cover located in front of your real property; (ii) removed a District lock to gain unlawful entry to the water test station; (iii) installed a Cal Am Co lock on the water test station, thereby interfering with District access to its facilities; (iv) modified the existing test station and installed a faucet to which a hose could be easily connected with the express intent to steal or unlawfully use District water; and (v) trespassed on District property to carry out such vandalism, tampering, and theft. Pursuant to California Government Code Section 53069.6 and Section 35 of the District's Code of Ordinance, the District must take all practical and reasonable steps to recover costs and damages for such unlawful actions.

You are hereby notified that the District is assessing the damages listed below on your account and that failure to pay such damages, at the District offices, by the due date on on your water bill will result in suspension of water service to your property.

Summary of Damages and Fines	Amount
1. Cost of removal of the illegal connections and costs incurred by District to repair or replace damaged facilities (including staff time for inspection, repair or replacement work, and transportation)	472.29
2. Costs incurred by District in connection with the investigation of the illegal connections, water theft and related matters (including staff time, attorneys fees and other related administrative costs)	2,972.00
Total Damages =	\$3,444.29

If the damages set forth above are not paid within the time indicated above, the District will discontinue water service to your property pursuant to Section 35 of the District's Code of Ordinance. If water service is discontinued, it will not be reinstated until all such damages are paid.

In addition to the damages listed above, pursuant to Section 22.01 of the District Code of Ordinance, the District is hereby assessing a charge of \$5,000.00 against you for operating the District's water system without proper authorization from the District. You have ten (10) days to notify the District in writing if you intend to appeal the charge to the District's Board of Directors. If you do not notify the District in writing of your intent to appeal the charge, it will be included in your next water bill and will be due at the same time as that water bill.

You may contact Elaine Henderson at 619-670-2284 or Andrea Carey at 619-670-2712 with any questions concerning this notice.

Yours truly,



Joseph R. Beachem
Chief Financial Officer

EH:sa

Enclosure



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

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

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

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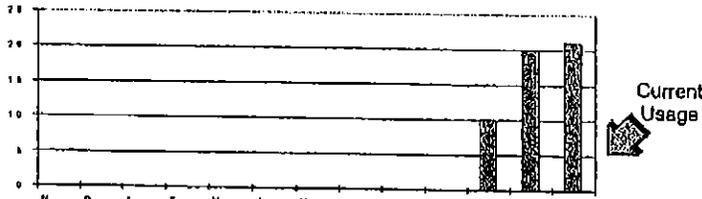


RICK GANS
 626 SIPES CIR
 CHULA VISTA CA 91911-6711

special message

The SEWER CHARGE shown is for the CITY OF CHULA VISTA. Please contact the CITY OF CHULA VISTA at 619-476-5380, for any SEWER related questions. Please contact OTAY WATER DISTRICT at 619-670-2777 for water related questions.

your monthly usage



This Year # of Days: 30 Usage: 21 Avg. Per Day: 0.70
 1 UNIT = 100 CUBIC FEET (HCF) OF WATER 1 HCF = 748 GALLONS

KEEP THIS PORTION FOR YOUR RECORDS

PAYMENT COUPON

PLEASE RETURN THIS PORTION ALONG WITH YOUR PAYMENT

PLEASE MAKE YOUR CHECK PAYABLE TO:
OTAY WATER DISTRICT

ACCOUNT NUMBER: 209-0801-18
 SERVICE ADDRESS: 626 SIPES CIR
 SERVICE FROM: 10/07/2008 TO 11/05/2008
 DUE DATE: 12/05/2008

RICK GANS
 626 SIPES CIR
 CHULA VISTA CA 91911-6711

account information

ACCOUNT NUMBER: 209-0801-18
 SERVICE ADDRESS: 626 SIPES CIR
 LAST PAYMENT: 11/05/2008 AMOUNT: \$ 93.36
 SERVICE FROM: 10/07/2008 TO 11/05/2008
 DUE DATE: 12/05/2008

meter reading

Meter Number	Previous Reading	Current Reading	Consumption
05939451	30	51	21

current charges

Chula Vista Sewer Charge	\$37.43
Energy Charge	\$1.24
SD CWA Infrastructure Access	\$3.85
Water Charge	\$40.61
Water System Fee	\$12.30
Adjustments	\$3,444.29
TOTAL CURRENT CHARGES	\$3,539.72

amount due

Previous Balance	\$93.36
Payments	-\$93.36
Credits Applied	\$0.00
Total Current Charges	\$3,539.72

TOTAL AMOUNT DUE \$3,539.72

DUE AND PAYABLE UPON RECEIPT

amount due

TOTAL AMOUNT DUE \$3,539.72

amount enclosed

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



209080118003539723

Please check box for billing address change (see back)

November 17, 2008

Otay
WATER DISTRICT
RECEIVED

ATTACHMENT C

2008 NOV 19 AM 10: 52

Mr. Joseph R, Beachem
and Otay Water District Board of Directors
2554 Sweetwater Springs Blvd.
Spring Valley, Ca. 91978-2004

Dear Sirs,

I am writing to you in response to your letter dated Nov. 12, 2008. I have spoken to your Customer Service Department, and I am doing everything possible to take care of this problem.

As I read your letter, I became aware of things that I apparently should have known before, but didn't. During the time we have lived here, I have hooked up a hose to wash my car with that faucet, although, at the times I used it, there was no lock on it. There was nothing posted on it to state that it should not be used, and I just saw it as a convenient faucet in my yard area. Please don't misunderstand me, I am not trying to use my ignorance as an excuse, now that I know what happened. I just never even gave it a thought, because I assumed it was being charged to us since it was situated in our yard. Now I am feeling rather stupid for not knowing otherwise, but plead with you to please accept my sincere apology. I only wish that somewhere along the way, someone would have notified me that this was happening. Even when the water company removed it, they told me it was because they were taking them ALL out in our development....something I now know is not true.

Again, with what I now understand, I can only tell you how sorry I am. I had to give up my job to take care of my mother before she passed away recently, and in addition, one of my children and three grandchildren lost their home and have needed help with a place to live. These circumstances have depleted what savings there was. When I read the letter from you, it sickened me to hear what it said, and now I am doing everything I can to try to borrow the money to pay the reimbursements to Otay Water District. At the same time, out of desperation, I need to ask you to consider what I probably don't deserve. I need to ask if there is anything at all that can be done to reduce the \$5,000.00 amount of the fine being imposed. I understand that in your view, I deserve it as punishment and do not deserve any mercy because of my ignorance. I have no other choice but to beg you for that undeserved mercy, and a chance to try to make things right without losing what's left. I have even considered selling my home, but can't even accomplish that with the economy the way it is.

Regardless of your decision in this matter, please accept my deepest apology for what has happened. I only wish I had been aware sooner than this.

While I await your response, please be assured that I am exhausting every effort to make restitution to you for this matter.

Very Sincerely,

Carol Gans
626 Sipes Circle
Chula Vista, Ca. 91911
acct#209-0801-18

*Corrected and
Sent 11/18/08*



...Dedicated to Community Service

2554 SWEETWATER SPRINGS BOULEVARD, SPRING VALLEY, CALIFORNIA 91978-2004
TELEPHONE: 670-2222, AREA CODE 619 www.otaywater.gov

November 25, 2008

Mr. and Mrs. Rick O. Gans
626 Sipes Circle
Chula Vista, CA 91911-6711

Dear Mr. and Mrs. Gans,

In our letter to you dated November 12, 2008, we stated that \$3,444.29 for costs incurred by the District in relation to this matter would be payable on the due date on the water bill which is December 5, 2008. In addition, the charge of \$5,000.00 is for operating the District's water system without proper authorization and can be appealed to the Board of Directors.

The Customer Service Department has mentioned to me that you have contacted them and that they offered a payment plan. If you would like to take advantage of this, please call Elaine Henderson at 670-2284 or Andrea Carey at 670-2712 prior to the due date. If no payment is received or if no payment arrangements are made, the District will proceed with our regular process of terminating service.

We have received Mrs. Gans' letter dated November 17, 2008, and in this letter the question was asked if there is anything that can be done to reduce the \$5,000.00 charge. In our letter we explained that you had ten (10) days to notify the District in writing if you intended to appeal this charge to the District's Board of Directors. I was not clear if your letter was intended to be a formal appeal to the Board of Directors or staff, or possibly both. I have discussed this matter with the General Manager and staff's position remains that any appeal must be made to the Board of Directors.

If you intend to appeal the \$5,000 charge to the Board, you may have your appeal placed on the next available board agenda. If your request is not received by December 8th, the charge will be placed on your next water bill. To avoid any confusion on this matter, please specify that you wish to have your appeal placed on the next available board agenda.

Sincerely,


Joseph R. Beachem
Chief Financial Officer

Appeal to Board of Directors
Otay Water District

From Mr. and Mrs. Rick Gans
626 Sipes Circle
Chula Vista, Ca. 91911

2008 DEC -3 PM 1:47

OTAY
WATER DISTRICT
RECEIVED

Included in Appeal

- I. Copy of original letter to Mr. Joseph Beachem and Otay Water District Board of Directors, dated Nov. 17, 2008
- II. Copy of response to our letter, from Mr. Beachem, dated Nov. 25, 2008.
Our second letter to Mr. Beachem, dated Nov. 26, 2008, requesting that our appeal be heard.
- III. Letter to Board of Directors from Mr. Rick Gans, dated Nov. 26, 2008.

Copy of Original letter to Mr. Joseph Beachem, dated November 17, 2008

November 17, 2008

Mr. Joseph R. Beachem
and Otay Water District Board of Directors
2554 Sweetwater Springs Blvd.
Spring Valley, Ca. 91978-2004

Dear Sirs,

I am writing to you in response to your letter dated Nov.12, 2008. I have spoken to your Customer Service Department, and I am doing everything possible to take care of this problem.

As I read your letter, I became aware of things that I apparently should have known before, but didn't. During the time we have lived here, I have hooked up a hose to wash my car with that faucet, although, at the times I used it, there was no lock on it. There was nothing posted on it to state that it should not be used, and I just saw it as a convenient faucet in my yard area. Please don't misunderstand me, I am not trying to use my ignorance as an excuse, now that I know what happened. I just never even gave it a thought, because I assumed it was being charged to us since it was situated in our yard. Now I am feeling rather stupid for not knowing otherwise, but plead with you to please accept my sincere apology. I only wish that somewhere along the way, someone would have notified me that this was happening. Even when the water company removed it, they told me it was because they were taking them ALL out in our development....something I now know is not true.

Again, with what I now understand, I can only tell you how sorry I am. I had to give up my job to take care of my mother before she passed away recently, and in addition, one of my children and three grandchildren lost their home and have needed help with a place to live. These circumstances have depleted what savings there was. When I read the letter from you, it sickened me to hear what it said, and now I am doing everything I can to try to borrow the money to pay the reimbursements to Otay Water District. At the same time, out of desperation, I need to ask you to consider what I probably don't deserve. I need to ask if there is anything at all that can be done to reduce the \$5,000.00 amount of the fine being imposed. I understand that in your view, I deserve it as punishment and do not deserve any mercy because of my ignorance. I have no other choice but to beg you for that undeserved mercy, and a chance to try to make things right without losing what's left. I have even considered selling my home, but can't even accomplish that with the economy the way it is.

Regardless of your decision in this matter, please accept my deepest apology for what has happened. I only wish I had been aware sooner than this.

While I await your response, please be assured that I am exhausting every effort to make restitution to you for this matter.

Very Sincerely,



Carol Gans
626 Sipes Circle
Chula Vista, Ca. 91911
acct#209-0801-18

1. Copy of response to our letter from Mr. Beachem, dated 11-25-08.
2. Our second letter to Mr. Beachem, dated 11-26-08, requesting that our appeal be heard by Board of Directors.



...Dedicated to Community Service

2554 SWEETWATER SPRINGS BOULEVARD, SPRING VALLEY, CALIFORNIA 91878-2004
TELEPHONE: 670-2222, AREA CODE 619 www.otaywater.gov

November 25, 2008

Mr. and Mrs. Rick O. Gans
626 Sipes Circle
Chula Vista, CA 91911-6711

Dear Mr. and Mrs. Gans,

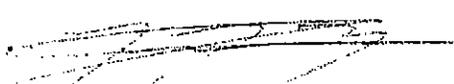
In our letter to you dated November 12, 2008, we stated that \$3,444.29 for costs incurred by the District in relation to this matter would be payable on the due date on the water bill which is December 5, 2008. In addition, the charge of \$5,000.00 is for operating the District's water system without proper authorization and can be appealed to the Board of Directors.

The Customer Service Department has mentioned to me that you have contacted them and that they offered a payment plan. If you would like to take advantage of this, please call Elaine Henderson at 670-2284 or Andrea Carey at 670-2712 prior to the due date. If no payment is received or if no payment arrangements are made, the District will proceed with our regular process of terminating service.

We have received Mrs. Gans' letter dated November 17, 2008, and in this letter the question was asked if there is anything that can be done to reduce the \$5,000.00 charge. In our letter we explained that you had ten (10) days to notify the District in writing if you intended to appeal this charge to the District's Board of Directors. I was not clear if your letter was intended to be a formal appeal to the Board of Directors or staff, or possibly both. I have discussed this matter with the General Manager and staff's position remains that any appeal must be made to the Board of Directors.

If you intend to appeal the \$5,000 charge to the Board, you may have your appeal placed on the next available board agenda. If your request is not received by December 8th, the charge will be placed on your next water bill. To avoid any confusion on this matter, please specify that you wish to have your appeal placed on the next available board agenda.

Sincerely,


Joseph R. Beachem
Chief Financial Officer

November 26, 2008

Mr. Joseph. R. Beachem
Chief Financial Officer
Otay Water District

Dear Mr. Beachem,

I regret that my first correspondence to you failed to clarify that we wished our appeal to be heard before the Board of Directors. Attached is a photocopy of that original letter sent. I addressed it to you because I was responding to the letter you had sent to us. I also added the address to the Board Of Directors, believing it to be an appeal to them, through you, as the representative of the Company that had been handling this matter.

No procedure was given to us as to how to file a formal appeal. We were told only to write to you. I believed I had clarified my intent by addressing my letter as I had.

As your letter to us, dated November 25, 2008 requests, I am asking you to consider the enclosed packet to be a formal request that this matter be heard at the next board agenda.

Included with this letter is that packet labeled "Formal Request for Appeal". The facts that we wish to have heard are included in that packet. I hope it is sufficiently submitted this time, so as to be considered. If not, we would appreciate notification. Thank you.

Sincerely,



Carol Gans

Letter to Board of Directors from Mr. Rick Gans

November 26, 2008

Otay Water District
Board of Directors

Dear Sirs,

My name is Rick Gans. I am writing to you now, because I wish to relay to you my apologies for the wrong I have done. This letter is written after unsuccessfully attempting to talk with Mr. Beachem in person. I am not familiar with your procedures, but have felt strongly that I need to convey my apologies to all of you for what I have done.

After I had removed and changed the lock, I knew I had made a serious mistake, but also realized that I could not reverse it. It was at that time that I no longer continued to use the water and began to try to analyze what would cause me to make such a foolish decision to do what I had done. It was not characteristic of me to do anything like this, and it has deeply disturbed me. It was then that I talked to my wife about it, and as she wrote to you, until that time, she had no awareness of wrongdoing. She had no knowledge of the set up and never even thought about using the water, assuming that it was being billed to us.

However, I have done wrong, and I used very poor judgement. I regretted it long before receiving your letter and charges. The only thing I can do now, other than trying to work to repay you, and pleading with you to accept my apology, is to relay to you what I now think led me to use such poor judgement. Please do not think that I am trying to offer you an excuse for what I did. There is no excuse, but in trying to understand why I did it, I have had to examine my life, and my thinking. It is as if this series of events has caused that examination of myself to expose what I can now see as things that led to my altered judgement.

Contrary to what my actions have made you think, I am a good man. I am a good person who made a stupid mistake. I have always been honest, very compassionate, and conscientious about the way I have lived. I have kept a very good record at my job for over 30 years. I have been married for almost 25 years, and have raised a family, holding family values high. Now I am in examination of what caused this explosion in my thinking.

Again, I am not attempting to make excuses, but when a person does something so far out of their normal character, it usually points to something very wrong. I have sought help with this, and have begun to understand what has happened to me.

The past few years have dealt my wife and me many crushing blows. I had always believed that my family was close and devoted. Then I had to learn that my brother had betrayed me in order to obtain my father's inheritance. My father is still alive, and even after that betrayal, as I tried to keep a relationship with him, my brother continually threatened me and my family to stay away, in fear that my father would change his decision. It has been very traumatic for me, both to be kept from him, but also to see him being manipulated and made to fear. Soon after, my mother became ill, and that brother once again, with threats, held me at bay. Within about a year, my mother died.

During the time my mother was ill, my wife quit her job to help take care of her mother, who also became very ill. She helped with her until she died. We also lost a daughter during this time, and we have used our savings to get through, and also to help another daughter after a divorce, only to find out we were lied to and deceived by her in order to obtain our financial help.

Emotionally, I am reeling. I feel crushed and devastated but have tried to keep going. I thought I was doing better than I now realize. Now, because of this stupid decision, I have done something that caused you to notify my employer. I have been suspended without pay for a month, and may lose my job. I can only pray at this point that my performance over the past 30 years will mean something.

I have managed to borrow enough money to satisfy the terms of repayment to you, but without any wages, I don't know how I can do any more. I have already lost so much, and I know that I am completely responsible, but I am asking for a chance to be able to pull through this and try to pull my life back together again. My family will not have a Christmas this year. We now face losing our home. As I become aware of the emotional issues that brought me to this problem, I now must face the prospect of losing everything I have worked for the last 30 years of my life.

Underneath the emotional collapse, I am still that good man. I know that the values I built my life on are still strong. I now see that everything that has taken place caused my thinking to derail, and I cannot tell you the regret I feel for that.

I write to you to desperately plead with you to please consider what I have confided in you. Please give me the chance to get my life back on track. I feel that now realizing and seeing more clearly the "why" for my actions, and realizing the severity of how this all has affected me, has been a huge step in rebuilding the damage that has been done. I am honestly sorry for what I did. I come to you now, with remorse and regret for my actions, and I ask you to please reconsider the \$5,000.00 fine against us. I would be glad to meet with you if it would be of help, and I thank you for the time you've taken to hear my appeal.

Very Sincerely,

Rick Gans





ATTACHMENT F

(Photo a)

(1 of 4)



(Photo a)
(2 of 4)



(Photo a)
(3 of 4)



(Photo a)
(4 of 4)



ATTACHMENT F

(Photo b)

(1 of 10)



(Photo b)
(2 of 10)

(Photo b)

(3 of 10)



(Photo b)
(4 of 10)





(Photo b)
(5 of 10)



(Photo b)

(6 of 10)



(Photo b)
(7 of 10)



(Photo b)
(8 of 10)



(Photo b)
(9 of 10)



(Photo b)
(10 of 10)



ATTACHMENT F

(Photo c)

(1 of 2)



(Photo c)
(2 of 2)



...Dedicated to Community Service

2554 SWEETWATER SPRINGS BOULEVARD, SPRING VALLEY, CALIFORNIA 91978-2004
TELEPHONE: 670-2222, AREA CODE 619

www.otaywater.gov

December 30, 2008

Mr. and Mrs. Rick O. Gans
626 Sipes Circle
Chula Vista, CA 91911-6711

Re: Request for Appeal on \$5,000 Fine

Dear Mr. and Mrs. Gans:

By letter dated November 26, 2008, you requested that the Otay Water District's ("District") Board of Directors ("Board") consider your appeal of the District's imposition of a \$5,000 fine against you for tampering with and operating the District's water system without proper authorization. Included with your letter was a packet entitled "Formal Request for Appeal."

Please be advised that the District's Board will consider your appeal at its January 7, 2009 meeting. The meeting will commence at 3:30 p.m. and will take place in the District Board Room located at 2554 Sweetwater Springs Boulevard, Spring Valley, CA 91978. The Board agenda is available at www.otaywater.gov. At the meeting, the Board will consider your Formal Request for Appeal and any oral statements you may wish to make. If there are any additional documents that you would like to be considered for your appeal, please submit them to Susan Cruz, District Secretary, at the District Office no later than January 5, 2009.

Please be advised that if you do not attend the January 7, 2009 meeting, the Board may take action based on the paperwork submitted by you, as well as any documents or oral statements provided by District staff. District staff

Mr. and Mrs. Gans

December 30, 2008

Page 2

will provide you with written notice of the Board's
decision on your appeal.

Sincerely,

Maylee Canillo

for

Susan Cruz

District Secretary



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 7, 2009
SUBMITTED BY:	Daniel Kay <i>DK</i> Associate Civil Engineer	Project/Sub-project:	TBD DIV.NO. ALL
	Ron Ripperger <i>[Signature]</i> Engineering Manager		
APPROVED BY: (Chief):	Rod Posada <i>[Signature]</i> Chief, Engineering		
APPROVED BY: (Asst. GM):	Manny Magaña <i>[Signature]</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Time extension for the As-Needed Geotechnical Services Contract issued to Southern California Soils & Testing		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board approves a twenty-four (24) month extension of the agreement time for the Southern California Soils & Testing (SCST) As-Needed Geotechnical Services Contract.

COMMITTEE ACTION: _____

Please see Attachment A.

PURPOSE:

To obtain Board approval authorizing the General Manager to extend the original agreement for an additional 24-month time period.

ANALYSIS:

At the December 6, 2006 meeting, the Board awarded an As-Needed Geotechnical Services Contract to SCST to provide geotechnical support for the District's CIP projects. However, the original contract was for two (2) years and is set to expire at the end of January 2009. Staff is requesting a 24-month extension that will be for time only. The original contract amount of \$150,000 will be sufficient and will not change.

SCST has provided geotechnical investigation reports, material testing reports, and other miscellaneous geotechnical support for various CIP projects over the two year contract period. Staff has had success with their recommendations and support.

For each project requiring geotechnical service, the District issues a task order to SCST, they submit a scope of work with a proposed fee, and the District reviews the proposal. Upon written authorization from the District, SCST then proceeds with the project as described in the scope of work. The District will continue using the same process for the extension of this contract.

The following is a list of potential projects the District plans to use SCST for geotechnical services over the 24-month extension period:

CIP	DESCRIPTION
R2034	860-1 Recycled Water Reservoir, 4.0 MG - Phase I Investigation for Parcel Acquisition
R2077	24-Inch Recycled Water Pipeline, 860 Zone, Alta Road - Alta Gate/Airway
R2087	20-Inch Recycled Water Pipeline, 944 Zone, Wueste Road-Olympic Pkwy/Otay Treatment Plant
P2009	Monitoring Wells for the 36-Inch Pipeline - FCF 14 to Regulatory Site

FISCAL IMPACT:



The funds for this contract will be expended from the CIP projects noted above. The fees for professional services requested herein are available in the approved CIP project budgets. This contract is for professional services based on the District's need and schedule, and expenditures will not be made until a task order is approved by the District for the consultant's professional services on a specific CIP project.

STRATEGIC GOAL:

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

LEGAL IMPACT: _____

None.

A handwritten signature in black ink, appearing to be 'M. L. ...', written over a horizontal line.

General Manager

P:\WORKING\As Needed Svcs Design\Geotechnical\BD 01-07-09, Staff Report, Time Extension for Services Contract issued to Southern California Soils & Testing Contract, (DK-RR).doc

DK/RR:jf



ATTACHMENT A

SUBJECT/PROJECT: TBD	Time extension for the As-Needed Geotechnical Services Contract issued to Southern California Soils & Testing
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COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on December 12, 2008. The following comments were made:

- Staff indicated that the Board had awarded an As-Needed Geotechnical Services Contract to Southern California Soils & Testing (SCST) to provide geotechnical support on a variety of CIP projects for a two-year period. The contract is set to expire at the end of January 2009.
- Staff is requesting that the contract be extended for an additional two years. It is felt that the original contract amount of \$150,000 will be sufficient and no additional funds will be required.
- Staff expects that they will utilize SCST's services on four CIP projects: 860-1 Recycled Water Reservoir; 24-inch Recycled Water Pipeline, 860 Zone; 20-inch Recycled Water Pipeline, 944 Zone; and the Monitoring Wells for the 36-inch Pipeline.

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



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 7, 2009
SUBMITTED BY:	Lisa Coburn-Boyd <i>LCB</i> Environmental Compliance Specialist	PROJECT:	P1253-004000 DIV. NO. 4
	Ron Ripperger <i>RR</i> Engineering Manager		
APPROVED BY: (Chief)	Rod Posada <i>R. Posada</i> Chief, Engineering		
APPROVED BY: (Asst. GM):	Manny Magaña <i>M. Magaña</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Award of a Professional Environmental Consulting Services Contract for the San Miguel Habitat Management Area and Associated Mitigation Projects during Calendar Years 2009, 2010, and 2011		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board awards a Professional Consulting Services Contract in the amount of \$987,807.00 to ICF Jones & Stokes for the maintenance and monitoring of the San Miguel Habitat Management Area and Associated Mitigation Projects for calendar years 2009, 2010 and 2011 (see Exhibit A for location map).

COMMITTEE ACTION:

Please see Attachment A.

PURPOSE:

To obtain Board approval authorizing the General Manager to enter into a Professional Consulting Services Contract in the amount of \$987,807.00 to ICF Jones & Stokes for the maintenance and monitoring of the San Miguel Habitat Management Area and Associated Mitigation Projects for calendar years 2009, 2010 and 2011.

ANALYSIS:

The District's Habitat Management Area (HMA) is a 230-acre, designated biological reserve located within the 509-acre Use Area property within the City of Chula Vista. The HMA serves two primary functions:

1. It serves as a mitigation bank that holds credits that can be utilized to offset Coastal Sage Scrub habitat impacts associated with the construction of District projects and facilities, as part of the requirements under Section 7 consultation with the U.S. Fish and Wildlife Service. The 210-acre Coastal Sage Scrub mitigation bank at the HMA has been in existence since 1997 and is required to be monitored and maintained in perpetuity.
2. It serves as a habitat restoration area for vegetation impacts associated with the construction of District CIP projects such as the 30-Inch Recycled Water Pipeline, 450-1 Reservoir, and 680-1 Pump Station, the 850-4 Reservoir, and the 640-1 and 640-2 Reservoirs.

In addition to the maintenance and monitoring for the HMA, the project consultant will also be responsible for the third through fifth year of the five-year maintenance and monitoring of the 30-Inch Recycled Water Pipeline, 450-1 Reservoir, and 680-1 Pump Station restoration areas, the first three years of the 640-1 and 640-2 Reservoirs revegetation maintenance and monitoring and the first two to three years of the 850-4 Reservoir restoration maintenance and monitoring. The District is required to conduct biological monitoring, provide continuous maintenance, and submit annual reports to the U.S. Fish and Wildlife Service, California Department of Fish & Game, and the U.S. Army Corps of Engineers for these projects.

ICF Jones & Stokes is the firm that currently has the contract for the HMA maintenance and monitoring. Their contract will conclude on December 31, 2008. In order to have a new consultant on board immediately following the end of this contract so that maintenance services are not neglected, the District solicited Professional Environmental Consulting Services from consulting firms by placing an advertisement on the District's website and in the San Diego Union Tribune and Daily Transcript. Eight (8) firms submitted a letter of interest and statement of qualifications. The Request for Proposal (RFP) was sent to all eight firms resulting in four (4)

proposals, received on October 30, 2008, from the following consulting firms:

- Dudek
- IFC Jones & Stokes
- P&D Consultants / AECOM
- RECON

The consultant selection panel was comprised of five District staff members, four from Engineering and one from Operations. Staff evaluated and scored the written proposals and interviewed the two top-rated firms, ICF Jones & Stokes and P&D Consulting. RECON and Dudek were not interviewed because of their low score on the written proposal, as compared to the other two firms. After holding the interviews, the panel completed the consultant ranking process and ICF Jones & Stokes was the firm that received the highest overall score. ICF Jones & Stokes also had the lowest fees. References for ICF Jones & Stokes were checked and received high ratings. A summary of the complete evaluation is shown in Attachment B.

This contract amount includes all work expected to be performed from January 2009 through December 2011 (three calendar years). Staff recommends the award of a professional services contract to ICF Jones & Stokes for a not-to-exceed amount of \$987,807.00. This amounts to a cost of \$329,269.00 per calendar year. As the end of the first and each subsequent calendar year approaches, the consultant will provide a budget estimate for the services required for the next calendar year. If any services are not required, due to acceptance of a maintained and monitored area by the resource agencies, the budget will be adjusted accordingly.

FISCAL IMPACT:

The committed funds for this contract totaling \$987,807 will be expended from calendar year 2009 through calendar year 2011 encompassing Fiscal years 2009-2012. The costs for the remainder of FY 2009, which are estimated to be \$150,000, are covered by the existing operating budget. The Project Manager anticipates that, based on the financial analysis, the operating budget for this project will be sufficient for the remainder of the fiscal year.

Costs falling within the future fiscal years will be budgeted for in the normal budget process accordingly. Staff does not anticipate that future years' budgets will increase due to this contract. The actual annual cost of the contract should

decrease as projects reach the end of their maintenance and monitoring periods and are accepted by the Resource agencies.

STRATEGIC GOAL:

This project supports the District's strategic goal of creating a comprehensive environmental program that is proactive in response to environmental compliance.

LEGAL IMPACT:

None.



General Manager

P:\WORKING\CIP W253 HMA\WO 8645\Staff Reports\HMA Services Contract Staff Report - 2009-2011.doc

Attachments: Attachment A
Attachment B
Exhibit A



ATTACHMENT A

SUBJECT/PROJECT:	Award of a Professional Environmental Consulting Services Contract for the San Miguel Habitat Management Area and Associated Mitigation Projects during Calendar Years 2009, 2010, and 2011
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COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on December 12, 2008. The following comments were made:

- The San Miguel Habitat Management Area (HMA) is a 230 acre biological reserve established in 1994. It surrounds the Salt Creek Golf Course and was instituted as mitigation for the District's impacts to the coastal California Gnatcatcher and the coastal sage scrub habitats.
- The habitat includes 210 acres of coastal sage scrub, the Rickey Pond restoration area, and the native grasslands restoration area. To date, 58 acres have been committed for existing and previous OWD projects. The habitat must be maintained in perpetuity.
- The Rickey Pond Restoration Area serves as mitigation for wetlands impact from the construction of the 711-3 reservoir. It is currently in its 5th year of a 5-year mitigation plan and staff plans to petition the resource agencies for sign-off in 2009. The District will only be responsible for maintenance from that point forward.
- The native grasslands area serves as mitigation to native grasslands for impacts to burrowing owl and raptor foraging habitats associated with the construction of the 711-3 reservoir. It is in its 6th year of mitigation efforts due to setbacks from faulty irrigation and the company who did the planting did it incorrectly. The native grasslands area, however, has had good success in the past year and has achieved 50% coverage. Staff plans to petition the resource agencies for sign-off in 2009. The requirements call for 70% coverage, however, staff believes they may achieve the needed coverage in 2009.
- Staff reviewed the maintenance, monitoring and reporting tasks required for the HMA which includes the removal of

nonnative plant species, the up-keep of perimeter fences, monitoring the efficacy of the maintenance efforts, identify potential problems or threats to biological resources, submitting surveys and annual/monthly reports to various agencies, etc.

- There are three CIP projects that require maintenance, monitoring & reporting for mitigation areas both on-site and at the HMA. They include:
 - 30-inch Recycled Water Pipeline, 450-1 Reservoir & 680-1 Pump Station Restoration Projects - The District is in its 3rd year and will maintain, monitor and report for another two years.
 - 640-1 & 640-2 Reservoirs Coastal Sage Scrub Revegetation Project - The District will maintain, monitor and report on this mitigation effort for five years.
 - 850-4 Munz's Sage Resoration Project - The District must restore the area with munz's sage.
- As the District's HMA maintenance and monitoring contract is set to expire on December 31, 2008, staff solicited Professional Environmental Consulting Services and received 4 proposals. The consultant was selected using the Consultant Selection Process in accordance with District Policy 21. Staff is recommending that ICF Jones & Stokes be awarded the consultant contract. Staff noted that ICF Jones & Stokes is the District's current consultant who's contact will expire in December 2008.
- The contract is for 3 years totaling \$987,807. The consultant will receive the full amount of \$329,269 for the first year and then will be required to submit a budget each year-end as certain tasks could no longer be required as the District gets sign-offs for the the various restoration projects by the resource agencies. The budget will be then be adjusted accordingly.
- It was noted that the adjustments would be internal based on scope and would not be brought back each year to the board. Staff will report status and highlight when the District receives sign-offs from the resource agencies within the GM Report.
- It was discussed that the company who had the HMA contract prior to Jones & Stokes, had also submitted a proposal and

were interviewed. Their proposal included the same approach that they had used previously in the native grasslands without success. It was indicated that the fire did not affect the native grasslands area, however, fire is considered a natural occurrence and the District would not be responsible for restoring any areas damaged by fire, they should recover naturally.

- It was also discussed that the US Fish & Wildlife Services and the California Dept. of Fish & Game are not interested in the District donating mitigation lands to their reserves as they do not wish to take on the responsibility of maintaining them.
- Staff indicated that with regard to the Native Grassland Restoration Area the District may never reach 70% coverage, however, staff will present its success to the resource agencies and note how much coverage was accomplished in one year from 5% coverage to 50% coverage. The native grassland area also is accomplishing its goal as a habitat for raptor foraging and the burrowing owl.

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

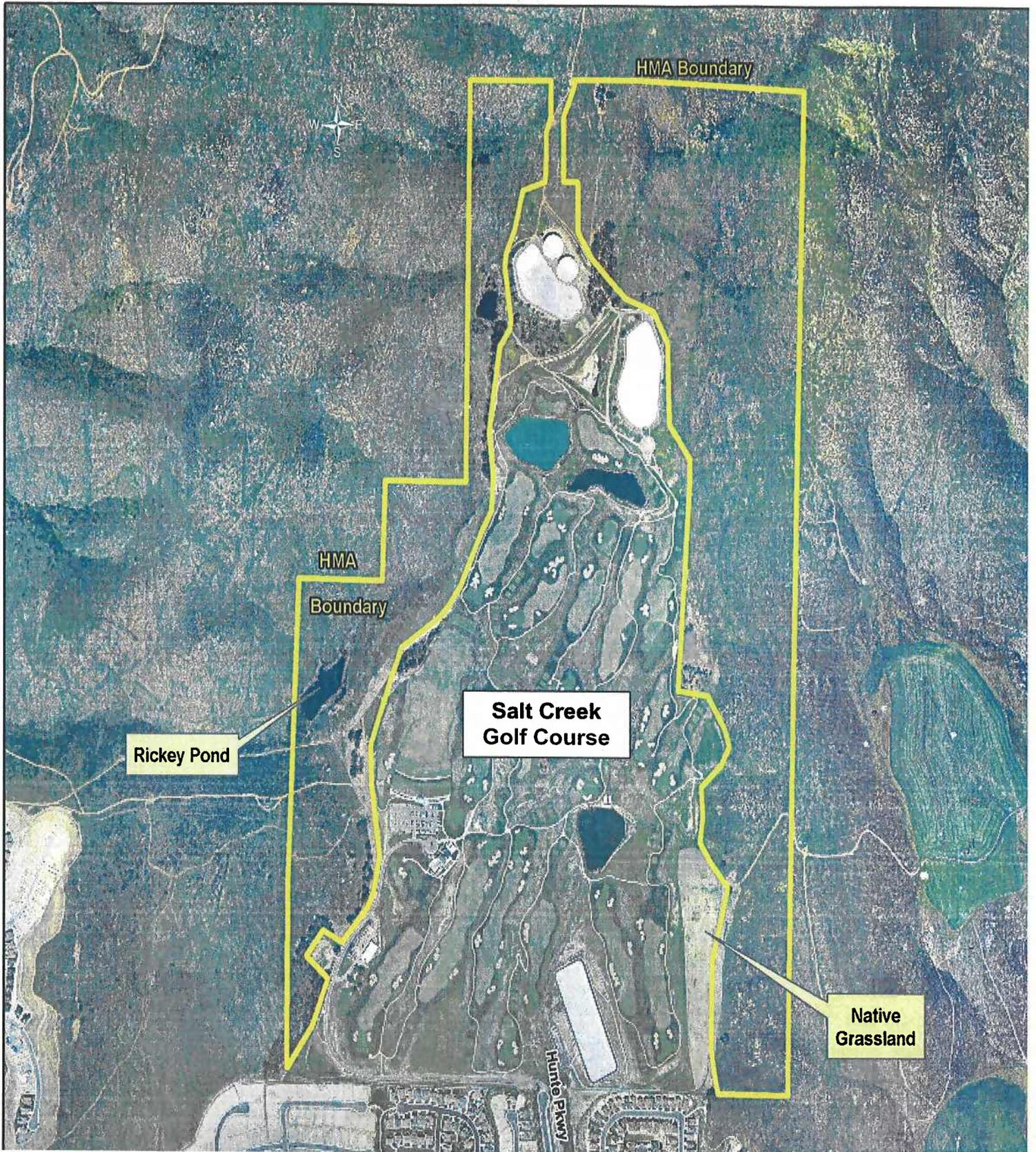


EXHIBIT A
Otay Water District San Miguel Habitat Management Area

ATTACHMENT B

SUMMARY OF PROPOSAL RANKINGS BY PANEL MEMBERS

San Miguel HMA & Associated Mitigation Projects Environmental Services

		← WRITTEN →						← WRITTEN → ORAL* →				TOTAL SCORE	AVERAGE SCORE	References		
		Qualifications of Staff	Understanding of scope, schedule, resources	Soundness and Viability of Proposed Project Plan	Proposed Fee	Consultant's commitment to DBE	SUBTOTAL	AVERAGE SUBTOTAL SCORE	Additional creativity, insight to issues	Strength of project manager	Presentation, communication skills				Quality of response to questions	
SCORE		20	20	25	35	Y/N	100		15	15	10	10	150 **		Pass/Fail	
Dudek	<i>Lisa Coburn-Boyd</i>	16	17	23	0	N	56	54								
	<i>Ron Grunow</i>	18	18	23	0		59									
	<i>Roger Holly</i>	14	14	16	0		44		Did Not Interview							
	<i>Daniel Kay</i>	16	17	20	0		53									
	<i>Ron Ripperger</i>	18	18	23	0		59									
Jones & Stokes	<i>Lisa Coburn-Boyd</i>	19	19	24	35	Y	97	95	14	14	9	9	143	141	P	
	<i>Ron Grunow</i>	18	18	23	35		94		14	15	9	10	142			
	<i>Roger Holly</i>	18	18	23	35		94		14	14	10	10	143			
	<i>Daniel Kay</i>	17	19	23	35		94		14	14	9	9	140			
	<i>Ron Ripperger</i>	17	19	24	35		95		12	13	8	8	136			
P&D Cons.	<i>Lisa Coburn-Boyd</i>	16	17	22	25	N	80	77	12	12	8	7	119	115	P	
	<i>Ron Grunow</i>	17	17	21	25		80		10	13	8	9	120			
	<i>Roger Holly</i>	14	15	16	25		70		9	11	7	8	105			
	<i>Daniel Kay</i>	17	16	18	25		76		12	12	7	8	115			
	<i>Ron Ripperger</i>	15	17	21	25		78		10	13	8	7	116			
RECON	<i>Lisa Coburn-Boyd</i>	19	18	23	1	Y	61	54								
	<i>Ron Grunow</i>	18	17	21	1		57									
	<i>Roger Holly</i>	14	13	16	1		44		Did Not Interview							
	<i>Daniel Kay</i>	18	18	24	1		61									
	<i>Ron Ripperger</i>	15	17	16	1		49									

Consultant	Proposed Fee	% Above Lowest Fee	Score
Jones & Stokes	\$329,269	Lowest Fee	35
P&D Consulting	\$487,257	41-50%	25
RECON	\$557,558	161-170%	1
Dudek	\$611,645	>180%	0

PM Signature: *Lisa Coburn-Boyd* Date: 12-04-08

Engineering Manager: *[Signature]* Date: 12/5/08

* Oral Interviews are for projects with fees over \$200,000.
 ** If fees are less than \$200,000, then total score is 100 points.



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 7, 2009
SUBMITTED BY:	Elaine Henderson, Customer Service Manager <i>eh</i>	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Joseph R. Beachem, Chief Financial Officer		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager		
SUBJECT:	Execute a Five-Year Contract with Underground Utilities, Inc. for Meter Box Clean-out Services		

GENERAL MANAGER'S RECOMMENDATION:

That the Board authorizes the General Manager to:

1. Execute a five-year contract with Underground Utilities, Inc. in the amount of \$124,312.50, plus appropriate increases tied to the San Diego Consumer Price Index, for clean-out services of 850 meter boxes per year, with the first year's cost of \$29.25 per meter box and the annual cost as follows:

Year 1	\$24,862.50
Years 2-5	\$24,862.50 - plus an annual price increase tied to the San Diego Consumer Price Index for the prior year and becomes effective on July 1 st of each year.

COMMITTEE ACTION: _____

Please see Attachment A.

PURPOSE:

To provide bid results and obtain authorization to award a five-year meter box clean-out services contract to Underground Utilities, Inc.

ANALYSIS:

In December of 2007, to improve the efficiency and safety of meter reading, the District entered into a contract with Westturf Landscape Maintenance for meter box clean-out services. On June 30, 2008 this contract expired.

In accordance with the District's purchasing requirements, a solicitation for quotations for meter box clean-out services was published. Between October 17, 2008 and October 29, 2008, five bids were received and publicly opened. Following are the bid results:

Bidder	Bid Unit Cost	Total Annual Bid
Underground Utilities, Inc.	\$29.95	\$24,862.50
Kirk Paving, Inc.	\$35.00	\$29,750.00
C.E. Wilson Corporation	\$35.00	\$29,750.00
Westturf Landscape Maintenance	\$55.00	\$46,750.00
Coastline Water Resources, Inc.	\$88.53	\$75,250.00

The apparent low bidder, Underground Utilities, Inc., had good references and also did a good job performing AMR meter change outs for the District for three years. This contract will be consistent with all the District's multi-year contracts and should the vendor fail to perform as required, the District will have the ability to terminate the contract, at any time, for cause.

It is recommended that the Board award a contract to Underground Utilities, Inc. for five years in the amount \$124,312.50 plus appropriate increases tied to the San Diego Consumer Price Index.

FISCAL IMPACT:



This expense is supported by a \$30,000.00 allocated in the FY09 Budget for meter box clean-out services.

STRATEGIC GOAL:

The proposed contract supports the District's strategy of Business Process Efficiency.

LEGAL IMPACT: _____

None.



 General Manager

Attachments:

A) Committee Action Form



ATTACHMENT A

SUBJECT/PROJECT:	Execute a Five-Year Contract with Underground Utilities, Inc. for Meter Box Clean-out Services
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COMMITTEE ACTION:

The Finance, Administration, and Communications Committee reviewed this item at a meeting held on December 9, 2008. The following comments were made:

- Staff indicated that the District had a meter box clean out service in place last year and the contract had expired in June 30, 2008.
- The clean-out services include replacing broken lids, digging-up buried meter boxes, and trimming vegetation from around the boxes so they are more easily located.
- Staff wishes to continue with the program as it is working well. It is a low skill task that is better out-sourced and is more economical than having District staff handle the clean-out tasks.
- It was discussed that the clean-out services allow meter staff to read meters approximately 15% faster which saves about 8-10 man hours every other month.
- The committee discussed the possible reasons for the large difference between the bids. It was noted that the higher bids were from larger companies. Sometimes large companies will submit bids just in case they are the only bidder. If they are the only bidder, they would then win the contract.
- It was noted that Underground Utilities, Inc. is the same vendor that has done a good job in performing the AMR meter change-outs for the District.

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



AGENDA ITEM 20d

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 7, 2009
SUBMITTED BY:	Kelli Williamson, <i>KW</i> Human Resources Manager	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Rom Sarno, Chief of Administrative Services <i>[Signature]</i>		
APPROVED BY: (Asst. GM):	German Alvarez, <i>GA</i> Assistant General Manager, Finance and Administration		
SUBJECT:	Adopt Resolution No. 4132 Amending the District's 401(a) Plan to include matching employer contributions to certain groups and authorize the General Manager to execute a second amendment to the Adoption Agreement to implement the employee contribution component of the 401(a) Plan at a later date		

GENERAL MANAGER'S RECOMMENDATION:

That the Board of Directors adopt Resolution No. 4132 to:

- 1) Amend the District's 401(a) Plan to include matching employer contributions to certain groups and
- 2) Authorize the General Manager to execute a second amendment to the Adoption Agreement to implement the employee contribution component of the 401(a) Plan at a later date.

COMMITTEE ACTION: _____

See Attachment A.

PURPOSE:

To request that the Board amend the District's 401(a) Plan to permit employer contributions and obtain authority for the General Manager to further amend the District's 401(a) Plan to permit employee contributions.

ANALYSIS:

In October 2004, Resolution No. 4023 was passed authorizing the Otay Water District to establish a 401(a) Terminal Pay Plan with ICMA Retirement Corporation, in which employees age 55 and older are allowed to tax shelter their vacation and sick accruals upon

termination. This Terminal Pay Plan also allows the District and the terminating employee to save on their social security taxes.

In order to enhance the District's retirement plan beyond the current 401(a) Terminal Pay Plan, staff is proposing to add a new component which would allow more flexibility for employees to save for their retirement. The District currently makes a matching contribution to the following groups into their Deferred Compensation 457 Plan: \$1,000 for Confidential Employees and Supervisors, \$3,000 for Managers, and \$5,000 for Senior Management. This proposal would match the employees' contributions into a 401(a) plan instead of matching the contributions into the employees' 457 Deferred Compensation Plan. This would allow the employees to make the maximum contributions into their 457 Deferred Compensation Plan if they wish. Passing Resolution 4132 (Attachment B), would allow employees to save additional pre-tax dollars into their 457 Deferred Compensation Plan, while the District makes the matching contributions into each employee's respective 401(a) Plan.

District staff is also in the process of researching the feasibility for allowing employees to contribute directly into their 401(a) plans during their employment with the District (rather than limiting employee contribution to vacation and sick leave accruals at termination). District staff is working with the General Counsel, special legal counsel on benefits, and the District's 401(a) Plan administrator (the ICMA Retirement Corporation) to develop an employee contribution plan that complies with state and federal law, including applicable IRS regulations.

In order to provide a January 1 implementation date on the employer contribution component of the 401(a) Plan, District staff recommends that the District's Board of Directors approve the following:

- 1) Amended Adoption Agreement submitted with this Staff Report and
- 2) Authorize the General Manager to take all action necessary, including executing a second amendment to the Adoption Agreement, to implement the employee contribution component of the 401(a) Plan once it is fully developed by District staff and legal counsel.

FISCAL IMPACT:



None.

STRATEGIC GOAL:

District's FY 09-11 Strategic Plan related to retaining a dedicated workforce.

LEGAL IMPACT:

None.



General Manager

- Attachment A - Committee Action
- Attachment B - Resolution No. 4132 Amending the 401(a) Plan to include matching employer contributions to certain groups and authorizing the General Manager to execute a second amendment to the Adoption Agreement to implement the employee contribution component of the 401(a) Plan at a later date.
- Attachment C - Amended Adoption Agreement



ATTACHMENT A

SUBJECT/PROJECT:	Adopt Resolution No. 4132 amending the District's 401(a) Plan to include matching employer contributions to certain groups and authorize the General Manager to execute a second amendment to the Adoption Agreement to implement the employee contribution component of the 401(a) Plan at a later date
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COMMITTEE ACTION:

The Finance, Administration, and Communications Committee reviewed this item at a meeting held on December 9, 2008. The following comments were made:

- The board had approved the implementation of a 401(a) Terminal Pay Plan in October 2004. The plan allows employees 55 and older to tax shelter their vacation and sick accruals upon termination by placing the funds in a 401(a) Plan.
- The District would like to enhance the plan by adding a component which would allow more flexibility for employees to save for their retirement.
- The District currently makes a matching contribution to the following employees 457 Deferred Compensation Plan: \$1000 for Confidential Employees and Supervisors, \$3000 for Managers, and \$5,000 for Senior Management. The enhancement would allow the District to place the matching contribution into a 401(a) Plan instead of the employees' 457 Deferred Compensation Plan. This would allow the employees to make the maximum contribution into their 457 Deferred Compensation Plan if they wished to.
- Staff is also researching the possibility of allowing employees to contribute directly into a 401(a) plan during their employment with the District (as opposed to limiting their contribution to vacation and sick leave accruals at termination). The contribution into the 401(a) plan at the moment would be irrevocable. Once an employee makes an election they must continue the contribution until they

retire/terminate their employment. Staff is working with ICMA to see if contributions can be changed by employees as needed.

- It was discussed that because of timing, the enhancements could not be researched in time during negotiations in 2007 for implementation on January 1, 2008.
- It was indicated that matching contributions are not provided for represented employees and that they would not be affected by the new enhancements.
- It was also discussed that there was no significant cost, other than administrative cost. The District is already providing the match and this would allow employees to contribute additional monies for retirement.
- Staff is proposing to implement the employer contribution component of the 401(a) Plan on January 1, 2009 and is requesting that the board approve an amendment to the agreement with ICMA Retirement Corporation (ICMA).
- Staff is also proposing that the board authorize the General Manager to execute a second amendment to the 401(a) Plan Agreement with ICMA to allow employees to contribute their own funds into a 401(a) Plan after further research and if it is determined to be feasible.

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

RESOLUTION NO. 4132

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF OTAY WATER DISTRICT
AMENDING THE DISTRICT'S 401(a) MONEY
PURCHASE PLAN**

WHEREAS, on or about January 7, 2004, the Board of Directors ("Board") of the Otay Water District ("District") approved Resolution No. 4005, authorizing the adoption of benefit plans qualified under section 401(a) of the Internal Revenue Code ("Code") to provide supplemental retirement benefits to qualified employees ("401(a) Plan");

WHEREAS, on or about October 6, 2004, the Board approved Resolution No. 4023, establishing the District's 401(a) Plan with ICMA Retirement Corporation in the form of The ICMA Retirement Corporation Governmental Money Purchase Plan & Trust;

WHEREAS, the 401(a) Plan currently allows District employees age 55 and older to tax shelter their vacation and sick accruals upon termination of employment with the District;

WHEREAS, the District currently makes the following matching contributions to the following employee groups into their Deferred Compensation 457 Plan ("457 Plan"):

1. \$1,000 for Confidential Employees and Supervisors
2. \$3,000 for Managers
3. \$5,000 for Department Chiefs
4. \$5,000 for Assistant General Manager
5. \$5,000 for General Manager

WHEREAS, it is the desire of the Board to enhance retirement benefits and provide more flexibility for its employees by expanding the 401(a) Plan to allow the District to make matching contributions into the 401(a) plan rather than the 457 Plan for the above referenced employee groups;

WHEREAS, it is the further desire of the Board to further enhance retirement benefits and provide additional flexibility for its employees by permitting employees in the above referenced employee groups to make contributions into the 401(a) Plan during their employment with the District;

WHEREAS, District staff is in the process of developing the details and requirements for further expanding the 401(a) Plan to allow employee contributions;

WHEREAS, the District has employees rendering valuable services; and

WHEREAS, it is in the best interest of the District and its employees to move forward with implementing the employer matching contribution component forthwith, pending further development of the employee contribution component of the 401(a) Plan.

NOW THEREFORE BE IT RESOLVED, ORDERED AND DETERMINED that the Otay Water District hereby amends its 401(a) Plan to allow employer matching contributions to be made to the 401(a) plan for Confidential Employees, Supervisors and Managers, and Senior Management, pursuant to the specific provisions of the Amended Adoption Agreement in substantially the form of the agreement submitted to the Board as attached;

BE IT FURTHER RESOLVED that the District's General Manager is hereby authorized by the Board to execute the Amended Adoption Agreement.

BE IT FURTHER RESOLVED that the District's General Manager is hereby authorized by the Board to take all necessary and desirable actions as he deems necessary or appropriate to effectuate the intent and purposes of the foregoing resolutions, including but not limited to revising the Amended Adoption Agreement and executing a second amendment to the Adoption Agreement, to expand the 401(a) Plan to allow employee contributions by the employee groups referenced herein.

PASSED, APPROVED AND ADOPTED by the Board of Directors of Otay Water District at a regular meeting held this 7th day of January, 2009.

Ayes:
Noes:
Abstain:
Absent:

President

ATTEST:

District Secretary

2009 RESTATEMENT OF ATTACHMENT AND
AMENDMENT TO THE OTAY WATER DISTRICT
401 (A) PLAN (FORMERLY KNOWN AS THE
OTAY WATER DISTRICT TERMINAL PAY PLAN)

This 2009 Restatement of Attachment and Amendment to the Otay Water District 401(a) Plan (Formerly known as the Otay Water District Terminal Pay Plan) is incorporated into and made a part of the Otay Water District 401(a) Plan ("Plan"). Notwithstanding any other provision of the Plan, including, but not limited to, the Adoption Agreement and the Basic Document, the Attachment is restated as follows, effective as of January 1, 2009:

1. New Section 2.12A is added to the Plan to read as follows:

"Deferred Compensation 457 Plan Contributions" means contributions that are allocated to the account of the Participant under the Employer Deferred Compensation 457 Plan.

2. Section 2.21A is added to the Plan to read in full as follows:

2.21A "Sick Leave Pay" means sick leave pay to which a Participant is entitled to be paid by the Employer on or after his or her termination of employment with the Employer.

3. New Section 2.13A is added to the Plan to read as follows:

2.13A "Matching Contributions" means contributions by the Employer that match Deferred Compensation 457 Plan Contributions that are allocated to the account of the Participant under the Employer Deferred Compensation 457 Plan.

4. Section 2.24 is added to the Plan to read in full as follows:

"Vacation Leave Pay" means vacation leave pay to which a Participant is entitled to be paid by the Employer on or after his or her termination of employment with the Employer.

5. Section 4.01 of the Basic Plan Document is revised to read in full as follows:

A. Employer Contributions of Terminal Pay

Contributions will be made by the Employer on behalf of each Participant who has accrued but unpaid Sick Leave Pay and/or Vacation Leave Pay at the time of such Participant's: (i) termination of employment after he or she has reached Normal Retirement Age, or (ii) death. Such contribution will be deemed to be made effective immediately prior to the Participant's

termination of employment with the Employer; provided, however, that all or a portion of the contribution that would otherwise be contributed will not be made to the Plan to the extent such amount cannot be allocated to the Participant's Account by reason of the limitations in Article V of the Plan. Employer contributions will be allocated only to the Account of the Participant on behalf of whom they are made. Contributions will be paid to the Trustee as soon as administratively practicable following the Participant's termination of employment.

B. Employer Matching Contributions

The Employer will make Matching Contributions to the Plan which match the Participant's Deferred Compensation 457 Plan Contributions as follows:

(i) General Manager

100% of Deferred Compensation 457 Plan Contributions up to an annual maximum of \$5,000.

(ii) Assistant General Manager

100% of Deferred Compensation 457 Plan Contributions up to an annual maximum of \$5,000.

(iii) Department Chief

100% of Deferred Compensation 457 Plan Contributions up to an annual maximum of \$5,000.

(iv) Managers

100% of Deferred Compensation 457 Plan Contributions up to an annual maximum of \$3,000.

(v) Supervisor/Confidential

100% of Deferred Compensation 457 Plan Contributions up to an annual maximum of \$1,000.

Matching Contributions will be made under the Plan only on behalf of the categories of Employees described in 4.01B(i), (ii), (iii), (iv) and (v) in the amount described therein. No other Matching Contributions will be made under the Plan.

6. In Section 8.02, each reference to "Plan Administrator" is revised to read "Employer".

7. The following Section 15.01(h) is added to the Plan to read in full as follows:

The Employer (or its delegate) shall have the discretionary authority to interpret the terms of the Plan and to determine eligibility for benefits under the Plan. The Plan Administrator will be subject to the directions of the Employer.

8. Section 15.07 is revised to read in full as follows:

Except as otherwise determined by the Employer (or its delegate), all constructions, determinations and interpretations made by the Plan Administrator pursuant to Section 15.02(a) or (d) shall be final and binding on all persons participating in the Plan. Decisions by the Plan Administrator and the Employer shall be given deference in all courts of law to the greatest extent allowed by applicable law.

IN WITNESS WHEREOF, the Employer hereby causes this 2009 Restatement of Attachment and Amendment to the Plan to be executed on this ____ day of _____, 2008.

EMPLOYER

By: _____

Title: _____

ICMA RETIREMENT CORPORATION
GOVERNMENTAL MONEY PURCHASE PLAN & TRUST
ADOPTION AGREEMENT

PLAN NUMBER 10-8655

The Employer hereby establishes a Money Purchase Plan and Trust to be known as **Otay Water District 401(a) Plan (formerly known as The Otay Water District Terminal Pay Plan)** (the "Plan") in the form of the ICMA Retirement Corporation Governmental Money Purchase Plan and Trust (MPP 01/01/06).

This Plan is an amendment and restatement of an existing defined contribution money purchase plan.

Yes No

If yes, please specify the name of the defined contribution money purchase plan which this Plan hereby amends and restates:

The Otay Water District Terminal Pay Plan

Effective Date: **January 1, 2009**
Summary of Change: **Contribution Provisions**

- I.** Employer: **Otay Water District**
- II.** The Effective Date of the Plan shall be the first day of the Plan Year during which the Employer adopts the Plan, unless an alternate Effective Date is hereby specified: **1/1/04** (e.g., January 1, 2006 for the MPP 01/01/06 Plan)
- III.** Plan Year will mean:
- The twelve (12) consecutive month period which coincides with the limitation year. (See Section 5.03(f) of the Plan.)
- The twelve (12) consecutive month period commencing on _____ and each anniversary thereof.
- IV.** Normal Retirement Age shall be age **55** (not to exceed age 65).

V. ELIGIBILITY REQUIREMENTS

1. The following group or groups of Employees are eligible to participate in the **Terminal Pay Plan**:

 X All Employees **(For Terminal Pay Plan Only)**
 All Full Time Employees

The following groups of Employees are eligible to participate in the Terminal Pay Plan and the Employer Matching Contribution Plan.

 X Supervisor / Confidential
 X Department Chief
 X Management
 X Assistant General Manager
 X General Manager
 Other (specify below)

The group specified must correspond to a group of the same designation that is defined in the statutes, ordinances, rules, regulations, personnel manuals or other material in effect in the state or locality of the Employer.

In this Section V.1: (1) "Terminal Pay Plan" means the part of this 401(a) Plan that provides for contributions pursuant to Section 4.01A of the Plan, as amended by the 2009 Restatement of Attachment and Amendment to the Plan ("2009 Attachment"); and (2) "Employer Matching Contribution Plan" means the part of this 401(a) Plan that provides for contributions pursuant to Section 4.01B of the Plan, as amended by the 2009 Attachment.

2. The Employer hereby waives or reduces the requirement of a twelve (12) month Period of Service for participation. The required Period of Service shall be N/A (write N/A if an Employee is eligible to participate upon employment).

If this waiver or reduction is elected, it shall apply to all Employees within the Covered Employment Classification.

3. A minimum age requirement is hereby specified for eligibility to participate. The minimum age requirement is 21 (not to exceed age 21. Write N/A if no minimum age is declared.)

VI. CONTRIBUTION PROVISIONS

1. The Employer shall contribute as follows (choose all that apply):

() **Fixed Employer Contributions With or Without Mandatory Participant Contributions.**

A. Fixed Employer Contributions. The Employer shall contribute on behalf of each Participant ___% of Earnings matching dollar for dollar (subject to the limitations of Article V of the Plan).
Mandatory Participant Contributions

___ are required
___ are not required

to be eligible for this Employer Contribution.

B. Mandatory Participant Contributions for Plan Participation. A Participant is required to contribute (subject to the limitations of Article V of the Plan)

(i) ___% of Earnings,

(ii) \$_____, or

(iii) a whole percentage of Earnings between the range of _____
(insert range of percentages between 0% and 20% (e.g., 3%, 6%, or 20%; 5% to 7%)), as designated by the Employee in accordance with guidelines and procedures established by the Employer

for the Plan Year as a condition of participation in the Plan. A Participant shall not have the right to discontinue or vary the rate of such contributions after becoming a Plan Participant.

The Employer hereby elects to "pick up" the Mandatory Participant Contributions.¹

_____ Yes _____ No

() **Fixed Employer Match of Voluntary Participant Contributions.**

The Employer shall contribute on behalf of each Participant ___% of Earnings for the Plan Year (subject to the limitations of Article V of the Plan) for each Plan Year that such Participant has contributed ___% of Earnings or \$_____. Under this option, there is a single, fixed rate of Employer contributions, but a Participant may decline to make the required Participant contributions in any Plan Year, in which case no

¹ Neither an IRS advisory letter nor a determination letter issued to an adopting Employer is a ruling by the Internal Revenue Service that Participant contributions that are picked up by the Employer are not includable in the Participant's gross income for federal income tax purposes.

Employer contribution will be made on the Participant's behalf in that Plan Year.

() **Variable Employer Match of Voluntary Participant Contributions.**

The Employer shall contribute on behalf of each Participant an amount determined as follows (subject to the limitations of Article V of the Plan):

_____% of the Voluntary Participant Contributions made by the Participant for the Plan Year (not including Participant contributions exceeding ____% of Earnings or \$_____);

PLUS ____% of the contributions made by the Participant for the Plan Year in excess of those included in the above paragraph (but not including Voluntary Participant Contributions exceeding in the aggregate ____% of Earnings or \$_____).

Employer Matching Contributions on behalf of a Participant for a Plan Year shall not exceed \$_____ or ____% of Earnings, whichever is ____ more or ____ less.

2. Each Participant may make a voluntary (unmatched), after tax contribution, subject to the limitations of Section 4.05 and Article V of the Plan.

_____ Yes X No

3. Employer contributions shall be contributed to the Trust in accordance with the following payment schedule:

4. Participant contributions shall be contributed to the Trust in accordance with the following payment schedule:

VII. EARNINGS

Earnings, as defined under Section 2.09 of the Plan, shall include:

- (a) Overtime

_____ Yes X No

- (b) Bonuses

_____ Yes X No

(c) Other

VIII. The Employer will permit rollover contributions in accordance with Section 4.11 of the Plan.

Yes No

IX. **LIMITATION ON ALLOCATIONS**

If the Employer maintains or ever maintained another qualified plan in which any Participant in this Plan is (or was) a participant or could possibly become a participant, the Employer hereby agrees to limit contributions to all such plans as provided herein, if necessary in order to avoid excess contributions (as described in Sections 5.02 of the Plan).

1. If the Participant is covered under another qualified defined contribution plan maintained by the Employer, the provisions of Section 5.02(a) through (f) of the Plan will apply unless another method has been indicated below.

() Other Method. (Provide the method under which the plans will limit total Annual Additions to the Maximum Permissible Amount, and will properly reduce any excess amounts, in a manner that precludes Employer discretion.)

N/A

2. The limitation year is the following 12 consecutive month period: **January 1 through December 31.**

X. **VESTING PROVISIONS**

The Employer hereby specifies the following vesting schedule, subject to (1) the minimum vesting requirements and (2) the concurrence of the Plan Administrator.

<u>Years of Service Completed</u>	<u>Percent Vested</u>
Zero	<u>100</u> %
One	<u> </u> %
Two	<u> </u> %

Three	_____	%
Four	_____	%
Five	_____	%
Six	_____	%
Seven	_____	%
Eight	_____	%
Nine	_____	%
Ten	_____	%

XI. Loans are permitted under the plan, as provided in Article XVII:

_____ Yes X No

XII. Age 70-1/2 in-service distributions are permitted under the Plan as provided in Section 9.08.

 X Yes _____ No

XIII. In-service distributions of the Rollover Account are permitted under the Plan as provided in Section 9.07.

_____ Yes X No

XIV. SPOUSAL PROTECTION

The Plan will provide the following level of spousal protection (select one):

_____ A. Participant Directed Election. The normal form of payment of benefits under the Plan is a lump sum. The Participant can name any person(s) as the Beneficiary of the Plan, with no spousal consent required.

 X B. Beneficiary Spousal Consent Election (Article XII). The normal form of payment of benefits under the Plan is a lump sum. Upon death, the surviving spouse is the Beneficiary, unless he or she consents to the Participant's naming another Beneficiary. (This is the default provision under the Plan if no selection is made.)

_____ C. QJSA Election (Article XVII). The normal form of payment of benefits under the Plan is a 50% qualified joint and survivor annuity with the spouse (or life annuity, if single). In the event of the Participant's death prior to commencing payments, the spouse will receive an annuity for his or her lifetime.

XV. The Employer hereby attests that it is a unit of state or local government or an agency or instrumentality of one or more units of state or local government.

XVI. The Plan Administrator hereby agrees to inform the Employer of any amendments to the Plan made pursuant to Section 14.05 of the Plan or of the discontinuance or abandonment of the Plan.

XVII. The Employer hereby appoints the ICMA Retirement Corporation as the Plan Administrator pursuant to the terms and conditions of the ICMA RETIREMENT CORPORATION GOVERNMENTAL MONEY PURCHASE PLAN & TRUST.

The Employer hereby agrees to the provisions of the Plan and Trust.

XVIII. The Employer hereby acknowledges it understands that failure to properly fill out this Adoption Agreement may result in disqualification of the Plan.

XIX. An adopting Employer may rely on an advisory letter issued by the Internal Revenue Service as evidence that the Plan is qualified under section 401 of the Internal Revenue Code to the extent provided in applicable IRS revenue procedures and other official guidance.

In Witness Whereof, the Employer hereby causes this Agreement to be executed on this _____ day of _____, 200__.

EMPLOYER

ICMA RETIREMENT CORPORATION
777 North Capital St., NE
Washington, DC 20002-4290
202-962-8096

By: _____

By: _____

Title: _____

Title: _____

Attest: _____

Attest: _____



STAFF REPORT

TYPE MEETING:	Regular Board Meeting	MEETING DATE:	January 7, 2009
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F. NO:	DIV. NO.
SUBJECT:	Board of Directors 2009 Calendar of Meetings		

GENERAL MANAGER'S RECOMMENDATION:

At the request of the Board, the attached Board of Director's meeting calendar for 2009 is being presented for discussion.

PURPOSE:

This staff report is being presented to provide the Board the opportunity to review the 2009 Board of Director's meeting calendars and amend the schedules as needed.

COMMITTEE ACTION:

N/A

ANALYSIS:

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

STRATEGIC GOAL:

N/A

FISCAL IMPACT:

None. _____

LEGAL IMPACT:

None. _____



General Manager

Attachments: Calendar of Meetings for 2008

**Board of Directors, Workshops
and Committee Meetings
2009**

Regular Board Meetings:

January 7, 2009
February 4, 2009
March 4, 2009
April 1, 2009
May 6, 2009
June 3, 2009
July 1, 2009
August 5, 2009
September 2, 2009
October 7, 2009
November 4, 2009
December 2, 2009

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

January 21, 2009
February 18, 2009
March 18, 2009
April 22, 2009
May 20, 2009
June 17, 2009
July 22, 2009
August 19, 2009
September 23, 2009
October 21, 2009
November 18, 2009
December 16, 2009

Board Workshops:

Budget Workshop, TBD
Board Retreat Workshop, TBD



AGENDA ITEM 22a

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 7, 2009
SUBMITTED BY:	Ron Ripperger <i>m</i> Engineering Manager	PROJECT:	P2210 DIV. NO. ALL
APPROVED BY: (Chief)	Rod Posada <i>R. Posada</i> Chief, Engineering		
APPROVED BY: (Asst GM)	Manny Magaña <i>M. Magaña</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Informational Item - First Quarter Fiscal Year 2009 Capital Improvement Program (CIP) Report		

GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors accepts the First Quarter Fiscal Year 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 expenditure highlights, significant issues, progress, and milestones on major projects.

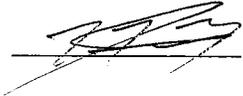
ANALYSIS:

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

The First Quarter Fiscal Year 2009 Report is intended to provide a detailed analysis of progress in completing these projects within the allotted time and budget.

Expenditures for the First Quarter of Fiscal Year 2009 totaled \$4.014 million. This is 13% of the \$30.939 million Fiscal Year 2009 budget. The current Fiscal Year forecast expenditure of \$23.653 million is 77% of the approved budget. The decrease in projected expenditures is due primarily to a delay in the 36-inch Pipeline Project (CIP 2009). In addition, the projected start-up time on a few of the construction projects has been delayed due to environmental permitting and allowable work timeframes.

FISCAL IMPACT:



None.

STRATEGIC GOAL:

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

LEGAL IMPACT:

None.



General Manager

P:\CIP\CIP Quarterly Reports\2009\Q1 FY2009\Staff Report\BD 01-07-09, First Quarter FY2009 CIP Report, (HDB-RR).doc

RR/RP:jf

Attachments: Attachment A
Presentation



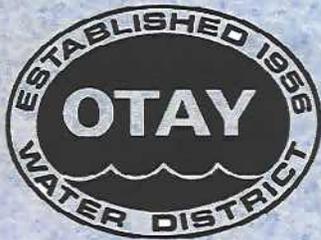
ATTACHMENT A

SUBJECT/PROJECT: P2210	Informational Item - First Quarter Fiscal Year 2009 Capital Improvement Program (CIP) Report
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COMMITTEE ACTION:

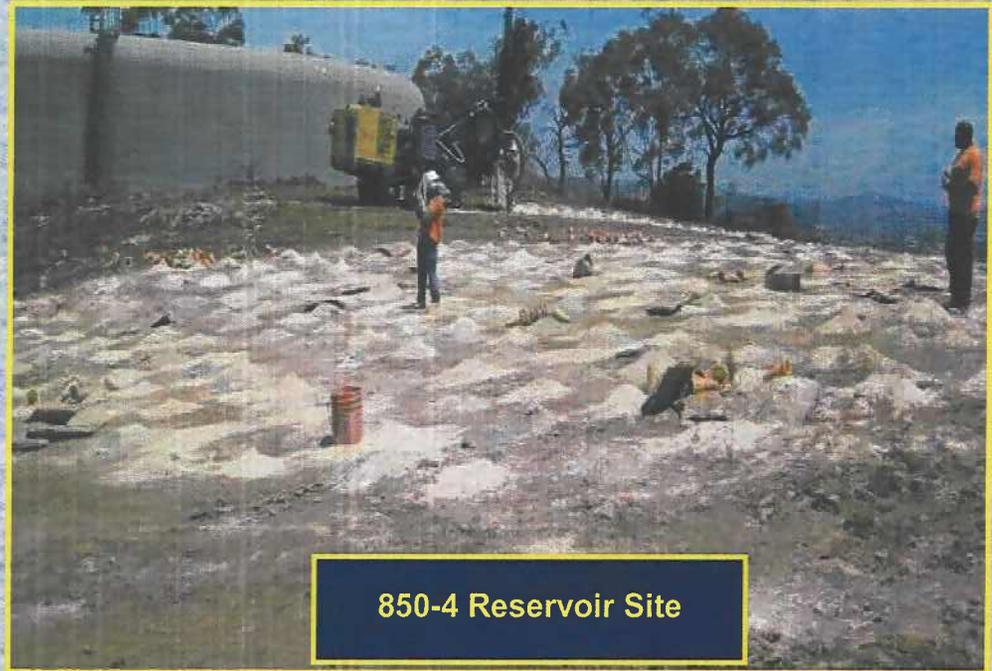
The Engineering, Operations, and Water Resources Committee reviewed this item in detail at a meeting held on December 12, 2008. The Committee supported presentation to the board as an informational item.

CAPITAL IMPROVEMENT PROGRAM

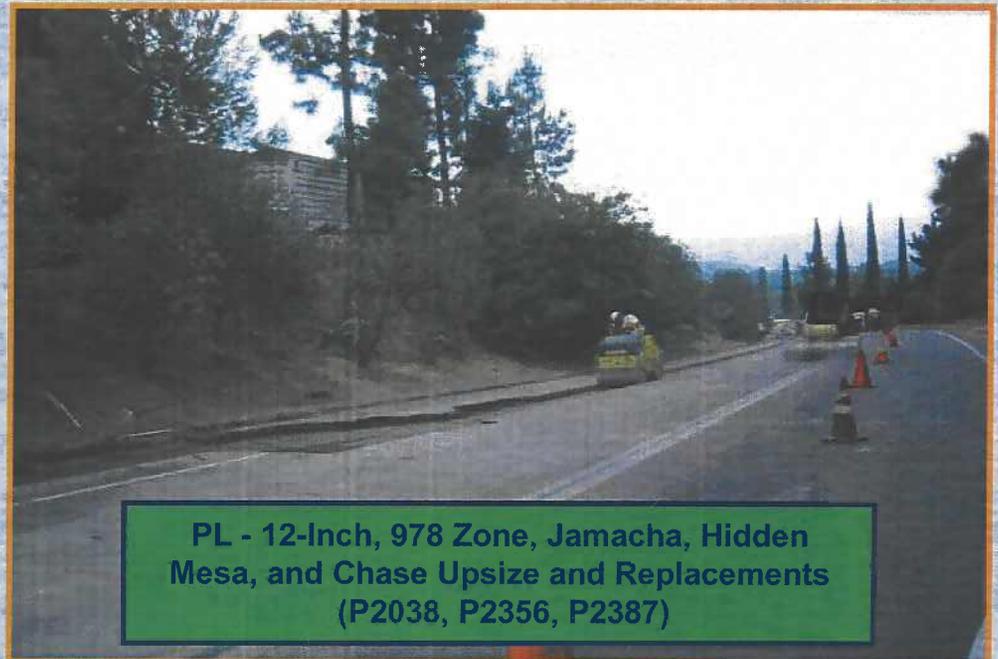


**Fiscal Year 2009
First Quarter**

(through September 30, 2008)



850-4 Reservoir Site



**PL - 12-Inch, 978 Zone, Jamacha, Hidden
Mesa, and Chase Upsize and Replacements
(P2038, P2356, P2387)**

Background

The approved CIP budget for Fiscal Year 2009 consists of **66** projects that total **\$30.9 million**. These projects are broken down into four categories:

1. Capital Facilities: **\$ 22.9 million**
2. Replacement/Renewal: **\$ 5.8 million**
3. Capital Purchases: **\$ 1.6 million**
4. Developer Reimbursement: **\$.6 million**

Overall expenditures through the First Quarter totaled **\$4.014 million** which is **13%** of the Fiscal Year 2009 budget. The current Fiscal Year forecast expenditure of **\$23.653 million** is **77%** of the approved budget. The decrease in projected expenditures is due primarily to a delay in the 36-inch Pipeline Project (CIP 2009).

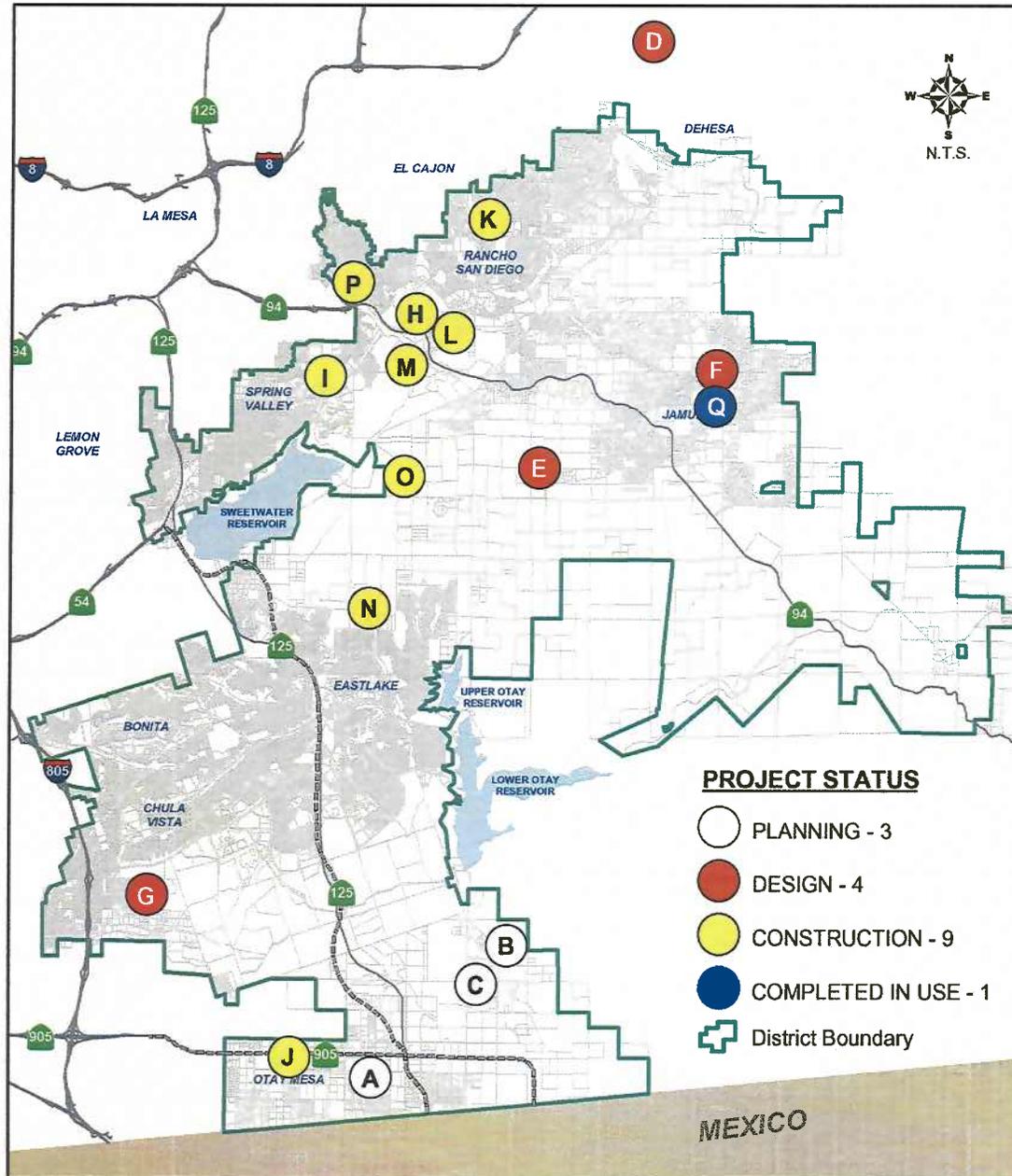
Construction change orders are at **0.09%**.

First Quarter Fiscal Year 2009 Report

(through September 30, 2008)

CIP Cat	Description	FY09 Budget	FY09 Expenditures	% FY09 Budget Spent	Total LTD Budget	Total LTD Expenditures	LTD % Budget Spent
1	Capital Facilities	\$22,912,000	\$2,530,000	11%	\$135,345,000	\$38,185,000	28%
2	Replacement/Renewal	\$5,834,000	\$915,000	16%	\$31,558,000	\$12,617,000	40%
3	Capital Purchases	\$1,553,000	\$50,000	3%	\$9,438,000	\$3,238,000	34%
4	Developer Reimbursement	\$640,000	\$519,000	81%	\$6,420,000	\$1,216,000	19%
	Total:	\$30,939,000	\$4,014,000	13%	\$182,761,000	\$55,256,000	30%

Major CIP Projects



PROJECT STATUS

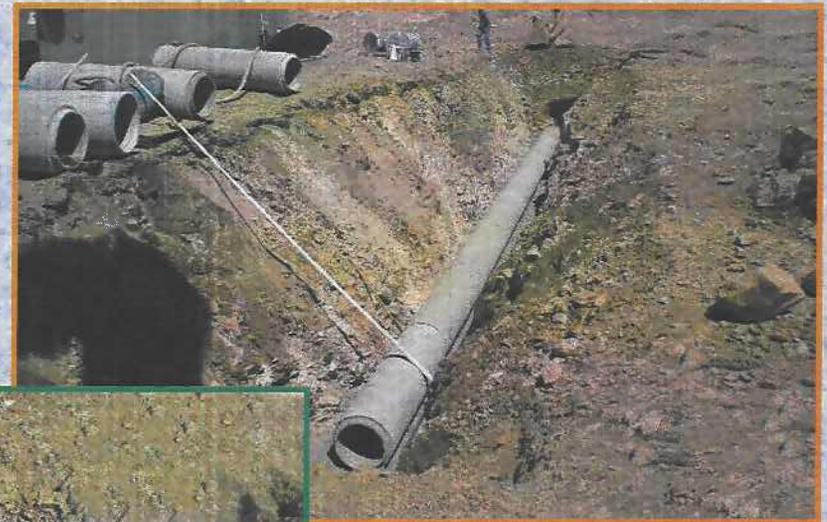
- PLANNING - 3
- DESIGN - 4
- CONSTRUCTION - 9
- COMPLETED IN USE - 1
- District Boundary

MAJOR CIP PROJECTS

- A P2129 Ground Water Exploration Program
- B R2034 Res - 860-1 Recycled Reservoir 4.0 MG
- C R2058, R2077, R2087, R2088 Recycled Water Pipelines
- D P2009 PL-36" SDCWA Otay FCF No. 14 to OWD Regulatory Site
- E P2143 Res - 1296-3 Reservoir 2.0 MG
- F P2172 1485-1 Pump Station Replacement
- G R2092 450-1 Reservoir Disinfection Facility
- H P2185 Res - 640-1 & 640-2 Reservoirs 20.0 MG
- I P2191 Res - 850-4 Reservoir 2.2 MG
- J P2440 SR905 Utility Relocations
- K P2038, P2356, P2387 12" Pipeline Upsize and Replacement
- L P2465 Reg Site Material Storage Bins and Equipment Cover Relocation
- M R2053 Reclamation Plant Office Building and Recycled Operators Offices
- N R2081 RecPL-20-Inch, 944 Zone, Lane Ave - Proctor Valley Rd/Pond No. 1
- O R2086 RWCWRF Recycled Water Force Main Upgrade
- P S2015 Calavo Sewer Lift Station
- Q P2459 Olive Vista Drive Utility Relocations

Flagship CIP Projects in Construction

850-4 RESERVOIR (P2191)



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

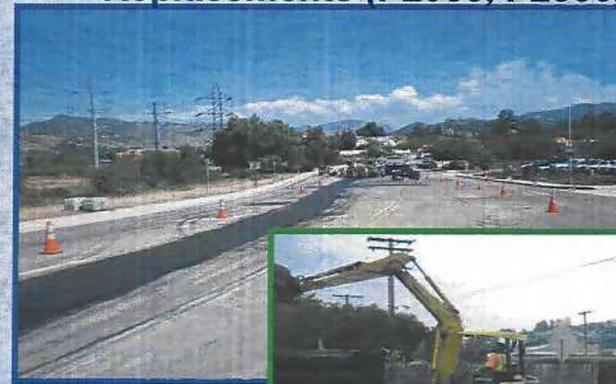
Flagship CIP Project in Construction

640-1 & 640-2 Reservoirs (P2185)



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

**PL - 12-Inch, 978 Zone,
Jamacha, Hidden Mesa, and Chase Upsize and
Replacements (P2038, P2356, P2387)**



This project was started in April 2008 and has a contract completion date of January 2009. At the end of Q1 FY2009 completion was approximately 85%. Scope is about 9700 feet of the 12-inch pipeline.

Flagship CIP Project in Construction

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

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

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

Cost: The project budget is \$28.5 million, of which \$26.6 million, or 93%, has been spent.

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

Flagship CIP Project in Design

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

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

Schedule: Preparing 90% design drawings for the alternative alignment and revising IEC's design as appropriate.

Cost: The project budget is \$22.0 million, of which \$2.02 million, or 9% has been spent.

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

Consultant Contract Status

(through September 30, 2008)

CIP No.	Project Title	Consultant	Opened Date	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	% Change Orders	% Contract Complete	Est. Comp. Date
CONSTRUCTION SERVICES										
	AS-NEEDED ENG DRFTG SVCS	RBF CONSULTING	12/6/2006	45,000.00	0.00	45,000.00	35,129.89	0.0%	78.1%	12/31/2008
P2185	CONST MGMT & INSPECT SVCS	RBF CONSULTING	3/29/2007	1,196,735.00	0.00	1,196,735.00	1,128,814.00	0.0%	94.3%	12/31/2008
P1253	SAN MIGUEL HMA	JONES & STOKES ASSOCIATES	4/20/2006	566,443.78	0.00	566,443.78	538,546.35	0.0%	95.1%	12/31/2008
	BACTERIOLOGICAL TESTING & LAB SERVICES	CLARKSON LAB & SUPPLY INC	1/1/2008	30,000.00	0.00	30,000.00	4,582.00	0.0%	15.3%	1/1/2009
P2009	36-INCH PIPELINE	RBF CONSULTING	2/14/2008	1,088,785.00	0.00	1,088,785.00	83,605.00	0.0%	7.7%	3/1/2010
	AS-NEEDED CONSTRUCTION MANAGEMENT SVCS	VALLEY CONSTRUCTION MANAGEMENT	3/5/2008	175,000.00	0.00	175,000.00	5,862.50	0.0%	3.4%	6/30/2009
P1210	SANITARY SEWER CCTV INSPECTION	RBF CONSULTING	6/12/2008	121,185.00	0.00	121,185.00	50,000.00	0.0%	41.3%	10/2/2008
DESIGN										
	ON-CALL GEOTECHNICAL SVCS	SOUTHERN CALIFORNIA SOIL	6/30/2007	150,000.00	0.00	150,000.00	45,870.57	0.0%	30.6%	1/28/2009
P2172	1485-1 PUMP STATION/HVAC	HVAC ENGINEERING INC	9/28/2006	12,330.00	0.00	12,330.00	9,930.00	0.0%	80.5%	6/30/2009
	AS-NEEDED ENG DESIGN SVCS	LEE & RO INC	4/27/2007	175,000.00	0.00	175,000.00	149,461.23	0.0%	85.4%	6/30/2009
P2172	STRUCTURAL ENGINEERING ARCHITECTURAL SVC	SIMON WONG ENGINEERING	4/27/2007	54,765.00	3,375.00	58,140.00	54,321.25	5.8%	93.4%	8/30/2009
P2191	850-4 RESERVOIR STRUCTURAL	NOLTE ASSOCIATES INC	12/7/2005	15,695.00	0.00	15,695.00	10,745.00	0.0%	68.5%	6/30/2009
P2009	PL - 30-INCH, SDCWA OTAY FCF NO. 14	SAN DIEGO COUNTY WATER	5/10/2007	620,000.00	0.00	620,000.00	125,000.00	0.0%	20.2%	3/1/2010
P2009	36-INCH PIPELINE VALUE ENG.	HARRIS & ASSOCIATES INC	7/31/2007	107,138.00	0.00	107,138.00	80,584.17	0.0%	75.2%	3/30/2009
	AS-NEEDED ELECT ENG SVCS	ENGINEERING PARTNERS INC, THE	8/16/2007	100,000.00	0.00	100,000.00	52,125.00	0.0%	52.1%	6/30/2009
	AS-NEEDED ENG DESIGN SVCS	LEE & RO INC	12/3/2007	175,000.00	0.00	175,000.00	158,481.95	0.0%	90.6%	12/3/2009
	AS-NEEDED ENG DESIGN SVCS	LEE & RO INC	9/22/2008	580,183.00	0.00	580,183.00	0.00	0.0%	0.0%	9/30/2010
	AS-NEEDED ENG DRFTG SVCS	J. C. HEDEN	6/30/2008	45,000.00	10,275.00	55,275.00	50,300.00	18.6%	91.1%	6/30/2009
	AS-NEEDED ENG DRFTG SVCS	J.C HEDEN	5/16/2007	52,487.00	0.00	52,487.00	50,273.00	0.0%	96.1%	12/31/2009
P2009	PROFESSIONAL DESIGN & ENVIRONMENTAL SVCS	IEC	10/19/2006	1,333,808.00	4,300.00	1,338,108.00	1,080,288.02	0.3%	85.1%	6/30/2010

(Consultant Contract Status continued)

CIP No.	Project Title	Consultant	Opened Date	Original Contract Amount	Total Change Orders	Revised Contract Amount	Approved Payment To Date	% Change Orders	% Contract Complete	Est. Comp. Date
ENVIRONMENTAL										
P2143	1296-3 RESERVOIR ENV SVCS	BRG CONSULTING INC	7/28/2008	125,000.00	0.00	125,000.00	90,669.79	0.0%	73.0%	12/31/2009
	PROFESSIONAL ON-CALL ENVIRONMENTAL SVCS	JONES & STOKES ASSOCIATES	8/29/2008	300,000.00	0.00	300,000.00	236,929.44	0.0%	79.0%	6/30/2011
P1253	PREPARATION OF THE SUBAREA PLAN	RECON	4/30/2008	270,853.00	0.00	270,853.00	1,808.00	0.0%	0.7%	3/28/2011
PLANNING										
P2185	640-1 RESERVOIR	INFRASTRUCTURE ENGINEERING	9/14/2004	722,000.00	125,000.00	847,000.00	839,398.15	14.8%	99.1%	12/31/2008
	PROFESSIONAL SERVICES RENDERED	MWH AMERICAS INC	12/7/2005	25,000.00	25,000.00	50,000.00	21,905.62	50.0%	43.8%	6/30/2009
P1210	2009 MASTER PLAN UPDATE	PBS&J	9/4/2007	499,748.00	0.00	499,748.00	275,435.34	0.0%	55.1%	5/7/2009
R2089	RECYCLED WATER CONCEPT STUDY	PBS&J	12/4/2007	149,595.00	0.00	149,595.00	75,721.64	0.0%	50.6%	6/30/2009
P1043	CATHODIC PROTECTION PROGRAM	SCHIFF ASSOCIATES	11/20/2007	250,000.00	0.00	250,000.00	126,099.21	0.0%	50.4%	11/20/2009
P1210	ASSET MANAGEMENT PLAN	WESTIN ENGINEERING INC	1/14/2008	194,280.00	0.00	194,280.00	113,369.82	0.0%	58.4%	6/30/2009
PUBLIC SERVICES										
	RECYCLED WATER PLAN CHECKING SVCS	BOYLE ENGINEERING CORPORATION	7/27/2006	250,000.00	30,000.00	280,000.00	175,035.21	10.7%	62.5%	12/31/2008
P1435	RECYCLED WATER PLAN SVCS	BOYLE ENGINEERING CORPORATION	9/5/2007	300,000.00	0.00	0.00	119,741.57	0.0%	39.0%	9/4/2009
P1438	POTABLE PLAN CHECK	BOYLE ENGINEERING CORPORATION	12/11/2007	150,000.00	0.00	0.00	38,454.35	0.0%	26.0%	12/31/2008

Construction Contract Status

(through September 30, 2008)

CIP NO.	PROJECT TITLE	CONSTRUCTION CONTRACTOR	ORIGINAL CONTRACT AMOUNT	TOTAL CHANGE ORDERS	REVISED CONTRACT AMOUNT	TOTAL EARNED TO DATE	% OF CHANGE ORDERS *	% PROJECT COMPLETE	EST. COMP. DATE
P2185	640-1 & 640-2 Reservoirs	Pacific Hydrotech Corp	\$24,894,000	(\$1,638)	\$24,892,362	\$22,453,855	-0.01%	98%	December 2008
P2191	850-4 Reservoir	Spiess Const Co	\$2,566,300	\$0	\$2,566,300	\$460,606	0.00%	18%	June 2009
P2038 P2356 P2387	PL-12 Inch Upsize	Arrietta Const Inc	\$1,688,022	\$18,383	\$1,706,405	\$1,185,124	1.09%	40%	January 2009
R2081	20-Inch Lane Avenue Conversion	ARB	\$660,256	\$0	\$660,256	\$521,264	0.00%	79%	February 2009
R2053	RWCWR Office Building & Meter Shop Remodel	Telliard Const	\$275,800	\$10,617	\$286,417	\$125,110	3.85%	44%	December 2008
R2422	RWCWRF Force Main	Arrieta	\$844,485	\$0	\$844,485	\$0	0.00%	5%	January 2009
P2465/P 2466	Regulatory Site Material Storage Bins	Fox Construction	\$225,000	\$0	\$225,000	\$53,000	0.00%	24%	March 2009
S2015	Calavo Sewer Lift Station	NEWest Const	\$267,900	\$0	\$267,900	\$13,500	0.00%	5%	October 2008
TOTALS:			\$31,421,763	\$27,362	\$31,449,125	\$24,812,459	0.09%		

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

Expenditures

(through September 30, 2008)

(\$000)

Current CIP No.	Description	Project Manager	FY 09 Budget	FY09 Expenditures Through 09/30/08	Remaining FY 09 Budget	FY09 Percent Budget Spent Through 09/30/08	Total Project Budget	LTD Expenses	Total Remaining Balance	LTD Percent Budget Spent	Comments
CAPITAL FACILITY PROJECTS											
P2009	PL - 36-Inch, SDCWA Otay FCF No. 14 to Regulatory Site	Grunow	8,000	271	7,729	3%	22,000	2,021	19,979	9%	Alt. 60% design submitted for review.
P2033	PL - 16-Inch, 1296 Zone, Melody Road - Campo/Presilla	Grunow	2	0	2	0%	1,826	5	1,821	0%	Developer driven.
P2037	Res - 980-3 Reservoir 15 MG	Ripperger	0	0	0	0%	14,205	542	13,663	4%	Project deferred to future years.
P2038	PL - 12-Inch, 978 Zone, Jamacha, Hidden Mesa, and Chase Upsize and Replacements	Braden	900	192	708	21%	2,400	1,085	1,315	45%	Project under construction.
P2040	Res - 1655-1 Reservoir 0.5 MG	Grunow	1	1	0	100%	2,055	478	1,577	23%	Developer driven.
P2129	Groundwater Exploration Program	Peasley	10	2	8	20%	2,530	560	1,970	22%	Groundwater development planning efforts continue to focus on the Middle Sweetwater River Concept, the Otay River Demineralization Feasibility Study (P2462), and San Diego Formation Groundwater Feasibility Study (P2467) in conjunction with SWA.
P2143	Res - 1296-3 Reservoir 2 MG	Kay	1,900	78	1,822	4%	3,640	547	3,093	15%	Project advertised for Bid.
P2172	PS - 1485-1 Pump Station Replacement	Kay	1,125	51	1,074	5%	2,375	472	1,903	20%	Bidding completed.
P2185	Res - 640-1 Reservoir 20.0 MG	Braden	3,900	1,370	2,530	35%	28,500	26,632	1,868	93%	Project under construction.
P2190	PL - 10-Inch, 1485 Zone, Jamul Highlands Road to Presilla Drive	Grunow	5	0	5	0%	228	3	225	1%	Developer driven.
P2191	Res - 850-4 Reservoir 2.2 MG	Braden	1,950	17	1,933	1%	3,250	1,350	1,900	42%	Project under construction.
P2258	PS - Lower Otay Pump Station Phase 1 (9,000 GPM)	Ripperger	0	1	-1	0%	7,805	2,083	5,722	27%	On Hold - Low priority.
P2267	36-Inch Main Pumpouts and Air/Vacuum Ventilation Installations	Henderson	0	0	0	0%	345	234	111	68%	Project temporarily on-hold.
P2318	PL - 20-Inch, 657 Zone, Summit Cross-Tie and 36-Inch Main Connections	Grunow	200	3	197	2%	601	60	541	10%	Preliminary design by OWD.
P2370	Res - Dorchester Reservoir and Pump Station Demolition	Ripperger	0	0	0	0%	150	13	137	9%	On Hold - Low priority.
P2387	PL - 12-Inch, 832 Zone, Steele Canyon Road - Via Caliente/Campo	Braden	500	13	487	3%	584	143	441	24%	Project under construction.
P2450	Otay River Groundwater Well Demineralization/Development	Peasley	115	1	114	1%	5,000	4	4,996	0%	Pending the outcome of the joint SWA/Otay Study (P2462), environmental and planning work may begin to occur late 2009.
P2451	Rosarito Desalination Facility Conveyance System	Peasley	150	27	123	18%	5,000	60	4,940	1%	A consultant contract was awarded by the Board to CDM for the development of a Feasibility Study on the Rosarito Desalination Facility. The Study is well underway.

(Expenditures continued)

Current CIP No.	Description	Project Manager	FY 09 Budget	FY09 Expenditures Through 09/30/08	Remaining FY 09 Budget	FY09 Percent Budget Spent Through 09/30/08	Total Project Budget	LTD Expenses	Total Remaining Balance	LTD Percent Budget Spent	Comments
CAPITAL FACILITY PROJECTS											
P2457	Otay Mountain Groundwater Well Development	Peasley	10	0	10	0%	6,500	0	6,500	0%	The outcome of the Otay Mountain Well exploration efforts per terms of an existing agreement may result in expenditures in FY 2009.
P2460	I.D. 7 Trestle and Pipeline Demolition	Grunow	20	0	20	0%	376	4	372	1%	In planning.
P2462	Otay River Demineralization Feasibility Study	Peasley	150	1	149	1%	200	1	199	1%	Joint SWA/Otay Prop 50 grant was awarded and consultant contract for the Feasibility Study was awarded to MWH in 2007. Study efforts are well underway. Otay River participation agreement under preparation between SWA and Otay.
P2463	South Bay Regional Concentrate Conveyance Feasibility Study	Peasley	15	2	13	13%	25	10	15	40%	The project is jointly funded by SDCWA, SWA, the City of San Diego, and Otay. Proposition 50 funding for 50% of the cost has been secured by the SDCWA. A consultant contract was awarded to CDM. SDCWA has stated that they will pay 100% of the cost, thus no expenditure of Otay may be required for the contract. Study efforts are nearly complete.
P2464	San Diego 17 Pump Station and Flow Control Facility	Peasley	15	3	12	20%	30	21	9	70%	SD17 pump station agreement negotiations have been moving along slowly between the parties.
P2465	Regulatory Site Material Storage Bins	Braden	220	21	199	10%	250	64	186	26%	Project under construction.
P2466	Regional Training Facility	Coburn-Boyd	150	22	128	15%	220	64	156	29%	MND being prepared for project. Completion expected early 2009.
P2467	San Diego Formation Groundwater Feasibility Study	Peasley	400	3	397	1%	1,600	3	1,597	0%	This project is jointly funded by SWA and Otay. The SDCWA awarded a LISA grant to SWA to fund up to 50% of the cost of the effort. Monitoring well in the Otay River has been completed by USGS. Data gathering on well information within the San Diego Formation continues. Otay River participation agreement under preparation between SWA and Otay.
P2471	850/657 PRS at La Presa Pump Station	Kennedy	5	3	2	60%	300	3	297	1%	PDR at 90% prepared by OWD.
P2472	Water Supply Feasibility Studies	Peasley	150	0	150	0%	400	0	400	0%	This project is for Water Supply Feasibility Study efforts that may arise during the fiscal year.
P2473	PS - 711-1 Pump Station Improvement	Kay	50	2	48	4%	200	2	198	1%	Preliminary design started.
P2474	Fuel Storage Covers and Containment	Kennedy	100	0	100	0%	100	0	100	0%	Preparing bid proposal.
P2475	Pump Station Fire Safety Improvements	Grunow	50	0	50	0%	50	0	50	0%	No update at this time.
P2476	Dis - 1090-1 Pump Station Disinfection System Upgrade	Kay	100	0	100	0%	100	0	100	0%	Preliminary design started.
P2477	Res - 624-1 Reservoir Cover Replacement	Kennedy	250	1	249	0%	450	1	449	0%	Preparing testing scope of work.
R2034	RecRes - 860-1 Reservoir 4 MG	Grunow	104	14	90	13%	3,800	15	3,785	0%	PDR at 90% prepared by Lee & Ro.
R2048	RecPL - Otay Mesa Distribution Pipelines and Conversions	Grunow	10	0	10	0%	2,000	0	2,000	0%	In planning.
R2053	RWCWRF - R.O. Building Remodel and Office Furniture	Braden	50	48	2	96%	495	365	130	74%	Project under construction.
R2077	RecPL - 24-Inch, 860 Zone, Alta Road - Alta Gate/Airway	Grunow	200	16	184	8%	4,100	86	4,014	2%	PDR at 90% prepared by Lee & Ro.
R2081	RecPL - 20-Inch, 944 Zone, Lane Avenue - Proctor Valley/Pond No. 1	Kay	590	250	340	42%	1,090	844	246	77%	Project under construction.

(Expenditures continued)

Current CIP No.	Description	Project Manager	FY 09 Budget	FY09 Expenditures Through 09/30/08	Remaining FY 09 Budget	FY09 Percent Budget Spent Through 09/30/08	Total Project Budget	LTD Expenses	Total Remaining Balance	LTD Percent Budget Spent	Comments	
R2087	RecPL - 20-Inch, 944 Zone, Wueste Road - Olympic/Otay WTP	Grunow	100	16	84	16%	2,000	77	1,923	4%	PDR at 90% prepared by Lee & Ro.	
R2088	RecPL - 20-Inch, 860 Zone, County Jail - Roll Reservoir/860-1 Reservoir	Grunow	81	18	63	22%	1,500	42	1,458	3%	PDR at 90% prepared by Lee & Ro.	
R2089	North District Recycled Water Regulatory Compliance	Coburn-Boyd	110	17	93	15%	200	108	92	54%	Project on-going and on-track, final report by 1/09.	
R2091	RecPS - 944-1 Pump Station Upgrade	Braden	324	1	323	0%	325	3	322	1%	Scheduled for FY09 3rd quarter.	
R2092	Dis - 450-1 Reservoir Disinfection Facility	Kennedy	750	63	687	8%	830	158	672	19%	Board Awarded project to NEWest Construction.	
R2093	MBR City of Chula Vista	Peasley	50	0	50	0%	5,000	0	5,000	0%	The RMC Consultant MBR Study effort was completed. The City of Chula Vista and Otay are developing a scope of work and RFP to focus on the treatment facility and related requirements.	
S2016	Solar Panel Installation Phase I	Grunow	100	2	98	2%	710	22	688	3%		
	Total Capital Facilities Projects	Total:	22,912	2,530	20,382	11%	135,345	38,185	97,160	28%		
	MAINTENANCE (RENEWAL/REPLACEMENT)											
P2356	PL - 12-Inch, 803 Zone, Jamul Drive Permastran Pipeline Replacement	Braden	705	471	234	67%	815	655	160	80%	Project under construction.	
P2366	APCD Engine Replacements and Retrofits	Rahders	170	62	108	36%	2,798	1,566	1,232	56%	Project on going and on track, expect 100% expense through FY09.	
P2382	Safety and Security Improvements	Cudal	169	18	151	11%	1,317	1,030	287	78%	The installation of new security cameras in the lobby and Admin bldg parking planned. Purchase of NVR servers is being done this 2 Qtr FY 09.	
P2416	SR-125 Utility Relocations	Kennedy	10	4	6	40%	870	847	23	97%	Substantially complete. Pending reimbursements to Otay.	
P2422	Agency Interconnections	Kennedy	250	17	233	7%	1,600	215	1,385	13%	Construction contract awarded.	
P2440	I-905 Utility Relocations	Braden	925	46	879	5%	2,460	2,708	-248	110%	Substantially Complete. Pending reimbursements to Otay.	
P2441	NG/RAMAR Meter Replacements	Henderson	100	58	42	58%	2,035	2,017	18	99%	Litigation settled. CIP to close.	
P2453	SR-11 Utility Relocations	Grunow	5	0	5	0%	500	0	500	0%	Caltrans driven.	
P2456	Air and Vacuum Valve Upgrades	Henderson	520	95	425	18%	4,214	983	3,231	23%	Project on-going and on track, expect 100% expense through FY09.	
P2458	AMR Manual Meter Replacement	Henderson	1,250	81	1,169	6%	10,277	1,572	8,705	15%	Project on-going and on track, expect 100% expense through FY09.	
R2086	RWCWRF Force Main AirVac Replacements and Road Improvements	Braden	1,000	33	967	3%	1,300	371	929	29%	Construction contract awarded.	
S2012	SVSD Outfall and RSD Replacement and OM Reimbursement	Peasley	430	0	430	0%	2,846	422	2,424	15%	Expenditure typically is billed by SVSD in third quarter of the fiscal year.	
S2015	Calavo Lift Station Replacement	Braden	300	30	270	10%	526	231	295	44%	Construction contract awarded.	
	Total Maintenance	Total:	5,834	915	4,919	16%	31,558	12,617	18,941	40%		

(Expenditures continued)

Current CIP No.	Description	Project Manager	FY 09 Budget	FY09 Expenditures Through 09/30/08	Remaining FY 09 Budget	FY09 Percent Budget Spent Through 09/30/08	Total Project Budget	LTD Expenses	Total Remaining Balance	LTD Percent Budget Spent	Comments
CAPITAL PURCHASE PROJECTS											
P2282	Vehicle Capital Purchases	Porras	228	0	228	0%	2,689	1,579	1,110	59%	Requests for quotes currently being advertised.
P2285	Office Equipment and Furniture Capital Purchases	Bell	20	0	20	0%	576	392	184	68%	Not an expenditure for FY2009 yet.
P2286	Field Equipment Capital Purchases	Porras	45	0	45	0%	1,161	629	532	54%	Fuel island upgrade still being evaluated.
P2443	Information Technology Mobile Services	Stevens	250	0	250	0%	1,502	482	1,020	32%	On-going project.
P2461	Records Management System Upgrade	Jenkins	50	7	43	14%	150	113	37	75%	Remaining budget to be spent FY09.
P2469	Information Technology Network and Hardware	Jenkins	500	5	495	1%	1,900	5	1,895	0%	Expected to use all of the FY09 allocated budget.
P2470	Application Systems Development and Integration	Stevens	380	38	342	10%	1,380	38	1,342	3%	Projects in planning phase.
P2478	Administration Building Engine/Generator Set	Anderson	80	0	80	0%	80	0	80	0%	We are in the process of receiving quotes. This will take a couple of months.
Total Capital Purchase Projects			1,553	50	1,503	3%	9,438	3,238	6,200	34%	
DEVELOPER REIMBURSEMENT PROJECTS											
P2134	PL - 16-Inch, 711 Zone, Birch Road SR 125/EastLake	Charles	200	185	15	93%	210	185	25	88%	The project is completed. Reimbursement will be processed in FY09.
P2367	PL - 16-Inch, 980 Zone, Olympic Parkway - East Palomar/EastLake	Charles	0	0	0	0%	1,500	235	1,265	16%	Three projects with this CIP. All complete and accepted, awaiting reimbursement request.
P2414	PL - 12" to 16" Oversize, 803 Zone, Dehesa Road - Dehesa Meadow/OWD Bndy	Charles	10	0	10	0%	153	142	11	93%	Project accepted. Potential litigation of claims.
R2033	RecPL - 12-Inch, 944 Zone, Birch Road - La Media/EastLake	Charles	330	325	5	98%	330	325	5	98%	The project is completed. Reimbursement will be processed in FY09.
R2058	RecPL - 16-Inch, 860 Zone, Airway Road - Otay Mesa/Alta	Grunow	100	9	91	9%	3,000	328	2,672	11%	In planning phase.
R2082	RecPL - 24-Inch, 680 Zone, Olympic Parkway - Village 2/Heritage	Charles	0	0	0	0%	801	0	801	0%	Project started.
R2084	RecPL - 20-Inch, 680 Zone, Village 2 - Heritage/La Media	Charles	0	0	0	0%	426	1	425	0%	Project started.
Total Developer Reimbursement Projects			640	519	121	81%	6,420	1,216	5,204	19%	
GRAND TOTAL			\$30,939	\$4,014	\$26,925	13%	\$182,761	\$55,256	\$127,505	30%	



AGENDA ITEM 22b

STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	1/7/09
SUBMITTED BY:	Armando Buelna, <i>AB</i> Communications Officer	W.O./G.F. NO:	DIV. NO. All
APPROVED BY:			
SUBJECT:	Drought Communications Plan		

GENERAL MANAGER'S RECOMMENDATION:

That the Board of Directors receive the Otay Water District's draft Drought Communications Plan and provide input on the Plan.

PURPOSE:

To present the Board of Directors with a plan containing recommended actions the District can use to: inform customers about mandatory water restrictions and when those restrictions will take effect; advise customers of water conservation practices they can employ to reduce their water use and lessen the impact of drought rates; and, help the District achieve its water conservation goals.

COMMITTEE ACTION:

See Attachment A

BACKGROUND

With the ongoing drought in much of the Southwest and pumping restrictions remaining in place, the potential for mandatory water restrictions in 2009 is becoming increasingly likely.

While the District continues to make every effort to advise customers of the worsening situation, staff feels additional steps can be taken. The attached Drought Communications Plan puts in place the tools, messages, and tactics, ready to deploy, should they become needed.

In the customer Pipeline newsletter, in bill inserts and bill messages, and in other District publications, the worsening water situation is frequently noted. Water conservation tips, programs, and promotions are used to advance conservation. While these steps are important and contribute to the District's overall conservation strategy, these measures may not be enough

should Level II or Level III drought stages come to pass that require all customers achieve 20% to 40% water use reductions.

The Drought Communications Plan looks at the range of possible communication tools that exist, internal and external needs and opportunities, and sets forth a plan to reach out to our various community stakeholders, customers, and audiences.

The philosophy behind the strategy is to make conservation activity positive rather than punitive. The messages to be used praise and acknowledge efforts to conserve water. They also provide useful information about the water shortage, and deliver useful, easy to understand conservation tips.

The Plan utilizes existing tools such as our Breakfast and Briefing meetings for local elected officials. These meetings are extremely useful to communicate with our community stakeholders and build ongoing relationships and rapport. In addition, Conservation staff will continue meeting with homeowners associations to promote water conservation. The Speaker's Bureau will also be utilized to reach out to service clubs and community groups.

In addition, the Plan identifies new communications techniques such as expanding the auto-dialing messaging program, email messaging, intelligent bill inserts, and moveable/changeable mobile signs. And, recognizing the challenge recycled water may pose, the Plan includes a component to raise awareness of the important role recycled water plays in maintaining public parks, open space, and common areas in those communities where it is available.

FISCAL IMPACT:



Developing key messages, script writing, press releases and graphic design can be accommodated under the existing agreement with Marston+Marston. However, staff will return to your Board through the budget process with costs for implementing other elements of the program such as expanding the auto-dial program, moveable/changeable mobile signs, printing, postage, graphic design, or other related costs.

LEGAL IMPACT: _____

None.



General Manager

Attachments

Attachment A - *Committee Action Report*

Attachment B - *Draft Drought Communications Plan*



ATTACHMENT A

SUBJECT/PROJECT:	Drought Communications Plan
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COMMITTEE ACTION:

The Finance, Administration & Communications Committee reviewed this item at a meeting held on December 9, 2008. The following comments were made:

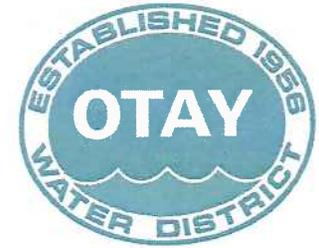
- Staff is presenting the Drought Communications Plan which has been developed to communicate to the public the drought situation should a Level II or III drought watch be called.
- Staff wishes to obtain the committee's feedback on the direction of the plan.
- The plan will put into place tools, messages and tactics to communicate to customers the need to reduce water use by 20% to 40%.
- The goal of the plan is to communicate behavioral changes to the public that they must make to accomplish the savings. Communications/information will be emailed to customers, placed on the District's website, called to customers via the auto dialer, placed in the message section on water bills, forwarded on inserts in customer water bills, etc.
- Another element of the plan is to recognize and be supportive of customers for their efforts rather than being punitive to encourage conservation. Most of the conservation messages have used scare tactics and it was felt that this practice was not working.
- The positive message tools will include:

- o Thank you door hangers and cards letting customers know that the District appreciates their efforts to conserve.
 - o Yard signs recognizing customers who install drought tolerant landscapes.
 - o Water-wise window stickers
- A logo has been designed, the "Water Ambassador," to brand the message. The logo is a water drop figure with a tape measure tightening around its waist.
- Field staff will be provided Water Ambassador Kits with Drought Information Brochures and talking points which they can hand out to the public.
- The plan includes placing editorials/commentaries regarding what the District is doing to conserve (walking-the-walk) through press releases.
- The plan will also address communicating the use of recycled water to irrigate public and common areas as an important part of conservation. This will help stop criticism when these areas are lush and green during higher drought levels.
- The Plan also includes an objective to gather District customer email addresses. Email addresses will be gathered through a High-Efficiency Washer Giveaway contest. Customers who register their email addresses on the District's website will be entered into the drawing. It was discussed that approximately 89 to 90% of customer accounts have telephone numbers listed.
- There was discussion that when there is a dramatic change, that public opinion could be forceful and dissatisfaction should be expected. The District needs to be ready to respond so the customers do not get too frustrated. It was indicated that the Drought Communication Plan is geared to getting the message to the public in advance so that they are informed and can modify their water use as needed.
- District customers Joe and Clementine Whelan of Spring Valley attended the committee meeting and wished to comment on the drought plan. They indicated that they appreciated hearing the District's plans. They stated that they felt that the public needed more of a push and that the conservation message needs to be communicated better. They

noted water waste in their own neighborhood and asked the District to follow up on a leak at 10918 Avenida Roberta, Spring Valley.

- It was indicated that the plan should also address how the District should communicate builder offsets to the public when building starts up again.
- The plan should also include information on the rate calculator and how to communicate its availability to the public via a link in an email, bill message or insert, etc. It was noted that the District is the only agency at the moment that provides a rate calculator for their customers.
- The committee suggested that the drought and conservation information be placed on the District's fleet vehicles (vehicle wraps) to serve as a roaming bill board. They also suggested that staff animate the Water Ambassador logo and place photos of District customers' water-wise landscapes in the customer *Pipeline* on a regular basis.
- The committee suggested that the Water Conserving Landscape sign's be provided to high profile customers such as schools, malls, etc. Also, it was suggested that the District ask schools to put the water conserving message on their bill boards.
- The committee inquired about a phone number for reporting water waste. Staff indicated that a number will be available on the phone system and the District's website. Staff will be discussing this issue in a meeting scheduled next week.
- Staff is also researching the possibility of outsourcing the enforcement of the drought level restrictions ("water cop" services). Currently, the water rates will serve as the penalty.
- The committee requested that staff include the "talking points" within the Staff Report.

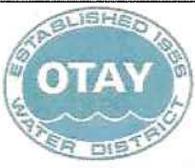
The committee supported staffs' recommendations and presentation to the board as an informational item.



Otay Water District

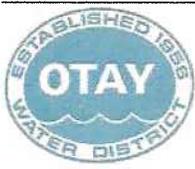
Drought Communications Plan

December 2008



OTAY WATER DISTRICT DROUGHT COMMUNICATIONS PLAN

AREA	GOAL	ACTION STRATEGIES	TIME-LINE
GENERAL	Create behavior-changing campaign messages and identify tools to be used to best communicate those messages.	<ol style="list-style-type: none"> 1 Develop Key Messages for Target Audiences 2 Website Updates 3 Explore Utilizing Portable/Changeable Roadway Message Signs <i>Similar to Amber Alert signs but not used on freeway</i> 4 Printed Collateral: <ol style="list-style-type: none"> a) Door Hangers b) Water Ambassador Yard Signs c) Water Ambassador Cling Stickers d) "Drought Timeline" e) Comprehensive "Water Ambassador Kit" for Field Operations Team- see below f) Water Ambassador Magnets g) Squeeze toys 	<p>Dec 08</p> <p>Ongoing</p> <p>Level II or III</p> <p>Jan 09</p>



OTAY WATER DISTRICT DROUGHT COMMUNICATIONS PLAN

AREA	GOAL	ACTION STRATEGIES	TIME-LINE
<p><i>RATE-PAYER SUBCATEGORIES</i></p> <ul style="list-style-type: none"> • SINGLE-FAMILY • MULTI-FAMILY (HOA'S AND MANAGEMENT) • COMMERCIAL • INDUSTRIAL • CONSTRUCTION /AG • PUBLIC AGENCIES 	<p><i>General communication tool goals and strategies will be applied to each target audience.</i></p>	<ol style="list-style-type: none"> 1. Printed Collateral: <ol style="list-style-type: none"> a. <i>"Thank You for Conserving" cards</i> b. <i>Drought Update quarterly print and e-newsletter</i> c. <i>Bill Inserts (include Intelligent Inserting)</i> 2. In-house Auto-Dial Drought Messaging Campaign to "high water-users" <ol style="list-style-type: none"> a. <i>Script writing/ Recording</i> b. <i>IT ticket</i> c. <i>Execution</i> 3. Call-Em-All auto-dial drought messaging campaign <ol style="list-style-type: none"> a. <i>Script writing</i> b. <i>Coordinating lists and actions with external company</i> c. <i>Recording</i> d. <i>Execution</i> 	<p>Jan 09</p> <p>Feb 09</p> <p>Feb 09</p> <p>March 09</p> <p>April</p> <p>April</p> <p>April</p> <p>TBD</p> <p>Ongoing</p>



OTAY WATER DISTRICT DROUGHT COMMUNICATIONS PLAN

AREA	GOAL	ACTION STRATEGIES	TIME-LINE
		<i>Conservation staff will meet with HOAs, landscapers, and other groups to advise them about the drought/water shortage situation and deliver water saving tips and information on conservation programs.</i>	Ongoing
OPERATIONS' AND CUSTOMER SERVICE WATER AMBASSADOR KIT	This kit will be created for operators in the field and customer service to equip them with any <i>positive reinforcement</i> materials if opportunities arise where they may need to distribute drought communications	This kit will include: <ul style="list-style-type: none"> • Drought Info Brochure • Water-wise window stickers • Door Hangers • Water Conservation rewards e.g. Water-Wise car wash coupons 	March 09
DEVELOPING AN UPDATED EMAIL DATABASE	LOW WATER-USE CLOTHES WASHER GIVEAWAY: This is a contest we will use in order to gather rate-payers' email addresses.		



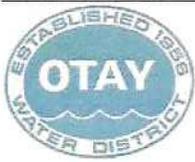
OTAY WATER DISTRICT DROUGHT COMMUNICATIONS PLAN

AREA	GOAL	ACTION STRATEGIES	TIME-LINE
	<p>The contest will be rooted on-line. Rate-Payers will be driven to the website where a registrant form will be filled out and email addresses will be captured. The give-a-way should be advertised throughout the end of April 2009, culminating in a drawing May 2009.</p> <p>Advertising for this contest should include: Newsletters, bill inserts, website, and on-bill printing.</p> <ol style="list-style-type: none"> 1. Jan 09 Registration Form and announcement on-line 2. Jan/Feb 09 Advertise in Newsletter 3. Feb/Mar 09 Bill Insert 4. May 09 Give away 		
<p>GOV'T/ CIVIC ORGS</p>	<p>To establish strong relationships with all government and political leaders.</p> <p>To equip all government</p>	<ol style="list-style-type: none"> 1. Drought Briefing Booklet <i>This booklet will include:</i> <ul style="list-style-type: none"> ✓ Overview of Current Drought 	<p>March 09</p>



OTAY WATER DISTRICT DROUGHT COMMUNICATIONS PLAN

AREA	GOAL	ACTION STRATEGIES	TIME-LINE
	community leaders with the communication tools they need to communicate with constituents	<p><i>Levels and descriptions</i></p> <ul style="list-style-type: none"> ✓ <i>Any affects on rate-payers in the area</i> ✓ <i>Speaking points to communicate with constituents and community</i> <p>2. Breakfast & Briefings <i>This event will be held as a format to inform the leaders of the community of the drought levels and actions to take. Briefing Booklets will be distributed here.</i></p> <p>3. Speakers Bureau <i>The Speakers Bureau will be utilized to</i></p>	March 09



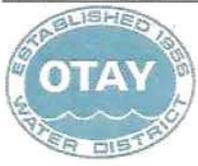
OTAY WATER DISTRICT DROUGHT COMMUNICATIONS PLAN

AREA	GOAL	ACTION STRATEGIES	TIME-LINE
		<i>disseminate information to service organizations and other appropriate groups.</i>	
MEDIA	<p>To effectively communicate key drought and conservation messages to strategic public audiences.</p> <p>To position OWD and its rate-payers as leaders in conservation efforts and drought management.</p>	<ol style="list-style-type: none"> 1. Develop a bank of releases that communicate key messages, drought announcements, and milestone events. 2. Develop a series of commentaries to reflect key messages and place in strategic publications within the community <ol style="list-style-type: none"> a. "State of Our Water" by OWD Board Director - author according to district served by publication 	<p>Feb 09</p> <p>March 09</p>



OTAY WATER DISTRICT DROUGHT COMMUNICATIONS PLAN

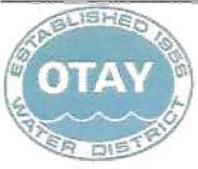
AREA	GOAL	ACTION STRATEGIES	TIME-LINE
RECYCLED WATER	To develop greater support for the use of recycled water, recognition that it is being used for irrigation, and to prevent misunderstanding, concern, or confusion over its use during drought.	<ol style="list-style-type: none"> 1. Develop commentaries in the Star News and other Chula Vista based publications that remind customers about the use of recycled water in their community and that this supply is drought proof 2. Add recycled water facts or article to newsletter 3. Develop more visible recycled water signs 	<p>Feb 09</p> <p>Spring 09</p> <p>June 09</p>



OTAY WATER DISTRICT DROUGHT COMMUNICATIONS PLAN

Timetable		
Action Item	Starting	Notes
General Communications: • Develop Key Messages	December – January 2008	
General Communications: • Website Updates • Printed Collateral • HOAs/Speakers Bureau • Recycled Water	January – February 2009 Ongoing March–April	
In-House Auto Dial Conservation Campaign	February - March 2009	
Call-Em-All auto dial Drought Messaging Campaign	April 2009	
Operations Team Water Ambassador Kit	March 2009	
Clothes Washer Giveaway (developing an email database)	January – May 2009	
Government/Civic Organizations • Drought Briefing Booklet • Breakfast and Briefings	March 2009 April – October 2009	
Media Relations	February – October 2009	

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OTAY WATER DISTRICT DROUGHT COMMUNICATIONS PLAN

October	November	December
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AGENDA ITEM 23



STAFF REPORT

TYPE	Regular Board Meeting	MEETING	January 7, 2009		
MEETING:		DATE:			
SUBMITTED BY:	Mark Watton, General Manager	W.O./G.F.	N/A	DIV.	N/A
		NO:		NO.	
SUBJECT:	General Manager's Report				

GENERAL MANAGER:

FLAGSHIP PROJECTS:

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

- Lee & Ro submitted the 100% design plans to the District for review.
- Staff worked on a letter agreement with the San Diego County Water Authority to allow the District to make a temporary reconnection from Flow Control Facility #14 (FCF) to the La Mesa Sweetwater Extension (LMSE) to maintain service until the 36-inch pipeline is connected. This letter agreement will be submitted for the General Manager's signature in December.
- Project design is scheduled to be complete early January 2009 and the project will be advertised for bid late January 2009. Project award is expected in April 2009.

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

- The project is 100% complete.
- Project closeout is in process.

ADMINISTRATIVE SERVICES, INFORMATION TECHNOLOGY AND FINANCE:

Administrative Services:

Human Resources:

- Human Resources staff attended the Annual Legal Update with Best, Best and Krieger for updates on any important case law and legislative updates on December 3, 2008.
- The District is pleased to announce the upcoming Employee Recognition Program to be held on January 21, 2009 at the Cottonwood Golf Club.
- Human Resources staff conducted a review of several different vendors and has selected to work with NeoGov in the implementation of an on-line applicant tracking system. NeoGov is used by several public sector employers including City of Poway and San Diego County Water Authority. The system will enhance the application process and records retention for the recruitment and selection process. The project is scheduled to be completed by March 2009.

Purchasing:

- Work continues in review and retrofit of landscaping and irrigation systems at District facilities. The goal is to make sure the District is setting an example in conserving water at District facilities.
- There were 110 purchase orders processed in December 2008 for a total amount of \$2,155,466.13. Included in the total is a purchase order in the amount of \$1,530,500.00 for the construction of 1485-1 Pump Station Replacement project (P2172), as approved by the Board on October 9, 2008.

Safety & Security:

- Safety Committee - Completed a Safety Committee meeting on December 17, 2009, covering the following topics:
 - Review of member and Committee responsibilities
 - Summary of 2008 safety injuries and safety incidents (vehicle incidents)
 - Safety Programs: Assigned program reviews and updates
 - Safety Training Matrix

- Incident Report Training
- Driver Safety Training
- Review of Smoking Policy
- Safety Inspections
- Fire Inspection Results: Schedule fire drill
- Respiratory Program
- Emergency Preparedness

Water Conservation:

- Water Conservation Best Management Practice (BMP) Revisions - Staff attended the California Urban Water Council's December meeting and voted on the draft revisions to the BMPs. All of the draft revisions easily passed.
- The District attended multiple meetings to review and discuss the DWR's revisions to the Model Landscape Ordinance. The Water Authority will be sending out a comment letter by December 30, 2008.
- School Education Program - Six school garden tours were conducted by the Garden in December. Eastlake, Liberty and Rancho San Diego Elementary Schools each had two tours this month at the Garden. A total of 300 students and 49 adults attended these tours. Letters will be sent out in early January to again promote the tours and other District school education programs.

Information Technology and Strategic Planning:

- IT continues to make improvements in Otay's core billing processes. New error checking and quality control procedures are being used in the testing of the customer rate changes scheduled to begin in January. Billing testing was completed early and is allowing for added review of billing changes. Also, automation simplifying billing processes is in final testing and looks very promising.
- IT is implementing a new Eden module for fixed assets. This will allow us to retire our last legacy system from our previous system architecture.
- IT, in conjunction with Customer Service, is implementing new hand-held meter reading equipment from ITRON. Units are expected to be in the field by January 1, 2009.

- IT developed a rate calculator for the District website. This calculator allows customers to see how the rate changes implemented in January will affect their bill amount.
- IT finalized a contract with Ikon Inc. to implement new records management software. We will also be revising the records management business process to ensure critical documents continue to be properly stored and indexed for easy on-line reference.
- GIS has updated the ortho-photographs of our District. These more accurate photos have been re-shot in those areas where we have had the most change in the last several years.

Finance:

- Web Payments - A surprisingly large number of customers have used the District's website to make bill payments over the past three years. Approximately 12,000 of the 50,000 customer accounts have used this service (22%), while only 11% use this method on an ongoing basis. This shows great potential for this low cost method of bill payment. In addition, with these payments the District has access to the customers e-mail addresses. While the District has not yet requested permission to use this e-mail option to send communications to our customers, this shows great promise for the development of this cost effective method of communication.
- New Rates - The first bills with the new rates will be mailed on January 4, 2009. Staff is gearing up in Customer Service for the many questions that may arise from the new rate structure. Staff is also expecting a second wave of questions in late spring when water usage increases and the full impact of the rate changes are seen by the customers.
- Rate Calculator - The rate calculator is currently available on the District's website. Using this tool, customers can enter their account number and their desired monthly water usage and see how much their water bills will be under the new rate structure. A link is also provided so that customers can see the information that was sent to them on the 218 Notices. Here, if they have more detailed questions, the customers can see

exactly how the rates have changed. Staff is also developing an additional aspect of the rate calculator, which will show what their bills would be under each stage of a drought. This is an excellent communication tool that will promote conservation in this time of drought.

The financial reporting for November 30, 2008 is as follows:

- For the three months ended November 30, 2008, there are total revenues of \$28,232,102 and total expenses of \$27,903,630. The revenues exceeded expenses by \$328,473.

The financial reporting for investments for November 30, 2008 is as follows:

- The market value shown in the Portfolio Summary and in the Investment Portfolio Details as of November 30, 2008 total \$78,236,870.10 with an average yield to maturity of 3.319%. The total earnings year-to-date are \$1,157,507.40.

ENGINEERING AND WATER OPERATIONS:

Engineering:

- **850-4 Reservoir** - RSH completed the installation of underground water and storm drain piping. RSH started the construction of the ring wall. The reservoir is for increased capacity in the 850 Pressure Zone, as required by the 2002 Water Resource Master Plan. This project is expected to be completed in May 2009. Project is on schedule and on budget. (P2191)
- **12-Inch Pipeline (Three Amigas) Projects** - This project consists of upgrading and replacing existing 12-inch pipelines in the Rancho San Diego area because of the size, age, and the need for increased fire flows. These areas include Chase Avenue/Fuerte Avenue, Hidden Mesa Road, Jamul Drive, and Steele Canyon Road. Arrieta Construction has completed this project. The acceptance letter is being processed with the Notice of Completion. This project was finished on schedule and on budget. (P2038)
- **20-Inch Recycled Pipeline Conversion** - ARB, Inc. (ARB) continues with the conversion of a 20-inch potable

pipeline to a recycled pipeline in Chula Vista within the District's use area. Project is 92% complete. This project is expected to be completed in February 2009. This project is on schedule and on budget. (R2081)

- **Calavo Sewer Lift Station** - NEWest Construction continues with the replacement of the Calavo Sewer Lift Station. The wet well and underground force main piping has been installed. This project is expected to be complete by December 31, 2008. This project is on schedule and on budget. (S2015)
- **RWCWRF Forcemain/Air Vac and Road Improvement Project** - The District received a Take Permit at the end of November from the United States Fish & Wildlife Service (USFWS) so that work could begin on this project. The Permit was issued after a low-effect Habitat Conservation Plan was submitted and approved by USFWS. The Permit allows for impacts to the California Coastal gnatcatcher and Quino checkerspot butterfly during the construction project. A biological monitor is required on-site during the project to help monitor and reduce these impacts. (R2086)
- **Water Resources Master Plan and Program Environmental Impact Report (WRMP/PEIR)** -The Public Scoping Meeting for the PEIR was held on November 13, 2008. A Notice of Preparation was sent via PBS&J for publication in the Union Tribune and the Daily Transcript. The District sent a Notice by Mail to all Community Planning Groups, the County, all Water Districts, the County Water Authority, etc. Four people attended the meeting along with District staff. The District has also received several comment letters from the various agencies that will be addressed in the final document. PBS&J and District staff toured the sites of future CIP projects in November to assess the environmental impacts that will be discussed in the PEIR. (P1210)
- For the month of November 2008, the District sold 8 meters (19.5 EDUs) generating \$111,242 in revenue. Accumulated revenue through November 30, 2008 was \$841,200 for 174.5 EDUs and 49 meters. Projection for this period was 140 meters (216.5 EDUs) with a budgeted revenue of \$1,183,583. Projected revenue from July 1, 2008 through June 30, 2009 is \$2,840,600.

- Approximately 529 linear feet of both CIP and developer project pipeline was installed in November 2008. The Construction Division performed quality control for these pipelines.
- The following table summarizes Engineering's Project purchases and change orders issued during the period of November 1, 2008 thru November 30, 2008 that were within Staff signatory authority:

Date	Action	Amount	Contractor/ Consultant	Project
11-05-08	C.O. #1	\$22,662.00	IFC Jones & Stokes	Environmental Svcs for HMA (P1253)
11-10-08	Check Request	\$5,000.00	City of El Cajon	Permit Fees (P2009)
11-14-08	Check Request	\$8,115.00	SDG&E	Electric service lateral at 2105 Ledge Ave. (P2191)
11/21/08	C.O. #2	\$8,901.86	Arrieta Construction	PL-12-Inch Upsize and Replacement (P2038/P2356/P2387)

Water Operations:

- On December 2, 2008, the District resumed deliveries to Mexico with a volume for the month of 651.4 acre-feet (7.3 MGD for 29 days). In addition, all agencies have reviewed Mexico's delivery request schedule for 2009 and Mexico is in the process of depositing the required deposit amounts with the United States.
- Potable water purchased for the fifth month of FY 09, November, 2008, was 2,937.7 acre-feet. To date for FY 09 there has been 18,292.80 acre-feet of water purchased. This is a -3.04 percent decrease from the same period last year.
- In the month of November 2008, there were 6 new Automated Meter Reading (AMR) meters installed, two AMR meter accounts closed and the meters pulled, and 1,424 meters were retrofitted to AMR meters.
- As of December 1, 2008, there was a total of 20,084 3-G Master Meter radio read units installed.

- Total number of potable water accounts is 47,930; this is an increase of ten accounts from last month, November 2008.
- Recycled water consumption for the month of November 2008 is as follows:

Total flow was 433 acre-feet or 141,079,532 gallons and the average daily flow was 4,702,651 gallons per day.

Total number of recycled water accounts is 626; this is a decrease of one from last month, October 2008.

Total recycled water consumption to date for FY 09 is 2774.8 acre-feet.

- Wastewater flows for the month of November 2008 were as follows:
 - Total basin flow, gallons per day: 1,999,000.
 - Spring Valley Sanitation District Flow to Metro, gallons per day: 663,000.
 - Total Otay flow, gallons per day: 1,335,000.
 - Flow Processed at the Ralph W. Chapman Water Recycling Facility, gallons per day: 1,210,000.
 - Flow to Metro from Otay Water District, gallons per day: 126,000.

There were no new wastewater connections for the month of November 2008. The total stands at 6,070 EDU's.



General Manager

AGENDA ITEM 23

Exhibit A

OTAY WATER DISTRICT COMPARATIVE BUDGET SUMMARY FOR FIVE MONTHS ENDED NOVEMBER 30, 2008

	Annual Budget	YTD Actual	YTD Budget	YTD Variance	Var %
REVENUE:					
Water Sales	\$ 32,836,500	\$ 15,034,816	\$ 15,568,100	\$ (533,284)	(3.4%)
Energy Charges	2,047,100	962,523	990,500	(27,977)	(2.8%)
System Charges	10,619,400	4,180,415	4,178,800	1,615	0.0%
Penalties	906,900	268,753	408,100	(139,347)	(34.1%)
MWD & CWA Fixed Charges	2,819,500	1,097,045	1,095,300	1,745	0.2%
Total Water Sales	49,229,400	21,543,552	22,240,800	(697,248)	(3.1%)
Reclamation Sales	6,344,500	3,379,939	3,296,700	83,239	2.5%
Sewer Charges	2,145,300	912,460	912,800	(340)	(0.0%)
Meter Fees	103,800	32,713	43,250	(10,537)	(24.4%)
Capacity Fee Revenues	1,301,900	650,662	542,500	108,162	19.9%
Betterment Fees for Maintenance	895,900	307,500	373,300	(65,800)	(17.6%)
Annexation Fees	483,600	44,853	201,500	(156,647)	(77.7%)
Non-Operating Revenues	1,633,100	816,990	619,050	197,940	32.0%
Tax Revenues	4,137,300	325,596	310,700	14,896	4.8%
Interest	667,800	167,838	175,000	(7,162)	(4.1%)
General Fund Draw Down	120,100	50,000	50,000	-	0.0%
Total Revenue	\$ 67,062,700	\$ 28,232,102	\$ 28,765,600	\$ (533,498)	(1.9%)
EXPENSES:					
Potable Water Purchases	\$ 25,183,600	\$ 11,208,017	\$ 11,858,700	\$ 650,683	5.5%
Recycled Water Purchases	1,490,800	701,885	822,933	121,047	14.7%
CWA-Infrastructure Access Charge	1,227,500	478,890	479,000	110	0.0%
CWA-Customer Service Charge	1,049,800	424,250	424,500	250	0.1%
CWA-Emergency Storage Charge	1,774,700	723,540	723,500	(40)	(0.0%)
MWD-Capacity Res Charge	602,800	248,220	248,000	(220)	(0.1%)
MWD-Readiness to Serve Charge	665,100	277,120	277,000	(120)	(0.0%)
Subtotal Water Purchases	31,994,300	14,061,923	14,833,633	771,710	5.2%
Power Charges	2,780,500	1,382,133	1,387,100	4,967	0.4%
Payroll & Related Costs	17,185,400	6,847,368	7,181,610	334,242	4.7%
Material & Maintenance	3,872,800	1,479,072	1,596,667	117,595	7.4%
Administrative Expenses	5,467,600	1,786,118	1,971,500	185,382	9.4%
Legal Fees	467,500	140,917	194,792	53,875	27.7%
Expansion Reserve	5,016,700	2,090,300	2,090,300	-	0.0%
Replacement Reserve	277,900	115,800	115,800	-	0.0%
Total Expenses	\$ 67,062,700	\$ 27,903,630	\$ 29,371,401	\$ 1,467,771	5.0%
Excess Revenue (Expense)	\$ -	\$ 328,473	\$ (605,801)	\$ 934,274	

**OTAY WATER DISTRICT
INVESTMENT PORTFOLIO REVIEW
NOVEMBER 30, 2008**

INVESTMENT OVERVIEW & MARKET STATUS:

On December 16th, 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. They went on to say: “The Committee anticipates that weak economic conditions are likely to warrant exceptionally low levels of the federal funds rate for some time.” This marked the ninth reduction in a row since September 18, 2007, when the rate was 5.25%. Despite the large drop in available interest rates, the District’s overall effective rate of return on at November 30th was 3.34%. At the same time the LAIF return on deposits has also dropped over the last several months, reaching an average effective yield of 2.57% for the month of November. 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.

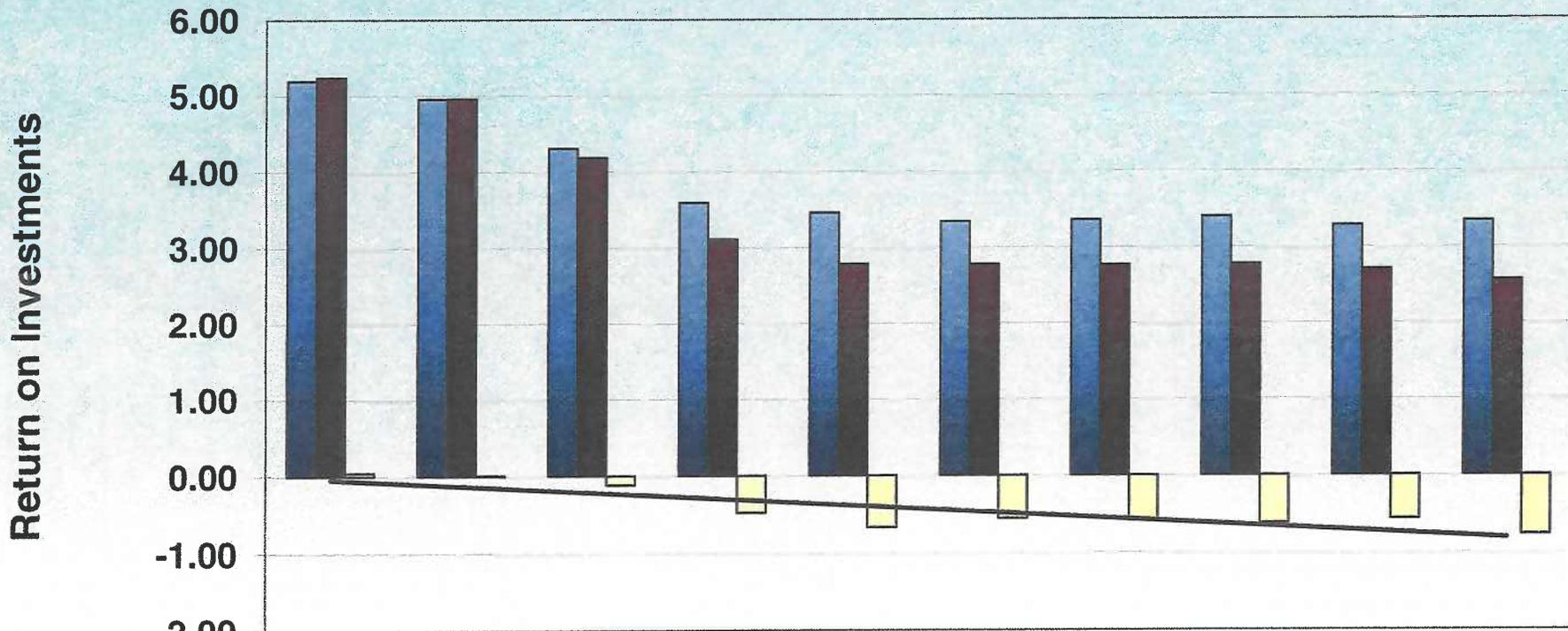
In accordance with the District’s Investment Policy, all District funds continue to be managed based on the objectives, in priority order, of safety, liquidity, and return on investment.

PORTFOLIO COMPLIANCE: November 30, 2008

	<u>Investment</u>	<u>State Limit</u>	<u>Otay Limit</u>	<u>Otay Actual</u>
8.01:	Treasury Securities	100%	100%	0
8.02:	Local Agency Investment Fund (Operations)	\$40 Million	\$40 Million	\$6.40 Million
8.02:	Local Agency Investment Fund (Bonds)	100%	100%	1.87%
8.03:	Federal Agency Issues	100%	100%	71.64%
8.04:	Certificates of Deposit	30%	15%	1.38%
8.05:	Short-Term Commercial Notes	25%	15%	0
8.06:	Medium-Term Commercial Debt	30%	15%	2.56%
8.07:	Money Market Mutual Funds	20%	15%	0
8.08:	San Diego County Pool	100%	100%	13.33%
12.0:	Maximum Single Financial Institution	100%	50%	1.00%

Performance Measure F-12 Return on Investment

Target: Meet or Exceed 100% of LAIF

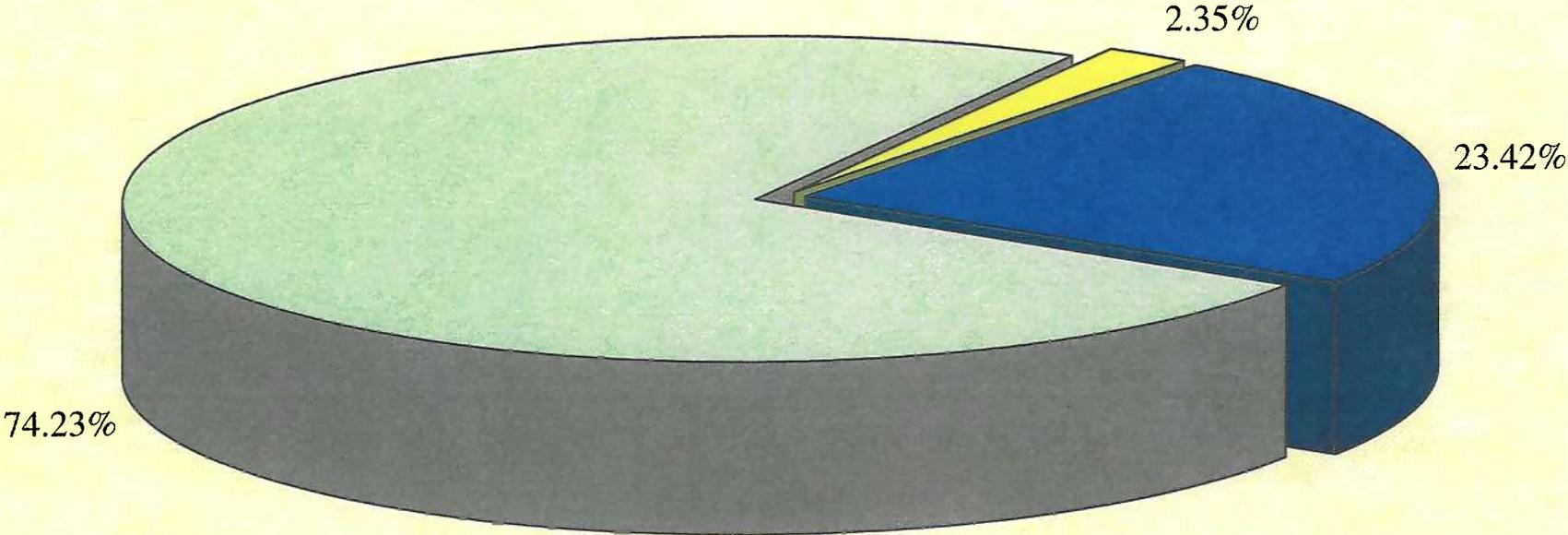


	1st Qtr FY08	2nd Qtr FY08	3rd Qtr FY08	4th Qtr FY08	Jul FY09	Aug FY09	Sept FY09	1st Qtr FY09	Oct FY09	Nov FY09
■ Otay	5.20	4.95	4.30	3.59	3.46	3.34	3.36	3.40	3.28	3.34
■ LAIF	5.24	4.96	4.18	3.11	2.79	2.78	2.77	2.78	2.71	2.57
■ Difference	0.04	0.01	-0.12	-0.48	-0.67	-0.56	-0.59	-0.62	-0.57	-0.77

Month

■ Otay ■ LAIF ■ Difference — Linear (Difference)

Otay Water District Investment Portfolio: 11/30/08



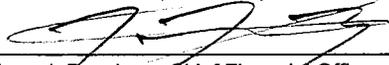
■ Banks (Passbook/Checking/CD) ■ Pools (LAIF & County) □ Agencies & Corporate Notes

**OTAY
Portfolio Management
Portfolio Summary
November 30, 2008**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Corporate Notes	2,000,000.00	1,994,002.08	2,022,185.21	2.62	1,111	730	4.340	4.401
Federal Agency Issues- Callable	55,800,000.00	56,080,519.41	55,798,609.81	72.33	879	666	3.430	3.478
Certificates of Deposit - Bank	1,079,108.00	1,079,108.00	1,079,108.00	1.40	393	42	4.728	4.793
Local Agency Investment Fund (LAIF)	7,858,901.82	7,852,125.06	7,858,901.82	10.19	1	1	2.533	2.568
San Diego County Pool	10,380,824.62	10,475,946.12	10,380,824.62	13.46	1	1	2.971	3.012
	77,118,834.44	77,481,700.67	77,139,629.46	100.00%	671	502	3.319	3.365
Investments								
Cash								
Passbook/Checking (not included in yield calculations)	755,169.43	755,169.43	755,169.43		1	1	0.693	0.703
Total Cash and Investments	77,874,003.87	78,236,870.10	77,894,798.89		671	502	3.319	3.365

Total Earnings	November 30 Month Ending	Fiscal Year To Date
Current Year	221,246.07	1,157,507.40
Average Daily Balance	80,707,333.01	82,281,138.44
Effective Rate of Return	3.34%	3.36%

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


 _____ 12-17-08
 Joseph Beachem, Chief Financial Officer

Portfolio OTAY

AP

PM (PRF_PM1) SymRept 6.41.200
Report Ver. 5.00

OTAY
Portfolio Management
Portfolio Details - Investments
November 30, 2008

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Corporate Notes												
36962G2S2	2044	General Electric Capital		11/16/2007	2,000,000.00	1,994,002.08	2,022,185.21	5.000	Aaa	4.340	730	12/01/2010
Subtotal and Average			2,022,631.99		2,000,000.00	1,994,002.08	2,022,185.21			4.340	730	
Federal Agency Issues- Callable												
31398AMX7	2064	FANNIE MAE		02/22/2008	2,000,000.00	2,006,875.00	2,000,000.00	3.000		2.959	445	02/19/2010
31331YB74	2073	Federal Farm Credit Bank		04/07/2008	2,000,000.00	2,010,000.00	2,000,000.00	3.180		3.136	857	04/07/2011
3133XNS42	2058	Federal Home Loan Bank		12/18/2007	2,000,000.00	2,002,500.00	2,000,000.00	4.250		4.192	564	06/18/2010
3133XNPR4	2059	Federal Home Loan Bank		12/24/2007	1,800,000.00	1,802,812.50	1,800,000.00	4.350		4.290	753	12/24/2010
3133XPDR2	2062	Federal Home Loan Bank		01/30/2008	2,000,000.00	2,005,625.00	2,000,000.00	3.060		3.018	424	01/29/2010
3133XPDS0	2063	Federal Home Loan Bank		01/30/2008	2,000,000.00	2,005,625.00	2,000,000.00	3.250		3.205	606	07/30/2010
3133XPWL4	2065	Federal Home Loan Bank		02/26/2008	2,000,000.00	2,008,125.00	2,000,000.00	3.000		2.959	452	02/26/2010
3133XPX90	2067	Federal Home Loan Bank		03/05/2008	2,000,000.00	2,009,375.00	2,000,000.00	3.020		2.979	459	03/05/2010
3133XQC91	2070	Federal Home Loan Bank		03/17/2008	2,000,000.00	2,001,250.00	2,000,000.00	3.125		3.081	746	12/17/2010
3133XQF23	2071	Federal Home Loan Bank		03/25/2008	2,000,000.00	2,010,000.00	2,000,000.00	3.250		3.205	844	03/25/2011
3133XQJ78	2072	Federal Home Loan Bank		04/14/2008	2,000,000.00	2,011,250.00	2,000,000.00	3.150		3.107	864	04/14/2011
3133XQMC3	2074	Federal Home Loan Bank		04/14/2008	2,000,000.00	2,008,125.00	2,000,000.00	2.900		2.860	682	10/14/2010
3133XQUX8	2075	Federal Home Loan Bank		04/29/2008	2,000,000.00	2,010,625.00	2,000,000.00	3.100		3.058	697	10/29/2010
3133XRNM8	2083	Federal Home Loan Bank		06/30/2008	2,000,000.00	2,015,625.00	2,000,000.00	3.650		3.598	484	03/30/2010
3133XRK74	2084	Federal Home Loan Bank		06/30/2008	2,000,000.00	2,003,750.00	2,000,000.00	3.500		3.452	394	12/30/2009
3133XS6Q6	2086	Federal Home Loan Bank		10/01/2008	2,000,000.00	2,011,875.00	2,000,000.00	3.500		3.452	669	10/01/2010
3133XSDG0	2087	Federal Home Loan Bank		10/02/2008	2,000,000.00	2,004,375.00	2,000,000.00	3.650		3.600	305	10/02/2009
3133XSCC0	2088	Federal Home Loan Bank		10/14/2008	2,000,000.00	2,016,250.00	2,000,000.00	4.000		3.945	1,047	10/14/2011
3133XSFC7	2089	Federal Home Loan Bank		10/02/2008	2,000,000.00	2,016,875.00	2,000,000.00	3.400		3.353	122	04/02/2009
3128X7TT1	2079	Federal Home Loan Mortgage		06/02/2008	2,000,000.00	2,017,973.94	2,000,000.00	3.625		3.575	913	06/02/2011
3128X7YG3	2082	Federal Home Loan Mortgage		06/26/2008	2,000,000.00	2,004,107.97	2,000,000.00	4.750		4.685	1,668	06/26/2013
31398AKS0	2060	Federal National Mortgage Assoc		01/07/2008	2,000,000.00	2,005,000.00	2,000,000.00	4.500		4.438	767	01/07/2011
31398ANH1	2069	Federal National Mortgage Assoc		03/10/2008	2,000,000.00	2,006,250.00	2,000,000.00	3.250		3.205	816	02/25/2011
3136F9LP6	2076	Federal National Mortgage Assoc		04/28/2008	2,000,000.00	2,012,500.00	1,999,366.25	3.000		2.989	513	04/28/2010
3136F9NB5	2077	Federal National Mortgage Assoc		05/12/2008	2,000,000.00	2,013,125.00	2,000,000.00	3.100		3.058	527	05/12/2010
31398ARD6	2078	Federal National Mortgage Assoc		05/19/2008	2,000,000.00	2,016,875.00	1,999,243.56	3.600		3.570	899	05/19/2011
3136F9SA2	2080	Federal National Mortgage Assoc		06/10/2008	2,000,000.00	2,017,500.00	2,000,000.00	3.265		3.220	556	06/10/2010
3136F9VW1	2085	Federal National Mortgage Assoc		07/02/2008	2,000,000.00	2,026,250.00	2,000,000.00	4.000		3.945	578	07/02/2010
Subtotal and Average			55,798,579.33		55,800,000.00	56,080,519.41	55,798,609.81			3.430	666	

Portfolio OTAY
AP

OTAY
Portfolio Management
Portfolio Details - Investments
November 30, 2008

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Certificates of Deposit - Bank												
205003183	2066	California Bank & Trust		01/22/2008	79,108.00	79,108.00	79,108.00	3.180		3.180	417	01/22/2010
1002812475	2061	Neighborhood National Bank		12/13/2007	1,000,000.00	1,000,000.00	1,000,000.00	4.850		4.850	12	12/13/2008
Subtotal and Average			1,079,108.00		1,079,108.00	1,079,108.00	1,079,108.00			4.728	42	
Local Agency Investment Fund (LAIF)												
LAIF	9001	STATE OF CALIFORNIA		07/01/2004	6,398,024.56	6,392,507.52	6,398,024.56	2.568		2.533	1	
LAIF COPS07	9009	STATE OF CALIFORNIA		03/07/2007	1,460,877.26	1,459,617.54	1,460,877.26	2.568		2.533	1	
Subtotal and Average			10,163,901.82		7,858,901.82	7,852,125.06	7,858,901.82			2.533	1	
San Diego County Pool												
SD COUNTY POOL	9007	San Diego County		07/01/2004	10,380,824.62	10,475,946.12	10,380,824.62	3.012		2.971	1	
Subtotal and Average			10,370,955.15		10,380,824.62	10,475,946.12	10,380,824.62			2.971	1	
Total and Average			80,707,333.01		77,118,834.44	77,481,700.67	77,139,629.46			3.319	502	

OTAY
Portfolio Management
Portfolio Details - Cash
November 30, 2008

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity
Union Bank											
UNION MONEY	9002	STATE OF CALIFORNIA		07/01/2004	10,002.96	10,002.96	10,002.96	0.150		0.148	1
PETTY CASH	9003	STATE OF CALIFORNIA		07/01/2004	2,800.00	2,800.00	2,800.00			0.000	1
UNION OPERATING	9004	STATE OF CALIFORNIA		07/01/2004	717,389.21	717,389.21	717,389.21	0.738		0.728	1
PAYROLL	9005	STATE OF CALIFORNIA		07/01/2004	24,977.26	24,977.26	24,977.26			0.000	1
UNION IOC	9008	STATE OF CALIFORNIA		05/01/2006	0.00	0.00	0.00	4.500		4.438	1
		Average Balance	0.00								1
Total Cash and Investmentss			80,707,333.01		77,874,003.87	78,236,870.10	77,894,798.89			3.319	502

OTAY
Activity Report
Sorted By Issuer
July 1, 2008 - November 30, 2008

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value Beginning Balance	Current Rate	Transaction Date	Purchases or Deposits	Par Value Redemptions or Withdrawals	Ending Balance
Issuer: STATE OF CALIFORNIA									
Union Bank									
UNION MONEY	9002	STATE OF CALIFORNIA			0.150		26,606,320.74	26,606,334.71	
UNION OPERATING	9004	STATE OF CALIFORNIA			0.738		1,433,450.02	2,258,468.84	
PAYROLL	9005	STATE OF CALIFORNIA					600.00	0.00	
Subtotal and Balance				1,579,602.22			28,040,370.76	28,864,803.55	755,169.43
Local Agency Investment Fund (LAIF)									
LAIF	9001	STATE OF CALIFORNIA			2.568		24,809,542.77	29,200,000.00	
LAIF COPS07	9009	STATE OF CALIFORNIA			2.568		21,222.48	0.00	
Subtotal and Balance				12,228,136.57			24,830,765.25	29,200,000.00	7,858,901.82
Issuer Subtotal				11.062%	13,807,738.79		52,871,136.01	58,064,803.55	8,614,071.25
Issuer: California Bank & Trust									
Certificates of Deposit - Bank									
Subtotal and Balance				79,108.00					79,108.00
Issuer Subtotal				0.102%	79,108.00		0.00	0.00	79,108.00
Issuer: FANNIE MAE									
Federal Agency Issues- Callable									
Subtotal and Balance				2,000,000.00					2,000,000.00
Issuer Subtotal				2.568%	2,000,000.00		0.00	0.00	2,000,000.00
Issuer: Federal Farm Credit Bank									
Federal Agency Issues- Callable									
Subtotal and Balance				2,000,000.00					2,000,000.00

OTAY
Activity Report
July 1, 2008 - November 30, 2008

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value Beginning Balance	Current Rate	Transaction Date	Purchases or Deposits	Par Value Redemptions or Withdrawals	Ending Balance
Issuer Subtotal			2.568%	2,000,000.00			0.00	0.00	2,000,000.00
Issuer: Federal Home Loan Bank									
Federal Agency Issues- Callable									
3133XLT7	2037	Federal Home Loan Bank			5.550	07/30/2008	0.00	3,000,000.00	
3133XM71	2042	Federal Home Loan Bank			4.500	08/14/2008	0.00	2,000,000.00	
3133XN6X2	2045	Federal Home Loan Bank			4.500	08/20/2008	0.00	2,000,000.00	
3133XNP52	2057	Federal Home Loan Bank			4.375	09/17/2008	0.00	2,000,000.00	
3133XPZ7	2068	Federal Home Loan Bank			3.350	09/03/2008	0.00	1,905,000.00	
3133XS6Q6	2086	Federal Home Loan Bank			3.500	10/01/2008	2,000,000.00	0.00	
3133XSDG0	2087	Federal Home Loan Bank			3.650	10/02/2008	2,000,000.00	0.00	
3133XSCC0	2088	Federal Home Loan Bank			4.000	10/14/2008	2,000,000.00	0.00	
3133XSFC7	2089	Federal Home Loan Bank			3.400	10/02/2008	2,000,000.00	0.00	
Subtotal and Balance				36,705,000.00			8,000,000.00	10,905,000.00	33,800,000.00
Issuer Subtotal			43.403%	36,705,000.00			8,000,000.00	10,905,000.00	33,800,000.00
Issuer: Federal Home Loan Mortgage									
Federal Agency Issues- Callable									
Subtotal and Balance				4,000,000.00					4,000,000.00
Issuer Subtotal			5.137%	4,000,000.00			0.00	0.00	4,000,000.00
Issuer: Federal National Mortgage Assoc									
Federal Agency Issues- Callable									
3136F9TS2	2081	Federal National Mortgage Assoc			3.500	09/25/2008	0.00	2,000,000.00	
3136F9WV1	2085	Federal National Mortgage Assoc			4.000	07/02/2008	2,000,000.00	0.00	
Subtotal and Balance				14,000,000.00			2,000,000.00	2,000,000.00	14,000,000.00
Issuer Subtotal			17.978%	14,000,000.00			2,000,000.00	2,000,000.00	14,000,000.00
Issuer: General Electric Capital									
Corporate Notes									
Subtotal and Balance				2,000,000.00					2,000,000.00

Portfolio OTAY

AP

OTAY
Activity Report
July 1, 2008 - November 30, 2008

CUSIP	Investment #	Issuer	Percent of Portfolio	Par Value Beginning Balance	Current Rate	Transaction Date	Purchases or Deposits	Par Value Redemptions or Withdrawals	Ending Balance
Issuer Subtotal			2.568%	2,000,000.00			0.00	0.00	2,000,000.00
Issuer: Neighborhood National Bank									
Certificates of Deposit - Bank									
Subtotal and Balance				1,000,000.00					1,000,000.00
Issuer Subtotal			1.284%	1,000,000.00			0.00	0.00	1,000,000.00
Issuer: San Diego County									
San Diego County Pool									
SD COUNTY POOL	9007	San Diego County			3.012		203,725.13	2,000,000.00	
Subtotal and Balance				12,177,099.49			203,725.13	2,000,000.00	10,380,824.62
Issuer Subtotal			13.330%	12,177,099.49			203,725.13	2,000,000.00	10,380,824.62
Total			100.000%	87,768,946.28			63,074,861.14	72,969,803.55	77,874,003.87

OTAY
GASB 31 Compliance Detail
Sorted by Fund - Investment Class
July 1, 2008 - November 30, 2008

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
LAIF	9001	99	Fair Value		10,787,944.73	0.00	209,542.77	4,600,000.00	0.00	-4,979.98	6,392,507.52
LAIF COPS07	9009	99	Fair Value		1,439,583.11	0.00	21,222.48	0.00	0.00	-1,188.05	1,459,617.54
UNION MONEY	9002	99	Amortized		10,016.93	0.00	106.99	120.96	0.00	0.00	10,002.96
PETTY CASH	9003	99	Amortized		2,800.00	0.00	0.00	0.00	0.00	0.00	2,800.00
UNION OPERATING	9004	99	Amortized		1,542,408.03	0.00	10,946.16	835,964.98	0.00	0.00	717,389.21
PAYROLL	9005	99	Amortized		24,377.26	0.00	0.00	0.00	0.00	0.00	24,977.26
UNION IOC	9008	99	Amortized		0.00	0.00	0.00	0.00	0.00	0.00	0.00
1002812475	2061	99	Amortized	12/13/2008	1,000,000.00	0.00	0.00	0.00	0.00	0.00	1,000,000.00
205003183	2066	99	Amortized	01/22/2010	79,108.00	0.00	0.00	0.00	0.00	0.00	79,108.00
SD COUNTY POOL	9007	99	Fair Value		12,219,100.73	0.00	203,725.13	2,000,000.00	0.00	53,120.26	10,475,946.12
3133XLTL7	2037	99	Fair Value	07/30/2010	3,006,562.50	0.00	0.00	3,000,000.00	0.00	-6,562.50	0.00
3133XMX71	2042	99	Fair Value	08/14/2009	2,004,375.00	0.00	0.00	2,000,000.00	0.00	-4,375.00	0.00
36962G2S2	2044	99	Fair Value	12/01/2010	2,051,704.10	0.00	0.00	0.00	0.00	-57,702.03	1,994,002.08
3133XN6X2	2045	99	Fair Value	08/20/2010	2,004,375.00	0.00	0.00	2,000,000.00	0.00	-4,375.00	0.00
3133XNP52	2057	99	Fair Value	09/17/2010	2,006,250.00	0.00	0.00	2,000,000.00	0.00	-6,250.00	0.00
3133XNS42	2058	99	Fair Value	06/18/2010	2,011,250.00	0.00	0.00	0.00	0.00	-8,750.00	2,002,500.00
3133XNPR4	2059	99	Fair Value	12/24/2010	1,810,687.50	0.00	0.00	0.00	0.00	-7,875.00	1,802,812.50
31398AKS0	2060	99	Fair Value	01/07/2011	2,012,500.00	0.00	0.00	0.00	0.00	-7,500.00	2,005,000.00
3133XPDR2	2062	99	Fair Value	01/29/2010	2,000,000.00	0.00	0.00	0.00	0.00	5,625.00	2,005,625.00
3133XPDS0	2063	99	Fair Value	07/30/2010	1,997,500.00	0.00	0.00	0.00	0.00	8,125.00	2,005,625.00
31398AMX7	2064	99	Fair Value	02/19/2010	1,998,125.00	0.00	0.00	0.00	0.00	8,750.00	2,006,875.00
3133XPWL4	2065	99	Fair Value	02/26/2010	1,996,875.00	0.00	0.00	0.00	0.00	11,250.00	2,008,125.00
3133XPX90	2067	99	Fair Value	03/05/2010	1,997,500.00	0.00	0.00	0.00	0.00	11,875.00	2,009,375.00
3133XPZN7	2068	99	Fair Value	09/03/2010	1,905,000.00	0.00	0.00	1,905,000.00	0.00	0.00	0.00
31398ANH1	2069	99	Fair Value	02/25/2011	1,988,125.00	0.00	0.00	0.00	0.00	18,125.00	2,006,250.00
3133XQC91	2070	99	Fair Value	12/17/2010	1,985,625.00	0.00	0.00	0.00	0.00	15,625.00	2,001,250.00
3133XQF23	2071	99	Fair Value	03/25/2011	1,983,125.00	0.00	0.00	0.00	0.00	26,875.00	2,010,000.00
3133XQJ78	2072	99	Fair Value	04/14/2011	1,965,625.00	0.00	0.00	0.00	0.00	45,625.00	2,011,250.00
31331YB74	2073	99	Fair Value	04/07/2011	1,979,375.00	0.00	0.00	0.00	0.00	30,625.00	2,010,000.00
3133XQMC3	2074	99	Fair Value	10/14/2010	1,980,000.00	0.00	0.00	0.00	0.00	28,125.00	2,008,125.00

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

CUSIP	Investment #	Fund	Investment Class	Maturity Date	Beginning Invested Value	Purchase of Principal	Addition to Principal	Redemption of Principal	Adjustment in Value		Ending Invested Value
									Amortization Adjustment	Change in Market Value	
Fund: Treasury Fund											
3133XQUX8	2075	99	Fair Value	10/29/2010	1,987,500.00	0.00	0.00	0.00	0.00	23,125.00	2,010,625.00
3136F9LP6	2076	99	Fair Value	04/28/2010	1,994,375.00	0.00	0.00	0.00	0.00	18,125.00	2,012,500.00
3136F9NB5	2077	99	Fair Value	05/12/2010	1,991,875.00	0.00	0.00	0.00	0.00	21,250.00	2,013,125.00
31398ARD6	2078	99	Fair Value	05/19/2011	1,997,500.00	0.00	0.00	0.00	0.00	19,375.00	2,016,875.00
3128X7TT1	2079	99	Fair Value	06/02/2011	1,997,510.07	0.00	0.00	0.00	0.00	20,463.87	2,017,973.94
3136F9SA2	2080	99	Fair Value	06/10/2010	2,000,625.00	0.00	0.00	0.00	0.00	16,875.00	2,017,500.00
3136F9TS2	2081	99	Fair Value	06/25/2010	2,003,125.00	0.00	0.00	2,000,000.00	0.00	-3,125.00	0.00
3128X7YG3	2082	99	Fair Value	06/26/2013	2,006,940.00	0.00	0.00	0.00	0.00	-2,832.03	2,004,107.97
3133XRNM8	2083	99	Fair Value	03/30/2010	2,011,250.00	0.00	0.00	0.00	0.00	4,375.00	2,015,625.00
3133XRK74	2084	99	Fair Value	12/30/2009	2,008,125.00	0.00	0.00	0.00	0.00	-4,375.00	2,003,750.00
3136F9WV1	2085	99	Fair Value	07/02/2010	0.00	2,000,000.00	0.00	0.00	0.00	26,250.00	2,026,250.00
3133XS6Q6	2086	99	Fair Value	10/01/2010	0.00	2,000,000.00	0.00	0.00	0.00	11,875.00	2,011,875.00
3133XSDG0	2087	99	Fair Value	10/02/2009	0.00	2,000,000.00	0.00	0.00	0.00	4,375.00	2,004,375.00
3133XSCC0	2088	99	Fair Value	10/14/2011	0.00	2,000,000.00	0.00	0.00	0.00	16,250.00	2,016,250.00
3133XSFC7	2089	99	Fair Value	04/02/2009	0.00	2,000,000.00	0.00	0.00	0.00	16,875.00	2,016,875.00
Subtotal					87,788,742.96	10,000,000.00	445,543.53	20,341,085.94	0.00	343,069.54	78,236,870.10
Total					87,788,742.96	10,000,000.00	445,543.53	20,341,085.94	0.00	343,069.54	78,236,870.10

OTAY
Duration Report
Sorted by Investment Type - Investment Type
Through 11/30/2008

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 365	Current Yield	Maturity/ Call Date	Effective Duration
36962G2S2	2044	99	General Electric Capital	Fair	2,022,185.21	2,000,000.00	1,994,002.08	5.000	4.401	0.000	12/01/2010	1.931
3133XSCC0	2088	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,016,250.00	4.000	4.000	2.356c	04/14/2009	0.367
3133XNS42	2058	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,002,500.00	4.250	4.250	3.995c	12/18/2008	0.046
3133XNPR4	2059	99	Federal Home Loan Bank	Fair	1,800,000.00	1,800,000.00	1,802,812.50	4.350	4.350	4.031c	12/24/2008	0.063
3133XPDS0	2063	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,005,625.00	3.250	3.250	2.680c	01/30/2009	0.164
3133XPX90	2067	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,009,375.00	3.020	3.020	2.073c	03/05/2009	0.257
3133XPDR2	2062	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,005,625.00	3.060	3.060	2.490c	01/29/2009	0.161
3133XSDG0	2087	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,004,375.00	3.650	3.650	3.205c	01/02/2009	0.000
31331YB74	2073	99	Federal Farm Credit Bank	Fair	2,000,000.00	2,000,000.00	2,010,000.00	3.180	3.180	2.169c	04/07/2009	0.347
31398AMX7	2064	99	FANNIE MAE	Fair	2,000,000.00	2,000,000.00	2,006,875.00	3.000	3.000	2.305c	02/19/2009	0.219
3133XQJ78	2072	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,011,250.00	3.150	3.150	2.014c	04/14/2009	0.367
3133XPWL4	2065	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,008,125.00	3.000	3.000	2.179c	02/26/2009	0.238
3133XQF23	2071	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,010,000.00	3.250	3.250	2.239c	03/25/2009	0.312
3128X7YG3	2082	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,004,107.97	4.750	4.750	4.330c	12/26/2008	0.068
3133XSFC7	2089	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,016,875.00	3.400	3.400	1.698	04/02/2009	0.334
31398ANH1	2069	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,006,250.00	3.250	3.250	2.617c	02/25/2009	0.235
3136F9NB5	2077	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,013,125.00	3.100	3.100	1.776c	05/12/2009	0.443
3136F9LP6	2076	99	Federal National Mortgage Assoc	Fair	1,999,366.25	2,000,000.00	2,012,500.00	3.000	3.031	1.739c	04/28/2009	0.405
3136F9WV1	2085	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,026,250.00	4.000	4.000	1.742c	07/02/2009	0.571
31398ARD6	2078	99	Federal National Mortgage Assoc	Fair	1,999,243.56	2,000,000.00	2,016,875.00	3.600	3.619	1.896c	05/19/2009	0.463
3128X7TT1	2079	99	Federal Home Loan Mortgage	Fair	2,000,000.00	2,000,000.00	2,017,973.94	3.625	3.625	1.821c	06/02/2009	0.489
3136F9SA2	2080	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,017,500.00	3.265	3.265	1.585c	06/10/2009	0.513
3133XQC91	2070	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,001,250.00	3.125	3.124	2.998c	12/17/2008	0.043
3133XRNM8	2083	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,015,625.00	3.650	3.648	2.071c	03/30/2009	0.000
3133XS6Q6	2086	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,011,875.00	3.500	3.500	2.299c	04/01/2009	0.331
3133XRK74	2084	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,003,750.00	3.500	3.500	3.119c	12/30/2008	0.079
31398AKS0	2060	99	Federal National Mortgage Assoc	Fair	2,000,000.00	2,000,000.00	2,005,000.00	4.500	4.500	3.990c	01/07/2009	0.101
3133XQMC3	2074	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,008,125.00	2.900	2.900	2.079c	04/14/2009	0.367
3133XQUX8	2075	99	Federal Home Loan Bank	Fair	2,000,000.00	2,000,000.00	2,010,625.00	3.100	3.100	2.027c	04/29/2009	0.408

Portfolio OTAY

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DU (PRF_DU) SymRept 6.41.200
Report Ver. 5.00

OTAY
Duration Report
Sorted by Investment Type - Investment Type
Through 11/30/2008

Security ID	Investment #	Fund	Issuer	Investment Class	Book Value	Par Value	Market Value	Current Rate	YTM 365	Current Yield	Maturity/ Call Date	Effective Duration
205003183	2066	99	California Bank & Trust	Amort	79,108.00	79,108.00	79,108.00	3.180	3.224	3.180	01/22/2010	1.119 †
1002812475	2061	99	Neighborhood National Bank	Amort	1,000,000.00	1,000,000.00	1,000,000.00	4.850	4.917	4.850	12/13/2008	0.032 †
Report Total					58,899,903.02	58,879,108.00	59,153,629.49			2.433		0.318 †

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

AGENDA ITEM 23



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	January 7, 2009
SUBMITTED BY:	Sean Prendergast, Finance <i>SP</i> Supervisor, Payroll & AP	W.O./G.F. NO:	DIV. NO.
APPROVED BY:	Joseph Beachem, Chief Financial Officer (Chief)		
APPROVED BY:	German Alvarez, Assistant General Manager (Asst. GM):		
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 (2015186-2015768)	\$2,378,415.71
WIRE TO:	
CITY TREASURER - RECLAIMED WATER PURCHASE	\$137,684.12
DELTA HEALTH SYSTEMS - DENTAL & COBRA CLAIMS	\$19,465.75
LANDESBANK - CERTIFICATES OF PARTICIPATION	\$6,581.00
PLAN HANDLERS - HEALTH INSURANCE CLAIMS	\$118.62
SAN DIEGO COUNTY WATER AUTHORITY - WATER DELIVERIES	\$2,290,564.69
SPECIAL DIST RISK MGMT AUTH - INS PREMIUM JAN 09	\$183,801.56
UNION BANK - PAYROLL TAXES	\$440,550.11
TOTAL CASH DISBURSEMENTS	\$5,457,181.56

RECOMMENDED ACTION:

That the Board receive the attached list of demands.

Jb/Attachment

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015704	12/31/08	04469	A COPY WORLD	00024398	12/11/08	CAFR BINDING	73.81	73.81
2015186	12/03/08	01910	ABCANA INDUSTRIES	833848	11/10/08	BULK HYPOCHLORITE SOLUTION	1,686.07	
				833852	11/10/08	BULK HYPOCHLORITE SOLUTION	1,509.05	
				833853	11/10/08	BULK HYPOCHLORITE SOLUTION	1,131.78	
				834037	11/13/08	BULK HYPOCHLORITE SOLUTION	808.21	
				833694	11/07/08	BULK HYPOCHLORITE SOLUTION	771.93	
				833693	11/07/08	BULK HYPOCHLORITE SOLUTION	397.58	6,304.62
2015312	12/10/08	01910	ABCANA INDUSTRIES	834160	11/17/08	BULK HYPOCHLORITE SOLUTION	1,596.11	
				834161	11/17/08	BULK HYPOCHLORITE SOLUTION	1,150.65	
				834343	11/20/08	BULK HYPOCHLORITE SOLUTION	1,015.71	
				834344	11/20/08	BULK HYPOCHLORITE SOLUTION	650.05	4,412.52
2015409	12/17/08	01910	ABCANA INDUSTRIES	834451	11/24/08	BULK HYPOCHLORITE SOLUTION	1,388.62	
				834456	11/24/08	BULK HYPOCHLORITE SOLUTION	1,332.03	
				834606	11/26/08	BULK HYPOCHLORITE SOLUTION	584.76	3,305.41
2015491	12/23/08	01910	ABCANA INDUSTRIES	834728	12/01/08	BULK HYPOCHLORITE SOLUTION	1,308.81	
				834729	12/01/08	BULK HYPOCHLORITE SOLUTION	740.01	
				834878	12/04/08	BULK HYPOCHLORITE SOLUTION	696.48	2,745.30
2015705	12/31/08	01910	ABCANA INDUSTRIES	834991	12/08/08	BULK HYPOCHLORITE SOLUTION	1,583.05	
				835111	12/11/08	BULK HYPOCHLORITE SOLUTION	1,291.40	
				834993	12/08/08	BULK HYPOCHLORITE SOLUTION	1,179.67	
				835112	12/11/08	BULK HYPOCHLORITE SOLUTION	906.88	4,961.00
2015187	12/03/08	08488	ABLEFORCE INC	1488	11/25/08	CONSULTING SERVICES - IS DEPT	3,995.00	
				1495	12/02/08	CONSULTING SERVICES - IS DEPT	3,995.00	7,990.00
2015410	12/17/08	08488	ABLEFORCE INC	1502	12/09/08	CONSULTING SERVICES - IS DEPT	4,845.00	
				1511	12/16/08	CONSULTING SERVICES - IS DEPT	4,505.00	9,350.00
2015706	12/31/08	08488	ABLEFORCE INC	1520	12/23/08	CONSULTING SERVICES - IS DEPT	4,335.00	4,335.00
2015313	12/10/08	08027	AD MAIL DIRECT LLC	54568	10/31/08	PROP. 218 NOTICE MAILINGS	2,748.35	2,748.35
2015587	12/30/08	09618	ADRIANA HERNANDEZ	Ref002391726	12/29/08	UB Refund Cst #0000088542	11.38	11.38
2015411	12/17/08	07732	AIRGAS SPECIALTY PRODUCTS INC	131107160	11/26/08	BULK AQUA AMMONIA	2,123.66	
				131107159	11/26/08	BULK AQUA AMMONIA	1,801.73	3,925.39
2015188	12/03/08	00132	AIRGAS WEST	103760294	11/07/08	BREATHING AIR - TREATMENT PLANT	144.12	144.12
2015492	12/23/08	00132	AIRGAS WEST	103245930	11/30/08	BREATHING AIR - TREATMENT PLANT	25.73	25.73

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015412	12/17/08	06261	ALCANTARA, CYNTHIA	000854	12/12/08	REIMB PARTY RAFFLE PRIZES	148.88	148.88
2015189	12/03/08	02618	ALHAMBRA RUBBER &	26219	11/13/08	METER GASKETS	275.89	275.89
2015314	12/10/08	02618	ALHAMBRA RUBBER &	26203	11/06/08	METER GASKETS	626.56	626.56
2015413	12/17/08	02618	ALHAMBRA RUBBER &	26238	11/21/08	METER GASKETS	548.12	548.12
2015414	12/17/08	02362	ALLIED WASTE SERVICES #509	0509003377685 0509003379093 0509003379949	11/25/08 11/25/08 11/25/08	TRASH REMOVAL SERVICES ASBESTOS DISPOSAL CONTAINER RENTAL TRASH REMOVAL SERVICES TMNT PLT	731.41 201.23 126.59	1,059.23
2015415	12/17/08	02572	ALVAREZ, GERMAN F	000856	12/15/08	COMPUTER LOAN PROGRAM	2,299.42	2,299.42
2015588	12/30/08	09628	AMANDA BUSH	Ref002391736	12/29/08	UB Refund Cst #0000122085	16.79	16.79
2015589	12/30/08	09630	AMBER WALGER	Ref002391738	12/29/08	UB Refund Cst #0000123318	69.17	69.17
2015493	12/23/08	01326	AMERICAN BATTERY SUPPLY	A8007	12/01/08	UPS BATTERY FOR ACP 350	283.92	283.92
2015315	12/10/08	02966	AMERICAN INDUSTRIAL SUPPLY INC	109399	11/20/08	ANTI SEIZE COMPOUND	257.66	257.66
2015190	12/03/08	06166	AMERICAN MESSAGING	L11095701IL	12/01/08	PAGER SERVICES	391.88	391.88
2015191	12/03/08	03446	AMERICAN SOCIETY OF CIVIL	000813	12/01/08	REGISTRATION FEES	50.00	50.00
2015192	12/03/08	03593	ANDREU JR, EUGENIO	000817	12/02/08	COMPUTER LOAN PROGRAM	419.56	419.56
2015193	12/03/08	00002	ANSWER INC	000797	11/22/08	TELEPHONE ANSWERING SERVICES	1,000.00	1,000.00
2015194	12/03/08	08967	ANTHEM BLUE CROSS EAP	40723	11/19/08	EMPLOYEE ASSISTANCE PROGRAM SERVICES	482.63	482.63
2015590	12/30/08	09604	ANTONIO BLANCO	Ref002391712	12/29/08	UB Refund Cst #0000053588	17.47	17.47
2015316	12/10/08	03357	APEX ADVERTISING INC	348784	11/18/08	UNIFORM APPAREL	2,954.94	2,954.94
2015591	12/30/08	09597	ARACELI GUTIERREZ	Ref002391704	12/29/08	UB Refund Cst #0000032197	10.50	10.50
2015707	12/31/08	09582	ARLEEN TRAVERNIER	000867	12/18/08	CASH IN YOUR PLANTS PROGRAM	1,993.00	1,993.00
2015416	12/17/08	05753	ARRIETA CONSTRUCTION INC	2	11/25/08	R2086 RWCWRF FORCEMAIN AIR/VAC REPL	178,965.90	178,965.90
2015195	12/03/08	05758	AT&T	000772	11/07/08	PHONE SERVICE (HI HEAD P/S-SCADA)	32.37	32.37

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015317	12/10/08	00501	AT&T	000787	12/04/08	CONFERENCE PHONE SERVICE	374.14	374.14
2015417	12/17/08	05758	AT&T	082164572811250	11/25/08	OPTE MAN INTERNET BANDWIDTH	1,740.00	1,740.00
2015494	12/23/08	07785	AT&T	000000357166	12/02/08	PHONE SERVICES	5,743.53	5,743.53
2015196	12/03/08	08330	AT&T INTERNET SERVICES	000785	10/22/08	OPTE MAN INTERNET BANDWIDTH	6,000.00	6,000.00
2015418	12/17/08	08330	AT&T INTERNET SERVICES	000843	11/22/08	OPTE MAN INTERNET BANDWIDTH	1,200.00	1,200.00
2015257	12/10/08	09568	AUGUST F GHIO	Ref002391234	12/08/08	UB Refund Cst #0000142006	472.24	472.24
2015318	12/10/08	08024	BACKGROUND PROFILES INC	5980001201081	12/01/08	BACKGROUND CHECKS	76.00	76.00
2015495	12/23/08	03526	BALDWIN COOKE	1809636	12/04/08	2009 PLANNERS	64.16	64.16
2015319	12/10/08	00145	BARRETT ENGINEERED PUMPS	063968	11/18/08	ROTATING ASSEMBLY HIDDEN MOUNTAIN LIFT	1,985.60	1,985.60
2015197	12/03/08	09509	BEN & CAROL FLICK	3 4	11/14/08 11/25/08	WELLNESS PROGRAM WELLNESS PROGRAM	90.00 90.00	180.00
2015258	12/10/08	09528	BEVERLY CHADWICK	Ref002391191	12/08/08	UB Refund Cst #0000087560	10.56	10.56
2015259	12/10/08	09531	BILL FLOYD	Ref002391194	12/08/08	UB Refund Cst #0000089574	490.86	490.86
2015592	12/30/08	09650	BILL MALLEY	Ref002391758	12/29/08	UB Refund Cst #0000127237	5.34	5.34
2015593	12/30/08	09671	BLAKE PETER	Ref002391779	12/29/08	UB Refund Cst #0000138884	36.19	36.19
2015594	12/30/08	09693	BRENDA CRANN	Ref002391802	12/29/08	UB Refund Cst #0000141057	53.69	53.69
2015595	12/30/08	09698	BRENDA CRANN	Ref002391807	12/29/08	UB Refund Cst #0000141335	19.25	19.25
2015708	12/31/08	03679	BRG CONSULTING INC	08112420	11/30/08	CONSULTANT CONTRACT FOR ENV SVCS	1,669.25	1,669.25
2015596	12/30/08	09647	BRITANNIA DEVELOPMENT CO	Ref002391755	12/29/08	UB Refund Cst #0000126960	67.30	67.30
2015496	12/23/08	01232	BRODING'S BATTERY WAREHOUSE	790	11/26/08	AUTOMOTIVE BATTERIES	216.42	216.42
2015597	12/30/08	09613	BROOKFIELD SHEA OTAY LLC	Ref002391721	12/29/08	UB Refund Cst #0000081405	282.78	282.78
2015709	12/31/08	08156	BROWNSTEIN HYATT FARBER	425476	12/16/08	LEGISLATIVE ADVOCACY SERVICES	1,250.00	1,250.00
2015497	12/23/08	08542	BUCK PETROLEUM CO	12094750	12/02/08	UNLEADED FUEL	7,416.96	7,416.96

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015320	12/10/08	03721	BULLET LOGISTICS INC	11150803350	11/15/08	COURIER SERVICES - TREATMENT PLANT	227.70	227.70
2015321	12/10/08	00223	C W MCGRATH INC	31463 31439	11/18/08 11/14/08	CRUSHED ROCK CRUSHED ROCK	207.80 183.14	390.94
2015419	12/17/08	09576	CALIF LAND SURVEYORS ASSOC	11434	12/16/08	MEMBERSHIP FEE	159.00	159.00
2015322	12/10/08	06281	CALIF STATE DISBURSEMENT UNIT	Ben2391316	12/11/08	PAYROLL DEDUCTION	286.73	286.73
2015498	12/23/08	06281	CALIF STATE DISBURSEMENT UNIT	Ben2391654	12/24/08	PAYROLL DEDUCTION	286.73	286.73
2015420	12/17/08	08966	CALIFORNIA BANK & TRUST	2	11/25/08	RETENTION FOR ARRIETA CONSTRUCTION	19,885.10	19,885.10
2015499	12/23/08	08690	CALIFORNIA BANK & TRUST	3R	11/30/08	RETENTION FOR NEWEST CONSTRUCTION	5,843.50	5,843.50
2015710	12/31/08	02158	CALIFORNIA CHAMBER OF COMMERCE	10301800	12/23/08	2009 LABOR LAW POSTERS	182.54	182.54
2015323	12/10/08	02920	CALIFORNIA COMMERCIAL	80887	11/18/08	ASPHALT	1,207.88	1,207.88
2015421	12/17/08	09574	CALIFORNIA HIGHWAY PATROL	CA42926	12/15/08	HAZARDOUS MATERIALS LICENSE	100.00	100.00
2015422	12/17/08	02970	CALIFORNIA LAND SURVEYORS	000840	12/10/08	MEMBERSHIP APPLICATION	174.00	174.00
2015500	12/23/08	02970	CALIFORNIA LAND SURVEYORS	PLS8483	12/17/08	VOLUNTARY PROF DEVELOPMENT PROG	50.00	50.00
2015598	12/30/08	09701	CALIFORNIA PROPERTY INVESTMENT	Ref002391810	12/29/08	UB Refund Cst #0000141841	48.20	48.20
2015198	12/03/08	00693	CALIFORNIA SPECIAL DISTRICTS	000807	11/25/08	MEETING REGISTRATION	37.00	37.00
2015501	12/23/08	00557	CALIFORNIA SPECIAL DISTRICTS	000796	11/19/08	2009 MEMBERSHIP DUES	4,088.00	4,088.00
2015199	12/03/08	00192	CALIFORNIA WATER ENVIRONMENT	000815	12/03/08	MEMBERSHIP RENEWALS	396.00	396.00
2015200	12/03/08	00192	CALIFORNIA WATER ENVIRONMENT	060122059	12/03/08	CERTIFICATION RENEWAL	66.00	66.00
2015711	12/31/08	00192	CALIFORNIA WATER ENVIRONMENT	816808	12/19/08	MEMBERSHIP RENEWALS	264.00	264.00
2015324	12/10/08	01243	CALIFORNIA-NEVADA SECTION	000833	12/09/08	CERTIFICATE RENEWAL	100.00	100.00
2015201	12/03/08	01004	CALOLYMPIC SAFETY	047617 047620	11/07/08 11/10/08	GAS DETECTOR PARTS, ALARM HARNES	309.40 230.22	539.62
2015325	12/10/08	01004	CALOLYMPIC SAFETY	048313	11/20/08	A/C ADAPTOR GAS TECH	184.41	184.41
2015423	12/17/08	01004	CALOLYMPIC SAFETY	048305	11/24/08	REQUIRED TRAINING	2,370.50	

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
				047723	11/21/08	SAFETY EQUIPMENT REPAIR	302.61	
				048496	11/21/08	SAFETY EQUIPMENT	221.69	2,894.80
2015202	12/03/08	04215	CAMP DRESSER & MCKEE INC	803002359	11/07/08	P2451 - BI-NATIONAL OCEAN DESALINATION	3,571.06	3,571.06
2015502	12/23/08	08009	CANON BUSINESS SOLUTIONS INC	4001559199	12/01/08	COPIER MAINTENANCE	637.42	
				4001563186	12/01/08	COPIER MAINTENANCE	401.40	
				4001559216	12/01/08	COPIER MAINTENANCE	261.96	
				4001564601	12/01/08	COPIER MAINTENANCE	52.22	1,353.00
2015326	12/10/08	03527	CARDIAC SCIENCE	1096116	11/17/08	AED BATTERY	230.82	230.82
2015599	12/30/08	09615	CARLOS CEBALLOS	Ref002391723	12/29/08	UB Refund Cst #0000085190	9.70	9.70
2015327	12/10/08	03572	CARLTON DISANTE &	49374	12/26/08	LEGAL SERVICES	285.00	285.00
2015424	12/17/08	03572	CARLTON DISANTE &	49533	12/11/08	LEGAL SERVICES NOVEMBER 2008	57.00	57.00
2015328	12/10/08	02758	CARMEL BUSINESS SYSTEMS INC	6893	12/01/08	TEMPORARY SERVICES - RECORDS	1,063.80	1,063.80
2015503	12/23/08	02758	CARMEL BUSINESS SYSTEMS INC	6892	12/01/08	RECORDS STORAGE & SUPPORT	703.63	703.63
2015712	12/31/08	07044	CARQUEST AUTO PARTS	107748	12/11/08	REPAIR PARTS	2,119.08	2,119.08
2015600	12/30/08	09678	CARRINGTON	Ref002391787	12/29/08	UB Refund Cst #0000140103	61.56	61.56
2015203	12/03/08	01195	CARROLL BUSINESS SUPPLY	7245280	11/13/08	PAPER ROLLS FOR CASHIER RECEIPT PRINTER	430.66	430.66
2015204	12/03/08	03491	CASA DE ORO CAR WASH	3	11/08/08	VEHICLE WASHING	1,113.97	1,113.97
2015713	12/31/08	03491	CASA DE ORO CAR WASH	7	11/21/08	VEHICLE WASHING	832.98	832.98
2015714	12/31/08	04204	CASA DEL MAR	24500	12/08/08	WATER CONSERVATION MAGNETS	1,209.90	1,209.90
2015329	12/10/08	07734	CASINO ACE	000824	12/08/08	ENTERTAINMENT FOR HOLIDAY PARTY	1,000.00	1,000.00
2015205	12/03/08	03232	CDW GOVERNMENT INC	MJR1655	11/10/08	ETHERNET PATCH CABLES	116.37	116.37
2015330	12/10/08	03232	CDW GOVERNMENT INC	MJT2129	11/11/08	ETHERNET PATCH CABLES	41.35	41.35
2015504	12/23/08	01126	CENTURY WHEEL & RIM	CN5331201	10/17/08	REPAIR PARTS	209.73	209.73
2015206	12/03/08	08266	CHARLES GIRARDOT	000810	11/26/08	CASH IN YOUR PLANTS PROGRAM	2,000.00	2,000.00
2015207	12/03/08	09508	CHERYL WHITELEY	000808	11/24/08	CASH IN YOUR PLANTS PROGRAM	1,072.00	1,072.00

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015601	12/30/08	09696	CHRIS BEASON	Ref002391805	12/29/08	UB Refund Cst #0000141224	18.15	18.15
2015602	12/30/08	09676	CHRIS MUCKLEY	Ref002391784	12/29/08	UB Refund Cst #0000139985	46.43	46.43
2015603	12/30/08	09669	CHRISTAL LASTER	Ref002391777	12/29/08	UB Refund Cst #0000134869	12.83	12.83
2015604	12/30/08	09648	CHRISTINE SOANES	Ref002391756	12/29/08	UB Refund Cst #0000127047	75.00	75.00
2015331	12/10/08	08896	CHULA VISTA POLICE DEPARTMENT	000783	11/17/08	FINGERPRINTING SVCS 10/17/08	20.00	20.00
2015208	12/03/08	06519	CHULA VISTA POLICE DEPT	0824744	12/02/08	TRAFFIC COLLISION REPORT	10.00	10.00
2015260	12/10/08	09549	COLDWELL BANKER	Ref002391214	12/08/08	UB Refund Cst #0000127369	51.61	51.61
2015209	12/03/08	08160	COMPLETE OFFICE	10901120	11/12/08	2009 CALENDAR	65.71	65.71
2015332	12/10/08	08160	COMPLETE OFFICE	10914680	11/19/08	OFFICE SUPPLIES	102.07	102.07
2015425	12/17/08	08160	COMPLETE OFFICE	10921760 10921890	11/21/08 11/21/08	2009 CALENDARS 2009 THOMAS GUIDES	342.53 209.08	551.61
2015505	12/23/08	08160	COMPLETE OFFICE	10939680	12/04/08	AUDIO CASSETTE TAPES	59.91	59.91
2015715	12/31/08	08160	COMPLETE OFFICE	10946860	12/08/08	THOMAS GUIDES	190.07	190.07
2015506	12/23/08	03334	COMPUTER MASTERS	72585	12/04/08	HP PRINTERS	1,571.00	1,571.00
2015716	12/31/08	03334	COMPUTER MASTERS	72638	12/10/08	CD MAKER SOFTWARE	89.43	89.43
2015333	12/10/08	03706	CONSUMERS PIPE & SUPPLY CO	S1086388001	11/14/08	640/520 VALVE KITS	48.70	48.70
2015605	12/30/08	09620	CORKY MCMILLIN	Ref002391728	12/29/08	UB Refund Cst #0000090839	427.62	427.62
2015210	12/03/08	00184	COUNTY OF SAN DIEGO	DEH090123D11 DEH090124D11 HED090119D11	11/20/08 11/20/08 11/20/08	RECLAIMED WATER SHUTDOWN TEST RECLAIMED WATER SHUTDOWN TEST RECLAIMED WATER SHUTDOWN TEST	833.00 476.00 476.00	1,785.00
2015334	12/10/08	00134	COUNTY OF SAN DIEGO	2008143	12/09/08	COUNTY ASSESSOR DATA	125.00	125.00
2015507	12/23/08	00184	COUNTY OF SAN DIEGO	HK18205346	10/17/08	HAZARDOUS MATERIALS PERMIT	271.00	271.00
2015211	12/03/08	00099	COUNTY OF SAN DIEGO - DPW	97517 091601 95535	11/07/08 08/05/08 10/02/08	EXCAVATION PERMITS EXCAVATION PERMITS EXCAVATION PERMITS	3,136.02 1,488.05 1,199.67	

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
				91601	08/05/08	EXCAVATION PERMITS	331.52	6,155.26
2015508	12/23/08	02122	COUNTY OF SD AIR POLLUTION	000874	12/18/08	PERMIT FEES	373.00	373.00
2015606	12/30/08	09695	COUNTY PROPERTIES	Ref002391804	12/29/08	UB Refund Cst #0000141178	55.02	55.02
2015509	12/23/08	07601	CREATIVE BENEFITS INC	68804	12/01/08	FLEXIBLE SPENDING ACCOUNT ADMIN	574.80	574.80
2015335	12/10/08	06415	CUMMINS CAL PACIFIC LLC	00465905	11/14/08	APCD RETROFITS	13,003.38	13,003.38
2015510	12/23/08	06415	CUMMINS CAL PACIFIC LLC	00466370	11/26/08	APCD RETROFITS	13,003.38	13,003.38
2015607	12/30/08	09593	DAMON HYDE	Ref002391700	12/29/08	UB Refund Cst #0000019507	22.12	22.12
2015608	12/30/08	09667	DANIEL JACKSON	Ref002391775	12/29/08	UB Refund Cst #0000133924	21.42	21.42
2015609	12/30/08	09603	DARYL IDLER	Ref002391711	12/29/08	UB Refund Cst #0000052428	28.24	28.24
2015610	12/30/08	09673	DAVID ACEVEDO	Ref002391781	12/29/08	UB Refund Cst #0000139681	45.65	45.65
2015611	12/30/08	09599	DAVID PALMER	Ref002391706	12/29/08	UB Refund Cst #0000039489	155.29	155.29
2015426	12/17/08	09575	DAVID ZIMKIN	RF626065705	12/15/08	RE-ISSUE IN AGENT'S NAME	83.46	83.46
2015612	12/30/08	09652	DAVID ZIMKIN	Ref002391760	12/29/08	UB Refund Cst #0000127401	90.79	90.79
2015511	12/23/08	03606	DCSE INC	1	12/01/08	INTEGRATION CONSULTING SERVICES	18,730.00	18,730.00
2015212	12/03/08	01797	DELL ENTERPRISES	184563	11/14/08	RETIREMENT PLAQUE	26.40	26.40
2015427	12/17/08	07680	DELTA HEALTH SYSTEMS	IVC02562	11/30/08	EMPLOYEE HEALTH ADMIN SVCS	48.00	48.00
2015512	12/23/08	07680	DELTA HEALTH SYSTEMS	PO81211	12/11/08	EMPLOYEE HEALTH ADMIN SERVICES	1,402.26	1,402.26
2015261	12/10/08	09535	DENISE FLETCHER	Ref002391198	12/08/08	UB Refund Cst #0000122568	93.54	93.54
2015613	12/30/08	09677	DENNIS DESOUZA	Ref002391786	12/29/08	UB Refund Cst #0000140037	80.28	80.28
2015490	12/17/08	09573	DEPARTMENT OF CONSUMER AFFAIRS	000844	12/10/08	CERTIFICATION TEST REGISTRATION	100.00	100.00
2015213	12/03/08	03744	DEPARTMENT OF JUSTICE	708977	11/07/08	FINGERPRINT ANALYSIS SERVICES	204.00	204.00
2015428	12/17/08	00319	DEPARTMENT OF PUBLIC HEALTH	28230	12/16/08	CERTIFICATION RENEWAL	80.00	80.00
2015614	12/30/08	09624	DEUTSCHE BANK NATIONAL TRUST	Ref002391732	12/29/08	UB Refund Cst #0000095087	9.92	9.92

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015615	12/30/08	09691	DEVIN PROPERTIES	Ref002391800	12/29/08	UB Refund Cst #0000141007	58.85	58.85
2015429	12/17/08	01205	DIONEX CORPORATION	10007061	11/25/08	LAB SUPPLIES	833.79	833.79
2015717	12/31/08	01205	DIONEX CORPORATION	10008257	12/08/08	LAB SUPPLIES	31.50	31.50
2015214	12/03/08	03417	DIRECTV	899597317	11/19/08	SATELLITE TV SERVICE	4.99	4.99
2015336	12/10/08	03417	DIRECTV	909462777	12/05/08	SATELLITE TV SERVICE	9.98	9.98
2015337	12/10/08	09516	DIXIE EXPRESS JAZZ BAND	000825	12/08/08	BAND FOR HOLIDAY PARTY	240.00	240.00
2015718	12/31/08	03704	DME INCORPORATED	53874	12/10/08	REPAIR PARTS	2,581.03	2,581.03
2015616	12/30/08	09598	DOUGLAS CLAYTON	Ref002391705	12/29/08	UB Refund Cst #0000033519	140.00	140.00
2015617	12/30/08	09655	DOWNEY SAVINGS	Ref002391763	12/29/08	UB Refund Cst #0000127527	86.48	86.48
2015338	12/10/08	01926	EAST COUNTY URGENT CARE	000822	11/12/08	HEALTH EXAMS	43.00	43.00
2015513	12/23/08	02367	ED HANSON'S MUFFLER SERVICE	82757	11/08/08	APCD RETROFIT	249.34	249.34
2015719	12/31/08	02367	ED HANSON'S MUFFLER SERVICE	82750 82733 82731 82744 82741 82738	12/11/08 12/09/08 12/08/08 12/09/08 12/09/08 12/09/08	VEHICLE REPAIR APCD RETROFIT APCD RETROFIT VEHICLE REPAIR APCD RETROFIT APCD RETROFIT	738.90 386.31 386.31 250.00 249.34 249.34	2,260.20
2015262	12/10/08	09560	ED PREHODEN	Ref002391226	12/08/08	UB Refund Cst #0000140311	48.20	48.20
2015339	12/10/08	02447	EDCO DISPOSAL CORPORATION	000831	11/30/08	RECYCLING SERVICES	90.00	90.00
2015514	12/23/08	00230	EDP PRODUCTS INC	805823	11/29/08	CARTRIDGE STORAGE/RETRIEVAL	212.40	212.40
2015618	12/30/08	09616	EDUARDO CRISTOBAL	Ref002391724	12/29/08	UB Refund Cst #0000085696	34.90	34.90
2015263	12/10/08	09558	EDWARD ROEPKE	Ref002391224	12/08/08	UB Refund Cst #0000139998	64.14	64.14
2015340	12/10/08	06525	ELECTRIC MOTOR SPECIALISTS INC	2669 2673	11/19/08 11/20/08	REPAIR PARTS FOR SLIDE GATE VALVES MACHINE INDICATORS FOR 980-2	920.00 85.00	1,005.00
2015619	12/30/08	09657	EMAD MOHAMMAD	Ref002391765	12/29/08	UB Refund Cst #0000127598	33.96	33.96

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015430	12/17/08	04467	ENGINEERING & GENERAL	000847	12/11/08	MEETING REGISTRATION	90.00	90.00
2015341	12/10/08	02259	ENVIRONMENTAL RESOURCE	525525	11/17/08	REGULATORY PROFICIENCY TESTING	80.74	80.74
2015342	12/10/08	03725	ENVIRONMENTAL SYSTEMS RESEARCH	91881234	11/14/08	PROFESSIONAL DATABASE SUPPORT	518.00	518.00
2015431	12/17/08	03725	ENVIRONMENTAL SYSTEMS RESEARCH	91886830	11/26/08	SYSTEM ARCHITECTURE CONSULTANT	3,367.00	3,367.00
2015620	12/30/08	09666	EXCEL PROPERTIES	Ref002391774	12/29/08	UB Refund Cst #0000133853	53.58	53.58
2015215	12/03/08	00645	FEDEX	899706190	11/28/08	OVERNIGHT PICK-UP & DELIVERY MAIL SVCS	8.11	8.11
2015432	12/17/08	00645	FEDEX	299810400 901295701	11/21/08 12/12/08	OVERNIGHT PICK-UP & DELIVERY MAIL SVCS OVERNIGHT PICK-UP & DELIVERY MAIL SVCS	15.84 6.66	22.50
2015216	12/03/08	03546	FERGUSON WATERWORKS	0293293 0293677	11/10/08 10/31/08	CL-12 CUTTER HEAD (TAP-MACHINE) INVENTORY	1,087.68 145.46	1,233.14
2015343	12/10/08	03546	FERGUSON WATERWORKS	0294123 02911882	11/18/08 10/30/08	TAP-SLEEVE PARTS INVENTORY	405.93 104.25	510.18
2015433	12/17/08	03546	FERGUSON WATERWORKS	0289672 02814221 0296410 02896721 0295300	11/18/08 10/16/08 11/25/08 11/24/08 11/24/08	RECLAIM 8" GATE CAP RECLAIM 8" GATE CAP INVENTORY RECLAIM 8" GATE CAP 3/4" REGULATOR	2,666.81 2,661.43 2,634.49 2,133.45 634.65	10,730.83
2015621	12/30/08	09686	FIELD ASSET SERVICES	Ref002391795	12/29/08	UB Refund Cst #0000140492	7.15	7.15
2015264	12/10/08	09540	FIRST AMERICAN TITLE	Ref002391204	12/08/08	UB Refund Cst #0000124803	254.70	254.70
2015515	12/23/08	04066	FIRST CHOICE SERVICES - SD	305692	12/04/08	COFFEE SUPPLIES	284.38	284.38
2015720	12/31/08	04066	FIRST CHOICE SERVICES - SD	305870	12/08/08	COFFEE SUPPLIES	31.86	31.86
2015217	12/03/08	00035	FISHER SCIENTIFIC	6576924	11/07/08	LABORATORY SUPPLIES	421.87	421.87
2015516	12/23/08	02591	FITNESS TECH INC	5371	12/01/08	MAINTENANCE FOR FITNESS EQUIPMENT	125.00	125.00
2015265	12/10/08	09520	FLODELIS DE LA CRUZ	Ref002391182	12/08/08	UB Refund Cst #0000011091	86.63	86.63
2015721	12/31/08	09705	FORESTER MEDIA INC	000884	12/23/08	REGISTRATION FEE	425.00	425.00
2015622	12/30/08	09600	FOSTERS BAI	Ref002391707	12/29/08	UB Refund Cst #0000042761	25.00	25.00

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015722	12/31/08	09049	FOX CONSTRUCTION	2	10/03/08	P2465/P2466 MATERIAL STORAGE BINS/COVER	15,472.55	15,472.55
2015344	12/10/08	01612	FRANCHISE TAX BOARD	Ben2391306	12/11/08	PAYROLL DEDUCTION	364.98	364.98
2015345	12/10/08	02344	FRANCHISE TAX BOARD	Ben2391318	12/11/08	PAYROLL DEDUCTION	313.82	313.82
2015517	12/23/08	01612	FRANCHISE TAX BOARD	Ben2391644	12/24/08	PAYROLL DEDUCTION	364.98	364.98
2015518	12/23/08	02344	FRANCHISE TAX BOARD	Ben2391656	12/24/08	PAYROLL DEDUCTION	313.82	313.82
2015346	12/10/08	05981	FROME, TERRY	000834	12/08/08	COMPUTER LOAN PROGRAM	2,188.75	2,188.75
2015347	12/10/08	05981	FROME, TERRY	000830	12/08/08	SAFETY BOOTS REIMBURSEMENT	86.19	86.19
2015519	12/23/08	03094	FULLCOURT PRESS	18746	12/01/08	PRINTING SERVICES	1,055.95	1,055.95
2015218	12/03/08	06291	GARCIA CALDERON & RUIZ LLP	2111	11/21/08	LEGAL SERVICES OCTOBER 2008	42,851.20	42,851.20
2015623	12/30/08	09697	GARY KENT AND ASSOCIATES	Ref002391806	12/29/08	UB Refund Cst #0000141235	53.31	53.31
2015266	12/10/08	09542	GARY SOPATA	Ref002391207	12/08/08	UB Refund Cst #0000125698	63.30	63.30
2015624	12/30/08	09665	GARY SOPATA	Ref002391773	12/29/08	UB Refund Cst #0000133832	52.07	52.07
2015219	12/03/08	03609	GBA MASTER SERIES INC	608051	10/31/08	SOFTWARE CONSULTING SERVICES	200.00	200.00
2015220	12/03/08	03537	GHA TECHNOLOGIES INC	519942	11/13/08	CD/DVD COMBO DRIVES	232.74	232.74
2015434	12/17/08	03537	GHA TECHNOLOGIES INC	521500	11/26/08	HP DESIGN JET 80 BLACK TONER	137.92	137.92
2015520	12/23/08	03537	GHA TECHNOLOGIES INC	521501 521502	11/28/08 11/28/08	NIKON CAMERA ACCESSORIES NIKON CAMERA ACCESSORIES	120.68 68.96	189.64
2015723	12/31/08	03537	GHA TECHNOLOGIES INC	523673	12/11/08	CORDLESS HEADSETS	508.58	508.58
2015435	12/17/08	06276	GIFFORD ENGINEERING INC	3878	11/21/08	INSTALL RADIO	486.85	486.85
2015724	12/31/08	06276	GIFFORD ENGINEERING INC	3872 3894	12/09/08 12/09/08	RADIO SERVICE RADIO SERVICE	151.93 143.00	294.93
2015625	12/30/08	07558	GILBERT LARA	Ref002391709	12/29/08	UB Refund Cst #0000047273	42.19	42.19
2015267	12/10/08	09546	GINA RENTERIA	Ref002391211	12/08/08	UB Refund Cst #0000126728	40.22	40.22
2015436	12/17/08	09571	GOVERNMENT JOBS.COM INC	072993	11/24/08	SOFTWARE LICENSES	4,100.00	4,100.00

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015221	12/03/08	00101	GRAINGER INC	9779850289	11/13/08	VALVE REPAIR PARTS	636.27	
				9779235036	11/13/08	FACILITIES MAINTENANCE SUPPLIES	68.14	704.41
2015348	12/10/08	00101	GRAINGER INC	9785139651	11/20/08	MATERIAL FOR ELECTRICAL REPAIRS	696.81	
				9783211833	11/18/08	WET/DRY VACUUM	118.08	
				9774911771	11/07/08	OFFICE SUPPLIES	42.76	
				9783485064	11/19/08	VACUUM FITER	33.85	891.50
2015725	12/31/08	00101	GRAINGER INC	9798838919	12/11/08	WAREHOUSE SUPPLIES	567.65	567.65
2015349	12/10/08	03289	GRANGER, WILLIAM E	15711208	12/05/08	TRAVEL EXPENSE REIMBURSEMENT	138.40	138.40
2015726	12/31/08	01576	GRAYBAR ELECTRIC CO INC	938497709	12/08/08	DATA CENTER EQUIPMENT	210.92	210.92
2015350	12/10/08	02187	GREENSCAPE	2041	10/25/08	LANDSCAPE REMOVAL	840.00	840.00
2015727	12/31/08	02187	GREENSCAPE	2073	12/01/08	LANDSCAPING SERVICES	6,090.00	6,090.00
2015626	12/30/08	09659	GREG SEALE	Ref002391767	12/29/08	UB Refund Cst #0000127738	39.28	39.28
2015627	12/30/08	09680	GREGG PHILLIPSON	Ref002391789	12/29/08	UB Refund Cst #0000140170	44.62	44.62
2015437	12/17/08	09577	GREGORY THOMAS	RF255082117	12/16/08	REFUND OVER-PAYMENT	105.48	105.48
2015222	12/03/08	01997	GROSSMONT UNION H S DISTRICT	AM0900021	11/23/08	ARTIFICIAL TURF REBATE	20,211.50	20,211.50
2015268	12/10/08	09523	GUADALUPE BARAJAS	Ref002391185	12/08/08	UB Refund Cst #0000064046	94.88	94.88
2015628	12/30/08	09602	GUILLERMO FLORES	Ref002391710	12/29/08	UB Refund Cst #0000050406	137.60	137.60
2015269	12/10/08	09529	GUILLERMO PENA	Ref002391192	12/08/08	UB Refund Cst #0000088084	17.60	17.60
2015351	12/10/08	00174	HACH COMPANY	5990508	11/13/08	CHLORINE & AMMONIA ANALYZER	2,004.39	2,004.39
2015438	12/17/08	00174	HACH COMPANY	6004356	11/21/08	HACH APA 6000 AUTOBURETTE MOD REPAIR	710.32	710.32
2015629	12/30/08	09645	HANNAH GERKEN	Ref002391753	12/29/08	UB Refund Cst #0000126672	46.39	46.39
2015630	12/30/08	09633	HANSON REAL ESTATE	Ref002391741	12/29/08	UB Refund Cst #0000124161	49.73	49.73
2015631	12/30/08	09622	HAROLD FRAZER	Ref002391730	12/29/08	UB Refund Cst #0000091696	26.06	26.06
2015728	12/31/08	03639	HARRIS & ASSOCIATES INC	330403	12/05/08	CIP P2009 - 36 INCH PIPELINE VALVE ENGG	1,556.50	1,556.50

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015632	12/30/08	09612	HARRY RYAN	Ref002391720	12/29/08	UB Refund Cst #0000073075	71.62	71.62
2015439	12/17/08	02795	HARTFORD INSURANCE CO, THE	000859	12/09/08	TRAVEL POLICY RENEWAL	803.00	803.00
2015352	12/10/08	06640	HD SUPPLY WATERWORKS LTD	8249014	11/19/08	URINALS	1,554.83	1,554.83
2015223	12/03/08	07302	HEALTH DIMENSIONS	1911	11/10/08	RENTALS FOR THE HEALTH FAIR	802.50	802.50
2015633	12/30/08	09635	HECTOR FLORES	Ref002391743	12/29/08	UB Refund Cst #0000124217	71.62	71.62
2015729	12/31/08	04472	HECTOR I MARES-COSSIO	44	10/01/08	BI-NATIONAL CONSULTANT SERVICES	3,600.00	7,200.00
				45	11/01/08	BI-NATIONAL CONSULTANT SERVICES	3,600.00	
2015521	12/23/08	00062	HELIX WATER DISTRICT	178540011208	12/03/08	WATER BILL - AVOCADO BLVD	48.90	85.40
				174639861208	12/04/08	WATER BILL - RUSSELL SQ	36.50	
2015634	12/30/08	09591	HENRYS MARKET	Ref002391698	12/29/08	UB Refund Cst #0000007348	99.39	99.39
2015635	12/30/08	09702	HERLINDA RYAN	Ref002391811	12/29/08	UB Refund Cst #0000142605	42.85	42.85
2015636	12/30/08	09703	HERLINDA RYAN & ASSOCIATES	Ref002391812	12/29/08	UB Refund Cst #0000142649	44.64	44.64
2015270	12/10/08	09530	HERMILINDA CALDERON	Ref002391193	12/08/08	UB Refund Cst #0000088469	28.40	28.40
2015440	12/17/08	00713	HEWLETT-PACKARD COMPANY	45258618	11/22/08	WORKSTATION EQUIPMENT	8,136.20	11,881.59
				4258189	11/22/08	WORKSTATION EQUIPMENT	3,745.39	
2015730	12/31/08	00713	HEWLETT-PACKARD COMPANY	45322040	12/09/08	DATA CENTER EQUIPMENT	536.60	536.60
2015731	12/31/08	06843	HI-TECH AIR CONDITIONING	5035	12/09/08	DATA CENTER AC MAINTENANCE	375.00	375.00
2015637	12/30/08	09589	HUU TO	Ref002391696	12/29/08	UB Refund Cst #0000001776	51.60	51.60
2015522	12/23/08	08969	INFOSEND INC	34648	12/02/08	POSTAGE	20,586.57	27,458.85
				34569	11/28/08	BILL PRINTING SERVICES	6,872.28	
2015353	12/10/08	09047	INLAND WATER WORKS SUPPLY CO.	205354	11/18/08	METER READER HANDHELDS	26,444.13	26,444.13
2015271	12/10/08	09565	INSTACLOSE REAL ESTATE	Ref002391231	12/08/08	UB Refund Cst #0000140464	50.20	50.20
2015272	12/10/08	09544	INTEGRATED ASSET SERVICES	Ref002391209	12/08/08	UB Refund Cst #0000126469	47.15	47.15
2015523	12/23/08	02028	INTERACTIVE DATA PRICING AND	05669118	11/30/08	DIAL-UP SERVICE FOR INVESTMENTS	85.00	85.00
2015524	12/23/08	02372	INTERIOR PLANT SERVICE INC	29528	11/30/08	PLANT SERVICE	169.00	169.00

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015354	12/10/08	01500	IRRIGATION ASSOCIATION	4025612191	10/10/08	2008 CLIA RENEWAL FEE	50.00	50.00
2015638	12/30/08	09631	ISABEL LOPEZ	Ref002391739	12/29/08	UB Refund Cst #0000123610	70.36	70.36
2015639	12/30/08	09627	ISABEL PAEZ	Ref002391735	12/29/08	UB Refund Cst #0000121527	19.50	19.50
2015640	12/30/08	09638	ISABEL RODRIGUEZ	Ref002391746	12/29/08	UB Refund Cst #0000124930	75.00	75.00
2015732	12/31/08	02263	ITRON INC	000865	12/17/08	MVRS TRAINING REGISTRATIONS	790.00	790.00
2015641	12/30/08	09614	JACK BRUNK	Ref002391722	12/29/08	UB Refund Cst #0000084273	16.18	16.18
2015642	12/30/08	09653	JACQUELINE WILLSON	Ref002391761	12/29/08	UB Refund Cst #0000127448	47.78	47.78
2015643	12/30/08	09685	JAN DAVIS	Ref002391794	12/29/08	UB Refund Cst #0000140342	37.71	37.71
2015644	12/30/08	09687	JAN DAVIS	Ref002391796	12/29/08	UB Refund Cst #0000140551	62.56	62.56
2015273	12/10/08	09553	JAN RYAN	Ref002391218	12/08/08	UB Refund Cst #0000128079	57.39	57.39
2015525	12/23/08	03077	JANI KING OF CA INC - SDO	SDO12080316	12/01/08	OFF-SITE JANITORIAL SERVICES	1,042.00	1,042.00
2015645	12/30/08	09596	JAVIER ALVAREZ	Ref002391703	12/29/08	UB Refund Cst #0000027611	83.66	83.66
2015646	12/30/08	09608	JEAN KELLEMS	Ref002391716	12/29/08	UB Refund Cst #0000065467	28.62	28.62
2015274	12/10/08	09563	JEFF WAGNER	Ref002391229	12/08/08	UB Refund Cst #0000140362	19.23	19.23
2015647	12/30/08	09640	JEFF WAGNER	Ref002391748	12/29/08	UB Refund Cst #0000125082	61.02	61.02
2015648	12/30/08	09661	JEFF WAGNER	Ref002391769	12/29/08	UB Refund Cst #0000127750	52.85	52.85
2015355	12/10/08	03345	JENKINS, WILLIAM L	000820	12/04/08	TRAVEL EXPENSE REIMBURSEMENT	450.10	450.10
2015649	12/30/08	09607	JESSE CASTELAN	Ref002391715	12/29/08	UB Refund Cst #0000063704	18.06	18.06
2015650	12/30/08	09626	JESSICA HAVENER	Ref002391734	12/29/08	UB Refund Cst #0000121105	57.04	57.04
2015651	12/30/08	09637	JESUS TORRES SALAS	Ref002391745	12/29/08	UB Refund Cst #0000124739	41.27	41.27
2015441	12/17/08	01010	JOBS AVAILABLE INC	826032	12/09/08	JOB POSTING	297.50	297.50
2015652	12/30/08	09636	JOHANNA BEER	Ref002391744	12/29/08	UB Refund Cst #0000124716	42.24	42.24

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015356	12/10/08	00260	JOHNSTONE SUPPLY	S1556192001	11/18/08	FLOAT SWITCH	74.04	74.04
2015653	12/30/08	09641	JOLYNN BROWN	Ref002391749	12/29/08	UB Refund Cst #0000125228	47.36	47.36
2015224	12/03/08	03172	JONES & STOKES ASSOCIATES	0057734	11/08/08	ON-CALL ENVIRONMENTAL SVCS	2,073.75	
				0057735	11/08/08	ON-CALL ENVIRONMENTAL SVCS	1,908.26	
				0057736	11/08/08	ON-CALL ENVIRONMENTAL SVCS	826.25	4,808.26
2015357	12/10/08	03172	JONES & STOKES ASSOCIATES	0057737	11/08/08	HABITAT MGMT ENVIRONMENTAL SVCS	13,722.98	13,722.98
2015654	12/30/08	09595	JORGE CHAPA	Ref002391702	12/29/08	UB Refund Cst #0000023615	62.49	62.49
2015275	12/10/08	09534	JOSE CUIREL	Ref002391197	12/08/08	UB Refund Cst #0000091255	32.45	32.45
2015655	12/30/08	09594	JOSEPH EDRA	Ref002391701	12/29/08	UB Refund Cst #0000019548	77.16	77.16
2015276	12/10/08	09518	JOSEPH KRYSZAK	Ref002391180	12/08/08	UB Refund Cst #0000002689	360.98	360.98
2015277	12/10/08	09522	JOSEPH LYNCH	Ref002391184	12/08/08	UB Refund Cst #0000044233	34.96	34.96
2015278	12/10/08	09533	JUAN SANCHEZ	Ref002391196	12/08/08	UB Refund Cst #0000091029	13.71	13.71
2015225	12/03/08	09512	JUDAH BUXTON	000818	12/03/08	RETIREMENT PARTY EXPENSE	200.00	200.00
2015656	12/30/08	09644	KAREN WHEELER	Ref002391752	12/29/08	UB Refund Cst #0000126549	35.08	35.08
2015657	12/30/08	09672	KAREN WHEELER	Ref002391780	12/29/08	UB Refund Cst #0000139677	32.48	32.48
2015658	12/30/08	09699	KARRI CARLSON	Ref002391808	12/29/08	UB Refund Cst #0000141378	95.78	95.78
2015659	12/30/08	09689	KATHLEEN FORNAL	Ref002391798	12/29/08	UB Refund Cst #0000140736	37.75	37.75
2015526	12/23/08	07669	KEAGY REAL ESTATE	505	12/02/08	APPRAISAL SERVICES	7,500.00	7,500.00
2015660	12/30/08	09621	KEIR STAHLHUT	Ref002391729	12/29/08	UB Refund Cst #0000091326	51.10	51.10
2015226	12/03/08	09474	KEITH ANDERSON AND ASSOCIATES	RF250267264	12/02/08	REISSUE TO ORIGINAL PAYEE	53.58	53.58
2015661	12/30/08	09605	KENNETH HOOD	Ref002391713	12/29/08	UB Refund Cst #0000057247	13.77	13.77
2015279	12/10/08	09526	KERRY FROST	Ref002391189	12/08/08	UB Refund Cst #0000082215	46.43	46.43
2015358	12/10/08	05840	KIRK PAVING INC	4152	11/18/08	AS NEEDED PAVING SERVICES	18,981.20	18,981.20
2015442	12/17/08	05840	KIRK PAVING INC	4168	11/26/08	AS NEEDED PAVING SERVICES	8,639.35	8,639.35

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015227	12/03/08	04996	KNOX ATTORNEY SERVICE INC	436110	11/11/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	137.50
				436111	11/11/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	
				436112	11/11/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	
				435853	11/11/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	
				436113	11/11/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	
2015359	12/10/08	04996	KNOX ATTORNEY SERVICE INC	437794	11/19/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	110.00
				438295	11/20/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	
				437796	11/19/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	
				437795	11/19/08	DELIVERY OF BOARD & COMMITTEE PACKETS	27.50	
2015527	12/23/08	04996	KNOX ATTORNEY SERVICE INC	440364	12/02/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	200.20
				440365	12/02/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				440366	12/02/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				440368	12/02/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				440367	12/02/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				440435	12/02/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
				440436	12/02/08	DELIVERY OF BOARD & COMMITTEE PACKETS	28.60	
2015360	12/10/08	09468	LAFAYETTE HOTEL	000837	12/10/08	HOLIDAY DINNER DANCE	3,320.56	3,320.56
2015733	12/31/08	09468	LAFAYETTE HOTEL	000871	12/15/08	BALANCE DUE FOR HOLIDAY PARTY	280.74	280.74
2015443	12/17/08	06497	LAKESIDE LAND COMPANY	219354	11/25/08	ASPHALT	40.00	40.00
2015280	12/10/08	09566	LANI SYLVA	Ref002391232	12/08/08	UB Refund Cst #0000140660	16.87	16.87
2015662	12/30/08	09610	LARRY OHARRA	Ref002391718	12/29/08	UB Refund Cst #0000070380	810.22	810.22
2015228	12/03/08	09511	LAYFIELD ENVIRONMENTAL SYSTEMS	000814	12/03/08	BID BOND REFUND	15,118.68	15,118.68
2015229	12/03/08	03607	LEE & RO INC	83702	11/11/08	P2009 - DESIGN OF 36-INCH PIPELINE	53,738.17	63,472.35
				83508	11/11/08	AS NEEDED ENGINEERING DESIGN SERVICES	9,734.18	
2015734	12/31/08	03607	LEE & RO INC	83703	12/10/08	P2009 - DESIGN OF 36-INCH PIPELINE	122,465.07	122,465.07
2015281	12/10/08	09536	LEON HERRICK	Ref002391199	12/08/08	UB Refund Cst #0000122589	61.71	61.71
2015663	12/30/08	09684	LEONARD TEYSSIER	Ref002391793	12/29/08	UB Refund Cst #0000140236	121.23	121.23
2015230	12/03/08	00627	LEWIS & LEWIS ENTERPRISES	982475000	11/11/08	SURVEY EQUIPMENT	339.33	339.33
2015444	12/17/08	00627	LEWIS & LEWIS ENTERPRISES	982475001	11/21/08	SURVEY EQUIPMENT	6.25	6.25

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015231	12/03/08	00491	LIGHTHOUSE INC	2165373	11/07/08	APCD LED RETROFIT LIGHTING	2,212.11	2,212.11
2015528	12/23/08	00491	LIGHTHOUSE INC	2164300	11/05/08	VEHICLE PARTS	157.52	157.52
2015664	12/30/08	09670	LINDA RING	Ref002391778	12/29/08	UB Refund Cst #0000134955	89.75	89.75
2015665	12/30/08	09683	LINDA RING	Ref002391792	12/29/08	UB Refund Cst #0000140223	58.78	58.78
2015666	12/30/08	09688	LINDA RING	Ref002391797	12/29/08	UB Refund Cst #0000140591	95.43	95.43
2015667	12/30/08	09592	LINDA YUMAN	Ref002391699	12/29/08	UB Refund Cst #0000011669	53.98	53.98
2015282	12/10/08	09532	LINH LAM	Ref002391195	12/08/08	UB Refund Cst #0000090008	26.96	26.96
2015283	12/10/08	09538	LITTON LOAN SERVICING	Ref002391202	12/08/08	UB Refund Cst #0000124714	50.41	50.41
2015529	12/23/08	05220	LOGICALIS INTEGRATION SOLUTION	S821406	11/30/08	NETWORK INFRASTRUCTURE CONSULTING	3,630.00	3,630.00
2015735	12/31/08	05220	LOGICALIS INTEGRATION SOLUTION	IN030384	12/05/08	DATA CENTER EQUIPMENT	4,262.31	4,262.31
2015668	12/30/08	09601	LUIS CHAVEZ	Ref002391708	12/29/08	UB Refund Cst #0000043004	48.24	48.24
2015284	12/10/08	09524	LYNN GARDNER	Ref002391186	12/08/08	UB Refund Cst #0000065938	75.00	75.00
2015361	12/10/08	01054	LYNN'S LOCKSMITH SERVICE	261571	11/05/08	SERVICE CALL TO REPAIR LOCK	70.47	70.47
2015445	12/17/08	01464	MAG SYSTEMS INC	163464937	11/21/08	AGM SIGNAL ISOLATORS	2,894.67	2,894.67
2015669	12/30/08	09611	MAN KWON	Ref002391719	12/29/08	UB Refund Cst #0000072022	15.04	15.04
2015446	12/17/08	00628	MANHATTAN NAT'L LIFE INS CO	000858	12/17/08	VOLUNTARY LIFE INSURANCE	320.14	320.14
2015670	12/30/08	09609	MARCELLE GARCIA	Ref002391717	12/29/08	UB Refund Cst #0000070011	79.70	79.70
2015362	12/10/08	05862	MARINE SERVICES COMMERCIAL	M13256	11/19/08	SCBA BOTTLE REFILL	105.00	105.00
2015285	12/10/08	08928	MARIO KIMBLE	Ref002391200	12/08/08	UB Refund Cst #0000123038	46.74	46.74
2015671	12/30/08	09619	MARISSA WILLIAMS	Ref002391727	12/29/08	UB Refund Cst #0000090149	33.01	33.01
2015672	12/30/08	09656	MARK POWELL	Ref002391764	12/29/08	UB Refund Cst #0000127586	56.89	56.89
2015530	12/23/08	02902	MARSTON+MARSTON INC	200812	12/01/08	PUBLIC RELATIONS SERVICES	8,372.50	8,372.50
2015673	12/30/08	09649	MARYANN AUGUSTINE	Ref002391757	12/29/08	UB Refund Cst #0000127186	68.49	68.49

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015531	12/23/08	05329	MASTER METER INC	0148402IN	11/28/08	INVENTORY	21,340.97	21,340.97
2015363	12/10/08	02882	MAYER REPROGRAPHICS INC	0039478IN	11/17/08	REPROGRAPHICS SVCS	118.53	118.53
2015364	12/10/08	01183	MCMaster-CARR SUPPLY CO	16095171 16802055	11/20/08 12/02/08	BRASS BALL VALVES SHIPPING CHARGE FOR PO 709379	177.30 59.81	237.11
2015532	12/23/08	01183	MCMaster-CARR SUPPLY CO	15464315 16780848 16951898 16095179 16631303 16777430	11/12/08 12/01/08 12/03/08 11/20/08 11/26/08 12/01/08	REPAIR PARTS WELD SUPPLIES AIR FILTERS SUPPLIES WELD SUPPLIES WELD SUPPLIES	1,190.78 239.70 193.02 146.28 29.23 17.11	1,816.12
2015674	12/30/08	09658	MCS MORTGAGE SERVICES	Ref002391766	12/29/08	UB Refund Cst #0000127622	139.98	139.98
2015232	12/03/08	06648	MEASUREMENT CONTROL	142886 142888	11/10/08 11/10/08	LARGE METERS TESTED LARGE METERS TESTED	918.60 918.60	1,837.20
2015533	12/23/08	03745	MEDEROS, CHARLES	000877	12/22/08	COMPUTER LOAN PROGRAM	2,085.90	2,085.90
2015534	12/23/08	00271	METTLER TOLEDO INC	15700297507	12/02/08	CERTIFICATION LABORATORY BALANCES	246.00	246.00
2015286	12/10/08	09569	MICHAEL DERR	Ref002391235	12/08/08	UB Refund Cst #0000142310	577.42	577.42
2015287	12/10/08	09537	MICHAEL WALKER	Ref002391201	12/08/08	UB Refund Cst #0000123142	56.68	56.68
2015675	12/30/08	09690	MICHELLE MACAWILI	Ref002391799	12/29/08	UB Refund Cst #0000140860	16.76	16.76
2015676	12/30/08	09679	MIKE LEWIS	Ref002391788	12/29/08	UB Refund Cst #0000140116	19.54	19.54
2015288	12/10/08	09519	MIKE PRASSER	Ref002391181	12/08/08	UB Refund Cst #000009212	5.68	5.68
2015535	12/23/08	00887	MIRAMAR TRUCK CENTER-SAN DIEGO	241109	12/01/08	REPAIR PARTS	318.53	318.53
2015447	12/17/08	03393	MOBILE MINI LLC - CA	904171547	11/23/08	RENTAL 40' METER STORAGE CONTAINERS	173.28	173.28
2015536	12/23/08	03393	MOBILE MINI LLC - CA	904174117	12/04/08	RENTAL 40' METER STORAGE CONTAINERS	179.27	179.27
2015289	12/10/08	09539	MONICA CONRADO	Ref002391203	12/08/08	UB Refund Cst #0000124742	114.80	114.80
2015290	12/10/08	09556	MORTGAGE CONTRACTING SERVICES	Ref002391222	12/08/08	UB Refund Cst #0000139563	26.44	26.44
2015736	12/31/08	03623	MWH AMERICAS INC	1231303	12/02/08	PROFESSIONAL SERVICES RENDERED	258.50	258.50

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015233	12/03/08	02037	MWH LABORATORIES	256216LI	11/07/08	LABORATORY ANALYSES	2,226.00	2,226.00
2015365	12/10/08	02037	MWH LABORATORIES	258424LI	11/20/08	LABORATORY ANALYSES	398.00	398.00
2015537	12/23/08	09587	NAMBA, RICHARD	000878	12/22/08	TUITION REIMBURSEMENT	445.00	445.00
2015539	12/23/08	04676	NAPA AUTO PARTS	133560		CREDIT MEMO	(264.60)	
				133562		CREDIT MEMO	(142.10)	
				133608		CREDIT MEMO	(28.21)	
				133576		CREDIT MEMO	(4.23)	
				131951	11/20/08	REPAIR PARTS	655.66	
				131952	11/20/08	REPAIR PARTS	221.47	
				132874	12/01/08	REPAIR PARTS	179.32	
				131102	11/12/08	REPAIR PARTS	137.01	
				131640	11/17/08	REPAIR PARTS	120.08	
				130269	11/04/08	REPAIR PARTS	111.21	
				132627	11/26/08	REPAIR PARTS	109.78	
				132996	12/02/08	REPAIR PARTS	104.52	
				131376	11/14/08	REPAIR PARTS	92.30	
				131100	11/12/08	REPAIR PARTS	82.84	
				131360	11/14/08	REPAIR PARTS	70.07	
				131997	11/20/08	REPAIR PARTS	63.35	
				131948	11/20/08	REPAIR PARTS	56.67	
				132048	11/20/08	REPAIR PARTS	56.09	
				131993	11/20/08	REPAIR PARTS	39.86	
				131188	11/12/08	REPAIR PARTS	39.48	
				132516	11/25/08	REPAIR PARTS	37.77	
				130588	11/06/08	REPAIR PARTS	36.38	
				132617	11/26/08	REPAIR PARTS	35.51	
				132519	11/25/08	REPAIR PARTS	35.19	
				132297	11/24/08	REPAIR PARTS	33.17	
				131974	11/20/08	REPAIR PARTS	31.81	
				131430	11/14/08	REPAIR PARTS	30.59	
				132883	12/01/08	REPAIR PARTS	28.33	
				131982	11/20/08	REPAIR PARTS	28.21	
				132588	11/26/08	REPAIR PARTS	21.53	
				132884	12/01/08	REPAIR PARTS	20.46	
				133119	12/03/08	REPAIR PARTS	20.36	
				132167	11/21/08	REPAIR PARTS	14.03	
				131361	11/14/08	REPAIR PARTS	12.87	
				130691	11/07/08	REPAIR PARTS	11.45	
				131335	11/13/08	REPAIR PARTS	9.87	
				132894	12/01/08	REPAIR PARTS	8.36	
				131101	11/12/08	REPAIR PARTS	7.96	

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
				131304	11/13/08	REPAIR PARTS	7.96	
				131738	11/18/08	REPAIR PARTS	7.89	
				130495	11/05/08	REPAIR PARTS	7.41	
				130827	11/10/08	REPAIR PARTS	7.01	
				132166	11/21/08	REPAIR PARTS	7.01	
				132864	12/01/08	REPAIR PARTS	6.10	
				133104	12/03/08	REPAIR PARTS	4.78	
				131595	11/17/08	REPAIR PARTS	3.81	2,176.39
2015737	12/31/08	04676	NAPA AUTO PARTS	133719	12/10/08	REPAIR PARTS	120.66	
				133575	12/09/08	REPAIR PARTS	114.02	
				133868	12/11/08	REPAIR PARTS	58.03	
				133831	12/10/08	REPAIR PARTS	56.56	
				133726	12/10/08	REPAIR PARTS	51.12	
				133910	12/11/08	REPAIR PARTS	33.49	
				133754	12/10/08	REPAIR PARTS	14.28	
				133790	12/10/08	REPAIR PARTS	1.94	450.10
2015366	12/10/08	03523	NATIONAL DEFERRED COMPENSATION	Ben2391298	12/11/08	DEFERRED COMP PLAN	9,036.29	9,036.29
2015540	12/23/08	03523	NATIONAL DEFERRED COMPENSATION	Ben2391636	12/24/08	DEFERRED COMP PLAN	9,651.28	9,651.28
2015448	12/17/08	00996	NEW HORIZONS	000848	12/10/08	COURSE REGISTRATION	225.00	225.00
2015541	12/23/08	08531	NEWEST CONSTRUCTION	3	11/30/08	S2015 - CALAVO SEWER LIFT STATION	52,591.50	52,591.50
2015449	12/17/08	03571	NEXTLEVEL INTERNET INC	17344	12/14/08	INTERNET WEB HOSTING	416.00	416.00
2015677	12/30/08	09606	NNP-SAN MIGUEL RANCH	Ref002391714	12/29/08	UB Refund Cst #0000061750	113.14	113.14
2015367	12/10/08	05332	NOLTE ASSOCIATES INC	9010496	10/28/08	850-4 RESERVOIR STRUCTURAL LA PRESA	1,320.00	1,320.00
2015738	12/31/08	05332	NOLTE ASSOCIATES INC	9030091	12/08/08	850-4 RESERVOIR STRUCTURAL LA PRESA	2,145.00	2,145.00
2015678	12/30/08	09617	NORMA PEREZ	Ref002391725	12/29/08	UB Refund Cst #0000087326	7.59	7.59
2015450	12/17/08	08656	NORTH STATE ENVIRONMENTAL	200544	11/26/08	ENVIRONMENTAL DISPOSAL	1,528.13	1,528.13
2015291	12/10/08	09543	OAK TREE REALTY	Ref002391208	12/08/08	UB Refund Cst #0000126032	61.97	61.97
2015368	12/10/08	00510	OFFICE DEPOT INC	453637269001	11/19/08	APC BACK-UPS XS SERIES BATTERY BACKUP	430.98	
				451637097001	11/19/08	OFFICE SUPPLIES	147.81	578.79
2015451	12/17/08	00510	OFFICE DEPOT INC	454093719001	11/26/08	OFFICE SUPPLIES	219.62	
				454017138001	11/26/08	OFFICE SUPPLIES	125.30	

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
				454093716001	11/26/08	OFFICE SUPPLIES	84.56	
				454093722001	11/26/08	OFFICE SUPPLIES	15.09	
				454093717001	11/26/08	OFFICE SUPPLIES	10.75	455.32
2015739	12/31/08	00510	OFFICE DEPOT INC	456082667001	12/10/08	OFFICE SUPPLIES	33.29	33.29
2015369	12/10/08	07945	OLIN CORP - CHLOR ALKALI	1094307	11/19/08	CHLORINE FOR TREATMENT PLANT	2,187.55	2,187.55
2015740	12/31/08	07945	OLIN CORP - CHLOR ALKALI	1101604	12/10/08	CHLORINE FOR TREATMENT PLANT	1,458.37	1,458.37
2015234	12/03/08	02084	OLLI BROS	HATS101	10/02/08	UNIFORM APPAREL	1,148.18	1,148.18
2015679	12/30/08	09623	OMAR ANZAR	Ref002391731	12/29/08	UB Refund Cst #0000092388	180.16	180.16
2015370	12/10/08	03149	ON SITE LASER	42045	11/14/08	PRINTER REPAIR	168.13	168.13
2015452	12/17/08	03149	ON SITE LASER	42135	11/26/08	PRINTER REPAIR	473.06	473.06
2015542	12/23/08	06856	ORPAK USA INC	29191	11/21/08	FUEL SYSTEM PARTS	1,255.06	1,255.06
2015453	12/17/08	02721	ORTIZ CORPORATION	11	10/01/08	RETENTION/OLIVE VISTA DR UTILITY	44,833.70	44,833.70
2015371	12/10/08	02334	OTAY LANDFILL	007369	11/15/08	WASTE DISPOSAL SERVICES	34.36	34.36
2015372	12/10/08	03101	OTAY WATER DISTRICT	Ben2391300	12/11/08	PAYROLL DEDUCTION - ASSN DUES	826.00	826.00
2015543	12/23/08	03101	OTAY WATER DISTRICT	Ben2391638	12/24/08	PAYROLL DEDUCTION - ASSN DUES	819.00	819.00
2015454	12/17/08	07492	OTTO KRUEGER	000857	12/16/08	ENTRY GATE REPAIR	36.50	36.50
2015741	12/31/08	07499	PACIFIC BUILDING MAINTENANCE	15934	12/01/08	JANITORIAL SERVICES ADMIN, WH, TP & OPS	2,795.00	2,795.00
2015373	12/10/08	08891	PACIFIC METER SERVICES INC	108	11/16/08	WATER METER REPLACEMENT FY 2009	23,854.22	23,854.22
2015455	12/17/08	08891	PACIFIC METER SERVICES INC	105	10/31/08	WATER METER REPLACEMENT FY 2009	16,753.80	
				109	11/24/08	WATER METER REPLACEMENT FY 2009	12,046.78	28,800.58
2015742	12/31/08	08891	PACIFIC METER SERVICES INC	111	12/08/08	WATER METER REPLACEMENT FY 2009	26,287.51	26,287.51
2015374	12/10/08	03017	PACIFIC SAFETY COUNCIL	65465	10/24/08	SAFETY TRAINING	4,420.00	4,420.00
2015680	12/30/08	09662	PACIFIC WESTERN REALTY	Ref002391770	12/29/08	UB Refund Cst #0000127818	53.58	53.58
2015235	12/03/08	09147	PALOP, GENE	000816	12/03/08	CERTIFICATION REIMBURSEMENT	190.00	190.00

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015681	12/30/08	09632	PATRICIA FLORES	Ref002391740	12/29/08	UB Refund Cst #0000123627	18.43	18.43
2015682	12/30/08	09643	PAUL FERRELL	Ref002391751	12/29/08	UB Refund Cst #0000126441	12.81	12.81
2015683	12/30/08	09629	PAUL JONES	Ref002391737	12/29/08	UB Refund Cst #0000122665	37.07	37.07
2015544	12/23/08	05497	PAYPAL INC	3010797	11/30/08	ON-LINE PAYMENT SERVICES	423.60	423.60
2015375	12/10/08	03308	PBS&J	1022521	10/10/08	CIP P2089-RECYCLED WATER CONCEPT STUDY	3,767.29	3,767.29
2015545	12/23/08	03308	PBS&J	1027672	12/02/08	CIP P2089-RECYCLED WATER CONCEPT STUDY	25,656.50	25,656.50
2015236	12/03/08	00227	PELL MELL SUPPLY	45526000	11/12/08	BOLTS FOR 1296-1 PUMP	450.13	450.13
2015456	12/17/08	03790	PENHALL COMPANY	20537	11/26/08	FLAT SAW CUTTING SERVICES	255.00	255.00
2015237	12/03/08	03180	PERFORMANCE METER INC	0015365IN	11/10/08	TEMP CONST METERS WITH BACKFLOWS	5,252.82	5,252.82
2015292	12/10/08	09564	PETRINI ASSET MNGMT	Ref002391230	12/08/08	UB Refund Cst #0000140435	5.69	5.69
2015376	12/10/08	00137	PETTY CASH CUSTODIAN	000835	12/09/08	PETTY CASH REIMBURSEMENT	336.67	336.67
2015546	12/23/08	00137	PETTY CASH CUSTODIAN	000870	12/19/08	PETTY CASH REIMBURSEMENT	322.85	322.85
2015457	12/17/08	07290	PILLSBURY WINTHROP SHAW	7489016	12/06/08	LEGAL SERVICES	5,580.00	5,580.00
2015547	12/23/08	00053	PITNEY BOWES INC	373091	12/03/08	POSTAL SECURITY DEVICE RENTAL	206.88	206.88
2015293	12/10/08	09550	PLATINUM CIRCLE REAL ESTATE	Ref002391215	12/08/08	UB Refund Cst #0000127725	16.71	16.71
2015294	12/10/08	09548	PLATNIUM CIRCLE REAL ESTATE	Ref002391213	12/08/08	UB Refund Cst #0000126988	150.98	150.98
2015458	12/17/08	03351	POSADA, ROD	000841	12/11/08	TUITION REIMBURSEMENT	130.00	130.00
2015238	12/03/08	05499	PRAXAIR DISTRIBUTION INC	31452318	11/20/08	WELDING SUPPLIES & EQUIPMENT	587.32	587.32
2015548	12/23/08	05499	PRAXAIR DISTRIBUTION INC	31631678	12/04/08	WELDING SUPPLIES & EQUIPMENT	389.48	389.48
2015549	12/23/08	02976	PRE-PAID LEGAL SERVICES INC	000879	12/23/08	LEGAL SERVICES	41.85	41.85
2015377	12/10/08	01733	PRICE TRONCONE &	11934	11/12/08	DISTRICT RADIO REPEATER SITE RENTAL	3,567.00	3,567.00
2015743	12/31/08	07860	PROTECTIVE LIFE INSURANCE CO	000882	12/23/08	HEALTH INSURANCE	15,094.38	15,094.38
2015239	12/03/08	06641	PRUDENTIAL OVERALL SUPPLY	8822579	11/13/08	UNIFORMS	289.68	

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
				8822578	11/13/08	MATS, TOWELS & SUPPLIES	116.78	
				8822580	11/13/08	MATS, TOWELS & SUPPLIES	95.84	
				8818296	11/12/08	MATS, TOWELS & SUPPLIES	89.00	
				8822581	11/13/08	UNIFORMS	53.45	
				8818295	11/12/08	UNIFORMS	48.23	692.98
2015378	12/10/08	06641	PRUDENTIAL OVERALL SUPPLY	8838732	11/19/08	MATS, TOWELS & SUPPLIES	89.00	
				8842835	11/20/08	UNIFORMS	53.45	
				8838731	11/19/08	UNIFORMS	48.23	
				8842833	11/20/08	UNIFORMS	322.24	
				8842832	11/20/08	MATS, TOWEL & SUPPLIES	116.78	
				8842834	11/20/08	MATS, TOWELS & SUPPLIES	95.84	725.54
2015459	12/17/08	06641	PRUDENTIAL OVERALL SUPPLY	8862955	11/27/08	UNIFORMS	294.84	
				8862954	11/27/08	MATS, TOWELS & SUPPLIES	116.78	
				8862956	11/27/08	MATS, TOWELS & SUPPLIES	95.84	
				8858864	11/26/08	MATS, TOWELS & SUPPLIES	89.00	
				8862957	11/27/08	UNIFORMS	53.45	
				8858863	11/26/08	UNIFORMS	48.23	698.14
2015550	12/23/08	06641	PRUDENTIAL OVERALL SUPPLY	8883119	12/04/08	UNIFORMS	308.84	
				8883118	12/04/08	MATS, TOWELS & SUPPLIES	116.78	
				8883120	12/04/08	ADMIN/OPS UNIFORMS, TOWELS & MATS	95.84	
				8879014	12/03/08	MATS, TOWELS & SUPPLIES	89.00	
				8883121	12/04/08	UNIFORMS	85.68	
				8879013	12/03/08	UNIFORMS	50.23	746.37
2015744	12/31/08	06641	PRUDENTIAL OVERALL SUPPLY	8903160	12/11/08	UNIFORMS	299.65	
				8903159	12/11/08	MATS, TOWELS & SUPPLIES	116.78	
				8903160A	12/11/08	UNIFORM BLUE JACKETS	105.00	
				8903161	12/11/08	MATS, TOWELS & SUPPLIES	95.84	
				8899086	12/10/08	MATS, TOWELS & SUPPLIES	89.00	
				8903162	12/11/08	UNIFORMS	53.45	
				8899085	12/10/08	UNIFORMS	48.23	807.95
2015551	12/23/08	02917	PTO SALES CORPORATION	9283370008	12/02/08	REPAIR TRANSMISSION	2,595.59	2,595.59
2015240	12/03/08	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2390893	11/26/08	PERS CONTRIBUTION	129,650.23	129,650.23
2015460	12/17/08	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2391294	12/11/08	PERS CONTRIBUTION	129,557.04	129,557.04
2015552	12/23/08	00078	PUBLIC EMPLOYEES RETIREMENT	Ben2391632	12/24/08	PERS CONTRIBUTION	126,865.57	126,865.57
2015461	12/17/08	04971	PURCHASE POWER	000853	12/05/08	POSTAGE METER REFILL	619.50	619.50

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015241	12/03/08	01342	R J SAFETY SUPPLY CO INC	25604901	11/12/08	SAFETY JACKETS	174.56	174.56
2015379	12/10/08	01342	R J SAFETY SUPPLY CO INC	25604801	11/05/08	SAFETY SUPPLIES	129.30	129.30
2015553	12/23/08	08331	RABO BANK NA	280206R	11/30/08	RETENTION FOR SPIESS CONSTRUCTION	5,575.35	5,575.35
2015380	12/10/08	07403	RADIOSHACK CORP	217789	11/17/08	13.8 VDC POWER SUPPLY	604.35	604.35
2015745	12/31/08	09583	RANCHWOOD HOA	000868	12/18/08	CASH IN YOUR PLANTS PROGRAM	6,500.00	6,500.00
2015554	12/23/08	00766	RANROY PRINTING COMPANY	095974	12/03/08	BUSINESS CARDS	48.49	48.49
2015242	12/03/08	02041	RBF CONSULTING	8100126 8100127	11/12/08 11/12/08	CIP P2185 - CONST MGMT SVCS CIP P2009 - 36 INCH PIPELINE	22,133.75 20,545.00	42,678.75
2015555	12/23/08	02041	RBF CONSULTING	8100216	11/28/08	I-905 UTILITY RELOCATION DESIGN SERVICES	632.50	632.50
2015746	12/31/08	02041	RBF CONSULTING	8110055	12/09/08	CIP P2009 - 36 INCH PIPELINE	10,545.00	10,545.00
2015462	12/17/08	00021	RCP BLOCK & BRICK INC	4331972	11/22/08	CONCRETE	196.87	196.87
2015747	12/31/08	00021	RCP BLOCK & BRICK INC	4332332	12/11/08	CONCRETE	760.28	760.28
2015295	12/10/08	09561	REGIONAL REALTY	Ref002391227	12/08/08	UB Refund Cst #0000140332	83.46	83.46
2015381	12/10/08	06645	RELIABLE ELEVATOR INC	14707	11/01/08	ELEVATOR SERVICE & MAINTENANCE	416.01	416.01
2015748	12/31/08	06645	RELIABLE ELEVATOR INC	15102	12/01/08	ELEVATOR SERVICE & MAINTENANCE	416.01	416.01
2015463	12/17/08	00164	REXEL	800484355	11/24/08	MOTORPACT SOFT START CB	664.60	664.60
2015296	12/10/08	08796	REYNALDO GONZALES	Ref002391187	12/08/08	UB Refund Cst #0000070842	58.41	58.41
2015749	12/31/08	08972	RICK ENGINEERING COMPANY	0009658	09/24/08	ARCGIS SERVER SETUP & SUPPORT	1,200.00	1,200.00
2015684	12/30/08	09625	ROBYN COLEMAN	Ref002391733	12/29/08	UB Refund Cst #0000097490	29.69	29.69
2015556	12/23/08	06412	ROMERO, TANYA	000872	12/18/08	TUITION REIMBURSEMENT	103.00	103.00
2015243	12/03/08	03279	ROTH STAFFING COMPANIES LP	12256626 12254563	11/28/08 11/21/08	TEMPORARY SERVICES - ADM TEMPORARY SERVICES - HR DEPT	1,315.20 1,052.16	2,367.36
2015464	12/17/08	03279	ROTH STAFFING COMPANIES LP	12260707 12258722	12/12/08 12/04/08	TEMPORARY SERVICES - HR DEPT TEMPORARY SERVICES - ADM	1,315.20 789.12	2,104.32

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015750	12/31/08	03279	ROTH STAFFING COMPANIES LP	12262692	12/19/08	TEMPORARY SERVICES - HR DEPT	1,315.20	1,315.20
2015465	12/17/08	05322	RUSSELL PLUMBING & SUPPLIES	13706	12/08/08	REPLACE GAS VALVE	775.00	775.00
2015685	12/30/08	09668	RUTH J REYES	Ref002391776	12/29/08	UB Refund Cst #0000134784	29.79	29.79
2015382	12/10/08	00362	RYAN HERCO PRODUCTS CORP	6496894	11/17/08	CPVC FITTINGS	98.12	286.34
				6496892	11/18/08	CPVC FITTINGS	188.22	
2015557	12/23/08	03687	SAFETY-KLEEN SYSTEMS INC	M005301251	11/26/08	WASTE OIL PICK UP	25.00	25.00
2015383	12/10/08	00758	SAN DIEGO BUSINESS JOURNAL	000829	11/25/08	SUBSCRIPTION RENEWAL	79.00	79.00
2015751	12/31/08	09586	SAN DIEGO COUNTY AIR POLLUTION	000875	12/19/08	VARIANCE REQUEST FILING FEE	107.00	107.00
2015466	12/17/08	00003	SAN DIEGO COUNTY WATER	000846	12/02/08	DEPOSIT FOR FCF14 WORK	9,400.00	9,400.00
2015558	12/23/08	00247	SAN DIEGO DAILY TRANSCRIPT	121412	12/01/08	LEGAL NOTICE	120.05	120.05
2015384	12/10/08	00121	SAN DIEGO GAS & ELECTRIC	000819	11/25/08	UTILITY EXPENSES	54,113.55	98,468.75
				000809	11/24/08	UTILITY EXPENSES	44,305.94	
				000832	12/04/08	UTILITY EXPENSES	49.26	
2015467	12/17/08	00121	SAN DIEGO GAS & ELECTRIC	000826	12/03/08	UTILITY EXPENSES	76,307.84	104,085.98
				000827	12/02/08	UTILITY EXPENSES	26,116.28	
				000838	12/04/08	UTILITY EXPENSES	1,661.86	
2015752	12/31/08	00121	SAN DIEGO GAS & ELECTRIC	000881	12/18/08	UTILITY EXPENSES	18,560.55	18,560.55
2015559	12/23/08	03809	SAN DIEGO NEIGHBORHOOD NEWS	025220426001	11/28/08	WATER CONSERVATION ADS	190.00	190.00
2015297	12/10/08	09545	SAN DIEGO REALTY	Ref002391210	12/08/08	UB Refund Cst #0000126638	25.60	25.60
2015298	12/10/08	09551	SAN DIEGO REALTY	Ref002391216	12/08/08	UB Refund Cst #0000127828	14.55	14.55
2015686	12/30/08	09682	SAN DIEGO REALTY	Ref002391791	12/29/08	UB Refund Cst #0000140193	17.40	17.40
2015299	12/10/08	09555	SAN DIEGO REALTY INC	Ref002391221	12/08/08	UB Refund Cst #0000133805	56.93	56.93
2015300	12/10/08	09557	SAN DIEGO REALTY INC	Ref002391223	12/08/08	UB Refund Cst #0000139988	50.61	50.61
2015301	12/10/08	09567	SAN DIEGO REALTY INC	Ref002391233	12/08/08	UB Refund Cst #0000141344	11.68	11.68
2015687	12/30/08	09639	SAN DIEGO REALTY INC	Ref002391747	12/29/08	UB Refund Cst #0000124965	48.20	48.20

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015753	12/31/08	06821	SAN DIEGO RECREATION AND	1477	12/19/08	2009 MEMBERSHIP RENEWAL	200.00	200.00
2015302	12/10/08	09552	SAN DIEGO REO REALTORS	Ref002391217	12/08/08	UB Refund Cst #0000127927	66.09	66.09
2015303	12/10/08	09559	SAN DIEGO REO REALTORS	Ref002391225	12/08/08	UB Refund Cst #0000140036	22.92	22.92
2015688	12/30/08	09559	SAN DIEGO REO REALTORS	Ref002391785	12/29/08	UB Refund Cst #0000140036	40.19	40.19
2015689	12/30/08	09651	SANDY MILLER	Ref002391759	12/29/08	UB Refund Cst #0000127373	30.51	30.51
2015468	12/17/08	05321	SCHIFF ASSOCIATES	02923	10/31/08	CIP P1043-CATHODIC PROTECTION PROGRAM	6,886.92	6,886.92
2015754	12/31/08	05321	SCHIFF ASSOCIATES	03023	11/30/08	CIP P1043-CATHODIC PROTECTION PROGRAM	15,048.75	15,048.75
2015385	12/10/08	07783	SCRIPPS CENTER FOR EXECUTIVE	17510	11/10/08	EXECUTIVE PHYSICAL	1,348.00	1,348.00
2015690	12/30/08	09700	SEASIDE REALTY	Ref002391809	12/29/08	UB Refund Cst #0000141598	92.67	92.67
2015304	12/10/08	09521	SELAM VEISEL	Ref002391183	12/08/08	UB Refund Cst #0000011927	88.33	88.33
2015755	12/31/08	09580	SHARON ATCHESON	000866	12/09/08	CASH IN YOUR PLANTS PROGRAM	1,680.00	1,680.00
2015386	12/10/08	09465	SHARON BOYER	RF209154917	12/03/08	RE-ISSUE CHECK IN AGENT'S NAME	143.48	143.48
2015560	12/23/08	03644	SHARP MISSION PARK	000863	11/26/08	HEALTH EXAM	149.00	149.00
2015244	12/03/08	01651	SHARP REES-STEALY MEDICAL CTRS	206A 206	11/15/08 11/15/08	HEALTH EXAMS PRE-PLACEMENT PHYSICALS	1,707.00 88.00	1,795.00
2015469	12/17/08	05983	SIEMENS WATER	2632152	11/26/08	ANALYZER SPARE PARTS	590.90	590.90
2015561	12/23/08	05983	SIEMENS WATER	2633424 4517948	12/02/08 12/01/08	DEIONIZED PROCESSING TANK RENTAL DEIONIZED PROCESSING TANK RENTAL	204.72 68.34	273.06
2015756	12/31/08	05983	SIEMENS WATER	2637789	12/08/08	W&T ANALYZER SPARE PARTS	3,859.97	3,859.97
2015562	12/23/08	05627	SIGNA DIGITAL SOLUTIONS INC	ARS22155 ARS22073 ARS22093 ARS22094 ARS22154	12/03/08 12/02/08 12/02/08 12/02/08 12/03/08	COPIER MAINTENANCE COPIER MAINTENANCE COPIER MAINTENANCE COPIER MAINTENANCE COPIER MAINTENANCE	200.00 200.00 200.00 144.00 34.20	778.20
2015470	12/17/08	01691	SKILLPATH SEMINARS	9714706	12/10/08	SEMINAR REGISTRATION	149.00	149.00
2015387	12/10/08	09515	SKYLINE SAN DIEGO	SKYQ13022	09/17/08	REPAIRS TO POP-UP DISPLAY	75.00	75.00

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015245	12/03/08	03071	SOCO GROUP INC, THE	161847	11/07/08	OIL	3,696.02	3,696.02
2015563	12/23/08	03071	SOCO GROUP INC, THE	166962	12/04/08	PUMP MOTOR OIL	1,568.73	1,568.73
2015246	12/03/08	03592	SOFTCHOICE CORPORATION	1882800	11/11/08	SOFTWARE LICENSES	583.20	583.20
2015247	12/03/08	03103	SOUTHCOAST HEATING &	C38704	11/12/08	AIR CONDITIONING MAINTENANCE	908.00	908.00
2015757	12/31/08	03103	SOUTHCOAST HEATING &	C39069	12/11/08	AIR CONDITIONING MAINTENANCE	908.00	908.00
2015471	12/17/08	06853	SOUTHERN CALIFORNIA SOIL	349154	11/15/08	ON CALL GEOTECHNICAL SERVICES	4,480.40	4,480.40
2015564	12/23/08	00725	SOUTHLAND CLUTCH	27602	11/25/08	REPAIR PARTS	695.27	695.27
2015758	12/31/08	09704	SOUTHWEST MEMBRANE OPERATOR	000883	12/23/08	REGISTRATION FEE	525.00	525.00
2015388	12/10/08	03760	SPANKY'S PORTABLE SERVICES INC	789385	11/13/08	PORTABLE TOILET RENTAL	98.15	98.15
2015472	12/17/08	03760	SPANKY'S PORTABLE SERVICES INC	790162	11/21/08	PORTABLE TOILET RENTAL	79.96	
				790163	11/21/08	PORTABLE TOILET RENTAL	79.96	
				790316	11/24/08	PORTABLE TOILET RENTAL	79.96	
				790160	11/21/08	PORTABLE TOILET RENTAL	79.96	
				790161	11/21/08	PORTABLE TOILET RENTAL	79.96	399.80
2015565	12/23/08	03760	SPANKY'S PORTABLE SERVICES INC	792175	12/03/08	PORTABLE TOILET RENTAL	79.96	79.96
2015759	12/31/08	03760	SPANKY'S PORTABLE SERVICES INC	793075	12/11/08	PORTABLE TOILET RENTAL	98.15	98.15
2015248	12/03/08	03516	SPECIAL DISTRICT RISK	27334	12/02/08	VEHICLE COLLISION COVERAGE	232.74	232.74
2015473	12/17/08	03516	SPECIAL DISTRICT RISK	0027554IN	12/04/08	WORKERS' COMPENSATION PROGRAM	60,290.00	60,290.00
2015760	12/31/08	00590	SPECIALTY SEALS & ACCESSORIES	26447	12/09/08	EFFLUENT PUMP STATION SEAL	493.76	493.76
2015566	12/23/08	03184	SPIESS CONSTRUCTION CO INC	280206	11/30/08	P2191 - 850-4 RESERVOIR (CONSTRUCTION)	50,178.15	50,178.15
2015249	12/03/08	03600	SPRINT	000771	11/13/08	WIRELESS CARDS SERVICE - INTERNET	149.48	149.48
2015250	12/03/08	05494	SPRINT	901500243026	11/12/08	GIS (AIR-TRAK) CELLULAR SERVICE	3,434.72	3,434.72
2015567	12/23/08	05494	SPRINT	901500243027	12/12/08	GIS (AIR-TRAK) CELLULAR SERVICE	3,590.66	3,590.66
2015389	12/10/08	02354	STANDARD ELECTRONICS	11769	11/06/08	TESTING & INSPECTING FIRE ALARM SYSTEMS	2,840.00	2,840.00

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015474	12/17/08	02354	STANDARD ELECTRONICS	11858	11/24/08	SECURITY SERVICE & REPAIRS	149.65	149.65
2015475	12/17/08	06524	STANLEY ACCESS TECH LLC	900146410	11/25/08	AUTOMATIC SWING DOOR MAINTENANCE	124.98	124.98
2015761	12/31/08	06524	STANLEY ACCESS TECH LLC	900165912	12/11/08	AUTOMATIC SWING DOOR MAINTENANCE	124.98	124.98
2015390	12/10/08	06299	STATE DISBURSEMENT UNIT	Ben2391304	12/11/08	PAYROLL DEDUCTION	237.69	237.69
2015391	12/10/08	06303	STATE DISBURSEMENT UNIT	Ben2391310	12/11/08	PAYROLL DEDUCTION	836.30	836.30
2015392	12/10/08	08533	STATE DISBURSEMENT UNIT	Ben2391308	12/11/08	PAYROLL DEDUCTION	841.01	841.01
2015568	12/23/08	06299	STATE DISBURSEMENT UNIT	Ben2391642	12/24/08	PAYROLL DEDUCTION	237.69	237.69
2015569	12/23/08	06303	STATE DISBURSEMENT UNIT	Ben2391648	12/24/08	PAYROLL DEDUCTION	836.30	836.30
2015570	12/23/08	08533	STATE DISBURSEMENT UNIT	Ben2391646	12/24/08	PAYROLL DEDUCTION	841.01	841.01
2015393	12/10/08	09572	STATE OF CALIFORNIA EDD	Ben2391312	12/11/08	PAYROLL DEDUCTION	97.59	97.59
2015571	12/23/08	09572	STATE OF CALIFORNIA EDD	Ben2391650	12/24/08	PAYROLL DEDUCTION	97.59	97.59
2015394	12/10/08	02261	STATE STREET BANK & TRUST CO	Ben2391296	12/11/08	DEFERRED COMP PLAN	8,714.72	8,714.72
2015572	12/23/08	02261	STATE STREET BANK & TRUST CO	Ben2391634	12/24/08	DEFERRED COMP PLAN	8,700.64	8,700.64
2015476	12/17/08	01460	STATE WATER RESOURCES	0820455 0820600 0820703	11/28/08 11/28/08 11/28/08	WASTE DISCHARGE ANNUAL FEE WASTE DISCHARGE ANNUAL FEE WASTE DISCHARGE ANNUAL FEE	8,769.00 1,452.00 1,226.00	11,447.00
2015762	12/31/08	09584	STEPHEN MOYERS	000873	12/17/08	EASEMENT ACQUISITION	21,084.00	21,084.00
2015691	12/30/08	09681	STEVE FRIESEN	Ref002391790	12/29/08	UB Refund Cst #0000140174	16.85	16.85
2015692	12/30/08	09692	STEVE FRIESEN	Ref002391801	12/29/08	UB Refund Cst #0000141009	54.32	54.32
2015693	12/30/08	09694	STEVE LEMACK	Ref002391803	12/29/08	UB Refund Cst #0000141110	39.90	39.90
2015395	12/10/08	03738	STEVEN ENTERPRISES INC	0228736IN 0228562IN	11/20/08 11/18/08	#20 BOND PAPER MYLAR FILM FOR HP1055	165.92 225.00	390.92
2015396	12/10/08	06841	SUPERIOR ENVIRONMENTAL	0811020	11/11/08	DATA CENTER CLEANING SERVICES	375.00	375.00
2015477	12/17/08	06841	SUPERIOR ENVIRONMENTAL	0811044	11/26/08	DATA CENTER CLEANING SERVICES	350.00	350.00

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015694	12/30/08	09663	SUSAN MEYERS-PIKE	Ref002391771	12/29/08	UB Refund Cst #0000127839	128.63	128.63
2015305	12/10/08	09438	SUSAN MEYERS-PYKE	Ref002391206	12/08/08	UB Refund Cst #0000125588	338.13	348.37
				Ref002391220	12/08/08	UB Refund Cst #0000128180	10.24	
2015306	12/10/08	09525	TADAMI MARUYAMA	Ref002391188	12/08/08	UB Refund Cst #0000073493	11.20	11.20
2015307	12/10/08	09541	TAKAFUMI YAMADA	Ref002391205	12/08/08	UB Refund Cst #0000124862	111.98	111.98
2015573	12/23/08	02799	TARULLI TIRE INC - SAN DIEGO	20036218	11/14/08	TIRE SERVICE	1,580.73	4,436.68
				20036221	11/14/08	TIRE SERVICE	1,327.03	
				20036121	11/05/08	TIRE SERVICE	543.84	
				20036131	11/06/08	TIRE SERVICE	330.78	
				20036337	11/24/08	TIRE REPAIR	291.78	
				20036181	11/12/08	TIRE SERVICE	281.73	
				20036399	12/03/08	TIRE REPAIR	33.39	
				20036302	11/21/08	TIRE REPAIR	26.93	
				20036416	12/04/08	TIRE REPAIR	20.47	
2015763	12/31/08	02799	TARULLI TIRE INC - SAN DIEGO	20036468	12/10/08	TIRE REPAIR	1,091.18	2,820.25
				20036260	11/18/08	TIRE SERVICE	677.41	
				20036472	12/10/08	TIRE REPAIR	578.68	
				20036464	12/09/08	TIRE REPAIR	273.67	
				20036421	12/05/08	TIRE REPAIR	199.31	
2015696	12/30/08	09660	TEAM TOWNSON	Ref002391768	12/29/08	UB Refund Cst #0000127749	42.63	42.63
2015308	12/10/08	09554	TEAM TOWNSON INC	Ref002391219	12/08/08	UB Refund Cst #0000128082	33.92	33.92
2015697	12/30/08	09642	TEAM TOWNSON INC	Ref002391750	12/29/08	UB Refund Cst #0000126230	102.63	102.63
2015574	12/23/08	03608	TELLIARD CONSTRUCTION	3	10/20/08	R2053-RECLAM. PLANT/RECYCLE WTR OFFICE	102,017.92	104,043.91
				2	12/03/08	URINAL REPLACEMENT	2,025.99	
2015479	12/17/08	02498	THOMPSON, CHAD	000842	12/11/08	TUITION REIMBURSEMENT	200.00	200.00
2015251	12/03/08	04977	T-MOBILE	4150860451108	11/05/08	CELL PHONE & BLACKBERRY SERVICES	1,293.81	1,293.81
2015478	12/17/08	04977	T-MOBILE	4150860451208	12/09/08	CELL PHONE & BLACKBERRY SERVICES	1,248.16	1,248.16
2015695	12/30/08	09675	T-MOBILE	Ref002391783	12/29/08	UB Refund Cst #0000139810	620.98	620.98
2015397	12/10/08	04560	TONY LIPKA	000821	12/02/08	REGISTRATION FEE	125.00	125.00
2015575	12/23/08	00427	UNDERGROUND SERVICE ALERT OF	1120080446	12/01/08	UNDERGROUND TRENCH SERVICE ALERTS	279.00	279.00

**OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008**

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015480	12/17/08	00075	UNION TRIBUNE PUBLISHING CO	000845	12/01/08	PUBLIC NOTICE OF INTENT	419.20	419.20
2015576	12/23/08	00075	UNION TRIBUNE PUBLISHING CO	77920	12/02/08	JOB POSTING	365.00	365.00
2015764	12/31/08	00075	UNION TRIBUNE PUBLISHING CO	0010169569	12/19/08	PUBLIC NOTICE	318.75	318.75
2015398	12/10/08	08262	UNITED RENTALS NORTHWEST INC	78000139001 78053174001	11/12/08 11/14/08	CONCRETE CONCRETE	159.47 139.00	298.47
2015481	12/17/08	08262	UNITED RENTALS NORTHWEST INC	78245891001	11/24/08	CONCRETE	139.00	139.00
2015577	12/23/08	08262	UNITED RENTALS NORTHWEST INC	78434058001	12/04/08	CONCRETE	160.55	160.55
2015399	12/10/08	05417	UNITED STATES DEPARTMENT	Ben2391314	12/11/08	PAYROLL DEDUCTION	100.00	100.00
2015578	12/23/08	05417	UNITED STATES DEPARTMENT	Ben2391652	12/24/08	PAYROLL DEDUCTION	100.00	100.00
2015482	12/17/08	00350	UNITED STATES POSTAL SERVICE	000852	11/17/08	RIEMBURSE POSTAGE MACHINE	1,650.00	1,650.00
2015579	12/23/08	07662	UNITEDHEALTHCARE SPECIALTY	000880	12/23/08	BASIC LIFE/AD&D & SUPP LIFE INS	5,040.00	5,040.00
2015400	12/10/08	03212	UNUM LIFE INSURANCE	Ben2390891	11/26/08	LONG TERM DISABILITY	6,880.48	6,880.48
2015580	12/23/08	03212	UNUM LIFE INSURANCE	Ben2391630	12/24/08	LONG TERM DISABILITY	6,803.28	6,803.28
2015252	12/03/08	07674	US BANK CORPORATE PAYMENT	000799	10/22/08	DISTRICT EXPENSES	1,589.27	1,589.27
2015401	12/10/08	07674	US BANK CORPORATE PAYMENT	000828	11/24/08	DISTRICT EXPENSES	752.31	752.31
2015483	12/17/08	07674	US BANK CORPORATE PAYMENT	000851 000861	11/24/08 11/24/08	DISTRICT EXPENSES DISTRICT EXPENSES	15,826.75 493.40	16,320.15
2015484	12/17/08	04345	US CONCRETE PRECAST GROUP	0134100IN	11/26/08	1-1/2" METER BOX LIDS	1,626.76	1,626.76
2015485	12/17/08	06829	US SECURITY ASSOCIATES INC	365020	11/20/08	AFTER HOURS SECURITY SVCS	724.20	724.20
2015765	12/31/08	09514	UTECH ENVIRONMENTAL MFG	2021914IN	12/05/08	REPAIR SERVICES	652.73	652.73
2015402	12/10/08	09218	VACO LA JOLLA LLC	BILL00000003091	11/28/08	TEMPORARY SERVICES - HR DEPT	4,727.36	4,727.36
2015486	12/17/08	03190	VALCO INSTRUMENTS CO INC	90073050	11/26/08	HACH APA 6000 PM PARTS	4,355.29	4,355.29
2015581	12/23/08	08028	VALLEY CONSTRUCTION MANAGEMEN	SD080202	11/30/08	AS NEEDED CONSTRUCTION MGMT SVCS	7,240.00	7,240.00

OTAY WATER DISTRICT
CHECK REGISTER
FOR CHECKS 2015186 THROUGH 2015768
RUN DATES 12/3/2008 TO 12/31/2008

Check #	Date	Vendor	Vendor name	Invoice	Inv Date	Description	Amount Paid	Check Total
2015403	12/10/08	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2391302	12/11/08	DEFERRED COMP PLAN	6,205.63	6,205.63
2015582	12/23/08	01095	VANTAGEPOINT TRANSFER AGENTS	Ben2391640	12/24/08	DEFERRED COMP PLAN	5,931.47	5,931.47
2015766	12/31/08	06414	VANTAGEPOINT TRANSFER AGENTS	000885	12/29/08	401A PLAN	22,225.52	22,225.52
2015404	12/10/08	03329	VERIZON WIRELESS	0711142248	11/21/08	WIRELESS DATA SERVICES	8,850.13	8,850.13
2015698	12/30/08	09590	VERONICA JONES	Ref002391697	12/29/08	UB Refund Cst #0000003747	28.29	28.29
2015699	12/30/08	09664	VICTOR T TALLARIDA JR	Ref002391772	12/29/08	UB Refund Cst #0000131426	16.65	16.65
2015700	12/30/08	09674	VIRGINIA BOYD	Ref002391782	12/29/08	UB Refund Cst #0000139799	7.86	7.86
2015309	12/10/08	09547	VONIE DOUGHTERTY	Ref002391212	12/08/08	UB Refund Cst #0000126729	20.18	20.18
2015701	12/30/08	09654	WACHOVIA BANK	Ref002391762	12/29/08	UB Refund Cst #0000127495	59.62	59.62
2015310	12/10/08	09562	WACHOVIA BANK FSB	Ref002391228	12/08/08	UB Refund Cst #0000140336	67.20	67.20
2015405	12/10/08	08541	WALLS INSPECTION COMPANY INC	5736	11/19/08	INSPECTION SERVICES	880.00	880.00
2015583	12/23/08	07595	WALTERS WHOLESALE ELECTRIC CO	282086801 282095401	12/03/08 12/02/08	ELECTRICAL EQUIPMENT ELECTRICAL EQUIP. FOR 980RES. 20"PIPE	969.93 48.61	1,018.54
2015253	12/03/08	02700	WATER CONSERVATION GARDEN	1005 1004	11/26/08 11/17/08	WATER CONSERVATION GARDEN TOURS FALL FESTIVAL BILLING	6,490.00 150.00	6,640.00
2015767	12/31/08	00215	WATER EDUCATION FOUNDATION	000886	12/22/08	2009 ANNUAL MEMBERSHIP RENEWAL	2,274.00	2,274.00
2015487	12/17/08	03621	WATEREUSE ASSOCIATION	000849	12/09/08	MEMBERSHIP RENEWAL	75.00	75.00
2015254	12/03/08	01343	WE GOT YA PEST CONTROL	51612 51613 51611	11/13/08 11/13/08 11/13/08	PEST CONTROL - BEE REMOVAL PEST CONTROL - BEE REMOVAL PEST CONTROL - BEE REMOVAL	115.00 115.00 115.00	345.00
2015584	12/23/08	01343	WE GOT YA PEST CONTROL	51904	12/02/08	PEST CONTROL - BEE REMOVAL	115.00	115.00
2015702	12/30/08	09646	WELLS FARGO BANK	Ref002391754	12/29/08	UB Refund Cst #0000126724	15.17	15.17
2015703	12/30/08	09634	WESLEY JOHNSON	Ref002391742	12/29/08	UB Refund Cst #0000124192	47.01	47.01
2015488	12/17/08	07946	WEST COAST ARBORISTS INC	55059	09/26/08	TREE REMOVAL	19,505.00	19,505.00
2015489	12/17/08	00190	WEST PAYMENT CENTER	817183926	11/20/08	LEGAL LIBRARY UPDATES	743.49	743.49

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2015585	12/23/08	09570	WESTERN PACIFIC PIPELINE CORP	12309	12/03/08	LANDSCAPE EROSION MATERIALS	776.00	776.00
2015768	12/31/08	00125	WESTERN PUMP INC	0071875IN	11/30/08	FUEL ISLAND REPAIRS	104.18	104.18
2015406	12/10/08	03437	WIENHOFF DRUG TESTING INC	21639	12/01/08	HEALTH EXAMS	275.00	275.00
2015407	12/10/08	09517	WILLIAM CAHILL	000823	12/08/08	DJ FOR HOLIDAY PARTY	800.00	800.00
2015255	12/03/08	02725	WILLIAMS SCOTSMAN INC	86311247	11/12/08	28' TRAILER RENTAL @ TREATMENT PLANT	304.51	304.51
2015408	12/10/08	02725	WILLIAMS SCOTSMAN INC	86456964	11/18/08	MOBILE OFFICE RENTAL @ TMNT PLT	299.35	299.35
2015256	12/03/08	03468	WILSON PETTY KOSMO &	27333	10/31/08	LEGAL SERVICES OCT 2008	84.00	84.00
2015586	12/23/08	09588	WILSON, CLOMA	000876	12/22/08	COMPUTER LOAN PROGRAM	719.12	719.12
2015311	12/10/08	09527	WORLD TRANS SERVICES, INC	Ref002391190	12/08/08	UB Refund Cst #0000082736	75.00	75.00
GRAND TOTAL							2,378,415.71	2,378,415.71