

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

2554 SWEETWATER SPRINGS BOULEVARD  
SPRING VALLEY, CALIFORNIA  
BOARDROOM

**TUESDAY**  
**August 23, 2011**  
**12:00 P.M.**

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

**AGENDA**

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

**DISCUSSION ITEMS**

3. BOARD OF DIRECTORS EXPENSES FOR THE 4<sup>TH</sup> QUARTER OF FISCAL YEAR 2011 (PRENDERGAST) [5 minutes]
4. AUTHORIZE THE GENERAL MANAGER TO NEGOTIATE AND ENTER INTO AN AGREEMENT WITH COX BUSINESS IN THE AMOUNT OF \$108,000 TO COVER A THREE-YEAR AGREEMENT FOR INTERNET BACK-UP SERVICES (STEVENS) [5 minutes]
5. FISCAL YEAR 2011 YEAR-END STRATEGIC PLAN AND PERFORMANCE MEASURES UPDATE REPORT (STEVENS) [5 minutes]
6. INFORMATIONAL REPORT REGARDING THE UPGRADED BILLING SYSTEM AND THE NEW BILL PRINT FORMAT (CAREY) [5 minutes]
7. ADJOURNMENT

**BOARD MEMBERS ATTENDING:**

Gary Croucher, Chair  
David Gonzalez

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

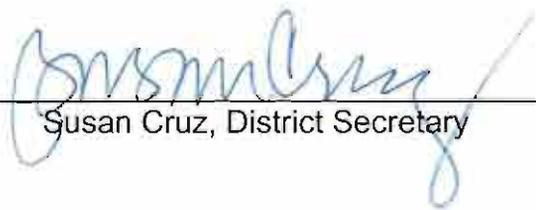
The Agenda, and any attachments containing written information, are available at the District's website at [www.otaywater.gov](http://www.otaywater.gov). Written changes to any items to be considered at the open meeting, or to any attachments, will be posted on the District's website. Copies of the Agenda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

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

#### Certification of Posting

I certify that on August 19, 2011 I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Otay Water District, said time being at least 24 hours in advance of the meeting of the Board of Directors (Government Code Section §54954.2).

Executed at Spring Valley, California on August 19, 2011.

  
\_\_\_\_\_  
Susan Cruz, District Secretary



# AGENDA ITEM 3

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 7, 2011
SUBMITTED BY:	Sean Prendergast,  Payroll/AP Supervisor	W.O./G.F. NO:	DIV. NO. All
APPROVED BY: (Chief)	Joseph R. Beachem,  Chief Financial Officer		
APPROVED BY: (Asst. GM):	German Alvarez,  Assistant General Manager, Finance and Administration		
SUBJECT:	Director's Expenses for the Fiscal Year 2011		

**GENERAL MANAGER'S RECOMMENDATION:**

This is an informational item only.

**COMMITTEE ACTION:** \_\_\_\_\_

Please see Attachment A.

**PURPOSE:**

To inform the Board of the Director's expenses for the Fiscal Year 2011.

**ANALYSIS:**

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

**FISCAL IMPACT:** 

None.

**STRATEGIC GOAL:**

Prudently manage District funds.

**LEGAL IMPACT:** \_\_\_\_\_

Compliance with State law.



General Manager

Attachments:

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



## ATTACHMENT A

SUBJECT/PROJECT:	Director's Expenses for the Fiscal Year 2011
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### COMMITTEE ACTION:

This is an informational item only.

### NOTE:

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

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

**FINANCE, ADMINISTRATION, AND  
COMMUNICATIONS COMMITTEE MEETING  
AUGUST 23, 2011**

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

- Fiscal Year 2011, 4th Quarter.
- The expenses are shown in detail by Board member, month and expense type.
- This presentation is in alphabetical order.
- This information was presented to the Finance, Administration, and Communications Committee on August 23, 2011.

Board of Directors' Expenses and Per-Diems  
Fiscal Year 2011 Quarter 4 (Apr 2011- Jun 2011)

Director Bonilla	\$00.00
Director Croucher	\$1,600.00
Director Gonzalez	\$1,670.00
Director Lopez	\$881.60
Director Robak	\$1,043.74
<b>Total</b>	<b>\$5,195.34</b>

# Director Bonilla

## Fiscal Year 2011 Quarter 4

	Apr 2011	May 2011	Jun 2011
Business Meetings	0.00	0.00	0.00
Director's Fees	0.00	0.00	0.00
Mileage Business	0.00	0.00	0.00
Mileage Commuting	0.00	0.00	0.00
Seminars and Travel	0.00	00.00	0.00
<b>Monthly Totals</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>Quarterly Total</b>			<b><u>\$0.00</u></b>

<b>Fiscal Year-to-Date 2011 (Jul 2010-Jun2011)</b>	<b>\$0.00</b>
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Director Bonilla does not request per diem reimbursements

Meetings Attended			
Meetings Paid			

# Director Croucher

## Fiscal Year 2011 Quarter 4

	Apr 2011	May 2011	Jun 2011
Business Meetings	0.00	0.00	0.00
Director's Fees	400.00	600.00	600.00
Mileage Business	0.00	0.00	0.00
Seminars	0.00	0.00	0.00
Travel	0.00	0.00	0.00
<b>Monthly Totals</b>	<b><u>400.00</u></b>	<b><u>600.00</u></b>	<b><u>600.00</u></b>
<b>Quarterly Total</b>			<b><u>\$1,600.00</u></b>

<b>Fiscal Year-to-Date 2011 (Jul 2010-Jun 2011)</b>	<b>\$6,140.81</b>
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**Director Croucher serves on all  
District Committees (6)**

Meetings Attended	5	6	7
Meetings Paid	4	6	6

# Director Gonzalez

## Fiscal Year 2011 Quarter 4

	Apr 2011	May 2011	Jun 2011
Business Meetings	0.00	0.00	0.00
Director's Fees	200.00	400.00	500.00
Mileage Business	0.00	0.00	0.00
Seminars	0.00	0.00	570.00
Travel	0.00	0.00	0.00
<b>Monthly Totals</b>	<b><u>200.00</u></b>	<b><u>400.00</u></b>	<b><u>1070.00</u></b>
<b>Quarterly Total</b>			<b><u>\$1,670.00</u></b>

<b>Fiscal Year-to-Date 2010 (Jul 2010-Jun2011)</b>	<b>\$7,406.30</b>
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Meetings Attended	3	4	5
Meetings Paid	2	4	5

# Director Lopez

## Fiscal Year 2011 Quarter 4

	Apr 2011	May 2011	Jun 2011
Business Meetings	0.00	0.00	0.00
Director's Fees	200.00	400.00	200.00
Mileage Business	0.00	0.00	0.00
Mileage Commuting	20.40	40.80	20.40
Seminars and Travel	0.00	0.00	0.00
<b>Monthly Totals</b>	<b><u>220.40</u></b>	<b><u>440.80</u></b>	<b><u>220.40</u></b>
<b>Quarterly Total</b>			<b><u>881.60</u></b>

<b>Fiscal Year-to-Date 2011 (Jul 2010-Jun 2011)</b>	<b>\$3,810.52</b>
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Meetings Attended	2	4	2
Meetings Paid	2	4	2

# Director Robak

## Fiscal Year 2011 Quarter 4

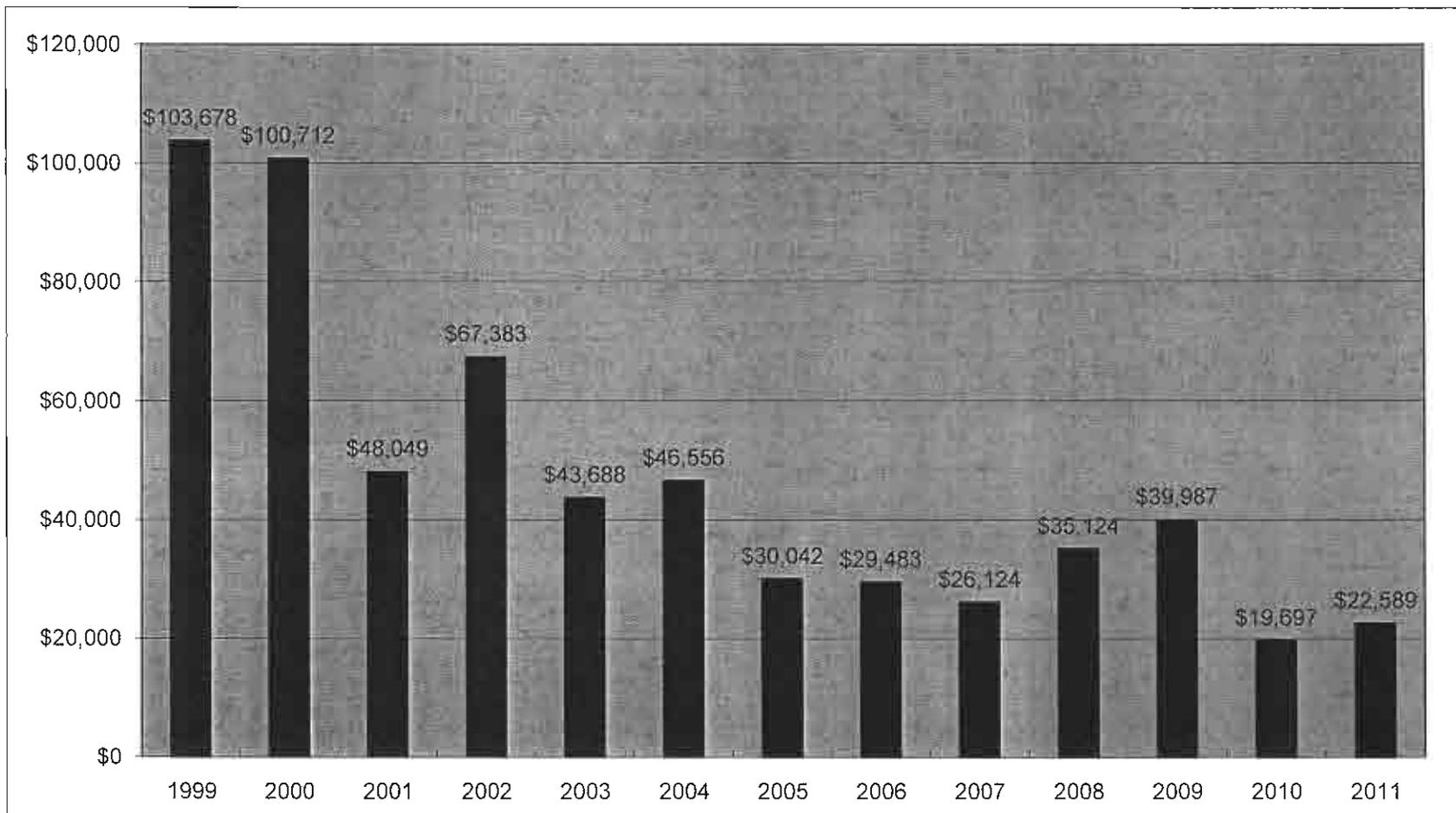
	Apr 2011	May 2011	Jun 2011
Business Meetings	0.00	0.00	55.00
Director's Fees	100.00	600.00	200.00
Mileage Business	3.06	6.12	7.65
Mileage Commuting	2.04	67.83	2.04
Seminars and Travel	0.00	0.00	0.00
<b>Monthly Totals</b>	<b><u>105.10</u></b>	<b><u>673.95</u></b>	<b><u>264.69</u></b>
<b>Quarterly Total</b>			<b><u>\$1,043.74</u></b>
<b>Fiscal Year-to-Date 2010 (Jul 2010-Jun2011)</b>			<b>\$5,231.36</b>

Meetings Attended	3	10	5
Meetings Paid	1	6	2

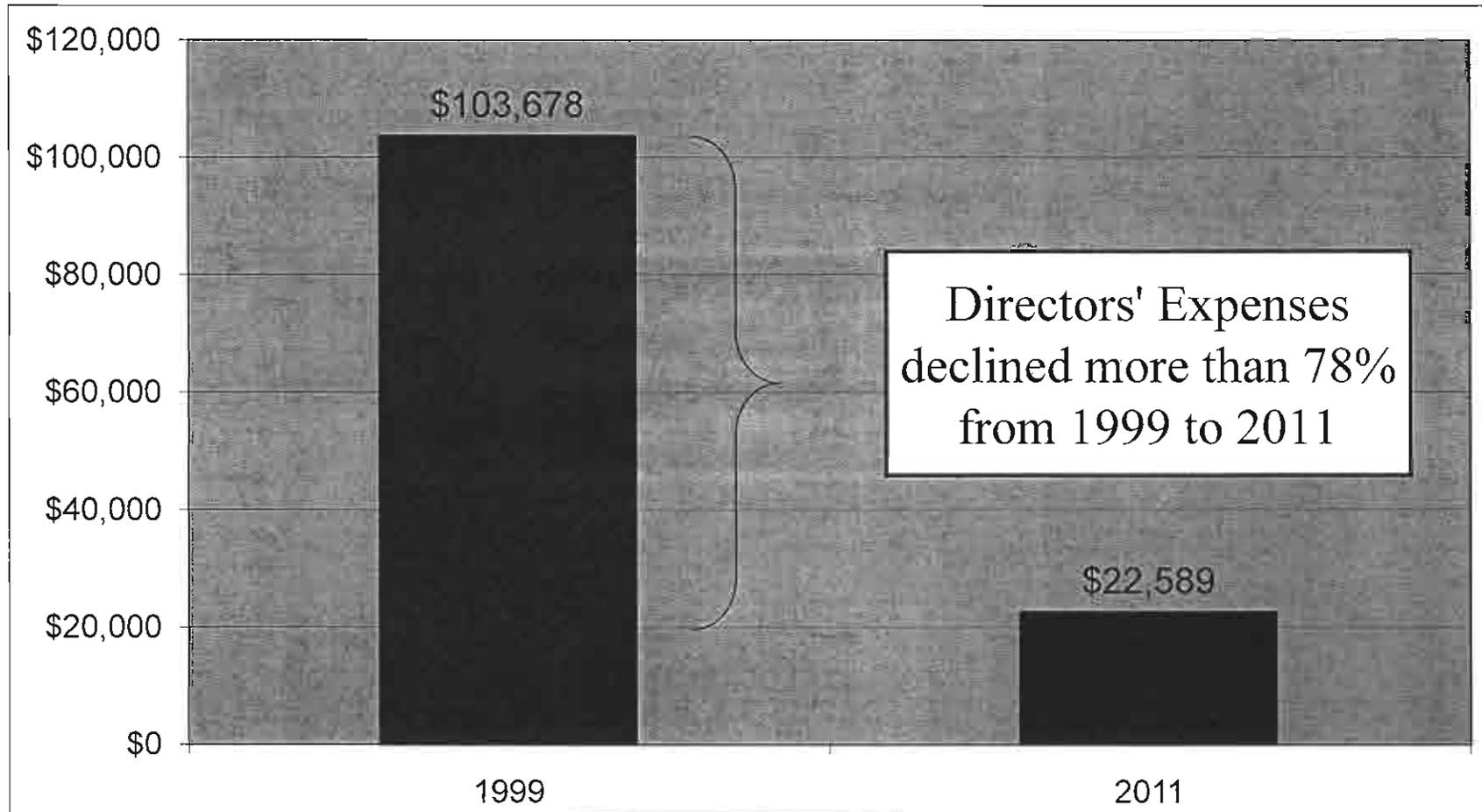
Board of Directors' Expenses and Per Diems  
Fiscal Year 2011 to Date (Jul 2010- Jun 2011)

Director Bonilla	\$00.00
Director Croucher	\$6,140.81
Director Gonzalez	\$7,406.30
Director Lopez	\$3,810.52
Director Robak	\$5,231.36
<b>Total</b>	<b>\$22,588.99</b>

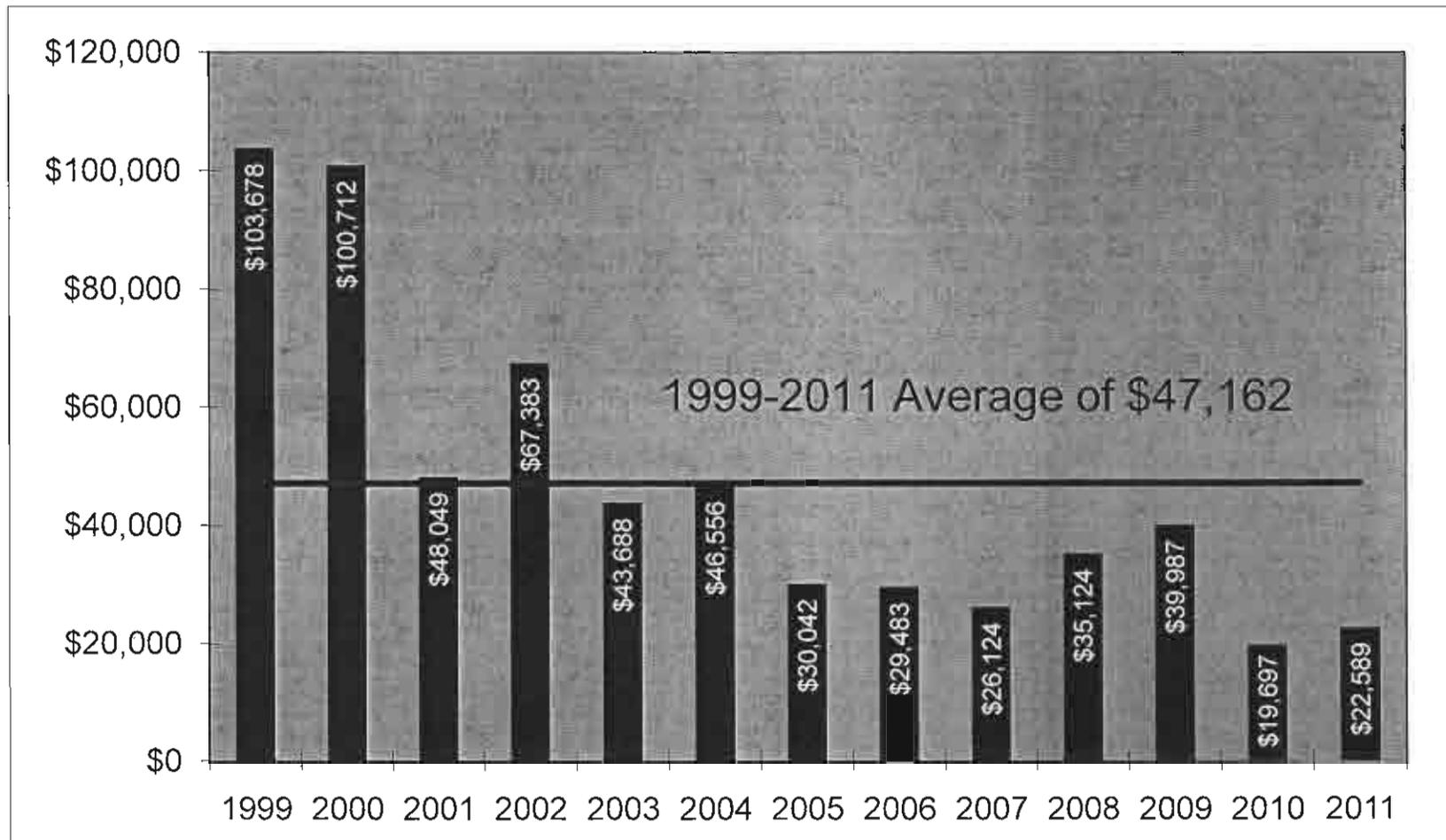
# Board of Directors' Expenses and Per Diems Fiscal Years 1999-2011



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



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



**OTAY WATER DISTRICT  
ADMINISTRATIVE EXPENSES - BOARD**

July 1, 2010 - June 30, 2011

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

**GARY D. CROUCHER (DETAILED IN SECTION E):**

5214	Business meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5281	Director's fees	-	200.00	400.00	600.00	300.00	300.00	400.00	700.00	400.00	400.00	600.00	4,900.00
5211	Mileage - Business	-	-	-	-	-	-	108.12	-	-	-	-	108.12
5211	Mileage - Commuting	-	-	-	-	-	-	-	-	-	-	-	-
5213	Seminars and conferences	-	-	-	-	-	-	685.00	-	-	-	-	685.00
5212	Travel	-	-	-	-	-	-	447.69	-	-	-	-	447.69
	<b>Total</b>	<b>\$ -</b>	<b>\$ 200.00</b>	<b>\$ 400.00</b>	<b>\$ 600.00</b>	<b>\$ 300.00</b>	<b>\$ 300.00</b>	<b>\$ 400.00</b>	<b>\$ 1,940.81</b>	<b>\$ 400.00</b>	<b>\$ 400.00</b>	<b>\$ 600.00</b>	<b>\$ 6,140.81</b>

**DAVID GONZALEZ (DETAILED IN SECTION F):**

5214	Business meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5281	Director's fees	200.00	100.00	300.00	-	200.00	400.00	500.00	400.00	600.00	200.00	400.00	3,800.00	
5211	Mileage - Business	-	-	-	-	-	120.00	-	-	-	-	-	120.00	
5211	Mileage - Commuting	-	-	-	-	-	-	-	-	-	-	-	-	
5213	Seminars and conferences	-	-	-	-	-	975.00	-	560.00	400.00	-	570.00	2,505.00	
5212	Travel	-	-	-	-	-	462.81	-	308.46	210.03	-	-	981.30	
	<b>Total</b>	<b>\$ 200.00</b>	<b>\$ 100.00</b>	<b>\$ 300.00</b>	<b>\$ -</b>	<b>\$ 200.00</b>	<b>\$ 1,957.81</b>	<b>\$ 500.00</b>	<b>\$ 1,268.46</b>	<b>\$ 1,210.03</b>	<b>\$ 200.00</b>	<b>\$ 400.00</b>	<b>\$ 1,070.00</b>	<b>\$ 7,406.30</b>

**JOSE LOPEZ (DETAILED IN SECTION G):**

5214	Business meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5281	Director's fees	300.00	200.00	100.00	-	100.00	100.00	300.00	200.00	500.00	200.00	400.00	2,600.00	
5211	Mileage - Business	-	-	-	-	-	-	-	-	105.06	-	-	105.06	
5211	Mileage - Commuting	30.00	20.00	10.00	-	10.00	-	20.40	10.20	20.40	40.80	20.40	192.40	
5213	Seminars and conferences	-	-	-	-	-	-	-	-	445.00	-	-	445.00	
5212	Travel	-	-	-	-	-	-	-	-	468.06	-	-	468.06	
	<b>Total</b>	<b>\$ 330.00</b>	<b>\$ 220.00</b>	<b>\$ 110.00</b>	<b>\$ -</b>	<b>\$ 110.00</b>	<b>\$ 100.00</b>	<b>\$ 320.40</b>	<b>\$ 210.20</b>	<b>\$ 1,528.32</b>	<b>\$ 220.40</b>	<b>\$ 440.80</b>	<b>\$ 2,204.40</b>	<b>\$ 3,810.52</b>

**MARK ROBAK (DETAILED IN SECTION H):**

5214	Business meetings	\$ -	\$ 100.00	\$ 20.00	\$ 55.00	\$ -	\$ -	\$ 45.00	\$ -	\$ -	\$ -	\$ -	\$ 55.00	\$ 275.00
5281	Director's fees	400.00	200.00	300.00	300.00	200.00	300.00	400.00	300.00	500.00	100.00	600.00	200.00	3,800.00
5211	Mileage - Business	30.50	9.00	21.00	9.00	11.00	16.50	16.83	16.32	87.21	3.06	6.12	7.65	234.19
5211	Mileage - Commuting	2.00	2.00	2.00	2.00	2.00	-	4.08	4.08	2.04	2.04	67.83	2.04	92.11
5213	Seminars and conferences	-	-	-	-	-	15.00	-	-	395.00	-	-	-	410.00
5212	Travel	-	-	-	-	-	-	-	-	420.06	-	-	-	420.06
	<b>Total</b>	<b>\$ 432.50</b>	<b>\$ 311.00</b>	<b>\$ 343.00</b>	<b>\$ 366.00</b>	<b>\$ 213.00</b>	<b>\$ 331.50</b>	<b>\$ 465.91</b>	<b>\$ 320.40</b>	<b>\$ 1,404.31</b>	<b>\$ 105.10</b>	<b>\$ 673.95</b>	<b>\$ 264.69</b>	<b>\$ 5,231.36</b>

**TOTALS:**

5214	Business meetings	\$ -	\$ 100.00	\$ 20.00	\$ 55.00	\$ -	\$ -	\$ 45.00	\$ -	\$ -	\$ -	\$ -	\$ 55.00	\$ 275.00
5281	Director's fees	900.00	700.00	1,100.00	900.00	800.00	1,100.00	1,600.00	1,600.00	2,000.00	900.00	2,000.00	1,500.00	15,100.00
5211	Mileage - Business	30.50	9.00	21.00	9.00	11.00	136.50	16.83	124.44	192.27	3.06	6.12	7.65	567.37
5211	Mileage - Commuting	32.00	22.00	12.00	2.00	12.00	-	24.48	14.28	12.24	22.44	108.63	22.44	284.51
5213	Seminars and conferences	-	-	-	-	-	990.00	-	1,245.00	1,240.00	-	-	570.00	4,045.00
5212	Travel	-	-	-	-	-	462.81	-	756.15	1,098.15	-	-	-	2,317.11
	<b>Total</b>	<b>\$ 962.50</b>	<b>\$ 831.00</b>	<b>\$ 1,153.00</b>	<b>\$ 966.00</b>	<b>\$ 823.00</b>	<b>\$ 2,689.31</b>	<b>\$ 1,686.31</b>	<b>\$ 3,739.87</b>	<b>\$ 4,542.66</b>	<b>\$ 925.50</b>	<b>\$ 2,114.75</b>	<b>\$ 2,155.09</b>	<b>\$ 22,588.99</b>

**OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2010 THROUGH JUNE 30, 2011**

**DIRECTOR'S NAME: BONILLA, JAIME**

**ATTACHMENT D**

<b>Account Name</b>	<b>Date</b>	<b>Descriptions</b>	<b>SECTION D Amount</b>
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**OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2010 THROUGH JUNE 30, 2011**

**DIRECTOR'S NAME: CROUCHER, GARY**

**ATTACHMENT E**

<b>Account Name</b>	<b>Date</b>	<b>Descriptions</b>	<b>SECTION E Amount</b>
Mileage - Business	2/28/2011	MEETING - FEBRUARY 17 & 19, 2011	\$ 108.12
Travel	2/20/2011	ACCOMODATIONS - SPECIAL DISTRICT GOVERNANCE WORKSHOP & SEMINAR ANAHEIM, CA FEB. 16-20,2011	447.69
Director's Fee	8/4/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/19/2010	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	9/8/2010	WATER CONSERVATION GARDEN MONTHLY MEETING	100.00
	9/15/2010	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	9/16/2010	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	9/20/2010	MEETING WITH BOARD PRESIDENT BONILLA	100.00
	10/6/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	10/7/2010	AD HOC COMMITTEE - POLICY 42	100.00
	10/13/2010	WATER CONSERVATION GARDEN MONTHLY MEETING	100.00
	10/14/2010	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	10/15/2010	LAFCO SPECIAL DISTRICTS ADVISORY COMMITTEE	100.00
	10/18/2010	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	11/3/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	11/10/2010	WATER CONSERVATION GARDEN MONTHLY MEETING	100.00
	11/24/2010	LEGAL AD HOC COMMITTEE MEETING	100.00
	12/7/2010	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	12/8/2010	LEGAL AD HOC COMMITTEE MEETING	100.00
	12/10/2010	LEGAL AD HOC COMMITTEE MEETING	100.00
	1/5/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	1/6/2011	DESALINATION ISSUES	100.00
	1/11/2011	LEGAL AD HOC COMMITTEE MEETING	100.00
	1/18/2011	FINANCE COMMITTEE MEETING	100.00
	2/2/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	2/15/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	2/16/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	2/17/2011	SPECIAL DISTRICT TRAINING SEMINAR	100.00
	2/18/2011	SPECIAL DISTRICT TRAINING SEMINAR	100.00

**OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2010 THROUGH JUNE 30, 2011**

**DIRECTOR'S NAME: CROUCHER, GARY**

**ATTACHMENT E**

Account Name	Date	Descriptions	SECTION E Amount
Director's Fee	2/19/2011	SPECIAL DISTRICT TRAINING SEMINAR	100.00
	2/28/2011	LEGAL AD HOC COMMITTEE MEETING	100.00
	3/2/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	3/15/2011	AD HOC COMMITTEE - REDISTRICTING	100.00
	3/16/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	3/23/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	4/4/2011	LEGAL AD HOC COMMITTEE MEETING	100.00
	4/15/2011	SPECIAL DISTRICTS ADVISORY COMMITTEE TO LAFCO	100.00
	4/21/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	4/28/2011	LEGAL AD HOC COMMITTEE MEETING/AGENDA REVIEW	100.00
	5/3/2011	AD HOC COMMITTEE - REDISTRICTING	100.00
	5/4/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	5/9/2011	AD HOC COMMITTEE - LEGAL MATTERS	100.00
	5/16/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	5/18/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	5/19/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	6/1/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	6/13/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	6/14/2011	AD HOC COMMITTEE - REDISTRICTING	100.00
	6/15/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	6/27/2011	AD HOC COMMITTEE - UNREPRESENTED	100.00
	6/29/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
Director's Fee Total			4,900.00
Registration Fee	2/18/2011	REGISTRATION FEE SPECIAL DISTRICT AND LOCAL GOVERNMENT INSTITUTE - FEBRUARY 17, 2010	685.00
<b>Grand Total</b>			<b>\$6,140.81</b>

**OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2010 THROUGH JUNE 30, 2011**

**DIRECTOR'S NAME: GONZALEZ, DAVID**

**ATTACHMENT F**

Account Name	Date	Descriptions	SECTION F Amount
Mileage - Business	12/31/2010	MEETING - DECEMBER 1 & 3, 2010	\$ 120.00
Travel	12/3/2010	ACCOMODATIONS - ACWA CONFERENCE IN INDIAN WELL NOV. 30 - DEC 3, 2010	462.81
	2/20/2011	ACCOMODATIONS - SPECIAL DISTRICT GOVERNANCE WORKSHOP & SEMINAR ANAHEIM, CA FEB. 16-20,2011	308.46
	3/31/2011	ACCOMODATIONS - WATEREUSE ANNUAL CONFERENCE MARCH 20-22, 2011	210.03
Travel Total			<u>981.30</u>
Director's Fee	7/7/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	7/28/2010	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	8/4/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/1/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/15/2010	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	9/16/2010	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	11/3/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	11/30/2010	ACWA FALL CONFERENCE - INDIAN WELLS	100.00
	12/1/2010	ACWA FALL CONFERENCE - INDIAN WELLS	100.00
	12/2/2010	ACWA FALL CONFERENCE - INDIAN WELLS	100.00
	12/3/2010	ACWA FALL CONFERENCE - INDIAN WELLS	100.00
	12/21/2010	AD HOC COMMITTEE - DESALINATION COMMITTEE	100.00
	1/5/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	1/11/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	1/18/2011	FINANCE COMMITTEE MEETING	100.00
	1/22/2011	CWA & MWD COLORADO RIVER TOUR	100.00
	1/23/2011	CWA & MWD COLORADO RIVER TOUR	100.00
	2/2/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	2/16/2011	FINANCE COMMITTEE MEETING	100.00
	2/17/2011	SPECIAL DISTRICT & LOCAL GOV. INSTITUTE CONFERENCE	100.00
	2/18/2011	SPECIAL DISTRICT & LOCAL GOV. INSTITUTE CONFERENCE	100.00
	3/2/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	3/16/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	3/18/2011	CWA-MWD STATE WATER PROJECT TOUR	100.00
	3/19/2011	CWA-MWD STATE WATER PROJECT TOUR	100.00
	3/21/2011	WATEREUSE CALIFORNIA ANNUAL CONFERENCE	100.00
	3/22/2011	MEETING WITH SALT CREEK GOLF COURSE ON DEBT OWED TO OTAY WATER DISTRICT	100.00
	4/6/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00

**OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2010 THROUGH JUNE 30, 2011**

**DIRECTOR'S NAME: GONZALEZ, DAVID**

**ATTACHMENT F**

<b>Account Name</b>	<b>Date</b>	<b>Descriptions</b>	<b>SECTION F Amount</b>
Director's Fee	4/21/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	5/4/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	5/9/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	5/16/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	5/18/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	6/1/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	6/9/2011	SPECIAL DISTRICT AND LOCAL GOVERNMENT INSTITUTE	100.00
	6/10/2011	SPECIAL DISTRICT AND LOCAL GOVERNMENT INSTITUTE	100.00
	6/15/2011	FINANCE AND ADMINISTRATIVE COMMITTEE MEETING	100.00
	6/29/2011	SPECIAL FINANCE COMMITTEE MEETING	100.00
Director's Fee Total			<u>3,800.00</u>
Registration Fee	12/3/2010	REGISTRATION FEE ACWA'S 2010 FALL CONFERENCE - INDIAN WELLS	<u>975.00</u>
	2/28/2011	SPECIAL DISTRICT AND LOCAL GOVERNMENT INSTITUTE REGISTRATION - FEBRUARY 17-18, 2011	560.00
	3/22/2011	REGISTRATION FEE - 2011 WATEREUSE CA ANNUAL CONFERENCE DANA POINT, CA MARCH 20-22, 2011	400.00
	6/30/2011	SPECIAL DISTRICT AND LOCAL GOVERNMENT INSTITUTE REGISTRATION JUNE 9-11, 2011	570.00
Registration Fee Total			<u>2,505.00</u>
<b>Grand Total</b>			<u><u>\$7,406.30</u></u>

**OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2010 THROUGH JUNE 30, 2011**

**DIRECTOR'S NAME: LOPEZ, JOSE**

**ATTACHMENT G**

<b>Account Name</b>	<b>Date</b>	<b>Descriptions</b>	<b>SECTION G Amount</b>
Mileage - Business	3/31/2011	MEETING - MARCH 18, 19, 21 & 22, 2011	\$ 105.06
Mileage - Commuting	7/31/2010	MEETING - JULY 6, 7 & 28, 2010	30.00
	8/30/2010	MEETING - AUGUST 4 & 19, 2010	20.00
	9/7/2010	MEETING - SEPTEMBER 7, 2010	10.00
	11/3/2010	MEETING - NOVEMBER 3, 2010	10.00
	1/31/2011	MEETING - JANUARY 5 & 11, 2011	20.40
	2/28/2011	MEETING - FEBRUARY 2 & 15, 2011	10.20
	3/31/2011	MEETING - MARCH 23, 2011	10.20
	4/30/2011	MEETING - APRIL 1 & 21, 2011	20.40
	5/31/2011	MEETING - MAY 4, 9, 16 & 19 2011	40.80
	6/30/2011	MEETING - JUNE 1 & 13, 2011	20.40
Mileage - Commuting Total			192.40
Travel Total			468.06
Director's Fee	7/6/2010	INTERVIEW CANDIDATE FOR OTAY BOARD OF DIRECTORS	100.00
	7/7/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	7/28/2010	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	8/4/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/19/2010	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	9/7/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	11/3/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	12/7/2010	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	1/5/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	1/11/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	1/18/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	2/2/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	2/15/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	3/18/2011	MWD - BAY DELTA INSPECTION TRIP - SACRAMENTO	100.00
	3/19/2011	MWD - BAY DELTA INSPECTION TRIP - SACRAMENTO	100.00
	3/21/2011	WATEREUSE CALIFORNIA ANNUAL CONFERENCE	100.00
	3/22/2011	WATEREUSE CALIFORNIA ANNUAL CONFERENCE	100.00
	3/23/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	4/6/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	4/21/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00

**OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2010 THROUGH JUNE 30, 2011**

**DIRECTOR'S NAME:** LOPEZ, JOSE

**ATTACHMENT G**

<b>Account Name</b>	<b>Date</b>	<b>Descriptions</b>	<b>SECTION G Amount</b>
Director's Fee	5/4/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	5/9/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	5/16/2011	SPECIAL BOARD OF DIRECTORS MEETING - BUDGET WORKSHOP	100.00
	5/19/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	6/1/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	6/13/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
Director's Fee Total			2,600.00
Registration Fee Total			445.00
<b>Grand Total</b>			<b>\$ 3,810.52</b>

**OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2010 THROUGH JUNE 30, 2011**

**DIRECTOR'S NAME: ROBAK, MARK**

**ATTACHMENT H**

Account Name	Date	Descriptions	SECTION H Amount
Business meetings	8/10/2010	2ND ANNUAL POLITICS IN PARADISE LEGISLATIVE FORUM	\$ 50.00
	8/20/2010	THE SAN DIEGO EAST COUNTY CHAMBER OF COMMERCE - 2ND ANNUAL POLITICS IN PARADISE LEGISLATIVE FORUM	50.00
	9/10/2010	SD EAST COUNTY CHAMBER OF COMMERCE MONTHLY MEETING	20.00
	10/1/2010	SD EAST COUNTY CHAMBER OF COMMERCE MONTHLY MEETING	20.00
	10/21/2010	CA/NVAWWA-WATER FOR PEOPLE	35.00
	1/26/2011	REGISTRATION FEE - THE TECHNOLOGIES AND MARKET OPPORTUNITIES	45.00
	6/3/2011	REGISTRATION FEE - SAN DIEGO EAST COUNTY CHAMBER EVENT	20.00
	6/16/2011	REGISTRATION FEE - SAN DIEGO EAST CO. CHAMBER WORKSHOP "POLITICS IN PARADISE"	35.00
Business meetings Total			<u>275.00</u>
Mileage - Business	7/31/2010	MEETING - JULY 1, 7, 8, 14 & 22, 2010	<u>30.50</u>
	8/30/2010	MEETING - AUGUST 4 & 23, 2010	9.00
	9/30/2010	MEETING - SEPTEMBER 1, 15 & 16, 2010	21.00
	10/31/2010	MEETING - OCTOBER 6 & 19, 2010	9.00
	11/30/2010	MEETING - NOVEMBER 23, 2010	11.00
	12/31/2010	MEETING - DECEMBER 6, 8 & 21, 2010	16.50
	1/31/2011	MEETING - JANUARY 5, 11 & 28, 2011	16.83
	2/28/2011	MEETING - FEBRUARY 2, 11 & 15, 2011	16.32
	3/31/2011	MEETING - MARCH 2, 9, 20, & 22, 2011	87.21
	4/30/2011	MEETING - APRIL 6, 2011	3.06
	5/31/2011	MEETING - MAY 4, 9, & 16, 2011	6.12
	6/1/2011	MEETING - JUNE 1 & 8 2011	7.65
Mileage - Business Total			<u>234.19</u>

**OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2010 THROUGH JUNE 30, 2011**

**DIRECTOR'S NAME: ROBAK, MARK**

**ATTACHMENT H**

Account Name	Date	Descriptions	SECTION H Amount
Mileage - Commuting	7/31/2010	MEETING - JULY 7, 2010	2.00
	8/4/2010	MEETING -AUGUST 4, 2010	2.00
	9/1/2010	MEETING - SEPTEMBER 1, 2010	2.00
	10/31/2010	MEETING - OCTOBER 6, 2010	2.00
	11/30/2010	MEETING - NOVEMBER 3, 2010	2.00
	1/31/2011	MEETING - JANUARY 5, 10 & 11, 2011	4.08
	2/28/2011	MEETING - FEBRUARY 2 & 15, 2011	4.08
	3/31/2011	MEETING - MARCH 2, 2011	2.04
	4/30/2011	MEETING - APRIL 6, 2011	2.04
	5/31/2011	MEETING - MAY 3, 4, 9, 16, 18 & 23, 2011	67.83
	6/1/2011	MEETING - JUNE 1, 2011	2.04
Mileage - Commuting Total			92.11
Travel	3/31/2011	ACCOMODATIONS - WATEREUSE ANNUAL CONFERENCE MARCH 20-22, 2011	420.06
Director's Fee	7/1/2010	GENERAL MANAGER AD HOC COMMITTEE MEETING	100.00
	7/7/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	7/8/2010	METRO JPA REVIEW	100.00
	7/14/2010	WATER CONSERVATION GARDEN MONTHLY MEETING	100.00
	8/4/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	8/23/2010	FINANCE COMMITTEE MEETING TO DISCUSS AUDIT AND DISTRICT FINANCIAL MATTERS	100.00
	9/1/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	9/15/2010	DISTRICT ANNUAL BOARD WORKSHOP	100.00
	9/16/2010	FINANCE COMMITTEE MEETING TO DISCUSS AUDIT AND DISTRICT FINANCIAL MATTERS	100.00
	10/6/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	10/13/2010	WATEREUSE MEETING	100.00
	10/19/2010	FINANCE COMMITTEE MEETING	100.00

**OTAY WATER DISTRICT  
SUMMARY - BOARD OF DIRECTORS EXPENSES  
FOR THE PERIOD JULY 1, 2010 THROUGH JUNE 30, 2011**

**DIRECTOR'S NAME: ROBAK, MARK**

**ATTACHMENT H**

Account Name	Date	Descriptions	SECTION H Amount
Director's Fee	11/3/2010	REGULAR BOARD OF DIRECTORS MEETING	100.00
	11/23/2010	DISCUSS LEGAL COUNSEL RESIGNATION	100.00
	12/6/2010	FINANCE COMMITTEE MEETING TO DISCUSS AUDIT AND DISTRICT FINANCIAL MATTERS	100.00
	12/8/2010	WATER CONSERVATION GARDEN MONTHLY MEETING	100.00
	12/21/2010	AD HOC COMMITTEE - DESALINATION COMMITTEE	100.00
	1/5/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	1/10/2011	MEETING WITH BOARD PRESIDENT BONILLA	100.00
	1/11/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	1/28/2011	SYMPOSIUM ON DESALINATION TECHNOLOGIES AT NATIONAL UNIVERSITY	100.00
	2/2/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	2/11/2011	SDCWA-SANDAG REGIONAL PLANNING MEETING	100.00
	2/15/2011	ENGINEERING AND OPERATIONS COMMITTEE MEETING	100.00
	3/2/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	3/9/2011	WATER CONSERVATION GARDEN MONTHLY MEETING	100.00
	3/20/2011	WATEREUSE CALIFORNIA ANNUAL CONFERENCE	100.00
	3/21/2011	WATEREUSE CALIFORNIA ANNUAL CONFERENCE	100.00
	3/22/2011	WATEREUSE CALIFORNIA ANNUAL CONFERENCE	100.00
	4/6/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	5/3/2011	WATER CONSERVATION GARDEN SPECIAL MEETING HEAR ISSUES SURROUNDING DIRECTORS RESIGNATION	100.00
	5/4/2011	WATER CONSERVATION GARDEN MONTHLY MEETING	100.00
	5/9/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	5/16/2011	SPECIAL BOARD OF DIRECTORS MEETING	100.00
	5/18/2011	SAN DIEGO CHAPTER WATEREUSE MEETING	100.00
	5/23/2011	SAN DIEGO STAKEHOLDER ROUNDTABLE	100.00
	6/1/2011	REGULAR BOARD OF DIRECTORS MEETING	100.00
	6/8/2011	WATER CONSERVATION GARDEN QUARTERLY MEETING	100.00
Director's Fee Total			<u>3,800.00</u>
Registration Fee	12/10/2010	REGISTRATION FEE RANCHO SAN DIEGO-JAMUL CHAMBER OF COMMERCE	15.00
	3/22/2011	REGISTRATION FEE - 2011 WATEREUSE CA ANNUAL CONFERENCE DANA POINT, CA MARCH 20-22, 2011	395.00
Registration Fee Total			410.00
<b>Grand Total</b>			<u><u>\$ 5,231.36</u></u>









AR3000 · 1B1000 · 2101 · 528101 200.0

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

Pay To: David Gonzalez

Period Covered:

Employee Number: 1796

From: 4/1/11 To: 4/30/11

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	4/6	BOARD	REGULAR BOARD MEETING		
✓ 2.	4/21	COMMITTEE	FINANCE		
3.	4/21	COMITE	ENGINEERING		
4.					
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14.					
15.					
16.					
17.					
18.					

*Per Diem*

*AD*

Total Meeting Per Diem: 1200  
(\$100 per meeting)

Total Mileage Claimed: 0 miles

  
(Director's Signature)

GM Receipt: 

Date: 6/15/2011

*to 6/2/11*

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_

11 JUN 21 AM 7:56

*AD*  
*6-2-11*



AP000 · 131000 · 2101 · 528101 400.00

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

Pay To: David Gonzalez

Period Covered:

Employee Number: 1796

From: 5/1/11 To: 5/31/11

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

*Per Diems*  
*AO*

0.\*  
4.\*  
100.00=  
400.00\*  
0.\*

Total Meeting Per Diem: 1400  
(\$100 per meeting)

Total Mileage Claimed: \_\_\_\_\_ miles

(Director's Signature)

*AO*  
*7-18-11*

GM Receipt:

Date: 7/5/2011

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_

*7/19/11*



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

Pay To: David Gonzalez

Period Covered:

Employee Number: 1796

From: 6/1/11 To: 6/30/11

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	6/9/11		SPECIAL DISTRICT AND LOCAL GOVERNMENT		
✓ 2.	6/10/11		SPECIAL DISTRICT AND LOCAL GOVERNMENT		
✓ 3.	6/15/11	OWD	FINANCE COMMITTEE MEETING		
✓ 4.	6/29/11	OWD	SPECIAL FINANCE COMMITTEE MEETING		
✓ 5.	6/1/11	OWD	REGULAR BOARD MEETING		
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

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

Total Mileage Claimed: 0 miles

  
\_\_\_\_\_  
(Director's Signature)

GM Receipt: 

Date: 8/15/2011

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_



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

200.00  
20.40

EXHIBIT B

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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 4/01/2011 To: 4/30/2011

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	04/06	OWD	Regular Board meeting	20	
✓ 2.	04/21	OWD	Engineering & Operations committee mtg	20	
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

*Per diem*

04/06	20
04/21	20
04/22	20
04/23	20
04/24	20
04/25	20
04/26	20
04/27	20
04/28	20
04/29	20
04/30	20
05/01	20
05/02	20
05/03	20
05/04	20
05/05	20
05/06	20
05/07	20
05/08	20
05/09	20
05/10	20
05/11	20
05/12	20
05/13	20
05/14	20
05/15	20
05/16	20
05/17	20
05/18	20
05/19	20
05/20	20
05/21	20
05/22	20
05/23	20
05/24	20
05/25	20
05/26	20
05/27	20
05/28	20
05/29	20
05/30	20
05/31	20
06/01	20
06/02	20
06/03	20
06/04	20
06/05	20
06/06	20
06/07	20
06/08	20
06/09	20
06/10	20
06/11	20
06/12	20
06/13	20
06/14	20
06/15	20
06/16	20
06/17	20
06/18	20
06/19	20
06/20	20
06/21	20
06/22	20
06/23	20
06/24	20
06/25	20
06/26	20
06/27	20
06/28	20
06/29	20
06/30	20

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

Total Mileage Claimed: 40 miles

*Jose Lopez*  
(Director's Signature)

GM Receipt: *M. Lopez*

Date: 6/15/2011

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_

*to check*  
*40*  
*6-21-11*



AB 000-1B4000-2101-528101 400.00  
 AB 000-1B4000-2101-521102 EXHIBIT B 9080

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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 5/01/2011 To: 05/31/2011

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	05/04	OWD	Regular Board Meeting	20	
✓ 2.	05/09	OWD	Special Board Meeting	20	
✓ 3.	05/16	OWD	Special Board Meeting -Budget Workshop	20	
✓ 4.	5/19	OWD	Engineering & Operations Committee	20	
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					

*Per Diem*  
*Mileage*

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

Total Mileage Claimed: 80 miles

*Jose Q. Lopez*  
 (Director's Signature)

GM Receipt: *[Signature]*

Date: 6/15/2011

11 JUN 21 2011 FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_

*W/D*  
*6/21/11*



EXHIBIT B

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

Pay To: Jose Lopez

Period Covered:

Employee Number: 7010

From: 06/01/11 To: 06/30/11

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1.	06/01/11	OWD	Regular Board Meeting	20	
✓ 2.	06/13/11	OWD	ENG & OPS Committee Meeting	20	
3.					
4.					
5.					
6.					
7.					
8.				0*	
9.					
10.					
11.					
12.				0*	
13.					
14.				20.00+	
15.				20.00+	
16.				40.00*	
17.				40.00x	
18.				0.51=	
				20.40*	

*Mileage*

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

Total Mileage Claimed: 40 miles

*Jose Lopez*  
(Director's Signature)

GM Receipt: *MJH*

Date: 8/15/2011

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_



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

Pay To: Mark Robak

Period Covered:

Employee Number: 70140411

From: 4-1-11 To: 4-30-11

3217 Fair Oaks Lane, Spring Valley, CA 91978

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1	4-6	Monthly Otay Board Meeting	General District Business	4	6
2	4-21	East County Chamber of Commerce	Infrastructure and Land Use Committee – No charge	0	0
3	4-25	East County Chamber of Commerce	Infrastructure and Land Use Committee – No charge	0	0
Total Meeting Per Diem: \$100 (\$100 per meeting)				4	6

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

Total Mileage Claimed: 10 miles

*Mark Robak*

(Director's Signature)

Receipt  
GM Approval: *[Signature]*

Date: 5/18/2011

11 MAY 19 PM 3:44

FOR OFFICE USE: TOTAL MILEAGE REIMBURSEMENT: \$ \_\_\_\_\_



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

AB000.1B5000.2101.528101 600.00  
AB000.1B5000.2101.521102 6.12

Pay To: Mark Robak

Period Covered:

Employee Number: 70140511

From: 5-1-11 To: 5-31-11

3217 Fair Oaks Lane, Spring Valley, CA 91978

ITEM	DATE	MEETING	PURPOSE / ISSUES DISCUSSED	MILEAGE HOME to OWD OWD to HOME	MILEAGE OTHER LOCATIONS
✓ 1	5-3	Friends of the Garden	Hear issues surrounding Development Directors resignation – Exhibit A	0	9 ✓
✓ 2	5-4	Monthly Otay Board Meeting	General District Business	4	6 ✓
3	5-5	East County Chamber of Commerce	Infrastructure and Land Use Committee – No charge	0	0
✓ 4	5-9	Special Otay Board Meeting	Hear and discuss an District sponsored economic report	4	6 ✓
✓ 5	5-16	Special Otay Board Meeting	Annual Otay Budget Meeting	4	6 ✓
6	5-16	East County Chamber of Commerce	Infrastructure and Land Use Committee – No charge	0	0
✓ 7	5-18	San Diego Chapter Watereuse Meeting	Hear speakers and take tour of facilities – Exhibit B	0	76 ✓
8	5-19	East County Chamber of Commerce	Infrastructure and Land Use Committee –	0	0
9	5-21	Water Conservation Garden		0	0
10	5-23	San Diego Stakeholder Roundtable		0	30 ✓
				0*	
				5*	
				100.00 =	
				600.00*	
				12	133

Total Meeting Per Diem: \$600  
(\$100 per meeting)

Total Mileage Claimed: 145

Received  
GM Approval: [Signature]

FOR OFFICE USE: TOTAL MILEAG

*Per Diem*

*Mileage*

0.\*  
4.\*  
4.\*  
4.\*  
12.\*  
12.\*  
0.51 =  
6.12\*

Mark Robak  
(Director's Signature)  
6/23/2011  
7/17/11  
7.15.11





# AGENDA ITEM 4

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 7, 2011
		W.O./G.F. NO:	DIV. NO.
SUBMITTED BY:	Bill Jenkins, Information Technology Operations Manager		
APPROVED BY: (Chief)	Geoff Stevens, Chief Information Officer		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager Finance and Administration		
SUBJECT:	OTAY WATER DISTRICT REDUNDANT INTERNET ACCESS		

### GENERAL MANAGER'S RECOMMENDATION:

That the Board of Directors authorize the General Manager to negotiate and enter into an agreement with Cox Business in the amount of \$108,000 to cover a three year agreement for internet backup.

### COMMITTEE ACTION: \_\_\_\_\_

See "Attachment A".

### PURPOSE:

To provide internet access backup to two strategic locations, Otay Administration/Operations Buildings and the 30 MG Reservoir facilities. The internet backup shall be used in parallel with the existing AT&T internet service. The increased bandwidth meets growing communication needs for day-to-day operations, unforeseen incidents, and disasters.

### BACKGROUND:

Otay Water District currently has a single source internet access at its main campus placing the District at risk due to a single point of failure. This conflicts with our disaster recovery strategy. Following our risk assessment, we determined that having dedicated backup internet service would be beneficial and cost effective for the District. We received competitive pricing from three vendors (Cox Business, Sprint and TelePacific) for internet backup services at two locations, including construction (build-in) costs.

Vendor	Contract Term (3 years)	Estimated build-in of "last mile"	Total
Cox Business	\$108,000	Included	\$108,000
Sprint	\$106,920	\$50,000	\$156,920
TelePacific	\$71,208	\$50,000	\$121,208

We selected Cox Business based on the most competitive pricing, including "last mile" build-in costs for dedicated service. Additionally, Cox Business agreed to complete the build-in within 120 days, passing zero cost back to Otay Water District.

**FISCAL IMPACT:** \_\_\_\_\_

This project will utilize funds from the Information Technology Operating Budget at the rate of \$3,000 per month for three years. Funds for this project are included in the IT budget planned for FY 2012 and the following two years.

**STRATEGIC GOALS:**

These items are in support of the District's Strategic Plan, including the following strategic objectives:

- Optimize functionality, business continuity, bandwidth, and use of SCADA.
- Develop and deploy the field wireless network for key facilities.
- Optimize use of Voice over Internet Protocol (VoIP) and unified messaging.

**LEGAL IMPACT:** \_\_\_\_\_

None.

  
 \_\_\_\_\_  
**Mark Watton**  
**General Manager**



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	OTAY WATER DISTRICT REDUNDANT INTERNET ACCESS
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### COMMITTEE ACTION:

The Finance, Administration and Communications Committee met on August 23, 2011 to review this item. The Committee supports presentation to the full Board for their consideration.

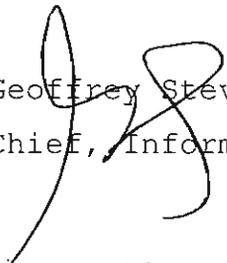
### NOTE:

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



# AGENDA ITEM 5

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 7, 2011
SUBMITTED BY:	Geoffrey Stevens Chief, Information Technology and Strategic Planning	W.O./G.F. NO:	DIV. NO.
APPROVED BY: (Chief)			
APPROVED BY: (Asst. GM):	German Alvarez Assistant General Manager, Finance and Administration		
SUBJECT:	FY 2011 YEAR-END STRATEGIC PLAN AND PERFORMANCE MEASURES REPORT		

**GENERAL MANAGER'S RECOMMENDATION:**

No recommendation. This is an informational item only.

**COMMITTEE ACTION:** \_\_\_\_\_

Please see "Attachment A".

**PURPOSE:**

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

**ANALYSIS:**

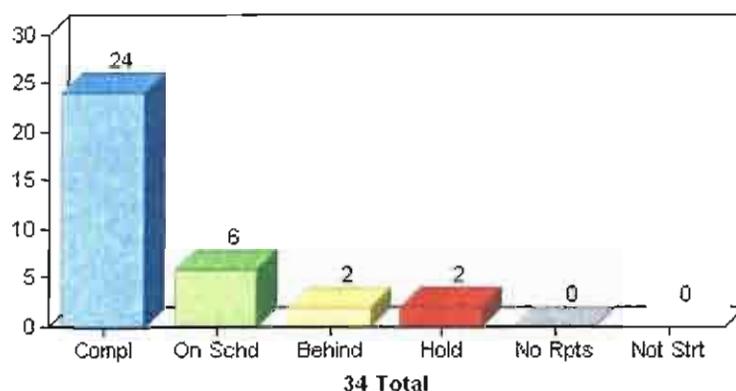
The District has completed the FY 2009-2011 Strategic Plan. Overall, results were positive with the District exceeding its target for both strategic plan objectives (at least 90% complete or on track) and performance measures (at least 75% on target) for all three years. Detailed information on each year's outcome is available electronically on the Board Extranet. Looking at FY 2011 year-end results in more detail:

**Strategic Plan Objectives - Changing to Meet Future Needs**

Strategic plan objectives are designed to ensure we are making the appropriate high-level changes necessary to move the District in the planned direction to meet new challenges and opportunities. Overall performance of strategic plan objectives is positive with 30 of 32 objectives (94%) complete, ahead, or on schedule and two

items behind schedule. Of the objectives that are behind, both expect to be back on track by next quarter and will be monitored through completion. Two items are on hold and have been included in the FY 12-14 Strat Plan; therefore, these two objectives have been excluded from the calculation.

## Objectives: All Scorecard Areas



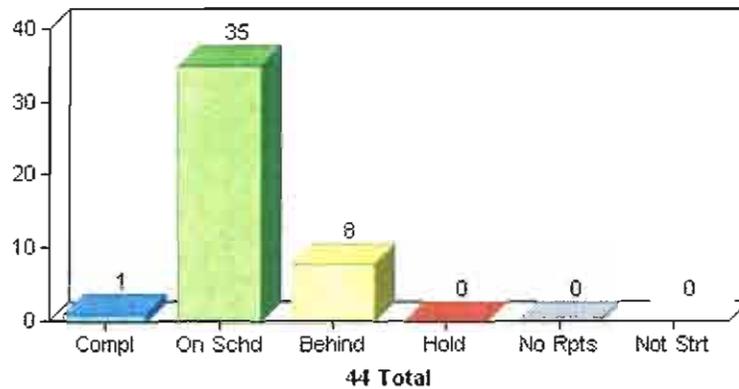
30/32 Objectives complete, ahead, or on schedule (94%).  
Target is 90%.

### Performance Measures - Monitoring Day-To-Day Performance

Performance measures are designed to track the day-to-day performance of the District. Sometimes referred to as a "dash board", these items attempt to measure the effectiveness and efficiency of daily operations. The overall goal is that at least 75% of these measures be rated "on target". District results in this area are also positive with 36 of 44 (82%) items achieving the desired level or better.

## Measures: All Scorecard Areas

Summary **Detail**



36/44 Measures on or ahead of schedule (82%).  
Target is 75%.

### Balanced Scorecard - External View

The Balanced Scorecard methodology is designed to ensure that a company is performing consistently on a wide range of measures necessary to ensure both short-term and long-term improvements. From this perspective the results are also positive. In six of the eight categories, the District is on or ahead of schedule, or on target.

## Balanced Scorecard

FY 2011 • Qtr 4 • All Departments



Green = meets or exceeds/ Red = does not meet

### Departmental Perspective - Internal View of Performance

The departmental perspective, that is, breaking down performance objectives and measures by the responsible internal departments,

is also positive. Most departments meet or exceed expectations in both areas.

## Department View

FY 2011 • Qtr 4 • All Scorecard Areas

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

Green = meets or exceeds/ Red = does not meet

### Next Steps

The District will now begin implementing year one of the Board approved FY12-FY14 Strategic Plan.

### FISCAL IMPACT: \_\_\_\_\_

None at this time.

### STRATEGIC GOAL:

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

### LEGAL IMPACT: \_\_\_\_\_

None.



\_\_\_\_\_  
Mark Watton  
General Manager

### Attachments

Attachment A - Committee Action Report

Attachment B - PowerPoint Presentation



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	FY 2011 YEAR-END STRATEGIC PLAN AND PERFORMANCE MEASURES REPORT
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### COMMITTEE ACTION:

The Finance, Administration and Communications Committee and the Engineering and Operations Committee met on August 23, 2011 and reviewed this item. Based upon this discussion, the Committees recommend that the Board receive the attached information.

### NOTE:

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

# Strategic Planning

FY 2009-2011 Year-End Report



## A Purpose Driven Plan

The Strategic Plan determines the direction of the District



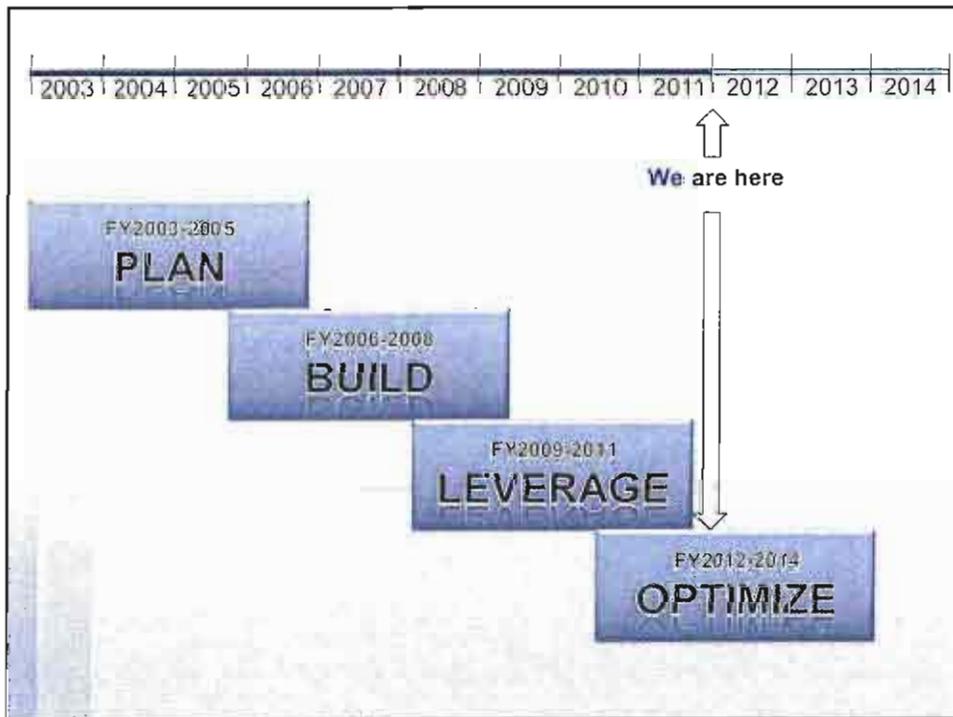
The Board approves the direction of the District through the Strategic Plan

Our functioning plan creates more efficiency District-wide

## Where We've Been

Ten years ago we recognized an industry in transition

- Maturing water infrastructure
- Costs for water rising significantly and steadily
- Solution needed to be comprehensive

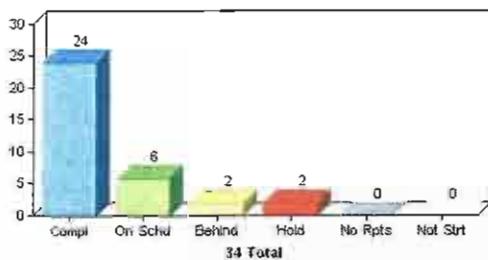


### FY2011 Objectives

30 of 32 objectives complete, ahead or on target **(94%)**  
Target is 90%

Objectives: All Scorecard Areas

Summary **Detail**

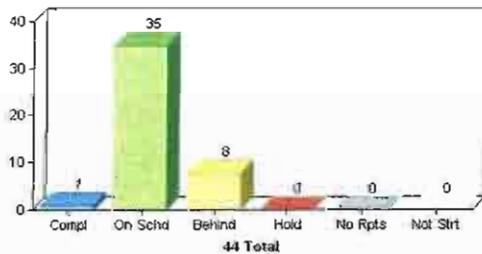


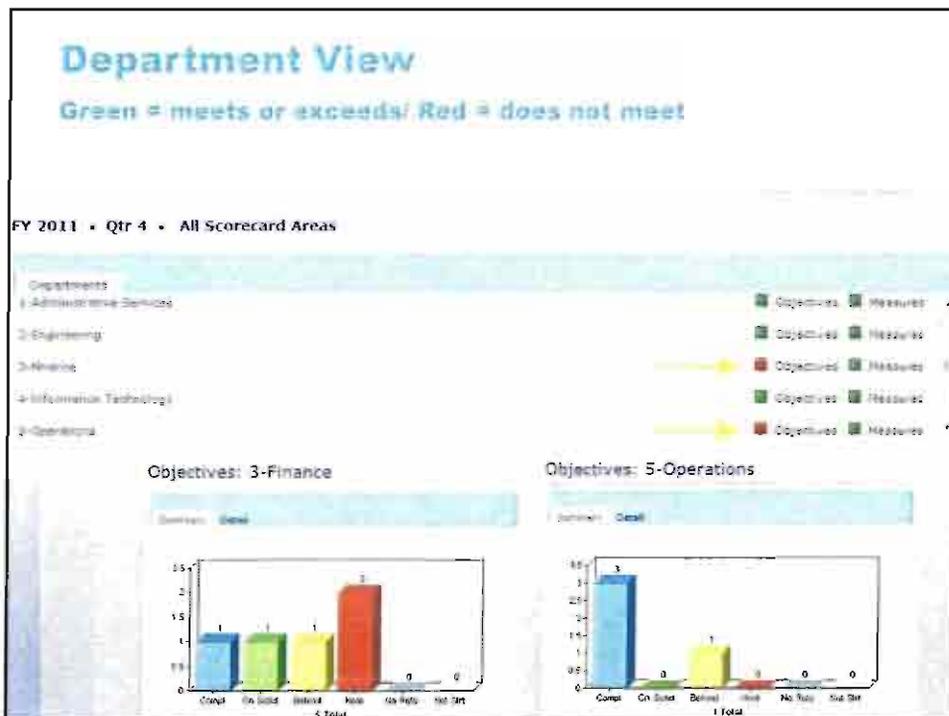
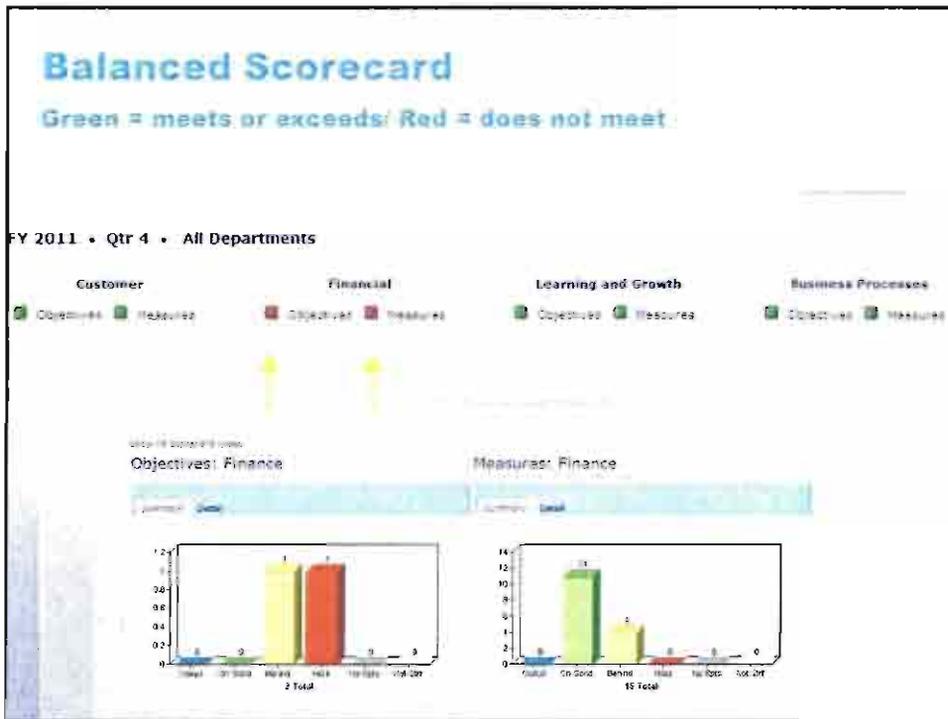
### FY2011 Performance Measures

36 of 44 performance measures complete, ahead or on target **(82%)**  
Target is 75%

Measures: All Scorecard Areas

Summary **Detail**





## What's New/Next

FY 2012-2014 Strategic Plan





# AGENDA ITEM 6

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	September 7, 2011
SUBMITTED BY:	Andrea Carey, Customer Service Manager	W.O./G.F. NO:	DEV. All NO.
APPROVED BY: (Chief):	Joseph R. Beachem, Chief Financial Officer		
APPROVED BY: (Asst. GM):	German Alvarez, Assistant General Manager, Finance and Administration		
SUBJECT:	New Bill Print Format with Enhancements for Customers		

### GENERAL MANAGER'S RECOMMENDATION:

This is an informational item regarding the upgrade to the Eden billing system and the new bill print format which will be mailed to customers in September or October 2011.

### COMMITTEE ACTION: \_\_\_\_\_

Please see Attachment A.

### PURPOSE:

To inform the Board of the upcoming upgrade to the billing system and final draft of the new bill print.

### ANALYSIS:

The new bill print format which was presented to the Board in January 2011 will be mailed to customers beginning September or October 2011. The new bill print design coincides with the upgrade of our Eden system to the most current version available.

This new bill format is better organized to allow for easy reading and includes additional features that will meet requests from our residential, commercial, and public customers. Enhancements to the bill print include the following:

1. A consolidated summary bill for customers with multiple accounts.
2. Credit balances are clearly identified.
3. Segregation of Chula Vista sewer fees.

4. Calculated changes in usage from this year to last.
5. The water usage graph now shows 24-months of history.

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

- Residential Bill with past due balances (Attachment B).
- Residential Bill with credit balance (Attachment C).
- Residential Bill with balance paid automatically (Attachment D).
- Residential Bill with Chula Vista sewer (Attachment E)
- Commercial Customer Bill with potable irrigation service (Attachment F).
- Sewer Only Customer Bill (Attachment G).
- Summary Bill in which a customer has multiple accounts within the same billing cycle and requests the bills be consolidated to make one payment per month (Attachment H).
- Backside of Bill (Attachment I).

Otay's bill print format was last revised in 2004.

**FISCAL IMPACT:** \_\_\_\_\_

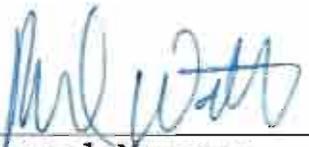
Costs incurred over the life of the project were \$4,800.00. There are no additional costs needed to implement this bill change.

**STRATEGIC GOAL:**

Evaluate and improve the effectiveness of the bill.

**LEGAL IMPACT:** \_\_\_\_\_

None.

  
\_\_\_\_\_  
**General Manager**

Attachments:

- A) Committee Action Form
- B) Residential Bill with past due balances

- C) Residential Bill with credit balance
- D) Residential Bill with balance paid automatically
- E) Residential Bill with Chula Vista sewer
- F) Commercial Customer Bill
- G) Sewer Only Customer Bill
- H) Summary Bill
- I) Backside of Bill



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	New Bill Print Format with Enhancements for Customers
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### COMMITTEE ACTION:

This is an informational item only.

### NOTE:

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



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

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

**Monday - Friday 8:00 am - 5:00 pm**  
 Please visit us at [www.otaywater.gov](http://www.otaywater.gov)

OTE0725A AUTO SCH 5-DIGIT 92019  
 7000000923 01.0004.0108 923/1



\*\*  
 RESIDENT BILL  
 1234 MAIN ST  
 EL CAJON CA 92019-3745

**Messages**

Not sure how much to water?  
 Visit [www.otaywater.gov](http://www.otaywater.gov) and click on the Conservation Home, then Watering Calculator to develop a customized water schedule.  
 Looking for ideas on what to do with your outdoor areas? Visit the Water Conservation Garden at Cuyamaca College at [www.thegarden.org](http://www.thegarden.org).

**Account Information**

Account Number: 230-1380-68  
 Customer Number: 0000141345-001  
 Billing Date: 07/14/2011  
 Due Date: 08/07/2011  
 Last Payment Date:  
 Previous Balance: \$185.23  
 Payments: \$0.00  
 Current Charges: \$79.10  
 Adjustments: \$0.00

**Total Due: \$264.33**

**30-45 DAYS PAST DUE: \$95.87**  
**DUE: 08/04/11**  
**45+ DAYS PAST DUE: \$89.36**  
**DUE: IMMEDIATELY**  
**FAILURE TO PAY COULD RESULT IN**  
**WATER SERVICE SHUT-OFF**

**Billing Details**

Account #: 230-1380-68	1234 MAIN ST
Service from 06/08/2011 to 07/08/2011	
Balance Forward:	\$185.23
<b>Sewer Fees</b>	
Sewer Charge	\$28.96
<b>Water Fees</b>	
Energy Charge	\$1.39
Local Betterment Project Fees	\$1.08
SD CWA Infrastructure Access	\$11.82
Water Charge	\$16.69
Water System Fee	\$14.58
Late Charge	\$4.58
<b>Current Charges</b>	<b>\$79.10</b>
<b>Total Due:</b>	<b>\$264.33</b>

**Meter Information**

Meter #:	05860419	
Meter Size:	0.7500	
Previous Read:	58	
Current Read:	67	
Current Month Usage:	9 units	
Number of days in cycle:	31	
Avg. water use this billing period:	217.16 Gallons/day	
	<b>Last Year</b>	<b>Current Month</b>
	11	9
		<b>% Change</b>
		-18%

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

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

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

Account Number: 230-1380-68  
 Customer Number: 0000141345-001  
 Service Location: 1234 MAIN ST  
 Billing Date: 07/14/2011  
 Due Date: 08/07/2011

<b>AMOUNT DUE:</b>	264.33
Total amount due by	08/07/2011

**AMOUNT ENCLOSED \$ \_\_\_\_\_**

**VISA** Sign up for free e-billing and auto pay at [www.otaywater.gov](http://www.otaywater.gov)



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

\*\*  
 RESIDENT BILL  
 1234 MAIN ST  
 EL CAJON CA 92019-3745

0000141345001000264330

Please check box for billing address change (see back)



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

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

**Monday - Friday 8:00 am - 5:00 pm**  
 Please visit us at [www.otaywater.gov](http://www.otaywater.gov)

**Messages**

Not sure how much to water?  
 Visit [www.otaywater.gov](http://www.otaywater.gov) and click on the Conservation Home, then Watering Calculator to develop a customized water schedule.  
 Looking for ideas on what to do with your outdoor areas? Visit the Water Conservation Garden at Cuyamaca College at [www.thegarden.org](http://www.thegarden.org).

**Account Information**

Account Number: 623-1766-17  
 Customer Number: 0000049026-001  
 Billing Date: 07/30/2011  
 Due Date: 08/25/2011  
 Last Payment Date: 07/08/2011  
 Previous Balance: \$264.67CR  
 Payments: \$25.00  
 Current Charges: \$83.29  
 Adjustments: \$0.00  
 Credit Balance \*Do not pay\* \$206.38CR

OT0802A AUTO SCH 5-DIGIT 91910  
 7000000239 01.0001.0290 239/1



RESIDENT  
 1234 MAIN ST  
 CHULA VISTA CA 91910-7405

**Billing Details**

Account #: 623-1766-17	1234 MAIN ST
Service from 06/24/2011 to 07/25/2011	
Credit Balance:	\$289.67CR
<b>Sewer Fees</b>	
Chula Vista Sewer Charge	\$21.58
For questions regarding The City of Chula Vista Sewer, please call 619-476-5380.	
<b>Water Fees</b>	
Energy Charge	\$0.21
SD CWA Infrastructure Access	\$11.82
Water Charge	\$35.10
Water System Fee	\$14.58
<b>Current Charges</b>	<b>\$83.29</b>
<b>Total Due:</b>	<b>\$0.00</b>

**Meter Information**

Meter #: 33465967  
 Meter Size: 0.7500  
 Previous Read: 6684  
 Current Read: 6698

Current Month Usage: 14 units  
 Number of days in cycle: 32  
 Avg. water use this billing period: 327.25 Gallons/day

Last Year	Current Month	% Change
18	14	-22%

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

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

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

Account Number: 623-1766-17  
 Customer Number: 0000049026-001  
 Service Location: 1234 MAIN ST  
 Billing Date: 07/30/2011  
 Due Date: 08/25/2011

<b>AMOUNT DUE:</b>	0.00
Total amount due by	08/25/2011

AMOUNT ENCLOSED \$ \_\_\_\_\_

VISA Sign up for free e-billing and auto pay at [www.otaywater.gov](http://www.otaywater.gov)



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

RESIDENT  
 1234 MAIN ST  
 CHULA VISTA CA 91910-7405

0000049026001000000007

Please check box for billing address change (see back)



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

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

**Monday - Friday 8:00 am - 5:00 pm**  
 Please visit us at [www.otaywater.gov](http://www.otaywater.gov)

OTE0725A AUTO SCH 5-DIGIT 91976  
 7000000004 01.0001.0004 4/1



\*\*  
**RESIDENT BILL**  
 1234 MAIN ST  
 SPRING VALLEY CA 91979-1487

**Messages**

Not sure how much to water?  
 Visit [www.otaywater.gov](http://www.otaywater.gov) and click on the Conservation Home, then Watering Calculator to develop a customized water schedule.  
 Looking for ideas on what to do with your outdoor areas? Visit the Water Conservation Garden at Cuyamaca College at [www.thegarden.org](http://www.thegarden.org).

**Account Information**

Account Number: 220-0851-12  
 Customer Number: 0000012941-001  
 Billing Date: 07/14/2011  
 Due Date: 08/07/2011  
 Last Payment Date: 07/02/2011  
 Previous Balance: \$28.04  
 Payments: \$28.04  
 Current Charges: \$29.69  
 Adjustments: \$0.00  
**Total Due: \$29.69**

**Billing Details**

Account #: 220-0851-12	1234 MAIN ST
Service from 06/08/2011 to 07/08/2011	
Balance Forward:	\$0.00
<b>Water Fees</b>	
Energy Charge	\$0.31
SD CWA Infrastructure Access	\$11.82
Water Charge	\$2.98
Water System Fee	\$14.58
<b>Current Charges</b>	<b>\$29.69</b>
<b>Total Due:</b>	<b>\$29.69</b>

**Meter Information**

Meter #: 07693964  
 Meter Size: 0.7500  
 Previous Read: 16  
 Current Read: 18

Current Month Usage: 2 units  
 Number of days in cycle: 31  
 Avg. water use this billing period: 48.26 Gallons/day

	Last Year	Current Month	% Change
	3	2	-33%

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

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

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

Account Number: 220-0851-12  
 Customer Number: 0000012941-001  
 Service Location: 1234 MAIN ST  
 Billing Date: 07/14/2011  
 Due Date: 08/07/2011

<b>AMOUNT DUE:</b>	<b>AUTO-PAY- DO NOT PAY</b>
Total amount due by	08/07/2011

**AMOUNT ENCLOSED** \$ \_\_\_\_\_

**VISA** Sign up for free e-billing and auto pay at [www.otaywater.gov](http://www.otaywater.gov)

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

\*\*  
**RESIDENT BILL**  
 1234 MAIN ST  
 SPRING VALLEY CA 91979-1487

0000012941001000029695

Please check box for billing address change (see back)



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

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

**Monday - Friday 8:00 am - 5:00 pm**  
 Please visit us at [www.otaywater.gov](http://www.otaywater.gov)

**Messages**

Not sure how much to water?  
 Visit [www.otaywater.gov](http://www.otaywater.gov) and click on the Conservation Home, then Watering Calculator to develop a customized water schedule.  
 Looking for ideas on what to do with your outdoor areas? Visit the Water Conservation Garden at Cuyamaca College at [www.thegarden.org](http://www.thegarden.org).

**Account Information**

Account Number: 623-1383-36  
 Customer Number: 0000024409-001  
 Billing Date: 07/30/2011  
 Due Date: 08/25/2011  
 Last Payment Date: 07/01/2011  
 Previous Balance: \$66.02  
 Payments: \$66.02  
 Current Charges: \$83.50  
 Adjustments: \$0.00  
**Total Due: \$83.50**

OTY0802A AUTO SCH 5-DIGIT 91910  
 7000000123 01.0001.0157 123/1



\*\*  
 RESIDENT  
 1234 MAIN ST  
 CHULA VISTA CA 91910-7420

**Billing Details**

Account #: 623-1383-36	1234 MAIN ST
Service from 06/24/2011 to 07/25/2011	
Balance Forward:	\$0.00
<b>Sewer Fees</b>	
Chula Vista Sewer Charge	\$24.80
For questions regarding The City of Chula Vista Sewer, please call 619-476-5380.	
<b>Water Fees</b>	
Energy Charge	\$0.20
SD CWA Infrastructure Access	\$11.82
Water Charge	\$32.10
Water System Fee	\$14.58
<b>Current Charges</b>	<b>\$83.50</b>
<b>Total Due:</b>	<b>\$83.50</b>

**Meter Information**

Meter #:	33014564	
Meter Size:	0.7500	
Previous Read:	7232	
Current Read:	7245	
Current Month Usage:	13 units	
Number of days in cycle:	32	
Avg. water use this billing period:	303.88 Gallons/day	
<b>Last Year</b>	<b>Current Month</b>	<b>% Change</b>
13	13	0%

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

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

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

Account Number: 623-1383-36  
 Customer Number: 0000024409-001  
 Service Location: 1234 MAIN ST  
 Billing Date: 07/30/2011  
 Due Date: 08/25/2011

<b>AMOUNT DUE:</b>	83.50
Total amount due by	08/25/2011

**AMOUNT ENCLOSED** \$ \_\_\_\_\_

**VISA** Sign up for free e-billing and auto pay at [www.otaywater.gov](http://www.otaywater.gov)

\*\*  
 RESIDENT BILL  
 1234 MAIN ST  
 CHULA VISTA CA 91910-7420

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

0000024409001000083503

Please check box for billing address change (see back)



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

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

**Monday - Friday 8:00 am - 5:00 pm**  
 Please visit us at [www.otaywater.gov](http://www.otaywater.gov)

**Messages**

Not sure how much to water?  
 Visit [www.otaywater.gov](http://www.otaywater.gov) and click on the Conservation Home, then Watering Calculator to develop a customized water schedule.  
 Looking for ideas on what to do with your outdoor areas? Visit the Water Conservation Garden at Cuyamaca College at [www.thegarden.org](http://www.thegarden.org).

**Account Information**

Account Number: 909-0431-27  
 Customer Number: 0000022686-001  
 Billing Date: 07/14/2011  
 Due Date: 08/07/2011  
 Last Payment Date: 06/27/2011  
 Previous Balance: \$434.63  
 Payments: \$434.63  
 Current Charges: \$557.34  
 Adjustments: \$0.00  
**Total Due: \$557.34**

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\*\*  
 COMMERCIAL BILL  
 1234 MAIN ST  
 EL CAJON CA 92019-3594

**Billing Details**

Account #: 909-0431-27	1234 MAIN ST
Service from 06/08/2011 to 07/08/2011	
Balance Forward:	\$0.00
<b>Water Fees</b>	
Energy Charge	\$32.75
Local Betterment Project Fees	\$11.28
SD CWA Infrastructure Access	\$19.69
Water Charge	\$475.10
Water System Fee	\$18.52
<b>Current Charges</b>	<b>\$557.34</b>
<b>Total Due:</b>	<b>\$557.34</b>

**Meter Information**

Meter #:	07354159	
Meter Size:	1.0000	
Previous Read:	1936	
Current Read:	2077	
Current Month Usage:	141 units	
Number of days in cycle:	31	
Avg. water use this billing period:	3,402.19 Gallons/day	
<b>Last Year</b>	<b>Current Month</b>	<b>% Change</b>
111	141	27%

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

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

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

Account Number: 909-0431-27  
 Customer Number: 0000022686-001  
 Service Location: 1234 MAIN ST  
 Billing Date: 07/14/2011  
 Due Date: 08/07/2011

<b>AMOUNT DUE:</b>	557.34
Total amount due by	08/07/2011

**AMOUNT ENCLOSED \$** \_\_\_\_\_

**VISA** Sign up for free e-billing and auto pay at [www.otaywater.gov](http://www.otaywater.gov)

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

\*\*  
 COMMERCIAL BILL  
 1234 MAIN ST  
 EL CAJON CA 92019-3594

0000022686001000557346

Please check box for billing address change (see back)



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

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

**Monday - Friday 8:00 am - 5:00 pm**  
 Please visit us at [www.otaywater.gov](http://www.otaywater.gov)

**Messages**

Not sure how much to water?  
 Visit [www.otaywater.gov](http://www.otaywater.gov) and click on the Conservation Home, then Watering Calculator to develop a customized water schedule.  
 Looking for ideas on what to do with your outdoor areas? Visit the Water Conservation Garden at Cuyamaca College at [www.thegarden.org](http://www.thegarden.org).

**Account Information**

Account Number:	050-0439-34
Customer Number:	0000000060-001
Billing Date:	08/11/2011
Due Date:	09/05/2011
Last Payment Date:	07/05/2011
Previous Balance:	\$19.02
Payments:	\$0.00
Current Charges:	\$19.02
Adjustments:	\$0.00
<b>Total Due:</b>	<b>\$38.04</b>

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 SEWER ONLY CUSTOMER  
 1234 MAIN ST  
 LA MESA CA 91941-5758

**Billing Details**

Account #: 050-0439-34	1234 MAIN ST
Service from 07/15/2011 to 08/15/2011	
Balance Forward:	\$19.02
<b>Sewer Fees</b>	
Sewer Charge	\$19.02
<hr/>	
<b>Current Charges</b>	<b>\$19.02</b>
<hr/>	
<b>Total Due:</b>	<b>\$38.04</b>

**Sewer Only Message**

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

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

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

Account Number: 050-0439-34  
 Customer Number: 0000000060-001  
 Service Location: 1234 MAIN ST  
 Billing Date: 08/11/2011  
 Due Date: 09/05/2011

<b>AMOUNT DUE:</b>	38.04
Total amount due by	09/05/2011

**AMOUNT ENCLOSED \$** \_\_\_\_\_

**VISA**  Sign up for free e-billing and auto pay at [www.otaywater.gov](http://www.otaywater.gov)



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

SEWER ONLY CUSTOMER  
 1234 MAIN ST  
 LA MESA CA 91941-5758

0000000060001000038045

Please check box for billing address change (see back)



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

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

**Monday - Friday 8:00 am - 5:00 pm**  
 Please visit us at [www.otaywater.gov](http://www.otaywater.gov)

**Messages**

Not sure how much to water?  
 Visit [www.otaywater.gov](http://www.otaywater.gov) and click on the Conservation Home, then Watering Calculator to develop a customized water schedule.  
 Looking for ideas on what to do with your outdoor areas? Visit the Water Conservation Garden at Cuyamaca College at [www.thegarden.org](http://www.thegarden.org).

**Account Information**

Customer Number:	0000081432-001
Billing Date:	07/14/2011
Due Date:	08/07/2011
Last Payment Date:	06/30/2011
Previous Balance:	\$912.85
Payments:	\$912.85
Current Charges:	\$1,048.94
Adjustments:	\$0.00
<b>Total Due:</b>	<b>\$1,048.94</b>

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 2000000032 7/1



SUMMARY BILL  
 1234 MAIN ST  
 SAN DIEGO CA 92126-4816

**Account Summary**

Account	Previous Balance	Payments	Current Charges	Adjustments	Balance Due	Service Location
909-0410-07	493.34	493.34	512.07	0.00	512.07	1234 MAIN ST
906-0031-09	249.13	249.13	355.79	0.00	355.79	1234 MAIN ST
909-0417-10	170.38	170.38	181.08	0.00	181.08	1234 MAIN ST
	<u>912.85</u>	<u>912.85</u>	<u>1,048.94</u>	<u>0.00</u>	<u>1,048.94</u>	

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

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

<b>AMOUNT DUE:</b>	1,048.94
Total amount due by	08/07/2011

Customer Number: 0000081432-001  
 Service Location: 1234 MAIN ST  
 Billing Date: 07/14/2011  
 Due Date: 08/07/2011

**AMOUNT ENCLOSED** \$ \_\_\_\_\_

**VISA** Sign up for free e-billing and auto pay at [www.otaywater.gov](http://www.otaywater.gov)

SUMMARY BILL  
 1234 MAIN ST  
 SAN DIEGO CA 92126-4816

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

0000081432001001048945

Please check box for billing address change (see back)



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

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

Monday - Friday 8:00 am - 5:00 pm  
 Please visit us at [www.otaywater.gov](http://www.otaywater.gov)

OTE0725A  
 2000000033 7/2



SUMMARY BILL  
 1234 MAIN ST  
 SAN DIEGO CA 92126-4816

**Messages**

Not sure how much to water?  
 Visit [www.otaywater.gov](http://www.otaywater.gov) and click on the Conservation Home, then Watering Calculator to develop a customized water schedule.  
 Looking for ideas on what to do with your outdoor areas? Visit the Water Conservation Garden at Cuyamaca College at [www.thegarden.org](http://www.thegarden.org).

**Account Information**

Customer Number:	0000081432-001
Billing Date:	07/14/2011
Due Date:	08/07/2011
Last Payment Date:	06/30/2011
Previous Balance:	\$912.85
Payments:	\$912.85
Current Charges:	\$1,048.94
Adjustments:	\$0.00
<b>Total Due:</b>	<b>\$1,048.94</b>

**Billing Details**

Account #: 909-0410-07	1234 MAIN ST
Service from 06/08/2011 to 07/08/2011	
Balance Forward:	\$0.00
<b>Sewer Fees</b>	
Sewer Charge	\$240.28
<b>Water Fees</b>	
Energy Charge	\$9.78
Local Betterment Project Fees	\$5.04
SD CWA Infrastructure Access	\$63.07
Water Charge	\$153.72
Water System Fee	\$40.18
<b>Current Charges</b>	<b>\$512.07</b>
<b>Total Due:</b>	<b>\$512.07</b>

**Billing Details**

Account #: 906-0031-09	1234 MAIN ST
Service from 06/08/2011 to 07/08/2011	
Balance Forward:	\$0.00
<b>Water Fees</b>	
Energy Charge	\$12.58
Local Betterment Project Fees	\$6.48
SD CWA Infrastructure Access	\$39.44
Water Charge	\$268.92
Water System Fee	\$28.37
<b>Current Charges</b>	<b>\$355.79</b>
<b>Total Due:</b>	<b>\$355.79</b>

**Meter Information**

Meter #:	06909979	
Meter Size:	2.0000	
Previous Read:	1624	
Current Read:	1687	
Current Month Usage:	63 units	
Number of days in cycle:	31	
Avg. water use this billing period:	1,520.13 Gallons/day	
<b>Last Year</b>	<b>Current Month</b>	<b>% Change</b>
65	63	-3%

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

**Meter Information**

Meter #:	06915524	
Meter Size:	1.5000	
Previous Read:	383	
Current Read:	464	
Current Month Usage:	81 units	
Number of days in cycle:	31	
Ave. water use this billing period:	1,954.45 Gallons/day	
<b>Last Year</b>	<b>Current Month</b>	<b>% Change</b>
6	81	1,250%

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



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

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

Monday - Friday 8:00 am - 5:00 pm  
 Please visit us at [www.otaywater.gov](http://www.otaywater.gov)

OTE0725A  
 2000000034 7/3



**SUMMARY BILL**  
 1234 MAIN ST  
 SAN DIEGO CA 92126-4816

**Messages**

Not sure how much to water?  
 Visit [www.otaywater.gov](http://www.otaywater.gov) and click on the Conservation Home, then Watering Calculator to develop a customized water schedule.  
 Looking for ideas on what to do with your outdoor areas? Visit the Water Conservation Garden at Cuyamaca College at [www.thegarden.org](http://www.thegarden.org).

**Account Information**

Customer Number:	0000081432-001
Billing Date:	07/14/2011
Due Date:	08/07/2011
Last Payment Date:	06/30/2011
Previous Balance:	\$912.85
Payments:	\$912.85
Current Charges:	\$1,048.94
Adjustments:	\$0.00
<b>Total Due:</b>	<b>\$1,048.94</b>

**Billing Details**

Account #: 909-0417-10	1234 MAIN ST
Service from 06/08/2011 to 07/08/2011	
Balance Forward:	\$0.00
<b>Sewer Fees</b>	
Sewer Charge	\$54.42
<b>Water Fees</b>	
Energy Charge	\$3.41
Local Betterment Project Fees	\$1.76
SD CWA Infrastructure Access	\$39.44
Water Charge	\$53.68
Water System Fee	\$28.37
<b>Current Charges</b>	<b>\$181.08</b>
<b>Total Due:</b>	<b>\$181.08</b>

**Meter Information**

Meter #:	05524153	
Meter Size:	1.5000	
Previous Read:	322	
Current Read:	344	
Current Month Usage:	22 units	
Number of days in cycle:	31	
Avg. water use this billing period:	530.84 Gallons/day	
	<b>Last Year</b>	<b>Current Month</b>
	16	22
		<b>% Change</b>
		38%

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

**ALTERNATIVE PAYMENT OPTIONS**

Payments can be made at our DISTRICT OFFICE located at 2554 Sweetwater Springs Blvd., Spring Valley, online at [www.otaywater.gov](http://www.otaywater.gov), over the phone by calling 619-670-2222 or at any Checkfreepay location. Participating Checkfreepay merchants include Postal Annex, Terra Nova Plaza, 374 East H St, Chula Vista and Walmart stores nationwide. For additional locations please visit [www.checkfreepay.com](http://www.checkfreepay.com) or call Checkfreepay Customer Service at 1-800-309-7668. All Checkfreepay merchants accept cash and/or debit card payments.

When paying a delinquent balance, please call 619-670-2222 to report your payment to avoid possible SHUT-OFF.

Customers may also have their charges automatically debited each month by registering their account online at [www.otaywater.gov](http://www.otaywater.gov) and selecting the autopay option.

**IF YOUR PAST DUE BALANCE REMAINS UNPAID, YOUR SERVICE MAY BE INTERRUPTED**

If service is discontinued, review of your account may result in a deposit equal to 2X your average monthly bill. A fee of \$35, plus the past due balance and deposit must be paid in cash, VISA, MASTERCARD or money order in order to restore your service.

**DELINQUENT CHARGES**

All bills are due and payable upon presentation. To avoid a **late charge of 5%** payments must be received at the DISTRICT OFFICE no later than 5:00 PM on the due date shown on the reverse side.

**PAPERLESS BILLING**

Otay Water District is pleased to offer electronic bill presentment, please register your account online at [www.otaywater.gov](http://www.otaywater.gov) to have your monthly bill emailed to you instead of receiving a paper bill.

**EXPLANATION OF FEES**

**SET-UP FEE** - A one-time fee charged for each account transferred to another customer.

**PREVIOUS BALANCE** - The amount remaining from prior billings.

**WATER SYSTEM FEE** - A monthly fee for water system maintenance.

**WATER CHARGE** - Based on the actual amount of water used. Calculated in 100 Cubic Feet (748 gallons). This charge is for the purchase of water.

**ENERGY CHARGE** - A monthly charge for energy costs incurred in delivering water to specific service zone elevations.

**SEWER SYSTEM FEE** - A monthly fee made to customers connected to the District's sewer system. This fee is for sewer system maintenance, operation expenses, and capital improvements. (If you are in certain areas of Chula Vista, Otay acts as the collection agent for the City of Chula Vista. The City of Chula Vista establishes the sewer fees for these areas.)

**SDCWA INFRASTRUCTURE ACCESS FEE** - Readiness-to-Serve Charge and Capacity Reservation Charge. San Diego County Water Authority (SDCWA) Infrastructure Access Charge, Customer Service Charge, and Emergency Storage Charge.

**BETTERMENT CHARGE** - A monthly charge to pay for reservoirs, pump stations, pipelines, and other infrastructure improvements needed to serve specific zones in the District where bond funds may no longer be available.

**DISPUTED BILLS** - A request for investigation on this bill must be filed within 5 days of receipt.

Please visit us at [www.otaywater.gov](http://www.otaywater.gov) for additional information on rates and conditions for water service.

Customers who are interested in learning ways in which they can reduce their water usage can visit the District's Conservation page at [www.otaywater.gov](http://www.otaywater.gov). Additionally, the Water Conservation Garden located in Rancho San Diego is free to the public and offers various conservation exhibits and classes. For more information on the Garden, please visit [www.thegarden.org](http://www.thegarden.org).

Have you moved or can you update any information for us?

<hr/>		<hr/>	
Name/Business		Contact Name	
<hr/>		<hr/>	
Mailing Address		Apt/Unit No.	
<hr/>		<hr/>	
City		State	Zip Code
<hr/>		<hr/>	
Primary Phone Number		Alternate Phone Number	
<hr/>		<hr/>	
Email Address		Fax Number	