

**MEETING OF THE FINANCE COMMITTEE  
OF THE BOARD OF DIRECTORS  
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA  
4040 PARAMOUNT BOULEVARD, LAKEWOOD, CALIFORNIA 90712  
12:00 P.M., WEDNESDAY, APRIL 20, 2011**

**AGENDA**

EACH ITEM ON THE AGENDA, NO MATTER HOW DESCRIBED, SHALL BE DEEMED TO INCLUDE ANY APPROPRIATE MOTION, WHETHER TO ADOPT A MINUTE MOTION, RESOLUTION, PAYMENT OF ANY BILL, APPROVAL OF ANY MATTER OR ACTION, OR ANY OTHER ACTION. ITEMS LISTED AS "FOR INFORMATION" OR "FOR DISCUSSION" MAY ALSO BE THE SUBJECT OF AN "ACTION" TAKEN BY THE BOARD OR A COMMITTEE AT THE SAME MEETING.

- 1. DETERMINATION OF A QUORUM**
- 2. PUBLIC COMMENT**
- 3. MINUTES OF THE MEETINGS OF MARCH 4, 2011, MARCH 16, 2011 AND MARCH 21, 2011**  
*Staff Recommendation:* Approve as submitted.
- 4. BUDGET WORKSHOP #2 – WRD FISCAL YEAR 11-12 DRAFT BUDGET**  
*Staff Recommendation:* For discussion.
- 5. DEMANDS – FEBRUARY 2011**  
*Staff Recommendation:* Receive and file the Demands for February 28, 2011
- 6. FINANCIAL STATEMENTS – FEBRUARY 28, 2011**  
*Staff Recommendation:* Approve the Financial Statements for submittal to the Board of Directors.
- 7. RESERVES, CASH AND INVESTMENT REPORT FOR THE PERIOD ENDING FEBRUARY 28, 2011**  
*Staff Recommendation:* Approve the Investment Report for submittal to the Board of Directors.
- 8. FINANCIAL ADVISOR REQUESTS FOR QUALIFICATIONS**  
*Staff Recommendation:* For discussion.
- 9. UNDERWRITER REQUESTS FOR QUALIFICATIONS**  
*Staff Recommendation:* For discussion.
- 10. EXPENSES OVER 90 DAYS**  
*Staff Recommendation:* Approve the expense reimbursements for submittal to the Board of Directors.

**11. DIRECTORS EXPENSES**

Staff Recommendation: Approve Directors Expenses for submittal to the Board of Directors.

**12. DIRECTORS REPORTS, INQUIRIES, AND FOLLOW-UP OF DIRECTIONS TO STAFF**

**13. ADJOURNMENT**

Posted by Abigail C. Andom, Deputy Secretary, April 15, 2011.

In compliance with the Americans with Disabilities Act (ADA), if special assistance is needed to participate in the Board meeting, please contact Deputy Secretary Abigail Andom at (562) 921-5521 for assistance to enable the District to make reasonable accommodations.

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 4040 Paramount Boulevard, Lakewood, California 90712.

Agendas and minutes are available at the District's website, [www.wrd.org](http://www.wrd.org).

UNAPPROVED  
MINUTES

UNAPPROVED  
MINUTES

**MINUTES OF MARCH 4, 2011  
SPECIAL MEETING OF THE FINANCE COMMITTEE  
OF THE BOARD OF DIRECTORS  
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA**

A special meeting of the Finance Committee of the Board of Directors of the Water Replenishment District of Southern California was held on March 4, 2011 at 9:08 a.m. at the District office, 4040 Paramount Boulevard, Lakewood, California. Director Albert Robles called the meeting to order and presided thereafter. Deputy Secretary Abigail C. Andom recorded the minutes.

**1. DETERMINATION OF A QUORUM**

Directors: Albert Robles, Sergio Calderon  
Staff: Scott Ota

**2. PUBLIC COMMENT**

None.

**3. DIRECTORS EXPENSES**

Directors' expenses were reviewed and the Committee recommended the item be submitted to the Board for approval.

**4. ADJOURNMENT**

With no further business for the Committee, the meeting was adjourned.

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Chair

ATTEST:

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Director

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MINUTES

UNAPPROVED  
MINUTES

**MINUTES OF MARCH 16, 2011  
MEETING OF THE FINANCE COMMITTEE  
OF THE BOARD OF DIRECTORS  
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA**

A meeting of the Finance Committee of the Board of Directors of the Water Replenishment District of Southern California was held on March 16, 2011 at 12:45 p.m. at the District office, 4040 Paramount Boulevard, Lakewood, California. Director Albert Robles called the meeting to order and presided thereafter. Deputy Secretary Abigail C. Adom recorded the minutes.

**1. DETERMINATION OF A QUORUM**

Directors: Albert Robles, Sergio Calderon  
Staff: Scott Ota, Jenna Shaunessy,  
Interim District Counsel H. Francisco Leal

**2. PUBLIC COMMENT**

None.

**3. MINUTES OF THE MEETING OF FEBRUARY 16, 2011**

The minutes were approved as submitted.

**4. DEMANDS – JANUARY 2011**

The Committee reviewed the list of Demands for January 2011. The Demands were approved for submittal to the Board of Directors.

**5. FINANCIAL STATEMENTS – JANUARY 31, 2011**

Manager of Finance and Administration Jenna Shaunessy stated that there was a decrease in cash primarily due to the payment of the District's 2004 and 2008 certificates of participation. Ms. Shaunessy noted a corresponding decrease in accounts payable and bond interest payable.

The Committee reviewed the Financial Statements for January 31, 2011 and recommended they be submitted to the Board for approval.

**6. RESERVES, CASH AND INVESTMENT REPORT FOR THE PERIOD ENDING JANUARY 31, 2011**

The Committee reviewed the Investment Report for the period ending January 31, 2011 and recommended they be submitted to the Board for approval.

**7. CONSIDERATION OF RESOLUTION NO. 11-899 – A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA AUTHORIZING SIGNERS ON DISTRICT ACCOUNTS WITH UNION BANK OF CALIFORNIA**

The Committee recommended the Board adopt Resolution No. 11-899.

**8. GASB 45 OPEB IRREVOCABLE TRUST**

Ms. Shaunessy stated that the Board approved the issuance of requests for proposals for Other Post Employment Benefit irrevocable trust services at its November 19, 2010 meeting. She stated that staff received three (3) proposals and would like to recommend that the Board of Directors establish an irrevocable Other Post-Employment Benefit (OPEB) trust with California Public Employees' Retirement System (CalPERS) through the CalPERS California Employers' Retirement Benefit Trust (CERBT).

Ms. Shaunessy discussed the benefits of establishing an OPEB irrevocable trust noting that contributions are irrevocable, assets are dedicated to providing plan benefits to retirees and their beneficiaries, and assets are protected from creditors.

Discussion followed and the Committee concurred with the staff recommendation. The Committee requested the item be agendaized for Board approval at the next Board Meeting.

**9. MIDYEAR BUDGET REVIEW**

Ms. Shaunessy presented the annual mid-year budget review analysis. She noted that the analysis would include six months of actual data from July 1, 2010 and December 31, 2010 along with projected data from January 31, 2011 through June 30, 2011. She noted that the fiscal year 2010-11 midyear budget represented a .9% deviation from budget.

The Committee thanked Ms. Shaunessy for her presentation and recommended the Board receive and file the fiscal year 2010-11 Midyear Budget review analysis.

The Committee also recommended the following for future Finance Committee and Board budget workshop dates:

- Friday, April 1, 2011 at 9:00 a.m. – Board Meeting, open public hearing on the replenishment assessment, present Midyear Budget Review
- Friday, April 8 at 12:00 p.m. – Special Finance Committee Meeting
- Friday, April 15, 2011 at 9:00 a.m. – Board Meeting, Budget Workshop #1
- Wednesday, April 20 at 12:00 p.m. – Finance Committee Meeting, Budget Workshop #2

- Tuesday, April 26 at 12:00 p.m. – Finance Committee Meeting, Budget Workshop #3
- Friday, April 29, 2011 at 9:00 a.m. – Special Board Meeting, Budget Workshop #4
- Friday, May 6, 2011 at 12:00 p.m. – Special Board Meeting, close the public hearing on the replenishment assessment, set the RA, Budget Workshop #5, adopt the budget

**10. DIRECTORS EXPENSES**

Directors' expenses were reviewed and the Committee recommended the item be submitted to the Board for approval.

**11. DIRECTORS REPORTS, INQUIRIES AND FOLLOW-UP OF DIRECTIONS TO STAFF**

A Special Finance Committee Meeting is scheduled Monday, March 21, 2011 at 11:30 a.m.

**12. ADJOURNMENT**

With no further business for the Committee, the meeting was adjourned at 2:00 p.m.

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Chair

ATTEST:

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Director

UNAPPROVED  
MINUTES

UNAPPROVED  
MINUTES

**MINUTES OF MARCH 21, 2011  
SPECIAL MEETING OF THE FINANCE COMMITTEE  
OF THE BOARD OF DIRECTORS  
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA**

A special meeting of the Finance Committee of the Board of Directors of the Water Replenishment District of Southern California was held on March 21, 2011 at 12:10 p.m. at the District office, 4040 Paramount Boulevard, Lakewood, California. Director Albert Robles called the meeting to order and presided thereafter. Deputy Secretary Abigail C. Andom recorded the minutes.

**1. DETERMINATION OF A QUORUM**

Directors: Albert Robles, Willard H. Murray, Jr. (Alternate)  
Staff: Scott Ota, Jenna Shaunessy, Interim District Counsel  
Francisco Leal

**2. PUBLIC COMMENT**

None.

**3. REQUEST FOR QUALIFICATIONS FOR BOND UNDERWRITING SERVICES**

Chief Financial Officer Scott Ota stated that staff would like to recommend the Board approve the issuance of requests for qualifications (RFQ) for bond underwriting services. Mr. Ota explained that the underwriter is a securities dealer who helps government entities and brings bond issues to the market. He stated that the underwriter has the key role of buying the bonds from the issuer and then resells them to investors.

Discussion followed and the Committee concurred with the staff recommendation. The Committee further recommended that the deadline be set at Friday, April 8, 2011 for all submissions, the RFQ be featured on the District's web site and distributed to the mailing list.

**4. DIRECTORS EXPENSES**

Directors' expenses were reviewed and the Committee recommended the item be submitted to the Board for approval.

The Committee also approved the distribution of the memorandum to all Directors from the Treasurer regarding Directors' expenses.

**5. ADJOURNMENT**

With no further business for the Committee, the meeting was adjourned.

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Chair

ATTEST:

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Director



## MEMORANDUM

### ITEM NO. 4

*Prepared by: Scott M. Ota*

*Reviewed by: Scott M. Ota*

*Approved by: Robb Whitaker*

**DATE: APRIL 20, 2011**

**TO: FINANCE COMMITTEE**

**FROM: ROBB WHITAKER, GENERAL MANAGER**

**SUBJECT: BUDGET WORKSHOP #2 – WRD FISCAL YEAR 11-12 DRAFT BUDGET**

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### BACKGROUND

Staff has prepared a draft 11-12 budget and has presented it to the Board of Directors for their review and input on Friday, April 15, 2011. This meeting will be the second workshop in a series of five budget meetings leading up to the Board of Directors setting the ensuing year's replenishment assessment on Friday, May 6, 2011.

The District has also had two other public meetings related to the ensuing year's draft budget and the annual public hearing as follows:

- Board of Directors – 4/1/11. The Board of Directors opened the annual public hearing and received and filed the 10-11 Midyear Budget Review.
- Finance Committee – 4/8/11. Staff presented the draft 11/12 budget to the Finance Committee.

WRD is currently scheduling additional meetings with interested producers as well as the Water Resources Committee and the Technical Advisory Committee (TAC).

Staff will present additional material at the meeting.

### Budget Workshop Series Schedule

Staff is sending invitations to Elected Officials, City Manager, General Managers of Water Agencies, and Managers of Public Works Departments and has posted our budget invitation on the WRD website.

- Friday, April 15, 2011, 9:00 a.m.  
Public Workshop #1 Meeting of the Board of Directors – Continuation of Public Hearing on the Replenishment Assessment, Draft 11-12 Budget Presentation and Replenishment Assessment Discussion.

**Completed**

- Wednesday, April 20, 2011, 12:00 p.m.  
Public Workshop #2 Meeting of the Finance Committee – Draft Budget Presentation and Replenishment Assessment Discussion.
- Tuesday, April 26, 2011, 12:00 p.m.  
Public Workshop #3 Meeting of the Finance Committee – Draft Budget Presentation and Replenishment Assessment Discussion.
- Friday, April 29, 2011, 9:00 a.m.  
Public Workshop #4 Special Meeting of the Board of Directors – Continuation of Public Hearing on the Replenishment Assessment, Draft 11-12 Budget Presentation and Replenishment Assessment Discussion.
- Friday, May 6, 2011, 12:00 p.m.  
Public Workshop #5 Special Meeting of the Board of Directors – Continuation of Public Hearing, Draft Budget Presentation, Close Public Hearing, Adopt Budget, Set Replenishment Assessment

#### **FISCAL IMPACT**

Budget will have a direct impact on the replenishment assessment for the ensuing fiscal year.

#### **FINANCE COMMITTEE RECOMMENDATION**

For discussion.



**MEMORANDUM**

**ITEM NO. 5**

*Prepared by:* Binhyen Bui  
*Reviewed by:* Scott M. Ota  
*Approved by:* Robb Whitaker

**DATE: APRIL 20, 2011**  
**TO: FINANCE COMMITTEE**  
**FROM: ROBB WHITAKER, GENERAL MANAGER**  
**SUBJECT: DEMANDS - FEBRUARY 2011**

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**SUMMARY**

At the request of the Finance Committee, the following items are attached:

- 1. The demands list for the period February 1st, 2011 –February 28th, 2011.
- 2. The demands sorted by vendor with an additional column showing fiscal year-to-date payments

Demands Summary – February 2011

Replenishment Fund	\$ 5,207,509.97
Clean Water Fund	<u>149,264.30</u>
Total	<u>\$ 5,356,774.27</u>

**STAFF RECOMMENDATION**

Receive and file the Demands for February 28, 2011.



DIRECTORS

SERGIO CALDERON, PRESIDENT  
 WILLARD H. MURRAY, JR., VICE PRESIDENT  
 ROBERT KATHERMAN, SECRETARY  
 ALBERT ROBLES, TREASURER  
 LILLIAN KAWASAKI, DIRECTOR  
 ROBB WHITAKER, P.E., GENERAL MANAGER

April 29, 2011

Board of Directors  
 Water Replenishment District of Southern California

Submitted herewith for action by the Board of Directors are the following demands for the period ending February 28, 2011

Check #	Payee	Description	Total	Replenishment Fund	Clean Water Fund
P0067	ALBERT ROBLES	02/11 DIRECTORS COMPENSATION	2,911.54	2,736.85	174.69
P0067	ALBERT ROBLES	02/11 EXPENSE REIMBURSEMENT	188.32	177.02	11.30
P0070	LILLIAN Y. KAWASAKI	01/11 DIRECTORS COMPENSATION	611.45	574.77	36.68
P0068	SERGIO J. CALDERON	02/11 DIRECTORS COMPENSATION	1,389.19	1,305.86	83.33
P0068	SERGIO J. CALDERON	02/11 EXPENSE REIMBURSEMENT	168.36	158.23	10.13
P0069	ROBERT E. KATHERMAN	01/11 EXPENSE REIMBURSEMENT	1,614.16	1,517.31	96.85
DD	AFSCME LOCAL 1902 UNION	UNION DUES	567.10	473.31	93.79
DD	AFSCME LOCAL 1902 UNION	UNION DUES	577.80	481.62	96.18
DD	EDD	DIR STATE TAX W/H	33.89	31.86	2.03
DD	EDD	STATE TAX DEPOSIT	4,621.48	3,749.93	871.55
DD	EDD	STATE TAX DEPOSIT	4,787.98	3,877.69	910.29
DD	EMPLOYEE PAYROLL	SALARY EXPENSE	72,079.98	60,158.24	11,921.74
DD	EMPLOYEE PAYROLL	SALARY EXPENSE	73,949.70	62,077.97	11,871.73
DD	FLEX-PLAN SERVICES, INC	HRA REIMBURSEMENT	2,504.48	2,354.21	150.27
DD	FLEX-PLAN SERVICES, INC	HRA REIMBURSEMENTS	7,512.02	7,061.30	450.72
DD	FLEX-PLAN SERVICES, INC	HRA REIMBURSEMENT	2,099.26	1,973.30	125.96
DD	FLEX-PLAN SERVICES, INC	FSA REIMBURSEMENT	579.00	544.26	34.74
DD	FLEX-PLAN SERVICES, INC	HRA REIMBURSEMENT	3,842.42	3,611.88	230.54
DD	FLEX-PLAN SERVICES, INC	FSA REIMBURSEMENT	21.00	19.74	1.26
DD	INTERNAL REVENUE SERVICE	DIR FEDERAL TAX DEPOSIT	1,390.28	1,306.85	83.43
DD	INTERNAL REVENUE SERVICE	FEDERAL TAX DEPOSIT	28,930.77	24,066.63	4,864.14
DD	INTERNAL REVENUE SERVICE	FEDERAL TAX DEPOSIT	29,769.67	24,778.20	4,991.47
DD	PARS	DIR PARS PAYMENT	1,242.12	1,167.59	74.53
DD	PRUDENTIAL	DIR DEFERRED COMP	3,811.60	3,582.91	228.69
DD	PRUDENTIAL	DEFERRED COMP	23,202.84	19,676.00	3,526.84
DD	PRUDENTIAL	DEFERRED COMP	24,471.84	20,190.54	4,281.30
DD	PERS	DIR PERS PAYMENT	585.19	550.08	35.11
DD	PERS	PERS PAYMENT	26,405.93	22,048.20	4,357.73
DD	PERS	PERS PAYMENT	26,905.50	22,429.80	4,475.70
DD	FLEX-PLAN SERVICES	12/10 MONTHLY SVC CHR	966.00	908.04	57.96
2441	ADT SECURITY SERVICES	ALARM MAINT SERVICE	1,125.70	1,058.16	67.54
2442	ARTESIA CHAMBER	COMM OF BUSINESS OWNERS' EVENT	1,500.00	1,410.00	90.00
2443	AT&T MOBILITY	MONTHLY CELL PHONE SERVICES	144.75	136.07	8.68
2444	AWWA	AWWA EXPO EXHIBIT	2,418.75	2,273.63	145.12
2445	BARBARA ANN BAXTER	MEDICAL REIMBURSEMENT	659.52	619.95	39.57
2446	CLEAN SOURCE	GENERAL SUPPLIES	407.73	383.27	24.46
2447	DMJ CONSULTING GROUP	011: PROF SERVICE THRU 01/23/11	4,843.12	2,421.56	2,421.56
2448	INTERA INCORPORATED	025: PROF SERVICE THRU 12/31/10	5,893.45	5,893.45	-
2449	LONG BEACH, CITY OF	2010 O & M (TRUE-UP) SERVICE	266,302.72	266,302.72	-
2450	MARCIA FORKOS	MEDICAL REIMBURSEMENT	1,272.55	1,196.20	76.35
2451	NORWALK PRINTING	BUSINESS CARDS - CC	60.36	56.74	3.62
2452	OCB REPROGRAPHICS	023: SLIDE LAMINATION SERVICE	44.01	44.01	-
2453	OFFICE TEAM	TEMP SERVICE THRU 01/14/11 -	1,389.89	1,306.50	83.39
2454	PACIFIC TRUCK EQUIPMENT	011: FUSO FE145 TRUCK ADDITIONS	4,215.50	2,107.75	2,107.75
2455	U.S. POSTAL SERVICE	BRM PERMIT RENEWAL - #6000	185.00	173.90	11.10
2456	SOROPTIMIST INTERNATIONAL	LAKEWOOD SHERIFF'S ANNUAL EVENT	500.00	470.00	30.00
2457	SPECIAL DISTRICT INSTITUTE	SEMINAR REGIS FEES - TF	710.00	667.40	42.60
2458	TGIS CATERING SERVICES	WATER RESOURCES COMM MEETING	295.45	277.72	17.73
2459	ACCOUNTEMPS	TEMP SERVICE THRU 01/21/11 - MW	3,665.52	3,445.59	219.93
2460	AMY'S TROPHIES	OFFICE SUPPLIES	104.54	98.27	6.27
2461	BOOKMAN-EDMONSTON	023: PROF SERVICE THRU 01/01/11	5,040.50	5,040.50	-
2462	BZ DISPOSAL SERVICES	01/01/11-06/30/11 WASTE & RECYCLE	1,303.26	1,225.06	78.20
2463	CALIFORNIA WATER SERVICE	WATER USAGE THRU 01/20/11	69.40	65.23	4.17
2464	CENTRAL BASIN MWD	12/10 WATER PURCHASE	2,114,905.50	2,114,905.50	-



Check #	Payee	Description	Total	Replenishment Fund	Clean Water Fund
2465	CAL GROUNDWATER COALITION	2011 MEMBERSHIP DUES	9,500.00	4,750.00	4,750.00
2466	COMMUNITY FAMILY EDUCATIONAL	URBAN VALEDICTORION' EVENT	500.00	470.00	30.00
2467	COUNTY SANITATION DISTRICT 2	10/10 WATER PURCHASE - WN	4,054.40	4,054.40	-
2468	COUNTY SANITATION DISTRICT 2	2011 EARTH DAY EVENT	10,000.00	9,400.00	600.00
2469	ERHART'S CATERING	STORM WATER PROPOSAL MEETING	156.34	146.96	9.38
2470	FEDERAL EXPRESS	FEDEX SERVICE	542.22	505.58	36.64
2471	GEOTRANS, INC.	025: PROF SERVICE THRU 12/31/10	587.89	293.94	293.95
2472	HARRIS & ASSOCIATES	12/10 LEGAL SERVICES	21,966.18	20,648.21	1,317.97
2473	INSTRUMENTATION NORTHWEST	011: REPAIR MAINT SERVICE	221.57	110.79	110.78
2474	LA EXPRESS ONE INC	01/27/11 COURIER SERVICE	141.88	133.37	8.51
2475	LOMITA CHAMBER	01/28/11 INSTALLATION DINNER	500.00	470.00	30.00
2476	MEYERS & NAVE	11/10 LEGAL SERVICE	14,921.90	13,476.09	1,445.81
2477	OFFICE TEAM	TEMP SERVICE THRU 01/21/11	3,669.79	3,449.60	220.19
2478	PACIFIC FORD INC.	011: FIELD TRUCK REPAIR SERVICE	1,874.33	937.17	937.16
2479	PEPSI BOTTLING	SUPPLIES	282.99	266.01	16.98
2480	PRUDENTIAL INSURANCE	2010 ADMIN FEES - PLAN 2401	3,443.00	3,236.42	206.58
2481	PRUDENTIAL INSURANCE	2010 ADMIN FEES - PLAN 2403	2,400.00	2,256.00	144.00
2482	PSOMAS & ASSOCIATES	032: PROF SERVICE THRU 12/31/10	4,215.00	3,962.10	252.90
2483	ROCKWARE, INC.	025: GEOLOGICAL SOFTWARE	5,700.00	2,850.00	2,850.00
2484	SEPARATION PROCESSES	002: 12/10 PROF SERVICE	1,487.50	-	1,487.50
2485	SOUTH GATE CHAMBER	STATE OF THE CITY ADDRESS	125.00	117.50	7.50
2486	STAR OFFICE PRODUCTS	OFFICE SUPPLIES	490.46	461.03	29.43
2487	TGIS CATERING SERVICES	01/18/11 ADMIN COMM MEETING	561.24	527.56	33.68
2488	THE SOURCE	BACKGROUND CHECK - HC	95.00	89.30	5.70
2489	TORRANCE, CITY OF	002: 02/11 PLANT SITE RENT	3,373.48	-	3,373.48
2490	WEST BASIN MWD	12/10 WATER PURCHASE	1,732,410.37	1,732,410.37	-
2491	XEROX CORPORATION	01/11 COPIER PRINTING - TR#561586	1,055.69	992.35	63.34
2492	ONE SOURCE DISTRIBUTORS	LIGHT TRACKING SYSTEM	1,149.77	1,080.78	68.99
2493	LABOR ARBITRATION INSTITUTE	LABOR LAW CONF REGIS FEE - JS	450.00	423.00	27.00
2494	1-800-CONFERENCE(R)	025: 01/11 CONFERENCE CALLS	304.08	152.04	152.04
2495	ACCOMTEMPS	TEMP SERVICE THRU 01/28/11 - MW	2,036.40	1,914.22	122.18
2496	ARC OF SOUTHEAST LA COUNTY	2011 ARC WALK	5,000.00	4,700.00	300.00
2497	AT&T	002: MONTHLY PHONE SERVICE	245.50	-	245.50
2498	CHEVRON AND TEXACO	01/11 FUEL CHARGES	51.24	25.62	25.62
2499	COMMERCE INDUSTRIAL COUNCIL	INSTALLATION DINNER	220.00	206.80	13.20
2500	COSTCO BUSINESS DELIVERY	KITCHEN SUPPLIES	392.47	368.92	23.55
2501	COUNTY OF LOS ANGELES DPH	2011 BACKFLOW ADMIN FEES	40.00	37.60	2.40
2502	CALIFORNIA SPECIAL DISTRICT ASSOC	2011 MEMBERSHIP DUES	4,456.00	4,188.64	267.36
2503	ENVIRONMENTAL SYSTEMS	010: 2011 GIS SOFTWARE MAINT	8,124.14	4,062.07	4,062.07
2504	FLORENCE-FIRESTONE CHAMBER	2011 MEMBERSHIP DUES	300.00	282.00	18.00
2505	GREATER HUNTINGTON PARK CHAMBER	02/17/2011 INSTALLATION DINNER	135.00	126.90	8.10
2506	HEAL THE BAY	WATERSHED SAFETY PROGRAM	2,500.00	2,350.00	150.00
2507	HELPMATES STAFFING SERVICES	TEMP SERVICE THRU 01/23/11 - MC	2,707.76	2,545.29	162.47
2508	IN-SITU INC.	011: FIELD SUPPLIES	149.49	74.75	74.74
2509	INTERIOR PLANT DESIGN	001: 02/11 MAINT SERVICE	2,000.00	1,816.00	184.00
2510	JAN-PRO CLEANING	02/11 JANITORIAL SERVICE	2,743.00	2,578.42	164.58
2511	KINDEL GAGAN	005: 01/11 PROFESSIONAL SERVICE	14,500.00	14,230.00	270.00
2512	L.A.CHAMBER OF COMMERCE	2011 INAUGURAL DINNER	2,500.00	2,350.00	150.00
2513	OFFICE TEAM	TEMP SERVICE THRU 01/28/11 - MW	1,750.58	1,645.55	105.03
2514	PARAMOUNT CHAMBER	STATE OF THE CITY LUNCHEON	100.00	94.00	6.00
2515	PUBLIC OFFICIALS FOR WATER	2011 CALIFORNIA WATER POLICY 20	1,500.00	1,410.00	90.00
2516	SO CAL IMMEDIATE MEDICAL CNTR	MEDICAL TEST - HC	25.00	23.50	1.50
2517	SOUTHERN CALIFORNIA EDISON	01/11 ENERGY USAGE	2,536.19	2,384.02	152.17
2518	SOUTHERN CALIFORNIA EDISON	002: ENERGY USAGE THRU 02/07/11	17,404.62	-	17,404.62
2519	STAR OFFICE PRODUCTS	OFFICE SUPPLIES	1,088.59	1,023.28	65.31
2520	packing slip	006: 01/11 PROF SERVICE	5,452.75	-	5,452.75
2521	TGIS CATERING SERVICES	SWEARING IN CEREMONY	1,077.81	1,013.14	64.67
2522	THE SIGNAL TRIBUNE	NEWSPAPER AD THRU 01/28/11	1,200.00	1,128.00	72.00
2523	TIME WARNER CABLE	MONTHLY INTERNET CHARGES	1,000.00	940.00	60.00
2524	TODD HEARD	WATER CONSERVATION ANIMATION	1,670.00	1,569.80	100.20
2525	URBAN WATER INSTITUTE	2011 MEMBERSHIP DUES	1,250.00	1,175.00	75.00
2526	US BANK TRUST N.A.	01/01/11-12/31/11 ADMIN FEE	2,475.00	2,326.50	148.50
2527	VERIZON WIRELESS	MONTHLY CELL PHONE SERVICE	921.19	865.91	55.28
2528	WESTERN EXTERMINATOR	02/10 PESTICIDE SERVICE	65.00	61.10	3.90
2529	ALSTON & BIRD LLP	005: 12/10 LEGAL SERVICES	16,655.82	16,655.82	-
2530	XEROX CORPORATION	02/11 COPIER SERVICE - FR#550179	3,882.61	3,649.65	232.96
2531	YSI INCORPORATED	PROJ FIELD SUPPLIES	3,391.96	3,391.96	-
2532	PHILLIPS 66-CONOCO-76	MONTHLY FUEL CHARGES	236.92	136.92	100.00
2533	BROWNSTEIN HYATT	12/10 LEGISLATIVE SERVICE	15,000.00	14,100.00	900.00
2534	CH2M HILL	001: PROF SERVICE THRU 12/31/10	29,287.23	29,287.23	-
2535	EAST WEST BANK	CC CHARGES THRU 02/03/11	3,306.19	3,107.82	198.37
2536	F&M BANK: CC PAYMENT	01/11 CC CHARGES	4,623.31	4,345.91	277.40
2537	HELPMATES STAFFING	TEMP SERVICE THRU 01/30/11 - MC	927.52	871.87	55.65

Check #	Payee	Description	Total	Replenishment Fund	Clean Water Fund
2538	LONG BEACH, CITY OF	12/10 WATER PURCHASE	60,716.00	60,716.00	-
2539	LONG BEACH, CITY OF	001: O & M SERVICE THRU 02/28/11	131,538.00	131,538.00	-
2540	LOS ANGELES, CITY OF DWP	12/20/10-01/21/11 WATER PURCHASE	66,408.21	66,408.21	-
2541	NELLOR ENVIRONMENTAL	004: 01/11 PROF SERVICE	1,710.00	1,710.00	-
2542	ROBERT E. BUSH CORP	005: 01/11 PROF SERVICE	3,000.00	3,000.00	-
2543	SCHLUMBERGER WATER	011: 09/01/10-10/17/10 PROF SERVICE	55,985.00	27,992.50	27,992.50
2544	TROJAN TECHNOLOGIES	001: ULTRAVIOLET LIGHT LAMP	108,125.55	108,125.55	-
2545	COUNTY OF LOS ANGELES DPH	011: WELL CONS PERMIT FEE	201.00	100.50	100.50
2546	THE LA & SAN GABRIEL RIVERS	02/24/11 CSIS CONFERENCE FEE - TM	50.00	47.00	3.00
2547	PAN AFRICAN FILM FESTIVAL	2011 PAFF EVENT SPONSORSHIP	4,000.00	3,760.00	240.00
2548	VOID	VOID	-	-	-
2549	HOUSE OF TROPHIES & AWARDS	RECOGNITION AWARD	109.75	103.17	6.58
2550	PAGEANTRY PRODUCTION	RECOGNITION AWARD	76.83	72.22	4.61
2551	SOUTHERN CALIFORNIA EDISON	WRD BLDG SOLAR PANEL PROJ	2,500.00	2,350.00	150.00
2552	MILLENNIUM ADVOCATES	01/11 LEGISLATIVE SERVICE	15,778.37	14,831.67	946.70
2553	LOS ANGELES COUNTY DPW	004: PERMIT FEE - SGRSG TEST BASIN	300.00	300.00	-
2554	BOOKMAN-EDMONSTON	023: PROF SERVICE THRU 01/29/11	5,962.50	5,962.50	-
2555	CH2M HILL	001: PROF SERVICE THRU 01/28/2011	4,442.50	4,442.50	-
2556	EARTHLINK INC.	2011 DIAL-UP INTERNET SERVICE	265.40	249.48	15.92
2557	INTER-TEL NETSOLUTIONS	MONTHLY PHONE CHARGES	926.62	871.02	55.60
2558	LAKEWOOD, CITY OF	WATER USAGE THRU 02/17/11	164.09	154.25	9.84
2559	VERIZON BUSINESS	MONTHLY INTERNET SERVICE	623.84	586.41	37.43
2560	MWH LABORATORIES	01/11 LAB FEES	49,549.50	48,930.50	619.00
2561	PACIFIC ATLANTIC PARTNERS	01/11 LEGISLATIVE SERVICE	15,000.00	14,100.00	900.00
2562	PARS	12/10 REP FEES	500.00	470.00	30.00
2563	VOID	VOID	-	-	-
2564	STAPLES CREDIT PLAN	OFFICE SUPPLIES	406.24	381.87	24.37
2565	THE GAS COMPANY	MONTHLY UTILITY CHARGES	441.25	414.78	26.47
2566	VERIZON COMMUNICATION	MONTHLY PHONE CHARGES	359.41	337.85	21.56
2567	XO CORPORATION	PHONE CHARGES THRU 03/14/11	100.95	94.89	6.06
2568	THE PURE WATER PEOPLE	SUPPLIES	415.58	390.65	24.93
2569	PANERA	01/28/11 AD HOC WF MEETING	68.60	64.48	4.12
2570	ACCONTEMPS	TEMP SERVICE THRU 02/11/11 - MW	3,665.52	3,445.59	219.93
2571	VOID	VOID	-	-	-
2572	VOID	VOID	-	-	-
2573	AVISTA TECHNOLOGIES	001: PROFESSIONAL SERVICE	500.00	500.00	-
2574	VOID	VOID	-	-	-
2575	TETRA TECH GEO	025: PROF SERVICE THRU 01/28/11	5,756.36	2,878.17	2,878.19
2576	HELPMATES STAFFING	TEMP SERVICE THRU 02/06/11 - MC	867.68	815.62	52.06
2577	LAKEWOOD SELF STORAGE	2011 STORAGE RENTAL - UNIT #5670	1,393.00	1,309.42	83.58
2578	MARTIN E WHELAN, JR.	03/11 MEDICAL PREMIUM	733.35	689.35	44.00
2579	OFFICE TEAM	TEMP SERVICE THRU 02/11/11 -	3,459.72	3,252.13	207.59
2580	STANDARD INSURANCE COMPANY	03/11 STD/LTD PREMIUM	1,374.00	1,291.56	82.44
2581	ACWA - HBA	03/11 MED/DEN/LIFE PREMIUM	50,373.51	47,351.10	3,022.41
2582	CITY OF CARSON	011: PERMIT FEES - #69505	2,887.50	1,443.75	1,443.75
2583	ACWA 1	03/11 EAP PREMIUM	130.98	123.13	7.85
<b>Total Demands from February 1, 2011 to February 28, 2011</b>			<b>5,356,774.27</b>	<b>5,207,509.97</b>	<b>149,264.30</b>

Robb Whitaker, P.E., General Manager

Water Replenishment District of Southern California  
Demands List - Current and YTD By Vendor

<u>Payee</u>	<u>Description</u>	<u>Current Demands</u>	<u>YTD Demands</u>
PAYROLL	BENEFIT/DEDUCTION/REIMBURSEMENT	124,328.10	1,759,911.84
PAYROLL	PAYROLL	146,029.68	1,332,105.28
PAYROLL	TAXES	69,534.07	628,712.60
ALBERT ROBLES	DIRECTORS' COMPENSATION	2,911.54	23,935.83
ALBERT ROBLES	EXPENSE REIMBURSEMENT	188.32	3,646.55
ROBERT E. KATHERMAN	EXPENSE REIMBURSEMENT	1,614.16	6,546.24
LILLIAN Y. KAWASAKI	DIRECTORS' COMPENSATION	611.45	7,237.86
SERGIO J. CALDERON	DIRECTORS' COMPENSATION	1,389.19	17,656.09
SERGIO J. CALDERON	EXPENSE REIMBURSEMENT	168.36	1,548.06
1-800-CONFERENCE(R)	025: 01/11 CONFERENCE CALLS	304.08	1,565.69
ACCONTEMPS	TEMP SERVICE THRU 01/21/11 - MW	3,665.52	12,443.15
ACCONTEMPS	TEMP SERVICE THRU 01/28/11 - MW	2,036.40	14,479.55
ACCONTEMPS	TEMP SERVICE THRU 02/11/11 - MW	3,665.52	18,145.07
ACWA - HBA	03/11 MED/DEN/LIFE PREMIUM	50,373.51	406,044.11
ACWA 1	03/11 EAP PREMIUM	130.98	1,033.68
ADT SECURITY SERVICES	ALARM MAINT SERVICE	1,125.70	1,125.70
ALSTON & BIRD LLP	005: 12/10 LEGAL SERVICES	16,655.82	73,821.72
AMY'S TROPHIES	OFFICE SUPPLIES	104.54	121.75
ARC OF SOUTHEAST LA COUNTY	2011 ARC WALK	5,000.00	5,000.00
ARTESIA CHAMBER	COMM OF BUSINESS OWNERS' EVENT	1,500.00	1,500.00
AT&T	002: MONTHLY PHONE SERVICE	245.50	1,924.94
AT&T MOBILITY	MONTHLY CELL PHONE SERVICES	144.75	1,163.50
AVISTA TECHNOLOGIES	001: PROFESSIONAL SERVICE	500.00	2,900.00
AWWA	AWWA EXPO EXHIBIT	2,418.75	3,833.75
BARBARA ANN BAXTER	MEDICAL REIMBURSEMENT	659.52	659.52
BOOKMAN-EDMONSTON	023: PROF SERVICE THRU 01/29/11	5,962.50	21,079.00
BOOKMAN-EDMONSTON	023: PROF SERVICE THRU 01/01/11	5,040.50	26,119.50
BROWNSTEIN HYATT	12/10 LEGISLATIVE SERVICE	15,000.00	135,000.00
BZ DISPOSAL SERVICES	WASTE & RECYCLE SERVICES	1,303.26	2,606.52
CAL GROUNDWATER COALITION	2011 MEMBERSHIP DUES	9,500.00	19,000.00
CAL SPECIAL DISTRICT ASSOC	2011 MEMBERSHIP DUES	4,456.00	4,456.00
CALIFORNIA WATER SERVICE	WATER USAGE THRU 01/20/11	69.40	453.84
CENTRAL BASIN MWD	12/10 WATER PURCHASE	2,114,905.50	5,688,827.50
CH2M HILL	001: PROF SERVICE THRU 12/31/10	29,287.23	751,050.79
CH2M HILL	001: PROF SERVICE THRU 01/28/2011	4,442.50	755,493.29
CHEVRON AND TEXACO	01/11 FUEL CHARGES	51.24	1,297.13
CITY OF CARSON	011: PERMIT FEES - #69505	2,887.50	5,835.50
CLEAN SOURCE	GENERAL SUPPLIES	407.73	1,881.37
COMMERCE INDUSTRIAL COUNCIL	INSTALLATION DINNER	220.00	570.00
COMMUNITY FAMILY EDUCATIONAL	URBAN VALEDICTORION' EVENT	500.00	500.00
COSTCO BUSINESS DELIVERY	KITCHEN SUPPLIES	392.47	2,034.30
COUNTY OF LOS ANGELES DPH	2011 BACKFLOW ADMIN FEES	40.00	40.00
COUNTY OF LOS ANGELES DPH	011: WELL CONS PERMIT FEE	201.00	241.00
COUNTY SANITATION DISTRICT 2	10/10 WATER PURCHASE - WN	4,054.40	1,222,411.08
COUNTY SANITATION DISTRICT 2	2011 EARTH DAY EVENT	10,000.00	1,232,411.08
DMJ CONSULTING GROUP	011: PROF SERVICE THRU 01/23/11	4,843.12	53,363.07
EARTHLINK INC.	2011 DIAL-UP INTERNET SERVICE	265.40	265.40
EAST WEST BANK	CC CHARGES THRU 02/03/11	3,306.19	30,972.67
ENVIRONMENTAL SYSTEMS	010: 2011 GIS SOFTWARE MAINT	8,124.14	8,124.14
ERHART'S CATERING	STORM WTR PROPOSAL MEETING	156.34	4,956.74
F&M BANK: CC PAYMENT	01/11 CC CHARGES	4,623.31	24,145.37
FEDERAL EXPRESS	FEDEX SERVICE	542.22	4,687.57
FLEX-PLAN SERVICES	12/10 MONTHLY SVC CHRG	966.00	7,740.61
FLORENCE-FIRESTONE CHAMBER	2011 MEMBERSHIP DUES	300.00	300.00
GRTR HUNTINGTON PARK CHAMBER	02/17/2011 INSTALLATION DINNER	135.00	435.00
HARRIS & ASSOCIATES	12/10 LEGAL SERVICES	21,966.18	80,476.42
HEAL THE BAY	WATERSHED SAFETY PROGRAM	2,500.00	2,500.00
HELPMATES STAFFING	TEMP SERVICE THRU 01/30/11 - MC	927.52	32,657.68
HELPMATES STAFFING	TEMP SERVICE THRU 02/06/11 - MC	867.68	33,525.36

Water Replenishment District of Southern California  
Demands List - Current and YTD By Vendor

<u>Payee</u>	<u>Description</u>	<u>Current Demands</u>	<u>YTD Demands</u>
HELPMATES STAFFING	TEMP SERVICE THRU 01/23/11 -	2,707.76	36,233.12
HOUSE OF TROPHIES	RECOGNITION AWARD	109.75	109.75
IN-SITU INC.	011: FIELD SUPPLIES	149.49	65,614.52
INSTRUMENTATION NORTHWEST	011: REPAIR MAINT SERVICE	221.57	10,672.08
INTERA INCORPORATED	025: PROF SERVICE THRU 12/31/10	5,893.45	5,893.45
INTERIOR PLANT DESIGN	001: 02/11 MAINT SERVICE	2,000.00	16,550.28
INTER-TEL NETSOLUTIONS	MONTHLY PHONE CHARGES	926.62	6,936.89
JAN-PRO CLEANING	02/11 JANITORIAL SERVICE	2,743.00	21,944.00
KINDEL GAGAN	005: 01/11 PROFESSIONAL SERVICE	14,500.00	88,156.25
L.A.CHAMBER OF COMMERCE	2011 INAUGURAL DINNER	2,500.00	4,079.25
LA EXPRESS ONE INC	01/27/11 COURIER SERVICE	141.88	1,241.64
LABOR ARBITRATION INSTITUTE	LABOR LAW CONF REGIS FEE - JS	450.00	450.00
LAKEWOOD SELF STORAGE	2011 STORAGE RENTAL - UNIT #5670	1,393.00	14,545.70
LAKEWOOD, CITY OF	WATER USAGE THRU 02/17/11	164.09	299,532.34
LOMITA CHAMBER	01/28/11 INSTALLATION DINNER	500.00	1,350.00
LONG BEACH, CITY OF	2010 O & M (TRUE-UP) SERVICE	266,302.72	1,446,733.37
LONG BEACH, CITY OF	12/10 WATER PURCHASE	60,716.00	1,507,449.37
LONG BEACH, CITY OF	001: O & M SERVICE THRU 02/28/11	131,538.00	1,638,987.37
LOS ANGELES COUNTY DPW	004: PERMIT FEE - SGRSG TEST BASIN	300.00	1,800.00
LOS ANGELES, CITY OF DWP	12/20/10-01/21/11 WATER PURCHASE	66,408.21	636,011.64
MARCIA FORKOS	MEDICAL REIMBURSEMENT	1,272.55	3,234.80
MARTIN E WHELAN. JR.	03/11 MEDICAL PREMIUM	733.35	5,881.70
MEYERS & NAVE	11/10 LEGAL SERVICE -	14,921.90	205,151.63
MILLENNIUM ADVOCATES	01/11 LEGISLATIVE SERVICE	15,778.37	105,778.37
MWH LABORATORIES	01/11 LAB FEES	49,549.50	741,962.50
NELLOR ENVIRONMENTAL	004: 01/11 PROF SERVICE	1,710.00	13,903.24
NORWALK PRINTING	BUSINESS CARDS - CC	60.36	3,249.26
OCB REPROGRAPHICS	023: SLIDE LAMINATION SERVICE	44.01	6,742.32
OFFICE TEAM	TEMP SERVICE THRU 01/14/11 -	1,389.89	63,391.96
OFFICE TEAM	TEMP SERVICE THRU 01/21/11	3,669.79	67,061.75
OFFICE TEAM	TEMP SERVICE THRU 01/28/11 -	1,750.58	68,812.33
OFFICE TEAM	TEMP SERVICE THRU 02/11/11 -	3,459.72	72,272.05
ONE SOURCE DISTRIBUTORS	LIGHT TRACKING SYSTEM	1,149.77	1,149.77
PACIFIC ATLANTIC PARTNERS	01/11 LEGISLATIVE SERVICE	15,000.00	105,000.00
PACIFIC FORD INC.	011: FIELD TRUCK REPAIR SERVICE	1,874.33	4,954.65
PACIFIC TRUCK EQUIPMENT	011: FUSO FE145 TRUCK ADDITIONS	4,215.50	4,215.50
TEST AMERICA	006: 01/11 PROF SERVICE	5,452.75	43,529.35
PAGEANTRY PRODUCTION	RECOGNITION AWARD	76.83	11,606.83
PAN AFRICAN FILM FESTIVAL	2011 PAFF EVENT SPONSORSHIP	4,000.00	4,000.00
PANERA	01/28/11 AD HOC WF MEETING	68.60	68.60
PARAMOUNT CHAMBER	STATE OF THE CITY LUNCHEON	100.00	406.00
PARS	12/10 REP FEES	500.00	4,000.00
PEPSI BOTTLING	SUPPLIES	282.99	2,154.04
PHILLIPS 66-CONOCO-76	MONTHLY FUEL CHARGES	236.92	4,332.29
PRUDENTIAL INSURANCE	2010 ADMIN FEES - PLAN 2401	3,443.00	3,443.00
PRUDENTIAL INSURANCE	2010 ADMIN FEES - PLAN 2403	2,400.00	5,843.00
PSOMAS & ASSOCIATES	032: PROF SERVICE THRU 12/31/10	4,215.00	4,215.00
PUBLIC OFFICIALS FOR WATER	2011 CALIFORNIA WATER POLICY 20	1,500.00	1,500.00
ROBERT E. BUSH CORP	005: 01/11 PROF SERVICE	3,000.00	24,000.00
ROCKWARE, INC.	025: GEOLOGICAL SOFTWARE	5,700.00	5,700.00
SCHLUMBERGER WATER	011: 09/01/10-10/17/10 PROF SERVICE	55,985.00	112,263.15
SEPARATION PROCESSES	002: 12/10 PROF SERVICE	1,487.50	14,092.50
SO CAL IMMEDIATE MEDICAL CNTR	MEDICAL TEST - HC	25.00	50.00
SOROPTIMIST INTERNATIONAL	LAKEWOOD SHERIFF'S ANNUAL EVENT	500.00	500.00
SOUTH GATE CHAMBER	STATE OF THE CITY ADDRESS	125.00	1,025.00
SOUTHERN CALIFORNIA EDISON	01/11 ENERGY USAGE	2,536.19	147,256.22
SOUTHERN CALIFORNIA EDISON	002: ENERGY USAGE THRU 02/07/11	17,404.62	164,660.84
SOUTHERN CALIFORNIA EDISON	WRD BLDG SOLAR PANEL PROJ	2,500.00	2,500.00
SPECIAL DISTRICT INSTITUTE	2/17/11 SEMINAR REGIS FEES - TF	710.00	810.00

Water Replenishment District of Southern California  
Demands List - Current and YTD By Vendor

<u>Payee</u>	<u>Description</u>	<u>Current Demands</u>	<u>YTD Demands</u>
STANDARD INSURANCE COMPANY	03/11 STD/LTD PREMIUM	1,374.00	10,716.81
STAPLES CREDIT PLAN	OFFICE SUPPLIES	406.24	2,565.33
STAR OFFICE PRODUCTS	OFFICE SUPPLIES	490.46	9,421.45
STAR OFFICE PRODUCTS	OFFICE SUPPLIES	1,088.59	10,510.04
TETRA TECH GEO	025: PROF SERVICE THRU 01/28/11	5,756.36	101,996.95
TETRA TECH GEO	025: PROF SERVICE THRU 12/31/10	587.89	102,584.84
TGIS CATERING SERVICES	WATER RESOURCES COMM MEETING	295.45	3,546.44
TGIS CATERING SERVICES	01/18/11 ADMIN COMM MEETING	561.24	4,107.68
TGIS CATERING SERVICES	SWEARING IN CEREMONY	1,077.81	5,185.49
THE GAS COMPANY	MONTHLY UTILITY CHARGES	441.25	1,913.49
THE LA & SAN GABRIEL RIVERS	02/24/11 CONFERENCE FEE - TM	50.00	50.00
THE PURE WATER PEOPLE	SUPPLIES	415.58	1,557.56
THE SIGNAL TRIBUNE	NEWSPAPER AD THRU 01/28/11	1,200.00	3,825.00
THE SOURCE	BACKGROUND CHECK - HC	95.00	95.00
TIME WARNER CABLE	MONTHLY INTERNET CHARGES	1,000.00	5,000.00
TODD HEARD	WATER CONSERVATION ANIMATION	1,670.00	2,500.00
TORRANCE, CITY OF	002: 02/11 PLANT SITE RENT	3,373.48	322,201.07
TROJAN TECHNOLOGIES	001: ULTRAVOILET LIGHT LAMP	108,125.55	108,125.55
U.S. POSTAL SERVICE	BRM PERMIT RENEWAL - #6000	185.00	685.00
URBAN WATER INSTITUTE	2011 MEMBERSHIP DUES	1,250.00	2,500.00
US BANK TRUST N.A.	01/01/11-12/31/11 ADMIN FEE	2,475.00	2,259,846.58
VERIZON BUSINESS	MONTHLY INTERNET SERVICE	623.84	4,972.21
VERIZON COMMUNICATION	MONTHLY PHONE CHARGES	359.41	2,746.16
VERIZON WIRELESS	MONTHLY CELL PHONE SERVICE	921.19	7,038.20
WEST BASIN MWD	12/10 WATER PURCHASE	1,732,410.37	12,308,083.81
WESTERN EXTERMINATOR	02/10 PESTICIDE SERVICE	65.00	520.00
XEROX CORPORATION	01/11 COPIER PRINTING - TR#561586	1,055.69	38,738.30
XEROX CORPORATION	02/11 COPIER SERVICE - FR#550179	3,882.61	42,620.91
XO CORPORATION	PHONE CHARGES THRU 03/14/11	100.95	830.78
YSI INCORPORATED	PROJ FIELD SUPPLIES	3,391.96	3,391.96
		5,356,774.27	37,697,940.06



**MEMORANDUM**

**ITEM NO. 6**

*Prepared by:* Scott M. Ota

*Reviewed by:* Scott M. Ota

*Approved by:* Robb Whitaker

**DATE: APRIL 20, 2011**  
**TO: FINANCE COMMITTEE**  
**FROM: ROBB WHITAKER, GENERAL MANAGER**  
**SUBJECT: FINANCIAL STATEMENTS – FEBRUARY 28, 2011**

The attached financial statements include the Statement of Net Assets (Balance Sheet) as of February 28, 2011 and the Statement of Revenues, Expenditures and Changes in Net Assets (Income Statement) for the month ending February 28, 2011. Explanation of selected account balances are as follows:

**Statement of Net Assets**

**ASSETS & LIABILITIES**

Cash and Cash Equivalents – Decreased approximately \$1.92 million in cash primarily due to the payment to Central Basin Municipal Water District for the purchase of untreated Tier 1 spreading water.

Accounts Payable – The increase in accounts payable is mainly due to the following activities:

Purchase of 6,817 acre-feet of untreated Tier 1 spreading water in February 2011	\$ 4.35
<u>Less:</u> Payment to Central Basin Municipal Water District for the purchase of untreated Tier 1 spreading water in December 2010, (see cash above)	(2.21)
<u>Less:</u> Other expenses decreased in February 2011	<u>(0.33)</u>
Changes in February 2011	<u>\$ 1.81</u>

**NET ASSETS**

Invested in Capital Assets – This is a formula and related to the changes in all capital asset accounts:

<u>Accounts</u>	<u>Change</u>
Plant & Equipment	\$ 0
Construction-In-Progress	171,112
Accumulated Depreciation	<u>(192,169)</u>
Total	<u>\$ (21,057)</u>

Unrestricted – The Change/Variance of Total Assets, Total Liabilities and Invested in Capital Assets from January to February is \$(3,715,688)

### **Statement of Revenues, Expenditures and Changes in Net Assets**

#### **REVENUES**

No accounts with significant fluctuations noted

#### **EXPENSES**

Cost of Water – This account has increased approximately \$2.91 million in February. This change is largely due to the purchase of untreated Tier 1 water from Central Basin Municipal Water District.

Professional Fees – Decreased approximately \$222,000 over prior month. As part of the WRD's agreement with the Long Beach Water Department, the operating costs associated with the Leo J. Vander Lans Water Treatment Facility are reconciled on a semi-annual basis. In January 2011, the WRD reimbursed the Long Beach Water Department for operating costs for the period of July 2010 through December 2010.

#### **FISCAL IMPACT**

None.

#### **STAFF RECOMMENDATION**

Approve the Financial Statements for submittal to the Board of Directors.

**Water Replenishment District of Southern California**  
**Statement of Net Assets**  
**February 28, 2011**

Assets	Total	Prior Month Total	Variance
<b>Current Assets</b>			
Cash and Cash Equivalents	\$ 25,699,240	\$ 27,616,130	(1,916,890)
Restricted Cash	16,734,681	16,734,681	-
Accounts Receivable	6,111,071	5,946,580	164,491
Interest Receivable	37,712	37,712	(0)
Prepaid Expenses	90,810	106,405	(15,595)
<b>Total Current Assets</b>	<b>\$ 48,673,514</b>	<b>\$ 50,441,508</b>	<b>(1,767,994)</b>
<b>Noncurrent Assets</b>			
Notes Receivable, Noncurrent	\$ 4,032,113	\$ 4,032,113	0
Plant & Equipment	63,447,876	63,447,876	(0)
Land	2,644,753	2,644,753	0
Construction-In-Progress	7,308,030	7,136,918	171,112
Deferred Charges	782,332	782,332	0
Accumulated Depreciation	(17,208,178)	(17,016,009)	(192,169)
<b>Total Noncurrent Assets</b>	<b>\$ 61,006,927</b>	<b>\$ 61,027,983</b>	<b>(21,057)</b>
<b>Total Assets</b>	<b>\$ 109,680,441</b>	<b>\$ 111,469,491</b>	<b>(1,789,050)</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	\$ 10,164,977	\$ 8,355,114	1,809,863
Interest Payable - Bond	133,517	-	133,517
Accrued Payroll	-	-	-
Accrued Employee Benefits	11,970	7,655	4,315
Accrued Postemployment Benefits	1,205,822	1,205,822	-
Deferred Compensation	-	-	-
Cal Trans 0690	5,973,828	5,973,828	0
Long term Debt - Bond Payable	31,535,300	31,535,300	0
Other Liabilities	450,000	450,000	-
<b>Total Current Liabilities</b>	<b>\$ 49,475,414</b>	<b>\$ 47,527,719</b>	<b>1,947,695</b>
<b>Noncurrent Liabilities</b>			
Compensated Absences	\$ 344,522	\$ 344,522	-
<b>Total Noncurrent Liabilities</b>	<b>\$ 344,522</b>	<b>\$ 344,522</b>	<b>-</b>
<b>Total Liabilities</b>	<b>\$ 49,819,936</b>	<b>\$ 47,872,241</b>	<b>1,947,695</b>
<b>Net Assets</b>			
Invested in Capital Assets, Net of Related Del	\$ 35,418,033	\$ 35,439,091	(21,058)
Unrestricted	24,442,472	28,158,160	(3,715,688)
<b>Total Net Assets</b>	<b>\$ 59,860,504</b>	<b>\$ 63,597,250</b>	<b>(3,736,746)</b>
<b>Total Liabilities &amp; Net Assets</b>	<b>\$ 109,680,441</b>	<b>\$ 111,469,491</b>	<b>(1,789,050)</b>

**Water Replenishment District of Southern California**  
**Statement of Revenues, Expenditures and Changes in Net Assets**  
**For the Month of February 2011**

	Total	Prior Month Total	Variance
<b>Revenues</b>			
Operating Revenues			
Water Replenishment Assessments	3,431,943	3,130,172	301,771
Late Payment Penalties	-	-	-
MWD Subsidy	68,988	88,852	(19,864)
OCWD Recycled Water Product	38,023	67,223	(29,200)
Desalter Revenue	83,064	99,533	(16,469)
Title 22 Monitoring Program	-	33,480	(33,480)
<b>Total Operating Revenues</b>	<b>3,622,018</b>	<b>3,419,260</b>	<b>202,758</b>
<b>Operating Expenses</b>			
Cost of Water			
Spreading	4,406,012	1,373,125	3,032,887
Injected	1,799,522	1,920,283	(120,761)
In-Lieu	-	-	-
Connection Fees	51,715	51,715	-
<b>Total Cost of Water</b>	<b>6,257,250</b>	<b>3,345,124</b>	<b>2,912,126</b>
General & Administrative			
Salaries, Taxes & Benefits	378,484	401,075	(22,591)
Postemployment Benefits	-	-	-
Conference & Travel	6,984	4,732	2,252
Office Expenses	50,792	64,919	(14,127)
Utilities	24,245	31,419	(7,174)
Rents & Leases	5,683	6,975	(1,292)
Repairs & Maintenance	7,439	10,572	(3,133)
Material & Equipment	16,141	112,265	(96,124)
General Liability Insurance	15,595	15,595	(0)
Professional Fees	338,874	560,585	(221,711)
Other General & Administrative	96,011	98,426	(2,415)
<b>Total General &amp; Administrative</b>	<b>940,248</b>	<b>1,306,562</b>	<b>(366,314)</b>
Depreciation	192,169	191,720	449
<b>Total Operating Expenses</b>	<b>7,389,666</b>	<b>4,843,405</b>	<b>2,546,261</b>
<b>Operating Income (Loss)</b>	<b>(3,767,648)</b>	<b>(1,424,145)</b>	<b>(2,343,503)</b>
<b>Non-Operating Revenues (Expenses)</b>			
Revenues			
Property Taxes	28,093	46,350	(18,257)
Investment Earnings	2,810	65,407	(62,597)
Miscellaneous	-	11,146	(11,146)
<b>Total Non-Operating Revenues (Expenses)</b>	<b>30,903</b>	<b>122,902</b>	<b>(91,999)</b>
<b>Income (Loss) Before Contributions</b>	<b>(3,736,746)</b>	<b>(1,301,243)</b>	<b>(2,435,503)</b>
<b>Contributions</b>			
Capital Contributions- Grant	-	90,414	(90,414)
<b>Change in Net Assets</b>	<b>(3,736,746)</b>	<b>(1,210,829)</b>	<b>(2,525,917)</b>



**MEMORANDUM**

**ITEM NO. 7**

*Prepared by:* Scott M. Ota

*Reviewed by:* Scott M. Ota

*Approved by:* Robb Whitaker

**DATE: APRIL 20, 2011**  
**TO: BOARD OF DIRECTORS**  
**FROM: ROBB WHITAKER, GENERAL MANAGER**  
**SUBJECT: RESERVES, CASH AND INVESTMENT REPORT FOR THE PERIOD ENDING FEBRUARY 28, 2011**

Each month, the Finance Department reports the District's reserve balances as well as cash & investment activities to the Finance Committee for subsequent approval by the Board of Directors.

**RESERVE BALANCE**

Based on §60290 of the Water Code, the District may establish an annual reserve fund in an amount not to exceed ten million dollars (\$10,000,000). This ten million dollars may be adjusted for the percentage increase or decrease in the blended cost of water from district water supply sources on an annual basis. In addition, §60291 states that the limitation on the reserve established in §60290 does not apply to funds appropriated for capital projects.

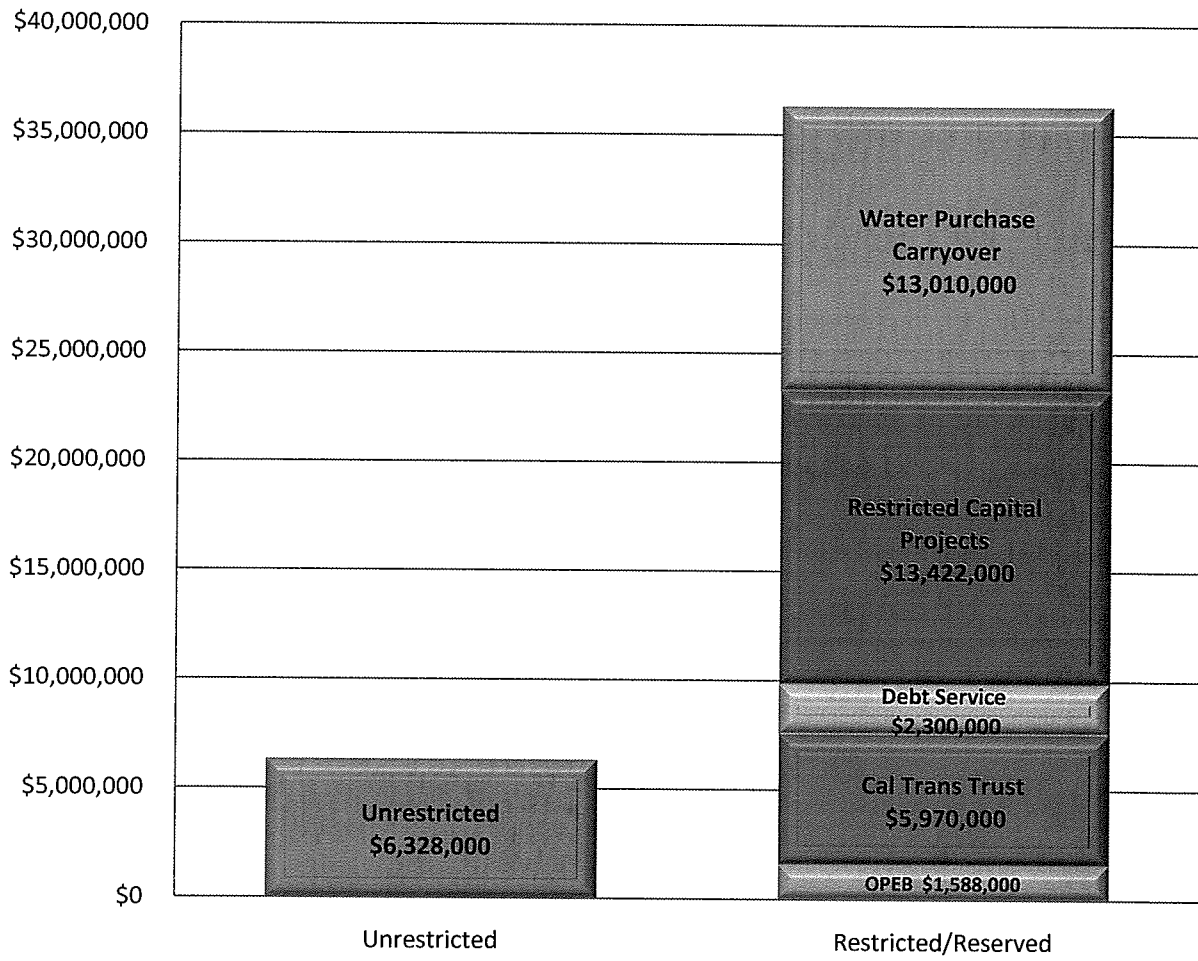
If for some reason, the District has more than \$10,000,000 (adjusted for the blended cost of water), §60328.1 states that the District shall apply the estimated fiscal year end balance in excess of the amount allowed in §60290 to a replenishment assessment rate reduction or to the purchase of water in the succeeding fiscal year.

**Currently the District has \$6,328,000 in operating reserve.** The following pages provide specific breakdowns of the District cash and investments.

The District's reserve balances are presented in Figure A below:

<b>Operating Reserve Fund</b>	<b>\$ 6,328,000</b>
Reserved or Encumbered:	
Water Purchase Carryover Fund	13,010,000
Restricted for Capital Projects	13,422,000
Debt Service Reserve Fund	2,300,000
Cal Trans Trust Fund	5,970,000
Other Post Employment Benefit Obligation (OPEB)	1,588,000
Reserved or Encumbered Subtotal	<u>\$ 36,290,000</u>
 Total Cash and Investments	 <u>\$ 42,618,000</u>

WRD Funds as of  
February 28, 2011

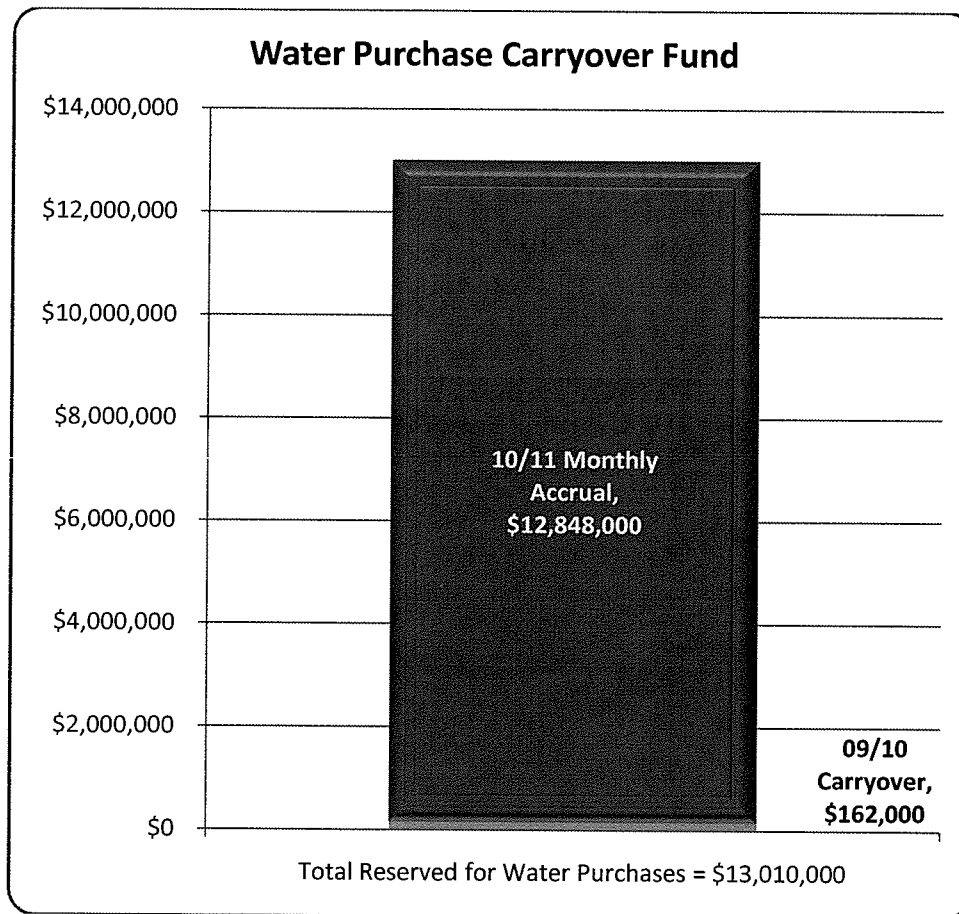


Total Cash Held as of February 28, 2011 = \$42,618,000

**Water Purchase Carryover Fund** – This category of represents:

**Source of Funds:**                      **Replenishment Assessment**  
**Use of Funds:**                              **Restricted for Water Purchases Only**

<b>1. Monthly accrual of budgeted amount for fiscal year 10/11</b>	
Untreated Tier 1 Spreading Water Budgeted in 10/11	\$ 13,424,000
In Lieu Budgeted in 10/11	3,608,000
3,500 acre feet of Make Up Water Budgeted in 10/11	<u>2,237,000</u>
Total Budget for Spreading Water in 10/11	\$ 19,269,000
	÷ 12 months
Accrual per month (1/12 <sup>th</sup> – rounded) x eight months	<u>\$ 12,848,000</u>
<b>2. Budget 10/11 Rate Relief</b> – As a result of public budget workshops,	
\$8,270M was allocated from the Water Purchase Carryover Fund as rate relief (1/12 <sup>th</sup> accrual per month: \$8,270,000 ÷ 12 = \$689,000 rounded)	\$ (5,512,000)
09/10 Water Purchase Carryover (decreases by \$689,000 monthly for fiscal year 10/11)	
	<u>5,674,000</u>
Total	<u>\$ 162,000</u>



**Restricted for Capital Projects** – This category represents funds encumbered for the following:

**1. Safe Drinking Water Program**

**Source of Funds:**

**Replenishment Assessment**

**Use of Funds:**

**Encumbered for Safe Drinking Water Projects**

Maywood Mutual Water Company #2 – Central Basin	\$ 150,000
Park Water Company – Central Basin	2,000,000
Vernon Wells #9 and #10 – Central Basin	1,000,000
Huntington Park Well #17 – Central Basin	143,000
Total	<u>\$ 3,292,000</u>

**2. Capital Replacement / Construction**

**Source of Funds:**

**Replenishment Assessment**

**Use of Funds:**

**Encumbered for Projects Below**

Leo J. Vanderlans Water Treatment Facility:	
Capital Replacement	\$ 949,000
Preliminary and Final Design for Expansion	380,000 <sup>1</sup>
Goldsworthy Desalter:	
Capital Replacement	241,000
Preliminary Design	100,000 <sup>1</sup>
Total	<u>\$ 1,670,000</u>

**3. Proceeds from the 2008 Certificates of Participation**

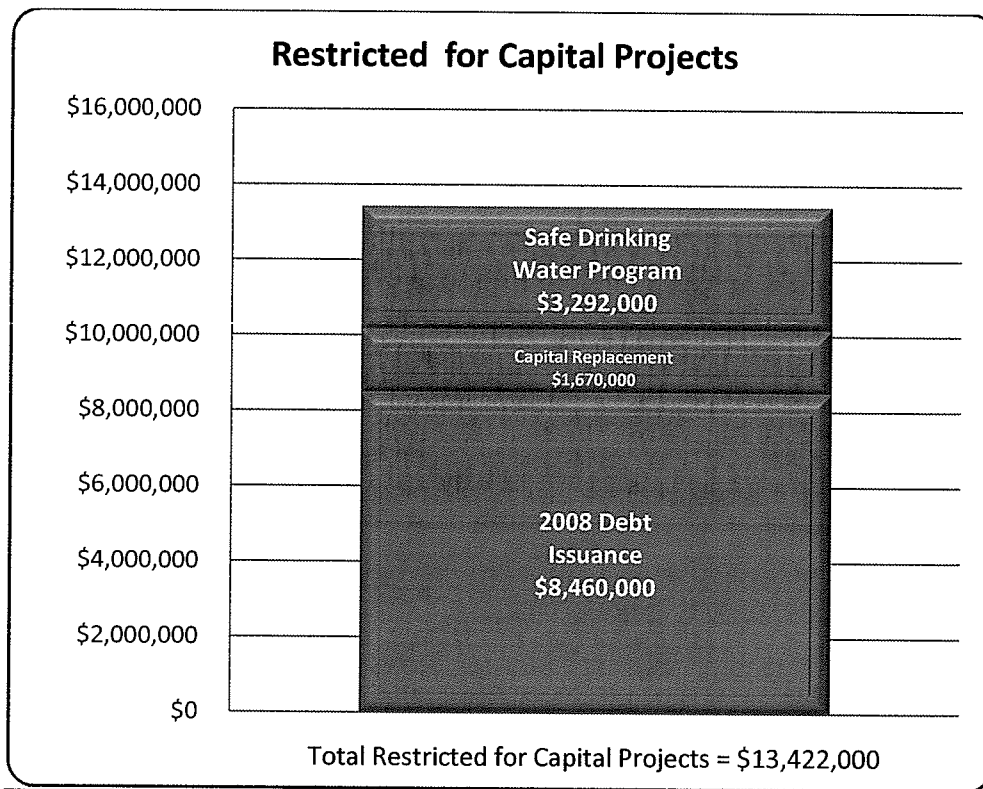
**Source of Funds:**

**2008 Debt Issuance**

**Use of Funds:**

**Restricted for Capital Projects Only – Interconnection Pipeline and Regional Groundwater Monitoring Wells**

Held by Independent Trustee – Restricted for Capital Projects Only	<u>\$ 8,460,000</u>
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<sup>1</sup> This amount was budgeted in fiscal year 2009/10 and encumbered for capital expenditure in fiscal year 2010/11

**Debt Service Reserve Fund** – Based on the District’s Master Trust Agreement related to the 2004 and 2008 Revenue Certificates of Participation (COP), the District must maintain a Reserve Fund, held by an independent Trustee to pay principal and interest in the event the WRD does not have the funds to properly pay its debt. These funds are unavailable to the District until the debt matures 30 years after issuance of the debt.

**Source of Funds:**

***2004 and 2008 Debt Issuance***

**Use of Funds:**

***Restricted based on Master Trust Agreement***

2004 Trustee Reserve Fund	\$ 968,000
2008 Trustee Reserve Fund	1,332,000
Total	<u>\$ 2,300,000</u>

**Cal Trans Trust** – These funds are held in trust by WRD as part of a settlement with the California Department of Transportation (CalTrans) for dewatering the 105 freeway.

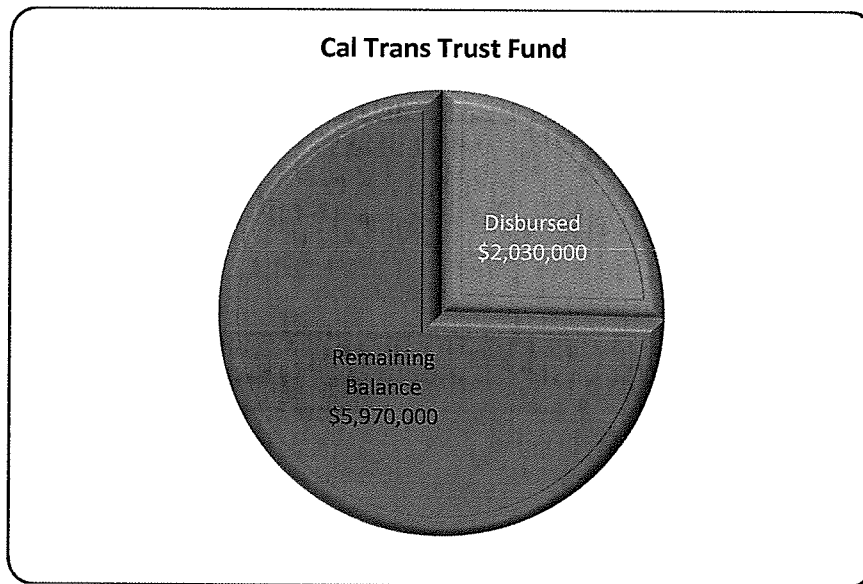
**Source of Funds:**

***CalTrans Settlement***

**Use of Funds:**

***Restricted for CalTrans Project and RA***

Originally, the CalTrans settlement of \$8 million was received in June 2004. Since that time, the District has been reimbursed \$2.03 million for costs associated with the project, as well as for charges tied to the amount of water pumped from the basin for dewatering of the freeway.



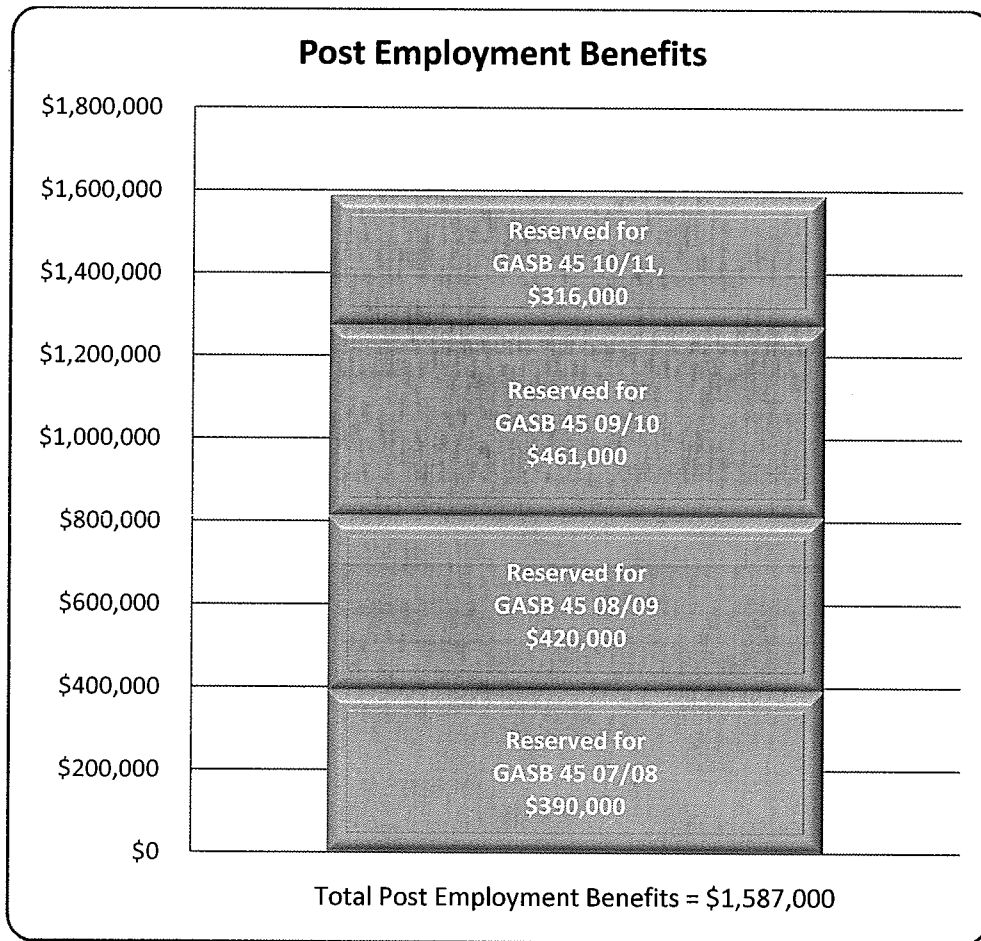
**Other Post Employment Benefit Obligations (OPEB)**

**Source of Funds:**  
**Use of Funds:**

***Replenishment Assessment***  
***Post Employment Benefits***

This category of funds accounts for the WRD's Annual Required Contribution (ARC) related to Other Post Employment Benefits (OPEB) in compliance with the Government Accounting Standards Board (GASB) statement number 45. The following costs have been accrued based on an independent actuarial study:

10/11 Annual Required Contribution	\$ 474,000
	$\div 12$ months
10/11 Accrual per month (1/12 <sup>th</sup> – rounded) x eight months	\$ 316,000
09/10 Annual Required Contribution	461,000
08/09 Annual Required Contribution	420,000
07/08 Annual Required Contribution	390,000



## CASH AND INVESTMENTS

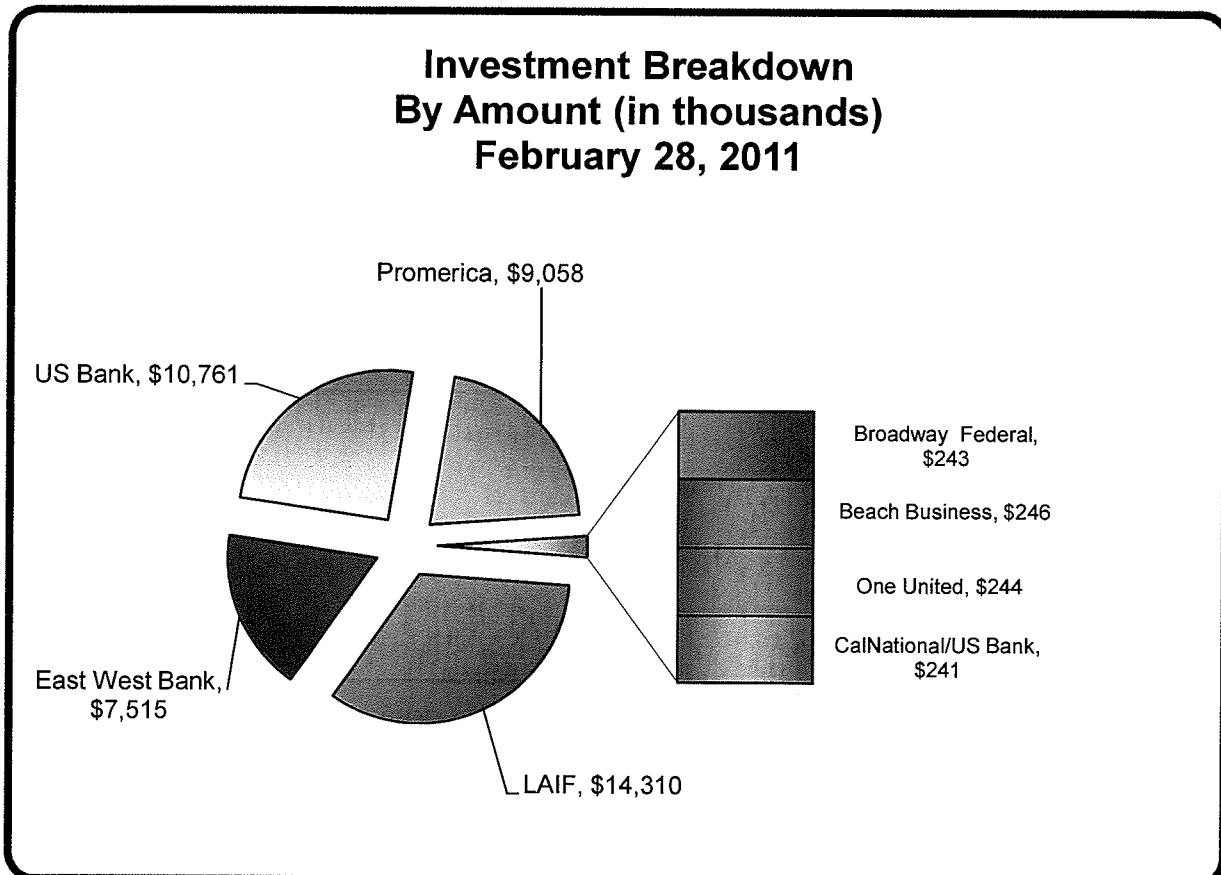
At the direction of the Board of Directors, on February 20, 2009 the District implemented its Community Banking Program and has invested in several community banks in addition to the Local Area Investment Fund (LAIF).

### Cash and Investments By Institution (Rounded to nearest ten thousand)

#### Cash and Investments:

Local Area Investment Fund (LAIF) <sup>1</sup>	\$ 14,310,000
East West Bank <sup>2</sup>	7,515,000
Beach Business Bank <sup>2</sup>	246,000
One United Bank <sup>2</sup>	244,000
Broadway Federal Bank <sup>2</sup>	243,000
US Bank (formerly CalNational Bank) <sup>2</sup>	241,000
Promerica Bank <sup>2</sup>	9,058,000
US Bank (Trustee) <sup>2</sup>	<u>10,761,000</u>

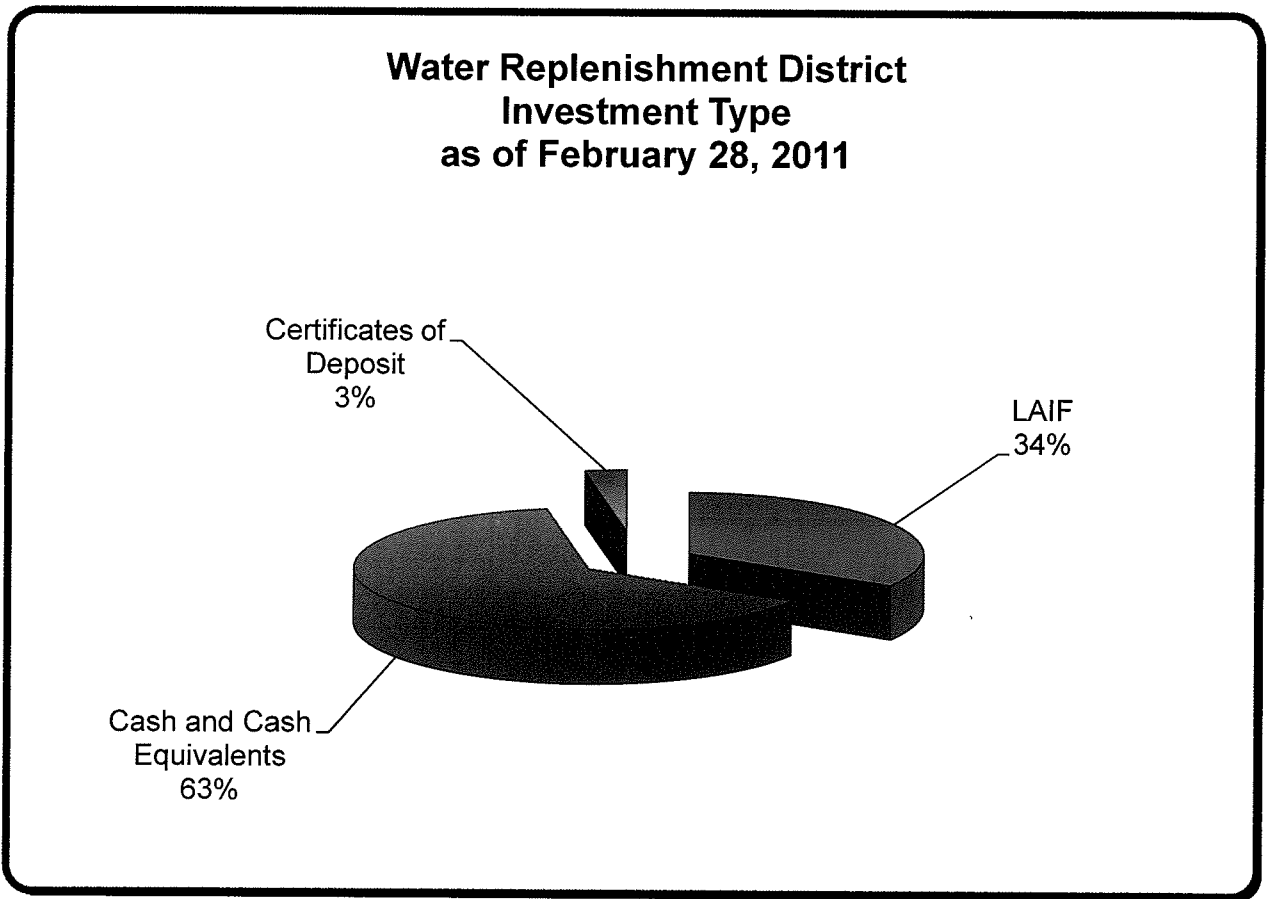
Total Cash and Investments \$ 42,618,000



**Cash and Investments By Type**  
(Rounded to nearest ten thousand)

Cash and Investments:

Local Area Investment Fund (LAIF) <sup>1</sup>	\$ 14,310,000
Cash and Cash Equivalents <sup>2</sup>	27,079,000
Certificates of Deposit <sup>2</sup>	<u>1,229,000</u>
 Total	 <u>\$ 42,618,000</u>



Staff has attached a detailed investment report for February 28, 2011 for approval.

Footnotes:

<sup>1</sup> – The Local Area Investment Fund (LAIF): There is no insurance applied to individual securities, sectors of the portfolio, or the portfolio in general. However, due to the characteristics of the Pooled Money Investment Account for LAIF, credit risk is minimal. Additionally, LAIF monies are protected by statute. The State of California cannot borrow or withhold LAIF monies per California Government Code §16429.4.

<sup>2</sup> – Cash & Cash Equivalents and Certificates of Deposit: Amounts are either insured by the Federal Deposit Insurance Company (FDIC) or secured by the bank's assets. Most funds are held in Certificate of Deposit Account Registry Service or CDARS; a very safe way to invest funds up to \$50 million while continuing to be FDIC insured.

<sup>3</sup> – US Treasury Notes and Corporate Bonds: These amounts are not insured by the FDIC however, they fall within the District's Investment Policy.

*Any slight differences are due to rounding. For presentation purposes, staff has rounded dollar values to the nearest thousand.*

**FISCAL IMPACT**

None.

**STAFF RECOMMENDATION**

Approve the Investment Report for submittal to the Board of Directors.





## MEMORANDUM

### ITEM NO. 8

*Prepared by:* Scott M. Ota  
*Reviewed by:* Scott M. Ota  
*Approved by:* Robb Whitaker

**DATE:** APRIL 20, 2011  
**TO:** FINANCE COMMITTEE  
**FROM:** ROBB WHITAKER, GENERAL MANAGER  
**SUBJECT:** FINANCIAL ADVISOR REQUESTS FOR QUALIFICATIONS

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### SUMMARY

Section 10.3 of the District's Administrative Code governs the procurement and procedures of Professional Services Contracts. Section 10.3.3 specifically addresses the District's process when issuing a Request for Qualifications as follows:

#### **10.3.3 Request for Qualifications**

The District from time to time may issue a request for qualifications for the purpose of developing a list of qualified consultants to provide professional services for future work. Prior to issuing a request for qualifications, District staff shall obtain Board approval of the request for qualifications. Request for qualifications may be advertised in a publication of the respective professional society or by any other means reasonably calculated to reach its intended audience.

Upon review and receipt of the qualifications from interested consultants, the District shall develop the list of qualified consultants based upon criteria established by the District.

Prior to negotiating a scope of work for any request for qualifications authorizing the District to expend ten thousand dollars (\$10,000.00) or more, District staff shall obtain Board approval for the scope of work.

The District may choose a consultant from the qualified list to perform a specific scope of services as needed. The scope of work and terms and conditions for the services shall be negotiated by staff, and approved by District Counsel and shall be presented to the Board for consideration.

### **Financial Advisor Services**

A Financial Advisor helps to ensure that the financing reflects the one most suited for the WRD and has the fiduciary duty to WRD with a sole focus to make sure that the terms of the debt transaction and the results are the most advantageous for their client. They coordinate the interaction between the members of the financing team as well as coordinate with the

bond rating agencies (Standard and Poor's and Fitch Ratings) to describe the District's financial stability. Finally, the Financial Advisor acts as a pricing advisor to ensure that the WRD receives the best possible pricing of its debt. The Government Finance Officers Association (GFOA) best practices recommend that a government agency hire an outside financial advisor prior to undertaking a debt financing.

**FISCAL IMPACT**

None. There is no fiscal impact to issuing a Request for Qualifications.

**STAFF RECOMMENDATION**

For discussion.



## MEMORANDUM

### ITEM NO. 9

*Prepared by:* Scott M. Ota  
*Reviewed by:* Scott M. Ota  
*Approved by:* Robb Whitaker

**DATE:** APRIL 20, 2011  
**TO:** FINANCE COMMITTEE  
**FROM:** ROBB WHITAKER, GENERAL MANAGER  
**SUBJECT:** UNDERWRITER REQUESTS FOR QUALIFICATIONS

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### SUMMARY

An Underwriter is a securities dealer who helps government entities bring bond issues to market. The key role of the Underwriter is to buy the bonds from the issuer and then resell them to investors. On March 21, 2011, the Finance Committee recommended that the Board approve the issuance of a Request for Qualifications (RFQ) for Public Bond Underwriter Services. As required by Section 10.3.3 of the District's Administrative Code, the Board approved the issuance of an RFQ on March 25, 2011. Staff was directed to post the RFQ on the WRD website and asked to develop a list of firm that should receive the RFQ. Staff mailed RFQ's to the following firms and received responses from all except Southwest Securities:

1. Hutchinson, Shockey, Erley & Company
2. Cabrera Capital Markets, LLC
3. Kinsell, Newcomb De Dios, Inc
4. Stone and Youngberg, LLC
5. De La Rosa & Company
6. Citigroup Global Markets
7. Merrill Lynch
8. Morgan Stanley
9. Piper Jaffray
10. J.P. Morgan
11. Wedbush Morgan Securities
12. Southwest Securities – Did not respond

Staff also received responses from the following firms:

13. Blaylock Robert Van, LLC
14. Fidelity Capital Markets
15. Rice Financial Products Company
16. Rockfleet Financial Services
17. Stern Brothers and Company

The deadline to reply to the District RFQ was 5:00 p.m. on Friday, April 8<sup>th</sup>. The WRD received 16 responses to the Underwriter RFQ. Staff will be available to answer any questions the members of the Finance Committee have relating to the various responses. The Finance Committee will direct staff on the next step in the evaluation process (if any) such as conducting interviews, reference checks, etc.

### Underwriter Compensation

The underwriter is compensated in the form of an underwriter's discount or "spread", which consists of the negotiated difference between the amount the underwriter pays the issuer for the bonds and the amount the underwriter expects to receive selling the bonds to investors. The underwriter's discount includes up to four components: the management fee, takedown, expenses and underwriting fee. The only component of spread that can be fixed in a proposal is the management fee.

The management fee compensates the investment bankers for the time and expertise brought to the negotiated sale by the investment bankers. It is appropriate to ask the proposer for a firm management fee quote, although its weighting in the evaluation criteria should be low. In addition, issuers may want to leave room to negotiate this fee lower or higher, depending on the actual complexities of the transaction.

The remaining components of spread, as noted below, should be determined through the negotiation process.

1. Takedown – is the "sales commission" of the deal. Current market levels of takedown can be determined by the issuer or its financial advisor just prior to the time of negotiation. The takedown is the principal component of the potential profit to an underwriter in a bond sale. The issuer must weigh the impact of takedown on the resulting true interest cost to the bond issuer. An inadequate takedown may result in less aggressive marketing of the bonds and a higher interest cost to the issuer. A fair balance must be struck between a "market rate" takedown and the cost to the issuer in future interest costs.
2. Expenses – includes various fees and overhead expenses and also should not be part of the RFQ evaluation criteria. However it is important to note that all underwriter expenses be clearly identified and defined at the appropriate time during the bond negotiation.
3. Underwriting Fee – is almost never part of the final underwriter's discount and should not be part of the discussion at the RFQ stage. Discussion of the payment of an underwriting fee may occur during pricing negotiation, but only to the extent the underwriter agrees to underwrite a substantial amount of unsold bonds.

### **FISCAL IMPACT**

Unknown at this time. The fiscal impact of issuing bonded indebtedness varies based on the market rates at the time the bonds are issued as well as negotiations during the issuing process (as noted above) .

### **STAFF RECOMMENDATION**

For discussion.



## MEMORANDUM

ITEM NO. 10

*Prepared by: Scott M. Ota*  
*Reviewed by: Scott M. Ota*  
*Approved by: Robb Whitaker*

**DATE:** APRIL 20, 2011  
**TO:** FINANCE COMMITTEE  
**FROM:** ROBB WHITAKER, GENERAL MANAGER  
**SUBJECT:** EXPENSES OVER 90 DAYS

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### SUMMARY

Based on Section 13.2.3 of the District's Administrative Code, "Requests for reimbursement must be submitted within 90 days of the date the expense was incurred...Any reimbursement for a non-excluded expense submitted after 90 days must be approved by the Board of Directors."

Staff would like to present expenses over the 90 day period to the Finance Committee.

### FISCAL IMPACT

Staff will give the exact fiscal impact of these expenses at the Committee meeting.

### STAFF RECOMMENDATION

Approve the expense reimbursements for submittal to the Board of Directors.