

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting

November 14, 2012

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, November 14, 2012 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

President Hanson called the meeting to order at 5:00 p.m.

2. Roll Call

DIRECTORS PRESENT: Hanson, Sullivan, Kulchin, Juliussen and Omsted

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, District Counsel Wayne Brechtel, Administrative Services Manager Chuck LeMay, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Trisha Hill, District Engineer Steve Deering with Dudek, and CPA Richard Duffey with Brownell & Duffey and Richard Babbe with PFM

3. General Public Comment Period

There was no public comment.

4. Approval of Agenda

Upon a motion duly made by Director Juliussen, seconded by Vice President Sullivan, and carried, the Board of Directors approved the agenda.

GM Bushee noted that there were two Engineering Committee (EC) items inadvertently not included in the agenda. He stated that the EC reviewed these items at their November 6th meeting. He added that he will report on the items under the EC meeting report or under the GM's comments.

5. Presentations and Awards

None.

CONSENT CALENDAR**6. Approval of Board and Committee Minutes**

Minutes of the following meetings:

October 4, 2012 Investment & Finance Committee Meeting

October 10, 2012 Regular Board Meeting

October 29, 2012 Employee Recognition Committee Meeting

November 6, 2012 Engineering Committee Meeting

7. Approval of Demands for September 2012/October 2012

Payroll Checks numbered 16304-16343; General Checking – Checks numbered 42916-43019.

8. **Operations Report** (A copy was included in the original November 14, 2012 Agenda)
9. **Finance Report** (A copy was included in the original November 14, 2012 Agenda)
10. **Quarterly Investment Report** (A copy was included in the original November 14, 2012 Agenda)

Upon a motion duly made by Director Kulchin, seconded by Director Juliussen, and carried, the Board of Directors approved the consent calendar.

EWA and COMMITTEE REPORTS

11. Encina Wastewater Authority (EWA) Reports

GM Bushee noted that staff provided a handout that provides a summary of the EWA Board meeting that was held this morning.

A. EWA Board Report – November 14, 2012.

Vice President Sullivan reported on EWA's November 14, 2012 Board meeting.

B. EWA Member Agencies Manager's (MAM) Report – November 6, 2012.

GM Bushee reported on the MAM's November 6, 2012 meeting.

12. Committee Reports

A. Employee Recognition Committee (ERC) meeting was held on September 19, 2012.

Vice President Sullivan reported on the ERC meeting, stating that the committee reviewed the 2012 Employee of the Year nominations. She stated that the ERC and staff chose the 2012 Employee of the Year and this item is on the agenda for approval. She also noted that the Committee was impressed with the number and quality of the nominations.

B. Engineering Committee (EC) meeting was held on November 6, 2012.

Director Juliussen reported that the EC reviewed the Sanitary Sewer Management Plan (SSMP) Fiscal Year 2012 audit conducted by Dexter Wilson Engineering, Inc. He stated the EC also reviewed the preliminary evaluation of the potential addition of a diesel fueler truck for fuel storage completed by Infrastructure Engineering Corporation.

In addition, the EC reviewed a purchase order to the city of Encinitas for raising District manholes. This project is in conjunction with the city's annual street overlay project in an amount not to exceed \$28,000.

He noted that the EC also received status updates on the Batiquitos Pump Station Rehabilitation Project and the Occidental Line Repair Project.

GM Bushee noted that the first two items were inadvertently left off tonight's agenda and that staff will include them on the December agenda for approval.

ACTION ITEMS

13. California Asset Management Program (CAMP) Portfolio Update Status Report

GM Bushee presented this item stating that the District has been a member of the CAMP Individual Portfolio since 2004. He introduced Richard Babbe of PFM, who is the administrator of the program for CAMP.

Mr. Babbe presented an overview of the economy, market trends and status of the CAMP Individual Portfolio. He discussed how the economy has affected the District's investments over the past year, noting that staff has been utilizing LAIF and the San Diego County Investment Pool because those investments are currently returning higher yields. Mr. Babbe indicated that most economist believe that the interest rates will stay low for another two years.

The Board members asked questions relating to the credit ratings of each pool and the "Fiscal Cliff" facing the nation. Mr. Babbe answered their questions relating to each topic.

This item was informational and no action was taken.

14. 2012 Employee of the Year Award

Approve an award of \$1,000 to the recipient of the Employee of the Year Award for 2012.

ASM LeMay presented this item stating that the Employee Recognition Committee, management staff, and the 2011 Employee of the Year recipient reviewed the applications and selected a recipient at its Oct. 29th meeting. He stated that the recipient will be announced at the Dec. 13th Holiday event and will receive an award of \$1,000.

Upon a motion duly made by Director Juliussen, seconded by Director Omsted, and carried, the Board of Directors approved the award of \$1,000 to the recipient of the 2012 Employee of the Year Award.

15. Calendar Year 2013 Board of Directors Meeting Schedule.

EA Hill presented this item, stating that the Board adopted Resolution No. 2205, which establishes the Board meeting dates. She indicated that staff coordinated the proposed Board meeting dates with the 2013 conference schedule and there are no conflicts.

Following discussion, upon a motion duly made by Director Juliussen, seconded by Director Omsted, and carried, the Board of Directors approved the Calendar Year 2013 Board of Director's meeting schedule.

16. Repealing Obsolete Resolutions

Adopt Resolution No. 2229 - Repealing Obsolete Resolutions.

EA Hill presented the item. She stated that staff has completed its review of resolutions

and ordinances and concluded that several resolutions should be repealed based on, a current policy, resolution, or government code that supersedes the obsolete resolutions. She indicated which resolutions should be repealed.

In addition, she stated that staff determined that several resolutions and an ordinance need to be updated or consolidated in one resolution. Staff will recommend the revised resolution or policy in calendar year 2013.

Following discussion, upon a motion duly made by Director Kulchin, seconded by Director Juliussen, and carried, the Board of Directors adopted Resolution No. 2229 – Repealing Obsolete Resolutions by the following votes:

AYES: Directors Hanson, Sullivan, Kulchin, Juliussen, and Omsted
NOES: None
ABSENT: None
ABSTAIN: None

17. Batiquitos Lagoon Foundation (BLF) Board Members 2012 Election.

Director Omsted provided his recommendations for the election, stating that all candidates are qualified. He also provided background information on each candidate.

Following discussion, and upon a motion duly made by Director Omsted, seconded by Director Juliussen, and carried, the Board of Directors casted LWD's vote for Yvette Huffman, Kevin Kienest, and Don Rideout for the 2012 Batiquitos Lagoon Foundation Board Members election. He noted that he will deliver the signed ballot to the BLF.

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

A. Recycled Water Program Status Report.

GM Bushee provided an update on the Recycled Water Program. He stated that the District provided written comments on the city of Carlsbad's Environmental Impact Report (EIR) for the recycled water pipeline project. He indicated that staff also attended their Public Hearing and provided comments. He noted that the council certified and approved the project's EIR.

He also stated that staff has set up a meeting with La Costa Resort & Spa for November 27th to discuss selling recycled water directly to the Resort.

In addition, he provided information on LWD's recycled water rebates, adding that the city discontinued passing along the rebates to LWD in early 2006. He indicated that the District will pursue the rebates that were not received over the past years from the city of Carlsbad.

B. Calendar Year 2013 Conference Schedule.

GM Bushee noted that EA Hill updated and provided the 2013 conference schedule as a handout at tonight's meeting.

C. 2012 Holiday Luncheon is scheduled for December 13, 2012 at noon located at Buca di Beppo.

GM Bushee announced the date of the District's Holiday event.

D. El Camino Creek Elementary School received a CSDA Teacher Grant award of \$850.

GM Bushee announced that the Teacher Grant application that was forwarded to CSDA received a grant in the amount of \$850.

E. North County Times news article "Three for Leucadia Wastewater District".

GM Bushee noted the article was printed in The North County Times.

19. Directors' Meetings and Conference Reports

Vice President Sullivan reported that she attended her first CSDA Board meeting in Sacramento. She stated that the Board consists of 15 members and that she is also on the Education and Membership Committees. She indicated the meeting went well.

20. General Manager's Report

General Manager Bushee reported on the following items:

- CSDA Quarterly dinner is tomorrow night. He will be carpooling and leaving the District office at 5:30PM.
- EA Hill provided a handout from CSDA, titled the Special District Board Member Handbook.
- The District received an Air Pollution Control District (APCD) violation relating to missed hydrogen sulfide readings for the Batiquitos and Leucadia Pump Stations. He noted that TSM Morishita and FS Superintendent Stecker met with APCD's enforcement officer to discuss the violation. He added that they were able to reduce the fine from \$3,000 to \$1,500.

21. General Counsel's Report

General Counsel Brechtel provided a status update on the State Water Resource Control Board's (SWRCB) proposed regulatory changes on the mitigation and monitoring program for wastewater collection systems. He noted that the SWRCB may approve these changes during January.

In addition, he reported that Prop. 30 passed and that the state will no longer reimburse Districts for posting of agendas. He noted that the District has always posted the agenda in accordance with the Brown Act and will continue to do so. GM Bushee noted that the District was last reimbursed in 2006.

22. Board of Director's Comments

Director Kulchin congratulated Directors Hanson, Omsted and Juliussen on winning the election.

23. Adjournment

President Hanson adjourned the meeting at 6:05 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Judy Hanson, President