



BOARD OF DIRECTORS

REGULAR MEETING

And

**PUBLIC HEARING ON A PROPOSAL TO CONSIDER ADOPTING A NEW
WASTEWATER CAPACITY FEE ORDINANCE ESTABLISHING THE DISTRICT'S
CAPACITY FEE AND AMENDING THE EQUIVALENT DWELLING UNIT FACTORS
FEE SCHEDULE**

And

**PUBLIC HEARING ON A PROPOSAL TO CONSIDER THE FISCAL YEAR 2018
COLLECTION OF WASTEWATER SERVICE CHARGES
ON THE COUNTY TAX ROLL**

DATE: Wednesday, June 14, 2017
TIME: 5:00 p.m.
PLACE: Leucadia Wastewater District
1960 La Costa Avenue, Carlsbad, CA 92009

AGENDA

Items on the agenda may be taken out of sequential order as their priority is determined by the Board of Directors. In the case of an emergency, items may be added to the Agenda by a majority vote of the Board of Directors. Also, items that arise after posting of the Agenda may be added, per Government Code Section 54954.2, by a 2/3 or unanimous vote of the Board.

Any writings or documents provided to a majority of the members of Leucadia Wastewater District regarding any item on this Agenda will be made available for public inspection in the Administration Office located at 1960 La Costa Avenue, Carlsbad, CA 92009 during normal business hours.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. General Public Comment Period
5. Approval of Agenda

6. Presentation and Awards

Adopt Resolution No. 2287 – In Appreciation of Stephen L. Deering For His Outstanding Service and Commitment to the Leucadia Wastewater District. (Pages 6-8)

CONSENT CALENDAR

Items 7-12 will be enacted in one motion in accordance with the recommendation unless removed from the Consent Calendar by the Board of Directors, Staff or Public. If a member of the public wishes to remove an item, they should submit a "Request to Address the LWD Board of Directors" form to the Board Secretary prior to the meeting. Items removed from the Consent Calendar will be considered in the original agenda order immediately following adoption of the Consent Calendar.

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

- May 10, 2017 Regular Board Meeting (Pages 9-15)
- May 30, 2017 Special Board Meeting (Pages 16-19)
- June 7, 2017 Engineering Committee Meeting (Pages 20-22)

8. Approval of Demands for May/June 2017

This item provides for Board of Directors approval of all demands paid from LWD during the month of May and a portion in June 2017. (Pages 23-48)

9. Operations Report

This report discloses the year-to-date and monthly flow, rain fall, EDU's and reclaimed water averages; along with MGD flow comparisons from FY16 to FY17 and flows by sub-basin. (Pages 49-53)

10. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY17 budget and discloses monthly investments. (Pages 54-61)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of May 2017. (Pages 62-63)

12. Establishing an Appropriations Limit of the LWD for Fiscal Year 2018 (FY18)

Adopt Resolution No. 2286 Establishing an Appropriations Limit of the Leucadia Wastewater District (LWD) for the Fiscal Year 2018 (July 1, 2017 to June 30, 2018) Pursuant to Article XIII (B) of the California Constitution. (Pages 64-68)

EWA REPORTS

13. Encina Wastewater Authority Reports

- A. A Regular EWA Board meeting was held on May 24, 2017 – report by Director Sullivan. (Pages 69-70)
- B. An Encina Member Agencies Manager's Meeting was held on June 6, 2017 – report by GM Bushee. (Verbal)

COMMITTEE REPORTS

14. Committee Reports

- A. Engineering Committee meeting was held on June 7, 2017 – report by Director Juliussen. (Page 71)

OLD BUSINESS

- 15. Adopt the Fiscal Year 2018 (FY18) Budget. (Page 72, Enclosure)

PUBLIC HEARING

- 16. A proposal to consider adopting a new wastewater fee ordinance establishing the District's capacity fee and amending the equivalent dwelling unit factors capacity fee schedule. (Page 73)
- 17. A proposal to consider collecting the District's Wastewater Service Charge for Fiscal Year 2018 (FY18) on the San Diego County Tax Roll. (Page 74)

ACTION ITEMS

- 18. **Wastewater Capacity Fee Ordinance with an Updated Fee Schedule**
Adopt Ordinance No. 135 establishing the District's capacity fee and amending the Equivalent Dwelling Unit Factors Capacity Fee Schedule. (Pages 75-81)
- 19. **Collection of Wastewater Service Charges on the County Tax Roll for Fiscal Year 2018 (FY18)**
Adopt Resolution No. 2283 Adopting and Approving the Report for the Collection of Wastewater Service Charges on the County Tax Roll for the Fiscal Year July 1, 2017 – June 30, 2018. (Pages 82-84)
- 20. **Unrepresented Employees Salary and Benefits Resolution**
Adopt Resolution No. 2284 setting forth salaries, benefits and other working conditions for unrepresented employees for the period July 1, 2017 to June 30, 2018. (Pages 85-92)
- 21. **Approving the Recommended Encina Wastewater Authority Fiscal Year 2018 (FY18) Budget**
Adopt Resolution No. 2285 Approving the Recommended Encina Wastewater Authority (EWA) FY18 Operating and Capital Budgets. (Pages 93-95)

INFORMATION ITEMS

- 22. **Project Status Updates and Other Informational Reports**
 - A. 2017 Annual Employee Luncheon is scheduled for Thursday, July 13, 2017. (Page 96)
- 23. **Directors' Meetings and Conference Reports**
 - A. The 2017 CSDA Legislative Days Conference was held at The Grand Events Center in Sacramento, CA on May 16-17, 2017. (Verbal)

24. General Manager's Report

25. General Counsel's Report

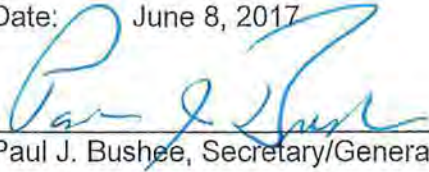
26. Board of Directors' Comments

27. Adjournment

AFFIDAVIT OF POSTING

I, Paul J. Bushee, Secretary of the Leucadia Wastewater District, hereby certify that I posted a copy of the foregoing agenda in the lobby of the District office at 1960 La Costa Avenue, Carlsbad, California at least 72 hours prior to the meeting, in accordance with Govt. Code Section 54954.2(a).

Date: June 8, 2017



Paul J. Bushee, Secretary/General Manager

MEMORANDUM

Ref. 17-5451

DATE: June 8, 2017
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Resolution No. 2287 in Appreciation of Stephen L. Deering for His Outstanding Service and Commitment to the Leucadia Wastewater District**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2287 as presented.

DISCUSSION:

As you are aware, District Engineer Steve Deering will retire as of June 30, 2017 after 31 years of service to the Leucadia Wastewater District (LWD). Over Steve's tenure, LWD has had numerous accomplishments and successes that were due, in large part, to Steve's dedication and commitment to the District.

Attached for your consideration, is Resolution No. 2287, expressing much appreciation to Steve for his outstanding service to LWD.

PJB

Attachment

RESOLUTION NO. 2287

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
LEUCADIA WASTEWATER DISTRICT
IN RECOGNITION AND APPRECIATION OF
STEPHEN L. DEERING
FOR HIS DISTINGUISHED SERVICE**

WHEREAS, Stephen (Steve) L. Deering has served the Leucadia Wastewater District (LWD) with distinction for thirty-one years, and has now decided to retire and pursue new opportunities;

WHEREAS, Steve served on the LWD Board of Directors from 1986 to 1996 and served as LWD's District Engineer from 1996 to 2017; and

WHEREAS, Steve has played an integral role the District's many successes during his tenure including the construction of: the Batiquitos Forcemain No. 3 Project; the Gafner Water Recycling Facility, the Leucadia Forcemain No. 2 Project; the Leucadia Pump Station Upgrade Project; the New Headquarters Facility Project and numerous other planning reports and upgrade projects that have guided LWD throughout the years; and

WHEREAS, Steve's technical expertise and guidance throughout the years has contributed heavily to LWD's outstanding environmental record, which has allowed North San Diego County residents to continue to enjoy the Batiquitos Lagoon and the beautiful beach areas that LWD serves; and

WHEREAS, Steve's positive demeanor and overall professionalism have made Steve a pleasure to work with and very positive influence on the LWD Board of Directors, employees, stakeholders and customers alike.

NOW, THEREFORE, the Board of Directors of the Leucadia Wastewater District hereby extend their sincere thanks and appreciation to Stephen L. Deering for thirty-one years of Outstanding and Distinguished service to the District and extend their best wishes for a happy, bright, and fulfilling retirement.

PASSED AND ADOPTED this 14th day of June 2017 by the following vote:

AYES: Hanson, Sullivan, Kulchin, Juliussen and Omsted

NOES: None.

ABSTAIN: None.

ABSENT: None.

Judy Hanson, President

Elaine Sullivan, Vice President

David Kulchin, Director

Don Omsted, Director

Allan Juliussen, Director

Paul J. Bushee, Secretary/Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 May 10, 2017

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, May 10, 2017 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, Omsted
 DIRECTORS ABSENT: Juliussen
 OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Administrative Services Manager Richard Duffey, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, District Engineer Steve Deering, Field Services Technician III Todd Amos, Field Services Technician II Richard Easton, Dexter Wilson of Dexter Wilson Engineering, Jodi Greenberger and Melissa Barbano of El Camino Creek Elementary School, and 8 students from El Camino Creek Elementary School

3. Pledge of Allegiance

President Hanson led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

Upon a motion duly made by Vice President Sullivan, seconded by Director Kulchin, and unanimously carried, the Board of Directors approved the agenda by the following vote:

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Absent
Director Omsted	Yes

6. Presentations and Awards

A. Teacher Grant Award

ASsup Hill introduced Ms. Jodi Greenberger of El Camino Creek Elementary School to provide the Board a brief update on her school's project funded by the District's teacher grant program.

Ms. Greenberger thanked the Board for the teacher grant that funded the school's Rain Garden Educational Pathway. Ms. Greenberger then introduced Sarah Urbanic, a student from the El

Camino Creek Elementary School SWWP program, who provided a brief description of the project.

The Board asked the students various questions relating to the Rain Garden Educational Pathway and the students answered the questions.

The Board thanked Ms. Greenberger, Ms. Barbano, and the El Camino Creek Elementary School students for attending the meeting.

B. CWEA 2016 Collections System Person of the Year State Award

GM Bushee introduced Field Services Technician II Richard (Rick) Easton and provided background information on Rick. He stated that Rick recently received the CWEA 2016 State Collection System Person of the Year award during CWEA's annual conference.

The Board of Directors congratulated Rick for his efforts.

CONSENT CALENDAR

7. **Approval of Board and Committee Minutes**

Minutes of the following meetings:

April 12, 2017 Regular Board Meeting
May 3, 2017 Engineering Committee Meeting

8. **Approval of Demands for February/March 2017**

Payroll Checks numbered 19177-19238; General Checking – Checks numbered 49564-49680

9. **Operations Report** (A copy was included in the original May 10, 2017 Agenda)

10. **Finance Report** (A copy was included in the original May 10, 2017 Agenda)

11. **Disclosure of Reimbursements**

This report discloses travel expense reimbursements for the month of April 2017.

Upon a motion duly made by Vice President Sullivan, seconded by Director Kulchin and unanimously carried, the Board of Directors approved the Consent Calendar by the following vote:

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Absent
Director Omsted	Yes

EWA and COMMITTEE REPORTS

12. **Encina Wastewater Authority (EWA) Reports**

A. EWA Board Report – Meeting held on April 26, 2017.

Director Sullivan reported on EWA's April 26, 2017 Board meeting.

B. EWA Member Agency Manager's (MAM) - Meeting held on May 2, 2017.

GM Bushee reported on MAM's May 2, 2017 meeting.

13. Committee Reports

A. Engineering Committee (EC) Meeting was held on May 3, 2017.

Director Kulchin reported that the EC reviewed the following recommendations:

- Authorize the General Manager to execute a sole source purchase Agreement with National Safety Services for the purchase of a new Confined Space Entry Equipment Trailer in an amount not to exceed \$32,452.88; and
- Authorize the General Manager to execute a sole source Agreement with Southern Contracting Company to shift the Headquarters Building to a separate Electric Metering Switchboard in an amount not to exceed \$59,345.

The EC concurred with staff to present these recommendations to the Board of Directors and they will be discussed later in the agenda.

The EC also received updates on the Poinsettia Train Station Parallel Gravity Line Project and the Leucadia Scenic Cured-In-Place Pipe Lining Project. These items were for informational purposes and no action was taken.

ACTION ITEMS

14. Award of Purchase Agreement for Emergency Confined Space Equipment Trailer

Authorize the General Manager to execute a sole source purchase Agreement with National Safety Services for the purchase of a new Confined Space Entry Equipment Trailer in an amount not to exceed \$32,452.88.

FST III Amos presented the staff recommendation. He stated that he discovered that only one manufacturer, National Safety Services (NSS), had experience in customizing trailers for confined space entry equipment. FST III Amos stated that NSS submitted a quote of \$32,452.88.

FST III Amos stated that the District's Procurement Policy allows for a sole source purchase for unique items manufactured or provided by a single vendor. He continued that therefore, staff is recommending a sole source purchase to NSS for the confined space entry equipment trailer.

President Hanson asked the location of NSS. FST III Amos answered stating they are located in Long Beach, CA.

Following discussion, upon a motion duly made by Director Kulchin and seconded by Director Omsted and unanimously carried, the Board of Directors authorized the General Manager to execute a sole source purchase Agreement with National Safety Services for the purchase of a new Confined Space Entry Equipment Trailer in an amount not to exceed \$32,452.88 by the following vote:

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Absent
Director Omsted	Yes

15. Award of Construction Agreement with Southern Contracting Company – Shift of Headquarters Building to a Separate Electric Metering Switchboard

Authorize the General Manager to execute a sole source Agreement with Southern Contracting Company to shift the Headquarters Building to a separate Electric Metering Switchboard in an amount not to exceed \$59,345.

TSM Morishita presented the recommendation. He stated that SDG&E confirmed that the District can take advantage of the Agricultural Rate for both Leucadia Pump Station (LPS) and Gafner. The Agricultural Rate allows for a significant reduction in electricity costs over LWD's existing rate. TSM Morishita said that the application of the Agricultural Rate will require that the Headquarters Building (HQ Bldg) be separated from the single meter for the District's Campus.

TSM Morishita stated, that staff contacted Southern Contracting Company (Southern) to get a quote for separating the HQ Bldg to a new metering switchboard. TSM Morishita noted that based on an estimated project cost of \$90,000 and the 24% cost savings realized at BPS, the estimated return on investment period is 2.8 years.

TSM Morishita stated that the Agreement meets the sole source procurement requirements of the District's Procurement Policy, unique knowledge of the District and continuance of service.

Director Omsted asked if the solar panels located at the District office will be connected to the new meter. TSM Morishita answered stating the solar panels will stay connected to the existing meter and will not be connected to the new meter.

Director Omsted asked what is the percentage of energy that the solar panels produce. GM Bushee answered stating that the solar panels cover about 85% of the energy that the HQ Bldg uses.

Following discussion, upon a motion duly made by Director Kulchin and seconded by Director Omsted and unanimously carried, the Board of Directors authorized the General Manager to execute a sole source purchase Agreement with Southern Contracting Company to shift the Headquarters Building to a separate Electric Metering Switchboard in an amount not to exceed \$59,345 by the following vote:

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Absent
Director Omsted	Yes

16. Treasurer's Quarterly Investment Report

ASM Duffey presented the item noting the Treasurer's Quarterly Investment Report is normally covered in the Consent Calendar. ASM Duffey stated that due to recent changes in the Investment Policy, staff

thought it would be a good time to review some highlights of the most recent Treasurer's Quarterly Investment Report.

ASM Duffey compared LWD's Cash and Investments by type from the quarter ending 6/30/2016 to the recent quarter ending 3/31/2017. He also presented a list of corporate notes held by LWD as of 3/31/2017 along with their amortized costs and ratings.

ASM Duffey also compared the investment distribution, remaining maturities, and investment ratings between the two quarters.

ASM Duffey noted that LWD had shifted more of its allocation into long term US Treasuries, corporate notes, and negotiable CDs from the SD County Pool and the LAIF Pool, and extended its average days to maturity from 109 days to 240 days between quarters. This helped increase the average rate of return from 0.75% to 1.08%, which exceeded the LAIF benchmark.

Director Omsted asked if there were protections on interest rate increases. ASM Duffey stated that two more federal funds rate increases are projected for this year.

Director Omsted asked what is the current federal funds rate. ASM Duffey answered stating it is 1%.

Following discussion, upon a motion duly made by Director Omsted and seconded by Vice President Sullivan and unanimously carried, the Board of Directors received and filed the Treasurer's Quarterly Investment Report by the following vote:

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Absent
Director Omsted	Yes

Director Kulchin asked how much the District pays per year to be part of Encina Wastewater Authority. GM Bushee answered that typically, on the Operations side, the District pays \$1.7 – \$1.8 million per year. GM Bushee noted that on the Capital Improvement side, the amount varies based on what projects Encina is working on.

17. Consideration of Board President Signature for Legislative Correspondence

GM Bushee provided background information on this item and noted that at the April 2017 Board meeting Director Juliussen suggested that LWD letters relating to legislative matters be signed by the Board President as opposed to the current practice of utilizing the General Manager's signature.

GM Bushee stated that by using an electronic signature of the Board President, LWD can meet the time sensitive nature of legislative documents and correspondence. GM Bushee noted the following in regards to using electronic signature:

- The Board should be comfortable using the electronic signature process;
- The electronic signature process will be used only for legislative correspondence at the request of CASA, CSDA, or other industry associations;
- For logistical purposes, staff would utilize the electronic signature without the prior approval of the Board President; and

- All legislative correspondence would subsequently be emailed to the entire Board for information purposes.

Following discussion, the Board reached consensus on using electronic signature for legislative correspondence. There was no other action taken.

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

- A. CSDA Quarterly Dinner Meeting is scheduled for Thursday, May 18, 2017 at The Butcher Shop Steakhouse in Kearny Mesa, CA.

GM Bushee stated that he will be out of town and will miss the dinner. GM Bushee noted that ASsup Hill will be attending the dinner and she will send an email reminder for the carpool.

- B. 2017 Annual Employee Luncheon is scheduled for Thursday, July 13, 2017 at Stagecoach Park Picnic Area #1 in Carlsbad, CA.

EA Baity announced the date, time, and location of the Annual Employee Luncheon.

19. Directors' Meetings and Conference Reports

- A. The 2017 CASA Joint Public Policy Forum was held April 19, 2017 at the Sutter Club in Sacramento, CA.

Vice President Sullivan stated the conference was well run and she liked the format and the speakers. She noted that sometimes they do not have as much time as they would like to meet with their legislative representatives since their flights are booked prior to receiving the legislative meeting schedule.

Director Omsted stated the State legislature seem receptive to the idea of potable reuse.

- B. The 2017 CWEA Annual Conference was held April 25-28, 2017 at the Palm Springs Convention Center in Palm Springs, CA.

President Hanson stated she enjoyed how interactive the conference was and the level of audience participation during the sessions.

Vice President Sullivan stated she enjoyed the Silver Tsunami session on training and recruiting.

Director Omsted stated he liked the technical part of CWEA and he reported on new information he learned about tree roots in pipes.

Director Omsted asked if the District uses chemicals to kill tree roots. FSS Stecker answered his question affirmatively noting that the District has been using a chemical foam the past 3-4 years to effectively treat problem root areas.

20. General Manager's Report

GM Bushee reported on the following items:

- Board Meeting Budget Workshop is scheduled for May 30, 2017 at 9 a.m.;
- North San Diego Water Reuse Coalition Feasibility Report has been approved for Title XVI Funding by the Bureau of Reclamation; and

- He will be out of the office from May 18 – 26 and TSM Morishita will be the acting GM.

21. General Counsel's Report

General Counsel Brechtel reported on the following items:

- AB 1223 - Construction Contract Payments;
- AB 1628 - Public Works: Independent Contractors;
- SB 229 - Accessory Dwelling Units; and
- He will be attending the CASA Attorney's meeting later this month.

22. Board of Directors' Comments

President Hanson reported on the recent San Diego LAFCO meeting she attended.

23. Adjournment

President Hanson adjourned the meeting at approximately 5:59 p.m.

Judy Hanson, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Special Board Meeting
 Tuesday, May 30, 2017

A special meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Tuesday, May 30, 2017 at 9:00 a.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 9 a.m.

2. Roll Call

DIRECTORS PRESENT: Hanson, Sullivan, Kulchin, Juliussen, and Omsted
 DIRECTORS ABSENT: None
 OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Administrative Services Manager Richard Duffey, Technical Services Manager Robin Morishita, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, Field Services Superintendent Jeff Stecker, and District Engineer Steve Deering

3. Pledge of Allegiance

President Hanson led the pledge of allegiance.

4. Public Comment

No public comment was received.

5. Approval of Agenda

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

Director	Vote
President Hanson	Aye
Vice President Sullivan	Aye
Director Kulchin	Aye
Director Juliussen	Aye
Director Omsted	Aye

6. Overview of Recommended Fiscal Year 2018 (FY18) Budget

A. Review and discuss the recommended FY18 Budget.

GM Bushee stated that this is the Board's fifth Budget workshop and that no action is required. He noted that staff is seeking direction or comments during the meeting. Staff will incorporate the Board's comments/direction at today's meeting and present the FY18 Budget for approval during the June Board meeting. He introduced ASM Duffey to provide the highlights of the FY18 Budget. ASM Duffey provided FY18 Budget highlights that included the following items:

- Principal Budget Objectives;
- Expense Summaries for each program;
- Revenue Projections for each program;

- The FY17 wastewater service charge will remain the same for FY18 at \$343.68 per EDU per year;
- Projected personnel budget, noting this will be discussed in closed session;
- Cost allocation by program; and
- Reserve Contributions

He stated that overall revenues are projected to increase 3.4% from the FY17 Budget. He also stated that the proposed overall operating expenses represent a 2.7% increase and the capital expenditures represent a 4.9% increase from the FY17 Budget.

He provided a summary of the revenue projections stating that the total wastewater program revenues for FY18 are \$12.6 million with the largest category being sewer service charges at 78% or \$9.8 million, and recycled water program revenues are \$361K with recycled water sales at 75% or \$272K.

ASM Duffey provided recent operating expense budget trends over the last five years, indicating that the budgeted expenses have been relatively flat over this period with a slight increase. He noted that the FY18 Budget is projecting \$6.5 million in wastewater operating expenses while the 2013 update for the FY18 Financial Plan projected \$6.8 million in wastewater operating expenses.

ASM Duffey also reviewed the reserve contributions noting that the wastewater program has a reserve increase of \$359K and the recycled water program has a reserve decrease of \$682K.

Director Kulchin asked about LWD's status on the existing recycled water sales contract and negotiations with the City of Carlsbad. ASM Duffey stated that the current recycled water contract expires in August 2018. ASM Duffey noted that negotiating a new contract with the City of Carlsbad or directly with the Omni La Costa is one of the tactical goals for FY18.

GM Bushee stated that there is a six month notice of termination with the existing recycled water contract. He stated that LWD plans to contact Omni la Costa within the next month to start discussions on a recycled water sales agreement.

ASM Duffey then introduced ASsup Hill to present the administrative services budget.

ASsup Hill stated that the administrative expenses totaled approximately \$1.9 million with salaries/benefits accounting for \$1.1 million of that total while non-labor expenses totaled \$782K. ASsup Hill summarized the administrative expenses indicating that salaries/benefits are projected to increase 8% from FY17 and non-labor expenses will increase 10%. She noted that there is an increase of 4% for board support however, there are no election expenses for FY18.

Director Kulchin asked if ASsup Hill could provide more detail on the 37% increase in professional services. ASsup Hill answered stating that the increase was due to the addition of professional services needed for the financial plan update, OPEB actuarial, and the fall open house event.

President Hanson asked why CWEA isn't listed under directors' conferences. ASsup Hill answered that CWEA falls under the category miscellaneous directors' conferences. GM Bushee stated that CWEA is captured financially but is grouped in the miscellaneous conference category. GM Bushee stated staff will add CWEA as a separate line item to the budget under director's compensation and director's conferences.

ASsup Hill then introduced FSS Stecker to present an overview of the operating expenses. FSS Stecker stated that the operating expenses for LWD facilities are projected to be \$6.0 million with Encina Treatment Plant expenses accounting for \$1.9 million of that total. He summarized the field

services expenses indicating they are projected to increase 4% from FY17 partially due to a 14% increase in office expenses and the replacement of the smart cover meters. For the Batiquitos facilities, he noted that total operating expenses are projected to be \$437K which represents a 0% increase over the FY17 Budget. He also noted that labor at Batiquitos is projected to increase 18% due to more time spent de-ragging pumps while there is a 50% decrease in professional services due to the completion of the baseline sampling program of the District service area. For the Recycled Water Enterprise, FSS Stecker indicated that the proposed operating expenses are \$200K which is a decrease of 2% over the FY17s budget. FSS Stecker then introduced TSM Morishita to present the development and capital budgets.

TSM Morishita explained that development pays for development and noted that the operating expenses for development are projected at \$118K. TSM Morishita then presented the capital acquisition budgets for the wastewater program and the recycled water program. He noted the proposed capital acquisition budget is \$258.8K. He added that capital acquisition items typically cost more than \$5,000 and have a life expectancy greater than one year. He further explained that the majority of the capital acquisition budget will go towards the purchase of a new confined space entry equipment trailer and a replacement for the dump truck. He also talked about the additional capital acquisitions, such as, sewer maintenance equipment, office equipment and pump station equipment.

TSM Morishita provided detailed information on the capital improvement budget by reviewing Leucadia multi-year capital improvement projects, Leucadia ongoing rehabilitation projects, and other major projects which have a projected cost of \$6.2 million. He stated that the capital budget also includes Encina Treatment Plant capital improvement costs of \$2.4 million, recycled water program costs of \$821K, and jointly owned facilities costs of \$15K.

Director Omsted asked what the \$2.4 million to Encina covers. GM Bushee answered stating LWD's share covers updating the energy management facilities, evaluating the heat drying system, and updating the SCADA system. GM Bushee stated he will send more detailed information to the Board following the meeting.

Director Kulchin asked what happens to LWD's assets if LWD cannot reach an agreement with the City of Carlsbad or Omni La Costa for the sale of recycled water. GM Bushee answered that LWD would shut down the facility and the assets would be stranded.

Director Juliussen stated that if LWD cannot come to agreement with a second recycled water customer it may not make sense in the future for LWD to continue the program with only one customer. The high cost of replacement will likely outweigh the revenue from one customer and LWD should consider disbanding the program. GM Bushee stated that could be a possibility in the future if the revenues received do not cover the costs, however, he does not believe that LWD is at that point yet.

ASM Duffey then concluded the FY18 Recommended Budget Overview by presenting a graph showing monthly sewer rates for San Diego agencies as of January 2017. He noted that LWD is the third lowest after the City of Carlsbad and San Diego County. He noted that LWD has no planned rate increases for the next fiscal year and LWD could drop to the lowest or second lowest if other agencies have rate increases.

Director Omsted asked why \$3 million was being taken out of the reserves. GM Bushee answered stating that money moves back and forth between the capital replacement reserve and the wastewater reserves over the course of the year but the wastewater reserves reflect a net increase of \$359K.

Director Kulchin thanked staff for their presentations and noted that the proposed budget was well done. Director Kulchin suggested that staff have their presentations reference the corresponding page numbers in the proposed budget. GM Bushee stated staff would do this in future presentations.

No action was taken.

7. Information Items

None.

GM Bushee called for a break at 10:10 a.m.

The meeting reconvened to Closed Session at 10:20 a.m.

8. Closed Session

A. Meet with District representatives General Manager Bushee and Administrative Services Manager Duffey to discuss the FY18 Informal Input Process and provide direction regarding salaries, salary schedules and employee benefits, as authorized under Government Code Section 54957.6

General Counsel Brechtel stated that the Board will meet in closed session with District representatives General Manager Bushee and Administrative Services Manager Duffey to discuss the FY18 informal input process regarding salaries, salary schedules and employee benefits, as authorized under Government Code Section 54957.6.

The Board of Directors met in closed session and provided direction to the District's representatives. There was no other reportable action.

9. Adjournment

President Hanson adjourned the meeting at 10:55 a.m.

Judy Hanson, President

Paul J. Bushee
Secretary/General Manager (SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 June 7, 2017

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held on Wednesday, June 7, 2017 at 8:30 a.m., at the LWD Administration Office located at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

Chairperson Juliussen called the meeting to order at 8:30 a.m.

2. Roll Call

DIRECTORS PRESENT: Juliussen and Kulchin

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee; Technical Services Manager Robin Morishita; Field Services Specialist Ian Riffel; District Engineer Steve Deering; Andrew Coulter from Dudek; and Dexter Wilson from Dexter Wilson Engineering

3. Public Comment

None.

4. New Business

A. Adopt Ordinance No. 135 Establishing the District's capacity fee and amending the Equivalent Dwelling Unit Factors Capacity Fee Schedule.

FSSpec Riffel presented the staff recommendation. He stated that the implementation of Senate Bill 1069 (SB 1069) in January 1, 2017 and recent legal challenges to Equivalent Dwelling Unit (EDU) factors were the motivation to update Ordinance 133 and replace it with Ordinance 135. He continued that SB 1069 defines how sewer fees are charged for Accessory Dwelling Units (ADU). FSSpec Riffel explained that the ADU assessment can be based on either the size, in square feet, or the number of plumbing fixtures of the ADU. He continued that after careful consideration, staff recommends that ADUs be assessed relative to their size in square feet. He stated that this is consistent with how the District has assessed ADU's in the past.

Chairperson Juliussen asked for clarification of the fees that will be assessed for an ADU. FSSpec stated that an ADU that is constructed within an existing structure (i.e. single-family dwelling or garage), attached or detached, is exempt from sewer capacity fees. He continued that an ADU constructed outside of an existing structure remains subject to sewer capacity fees. He stated that in both situations sewer service fees are required to be paid.

FSSpec Riffel said that the ADU changes are relatively minor both in administrative and financial impact, resulting in reduction of approximately 53 EDUs for existing accessory units with a corresponding reduction in service fees of approximately \$18,000 per year.

FSSpec Riffel explained the adjustment of the EDU Factors for food and commercial establishments. He stated that wastewater grab samples were collected from restaurants to measure the Biochemical Oxygen Demand (BOD) and the Total Suspended Solids (TSS) levels to determine the strength of the discharged wastewater. FSSpec Riffel continued that water flow data was collected from water districts in the District's service area to verify water usage for a variety of restaurant types. He said that state guidelines for assessing service fees for food establishments were also reviewed.

FSSpec Riffel said the research and evaluation confirmed that the District's fee structure for food and commercial establishments is in conformance with state guidelines and is legally defensible. He continued that during the research it was discovered that, at times, the District has not consistently assessed the food and commercial establishments. He said that this inconsistency can be primarily attributed to the fact that language in the various ordinances was not always clear and was open to interpretation. FSSpec Riffel stated that staff is recommending several changes to further clarify the language and eliminate the potential for inconsistent interpretation of how fees are assessed.

Director Kulchin asked whether the new EDU factors will be retroactive. FSSpec Riffel answered that the new EDU factors will be applied going forward and are not retroactive.

FSSpec Riffel stated that the recommended changes to food and commercial establishments will result in a reduction of approximately 49 EDUs with a corresponding reduction of approximately \$17,000 per year in service fees.

After discussion, the EC concurred with staff to recommend that the Board adopt Ordinance 135 establishing the District's capacity fee and amending the Equivalent Dwelling Unit Factors Capacity Fee Schedule.

5. Information Items

A. Update of the Leucadia (L1) Force Main Replacement Project

TSM Morishita presented an update of the Leucadia (L1) Force Main Replacement Project. He stated that CCL Contracting (CCL) started from just east of the La Costa Avenue railroad bridge near Highway 101 and are proceeding east. He said that CCL is paving the road with hot asphalt at the end of each day to minimize debris and surface deterioration. TSM Morishita explained the process of installing shoring in trenches and how the polyvinyl chloride (PVC) pipe is installed in the shored trenches. He stated that it is estimated that construction will be done by the end of June or early July.

B. Update of the Village Park No. 5 (VP5) Pump Station Replacement Project

TSM Morishita presented an update of the VP5 Pump Station Replacement Project. He said that SCW Contracting (SCW) has installed the wet well and valve vault covers. He continued that the pumps, site electrical and motor control center have been installed. TSM Morishita reported that the force main connection has been completed and the piping has passed hydrostatic testing. He stated that electrical bypassing of VP5 will occur when SDG&E schedules a crew to electrically disconnect the old service and connect the new service feed for VP5. TSM Morishita explained that flow

will be bypassed using the new wet well and pumps while the old wet well is modified per project design.

6. Directors' Comments

None.

7. General Manager's Comments

None.

8. Adjournment

Chairperson Juliussen adjourned the meeting at approximately 9:55 a.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

DATE: June 8, 2017
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Approval of May/June Demands



RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve checks and electronic payments totaling **\$ 819,563.92**.
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the months May 5, 2017 – June 8, 2017.

Operating expenses totaled **\$ 272,229.60** while Capital Improvement Program expenses totaled **\$ 401,002.29**

Payroll for employees and the Board totaled **\$ 146,332.03**.

Attached, please find a year-to-date Employee and Board Payroll Report from May 2016 to June 2017, for your review. The report includes a monthly breakdown of employee and Board payroll expenses for the prior 12 months.

Attachment 1	Summary of Demands by Account May/June 2017
Attachment 2	Accounts Payable Check Register dated May 9, 2017
Attachment 3	Payroll Check Register dated May 10, 2017
Attachment 4	Accounts Payable Check Register dated May 15, 2017
Attachment 5	Payroll Check Register dated May 24, 2017
Attachment 6	Accounts Payable Check Register dated May 25, 2017
Attachment 7	Board Payroll Check Register dated June 1, 2017
Attachment 8	Accounts Payable Check Register dated June 1, 2017
Attachment 9	Payroll Check Register dated June 7, 2017
Attachment 10	Year to Date Employee and Board Payroll Report

DEMANDS SUMMARY

June 14, 2017

1. Demands

<u>Category</u>	<u>Check #'s</u>	<u>Amount</u>	<u>Total</u>
Payroll Check -5/10/2017	19239 - 19257	\$47,492.65	
Payroll Check -5/24/2017	19258 - 19276	\$46,669.52	
Board Payroll Check - 6/1/2017	19277 - 19281	\$4,080.51	
Payroll Check -6/7/2017	19282 - 19300	<u>\$48,089.35</u>	
	Total	\$146,332.03	
General Checking -5/9/2017	49681 - 49682	\$ 1,445.00	
General Checking -5/15/2017	49683 - 49747	\$ 479,724.02	
General Checking -5/25/2017	49748 - 49801	\$ 103,475.63	
General Checking - 6/1/2017	49802 - 49838	<u>\$ 88,587.24</u>	
	Total	\$ 673,231.89	
	GRAND TOTAL		\$819,563.92

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 5/9/2017 Through 5/9/2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
DEXTER WILSON ENGINEERING	49681	5/9/2017	800.00	RECYCLED WATER PUMP DEISGN PROJECT-APRIL
	Total 49681		800.00	
DUDEK & ASSOCIATES	49682	5/9/2017	645.00	RECYCLED WATER PUMP PROJECT-APRIL
	Total 49682		645.00	
Report Total			1,445.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: May 10, 2017

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
19239 - 19257	5/10/2017	\$47,492.65

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 5/15/2017 Through 5/15/2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
ADS LLC	49683	5/15/2017	<u>4,340.00</u>	FLOW METERING-APRIL
	Total 49683		4,340.00	
AT&T	49684	5/15/2017	<u>192.33</u>	LD PHONE SERVICE
	Total 49684		192.33	
BAJA POOL AND SPA SERVICE	49685	5/15/2017	<u>245.00</u>	MONTHLY FOUNTAIN SERVICE-APRIL
	Total 49685		245.00	
BOOT WORLD, INC	49686	5/15/2017	<u>87.26</u>	SAFETY BOOTS-S. KRASON
	Total 49686		87.26	
BRIDGESTONE HOSEPOWER LLC	49687	5/15/2017	<u>279.29</u>	PARTS
	Total 49687		279.29	
CARLSBAD FUELS CORPORATION	49688	5/15/2017	<u>1,692.81</u>	VEHICLE GAS
	Total 49688		1,692.81	
PETTY CASH	49689	5/15/2017	<u>318.12</u>	PETTY CASH-SUPPLIES, MILEAGE,LUNCH, ETC
	Total 49689		318.12	
CCL CONTRACTING, INC	49690	5/15/2017	<u>370,812.55</u>	L1 WEST SEC. REPLACEMENT PROJECT
	Total 49690		370,812.55	
CITY OF CARLSBAD	49691	5/15/2017	498.45	WATER @ PLANT
CITY OF CARLSBAD		5/15/2017	205.15	WATER @ VACTOR
CITY OF CARLSBAD		5/15/2017	<u>260.01</u>	WATER @ VACTOR 2
	Total 49691		963.61	
WAGeworks, INC	49692	5/15/2017	<u>140.00</u>	SEC 125 FLEX PLAN-APRIL
	Total 49692		140.00	
CORELOGIC INFORMATION SOLUTIONS,INC	49693	5/15/2017	<u>125.00</u>	MONTHLY FEE FOR REAL QUEST SUB-APRIL
	Total 49693		125.00	
CORODATA	49694	5/15/2017	<u>123.05</u>	STORAGE FEES-APRIL
	Total 49694		123.05	
COX COMMUNICATIONS SAN DIEGO	49695	5/15/2017	<u>1,470.59</u>	PHONE/INTERNET-MAR/APR

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 From 5/15/2017 Through 5/15/2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
	Total 49695		1,470.59	
HILARY CRAHAN	49696	5/15/2017	<u>3,000.00</u>	LATERAL REIMBURSEMENT
	Total 49696		3,000.00	
CSDA- SAN DIEGO CHAPTER	49697	5/15/2017	<u>150.00</u>	CSDA QUARTELY DINNER-5/18/17
	Total 49697		150.00	
CUES, INC	49698	5/15/2017	<u>126.81</u>	BULB. AIR CAP
	Total 49698		126.81	
DATA NET	49699	5/15/2017	1,505.50	IS MAINT AND SUPPORT
DATA NET		5/15/2017	<u>172.00</u>	MONTHLY SERVER FEE-APRIL
	Total 49699		1,677.50	
DEPT OF CONSUMER AFFAIRS	49700	5/15/2017	<u>120.00</u>	RENEWAL OF CPA LICENSE-R. DUFFEY
	Total 49700		120.00	
DKF SOLUTIONS GROUP, LLC	49701	5/15/2017	<u>300.00</u>	MONTHLY SAFETY PROGRAM-MAY
	Total 49701		300.00	
DONALD OMSTED	49702	5/15/2017	<u>15.89</u>	REIMBURSE FOR CWEA CONF
	Total 49702		15.89	
DUDEK & ASSOCIATES	49703	5/15/2017	1,905.00	GE/3251/MARCH/100/GRADING
DUDEK & ASSOCIATES		5/15/2017	1,110.00	GE/3252/MARCH/0526/FAIR OAKS
DUDEK & ASSOCIATES		5/15/2017	150.00	GE/3252/MARCH/0983/HYMETTUS
DUDEK & ASSOCIATES		5/15/2017	360.00	GE/3252/MARCH/0994/HYGEIA
DUDEK & ASSOCIATES		5/15/2017	<u>120.00</u>	GE/3252/MARCH/0995/DEMPSY
	Total 49703		3,645.00	
ELAINE SULLIVAN	49704	5/15/2017	<u>460.93</u>	REIMBURSE FOR CWEA CONF
	Total 49704		460.93	
GRAINGER, INC	49705	5/15/2017	<u>52.31</u>	HANDLE ASSEMBLY
	Total 49705		52.31	
HARTFORD LIFE & ACCIDENT INS.	49706	5/15/2017	450.16	LIFE INS-MAY
	Total 49706		450.16	
HEAVILAND ENTERPRISES, INC	49707	5/15/2017	<u>840.00</u>	MONTHLY LANDSCAPE FEES-MAY
	Total 49707		840.00	
ICMA RETIREMENT-303979	49708	5/15/2017	<u>4,189.30</u>	DEFERRED COMP

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 5/15/2017 Through 5/15/2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
	Total 49708		4,189.30	
INTERSTATE BATTERIES OF SAN DIEGO	49709	5/15/2017	2.00	ADDITIONAL AMOUNT FOR BATTERY FEE
	Total 49709		2.00	
JCI JONES CHEMICAL, INC	49710	5/15/2017	4,105.69	CHEMICALS @ AWT
	Total 49710		4,105.69	
JETER SYSTEMS CORPORATION	49711	5/15/2017	246.13	2018 LABELS/FILE FOLDERS
	Total 49711		246.13	
JUDY HANSON	49712	5/15/2017	408.15	REIMBURSE FOR CASA FORUM CONF
JUDY HANSON		5/15/2017	646.41	REIMBURSE FOR CWEA CONF'17
	Total 49712		1,054.56	
MARVIN GONZALEZ	49713	5/15/2017	164.66	REIMBURSE FOR CWEA CONF
	Total 49713		164.66	
MITSUBISHI ELECTRIC US, INC	49714	5/15/2017	286.07	MAINT/SERVICE FOR ELEVATOR
	Total 49714		286.07	
NAPA AUTO	49715	5/15/2017	240.05	FUEL/CABLES @ ALL PS
NAPA AUTO		5/15/2017	48.96	TANK CLEANER
	Total 49715		289.01	
NATIONWIDE RETIREMENT SOLUTIONS	49716	5/15/2017	265.78	DEFERRED COMP
	Total 49716		265.78	
nfpACCOUNTING TECHNOLOGIES	49717	5/15/2017	395.00	PAYROLL CLASS-J.G.-6/14/17
	Total 49717		395.00	
NORTH COUNTY TRANSIT DISTRICT	49718	5/15/2017	1,319.13	SUBMITTAL REVIEW FEE
	Total 49718		1,319.13	
OFFICE DEPOT, INC.	49719	5/15/2017	356.33	OFFICE SUPPLIES
	Total 49719		356.33	
OLIVENHAIN MUNICIPAL WATER DIST	49720	5/15/2017	43.45	WATER @ E. ESTATES
OLIVENHAIN MUNICIPAL WATER DIST		5/15/2017	422.80	WATER @ TRAVELING

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 5/15/2017 Through 5/15/2017

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
OLIVENHAIN MUNICIPAL WATER DIST		5/15/2017	623.14	WATER @ TRAVELING 2
OLIVENHAIN MUNICIPAL WATER DIST		5/15/2017	43.45	WATER @ VP5
OLIVENHAIN MUNICIPAL WATER DIST		5/15/2017	47.24	WATER @ VP7
	Total 49720		1,180.08	
PALOMAR WATER, LLC	49721	5/15/2017	327.96	BOTTLED WTR DELIVERED-APRIL
	Total 49721		327.96	
PERS RETIREMENT	49722	5/15/2017	274.74	BOARD RETIREMENT ENDING 4/30/17
PERS RETIREMENT		5/15/2017	13,067.79	EMPLOYEE RETIREMENT ENDING 4/23/17
	Total 49722		13,342.53	
RANCHO SANTA FE SECURITY SYSTEMS	49723	5/15/2017	78.00	ALARM SYSTEM SERVICE CALL
	Total 49723		78.00	
RFYEAGER ENGINEERING, INC	49724	5/15/2017	5,665.00	ANNUAL CP SURVEY
	Total 49724		5,665.00	
RICHARD EASTON	49725	5/15/2017	146.84	REIMBURSE FOR CWEA CONF
	Total 49725		146.84	
RICHARD STINSON	49726	5/15/2017	10,100.00	CONSTRUCTION CONSULTING FEES-APRIL
	Total 49726		10,100.00	
ROCKWELL CONSTRUCTION SERVICES, INC	49727	5/15/2017	375.00	SDG&E METER CHANGE @ BPS-APRIL
	Total 49727		375.00	
RYAN RODRIGUEZ	49728	5/15/2017	98.33	REIMBURSE FOR CWEA CONF
	Total 49728		98.33	
MICHAEL ROSTON	49729	5/15/2017	1,978.50	LATERAL REIMBURSEMENT
	Total 49729		1,978.50	
SAN DIEGUITO TROPHY	49730	5/15/2017	160.55	SIGNS
	Total 49730		160.55	
SAN DIEGUITO WATER DISTRICT	49731	5/15/2017	114.88	WATER @ BPS

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 5/15/2017 Through 5/15/2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
SAN DIEGUITO WATER DISTRICT		5/15/2017	44.88	WATER @ TANKER
	Total 49731		159.76	
SAN DIEGO GAS & ELECTIRC	49732	5/15/2017	26,677.02	ELECTRICAL @ BPS-FEB/MARCH
	Total 49732		26,677.02	
SLOAN ELECTRIC COMPANY	49733	5/15/2017	8,828.78	REMOVE/REPLACE 2 VFD'S @ AWT
	Total 49733		8,828.78	
SOUTHERN CONTRACTING COMPANY	49734	5/15/2017	600.00	ELECTRICAL WORK @ VARIOUS PS
	Total 49734		600.00	
S&R TOWING, INC	49735	5/15/2017	95.00	TOWING-CHEVY VAN
	Total 49735		95.00	
TERMINIX	49736	5/15/2017	56.00	MONTHLY PEST SERVICE-APRIL
	Total 49736		56.00	
THE HOME DEPOT CRC/GECF	49737	5/15/2017	810.70	SUPPLIES
	Total 49737		810.70	
TIM BESTAMENTE	49738	5/15/2017	226.75	WORK ON FAUCET AND FILTERS FOR WATER STATION
	Total 49738		226.75	
UNDERGROUND SERVICE ALERT OF	49739	5/15/2017	204.00	UNDERGROUND ALARM SERVICE
	Total 49739		204.00	
UNIFIRST CORPORATION	49740	5/15/2017	205.26	LAUNDRY SERVICE-W/E 4/26/17
UNIFIRST CORPORATION		5/15/2017	195.54	LAUNDRY SERVICE-W/E 5/3/2017
	Total 49740		400.80	
VERIZON WIRELESS	49741	5/15/2017	21.27	TELEMETRY-CELL PHONES
	Total 49741		21.27	
WASTE MANAGEMENT	49742	5/15/2017	257.88	TRASH SERVICE-APRIL
	Total 49742		257.88	
WATER ENVIRONMENT FEDERATION	49743	5/15/2017	312.00	WEF MEMBERSHIP RENEWAL
	Total 49743		312.00	

Leucadia Wastewater District
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 From 5/15/2017 Through 5/15/2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
WESELOH CHEVROLET	49744	5/15/2017	126.18	MAINT ON WHITE CHEVY TRUCK-'10
WESELOH CHEVROLET		5/15/2017	<u>49.95</u>	MAINT WORK ON CHEV SILVERADO
	Total 49744		176.13	
WEST COAST SAFETY SUPPLY CO., INC.	49745	5/15/2017	370.31	TIGER TAILS
	Total 49745		370.31	
WORDEN WILLIAMS LLP	49746	5/15/2017	<u>2,672.90</u>	LEGAL FEES-APRIL
	Total 49746		2,672.90	
XEROX CORPORATION	49747	5/15/2017	<u>100.06</u>	COPIER LEASE-APRIL
	Total 49747		100.06	
Report Total			<u><u>479,724.02</u></u>	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: May 24, 2017

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
19258 - 19276	5/24/2017	\$46,669.52

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 5/25/2017 Through 5/25/2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
ALLAN JULIUSSEN	49748	5/25/2017	<u>561.88</u>	REIMBURSE A.J. FOR CONF
	Total 49748		561.88	
ALPHAGRAPHICS	49749	5/25/2017	<u>393.27</u>	DOOR HANGERS
	Total 49749		393.27	
AT&T	49750	5/25/2017	<u>116.77</u>	PHONE SERVICE @ BPS
	Total 49750		116.77	
BRR Architecture	49751	5/25/2017	<u>10.91</u>	REFUND DEV #0987
	Total 49751		10.91	
CARLSBAD FUELS CORPORATION	49752	5/25/2017	<u>1,713.81</u>	VEHICLE FUELS
	Total 49752		1,713.81	
CINTAS FIRST AID AND SAFETY	49753	5/25/2017	<u>159.97</u>	REFILL ON THE FIRST AID KIT
	Total 49753		159.97	
CLARK COMMERCIAL DEVELOPMENT	49754	5/25/2017	<u>70.00</u>	REFUND DEV #0967
	Total 49754		70.00	
COUNTRY VIEW HOA	49755	5/25/2017	<u>3,000.00</u>	LATERAL REIMBURSEMENT
	Total 49755		3,000.00	
CWEA	49756	5/25/2017	88.00	RENEWAL-CERT-COLL SYSTEM-S.KRASON
CWEA		5/25/2017	98.00	RENEWAL-COLLECTION SYSTEM-J.HOYETT
CWEA		5/25/2017	83.00	RENEWAL-COLLECTION SYSTEM-R.R.
CWEA		5/25/2017	<u>83.00</u>	RENEWAL-PLANT MAINT-T.AMOS
	Total 49756		352.00	
DASSIMON, INC	49757	5/25/2017	<u>60.00</u>	REFUND DEV #0945
	Total 49757		60.00	
DATA NET	49758	5/25/2017	879.90	IS MAINT AND SUPPORT
DATA NET		5/25/2017	<u>125.75</u>	TRAYS FOR HARD DRIVES
	Total 49758		1,005.65	
DAVIS FARR LLP	49759	5/25/2017	<u>5,000.00</u>	AUDITOR SERVICES-MAY
	Total 49759		5,000.00	
DORAN REVOCABLE TRUST	49760	5/25/2017	<u>3.28</u>	REFUND DEV #0928

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 5/25/2017 Through 5/25/2017

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
	Total 49760		3.28	
EVOQUA WATER TECHNOLOGIES, LLC	49761	5/25/2017	8,807.53	BIOXIDE CHEMICALS
	Total 49761		8,807.53	
FESTIVAL ENCINITAS PARTNERS	49762	5/25/2017	36.42	REFUND DEVS #0959/0966
	Total 49762		36.42	
LINDA FRAZEE	49763	5/25/2017	147.50	REFUND DEV #0954/0955
	Total 49763		147.50	
GRAINGER, INC	49764	5/25/2017	23.98	EYE WASH PRESERVATIVE
	Total 49764		23.98	
GREAT AMERICA FINANCIAL SERVICES	49765	5/25/2017	903.13	COPIER LEASE
	Total 49765		903.13	
GREGORY DAUL	49766	5/25/2017	12.50	REFUND DEV #0965
	Total 49766		12.50	
HAAKER EQUIPMENT CO	49767	5/25/2017	282.38	PARTS
	Total 49767		282.38	
CLIVE HOPWOOD	49768	5/25/2017	394.97	REFUND DEV #0991
	Total 49768		394.97	
I2B NETWORKS, INC	49769	5/25/2017	160.00	WEB CAM @ BPS-MAY/JUNE
	Total 49769		160.00	
ICMA RETIREMENT-303979	49770	5/25/2017	4,189.30	DEFERRED COMP
	Total 49770		4,189.30	
INFRASTRUCTURE ENGINEERING CORP	49771	5/25/2017	3,492.87	FY 17 GRAVITY SEWER PROJECT
INFRASTRUCTURE ENGINEERING CORP		5/25/2017	980.00	FY 2016 GRAVITY LINE REHAB PROJECT
INFRASTRUCTURE ENGINEERING CORP		5/25/2017	4,142.95	GAFNER AWT PROJECT
INFRASTRUCTURE ENGINEERING CORP		5/25/2017	3,872.72	L1 FORCE MAIN WEST SIDE
INFRASTRUCTURE ENGINEERING CORP		5/25/2017	844.20	LC GOLF GRAVITY LINE PROJECT
INFRASTRUCTURE ENGINEERING CORP		5/25/2017	274.90	LPS REHAB PROJECT

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 5/25/2017 Through 5/25/2017

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
INFRASTRUCTURE ENGINEERING CORP		5/25/2017	162.10	VP5 PS PROJECT
	Total 49771		13,769.74	
JOHN W. SMITH	49772	5/25/2017	325.00	BACKFLOW SERVICES
	Total 49772		325.00	
KASRA GHANDY	49773	5/25/2017	7.50	REFUND DEV #0961
	Total 49773		7.50	
KOPIAN GROUP, LLC	49774	5/25/2017	10.00	REFUND DEV #0930
KOPIAN GROUP, LLC		5/25/2017	60.91	REFUND DEV #0968
	Total 49774		70.91	
LA COSTA LOGO, LLC	49775	5/25/2017	1,429.29	SHIRTS, CAPS, MUGS
	Total 49775		1,429.29	
ALEX MANANTAN	49776	5/25/2017	8.24	REFUND DEV #0977
	Total 49776		8.24	
NAPA AUTO	49777	5/25/2017	21.52	TOOLS
NAPA AUTO		5/25/2017	36.05	WIPER BLADES AND CREDIT
	Total 49777		57.57	
NATIONWIDE RETIREMENT SOLUTIONS	49778	5/25/2017	265.78	DEFERRED COMP
	Total 49778		265.78	
OFFICE DEPOT, INC.	49779	5/25/2017	273.13	OFFICE SUPPLIES
	Total 49779		273.13	
HARRY RICHARD PEACOCK	49780	5/25/2017	30.00	REFUND DEV #0951
	Total 49780		30.00	
PERS RETIREMENT	49781	5/25/2017	13,064.17	EMPLOYEE RETIREMENT ENDING 5/7/17
	Total 49781		13,064.17	
PETER/SUNNY LO	49782	5/25/2017	68.24	REFUND DEV #0976
	Total 49782		68.24	
PLUMBERS DEPOT, INC	49783	5/25/2017	308.70	PARTS
	Total 49783		308.70	
PURCHASE POWER	49784	5/25/2017	136.13	BALANCE DUE ON FINAL BILL

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 5/25/2017 Through 5/25/2017

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
	Total 49784		136.13	
RANCHO COASTEL ENGINEERING	49785	5/25/2017	200.00	REFUND DEV #0927
	Total 49785		200.00	
RAY HERRERA	49786	5/25/2017	8.24	REFUND DEV #0982
	Total 49786		8.24	
RISING TIDE PARTNERS	49787	5/25/2017	2,218.20	PUBLIC INFORMATION FOR APRIL
RISING TIDE PARTNERS		5/25/2017	1,649.43	PUBLIC INFORMATION FOR MARCH
	Total 49787		3,867.63	
RREG INVENSTMENTS SERIES	49788	5/25/2017	125.00	REFUND DEV #0972
	Total 49788		125.00	
SAN DEIGUITO UNION HIGH SCHOOL	49789	5/25/2017	1,903.30	REFUND DEV #0884
	Total 49789		1,903.30	
SAN DIEGO GAS AND ELECTRIC	49790	5/25/2017	14,566.05	ELECTRIC @ OFFICE/LPS
	Total 49790		14,566.05	
SAN DIEGO UNION TRIBUNE	49791	5/25/2017	91.37	NEWSPAPER DELIVERY RENEWAL
	Total 49791		91.37	
SANTEC CONSULTING SERVICES	49792	5/25/2017	860.00	REFUND DEV #0924
	Total 49792		860.00	
SAN DIEGO GAS & ELECTIRC	49793	5/25/2017	112.39	ELECTRIC @ AVOCADO PS
SAN DIEGO GAS & ELECTIRC		5/25/2017	10,861.06	ELECTRIC @ BPS
SAN DIEGO GAS & ELECTIRC		5/25/2017	425.65	ELECTRIC @ DIANA PS
SAN DIEGO GAS & ELECTIRC		5/25/2017	799.38	ELECTRIC @ E. ESTATES
SAN DIEGO GAS & ELECTIRC		5/25/2017	1,199.14	ELECTRIC @ EEPS
SAN DIEGO GAS & ELECTIRC		5/25/2017	153.17	ELECTRIC @ RANCHO VERDE PS
SAN DIEGO GAS & ELECTIRC		5/25/2017	730.33	ELECTRIC @ SAXONY PS
SAN DIEGO GAS & ELECTIRC		5/25/2017	345.60	ELECTRIC @ VP5
SAN DIEGO GAS & ELECTIRC		5/25/2017	171.72	ELECTRIC @ VP7
SAN DIEGO GAS & ELECTIRC		5/25/2017	56.99	GAS @ OFFICE
SAN DIEGO GAS & ELECTIRC		5/25/2017	1.34	NAT GAS @ EE
	Total 49793		14,856.77	
JONATHAN SEVERINO	49794	5/25/2017	280.00	REFUND DEV #0952
	Total 49794		280.00	
THE SHED AT VULCAN, LLC	49795	5/25/2017	140.34	REFUND DEV #0936

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 5/25/2017 Through 5/25/2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
	Total 49795		140.34	
TITUS INDUSTRIAL GROUP, INC	49796	5/25/2017	4,048.87	COMPOSITE MANHOLE COVERS
	Total 49796		4,048.87	
SOLANA PALM LLC	49797	5/25/2017	90.00	ANSWERING SERVICE-MAY/JUNE
	Total 49797		90.00	
JOELL TROTТА	49798	5/25/2017	17.50	REFUND DEV #0962
	Total 49798		17.50	
UNIFIRST CORPORATION	49799	5/25/2017	199.26	LAUNDRY SERVICE W/E 5/10/17
UNIFIRST CORPORATION		5/25/2017	195.54	LAUNDRY SERVICE W/E 5/17/17
	Total 49799		394.80	
U.S. BANK	49800	5/25/2017	3,904.20	OFFICE SUPPLIES, MEETINGS, CONFS, TRAININGS, ETC
	Total 49800		3,904.20	
VERIZON WIRELESS	49801	5/25/2017	901.91	CELL PHONE SERVICE AND CHARGES
	Total 49801		901.91	
Report Total			103,475.63	

Leucadia Wastewater District
 Vendor Activity - Supplemental Credit Card Report
 From 5/24/2017 Through 5/25/2017

Vendor Name	Tra... Sou...	Effective Date	Check/Voucher Number	Expenses	GL Code	GL Title	Transaction Description
U.S. BANK	API	5/24/2017	49800	31.23	1129	ACCOUNTS RECEIVABLE OTHER	D.O OTHER RECE.
U.S. BANK	API	5/24/2017	49800	222.18	4330	BOARD CONFERENCES	CWEA HOTEL DEPOSIT-J.H.
U.S. BANK	API	5/24/2017	49800	222.18	4330	BOARD CONFERENCES	CWEA-HOTEL DEPOSIT-A.J.
U.S. BANK	API	5/24/2017	49800	355.80	4330	BOARD CONFERENCES	D.O. CASA CONF-HOTEL
U.S. BANK	API	5/24/2017	49800	39.60	4330	BOARD CONFERENCES	D.O. CASA CONF-TAXI
U.S. BANK	API	5/24/2017	49800	222.18	4330	BOARD CONFERENCES	D.O. CWEA CONF-HOTEL DEP
U.S. BANK	API	5/24/2017	49800	222.18	4330	BOARD CONFERENCES	ES CWEA CONF-HOTEL DEP
U.S. BANK	API	5/24/2017	49800	99.00	4930	SUBSCRIPTIONS	DROP BOX SUBS.
U.S. BANK	API	5/24/2017	49800	292.50	5040	SAFETY SUPPLIES	DATCO QUARTERLY
U.S. BANK	API	5/24/2017	49800	199.00	5710	TRAINING, EDUCATION & CONFERNC	ACCT. TRAINING-R.D.
U.S. BANK	API	5/24/2017	49800	19.45	5710	TRAINING, EDUCATION & CONFERNC	CASA CONF FOOD-P.B.
U.S. BANK	API	5/24/2017	49800	19.94	5710	TRAINING, EDUCATION & CONFERNC	CASA CONF-FOOD-P.B.
U.S. BANK	API	5/24/2017	49800	355.80	5710	TRAINING, EDUCATION & CONFERNC	CASA CONF-HOTEL-P.B.
U.S. BANK	API	5/24/2017	49800	26.00	5710	TRAINING, EDUCATION & CONFERNC	CASA PK-P.B.
U.S. BANK	API	5/24/2017	49800	217.92	5710	TRAINING, EDUCATION & CONFERNC	CSRMA -R.D. FLIGHT
U.S. BANK	API	5/24/2017	49800	8.40	5710	TRAINING, EDUCATION & CONFERNC	CSRMA MEETING
U.S. BANK	API	5/24/2017	49800	222.18	5710	TRAINING, EDUCATION & CONFERNC	CWEA HOTEL DEP-M.GQ
U.S. BANK	API	5/24/2017	49800	222.18	5710	TRAINING, EDUCATION & CONFERNC	CWEA HOTEL DEP-R.E.
U.S. BANK	API	5/24/2017	49800	222.18	5710	TRAINING, EDUCATION & CONFERNC	CWEA HOTEL DEP.-RR
U.S. BANK	API	5/24/2017	49800	222.18	5710	TRAINING, EDUCATION & CONFERNC	CWEA HOTEL-DEPOSIT-CR
U.S. BANK	API	5/24/2017	49800	110.70	5735	EMPLOYEE RECOGNITION	EMPLOYEE LUNCH PK FEE
U.S. BANK	API	5/24/2017	49800	34.97	5735	EMPLOYEE RECOGNITION	MARCH BDAYS
U.S. BANK	API	5/24/2017	49800	154.65	5735	EMPLOYEE RECOGNITION	PIZZA PARTY-FS RECOGN
U.S. BANK	API	5/24/2017	49800	30.00	5910	TELEPHONE	R.M.-WIFI
U.S. BANK	API	5/24/2017	49800	100.00	5910	TELEPHONE	WEB HOSTING
U.S. BANK	API	5/24/2017	49800	31.80	6420	ENCINA CAPITAL	EWA BUSINESS BFAS
Transaction Total				<u>3,904.20</u>			
Total 5/24/2017				3,904.20			
U.S. BANK	APS	5/25/2017	49800	0.00	1005	UNION BANK GENERAL	OFFICE SUPPLIES, MEETINGS, CONFS, TRAININGS, ETC

**LEUCADIA WASTEWATER DISTRICT
BOARD PAYROLL CHECK REPORT**

Payroll Date: June 1, 2017

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>
19277 - 19281	6/1/2017	\$4,080.51

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 6/1/2017 Through 6/1/2017

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
ACACIA GASOLINE & CAR WASH	49802	6/1/2017	57.00	VEHICLE GASOLINE
	Total 49802		57.00	
ADS LLC	49803	6/1/2017	4,340.00	FLOW METERING/FLOW DATA-MAY
	Total 49803		4,340.00	
AT&T	49804	6/1/2017	190.76	PHONE SERVICE
	Total 49804		190.76	
BAJA POOL AND SPA SERVICE	49805	6/1/2017	125.00	MONTHLY MAINT FOR FOUNTAIN-MAY
	Total 49805		125.00	
BOOT WORLD, INC	49806	6/1/2017	184.23	SAFETY BOOTS-C. RUSSELL
	Total 49806		184.23	
CAL PUBLIC EMPLOYEES' RETIRE SYSTEM	49807	6/1/2017	31,375.15	HEALTH INS-JUNE- EMPLOYEES
	Total 49807		31,375.15	
CAL PUBLIC EMPLOYEES' RETIRE SYSTEM	49808	6/1/2017	2,995.02	BRD HEALTH INS-JUNE
	Total 49808		2,995.02	
CARLSBAD FUELS CORPORATION	49809	6/1/2017	1,633.55	VEHICLE GASOLINE
	Total 49809		1,633.55	
CITY OF CARLSBAD	49810	6/1/2017	342.79	WATER @ PLANT/OFFICE
	Total 49810		342.79	
COX COMMUNICATIONS SAN DIEGO	49811	6/1/2017	1,470.59	PHONE, INTERNET SERVICE
	Total 49811		1,470.59	
DATA NET	49812	6/1/2017	677.50	IS MAINT AND SUPPORT
	Total 49812		677.50	
DAVID KULCHIN	49813	6/1/2017	516.42	REIMBURDE FOR CONF-CSDA
	Total 49813		516.42	
DAVID KULCHIN	49814	6/1/2017	27.82	REIMBURSE FOR CSDA DINNER-MILEAGE
	Total 49814		27.82	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 6/1/2017 Through 6/1/2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
DEXTER WILSON ENGINEERING	49815	6/1/2017	4,500.00	GE/APRIL/200/0369
	Total 49815		4,500.00	
DONALD OMSTED	49816	6/1/2017	86.36	REIMBURSE FOR CSDA LEGS. DAYS
	Total 49816		86.36	
DUDEK & ASSOCIATES	49818	6/1/2017	1,515.00	GE/3251/APRIL/0100/GRADING
DUDEK & ASSOCIATES		6/1/2017	765.00	GE/3252/APRIL/0526/FAIR OAKS
DUDEK & ASSOCIATES		6/1/2017	1,500.00	GE/3252/APRIL/0844/LC TOWN SQ
DUDEK & ASSOCIATES		6/1/2017	115.00	GE/3252/APRIL/0943/LEUCADIA
DUDEK & ASSOCIATES		6/1/2017	240.00	GE/3252/APRIL/0983/HYMETTUS
DUDEK & ASSOCIATES		6/1/2017	284.90	GE/3252/APRIL/0985/E. JASON
DUDEK & ASSOCIATES		6/1/2017	405.00	GE/3252/APRIL/0986/PICK UP STIX
DUDEK & ASSOCIATES		6/1/2017	240.00	GE/3252/APRIL/0990/HYMETTUS
DUDEK & ASSOCIATES		6/1/2017	60.00	GE/3252/APRIL/0994/HYGEIA
DUDEK & ASSOCIATES		6/1/2017	60.00	GE/3252/APRIL/0995/DEMPSEY RES.
DUDEK & ASSOCIATES		6/1/2017	1,580.00	GE/3252/APRIL/0996/ENCINITAS BEACH
DUDEK & ASSOCIATES		6/1/2017	1,335.00	GE/3252/APRIL/0997/EDGEBURT DRIVE
DUDEK & ASSOCIATES		6/1/2017	360.00	GE/3252/APRIL/0998/URBANE
DUDEK & ASSOCIATES		6/1/2017	540.00	GE/3252/APRIL/0999/HYGEIA
DUDEK & ASSOCIATES		6/1/2017	120.00	GE/3252/APRIL/1000/LC GREENS
	Total 49818		9,119.90	
ELAINE SULLIVAN	49819	6/1/2017	517.34	REIMBURSE FOR CSDA LEGIS DAYS
	Total 49819		517.34	
HAAKER EQUIPMENT CO	49820	6/1/2017	137.34	LED SPOT LAMP
HAAKER EQUIPMENT CO		6/1/2017	433.15	PARTS
	Total 49820		570.49	
HARTFORD LIFE & ACCIDENT INS.	49821	6/1/2017	438.77	LIFE INS-JUNE
	Total 49821		438.77	
JUDY HANSON	49822	6/1/2017	508.35	REIMBURSE FOR CSDA LEGS. DAYS
	Total 49822		508.35	
MES VISION	49823	6/1/2017	386.22	VISION INS-JUNE
	Total 49823		386.22	
MIRA MESA WINDOW CLEANING	49824	6/1/2017	1,080.00	WINDOWS/SOLAR PANELS CLEANED
	Total 49824		1,080.00	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 6/1/2017 Through 6/1/2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
MSC JANITORIAL SERVICE, INC	49825	6/1/2017	<u>1,552.92</u>	JANITORIAL SERVICE-MAY
	Total 49825		1,552.92	
NORA PUGA	49826	6/1/2017	<u>300.00</u>	EVENT FOR STEVE DEERING
	Total 49826		300.00	
NORTH COUNTY TRANSIT DISTRICT	49827	6/1/2017	<u>3,053.40</u>	ANNUAL LICENSE FEE-7/17-6/2018
	Total 49827		3,053.40	
OFFICE DEPOT	49828	6/1/2017	<u>53.86</u>	CHARGER FOR LAPTOP
	Total 49828		53.86	
PEP BOYS	49829	6/1/2017	<u>27.45</u>	ANTIFREEZE
	Total 49829		27.45	
PERS RETIREMENT	49830	6/1/2017	<u>13,064.18</u>	EMPLOYEE RETIREMENT-5/21/2017
	Total 49830		13,064.18	
RICHARD STINSON	49831	6/1/2017	<u>300.00</u>	CONSTR. MANAGEMENT-MAY
	Total 49831		300.00	
CURNEY RUSSELL	49832	6/1/2017	<u>135.89</u>	REIMBURSE FOR CWEA CONF
	Total 49832		135.89	
SAN DIEGO GAS & ELECTIRC	49833	6/1/2017	<u>1,042.43</u>	ELECTRIC @ LCPS
	Total 49833		1,042.43	
SOUTHERN CONTRACTING COMPANY	49834	6/1/2017	1,914.25	LCPS/EEPS GENERATORS
SOUTHERN CONTRACTING COMPANY		6/1/2017	1,283.25	LPS COMPRESSOR
	Total 49834		3,197.50	
TERMINIX	49835	6/1/2017	32.00	MONTHLY SERVICE FOR TRAPS/BAITS
TERMINIX		6/1/2017	108.00	PEST SERVICE FOR SETTING RODENT BAIT/ TRAPS
	Total 49835		140.00	
THE GUARDIAN	49836	6/1/2017	<u>4,166.88</u>	DENTAL/DISABILITY INS-JUNE
	Total 49836		4,166.88	
UNIFIRST CORPORATION	49837	6/1/2017	<u>202.61</u>	LAUNDRY SERVICE-W/E 5/24/17
	Total 49837		202.61	

Leucadia Wastewater District
Check/Voucher Register - CHECK REGISTER
1005 - UNION BANK GENERAL
From 6/1/2017 Through 6/1/2017

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
WASTE MANAGEMENT	49838	6/1/2017	<u>206.86</u>	TRASH SERVICE-MAY
	Total 49838		<u>206.86</u>	
Report Total			<u><u>88,587.24</u></u>	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: June 7, 2017

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
19282 - 19300	6/7/2017	\$48,089.35

**LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS**

MAY

2016

5/2/2016	Board		\$4,924.86
5/11/2016	Employee		\$45,328.93
5/11/2016	Employee	Incentive	\$16,361.17
5/25/2016	Employee		<u>\$45,256.06</u>
	TOTAL		\$111,871.02

JUNE

6/2/2016	Board		\$4,900.16
6/8/2016	Employee		\$45,693.96
6/22/2016	Employee		<u>\$44,504.50</u>
	TOTAL		\$95,098.62

JULY

7/2/2016	Board		\$1,113.05
7/6/2016	Employee		\$45,209.70
7/20/2016	Employee		\$45,447.42
7/21/2016	Employee	Incentive	<u>\$92.35</u>
	TOTAL		\$91,862.52

AUGUST

8/1/2016	Board		\$2,494.10
8/3/2016	Employee		\$47,019.66
8/16/2016	Employee	Incentive	\$6,786.37
8/17/2016	Employee		\$46,135.12
8/31/2016	Employee		<u>45952.27</u>
	TOTAL		\$148,387.52

SEPTEMBER

9/1/2016	Board		\$5,336.83
9/13/2016	Employee	Incentive	\$552.59
9/14/2016	Employee		\$46,590.94
9/14/2016	Employee	Incentive	\$1,137.27
9/28/2016	Employee		<u>\$46,288.36</u>
	TOTAL		\$99,905.99

OCTOBER

10/1/2016	Board		\$1,750.79
10/12/2016	Employee		\$48,948.76
10/20/2016	Employee	Incentive	\$19,567.48
10/26/2016	Employee		<u>\$46,879.62</u>
	TOTAL		\$117,146.65

**LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS**

NOVEMBER

11/1/2016	Board		\$4,759.91
11/9/2016	Employee		\$47,228.39
11/23/2016	Employee		<u>\$47,121.35</u>
	TOTAL		\$99,109.65

DECEMBER

12/1/2016	Board		\$2,419.09
12/2/2016	Employee	Sick Buyback	\$20,167.03
12/7/2016	Employee		\$47,703.49
12/14/2016	Employee	Incentive	\$444.65
12/21/2016	Employee		<u>\$46,163.74</u>
	TOTAL		\$116,898.00

JANUARY

2017

1/1/2017	Board		\$1,214.82
1/4/2017	Employee		\$45,717.09
1/18/2017	Employee		<u>\$45,885.84</u>
	TOTAL		\$92,817.75

FEBRUARY

2/1/2017	Employee		\$47,491.00
2/1/2017	Board		\$5,367.25
2/8/2017	Employee	Incentive	\$2,170.15
2/15/2017	Employee		<u>\$45,587.20</u>
	TOTAL		\$100,615.60

MARCH

3/1/2017	Employee		\$47,217.28
3/1/2017	Board		\$3,254.46
3/15/2017	Employee		\$48,226.01
3/29/2017	Employee		<u>\$46,338.98</u>
	TOTAL		\$145,036.73

APRIL

4/1/2017	Board		\$4,139.95
4/12/2017	Employee		\$47,286.60
4/13/2017	Employee		\$8,888.15
4/26/2017	Employee		<u>\$46,458.18</u>
	TOTAL		\$106,772.88

MAY

5/1/2017	Board		\$4,379.21
5/10/2017	Employee		\$47,492.65
5/24/2017	Employee		<u>\$46,669.52</u>
	TOTAL		\$98,541.38

**LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS**

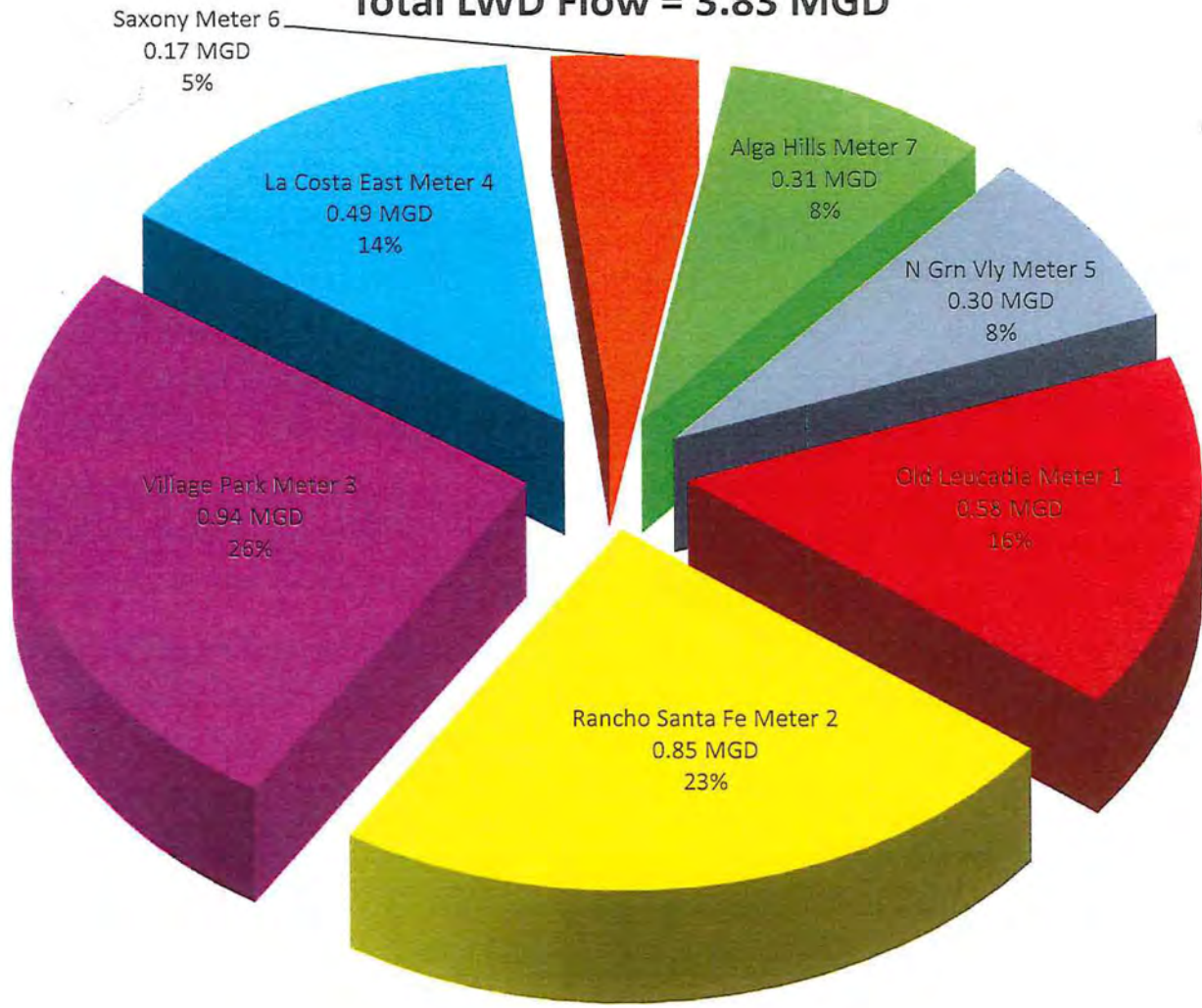
JUNE

6/1/2017	Board	\$4,080.51
6/7/2017	Employee	<u>\$48,089.35</u>
	TOTAL	\$52,169.86

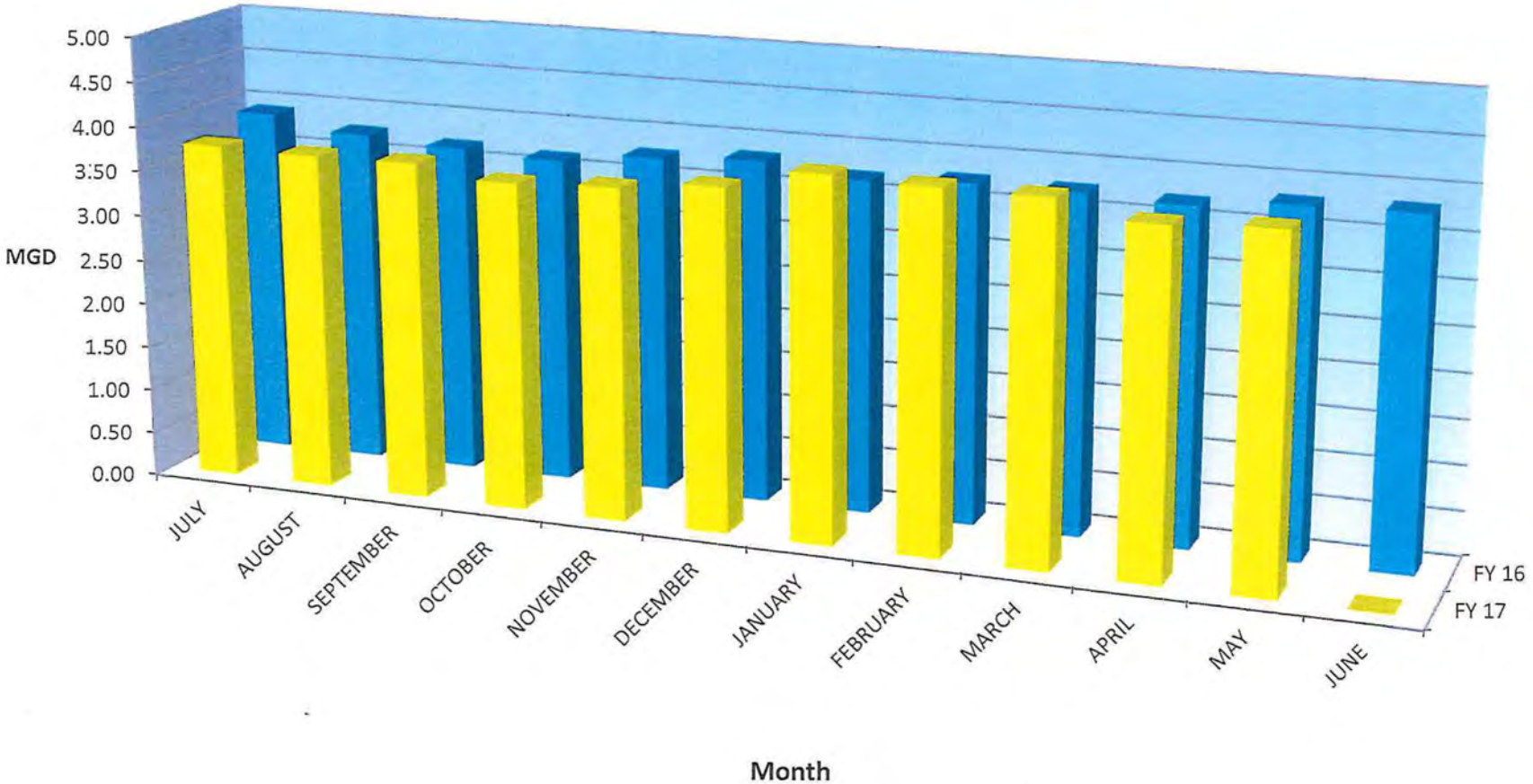
**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2017 (July 2016 - June 2017)**

CURRENT MONTH - May 2017							FY 2015-2016
Period	Total Rain Inches	Total Flow MG	Added EDU's 28,560.21	LWD ADF (MGD)	GPD/EDU	RECLAIMED Total (ac-ft/mo)	LWD ADF (MGD)
JULY	0.00	116.87	1.00	3.77	132	54.07	3.92
YTD			28,561.21				
AUGUST	0.00	116.25	1.50	3.75	131	44.02	3.77
YTD			28,562.71				
SEPTEMBER	0.24	112.80	2.00	3.76	132	47.41	3.70
YTD			28,564.71				
OCTOBER	0.33	112.53	4.50	3.63	127	18.32	3.65
YTD			28,569.21				
NOVEMBER	1.01	110.40	7.36	3.68	129	14.25	3.77
YTD			28,576.57				
DECEMBER	3.81	117.18	-2.11	3.78	132	0.00	3.83
YTD			28,574.46				
JANUARY	4.17	124.31	6.14	4.01	140	0.00	3.71
YTD			28,580.60				
FEBRUARY	4.16	111.16	3.41	3.97	139	0.00	3.77
YTD			28,584.01				
MARCH	0.06	122.76	3.00	3.96	139	5.29	3.76
YTD			28,587.01				
APRIL	0.02	113.40	1.58	3.78	132	42.73	3.72
YTD			28,588.59				
MAY	1.27	118.73	0.37	3.83	134	31.24	3.81
YTD			28,588.96				
JUNE							3.83
YTD							
YTD Totals	15.07	1276.39	28.75			257.33	
Mo Average	1.37	116.04	2.61	3.81	133.36	23.39	3.77

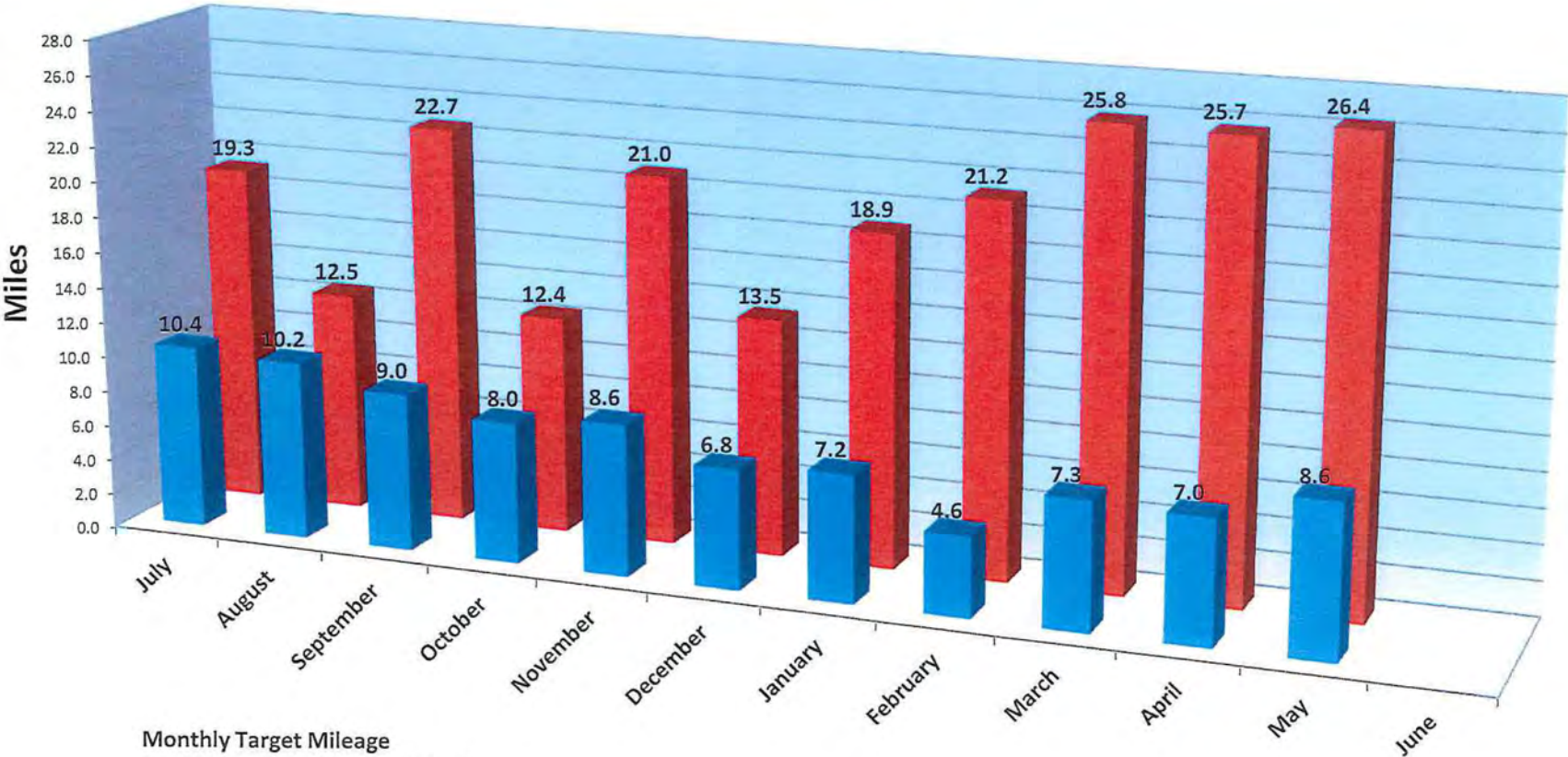
**LWD Flows by Sub-Basin
May 2017
Total LWD Flow = 3.83 MGD**



Leucadia Wastewater District Flow Comparison FY 16 to FY 17



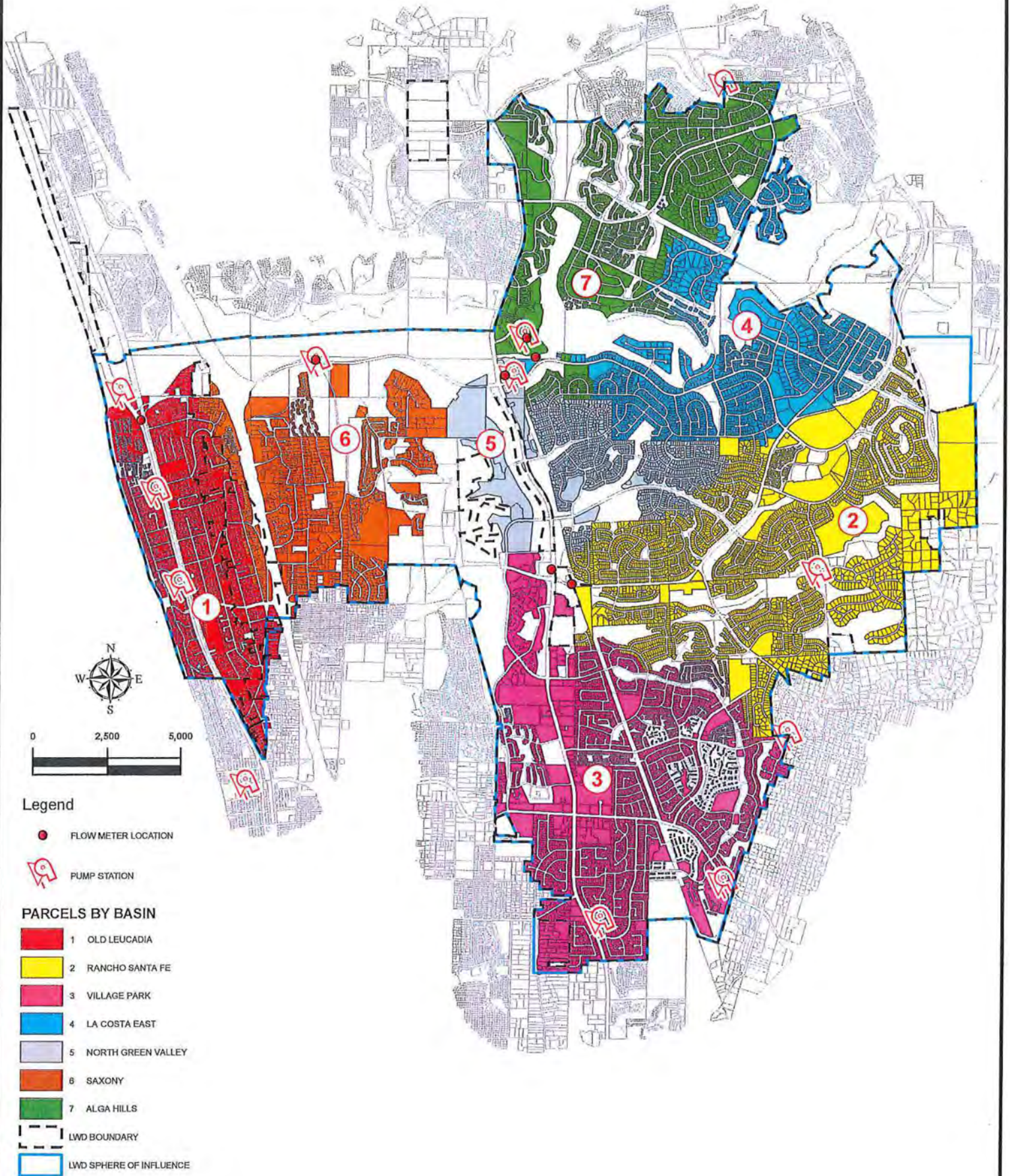
FY-17 CCTV Inspections & Hydro Cleaning Production



Monthly Target Mileage
Hydro-Cleaning: 15 Miles/Month
CCTV Inspection: 6.3 Miles/ Month

■ CCTV Inspections
■ Total Hydro Cleaning

LEUCADIA WASTEWATER DISTRICT



Legend

- FLOW METER LOCATION
 - PUMP STATION
- PARCELS BY BASIN**
- 1 OLD LEUCADIA
 - 2 RANCHO SANTA FE
 - 3 VILLAGE PARK
 - 4 LA COSTA EAST
 - 5 NORTH GREEN VALLEY
 - 6 SAXONY
 - 7 ALGA HILLS
- LWD BOUNDARY
 - LWD SPHERE OF INFLUENCE

Leucadia Wastewater District

Balance Sheet

As of 5/31/2017

		Current Year
Assets		
Cash & Investments	1CAS	37,482,187.08
Accounts Receivables	2A/R	113,512.44
Prepaid Expense	3PRE	84,008.96
Funds held with Encinca Wastewater Authority	4EWA	1,486,800.00
Capital Assets	4F/A	153,257,263.85
Less Accumulated Depreciation	6DEP	(49,904,593.36)
Total Assets		142,519,178.97
Deferred Outflows		
Projected/Actual PERS Earnings Difference	6D/O	391,974.00
PERS Proportions & Assumptions Difference	7D/O	26,291.00
Current Year PERS Employer Contribution	8D/O	299,609.00
Total Deferred Outflows		717,874.00
Total Assets & Deferred Outflows		143,237,052.97
Liabilities		
Accounts Payable & Accrued Expenses	A/P	333,013.52
Developer Deposits	DEVD	111,374.85
Net Pension Liability	LTDB	2,604,135.00
Total Liabilities		3,048,523.37
Deferred Inflows		
PERS Actual/Proportion Contribution Difference	D/I2	141,557.00
PERS Proportions & Assumptions Difference	D/I3	216,891.00
Projected/Actual PERS Earnings Difference	D/In	573,987.00
Total Deferred Inflows		932,435.00
Net Position		
Beginning Net Position (as of June 30, 2016)		
Investment in Capital Assets	IC/A	103,352,670.49
Reserves	RESV	32,621,572.67
Total Beginning Net Position (as of June 30, 2016)		135,974,243.16
Current Change In Net Position		
Other		3,281,851.44
Total Current Change In Net Position		3,281,851.44
Total Net Position		139,256,094.60
Total Liabilities, Deferred Inflows & Net Position		143,237,052.97

Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses

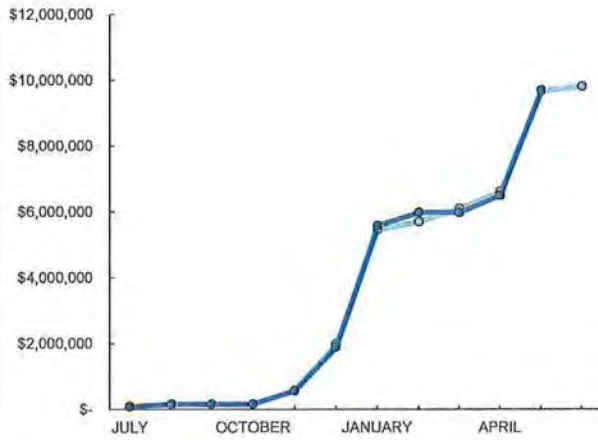
From 7/1/2016 Through 5/31/2017

Account Title	YTD Actual	Total Annual Budget	Remaining Budget	Percentage Total Budget Used
OPERATING REVENUES				
3110 Sewer Service Fees	\$ 9,705,740.68	\$ 9,819,969.00	\$ 114,228.32	98.8%
3150 Recycled Water Sales	240,737.46	269,000.00	28,262.54	89.5%
3100 Misc. Operating Revenue	57,806.82	223,710.00	165,903.18	25.8%
TOTAL OPERATING REVENUES	\$10,004,284.96	\$10,312,679.00	\$ 308,394.04	97.0%
OPERATING EXPENSES				
4100 Salaries	\$ 1,566,489.74	\$ 1,747,174.00	\$ 180,684.26	89.7%
4200 Employee Benefits	799,349.62	832,488.00	33,138.38	96.0%
4300 Directors Expense	111,823.45	142,400.00	30,576.55	78.5%
4400 Election Expense	35,150.00	30,000.00	(5,150.00)	117.2%
4600 Gas, Oil & Fuel	29,589.32	44,000.00	14,410.68	67.2%
4700 Insurance Expense	83,618.07	113,900.00	30,281.93	73.4%
4800 Memberships	29,088.11	25,900.00	(3,188.11)	112.3%
4900 Office Expense	97,974.19	137,100.00	39,125.81	71.5%
5000 Operating Supplies	170,405.17	227,600.00	57,194.83	74.9%
5200 Professional Services	224,843.95	464,700.00	239,856.05	48.4%
5300 Printing & Publishing	10,486.07	29,000.00	18,513.93	36.2%
5400 Rents & Leases	12,107.47	15,200.00	3,092.53	79.7%
5500 Repairs & Maintenance	330,874.39	441,600.00	110,725.61	74.9%
5600 Monitoring & Permits	47,575.20	57,300.00	9,724.80	83.0%
5700 Training & Development	38,284.01	47,200.00	8,915.99	81.1%
5900 Utilities	386,219.99	477,900.00	91,680.01	80.8%
6100 LAFCO Operations	6,470.14	9,000.00	2,529.86	71.9%
6200 Encina Operating Expense	1,273,708.57	1,911,730.00	638,021.43	66.6%
6900 Admin O/H alloc to Capital	(96,634.07)	(137,959.00)	(41,324.93)	70.0%
TOTAL OPERATING EXPENSES	\$ 5,157,423.39	\$ 6,616,233.00	\$ 1,458,809.61	78.0%
NON-OPERATING REVENUES				
3130 Capacity Fees	\$ 144,175.94	\$ 240,360.00	\$ 96,184.06	60.0%
3220 Property Taxes	1,518,911.61	1,550,000.00	31,088.39	98.0%
3250 Investment Income	252,139.07	212,000.00	(40,139.07)	118.9%
3290 Misc. Non Op Revenue	29,061.00	174,400.00	145,339.00	16.7%
TOTAL NON-OPERATING REVENUES	\$ 1,944,287.62	\$ 2,176,760.00	\$ 232,472.38	89.3%

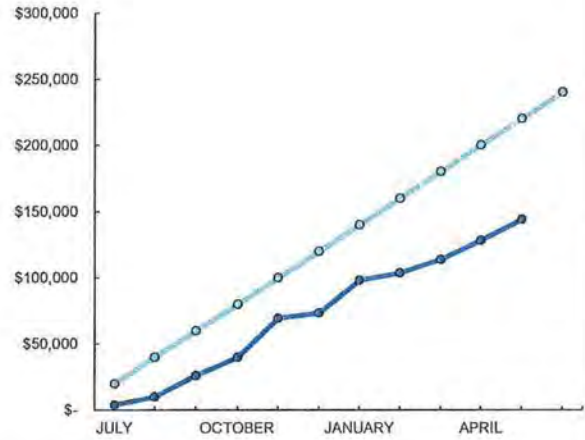
Leucadia Wastewater District Revenue FY2017

YTD through May 31, 2017

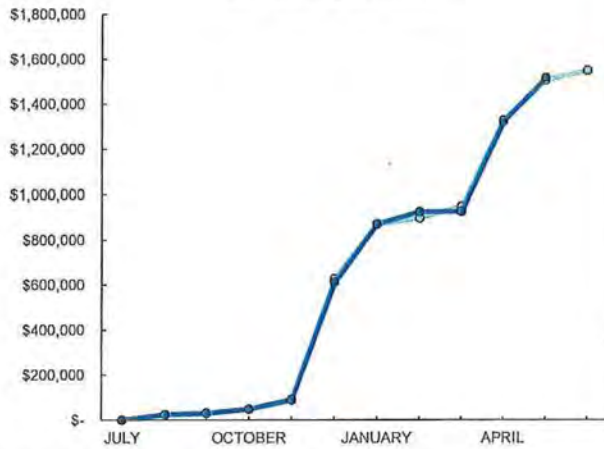
Sewer Service Fees



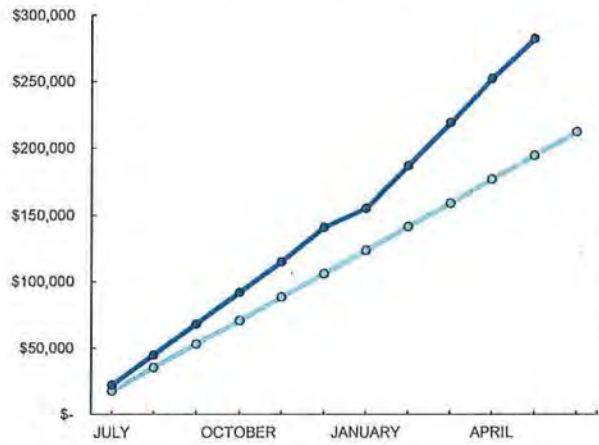
Capacity Charges



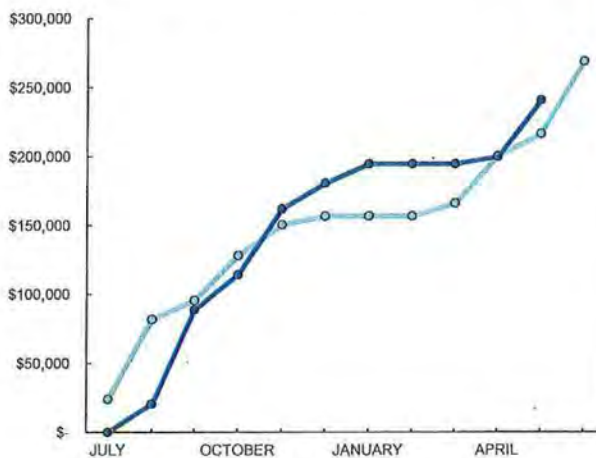
Property Taxes



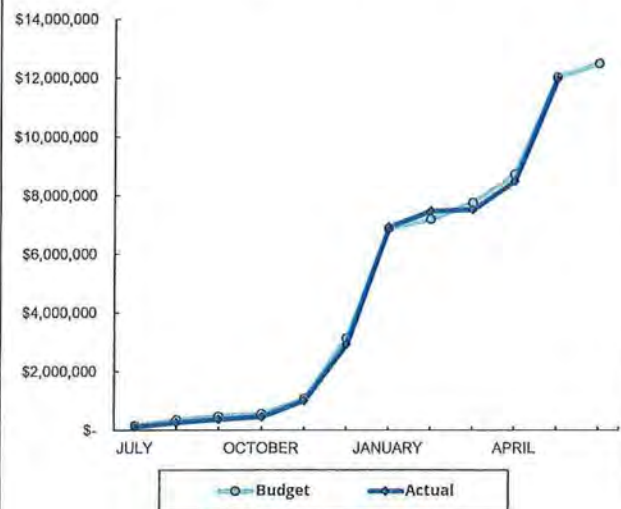
Investment Income



Recycled Wastewater Sales



Total Revenue

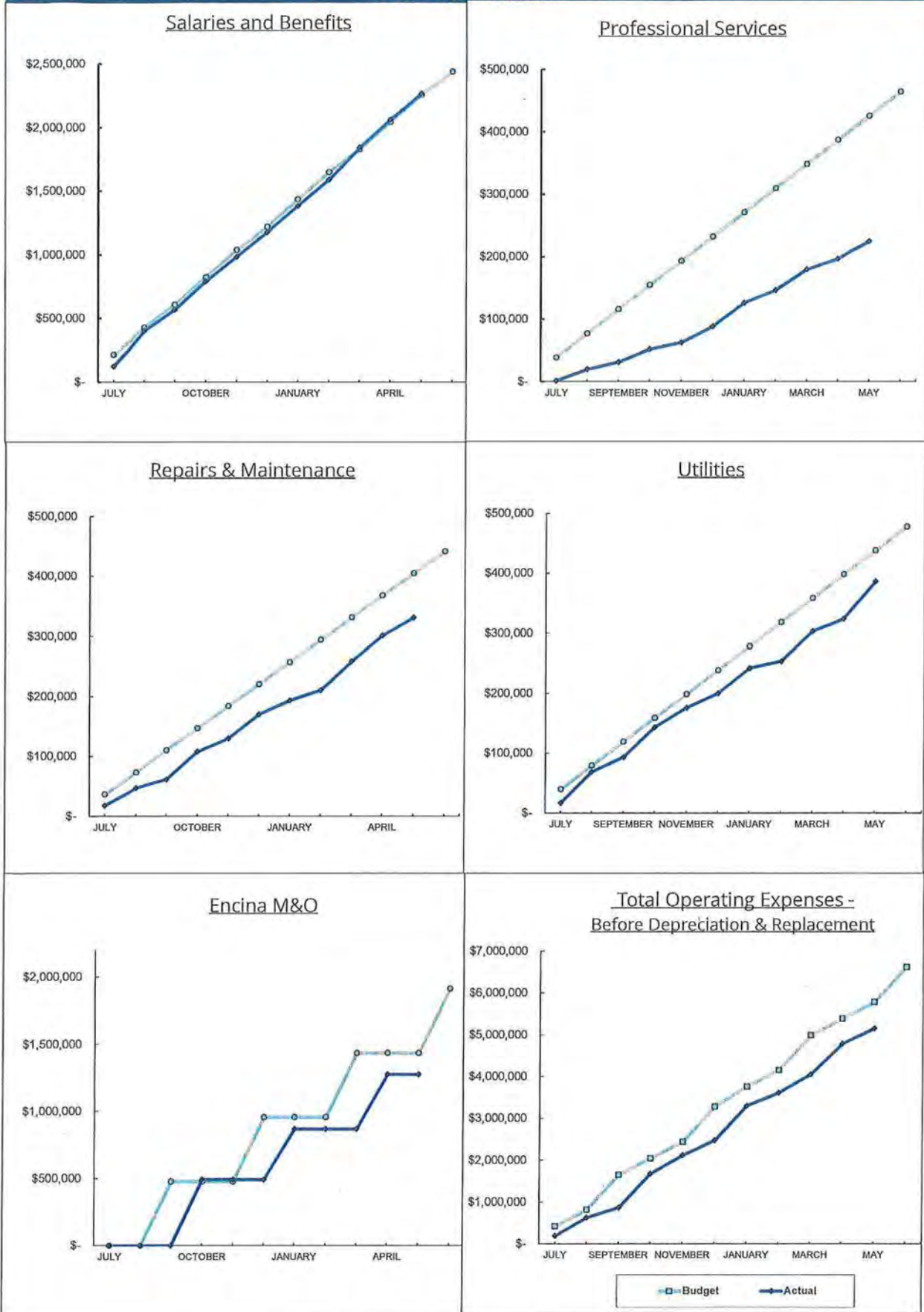


○ Budget ● Actual

* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Operating Expenses FY2017

YTD through May 31, 2017

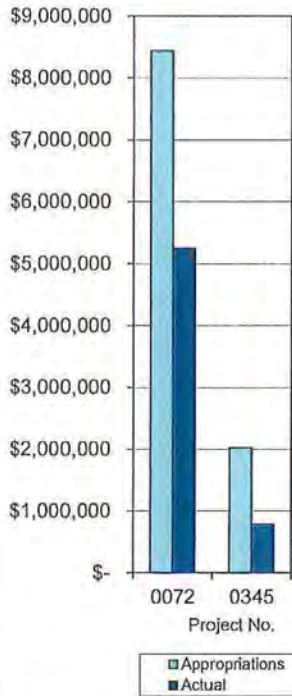


* Preliminary: subject to future review, reconciliation, accruals, and audit

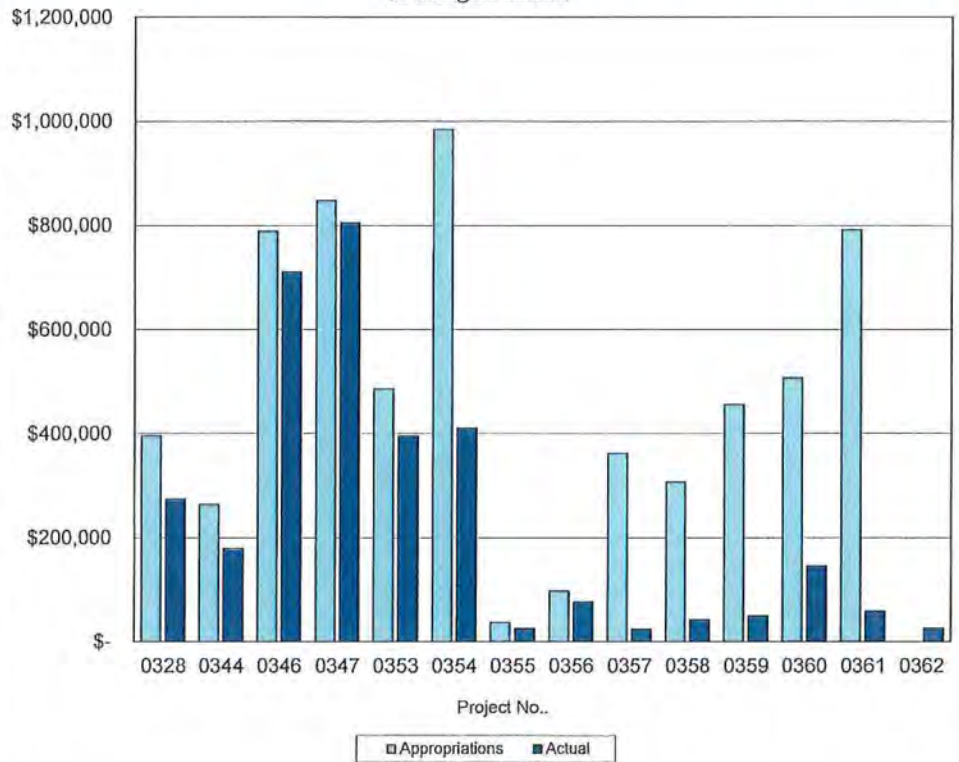
Leucadia Wastewater District Capital Expenditures

As of May 31, 2017

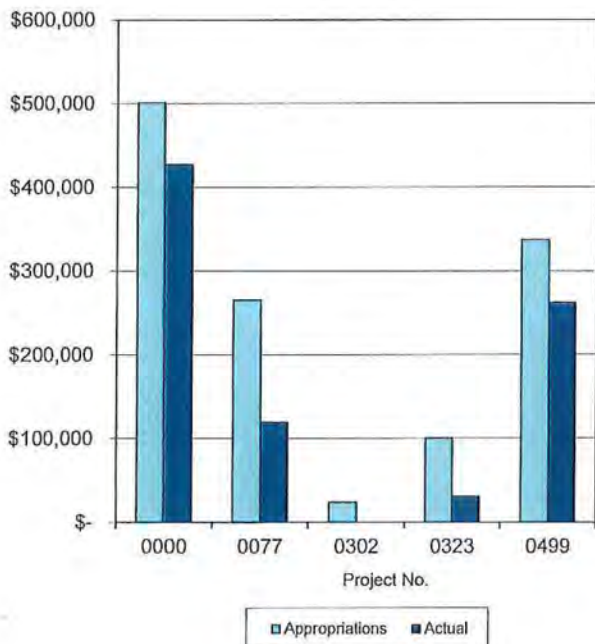
District Multi Year Capital Expenditures by Project (>\$1M) Through FY2017



District Multi Year Capital Expenditures by Project (<\$1M) Through FY2017



Single Year Capital Expenditures by Project FY2017



Project Legend

Multi-Year Capital Projects		<u>No.</u>
Encina Joint Facility Capital Projects		0072
North SD Water Reuse Coalition Project		0328
Scott's Valley Pipeline Repair		0344
Leucadia FM West section Replacement		0345
FY2015 Gravity Pipeline Rehabilitation		0346
Saxony Pump Station Rehabilitation		0347
FY2016 Gravity Pipeline Rehabilitation		0353
Village Park No. 5 PS Replacement		0354
Batequitos Pump Station Solar Panels		0355
New Recycled Water Pump Design		0356
La Costa Golf Course Gravity Line Improv		0357
Leucadia Pump Station Rehabilitation		0358
FY2017 Gravity Pipeline Rehabilitation		0359
Gafner AWT Improvements		0360
Poinsettia Station Gravity Pipeline Rehab		0361
Secondary Effluent FM Repair (at Encina)		0362
Single Year Capital Projects		<u>No.</u>
Equipment		0000
Misc. Pipeline Rehabilitation		0077
District Engineering Services		0302
Lateral Replace/Backflow Prevention		0323
LWD Gen'l Cap Labor & O/H Allocation		0499

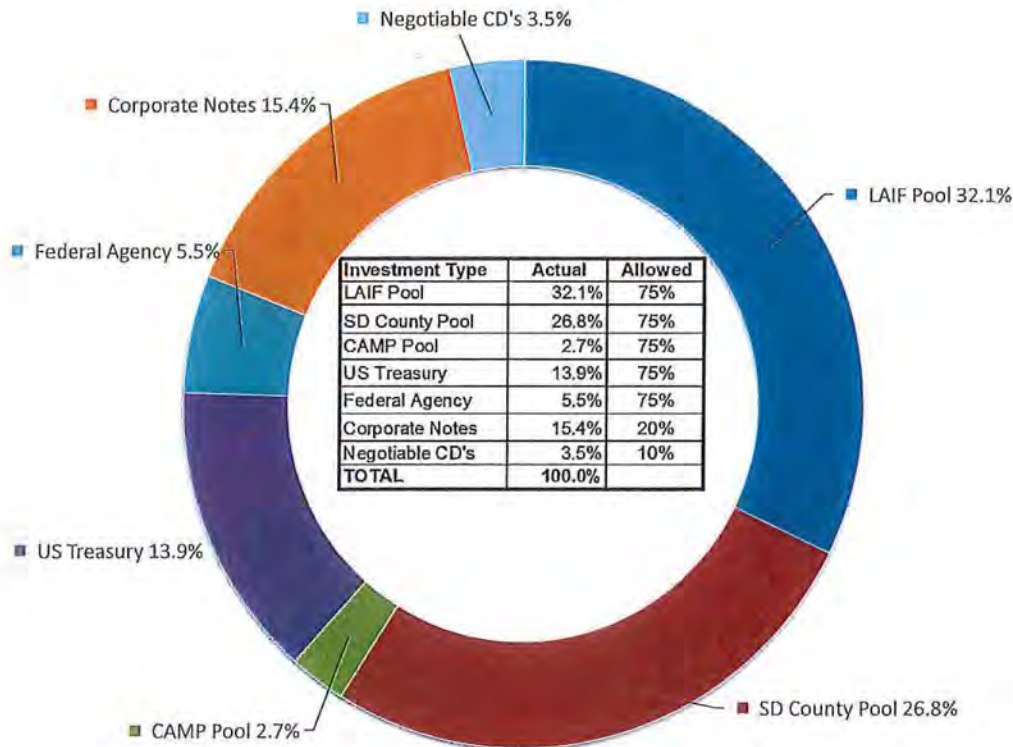
* Preliminary: subject to future review, reconciliation, accruals, and audit

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
April 30, 2017

Cash Equivalents & Investments	Principal (Original Cost)		April Interest	Average Rate
	March 31, 2017	April 30, 2017		
LAIF Pool	\$ 12,073,893	\$ 11,499,268	\$ 8,683	0.884%
SD County Pool	9,547,851	9,572,239	9,656	1.212%
CAMP Pool	17,768	969,409	639	0.960%
CAMP Portfolio				
US Treasury Notes	4,984,180	4,984,180	5,064	1.220%
Federal Agency Mortgage-Backed Securities	5,885	5,850	36	7.370%
Federal Agency Notes	1,975,475	1,975,475	1,667	1.320%
Corporate Bonds/Notes	5,502,992	5,502,992	6,040	1.410%
Negotiable CD's	1,270,000	1,270,000	1,614	1.800%
Total Camp Portfolio	13,738,531	13,738,496	14,421	1.370%
Totals	\$ 35,378,042	\$ 35,779,412	\$ 33,399	1.126%

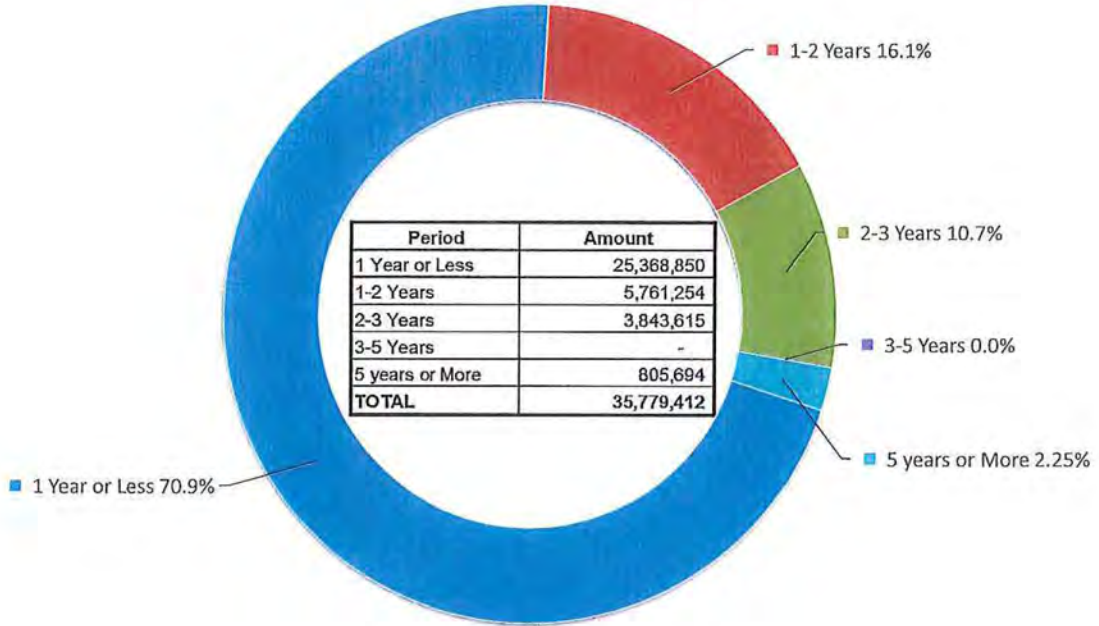


INVESTMENT DISTRIBUTION BY CATEGORY

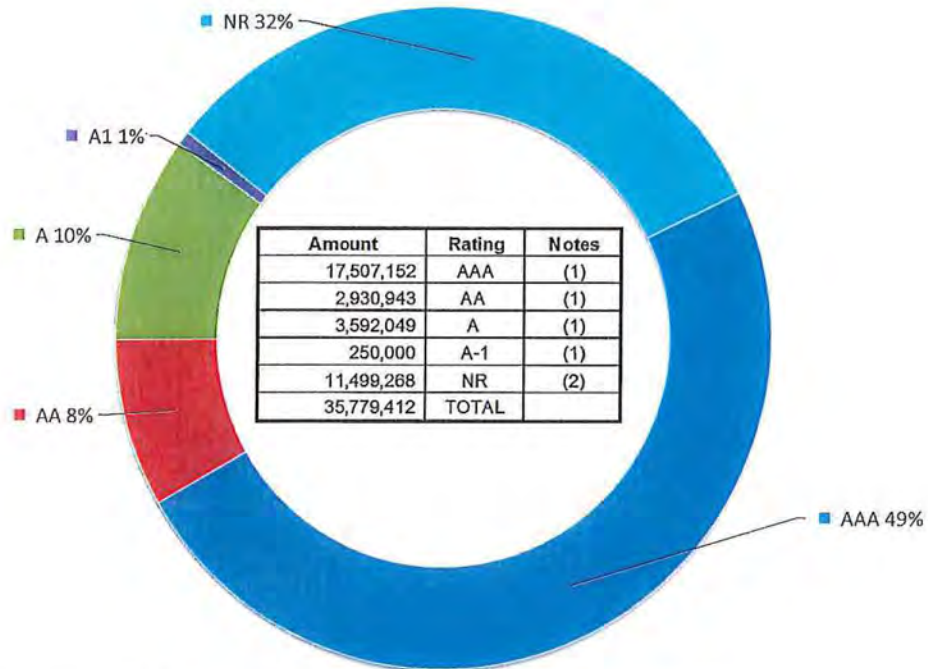


LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
April 30, 2017
(Continued)

REMAINING MATURITY



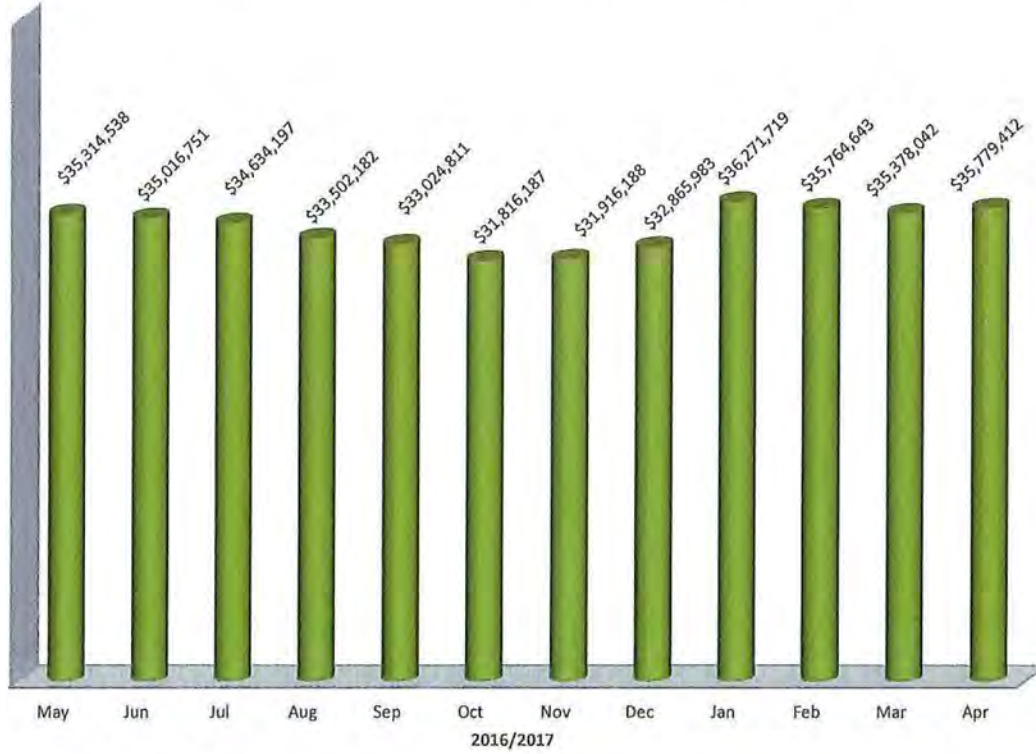
INVESTMENT RATINGS



(1) CAMP Pool, SD County Pool, & CD's are rated by Standard & Poors and Investments are rated by Moody's.
(2) LAIF is not rated

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
April 30, 2017
(Continued)

TOTAL CASH EQUIVALENTS & INVESTMENTS



INVESTMENT TRANSACTIONS
For the months of April, 2017


Investment	Purchases	Maturities	Sales	Notes	YTM at Cost
GNMA MBS 30-yr Pool		\$ 33		(3)	7.37%
Canadian Imp Bk Neg CD		\$ 250,000			1.01%
Bk Nova Scotia Houstn Neg CD	\$ 250,000				1.91%
TOTAL	\$ 250,000	\$ 250,033	\$ -		

(3) Monthly principal payments from mortgage pool

Investment transactions above do not include transfers between checking a/c's and cash equivalents (pools)

MEMORANDUM

Ref: 17-5404

DATE: June 8, 2017
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: May 2017 Board Disclosure of Reimbursements Report

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Receive and file the Board Disclosure of Reimbursement Report for the month ending May 2017.

DISCUSSION:

Government Code Section §53065 stipulates that Special Districts must disclose reimbursements of \$100 or more on at least an annual basis. Leucadia Wastewater District (LWD) prepares the Disclosure Report every month in accordance with Resolution No. 2250 – The Integrated Travel Authorization and Expense Reimbursement Policy, which is above and beyond the requirements of Government Code Section §53065.

Attached please find the Board Disclosure of Reimbursements report for the month of May 2017.

tb:PJB


Attachment

Leucadia Wastewater District
Disclosure of Reimbursements Report
May 1-31, 2017

Conference Date	Description	Director	Director	Director	Director	Director	GM	ASM	TSM	FSS	FSSup
		J. Hanson	E. Sullivan	D. Omsted	D. Kulchin	A. Juliussen	P. Bushee	R. Duffey	R. Morishita	J. Stecker	M. Gonzalez
<i>2017 CWEA Annual Conference</i>											
2017 CWEA Annual Conference April 25-28, 2017 Palm Springs, CA	Registration					570.00					
	Hotel					444.36					
	Airfare										
	Meals					139.53					
	Rental Car										
	Parking					50.00					
	Tips					10.00					
	Fuel/mileage/taxi					140.17					
Total		\$ -	\$ -	\$ -	\$ -	\$ 1,354.06	\$ -	\$ -	\$ -	\$ -	\$ -
<i>CSDA Legislative Days</i>											
2017 CSDA Legislative Days Conference May 16-17, 2017 Sacramento, CA	Registration	175.00	175.00	175.00	175.00						
	Hotel	435.84	435.84	435.84	435.84						
	Airfare	236.90	238.90	247.90	298.90						
	Meals	53.62	30.05	17.27	73.74						
	Parking			39.00							
	Taxi			59.60	39.60						
	Tips		4.00	16.00	4.00						
	Fuel/mileage	28.89	37.45		34.24						
Total	\$ 930.25	\$ 921.24	\$ 990.61	\$ 1,061.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Accounting Day</i>											
Accounting Day May 22, 2017 San Diego, CA	Registration							199.00			
	Hotel										
	Airfare										
	Meals										
	Rental Car										
	Parking										
	Tips										
	Coaster/Trolley							10.50			
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 209.50	\$ -	\$ -	\$ -	
<i> </i>											
	Registration										
	Hotel										
	Airfare										
	Meals										
	Rental Car										
	Parking										
	Tips										
	Fuel/mileage/taxi										
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Notes: AJ - CWEA Conference was turned in after the May agenda went out, it has been added to June agenda

MEMORANDUM

DATE: June 8, 2017
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Adopt Resolution No. 2286 Establishing an Appropriations Limit of the Leucadia Wastewater District (LWD) for the Fiscal Year 2018 (July 1, 2017 to June 30, 2018) Pursuant to Article XIII (B) of the California Constitution**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2286 as presented.
2. Discuss and take other action as appropriate.

DISCUSSION:

California Government Code Section 7910 requires that the District establish appropriations limit at the beginning of each fiscal year. The appropriations limit for FY18 has been calculated at \$77,708,993. The planned District appropriations subject to the statutory limitation are \$1,641,550. As per Government Code Section 7910, the document used to develop the Appropriations Limit was made available to the public.

Proposed Resolution No. 2286 establishing the appropriations limit is attached for your consideration along with documentation used in the determination of the appropriations limit.

Staff recommends that the Board of Directors adopt Resolution No. 2286 as presented.

th:PJB

Attachment

RESOLUTION NO. 2286

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
ESTABLISHING APPROPRIATIONS LIMIT OF THE DISTRICT
FOR THE FISCAL YEAR JULY 1, 2017 - JUNE 30, 2018 PURSUANT TO
ARTICLE XIII (B) OF THE CALIFORNIA CONSTITUTION

WHEREAS, Government Code Section 7910 requires that each year the Board of Directors of this District shall, by resolution, establish the District's appropriation limit for the following fiscal year pursuant to Article XIII (B) of the California Constitution; and

WHEREAS, the documentation attached hereto as Exhibit "A", used in the determination of the appropriations limit, has been available to the public in accordance with Government Code Section 7910.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF LEUCADIA WASTEWATER DISTRICT (LWD) DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Section 1. The appropriations limit of LWD for the Fiscal Year July 1, 2017 - June 30, 2018 pursuant to Article XIII (B) of the California Constitution is hereby established as \$77,708,993.

Section 2. This Resolution is effective June 14, 2017 and supersedes Resolution No. 2279.

PASSED AND ADOPTED by the Board of Directors at a meeting of the LWD, held June 14, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson, President

ATTEST:

Paul J. Bushee, General Manager

(SEAL)

**LEUCADIA WASTEWATER DISTRICT
APPROPRIATIONS LIMIT
FISCAL YEAR 2017-2018**

FISCAL YEAR	POPULATION FACTOR	CPI/PI FACTOR	ADJUSTMENT FACTOR	APPROPRIATIONS LIMIT	APPROPRIATIONS SUBJECT TO LIMIT	OVER (UNDER) LIMIT
1978-79				4,131,757		
1979-80	1.1185	1.1017	1.2323	5,019,364	474,509	(4,544,855)
1980-81	1.1952	1.1053	1.3211	6,725,969	269,388	(6,456,581)
1981-82	1.0207	1.0912	1.1138	7,491,303	201,344	(7,289,959)
1982-83	1.0570	1.0679	1.1288	8,455,960	346,283	(8,109,677)
1983-84	1.0578	1.0235	1.0827	9,154,915	518,291	(8,636,624)
1984-85	1.0641	1.0474	1.1145	10,203,504	370,506	(9,832,998)
1985-86	1.0423	1.0374	1.0813	11,032,865	407,693	(10,625,172)
1986-87	1.1571	1.0230	1.1837	13,059,749	854,824	(12,204,925)
1987-88	1.0810	1.0304	1.1140	14,548,109	571,371	(13,976,738)
1988-89	1.0486	1.0393	1.0898	15,854,675	2,287,498	(13,567,177)
1989-90	1.1118	1.0498	1.1672	18,505,063	7,133,033	(11,372,030)
1990-91	1.0273	1.0421	1.0705	19,809,670	3,570,985	(16,238,685)
1991-92	1.0271	1.0414	1.0696	21,188,858	4,873,688	(16,315,170)
1992-93	1.0085	1.0064	1.0149	21,505,287	945,024	(20,560,263)
1993-94	1.0199	1.0272	1.0477	22,530,400	881,142	(21,649,258)
1994-95	1.0079	1.0071	1.0151	22,870,074	1,258,995	(21,611,079)
1995-96	1.0004	1.0472	1.0476	23,959,121	534,652	(23,424,469)
1996-97	1.0167	1.0467	1.0642	25,496,815	7,127,060	(18,369,755)
1997-98	1.0204	1.0467	1.0680	27,230,599	4,706,220	(22,524,379)
1998-99	1.0367	1.0415	1.0797	29,401,505	2,864,723	(26,536,782)
1999-00	1.0386	1.0453	1.0857	31,920,931	1,219,792	(30,701,139)
2000-01	1.0422	1.0491	1.0933	34,900,013	2,073,768	(32,826,245)
2001-02	1.0445	1.0782	1.1262	39,303,693	460,000	(38,843,693)
2002-03	1.0445	0.9873	1.0312	40,531,016	761,542	(39,769,474)
2003-04	1.0263	1.0231	1.0500	42,557,926	773,263	(41,784,663)
2004-05	1.0218	1.0328	1.0553	44,911,884	452,866	(44,459,018)
2005-06	1.0157	1.0526	1.0692	48,018,786	1,339,689	(46,679,097)
2006-07	1.0216	1.0396	1.0620	50,997,014	6,064,787	(44,932,227)
2007-08	1.0172	1.0442	1.0622	54,168,601	4,121,237	(50,047,364)
2008-09	1.0163	1.0429	1.0599	57,415,246	1,424,330	(55,990,916)
2009-10	1.0102	1.0062	1.0165	58,360,757	1,496,698	(56,864,059)
2010-11	1.0143	0.9746	0.9885	57,691,221	1,257,308	(56,433,913)
2011-12	1.0077	1.0251	1.0330	59,594,831	941,116	(58,653,715)
2012-13	1.0103	1.0377	1.0484	62,479,881	1,237,704	(61,242,177)
2013-14	1.0087	1.0512	1.0603	66,247,981	1,278,375	(64,969,606)
2014-15	1.0135	0.9977	1.0112	66,988,165	1,318,868	(65,669,297)
2015-16	1.0073	1.0382	1.0458	70,055,307	1,473,535	(68,581,772)
2016-17	1.0082	1.0537	1.0623	74,420,087	1,576,765	(72,843,322)
2017-18	1.0070	1.0369	1.0442	77,708,993	1,641,550	(76,067,443)

**LEUCADIA WASTEWATER DISTRICT
APPROPRIATIONS SUBJECT TO LIMIT WORKSHEET
FISCAL YEAR 2017-2018**

Fiscal Year	Total Appropriations	Amount
2017-2018	General District	\$ 6,770,680
	Current Construction/Capital	6,471,418
	Other Debt & Reserves Exp.	-
	Reserves	34,683,211
	Subtotal	47,925,309
	Less: Prior Reserves (Limited to above reserves)	35,006,134
	(Difference)	(322,923)
	Less: Voter Approved Debt Service	0
	Total Available	13,242,098
	Non-Proceeds of Taxes	11,600,548
Appropriations Subject to Limit		\$ 1,641,550

Fiscal Year	Revenues	Total Revenue	Tax Revenue	Non Tax Revenue
2017-2018	Service Charges	\$ 10,099,873	\$ -	\$ 10,099,873
	Other Operating Income	205,302	-	205,302
	Property Taxes	1,600,000	1,600,000	-
	Other Non-Opererating Income	687,000	-	687,000
	Debt Service	-	-	-
	Less Voter Approved Debt Service	-	-	-
	Subtotal	12,592,175	1,600,000	10,992,175
	Interest Income	327,000	41,550	285,450
	Other Reserve Income	322,923	-	322,923
	Total Revenues	\$ 13,242,098	\$ 1,641,550	\$ 11,600,548

Interest Income Allocation

Tax Revenue	\$ 1,600,000
Total Revenue Before Interest	/ 12,592,175
%	= 12.7063037%
Interest Income	* 327,000
Interest Allocated to Tax Revenue	= \$ 41,550

**LEUCADIA WASTEWATER DISTRICT
APPROPRIATIONS LIMIT WORKSHEET
FISCAL YEAR 2017-2018**

	(2)			
	Total (1) 1/1/2016	Within District 1/1/2016	% of City	% of District
Carlsbad	112,930	33,231	29.4%	53.1%
Encinitas	61,928	29,375	47.4%	46.9%
Total		62,606	(to below)	100.0%

(1) Cities of Carlsbad & Encinitas population figures per SANDAG regional estimates for 1/01/2016 (per Web Site)

(2) District population figures per special request from SANDAG
Latest estimate received May 8, 2017 for Jan 2016

		2015-2016		2016-2017	
		Total cities (3) 1/1/2016	Total district (Calc) 1/1/2016	Total cities (3) 1/1/2017	Total district (Calc) 1/1/2017
Population	%				
Carlsbad	29.4%	112,866	33,212	113,725	33,465
Encinitas	47.4%	61,893	29,358	62,288	29,546
Total	(from above)	174,759	62,571	176,013	63,011
Percentage change				0.718%	0.703%

<u>Adjustment factor calculation</u>	FISCAL YEAR 2017-20	<u>% CHANGE</u>	<u>FACTOR</u>
1 population change calculation		0.703%	1.0070
2 per capita personal income - (3)		3.690%	1.0369
Adjustment Factor			1.0442

(3) Per California department of Finance letter and attachments, dated May 2017

Encina Wastewater Authority Report
Regular Board Meeting
May 24, 2017

EWA Board of Directors - Director Sullivan Reporting

1. **Memorandum of Understanding Providing for the Operation and Maintenance of the Buena Vista, Agua Hedionda, Buena Creek and Raceway Basin Pump Stations**
 - A. The Board of Directors approved Resolution No. 2017-02, a Memorandum of Understanding for the Operation and Maintenance of the Buena Vista and Agua Hedionda Pump Stations; and,
 - B. The Board of Directors directed staff to forward executed originals to the Cities of Carlsbad and Vista for consideration and approval by their respective City Councils; and,
 - C. The Board of Directors approved Resolution No. 2017-03, a Memorandum of Understanding for the Operation and Maintenance of the Buena Creek Pump Station, and forwarded the approved resolution to the Joint Advisory Committee for consideration; and,
 - D. The Board of Directors approved Resolution No. 2017-04, a Memorandum of Understanding for the Operation and Maintenance of the Raceway Basin Pump Station, and forwarded the approved resolution to the Joint Advisory Committee for consideration.

Joint Advisory Committee

2. **Memorandum of Understanding Providing for the Operation and Maintenance of the Buena Creek and Raceway Basin Pump Station**
 - A. The Joint Advisory Committee approved Resolution No. 2017-03, a Memorandum of Understanding for the Operation and Maintenance of the Buena Creek Pump Station, and forwarded the executed originals to the Buena Sanitation District for consideration and approval by their District Council; and,
 - B. The Joint Advisory Committee approved Resolution No. 2017-04, a Memorandum of Understanding for the Operation and Maintenance of the Raceway Basin Pump Station, and forwarded the executed originals to the City of Vista for consideration and approval by their City Council.

3. **Aeration Basin and Alternative Fuels Receiving Facility Performance Technical Memorandum**
 - A. The Board of Directors received and filed the Aeration Energy Efficiency Analysis Technical Memorandum; and
 - B. The Board of Directors received and filed the Alternative Fuels Receiving Facility Performance Technical Memorandum.

There was no Executive Session.

Engineering Committee Meeting Report

Presented by Director Juliussen

Meeting held on June 7, 2017


1. The EC reviewed Ordinance No. 135 Establishing the District's Capacity Fee and Amending the Equivalent Dwelling Unit Factors Capacity Fee Schedule.

The EC concurred with staff to present this recommendation to the Board of Directors and it will be discussed later in the agenda.

2. The EC received updates on the following:
 - Leucadia (L1) Force Main Replacement Project; and
 - Village Park No. 5 (VP5) Pump Station Replacement Project

These items were for informational purposes only. No action was taken.

MEMORANDUM

DATE: June 8, 2017
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Adoption of Fiscal Year 2018 (FY18) Budget

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt the FY18 Leucadia Wastewater District (LWD) Budget as presented.
2. Discuss and take other action as appropriate.

DISCUSSION:

On May 30, 2017, the Board of Directors attended a special board meeting to review the Recommended FY18 Budget. During this meeting, staff presented highlights of the proposed operating and capital budgets. In addition, the Board also conducted a closed session meeting to review the proposed personnel budget.


Following the meeting, the Board of Directors directed staff to prepare the final FY18 Operating and Capital Budgets.

The final budget is enclosed for the Board's review. Staff recommends that the Board of Directors adopt LWD's FY18 Budget.

tb:PJB

Enclosure

MEMORANDUM

DATE: June 8, 2017
TO: Board of Directors
FROM: Paul J. Bushee, General Manager  for PBJ
SUBJECT: Public Hearing on a Proposal to Establish the District's Capacity Fee and Amend the Equivalent Dwelling Unit (EDU) Factors Capacity Fee Schedule

DISCUSSION:

The purpose of this public hearing is to allow the LWD Board of Directors to receive and consider public comment on the following:

- A proposal to establish the District Capacity Fee and Amend the EDU Factors Capacity Fee Schedule.


The notice of this public hearing was posted at LWD beginning June 7, 2017. It will also be published in the San Diego Union Tribune on June 9, 2017.

ier:PB

MEMORANDUM

DATE: June 8, 2017

TO: Board of Directors

FROM: Paul J. Bushee, General Manager  on PBJ

SUBJECT: **Public Hearing on a Proposal to Consider Collecting the District's Wastewater Service Charge for Fiscal Year 2018 (FY18) on the San Diego County Tax Roll**

The purpose of this public hearing is to allow the LWD Board of Directors to receive and consider public comment on the following:

- 1) A proposal to collect LWD's wastewater service charges for FY18 on the County Tax Roll in the same manner, together with, and at the same time as general taxes.

The notice of this public hearing was posted at LWD beginning on May 30, 2017. It was also published in the San Diego Union Tribune on May 25, 2017 and June 1, 2017.

DISCUSSION:

- 1) Collection of District Wastewater Service Charges for FY18 on the Tax Roll of the County of San Diego

LWD has collected its wastewater service charges on the San Diego County Tax Roll, concurrent with general taxes, since 1979. Staff proposes to continue collecting its wastewater service charges in this manner for FY18. As per Government Code Section 5473, LWD has made available, for public review and inspection, a report showing the amount of the proposed wastewater service charges for each parcel of real property receiving wastewater service.


It is necessary for the Board to consider all objections or protests to the report. If the Board of Directors finds that the protests are made by the owners of a majority of separate parcels of property described in the report, then the report shall not be adopted and the wastewater service charges shall be collected separately from the tax rolls. To date, no objections or protests have been filed with LWD regarding this report.

After receiving public testimony, the Board of Directors will close the public hearing and may consider action on the proposed item during the regular meeting immediately following this public hearing.

th:PJB

MEMORANDUM

Ref: 17-5447

DATE: June 8, 2017
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Proposed Ordinance No. 135 - Amend Equivalent Dwelling Unit (EDU) Factors Capacity Fee Schedule

RECOMMENDATION:

Staff and the Engineering Committee recommend that the Board of Directors:

1. Adopt Ordinance No. 135 – An Ordinance of the Board of Directors of the Leucadia Wastewater District Establishing the District's Capacity Fee and Amending the EDU Factors Capacity Fee Schedule.
2. Discuss and take other action as appropriate.

BACKGROUND:

Senate Bill 1069 (SB 1069), a bill defining how sewer fees are charged for Accessory Dwelling Units (ADU), became effective on January 1, 2017. An ADU is defined as an attached or detached residential dwelling unit with a kitchen and bathroom that is located on the same parcel as an existing single-family dwelling. The implementation of SB 1069 impacts how the District charges sewer capacity fees for an ADU, requiring an update of Ordinance No. 133 (Ord 133).

Additionally, recent legal challenges have been filed questioning the Equivalent Dwelling Unit (EDU) factors used to establish sewer fees. An EDU is a factor used to assess the proportion of wastewater that a home, office, or restaurant contributes to a collection system. One (1) EDU is the system capacity required by a residential unit, such as a single-family home. Examples of recent legal cases include the Ramona Municipal Water District (sewer) and the City of San Juan Capistrano (water) challenging the proportionality of the fees as required under Proposition 218.

The development of Ordinance No. 135 (Ord 135) is a result of these two items. EDU factors are used to calculate capacity and sewer service fees for District customers. Therefore, it is critical that these factors comply with new state laws and are evaluated to ensure they are established on a well-founded, logical, and justifiable basis. This will ensure the District is in compliance with the current laws and will withstand legal challenges of its fees.

DISCUSSION:

SB 1069 - Accessory Dwelling Units (ADU)

The recently enacted SB 1069 includes several items that will require changes as to how LWD assesses fees on accessory units. Fortunately, these changes are relatively minor both in administrative and financial impact. In general SB 1069 requires the following:

- An ADU must now be assessed according to the proportionate burden placed upon the sewer system.
- An ADU that is constructed within an existing structure (i.e. single-family dwelling or garage), attached or detached, is exempt from sewer capacity fees.
- An ADU constructed outside of an existing structure remains subject to sewer capacity fees.

Under the new law, an ADU can be based on either the size, in square feet (sf), or the number of plumbing fixtures of the ADU. Staff researched data to establish the average condominium or apartment size in the cities of Carlsbad and Encinitas. The data revealed the average size of a condominium or apartment was approximately 1,000 sf. After careful consideration, staff is recommending that ADUs be assessed relative to their size in square feet. This is consistent with how LWD has assessed ADU's in the past. However, based on our research staff is recommending that the ADU square footage be adjusted to reflect that ADU's of 1,000 square feet or less be assessed a fee of 0.5 EDUs and over 1,000 square feet be assessed 1 EDU. This is relative to the current standard of 750 square feet.

The overall impact of the SB 1069 will result in a reduction of approximately 53 EDUs for existing accessory units with a corresponding reduction in services of approximately \$18,000 per year.

Food and Commercial Establishments:

To address the Food Establishment issue, Staff collected wastewater grab samples from restaurants to measure the Biochemical Oxygen Demand (BOD) and the Total Suspended Solids (TSS) levels to determine the strength of the discharged wastewater. The samples were analyzed by the Encina Wastewater Authority. The restaurants were carefully selected to ensure complete isolation of the restaurant producing the wastewater grab sample. In addition, water flow data was collected from the water districts in our service area to verify water usages for a variety of restaurant types. Staff also reviewed the state guidelines for assessing service fees for food establishments.

Staff's research confirmed that, LWD's fee structure for food and commercial establishments is in conformance with state guidelines and is legally defensible. However, staff's research also found that, at times, LWD has not consistently assessed its food and commercial establishments. This was primarily due to the fact that language in the various ordinances was not always clear and was open to interpretation. Therefore, staff and the EC are recommending several changes to further clarify the language and eliminate the potential for inconsistent interpretation of how fees are assessed. The recommended changes are in the following areas:

- Limited Food Establishments (e.g. 7/11) – will be assessed in a manner consistent with commercial facilities.
- Low Food Preparation Establishments (e.g. yogurt shop) – will be assessed a minimum of 2 EDUs and include proportionate seating.
- High Food Preparation Establishments (e.g. Mexican or BBQ restaurant) – will be assessed a minimum of 3 EDU's and include proportionate seating.
- Establish a new category for commercial facilities with food preparation (e.g. grocery store with a bakery/deli).
- Clarification and correction of how commercial facilities are assessed.
- Other Minor administrative changes.

The recommended changes to food and commercial establishments will result in a reduction of approximately 49 EDUs with a corresponding reduction of approximately \$17,000 per year in service fees. Attached please find a copy of Ordinance 135 in bold/strikeout format for your review. Staff will present a detailed overview of the changes at the upcoming meeting.

FISCAL IMPACT:

The overall fiscal impact of Ordinance 135 will be a reduction of approximately \$35,000 per year in service fees and is not expected to significantly impact LWD's annual revenues or operations.

ier:PJB

Attachment

ORDINANCE NO. 135

**AN ORDINANCE OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
ESTABLISHING THE DISTRICT'S CAPACITY FEE AND AMENDING THE
EQUIVALENT DWELLING UNIT FACTORS CAPACITY FEE SCHEDULE**

WHEREAS, the Leucadia Wastewater District (LWD or District) is a county water district that operates as a special district in accordance with Government Code Section 56036; and,

WHEREAS, the LWD Board of Directors has determined and set Equivalent Dwelling Unit (EDU) Factors for various Wastewater Use Categories used throughout LWD by Exhibit A of Ordinance No. 133;

WHEREAS, the LWD Board of Directors has determined that a Capacity Fee per EDU is appropriate and that the Capacity Fee has been set by Ordinance No. 131 at \$4,006 per EDU;

WHEREAS, the LWD Board of Directors has determined that the Equivalent Dwelling Unit (EDU) Wastewater Use Categories and EDU Factors in Exhibit A should be amended to comply with new State Laws for accessory dwelling units and to clarify other existing use categories; and,

WHEREAS, a public hearing to consider continuation of the Capacity Fee per EDU and adoption of the amended EDU Factor Schedule attached as Exhibit A was duly noticed and held in accordance with Government Code Section 66016 on the date hereof,

NOW, THEREFORE, BE IT ORDAINED:

1. The LWD Wastewater Capacity Fee is continued at \$4,006 per Equivalent Dwelling Unit (EDU) for the privilege of capacity in the District's wastewater system.
2. That the capacity fee charges shall be assessed in accordance with the EDU Factors established by the District and amended herein as "Exhibit A".
3. That the provisions of this ordinance shall be effective immediately after its adoption, and thereafter, Ordinance No. 133 shall be void and of no further force and effect.

PASSED AND ADOPTED this 14th day of June, 2017 by the following vote:

AYES: TBD.

NOES: TBD.

ABSENT: TBD.

ABSTAIN: TBD.

Judy Hanson
President

ATTEST:

Paul J. Bushee
Board Secretary

**LEUCADIA WASTEWATER DISTRICT
 EDU FACTORS
 CAPACITY FEE SCHEDULE**

WASTEWATER USE CATEGORIES		
NO.	DESCRIPTION	EDU FACTORS
1	<u>Single-Family Residence</u>	1.0
2	<u>Accessory Dwelling Unit</u>	
a	1,000 square feet or smaller	0.5
b	1,001 square feet or larger	1.0
	Capacity Fees do not apply to Accessory Dwelling Units (ADUs) that are exempt from such fees under State Law (generally new units contained within the existing space of a single-family residence or accessory structure). Sewer Service Fees still apply, and they are determined by the applicable EDU Factor for the ADU.	
3	<u>Multiple Dwelling</u> (apartments, duplexes, condominiums and townhouses) Each living unit	1.0
4	<u>Mobile Home or Trailer Park</u> Each mobile home or trailer space	1.0
5	<u>Motel or Hotel</u>	
a	Each unit without a kitchen	0.33
b	Each unit with a kitchen	0.55
6	<u>Medical Care or Elder Care</u> (hospitals, skilled nursing homes, convalescent homes, retirement homes, assisted living homes and similar facilities) Each plumbed facility must have a 1.0 EDU minimum. If the EDU calculation below is less than 1.0, the base minimum of 1.0 will apply	1.0 min.
a	Multiple dwellings without individual kitchen & with on-site community eating facilities, per individual bed	0.4
b	Multiple dwellings with individual kitchen and on-site community eating facilities, per living unit	0.8
c	Multiple dwellings with individual kitchen and no on-site community eating facility, per living unit	1.0
d	Single dwellings with individual kitchen regardless of community facilities, per living unit	1.0
7	<u>Churches, Theaters, and Auditoriums</u> Each unit of 115 persons or fraction thereof	1.0

8	<u>Schools</u>	
a	Each Elementary School per 60 pupils or fraction thereof	1.0
b	Each Junior High School per 50 pupils or fraction thereof	1.0
c	Each High School per 30 pupils or fraction thereof	1.0
d	Each Trade, Vocational, University or College per 30 pupils or fraction thereof	1.0
9	<u>Laundries - Self Service</u> Per each washer	0.75
10	<u>Food Services Establishments</u>	
a	<i>Limited Food Preparation Establishments.</i> Facilities that only engage in the reheating, hot-holding or assembly of ready to eat products and the incidental sale of beverages. See "Other Commercial or Industrial Users"	(See Category 15)
b	<i>Low Food Preparation Establishments.</i> Facilities that prepare food, but have have equipment and/or uses deemed to have a low risk of FOG ¹ , BOD ² or TSS ³ discharge (microwave, toaster, toaster oven, bread oven, combi-oven, steamers, freezers for serving frozen products, and other similar equipment) ⁴ . Includes facilities for which the preparation and sale of specialized beverages, such as coffees and smoothies, is an incidental part of the business. Minimum allows for up to 14 seats with multi-use utensils or up to 30 seats with single-use utensils	2.0 min.
1)	Additional for each unit of 7 seats or portion thereof with multi-use utensils that exceeds minimum seating	1.0
2)	Additional for each unit of 15 seats or portion thereof with single-use utensils that exceeds minimum seating	1.0
c	<i>High Food Preparation Establishments.</i> Facilities that prepare food and have equipment and/or uses deemed to have a high risk of FOG ¹ , BOD ² or TSS ³ discharge (char-broiler, griddle, grill, stove (range), oven (range), deep fryer, kettle, rotisserie, smoker, tilt skillet, pizza oven and other similar equipment) ⁴ . Includes facilities for which the preparation and sale of specialized beverages, such as coffees, is the primary focus of the business. Minimum allows for up to 21 seats with multi-use utensils or up to 45 seats with single-use utensils	3.0 min.
1)	Additional for each unit of 7 seats or portion thereof with multi-use utensils that exceeds minimum seating	1.0
2)	Additional for each unit of 15 seats or portion thereof with single-use utensils that exceeds minimum seating	1.0

1 Fats, Oils, and Grease


2 Biochemical Oxygen Demand, 5 day

3 Total Suspended Solids

4 The type of equipment alone is not dispositive. A final determination regarding a facility's classification is made after considering its specific equipment and use characteristics

11	<u>Commercial Facilities With Food Preparation</u>	
a	For Food Preparation Area, See "Food Services Establishments"	(See Category 10)
b	For Commercial Area, See "Other Commercial or Industrial Users"	(See Category 15)
12	<u>Ballrooms, Banquet Facilities and Convention Facilities</u>	
	Per block of 40 seats	1.0
13	<u>Automobile Service Stations</u>	
a	Not more than four (4) gasoline pumps	2.0
b	More than four (4) gasoline pumps	3.0
c	Additional for each washing rack, pit or floor drain (Drains subject to collecting toxic, hazardous, or potentially explosive waste are not allowed to be connected to sewer)	2.0
d	Car washes shall be individually evaluated by LWD District Engineer based on peak net discharge rate of specific equipment to be used with internal water recycling required	(Per Review)
14	<u>Banks and Savings and Loan Associations</u>	
	Each 3,000 square feet or portion thereof	1.0
15	<u>Other Commercial or Industrial Users</u>	
a	Up to 1,000 square feet	1.0
b	Plus for each additional 1,000 square feet or portion thereof up to 5,000 square feet	0.6
c	Plus for each additional 1,000 square feet or portion thereof over 5,000 square feet	0.4
d	The Capacity Fees for establishments with unusual sewer characteristics or for any commercial use not described in the categories above shall be fixed by the Board of Directors by motion, resolution, or ordinance when each specific application is submitted	(Per Case)
<p>At any time the District may review the current standards of practice of any commercial or industrial customer with regard to sewer use during the previous year. If such use is not within the limits of the previous classification, the service may be reclassified accordingly and any additional capacity charges shall become due and payable immediately on request.</p>		

MEMORANDUM

DATE: June 8, 2017
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Adopt Resolution No. 2283 – A Resolution of the Board of Directors of the Leucadia Wastewater District Adopting and Approving the Report for the Collection of Wastewater Service Charges on County Tax Roll for the Fiscal Year July 1, 2017 to June 30, 2018**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2283 as presented.
2. Discuss and take other action as appropriate.

DISCUSSION:

LWD's wastewater service charge has been collected on the San Diego County Tax Roll since 1979. Staff is proposing to continue this practice for Fiscal Year 2018 (FY18). Prior to this item, the Board of Directors will have conducted a public hearing regarding the collection of the FY18 wastewater service charges on the county tax roll in accordance with Health and Safety Code Section 5473.

A written report was prepared and filed with the General Manager which contains a description of each parcel of real property and the amount of the wastewater service charge for each parcel for FY18. The charges in the report are based on the FY18 wastewater service charge of \$343.68 per year per equivalent dwelling unit (EDU).

Staff recommends that the Board adopt Resolution No. 2283 (attached) as presented, and/or take other action as appropriate.

th:PJB

Attachment

RESOLUTION NO. 2283

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
ADOPTING AND APPROVING THE REPORT FOR THE
COLLECTION OF WASTEWATER SERVICE CHARGES ON THE COUNTY TAX
ROLL FOR THE FISCAL YEAR JULY 1, 2017 – JUNE 30, 2018

WHEREAS, the Board of Directors of LEUCADIA WASTEWATER DISTRICT (LWD) has elected to have wastewater service fees for the Fiscal Year July 1, 2017 – June 30, 2018 (FY 2018) collected on the tax roll in accordance with Health and Safety Code Sections 5470-5474.10; and

WHEREAS, the current wastewater service fee for each equivalent dwelling unit (EDU) is \$343.68 per year (Existing Wastewater Service Fee); and

WHEREAS, the Board of Directors has determined that the FY 2018 Wastewater Service Fee for each EDU shall remain at \$343.68 per year effective July 1, 2017; and

WHEREAS, a written report was prepared and filed with the General Manager of this District, which written report contains a description of each parcel of real property receiving wastewater service and the amount of the wastewater service fee for each parcel for said fiscal year, which is based on the approved FY 2018 Wastewater Service Fee; and

WHEREAS, notice of the hearing on said report was published in the form and manner prescribed by law; and

WHEREAS, at the time stated in the notice, this Board of Directors did hear and consider all objections or protests to said report.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF LWD DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. The Board of Directors hereby determines that the amount of the wastewater fee for each parcel for the Fiscal Year July 1, 2017 – June 30, 2018 shall be as described in said report.

Section 2. The report is hereby adopted and approved.

Section 3. The General Manager is authorized and directed to file with the Auditor of San Diego County a copy of said report with a statement endorsed thereon over his signature that it has been finally adopted by the Board of Directors.

Section 4. Effective July 1, 2017 this Resolution supersedes Resolution No. 2275.

PASSED AND ADOPTED by the Board of Directors at a meeting of LWD held June 14, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson, President

ATTEST:

Paul J. Bushee, Secretary/Manager

(SEAL)

MEMORANDUM

Ref: 17-5420

DATE: June 8, 2017
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: FY 18 Unrepresented Employees Salary and Benefits Resolution

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2284 setting forth salaries, benefits and other working conditions for unrepresented employees for the period July 1, 2017 to June 30, 2018.
2. Discuss and take other action, as appropriate.

BACKGROUND:

LWD employees are not organized for the purpose of negotiating salary, benefits, and other working conditions. Therefore, employees, other than the General Manager, are classified as unrepresented employees. Within the unrepresented employee group, there are two categories of employees distinguished by their status as "Exempt" (Management Employees) or "Non-Exempt". This distinction primarily relates to an employee's status as it pertains to the overtime provisions of the Fair Labor Standards Act.

LWD annually conducts an informal input process to identify unrepresented employees' preferences regarding potential changes to salary, benefits and other working conditions. This input process was last conducted during April 2017. On May 30, 2017, the Board of Directors considered staff recommendations related to the informal input process. Direction received at that time is incorporated into the proposed resolution (Attached).

The proposed resolution specifies salaries, benefits, and other working conditions approved for the unrepresented employees. The Fiscal Year 2018 Operating Budget includes sufficient appropriations to fund the proposed resolution.

General Counsel has reviewed the proposed resolution and any suggested revisions have been incorporated.

Staff recommends that the Board of Director's adopt Resolution No. 2284 setting forth salaries, benefits and other working conditions for unrepresented employees for the period July 1, 2017 to June 30, 2018.

th:PJB

Attachment

RESOLUTION NO. 2284

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE LEUCADIA WASTEWATER DISTRICT
ADOPTING EMPLOYEE SALARY, BENEFITS AND
OTHER WORKING CONDITIONS
FOR FY 2018

Whereas, the employees of the Leucadia Wastewater District (LWD) are a valuable and important part of the LWD organization and have had the opportunity to participate in an informal input process with designated District representatives on wages, hours, and other terms and conditions of employment; and,

Whereas, the LWD Board of Directors and employees desire to establish salaries, benefits and other terms and conditions of employment for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

Now, therefore, be it resolved by the Board of Directors of the Leucadia Wastewater District that the salary, benefits and other terms and conditions of employment for the employees set forth below are hereby adopted and established as those of the Leucadia Wastewater District, and shall remain in effect until further action by the LWD Board of Directors.

A. Employee Classifications

Regular, full-time employees defined by LWD's Human Resources Policy Manual who occupy the following classifications are subject, without limitation, to the terms and conditions of employment set forth in this Resolution and agreement, applicable provisions of other Resolutions of the LWD Board of Directors and the LWD Human Resources Policy Manual:

1. Non-exempt Classifications

Accounting Technician	Field Services Supervisor
Administrative Specialist	Field Services Technician-in-Training
Administrative Specialist II	Field Services Technician I
Administrative Supervisor	Field Services Technician II
Executive Assistant	Field Services Technician III
Field Services Specialist	

2. Exempt Management Classifications

Administrative Services Manager
Field Services Superintendent
Technical Services Manager

B. Term of Resolution

The provisions of this Resolution shall be deemed effective as of July 1, 2017 and shall terminate on June 30, 2018.

C. General Salary Adjustment

There shall be no general salary adjustment during the term of this Resolution and Agreement.

D. Salary Range Adjustment

Effective July 1, 2017, the salary range schedule for all employee classifications, excluding the General Manager, shall be adjusted by two and a half percent (2.5%) as indicated in Attachment 1.

E. Performance Merit Program

LWD's Human Resources Policy Manual provides that employees may be eligible for an increase in compensation within the salary range established for their classification. Increases within an employee's salary range are not automatic but are based on an employee's performance as evaluated annually by their immediate supervisor and Department Head. The General Manager provides final approval for all compensation increases.

F. Medical, Dental and Vision Insurance

Employees may elect coverage from the medical, dental and vision insurance programs offered by LWD. The District shall pay 100% of the insurance premiums for employees and eligible dependents. Medical coverage is provided on a calendar year basis, January through December; dental and vision coverage is provided on a fiscal year basis, July through June.

For medical coverage, new employees shall be eligible for coverage no later than the first day of the month following their first work day at LWD and in accordance with all enrollment and eligibility requirements established by the District with the insurance carriers. For dental and vision coverage, new employees shall be eligible for coverage no later than the first of the month following 30 days of employment.

Employees shall assume responsibility for any income tax obligations resulting from the payment of insurance premiums.

G. Life Insurance

The District shall provide each employee a maximum of \$50,000 of life insurance unless a greater amount has been approved as a term of employment. Dependent term life insurance coverage of \$5,000 shall be provided each employee dependent over six (6) months of age. Dependent term life insurance coverage of \$100 shall be provided each employee dependent fourteen (14) days to six (6) months of age. New employees and their dependents are eligible for life insurance coverage on the first day of the month following 30 days of employment and in accordance with all enrollment and eligibility requirements established by the District with the insurance carriers.

Employees shall assume responsibility for any income tax obligations resulting from the payment of insurance premiums.

H. Disability Insurance

The District shall provide short-term and long-term disability insurance to all LWD employees at no cost to the employee.

New employees are eligible for disability coverage on the first day of the month following 30 days of employment and in accordance with all enrollment and eligibility requirements established by the District with the insurance carriers.

Employees shall assume responsibility for any income tax obligations resulting from the payment of insurance premiums.

I. Health Flexible Spending Account (FSA)

Employees may elect to designate dollars for reimbursement of eligible medical, dental and vision expenses in accordance with the District's Flexible Spending Account Plan. This coverage is provided on a calendar year basis, January through December. The maximum salary reduction for calendar year 2017 is \$2,600.

Employees shall assume responsibility for any income tax obligations resulting from participation in the health care reimbursement program.

J. Dependent Care Flexible Spending Account (FSA)

Employees may elect to designate dollars for reimbursement of eligible dependent care expenses in accordance with the District's Flexible Spending Account Plan. This coverage is provided on a calendar year basis, January through December. The maximum salary reduction for calendar year 2017 is \$5,000.

Employees shall assume responsibility for any income tax obligations resulting from participation in the dependent care reimbursement program.

K. Exempt Management Administrative Leave

Management employees are exempt from overtime provisions of the Fair Labor Standards Act (FLSA). These employees shall receive forty (40) hours of administrative leave annually on July 1st. Employees in these classifications will be paid for unused administrative leave at termination.

The following LWD classifications are exempt from overtime requirements of the FLSA:

- a. Administrative Services Manager
- b. Technical Services Manager
- c. Field Services Superintendent

L. Vacation Leave

Employees shall earn paid vacation in accordance with LWD's Human Resources Policy Manual.

Employees may accumulate a maximum of 256 hours.

Employees shall receive payment of cash in lieu of accumulated vacation only upon termination of employment.

M. Sick Leave

Employees shall earn paid sick in accordance with LWD's Human Resources Policy Manual.

Employees may not accumulate more than 272 hours of sick leave for any purpose.

Annually, on a date or dates established by LWD, employees will be paid for any accumulated sick leave hours in excess of 176 hours at a rate of 75% of their regular hourly rate.

Employees not terminated for cause and who give the District fourteen (14) calendar days (beginning on the date the notice is received by the District) written notice of termination shall be paid for all accumulated sick leave hours at a rate of 75% of their regular hourly rate.

N. Call Back

Employees unexpectedly ordered to report back to duty to perform necessary work following completion of their work week or work shift and their departure from the site shall be entitled to

compensation calculated at one and one-half their regular hourly rate. Employees called back under these conditions shall receive a minimum of two (2) hours compensation.

Virtual call-outs are Supervisory Control and Data Acquisition (SCADA) notifications that clear themselves within 30 minutes. These notifications require on-call personnel to monitor SCADA indicators from their on-call residence without returning to LWD. On-call staff, responding to virtual call-outs, will receive a minimum of 1 hour's compensation calculated at one and one-half their regular hourly rate.

O. Standby Duty/On-Call

LWD shall pay each employee assigned to standby/on-call duty at the rate of \$35/day or \$70/day if the day of duty is designated as a holiday in the HRP. This rate is equivalent to \$245.00 per week of standby/on-call duty.

P. Shift Differential

Employees assigned to a regular work shift other than the day shift shall receive a shift differential in addition to their base rate of pay. Shift differential pay shall be \$1.00 per hour for AM duty (12:30 AM-7:00AM) and \$.75 per hour for PM duty (4:30 Pm-12:30 AM). Shift differential pay shall be in addition to their base rate of pay for hours assigned to a work shift other than the day shift and it shall be added to the base rate of pay for the purposes of calculating overtime compensation. Temporary projects requiring work during periods other than an employee's regular work shift shall not qualify for shift differential.

Q. Meal Allowance

LWD shall reimburse employees a maximum of \$12.00 per meal for food and non-alcoholic beverages when the employee is unexpectedly ordered to work two (2) or more hour's overtime.

R. Uniform and Safety Boot Allowance

Uniforms will be furnished to each Field Services employee without cost and will be laundered at the District's expense. Employees are expected to wear the furnished uniforms during work hours. Because this uniform allowance for "classic PERS members" is considered "special compensation" by California Public Employee's Retirement Law, \$8.22 per pay period will be reported to CalPERS as the monetary value for purchase, rental and/or maintenance of required clothing.

LWD shall reimburse all Field Services employees up to \$200.00 each fiscal year for the purchase of LWD approved steel-toed safety shoes/boots. On a case by case basis, the General Manager may authorize this shoe/boot reimbursement benefit for employees not in the Field Services Department.

S. Retirement Plan

The District participates in the California Public Employees' Retirement System (CalPERS) program. The District retirement program is a two-tiered program based on a member's original date of PERS eligibility.

- a. Classic Employees – Classic employees, as it applies to LWD's retirement program, are those employees with an original PERS eligibility date before January 1, 2013. This retirement program is based on 3% @ 60 and highest 12-month compensation formulas. For FY 2018, the District shall pay the entire CalPERS "Employer Contribution Rate" as determined by the annual CalPERS Actuarial Valuation of the LWD Retirement Plan. Classic Employees shall pay the entire "Employee Contribution Rate" of 8%.
- b. New Employees – New employees, as it applies to LWD's retirement program, are those employees with an original PERS eligibility date of January 1, 2013 or later. This

retirement program is based on 2% @ 62 and highest 3-year compensation formulas. For FY 2018, the District shall pay the entire CalPERS "Employer Contribution Rate" as determined by the annual CalPERS Actuarial Valuation of the LWD Retirement Plan. New employees shall pay the entire "Employee Contribution Rate" of 6.250%.

To the maximum extent allowable, all employee contributions to CalPERS shall be made on a pre-tax basis.

T. Social Security/Medicare

The District shall participate in the federal Social Security Administration program. The District shall pay one-hundred percent (100%) of the employer FICA and Medicare contributions. Employee contributions shall be paid by the employee.

All employees (except those allowed by federal and state regulations) shall participate in the Social Security/Medicare program.

U. Deferred Compensation Program

Where the employee voluntarily participates in LWD's Deferred Compensation Program, LWD shall contribute an equal amount on a matching basis up to two percent (2%) of the employee's base salary (calculated per pay period), provided, however, that LWD's matching contribution shall not exceed two percent (2%) of the Social Security annual salary contribution maximum.

V. Educational Assistance

The Educational Assistance Program is intended to reimburse pre-approved out-of-pocket expenses for tuition, books, supplies and other incidental expenses specifically associated with an employee's course of study. The District's maximum reimbursement amount is \$2,000 per fiscal year.

W. Terms and Conditions of Employment

All other terms and conditions of employment are specified in the LWD Human Resources Policy Manual.

A classification salary range chart (Attachment 1) and a summary of benefits (Attachment 2) is attached.

Passed and Adopted by the Board of Directors of the Leucadia Wastewater District this 14th day of June 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson, President

Attest:

Paul J. Bushee, Secretary /Manager

Attachment 2

**LEUCADIA WASTEWATER DISTRICT SCHEDULE OF BENEFITS
FISCAL YEAR 2017
JULY 1, 2017 – JUNE 30, 2018**

MEDICAL INSURANCE: Paid by LWD; available through CalPERS.
DENTAL INSURANCE: Paid by LWD; available through Guardian Ins. Co.
LIFE INSURANCE: Paid by LWD; available through Hartford.
LONG TERM DISABILITY: Paid by LWD; available through Guardian Ins. Co.
CalPERS RETIREMENT PROGRAM: Two-tiered program. "Classic and New employees" pay 100% of employee contribution. Classic employees pay the full 8% employee contribution and new employees pay the full 6.25% employee contribution. Full vesting after 5 years.
SOCIAL SECURITY/MEDICARE: LWD pays 100% of employer FICA and Medicare contributions; employee contributions are paid by employee.
DEFERRED COMPENSATION (Optional) LWD matches up to 2% of base bi-weekly salary up to 2% of Social Security annual limit.
VACATION: Per Human Resources Policy Manual (HRPM). Based on time of service. Maximum 256-hour limit.
SICK LEAVE: Per HRPM. Maximum 272-hour limit. Paid at 75% of employee's rate of pay.
BEREAVEMENT LEAVE: 5 days paid leave if one-way travel is over 500 miles; 3 days paid leave if one-way travel is less than 500 miles.
HOLIDAYS: Twelve (12) paid Holidays annually per HRPM.
LEAVE WITHOUT PAY: Per HRPM.
STAND-BY/ON-CALL PAY: \$35 per day. \$70/day if a designated holiday. Weekly rate of \$245.00
SHIFT DIFFERENTIAL: \$1.00 per hour (AM shift) and \$.75 per hour (PM shift).
ADMINISTRATIVE LEAVE: Exempt management employees receive 40 hours per fiscal year on July 1st.
EDUCATIONAL ASSISTANCE: \$2,000 per fiscal year maximum. Internal Revenue Code Section 127 Program provides reimbursement for coursework towards a degree or as approved by General Manager.
UNIFORMS: Provided and laundered by LWD as required.
SAFETY BOOTS: \$200 per fiscal year for Field Services' employees.

Note: See Resolution for detailed benefit information and restrictions.

Attachment 1

LEUCADIA WASTEWATER DISTRICT
FISCAL YEAR 2018
SALARY SCHEDULE

Position	Grade	Minimum Annual	Maximum Annual
Administrative Services Manager Technical Services Manager	19	\$143,500.00	\$179,375.00
Field Services Superintendent	18	\$110,750.27	\$138,437.83
Field Services Supervisor Administrative Supervisor	17	\$92,291.89	\$115,364.86
Executive Assistant Field Services Specialist	16	\$76,909.91	\$96,137.38
Field Services Technician III	15	\$69,895.72	\$87,369.65
Accounting Technician	14	\$65,318.05	\$81,647.56
Field Services Technician II Administrative Specialist II	13	\$61,035.70	\$76,294.63
Vacant	12	\$57,580.29	\$71,975.37
Administrative Specialist Field Services Technician I	11	\$54,833.69	\$68,542.11
Vacant	10	\$52,224.90	\$65,281.13
Vacant	9	\$49,739.18	\$62,173.97
FST-In-Training	8	\$47,351.89	\$59,189.86


Notes:

1. Approved and adopted by LWD Board of Directors June 14, 2017
2. Effective dates: July 1, 2017 – June 30, 2018
3. Revisions: N/A
4. Time base for salary amounts indicated is "annual"

MEMORANDUM

DATE: June 8, 2017

TO: Board of Directors

FROM: Paul J. Bushee, General Manager 

SUBJECT: **Adopt Resolution No. 2285 – A Resolution of the Board of Directors of the Leucadia Wastewater District (LWD) Approving the Recommended Encina Wastewater Authority (EWA) Fiscal Year 2018 (FY18) Operating and Capital Budgets**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2285 as presented.
2. Discuss and take other action as appropriate.

DISCUSSION:

The EWA Revised Basic Agreement (RBA) and Revised Establishment Document (RED) require that the governing body of each EWA member agency take action on the proposed annual budget. The recommended FY18 budget was approved by the EWA Board of Directors and the Joint Advisory Committee on April 26, 2017, and has been forwarded to LWD for consideration. A breakdown of the costs follows:

Operating Budget

FY 18 = \$15,283,515

Capital Budget

FY 18 = \$14,882,012

These budget figures include funding for all *joint and non-joint* facilities operated by EWA. A copy of EWA's recommended Budget is on file at LWD and is available upon request. LWD's share of the proposed FY18 operating and capital budgets is \$1,861,785 and \$2,421,028 respectively.

Vice President Sullivan served on this year's EWA Policy and Finance Committee and participated in the detailed EWA budget deliberation process. Director Juliussen also served on the EWA Board and has reviewed the EWA Budget in detail. Furthermore, staff has reviewed the recommended budget documents in detail and is prepared to answer any questions the Board may have.

Resolution No. 2285 (attached) approves the EWA operating and capital budgets as required by EWA's RBA and RED. Staff recommends that the Board of Directors adopt the resolution as presented, and/or take other action as appropriate.

th:PJB

Attachment

RESOLUTION NO. 2285

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
APPROVING THE ENCINA WASTEWATER AUTHORITY
FISCAL YEAR 2018
OPERATING AND CAPITAL BUDGETS**

WHEREAS, the City of Vista, City of Carlsbad, Buena Sanitation District, Vallecitos Water District, Leucadia Wastewater District and City of Encinitas are the "member agencies" of the Encina Wastewater Authority (EWA), a California joint powers authority; and

WHEREAS, the EWA member agencies are authorized and empowered to contract for the joint exercise of powers under the Government Code of the State of California for the operation, maintenance and administration of their jointly owned wastewater system, the Encina Joint System; and

WHEREAS, the member agencies recognize the need to operate, maintain and administer the Encina Joint System on a cooperative basis for the collection, transmission, treatment and disposal of wastewater, and the management of wastewater treatment byproducts; and

WHEREAS, LEUCADIA WASTEWATER DISTRICT (LWD) is party to certain documents entitled the Revised Basic Agreement and the Revised Establishment Document which establish the ownership, operation, maintenance and administration of the Encina Joint System and the EWA, respectively; and

WHEREAS, the Revised Basic Agreement governs the administration of the EWA and requires the preparation and approval by each of the member agencies of estimated Operating and Capital Improvement Program Budgets on an annual basis; and

WHEREAS, the Fiscal Year 2018 (FY18) EWA Operating and Capital Budgets were approved by the EWA Joint Advisory Committee and the EWA Board of Directors on April 26, 2017, in the following amounts: Operating Budget – \$15,283,515; and Capital Budget – \$14,882,012; and

WHEREAS, the EWA Joint Advisory Committee and the EWA Board of Directors recommend member agency approval of the FY18 EWA Operating and Capital Budgets in the aforementioned amounts; and

WHEREAS, copies of the FY18 EWA Operating and Capital Budgets were available for review by the LWD Board of Directors at its June 14, 2017 Board of Directors meeting;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE LEUCADIA WASTEWATER DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Section 1. Approval of the recommended FY18 Encina Wastewater Authority Operating Budget as presented in the following amount: \$15,283,515.

Section 2. Approval of the recommended FY18 Encina Wastewater Authority Capital Budgets in the following amount: \$14,882,012.

Section 3. Effective July 1, 2017 this Resolution supersedes Resolution No. 2277.

PASSED AND ADOPTED by the Board of Directors at a meeting of the Leucadia Wastewater District held June 14, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson, President

ATTEST:

Paul J. Bushee, Secretary/Manager

(SEAL)

Directors' Meetings

Presented by Directors Hanson, Sullivan, Kulchin, and Omsted

Conference

CSDA Legislative Days

Dates and Location

May 16-17, 2017

The Grand Events Center, Sacramento, CA

List of Attendees

President Hanson

Vice President Sullivan

Director Kulchin

Director Omsted

The above mentioned Board members attended meetings to Gain insights on policy changes impacting agencies and to meet with legislators on key issue experts and California's policy leaders.

The conference also included keynotes from California's highest office-holders, moderated panel discussions with the state's leading experts and issue-specific roundtable conversations covering the most pertinent issues facing each type of district.