

AGENDA
REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
LEUCADIA WASTEWATER DISTRICT
Wednesday, January 10, 2007 – 5:00 p.m.
1960 La Costa Avenue Carlsbad, CA 92009

*NOTE: ITEMS ON THE AGENDA MAY BE TAKEN OUT OF SEQUENTIAL ORDER
AS THEIR PRIORITY IS DETERMINED BY THE BOARD OF DIRECTORS*

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Approval of Agenda

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.

5. Public Comment

Anyone wishing to address the Board or bring an agenda item forward may do so.

6. Presentations and Awards

None.

7. Consent Calendar

Any member of the Board, staff or public may request that items from the Consent Calendar be removed for discussion. Items so removed shall be acted upon separately following approval of remaining items on the Consent Calendar.

A. Minutes for the following meetings:

December 13, 2006 Regular Board Meeting (Pages 1-5)

January 4, 2007 Investment & Finance Committee Meeting (Pages 6-7)

B. Demands for December - January. (Pages 8-25)

C. Operations Report. (Pages 26-27)

D. Finance Report. (Pages 28- 33)

8. Encina Wastewater Authority Reports

Reports by Directors and staff concerning the Encina Wastewater Authority.

A. Encina Wastewater Authority Reports. (Pages 34-36)

* Regular Board meeting – December 13, 2006

* Member Agency Manager Meeting – January 10, 2007 (Oral Report)

9. Committee Reports

Investment and Finance Committee meeting held January 4, 2007 – Report by President Hanson. (Page 37)

10. Old Business

None.

11. New Business

- A. 2007 Board of Directors Committee Assignments. (Pages 38-40)
- B. Encina Wastewater Authority Outfall Inspection Report. (Page 41)
- C. Fiscal Year 2006 Comprehensive Annual Financial Report (CAFR). (Pages 42-50, Enclosure Item)
- D. Adopt Resolution No. 2175 Adopting the LWD Board-General Manager/Staff Relations Policy. (Pages 51-58)
- E. Board of Directors Disclosure of Reimbursement Report for July 2006 thru December 2006. (Pages 59-60)
- F. CSDA requests for letters of interest for the Region 6 Board of Directors vacancy. (Page 61)

12. Information Items

- A. CSDA and LWD Scholarship Information.
- B. CWEA Awards & Installation Banquet is scheduled for Saturday, January 27, 2007 at 5:00 p.m. at the Catamaran Resort Hotel. (Page 62)

13. Directors Meetings

None.

14. Comments, Questions or Requests by Directors

This item is placed on the agenda to allow individual Board members to briefly convey information to the Board or public, or to request staff to place a matter on a future agenda and/or report back on any matter. There is no discussion or action taken on comments by Board members.

15. General Manager's Report

Informational report by the General Manager on items not requiring Board action.

16. General Counsel's Report

Informational report by the General Counsel on items not requiring Board action.

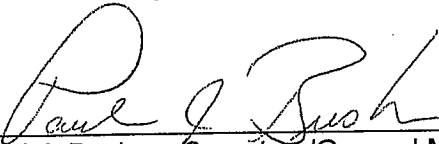
17. Closed Session

18. Adjournment

AFFADAVIT 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: January 5, 2007



Paul J. Bushee, Secretary/General Manager

LEUCADIA WASTEWATER DISTRICT
Minutes of a Regular Board Meeting
December 13, 2006

A Regular Meeting of the Board of Directors of Leucadia Wastewater District (LWD) was held Wednesday, December 13, 2006 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

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

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager (GM) Paul J. Bushee, District Counsel Wayne Brechtel, Administrative Services Manager Chuck LeMay, Field Services Manager Leo Schempp, Project Manager Robin Morishita, Executive Assistant Trisha Miranda, Steve Deering with Dudek and Associates, CPA Richard Duffey with Brownell and Duffey, Field Services Technician III Ken Butts and Jennifer Dill with KATZ and Associates, Inc.

3. Pledge of Allegiance

4. Board of Directors Oath of Office

General Counsel Brechtel administered the oath of office to Directors Allan Juliussen, Elaine Sullivan, and David Kulchin.

5. Approval of Agenda

Upon a motion duly made, seconded, and carried, the Board of Directors approved the agenda.

6. Public Comment

No public comment was received.

7. Presentations and Awards

A. Proclamation for Tom Zuniga.

GM Bushee presented the recommendation. GM Bushee stated that Tom Zuniga had recently retired from LWD on December 1, 2006. GM Bushee stated that Mr. Zuniga has been employee of LWD for thirty one years and staff prepared a proclamation to recognize his years of service.

Following discussion and upon a motion duly made, seconded, and carried, the Board of Directors adopted the Proclamation for Tom Zuniga.

8. Consent Calendar

- A. Minutes for the following meetings:
November 8, 2006 Regular Board meeting.
December 8, 2006 Community Affairs Committee meeting.
- B. Demands for November-December 2006
Payroll Checks Numbered 12113 - 12189; General Checking – Checks numbered 33514 – 33615; Voided check 33325
- C. Operations Report (A copy was attached to the original December 13, 2006 Agenda)
- D. Finance Report (A copy was attached to the original December 13, 2006 Agenda)

Following discussion and upon a motion duly made, seconded, and carried, the Board of Directors approved the consent calendar.

9. Encina Wastewater Authority Reports

- A. Encina Wastewater Authority Report – November 15, 2006 Board meeting.

Director Sullivan reported on EWA's November 15th Board meeting.

10. Committee Reports

- A. Community Affairs Committee (CAC) Meeting – December 8, 2006

Director Sullivan reported that the CAC reviewed the draft financial fact sheet. The CAC provided comments and suggestions on the financial fact sheet. The CAC also reviewed the Newsletter Naming Contest entries and the CAC concurred with staff to bring the committee's recommendation to the Board at tonight's meeting.

11. Old Business

None.

12. New Business

- A. Resolution No. 2174 Requesting LAFCO Take Proceedings for the City of Carlsbad Fire Station 6 Detachment.

FSM Schempp presented the recommendation. FSM Schempp stated that the detachment involves a single half acre lot of property located on LWD's northeastern boundary. The downhill location of the property would require the use of a pump station if serviced by LWD, and LWD's engineer recommends the gravity sewer design is more reliable and economical than a pump station. Detaching the property to the Vallecitos Water District would allow the Fire Station to be serviced via gravity sewer.

Following discussion, Director Kulchin motioned to adopt Resolution No. 2174, Director Orsted seconded the motion, and the Board unanimously voted to pass and adopt Resolution No. 2174 by the following vote:

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

B. Authorize the General Manager to sign an Interim Interagency Agreement that allows the fire station to be serviced by the Vallecitos Water District.

Field Services Manager Schempp presented the recommendation. FSM Schempp stated that the city of Carlsbad requests that an interim agreement be executed between Carlsbad, the Vallecitos Water District, and LWD. The agreement allows Vallecitos Water District to provide wastewater service to the Fire Station No. 6 in the event service is needed prior to LAFCO approval of the detachment.

Following discussion and upon a motion duly made, seconded, and carried, the Board of Directors authorized the General Manager to sign the Interim Interagency Agreement between the city of Carlsbad, Vallecitos Water District and LWD.

C. Approval of Naming the Newsletter Contest winner.

GM Bushee presented the recommendation.

Following discussion and upon a motion duly made, seconded, and carried, the Board of Directors authorized "DownStream" as the title for LWD's biannual newsletter; and authorized the award of an Apple iPod to Hanna Marie Myers as the winner of the Newsletter Naming Contest.

D. Board of Directors Election of Officers.

The Board considered the election of the President and Vice President of the LWD Board. Following discussion, upon a motion duly made and seconded, the Board of Directors unanimously elected Judy Hanson as President and Elaine Sullivan as Vice President.

E. Review of Board of Directors/Staff Relations Policy

GM Bushee presented the recommendation. GM Bushee stated last month the Board of Directors directed staff to prepare a draft Board of Directors/Staff Relations Policy for review and discussion. GM Bushee provided an overview of the draft policy. The Board of Directors discussed the policy at length and suggested several changes.

Following discussion, the Board of Directors directed staff to make the suggested changes to the policy and present the final policy to the Board at the January 2007 Board meeting.

13. Information Items

GM Bushee reported on the following information items:

- A. LWD's letter to the San Diego Regional Water Quality Control Board regarding the Revised Tentative Order No. R9-2006-0121.

GM Bushee stated that the letter was sent to San Diego Regional Water Quality Control Board today and LWD was one of three agencies that responded to the revised tentative order no. R9-2006-0121.

- B. General Manager Nomination to CSRMA Executive Board.

GM Bushee stated he had been nominated to the CSRMA Executive Board. If appointed, Mr. Bushee said he planned to accept the position. The Board congratulated GM Bushee on his nomination.

- C. CSDA Board Member Training.

GM Bushee stated that if any Board members would like to attend this training, please contact Trisha Miranda. Director Sullivan requested that staff inquire about the last time that Board members have attended the training.

- D. Memo to LWD from CSDA San Diego Chapter Board of Directors regarding clarification changes to Bylaws to be submitted for vote at the February 15, 2007 Quarterly meeting.

- E. Letter from LAFCO regarding Staffing update.

14. Directors Meetings

Director Sullivan stated that she attended the First Friday Breakfast.

15. Comments, Questions or Requests by Directors

President Juliussen stated that he is unable to attend the Holiday party due to another engagement. President Juliussen also stated that it was honor to represent LWD as the President and he thanked the Board for providing him the opportunity.

Director Sullivan wished everyone Happy Holidays.

16. General Manager's Report

GM Bushee reported that the Field staff responded to and provided assistance with a private lateral spill on December 13th at the shopping center east of El Camino Real.

GM Bushee also reported that a request for proposals for construction management services for the Site Improvement Project was advertised on December 6, 2006.

GM Bushee stated that he has been working with Greg Goates on the next Strategic Planning refresher session. In addition, GM Bushee stated that staff would like to hold a special Board meeting in late February to discuss the master planning of the island area.

17. General Counsel's Report

None.

18. Closed Session

There was no closed session.

19. Adjournment

President Juliussen adjourned the meeting at 6:06 p.m.

Allan Juliussen, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
Minutes of an Investment & Finance Committee Meeting
January 4, 2007

A Meeting of the Investment & Finance Committee (IFC) of the Leucadia Wastewater District (LWD) was held Thursday, January 4, 2007 at 12:00 p.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

Chairperson Hanson called the meeting to order at 12:00 p.m.

2. Roll Call

DIRECTORS PRESENT: Hanson and Omsted

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services Manager Chuck LeMay, Executive Assistant Trisha Miranda, Accounting Technician Maggie McEniry, CPA Richard Duffey with Brownell and Duffey and Paul Kaymark of Charles Z. Fedak & Co.

3. Public Comment

No public comment was received.

4. Old Business

None.

5. New Business

- A. Review and discuss the Fiscal Year 2006 Comprehensive Annual Financial Report (CAFR)

GM Bushee stated the FY 06 Independent Financial Audit Report had recently been completed. GM Bushee and CPA Duffey presented an overview of the Management Discussion and Analysis (MD&A), which was included with the FY 06 Audit. GM Bushee introduced Mr. Paul J. Kaymark of Charles Z. Fedak & Co. Mr. Kaymark presented a detailed overview of the FY 06 Audit's financial statements.

The IFC discussed the FY 06 Audit. Following discussion; the IFC concurred with staff to present the FY 06 Independent Financial Audit Report to the Board of Directors for its review and consideration.

6. Information Items

None.

7. Directors' Comments

None.

8. General Manager's Comments

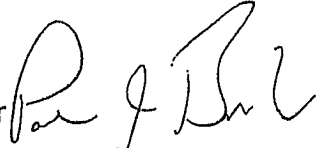
None.

9. Adjournment

Chairperson Hanson adjourned the meeting at 1:17 p.m.

Paul J. Bushee
Secretary/General Manager
(Seal)

MEMORANDUM

DATE: January 5, 2007
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Approval of December/January Demands

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve checks and electronic payments totaling \$377,316.56.
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the month December 14, 2006 – January 3, 2007.

Operating expenses totaled \$277,537.36 while Capital Improvement Program expenses totaled \$35,881.94

Payroll for employees totaled \$63,897.26.

Attached please find a year to date Employee and Board Payroll Report from February 2006 to January 2007 attached (attachment 8) for your review. The report includes a monthly breakdown of employee and Board payroll expenses for the prior 12 months.

mmm:PJB

Attachment 1	Summary of Demands by Account, Dec 2006/Jan 2007
Attachment 2	Accounts Payable check Register dated Dec. 12, 2006
Attachment 3	Payroll Check Register for Checks and EFTs dated Dec. 20, 2006
Attachment 4	Accounts Payable Check Register dated Dec. 21, 2006
Attachment 5	General Manager's Check Register dated Dec. 27, 2006
Attachment 6	Accounts Payable Check Register dated Jan. 2, 2007
Attachment 7	Payroll Check Register for Checks and EFTs dated Jan. 3, 2007
Attachment 8	Year to Date Employee and Board Payroll Report

DEMANDS SUMMARY

January 10, 2007

1. Preliminary Demands

<u>Category</u>	<u>Check #'s</u>	<u>Amount</u>	<u>Total</u>
Payroll Checks -12/20/2006	12190 - 12209	\$32,478.12	
Payroll Checks - 1/3/2007	12210 - 12227	\$31,419.14	
	Total	\$63,897.26	
General Checking -12/14/2006	33616 - 33664	\$80,782.11	
General Checking - 12/21/2006	33665 - 33695	\$124,185.44	
General Checking - 1/2/2007	33696 - 33721	\$108,051.75	
	Total	\$313,019.30	\$376,916.56
Mgrs Account	299	\$50.00	
	300	\$350.00	
		\$400.00	\$400.00
	Grand Total		\$377,316.56

WASHINGTON MUTUAL BANK

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
33616- 2241	1	12/14/2006	10100 NAPA AUTO		
	1		32648 FUEL FILTER	215.07	730962
33616- 2241	1	12/14/2006	Logged	*** Total ***	215.07
33617- 2241	2	12/14/2006	10167 ACACIA GASOLINE & CAR WASH		
	2		32596 OPEN PO- VEHICLE/TRUCK FUEL	292.01	1482
	2		32606 OPEN PO- VEHICLE/TRUCK FUEL	127.00	1487
33617- 2241	2	12/14/2006	Logged	*** Total ***	419.01
33618- 2241	3	12/14/2006	10171 CHAMPAGNE RECOGNITION		
	3		32641 EMPLOYEE AWARD-J.P.	118.53	077545
33618- 2241	3	12/14/2006	Logged	*** Total ***	118.53
33619- 2241	4	12/14/2006	10514 AMERICAN ENTRY CONTROL, INC		
	4		32649 PLUG IN LOOP DETECTOR	111.30	65656
33619- 2241	4	12/14/2006	Logged	*** Total ***	111.30
33620- 2241	5	12/14/2006	10570 ANTIMITE TERMITE & PEST CONTRO		
	5		32610 MONTHLY PEST SERVICE	51.00	750459
33620- 2241	5	12/14/2006	Logged	*** Total ***	51.00
33621- 2241	6	12/14/2006	10720 AT&T		
	6		32620 L.D. @ BPS	23.54	0192940472-1106
33621- 2241	6	12/14/2006	Logged	*** Total ***	23.54
33622- 2241	7	12/14/2006	12005 CSDA		
	7		32635 2007 CSDA MEMBERSHIP FEES	2,939.00	151-2007
33622- 2241	7	12/14/2006	Logged	*** Total ***	2,939.00
33623- 2241	8	12/14/2006	12360 CITY OF CARLSBAD		
	8		32629 WATER @ VACTOR	55.15	1030-12/06
	8		32630 WATER @ VACTOR.2	83.45	0104-12/06
33623- 2241	8	12/14/2006	Logged	*** Total ***	138.60
33624- 2241	9	12/14/2006	12510 COAST WASTE		
	9		32619 WASTE MANAGEMENT	169.28	089146260274
33624- 2241	9	12/14/2006	Logged	*** Total ***	169.28
33625- 2241	10	12/14/2006	12514 CONEXIS		
	10		32650 SEC 125 FLEX PLAN-11/1-11/30/0	75.00	CONEXIS-11/30
33625- 2241	10	12/14/2006	Logged	*** Total ***	75.00
33626- 2241	11	12/14/2006	12589 STATE DISBURSEMENT UNIT		
	11		32637 CHILD SUPPORT-A.B.	516.12	A.B.-12/6
33626- 2241	11	12/14/2006	Logged	*** Total ***	516.12
33627- 2241	12	12/14/2006	12631 COR-O-VAN		
	12		32592 OPEN PO-STORAGE	68.75	RS1209776
33627- 2241	12	12/14/2006	Logged	*** Total ***	68.75
33628- 2241	13	12/14/2006	12722 CALIF. SOCIETY OF MUNICIPAL FI		
	13		32654 ANNUAL MEMBERSHIP DUES-07	110.00	52345

WASHINGTON MUTUAL BANK

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
33628- 2241	13	12/14/2006	Logged	*** Total ***	110.00
33629- 2241	14	12/14/2006	12814 CUES, INC		
	14		32589 REPAIR CCTV CAMERA	330.64	12814
	14		32640 ADDITIONAL PARTS FOR CAMERA	450.87	259950
33629- 2241	14	12/14/2006	Logged	*** Total ***	781.51
33630- 2241	15	12/14/2006	13072 DATA NET		
	15		32608 REPLACE FUNDWARE SERVER	6,473.17	9725511
	15		32609 REPLACE FUNDWARE SERVER	420.00	9725492
	15		32611 IS MAINT AND SUPPORT	332.50	9725178
	15		32612 IS MAINT AND SUPPORT	390.00	9725502
33630- 2241	15	12/14/2006	Logged	*** Total ***	7,615.67
33631- 2241	16	12/14/2006	13263 DE LAGE LANDEN		
	16		32613 COPIER LEASE	537.00	6121788690
33631- 2241	16	12/14/2006	Logged	*** Total ***	537.00
33632- 2241	17	12/14/2006	13822 DUDEK & ASSOCIATES		
	17		32602 GIS SUPPORT FOR ONE YEAR-CONTR	2,322.50	20066367
	17		32604 GIS SUPPORT FOR ONE YEAR-CONTR	750.00	20065858
	17		32605 ARC PAD INSTALL/EDU COUNT	6,612.50	20065858-
	17		32651 DESIGN/O71/SAXONY MITIGATION	45.00	20066541
33632- 2241	17	12/14/2006	Logged	*** Total ***	9,730.00
33633- 2241	18	12/14/2006	14410 EL CAMINO REAL SHELL ENCINITAS		
	18		32595 OPEN PO-VEHICLE/TRUCK FUEL	626.53	7502
	18		32607 OPEN PO-VEHICLE/TRUCK FUEL	228.39	7508
33633- 2241	18	12/14/2006	Logged	*** Total ***	854.92
33634- 2241	19	12/14/2006	14520 EMPLOYMENT DEVELOPMENT DEPT OF		
	19		32614 CA INCOME TAX	1,892.48	CA TAX -12/6
	19		32615 CA INCOME TAX-12/1	740.21	CA TAX-12/1
33634- 2241	19	12/14/2006	Logged	*** Total ***	2,632.69
33635- 2241	20	12/14/2006	15016 FALLBROOK PUBLIC UTILITY DISTR		
	20		32633 EMPLOYEE ASSISTANCE PROGRAM-JA	51.00	JANUARY 2007
33635- 2241	20	12/14/2006	Logged	*** Total ***	51.00
33636- 2241	21	12/14/2006	15213 CHARLES Z. FEDAK & COMPANY		
	21		32645 AUDITOR FEES	332.00	FEDAK-11/30/06
33636- 2241	21	12/14/2006	Logged	*** Total ***	332.00
33637- 2241	22	12/14/2006	17066 HARRINGTON INDUSTRIAL PLASTICS		
	22		32639 PARTS FOR AWT	187.14	00476160
33637- 2241	22	12/14/2006	Logged	*** Total ***	187.14
33638- 2241	23	12/14/2006	17552 THE HOME DEPOT CRC/GECF		
	23		32593 OPEN PO -MISC. SUPPLIES	39.79	8089888
33638- 2241	23	12/14/2006	Logged	*** Total ***	39.79
33639- 2241	24	12/14/2006	18150 ICMA RETIREMENT-303979		

Run date: 12/12/2006 @ 15:35
 Bus date: 12/14/2006

Leucadia Waste Water District
 Check - Complete Detail

WASHINGTON MUTUAL BANK

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
	24		32627 DEFERRED COMP-ICMA	994.54	ICMA-12/6
33639- 2241	24	12/14/2006	Logged	*** Total ***	994.54
33640- 2241	25	12/14/2006	19550 JONES CHEMICALS, INC.		
	25		32601 OPEN PO-SODIUM HYPOCHLORITE	3,711.94	328568
33640- 2241	25	12/14/2006	Logged	*** Total ***	3,711.94
33641- 2241	26	12/14/2006	21102 LWD PETTY CASH		
	26		32652 PETTY CASH-NOV-DEC	233.76	PETTY CASH-12/1
33641- 2241	26	12/14/2006	Logged	*** Total ***	233.76
33642- 2241	27	12/14/2006	21554 LONG BEACH IRON WORKS		
	27		32603 GAS TIGHT LIDS AND MANHOLE COV	4,025.50	56613/156739
33642- 2241	27	12/14/2006	Logged	*** Total ***	4,025.50
33643- 2241	28	12/14/2006	22513 TELEDYNE ISCO		
	28		32590 SM CREEK FLOW MEASUREMENT REPO	1,000.00	808778
33643- 2241	28	12/14/2006	Logged	*** Total ***	1,000.00
33644- 2241	29	12/14/2006	22527 MORROW DEVELOPMENT		
	29		32642 REFUND TO DEV #509	1,966.57	MORROW-#509
	29		32643 REFUND TO DEVELOPER #515	3,512.43	MORROW-515
	29		32644 REFUND TO DEVE #530	1,955.36	MORROW #530
33644- 2241	29	12/14/2006	Logged	*** Total ***	7,434.36
33645- 2241	30	12/14/2006	22558 MOOR CO.		
	30		32638 REPAIR TO HEATER IN OFFICE	105.00	37508
33645- 2241	30	12/14/2006	Logged	*** Total ***	105.00
33646- 2241	31	12/14/2006	23068 NATIONWIDE RETIREMENT SOLUTION		
	31		32617 DEFERRED COMP-12/6	1,213.73	NATION-12/6
33646- 2241	31	12/14/2006	Logged	*** Total ***	1,213.73
33647- 2241	32	12/14/2006	23540 NOLAN'S COMMUNICATION SERVICE		
	32		32600 INSTAL NETWORK DROP FOR XEROX	227.50	6600
33647- 2241	32	12/14/2006	Logged	*** Total ***	227.50
33648- 2241	33	12/14/2006	24224 OFFICE DEPOT, INC.		
	33		32594 OPEN PO - OFFICE SUPPLIES	148.48	36324391
33648- 2241	33	12/14/2006	Logged	*** Total ***	148.48
33649- 2241	34	12/14/2006	24440 OLIVENHAIN MUNICIPAL WATER DIS		
	34		32623 WATER @ VP7	38.00	09049026-11/06
	34		32624 WATER @ TRAVELING	153.61	06001544310-110
	34		32625 WATER @ VP5	22.85	03011148700-110
	34		32626 WATER @ E. ESTATES	38.74	10076214000-110
33649- 2241	34	12/14/2006	Logged	*** Total ***	253.20
33650- 2241	35	12/14/2006	25010 AT&T/SBC		
	35		32618 DIAL IN MODEM	121.80	6327047-11/06
	35		32621 PHONE @ BPS	16.99	9423588-BPS
33650- 2241	35	12/14/2006	Logged	*** Total ***	138.79

WASHINGTON MUTUAL BANK

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
33651- 2241	36	12/14/2006	25032 PALOMAR WATER		
	36		32632 WATER @ OFFICE	106.80	414270
33651- 2241	36	12/14/2006	Logged	*** Total ***	106.80
33652- 2241	37	12/14/2006	25370 PURCHASE POWER		
	37		32646 OTRLY METER RENTAL -1/06-3/06	171.33	000684927
33652- 2241	37	12/14/2006	Logged	*** Total ***	171.33
33653- 2241	38	12/14/2006	25680 PRUDENTIAL OVERALL SUPPLY		
	38		32622 LAUNDRY SERVICE	819.08	3592500-11/06
33653- 2241	38	12/14/2006	Logged	*** Total ***	819.08
33654- 2241	39	12/14/2006	28013 SANDAG		
	39		32647 CENSUS INFO PROFILE	300.00	AR156004
33654- 2241	39	12/14/2006	Logged	*** Total ***	300.00
33655- 2241	40	12/14/2006	28020 SAN DIEGO GAS AND ELECTRIC		
	40		32653 ELECTRIC @ LPS	11,480.77	01874070-12/06
33655- 2241	40	12/14/2006	Logged	*** Total ***	11,480.77
33656- 2241	41	12/14/2006	28080 SANCON ENGINEERING INC		
	41		32599 LA COSTA SEWER MANHOLE REHABIL	9,820.00	22419
33656- 2241	41	12/14/2006	Logged	*** Total ***	9,820.00
33657- 2241	42	12/14/2006	28324 SHELL OIL COMPANY		
	42		32591 OPEN PO - VEHICLE/TRUCK FUEL	51.62	065023442612
33657- 2241	42	12/14/2006	Logged	*** Total ***	51.62
33658- 2241	43	12/14/2006	28812 THE SWENSON COMPANY		
	43		32598 ENTERTAINMENT FOR HOLIDAY PART	500.00	SWENSON-1
33658- 2241	43	12/14/2006	Logged	*** Total ***	500.00
33659- 2241	44	12/14/2006	30520 UNDERGROUND SERVICE ALERT OF		
	44		32631 UNDERGROUND SERVICE ALERT	174.40	1120060359
33659- 2241	44	12/14/2006	Logged	*** Total ***	174.40
33660- 2241	45	12/14/2006	30580 UNITED WAY		
	45		32628 EMPLOYEE CONTRIBUTIONS	15.00	UNITED-12/6
33660- 2241	45	12/14/2006	Logged	*** Total ***	15.00
33661- 2241	46	12/14/2006	30723 SIEMENS WATER TECH. CORP		
	46		32597 OPEN PO - BIOXIDE	7,536.84	7818360
33661- 2241	46	12/14/2006	Logged	*** Total ***	7,536.84
33662- 2241	47	12/14/2006	31050 VALLECITOS WATER DISTRICT		
	47		32616 WATER @ MEADOWS 3	37.32	108105000-11/06
33662- 2241	47	12/14/2006	Logged	*** Total ***	37.32
33663- 2241	48	12/14/2006	32500 WORDEN WILLIAMS, APC		
	48		32636 LEGAL FEES-NOV	2,520.00	23441
33663- 2241	48	12/14/2006	Logged	*** Total ***	2,520.00

Run date: 12/12/2006 @ 15:35
Bus date: 12/14/2006

Leucadia Waste Water District
Check - Complete Detail

WASHINGTON MUTUAL BANK

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
33664- 2241	49	12/14/2006	33227 XEROX CORPORATION		
	49		32634 MONTHLY MAINT FEE-DEC	45.23	02164069
33664- 2241	49	12/14/2006	Logged	45.23	
			*** Total ***	45.23	
				.00	
** Total check discount **				.00	
** Total check amount **				80,782.11	
** Total void discount **				.00	
** Total void amount **				.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: December 20, 2006

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
12190 - 12209	12/20/2006	\$32,478.12

WASHINGTON MUTUAL BANK

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
33665- 2242	1	12/21/2006	10167 ACACIA GASOLINE & CAR WASH		
	1		32658 OPEN PO- VEHICLE/TRUCK FUEL	250.37	1491
33665- 2242	1	12/21/2006	Logged *** Total ***	250.37	
33666- 2242	2	12/21/2006	12001 CA ASSOC OF SANITATION AGENCIE		
	2		32682 CASA 2007 AGENCY DUES	11,823.00	CASA-12/4-DUES
33666- 2242	2	12/21/2006	Logged *** Total ***	11,823.00	
33667- 2242	3	12/21/2006	12611 CPB CHURCH OF JESUS CHRIST LAT		
	3		32687 REIMBURSE TO LDS FOR SEWER EXT	45,006.95	LDS-SEWER
33667- 2242	3	12/21/2006	Logged *** Total ***	45,006.95	
33668- 2242	4	12/21/2006	12718 CHUCKS TIRE CENTER		
	4		32657 TIRES AND LABOR FOR TRUCK	1,062.46	41696
33668- 2242	4	12/21/2006	Logged *** Total ***	1,062.46	
33669- 2242	5	12/21/2006	13072 DATA NET		
	5		32664 REPLACE FUNDWARE SERVER	1,111.25	9725652
33669- 2242	5	12/21/2006	Logged *** Total ***	1,111.25	
33670- 2242	6	12/21/2006	14410 EL CAMINO REAL SHELL ENCINITAS		
	6		32659 OPEN PO-VEHICLE/TRUCK FUEL	268.83	7514
33670- 2242	6	12/21/2006	Logged *** Total ***	268.83	
33671- 2242	7	12/21/2006	14520 EMPLOYMENT DEVELOPMENT DEPT OF		
	7		32676 CA INCOME TAX-12/20/06	1,987.47	CA TAX-12/20
33671- 2242	7	12/21/2006	Logged *** Total ***	1,987.47	
33672- 2242	8	12/21/2006	16603 W. W. GRAINGER, INC		
	8		32683 GREASE AND CLEANER FOR ALL PS	86.77	9251750551
33672- 2242	8	12/21/2006	Logged *** Total ***	86.77	
33673- 2242	9	12/21/2006	18150 ICMA RETIREMENT-303979		
	9		32678 DEFERRED COMP-ICMA	1,005.98	ICMA-12/20
33673- 2242	9	12/21/2006	Logged *** Total ***	1,005.98	
33674- 2242	10	12/21/2006	18212 INFRASTRUCTURE ENGINEERING COR		
	10		32665 CONTRACT/GRAVITY SEWER FLOW MD	1,330.24	2337
	10		32666 INFLOW AND INFILTRATION STUDY	6,882.50	2338
33674- 2242	10	12/21/2006	Logged *** Total ***	8,212.74	
33675- 2242	11	12/21/2006	18561 I.M.P.A.C. GOVERNMENT SERVICES		
	11		32703 CONFERENCES, SUPPLIES, MEETING	1,687.83	IMPAC-11/22/06
33675- 2242	11	12/21/2006	Logged *** Total ***	1,687.83	
33676- 2242	12	12/21/2006	19050 JANI-KING OF SAN DIEGO		
	12		32695 CLEANING SERVICE FOR SEPT	975.00	SD009060242
33676- 2242	12	12/21/2006	Logged *** Total ***	975.00	
33677- 2242	13	12/21/2006	22511 MOBILE MINI		
	13		32660 LEASE OF MODULAR OFFICE TRAILER	619.56	90467305
33677- 2242	13	12/21/2006	Logged *** Total ***	619.56	

WASHINGTON MUTUAL BANK

Check-Run	Seq#	Date	Vendor / Name / Obligat'n	Description	Net amount	INVOICE NUMBER
33678-	2242	14	12/21/2006	23068	NATIONWIDE RETIREMENT SOLUTION	
		14		32677	DEFERRED COMP-NATION	1,128.00 NATION-12/20
33678-	2242	14	12/21/2006	Logged	*** Total ***	1,128.00
33679-	2242	15	12/21/2006	23225	nfpACCOUNTING TECHNOLOGIES	
		15		32680	FUNDWARE SUPPORT-CONSULTING	625.00 339
33679-	2242	15	12/21/2006	Logged	*** Total ***	625.00
33680-	2242	16	12/21/2006	24111	OCB REPROGRAPHICS	
		16		32684	PRINTS FOR MEADOWS 1	40.95 4536571
		16		32685	PRINTS FOR MEADOWS 1	60.10 4513087
33680-	2242	16	12/21/2006	Logged	*** Total ***	101.05
33681-	2242	17	12/21/2006	24224	OFFICE DEPOT, INC.	
		17		32669	OPEN PO - OFFICE SUPPLIES	224.02 3660782365-12/0
33681-	2242	17	12/21/2006	Logged	*** Total ***	224.02
33682-	2242	18	12/21/2006	25010	AT&T/SBC	
		18		32671	SCADA ALARMS	594.73 3372570451-12
33682-	2242	18	12/21/2006	Logged	*** Total ***	594.73
33683-	2242	19	12/21/2006	25260	PERS RETIREMENT	
		19		32672	BOARD RETIREMENT 11-30-06	70.04 11-2006-0
		19		32673	RETIREMENT PPE 12/17/06	10,032.89 12-2006-4
33683-	2242	19	12/21/2006	Logged	*** Total ***	10,102.93
33684-	2242	20	12/21/2006	25260	PERS RETIREMENT	
		20		32686	RETIREMENT PPE 12/03/06	10,572.98 12-2006-3
33684-	2242	20	12/21/2006	Logged	*** Total ***	10,572.98
33685-	2242	21	12/21/2006	25635	THE PRINTERY	
		21		32681	ENVELOPES	110.44 53711
33685-	2242	21	12/21/2006	Logged	*** Total ***	110.44
33686-	2242	22	12/21/2006	26804	QUALITY CHEVROLET	
		22		32661	OPEN PO-VEHICLE/TRUCK REPAIRS	1,426.59 CTCS329220
33686-	2242	22	12/21/2006	Logged	*** Total ***	1,426.59
33687-	2242	23	12/21/2006	27524	ROESLING NAKAMURA TERADA ARCHI	
		23		32667	BUILDING PROGRAM-ARCHITECTUAL	5,890.12 3074
33687-	2242	23	12/21/2006	Logged	*** Total ***	5,890.12
33688-	2242	24	12/21/2006	28020	SAN DIEGO GAS AND ELECTRIC	
		24		32688	ELECTRIC @ AWT	52.53 01874059-12/06
		24		32689	ELECTRIC @ OFFICE	804.12 01823519-12/06
		24		32690	ELECTRIC @ MEADOWS 3	187.10 01169672-12/06
		24		32691	ELECTRIC @ SAXONY PS	652.12 01683816-12/06
		24		32692	ELECTRIC @ VP7	70.29 00747631-12/06
		24		32693	ELECTRIC @ RANCHO VERDE	135.82 01380248-12/06
		24		32694	ELECTRIC @ PLANT	14.65 00794321-12/06
		24		32696	ELECTRIC @ VP5	247.24 00747336-12/06
		24		32697	ELECTRIC @ E. ESTATES	589.14 01444485-12/06

WASHINGTON MUTUAL BANK

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
	24		32698 ELECTRIC @ AVOCADO PS	110.48	0005050510-12/0
	24		32699 ELECTRIC @ DIANA PS	286.40	01444495-12/06
	24		32700 GAS @ E.E.	2.49	00896555-12/06
	24		32701 ELECTRIC @ BPS	11,489.45	01857178-12/06
	24		32702 ELECTRIC @ MEADOWS 1	279.77	01037981-12/06
33688- 2242	24	12/21/2006	Logged *** Total ***	14,921.60	
33689- 2242	25	12/21/2006	28035 SAN DIEGO DAILY TRANSCRIPT		
	25		32662 AD FOR SITE IMPROVEMENT RFP	270.20	32390
33689- 2242	25	12/21/2006	Logged *** Total ***	270.20	
33690- 2242	26	12/21/2006	29225 TELEPACIFIC COMMUNICATIONS		
	26		32675 PHONE SYSTEM CHARGES	790.66	4384287
33690- 2242	26	12/21/2006	Logged *** Total ***	790.66	
33691- 2242	27	12/21/2006	29616 TRUGREEN LAND CARE		
	27		32670 CONTRACT-MAINTAIN LWD LANDSCAP	757.00	5424017
33691- 2242	27	12/21/2006	Logged *** Total ***	757.00	
33692- 2242	28	12/21/2006	30580 UNITED WAY		
	28		32679 EMPLOYEE CONTRIBUTIONS	15.00	UNITED-12/20
33692- 2242	28	12/21/2006	Logged *** Total ***	15.00	
33693- 2242	29	12/21/2006	31232 VERIZON WIRELESS		
	29		32674 CELL PHONE CHARGES	443.11	2095962503
33693- 2242	29	12/21/2006	Logged *** Total ***	443.11	
33694- 2242	30	12/21/2006	32271 WEST COAST SAFETY SUPPLY CO.,		
	30		32668 CALIBRATION GAS FOR THE GAS DE	298.80	166963
33694- 2242	30	12/21/2006	Logged *** Total ***	298.80	
33695- 2242	31	12/21/2006	32347 DEXTER WILSON ENGINEERING		
	31		32663 ASSET MANAGEMENT MASTER PLAN	1,815.00	1106.15
33695- 2242	31	12/21/2006	Logged *** Total ***	1,815.00	
				.00	
** Total check discount **				.00	
** Total check amount **				124,185.44	
** Total void discount **				.00	
** Total void amount **				.00	

Run date: 12/27/2006 @ 14:42
Bus date: 12/27/2006

Leucadia Waste Water District
Manual Check Register

Run: 2243 Date: 12/27/2006
OTMREG.L10 Page 1

MGR ACCT - WASHINGTON MUTUAL

<u>Vendor Obligat'n Description</u>	<u>Check Control</u>		<u>Amount</u>
12722 CALIF. SOCIETY OF MUNICIPAL FINANCE	299	299	
32707 CSMFO CERT OF AWARD APPLI *** Total ***			50.00
16580 GOVERNMENT FINANCE OFFICER ASSOC.	300	300	
32706 CERT OF ACHIEVMENT APPLIC *** Total ***			350.00
*** Report Total ***			400.00

WASHINGTON MUTUAL BANK

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
33696- 2244	1	1/02/2007	10167 ACACIA GASOLINE & CAR WASH		
	1		32710 OPEN PO- VEHICLE/TRUCK FUEL	342.07	1495
	1		32719 OPEN PO- VEHICLE/TRUCK FUEL	292.78	1499
33696- 2244	1	1/02/2007	Logged *** Total ***	634.85	
33697- 2244	2	1/02/2007	11650 BROWNELL AND DUFFEY CPA		
	2		32729 ACCOUNTING FEES-NOV	10,490.50	265
33697- 2244	2	1/02/2007	Logged *** Total ***	10,490.50	
33698- 2244	3	1/02/2007	12028 CWEA-		
	3		32739 CWEA RENEWAL-COLLECTION-L.S.	171.00	108-LS
	3		32740 CWEA RENEWAL-COLLECTION-CM	51.00	0601210-CM
	3		32741 CWEA RENEWAL-MECHANICAL,COLL-F	112.00	505612-FR
	3		32742 CWEA RENEWAL-PLANT MAINT-SK	51.00	0301510-SK-1/07
	3		32743 CWEA RENEWAL-PLANT MAINT-JP	51.00	0501512-JP-1/07
	3		32744 CWEA RENEWAL-COLLEC-JP	61.00	0601230-JP
	3		32745 CWEA RENEWAL-COLL-MG	51.00	0601210-MG
	3		32746 CWEA RENEWAL-COLL-C.F.	56.00	0501227-CF
	3		32747 CWEA RENEWAL-COLL/.PLANT-JS	132.00	261,187-JS
33698- 2244	3	1/02/2007	Logged *** Total ***	736.00	
33699- 2244	4	1/02/2007	12589 STATE DISBURSEMENT UNIT		
	4		32722 CHILD SUPPORT-A.B.	516.12	AB-DF117622
33699- 2244	4	1/02/2007	Logged *** Total ***	516.12	
33700- 2244	5	1/02/2007	13822 DUDEK & ASSOCIATES		
	5		32712 CONTRACT/082/ ENGINEERING @ LP	414.08	20066854
33700- 2244	5	1/02/2007	Logged *** Total ***	414.08	
33701- 2244	6	1/02/2007	14218 EFFECTIVENESS DIMENSIONS INTER		
	6		32721 TUITION TEAM PROGRAM-CLM	2,195.00	3397
33701- 2244	6	1/02/2007	Logged *** Total ***	2,195.00	
33702- 2244	7	1/02/2007	14410 EL CAMINO REAL SHELL ENCINITAS		
	7		32709 OPEN PO-VEHICLE/TRUCK FUEL	368.60	7518
	7		32720 OPEN PO-VEHICLE/TRUCK FUEL	361.28	7524
33702- 2244	7	1/02/2007	Logged *** Total ***	729.88	
33703- 2244	8	1/02/2007	15223 FEDERAL EXPRESS CORPORATION		
	8		32735 SHIPPING	22.17	858004477
33703- 2244	8	1/02/2007	Logged *** Total ***	22.17	
33704- 2244	9	1/02/2007	15575 ASSURANT EMPLOYEE BENEFITS		
	9		32732 LIFE INS-JAN	367.66	74171-JAN07
33704- 2244	9	1/02/2007	Logged *** Total ***	367.66	
33705- 2244	10	1/02/2007	15813 MC GRAW-HILL		
	10		32713 AD FOR SITE IMPROVEMENT RFP	604.80	00073009
33705- 2244	10	1/02/2007	Logged *** Total ***	604.80	
33706- 2244	11	1/02/2007	16806 THE GUARDIAN		
	11		32727 DENTAL INS-JAN	1,915.49	00324226-1/07

WASHINGTON MUTUAL BANK

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
33706- 2244	11	1/02/2007	Logged	*** Total ***	1,915.49
33707- 2244	12	1/02/2007	17010 HAAKER EQUIPMENT CO		
	12		32708 FOOTAGE COUNTER ASSEMBLY	519.87	C51597
33707- 2244	12	1/02/2007	Logged	*** Total ***	519.87
33708- 2244	13	1/02/2007	19050 JANI-KING OF SAN DIEGO		
	13		32730 CLEANING SERVICES-DEC	975.00	SD012060236
33708- 2244	13	1/02/2007	Logged	*** Total ***	975.00
33709- 2244	14	1/02/2007	19128 JB SAFETY & RESCUE SERVICES		
	14		32738 8 HOUR HAZ WOPER REFRESH FOR K	135.00	JB SAFETY
33709- 2244	14	1/02/2007	Logged	*** Total ***	135.00
33710- 2244	15	1/02/2007	20079 KATZ & ASSOCIATES		
	15		32734 PUBLIC INFORMATION-NOVEMBER	4,259.97	402913
33710- 2244	15	1/02/2007	Logged	*** Total ***	4,259.97
33711- 2244	16	1/02/2007	22274 MET-LIFE		
	16		32733 DISABILITY INS-JAN	722.67	KM05535094-JANO
33711- 2244	16	1/02/2007	Logged	*** Total ***	722.67
33712- 2244	17	1/02/2007	22517 MOBILE HYDRAULICS		
	17		32711 VENTURO MODEL CE6K CRANE	4,074.13	1003
33712- 2244	17	1/02/2007	Logged	*** Total ***	4,074.13
33713- 2244	18	1/02/2007	25010 AT&T/SBC		
	18		32724 ODOR CONTROL MODEM	18.33	4364009-12/06
33713- 2244	18	1/02/2007	Logged	*** Total ***	18.33
33714- 2244	19	1/02/2007	25018 PACIFICARE		
	19		32728 VISION INS-JAN	338.39	0001324492
33714- 2244	19	1/02/2007	Logged	*** Total ***	338.39
33715- 2244	20	1/02/2007	25261 PUBLIC EMPLOYEES HEALTH		
	20		32725 EMPLOYEE HEALTH INS-JAN	14,801.22	H2007011231000
	20		32726 BRD HEALTH INS-JAN	1,746.04	H2007017247000
33715- 2244	20	1/02/2007	Logged	*** Total ***	16,547.26
33716- 2244	21	1/02/2007	25370 PURCHASE POWER		
	21		32736 BALANCE ON METER RENTAL	18.77	METER-12/06
33716- 2244	21	1/02/2007	Logged	*** Total ***	18.77
33717- 2244	22	1/02/2007	26804 QUALITY CHEVROLET		
	22		32714 OPEN PO-VEHICLE/TRUCK REPAIRS	99.95	CTCS329908
	22		32717 OPEN PO-VEHICLE/TRUCK REPAIRS	53.51	CTCS330016
	22		32718 OPEN PO-VEHICLE/TRUCK REPAIRS	399.96	CTCS330141
33717- 2244	22	1/02/2007	Logged	*** Total ***	553.42
33718- 2244	23	1/02/2007	28537 SMITH & LOVELESS, INC		
	23		32715 MOTOR AND PARTS FOR VP7 PS	3,097.87	46856
	23		32716 MOTOR AND PARTS FOR VP7 PS	108.24	CV5405

Run date: 12/29/2006 @ 10:07
 Bus date: 01/02/2007

Leucadia Waste Water District
 Check - Complete Detail

WASHINGTON MUTUAL BANK

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
33718- 2244	23	1/02/2007	Logged	*** Total ***	3,206.11
33719- 2244	24	1/02/2007	28720 STATE WATER RESOURCES CONTROL		
	24		32737 WATER RECLAMATION LOAN PROGRAM	57,938.96	2818550-0713
33719- 2244	24	1/02/2007	Logged	*** Total ***	57,938.96
33720- 2244	25	1/02/2007	29630 TRI COMMUNITY ANSWERING SERVIC		
	25		32731 ANSWERING SERVICE	80.00	TRI-12/20/06
33720- 2244	25	1/02/2007	Logged	*** Total ***	80.00
33721- 2244	26	1/02/2007	31050 VALLECITOS WATER DISTRICT		
	26		32723 WATER @ MEADOWS 3	37.32	10810500-DECO6
33721- 2244	26	1/02/2007	Logged	*** Total ***	37.32
				.00	
** Total check discount **				.00	
** Total check amount **				108,051.75	
** Total void discount **				.00	
** Total void amount **				.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: January 3, 2007

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
12210 - 12227	1/3/2007	\$31,419.14

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

JANUARY

2006

1/4/2006	Employee	\$30,624.63
1/10/2006	Board	\$1,001.10
1/18/2006	Employee	<u>\$30,805.43</u>
	Total	\$62,431.16

FEBRUARY

2/1/2006	Employee	\$31,448.68
2/7/2006	Incentive	\$92.35
2/7/2006	Board	\$3,597.79
2/15/2006	Employee	<u>\$31,616.98</u>
	Total	\$66,755.80

MARCH

3/1/2006	Employee	\$31,157.82
3/8/2006	Board	\$1,744.92
3/8/2006	Incentive	\$25,396.64
3/15/2006	Employee	\$30,790.67
3/29/2006	Employee	<u>\$30,908.21</u>
	Total	\$119,998.26

APRIL

4/5/2006	Board	\$2,280.39
4/12/2006	Employee	\$31,443.62
4/13/2006	Incentive	\$865.91
4/26/2006	Employee	<u>\$30,782.52</u>
	Total	\$65,372.44

MAY

5/4/2006	Board	\$2,828.63
5/10/2006	Employee	\$31,691.51
5/24/2006	Employee	<u>\$31,124.32</u>
	Total	\$65,644.46

JUNE

6/2/2006	Board	\$1,639.62
6/7/2006	Employee	\$31,591.83
6/21/2006	Employee	<u>\$31,251.94</u>
	Total	\$64,483.39

JULY

7/3/2006	Board	\$1,240.52
7/5/2006	Employee	\$31,260.90
7/19/2006	Employee	<u>\$31,619.06</u>
	Total	\$64,120.48

AUGUST

8/2/2006	Employee	\$32,433.55
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8/4/2006	Board	\$1,143.46
8/16/2006	Employee	\$32,255.75
8/30/2006	Employee	<u>\$32,832.47</u>
	Total	\$98,665.23

SEPTEMBER

9/6/2006	Board	\$4,592.25
9/13/2006	Employee	\$32,874.42
9/27/2006	Employee	<u>\$32,310.99</u>
	Total	\$69,777.66

OCTOBER

10/4/2006	Board	\$3,880.59
10/11/2006	Employee	\$33,337.85
10/12/2006	Employee/Incentive	\$1,491.99
10/25/2006	Employee	<u>\$32,760.83</u>
	Total	\$71,471.26

NOVEMBER

11/3/2006	Board	\$1,701.08
11/8/2006	Employee	\$34,160.60
11/22/2006	Employee	<u>\$34,079.96</u>
	Total	\$69,941.64

DECEMBER

12/1/2006	Employee	\$12,955.10
12/6/2006	Board	\$1,389.08
12/6/2006	Employee	\$32,376.31
12/20/2006	Employee	<u>\$32,478.12</u>
	Total	\$79,198.61

JANUARY

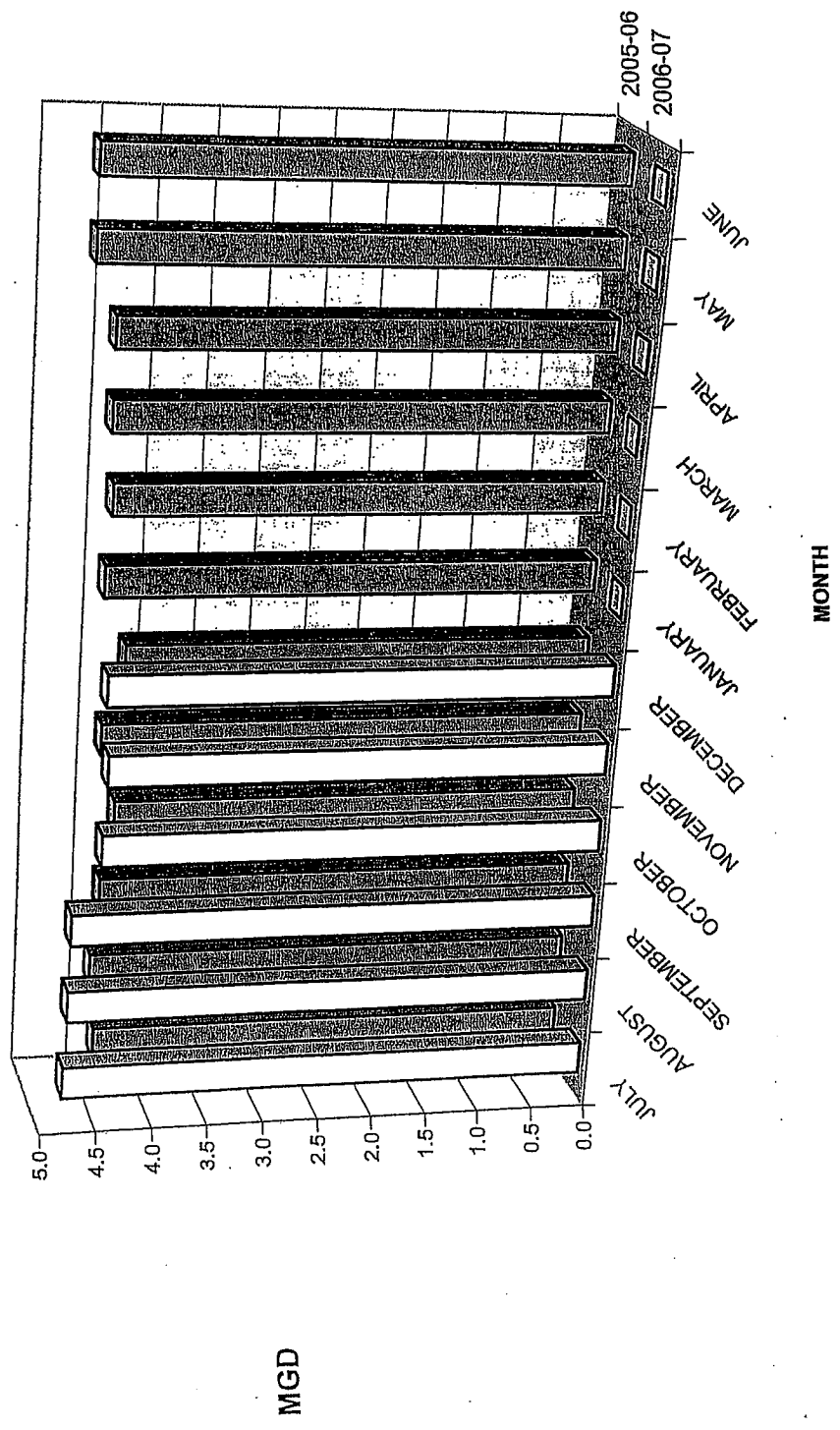
1/3/2007	Employee	\$31,419.14
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**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2006-2007**

CURRENT MONTH - December 2006						FY 2005-2006	
Period	Total Flow MG	Total EDU's 27,200	LWD ADF (MGD)	GPD/EDU	RECLAIMED ADF (ac-ft/mo)	ADF (MGD)	
JULY	147.87	12	4.77	175	43.16	4.36	
YTD	147.87	27,212				4.42	
AUGUST	147.25	11	4.75	174	31.25	4.36	
YTD	295.12	27,223					
SEPTEMBER	142.20	8	4.74	174	29.09		
YTD	437.32	27,231.53					
OCTOBER	139.46	4	4.50	165	24.16		
YTD	576.78	27,236				4.39	
NOVEMBER	133.97	37	4.47	164	19.49		
YTD	710.75	27,273				4.21	
DECEMBER	135.00	2	4.50	165	3.72		
YTD	845.75	27,275				4.42	
JANUARY							
YTD							
FEBRUARY							
YTD							
MARCH							
YTD							
APRIL							
YTD							
MAY							
YTD							
JUNE							
YTD							
Annual Total	845.75	75			150.87		
Mo Average	140.96	12	4.62	170	30.17	4.05	

operations report

**LEUCADIA WASTEWATER DISTRICT
FLOW COMPARISON FY 2006-2007**



<p>LEUCADIA WASTEWATER DISTRICT</p> <p>SCHEDULE OF ASSETS, LIABILITIES, AND NET ASSETS</p> <p><i>As of December 31, 2006</i></p>
--

ASSETS	
Cash	\$ 110,497.53
Investments and Investment Pools	42,771,648.77
Bond Investments Held by Agents	5,223,029.95
Accounts Receivable	642,974.99
Funds Held with Encina Wastewater Authority	354,809.00
Prepaid Expenses	38,924.92
Capital Assets	98,479,050.80
Less Accumulated Depreciation	(30,183,181.77)
Debt Issuance Costs, Net of Amortization	339,738.12
TOTAL ASSETS	\$ 117,777,492.31
LIABILITIES	
Accounts Payable and Accrued Expenses	197,992.45
Developer Deposits	218,762.97
Bond & Interest Debt	5,060,891.10
TOTAL LIABILITIES	\$ 5,477,646.52
NET ASSETS	
Net Investment in Capital Assets	64,754,255.94
Operating Reserve	1,513,744.47
Non-operating Reserves (Designated)	39,618,522.48
Emergency Reserve	7,500,000.00
YTD Revenue over (under) Expenditures	(1,086,677.10)
TOTAL NET ASSETS	\$ 112,299,845.79

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

LEUCADIA WASTEWATER DISTRICT

BUDGET PERFORMANCE REPORT

YTD Revenue and Expenditures Through 12/31/2006 with Annual Budget

OPERATING REVENUES AND EXPENSES					
DESCRIPTION	A/C No.	YTD ACTUAL AMOUNT	ANNUAL BUDGET	REMAINING BALANCE	% USED
OPERATING REVENUES AND TRANSFERS					
OPERATING REVENUES					
SEWER SERVICE	3110	\$ 1,195,578.85	\$ 5,276,800.00	\$ 4,081,221.15	22.66%
RECLAIMED WATER SALES	3150	97,704.78	271,200.00	173,495.22	36.03%
OTHER OPERATING INCOME		1,591.72	257,102.00	255,510.28	0.62%
TOTAL OPERATING REVENUE		\$ 1,294,875.35	\$ 5,805,102.00	\$ 4,510,226.65	22.31%
OPERATING EXPENSES					
WAGES AND BENEFITS	4100 & 4200	\$ 798,399.79	\$ 1,759,771.00	\$ 961,371.21	45.37%
BOARD EXPENSES AND ELECTION	4300 & 4400	56,688.39	113,350.00	56,661.61	50.01%
DEPRECIATION EXPENSE	4510	1,151,400.00	-	(1,151,400.00)	n/a
REPLACEMENT EXPENSE	4515	-	769,000.00	769,000.00	n/a
FUELS	4600	14,090.48	42,100.00	28,009.52	33.47%
INSURANCE	4700	8,861.27	92,500.00	83,638.73	9.58%
MEMBERSHIP & DUES	4800	19,627.00	20,500.00	873.00	95.74%
OFFICE EXPENSE	4900	24,336.37	43,360.00	19,023.63	56.13%
OPERATING SUPPLIES	5000	66,020.26	159,100.00	93,079.74	41.50%
PROFESSIONAL SERVICES	5200	161,624.56	456,900.00	295,275.44	35.37%
PRINTING & PUBLISHING	5300	12,078.84	32,000.00	19,921.16	37.75%
RENTS & LEASES	5400	8,188.87	21,200.00	13,011.13	38.63%
REPAIR & MAINTENANCE	5500	76,435.66	227,600.00	151,164.34	33.58%
MONITORING & PERMITTING	5600	17,885.57	63,300.00	45,414.43	28.26%
TRAINING & DEVELOPMENT	5700	21,401.63	38,900.00	17,498.37	55.02%
UTILITIES	5900	182,877.62	449,820.00	266,942.38	40.66%
LAFCO OPERATIONS	6100	6,471.00	7,000.00	529.00	92.44%
ENCINA	6200	393,992.60	1,768,765.00	1,374,772.40	22.28%
TOTAL OPERATING EXPENSES		\$ 3,020,379.91	\$ 6,065,166.00	\$ 3,044,786.09	49.80%

NON-OPERATING REVENUES AND EXPENSES					
DESCRIPTION	A/C No.	YTD ACTUAL AMOUNT	ANNUAL BUDGET	REMAINING BALANCE	% USED
NON OPERATING REVENUES					
CAPACITY CHARGES	3130	\$ 231,465.84	\$ 1,150,100.00	\$918,634.16	20.13%
PROPERTY TAXES	3220	466,247.27	990,000.00	523,752.73	47.10%
INTEREST INCOME	3250	1,026,817.89	1,700,000.00	673,182.11	60.40%
OTHER NON OPERATING INCOME		149,518.32	644,296.00	494,777.68	23.21%
TOTAL NON OPERATING REVENUES		\$ 1,874,049.32	\$ 4,484,396.00	\$2,610,346.68	41.79%
DEBT SERVICE					
INTEREST EXPENSE AND FEES	6500	\$ 119,718.92	\$ 238,372.00	\$ 118,653.08	50.22%
PRINCIPAL PAYMENTS	6500	415,000.00	461,863.00	\$46,863.00	89.85%
TOTAL DEBT SERVICE		\$ 534,718.92	\$ 700,235.00	\$ 165,516.08	76.36%

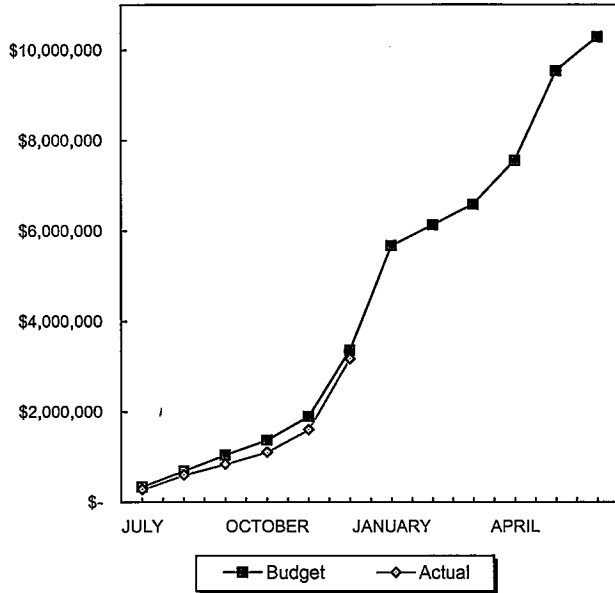
Preliminary: subject to future review, reconciliation, accruals, and audit.

Leucadia Wastewater District

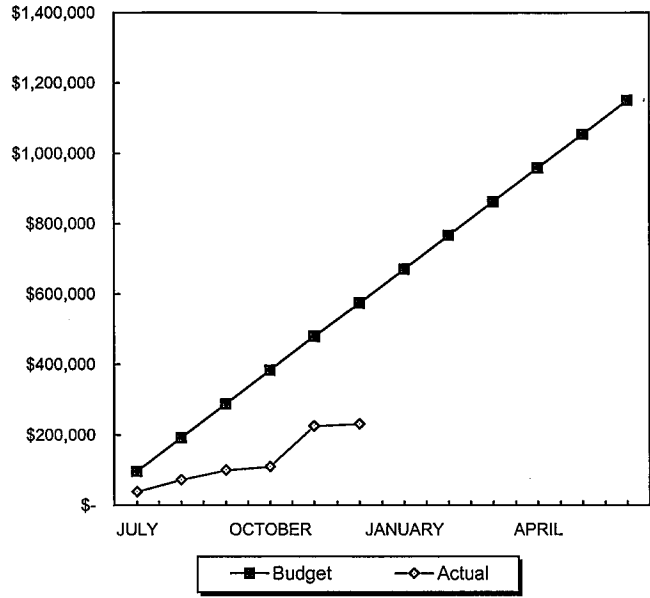
Revenue FY 2006-2007

YTD through December 31, 2006 *

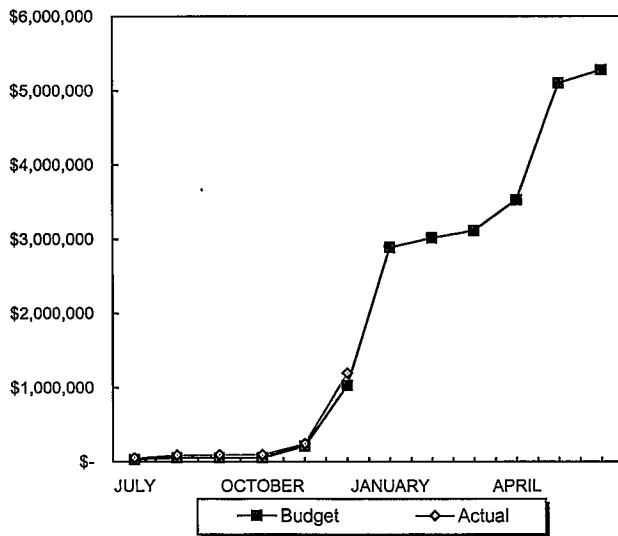
Total Revenue



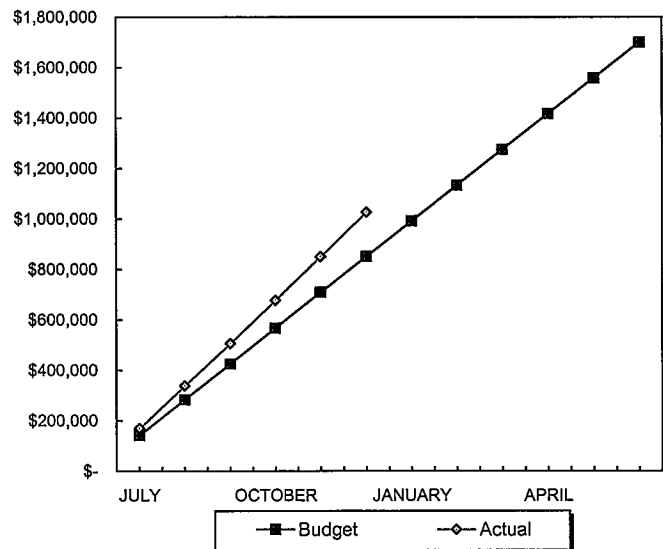
Capacity Charges



Sewer Service Fees



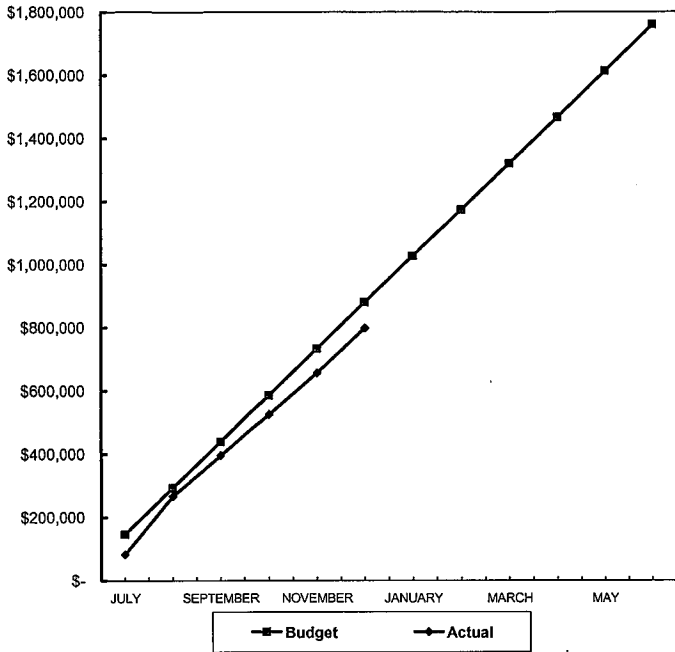
Interest Income



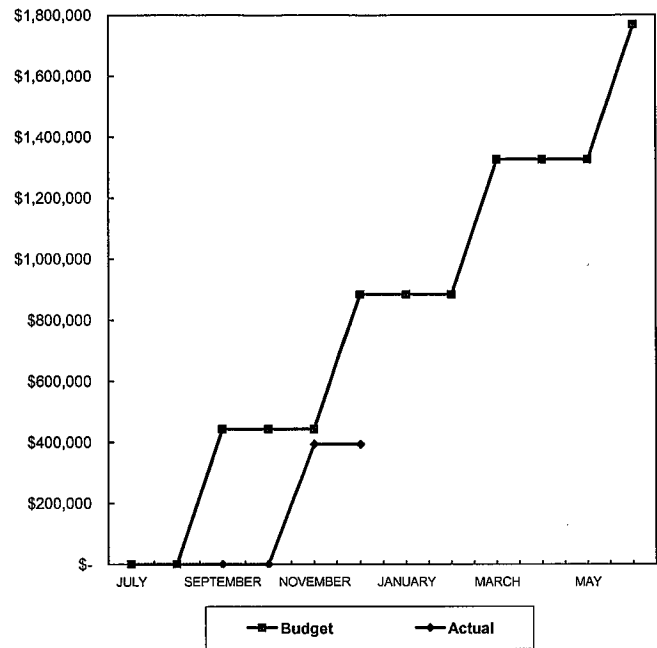
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Operating Expenses FY 2006-2007 YTD through December 31, 2006 *

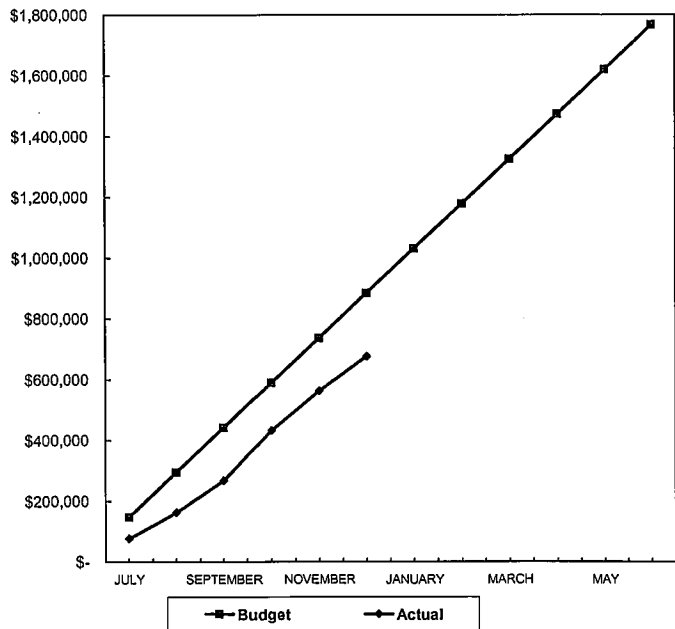
Salaries and Benefits



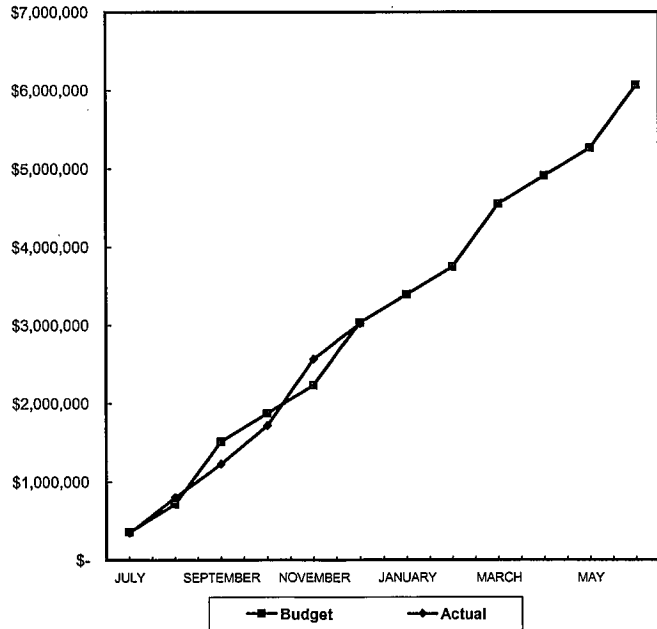
Encina M&O



**Other LWD Operating Expenses -
Excluding Depreciation & Replacement**



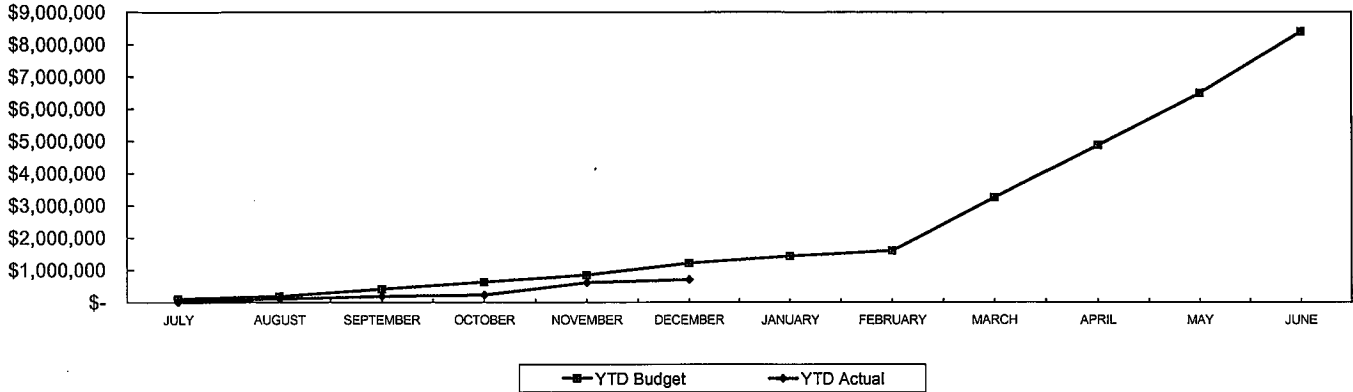
**Total LWD Operating Expense -
Including Depreciation & Replacement**



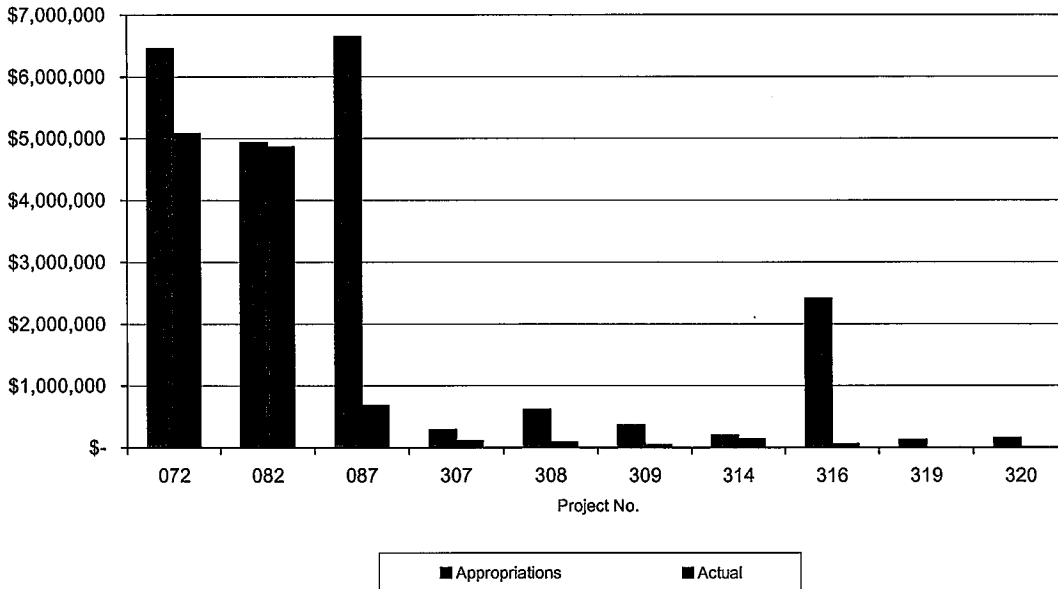
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Capital Expenditures As of December 31, 2006

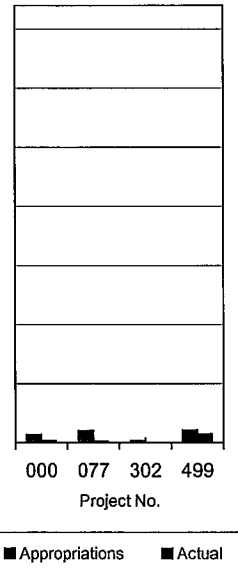
Capital Projects and Equipment For FY 2006/07



Multi Year Capital Expenditures by Project (2002/03-2006/07)



Single Year Capital Expenditures by Project (2006/07)

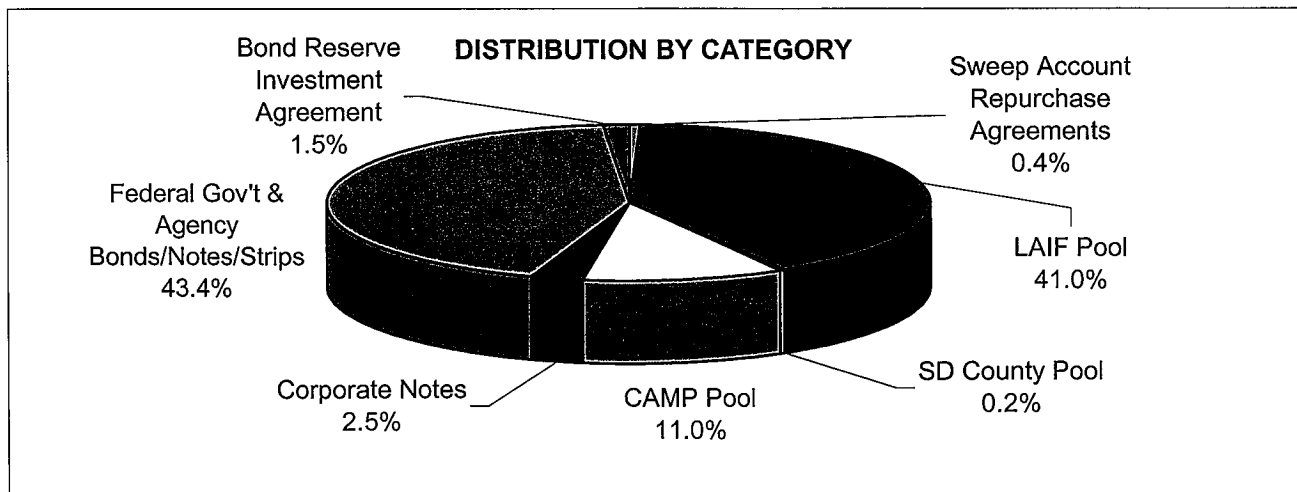
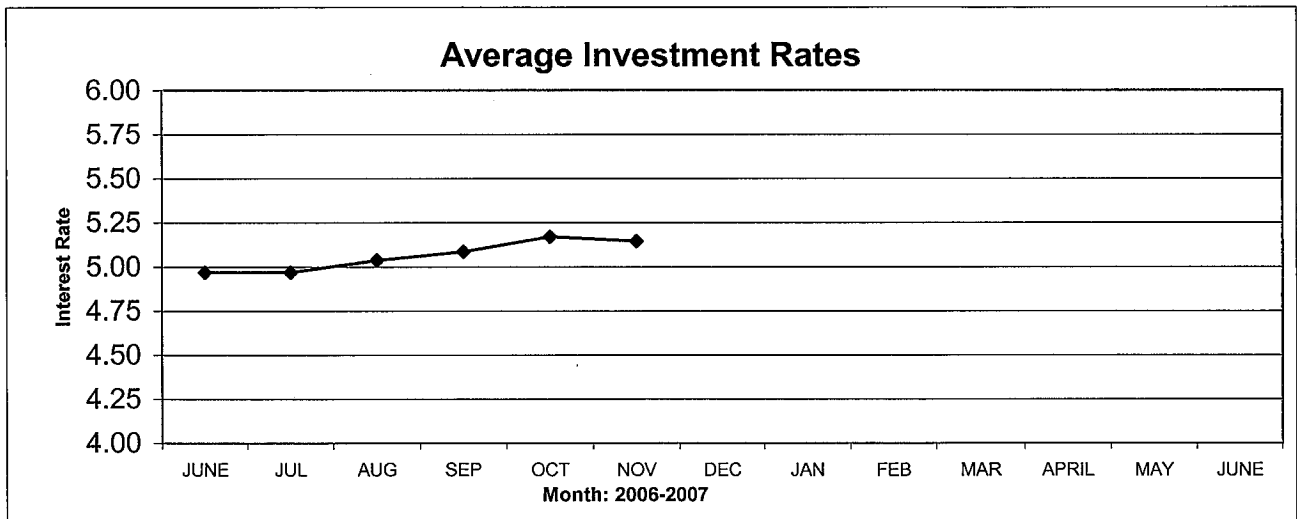


Project Legend			
Description	No.	Description	No.
Encina WA	072	Satellite PS Forcemains	316
Leucadia PS Improvements	082	Gravity Rehab Sewer	319
Site Improvement Program	087	Piraeus Pipeline Repair	320
Meadows 1 PS Decommission	307	Equipment	000
Mineral Scale Mitigation Project	308	Misc Pipeline Repair	077
Capacity Management Flow Study	309	Professional Services	302
Asset Management Master Plan	314	LWD General Labor	499

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

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
As of November 30, 2006

Cash & Investments	Principal (Original Cost)		Nov Interest	Average Rate
	October 31, 2006	November 30, 2006		
Sweep Account: Repurchase Agreements	\$ 75,465	\$ 196,250	\$ 892	3.000%
LAIF Pool	19,241,642	18,272,642	80,109	5.125%
SD County Pool	-	100,000	178	4.926%
CAMP Pool	4,832,761	4,894,415	20,731	5.190%
CAMP Portfolio				
Corporate Notes	1,118,715	1,118,715	3,802	3.903%
Federal Agency Bonds/Notes	12,996,201	12,996,201	48,179	4.818%
Federal Agency Discount Notes	950,811	950,811	4,204	5.306%
GNMA mortgage pools	24,900	24,794	192	9.407%
US Treasury Bonds/Notes	3,472,539	3,472,539	11,406	4.414%
Total Camp Portfolio	18,563,166	18,563,060	67,783	4.639%
Bond Funds				
BNY fiscal agent bond reserve a/c	652,884	652,884	2,916	5.360%
US Bank. custodian a/c: Fed Agency Strips	1,902,536	1,902,536	20,020	12.627%
Total Bond Funds	2,555,420	2,555,420	22,936	10.771%
Totals	\$ 45,268,454	\$ 44,581,787	\$ 192,628	5.145%



Encina Wastewater Authority Report
Regular Board Meeting
December 13, 2006

EWA Board of Directors - Director Kulchin and Director Sullivan reporting.

EWA Board Meeting Action Items:

1. Employee Recognition Awards

The Board of Directors approved the following employee recognition awards for calendar year 2006:

- Award of \$250 to Mr. Teva Miller for selection as EWA's "Employee of the Quarter" for the Second Quarter, FY 2007.
- Award of \$500 to Mr. Scott Allan for achievement of the "Grade V Wastewater Treatment Plant Operator" Certification by the State Water Resources Control Board.
- Award of \$500 to Mr. Joel Camarillo for achievement of the "Grade 1 Laboratory Analyst" Certification by CWEA.
- Award of \$500 to Mr. Jimmy Kearns for achievement of the "Grade 3 Mechanical Technologist" Certification by CWEA.
- Award of \$500 to Mr. Jeff Leads for achievement of the Certified "Occupational Health Specialist" Certification by the National Safety Council.
- Award of \$1,000 to the recipient of the "Employee of the Year" Award for 2006
- Award of \$750 to the recipient of the "Most Motivated" Award for 2006.

- Award of \$750 to the recipient of the "Above and Beyond" Award for 2006

2. Selection of Joint Advisory Committee (JAC) and EWA Board Officers

The Board of Directors conducted election for the 2007 JAC and EWA Chair, Vice-Chair and Secretary. The following Board members were elected to fill the positions:

- Judy Ritter, Chair
- Dan Dalager, Vice-Chair
- Michael Hogan, Secretary
- Kevin Hardy, Auditor/Treasurer

3. Amendment to the Agreement with Platt Whitelaw Architects, Inc. for the Building Program.

The Board of Directors approved Amendment 9 to the Professional Services Agreement with Platt-Whitelaw Architects, Inc. for additional construction phase architectural services related to the Building Program in an amount not to exceed \$114,812.

4. FY 2006 Independent Auditor's Management Report and Communication Letter and FY 2006 Comprehensive Annual Financial Report

The Board of Directors received and filed the FY 2006 Independent Auditor's Management Report, Communication Letter, the Report on Internal Control over Financial Reporting, and the FY 2006 Comprehensive Annual Financial Report.

5. Building Program Construction Report – November 2006

The Board of Directors received and filed the November 2006 Building Program Construction Report.

6. 2007 Tactical Plan

The Board of Directors approved the 2007 Tactical Plan.

Executive Session

7. The Board of Directors met to discuss the following items:

- Anticipated litigation as authorized by Government Code §54956.9(c) - one case: Hollandia Dairy.
- General Manager's Evaluation as authorized under §54957.
- Conference with Real Estate Negotiator Hogan and Hardy, as authorized under Government Code §54956.8, regarding the Master Planning and Development Disposition of the South Parcel located in the 6200 block of Avenida Encinas in Carlsbad, CA.

There was no reportable action.

Investment & Finance Meeting Report


Presented by Judy Hanson

Meeting held January 4, 2007

1. The Committee reviewed the FY 06 Comprehensive Annual Financial Report.

The Fiscal Year 2006 (FY 06) Comprehensive Annual Financial Report (CAFR) will be reviewed by the Board of Directors later in the agenda.

MEMORANDUM

DATE: January 5, 2007
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: 2007 Board of Directors Committee Assignments

RECOMMENDATION:

1. Discuss and take action as appropriate.

DISCUSSION:

The Leucadia Wastewater District (LWD) Board President typically reviews committee assignments for the Board of Directors on an annual basis and makes appointments to the various committees as appropriate. To facilitate this discussion, a summary of current committee assignments and appointments is attached.

This item has been placed on the agenda for discussion by the Board of Directors. Staff has no recommendation on this matter. Staff will incorporate any revisions to LWD committees and respond to other public agencies as appropriate.

Attachment

cal:PJB



Board of Directors' Committee Assignments

Engineering Committee

Director Allan Juliussen, Chair
Director David Kulchin

Investment & Finance Committee

President Judy Hanson, Chair
Director Donald Omsted

Community Affairs Committee

Vice President Elaine Sullivan, Chair
Director Donald Omsted

Employee Recognition Committee

Vice President Elaine Sullivan, Chair
President Judy Hanson

Human Resource Committee

President Judy Hanson, Chair
Director David Kulchin



Board of Directors' and Manager Appointments and Assignments

Encina Wastewater Authority Board of Directors/Joint Advisory Committee (JAC)

Vice President Elaine Sullivan
Director David Kulchin
Paul Bushee, GM (Alternate)

Other Assignments:

President Judy Hanson

- California Special Districts Association (CSDA) San Diego Chapter Past President
- San Diego County LAFCO Special Districts Advisory Committee Member
- California Sanitation Risk Management Association (CSRMA) Board Member
- California WaterReuse Financing Authority (CWFA) Board of Directors (Alternate)

Vice President Elaine Sullivan

- Encina Wastewater Authority Policy and Finance Committee
- Encina Joint Powers Financing Authority (EJPFA) Board Member
- California WaterReuse Financing Authority (CWFA) Secretary/Treasurer

Director Donald Omsted

Director David Kulchin

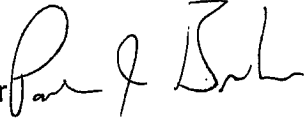
- Encina Wastewater Authority Capital Improvement Committee (CIC) Member

Director Allan Juliussen

General Manager Paul Bushee

- Encina Wastewater Authority Member Agency Managers Committee
- CSRMA Pooled Liability Committee Member
- California WaterReuse Financing Authority (CWFA) Board Chair
- CSRMA Board of Directors (Alternate)
- CASA Program Committee, Vice-Chair

MEMORANDUM

DATE: January 5, 2007
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Encina Wastewater Authority Outfall Inspection

RECOMMENDATION:

This item is presented for information only.

DISCUSSION:

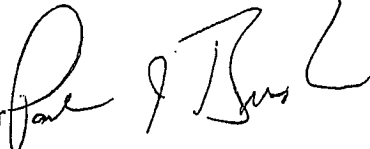
During November 2006, Director Sullivan provided a report on Encina Wastewater Authority's (EWA) October 25, 2006 Board meeting. During her comments, she reported that EWA had received and filed information contained in the FY 2006 Encina Effluent Ocean Outfall Report.

LWD's Board indicated that they would be interested in viewing the inspection DVD. Staff has obtained a copy of the DVD, however, due to its extended length, we have asked EWA General Manager Mike Hogan to present inspection highlights. Mr. Hogan will present a brief presentation and address any questions from the Board.

This agenda item is presented for information only. A copy of the inspection DVD and the inspection report are available if desired.

cal:PJB

MEMORANDUM

DATE: January 5, 2007
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Fiscal Year 2006 Comprehensive Annual Financial Report

RECOMMENDATION:

Staff and Investment and Finance Committee recommend that the Board of Directors:

1. Receive and File the Fiscal Year 2006 (FY 06) Comprehensive Annual Financial Report (CAFR).
2. Discuss and take other action, as appropriate.

DISCUSSION:

This item was reviewed in detail at the January 10, 2007 Investment and Finance Committee meeting.

State law requires the Leucadia Wastewater District (LWD) to prepare a complete set of financial statements in conformance with generally accepted accounting principals (GAAP). The law also requires that the financial statements be audited in accordance with generally accepted auditing standards. For LWD, these documents collectively take the form of LWD's annual financial audit.

This year LWD voluntarily prepared a more comprehensive financial audit, which is known as a comprehensive annual financial report or CAFR. The primary reason for developing the CAFR was to submit for financial awards from the Government Finance Officers Association and the California Society of Municipal Finance Officers. Both organizations require a CAFR as part of the award submittal application. LWD's FY 2007 Tactical Plan included a goal to submit for these awards. Please note that, even though a more comprehensive report was done this year, past LWD financial audits have met all GAAP requirements.

LWD's CAFR includes the following sections:

- Introductory section that includes the letter of transmittal
- A Financial section that includes the Independent Auditor's Report, Management's Discussion and Analysis, Basic Financial Statements and notes, and supplemental information
- Statistical section that includes cost and revenue comparisons for the past 10 years.

The accounting firm of Charles Z. Fedak & Co. (Fedak) has completed its audit of LWD's FY 06 CAFR. Staff is pleased to report that Fedak found that the financial statements fairly represent LWD's financial condition and are in conformance with GAAP. A copy of Fedak's management letter has been attached and a copy of the full CAFR has been enclosed for your review. Staff and Mr. Charles Fedak will present an overview of the CAFR at the upcoming meeting.

Attachment
Enclosure

Leucadia Wastewater District

Management Report

June 30, 2006

Leucadia Wastewater District

Management Report

Table of Contents

<u>Item</u>	<u>Page No.</u>
General Introduction	1
Summary of Current Year Comments and Recommendations	2
Appendix:	
Audit/Finance Committee Letter	1-3
Schedule of Audit Adjusting Entries	

Board of Directors
Leucadia Wastewater District
Carlsbad, California

Dear Members of the Board:

We have audited the basic financial statements of the Leucadia Wastewater District (District) as of and for the years ended June 30, 2006 and 2005, and have issued our report thereon dated October 15, 2006. In planning and performing our audit of the basic financial statements, we considered the District's internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the basic financial statements and not to provide assurance on the internal control structure. We have not considered the internal control structure since the date of our report. A material weakness is a condition in which the design or operation of the specific internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. However, we noted no matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above.

During our audit we did not note any material matters involving the District's internal control structure and other operational matters that should be presented for your consideration.

Our comments, all of which have been discussed with the appropriate members of management, are summarized as follows:

Summary of Current Year Comments and Recommendations

None Noted

This report is intended solely for the information and use of management and the Board of Directors of the District. This restriction is not intended to limit the distribution of this letter, which is a matter of public record.

We appreciate the courtesy and cooperation extended to us during our examination. We would be pleased to discuss the contents of this letter with you at your convenience. Please do not hesitate to contact us.

October 15, 2006
Cypress, California

APPENDIX

Leucadia Wastewater District

Audit/Finance Committee Letter

June 30, 2006

Board of Directors
Leucadia Wastewater District
Carlsbad, California

In connection with our audit of the Leucadia Wastewater District (District) for the year ended June 30, 2006, this letter sets forth certain matters that we wish to bring to your attention.

The Auditor's Responsibility under Auditing Standards Generally Accepted in the United States of America

Our audit of the financial statements of the District for the year ended June 30, 2006, was conducted in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether caused by error, fraudulent financial reporting or misappropriation of assets. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. Accordingly, the audit was designed to obtain reasonable, rather than absolute, assurance about the financial statements. We believe that our audit accomplished that objective.

Significant Accounting Policies

The District adopted the following new pronouncements in 2006:

Governmental Accounting Standards Board Statement No. 44

In May 2004, the GASB issued Statement No. 44, *Economic Condition Reporting: The Statistical Section-an amendment of NCGA Statement No.1*. This statement amends the portions of NCGA Statement 1, *Governmental Accounting and Financial Reporting Principles* that guide the preparation of the statistical section. The statistical section presents detailed information, typically in ten-year trends, that assists users in utilizing the basic financial statements, notes to basic financial statements, and required supplementary information to assess the economic condition of a government. The District has adopted this statement in fiscal year 2006 and has presented a statistical section at the end of this report.

Governmental Accounting Standards Board Statement No. 46

In December 2004, GASB issued Statement No. 46, *Net Assets Restricted by Enabling Legislation, an amendment of GASB Statement No. 34*. GASB Statement No. 34 requires that limitations on the use of net assets imposed by enabling legislation be reported as restricted net assets. In the process of applying this provision, some governments have had difficulty interpreting the requirement that those restrictions be "legally enforceable." The confusion over this phrase has resulted in a diversity of practice that has diminished comparability. This statement clarifies that a legally enforceable enabling legislation restriction is one that a party external to a government – such as citizens, public interest groups, or the judiciary – can compel the government to honor. This statement also specifies the accounting and financial reporting requirements if new enabling legislation replaces existing enabling legislation or if legal enforceability is reevaluated. Finally, this statement requires governments to disclose the portion of net assets that are restricted by enabling legislation. The District has noted no changes to the restrictions in enabling legislation applicable in fiscal year 2006.

Governmental Accounting Standards Board Statement No. 47

In June 2005, GASB issued Statement No. 47, *Accounting for Termination Benefits*. This statement establishes accounting standards for *voluntary* and *involuntary* termination benefits. There were no voluntary or involuntary termination benefits accounted for in fiscal year 2006.

Significant or Extraordinary Transactions

We did not identify any significant or extraordinary transactions or significant accounting policies in controversial or emerging areas for which there is lack of authoritative guidance or consensus.

Management's Judgments and Accounting Estimates

Accounting estimates are an internal part of the preparation of financial statements and are based upon management's current judgment. The process used by management encompasses their knowledge and experience about past and current events and certain assumptions and future events. Management has informed us that they used all the relevant facts available to them at the time to make the best judgments about accounting estimates, such as estimating the useful life of their capital assets. We considered this information in the scope of our audit. Therefore, based on our procedures performed, we were able to conclude that the judgmental estimates provided by management were reasonable for financial statement presentation purposes.

Significant Audit Adjustments

There were no audit adjustments/reclassifications made to the original trial balance presented to us to complete our audit.

Other Information in Documents Containing Audited Financial Statements

We are not aware of any other documents that contain the audited financial statements. If such documents were to be published, we would have a responsibility to determine that such financial information was not materially inconsistent with the audited statements of the District.

Disagreements with Management

We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on any significant matters, the scope of the audit or significant disclosures to be included in the financial statements.

Consultations with Other Accountants

We are not aware of any consultations management had with other accountants about accounting or auditing matters.

Major Issues Discussed with Management

No major issues were discussed with management prior to our retention to perform the aforementioned audit.


Difficulties Encountered in Performing the Audit

We did not encounter any difficulties in dealing with management relating to the performance of the audit. We appreciate the cooperation extended us by Paul Bushee, General Manager and Richard Duffey in the performance of our audit testwork. We will be pleased to respond to any questions you have about the foregoing. We appreciate the opportunity to continue to be of service to the District.

This report is intended solely for the information and use of the Board of Directors and management and is not intended to be and should not be used by anyone other than the specified, parties. This restriction is not intended to limit the distribution of this letter, which is a matter of public record.

October 15, 2006
Cypress, California

MEMORANDUM

DATE: January 5, 2007
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Board of Directors/Staff Relations Policy

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Adopt Resolution No. 2175; and,
2. Discuss and take other action, as appropriate.

DISCUSSION:

During December 2005, the Board of Directors considered establishing a Board of Directors/Staff Relations Policy that details relationships between the Board and the General Manager, the Board and staff, the Board and counsel, and the relationship amongst the Board itself. Following this discussion, the Board decided that a formal policy was not required. At the September 2006 California Special District's Association (CSDA) annual meeting, several board members attended conference sessions that discussed the importance of a Board/Staff Relations Policy. Following the meeting, attending board members asked the General Manager to place this item on a future agenda for further discussion and consideration.

The Board discussed establishing a Board of Directors/Staff Relations Policy during their November 2006 meeting and directed staff to prepare a draft policy. At their December meeting, the Board reviewed the draft policy, made minor changes, and directed staff to prepare a resolution adopting the policy.

Subsequent to the December meeting, Director Omsted contacted the General Manager and recommended additional changes. These changes (Attachment 1) are provided for the board's discussion but have not been included in the proposed policy.

Attachment 2 is a resolution that adopts LWD's Board-General Manager/Staff Relations Policy. The proposed policy, as modified at the December meeting, is attached as Exhibit "A". The board's modifications are underlined and highlighted in bold type.

Staff recommends that the Board adopt Resolution No. 2175 and take other action as appropriate.

Attachments

cal:PJB

**Recommended Changes to LWD's Board-General Manager/Staff Relations Policy
Submitted by Director Omsted**

Here are some of my ideas regarding Board staff relations. Maybe you can incorporate it in your next revision.

III. Board to Staff

- B) Only the Board of Directors can request the creation of a particular report or analysis. Directors may obtain copies of existing reports and analysis at any time.
- C) The General Manager will be contacted for the purpose of asking questions about, or seeking clarifications of issues related to the Boards official business. The General Manager may delegate a staff member to assist the Board member.

IV. Board and Employee Political

- A)Board members should not request employees to perform political or election related tasks.
- B) The Board does not advise employees to volunteer.....

V. Attorney

- C) Attorneys shall take direction from a board majority or a duly appointed committee acting within the scope of the District. Erase Board Chair

RESOLUTION NO. 2175

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
LEUCADIA WASTEWATER DISTRICT
ADOPTING THE LEUCADIA WASTEWATER DISTRICT'S
BOARD-GENERAL MANAGER/STAFF RELATIONS POLICY**

WHEREAS, the Leucadia Wastewater District Board of Directors intends to adopt a Board-General Manager/Staff Relations Policy; and,

WHEREAS, it is in the interest of the Leucadia Wastewater District to adopt a Board-General Manager/Staff Relations Policy.

NOW, THEREFORE, it is resolved as follows:

1. The LWD Board of Directors adopts the LWD Board-General Manager/Staff Relations Policy attached hereto as Exhibit "A" and directs that it be implemented consistent with all applicable laws and related District policies.

PASSED AND ADOPTED at a meeting of the Board of Directors of the Leucadia Wastewater District held January 10, 2007 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson, President

ATTEST:

Paul Bushee, Board Secretary

EXHIBIT "A"

BOARD-GENERAL MANAGER/STAFF RELATIONS POLICY



LEADERS IN
ENVIRONMENTAL
PROTECTION

LEUCADIA WASTEWATER DISTRICT BOARD - GENERAL MANAGER/STAFF RELATIONS POLICY

Ref: 07-0895

I. General Provisions

A) The Board of Directors, acting as a Board, is the governing body of the Leucadia Wastewater District (District) and is accountable to the public for the District's services, finances, establishment of policy and staff performance. All powers of the Board shall be exercised and performed by the Board as a body, and no individual Director, except as otherwise authorized by the Board, shall have the power to alter or amend Board policy or directions. Public statements of Board policy and direction should reflect the viewpoint of a Board majority, notwithstanding a minority position.

B) The General Manager serves at the pleasure of the Board and is accountable to the Board for the implementation of Board policy and directions. The General Manager is responsible for the day-to-day operation and administration of the District.

C) The staff is responsible for performing administrative and operational functions assigned by the General Manager, or his or her designee, in implementing Board policy and directions. Direction to staff shall come through formal job descriptions or by directives from the General Manager or his or her designee.

D) District Counsel is retained by the Board, and is solely accountable to the Board.

II. Board to General Manager

A) The Board shall hire a General Manager, establish his or her compensation and define the conditions of his or her employment. The General Manager shall serve at the pleasure of the Board.

B) The General Manager is responsible for performing those functions, specific or general, assigned by the Board, either in the form of job description or Board direction.

C) The General Manager shall recommend, and the Board shall approve, the organizational structure of the District.

D) The General Manager shall hire all personnel with the exception of General Counsel at his or her sole discretion. The General Manager shall recommend and the Board shall approve the District's organizational chart and compensation ranges.

E) The Board of Directors shall ultimately approve district Policy. The General Manager may recommend and provide information regarding policy matters, including

information relating to the technical, administrative and fiscal ramifications of the policies being considered.

F) The General Manager shall take direction only from a Board majority, or from a duly appointed committee, acting within the scope of the District and in accordance with direction from the Board.

G) The General Manager shall act as the primary point of contact between the Board and the staff.

H) The General Manager shall provide such reports for the Board as requested, including but not limited to:

- 1) Status reports on Board directed activities.
- 2) Financial reports.
- 3) Updates on operations, maintenance, construction and personnel matters.
- 4) Emergency reports.

III. Board to Staff

A) Administration of staff is the direct responsibility of the General Manager. The General Manager shall provide policy and administrative direction to staff.

B) ~~Individual Directors should not request the creation of reports or analyses directly from staff.~~ If a Director is requesting the creation of a particular report or analysis, the matter should be brought to the General Manager or, if appropriate, the Board of Directors. However, Directors may obtain copies of existing reports and analysis from staff.

C) Individual Directors may contact staff directly for the purpose of asking questions about, or seeking clarifications of, issues related to the District's official business. This access may be in person or via telephone, e-mail or other forms of written or verbal requests. The General Manager should be notified of such contact between Directors and staff.

D) Individual Directors intending to use more than 30 minutes of any staff member's time for issues relating to the District's business, should make an appointment with the staff member at a mutually agreed time and date. Contact with staff members should not generally exceed one (1) hour in any one week. Contact between Directors and the General Manager is not limited.

E) Individual Directors shall be granted access to all existing public documents at the District.

F) Staff members are not precluded from speaking with Directors. However, all complaints or matters of internal discipline should follow the established chain of command.

IV. Board and Employee Political/Election Related Activities

A) Government Code § 3204 prohibits elected public officials, such as District Board Members, from directly or indirectly "using any office, authority or influence" to persuade an

individual to vote, exert political influence, or take political action on behalf of any candidate, officer, or party, in exchange for aiding or obstructing that individual's ability to secure "any position, nomination, confirmation, or promotion." It is unlawful, therefore, for Board Members to use their positions to force employees to perform political or election related tasks, or to retaliate against employees for refusing to do so.

B) In the event that District employees volunteer to help Board Members with election or political activities, the District prohibits such conduct while at work or while on District property. The basic rule is that public entities cannot use public funds or resources to influence voters to support a political position. This prohibition naturally extends to a public employee's use of his or her time on the job for political or election activities. Government Code § 3206 expressly prohibits local agency employees from participating in political or election activities while in uniform or at work.

V. Board, General Manager and Staff to Attorneys

A) The Board may hire Attorneys as needed and establish their compensation. Attorneys shall work under the direction of the Board or its designee and shall serve at the pleasure of the Board or its designee.

B) Attorneys shall not become involved in policy decisions, except to comment on the legal ramifications of the policies being discussed or considered.

C) Attorneys shall take direction from a Board majority, from a duly appointed committee acting within the scope of its District and in accordance with direction from a Board majority or from the Board Chair.

D) Any Director may request a verbal opinion on any issue from Attorneys at all meetings where Attorneys are present, including but not limited to clarification of individual conflicts of interest which bear on the Director's ability to participate in a vote.

E) Attorneys shall not respond to individual requests of a personal nature.

F) The General Manager is the primary point of contact between the staff and Attorneys for the assignment of work.

G) The General Manager shall be authorized to contact attorneys at his or her discretion.

VI. Board to Other Agencies

A) Directors may contact elected officials, or staffs of other Agencies, on behalf of the Board. However, when representing the Board, Directors' comments should reflect approved Board policies or, in areas where no policy has yet been developed, the viewpoint of a majority of the Board. If the Board's viewpoint is unclear or not known, this should be stated.

B) If a Director expresses an opinion before another agency regarding District business that is inconsistent with established Board policy or is simply not covered by Board

policy or action, it is requested that the Director state that he or she is expressing their own opinion and not representing the Board as a whole

VII. Emergency Situations

A) The General Manager or his/her appointee shall notify Directors of an emergency as soon as reasonably practical. The General Manager or his/her appointee shall follow-up with written reports to the Board within a reasonable time following the emergency.

VIII. Access To The Agenda

A) The Board may request items to be placed on future agendas at its regular meetings. In addition, each and every Director may place any item on the agenda provided the request is made no later than Tuesday of the week before the meeting.

B) Items placed on the agenda by an individual Director, accompanied by material submitted by that Director, shall be included in the agenda packet.

IX. Committees

A) To facilitate the fulfillment of its responsibilities, the Board may, from time to time, establish standing, ad hoc, or citizen committees, as allowed by the Government and Water Codes.


B) The Board, or the President of the Board, may appoint standing and ad hoc committees. The Board may appoint citizen committees.

C) The purpose, scope and terms of committee operation shall be defined and approved by the Board.

D) Each committee will operate within the purpose and scope defined by the Board. If additional activities appear necessary to the completion of the assigned task, the committee may request additional authorization from the Board.

E) Committees will keep the Board apprised of their activities and make a full report to the Board at regularly scheduled Board meetings.

MEMORANDUM

DATE: January 5, 2007
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Disclosure of Reimbursements Report for July through December 2006

RECOMMENDATION:

1. Receive and File the Disclosure of Reimbursements Report for July through December 2006.

DISCUSSION:

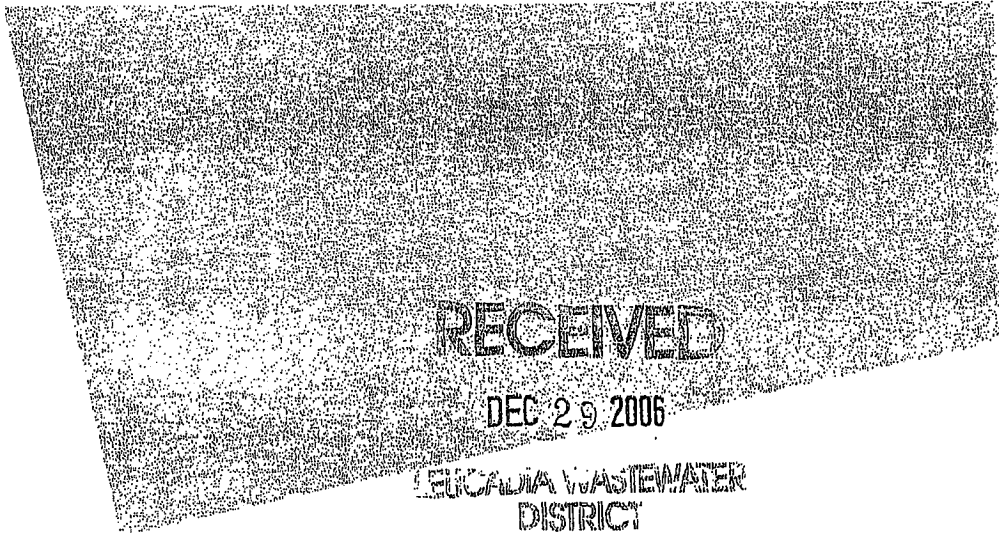
Government Code Section §53065 stipulates that Special Districts must disclose reimbursements of \$100 or more on at least an annual basis. Leucadia Wastewater District (LWD) prepares the Disclosure Report every six months, which is above and beyond the requirements of Government Code Section §53065. LWD's Disclosure report for the July to December 2006 period has been attached for your review.

PJB:

Attachment

**Leucadia Wastewater District
Disclosure of Reimbursements Report
July 1, 2006 - December 30, 2006**

Conference Date	Director	Director	Director	Director	Director	Director	Director	GM	ASM	FSM	PM
Description	J. Hanson	E. Sullivan	D. Omsted	D. Kulchirn	A. Juliuissen	P. Bushee	C. LeMay	L. Schempp	R. Morisita		
CASA Annual Conference											
CASA 8/9/06-8/11/06 Monterey	400.00	400.00	0.00	400.00	400.00	400.00	0.00	0.00	0.00	0.00	0.00
Registration	400.00	400.00	0.00	400.00	400.00	400.00	0.00	0.00	0.00	0.00	0.00
Hotel	558.18	558.18	0.00	558.18	398.38	372.12	0.00	0.00	0.00	0.00	0.00
Airfare	321.68	298.70	0.00	158.60	0.00	323.70	0.00	0.00	0.00	0.00	0.00
Rental Car/mileage	0.00	0.00	0.00	140.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub-total	1,279.86	1,256.88	0.00	1,256.91	798.38	1,095.82	0.00	0.00	0.00	0.00	0.00
CA LAFCO Annual Conference											
CA LAFCO 9/9/06-9/7/06 San Diego	500.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Registration	500.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hotel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Airfare	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rental Car/mileage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub-total	500.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CSDA Annual Conference											
CSDA 9/24/06-9/27/06 Squaw Creek	275.00	460.00	460.00	0.00	275.00	275.00	275.00	0.00	0.00	0.00	0.00
Registration	275.00	460.00	460.00	0.00	275.00	275.00	275.00	0.00	0.00	0.00	0.00
Hotel	569.70	759.60	734.70	0.00	569.70	569.70	569.70	0.00	0.00	0.00	0.00
Airfare	305.13	298.70	342.50	0.00	305.13	211.20	211.20	0.00	0.00	0.00	0.00
Rental Car/mileage	0.00	152.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub-total	1,149.83	1,670.67	1,537.20	0.00	1,149.83	1,055.90	1,055.90	0.00	0.00	0.00	0.00
Pipeline Assessment Certification Training											
PACP Training 7/31/06-8/2/2006 Long Beach	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	0.00	0.00
Registration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	0.00	0.00
Hotel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	351.80	0.00	0.00
Airfare	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rental Car/mileage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub-total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,551.80	0.00	0.00
WEFTEC 2006 Conference											
WEFTEC 10/22/2006-10/24/2006 Dallas, TX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	675.00
Registration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	675.00
Hotel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	204.70
Airfare	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	398.61
Rental Car/mileage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub-total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,278.31
CSRMA Contractor Liability Training											
CSRMA 11/1/2006-11/2/2006 Ontario	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Registration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hotel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	188.86
Airfare	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rental Car/mileage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub-total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	188.86



December 22, 2006

Mr. Paul Bushee
Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, CA 92009-6810

Dear Mr. Bushee:

The California Special Districts Association (CSDA) Region 6 currently has a vacancy on the Board of Directors due to the retirement of Harry Ehrlich of Olivenhain Municipal Water District, San Diego County. Region 6 is comprised of Orange, Riverside, San Diego and Imperial counties and the remaining term for Seat C is 2 years. CSDA is accepting letters of interest for this vacancy.

The CSDA Board of Directors is the governing body responsible for all policy decisions affecting CSDA's member services and legislative programs. Serving on the Board requires interest in the issues confronting special districts statewide as well as a time commitment including travel to all Board meetings, usually six per year in Sacramento along with attendance at the Special Districts Legislative Days (2 days in Apr/May); Annual Conference (3 days in Sept/Oct); and Annual Planning Session (2 days in Nov). As you can see, there is a definite time commitment required from the successful candidate. CSDA reimburses directors for all related travel expenses as outlined in Board policy.

If you can make the time commitment and have the desire to lend your expertise and experience as a CSDA Board member, please submit a letter of interest and copy of your board's supporting resolution to the CSDA office no later than February 2, 2007 at 5pm.

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
Fax: 916.442.7889
Email: neilm@csda.net

Your letter of interest should include reasons for wanting to participate, experience and any other items that you feel may assist in the overall selection. We hope to fill the vacant seat via appointment at the CSDA Board meeting in March.

If you have any questions regarding the Board vacancy or CSDA, please feel free to contact me directly at 877-924-2732.

Best Regards,

Neil McCormick
Executive Director

- [Home](#)
- [Meetings](#)
- [Training](#)
- [Bullsheet](#)
- [Pictures](#)
- [Sponsors](#)
- [Board](#)
- [Other Agencies](#)



RSVP - January Awards and Installation Banquet

When: January 27, 2007
Time: Between 5:00 PM and ? AM
Where: The Catamaran Resort Hotel

Please fill out the following form to RSVP for the January Awards and Installation Banquet at The Catamaran Resort Hotel. Thanks

Please provide the following contact information, red asterisked items are required :

*First Name		
*Last Name		
CWEA Member #		<i>Must be included to get member price.</i>
Organization		
*Street Address		
Address (cont.)		
*City		
*State	CA	
*Zip		
*Work Phone	No commas or parentheses	
Home Phone	No commas or parentheses	
E-mail		
Guest Name		

Select One DESCRIPTION

- Member RSVP \$50.00 (*Member # Must be included to get Member Price*)
- Non-Member RSVP \$55.00