



LEADERS IN
ENVIRONMENTAL
PROTECTION

**BOARD OF DIRECTORS
REGULAR MEETING**

DATE: Wednesday, November 13, 2013
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. Presentations and Awards**
 - A. Achievement of Individual Objectives. (Pages 1-2)

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:

October 16, 2013 Regular Board Meeting (Pages 3-10)

November 5, 2013 Investment & Finance Committee Meeting (Pages 11-12)

November 5, 2013 Engineering Committee Meeting (Pages 13-15)

8. Approval of Demands for October/November 2013

This item provides for Board of Directors approval of all demands paid from LWD during the month of September and a portion in October 2013. (Pages 16-33)

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 FY 12 to FY 13 and flows by sub-basin. (Pages 34-37)

10. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY 13 budget and discloses monthly investments. (Pages 38-45)

11. Quarterly Treasurer's Investment Report

This report discloses investments for the quarter ending June 30, 2013. (Pages 46-47, Attachment 11A)

12. Actuarial Valuation of LWD's Retiree Health Program

Receive and file the Actuarial Valuation of LWD's Retiree Health Program as of June 30, 2013. (Pages 48-51)

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority Reports

A. A regular EWA Board meeting was held on October 23, 2013 – report by Director Juliussen. (Page 52)

B. A EWA Member Agencies Manager's meeting was held on November 5, 2013 – report by GM Bushee. (Verbal)

14. Committee Reports

A. Investment & Finance Committee meeting was held on November 5, 2013 – report by Director Hanson. (Page 53)

B. Engineering Committee meeting was held on November 5, 2013 – report by Director Juliussen. (Page 54)

- C. Employee Recognition Committee meeting will be on November 12, 2013 – report by Director Hanson. (Verbal)

ACTION ITEMS

- 15. Leucadia (L1) Force Main and Batiquitos (B3) Force Main Non-Destructive Testing Project.**
Receive and file the technical memorandum on the Recommended Method for Non-Destructive Testing of Leucadia (L1) and Batiquitos (B3) Force Mains completed by Infrastructure Engineering Corporation. (Pages 55-62)
- 16. Award of Purchase Contract – Mechanical Fat, Oil and Grease Reduction System for the Batiquitos Pump Station Wet Well.**
Authorize the General Manager to purchase a Mechanical Fat, Oil and Grease Reduction System for Batiquitos Pump Station from Anue Water Technologies, Inc. in an amount not to exceed \$51,305.00. (Page 63)
- 17. Approve an award of \$1,000 to the recipient of the 2013 Employee of the Year Award.**
(Page 64)
- 18. Calendar Year 2014 Board of Directors' Meeting Schedule.**
Approve the Calendar Year 2014 Board of Directors' meeting schedule. (Pages 65-67)
- 19. Batiquitos Lagoon Foundation Board Members 2013 Election.**
(Pages 68-71)
- 20. Call for Nominations to the San Diego Chapter CSDA Board of Directors.**
(Pages 72-73)

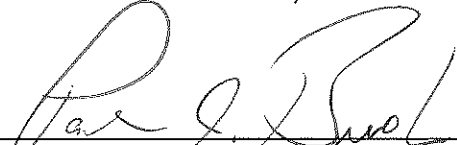
INFORMATION ITEMS

- 21. Project Status Updates and Other Informational Reports**
- A. GASB 63 & 68 Update. (Page 74)
 - B. CSDA Quarterly Dinner Meeting is scheduled for Thursday, November 21, 2013 at The Butcher Shop Steakhouse in Kearny Mesa. (Pages 75-77)
 - C. Invitation to Senator Joel Anderson Annual Holiday Legislative Open House on Thursday, November 21, 2013 at Toyota of El Cajon. (Pages 78-79)
- 22. Directors' Meetings and Conference Reports**
- A. The Watereuse Direct Potable Reuse Conference was held on November 7-8, 2013 at the Marriott in Newport Beach, CA. (Verbal)
- 23. General Manager's Report**
- 24. General Counsel's Report**
- 25. Board of Directors' Comments**
- 26. 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: November 7, 2013



Paul J. Bushee, Secretary/General Manager

MEMORANDUM

DATE: November 7, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Presentations and Awards – Achievement of an Individual Objective**

It is my pleasure to announce that two Leucadia Wastewater District (LWD) staff members have recently met an individual performance objective under LWD's Incentive Program. The achievements are as follows:

Bachelor of Science (B.S.) Degree in Business

Please join me in congratulating Mauricio Avalos who recently received his Bachelor of Science Degree in Business from the University of Phoenix. To obtain his degree, Mauricio worked hard on his own time for this achievement while maintaining his full time position at LWD. Mauricio also holds a Collections System II, Water Treatment and Water Distribution certifications. Mauricio has been employed since May 23, 2011 and he is the fourth LWD employee to gain a bachelor degree under LWD's Incentive Program. Mauricio is eligible for an incentive award in the amount of \$1,000.

10 Year Service Award – Robin Morishita

Today, November 13, 2013, Robin passed his 10th anniversary of employment at LWD. This milestone is a tribute to Robin's hard work and dedication to LWD. As an individual objective under LWD's Incentive Program, Robin is eligible for an incentive award of \$200.

Please join me in congratulating Mauricio and Robin for their outstanding accomplishment.

PJB

UNIVERSITY OF PHOENIX

*Upon the recommendation of the Faculty,
University of Phoenix does hereby confer upon*

Mauricio Manuel Avolos

the degree of

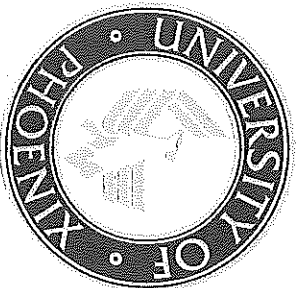
Bachelor of Science in Business

with all the rights, honors and privileges thereto appertaining.

*In witness whereof, the seal of the University and the signatures as authorized
by the Board of Directors, University of Phoenix, are herunto affixed,
this thirtieth day of September, in the year two thousand thirteen.*

Meville Lewis Engel
Chairman, Board of Directors

Paul D. Sperry
Chairman Emeritus



W. S. Reynolds
President

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 October 16, 2013

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, October 16, 2013 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

President Sullivan called the meeting to order at 5:02 p.m.

2. Roll Call

DIRECTORS PRESENT: Sullivan, Juliussen, Omsted, and Hanson

DIRECTORS ABSENT: Kulchin

OTHERS PRESENT: General Manager Paul Bushee, Legal Counsel Wayne Brechtel, Administrative Services Manager Chuck LeMay, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Trisha Hill, District Engineer Steve Deering with Dudek, CPA Richard Duffey with Brownell & Duffey, Field Services Technicians In-Training Hugo Gonzalez and Rick Easton.

3. Pledge of Allegiance

President Sullivan led the pledge of allegiance.

4. General Public Comment Period

There was no public. GM Bushee introduced two new LWD employees Hugo Gonzalez and Rick Easton. The Board welcomed Hugo and Rick.

5. Approval of Agenda

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

6. Presentations and Awards

A. Achievement of Organizational Objectives.

GM Bushee presented two organizational objectives that LWD achieved this past month. He reported that the CSRMA Board of Directors approved the distribution of dividend payments from the pooled worker's compensation insurance program. The District received the check in the amount of \$8,950. He noted that LWD's incentive program authorizes a 50% cost sharing of the dividend and each employee is eligible for a compensation award of \$248.61.

He also reported that on September 13, 2013, staff completed two years without a lost time injury accident which meets another organizational objective under the incentive program. He indicated that this goal is important since work place injuries result in lost productivity, low morale and increased worker's compensation costs. He noted that each employee is eligible for a \$500 compensation award.

The Board congratulated staff for their efforts. President Sullivan noted that she attended a

conference session that presented information about the direct correlation between work place injuries and low morale.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

September 11, 2013 Regular Board Meeting
September 12, 2013 Community Affairs Committee Meeting
September 23, 2013 Investment & Finance Committee Meeting
October 3, 2013 Engineering Committee Meeting

8. Approval of Demands for September/October 2013

Payroll Checks numbered 16909-16946; General Checking – Checks numbered 44387-44550; Reissued checks numbered 44202 and 44461

9. Operations Report (A copy was included in the original October 16, 2013 Agenda)

10. Finance Report (A copy was included in the original October 16, 2013 Agenda)

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

EWA and COMMITTEE REPORTS

11. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting was held on September 25, 2013.

Director Juliussen stated that he did not attend the EWA September 25, 2013 Board meeting, however he reported on the meeting based on the EWA report included in the agenda. Juliussen reported on the September 25, 2013 EWA Board of Directors meeting.

B. Encina Member Agencies Manager's (MAM) Meeting was held on October 1, 2013.

GM Bushee reported on the October 1, 2013, 2013 MAM meeting.

12. Committee Reports

A. Community Affairs Committee meeting was held on September 12, 2013.

Director Omsted reported that the CAC reviewed the draft text and layout of the newsletter and provided several revisions. He stated that the cover story will focus on the District's FY 13 accomplishments and it will also include an article on the proper disposal of flushable wipes.

He also reported that the CAC received an update on the website upgrade project noting that staff and Vision Internet mutually agreed to discontinue with the contract negotiations. Staff plans to commence negotiations with the company who scored second, BigTuna Interactive.

B. Investment & Finance Committee meeting was held on September 23, 2013.

Director Hanson reported that the IFC reviewed the proposed new financial software system. She stated that the IFC agreed with staff's recommendations and the contract with nfpAccounting will be reviewed later in the agenda.

C. Engineering Committee meeting was held on October 3, 2013.

Director Juliussen reported that the EC reviewed a purchase order with Courtesy Chevrolet Center, in the amount of \$24,620.86 for the purchase of one 2014 Chevrolet pickup truck to replace the District's On-Call Truck. The EC agreed with staff's recommendation and it will be reviewed later in the agenda.

He also reported that the EC received an update on the recent structural repairs in the Village Park area as a result of the enhanced CCTV inspections. He noted that staff will present the update later in the agenda.

ACTION ITEMS

13. Amend LWD's Health Flexible Spending Account.

Adopt Resolution No. 2241- Amending LWD's Health Flexible Spending Account.

ASM LeMay presented the item stating background on the District's Health Flexible Spending Account. He stated that due to the passage of the Patient Protection and Affordable Care Act (PPACA), the maximum Health FSA employee contribution amount was reduced from \$5,000 to \$2,500 effective January 1, 2013. He noted that the employees that are participating in the program are complying by the new limit, however, to formalize that the District is complying with the PPACA staff request that the Board adopt Resolution No. 2241.

Following discussion, and upon a motion duly made by Director Hanson, seconded by Director Omsted and carried, the Board of Directors adopted Resolution No. 2241 – Amending LWD's Health Flexible Spending Account by the following vote:

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

14. Authorize the purchase of one 2014 Chevrolet Pickup Truck to replace the District's On-call truck.

Authorize the General Manager to execute a Purchase Order with Courtesy Chevrolet Center, in the amount of \$24,620.86 for the purchase of one 2014 Chevrolet Pickup Truck to replace the District's On-call truck.

FSS Jeff Stecker presented the item stating that it was reviewed by the EC on September 4th. He noted that this is a goal in the FY 14 Tactics and Action Plan. He described the condition of the District's current on-call truck indicating that it needs to be replaced and that it meets the

replacement schedule in the District's Vehicle Replacement Policy. He also provided a summary of the bidding process and that the District received two bids, noting their amounts. He stated that staff reviewed the bids and determined that Courtesy Chevrolet is the lowest responsive and responsible bidder.

Director Hanson asked what will happen to the District's old on-call truck. FSS Stecker stated that the truck will be traded in and the bid cost included the trade in value of truck.

Following discussion, and upon a motion duly made by Director Omsted, seconded by Director Juliussen and carried, the Board of Directors authorized the General Manager to execute a Purchase Order with Courtesy Chevrolet Center, in the amount of \$24,620.86 for the purchase of one 2014 Chevrolet Pickup Truck to replace the District's On-call truck.

15. Risk Control Audit Report

Receive and file the California Risk Management Authority (CSRMA) Risk Control Audit Report.

ASM LeMay presented the item indicating when the audit was performed and that David Patzer of CSRMA conducted the audit. He stated that the audit process was lengthy and it involved many safety committee meetings, along with input from other staff members. He provided the results of the audit indicating which areas needs improvement. He added that staff is currently assessing the areas that needs improvement and plans to address the issues during the remainder of this year and next year.

He stated that the CSRMA Executive Board is requesting that the Board receive and file this report in order to help educate Board members with CSRMA's risk control efforts.

Director Omsted noted that he was impressed with the report. President Sullivan indicated that the report was comprehensive and helpful to the District.

Following discussion, and upon a motion duly made by Director Juliussen, seconded by Director Hanson and carried, the Board of Directors received and filed the CSRMA Risk Control Audit Report.

16. Approve LWD's Public Records Act Policy

Adopt Resolution No. 2240 – Approving LWD's Public Records Act (PRA) Request Policy.

EA Hill presented the item stating the purpose and need of this policy. She stated that the District is recognized as a District of Distinction by the Special District Leadership Foundation (SDLF); however, the District needs to reapply for this certification every two years. The certification is due for renewal in April 2014 and SDLF has changed the requirements in order to receive the certification.

She added that one of the requirements is that the District must have a SDLF District Transparency Certificate of Excellence, noting that the District does not have this certificate. She noted that the evaluation of the program is a goal in the FY 14 Tactics and Action Plan. She provided a brief list of benefits of program, along with the requirements. She stated that the one of the requirements is that the District must have a Board approved PRA Request Policy. She noted that the District follows the PRA, however, it doesn't have a formal written policy.

Following discussion, and upon a motion duly made by Director Hanson, seconded by Director Juliussen and carried, the Board of Directors adopted Resolution No. 2240 – Approving LWD's

PRA Request Policy by the following vote:

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

17. Annual Review of the Board – General Manager/Staff Relations Policy.

Receive and file the Annual Review of the Board-General/Staff Relations Policy.

ASM LeMay presented the item stating provided background information and the purpose of the policy. He stated that staff reviewed the policy and had no recommended revisions to the policy.

Following discussion, and upon a motion duly made by Director Hanson, seconded by Director Juliussen and carried by Sullivan, with Director Omsted opposing the Board of Directors received and filed the Annual Review of the Board-General/Staff Relations Policy.

Director Omsted indicated that the policy needs additional revisions.

18. Award of Purchase Contract – nfpAccounting Technologies, Inc. for Financial Software Update.

Authorize the General Manager to purchase the Sage Fund Accounting Software through nfpAccounting Technologies, Inc. on a sole source basis in an amount not to exceed \$44,536.

CPA Duffey presented the item stating that the District's current financial software no longer meets the District needs and is no longer supported. He noted that the system was developed under the DOS operating system. He stated that during FY 13 staff completed a tactical goal to evaluate several financial software systems.

He added that staff worked with nfpAccounting to help determine which software system best met the District's needs. Staff chose to sole source the contract with nfpAccounting because of their excellent support over the last nine years. In addition, nfpAccounting is a leader in implementing and supporting fund accounting technologies for government and non-profit agencies. He also provided a summary of staff's selection process for choosing the accounting software, indicating that Sage Fund Accounting was the best program for the District. He noted that the IFC reviewed this contract at their September 23, 2013 meeting and the IFC agreed with staff's recommendation.

Following discussion, and upon a motion duly made by Director Juliussen, seconded by Director Omsted and carried, the Board of Directors authorized the General Manager to purchase the Sage Fund Accounting Software through nfpAccounting Technologies, Inc. on a sole source basis in an amount not to exceed \$44,536.

19. Potential Transition to Electronic Board Agendas and Use of Electronic Tablets.

ASM LeMay presented the item indicating that it was placed on the agenda at the request of President Sullivan. He stated that staff recently participated in a survey regarding the use of electronic Board agendas and he provided the results of the survey. He also provided a list of benefits with going paperless and moving to electronic agendas.

In addition, he provided key considerations to facilitate the Board's discussion on the topic. He

provided a cost estimated for five tablets, along with other fees such as cellular service. He also presented other considerations, such as, the Board commitment to going paperless, training, technical issues with the tablets, noting that they would be District property and all information on them would be subject to the Public Records Act.

President Sullivan thanked staff for providing the advantages and potential disadvantages to consider. Director Juliussen stated that he could learn how to use the tablet; however he didn't see a significant cost savings by going paperless. President Sullivan asked several questions about the tablet's functions and information on the data plans. GM Bushee answered her questions. She also stated that if all Board members were not committed with going paperless, then she would not agree to purchase the tablets.

GM Bushee also noted that he received an email from Vice President Kulchin stating that he supported the purchase of tablets and use of electronic agendas.

GM Bushee summarized the Board discussion and agreed that staff will purchase five iPads with Wi-Fi and cellular capabilities, but to not implement the cellular service.

Following a discussion, the Board of Directors came to a consensus and directed staff to purchase five iPads with the Wi-Fi and cellular capabilities, without implementing the cellular service.

INFORMATION ITEMS

20. Project Status Updates and Other Informational Reports

A. Overview of recent Structural Repairs in the Village Park area as a result of the Enhanced CCTV inspections.

FSS Stecker provided a PowerPoint presentation of the structural repairs in the Village Park area. He stated that the transition from hydro-line cleaning to CCTV inspections has helped staff improve its operations by viewing structural damage that would have not be seen if the field services staff focused more of the their time on hydro-line cleaning the sewer lines. He noted that the District has not had a gravity line sewer spill in 23 months.

B. News Article dated September 30, 2013 from the San Diego Union Tribune "Bathroom Wipes Are Messing Up Pipes".

GM Bushee stated that Vice President Kulchin sent him the article.

GM Bushee also stated that FSS Stecker has been working with the CWEA Collections Committee on how to educate the public about the bathroom wipe issues in the sewer. He also presented a photograph of how the bathroom wipes negatively impact the wet well at the Batiquitos Pump Station.

C. LWD Comment Letter on Proposition 84 Grant Funding Allocation.

GM Bushee stated that the North San Diego County Recycled Water Coalition requested that the District sign a letter regarding the Proposition 84 Grant Funding Allocation. He provided an explanation on the allocation of the funds and how it affects the North County Recycled Water Coalition's project. He also provided a brief update on the District's water recycling negotiations with Olivenhain Municipal Water District (OMWD). He added that based on the

discussions, a contract with OMWD will not occur for at least 5 years and staff plans to resume discussions to maximize LWD's recycled water program with the city of Carlsbad.

21. Directors' Meetings and Conference Reports

A. The CSDA Annual Conference was held on September 16-19, 2013 at the Marriott in Monterey, CA.

President Sullivan stated that the Navy Commander's presentation was excellent. She stated there were issues with the round table session. Director Hanson agreed with President Sullivan about the roundtable discussions.

Director Juliussen noted that CSDA always has a good conference.

B. The CWEA Tri-State Conference was held on September 24-26, 2013 at the South Point Hotel in Las Vegas, NV.

President Sullivan reported that she attended sessions on polymer, a presentation on a wetlands project in Las Vegas, and a presentation on cigarette pollution and how agencies are recycling it into plastic and waste to energy.

C. The WEFTEC Conference was held on October 6-10, 2013 at the McCormick Place in Chicago, IL.

President Sullivan stated that this conference was excellent noting the various vendors that were present. She noted that she attended a session on employee succession planning and a session on humanitarian engineering. She noted that all the presentations that she attended were well done and that she learned a lot of information.

22. General Manager's Report

General Manager Bushee reported on the following items:

- Frank Reynaga notified LWD he plans to retire in September 2014. He noted that Frank will retire from the District with over 35 years of service.
- State Water Resources Control Board has raised their fees substantially, indicating that the WDR permit fees have increased over 27%.
- Provided an update on a recent staff meeting with Hilton executives regarding the B2 Force Main project. He stated that staff plans to continue discussions with Hilton with the goal of minimizing impacts to the hotel prior to replacing the pipeline.

23. General Counsel's Report

Legal Counsel Brechtel reported the following:

- The new Assembly Bill (AB) 218 prohibits public agencies from asking an applicant to disclose information regarding a criminal conviction, until the agency has determined the applicant meets the minimum employment qualifications for the position. This bill is effective July 1, 2014.

GM Bushee noted that the District would have to revise its employment application to comply with AB 218.

24. Board of Director's Comments

Director Juliussen stated that he is very satisfied with the capabilities of the new CCTV truck. President Sullivan thanked Director Hanson for being on the CSRMA Board.

25. Adjournment

President Sullivan adjourned the meeting at 5:50 p.m.

Elaine Sullivan, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
Minutes of an Investment & Finance Committee Meeting
November 5, 2013

A Meeting of the Investment & Finance Committee (IFC) of the Leucadia Wastewater District (LWD) was held Tuesday, November 5, 2013 at 9:00 a.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 9:00 a.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 Hill, CPA Richard Duffey with Brownell & Duffey, and Marilyn Jones with Nyhart Epler

3. Public Comment

No public comment was received.

4. Old Business

None.

5. New Business

A. Recommend that the Board of Directors Receive and File the Actuarial Valuation of LWD's Retiree Health Program as of June 30, 2013.

ASM LeMay stated that LWD recently completed an actuarial valuation required by Government Accounting Standards Board (GASB) statements Nos. 43 and 45. He also indicated that these statements required agencies such as LWD to accrue and expense liabilities associated with other post-employment benefits (OPEB). He noted that Ms. Marilyn Jones of Nyhart Epler will present an overview of the report.

Ms. Marilyn Jones presented an overview of the report including the key assumptions used in the valuation and how these assumptions affect ARC's calculation. She noted that the District's annual required contribution (ARC) for FY 2013/2014 is a negative or surplus of \$5,789. She also explained GASB 45 requirement that implicit rate subsidies be considered in the valuation of medical costs; however, since the District participates in a community rated health plan (CalPERS Health Plan), valuing the implicit rate subsidy is exempt. She added that this may change in the future because a proposed Actuarial Standard of Practice would require them to include the implicit rate subsidy in the valuation, which would increase the ARC. She provided an ARC estimate if the valuation included the implicit rate subsidy.

Director Omsted asked if all employees contributed to the Medicare and Social Security programs. GM Bushee confirmed that all employees except one contribute to the programs.

ASM LeMay noted that since the ARC reflects an excess, staff is not requesting that the excess contributions be returned to the District, since interest earned in the CERBT is greater than that available from other LWD investment options.

Following discussion, the IFC concurred with staff to recommend that the Board of Directors receive and file the LWD Actuarial Valuation as of June 30, 2013 at the November Board meeting under the consent calendar.

6. Information Items

A. Update on new GASB Standards Statement Nos. 63 and 68.

CPA Duffey presented an update on the new GASB Standards Statement Nos. 63 and 68. He stated that Statement No. 63 contains minor terminology modifications to audits such as establishing a Statement of Net Position instead of a Statement of Net Assets. He added that deferred outflows and inflows will also be categories used in financial audits.

He stated that Statement No. 68 will be effective in Fiscal Year 2015 and requires public agencies to include pension liabilities in their financial report. It also requires public agencies to complete an actuarial valuation of their pension liabilities every two years. He noted that CalPERS will provide the actuarial valuation at an estimated cost of \$2,000.

Director Omsted asked staff to present a sample of the pension liability reporting requirement to the Board at the November meeting, so the Board can understand why GASB is requiring agencies to include this information in their financial report. GM Bushee stated staff will include a hypothetical example in the presentation.

7. Directors' Comments

None.

8. General Manager's Comments

GM Bushee stated that staff has purchased iPads for the Board and will contact the Board shortly to schedule training.

9. Adjournment

Chairperson Hanson adjourned the meeting at 9:40 a.m.

Paul J. Bushee
Secretary/General Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 November 5, 2013

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held on Tuesday, November 5, 2013 at 2:00 p.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 2:00 p.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 Superintendent Jeffery Stecker; Field Services Supervisor Marvin Gonzalez; District Engineer Steve Deering; and Jamie Fagnant from IEC.

3. Public Comment

No public comment was received.

4. Old Business

None.

5. New Business

- A. Receive and file the technical memorandum on the Recommended Method for Non-Destructive Testing of Leucadia (L1) and Batiquitos (B3) Force Mains completed by Infrastructure Engineering Corporation.

TSM Morishita gave a brief overview of the evaluation and then introduced Jamie Fagnant from IEC to present the findings in the memorandum to the Committee. Ms. Fagnant stated that IEC completed their evaluation of currently available technologies to conduct the non-destructive force main condition assessments. She said the three technologies are available SeeSnake, Magnetic Flux Leakage (MFL) Testing and PipeDiver. However, during the evaluation both the MFL Testing and PipeDiver methods were determined to have fatal flaws to conduct the inspection. Ms. Fagnant stated that IEC recommends using SeeSnake, developed by PICA Corporation (PICA), to conduct the assessment. She said that SeeSnake was selected because it provides high defect resolution for condition assessment, can navigate bends up to 90 degrees in the force main and does not require mechanical conveyance.

Additionally, Ms. Fagnant indicated that IEC recommends that the District contract directly with PICA for a packaged project to include construction of force main

modifications for launching the SeeSnake, provide and operate the required pumping equipment, perform the testing and provide a report of the test results. She said doing so will place project responsibility and liability with a single contractor, reduce the complexity of working with and coordinating multiple contractors, and result in improved efficiency in project administration and management. Staff agreed with IEC's findings and recommendations.

TSM Morishita explained that contracting with PICA for this inspection service is a sole source procurement which is allowed under Paragraph 11.1, Sole Source Procurement, of the District's Procurement Policy.

After discussion, the EC concurred with staff to present this recommendation at the November 2013 Board meeting for approval.

- B. Authorize the General Manager to purchase a Mechanical Fat, Oil and Grease Reduction System for Batiquitos Pump Station from Anue Water Technologies, Inc. in an amount not to exceed \$51,305.00

FSS Stecker presented staff's recommendation. The Anue Mechanical Fat Oil and Grease (FOG) Reduction System is in operation at the Leucadia Pump Station wet well. This proprietary unit consists of a mechanical FOG remediation system, a pivoting spray nozzle, which increases oxygenation and surface agitation to breakdown and prevent FOG formation.

FSS Stecker stated that the increase in residential usage of non-disposal wipes has amplified the problems caused by FOG at the Batiquitos Pump Station. The FOG coagulates around the non-disposables in the wet well creating a FOG mat that results in false wet well alarms and increase labor costs of cleaning the wet well and bar screen. He further stated that Anue's Mechanical FOG System has effectively prevented the formation of a FOG mat in the Leucadia Pump Station wet well. The FSS Stecker believes this system will be effective at the Batiquitos Pump Station.

FSS Stecker explained that the purchase of the FOG Reduction System is a sole source procurement which is allowed under Paragraph 11.1, Sole Source Procurement, of the District's Procurement Policy.

After discussion, the EC concurred with staff to present this recommendation at the November 2013 Board meeting for approval.

6. Information Items

- A. Update on Batiquitos B2 Force Main Replacement Project

GM Bushee and TSM Morishita informed the Committee that on October 15, 2013 staff met with the Owners of the Carlsbad Hilton (Hilton) and the City of Carlsbad to discuss the B2 Force Main Replacement Project. TSM Morishita explained that the discussion focused on the open trench replace in place alignment of the B2 Force Main. Hilton is concerned that the project will cause a total shutdown of their facility or, at the least, a significant loss of business during construction. They are also concerned that the construction will destroy the hardscape and

landscape that they installed along Highway 101. Staff listened to Hilton's concerns and has asked IEC to look into alternative construction methods, to include micro tunneling and pipe bursting, which could mitigate the construction impact to the Hilton facility. IEC is currently evaluating the alternatives. A follow on meeting will be scheduled when the evaluation of the alternatives is complete.

7. Director's Comments

None.

8. General Manager's Comments


GM Bushee informed the Engineering Committee that the iPads have been purchased and training is being coordinated with a vendor. Staff is hoping to deploy the iPads by December.

9. Adjournment

Chairperson Juliussen adjourned the meeting at approximately 2:40 p.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

MEMORANDUM

DATE: November 7, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Approval of October/November Demands

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve checks and electronic payments totaling \$ **835,586.24**
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the months October 10, 2013 – November 7, 2013.

Operating expenses totaled \$ **701,180.90** while Capital Improvement Program expenses totaled \$ **35,069.49**.

Payroll for employees and the Board totaled \$ **99,335.85**.

Attached please find a year to date Employee and Board Payroll Report from October 2012 to November 2013 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 October/November 2013
Attachment 2	Payroll Check Register dated October 14, 2013
Attachment 3	Payroll Check Register dated October 16, 2013
Attachment 4	Accounts Payable Check Register dated October 24, 2013
Attachment 5	Accounts Payable Check Register dated October 24, 2013
Attachment 6	Payroll Check Register dated October 30, 2013
Attachment 7	Board Payroll Check Register dated November 1, 2013
Attachment 8	Accounts Payable Check Register dated November 1, 2013
Attachment 9	Payroll Check Register dated November 7, 2013
Attachment 10	Year to Date Employee and Board Payroll Report

DEMANDS SUMMARY

November 13, 2013

1. Demands

<u>Category</u>	<u>Check #'s</u>		<u>Amount</u>	<u>Total</u>
Payroll Check 10/14/2013	16947 - 16964	Incentive	\$ 12,051.04	
Payroll Check-10/16/2013	16965 - 16982		\$ 42,112.49	
Payroll Check - 10/30/2013	16983 - 17000		\$ 42,161.63	
Board Payroll Check - 11/1/2013	17001 -17005		\$ 1,947.98	
Payroll Check 11/7/2013	17006 - 17007	Incentive	\$ 1,062.71	
		Total	\$99,335.85	
General Checking -10/24/2013	44551 - 44602		\$ 113,487.38	
General Checking -10/24/2013	44603		\$ 6,959.51	
General Checking -11/1/2013	44604 - 44629		\$ 615,803.50	
		Total	\$736,250.39	
		Grand Total		\$835,586.24

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: October 14, 2013
 INCENTIVE

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
16947 - 16964	10/14/2013	\$12,051.04

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: October 16, 2013

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
16965 -16982	10/16/2013	\$42,112.49

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
44551- 2619	1	10/24/2013	10128 THE LAWTON GROUP		
	1		49208 TEMP HRS W/E 10/13/2013	324.00	50824
	1		49209 TEMP HRS W/E 10/6/2013	216.00	50737
44551- 2619	1	10/24/2013	Logged *** Total ***	540.00	
44552- 2619	2	10/24/2013	10221 ADS LLC		
	2		49173 OPEN PO-FLOW MONITORING CONTRA	3,570.00	12860.22-0913
44552- 2619	2	10/24/2013	Logged *** Total ***	3,570.00	
44553- 2619	3	10/24/2013	10720 AT&T		
	3		49214 BPS-L.D. PHONE	37.36	BPS-9/28/2013
44553- 2619	3	10/24/2013	Logged *** Total ***	37.36	
44554- 2619	4	10/24/2013	10914 AYALA ENGINEERING		
	4		49177 CIPP SECTIONAL REPAIR	3,850.00	183
44554- 2619	4	10/24/2013	Logged *** Total ***	3,850.00	
44555- 2619	5	10/24/2013	11314 BERGELECTRIC CORP		
	5		49175 OPEN PO-ELECTRICAL REPAIRS-BPS	351.40	13910.6TM-10
44555- 2619	5	10/24/2013	Logged *** Total ***	351.40	
44556- 2619	6	10/24/2013	11550 BOOT WORLD, INC		
	6		49199 SAFETY BOOTS-H. GONZALEZ	126.34	1103311-IN
44556- 2619	6	10/24/2013	Logged *** Total ***	126.34	
44557- 2619	7	10/24/2013	12028 CWEA-		
	7		49211 CWEA RENEWAL -C.F. COLLECTIONS	87.00	#091223001
44557- 2619	7	10/24/2013	Logged *** Total ***	87.00	
44558- 2619	8	10/24/2013	12029 CWEA		
	8		49218 RENEWAL-MEMBERSHIP-M.G.	148.00	MG-7831
	8		49219 RENEWAL MEMBERSHIP-F.R.	148.00	F.R.-8202
	8		49220 MEMBERSHIP RENEWAL-J.HOYETT	148.00	J.H.-0688
44558- 2619	8	10/24/2013	Logged *** Total ***	444.00	
44559- 2619	9	10/24/2013	12032 CAMPING WORLD		
	9		49221 GENERATOR SERVICE	117.22	0102571367
44559- 2619	9	10/24/2013	Logged *** Total ***	117.22	
44560- 2619	10	10/24/2013	12065 CARLSON & BEAULOYE		
	10		49170 SERVICE LPS SURGE TANK & AWT C	1,381.54	46425
44560- 2619	10	10/24/2013	Logged *** Total ***	1,381.54	
44561- 2619	11	10/24/2013	12112 JEFF BILLS		
	11		49171 OPEN PO-CONSULTING FEES	3,000.00	BILLS-OCT
44561- 2619	11	10/24/2013	Logged *** Total ***	3,000.00	
44562- 2619	12	10/24/2013	12514 CONEXIS		
	12		49210 SECTION 125 FLEX PLAN-SEPT	130.00	0913-0R5179
44562- 2619	12	10/24/2013	Logged *** Total ***	130.00	
44563- 2619	13	10/24/2013	12814 CUES, INC		

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
	13		49178	OPEN PO-REPAIRS/MAINT TO CCTV	190.81	396221
44563-	2619	13 10/24/2013	Logged	*** Total ***	190.81	
44564-	2619	14 10/24/2013	13014	DIAMOND ENVIRONMENTAL SERVICES		
			14	RESTROOM TRAILER RENTAL	113.61	0000094520
44564-	2619	14 10/24/2013	Logged	*** Total ***	113.61	
44565-	2619	15 10/24/2013	13072	DATA NET		
			15	IS MAINT AND SUPPORT	255.00	9745842
44565-	2619	15 10/24/2013	Logged	*** Total ***	255.00	
44566-	2619	16 10/24/2013	13323	WHITE NELSON DIEL EVANS LLP		
			16	OPEN PO-CONTRACT-AUDITORS	6,200.00	137567
44566-	2619	16 10/24/2013	Logged	*** Total ***	6,200.00	
44567-	2619	17 10/24/2013	14028	RICHARD EASTON		
			17	REIMBURSE FOR SAFETY BOOTS	118.79	R.E.-BOOTS
44567-	2619	17 10/24/2013	Logged	*** Total ***	118.79	
44568-	2619	18 10/24/2013	14612	W2007 ENCINITAS RESORT CO.,LLC		
			18	REFUND DEV #68-ENCINITAS RESOR	339.89	ENCINITAS RESOR
44568-	2619	18 10/24/2013	Logged	*** Total ***	339.89	
44569-	2619	19 10/24/2013	16523	MARVIN GONZALEZ		
			19	REIMBURSE FOR CONF-WEFTEC	286.20	WEFTEC-MG
44569-	2619	19 10/24/2013	Logged	*** Total ***	286.20	
44570-	2619	20 10/24/2013	17532	HOSTWAY BILLING CENTER		
			20	QTRLY BILLING-OCT-JAN'14	65.85	4265534
44570-	2619	20 10/24/2013	Logged	*** Total ***	65.85	
44571-	2619	21 10/24/2013	17590	JAMES HOYETT		
			21	REIMBURSE FOR CONF-TRI STATE	478.20	CWEA-TRI-SATATE
44571-	2619	21 10/24/2013	Logged	*** Total ***	478.20	
44572-	2619	22 10/24/2013	18150	ICMA RETIREMENT-303979		
			22	DEFERRED COMP-ICMA	2,877.46	ICMA-10/16/13
44572-	2619	22 10/24/2013	Logged	*** Total ***	2,877.46	
44573-	2619	23 10/24/2013	18212	INFRASTRUCTURE ENGINEERING COR		
			23	REPAIR RECYCLED WATER VALVE @L	550.00	7229
			23	2014 PUMP STATION ASSESSMENT	915.00	7228
			23	OPEN PO-ON GOING GIS SUPPORT	3,350.00	7230
			23	CONTRACT-BPS ENGINEERING SERVI	1,344.00	7243
			23	GRAVIETY LINE REHAB	519.42	7226
			23	L.C. PS REHAB	1,073.16	7225
			23	GIS-FIORE/LEVANTE	400.00	7231
			23	GIS-LC RESIDENTIAL	700.00	7232
44573-	2619	23 10/24/2013	Logged	*** Total ***	8,851.58	
44574-	2619	24 10/24/2013	18212	INFRASTRUCTURE ENGINEERING COR		
			24	B2 FORCE MAIN REPLACEMENT PROJ	23,467.91	7227

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
44574-	2619	24	10/24/2013	Logged	*** Total ***	23,467.91
44575-	2619	25	10/24/2013	19550 JCI JONES CHEMICAL, INC		
		25		49172 OPEN PO-SODIUM CHEMICALS	4,107.27	597730
44575-	2619	25	10/24/2013	Logged	*** Total ***	4,107.27
44576-	2619	26	10/24/2013	21009 OMNI LA COSTA RESORT		
		26		49190 REFUND DEV. #816	216.75	OMNI-#816
44576-	2619	26	10/24/2013	Logged	*** Total ***	216.75
44577-	2619	27	10/24/2013	21113 LA COSTA DEVELOPMENT CORP		
		27		49189 REFUBND DEV #542-L.C. DEVE	21.95	LC DEVELOP
44577-	2619	27	10/24/2013	Logged	*** Total ***	21.95
44578-	2619	28	10/24/2013	23068 NATIONWIDE RETIREMENT SOLUTION		
		28		49217 DEFERRED COMP-NATIONWIDE	216.25	NATION-10/16/13
44578-	2619	28	10/24/2013	Logged	*** Total ***	216.25
44579-	2619	29	10/24/2013	23567 NCB REPROGRAPHICS		
		29		49224 ROLL BOND PAPER-SUPPLIES	111.76	0012507-IN
44579-	2619	29	10/24/2013	Logged	*** Total ***	111.76
44580-	2619	30	10/24/2013	24224 OFFICE DEPOT, INC.		
		30		49179 OPEN PO-OFFICE SUPPLIES	82.76	676127159001
		30		49181 OPEN PO-OFFICE SUPPLIES	90.59	676141926001
		30		49183 OPEN PO-OFFICE SUPPLIES	485.99	67351449001
		30		49185 OPEN PO-OFFICE SUPPLIES	76.32	667421683/642
44580-	2619	30	10/24/2013	Logged	*** Total ***	735.66
44581-	2619	31	10/24/2013	25010 AT&T		
		31		49242 ODOR CONTROL	47.07	4364009-10/13
44581-	2619	31	10/24/2013	Logged	*** Total ***	47.07
44582-	2619	32	10/24/2013	25032 PALOMAR WATER, LLC		
		32		49225 BOTTLED WATER FOR OFFICE	144.10	2750832
44582-	2619	32	10/24/2013	Logged	*** Total ***	144.10
44583-	2619	33	10/24/2013	25260 PERS RETIREMENT		
		33		49240 BOARD RETIREMENT ENDING 9/30/1	427.03	DUE 10/30/2013
		33		49241 EMPLOYEE RETIREMENT 9/29/13	13,266.77	DUE 10/29/13
44583-	2619	33	10/24/2013	Logged	*** Total ***	13,693.80
44584-	2619	34	10/24/2013	25260 PERS RETIREMENT		
		34		49239 EMPLOYEE RETIREMENT ENDING 9/1	13,127.09	DUE-10/15/2013
44584-	2619	34	10/24/2013	Logged	*** Total ***	13,127.09
44585-	2619	35	10/24/2013	25618 PRIZM JANITORIAL SERVICES, INC		
		35		49176 OPEN PO-JANITORIAL SERVICES	1,281.15	7402
44585-	2619	35	10/24/2013	Logged	*** Total ***	1,281.15
44586-	2619	36	10/24/2013	27012 RANCHO SANTA FE SECURITY SYSTE		
		36		49205 ALARM SYSTEM	258.00	538972

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
44586- 2619	36	10/24/2013	Logged	*** Total ***	258.00
44587- 2619	37	10/24/2013	27478 R. J. SAFETY SUPPLY CO., INC.		
	37		49161 OPEN PO-SAFETY SUPPLIES	632.38	318117-00
44587- 2619	37	10/24/2013	Logged	*** Total ***	632.38
44588- 2619	38	10/24/2013	28020 SAN DIEGO GAS AND ELECTRIC		
	38		49227 ELECTRIC @ E. ESTATES	765.74	E.ESTATES-10/13
	38		49228 ELECTRIC @ LCPS	1,148.03	LCPS-10/14/2013
	38		49229 ELECTRIC @ RANCHO VERDE PS	135.83	RVPS-10/14/13
	38		49230 GAS @ OFFICE	10.00	OFFICE-10/14/13
	38		49231 ELECTRIC @ VP7	167.00	VP7 PS-10/14/13
	38		49232 ELECTRIC @ SAXONY PS	797.37	SAXONY-10/14/13
	38		49233 ELECTRIC @ EEPS	1,910.23	EEPS-10/18/13
	38		49234 ELECTRIC @ VP5 PS	329.01	VPS-10/11/13
	38		49235 ELECTRIC @ AVOCADO PS	136.68	AVOCADO-10/2013
	38		49236 ELECTRIC @ DIANA PS	440.47	DIANA 10/2013
	38		49237 GAS @ E.E.	1.18	4741-10/11/13
	38		49238 ELECTRIC @ OFFICE/LPS	13,672.95	OFFICE-10/11/13
44588- 2619	38	10/24/2013	Logged	*** Total ***	19,514.49
44589- 2619	39	10/24/2013	28020 SAN DIEGO GAS AND ELECTRIC		
	39		49226 ELECTRIC @ BPS	12,350.46	BPS-10/2013
44589- 2619	39	10/24/2013	Logged	*** Total ***	12,350.46
44590- 2619	40	10/24/2013	28721 JEFFERY STECKER		
	40		49194 REIMBURSE FOR CONF-WEFTEC	126.64	WEFTEC-J.S.
44590- 2619	40	10/24/2013	Logged	*** Total ***	126.64
44591- 2619	41	10/24/2013	28844 ELAINE SULLIVAN		
	41		49195 REIMBURSE FOR CONF-WEFTEC	1,059.62	WEFTEC-E.S.
	41		49196 REIMBURSE FOR CONF-CSDA	873.22	CSDA-E.S.-9/19
44591- 2619	41	10/24/2013	Logged	*** Total ***	1,932.84
44592- 2619	42	10/24/2013	29225 TELEPACIFIC COMMUNICATIONS		
	42		49213 PHONE SYSTEM	1,032.00	50420542-0
44592- 2619	42	10/24/2013	Logged	*** Total ***	1,032.00
44593- 2619	43	10/24/2013	29332 THOMSON REUTERS-WEST		
	43		49191 SUBSCRIPTION-CONST LAW	116.64	828239325
44593- 2619	43	10/24/2013	Logged	*** Total ***	116.64
44594- 2619	44	10/24/2013	29630 TRI COMMUNITY ANSWERING SERVIC		
	44		49207 ANSWERING SERVICE-OCT	90.00	TRI-10/20/13
44594- 2619	44	10/24/2013	Logged	*** Total ***	90.00
44595- 2619	45	10/24/2013	29730 T.S. INDUSTRIAL SUPPLY		
	45		49197 MEASURING WHEEL	312.23	1063029
	45		49198 GREEN MKING PAINT	46.80	1063242
44595- 2619	45	10/24/2013	Logged	*** Total ***	359.03
44596- 2619	46	10/24/2013	29814 TIERRA VERDE RESOURCES, INC		

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
	46		49166 LANDSCAPE MAINTENANCE SERVICES	700.38	059440
	46		49186 LANDSCAPING	29.62	059440-
44596- 2619	46	10/24/2013	Logged *** Total ***	730.00	
44597- 2619	47	10/24/2013	30515 UNIFIRST CORPORATION		
	47		49162 OPEN PO-UNIFORMS/LAUNDRY SERVI	186.94	3601076405
	47		49182 OPEN PO-UNIFORMS/LAUNDRY SERVI	188.67	3601078439
	47		49184 OPEN PO-UNIFORMS/LAUNDRY SERVI	194.67	3601080482
44597- 2619	47	10/24/2013	Logged *** Total ***	570.28	
44598- 2619	48	10/24/2013	30551 CARLSBAD FUELS CORPORATION		
	48		49169 OPEN PO-VEHICLE/TRUCK GAS	1,646.68	20131008
44598- 2619	48	10/24/2013	Logged *** Total ***	1,646.68	
44599- 2619	49	10/24/2013	30580 UNITED WAY		
	49		49216 EMPLOYEE CONTRIBUTIONS	10.00	UNITED-10/16/13
44599- 2619	49	10/24/2013	Logged *** Total ***	10.00	
44600- 2619	50	10/24/2013	31232 VERIZON WIRELESS		
	50		49206 CELL PHONES	615.16	9712819889
44600- 2619	50	10/24/2013	Logged *** Total ***	615.16	
44601- 2619	51	10/24/2013	31312 V&A CONSULTING ENGINEERS		
	51		49174 OPEN PO-FLOW MONITORING SERVIC	1,200.00	14316
44601- 2619	51	10/24/2013	Logged *** Total ***	1,200.00	
44602- 2619	52	10/24/2013	32500 WORDEN WILLIAMS, APC		
	52		49204 LEGAL FEES-SEPT	1,719.77	33206
44602- 2619	52	10/24/2013	Logged *** Total ***	1,719.77	
				.00	
** Total check discount **				.00	
** Total check amount **				133,487.38	
** Total void discount **				.00	
** Total void amount **				.00	

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
44603- 2620	1	10/24/2013	30722	U.S. MAILING HOUSE		
	1		49244	PRINTING/POSTAGE-FALL NEWSLETT	6,959.51	24454
44603- 2620	1	10/24/2013	Logged	*** Total ***	6,959.51	
					.00	
** Total check discount **					.00	
** Total check amount **					6,959.51	
					.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: October 30, 2013

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
16983 - 17000	10/30/2013	\$42,161.63

LEUCADIA WASTEWATER DISTRICT
BOARD PAYROLL CHECK REPORT

Payroll Date: November 1, 2013

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>
17001 - 17005	11/1/2013	\$1,947.98

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
44604- 2621	1	11/01/2013	10570 ANTIMITE TERMITE & PEST CONTRO		
	1		49262 MONTHLY PEST SERVICE-OCT	56.00	1714797
44604- 2621	1	11/01/2013	Logged	*** Total ***	56.00
44605- 2621	2	11/01/2013	11060 BARRETT ENGINEERED PUMP		
	2		49255 2 SUBMERSABLE PUMPS	2,151.36	087398
44605- 2621	2	11/01/2013	Logged	*** Total ***	2,151.36
44606- 2621	3	11/01/2013	12005 CSDA-		
	3		49284 CSDA 2014 MEMBERSHIP	5,294.00	2014-MEMBER
44606- 2621	3	11/01/2013	Logged	*** Total ***	5,294.00
44607- 2621	4	11/01/2013	12065 CARLSON & BEAULOYE		
	4		49265 REPAIR PRESSURE VALVE	180.00	148594
44607- 2621	4	11/01/2013	Logged	*** Total ***	180.00
44608- 2621	5	11/01/2013	13072 DATA NET		
	5		49263 IS MAINT AND SUPPORT	332.50	9745875
	5		49283 POWEREDGE BACK UP SERVER	8,464.90	9745886
44608- 2621	5	11/01/2013	Logged	*** Total ***	8,797.40
44609- 2621	6	11/01/2013	13822 DUDEK & ASSOCIATES		
	6		49272 GE/3251/GRADING PLAN	610.17	20133954
	6		49273 GE/3252/593/L.C. TOWNE	2,083.51	20133955
	6		49274 GE/3252/870/MOJO YOGURT	500.00	20133963
	6		49275 GE/3252/871/ROBBIES HOUSE	300.00	20133965
	6		49276 GE/3252/864/FIORE	1,862.50	20133962
	6		49277 GE/3252/723/VULCAN	82.11	20133957
	6		49278 GE/3252/851/JEREZ CT	360.00	20133959
	6		49279 GE/3252/844/L.C. TOWNE SQUARE	780.00	20133958
	6		49280 GE/3252/855/LC TOWN SQ RES II	390.00	20133990
	6		49281 GE/3252/863/VULCAN	170.00	20133961
	6		49282 GE/3252/708/EATON BEACH	60.00	20133956
44609- 2621	6	11/01/2013	Logged	*** Total ***	7,198.29
44610- 2621	7	11/01/2013	14530 ENCINA WASTEWATER AUTHORITY		
	7		49266 ENCINAS 1ST QTR O/M AND CAPITA	539,470.62	1396/1397
44610- 2621	7	11/01/2013	Logged	*** Total ***	539,470.62
44611- 2621	8	11/01/2013	14530 ENCINA WASTEWATER AUTHORITY		
	8		49267 LAB FEES	2,547.55	1386
44611- 2621	8	11/01/2013	Logged	*** Total ***	2,547.55
44612- 2621	9	11/01/2013	14727 ESRI		
	9		49253 ARCEDITOR CONCURRENT USE MAINT	1,560.00	92722361
44612- 2621	9	11/01/2013	Logged	*** Total ***	1,560.00
44613- 2621	10	11/01/2013	16806 THE GUARDIAN		
	10		49289 DENTAL/DISABILITY INS-NOV	3,982.15	00324226-11/13
44613- 2621	10	11/01/2013	Logged	*** Total ***	3,982.15
44614- 2621	11	11/01/2013	17060 HARTFORD LIFE & ACCIDENT INS.		

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
44614- 2621	11	11/01/2013	49285	LIFE INS-NOVEMBER	404.88	6507238-1
			Logged	*** Total ***	404.88	
44615- 2621	12	11/01/2013	17333	HIGH VOLTAGE BULBS, INC		
44615- 2621	12	11/01/2013	49270	LIGHTS AND BULBS	77.70	412473
			Logged	*** Total ***	77.70	
44616- 2621	13	11/01/2013	18150	ICMA RETIREMENT-303979		
44616- 2621	13	11/01/2013	49259	DEFERRED COMP	2,875.22	ICMA-10/30/13
			Logged	*** Total ***	2,875.22	
44617- 2621	14	11/01/2013	18711	I2B NETWORKS, INC		
44617- 2621	14	11/01/2013	49251	ONE YEAR OF WEB CAM @ BPS	160.00	20075
			Logged	*** Total ***	160.00	
44618- 2621	15	11/01/2013	21102	CASH		
44618- 2621	15	11/01/2013	49271	PETTY CASH-OCTOBER	283.82	PETTY-10/24/13
			Logged	*** Total ***	283.82	
44619- 2621	16	11/01/2013	22361	TRISHA HILL		
44619- 2621	16	11/01/2013	49264	REIMBURSE T. HILL FOR CONFEREN	925.70	T.HILL-CALPERS
			Logged	*** Total ***	925.70	
44620- 2621	17	11/01/2013	23068	NATIONWIDE RETIREMENT SOLUTION		
44620- 2621	17	11/01/2013	49261	DEFERRED COMP	157.81	NATION-10/30/13
			Logged	*** Total ***	157.81	
44621- 2621	18	11/01/2013	24224	OFFICE DEPOT, INC.		
44621- 2621	18	11/01/2013	49249	OPEN PO-OFFICE SUPPLIES	77.91	679683512001
			Logged	*** Total ***	77.91	
44622- 2621	19	11/01/2013	25010	AT&T		
44622- 2621	19	11/01/2013	49256	DIAL IN MODEM-OLD	167.87	6327047-OCT'13
44622- 2621	19	11/01/2013	49257	DIAL IN MODEM-NEW	162.17	4792130-10/2013
44622- 2621	19	11/01/2013	49258	ELEVATOR PHONE	190.70	6333461-10/2013
			Logged	*** Total ***	520.74	
44623- 2621	20	11/01/2013	25018	MES VISION		
44623- 2621	20	11/01/2013	49286	VISION INS-NOVEMBER	363.94	132812183001
			Logged	*** Total ***	363.94	
44624- 2621	21	11/01/2013	25261	PUBLIC EMPLOYEES HEALTH		
44624- 2621	21	11/01/2013	49287	BRD HEALTH INS-NOVEMBER	2,625.46	4139149
44624- 2621	21	11/01/2013	49288	EMPLOYEES HEALTH INS-NOV	27,379.05	100000014139149
			Logged	*** Total ***	30,004.51	
44625- 2621	22	11/01/2013	27478	R. J. SAFETY SUPPLY CO., INC.		
44625- 2621	22	11/01/2013	49250	OPEN PO-SAFETY SUPPLIES	156.60	318962-00
			Logged	*** Total ***	156.60	
44626- 2621	23	11/01/2013	29730	T.S. INDUSTRIAL SUPPLY		
	23		49268	PARTS FOR SPS	31.05	1083069

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
	23		49269 STAINLESS STEEL CHAIN @ SPS	349.50	1063605
44626- 2621	23	11/01/2013	Logged *** Total ***	380.55	
44627- 2621	24	11/01/2013	30515 UNIFIRST CORPORATION		
	24		49254 OPEN PO-UNIFORMS/LAUNDRY SERVI	188.67	3601082537
44627- 2621	24	11/01/2013	Logged *** Total ***	188.67	
44628- 2621	25	11/01/2013	30580 UNITED WAY		
	25		49260 EMPLOYEE CONTRIBUTIONS	10.00	UNITED-10/10/13
44628- 2621	25	11/01/2013	Logged *** Total ***	10.00	
44629- 2621	26	11/01/2013	30723 SIEMENS WATER TECHNOLOGIES, LL		
	26		49252 OPEN PO-CHEMICALS	7,978.08	901438601
44629- 2621	26	11/01/2013	Logged *** Total ***	7,978.08	
				.00	
** Total check discount **				.00	
** Total check amount **				615,803.50	
** Total void discount **				.00	
** Total void amount **				.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: November 7, 2013
Incentive

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
17006 - 17007	11/7/2013	\$1,062.71

**LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS
2012**

OCTOBER

10/3/2012	Employee		\$42,421.82
10/4/2012	Board		\$4,456.94
10/10/2012	Employee	Incentive	\$10,110.97
10/17/2012	Employee		\$41,680.86
10/31/2012	Employee		<u>42116.35</u>
	TOTAL		\$140,786.94

NOVEMBER

11/1/2012	Board		\$2,012.01
11/14/2012	Employee		\$43,134.66
11/28/2012	Employee		<u>\$42,969.32</u>
	TOTAL		\$88,115.99

DECEMBER

12/5/2012	Board		\$2,026.21
12/6/2012	Employee	Sick Buyback	\$21,044.19
12/12/2012	Employee		\$43,673.45
12/13/2012	Employee	Incentive	\$1,370.58
12/26/2012	Employee		<u>\$42,554.29</u>
	TOTAL		\$110,668.72

JANUARY 2013

1/4/2013	Board		\$1,321.02
1/9/2013	Employee		\$42,304.21
1/23/2013	Employee		<u>\$41,451.15</u>
	TOTAL		\$85,076.38

FEBRUARY

2/4/2013	Board		\$5,179.70
2/6/2013	Employee		\$44,012.52
2/13/2013	Employee	Incentive	\$842.98
2/14/2013	Employee	Incentive	\$5,791.35
2/20/2013	Employee		<u>41618.3</u>
	TOTAL		\$97,444.85

MARCH

3/4/2013	Board		\$2,677.64
3/6/2013	Employee		\$42,984.05
3/14/2013	Employee	Incentive	\$6,433.08
3/20/2013	Employee		<u>\$41,961.15</u>
	TOTAL		\$94,055.92

APRIL

4/1/2013	Board		\$4,752.45
4/3/2013	Employee		\$42,294.48
4/10/2013	Employee	Incentive	\$369.40
4/17/2013	Employee		<u>\$41,933.79</u>
	TOTAL		\$89,350.12

LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS

MAY

5/1/2013	Employee		\$42,947.64
5/2/2013	Board		\$4,563.02
5/2/2013	Employee	Robey	\$3,959.83
5/15/2013	Employee		\$40,159.09
5/22/2013	Employee	Butts	\$3,100.61
5/29/2013	Employee		\$38,523.15
5/31/2013	Employee	Butts	<u>\$17,681.58</u>
	TOTAL		\$150,934.92

JUNE

6/3/2013	Board		\$5,209.24
6/12/2013	Employee		\$42,002.57
6/13/2013	Employee	Incentive	\$3,420.71
6/26/2013	Employee		<u>\$38,956.28</u>
	TOTAL		\$89,588.80

JULY

7/3/2013	Board		\$1,835.49
7/10/2013	Employee		\$38,532.35
7/24/2013	Employee		<u>\$41,810.87</u>
	TOTAL		\$82,178.71

AUGUST

8/2/2013	Board		\$1,310.58
8/7/2013	Employee		\$39,608.93
8/14/2013	Employee	Incentive	\$439.79
8/21/2013	Employee		<u>\$38,726.94</u>
	TOTAL		\$80,086.24

SEPTEMBER

9/2/2013	Board		\$6,959.12
9/4/2013	Employee		\$39,196.09
9/18/2013	Employee		<u>\$39,236.02</u>
	TOTAL		\$85,391.23

OCTOBER

10/1/2013	Board		\$6,096.79
10/2/2013	Employee		\$40,219.84
10/14/2013	Employee	Incentive	\$12,051.04
10/16/2013	Employee		\$42,112.49
10/30/2013	Employee		<u>\$42,161.63</u>
			\$142,641.79

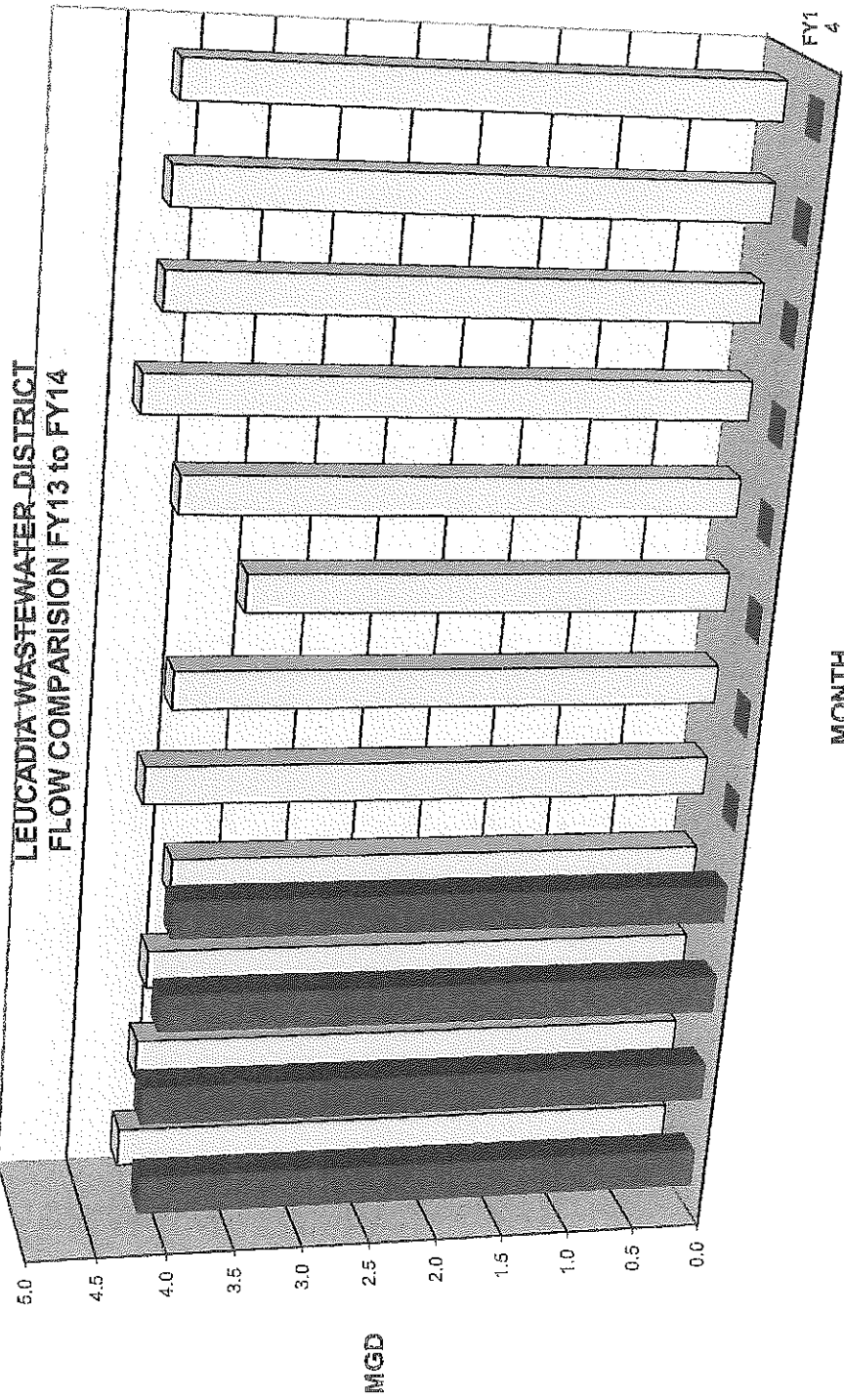
NOVEMBER

11/1/2013	Board		\$1,947.98
11/7/2013	Employee	Incentive	<u>\$1,062.71</u>
	TOTAL		\$3,010.69

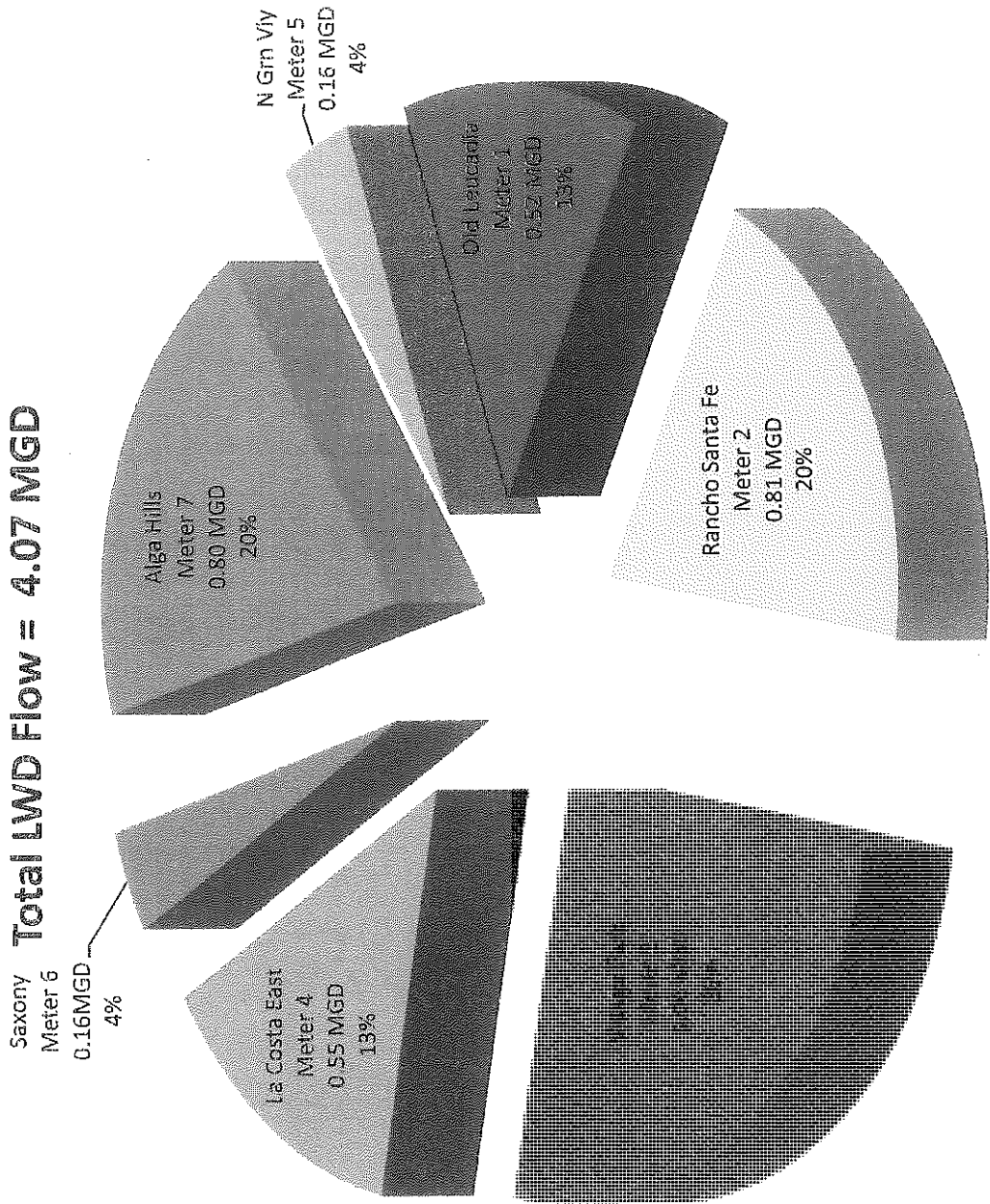
**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2013-2014**

CURRENT MONTH - October 2013										FY 2013-2014	
Period	Total Rain Inches	Total Flow MG	Total EDU's 27,939	LWD ADF (MGD)	GPD/EDU	RECLAIMED ADF (ac-ft/mo)	ADF (MGD)				
JULY	0.01	129.58	-3	4.18	150	28.94	4.21				
YTD	0.01	129.58	27,936								
AUGUST	0.00	130.20	3	4.20	150	46.77	4.12				
YTD	0.00	130.20	27,939								
SEPTEMBER	0.00	123.60	1	4.12	147	40.32	4.08				
YTD	0.00	123.60	27,940								
OCTOBER	0.45	126.17	6	4.07	146	33.95	4.18				
YTD	0.45	126.17	27,946								
NOVEMBER							4.02				
YTD											
DECEMBER							3.54				
YTD											
JANUARY							4.06				
YTD											
FEBRUARY							4.36				
YTD											
MARCH							4.25				
YTD											
APRIL							4.25				
YTD											
MAY							4.24				
YTD											
JUNE							4.22				
YTD											
Annual Total	0.46	509.55	7	4.14	148	149.98	4.10				
Mo Average	0.12	127.39	2	4.14	148	37.50					

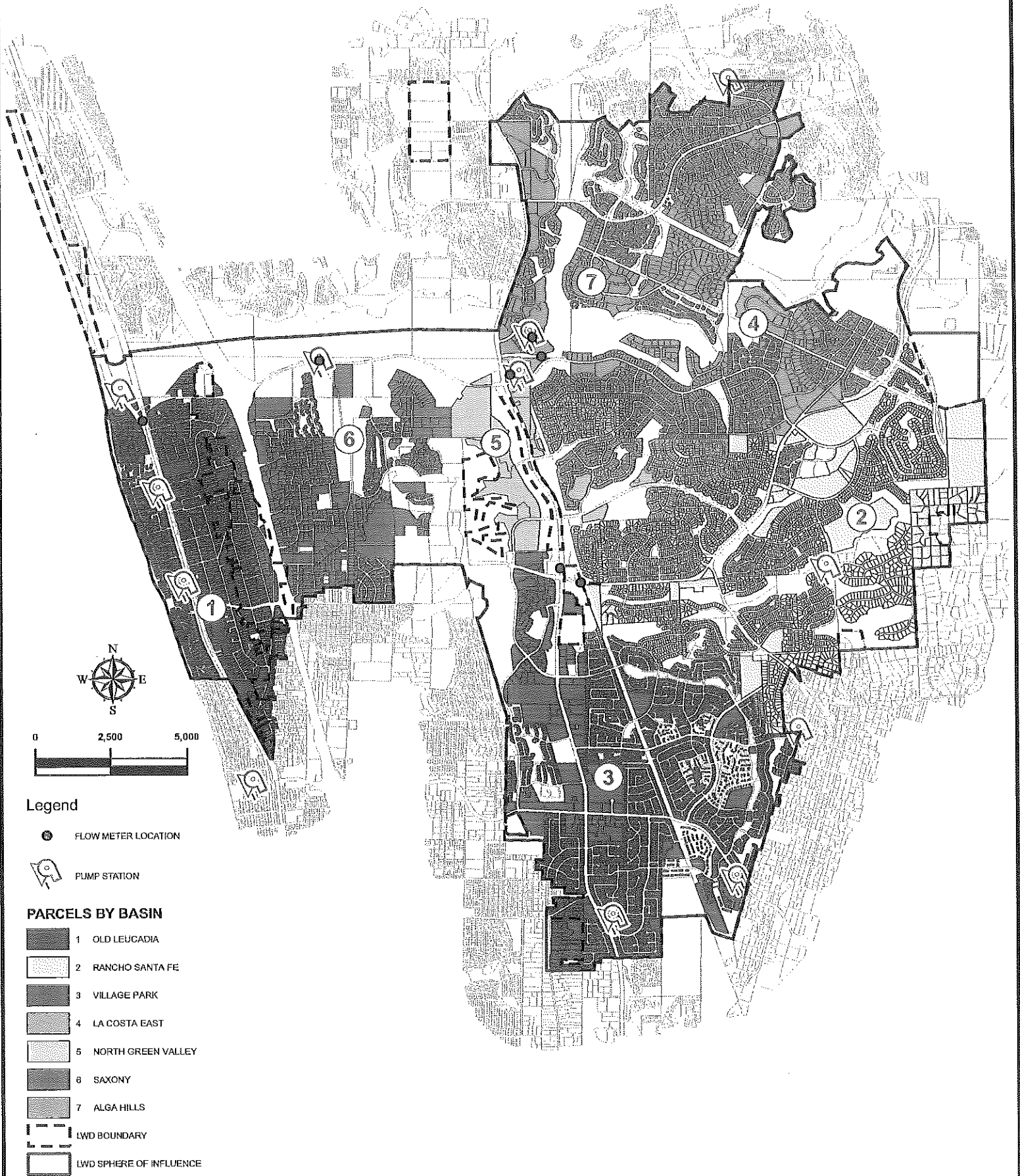
LEUCADIA WASTEWATER DISTRICT
 FLOW COMPARISON FY13 to FY14



LWD Flows by Sub-Basin
October 2013
Total LWD Flow = 4.07 MGD



LEUCADIA WASTEWATER DISTRICT



LUCASIA WASTEWATER DISTRICT
SCHEDULE OF ASSETS, LIABILITIES, AND NET POSITION
As of October 31, 2013

ASSETS	
Cash and Investment Pools	\$ 28,263,999.94
Investments	6,688,075.85
Accounts Receivable	667,076.92
Funds Held with Encina Wastewater Authority	906,849.00
Prepaid Expenses	648,561.13
Capital Assets	141,188,651.28
Less Accumulated Depreciation	(44,762,804.93)
TOTAL ASSETS	\$ 133,600,409.19
LIABILITIES	
Accounts Payable and Accrued Expenses	824,311.21
Payable to Encina Wastewater Authority	1,517,000.00
Developer Deposits	264,227.05
TOTAL LIABILITIES	\$ 2,605,538.26
NET POSITION	
Net Investment in Capital Assets	97,565,846.35
Restricted Reserves	1,428,316.11
Unrestricted Operating Reserve	2,200,126.29
Unrestricted Non-Operating Reserves (Designated)	25,020,208.73
Unrestricted Emergency Reserve	7,500,000.00
YTD Revenue over (under) Expenditures	(2,719,626.55)
TOTAL NET ASSETS	\$ 130,994,870.93

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

LEUCADIA WASTEWATER DISTRICT

BUDGET PERFORMANCE REPORT

YTD Revenue and Expenditures Through 12/31/2013 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	\$ 123,843.42	\$ 7,200,186.00	7,076,342.58	1.7%
RECLAIMED WATER SALES	3150	225,790.36	180,000.00	(45,790.36)	125.4%
OTHER OPERATING INCOME		(141.25)	204,448.00	204,589.25	-0.1%
TOTAL OPERATING REVENUE		\$ 349,492.53	\$ 7,584,634.00	\$ 7,235,141.47	4.6%
OPERATING EXPENSES					
WAGES AND BENEFITS	4100 & 4200	\$ 701,976.18	\$ 2,353,951.00	\$ 1,651,974.82	29.8%
BOARD EXPENSES AND ELECTION	4300 & 4400	48,656.82	140,600.00	91,943.18	34.6%
DEPRECIATION EXPENSE	4510	1,140,000.00	-	(1,140,000.00)	n/a
REPLACEMENT EXPENSE	4515	-	1,510,179.00	1,510,179.00	n/a
FUELS	4600	10,837.69	46,000.00	35,162.31	23.6%
INSURANCE	4700	17,567.82	117,000.00	99,432.18	15.0%
MEMBERSHIP & DUES	4800	2,934.00	26,500.00	23,566.00	11.1%
OFFICE EXPENSE	4900	34,320.26	108,900.00	74,579.74	31.5%
OPERATING SUPPLIES	5000	51,584.40	217,900.00	166,315.60	23.7%
PROFESSIONAL SERVICES	5200	132,354.20	536,000.00	403,645.80	24.7%
PRINTING & PUBLISHING	5300	9,150.53	32,000.00	22,849.47	28.6%
RENTS & LEASES	5400	4,527.42	18,100.00	13,572.58	25.0%
REPAIR & MAINTENANCE	5500	101,928.86	320,700.00	218,771.14	31.8%
MONITORING & PERMITTING	5600	7,480.03	45,500.00	38,019.97	16.4%
TRAINING & DEVELOPMENT	5700	13,158.97	40,700.00	27,541.03	32.3%
UTILITIES	5900	122,276.38	418,600.00	296,323.62	29.2%
LAFCO OPERATIONS	6100	6,137.00	6,200.00	63.00	99.0%
ENCINA	6200	403,083.23	1,763,422.00	1,360,338.77	22.9%
TOTAL OPERATING EXPENSES		\$ 2,807,973.79	\$ 7,702,252.00	\$ 4,894,278.21	36.5%

NON-OPERATING REVENUES					
DESCRIPTION	A/C No.	YTD ACTUAL AMOUNT	ANNUAL BUDGET	REMAINING BALANCE	% USED
NON OPERATING REVENUES					
CAPACITY CHARGES	3130	\$ 36,054.00	\$ 120,180.00	\$84,126.00	30.0%
PROPERTY TAXES	3220	39,041.93	1,250,000.00	1,210,958.07	3.1%
INTEREST INCOME	3250	60,812.00	228,000.00	167,188.00	26.7%
OTHER NON OPERATING INCOME		1,506.00	1,089,288.00	1,087,782.00	0.1%
TOTAL NON OPERATING REVENUES		\$ 137,413.93	\$ 2,687,468.00	\$ 2,550,054.07	5.1%

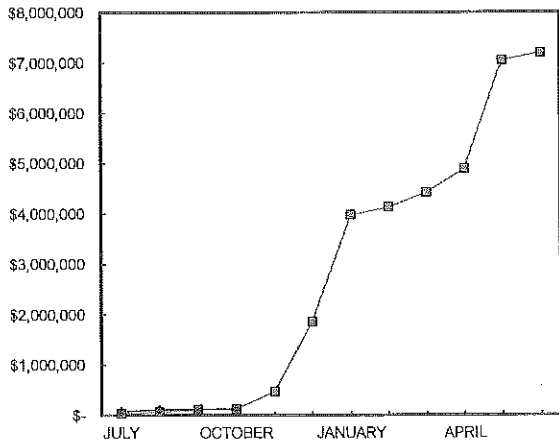
Preliminary: subject to future review, reconciliation, accruals, and audit.

Leucadia Wastewater District

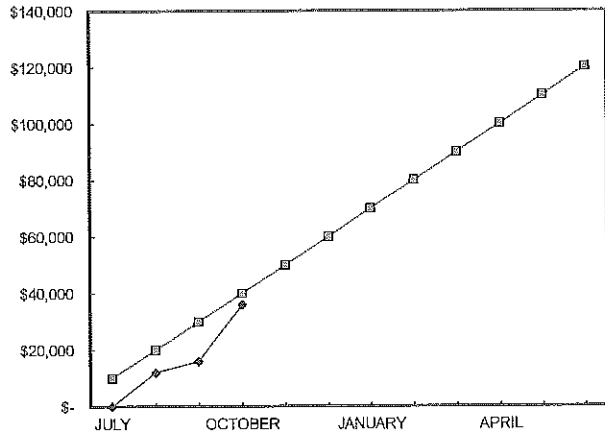
Revenue FY 2014

YTD through October 31, 2013

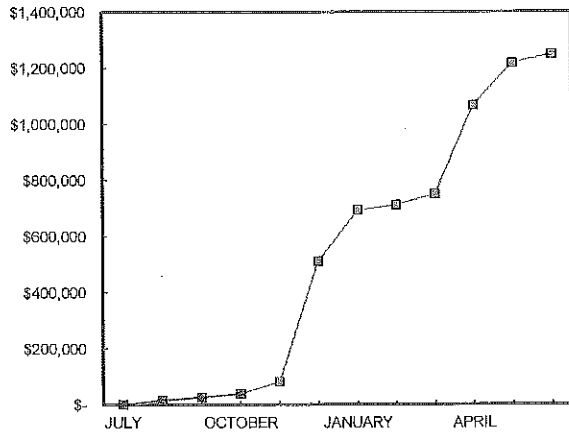
Sewer Service Fees



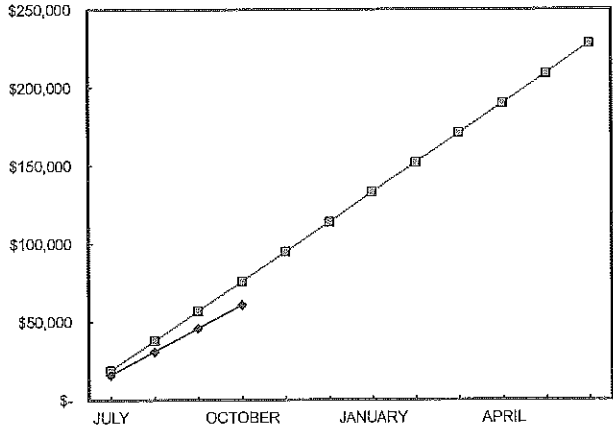
Capacity Charges



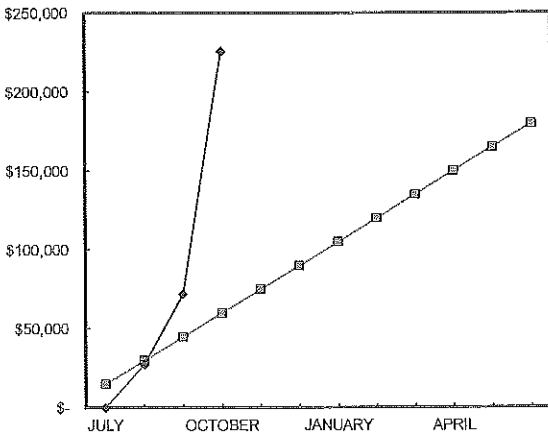
Property Taxes



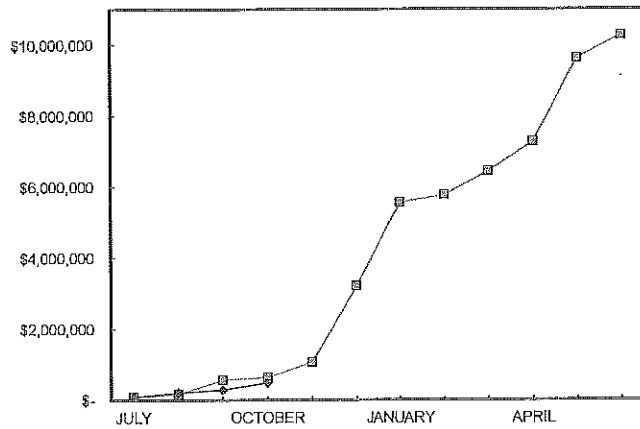
Investment Income



Recycled Wastewater



Total Revenue



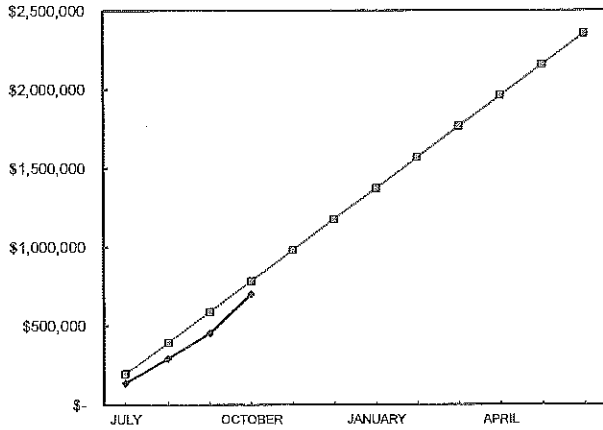
---□--- Budget ---◆--- Actual

---□--- Budget ---◆--- Actual

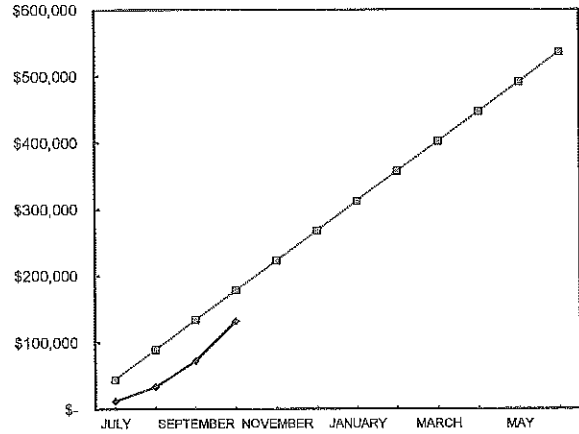
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Operating Expenses FY 2014 YTD through October 31, 2013

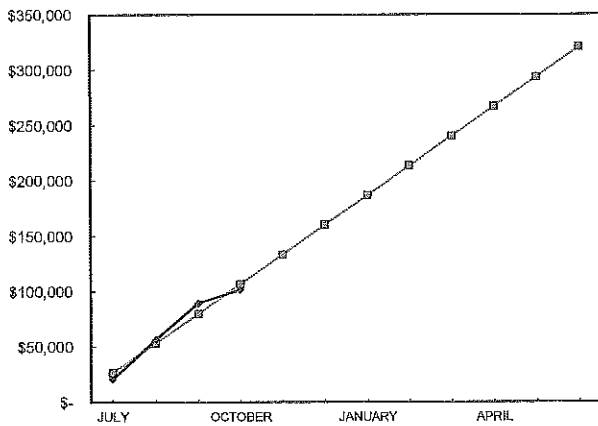
Salaries and Benefits



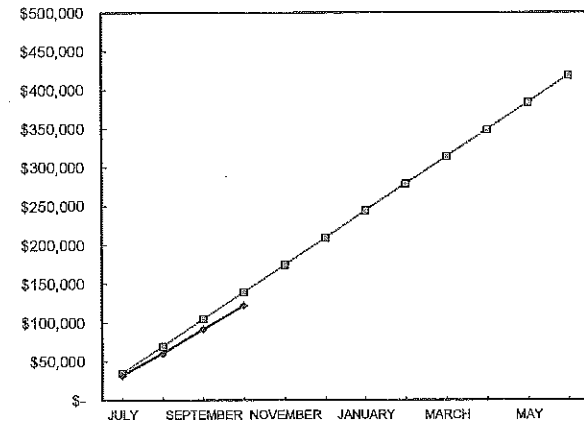
Professional Services



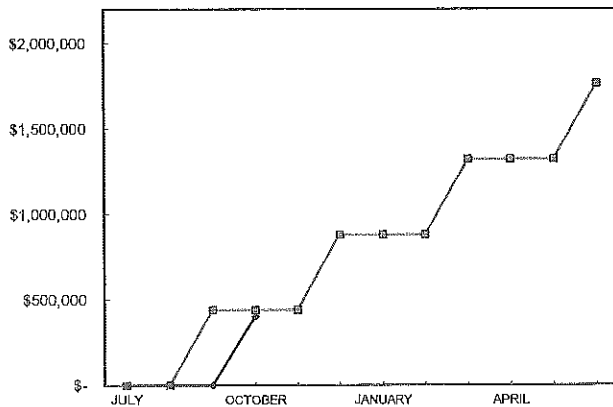
Repairs & Maintenance



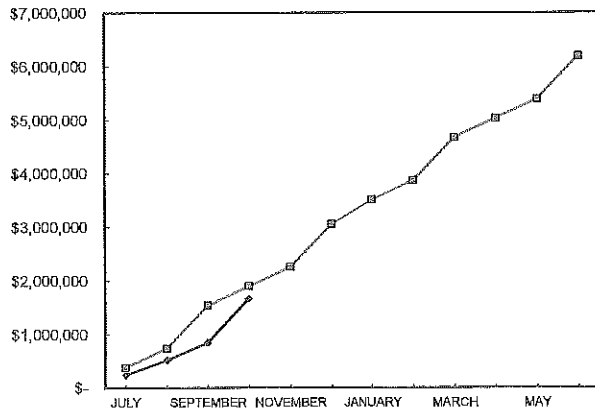
Utilities



Encina M&O



**Total Operating Expenses -
Before Depreciation & Replacement**



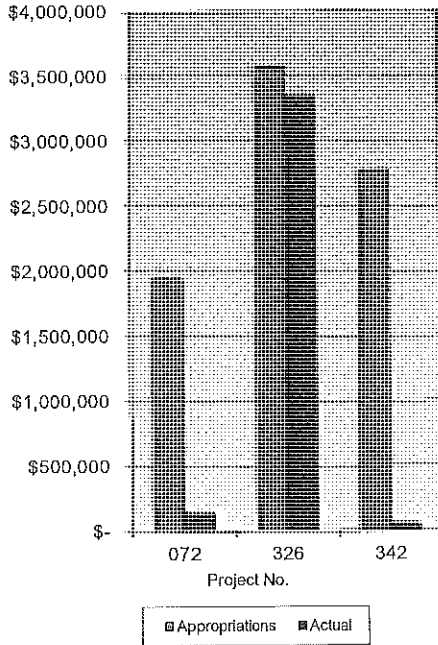
—□— Budget —◆— Actual

—□— Budget —◆— Actual

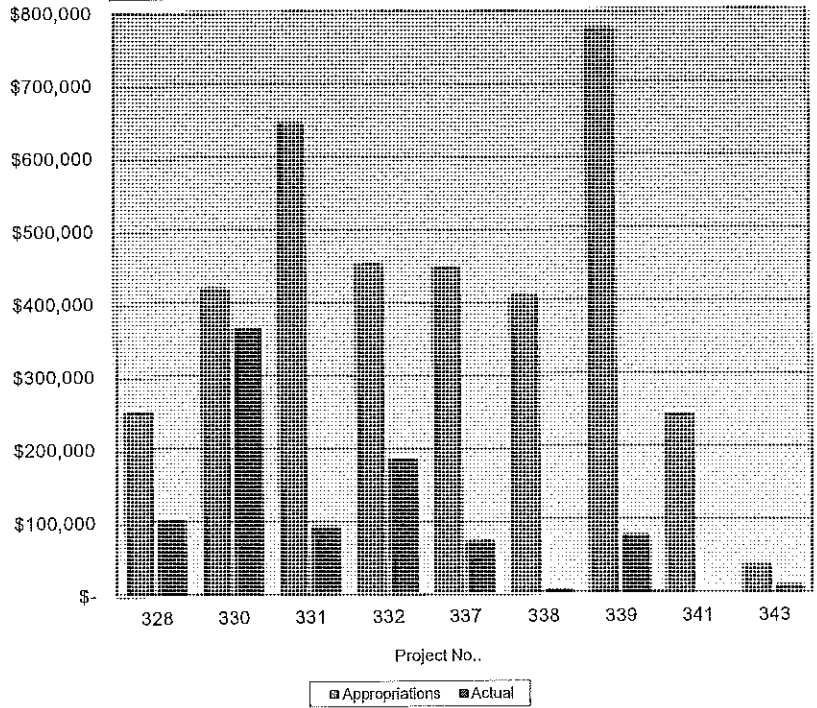
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Capital Expenditures As of October 31, 2013

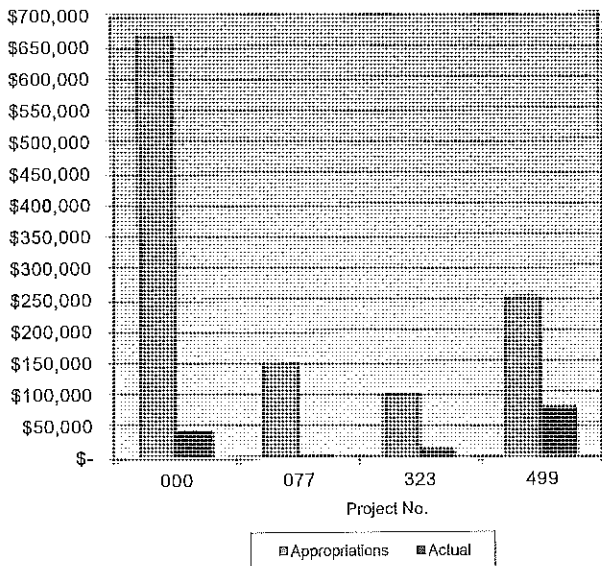
District Multi Year Capital Expenditures by Project (>\$1M) Through FY2014



District Multi Year Capital Expenditures by Project (<\$1M) Through FY2014



Single Year Capital Expenditures by Project FY2014



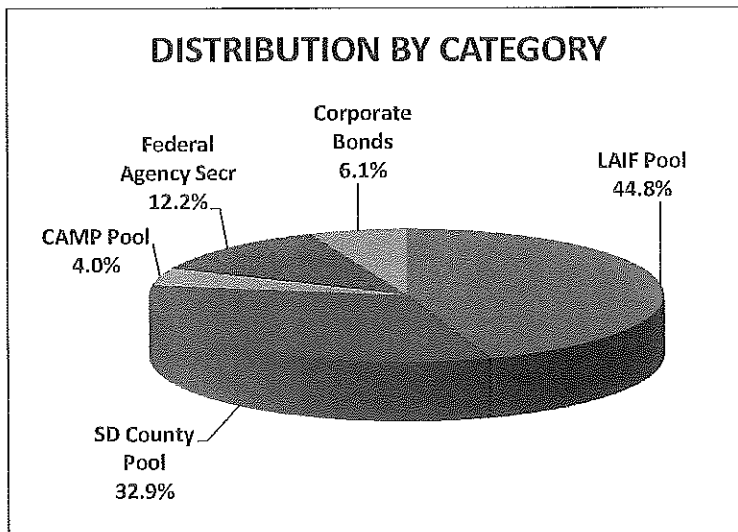
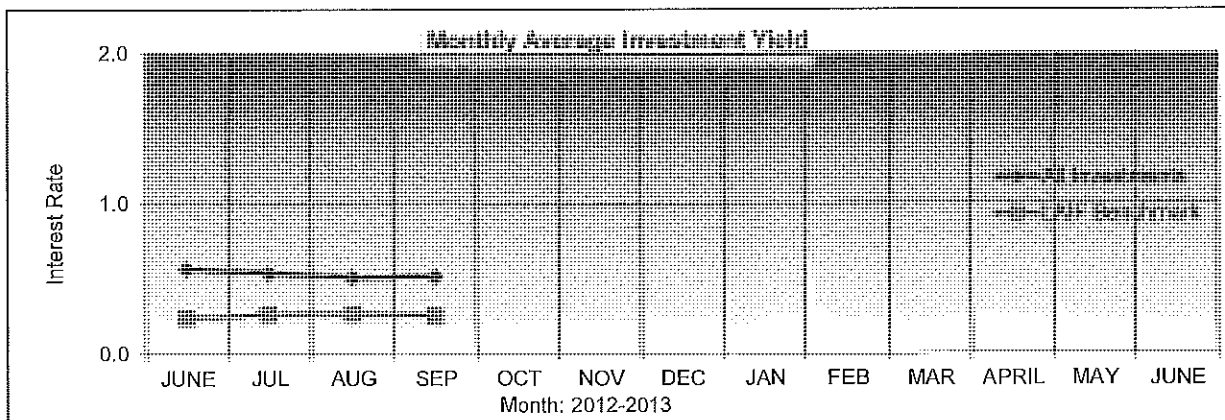
Project Legend

Multi-Year Capital Projects	
Description	No.
Encina Wastewater Authority	072
Batiquitos PS Rehabilitation	326
Water Recycling Group	328
Lanikai Line Repair	330
Leucadia PS Generator Replacement	331
La Cost PS Rehabilitation	332
Leucadia Force Main Corrosion Eval	337
Recycled Water Effluent Line Repair	338
Gravity Pipeline Rehabilitation	339
Scott's Valley Pipeline Repair	341
B2 Force Main Replacement Project	342
Pump Station Condition Assessment	343
Single Year Capital Projects	
Description	No.
Equipment	000
Misc Pipeline Rehabilitation	077
Lateral Replace/Backflow Prevention	323
LWD Gen'l Cap Labor & O/H Allocation	499

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

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
September 30, 2013

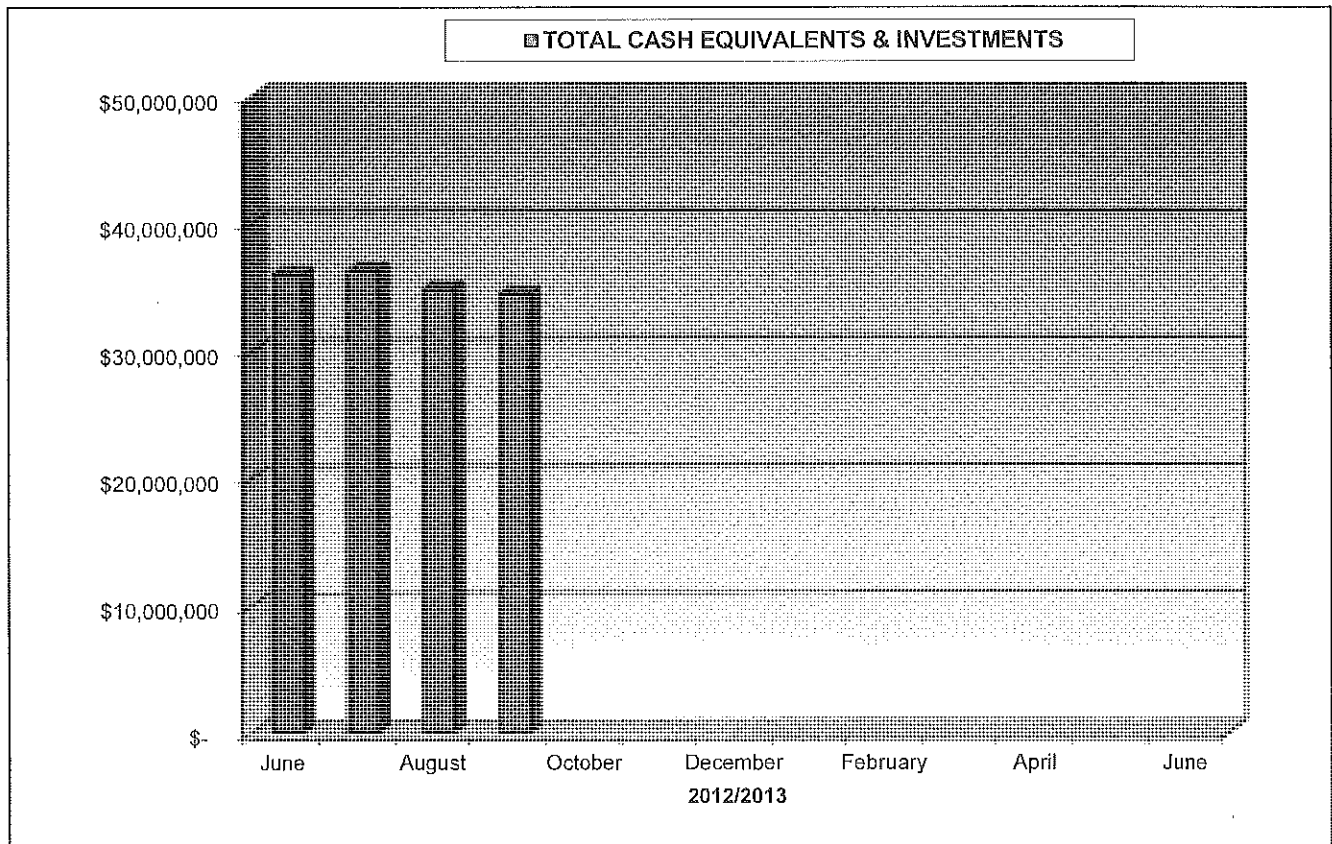
Cash Equivalents & Investments	Principal (Original Cost)		September Interest	Average Rate
	August 31, 2013	September 30, 2013		
LAIF Pool	\$ 15,519,249	\$ 15,453,249	\$ 3,317	0.257%
SD County Pool	11,350,902	11,350,902	3,963	0.419%
CAMP Pool	1,770,473	1,385,299	98	0.070%
CAMP Portfolio				
Corporate Notes	2,110,490	2,110,490	2,515	1.430%
Federal Agency Bonds/Notes	4,009,763	4,009,763	2,640	0.790%
GNMA mortgage pools	12,780	12,577	94	8.620%
Total Camp Portfolio	6,133,033	6,132,830	5,249	1.020%
US Bank Custodial Account				
Resolution Funding Corp Strips at cost	178,862	178,862	2,274	15.256%
Total Custodial Funds	178,862	178,862	2,274	15.256%
Totals	\$ 34,952,518	\$ 34,501,141	\$ 14,901	0.515%



Investment Type	Actual %	Allowed %
LAIF Pool	44.8%	75%
SD County Pool	32.9%	75%
CAMP Pool	4.0%	75%
Federal Agency Secur	12.2%	75%
Corporate Bonds	6.1%	10%
TOTAL	100.0%	

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
September 30, 2013
(Continued)

TOTAL CASH EQUIVALENTS & INVESTMENTS		
Month 2013/2014	Amount	Average Return Rate
June	\$ 36,004,084	0.57%
July	\$ 36,345,994	0.54%
August	\$ 34,952,518	0.51%
September	\$ 34,501,141	0.52%
October		
November		
December		
January		
February		
March		
April		
May		
June		



LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
September 30, 2013
(Continued)

INVESTMENT TRANSACTIONS
For the month of September, 2013


Investment	Purchases	Maturities	Sales	Notes	YTM at Cost
GNMA MBS 30-yr Pools		\$ 202		(1)	8.62%
TOTAL	\$ -	\$ 202	\$ -		

(1) Monthly principal payments from mortgage pools

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

MEMORANDUM

Ref. 14-3896

DATE: November 7, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: LWD QUARTERLY TREASURER'S INVESTMENT REPORT

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Receive and file LWD's Quarterly Treasurer's Investment Report.

DISCUSSION:

In accordance with California Government Code Section #53646, LWD is encouraged to render the Quarterly Treasurer's Investment Report to the Board of Directors for its consideration. For your convenience, staff has developed a one page summary of LWD's investments for the quarter ending September 30, 2013 (see attached). A copy of the full Quarterly Treasurer's Investment Reports has been enclosed for your review.

rd:PB

Attachment
Enclosure

**LEUCADIA WASTEWATER DISTRICT
 QUARTERLY TREASURER'S REPORT SUMMARY
 SUMMARY OF INVESTMENTS AT September 30,2013**

ASSETS	AMORTIZED COST 9/30/2013	% OF TOTAL	
		Actual	Allowed
LAIF - STATE INVESTMENT POOL	\$ 15,453,249.00	44.2%	75.0%
SAN DIEGO COUNTY INVESTMENT POOL	11,350,902.00	32.4%	75.0%
CAMP - JPA INVESTMENT POOL	1,385,299.00	4.0%	75.0%
CAMP PORTFOLIO - US BANK Safekeeping			
Federal Agency - GNMA Pools	12,595.17	0.04%	See below
Federal Agency Bond Notes	4,002,135.20	11.4%	See below
Corporate Notes	2,096,413.81	6.0%	10.0%
	6,111,144.18		
US BANK - CUSTODIAL ACCOUNTS			
Resolution Funding Corp Strips @Cost, Purchased 5/25/1995	178,862.00		
Interest Earned - Amortized Discount* (1)	500,740.00		
	679,602.00	1.9%	See below
TOTAL INVESTMENTS	\$ 34,980,196.18	100.0%	

Total Federal & Federal Agency Investments	4,694,332.37	13.4%	75%
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(1) Representation of interest that is accruing as these federal agency zero coupons approach maturity


INTEREST FOR THE QUARTER ENDED September 30,2013

MONTH
July
August
September
TOTALS

INTEREST EARNED	AVERAGE RETURN
\$ 16,014.00	0.54%
15,049.00	0.51%
14,938.00	0.52%
\$ 46,001.00	

MEMORANDUM

Ref: 14-3875

DATE: November 7, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Actuarial Valuation of LWD's Retiree Health Program

RECOMMENDATION:

The IFC and staff requests that the Board of Directors:

1. Receive the Actuarial Valuation of LWD's Retiree Health Program as of June 30, 2013; and
2. Discuss and provide direction, as appropriate.

DISCUSSION:

This item was reviewed by the Investment & Finance Committee at its November 5, 2013 meeting. The committee recommended that this item be placed on the November 2013 Consent Calendar for the Board's consideration.

During 2004, the Government Accounting Standards Board (GASB) issued statements (No's. 43 and 45) requiring agencies such as LWD to accrue and expense liabilities of other post employment benefits (OPEB). For LWD, this meant that the district had to account for how it would pay for retiree health benefits over the working career of employees rather than on a pay-as-you-go basis. In July 2008, LWD staff contracted with Nyhart Epler to perform an initial actuarial valuation of its retiree health program. Following this valuation, the Board authorized staff to pre-fund its actuarial liabilities through the California Employees' Retiree Benefit Trust (CERBT) with an initial deposit of approximately \$177,000.

This agenda item, which is a FY 2014 tactical goal, presents the results of the most recent actuarial valuation as of June 30, 2013. Based on this most recent report, the District's annual required contribution (ARC) for FY 2013/2014 is a negative or surplus \$5,789. This "negative" amount means that the surplus amortization of the unfunded actuarial accrued liability (surplus \$11,691) will exceed the normal cost (\$5,902) leaving a surplus of \$5,789.

Although LWD's ARC reflects an "excess", staff will not request that excess contributions be returned to the District since interest earned in the CERBT is greater than that available from other LWD investment options.

A copy of the valuation report's Executive Summary is attached.

cal:PB

Attachment

SECTION I. EXECUTIVE SUMMARY

Background

The Leucadia Wastewater District (the "District") selected Nyhart Epler to perform an actuarial valuation of its retiree health program. The purpose of the actuarial valuation is to measure the District's liability for retiree health benefits and to determine the District's accounting requirements for other post-employment benefits (OPEB) under Governmental Accounting Standards Board Statements No. 43 & 45 (GASB 43 and GASB 45). GASB 45 requires accrual accounting for the expensing of OPEB. The expense is generally accrued over the working career of employees, rather than on a pay-as-you-go basis. GASB 43 requires additional financial disclosure requirements for funded OPEB Plans.

The District currently provides a contribution towards retiree health benefits through the CalPERS Health Program for 3 retirees. In addition, 16 employees and 3 non-employee Board Members are either currently eligible for or earning service credit for eligibility for retiree health benefits. To be eligible for retiree health benefits, an employee must retire from the District and commence pension benefits under PERS (typically on or after age 50 with at least 5 years of PERS service). The District's pays the CalPERS minimum required employer contribution (\$115 per month in 2013, \$119 per month in 2014 and indexed in the future to medical CPI) for retirees electing coverage. Section IV of the report details the plan provisions and current premium costs that were included in the valuation.

Results of the Retiree Health Valuation

We have determined that the amount of the actuarial liability for the District's retiree health plan as of June 30, 2013, the measurement date, is \$190,550. This amount is based on a discount rate of 7.61% which assumes the District continues to pre-fund the annual required contribution through the California Employers' Retiree Benefit Trust (CERBT). The amount represents the present value of all benefits projected to be paid by the District for current and future retirees. If the District were to place this amount in a fund earning interest at the rate of 7.61% per year, and all other actuarial assumptions were met, the fund would have enough to pay the District's required contribution for retiree health benefits. This includes benefits for the current retirees as well as the current active employees expected to retire in the future. The valuation does not consider employees not yet hired as of the valuation date.

If the amount of the actuarial liability is apportioned into past service, current service and future service components; the past service component (actuarial accrued liability) is \$156,127, the current service component (normal cost or current year accrual) is \$5,485 and the future service component (not yet accrued liability) is \$28,938.

Changes from Prior Valuation

The valuation reflects updated premium, plan and census information. In addition, the medical trend rates were updated to anticipate an additional 1% increase in initial trend rates. A reconciliation of the approximate change in the actuarial liability from the prior valuation is provided in the following table:

June 30, 2011 Valuation @7.61%	\$191,000
Increase due to passage of time	18,000
Decrease due to more favorable experience (primarily healthcare cost less than assumed)	(23,000)
Increase due to liability for new entrants	<u>5,000</u>
June 30, 2013 Valuation @7.61%	\$191,000

Funding

The District's current funding policy is to pre-fund the annual required contribution as determined under GASB 45 through the CERBT. The market value of assets in the CERBT as of June 30, 2013 is \$292,732. The unfunded actuarial accrued liability/(surplus) at June 30, 2013 is (\$136,605). The plan's funded ratio (actuarial value of assets over actuarial accrued liability) is 187%.

The CERBT provides participating employers with the choice of three investment allocation strategies. The expected rate of return of assets is dependent on the funding strategy of a participating employer and which investment allocation strategy is selected. For employers fully funding their annual required contribution, strategy 1 has a CERBT published median yield of 7.61%, strategy 2 has a published median yield of 7.06% and strategy 3 has a published median yield of 6.39%. The valuation was performed using a 7.61% discount rate assuming the District remains in strategy 1 for the 2013/2014 and 2014/2015 fiscal years and assumes no additional margin for adverse deviation applied to the CERBT stated median discount rate. The results for alternatives allocation strategies using a 7.06% and 6.39% discount rate are also provided in Section II-I of the report.

Annual Required Contribution

The District's annual required contribution (ARC) for the current fiscal year is \$0. The present value of benefits accruing in the current fiscal year (normal cost) plus a 30-year amortization (on a level-dollar basis) of the unfunded actuarial accrued liability/(surplus) at June 30, 2013 is equal to (\$5,789). Under GASB 45 the ARC is subject to a minimum of \$0. The net increase in the OPEB obligation/(asset) at the end of the fiscal year will reflect any actual contributions made by the District during the period for retiree health benefits including any pre-funding amounts.

Actuarial Basis

The actuarial valuation is based on the assumptions and methods outlined in Section VI of the report. To the extent that a single or a combination of assumptions is not met the future liability may fluctuate significantly from its current measurement. As an example, the healthcare cost increase anticipates that the rate of increase in medical cost will be at moderate levels and decline over several years. Increases higher than assumed would bring larger liabilities and expensing requirements. A 1% increase in the healthcare trend rate for each future year would increase the annual required contribution (ARC) by \$2,887 but due to the surplus amortization, the ARC would remain \$0.

Another key assumption used in the valuation is the discount (interest) rate which is based on the expected rate of return of plan assets. The valuation is based on a discount rate of 7.61%. A 0.5% decrease in the discount rate would increase the annual required contribution (ARC) by \$1,910 but due to the surplus amortization, the ARC would remain \$0. A 0.5% increase in the discount rate would decrease the annual required contribution (ARC) by \$1,860 but due to the surplus amortization, the ARC would remain \$0.

GASB 45 requires that implicit rate subsidies be considered in the valuation of medical costs. An implicit rate subsidy occurs when the rates for retirees are the same as for active employees. Since pre-Medicare retirees are typically much older than active employees, their actual medical costs are almost always higher than for active employees. It is our understanding that the District participates in a community-rated health plan (CalPERS Health Plan) and is exempt from valuing the implicit rate subsidy. A proposed Actuarial Standard of Practice would require all actuarial valuations to include the implicit rate subsidy in the valuation of health benefits. If adopted, this could lead GASB to eliminate the exemption from including the implicit rate subsidy in community-rated plans for future valuations. Inclusion of the implicit rate subsidy will typically result in higher liabilities and expense requirements.

A ballpark estimate of how the inclusion of the implied rate subsidy could impact the District's liability based on an assumption that the pre-65 retiree costs would be approximately twice the blended plan premium results in an increase in the AAL and UAAL by \$211,760 and the ARC by \$30,632.

The valuation is based on the census, plan and rate information provided by the District. To the extent that the data provided lacks clarity in interpretation or is missing relevant information, this can result in liabilities different than those presented in the report. Often missing or unclear information is not identified until future valuations.

Encina Wastewater Authority Report
Regular Board Meeting
October 23, 2013

EWA Board of Directors - Directors Juliussen and/or Sullivan reporting.

1. Rescission of Resolution 04-15: Requesting Unanimous Consent for Use of Excess Capacity.

The Board of Directors rescinded Resolution 04-15 Requesting Unanimous Consent for Use of Excess Capacity Pending Completion of Phase V Expansion.

Executive Session

2. Conference with Labor Negotiator as authorized by Government Code section 54957.6 – Agency Representative Kevin Hardy and Michael Steinlicht.

There was no reportable action.

Investment & Finance Meeting Report

Presented by Judy Hanson

Meeting held November 5, 2013

1. The Committee reviewed the LWD Actuarial Valuation Report as of June 30, 2013.

Ms. Marilyn Jones of the Nyhart Epler presented the report to the committee noting that the District's annual required contribution (ARC) for FY 2013/2014 is a negative or surplus of \$5,789.

Since ARC reflects an excess, staff is not requesting that the excess contributions be returned to the District, since interest earned in the CERBT is greater than that available from other LWD investment options.

The item was included in the Board agenda's consent calendar.

2. Update on new GASB Standards Statement Nos. 63 and 68.

CPA Duffey presented an update on the new GASB Standards Statement Nos. 63 and 68. He will present this information later in the agenda.

Engineering Committee Meeting Report

Presented by Director Juliussen

Meeting held on November 5, 2013

1. The EC reviewed a technical memorandum on the recommendation method for non-destructive testing of Leucadia (L1) and Batiquitos (B3) Force Mains completed by Infrastructure Engineering Corporation.

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

2. The EC reviewed a purchase order for a Mechanical Fat, Oil and Grease Reduction System for the Batiquitos Pump Station from Anue Water Technologies, Inc. in an amount not to exceed \$51,305.

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

3. The EC received an update on the Batiquitos B2 Force Main Replacement Project.

MEMORANDUM

DATE: November 7, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Leucadia (L1) Force Main and Batiquitos (B3) Force Main Non-Destructive Testing Project

RECOMMENDATION:

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

1. Receive and file the technical memorandum on the Recommended Method for Non-Destructive Testing of Leucadia (L1) and Batiquitos (B3) Force Mains completed by Infrastructure Engineering Corporation.
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its November 5, 2013 meeting.

In August 2013, the Board of Directors received and filed the Leucadia (L1) Force Main Internal Corrosion Evaluation Project report completed by Infrastructure Engineering Corporation (IEC). In that report IEC recommended that the District discontinue use of the L1 Force Main until the District conducts further condition assessments of the L1 Force Main. Subsequently, in September 2013, the Board authorized the execution of an agreement with IEC for the design and engineering support services to conduct the L1 Force Main assessment. Simultaneously, the Board approved adding the condition assessment of the Batiquitos (B3) Force Main to take advantage of the economy of scale in the inspection price and efficiencies in design and project administration.

IEC has completed their evaluation of currently available technologies to conduct the non-destructive force main condition assessments. Three technologies are available SeeSnake, Magnetic Flux Leakage (MFL) Testing and PipeDiver. The attached technical memorandum contains a table with a detailed comparison of the three methods. As a result of the comparison, IEC recommends using SeeSnake, developed by PICA Corporation (PICA), to conduct the assessment. SeeSnake was selected because it provides high defect resolution for condition assessment, can navigate bends up to 90 degrees in the force main and is free swimming (does not require mechanical conveyance).

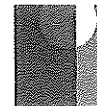
Additionally, IEC recommends that the District contract directly with PICA for a packaged project to include construction of force main modifications for launching the SeeSnake, provide and operate the required pumping equipment, perform the testing and provide a report of the test results. Doing so will place project responsibility and liability with a single contractor, reduce the complexity of working with and coordinating multiple contractors, and result in improved efficiency in project administration and management. This will result in a sole source procurement which is allowed under paragraph 11.1, Sole Source Procurement, of the District's Procurement Policy because the good or service is of such a unique, proprietary or technical

nature that it is only manufactured or provided by one vendor. Staff agrees with this recommendation and, upon concurrence from the Board, will proceed accordingly.

Jamie Fagnant, IEC, will present an overview of the report at the meeting.

rym:PJB

Attachment



**LEUCADIA WASTEWATER DISTRICT
L1 FORCE MAIN FOCUSED INTERNAL CORROSION EVALUATION PROJECT**

TECHNICAL MEMORANDUM

Date: October 24, 2013 - **First Draft**
October 30, 2013 - **Final**

Subject: **RECOMMENDED METHOD FOR INSPECTION OF L1 AND B3**

Prepared By: Jamie Fagnant, P.E.
Reviewed By: Robert S. Weber, P.E.

PURPOSE

The purpose of this technical memorandum is to provide recommendations on the preferred method for non-destructive testing for the L1 and B3 sewer force mains.

SUMMARY

IEC identified three potential non-destructive testing technologies: Pure Technologies MFL (Magnetic Flux Leakage) Testing, Pure Technologies PipeDiver, and PICA Corporation's See Snake. MFL and PipeDiver technologies were found to be unresponsive to the District's needs due to inability to navigate required bends and insufficient defect identification resolution, respectively. IEC recommends the District contract with PICA Corporation to utilize the SeeSnake technology as the apparent only viable method to non-destructively test the L1 and B3 sewer force mains to the level of detail necessary to estimate a remaining useful service life and recommended repairs (if found to be necessary following inspection).

IEC recommends the District contract directly with PICA Corporation to perform force main modifications to launch their equipment, stage pumping operations to conduct testing, perform thickness testing and provide a report summarizing thickness testing results. Bundling these services together rather than contracting the force main modifications and pumping operations out to another contractor is intended to minimize the risk to the District of conflict between PICA Corporation and an outside contractor in regards to scheduling and operational requirements.

BACKGROUND

The L1 and L2 force mains are redundant 24" ductile iron pipe force mains that convey raw sewage from the Leucadia Pump Station approximately 14,000 feet along La Costa Avenue to the Batiquitos Gravity Sewer. L1 was installed in 1979 and is composed of 24" ductile iron pipe with a poly-liner at the high points and cement mortar lined elsewhere. In 2001 L1 was replaced with new 24" PVC from the Leucadia pump station site to El Camino Real and was cured-in-place pipe lined under El Camino Real. L2 was installed in phases, beginning in 1996 and ending in 2003 and is composed of PVC (polyvinyl chloride) pipe with ductile iron fittings, a steel overcrossing at I5 and HDPE (high-density polyethylene) installed by horizontal directional drilling under El Camino Real.

The District had a study prepared on several sewer force mains by Dexter Wilson Engineering Inc.

titled Leucadia Wastewater District Force Main Inspection Study for L1, L2, B2, and B3 dated July 28, 2009. This study recommended the installation of two sewer manholes and access points on the existing L1 force main for the purposes of inspection and maintenance. These sewer manholes would allow for destructive testing of the L1 force main along with continued access for CCTV (closed-circuit television) inspections on a periodic basis. However, due to the associated cost for installation and maintenance of the sewer manholes, and the limited nature of data received regarding corrosion from CCTV, the District elected to proceed with destructive testing only. The destructive testing was intended to evaluate the existing condition of the L1 sewer force main and provide an estimated remaining service life for the force main based on internal corrosion. This destructive testing was not meant to address the possibility of soil side corrosion. The District currently has a managed cathodic protection system in place to minimize further soil side corrosion, recently upgraded in the Force Main Cathodic Protection Refurbishment Project completed earlier this year.

The results of this destructive testing, performed in May 2013, indicated multiple through wall perforations at the high point with evidence of ongoing corrosion approximately 500 feet upstream and 700 feet downstream of the inspection point. The District has accordingly placed the L1 sewer force main on reserve for emergency use only. The conceptual cost to replace the L1 force main with a new 24" PVC force main was estimated at approximately \$7.9 million dollars. Due to the high cost of replacement, IEC recommended the District perform additional condition assessment to explore the possibility of performing isolated repairs instead of a complete replacement.

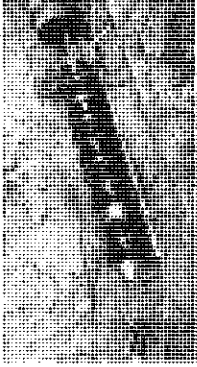
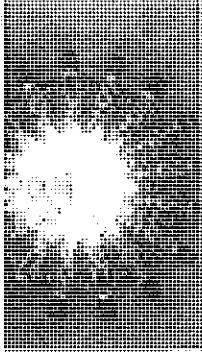
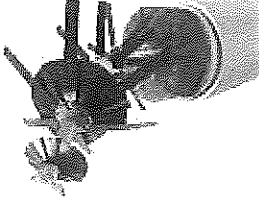
At the same time, the District requested IEC include the B3 force main as a candidate for non-destructive testing. The B3 force main is a 24" ductile iron force main built in 1988 that is approximately 10,160 feet long and runs along Highway 101. This is intended to take advantage of an economy of scale in performing non-destructive testing on both force mains.

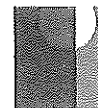
PIPELINE INSPECTION TECHNOLOGIES

IEC researched alignment-wide thickness testing methods and identified three potential testing technologies: Pure Technologies' MFL testing, Pure Technologies' PipeDiver testing and PICA Corporation's SeeSnake testing. Of the three above testing technologies, IEC recommends the District proceed with thickness testing utilizing the PICA Corporation's SeeSnake (PICA or SeeSnake) due to the following operational characteristics of the MFL and PipeDiver technologies:

- The Pure Technology's MFL Testing would not be able to navigate the bends in the L1 and B3 sewer force mains.
- The Pure Technology's PipeDiver testing would not report accurate enough wall thickness to assess potential soil side corrosion. Soil side corrosion has the potential to cause very localized wall thickness loss, about the size of a dime. This highly localized metal loss would not be identified by the PipeDiver technology with an appropriate level of certainty.

The operational characteristics that preclude the MFL and PipeDiver testing methods from consideration are noted as "fatal flaws" in the below table and the subsequent comparisons are shaded to indicate that they are for information only and are not considered in the selection of a testing method.

NAME	PICA CORPORATION SEESNAKE	PURE TECHNOLOGIES MFL TESTING	PURE TECHNOLOGIES PIPEDIVER
Image			
Ability to navigate bends	May navigate bends up to 90 degrees on a case by case basis with a slight increase in pressure if needed.	FATAL FLAW - Will not navigate bends greater than 45 degrees.	High flexibility in navigating bends.
Defect Resolution	High defect resolution reporting (will detect a pit depth of approximately 1/2" for a through hole perforation, 3/4" for a 50% metal loss pit - also reports average wall thickness for crown corrosion assessment)	Very high defect resolution reporting (detects pit depth of approximately 1/4" for a 50% metal loss pit - also reports average wall thickness for crown corrosion assessment)	FATAL FLAW - Moderate localized defect resolution reporting (localized pitting defect must approach 6"x6" in order to be reported - recommended confirmation through excavation - also reports average wall thickness for crown corrosion assessment)
Service/ Dewatering Requirements	Must take main out of service for inspection. Dewatering not required.	Must take main out of service for inspection and dewater.	Main may remain in service during testing.
Launch Point Requirements	Requires a full diameter linear launch point.	Requires a full diameter linear launch point.	May be Launched through a 12" access port .
Ability to navigate restrictions	24" tool will not pass through pipe sizes less than 24"	24" tool will not pass through pipe sizes less than 24"	24" tool will pass through pipe sizes less than 24"
Method of propelling tool	Can operate in free swimming or winched mode (free swimming proposed).	Propelled by winch.	Can operate in free swimming or winched mode (free swimming mode proposed).
Testing Technology	Remote Field Testing Technology	Magnetic Flux Testing Technology	Near Field Electromagnetic Testing Technology
Ability to test through liner	Can test through liner <1"	Can test through liner <1"	Can test through liner > 1"
Tool testing speed	Controlled speed of approximately 15 feet per minute required	Maximum speed 880 ft/ min	Passes through pipeline with flow. Speed contingent upon host pipe fluid flow
Testing and Reporting Approximate Cost	Approximately \$230,500	Pricing not provided by manufacturer - tool not able to navigate pipeline bends.	Approximately \$200,000 - \$250,000.
Launching and Operating additional costs	Approximately \$170,000	Operational requirements not disclosed by manufacturer - tool not able to navigate pipeline bends.	Approximately \$60,000



Leucadia Wastewater District
L1/B3 Non-Destructive Testing
Technical Memorandum
October 30, 2013
Page 4 of 6

PIPELINE INSPECTION OPERATIONAL LIMITATIONS

Although the SeeSnake technology provides the preferred combination of accessibility and defect reporting resolution, there are several operational limitations that must be addressed.

In researching the feasibility of these testing technologies IEC noted that the L1 force main was lined with cured-in-place pipe lining under El Camino Real. This lining was installed through two horizontal angle points. Cured-in-place pipe lining installed through angle points typically forms a slight obstruction due to wrinkling of the lining as it forms around the angle point. This obstruction may prevent PICA's SeeSnake tool from passing through. IEC and PICA recommend the District launch the SeeSnake downstream of the lined portion of L1. In doing so the upstream portions of the force main will not be tested. The upstream portions consist of PVC installed in 2001 and the lined portion of the force main. IEC recommends the PVC portion of the force main remain in place, subject to the District's Asset Management Master Plan recommendation of replacement after 25 years of service.

The L1 force main decreases in diameter to 18" prior to passing over the railroad bridge and discharging to gravity on the Western end of the force main. The SeeSnake tool cannot pass through this restriction in diameter. IEC and PICA recommend the retrieval of the tool just upstream of this change in diameter. The railroad bridge crossing was replaced in 1998 with 18" polylined ductile iron. The downstream portion of the force main is original 18" polylined ductile iron. Per the District Asset Management Plan's 25 year lifespan recommendation, the bridge crossing should be replaced in 2023. IEC recommends the District plan on replacing the downstream portion of 18" polylined ductile iron with new 18" PVC because it is likely flowing by gravity through this section and is expected to be in similarly deteriorated condition to the high point of force main that underwent destructive testing in May of 2013.

Launching the SeeSnake tool downstream of the lined portion of L1 and receiving the SeeSnake tool upstream of the 18" constriction over the railroad bridge will require force main modifications to be performed along La Costa Avenue in both locations. Force main modifications at the pump station site will be required for B3. It is anticipated that the SeeSnake tool may be retrieved in the B3 discharge manhole, although a larger manhole cover may need to be installed. IEC recommends the District include the operational requirements of excavating in these locations part of PICA's contract. These operational requirements include: utility research and plotting, contacting DigAlert for markout, traffic control, dewatering, obtaining a dewatering permit from Encina Wastewater Authority including typical Encina requirements such as conducting pre-construction site groundwater site sampling, obtaining right of way permits from the City of Encinitas and the City of Carlsbad, pumping configuration and testing fluid obtainment, force main reconstruction requirements and permanent paving requirements at modification points.

In order to provide the required 15 feet per minute flow rate for testing, the force mains must be supplied with separate bypass pumps capable of achieving this flow rate. It is anticipated these pumps will be located at each pump station and will operate with raw sewage stored in and pumped out of the respective emergency wet wells.

In order to test the B3 sewer force main, the District will need to take it out of service and put the redundant B2 line into service. The B2 sewer force main experienced a failure in February 2013, was repaired, briefly put into service to remove bypassing operations at the Batiquitos Pump Station, and

has since been out of service. Although the B2 sewer force main was repaired at the location of the failure and did not experience failure when put back into service, the District has kept the force main in reserve for essential operation only. The District has indicated that the B3 pipeline inspection constitutes an essential use of the B2 sewer force main.

The design process to replace the B2 sewer force main is currently underway and scheduled to go to bid in December 2013. The District currently has a construction project underway to replace the emergency generator at the Leucadia Pump Station. Both of these projects will need to be coordinated with the proposed thickness testing schedule.

During research, IEC investigated the likelihood of the SeeSnake tool becoming stuck in the force mains. Of particular concern is the L1 crossing under Interstate 5. To mitigate the chance of obstruction, PICA requires the force mains undergo pigging operations prior to launching the SeeSnake tool. The SeeSnake tool has successfully navigated 90 degree bends in the past, although PICA may request the District turn on the main pump station pumps to boost pressure to aid in navigating 90 degree bends. Successful navigation of 90 degree bends in a 24" sewer force main was confirmed by a representative from the City of Raymore, Mo., in regards to a 24" SeeSnake inspection conducted in 2011.

IEC has contacted references provided by PICA Corporation regarding the SeeSnake tool and has received responses from Dennis Dineen of Donohue and Associates for the Milwaukee Metropolitan Sewerage District 12" free swimming force main inspection, Phil Becker of the City of Raymore regarding a 24" free swimming force main inspection, and David Niese of Mount Pleasant Water (SC) regarding a 16" tethered inspection. All returned favorable references stating that PICA was easy to work with, provided services on time and on budget, and that the SeeSnake tool successfully navigated all required bends. In the case of the MMWD project, MMWD operated their own pumps to supply the required flow rate and contracted with an outside contractor to perform required force main modifications. The force main modifications for MMWD required slight additions from the original construction to meet PICA's needs. In the case of the Raymore project, PICA contracted with a local contractor to perform force main modifications and provide required pumping rate. The City of Raymore had no issues with PICA's contracted performance of force main modifications and pumping operations. Mount Pleasant contracted with an outside contractor to perform required force main modifications. As a result of their experiences coordinating PICA's needs with an outside contractor they recommended contracting directly with PICA for the force main modifications. Mount Pleasant Water also changed their testing method from free swimming to tethered following a failure during pigging caused by severe crown corrosion.

PIPELINE INSPECTION SCOPE OF WORK

IEC recommends the District contract directly with PICA to perform force main modifications to launch their equipment, stage pumping operations to conduct testing, perform thickness testing and provide a report summarizing thickness testing results. The District will maintain the responsibility of operating their own pump station equipment in the even it may become necessary to utilize the main pumps during the thickness testing, and will perform pigging operations with pigs provided or specified by PICA through the launching and receiving locations constructed by PICA. In contracting with PICA to provide force main modifications and pumping operations rather than contracting this work out and managing it themselves, the District reduces risk associated with coordinating the outside

Leucadia Wastewater District
L1/B3 Non-Destructive Testing
Technical Memorandum
October 30, 2013
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contractor's scope of work and PICA's operational schedules and needs. IEC will continue to provide engineering support services as necessary to provide an interface between PICA's operational needs and the District's facilities and engineering standards.

MEMORANDUM

DATE: November 7, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Award of Purchase Contract – Mechanical Fat, Oil and Grease Reduction System for the Batiquitos Pump Station Wet Well

RECOMMENDATION:

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

1. Authorize the General Manager to purchase a Mechanical Fat, Oil and Grease Reduction System for Batiquitos Pump Station from Anue Water Technologies, Inc. in an amount not to exceed \$51,305.00;
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its November 5, 2013 meeting.

In July 2009, the District purchased and installed a Mechanical Fat Oil and Grease (FOG) Reduction System for the wet well at the Leucadia Pump Station. This proprietary FOG Reduction System is marketed under the brand name "Anue". This unit essentially consists of a mechanical FOG remediation system, a pivoting spray nozzle, which increases oxygenation and surface agitation to breakdown and prevent FOG formation. The system agitates the FOG layer inside the wet well and breaks-up the FOG that acclimates on the surface of the wastewater.

The increase in residential usage of non-disposal wipes has amplified the problems caused by FOG at the Batiquitos Pump Station. The non-disposables act as a base for FOG to coagulate around in the wet well creating a FOG mat that results in false wet well alarms and increase labor costs of cleaning the wet well and bar screen.

Anue's Mechanical FOG System is a critical component in the District's arsenal at Leucadia Pump Station for FOG control and has effectively prevented the formation of a FOG mat in the Leucadia Pump Station wet well. Staff believes this system will be effective at the Batiquitos Pump Station.

The purchase of the FOG Reduction System is a sole source procurement. Paragraph 11.1, Sole Source Procurement, of the District's Procurement Policy allows sole source purchases if the item or service is of such a unique, proprietary or technical nature that it is only manufactured or provided by a single vendor. The purchase price includes startup, training, warranty certification and freight. Therefore, staff requests approval to purchase the Mechanical FOG Reduction System from Anue Water Technologies in an amount not to exceed \$51,305.00

FISCAL IMPACT:

Adequate funds remain in the Batiquitos Pump Station Rehabilitation Project account to cover the purchase of the Mechanical FOG Reduction System.

jms:PJB

MEMORANDUM

Ref: 14-3882

DATE: November 7, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: 2013 Employee of the Year Award



RECOMMENDATION:

It is recommended that the Board of Directors:

1. Approve an award of \$1,000 to the recipient of the 2013 Employee of the Year Award.

DISCUSSION:

The Leucadia Wastewater District's (LWD) Individual Incentive Program includes provisions for an Employee of the Year Award. The Incentive Program authorizes a monetary award of \$1,000 to be approved by the Board of Directors following review by a committee consisting of the Employee Recognition Committee, LWD management, and the 2012 recipient.


LWD staff and the Employee Recognition Committee are scheduled to meet on November 12, 2013 to review nominations and select LWD's nominee for the Employee of the Year Award. This item is forwarded to the Board of Director's for approval in accordance with the Incentive Program.

The Employee of the Year Award is traditionally announced and presented at the Holiday Party event. Therefore, the recommendation does not name the recipient in order to maintain confidentiality until that time. Staff will be pleased to provide the Board of Directors with the recipient's name upon request.

cal:PJB

MEMORANDUM

Ref: 14-3881

DATE: November 7, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Calendar Year 2014 Board of Directors' Meeting Schedule

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve the Calendar Year 2014 Board of Directors' meeting schedule.
2. Discuss and take other action, as appropriate.

DISCUSSION:

During November 2009, the Board of Directors adopted Resolution No. 2205 establishing the date, time and place for regular meetings of the Board. According to the resolution, Board meetings will be held at the District Administration Building at 5:00 P.M. on the second Wednesday of each month unless changed by a motion of the Board at a regular meeting. Below please find the proposed meeting schedule for calendar year 2014. Also attached is the updated 2014 conference schedule that staff has prepared for coordinating with the Board meeting dates in order avoid potential conflicts with the proposed dates.

2014 Board of Directors' Meeting Schedule	
January 8, 2014	July 9, 2014
February 12, 2014	August 13, 2014
March 12, 2014	September 10, 2014
April 9, 2014	October 8, 2014
May 14, 2014	November 12, 2014
June 11, 2014	December 10, 2014

In accordance with the Resolution, staff requests that the Board of Directors approve the Calendar Year 2014 Board of Directors' meeting schedule (above) and take other action, as appropriate.

cl:PJB

Attachment

CSDA Conferences

Legislative Days

Date: **May 20-21, 2014**

Location: Sacramento Convention Center

LWD Board Meeting: **May 14, 2014**

Annual Conference

Date: **September 29- October 2, 2014**

Location: Palm Springs, CA

LWD Board Meetings: **September 10, 2014 & October 8, 2014**

CWEA Conferences

Annual Conference

Date: **April 29- May 2, 2014**

Location: Palm Springs Convention Center

LWD Board Meetings: **April 9, 2014 & May 14, 2014**

WEF TEC Conference

86th Annual Water Environment Federation Conference

Date: **September 27 – October 1, 2014**

Location: New Orleans Morial Convention Center, New Orleans, LA

LWD Board Meetings: **September 10, 2014 & October 8, 2014**

UPCOMING 2014 CONFERENCES

CASA Conferences

Mid-Year Conference

Date: **January 15-17, 2014**

Location: Renaissance Esmeralda Indian Wells, CA

LWD Board Meeting: **January 8, 2014**

Legislation & Public Policy Forum

Date: **April 28-29, 2014**

Location: Sheraton Grand Hotel, Sacramento, CA

LWD Board Meeting: **April 9, 2014**

59th Annual Conference

Date: **August 20-23, 2014**

Location: Marriott Monterey, Monterey, CA

LWD Board Meeting: **August 13, 2014**

WaterReuse Conferences

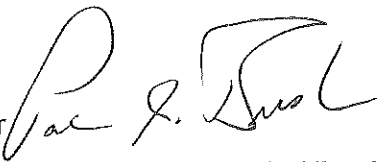
2014 WaterReuse California Annual Conference

Date: **March 16 – 18, 2014**

Location: Newport Beach Marriott, Newport Beach, CA

LWD Board Meeting: **March 12, 2014**

MEMORANDUM

DATE: November 7, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Batiquitos Lagoon Foundation Board Members 2013 Election

RECOMMENDATION:

1. Discuss and take action as appropriate.

DISCUSSION:

LWD received the Batiquitos Lagoon Foundation (BLF) ballot for their 2013 election. There are three seats available. The candidates are the following:

- Jim Brown (Incumbent);
- Fred Sandquist (Incumbent); and
- Robert E. Murphy

Attached for your review are the candidate's statements and a copy of the BLF election ballot (Attachment A). The ballot is due at the BLF by noon, Tuesday, November 19, 2013.

Staff has no recommendation on this matter. The ballot will be forwarded to the BLF by the due date with the Board's recommendation.

Attachments

2013 BLF Board Election Candidate Information

Jim Brown (Incumbent):

Thank you for considering me for another term as a board member for the Batiquitos Lagoon Foundation. I have been a member of the foundation for five years, the last three as a board member. I have especially enjoyed my duties assisting with our Docent Program and the Water Testing Program.

The Docent Program has given educational walks to several thousand students and adults over the past few years. We are presently receiving an abundance of volunteers to fill our docent ranks and it is my goal to expand our educational outreach through them.

Setting up our water testing program in partnership with San Diego Coastkeeper is my most rewarding accomplishment. This program has allowed us to create a four year baseline to monitor chemicals and other substances that flow into our lagoon. Our trained volunteers can now take accurate samples, perform field analysis and speak to the health of our watershed.

Other board activities I would like to continue with are outreach to our watershed neighbors in Lake San Marcos, as well as meeting with other lagoon and community groups. I have a healthy interest in our dredging needs and activities. Wildlife tracking and financial oversight activities are other areas that I have been developing as part of my board activities.

I have lived in Encinitas for 35 years with my wife, Linda, and we have very much enjoyed raising our family in this area. I am a retired roofing contractor. Prior to moving here, I graduated with a Bachelor's degree in Business Management from CSU Fullerton and served as a Combat USMC officer in Vietnam in '69 -'70.

I have served in the community as Vice President of the Encinitas Civilian Emergency Response Training (CERT) organization, School Board President of the St John's Catholic School and President and Vice President of the San Diego Chapter of the San Diego Veterans for Peace. When my children were young, I totally enjoyed coaching and cheering them on in all their local sports programs.

I have enjoyed my duties at the Batiquitos Lagoon and hope to serve you another three years on the board.

Fred Sandquist (Incumbent):

My goal as your BLF President has been and continues to be to make our *all volunteer organization* a respected and recognized leader in educating the public as to the importance of our fragile coastal wetlands and associated watershed. I also want the BLF to be a leader and serve as an example of community-based stewardship for sustaining the health of Batiquitos Lagoon and its surrounding habitat now and into the future through our volunteer program opportunities where the public can directly participate and support our preservation work – a hands-on experiential approach. My experience and background includes: being a former Volunteer Park Ranger with the State of Maryland; executive management careers with the Social Security Administration, the Navy's Bureau of Medicine and Surgery's Medical Automation Program; a retired Navy Commander; and a number of consultant positions associated with the Navy's Trident Submarine Program. Locally, I am a member of the

Carlsbad Watershed Network (CWN), member of the California Coastal Conservancy's Southern California Wetlands Recovery Task Force, and board member and member of the executive committee of the San Diego Conservation Resources Network (SDCRN).

I would welcome the opportunity to continue to serve as a board member of the Batiquitos Lagoon Foundation! We have many exciting projects and activities (e.g., upgraded nature center, continued restoration and trail building on our Cholla Point property and along the North Shore Trail, completing the North Shore Trail through to El Camino Real, working with our education program leadership in continuing and expanding our very successful public education program), and I would like to continue to be a part of the foundation's leadership team.

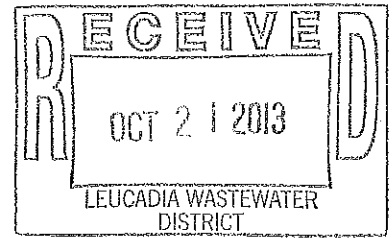
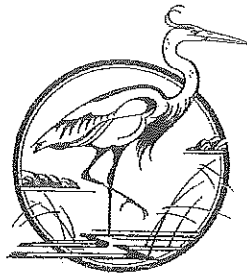
Robert E. Murphy:

For the past five years, I have been working on trail maintenance at the Batiquitos lagoon on the 1st and 3rd Saturdays of each month. I also lead the trail committee to coordinate the many maintenance tasks that we do on the trail. We recently received a restoration grant for the rookery area, and I am helping Fred to manage and implement the grant as part of the trail maintenance activities. I work with Fred and Paula twice a month leading groups of volunteers on maintenance activities such as trash pickup, rope fence replacement, installing and maintaining memorial benches, removing invasive species, and planting native plants and trees. I have served on the board of the Batiquitos Lagoon Foundation from 2008 through 2012, and am interested in serving on the board again.

I have a doctorate in analytical chemistry and consult in the biotech industry part time. I have lived in Leucadia for the last 15 years and enjoy walking the lagoon trail with friends and family. I have attended the California Invasive Plant Council's field courses on Weed Biology and Identification, Weed Control Methods, and the California Coastal Commission's Diggin In workshop. I am a member of the Sierra Club and enjoy gardening, the outdoors and preserving the native environment is my passion.

YOU'RE INVITED!!!

PLEASE COME!!!



**THE ANNUAL MEETING
OF THE**

BATIQUITOS LAGOON FOUNDATION (BLF)

WILL BE

**TUESDAY, NOVEMBER 19, 2013
4:30 PM**

AT THE

**BLF NATURE CENTER
7380 GABBIANO LANE (LAGOON END)*, CARLSBAD
(*SEE MAP AT WWW.BATIQUITOSFOUNDATION.ORG)**

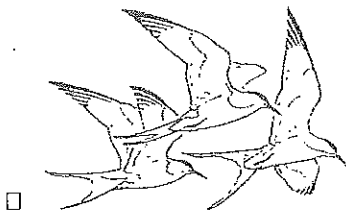
- Meeting of Batiquitos Lagoon Foundation members
- Election of three board members
- Regular Board Meeting

BALLOT

ELIGIBLE VOTERS — ACTIVE MEMBERS AND IN GOOD STANDING SINCE OCTOBER 20, 2013

EVERY YEAR WE ELECT THREE NEW BOARD MEMBERS. THERE ARE THREE NAMED CANDIDATES THIS YEAR.

VOTE FOR NO MORE THAN THREE:



- JIM BROWN (INCUMBENT)**
- FRED SANDQUIST (INCUMBENT)**
- ROBERT E. MURPHY**
- OTHER _____**

**BRING YOUR BALLOT TO THE MEETING AND MEET THE CANDIDATES
OR
FOLD THIS WHOLE PAGE, SEAL WITH TAPE, AND MAIL TO THE BLF
(MAILED BALLOTS MUST BE RECEIVED BY NOON, TUESDAY, NOVEMBER 19, 2013 TO COUNT)**

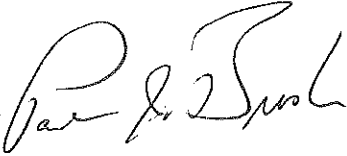
MANDATORY

SIGNATURE

PRINT NAME

DATE

MEMORANDUM

DATE: November 7, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Call for Nominations to the San Diego Chapter CSDA Board of Directors

RECOMMENDATION:

That the Board of Directors considers the following:

1. Discuss and take other action as appropriate.

DISCUSSION:

Leucadia Wastewater District received notification that nominations are being solicited for the San Diego Chapter CSDA Board of Directors. The positions that are up for the 2014-2016 term are the Second Vice President and Secretary. Any San Diego Chapter CSDA Special District is eligible to nominate one person, a board member or an employee, for the election. CSDA Chapter Board members serve three year terms.

The elections will be held on November 21, 2013, during the Quarterly Chapter Dinner Meeting. Nominations will also be considered during the quarterly dinner meeting.

Staff has no recommendation on this matter and is seeking direction from the Board of Directors. Attached is CSDA's notification that states the names of the incumbents, who are running for re-election.

cal:PJB

Attachment

Trisha Hill

From: Kathleen <kchedberg@cox.net>
Sent: Friday, October 25, 2013 4:26 PM
To: Kathleen
Subject: San Diego Chapter CSDA Board Elections - November 21, 2013
Attachments: CSDAbylaws2007.pdf

San Diego Chapter CSDA Members - Happy Friday!

November is San Diego Chapter CSDA Board Elections! The Nomination Committee Chairperson is our First Vice President, Ken Munson, North County Fire District. We will be having elections at our November 21, 2013 Quarterly Chapter Dinner Meeting. The Nomination Chairman is looking for Special District Board Members or Employees of a member Special District who are interested in leading the direction of the California Special Districts Association San Diego Chapter for the 2014 - 2016 term.

Commitment: The San Diego Chapter CSDA Board of Directors is the governing body responsible for policy decisions. Serving on the Board requires interest in the issues confronting special districts regionally and statewide.

Nomination Procedures: Any San Diego Chapter CSDA Special District is eligible to nominate one person, a board member or an employee of a member Special District for election to the San Diego Chapter CSDA Board of Directors. The election will be held at 7 pm on Thursday, November 21, 2013 at The Butcher Shop Steakhouse – Kearny Mesa, 5255 Kearny Villa Road, San Diego - (858) 565-2272. No proxy ballots will be accepted.

Board Positions up for the term 2014/2016 are:

Second Vice President (1) shall be responsible for membership recruitment; (2) shall be chairperson of the Membership Committee; and (3) shall act as Chairperson of the Nomination Committee in alternate years when not standing for election.

Secretary (1) shall be responsible for keeping minutes of the Regular Membership meetings and the Board of Director meetings; and (2) for publication and distribution of the Associations quarterly newsletter.

Current Incumbents who are running for re-election:

2nd Vice President: Michael Emerson, Grossmont Healthcare District

Secretary: Diana Towne, Rincon Del Diablo Water District

If you have any questions or want to submit a nomination(s), please email or contact Ken Munson, (760) 451-8882, kemunson@roadrunner.com as soon as possible.

Kathleen Coates Hedberg, Director
San Diego Chapter President
California Special Districts Association
c/o Helix Water District
7811 University Avenue
La Mesa, CA 91942

kchedberg@cox.net
(619) 660-7487

MEMORANDUM

Ref: 14-3892

DATE: November 7, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: GASB 63 & 68 UPDATE



RECOMMENDATION:

1. This agenda item is provided for information only.

DISCUSSION:

This item was reviewed by the Investment & Finance Committee on November 5, 2013. The committee recommended that this item be presented for the Board's information.

Recently, the Governmental Accounting Standards Board (GASB) approved several new financial reporting standards that will significantly change how state and local governmental agencies such as LWD will account and report certain transactions and liabilities such as pension obligations.

Two new accounting rules that will affect LWD will take effect in the near future. They are:

- Statement No. 63: Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position
- Statement No. 68: Accounting and Financial Reporting for Pensions—an amendment of GASB Statement No. 27

Mr. Richard Duffey, LWD's accountant, will provide a brief overview of the new rules and how they will affect LWD financial reporting.

cal:PB

October 25, 2013

To: San Diego Chapter CSDA Member Agencies
From: Kathleen Coates Hedberg, San Diego Chapter President
Subject: San Diego Chapter CSDA Quarterly Dinner Meeting
Event Date: **Thursday – November 21, 2013**

Board of Directors

Time: **6:00 pm to 9:00 pm – Dinner served at 6:45 pm**

President
Kathleen Coates Hedberg
Helix Water District

Location: **The Butcher Shop Steakhouse – Kearny Mesa**
5255 Kearny Villa Road, San Diego - (858) 565-2272
<http://www.butchershopsd.signonsandiego.com>

First Vice-President
Ken Munson
North County Fire
Protection District

Join us for an enjoyable evening as the San Diego Chapter of CSDA presents:

Dan McAllister
San Diego County Treasurer – Tax Collector

Second Vice-President
Michael Emerson
Grossmont
Health Care District

Tax Time Again! Does your District receive tax funding? Come to our meeting and hear our Tax Collector Dan McAllister who is responsible for the collection of more than \$4.5 billion in County, City, School and Special District taxes. Dan McAllister was elected in November 2002 and re-elected to his third term in June 2010 by an overwhelming 78% majority of the vote. Since assuming office, he has worked extensively to improve customer service, enhance communications and outreach initiatives, and has made numerous operational improvements. Come with your tax questions for your Special District!

Treasurer
Richard Stevenson
Sweetwater Authority

Secretary
Diana Towne
Rincon del Diablo MWD

We will also hold our San Diego Chapter CSDA's Board Elections; provide a LAFCO report, Sacramento legislative update and an announcement of our grant recipients. Be sure to read your November San Diego Chapter CSDA Newsletter for more great information.

Past President
Vacant

Dinner Menu Selections – \$39 per person (\$45 non-member)
Public is invited to attend the dinner at the \$45 non-member price

Director
Jo MacKenzie
Vista Irrigation District

Tri-Tip Steak, with Bordelaise Sauce, New Potatoes and Vegetables
Fresh Mahi Mahi, Mesquite Broiled and Topped with Cilantro-Lime Sauce
Vegetarian Pasta, Mushrooms, Spinach, Feta Cheese with Pappardelle Pasta

Director
Elaine Sullivan
Leucadia Water District

Registration deadline is: Thursday, November 14, 2013

We look forward to seeing all agencies and guests attending this event. If you have any questions or need further information, please call Kathleen Coates Hedberg at (619) 660-7487; kchedberg@cox.net, or Rich Stevenson at (619) 409-6711; rstevenson@sweetwater.org.

Cancellation/Refund Policy: San Diego Chapter CSDA is obligated by contract to pay for the number of attendees registered by the Friday prior to the event, hence the Thursday deadline. Cancellations made after the deadline are not refundable. Agencies and individuals are responsible for paying any reservation that made and not cancelled prior to the deadline. Agencies may substitute or add individuals attending.

General Public Welcome

San Diego Chapter CSDA Dinner Meeting Registration Form

Thursday – November 21, 2013

The Butcher Shop Steakhouse - 5255 Kearny Villa Road, San Diego

6:00 PM No-Host Social Hour ~ 6:45 PM Dinner/Program

Dinner - \$39.00 (\$45.00 non-members)

Public is invited to attend at the \$45 non-member price

Choice of: 1. Tri-Tip Steak 2. Mahi Mahi 3. Vegetarian Pasta

Agency: _____ Contact Name: _____

Phone Number: _____ Email: _____

Make reservations as follows, check dinner choice - Please print clearly

	Entrée Selection	1	2	3
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Enclosed is our check for _____ reservation(s) at \$39.00 each = \$ _____

Non-member _____ reservation(s) at \$45.00 each = \$ _____

Make check payable to San Diego Chapter CSDA

Mail To: Rich Stevenson ~ Phone: (619) 409-6711
San Diego Chapter CSDA Treasurer
Sweetwater Authority
505 Garrett Avenue
Chula Vista, CA 91910

Or Fax: (619) 425-7469 Or Email: rstevenson@sweetwater.org

Reservations must be received no later than Thursday, November 14, 2013

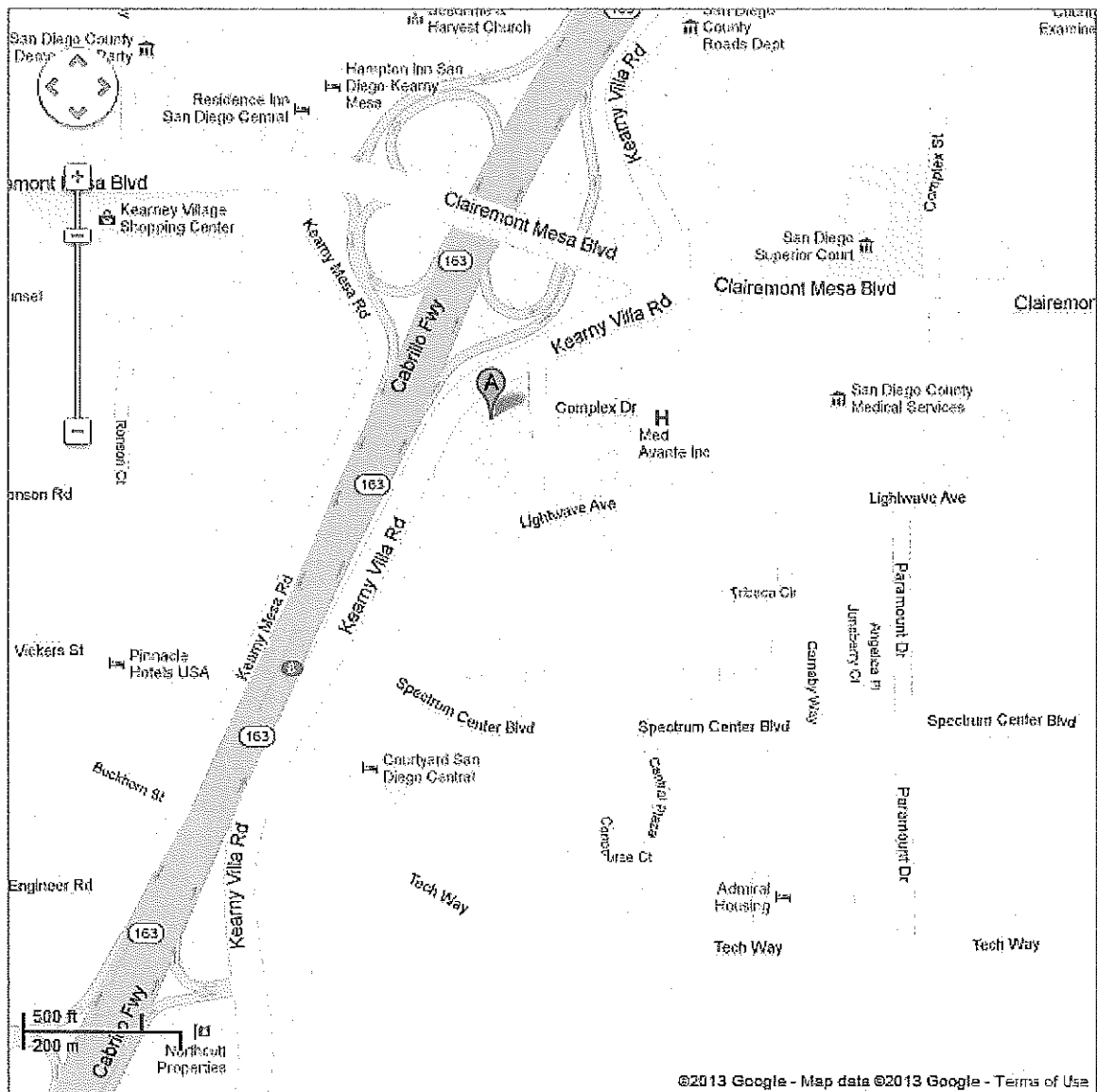
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Directions to: The Butcher Shop Steakhouse – Kearny Mesa
5255 Kearny Villa Road, San Diego - (858) 565-2272
<http://www.butchershopsd.signonsandiego.com>

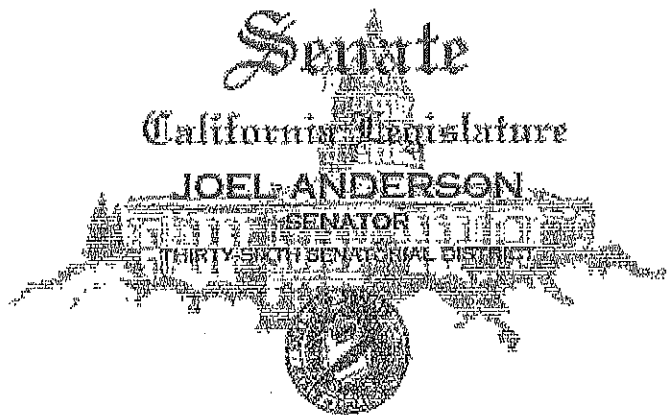
Located just off HWY 163 & Clairemont Mesa Blvd.

From South: Take 163 North to Clairemont Mesa Blvd East. Take the first two rights. We are on the left side of the street.

From North: Take 163 South to Clairemont Mesa Blvd East. Cross the 163 overpass and take the first right. Once again we are on the left side of the street.



VICE CHAIR
OF THE FOLLOWING COMMITTEES
HEALTH
ELECTIONS & CONSTITUTIONAL
AMENDMENTS
PUBLIC SAFETY



MEMBER
OF THE FOLLOWING COMMITTEES
BUDGET & FISCAL REVIEW
JUDICIARY

MEMBER
OF THE FOLLOWING
SUBCOMMITTEE
BUDGET & FISCAL REVIEW
SUBCOMMITTEE #5 ON
CORRECTIONS, PUBLIC SAFETY
& THE JUDICIARY

Please Join Us For Our Annual Holiday Legislative Open House

We want to thank you for your service to our community.

Please plan to attend

our

Community Leaders Reception

5:00 p.m. - 6:00 p.m.

Thursday, November 21, 2013

Liberty Room

Toyota of El Cajon

965 Arnela Avenue El Cajon, CA 92020

General Reception to follow 6:00 p.m. - 8:00 p.m.

So we may ensure for d'oeuvres & refreshments for all, please RSVP to our El Cajon District Office by November 13. RSVP Online at: www.senate.ca.gov/Anderson, by email to senator.anderson@senate.ca.gov, or call 619-596-3136.

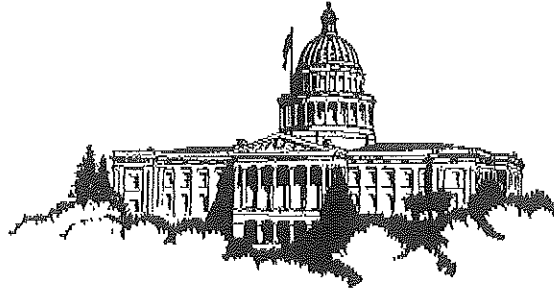
STATE CAPITAL
SACRAMENTO, CA 95814
TEL (916) 651-4026
FAX (916) 447-8008
SENATOR.ANDERSON@SEN.CA.GOV

EL CAJON DISTRICT OFFICE
600 PEELER STREET, #207
EL CAJON, CA 92020
TEL (619) 596-0128
FAX (619) 596-3140

TEMECULA DISTRICT OFFICE
27565 YNEZ ROAD, #204
TEMECULA, CA 92591
TEL (951) 878-1020
FAX (951) 878-1020

California State Senate

STATE CAPITOL
SACRAMENTO, CA 95814
(916) 651-4036
FAX (916) 447-9008



EL CAJON DISTRICT OFFICE
500 FESLER STREET, SUITE 201
EL CAJON, CA 92020
(619) 596-3136
FAX (619) 596-3140

TEMECULA DISTRICT OFFICE
27555 YNEZ ROAD, SUITE 204
TEMECULA, CA 92591
(951) 676-1020
FAX (951) 676-1030

JOEL ANDERSON

Senator, 36th District

TRANSMISSION BY FACSIMILE - COVER SHEET

FAX NUMBER (619) 596-3140

PHONE NUMBER (619) 596-3136

DATE: 10/23/13

TO: President Elaine Sullivan

OF: Leucadia Wastewater Commission

FAX NUMBER: 7607533094

SENT BY: Jesse Gipe on behalf of Senator Joel Anderson

NUMBER OF PAGES INCLUDING COVER SHEET: 2

COMMENTS: Invitation to Senator Joel Anderson's Community Leader Reception for President Elaine Sullivan and all board members of the Leucadia Wastewater Commission.