

AGENDA
REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
LEUCADIA WASTEWATER DISTRICT
Wednesday, November 9, 2011 – 5:00 p.m.
1960 La Costa Avenue, Carlsbad, CA 92009

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

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Approval of Agenda

In the case of an emergency, items may be added to the Agenda by a majority vote of the Board of Directors. Also, items that arise after posting of the Agenda may be added, per Government Code Section 54954.2, by a 2/3 or unanimous vote of the Board.

5. Public Comment

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

6. Presentations and Awards

None.

7. Consent Calendar

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

A. Minutes of the following meetings:

October 17, 2011 Community Affairs Committee Meeting (Pages 1-2)

October 19, 2011 Regular Board Meeting (Pages 3-8)

October 31, 2011 Engineering Committee Meeting (Pages 9-10)

B. Demands for October–November. (Pages 11-28)

C. Operations Report. (Pages 29-32)

D. Finance Report. (Pages 33-40)

E. Receive and file the Quarterly Investment Report. (Pages 41-42, Enclosure)

F. Receive and file the LWD Actuarial Valuation as of June 30, 2011. (Pages 43-47)

8. Encina Wastewater Authority Reports

Reports by Directors and staff concerning the Encina Wastewater Authority.

A. Encina Wastewater Authority Report.

Regular Board Meeting – October 26, 2011 (Page 48)

B. Member Agency Manager (MAM) Report.

MAM Meeting – October 20, 2011 (verbal)

9. Committee Reports

- A. Engineering Committee meeting was held on October 31, 2011 – report by Director Juliussen. (Pages 49-50)
- B. Investment & Finance Committee meeting was held on November 7, 2011 – report by Vice President Judy Hanson. (verbal)
- C. Employee Recognition Committee meeting was held on November 7, 2011 – report by Director Sullivan. (verbal)

10. Old Business

None.

11. New Business

- A. California Asset Management Program (CAMP) Individual Portfolio Program Status Report. (Page 51)
- B. Authorize the General Manager to execute an agreement with PCL Construction, Inc. for the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$2,386,550 as the lowest responsive and responsible bidder. (Pages 52-60)
- C. Authorize the General Manager to execute a sole source agreement with Richard Stinson Construction Management for construction management services during the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$130,000; and authorize the General Manager to execute a sole source agreement with Rockwell Construction Services, Inc. for electrical, instrumentation and controls construction management and inspection services during the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$30,000. (Pages 61-62)
- D. Authorize the General Manager to execute an agreement with Infrastructure Engineering Corporation for engineering support services during the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$89,500. (Pages 63-66)
- E. Approve award of \$1,000 to the recipient of the 2011 Employee of the Year Award. (Page 67)
- F. Approve the Calendar Year 2012 Board of Directors' meeting schedule. (Page 68)

12. Informational Items

- A. CSDA Quarterly Dinner meeting is scheduled for Thursday, November 17, 2011 at the Courtyard Marriott in San Diego. (Pages 69-71)

13. Directors' Meetings

- A. LAFCO Special District Advisory Committee meeting was held at the LAFCO office in San Diego, CA on October 21, 2011. (verbal)

14. Comments, Questions, or Requests by Directors

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

15. General Manager's Report

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

16. General Counsel's Report

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

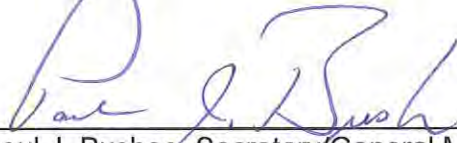
17. Adjournment

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.

AFFADAVIT OF POSTING

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

Date: November 3, 2011



Paul J. Bushee, Secretary/General Manager

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Community Affairs Committee Meeting
 October 17, 2011

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held October 17, 2011 at 9:30 a.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

Director Sullivan called the meeting to order at 9:30 a.m.

2. Roll Call

DIRECTORS PRESENT: Sullivan

DIRECTORS ABSENT: Omsted

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services Manager Chuck LeMay, Executive Assistant Trisha Hill, and Lois Humphreys with TRG & Associates (TRG) (via teleconference).

3. Public Comment

No public comment was received.

4. Old Business

None.

5. New Business

A. LWD Open House Planning Meeting No. 3.

ASM LeMay presented this item stating that staff held a meeting with TRG last week to discuss the details for the open house. He noted that the following items were discussed:

- Logistics of the tours,
- Required signage,
- Rental equipment, and
- Vendors participation

Ms. Humphreys with TRG provided an update of the following tasks that are in progress and will be completed:

- Post cards were mailed to district customers on Oct. 14th
- North County Times newspaper ads planned for Oct. 28th & Nov. 2nd
- Flyers for local businesses and schools will be sent out no later than one week before the event.
- Press release to be sent on Oct. 27th
- Notification of the event is loaded on the District's website
- Process charts for the tours are being developed
- Board of Directors photo board is being developed
- Diagram of open house set-up has been completed.

No action was taken. This item was for information purposes.

B. Review CSDA Teacher Grant Applications

The CAC reviewed three CSDA Teacher Grant applications and directed staff to submit the three applications to the CSDA Teacher Grant Review Committee.

6. Information Items

None.

7. Directors' Comments

Director Sullivan suggested that the District work with Encina Wastewater Authority (EWA) to incorporate biosolids into the gardens that schools are creating with the Teacher Grant funds. She also inquired about the District's Recycled Water program.

8. General Manager's Comments

GM Bushee indicated that he would discuss the possibility of providing biosolids to local schools for their gardens with Kevin Hardy of EWA. GM Bushee also provided an update on the negotiation process with the city of Carlsbad and Olivenhain MWD regarding the recycled water program. He also noted that he is attending a CASA Executive Board retreat on October 24-26, 2011 in Sacramento and that TSM Morishita will be the acting GM while he is out of the office.

9. Adjournment

Chairperson Sullivan adjourned the meeting at 10:20 a.m.

Paul J. Bushee
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting

October 19, 2011

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, October 19, 2011 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Omsted, Hanson, Sullivan, and Juliussen

DIRECTORS ABSENT: Kulchin

OTHERS PRESENT: General Manager Paul Bushee, District Counsel Wayne Brechtel, Technical Services Manager Robin Morishita, Administrative Services Manager Chuck LeMay, Field Services Superintendent Jeff Stecker, Executive Assistant Trisha Hill, CPA Richard Duffey, District Engineer Steve Deering, and Natalie Frascchetti of Dexter Wilson Engineering, Inc.

3. Pledge of Allegiance

4. Approval of Agenda

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

5. Public Comment

None.

6. Presentations and Awards

A. Achievement Award for an Individual Objective

President Omsted introduced Trisha Hill and stated she recently passed the California State Notary Exam. He also provided brief background information about Trisha and he indicated that under LWD's incentive program she is eligible for a \$500 incentive award.

The Board of Directors congratulated Trisha for her efforts.

7. Consent Calendar

GM Bushee stated that he would like to remove item 7E, Receive and file the LWD Actuarial Valuation as of June 30, 2011 from the agenda. He stated that a recent Investment & Finance Committee (IFC) meeting was cancelled and that he would like for this item to be reviewed by the IFC before Board action.

This item was removed from the consent calendar.

A. Minutes for the following meetings:

September 14, 2011 Regular Board meeting

- B. Demands for September/October 2011
Payroll Checks numbered 15671-15729; General Checking – Checks numbered 41503-41641
- C. Operations Report. (A copy was included in the original October 19, 2011 Agenda)
- D. Finance Report. (A copy was included in the original October 19, 2011 Agenda)

Upon a motion duly made by Director Sullivan, seconded by Vice President, and carried, the Board of Directors approved the revised consent calendar, with item 7E removed from the consent calendar.

8. Encina Wastewater Authority (EWA) Reports

- A. Encina Wastewater Authority Report – September 28, 2011 Board meeting.

Director Sullivan reported on EWA's September 28, 2011 Board meeting.

Member Agency Manager Meeting – September 22, 2011.

GM Bushee reported on the September 22, 2011 Member Agency Manager meeting.

9. Committee Reports

- A. Engineering Committee (EC) meeting was held October 14, 2011.

Director Juliussen reported that the EC reviewed Dexter Wilson's Engineering, Inc. services contract to update the Asset Management Plan. He indicated that the EC directed staff to forward this item to the Board at tonight's meeting and he stated that it will be reviewed by the Board later in the agenda. He also stated that the EC received status updates on the following items:

- Replacement of the Force Main Air/Vacuum Release Valve Flanges
- Recycled Water Program
- Batiquitos Pump Station Rehabilitation Project

He noted that staff will provide an update on these items later in tonight's in agenda.

- B. Investment & Finance Committee (IFC) meeting was held on October 17, 2011.

The IFC meeting was cancelled. There is no verbal report.

- C. Community Affairs Committee (CAC) meeting was held October 17, 2011.

Director Sullivan reported that staff provided a list of tasks that are planned and/or in progress. She provided a brief summary of those tasks.

She also reported that the CAC reviewed three CSDA Teacher Grant applications. The CAC directed staff to forward all applications to the CSDA Teacher Grant review committee for their consideration.

10. Old Business

None.

11. New Business

- A. Authorize the General Manager to execute an Engineering Services contract to update the Asset Management Plan with Dexter Wilson Engineering, Inc. in an amount not to exceed \$81,120.

TSM Morishita presented this item stating that the EC reviewed it and agreed with staff to forward it the Board for approval. He provided background information on the District's Asset Management Plan (AMP) and he also provided a summary of the items that are included in the AMP Update scope of work. He noted that staff is recommending a sole source procurement as allowed under section 11.1 of the District's Procurement policy.

Following discussion, upon a motion duly made by Director Juliussen, seconded by Director Sullivan, and carried, the Board of Directors authorized the General Manager to execute an Engineering Services contract to update the Asset Management Plan with Dexter Wilson Engineering, Inc. in an amount not to exceed \$81,120.

- B. 2011 LAFCO Elections for one position as LAFCO's alternate member and nine positions on the Special Districts Advisory Committee.

The Board of Directors discussed the LAFCO nominees for the alternate member and Special District Advisory Committee positions. Vice President Hanson recommended that the Board vote for Jo MacKenzie for LAFCO's alternate member position.

Following discussion, the Board of Directors agreed to vote for Jo MacKenzie for LAFCO's alternate member position and the following persons for the nine positions on the Special Districts Advisory Committee:

- Judy K. Hanson (Leucadia Wastewater District)
- James R. Hernandez (Vallecitos Water District)
- Kimberly A. Thorner, Esq. (Olivenhain Water District)
- Thomas Pockington (Bonita-Sunnyside Fire Protection District)
- Gary Croucher (Otay Water District)
- Janine Sarti (Palomar-Pomerado Healthcare District)
- John Pastore (Rancho Sante Fe Community Services District)
- Jon J. Lorenz (Lakeside Fire Protection District)

EA Hill stated that staff will fax and mail the ballot by the October 21, 2011 deadline.

12. Information Items

- A. Power Outage After-Action Report.

ASM LeMay provided the power outage after-action report. He indicated that staff responded very well to the power outage on September 8th. He stated that incident prompted staff to review LWD's emergency response procedures and identify requirements for safe and ongoing operations during an emergency. He also provided a summary of emergency items that the District is considering to purchase.

Director Sullivan had several questions on the items indicated on the list. GM Bushee explained how the items were categorized and the impact on the District's operations if they were not purchased.

This item was for information only.

B. Replacement of Force Main Air/Vacuum Release Valve Flanges.

FS Superintendent Stecker presented an overview of the replacement of the Force Main Air/Vacuum Release Valve Flanges.

C. Status of the Recycled Water Program.

GM Bushee provided a status update on the recycled water program. He stated that the North County Recycled Water Group met on October 3rd, and the group discussed various funding opportunities such as, the federal Title 16 funding, and Propositions 84 and 50 funding provided by the state. In addition, the group discussed the possibility of conducting or preparing a programmatic Environmental Impact Report (EIR), and developing public outreach tools for the project. He indicated that the group will continue to meet on a monthly basis at the District office to work on these issues.

D. Update on the Batiquitos Pump Station Rehabilitation Project.

TSM Morishita provided a status update on the Batiquitos Pump Station Rehabilitation project. He stated that the District received ten bids and the apparent lowest bidder was NEWest Construction with a bid at \$2.37 million. The second lowest bidder was PCL Construction. He stated that IEC is reviewing the bids and verifying company references. In addition, he noted that the engineer's estimate for the project was approximately \$2.5 and that all of the bids were close to the engineer's estimate.

E. LWD's Holiday Party is scheduled for Thursday, December 15, 2011 at The Crossings in Carlsbad at 6 p.m.

Board members indicated that they will attend the holiday dinner.

13. Directors' Meetings

A. California Special District Association (CSDA) Board's Role in Finance Seminar was held at the Richard A. Reynolds Desalination Facility in Chula Vista, CA on September 22, 2011.

Director Kulchin attended the seminar, but did not attend the Board meeting. Therefore, no report was provided.

B. California Water Environment Association (CWEA) Tri-State Seminar was held at the Primm Valley Resort in Primm, Nevada on September 27-29.

Director Juliussen stated that he attended the conference. He noted that it was a technical conference that was great for the field services staff members. Staff noted that several members of field services team attended the conference as well.

C. CSDA Annual Conference was held at the Monterey Marriott in Monterey, CA on October 10-13, 2011.

All of the Board members attended this conference. President Omsted stated that he attended a session regarding Board members liability presented by CSRMA. He noted that the group discussed Government code section 61051 indicating that the members of the Board are protected from litigation.

Director Sullivan reported that the theme of this year's annual conference was leadership, passion, and high performance. She indicated that the sessions were motivating.

Vice President Hanson reported that she attended the Chapter round table meeting that discussed the fact that CSDA does not have an affiliation agreement with its members agencies. She indicated that CSDA may draft an agreement. In addition, she noted that the speakers were excellent.

D. Water Environment Federation (WEFTEC) Conference was held at the Los Angeles Convention Center in Los Angeles, CA on October 17-19, 2011.

Director Juliussen stated that it was a good conference. He indicated that future WEFTEC conferences will be held only in New Orleans, LA and Chicago, IL. He noted that WEFTEC will alternate between these locations.

President Omsted noted that this was a technical conference. He reported on a session that he attended regarding anaerobic digestion and the use of ethanol for energy.

14. Comments, Questions or Requests by Directors

Director Juliussen thanked the field services employees for their good work replacing the air vacuum flanges.

15. General Manager's Report

The following items were reported:

- Staff provided Pacific Ridge middle schools students with a tour of the District's operation facilities. He acknowledged TSM Morishita, FST II Riffel, and EA Hill for the facilitating this very successful the tour.
- GM Bushee will be at the CASA Executive Board of Director retreat on October 24-26, 2011 and the TSM Morishita will be the acting General Manager.
- The bi-annual team building session for staff is scheduled for Thursday, October 27, 2011. Mr. Jeff Bills will be the facilitator.
- On October 1st, a small 120 gallons sewer spill occurred due to roots in the main sewer line. He acknowledged staff members from the city of Carlsbad, whom initially received and responded to the call. He also acknowledged LWD staff members FST II Ian Riffle and FST In-Training Gabriel Mendez for responding to the call and assisting with the spill.

16. General Counsel's Report

General Counsel Brechtel stated that Governor Brown signed AB 1354 which reduced the retention from 10% to 5% for contractors working on public works projects. He also reported on a bill that requires Board members to report during meetings if he/she received a stipend for a simultaneous meeting.

He also reported on the Attorney General's opinion regarding a quorum of Board members attending meetings and/or conferences such as the CSDA quarterly meetings, the CSDA annual conference and

the CASA conferences for the purpose of gathering information or conducting District business. He reported that this may be considered a Brown Act meeting. Counsel Brechtel will continue to monitor this topic and provide updates if actions are required to post agendas for these meetings.

17. Adjournment

President Omsted adjourned the meeting at 6:13 p.m.

Donald Omsted, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
Minutes of an Engineering Committee Meeting
October 31, 2011

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held Monday, October 31, 2011 at 8:30 a.m., at the LWD Administration Office located at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Juliussen and Kulchin

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, District Engineer Steve Deering, Jim Ashcraft and Jamie Taylor from IEC, Rockwell Swanson from Rockwell Construction Services, Corey Jennette from NEWest Construction; and Brandon Kinney from PCL Construction.

3. Public Comment

No public comment was received.

4. Old Business

None.

5. New Business

- A. Authorize the General Manager to execute an Agreement with PCL Construction, Incorporated for the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$2,386,550 as the lowest responsive and responsible bidder.

TSM Morishita presented staff's recommendation. The EC discussed this item at length. Director Juliussen had several questions pertaining to why NEWest Construction's bid, the apparent low bidder, was not determined to be responsible and responsive. TSM Morishita responded that IEC conducted a very thorough evaluation of the bids and determined that the NEWest bid did *not* submit information on several required bid items and it did receive one unfavorable reference during follow-up calls. Ms. Taylor indicated that, most notably, NEWest Construction did not demonstrate that it meets the minimum experience requirements for the project. Ms. Taylor added that PCL Construction Inc., the next lowest bidder, sufficiently met all of the bid requirements and therefore were determined to be the lowest responsible and responsive bidder.

Following discussion, the EC concurred with staff to present this recommendation at the November 9, 2011 Board meeting.

- B. Authorize the General Manager to execute an Agreement with Richard Stinson Construction Management and Rockwell Construction Services, Inc for construction management and inspection services during the construction of the Batiquitos Pump Station Rehabilitation Project in amounts not to exceed \$130,000 and \$30,000, respectively.

TSM Morishita presented staff's recommendation noting that both of the recommended contracts were sole source agreements as allowed under LWD's purchasing policy.

The EC reviewed the Scope of Work for the construction management services to be provided by Richard Stinson Construction Management and Rockwell Construction Services during construction of the Batiquitos Pump Station Rehabilitation project. Following discussion, the EC concurred with staff to present this recommendation at the November 9, 2011 Board meeting.

- C. Authorize the General Manager to execute an Agreement with Infrastructure Engineering Corporation for engineering support services during the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$89,500.

TSM Morishita presented staff's recommendation.

The EC reviewed the Scope of Work for the engineering support services to be provided by IEC during the construction of the Batiquitos Pump Station Rehabilitation Project. Following discussion, the EC concurred with staff to present this recommendation at the November 9, 2011 Board meeting.

6. Information Items

- A. Cebu Court Repair

TSM Morishita briefed the Committee on the repair of a main sewer line cleanout on Cebu Court.

7. Director's Comments

None.

8. General Manager's Comments


None.

9. Adjournment

Chairperson Juliussen adjourned the meeting at approximately 9:27 a.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

MEMORANDUM

DATE: November 3, 2011
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 \$ **357,567.12**
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the months October 14, 2011 – November 3, 2011.

Operating expenses totaled \$ **184,904.19** while Capital Improvement Program expenses totaled \$ **83,458.92**.

Payroll for employees and the Board totaled \$ **89,204.01**.

Attached please find a year to date Employee and Board Payroll Report from October 2010 to November 2011 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 2011
Attachment 2	Accounts Payable Check Register dated October 14, 2011
Attachment 3	Payroll Check Register dated October 19, 2011
Attachment 4	Payroll Check Register dated October 20, 2011
Attachment 5	Accounts Payable Check Register dated October 24, 2011
Attachment 6	Accounts Payable Check Register dated October 27, 2011
Attachment 7	Accounts Payable Register dated November 1, 2011
Attachment 8	Payroll Check Register dated November 2, 2011
Attachment 9	Board Payroll Check Register dated November 3, 2011
Attachment 10	Year to Date Employee and Board Payroll Report

DEMANDS SUMMARY

November 9, 2011

1. Demands

<u>Category</u>	<u>Check #'s</u>	<u>Amount</u>	<u>Total</u>
Payroll Check - 10/19/2011	15730 - 15747	\$ 40,686.03	
Payroll Check - 10/20/2011	15748 Incentive	\$ 443.37	
Payroll Check - 11/2/2011	15749 - 15766	\$ 42,246.46	
Board Payroll Check - 11/3/2011	15767 - 15771	\$ 5,828.15	
	Total	\$89,204.01	
General Checking - 10/14/2011	41642 - 41670	\$ 24,460.61	
General Checking - 10/24/2011	41671 - 41703	\$ 160,270.16	
General Checking - 10/27/2011	41704 - 41729	\$ 41,661.33	
General Checking -11/1/2011	41730 - 41739	\$ 41,971.01	
	Total	\$268,363.11	
			\$357,567.12
	Grand Total		\$357,567.12

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Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 1

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
41642- 2524	1	10/14/2011	10128 THE LAWTON GROUP		
	1		44485 TEMP HOURS W/E 10/2/2011	216.00	IVC050000046651
41642- 2524	1	10/14/2011	Logged *** Total ***	216.00	
41643- 2524	2	10/14/2011	10570 ANTIMITE TERMITE & PEST CONTRO		
	2		44469 MONTHLY PEST SERVICE-OCT	53.00	925429
41643- 2524	2	10/14/2011	Logged *** Total ***	53.00	
41644- 2524	3	10/14/2011	11013 ARMOND BADILLO		
	3		44478 REIMBURSE A.B.-CONFERENCE	116.30	AB-TRI-STATE
41644- 2524	3	10/14/2011	Logged *** Total ***	116.30	
41645- 2524	4	10/14/2011	11330 BALLOON GURU		
	4		44448 BALLOONS FOR OPEN HOUSE	323.25	103775
41645- 2524	4	10/14/2011	Logged *** Total ***	323.25	
41646- 2524	5	10/14/2011	12029 CWEA		
	5		44483 RENEWAL-CWEA-FR	132.00	8202-FR-2012
	5		44484 RENEWAL CWEA-JH-2012	132.00	0688-JH-2012
41646- 2524	5	10/14/2011	Logged *** Total ***	264.00	
41647- 2524	6	10/14/2011	12514 CONEXIS		
	6		44468 SEC 125 FLEX PLAN-9/1-9/30/11	130.00	0911-OR5179
41647- 2524	6	10/14/2011	Logged *** Total ***	130.00	
41648- 2524	7	10/14/2011	12631 CORODATA		
	7		44455 OPEN PO-STORAGE	91.15	RS1450400
41648- 2524	7	10/14/2011	Logged *** Total ***	91.15	
41649- 2524	8	10/14/2011	12718 CHUCKS TIRE CENTER		
	8		44450 TIRES	513.29	62580
41649- 2524	8	10/14/2011	Logged *** Total ***	513.29	
41650- 2524	9	10/14/2011	13071 DATCO		
	9		44457 OPEN PO-SERVICE FEES AND TESTI	282.10	81150
41650- 2524	9	10/14/2011	Logged *** Total ***	282.10	
41651- 2524	10	10/14/2011	13128 DESIGNS BY THE SEA		
	10		44481 LIGHTS-BULBS-MAINT	356.31	10404
41651- 2524	10	10/14/2011	Logged *** Total ***	356.31	
41652- 2524	11	10/14/2011	14410 EL CAMINO REAL SHELL ENCINITAS		
	11		44453 OPEN PO-VEHICLE FUELS	62.38	8620
41652- 2524	11	10/14/2011	Logged *** Total ***	62.38	
41653- 2524	12	10/14/2011	14727 ESRI		
	12		44451 ARC EDITOR CONCURRENT USE-MAIN	1,558.13	92396357
41653- 2524	12	10/14/2011	Logged *** Total ***	1,558.13	
41654- 2524	13	10/14/2011	23286 NEW PIG CORPORATION		
	13		44452 ABSORBENT SOCKS FOR SPILL RESP	265.01	4528288-00
41654- 2524	13	10/14/2011	Logged *** Total ***	265.01	

Run date: 10/13/2011 @ 08:13
 Bus date: 10/14/2011

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 2

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
41655- 2524	14	10/14/2011	23570 NORTH COUNTY TIMES		
	14		44460 AD FOR OPEN HOUSE	1,556.63	900868-AD
41655- 2524	14	10/14/2011	Logged	*** Total ***	1,556.63
41656- 2524	15	10/14/2011	24224 OFFICE DEPOT, INC.		
	15		44456 OPEN PO-OFFICE SUPPLIES	52.31	581096634001
41656- 2524	15	10/14/2011	Logged	*** Total ***	52.31
41657- 2524	16	10/14/2011	24440 OLIVENHAIN MUNICIPAL WATER DIS		
	16		44470 WATER @ E. ESTATES	53.61	10076214-9/11
	16		44471 WATER @ TRAVELING 2	224.74	06001544-9/11
	16		44472 WATER @ VP5	32.84	03011148-9/11
	16		44473 WATER @ TRAVELING	210.82	06001551-9/11
	16		44474 WATER @ VP7	56.89	09049026-9/11
41657- 2524	16	10/14/2011	Logged	*** Total ***	578.90
41658- 2524	17	10/14/2011	25011 PACIFIC PIPELINE SUPPLY		
	17		44482 FLANGES	129.30	149074
41658- 2524	17	10/14/2011	Logged	*** Total ***	129.30
41659- 2524	18	10/14/2011	25032 PALOMAR WATER		
	18		44467 WATER @ OFFICE	231.19	2054411
41659- 2524	18	10/14/2011	Logged	*** Total ***	231.19
41660- 2524	19	10/14/2011	25425 PLANT PEOPLE		
	19		44459 OPEN PO-CONTRACT-MAINTAIN PLAN	158.00	1011421
41660- 2524	19	10/14/2011	Logged	*** Total ***	158.00
41661- 2524	20	10/14/2011	25680 PRUDENTIAL OVERALL SUPPLY		
	20		44477 LAUNDRY SERVICE-SUPPLIES	105.84	35925-00-9/30
41661- 2524	20	10/14/2011	Logged	*** Total ***	105.84
41662- 2524	21	10/14/2011	27729 RICHARD STINSON		
	21		44462 FORCE MAIN CATHODIC PROTEC-CM	100.00	49-SEPT
	21		44463 CEBU CONSTRUCTION MANAGEMENT	2,850.00	49-SEPT
	21		44464 CONSTR MANAGEMENT-GRANDVIEW ST	3,000.00	49-SEPT
	21		44465 CONSULTING FEES-SEPT	400.00	NO 49-SEPT
41662- 2524	21	10/14/2011	Logged	*** Total ***	6,350.00
41663- 2524	22	10/14/2011	28070 SAN DIEGUITO WATER DISTRICT		
	22		44475 WATER @ TANKER-645	23.88	TK645-9/2011
	22		44476 WATER @ TANKER 2	27.86	TK896-9/2011
41663- 2524	22	10/14/2011	Logged	*** Total ***	51.74
41664- 2524	23	10/14/2011	28704 STAPLES BUSINESS ADVANTAGE		
	23		44480 OFFICE SUPPLIES	400.53	8019808296
41664- 2524	23	10/14/2011	Logged	*** Total ***	400.53
41665- 2524	24	10/14/2011	29060 TARGETSAFETY.COM, INC		
	24		44479 RENEWAL TARGET SAFETY-2011-201	1,700.00	TSC7847
41665- 2524	24	10/14/2011	Logged	*** Total ***	1,700.00

Run date: 10/13/2011 @ 08:13
 Bus date: 10/14/2011

Leucadia Waste Water District
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UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
41666-	2524	25 10/14/2011	30515 UNIFIRST CORPORATION		
		25	44449 OPEN PO-CONTRACT-UNIFORMS	169.30	3600879599
41666-	2524	25 10/14/2011	Logged *** Total ***	169.30	
41667-	2524	26 10/14/2011	31033 VAPEX PRODUCTS, INC		
		26	44461 OXYGEN CONCENTRATOR @BPS	1,131.50	2111002
41667-	2524	26 10/14/2011	Logged *** Total ***	1,131.50	
41668-	2524	27 10/14/2011	31312 V&A CONSULTING ENGINEERS		
		27	44458 FLOW MONITORING SERVICE @ SM C	1,200.00	12982
41668-	2524	27 10/14/2011	Logged *** Total ***	1,200.00	
41669-	2524	28 10/14/2011	32271 WEST COAST SAFETY SUPPLY CO.,		
		28	44454 SUPPLIES	4,360.05	170683254
41669-	2524	28 10/14/2011	Logged *** Total ***	4,360.05	
41670-	2524	29 10/14/2011	32500 WORDEN WILLIAMS, APC		
		29	44466 LEGL FEES-SEPTEMBER	2,054.40	30668
41670-	2524	29 10/14/2011	Logged *** Total ***	2,054.40	
				.00	
** Total check discount **				.00	
** Total check amount **				24,460.61	
** Total void discount **				.00	
** Total void amount **				.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: October 19, 2011

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
15730 - 15747	10/19/2011	\$40,686.03

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
41671- 2525	1	10/24/2011	10128 THE LAWTON GROUP		
	1		44521 TEMP HOURS W/E 10/9/11	216.00	IVC050000046693
41671- 2525	1	10/24/2011	Logged *** Total ***	216.00	
41672- 2525	2	10/24/2011	11650 BROWNELL AND DUFFEY CPA		
	2		44495 CONTRACT-ACCOUNTING SERVICES	10,305.00	101711-SEPT
41672- 2525	2	10/24/2011	Logged *** Total ***	10,305.00	
41673- 2525	3	10/24/2011	11872 PAUL BUSHEE		
	3		44527 REIMBURSE PB-CONFERENCE-CSDA	43.00	CSDA-10/12/11
41673- 2525	3	10/24/2011	Logged *** Total ***	43.00	
41674- 2525	4	10/24/2011	12112 JEFF BILLS		
	4		44489 CONTRACT-CONSULTING SERVICES	4,047.22	CC-10/5/2011
41674- 2525	4	10/24/2011	Logged *** Total ***	4,047.22	
41675- 2525	5	10/24/2011	13072 DATA NET		
	5		44511 IS MAINT AND SUPPORT	514.55	9741094
41675- 2525	5	10/24/2011	Logged *** Total ***	514.55	
41676- 2525	6	10/24/2011	13822 DUDEK & ASSOCIATES		
	6		44515 GE/CIP/JULY/200/326/329	3,293.33	20112375
	6		44516 GE/CIP/AUGUST/200/329	7,427.50	20112950
41676- 2525	6	10/24/2011	Logged *** Total ***	10,720.83	
41677- 2525	7	10/24/2011	14410 EL CAMINO REAL SHELL ENCINITAS		
	7		44493 OPEN PO-VEHICLE FUELS	55.53	8624
41677- 2525	7	10/24/2011	Logged *** Total ***	55.53	
41678- 2525	8	10/24/2011	17020 HARBOR FREIGHT TOOLS		
	8		44524 TOOLS	41.98	02-00517970
41678- 2525	8	10/24/2011	Logged *** Total ***	41.98	
41679- 2525	9	10/24/2011	17247 U.S. HEALTH WORKS MEDICAL GROU		
	9		44491 OPEN PO-PHYSICALS	50.00	1973597-CA
41679- 2525	9	10/24/2011	Logged *** Total ***	50.00	
41680- 2525	10	10/24/2011	18150 ICMA RETIREMENT-303979		
	10		44504 DEFERRED COMP-ICMA	3,062.58	ICMA-10/19/11
41680- 2525	10	10/24/2011	Logged *** Total ***	3,062.58	
41681- 2525	11	10/24/2011	18212 INFRASTRUCTURE ENGINEERING COR		
	11		44519 LANAKAI SEWER PREL DESIGN	7,202.50	5971
	11		44520 BPS FINAL DESIGN-AUG	16,252.22	5932
41681- 2525	11	10/24/2011	Logged *** Total ***	23,454.72	
41682- 2525	12	10/24/2011	18212 INFRASTRUCTURE ENGINEERING COR		
	12		44518 BPS FINAL DESIGN-SEPT	26,679.94	5991
41682- 2525	12	10/24/2011	Logged *** Total ***	26,679.94	
41683- 2525	13	10/24/2011	18561 U.S. BANK		
	13		44529 C.C.-CONF, MEETINGS,SUPPLIES E	5,794.85	USBANK-9/22/11

Run date: 10/19/2011 @ 09:02
 Bus date: 10/24/2011

Leucadia Waste Water District
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UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
41683- 2525	13	10/24/2011	Logged	*** Total ***	5,794.85
41684- 2525	14	10/24/2011	19775 ALLAN JULIUSSEN		
41684- 2525	14	10/24/2011	44526 REIMBURSE AJ FOR CONFERENCE	893.84	CSDA-DK-10/13
41684- 2525	14	10/24/2011	Logged	*** Total ***	893.84
41685- 2525	15	10/24/2011	20244 J. J. KELLER & ASSOCIATES, INC		
41685- 2525	15	10/24/2011	44523 PUBLICATION-SAFETY	76.86	0089598737
41685- 2525	15	10/24/2011	Logged	*** Total ***	76.86
41686- 2525	16	10/24/2011	20842 DAVID KULCHIN		
41686- 2525	16	10/24/2011	44525 REIMBURSE DK FOR CONF	787.86	OK-CSDA-10/13
41686- 2525	16	10/24/2011	Logged	*** Total ***	787.86
41687- 2525	17	10/24/2011	21102 CASH		
41687- 2525	17	10/24/2011	44528 PETTY CASH-OCT	192.82	PETTY-10/18
41687- 2525	17	10/24/2011	Logged	*** Total ***	192.82
41688- 2525	18	10/24/2011	23068 NATIONWIDE RETIREMENT SOLUTION		
41688- 2525	18	10/24/2011	44513 DEFERRED COMP-NATIONWIDE	195.46	NATION-10/19/11
41688- 2525	18	10/24/2011	Logged	*** Total ***	195.46
41689- 2525	19	10/24/2011	24111 ARC		
41689- 2525	19	10/24/2011	44497 BPS PROJECT ADDENDUM	1,548.80	6182078
41689- 2525	19	10/24/2011	Logged	*** Total ***	1,548.80
41690- 2525	20	10/24/2011	25010 AT&T		
41690- 2525	20	10/24/2011	44503 ODOR CONTROL MODEM	31.16	40093315-102011
41690- 2525	20	10/24/2011	Logged	*** Total ***	31.16
41691- 2525	21	10/24/2011	25072 RICK PATECELL		
41691- 2525	21	10/24/2011	44499 PV PANEL METERING PROJECT	1,040.00	1834
41691- 2525	21	10/24/2011	44500 OPEN PO-SCADA SUPPORT	1,610.00	1830
41691- 2525	21	10/24/2011	Logged	*** Total ***	2,650.00
41692- 2525	22	10/24/2011	25260 PERS RETIREMENT		
41692- 2525	22	10/24/2011	44514 EMPLOYEE RETIREMENT-9-2011-4	14,548.31	9-2011-4
41692- 2525	22	10/24/2011	44522 BOARD RETIREMENT-9/30/2011	186.11	9-2011-0
41692- 2525	22	10/24/2011	Logged	*** Total ***	14,734.42
41693- 2525	23	10/24/2011	25612 PIPERIN CORPORATION		
41693- 2525	23	10/24/2011	44496 EMOVE 6 IN CLEAN OUT @ GRANDVI	8,040.10	#1-PIPERIN-GRAN
41693- 2525	23	10/24/2011	44502 EMOVE 6 IN CLEAN OUT @ GRANDVI	13,341.66	#2-GRANDVIEW-
41693- 2525	23	10/24/2011	Logged	*** Total ***	21,381.76
41694- 2525	24	10/24/2011	25618 PRIZM JANITORIAL SERVICES, INC		
41694- 2525	24	10/24/2011	44494 OPEN PO -JANITORIAL SERVICES	1,281.15	67226
41694- 2525	24	10/24/2011	Logged	*** Total ***	1,281.15
41695- 2525	25	10/24/2011	27612 RICK PATECELL		
41695- 2525	25	10/24/2011	44498 CONVERT BPS RADIO TO DSL	13,916.91	1833
41695- 2525	25	10/24/2011	Logged	*** Total ***	13,916.91

Run date: 10/19/2011 @ 09:02
 Bus date: 10/24/2011

Leucadia Waste Water District
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UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
41696- 2525	26	10/24/2011	28020 SAN DIEGO GAS AND ELECTRIC		
	26		44508 GAS @ E.E. GENERATOR	1.12	4741-10/2011
	26		44509 ELECTRIC @ VP5	307.72	3154-10/2011
	26		44510 ELECTRIC @ EEP5	761.57	7448-10/2011
	26		44512 ELECTRIC @ OFFICE/LPS	12,156.64	8386377-10/2011
41696- 2525	26	10/24/2011	Logged *** Total ***	13,227.05	
41697- 2525	27	10/24/2011	29225 TELEPACIFIC COMMUNICATIONS		
	27		44506 PHONE SYSTEM	1,013.39	32100020-0
41697- 2525	27	10/24/2011	Logged *** Total ***	1,013.39	
41698- 2525	28	10/24/2011	29332 THOMSON/WEST		
	28		44517 PUBLICATION-SUBSCRIPTION	98.06	823745089
41698- 2525	28	10/24/2011	Logged *** Total ***	98.06	
41699- 2525	29	10/24/2011	29814 TIERRA VERDE RESOURCES, INC		
	29		44501 DISTRICT CAMPUS LANDSCAPE MAIN	730.00	056095
41699- 2525	29	10/24/2011	Logged *** Total ***	730.00	
41700- 2525	30	10/24/2011	30515 UNIFIRST CORPORATION		
	30		44490 OPEN PO-CONTRACT-UNIFORMS	133.70	3600880988
41700- 2525	30	10/24/2011	Logged *** Total ***	133.70	
41701- 2525	31	10/24/2011	30551 CARLSBAD FUELS CORPORATION		
	31		44492 OPEN PO - VEHICLE FUELS	1,745.73	20111011
41701- 2525	31	10/24/2011	Logged *** Total ***	1,745.73	
41702- 2525	32	10/24/2011	30580 UNITED WAY		
	32		44507 EMPLOYEE CONTRIBUTIONS	5.00	UNITED-10/19/11
41702- 2525	32	10/24/2011	Logged *** Total ***	5.00	
41703- 2525	33	10/24/2011	31232 VERIZON WIRELESS		
	33		44505 CELL PHONES	639.99	1019552208
41703- 2525	33	10/24/2011	Logged *** Total ***	639.99	
				.00	
** Total check discount **				.00	
** Total check amount **				160,270.16	
** Total void discount **				.00	
** Total void amount **				.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: October 20, 2011
Incentive

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
15748	10/20/2011	\$443.37

Run date: 10/25/2011 @ 13:32
 Bus date: 10/27/2011

Leucadia Waste Water District
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UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
41704- 2526	1	10/27/2011	10122 ACTION MAIL		
	1		44540 POSTAGE FOR OPEN HOUSE POSTCAR	873.03	26912
41704- 2526	1	10/27/2011	Logged *** Total ***	873.03	
41705- 2526	2	10/27/2011	10128 THE LAWTON GROUP		
	2		44555 TEMP HOURS W/E 10/16/11	324.00	IVC05000046732
41705- 2526	2	10/27/2011	Logged *** Total ***	324.00	
41706- 2526	3	10/27/2011	10366 AIR POLLUTION CONTROL DISTRICT		
	3		44557 RENEWAL PERMIT @ VP5	365.00	20111014-05750
41706- 2526	3	10/27/2011	Logged *** Total ***	365.00	
41707- 2526	4	10/27/2011	11034 BAY CITY ELECTRIC WORKS, INC		
	4		44541 REPAIRS TO #146 PORTABLE GENER	1,275.85	W93311
41707- 2526	4	10/27/2011	Logged *** Total ***	1,275.85	
41708- 2526	5	10/27/2011	12125 CARSONITE COMPOSITES		
	5		44539 ROAD MARKERS, DECALS	971.36	40544
41708- 2526	5	10/27/2011	Logged *** Total ***	971.36	
41709- 2526	6	10/27/2011	12529 CO'S TRAFFIC CONTROL, INC		
	6		44536 OPEN PO-TRAFFIC CONTROL	350.00	00032133
41709- 2526	6	10/27/2011	Logged *** Total ***	350.00	
41710- 2526	7	10/27/2011	12718 CHUCKS TIRE CENTER		
	7		44537 TIRES FOR VEHICLES/TRUCKS	1,305.13	62685
41710- 2526	7	10/27/2011	Logged *** Total ***	1,305.13	
41711- 2526	8	10/27/2011	13072 DATA NET		
	8		44552 IS MAINT AND SUPPORT	127.60	9741123
	8		44553 IS MAINT AND SUPPORT	185.00	9741135
41711- 2526	8	10/27/2011	Logged *** Total ***	312.60	
41712- 2526	9	10/27/2011	13822 DUDEK & ASSOCIATES		
	9		44568 GE/3251/100/GRADING PLANS	25.00	20113170
	9		44569 GE/3252/584/L.C. CONDOS	1,349.98	20113368
	9		44570 GE/3252/648/SHERIDEN	1,456.66	20113369
	9		44571 GE/3252/697/L.C. GREENS	290.00	20113370
	9		44572 GE/3252/699/HYMETTUS	6,135.65	20113371
	9		44573 GE/3252/828/PANDORA	145.00	20113376
	9		44574 GE/3252/809/V. OF LC	381.67	20113375
	9		44575 GE/3252/829/BABILONIA	65.00	20113377
	9		44576 GE/3252/797/ST. ELIZABETH	250.00	20113372
	9		44577 GE/3252/805/HYMETTUS	145.00	20113373
	9		44578 GE/3252/808/SEASIDE	2,044.20	20113374
41712- 2526	9	10/27/2011	Logged *** Total ***	12,288.16	
41713- 2526	10	10/27/2011	17058 JUDY HANSON		
	10		44563 REIMBURSE JH FOR CONF	593.66	CSDA-2011
41713- 2526	10	10/27/2011	Logged *** Total ***	593.66	
41714- 2526	11	10/27/2011	17532 HOSTWAY BILLING CENTER		

Run date: 10/25/2011 @ 13:32
 Bus date: 10/27/2011

Leucadia Waste Water District
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UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
	11		44564 QTRLY BILLING-OCT-JAN	65.85	2485393
41714- 2526	11	10/27/2011	Logged *** Total ***	65.85	
41715- 2526	12	10/27/2011	17562 HOPE PUBLICATIONS/IHAC		
	12		44567 HEALTH PUB RENEWAL	264.22	506108
41715- 2526	12	10/27/2011	Logged *** Total ***	264.22	
41716- 2526	13	10/27/2011	17811 DON HUBBARD CONTRACTING CO.		
	13		44533 FUEL TRUCK AND DIESEL	1,460.00	2467
41716- 2526	13	10/27/2011	Logged *** Total ***	1,460.00	
41717- 2526	14	10/27/2011	18212 INFRASTRUCTURE ENGINEERING COR		
	14		44538 OPEN PO-GIS SUPPORT	2,345.00	5998
41717- 2526	14	10/27/2011	Logged *** Total ***	2,345.00	
41718- 2526	15	10/27/2011	19775 ALLAN JULIUSSEN		
	15		44562 REIMBURSE AJ FOR CONF	957.96	WEF-2011
41718- 2526	15	10/27/2011	Logged *** Total ***	957.96	
41719- 2526	16	10/27/2011	20607 STEVE KRASON		
	16		44558 REIMBURSE SK FOR CONF.	102.00	2011-WEF
41719- 2526	16	10/27/2011	Logged *** Total ***	102.00	
41720- 2526	17	10/27/2011	21425 L&L PRINTERS		
	17		44535 PRINTING POST CARDS FOR OPEN H	1,221.00	38497
41720- 2526	17	10/27/2011	Logged *** Total ***	1,221.00	
41721- 2526	18	10/27/2011	24224 OFFICE DEPOT, INC.		
	18		44532 OPEN PO-OFFICE SUPPLIES	57.84	582838534001
41721- 2526	18	10/27/2011	Logged *** Total ***	57.84	
41722- 2526	19	10/27/2011	24528 DONALD OMSTED		
	19		44560 REIMBURSE DO FOR CONF	26.78	CSDA-2011
	19		44561 REIMBURSE DO FOR CONF	24.15	WEF-2011
41722- 2526	19	10/27/2011	Logged *** Total ***	50.93	
41723- 2526	20	10/27/2011	25010 AT&T		
	20		44554 OFFICE ELEVATOR-PHONE	124.96	633346/538-10
41723- 2526	20	10/27/2011	Logged *** Total ***	124.96	
41724- 2526	21	10/27/2011	25265 PEP BOYS		
	21		44565 PARTS	21.54	07010027617
	21		44566 PARTS	64.63	07010027618
41724- 2526	21	10/27/2011	Logged *** Total ***	86.17	
41725- 2526	22	10/27/2011	28020 SAN DIEGO GAS AND ELECTRIC		
	22		44542 ELECTRIC @ AVOCADO PS	117.19	1246524-10/11
	22		44543 ELECTRIC @ VP7 PS	143.77	4562554-10/11
	22		44544 GAS @ OFFICE	26.09	7137294-10/11
	22		44545 ELECTRIC @ BPS	11,369.89	5620466-10/11
	22		44546 ELECTRIC @ RV PS	144.12	0843218-10/11
	22		44547 ELECTRIC @ LC PS	979.43	7655295-10/11

Run date: 10/25/2011 @ 13:32
 Bus date: 10/27/2011

Leucadia Waste Water District
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UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
	22		44548 ELECTRIC @ SPS	659.63	7212278-10/11
	22		44549 ELECTRIC @ DIANA PS	359.33	994220-10/11
	22		44550 ELECTRIC @ EEPS	1,262.13	1009747-10/11
41725- 2526	22	10/27/2011	Logged *** Total ***	15,061.58	
41726- 2526	23	10/27/2011	28028 SAN DIEGO COUNTY SUP. OF SCHOO		
	23		44556 SCIENCE LAB FOR OPEN HOUSE	550.00	SL-11-015
41726- 2526	23	10/27/2011	Logged *** Total ***	550.00	
41727- 2526	24	10/27/2011	28844 ELAINE SULLIVAN		
	24		44559 REIMBURSE FOR CONFERENCE	433.05	CSDA-2011
41727- 2526	24	10/27/2011	Logged *** Total ***	433.05	
41728- 2526	25	10/27/2011	29630 TRI COMMUNITY ANSWERING SERVIC		
	25		44551 ANSWERING SERVICE-OCT	90.00	TRI-10/20/11
41728- 2526	25	10/27/2011	Logged *** Total ***	90.00	
41729- 2526	26	10/27/2011	30515 UNIFIRST CORPORATION		
	26		44534 OPEN PO-CONTRACT-UNIFORMS	131.98	3600882695
41729- 2526	26	10/27/2011	Logged *** Total ***	131.98	
				.00	
** Total check discount **				.00	
** Total check amount **				41,661.33	
** Total void discount **				.00	
** Total void amount **				.00	

Run date: 10/26/2011 @ 11:40
 Bus date: 11/01/2011

Leucadia Waste Water District
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UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
41730- 2527	1	11/01/2011	12005 CSDA-		
	1		44584 2012 MEMBERSHIP/DUES-CSDA	4,581.00	CSDA-#151-2012
41730- 2527	1	11/01/2011	Logged *** Total ***	4,581.00	
41731- 2527	2	11/01/2011	12589 CA SDU		
	2		44588 CHILD SUPPORT-OCT-AB	516.12	SUPPORT-OCT2011
41731- 2527	2	11/01/2011	Logged *** Total ***	516.12	
41732- 2527	3	11/01/2011	13323 DIEHL, EVANS & COMPANY		
	3		44582 OPEN PO-AUDITORS	6,500.00	70593
41732- 2527	3	11/01/2011	Logged *** Total ***	6,500.00	
41733- 2527	4	11/01/2011	16806 THE GUARDIAN		
	4		44583 DENTAL AND DISABILITY INS-NOV	3,651.98	00324226-NOV11
41733- 2527	4	11/01/2011	Logged *** Total ***	3,651.98	
41734- 2527	5	11/01/2011	17060 HARTFORD LIFE & ACCIDENT INS.		
	5		44586 LIFE INS-NOVEMBER	367.07	5623828-0
41734- 2527	5	11/01/2011	Logged *** Total ***	367.07	
41735- 2527	6	11/01/2011	18711 I2B NETWORKS, INC		
	6		44581 CONTRACT- LIVE WEB CAM @ BPS	160.00	15455
41735- 2527	6	11/01/2011	Logged *** Total ***	160.00	
41736- 2527	7	11/01/2011	25018 MES VISION		
	7		44585 VISION INS-NOVEMBER	356.72	112802183001
41736- 2527	7	11/01/2011	Logged *** Total ***	356.72	
41737- 2527	8	11/01/2011	25261 PUBLIC EMPLOYEES HEALTH		
	8		44590 EMPLOYEES HEALTH INS-NOV	23,252.23	100000013007780
41737- 2527	8	11/01/2011	Logged *** Total ***	23,252.23	
41738- 2527	9	11/01/2011	25261 PUBLIC EMPLOYEES HEALTH		
	9		44589 BOARD HEALTH INS	2,327.89	BRD-13007780
41738- 2527	9	11/01/2011	Logged *** Total ***	2,327.89	
41739- 2527	10	11/01/2011	27012 RANCHO SANTA FE SECURITY SYSTE		
	10		44587 ALARM SERVICE-QTRLY	258.00	469971
41739- 2527	10	11/01/2011	Logged *** Total ***	258.00	
				.00	
** Total check discount **				.00	
** Total check amount **				41,971.01	
** Total void discount **				.00	
** Total void amount **				.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: November 2, 2011

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
15749 - 15766	11/2/2011	\$42,246.46

LEUCADIA WASTEWATER DISTRICT
BOARD PAYROLL CHECK REPORT

Payroll Date: November 3, 2011

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>
15767 - 15771	11/3/2011	\$5,828.15

LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS
2010

OCTOBER

10/1/2010	Board		\$4,565.69
10/6/2010	Employee		\$39,437.79
10/13/2010	Employee	Incentive	\$3,421.59
10/20/2010	Employee		<u>\$43,807.41</u>
	TOTAL		\$91,232.48

NOVEMBER

11/1/2010	Board		\$2,871.92
11/3/2010	Employee		\$43,672.40
11/17/2010	Employee		<u>\$38,406.55</u>
	TOTAL		\$84,950.87

DECEMBER

12/1/2010	Employee		\$39,986.79
12/2/2010	Employee	Sick buy back	\$14,550.21
12/2/2010	Board		\$2,034.33
12/9/2010	Employee	Incentive	\$1,362.67
12/15/2010	Employee		\$40,517.81
12/29/2010	Employee		<u>\$39,453.83</u>
	TOTAL		\$137,905.64

2011

JANUARY

12/3/2010	Board		\$1,330.17
1/7/2011	Employee		\$3,006.87
1/12/2011	Employee		\$36,417.03
1/19/2011	Employee	Incentive	\$461.75
1/26/2011	Employee		<u>\$37,321.04</u>
	TOTAL		\$78,536.86

FEBRUARY

2/3/2011	Board		\$4,282.06
2/9/2011	Employee		\$38,219.37
2/23/2011	Employee		<u>\$37,028.16</u>
	TOTAL		\$79,529.59

MARCH

3/2/2011	Board		\$1,676.17
3/9/2011	Employee		\$37,952.87
3/23/2011	Employee		<u>\$37,171.26</u>
	TOTAL		\$76,800.30

APRIL

4/1/2011	Board		\$4,613.80
4/6/2011	Employee		\$37,487.77
4/20/2011	Employee		\$37,145.73
4/21/2011	Employee	Incentive	<u>\$6,462.38</u>

LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS
TOTAL **\$85,709.68**

MAY

5/2/2011	Board		\$2,960.88
5/4/2011	Employee		\$37,859.69
5/9/2011	Board		\$997.33
5/18/2011	Employee		<u>\$37,100.15</u>
	TOTAL		\$78,918.05

JUNE

6/1/2011	Board		\$4,579.00
6/1/2011	Employee		\$39,253.23
6/6/2011	Employee	Incentive	\$448.18
6/15/2011	Employee		\$40,868.97
6/29/2011	Employee		<u>\$39,945.20</u>
	TOTAL		\$125,094.58

JULY

7/6/2011	Board		\$2,989.12
7/13/2011	Employee		\$40,077.78
7/19/2011	Employee		\$4,884.18
7/27/2011	Employee		<u>\$37,584.03</u>
	TOTAL		\$85,535.11

AUGUST

8/3/2011	Board		\$2,013.52
8/10/2011	Employee		\$37,571.30
8/17/2011	Employee	Incentive	\$1,806.79
8/24/2011	Employee		<u>\$39,304.20</u>
	TOTAL		\$80,695.81

SEPTEMBER

9/2/2011	Board		\$5,941.62
9/7/2011	Employee		\$39,021.34
9/14/2011	Employee	Incentive	\$14,593.50
9/21/2011	Employee		<u>\$42,282.20</u>
	TOTAL		\$101,838.66

OCTOBER

10/1/2011	Board		\$4,460.08
10/5/2011	Employee		\$41,659.94
10/19/2011	Employee		\$40,686.03
10/20/2011	Employee	Incentive	<u>\$443.37</u>
	TOTAL		\$87,249.42

NOVEMBER

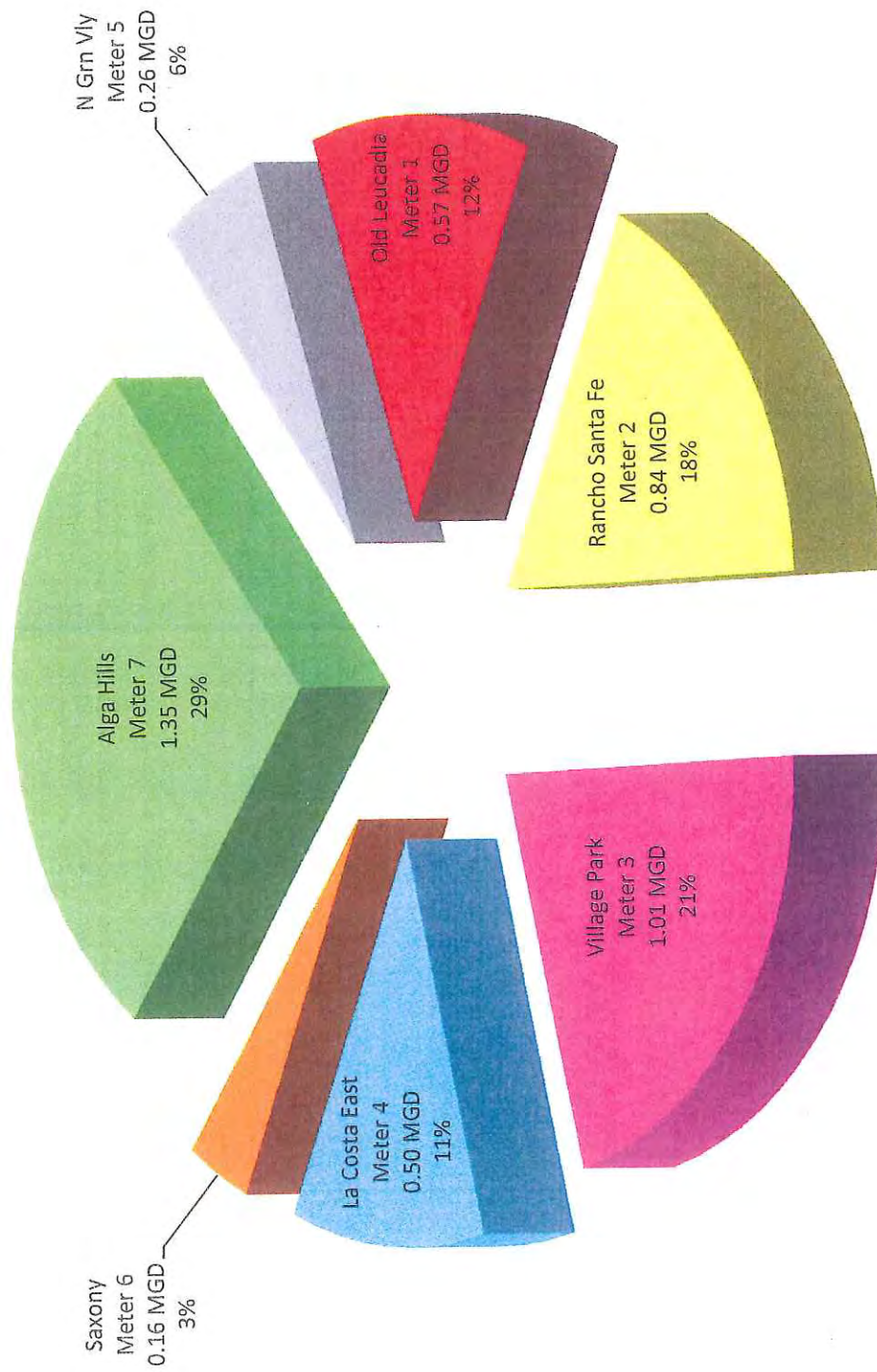
11/2/2011	Employee		\$42,246.46
11/3/2011	Board		\$5,828.15
	TOTAL		\$48,074.61

**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2011-2012**

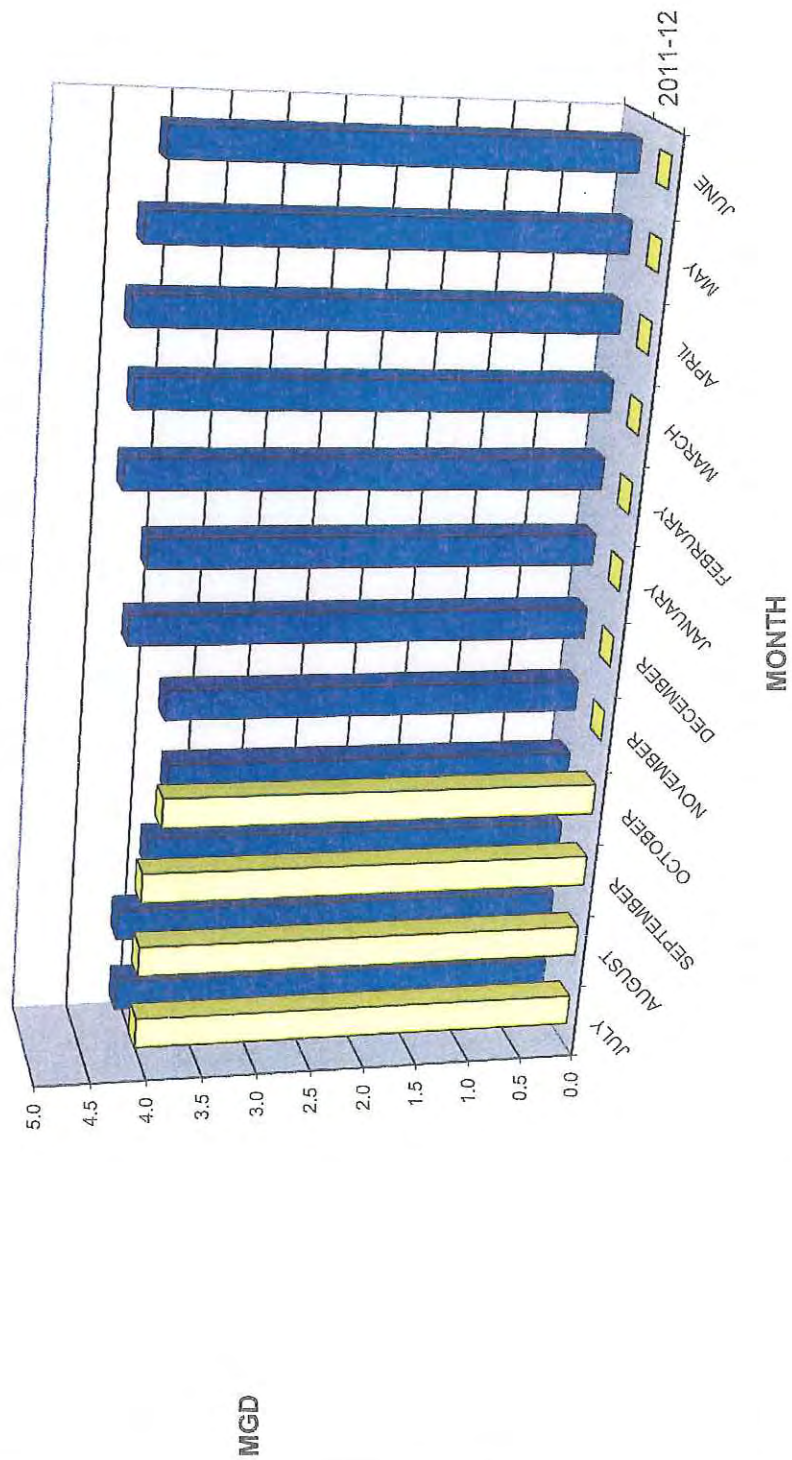
CURRENT MONTH - October 2011							FY 2011-2012	
Period	Total Rain Inches	Total Flow MG	Total EDU's 27,738	LWD ADF (MGD)	GPD/EDU	RECLAIMED ADF (ac-ft/mo)		ADF (MGD)
JULY	0.02	126.48	-1	4.08	147	38.01		4.14
YTD		126.48	27,737					
AUGUST	0	126.79	58	4.09	147	35.48		4.16
YTD		253.27	27,795					
SEPTEMBER	0.01	123.00	0	4.10	148	21.12		3.93
YTD		376.27	27,795					
OCTOBER	0.36	118.80	1	3.96	142	26.30		3.78
YTD		495.07	27,796					3.84
NOVEMBER								
YTD								
DECEMBER								4.21
YTD								4.08
JANUARY								
YTD								4.33
FEBRUARY								
YTD								4.28
MARCH								
YTD								4.34
APRIL								
YTD								4.27
MAY								
YTD								4.12
JUNE								
YTD								
Annual Total	0.39	495.07	58			120.91		
Mo Average	0.10	123.77	15	4.06	146	30.23		4.12

operations report

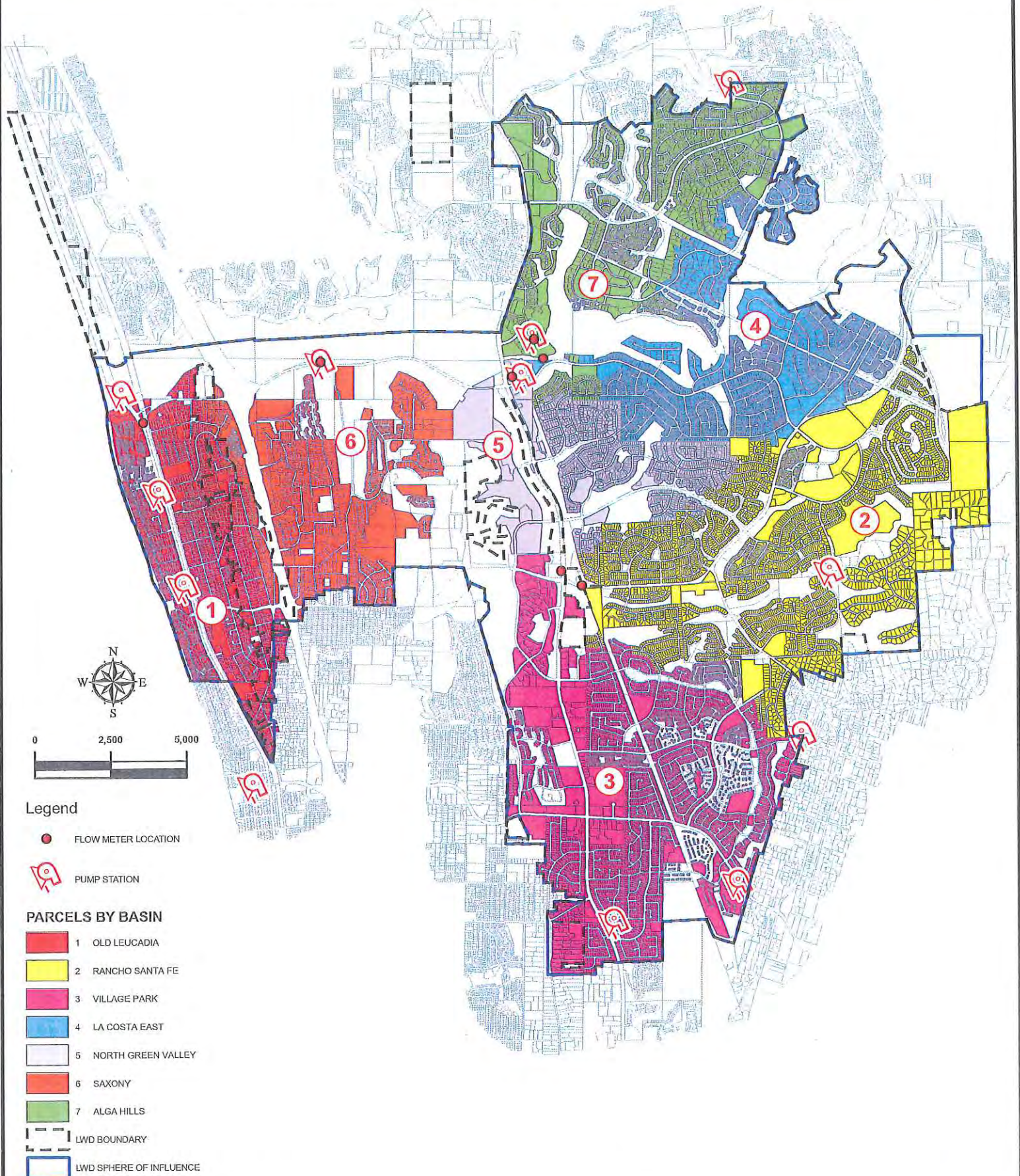
LWD Flows by Sub-Basin **October 2011** **Total LWD Flow = 4.69 MGD**



LEUCADIA WASTEWATER DISTRICT
FLOW COMPARISON FY 11 to FY12



LEUCADIA WASTEWATER DISTRICT



LEUCADIA WASTEWATER DISTRICT
SCHEDULE OF ASSETS, LIABILITIES, AND NET ASSETS
As of October 31, 2011

ASSETS	
Cash and Investment Pools	\$ 27,025,263.39
Investments	9,155,508.62
Accounts Receivable	251,034.49
Funds Held with Encina Wastewater Authority	906,849.00
Prepaid Expenses	47,094.02
Capital Assets	127,345,770.26
Less Accumulated Depreciation	(40,954,070.50)
TOTAL ASSETS	\$ 123,777,449.28
LIABILITIES	
Accounts Payable and Accrued Expenses	257,556.16
Developer Deposits	329,700.96
TOTAL LIABILITIES	\$ 587,257.12
NET ASSETS	
Net Investment in Capital Assets	87,411,699.76
Restricted Reserves	2,371,368.53
Unrestricted Operating Reserve	2,170,920.75
Unrestricted Non-Operating Reserves (Designated)	25,810,225.08
Unrestricted Emergency Reserve	7,500,000.00
Capital Contributions	-
YTD Revenue over (under) Expenditures	(2,074,021.96)
TOTAL NET ASSETS	\$ 123,190,192.16

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

LEUCADIA WASTEWATER DISTRICT

BUDGET PERFORMANCE REPORT

YTD Revenue and Expenditures Through 10/31/2011 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	\$ 125,435.59	\$ 7,154,741.00	7,029,305.41	1.8%
RECLAIMED WATER SALES	3150	102,474.64	458,000.00	355,525.36	22.4%
OTHER OPERATING INCOME		2,102.52	205,654.00	203,551.48	1.0%
TOTAL OPERATING REVENUE		\$ 230,012.75	\$ 7,818,395.00	\$ 7,588,382.25	2.9%
OPERATING EXPENSES					
WAGES AND BENEFITS	4100 & 4200	\$ 677,897.06	\$ 2,266,113.00	\$ 1,588,215.94	29.9%
BOARD EXPENSES AND ELECTION	4300 & 4400	50,926.07	130,350.00	79,423.93	39.1%
DEPRECIATION EXPENSE	4510	1,020,000.00	-	(1,020,000.00)	n/a
REPLACEMENT EXPENSE	4515	-	1,537,968.00	1,537,968.00	n/a
FUELS	4600	13,250.15	57,000.00	43,749.85	23.2%
INSURANCE	4700	16,175.36	117,000.00	100,824.64	13.8%
MEMBERSHIP & DUES	4800	2,827.60	23,500.00	20,672.40	12.0%
OFFICE EXPENSE	4900	21,650.65	107,000.00	85,349.35	20.2%
OPERATING SUPPLIES	5000	31,243.69	169,750.00	138,506.31	18.4%
PROFESSIONAL SERVICES	5200	125,486.56	551,500.00	426,013.44	22.8%
PRINTING & PUBLISHING	5300	16,158.93	33,000.00	16,841.07	49.0%
RENTS & LEASES	5400	5,807.24	19,200.00	13,392.76	30.2%
REPAIR & MAINTENANCE	5500	71,679.86	313,650.00	241,970.14	22.9%
MONITORING & PERMITTING	5600	2,789.00	44,800.00	42,011.00	6.2%
TRAINING & DEVELOPMENT	5700	17,620.47	41,400.00	23,779.53	42.6%
UTILITIES	5900	122,318.33	428,250.00	305,931.67	28.6%
LAFCO OPERATIONS	6100	5,325.00	6,200.00	875.00	85.9%
ENCINA	6200	-	1,862,075.00	1,862,075.00	0.0%
TOTAL OPERATING EXPENSES		\$ 2,201,155.97	\$ 7,708,756.00	\$ 5,507,600.03	28.6%

NON-OPERATING REVENUES AND EXPENSES					
DESCRIPTION	A/C No.	YTD ACTUAL AMOUNT	ANNUAL BUDGET	REMAINING BALANCE	% USED
NON OPERATING REVENUES					
CAPACITY CHARGES	3130	\$ 44,784.00	\$ 160,476.00	\$115,692.00	27.9%
PROPERTY TAXES	3220	37,548.31	1,200,000.00	1,162,451.69	3.1%
INTEREST INCOME	3250	64,149.00	435,000.00	370,851.00	14.7%
OTHER NON OPERATING INCOME		280.85	643,079.00	642,798.15	0.0%
TOTAL NON OPERATING REVENUES		\$ 146,762.16	\$ 2,438,555.00	\$2,291,792.84	6.0%

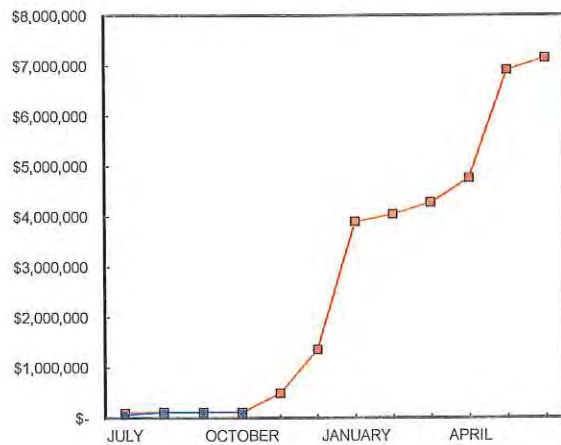
Preliminary: subject to future review, reconciliation, accruals, and audit.

Leucadia Wastewater District

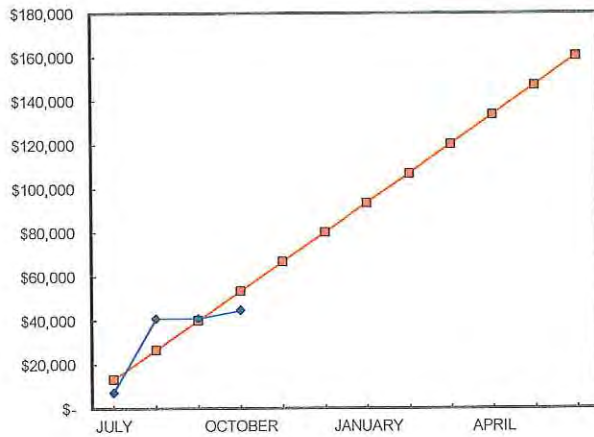
Revenue FY 2012

YTD through October 31, 2011

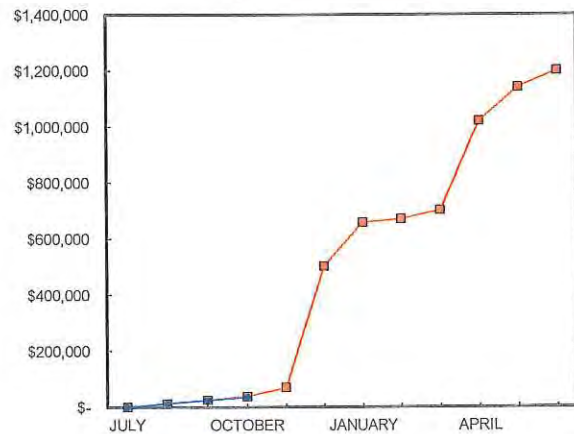
Sewer Service Fees



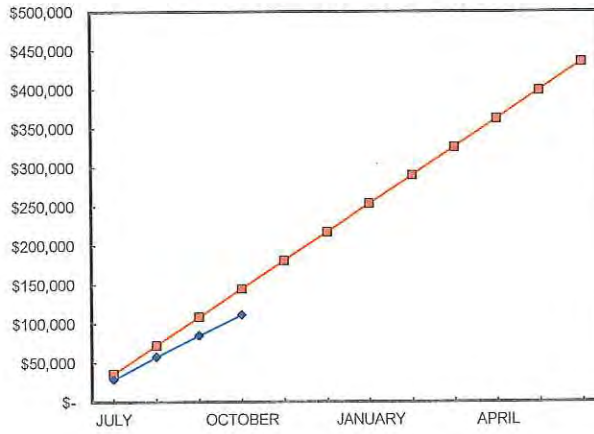
Capacity Charges



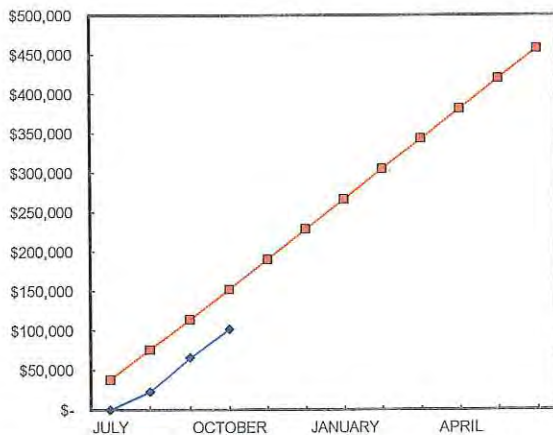
Property Taxes



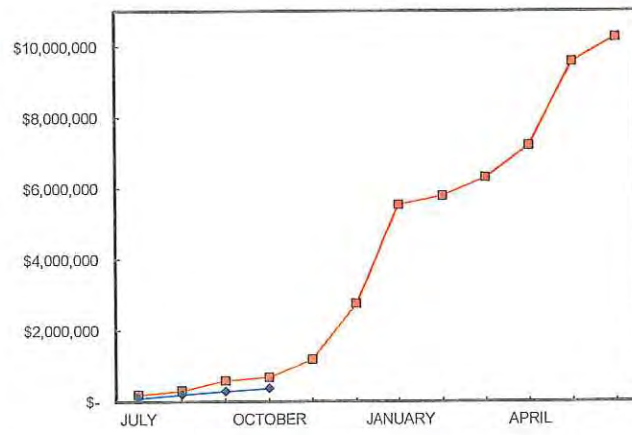
Investment Income



Recycled Wastewater



Total Revenue



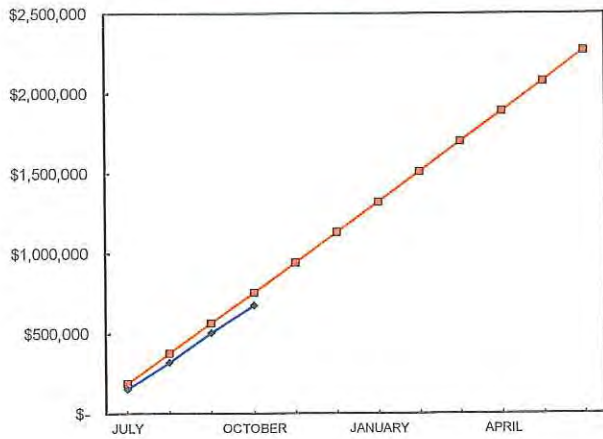
— Budget — Actual

— Budget — Actual

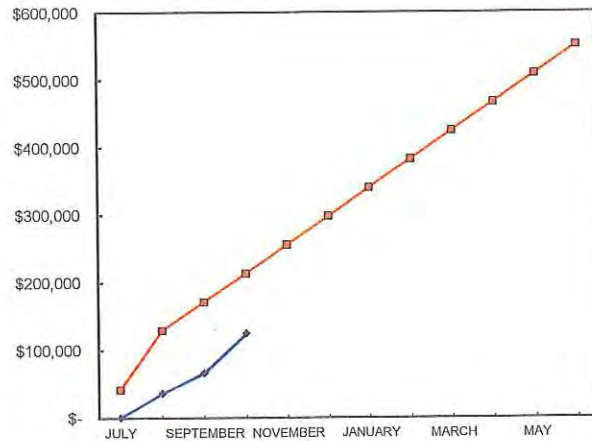
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Operating Expenses FY 2011 YTD through October 31, 2011

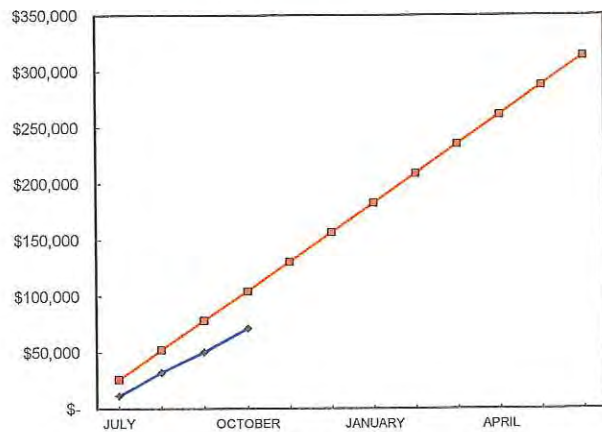
Salaries and Benefits



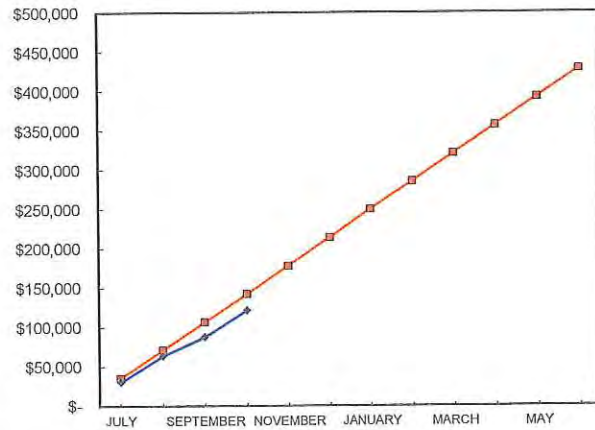
Professional Services



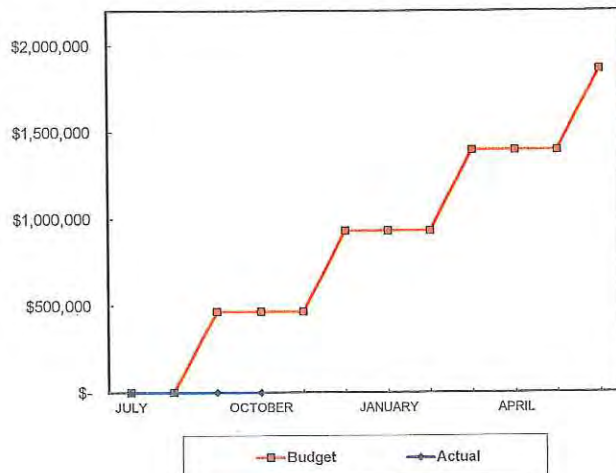
Repairs & Maintenance



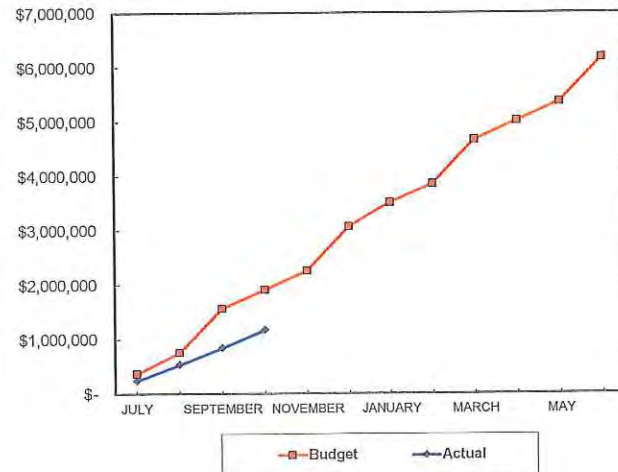
Utilities



Encina M&O



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



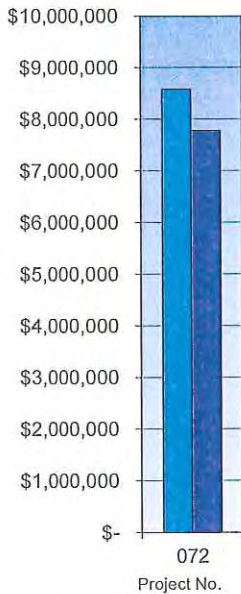
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District

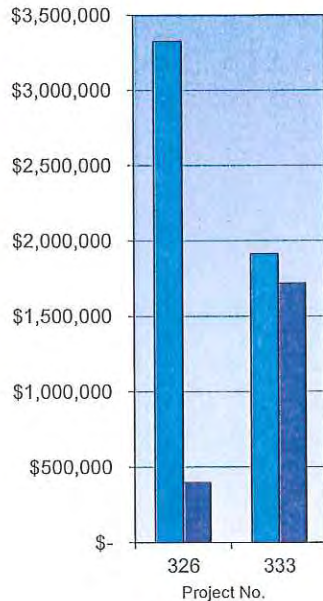
Capital Expenditures

As of October 31, 2011

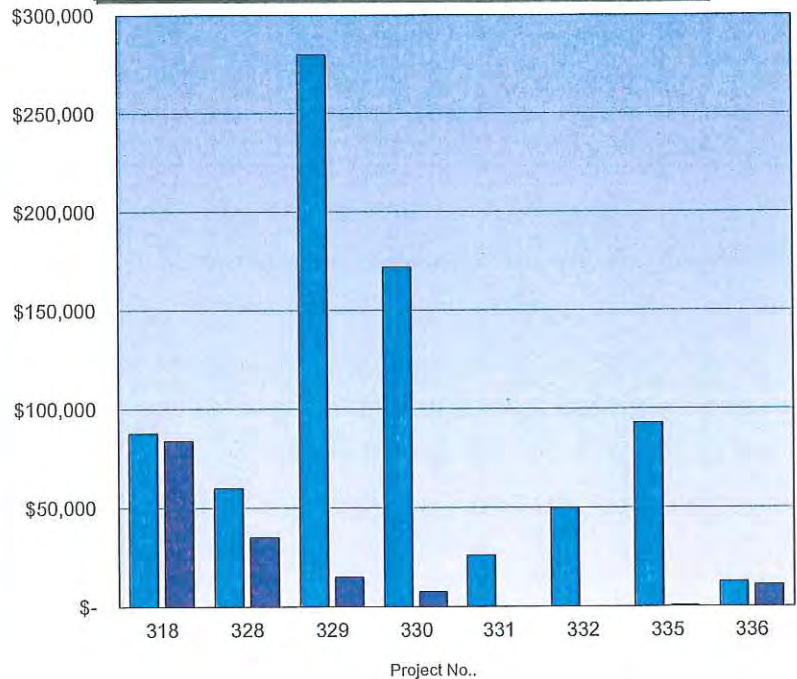
**Encina W.A.
Multi Year
Capital Exp.
FY2003-FY2012**



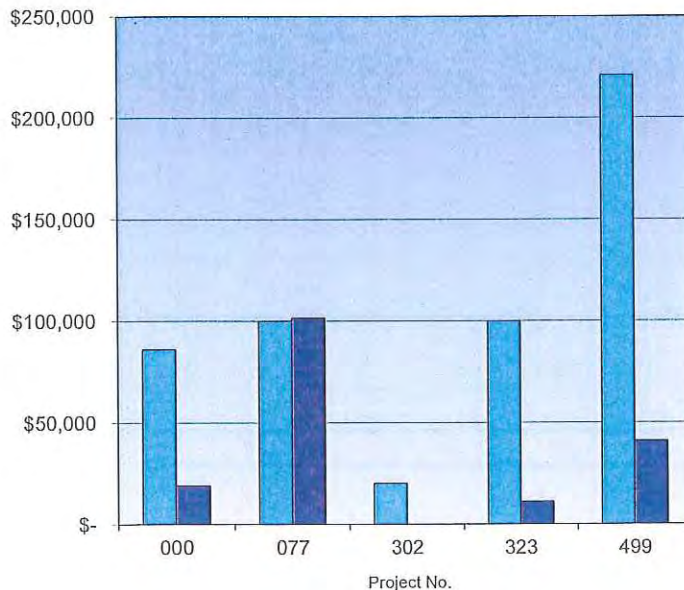
**District Multi Year
Capital Expenditures
by Project
FY2009-FY2012**



**District Multi Year Capital Expenditures by Project
(Continued) FY2009-FY2012**



**Single Year Capital Expenditures by Project
FY2012**



Project Legend

Multi-Year Capital Projects

Description	No.
Encina Wastewater Authority	072
Asset Mgmt Plan Implementation	318
Batiquitos PS Rehabilitation	326
Water Recycling Group	328
Occidental Line Rehab	329
Lanikai Line Repair	330
Leucadia PS Generator Replacement	331
La Cost PS Rehabilitation	332
Force Main Corrosion Project	333
Asset Mgmt Plan Update	335
New Meter Installation	336

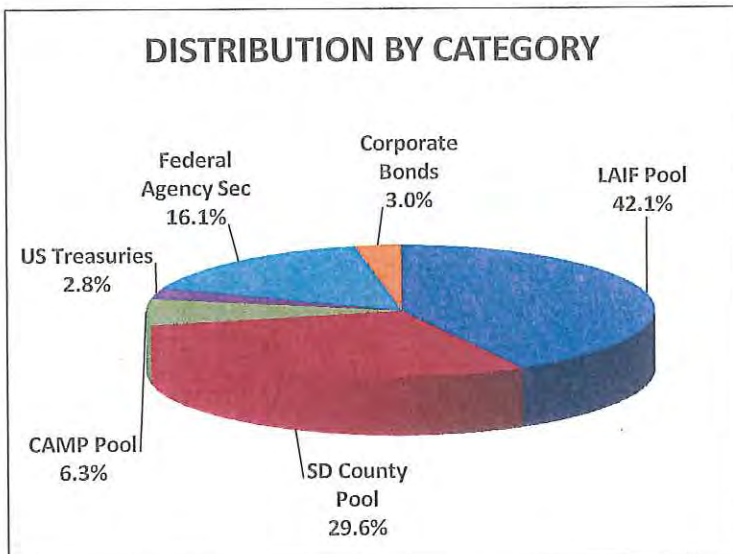
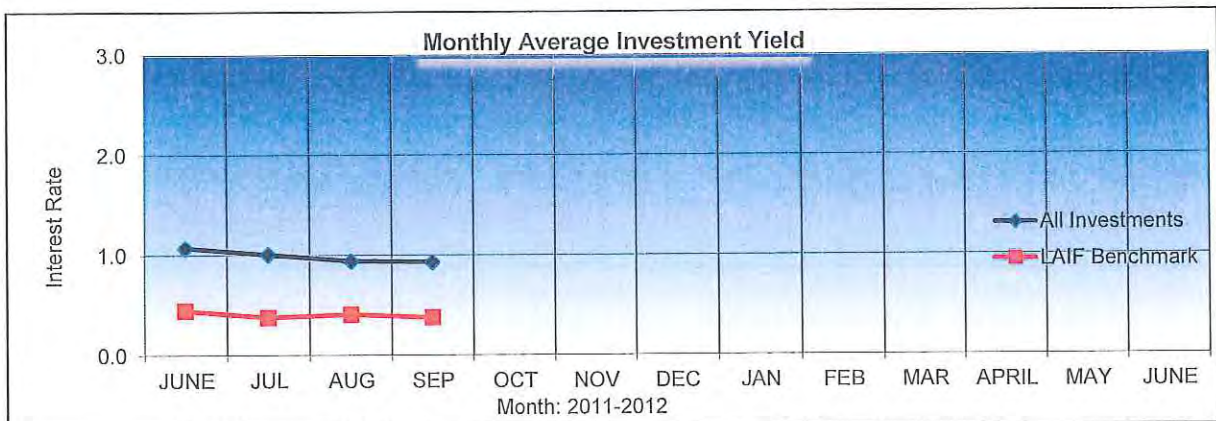
Single Year Capital Projects

Description	No.
Equipment	000
Misc Pipeline Rehabilitation	077
Professional Services	302
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, 2011

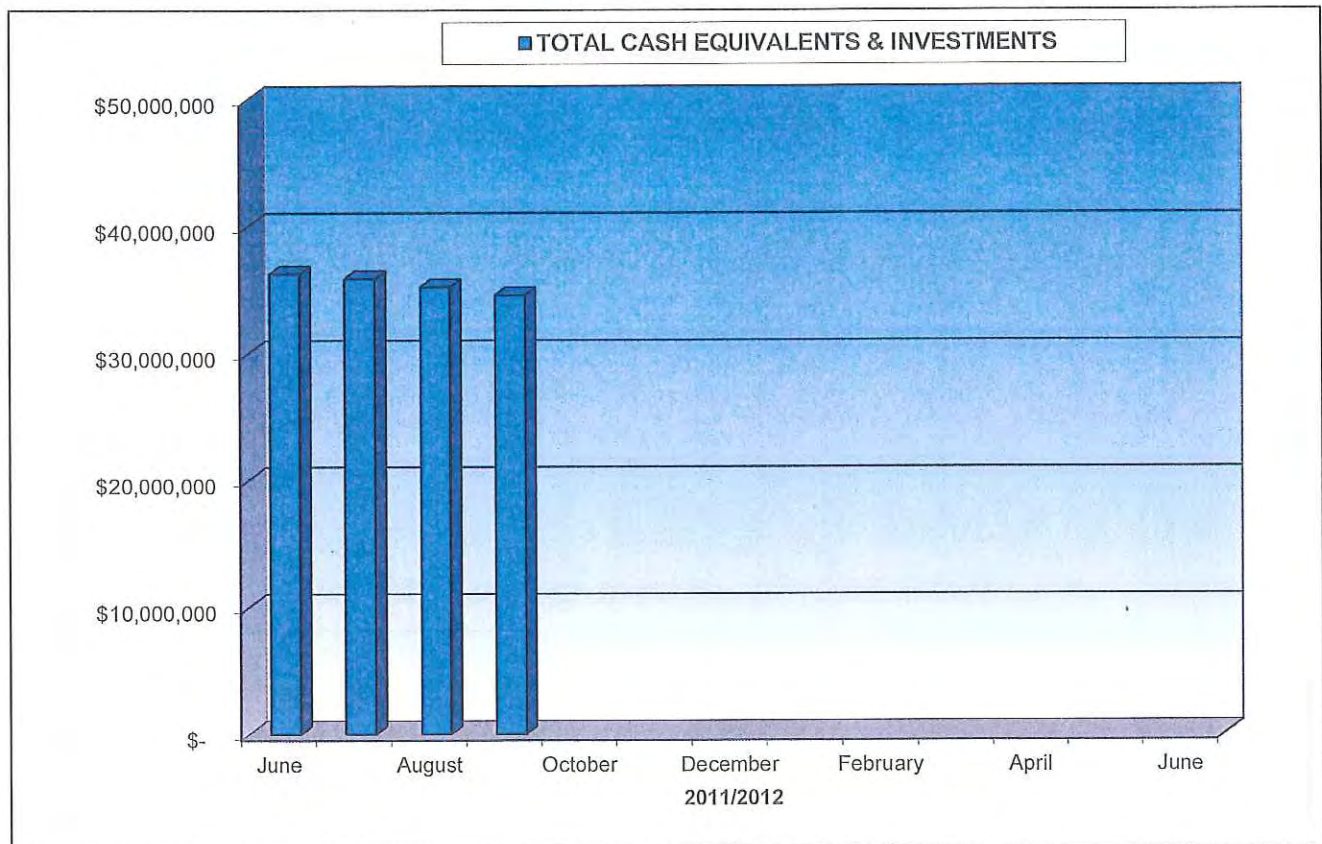
Cash Equivalents & Investments	Principal (Original Cost)		September Interest	Average Rate
	August 31, 2011	September 30, 2011		
LAIF Pool	15,202,855	14,572,855	4,690	0.378%
SD County Pool	10,260,084	10,260,084	5,130	0.600%
CAMP Pool	2,198,440	2,198,350	215	0.120%
CAMP Portfolio				
Corporate Notes	1,034,035	1,034,035	1,637	1.900%
Federal Agency Bonds/Notes	4,977,083	4,977,083	6,761	1.630%
GNMA mortgage pools	17,158	16,992	127	8.920%
US Treasury Bonds/Notes	985,781	985,781	1,544	1.880%
Total Camp Portfolio	7,014,057	7,013,891	10,069	1.730%
US Bank Custodial Account				
Resolution Funding Corp Strips at cost	579,503	579,503	7,026	14.549%
Total Bond Funds	579,503	579,503	7,026	14.549%
Totals	\$ 35,254,938	\$ 34,624,683	\$ 27,130	0.932%



Allocation Percentages of LWD Investments by Type (Actual and Allowable)		
Investment Type	Actual %	Allowed %
LAIF Pool	42.2%	75%
SD County Pool	29.6%	75%
CAMP Pool	6.3%	75%
US Treasuries	2.8%	75%
Federal Agency Sec	16.1%	75%
Corporate Bonds	3.0%	10%
TOTAL	100.0%	

LEUCADIA WASTEWATER DISTRICT***Monthly Investment Summary*****September 30, 2011****(Continued)**

TOTAL CASH EQUIVALENTS & INVESTMENTS		
Month 2011/2012	Amount	Average Rate
June	\$ 36,289,996	1.07%
July	\$ 35,909,897	1.01%
August	\$ 35,254,938	0.94%
September	\$ 34,624,683	0.93%
October		
November		
December		
January		
February		
March		
April		
May		
June		



LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
September 30, 2011
(Continued)

INVESTMENT TRANSACTIONS

For the month of September, 2011

					YTM at Cost
Investment	Purchases	Maturities	Redemptions	Notes	

No investment activity in September 2011

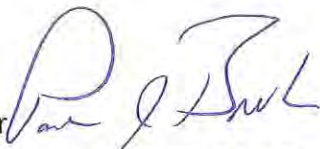
TOTAL

\$ -	\$ -	\$ -
------	------	------

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

MEMORANDUM

Ref: 12-3054

DATE: November 3, 2011
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, 2011 (see attached). A copy of the full Quarterly Treasurer's Investment Reports has been enclosed for your review.

Attachment
Enclosure

PB:rd

**LEUCADIA WASTEWATER DISTRICT
QUARTERLY TREASURER'S REPORT SUMMARY**

September 30, 2011

SUMMARY OF INVESTMENTS AT September 30, 2011

ASSETS	AMORTIZED COST 9/30/2011	% OF TOTAL	
		Actual	Allowed
LAIF - STATE INVESTMENT POOL	\$ 14,572,854.61	40.5%	75.0%
SAN DIEGO COUNTY INVESTMENT POOL	10,260,084.24	28.5%	75.0%
CAMP - JPA INVESTMENT POOL	2,198,350.27	6.1%	75.0%
CAMP PORTFOLIO - BANK OF NEW YORK.			
US Treasury Bonds/Notes	996,914.30	2.8%	75.0%
Federal Agency - GNMA Pools	16,968.54	0.05%	See below
Federal Agency Bond Notes	4,989,882.63	13.9%	See below
Corporate Notes	1,023,429.69	2.8%	10.0%
	7,027,195.16		
US BANK - CUSTODIAL ACCOUNTS			
Resolution Funding Corp Strips @Cost, Purchased 5/25/1995	579,502.99		
Interest Earned - Amortized Discount*	1,378,869.10		
	1,958,372.09	5.4%	See below
TOTAL INVESTMENTS	\$ 36,016,856.37	100.0%	

Total Federal Agency Investments	6,965,223.26	19.3%	75%
----------------------------------	--------------	-------	-----

(1) Representation of interest that is accruing as these federal agency coupons approach maturity

INTEREST FOR THE QUARTER ENDED September 30, 2011

MONTH	EARNED	AVERAGE RETURN
July	\$ 29,269.00	1.01%
August	28,867.00	0.94%
September	27,238.00	0.93%
TOTALS	\$ 85,374.00	

MEMORANDUM

Ref: 12-3019

DATE: November 3, 2011
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Government Accounting Standards Board (GASB) Actuarial Valuation

RECOMMENDATION:

The IFC and staff requests that the Board of Directors:

1. Receive the LWD Actuarial Valuation as of June 30, 2011; and
2. Discuss and provide direction, as appropriate.

DISCUSSION:

This item will be reviewed by the Investment & Finance Committee at its November 7, 2011 meeting. Staff will forward their recommendation to the Board of Directors for consideration at their November 9, 2011 meeting.

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 The Epler Company 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 2012 tactical goal, presents the results of the most recent actuarial valuation as of June 30, 2011. Based on this most recent report, the District's annual required contribution (ARC) for FY 2011/2012 is a negative or surplus \$3,262. This "negative" amount means that the surplus amortization of the unfunded actuarial accrued liability (surplus \$9,445) will exceed the normal cost (\$6,183) leaving a surplus of \$3,262.

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

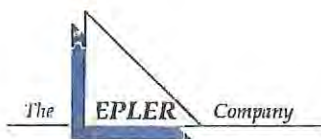
Background

Leucadia Wastewater District (the District) selected The Epler Company 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, 19 employees and 2 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 (\$108 per month in 2011, \$112 per month in 2012 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

The amount of the actuarial liability for the District's retiree health benefits program as of June 30, 2011, the measurement date, is \$190,545. This amount is based on a discount rate of 7.61% which assumes the District continues to pre-fund its annual required contribution in the California Employers' Retiree Benefit Trust (CERBT). The amount represents the present value of all contributions for retiree health 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 exactly met, the fund would have enough to pay all expected benefits. This includes contributions for retiree health 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 \$151,822, the current service component (normal cost or current year accrual) is \$5,746 and the future service component (not yet accrued liability) is \$32,977.

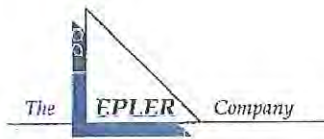
Changes from Prior Valuation

The results of the valuation reflect updated census and premium information. The discount rate has been lowered to reflect a decrease in the expected long term rate of return in CERBT assets from 7.75% to 7.61% due to the implementation of the CERBT asset allocation strategy 1 effective beginning in July of 2011. In addition, the expected future increase in the CalPERS minimum required contribution reflects a lowering of expected future medical price inflation from 5% to 4%. A reconciliation of the approximate changes in the liability from the prior valuation is provided below:

	<u>TOTAL</u>
July 1, 2010 Valuation @7.75%	\$0.222M
Increase due to passage of time	\$0.012M
Increase due to new entrants	\$0.003M
Decrease due to experience gain (due to death & withdrawal greater than expected & the CalPERS minimum required contribution increasing less than expected)	<u>(\$0.027M)</u>
June 30, 2011 Valuation @7.75% Pre-Assumption Changes	\$0.210M
Increase due to lowering of interest rate to 7.61%	\$0.004M
Decrease due to lowering of expected future medical price inflation from 5% to 4%	<u>(\$0.023M)</u>
June 30, 2011 Valuation @7.61% Post-Assumption Changes	\$0.191M

Funding

The District's funding policy is to fund at least 100% of the annual required contribution as determined under GASB 45 through the CERBT. The market value of assets in CERBT as of June 30, 2011 is \$262,191. The unfunded actuarial accrued liability/(surplus) at June 30, 2011 is (\$110,369). The funded ratio (actuarial value of assets to actuarial accrued liability) is 172% at June 30, 2011.



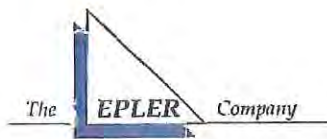
Effective July 2011, the CERBT is providing participating employers with three investment allocation strategies. All assets at June 30, 2011 are being rolled over to the CERBT's allocation strategy 1. The expected rate of return of assets is dependent on the funding strategy of a participating employer and which investment allocation strategy is selected. For employers fully funding their annual required contribution, strategy 1 has an expected yield of 7.61%, strategy 2 has an expected yield of 7.06% and strategy 3 has an expected yield of 6.39%. The valuation was performed using a 7.61% discount rate assuming the District remains in strategy 1 for the 2011/12 and 2012/13 fiscal years. The results for alternative allocation strategies using a 7.06% and 6.39% discount rate are also provided in Section III of the report.

Annual Required Contribution

The District's annual required contribution (accrual expense) for the 2011/2012 fiscal year is (\$3,262). Because the amortization of the surplus of assets over the actuarial accrued liability at June 30, 2011 exceeds the normal cost, the annual required contribution is negative. The annual required contribution is comprised of the present value of benefits accruing in the current fiscal year (normal cost with interest) plus a 30-year amortization (on a level-dollar basis) of the unfunded actuarial accrued liability/(surplus). Thus, it represents a means to expense the plan's liabilities in an orderly manner. The change in the net 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 by \$3,068. In addition, the results reflect an assumed participation rate of 50% since many eligible retirees will not elect coverage due to the low employer contribution. If the participation rate were to increase to 100%, the annual required contribution would increase by \$14,376.



Another key assumption used in the valuation is the discount 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 1% decrease in the discount (interest) rate would increase the annual required contribution by \$3,834. A 1% increase in the discount (interest) rate would decrease the annual required contribution by \$3,578.

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 this rate subsidy. Typically, inclusion of the rate subsidy will result in significantly larger liabilities and expensing requirements.

Encina Wastewater Authority Report
Regular Board Meeting
October 26, 2011

EWA Board of Directors - Directors Juliussen and Sullivan reporting

EWA Board Meeting Action Items

1. Final Acceptance of Aeration Air Piping Rehabilitation Project.

The Board of Directors took final acceptance of the construction contract with L.H. Woods & Sons, Inc. and authorized staff to record a notice of completion with the San Diego County Recorder.

2. 2013 Business Plan Quarterly Status Report.

The Board of Directors received and filed the 2013 Business Plan Quarterly Status Report.

3. Encina Ocean Outfall Inspection Report.

The Board of Directors received and filed the Ocean Outfall Inspection Report.

Engineering Committee Meeting Report

Presented by Director Juliussen

Meeting held on October 31, 2011

1. Authorize the General Manager to execute an agreement with PCL Construction, Inc. for the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$2,386,550 as the lowest responsive and responsible bidder.

The committee reviewed the agreement with PCL Construction, Inc. for the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$2,386,550 as the lowest responsive and responsible bidder. The EC directed staff to forward this recommendation to the Board of Directors for approval.

This item will be reviewed by the Board later in the agenda.

2. Authorize the General Manager to execute sole source agreements with Richard Stinson Construction Management and Rockwell Construction services, Inc. for construction management and inspection services during the construction of the Batiquitos Pump Station Rehabilitation Project in amounts not to exceed \$130,000 and \$30,000 respectively.

The committee reviewed the scope of work for both agreements and directed staff to forward this recommendation to the Board of Directors for approval.

This item will be reviewed by the Board later in the agenda.

3. Authorize the General Manager to execute an agreement with Infrastructure Engineering Corp. for engineering support services during the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$89,500.

The committee reviewed the scope of work for this agreement and directed staff to forward this recommendation to the Board of Directors for approval.

This item will be reviewed by the Board later in the agenda.

4. Cebu Court Repair

Staff provided the EC with a status update on the repair of a main sewer line cleanout on Cebu Court.

MEMORANDUM

DATE: November 3, 2011
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: California Asset Management Program (CAMP) Individual Portfolio Program Status Report

RECOMMENDATION:

1. This item is presented for information purposes.

DISCUSSION:

The LWD Board of Directors initially authorized the investment of up to \$15 million dollars of reserve funds in the CAMP Individual Portfolio Program in November 2004. In April 2006, the Board of Directors authorized the investment of an additional \$5 million into the CAMP Individual Portfolio to bring the total maximum investment up to \$20 million.


Over the last couple of years, staff has been working closely with the CAMP Program administrator, Public Financial Management (PFM), to invest and reinvest LWD's authorized funding. Mr. Richard Babbe of PFM/CAMP will present a brief overview of the Individual Portfolio Program's performance to date at the meeting.

This item is presented for information purposes and there is no action required.

cal:PJB

MEMORANDUM

Ref: 12-3048

DATE: November 3, 2011
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Contract Award for the District's Batiquitos Pump Station Rehabilitation Project

RECOMMENDATION:

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

1. Authorize the General Manager to execute an Agreement with PCL Construction, Incorporated for the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$2,386,550 as the lowest responsive and responsible bidder.
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at their October 31, 2011 meeting.

In February 2009, Infrastructure Engineering Corporation (IEC) assisted the District with the implementation of the Asset Management Plan (AMP). The plan implementation required IEC to evaluate the condition of the District's pump stations. As a result of the assessments, the Batiquitos Pump Station was identified as needing priority rehabilitation work. Subsequently, in August 2010, the Board of Directors authorized staff to execute an agreement with IEC to proceed with the design phase of the Batiquitos Pump Station Rehabilitation Project (BPS Rehab).

IEC completed project design in September 2011. The project was bid on September 12th with bids due on October 11, 2011. Ten (10) bids were received with the following results:

<u>Construction Firm</u>	<u>Bid Submitted</u>
NEWest Construction	\$ 2,373,000
PCL Construction, Inc.	\$ 2,386,550
Stanek Constructors	\$ 2,423,000
MMC (Mehta Mechanical Company) Inc.	\$ 2,492,000
RSH Construction	\$ 2,684,950
JR Filanc Construction	\$ 2,695,000
SCW Contracting	\$ 2,712,702
Metro Builders & Engineers Group	\$ 2,828,460
Orion Construction	\$ 2,987,500
Pascal & Ludwig Constructors	\$ 3,023,555

The bids were reviewed by Robert Weber, Jim Ashcraft and Jamie Taylor at IEC. The bid submitted by NEWest Construction (NEWest), the lowest bidder, did not meet the minimum experience qualifications required for the project, three (3) wastewater pump station projects with a minimum capacity of 500 horsepower in the past (5) five years, and received an unfavorable reference from the Eastern Municipal Water District (EMWD) on their wastewater pump station project. In addition, NEWest did not respond to several other requirements of the bid specifications. The second lowest bidder, PCL Construction, Inc. (PCL), did satisfy the minimum experience qualifications required. PCL's bid was \$13,550 higher than NEWest's bid. Upon completion of IEC's review (Attachment 1, minus IEC attachments), it was recommended that PCL be awarded the contract as the lowest responsive and responsible bidder, see attached letter.

NEWest was notified of staff's intent to recommend that PCL be awarded the contract as the lowest responsive and responsible bidder. Subsequently, a letter was received from NEWest (Attachment 2, minus NEWest attachments) disputing the results of the experience evaluation and reference check. In the letter, NEWest did not provide additional information to address their lack of experience with wastewater pump stations with a minimum capacity of 500 horsepower. Additionally, as requested by NEWest, staff independently confirmed the unfavorable reference provided by EMWD.

The bid price of \$2,386,550 is approximately \$186,500 less than the \$2.57M estimated construction cost. The four lowest bids received were less than the engineer's estimate.

Therefore, Staff and the Engineering Committee recommend that the Board of Directors award the contract to PCL Construction, Inc. as the lowest responsive and responsible bidder.

FISCAL IMPACT:

Funds for project construction in the amount of \$2.6 million were included in the Fiscal Year 2012 budget. This appropriation is sufficient to cover the project construction cost.

cl:PJB

Attachments

BID REVIEW MEMORANDUM

Date: October 19, 2011

Subject: **BATIKUITOS PUMP STATION REHABILITATION PROJECT, BID EVALUATION**

Prepared By: Jamie Taylor *JLT*
Reviewed By: Robert S. Weber, P.E., Jim Ashcraft, P.E. *JSA RW*

PURPOSE

This memorandum provides a summary of our evaluation of bid results and the responsiveness of the low bid for the subject project.

BID RESULTS

Bids were opened on October 11, 2011 and ten bids were received. The bids are summarized on Table 1 (attached) and characteristics of the bids are as follows:

Low Bid:	\$2,373,000
Lowest Responsive Bid:	\$2,386,550
Average Bid:	\$2,659,672
High Bid:	\$3,023,555
Engineer's Estimate:	\$2,572,076

REVIEW OF APPARENT LOW BIDDER

NEWest Construction Company, Inc. (NEWest or Contractor), San Diego, California submitted the apparent low bid. IEC judges NEWest to be unresponsive to the bid requirements due to lack of required experience with raw sewage pump stations over 500 HP, concerns over a negative reference directly applicable to this project, lack of identified Project Manager and inadequate explanation of required project issues to be addressed in the bid. The following reviews have been completed:

Contractor's License: The contractor holds the required Class A License (No. 847555). The license is current and active (see attached).

Bid Bond: A bid bond in the amount of ten percent (10%) of the bid amount was submitted with Arch Surety. Arch Surety has a rating of A with Best's Key Rating Guide.

Signatures: The Contractor's President, Mark Jennette and Assistant Secretary, Brian Jennette signed the Closing Statement, Mark Jennette signed the Bidder's Bond, Non Collusion Affidavit, and the Local Preference Certification.

Addenda Acknowledged: The contractor acknowledged Addenda 1-3 in the bid documents.

Project Manager's Experience: The contractor did not submit a summary of the qualifications of the Contractor's proposed Project Manager as requested in Information for Bidders Item number 9.

Addressed Project Issues: The contractor did not address project issues as required in the Approach to Work and Safety Policies section of the Bid Documents as outlined below:

- Staging: The contractor did not address staging.
- Handling of hazardous material or wastes: The contractor did not address handling of hazardous material or wastes.
- Fabrication on or off site: The contractor did not address fabrication.
- Detailed Safety and Accident Prevention Plan: The contractor submitted a short code of safe practices.

Worker's Compensation Insurance: Policy is in effect through September 2012. Most recent workers' compensation experience modification factor for NEWest is 1.64.

Experience with pump stations 500HP or greater: The contractor did not submit at least three projects where the Bidder rehabilitated a government agency owned raw wastewater pump station or constructed a new government owned wastewater pump station (lift station) with a minimum capacity of 500 horsepower. Four raw sewage pump stations were submitted with capacity listed in flow from 1000 to 9000 GPM. Without knowing the head on the system, it is not possible to calculate approximate horsepower, but heads greater than 220feet would be necessary for these flows to approximate 500 horsepower for these flows. Since the 200 feet of head is very high for a sewage pump station it can be assumed that none of these pump stations meet the 500 horsepower requirement. The Contractor did submit two water pump stations of at least 500 horsepower and one pump replacement of 350 HP. These are listed as item m in the attached bid evaluation form. Of these, the City of Poway returned a favorable reference for the High Valley Pump Station completed in May 2011 citing that NEWest was a fantastic contractor, one of the better in the area, and they had no issues with their mechanical work, that the only concern was toward the end of the project the change orders seemed a little high. The City of Coronado returned a favorable review as well. They also noted that they recently awarded NEWest the contract for the Transbay Pump Station, a five-65HP pump project (350HP), a 3 MGD pump station, and they are doing a good job on that so far as well. The largest sewage pump station listed in their bid was Warm Springs Lift Station Expansion for Eastern Municipal Water District (EMWD) in May 2008. EMWD returned an unfavorable reference for the Warm Springs Lift Station citing the Contractor had insufficient experience in mechanical work including bolting up flanges and setting up equipment (see further comments below regarding sewer bypassing).

Experience with sewer bypassing: The contractor submitted five projects with sewer bypassing experience. Of these, one agency returned a very favorable reference and one returned an unfavorable reference. Niland Sanitary District noted that the Contractor was very easy to work with and performed a variety of plant improvements on their Wastewater Treatment Facility including bypassing with no issues. EMWD returned an unfavorable reference regarding bypassing with respect to the Warm Springs Lift Station noting that the Contractor in setting up bypassing operations initially core drilled in the wrong location due to errors in measuring. No response was received from attempts to follow up on the other three projects.

Individual Bid Item Amount Review: Several of the bid item amounts as bid by NEWEST were substantially less than other submitted bids. Of particular concern are shoring, bypass pumping, and concrete work. All of these bid items fell below the amount given by the next 4 lowest bidders.

REVIEW OF SECOND LOWEST BIDDER

PCL Construction, Inc. (PCL or Contractor), San Diego, California submitted the apparent second lowest bid. IEC judges PCL to be the lowest responsive bidder. The following reviews have been completed:

Contractor's License: The contractor holds the required Class A License (No. 913592). The license is current and active (see attached).

Bid Bond: A bid bond in the amount of ten percent (10%) of the bid amount was submitted with Fidelity and Deposit Company of Maryland. Fidelity and Deposit Company of Maryland has a rating of A+ with Best's Key Rating Guide.

Signatures: The Contractor's President, Tom O'Donnell and Secretary, Shawn Britton signed the Closing Statement, Tom O'Donnell signed the Bidder's Bond, Non Collusion Affidavit, and the Local Preference Certification.

Addenda Acknowledged: The contractor acknowledged Addenda 1-3 in the bid documents.

Project Manager's Experience: The contractor submitted a resume for Brandon Kinney as Project Manager. Mr. Kinney has 12 years of experience in construction and engineering with experience in project management, estimating, project engineering, field engineering, scheduling and project planning.

Addressed Project Issues: The contractor thoroughly addressed project issues as required in the Approach to Work and Safety Policies section of the Bid Documents as outlined below:

- **Staging:** The contractor intends to break the construction of the Batiquitos Pump Station Rehabilitation Project into 5 phases.

- Pre-construction including mobilization, obtaining permits, preparing submittals, and potholing
 - Procurement including monitoring fabrication and shipment of major material and equipment, unload, store materials, perform QC and process contracts and schedule with subcontractors.
 - Pre-Bypass Work including dewater of B3, construction of bypass vault, modifications of the overflow storage tanks, installation of bypass suction pipes, modifications to the HVAC and roof of Electrical building and all other work which can be done before bypass pumping commences.
 - Bypass Work including setup and testing of bypass pumping system, core drill between overflow storage tank and wet well 2, install 24" flexible bypass into overflow storage tanks, establish bypass pumping, dewater B2, install new B2 force main and meter vault piping and valves, new hot water radiator for the emergency generator, modifications of pump suction and discharge pipes and new isolation valves, work inside wet wells no 1 and 2, return pump station into operation, terminate bypass pumping and remove bypass equipment.
 - Balance of work including removing old and installing new vertical sewage pumps, modification of suction and discharge piping and valving, balance of electrical and instrumentation, programming, final testing and startup, asphalt paving, slurry seal, landscape restoration, and final cleanup.
- Handling of hazardous material or wastes: The Contractor submitted a detailed Project Safety Plan that includes this information.
 - Fabrication on or off site: The contractor did not address fabrication.
 - Detailed Safety and Accident Prevention Plan: The Contractor submitted a detailed Project Safety Plan.

Worker's Compensation Insurance: Policy is in effect through July 2012. Most recent workers' compensation experience modification factor for PCL is 0.62.

Experience with pump stations 500HP or greater: The contractor submitted three projects with experience with raw sewer pump stations with a capacity greater than 500 horsepower. Of these two references were obtained stating that the Contractor did excellent work and were great to work with. One elaborated that the Contractor was very cooperative with the client and engineering groups, brought solutions to the table for problems and were conscientious of dollar amounts, budget and staying on schedule. No response was received from attempts to follow up on the other references.

Experience with sewer bypassing: The contractor submitted three projects with experience with sewer bypassing. Of these one references submitted favorable reviews of the Contractor's work and stated bypassing was performed without any issues. No response was received from attempts to follow up on the other references.

Individual Bid Item Amount Review: Although several bid items were substantially lower than the average of the next four lowest bidders, those bid items amounts correlated with other low bid item amounts and do not pose a significant concern to the Contractor's ability to complete the work.

RECOMMENDATION

IEC recommends award of the contract to PCL Construction, Inc. as the lowest responsive bidder, based on the bid amount, references and submitted documentation attesting to their suitability to perform the work as specified.

Attachments

Table 1 -- Bid Results

Department of Consumer Affairs, Contractor's License Detail for NEWest Construction Co Inc.
Class A No. 847555

Department of Consumer Affairs, Contractor's License Detail for PCL Construction Inc. Class A
No. 913592

Detailed Bid Evaluation Form for NEWest Construction Co In.

Detailed Bid Evaluation Form for PCL Construction Inc.

Horsepower Calculations for NEWest



Lic.#847555

7847 Dunbrook Road
Suite C
San Diego, CA 92126
Ph. 858-537-0774
Fax 858-537-9653



October 25, 2011

Mr. Robin Morishita
Leucadia Wastewater District
1960 La Costa Ave.
Carlsbad, CA 92009
Fax #760-753-3094

Re.: Batiquitos Pump Station Bid

Dear Mr. Morishita,

Thank you for your courtesy phone call on October 21, 2011 as discouraging as it was for NEWest Construction. This letter is to set several inaccurate items straight that you presented over the phone.

You indicated that Mr. Bruce Ross from the Eastern Municipal Water District did not give us a favorable review. We believe this statement is incorrect and are not sure who was contacted at Eastern. Please see the attached past performance questionnaire that was completed by Mr. Ross. In writing Mr. Ross gave NEWest Construction an above average overall performance evaluation in constructing the Warm Springs Pump Station Expansion project.

You commented that no resumes for the project manager are included with the bid. The solicitation required a summary of qualifications. We provided a listing of past projects that our project managers have completed with the bid. You did state that we could submit resumes now and those are attached, one of these two will be assigned the full time project manager for the project. Please review the past experience of these managers over the course of their careers they have each individually completed multiple public work projects several with dollar values over five million. This is the management team of NEWest Construction, we have completed multiple pump stations and treatment plant facility upgrades over the years. We are a San Diego based company that can give undivided attention and be readily available to the District. Will the District receive this same attention/service from a large international company?

You indicated that the engineer conducted the bid checkout process. This concerns us. Unfortunately NEWest and the engineer do have a past history. Although NEWest believes that this relationship is professional we must question that now based on the findings involving the Warm Springs Pump Station Expansion project. We request that

Page 2
Mr. Morishita
October 21, 2011

the Leucadia Wastewater District conduct its own independent check of NEWest and at the very least verify the discrepancies of the Warm Springs project.

You stressed multiple times the bypassing on this project. We provided the requirement of three 100% by-pass projects with no incident of a spill and in fact have provided by-pass systems on more than three projects. The Warm Springs project required a by-pass system of 9,000 GPM more than this project.

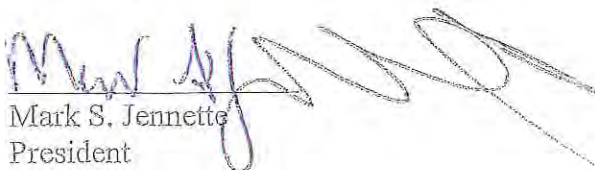
California law requires contractor's experience be measured by a pass-fail test not a test of the relative superiority of one bidder over another. NEWest Construction is a small business enterprise but we should not be discriminated for this. The major aspect of this project is the by-pass requirement we have shown that we are experienced to perform this task. The other is replacement of pumps. The solicitation named Fairbanks Morse pump as the specified pump. NEWest will provide this pump and we have shown in our past experience that we have replaced pumps with a wide range of horsepower for many government owned facilities.

NEWest Construction is more than capable to perform this project. We request a meeting within the next couple of days with the District to further explain the capabilities of NEWest Construction and if you choose not to meet then we at least hope that after the District performs its own check on NEWest Construction the District will be satisfied with our experience and award us the project.

If the District still determines NEWest Construction's bid to be non-responsive then we request immediate notification so that we can come to the District office and review all the bids for experience and responsiveness.

Please feel free to contact me.

Sincerely,


Mark S. Jennette
President

cc: Clinton Hubbard, esq.

MEMORANDUM

Ref: 12-3047

DATE: November 3, 2011
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Contract Award for Construction Management Services for the District's Batiquitos Pump Station Rehabilitation Project**

RECOMMENDATION:

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

1. Authorize the General Manager to execute a sole source agreement with Richard Stinson Construction Management for construction management services during the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$130,000.
2. Authorized the General Manager to execute a sole source agreement with Rockwell Construction Services, Inc. for electrical, instrumentation and controls construction management and inspection services during the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$30,000.
3. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at their October 31, 2011 meeting.

The District's Batiquitos Pump Station Rehabilitation Project (BPS Rehab) requires construction management (CM) support to oversee construction of the project. The CM services consist of contractor oversight, negotiating change orders, construction inspection and administration. Mr. Richard Stinson has a proven track record of providing excellent CM services to the District. Mr. Stinson has provided CM services for every construction project undertaken by the District since 2003, with the exception of the Site Improvement Project, including the recently completed Satellite Pump Stations, Force Mains, and Gravity Sewer Replacement Project and the Batiquitos Force Main Repair Project. For the BPS Rehab project, Mr. Stinson submitted a proposal to provide CM services in an amount not to exceed \$130,000, an estimated 1300 hours at \$100 per hour. Based on the estimated seven (7) month construction period and Mr. Stinson's experience and past performance, staff believes this fee is fair and reasonable.

Included in the BPS Rehab Project is the replacement of three (3) wastewater pumps, installation of new electrical feeder lines to the Motor Control Center and replacement of the Heating Ventilation and Air Conditioning system. The construction of these items will require CM services for electrical distribution, instrumentation and control systems. Mr. Rockwell Swanson is well known in the wastewater industry as a technical expert in these disciplines. He provided these specialized CM and inspection services during the Leucadia Pump Station Rehabilitation Project completed in July 2006 and the recently completed Satellite Pump

Stations, Force Mains and Gravity Sewer Replacement Project. Mr. Swanson submitted a proposal to provide electrical/instrumentation and control CM and inspection services in an amount not to exceed \$30,000, an estimated 240 hours at \$125 per hour. Based on Mr. Swanson's experience and past performance, Staff believes this fee is also fair and reasonable.

Both Mr. Stinson and Mr. Swanson have consistently provided outstanding CM services on previous District projects. They possess in depth knowledge of the District's collection system and operations. They performed constructability reviews of the BPS Rehab project during the project's design phase and, therefore, have thorough knowledge of the project's plans and specifications. Retaining their CM services during construction will provide continuity, efficiency and is in the best interest of the District. For these reasons, the procurement of these CM services satisfies the criteria for sole sourcing allowed under Section 11.1, Sole Source Procurement, and continuity of service under Section 12.4, Continuing Services, of the District's Procurement Policy.

The services provided by both contracts will be paid on a time and material basis.

Therefore, Staff and the Engineering Committee recommend that the Board award the contracts for CM and electrical/instrumentation and control inspection for the BPS Rehab Project to Richard Stinson Construction Management and Rockwell Construction Services Inc.

FISCAL IMPACT:

Funds for project construction in the amount of \$2.6 million were included in the Fiscal Year 2012 budget. This appropriation is sufficient to cover the project's construction management and inspection costs.

cl:PJB

MEMORANDUM

Ref: 12-3046

DATE: November 3, 2011
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Contract Award for Engineering Support Services for District's Batiquitos Pump Station Rehabilitation Project**

RECOMMENDATION:

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

1. Authorize the General Manager to execute an Agreement with Infrastructure Engineering Corporation for engineering support services during the construction of the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$89,500.
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at their October 31, 2011 meeting.

The District's Batiquitos Pump Station Rehabilitation Project (BPS Rehab) requires engineering support during the construction phase of the project. Engineering support services include attending pre-construction and progress meetings, review and process submittals and shop drawings, respond to Requests for Information (RFI), design plan revisions when required, and prepare recording drawings upon project completion. Infrastructure Engineering Corporation (IEC) designed the project and Staff believes it is prudent to retain their services for continuity during the construction phase. Section 12.4, Continuing Services, of the District's Procurement Policy allows the retention of a firm for subsequent phases of a project. IEC submitted a proposal, attached, to provide office engineering services in an amount not to exceed \$89,500. Staff believes this fee is fair and reasonable.

The services to be provided under this contract will be paid on a time and material basis.

Therefore, Staff and the Engineering Committee recommend that the Board award the contract for engineering support services for the BPS Rehab Project to IEC.

FISCAL IMPACT:

Funds for project construction in the amount of \$2.6 million were included in the Fiscal Year 2012 budget. This appropriation is sufficient to cover the project's engineering support costs.

cl:PJB

Attachment

October 25, 2011

Mr. Robin Morishita
Technical Services Manager
Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, CA 92009

Reference: Proposal for Engineering Services During Construction for Batiquitos Pump station

Dear Mr. Morishita:

Infrastructure Engineering Corporation (IEC) respectfully submits this proposal to provide engineering services during construction for the Batiquitos Pump Station Modification Project. The engineering services will be provided on a time and materials basis per the attached hourly rate schedule. An estimate of the anticipated hours, associated costs and description of the services follows. IEC will not exceed the District's authorized amount without prior written authorization.

Task 1.0 – Meetings

IEC will attend the Pre-construction meeting and six (6) construction progress meetings thereafter for a total of seven (7) meetings. It is assumed that District staff will take meeting notes.

Task 2.0—Review Shop Drawings

IEC will review project shop drawing submittals for conformance and compliance with the contract documents. The submittals will be stamped and returned with written comments to the District. Submittals will be coordinated with the District for their review and input prior to returning to the Contractor. Submittals will be digitized into an electronic PDF format and stored as a part of the project documentation. A submittal log will be kept to track their status. The log will identify each submittal and re-submittal; date received; reviewer; and the date returned to the contractor, action required, and other pertinent information. It is anticipated that approximately forty (40) shop drawing submittals will be reviewed. It is assumed that there will be sixteen (16) re-submittals.

Task 3.0 – Respond to RFI's

Contractor RFI's will be responded to in writing. The responses will first be sent to the District for input prior to returning to the Contractor. A RFI submittal log will be kept and will itemize the RFI and response(s). The log will also include the date received; reviewer; and the date returned to the contractor, and other pertinent information. It is anticipated that approximately twenty five (25) RFI's will be reviewed.

Task 4.0 – Biological Monitor

IEC will subcontract with Helix Environmental to provide a biological monitor who will be on-site to monitor construction activities during installation of the bypass pumps and temporary bypass piping and the removal of the equipment. It is estimated that the monitor will be on the construction site a total of 3 weeks. Included in the construction monitoring are the following tasks:

- a. Attend pre-construction meeting.
- b. Inspect the placement of fencing along the approved limits of disturbance.

- c. Observe and document that construction activities and staging areas are restricted to the approved development area.
- d. Monitor construction activities as needed to document that construction does not encroach into biologically sensitive areas beyond the approved limits of disturbance.
- c. Document that the area outside the established limits of disturbance remains free of trash, parking, or other construction related activities.
- f. Provide a brief letter report documenting the monitoring.

Task 5.0 – Wet Well Lining Inspection

IEC will subcontract with CSI Services to provide final inspection and testing of the PVC lining and lining repair of Wet Wells No. 1 and No. 2. Testing will be in accordance with section 311.1.10 of the Green Book and Ameron Linings published requirements. Weld probing will involve using the blunt edge of a dulled flexible putty knife under the guidelines and procedures recommended by Ameron. Following weld testing, discontinuity testing of the installed liner will be performed. A Tinker and Rason AP/W High-Voltage Holiday Detector set at 20,000 volts will be utilized throughout the holiday detection process.

Task 6.0 – Record Drawings

IEC will prepare record drawings at the completion of project construction using the contractor's field construction drawings and mark-ups.

Fee

We propose to complete the work on a time and materials basis for the not-to-exceed fee as indicated on the attached resource table. Please note that our fee estimate is based on Work will be invoiced monthly per the rates on the attached table.

Once again, we appreciate the opportunity to work with you on this interesting project and look forward to its successful completion. Please contact Jim Ashcraft or myself with any questions.

Sincerely,



Robert Weber, P.E.
Principal in Charge

cc: Jim Ashcraft, P.E., IEC

Attachments: Fee Estimate

THE PROPOSAL

065.685

TOTAL FREE ESTIMATE:

MEMORANDUM

Ref: 12-3043

DATE: November 3, 2011
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Employee of the Year Award



RECOMMENDATION:

It is recommended that the Board of Directors:

1. Approve award of \$1,000.00 to the recipient of the Employee of the Year Award for 2011.

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 2010 recipient.


LWD staff and the Employee Recognition Committee met on November 7, 2011 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: 12-3049

DATE: November 3, 2011
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Calendar Year 2012 Board of Directors' Meeting Schedule

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve the Calendar Year 2012 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 fixing 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.

To avoid conflict with meetings of professional organizations in which the District is affiliated, the dates indicated in **blue** below have been changed from the second Wednesday of the month to the third Wednesday of the month. The conflicting meeting is indicated next to the revised date.

January 11, 2012	July 11, 2012
February 8, 2012	August 15, 2012 (CASA Annual Conference)
March 14, 2012	September 12, 2012
April 11, 2012	October 10, 2012
May 9, 2012	November 14, 2012
June 13, 20112	December 12, 2012

In accordance with the Resolution, staff requests that the Board of Directors approve the Calendar Year 2012 Board of Directors' meeting schedule (above) and take other action, as appropriate.

cl:PJB

**CALIFORNIA
SPECIAL
DISTRICTS
ASSOCIATION**
San Diego Chapter

2850 Via Orange Way
Spring Valley, CA 91978
Phone (619) 670-0500

October 26, 2011

To: CSDA – San Diego Chapter Member Agencies
From: Larry Jackman, San Diego Chapter President
Subject: CSDA San Diego Chapter Annual Recognition Dinner Meeting
Event Date: **Thursday – November 17, 2011**
Time: **6:00 pm to 9:00 pm** – Dinner served at 7:00 pm
Location: **Courtyard by Marriott – San Diego Central** (Kearny Mesa)
8651 Spectrum Center Boulevard, San Diego, CA 92123

Board of Directors

President
Larry Jackman
San Miguel Fire
Protection District

First Vice-President
Kathleen Coates Hedberg
Helix Water District

Second Vice-President
Ken Munson
North County Fire
Protection District

Treasurer
DeAna Verbeke
Helix Water District

Secretary
Diana Towne
Rincon del Diabolo MWD

Past President
Mark Muir
Olivenhain MWD

Join us for an enjoyable evening as the San Diego Chapter of CSDA hosts an informative program presented by California Forward. Our guest speaker will be Teresa Acosta, CA Fwd Regional Partnerships Coordinator for the San Diego Region. In addition to an overview of CA Fwd's mission and activities, Ms. Acosta will give a status update on CA Fwd's initiative for the November 2012 ballot and how it may affect Special Districts.

There will also be CSDA's annual San Diego Chapter board elections and a legislative update on the latest happenings in Sacramento.

Dinner Menu Selections – \$39 per person (\$45 non-member)

Pepper-Crusted Pork Loin with Bourbon Apple Sauce and Herb Red Potatoes

Yellow Fin Tuna Rolled in Black Sesame Seeds, Honey Wasabi Glaze, Wild Rice

Grilled Portobello Mushroom, Tomato and Crispy Spinach on Toasted Ciabatta Bread

Registration deadline is, Thursday, November 10, 2011

Once again, we look forward to all agencies and guests attending this special event. If you have any questions or need further information, please call Larry Jackman at (619) 944-2482 or DeAna Verbeke at (619) 750-9006 or email Verbeke@cox.net

For agencies and associates who are not yet members of CSDA San Diego Chapter or need to renew your membership, there is a membership registration form at the end of this announcement.

Cancellation/Refund Policy: 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 is made and not cancelled prior to the deadline. Agencies may substitute or add individuals attending.

CSDA DINNER MEETING REGISTRATION FORM

Thursday – November 17, 2011

Courtyard by Marriott ~ 8651 Spectrum Center Boulevard, San Diego, CA 92123

6:00 PM No-Host Social Hour ~ 7:00 PM Dinner/Program

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

Choice of: 1. Pork Loin 2. Sesame Crusted Tuna 3. Portobello Mushroom

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 CSDA, San Diego Chapter

Mail to: DeAna Verbeke ~ Phone: (619) 750-9006
CSDA Treasurer
9175 Lavell Street
La Mesa, CA 91941

Or Fax: (619) 698-4725 Or email: Verbeke@cox.net

Reservations must be received no later than Thursday, November 10, 2011

Cancellation/Refund Policy: 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 is made and not cancelled prior to the deadline. Agencies may substitute or add individuals attending.

Directions to: Courtyard by Marriott – San Diego Central (Kearny Mesa Area)

8651 Spectrum Center Boulevard, San Diego, CA 92123

Phone (858) 573-0700

FROM THE NORTH:

Interstate 15 South to Highway 163 South. *Exit Clairemont Mesa Blvd east; turn left onto Clairemont Mesa Blvd. Immediately get in the far right lane; after crossing the overpass, turn right onto Kearny Villa Road (signal light). Continue on Kearny Villa Road for approximately 1 mile - the hotel is near the corner of Spectrum Center Blvd and Kearny Villa Road.

*NOTE: From the 805 South (North County Coastal), Exit to the 52 East and proceed to the 163 South. Follow the directions above.

FROM THE SOUTH/EAST:

Take 5 North or Interstate 8 East or Interstate 15 North to the 163 North. Exit Clairemont Mesa Blvd East; turn right onto Clairemont Mesa Blvd; make an immediate right (signal light) onto Kearny Villa Road. Continue on Kearny Villa Road for approximately 1 mile - the hotel is near the corner of Spectrum Center Blvd and Kearny Villa Road.

