

AGENDA
REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
LEUCADIA WASTEWATER DISTRICT

Wednesday, December 10, 2008 – 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. Board of Directors Oath of Office

General Counsel Brechtel will administer the oath of office to Directors Judy Hanson, Allan Juliussen, and Donald Omsted. (Pages 1-3)

5. 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.

6. Public Comment

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

7. Presentations and Awards

A. Special District Leadership Foundation recognizes Directors Judy Hanson and Allan Juliussen. (Pages 4-5)

B. Achievement of Individual Objectives. (Page 6)

8. 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 meeting:

November 10, 2008 Engineering Committee Meeting (Pages 7-9)

November 12, 2008 Regular Board Meeting (Pages 10-16)

December 4, 2008 Engineering Committee Meeting (Pages 17-18)

B. Demands for November - December. (Pages 19-44)

C. Operations Report. (Pages 45-47)

D. Finance Report. (Pages 48-53)

9. Encina Wastewater Authority Reports

Reports by Directors and staff concerning the Encina Wastewater Authority.

- A. Encina Wastewater Authority Reports.
 - Regular Board Meeting – November 19, 2008 (Pages 54-55)
 - Member Agency Manager Meeting – December 10, 2008 (Oral Report)

10. Committee Reports

- A. Engineering Committee – report by Director Juliussen. (Page 56-57)
- B. Investment & Finance Committee – report by Director Hanson.

11. Old Business

None.

12. New Business

- A. Authorize the General Manager to execute an Agreement with TELDATA for the installation of low voltage cabling for the Site Improvement Project in an amount not to exceed \$28,326.99 (Page 58)
- B. Authorize the General Manager to execute an Agreement with Infrastructure Engineering Corporation (IEC) to implement the District's Asset Management Master Plan in an amount not to exceed \$69,882 (Pages 59-65)
- C. Receive and File the Fiscal Year 2008 (FY08) Comprehensive Annual Financial Report (CAFR) (Pages 66-73, Enclosure)
- D. Board of Directors Election of Officers (Page 74)

13. Information items

- A. CASA Mid Year Conference is scheduled for January 21 – 24, 2008 at the Hyatt Grand Champions in Indian Wells, CA. (Pages 75-80)
- B. Site Improvement Project Update (Page 81)
- C. Gibraltar Street Gravity Sewer Construction Project Notice of Completion (Page 82)
- D. CWEA-San Diego Section Annual Awards Banquet & Installation Ceremony will be held on Saturday, February 7, 2009 at 6:00 pm at the Bahia Resort in San Diego, CA (Page 83)
- E. CSDA San Diego Section Quarterly Meeting will be on February 19, 2009 in San Diego, CA

14. Directors Meetings

None.

15. 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.

16. General Manager's Report

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

17. General Counsel's Report

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

18. Closed Session

Conference with District Legal Counsel to discuss anticipated litigation pursuant to California Government Code Sec. 54956.9 (b)(3)(C); claim filed by Joanne Kerr.

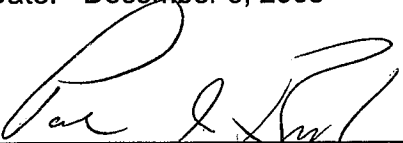
19. Adjournment

Note: 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: December 5, 2008



Paul J. Bushee, Secretary/General Manager



Oath of Office

I, JUDY HANSON, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

JUDY HANSON

December 10, 2008
Date



Oath of Office

I, ALLAN JULIUSSEN, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

ALLAN JULIUSSEN

December 10, 2008
Date



Oath of Office

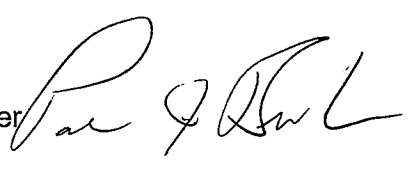
I, DONALD F. OMSTED, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

DONALD F. OMSTED

December 10, 2008
Date

MEMORANDUM

DATE: December 4, 2008
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Presentations and Awards



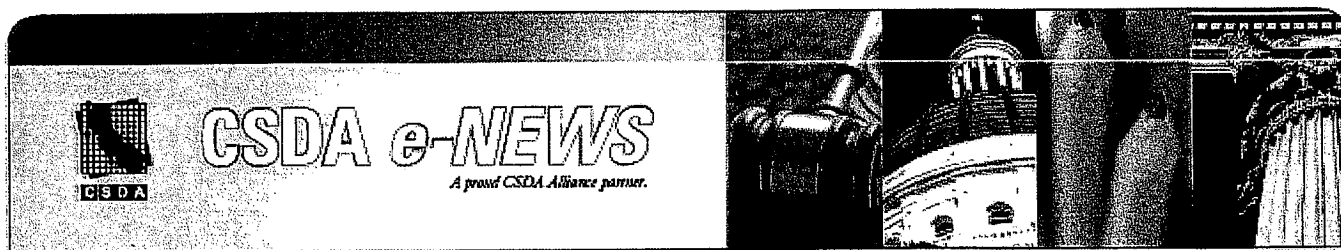
It is my pleasure to announce that two Leucadia Wastewater District (LWD) Board members have recently been recognized for completing the CSDA Special District Leadership Academy.

Directors Judy Hanson and Allan Juliussen each received an award for the completion of the continuing education program in Special District Governance. The award is presented by the Special District Leadership Foundation (SDLF) upon completion of four courses that focused on: Special District Governance, Special District Finance, Special District Community Leadership, and the Board's Role in Human Resources. In addition to completing these courses, they each had to complete a minimum of ten elective hours that are sponsored by one of the eight special district partners within the past two years. These accomplishments demonstrate their commitment and dedication to providing the best possible service to the community they serve.

Attached is a brief news clip from CSDA's E-News Bulletin acknowledging Directors Hanson and Juliussen for this accomplishment.

Please join us with congratulating Judy and Allan for their recent professional certifications.

Attachment



Congratulations to Three New Recognized Board Members

The Special District Leadership Foundation (SDLF) recognizes board members and other individuals who have proven their commitment to their communities and constituents they serve by completing a predetermined amount of continuing education and training, including CSDA's Special District Leadership Academy (all four modules).

Receiving this Recognition means that eight statewide special district organizations have acknowledged the effort put forth to earn this honor. Those associations include:

Association of California Water Agencies (ACWA)
 California Association of Public Cemeteries (CAPC)
 California Association of Recreation and Park Districts (CARPD)
 California Association of Sanitation Agencies (CASA)
 California Rural Water Association (CRWA)
 California Special Districts Association (CSDA)
 Fire Districts Association of California (FDAC)
 Mosquito and Vector Control Association of California (MVCAC)

SDLF and the above sponsoring organizations congratulate Ms. Judy Hanson and Mr. Allan Juliussen of Leucadia Wastewater District and Ms. Glynis Litvak of Mesa Consolidated Water District for completing the entire Special District Leadership Academy and satisfying their other continuing education credits.

If you are interested in also proving your commitment to good governance and would like more information on CSDA's Special District Leadership Academy and/or SDLF's Recognition in Special District Governance program, please click on the following links:

Special District Leadership Academy:

http://www.csda.net/index.php?option=com_content&task=view&id=193&Itemid=147

Recognition in Special District Governance: www.sdlf.org

If you would like further information on the Special District Leadership Academy, please contact Diana Zavala, CSDA Executive Assistant, at dianaz@csda.net or (916) 442-7887.

If you would like further information on the Special District Leadership Foundation or the Recognition in Special District Governance program, please contact Diana Zavala, SDLF Administrator at info@sdlf.org or (916) 231-2939.

California Special Districts Association | 1112 I Street | Suite 200 | Sacramento, CA 95814 | 877.924.CSDA (2732)

A Proud CSDA Alliance Partner

MEMORANDUM

DATE: December 4, 2008
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Presentations and Awards – Achievement of Individual Objectives

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

5 Year Service Award – Robin Morishita

Last month, Robin passed his 5th anniversary of employment at LWD. This milestone, which is a tribute to his hard work and dedication, makes him eligible for an Individual Incentive Award of \$100.

30 Year Service Award – Frank Reynaga

Last month, Frank passed his 30th anniversary of employment at LWD. This milestone is a tribute to Frank's hard work and dedication to LWD. This milestone also meets one of the individual objectives under LWD's Incentive Program. Frank is eligible for an incentive award of \$750.

Please join me in congratulating Robin and Frank for these outstanding accomplishments.

PJB:

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 November 10, 2008

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held Monday, November 10, 2008 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 (GM) Paul Bushee; Field Services Manager Leo Schempp; Project Manager Robin Morishita; District Engineer Steve Deering; Chris Trees and Eric Honour of Dudek, Dexter Wilson of Dexter Wilson Engineering, Sarita Lemons of IEC; and Mike Khavari of Khavari 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 Khavari Construction, Inc. for the construction of the Batiquitos Gravity Sewer Construction project in an amount not to exceed \$498,060 as the lowest responsive and responsible bidder.

PM Morishita presented the subject recommendation. PM Morishita stated that at the October Board meeting, the Board approved the MND for the project. On November 5th, the Carlsbad Planning Commission approved the Coastal Development Permit for the project. Staff advertised bids for the project on October 15, 2008 and seven bids were received by the November 4th deadline. Sarita Lemons, Design Engineer with IEC has reviewed the bids and has recommended the Khavari Construction, Inc. be awarded the contract as the lowest responsive and responsible bidder.

Following discussion, the EC concurred with staff to bring this recommendation before the Board of Directors for consideration at its November 12, 2008 meeting.

- B. Authorize the General Manager to execute an Agreement with Dexter Wilson, Engineers to develop the Force Main Corrosion Study in an amount not to exceed \$60,750.

GM Bushee presented the subject recommendation. GM Bushee stated that this project was included in the FY 09 Tactical Plan. One of the precursors to developing this study was a major sewage spill that occurred at the Buena Vista Lagoon in 2007, which was caused by a corroded force main. To minimize the chance of this occurring in the District's collection system, staff believes it is prudent to assess the condition of the District's major forcemains.

Following discussion, the EC concurred with staff to bring this recommendation before the Board of Directors for consideration at its November 12, 2008 meeting.

6. Information Items

- A. California Global Warming Solutions Act of 2006 – AB 32

Mr. Chris Trees of Dudek provided an overview of AB 32.

- B. Smoke Testing RFP

ASM Schempp presented the status of the request for proposals for the smoke testing project.

- C. LWD Emergency Response Overview

ASM Schempp provided a brief overview of LWD's emergency response plan.

- D. Site Improvement Project

PM Morishita presented the status of the Site Improvement Project. He noted that the project is on schedule and, to date; change orders have totaled \$120,001 or 1.35% of the total contract amount. PM Morishita presented a PowerPoint overview of the construction progress.

The EC discussed the project. There was no action taken.

- E. Gibraltar Street Gravity Sewer Construction Project

PM Morishita provided a status report on the subject project.

- F. Meadows No. 3 Pump Station Decommissioning

PM Morishita provided a status report on the subject project.

7. Director's Comments

None.

8. General Manager's Comments

None.

9. Adjournment

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

Paul J. Bushee,
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting

November 12, 2008

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, November 12, 2008 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

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

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, District Counsel Wayne Brechtel, Field Services Manager Leo Schempp, Administrative Services Manager Chuck LeMay, Project Manager Robin Morishita, Executive Assistant Trisha Hill, Richard Duffey with Brownell and Duffey, and District Engineer Steve Deering, Chris Trees of Dudek, Field Services Technician II Steve Krason, Field Services Technician III Armond Badillo, Sarita Lemons of Infrastructure Engineering Corporation (IEC), Andrew Oven of Dexter Wilson Engineering, and Mike Khavari of Khavari Construction, Inc.

3. Pledge of Allegiance

4. Approval of Agenda

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

5. Public Comment

There was no public comment.

6. Presentations and Awards

- A. Special District Leadership Foundation (SDLF) recognizes President Elaine Sullivan, Vice President David Kulchin, and General Manager Paul Bushee.

GM Bushee presented President Sullivan and Vice President Kulchin with certificates from SDLF for "Recognition in Special District Governance."

The Board congratulated President Sullivan and Vice President Kulchin for their efforts.

President Sullivan presented GM Bushee with his SDLF certificate for "Recognition in Special District Governance."

B. Achievement of Individual Objective – Awards presented to staff members Steve Krason and Armond Badillo.

GM Bushee stated that Armond passed his fifth anniversary of employment at LWD. GM Bushee provided brief background information about Armond. President Sullivan presented Armond with his certificate. GM Bushee noted that Armond is eligible to receive a \$100 incentive award under LWD's Incentive program.

GM Bushee stated Steve Krason recently received his Grade I Water Distribution System maintenance certification from the California Water Environmental Association (CWEA). GM Bushee provided brief background information about Steve. GM Bushee noted that Steve is eligible to receive a \$500 incentive award under LWD's Incentive program.

The Board of Directors congratulated Steve and Armond for their accomplishment.

C. Achievement of an Organizational Objective – Cost Sharing of CSRMA Retrospective Refunds/Dividends

GM Bushee stated that LWD recently received a dividend payment from CSRMA worker's compensation insurance program in the amount of \$3,291.46. LWD's Incentive Program authorizes a 50% cost sharing of the dividend amount with employees. This dividend reflects LWD's safety record and our commitment to safety. Each employee is eligible for an incentive compensation award of \$96.81.

The Board of Directors congratulated staff for their efforts.

7. Consent Calendar

- A. Minutes for the following meetings:
 - October 7, 2008 Community Affairs Committee meeting
 - October 8, 2008 Regular Board meeting
 - November 5, 2008 Employee Recognition Committee meeting
- B. Demands for October 2008/November 2008
 - Payroll Checks Numbered 13873 - 13952; General Checking – Checks numbered 36923 – 37054.
- C. Operations Report (A copy was attached to the original November 12, 2008 Agenda)
- D. Finance Report (A copy was attached to the original November 12, 2008 Agenda)
- E. Quarterly Treasurer's Investment Report (A copy was attached to the original November 12, 2008 Agenda)

Director Hanson pulled the October Board meeting minutes and requested to replace the word "instead" with "include" for her comment under item 15 in the October Board meeting minutes.

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

8. Encina Wastewater Authority (EWA) Reports

A. Encina Wastewater Authority Report – October 29, 2008 Board meeting.

Director Juliussen reported on EWA's October 29, 2008 Board meeting.

B. Member Agency Managers (MAM) Report – November 12, 2008 meeting.

GM Bushee reported on the MAM November 12, 2008 meeting.

9. Committee Reports

A. Employee Recognition Committee (ERC) meeting was held on November 5, 2008 – report by Director Hanson.

Director Hanson reported that the ERC, management staff and 2007 Employee of Year recipient, Steve Krasen, reviewed the nomination forms submitted for the award. The committee and staff selected a recipient for the Employee of Year Award. This item will be reviewed by the Board later in tonight's agenda.

In addition, the ERC also reviewed the entertainment options for the 2008 Holiday Party. The committee and staff agreed to schedule the impersonator Bethany Owen for the event.

B. Engineering Committee meeting was held November 10, 2008 – report by Director Juliussen

Director Juliussen reported that the CAC reviewed the agreement with Khavari Construction, Inc. for the construction of the Batiquitos Gravity Sewer Construction Project in an amount not to exceed \$498,060. The EC concurred with staff to forward this recommendation to the Board of Directors for approval. This item will be reviewed by the Board later in tonight's agenda.

In addition, the EC reviewed the agreement with Dexter Wilson Engineers to develop the Force Main Corrosion Study in an amount not to exceed \$60,750. The EC concurred with staff to forward this recommendation to the Board of Directors for approval. This item will be reviewed by the Board later in tonight's agenda.

Director Juliussen also stated that Dudek provided an overview of the California Global Warming Solutions Act of 2006 – AB 32 and this item will be discussed later in tonight's agenda.

Staff also provided an overview of the LWD's Emergency Response Plan. Director Juliussen stated he will be attending the Emergency Response Training with staff tomorrow at the city of Encinitas.

The EC also received a status report on the proposals for the Smoke Testing Project

and an update on the Site Improvement Project.

10. Old Business

None.

11. New Business

- A. Authorize the General Manager to execute a agreement with Khavari Construction, Inc. for the construction of the Batiquitos Gravity Sewer Construction Project in an amount not to exceed \$498,060.

PM Morishita stated that the EC reviewed this item at the November 10th EC meeting and concurred with staff to bring this item forward to the Board of Directors for approval.

PM Morishita stated that the goal of this project is to expand the capacity of the Batiquitos Gravity Sewer Line which is identified in the Asset Management Master Plan. PM Morishita provided a brief description and location of the project. In addition, he stated that the Carlsbad Planning Commission approved the project and its Coastal Development permit.

The project was advertised in October and LWD received seven bids by the November 4th deadline. The bids were reviewed by Infrastructure Engineering Corporation and it was recommended that the lowest bidder, Khavari Construction, Inc., be awarded the contract in the amount of \$498,060.

Following discussion and upon a motion duly made by Director Juliussen, seconded by Director Hanson, and carried, the Board of Directors authorized the General Manager to execute an agreement with Khavari Construction, Inc. for the construction of the Batiquitos Gravity Sewer Construction Project in an amount not to exceed \$489,060.

- B. Authorize the General Manager to execute an Agreement with Dexter Wilson Engineering to develop the Force Main Corrosion Study in an amount not to exceed \$60,750.

FSM Schempp stated that the EC reviewed this item at the November 10th EC meeting and concurred with staff to bring this item forward to the Board of Directors for approval.

FSM Schempp provided a brief description and purpose of the study. He also stated that the study was included as a goal in the Fiscal Year 2009 Tactical Plan. In addition, FSM Schempp stated that because the study is an extension of the District's Asset Management Master Plan, in which Wilson Engineering developed and is familiar with the District' infrastructure; therefore, staff recommends the sole source procurement of engineering services with Dexter Wilson Engineering.

Following discussion and upon a motion duly made by Director Juliussen, seconded by Director Omsted, and carried, the Board of Directors authorized the

General Manager to execute an agreement with Dexter Wilson Engineering to develop the Force Main Corrosion Study in an amount not to exceed \$60,750.

C. Approve the \$1,000 award to the 2008 Employee of the Year recipient.

ASM LeMay stated that the Employee Recognition Committee met with the General Manager, management staff, and last year's Employee of Year recipient, Steve Krason, on November 5, 2008 to review the nominations. The committee and staff selected the nominee for the 2008 Employee of the Year Award.

Following discussion and upon a motion duly made by Vice President Kulchin, seconded by Director Omsted, and carried, the Board of Directors approved the \$1,000 award to the 2008 Employee of the Year recipient.

D. Batiquitos Lagoon Foundation Board of Directors Election.

Following discussion, the Board of Directors came to a consensus to cast LWD's vote for the Batiquitos Lagoon Foundation Board of Directors election for the following individuals: Paul Kirpalani, Dr. Robert E. Murphy, and Donald Omsted. Staff will mail the ballot to the Batiquitos Lagoon Foundation by the due date.

12. Information Items

A. California Global Warming Solution Act of 2006 – AB 32 Update

GM Bushee introduced Chris Trees of Dudek, to provide an update report on AB 32. Chris Trees provided an overview of the CA Global Warming Solution Act of 2006 (AB 32 update).

GM Bushee stated that Dudek recommends that LWD develop a baseline assessment on emissions released by our main sources, which include vehicle fuel and electricity usage, in 2008. GM Bushee stated that no regulations have been passed yet, but staff wanted to make the Board aware of the potential impacts on LWD's vehicle fleet, generators, and diesel engines. These equipment items may have to be replaced over the next five years.

B. California Special District Association (CSDA) San Diego Chapter Quarterly meeting is scheduled for Thursday, November 20, 2008 at 6:00 pm at the Holiday Inn Mission Valley Stadium in Kearny Mesa.

GM Bushee stated that Board members are welcome to carpool with him to the dinner. GM Bushee stated he will be leaving the District's office at approximately 5:45 pm.

C. Site Improvement Project Update – October 2008.

PM Morishita presented a PowerPoint overview of the Site Improvement Project's status.

D. LAFCO 2008 Special District Mailed-Ballot Election Preliminary Results.

GM Bushee reviewed the preliminary results of the subject LAFCO Election.

E. Thank you letter from a Carlsbad resident.

GM Bushee noted that LWD received a thank you letter from a LWD customer acknowledging Frank Reynaga for helping her retrieve her keys from a storm drain.

President Sullivan thanked staff for including the thank you letter in the agenda. GM Bushee also noted a similar situation occurred recently with Field Services Technician Keon Nelson who also helped a resident get her car keys out of a storm drain.

13. Directors' Meetings

A. WEFTEC 2008 Conference was held at the McCormick Center in Chicago, IL from October 20-23, 2008.

Director Juliussen stated he found the conference to be very informative. He also discussed the new technology that was presented at the conference.

14. Comments, Questions or Requests by Directors

Director Juliussen stated that he saw an article in the newspaper today regarding LWD's recognition as an honorable mention for the San Diego Society for Human Resources Management Workplace Excellence Award.

President Sullivan stated that she is glad the Board of Directors at LWD remains intact after the election.

15. General Manager's Report

The following items were reported:

- ❖ LWD had a minor sewage spill on November 11th at 1540 Caudor Street. The spill backed up into a home. The cause of the spill was roots in the main sewage line. Staff is looking into contracting for supplementing video services to determine the extent of root intrusion in the older areas of LWD's service area.
- ❖ LWD is in the process of recruiting a Utility Worker/Field Services Technician I position. LWD had over 100 applications. Staff anticipates filling the position within the next few weeks.

16. General Counsel's Report

None.

17. Closed Session

- A. Conference with District Legal Counsel to discuss anticipated litigation pursuant of California Government Code Section 54956.9 (b)(3)(C) regarding five claims on Marca Place.

There was no reportable action.

18. Adjournment

President Sullivan adjourned the meeting at 6:35 p.m.

Elaine Sullivan, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 December 4, 2008

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held Thursday, December 4, 2008 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

DIRECTORS ABSENT: Kulchin

OTHERS PRESENT: General Manager (GM) Paul Bushee; Field Services Manager Leo Schempp; Project Manager Robin Morishita; Engineer Chris Trees and Eric Honour of Dudek

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 TELDATA for the installation of low voltage cabling for the Site Improvement Project in an amount not to exceed \$28,326.99.

PM Morishita presented the subject recommendation. PM Morishita noted that quotes were received from the following companies for this work:

TELDATA	\$28,326.99
ATEL Communications	\$28,341.89
American Communications Corporation (ACC)	\$35,289.67

Director Juliussen asked if the contractors submitted written quotes for this project. PM Morishita replied that written quotes were received from the contractors.

Following discussion, the EC concurred with staff to bring this recommendation before the Board of Directors for consideration at its December 10, 2008 meeting.

- B. Authorize the General Manager to execute an Agreement with Infrastructure Engineering Corporation (IEC) to implement the District's Asset Management Master Plan in an amount not to exceed \$69,882.

PM Morishita presented the subject recommendation. PM Morishita noted that the goal of this effort is to establish procedures to implement the replacement

concepts that were identified in the Asset Management Master Plan. This effort will result in a report that identifies LWD's Capital Improvement Projects for the next five years. PM Morishita also noted that no monies were appropriated for this work in the Fiscal Year 2008 Budget; therefore, staff is recommending that the Board approve an appropriation of \$80,000 to fund this work.

Following discussion, the EC concurred with staff to bring this recommendation before the Board of Directors for consideration at its December 4, 2008 meeting.

6. Information Items

A. Smoke Testing Project Update

FSM Schempp gave an update on the schedule for the upcoming smoke testing project.

B. Gravity Sewer Lining Project Update

FSM Schempp noted that staff has recently repaired several problematic line segments on Cacatua Street and Jacarunda Street in Carlsbad.

C. Site Improvement Project Update

PM Morishita presented a PowerPoint overview of the status of the subject project.

D. Batiquitos Inlet Line Replacement Project Update

PM Morishita provided a status report on the subject report.

E. Gibraltar Street Gravity Sewer Construction Project

PM Morishita stated that the notice of completion was filed for the project on December 3, 2008. The project began on September 24, 2008 and work concluded on December 1, 2008. PM Morishita presented a PowerPoint overview of the project.

F. Satellite Pump Station Force Main Replacement Project

PM Morishita reviewed the status of the subject project.

7. Director's Comments

Director Juliussen congratulated staff for their good work on LWD's capital program.

8. General Manager's Comments


None.

9. Adjournment

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

Paul J. Bushee,
Secretary/Manager
(Seal)

MEMORANDUM

DATE: December 4, 2008
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Approval of November/December Demands

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve checks and electronic payments totaling **\$1,734,191.61**
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the months November 7, 2008 – December 5, 2008.

Operating expenses totaled **\$800,021.99** while Capital Improvement Program expenses totaled **\$846,420.07**.

Payroll for employees and the Board totaled **\$87,749.55**.

Attached please find a year to date Employee and Board Payroll Report from November 2007 to December 2008 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, November/December 2008
Attachment 2	Payroll Check Register dated November 10, 2008
Attachment 3	Accounts Payable Check Register dated November 10, 2008
Attachment 4	Accounts Payable Check Register dated November 14, 2008
Attachment 5	Payroll Check Register dated November 19, 2008
Attachment 6	Payroll Check Register dated December 1, 2008
Attachment 7	Accounts Payable Check Register dated December 1, 2008
Attachment 8	Payroll Check Register dated December 3, 2008
Attachment 9	Board Payroll Check Register dated December 4, 2008
Attachment 10	Accounts Payable Check Register dated December 4, 2008
Attachment 11	Year to Date Employee and Board Payroll Report
Attachment 12	Managers Check Register dated July - November

DEMANDS SUMMARY

December 10, 2008

1. Demands

<u>Category</u>	<u>Check #'s</u>	<u>Amount</u>	<u>Total</u>
Payroll Checks -11/10/2008	13953 - 13970 Incentive	\$1,627.64	
Payroll Checks - 11/19/2008	13971 - 13989	\$37,607.59	
Payroll Check - 12/1/2008	13990 - 13994 Sick buyback	\$8,991.32	
Payroll Checks - 12/3/2008	13995 - 14012	\$37,215.37	
Board Payroll Checks - 12/04/08	14013 - 14017	<u>\$2,307.63</u>	
	Total	\$87,749.55	
General Checking -11/10/2008	37055 - 37108	\$62,473.07	
General Checking -11/14/2008	37109 - 37144	\$868,664.61	
General Checking -12/1/2008	37145 - 37179	\$630,793.09	
General Checking - 12/4/2008	37180 - 37215	<u>\$80,429.54</u>	
	Total	\$1,642,360.31	
Mgrs Checks	7/15-11/25/08 334 - 340	\$4,081.75	
	Grand Total	\$1,734,191.61	\$1,734,191.61

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: November 10, 2008
INCENTIVE

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
13953 - 13971	11/10/2008	\$2,075.46

Run date: 11/06/2008 @ 14:29
 Bus date: 11/10/2008

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
37055- 2361	1	11/10/2008	10100 NAPA AUTO		
	1		37234 BELTS	11.76	857447/2125
37055- 2361	1	11/10/2008	Logged	*** Total ***	11.76
37056- 2361	2	11/10/2008	10167 ACACIA GASOLINE & CAR WASH		
	2		37172 OPEN PO-VEHICLE FUELS	169.65	1891
	2		37188 OPEN PO-VEHICLE FUELS	192.67	1896
37056- 2361	2	11/10/2008	Logged	*** Total ***	362.32
37057- 2361	3	11/10/2008	10221 ADS LLC		
	3		37226 LEUCADIA LTM.08-09	3,994.06	12394.22
37057- 2361	3	11/10/2008	Logged	*** Total ***	3,994.06
37058- 2361	4	11/10/2008	10570 ANTIMITE TERMITE & PEST CONTRO		
	4		37212 PEST SERVICE	53.00	927001
37058- 2361	4	11/10/2008	Logged	*** Total ***	53.00
37059- 2361	5	11/10/2008	10720 AT&T		
	5		37204 L.D. @ BPS	29.23	0472-10/08
37059- 2361	5	11/10/2008	Logged	*** Total ***	29.23
37060- 2361	6	11/10/2008	11034 BAY CITY ELECTRIC WORKS, INC		
	6		37169 ANNUAL GENERATOR SERVICE-2008-	365.00	W66221
	6		37182 ANNUAL GENERATOR SERVICE-2008-	365.00	W66226
	6		37183 ANNUAL GENERATOR SERVICE-2008-	765.00	W66219
	6		37184 ANNUAL GENERATOR SERVICE-2008-	350.00	W66231
	6		37185 ANNUAL GENERATOR SERVICE-2008-	400.00	W66229
	6		37186 ANNUAL GENERATOR SERVICE-2008-	587.50	W66247
37060- 2361	6	11/10/2008	Logged	*** Total ***	2,832.50
37061- 2361	7	11/10/2008	11060 BARRETT ENGINEERED PUMP		
	7		37187 REMOVE AND REPLACE PUMP SEAL @	1,200.00	063765
37061- 2361	7	11/10/2008	Logged	*** Total ***	1,200.00
37062- 2361	8	11/10/2008	11650 BROWNELL AND DUFFEY CPA		
	8		37203 ACCOUNTING FEES-OCT	7,987.00	386
37062- 2361	8	11/10/2008	Logged	*** Total ***	7,987.00
37063- 2361	9	11/10/2008	12029 CWEA		
	9		37230 CWEA RENEWAL FOR JH	132.00	0688-JH
37063- 2361	9	11/10/2008	Logged	*** Total ***	132.00
37064- 2361	10	11/10/2008	12411 CL2B		
	10		37178 OPEN PO-CL2 ANALYZERS SUPPLIES	636.61	1641
37064- 2361	10	11/10/2008	Logged	*** Total ***	636.61
37065- 2361	11	11/10/2008	12510 COAST WASTE		
	11		37191 TRASH SERVICE	190.27	10026150274-2
37065- 2361	11	11/10/2008	Logged	*** Total ***	190.27
37066- 2361	12	11/10/2008	13263 DE LAGE LANDEN		
	12		37194 COPIER LEASE	533.27	08118489015

Run date: 11/06/2008 @ 14:29
 Bus date: 11/10/2008

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
37066-	2361	12 11/10/2008	Logged	*** Total ***	533.27
37067-	2361	13 11/10/2008	13328 DIEGO & SON PRINTING, INC,		
		13	37174 NEWSLETTER PRINTING	3,125.94	34042
37067-	2361	13 11/10/2008	Logged	*** Total ***	3,125.94
37068-	2361	14 11/10/2008	14410 EL CAMINO REAL SHELL ENCINITAS		
		14	37171 OPEN PO-VEHICLE FUEL	418.57	7941
		14	37189 OPEN PO-VEHICLE FUEL	621.53	7945
37068-	2361	14 11/10/2008	Logged	*** Total ***	1,040.10
37069-	2361	15 11/10/2008	15016 FALLBROOK PUBLIC UTILITY DISTR		
		15	37193 EMPLOYEE ASST. PROGRAM-DEC	41.40	DEC 2008
37069-	2361	15 11/10/2008	Logged	*** Total ***	41.40
37070-	2361	16 11/10/2008	15213 CHARLES Z. FEDAK & COMPANY		
		16	37214 AUDITOR FEES-OCT	432.00	FEDAK-10/31/08
37070-	2361	16 11/10/2008	Logged	*** Total ***	432.00
37071-	2361	17 11/10/2008	15255 FENNER & ASSOCIATES		
		17	37224 SHIRTS	82.96	5537
37071-	2361	17 11/10/2008	Logged	*** Total ***	82.96
37072-	2361	18 11/10/2008	17058 JUDY HANSON		
		18	37211 REIMBURSE JH FOR CONFERENCE	591.09	JH-CSDA-9/08
37072-	2361	18 11/10/2008	Logged	*** Total ***	591.09
37073-	2361	19 11/10/2008	17247 U.S. HEALTH WORKS MEDICAL GROU		
		19	37177 OPEN PO-PHYSICALS	96.00	1440056-CA
37073-	2361	19 11/10/2008	Logged	*** Total ***	96.00
37074-	2361	20 11/10/2008	17552 THE HOME DEPOT CRC/GECF		
		20	37179 OPEN PO- MISC SUPPLIES, TOOLS	110.48	6027803
37074-	2361	20 11/10/2008	Logged	*** Total ***	110.48
37075-	2361	21 11/10/2008	18150 ICMA RETIREMENT-303979		
		21	37202 DEFERRED COMP-ICMA	2,136.85	ICMA-11/5/08
37075-	2361	21 11/10/2008	Logged	*** Total ***	2,136.85
37076-	2361	22 11/10/2008	18561 U.S. BANK		
		22	37235 CONFERENCES, SUPPLIES, MEETING	883.17	10-22-08
37076-	2361	22 11/10/2008	Logged	*** Total ***	883.17
37077-	2361	23 11/10/2008	19775 ALLAN JULIUSSEN		
		23	37216 REIMBURSE AJ FOR CONFERENCE	1,310.17	AJ-CONF-10/2308
37077-	2361	23 11/10/2008	Logged	*** Total ***	1,310.17
37078-	2361	24 11/10/2008	20079 KATZ & ASSOCIATES		
		24	37221 PUBLIC INFORMATION-SEPT	5,881.18	404804
		24	37222 ADDITIONAL AMOUNT DUE	293.75	404805
37078-	2361	24 11/10/2008	Logged	*** Total ***	6,174.93

Run date: 11/06/2008 @ 14:29
 Bus date: 11/10/2008

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 3

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
37079- 2361	25	11/10/2008	20607 STEVE KRASON		
	25		37231 REIMBURSE FOR CLASS	93.60	SK-10/22/08
37079- 2361	25	11/10/2008	Logged *** Total ***	93.60	
37080- 2361	26	11/10/2008	21212 LEIGHTON CONSULTING, INC		
	26		37168 CONTRACT-GEOTECH SERVICES	1,161.00	LC10013273
37080- 2361	26	11/10/2008	Logged *** Total ***	1,161.00	
37081- 2361	27	11/10/2008	21510 CHUCK LEMAY		
	27		37217 REIMBURSE CHUCK FOR CONFERENCE	123.94	CLM-CONF-PERS
37081- 2361	27	11/10/2008	Logged *** Total ***	123.94	
37082- 2361	28	11/10/2008	22056 MARCO CRANE & RIGGING CO		
	28		37166 REMOVE AND REPLACE PUMPS @ SPS	799.20	7064520
37082- 2361	28	11/10/2008	Logged *** Total ***	799.20	
37083- 2361	29	11/10/2008	22361 TRISHA HILL		
	29		37218 REIMBURSE TH FOR CONFERENCE	108.10	CONF-PERS
37083- 2361	29	11/10/2008	Logged *** Total ***	108.10	
37084- 2361	30	11/10/2008	23068 NATIONWIDE RETIREMENT SOLUTION		
	30		37201 DEFERRED COMP-NATIONWIDE	105.30	NATION-11/05/08
37084- 2361	30	11/10/2008	Logged *** Total ***	105.30	
37085- 2361	31	11/10/2008	23160 NORTH COUNTY PERSONNEL ASSOC.		
	31		37229 2008 MEMBERSHIP RENEWAL	150.00	NCPA-12/08
37085- 2361	31	11/10/2008	Logged *** Total ***	150.00	
37086- 2361	32	11/10/2008	23241 NELCO INC.		
	32		37210 ADDITIONAL AMOUNT	15.87	ADDITIONAL
37086- 2361	32	11/10/2008	Logged *** Total ***	15.87	
37087- 2361	33	11/10/2008	23359 NINYO & MOORE		
	33		37209 GEO TESTING @ GIBRALTER	936.00	137176
37087- 2361	33	11/10/2008	Logged *** Total ***	936.00	
37088- 2361	34	11/10/2008	24111 OCB REPROGRAPHICS		
	34		37233 BID DOCUMENTS FOR BPS	21.96	5485520
37088- 2361	34	11/10/2008	Logged *** Total ***	21.96	
37089- 2361	35	11/10/2008	24224 OFFICE DEPOT, INC.		
	35		37173 OPEN PO-OFFICE SUPPLIES	199.20	447028599
	35		37180 OPEN PO-OFFICE SUPPLIES	172.04	448678868
	35		37190 CREDIT	-209.43	446635525-001
37089- 2361	35	11/10/2008	Logged *** Total ***	161.81	
37090- 2361	36	11/10/2008	24440 OLIVENHAIN MUNICIPAL WATER DIS		
	36		37205 WATER @ VP5	25.02	0301148700-1008
	36		37206 WATER @ E.E.	42.74	1006214000-1008
	36		37207 WATER @ TRAVELING 2	276.57	06001544-10/08
	36		37208 WATER @ VP7	40.41	09049026-10/08
37090- 2361	36	11/10/2008	Logged *** Total ***	384.74	

Run date: 11/06/2008 @ 14:29
 Bus date: 11/10/2008

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 4

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
37091- 2361	37	11/10/2008	25010 AT&T		
	37		37198 DIAL IN MODEM	135.19	6327047-10/08
	37		37199 PHONE @ BPS	23.84	9423588-10-BP
37091- 2361	37	11/10/2008	Logged	*** Total ***	159.03
37092- 2361	38	11/10/2008	25577 PURCHASE POWER		
	38		37215 POSTAGE FOR METER	437.58	POSTAGE-10/08
37092- 2361	38	11/10/2008	Logged	*** Total ***	437.58
37093- 2361	39	11/10/2008	25635 THE PRINTER		
	39		37175 LETTERHEAD	252.73	55532
37093- 2361	39	11/10/2008	Logged	*** Total ***	252.73
37094- 2361	40	11/10/2008	25680 PRUDENTIAL OVERALL SUPPLY		
	40		37200 LAUNDRY SERVICE-OCT	875.37	35925-00-10/08
37094- 2361	40	11/10/2008	Logged	*** Total ***	875.37
37095- 2361	41	11/10/2008	26804 QUALITY CHEVROLET		
	41		37170 OPEN PO-VEHICLE & TRUCK REPAIR	1,462.76	CTCS369195
	41		37181 OPEN PO-VEHICLE & TRUCK REPAIR	71.18	CTCS369392
37095- 2361	41	11/10/2008	Logged	*** Total ***	1,533.94
37096- 2361	42	11/10/2008	26816 SPECIAL DIST LEADERSHIP FOUNDA		
	42		37223 APPLICATION FEE-RECOGNITION-JH	130.00	SDLF-NOV08
37096- 2361	42	11/10/2008	Logged	*** Total ***	130.00
37097- 2361	43	11/10/2008	27012 RANCHO SANTA FE SECURITY SYSTE		
	43		37192 ALARM SYSTEM	75.00	362428
37097- 2361	43	11/10/2008	Logged	*** Total ***	75.00
37098- 2361	44	11/10/2008	27729 RICHARD STINSON		
	44		37195 CONSULTING FEES-OCT	19,100.00	#15
37098- 2361	44	11/10/2008	Logged	*** Total ***	19,100.00
37099- 2361	45	11/10/2008	28035 SAN DIEGO DAILY TRANSCRIPT		
	45		37176 NOTICE INVITING BIDS FOR BPS	614.25	115611
37099- 2361	45	11/10/2008	Logged	*** Total ***	614.25
37100- 2361	46	11/10/2008	28537 SMITH & LOVELESS, INC		
	46		37213 WASHER/IMPELLAR	93.58	PS40117X
37100- 2361	46	11/10/2008	Logged	*** Total ***	93.58
37101- 2361	47	11/10/2008	28590 SOUTH BAY FOUNDRY		
	47		37228 RISER RINGS	226.28	0097339-IN
37101- 2361	47	11/10/2008	Logged	*** Total ***	226.28
37102- 2361	48	11/10/2008	28719 STATE WATER RESOURCES CONTROL		
	48		37232 OPERATOR CERT RENEWAL-LS	190.00	LS-GRADE V
37102- 2361	48	11/10/2008	Logged	*** Total ***	190.00
37103- 2361	49	11/10/2008	29610 TRAFFIC CONTROL SERVICE, INC		
	49		37167 TRAFFIC CONTROL PLANS, RENTAL	200.00	888262

Run date: 11/06/2008 @ 14:29
 Bus date: 11/10/2008

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 5

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
37103-	2361	49 11/10/2008	Logged	*** Total ***	200.00
37104-	2361	50 11/10/2008	30520 UNDERGROUND SERVICE ALERT OF		
		50	37197 DIG ALERT	153.00	1020080353
37104-	2361	50 11/10/2008	Logged	*** Total ***	153.00
37105-	2361	51 11/10/2008	30560 UNITED PARCEL		
		51	37219 SHIPPING	59.83	000025YY37438
		51	37220 SHIPPING	40.01	000025YY37448
37105-	2361	51 11/10/2008	Logged	*** Total ***	99.84
37106-	2361	52 11/10/2008	30580 UNITED WAY		
		52	37196 EMPLOYEE CONTRIBUTIONS	20.00	UNITED-11/05
37106-	2361	52 11/10/2008	Logged	*** Total ***	20.00
37107-	2361	53 11/10/2008	32220 WATER ENVIRONMENT FEDERATION		
		53	37227 WEA MEMBERSHIP RENEWAL-LS	214.00	1763303-RENEWAL
37107-	2361	53 11/10/2008	Logged	*** Total ***	214.00
37108-	2361	54 11/10/2008	33227 XEROX CORPORATION		
		54	37225 MONTHLY MAINT	49.84	036520785
37108-	2361	54 11/10/2008	Logged	*** Total ***	49.84
					.00
** Total check discount **					.00
** Total check amount **					62,473.07
** Total void discount **					.00
** Total void amount **					.00

Run date: 11/14/2008 @ 15:33
 Bus date: 11/14/2008

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
37109- 2363	1	11/14/2008	10122 ACTION MAIL		
	1		37261 NEWSLETTER	1,283.75	20736
37109- 2363	1	11/14/2008	Logged	*** Total ***	1,283.75
37110- 2363	2	11/14/2008	10167 ACACIA GASOLINE & CAR WASH		
	2		37247 OPEN PO-VEHICLE FUELS	224.76	1900
37110- 2363	2	11/14/2008	Logged	*** Total ***	224.76
37111- 2363	3	11/14/2008	11060 BARRETT ENGINEERED PUMP		
	3		37244 REPAIR PUMP SEAL @ RANCHO VERD	393.18	063818
37111- 2363	3	11/14/2008	Logged	*** Total ***	393.18
37112- 2363	4	11/14/2008	11070 BATIQUITOS LAGOON FOUNDATION		
	4		37288 MEMBERSHIP RENEWAL 09	250.00	BLF-10/08
37112- 2363	4	11/14/2008	Logged	*** Total ***	250.00
37113- 2363	5	11/14/2008	12005 CSDA-		
	5		37284 CSDA- OTRLY DINNER	222.00	CSDA-11/13/2008
37113- 2363	5	11/14/2008	Logged	*** Total ***	222.00
37114- 2363	6	11/14/2008	12028 CWEA-		
	6		37281 RENEWAL-CWEA- CERTS F.R.	132.00	5745-FR-11/08
	6		37282 RENEWAL CWEA-CF CERTS	66.00	05012276-11/08
37114- 2363	6	11/14/2008	Logged	*** Total ***	198.00
37115- 2363	7	11/14/2008	12112 CONFIDENCE CONSULTING		
	7		37289 CONSULTING FEES	2,000.00	BILLS-OCTOBER
37115- 2363	7	11/14/2008	Logged	*** Total ***	2,000.00
37116- 2363	8	11/14/2008	12360 CITY OF CARLSBAD		
	8		37279 WATER @ VACTOR	60.79	103-10/08
	8		37280 WATER @ VACTOR 2	150.92	104-10/08
37116- 2363	8	11/14/2008	Logged	*** Total ***	211.71
37117- 2363	9	11/14/2008	12510 COAST WASTE		
	9		37252 RENT STORAGE CONTAINER	175.00	0983194-0274
37117- 2363	9	11/14/2008	Logged	*** Total ***	175.00
37118- 2363	10	11/14/2008	12631 COR-O-VAN		
	10		37257 OPEN PO-STORAGE	95.52	RS1293131
37118- 2363	10	11/14/2008	Logged	*** Total ***	95.52
37119- 2363	11	11/14/2008	13072 DATA NET		
	11		37278 IS MAINT AND SUPPORT	70.00	9731678
37119- 2363	11	11/14/2008	Logged	*** Total ***	70.00
37120- 2363	12	11/14/2008	13272 DETECTION INSTRUMENTS CORP		
	12		37253 OPEN PO-CALIBRATION ODALOGS	264.45	893512812
37120- 2363	12	11/14/2008	Logged	*** Total ***	264.45
37121- 2363	13	11/14/2008	13586 DOWNSTREAM SERVICES, INC.		
	13		37242 2 SPOT REPAIRS	7,000.00	80613

Run date: 11/14/2008 @ 15:33
 Bus date: 11/14/2008

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
37121- 2363	13	11/14/2008	Logged	*** Total ***	7,000.00
37122- 2363	14	11/14/2008	14410 EL CAMINO REAL SHELL ENCINITAS		
	14		37248 OPEN PO-VEHICLE FUEL	287.96	7951
37122- 2363	14	11/14/2008	Logged	*** Total ***	287.96
37123- 2363	15	11/14/2008	14530 ENCINA WASTEWATER AUTHORITY		
	15		37283 EWA 1ST QTR 08-09 CAPITAL/OP	519,253.99	481,487
	15		37286 QTRLY LAB-JULY-SEPT	2,154.80	494
37123- 2363	15	11/14/2008	Logged	*** Total ***	521,408.79
37124- 2363	16	11/14/2008	15255 FENNER & ASSOCIATES		
	16		37258 T-SHIRTS AND CAPS	424.43	5554
37124- 2363	16	11/14/2008	Logged	*** Total ***	424.43
37125- 2363	17	11/14/2008	15813 MC GRAW-HILL		
	17		37256 NOTICE INVITING BIDS @BPS	951.75	00084934
37125- 2363	17	11/14/2008	Logged	*** Total ***	951.75
37126- 2363	18	11/14/2008	16525 GODWIN PUMPS OF AMERICA, INC		
	18		37250 PUMP STATION BYPASS SYSTEM	16,000.00	GODWIN
37126- 2363	18	11/14/2008	Logged	*** Total ***	16,000.00
37127- 2363	19	11/14/2008	17027 HABITAT RESTORATION SCIENCES,		
	19		37255 CONTRACT-NGVI LANDSCAPING SERV	660.00	1057
37127- 2363	19	11/14/2008	Logged	*** Total ***	660.00
37128- 2363	20	11/14/2008	17255 HENRY'S PLUMBING		
	20		37285 BACKFLOW TEST @ BPS	45.00	HENRYS 11/13/08
37128- 2363	20	11/14/2008	Logged	*** Total ***	45.00
37129- 2363	21	11/14/2008	18032 IDEAWORKS ADVERTISING		
	21		37249 WEBSITE DESIGN AND IMPLEMENTAT	14,750.00	1489
37129- 2363	21	11/14/2008	Logged	*** Total ***	14,750.00
37130- 2363	22	11/14/2008	19550 JONES CHEMICALS, INC.		
	22		37251 OPEN PO-SODIUM HYPOCHLORIDE	3,973.58	412926
37130- 2363	22	11/14/2008	Logged	*** Total ***	3,973.58
37131- 2363	23	11/14/2008	21102 CASH		
	23		37293 PETTY CASH	296.69	PETTY-11/10/08
37131- 2363	23	11/14/2008	Logged	*** Total ***	296.69
37132- 2363	24	11/14/2008	24224 OFFICE DEPOT, INC.		
	24		37254 OPEN PO-OFFICE SUPPLIES	376.64	449757376
	24		37260 OPEN PO-OFFICE SUPPLIES	179.21	449756859
37132- 2363	24	11/14/2008	Logged	*** Total ***	555.85
37133- 2363	25	11/14/2008	25032 PALOMAR WATER		
	25		37263 WATER @ OFFICE	216.27	1192555
37133- 2363	25	11/14/2008	Logged	*** Total ***	216.27

Run date: 11/14/2008 @ 15:33
 Bus date: 11/14/2008

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 3

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
37134- 2363	26	11/14/2008	25260 PERS RETIREMENT		
	26		37291 EMPLOYEE RETIRMENT ENDING 10/1	11,810.71	10-2008-4
	26		37292 EMPLOYEE RETIRMENT 11/2/08	12,046.26	11-2008-3
37134- 2363	26	11/14/2008	Logged *** Total ***	23,856.97	
37135- 2363	27	11/14/2008	27522 REM MECHANICAL. INC		
	27		37245 LABOR/MATERIAL-ALUMN CABINET @	2,750.00	REM
37135- 2363	27	11/14/2008	Logged *** Total ***	2,750.00	
37136- 2363	28	11/14/2008	28020 SAN DIEGO GAS AND ELECTRIC		
	28		37265 ELECTRIC @ OFFICE	886.26	1823519-11/08
	28		37266 ELECTRIC @ VP7	81.73	0747631
	28		37267 ELECTRIC @ LCPS	844.20	1031273-11/08
	28		37268 ELECTRIC @ RANCHO VERDE	119.29	01380248-11/08
	28		37269 ELECTRIC @ DIANA PS	268.37	1444495-11/08
	28		37270 ELECTRIC @ AVOCADO PS	106.02	505010-11/08
	28		37271 ELECTRIC @ LPS	11,932.62	1874070-11/08
	28		37272 ELECTRIC @ SAXONY PS	701.22	01683816-11/08
	28		37273 ELECTRIC @ MEADOWS 3	167.74	1169672-11/08
	28		37274 ELECTRIC @ E. ESTATES	496.22	9444485-11/08
	28		37275 NAT GAS @ EE	2.44	896555-11/08
	28		37276 ELECTRIC @ VP5	220.97	747336-11/08
37136- 2363	28	11/14/2008	Logged *** Total ***	15,827.08	
37137- 2363	29	11/14/2008	28020 SAN DIEGO GAS AND ELECTRIC		
	29		37264 ELECTRIC @ BPS	12,643.75	01857178-11/08
37137- 2363	29	11/14/2008	Logged *** Total ***	12,643.75	
37138- 2363	30	11/14/2008	28070 SAN DIEGUITO WATER DISTRICT		
	30		37277 WATER @ BPS	77.84	31527-11/08
37138- 2363	30	11/14/2008	Logged *** Total ***	77.84	
37139- 2363	31	11/14/2008	28324 SHELL OIL COMPANY		
	31		37246 OPEN PO-VEHICLE FUELS	236.46	065023442811
37139- 2363	31	11/14/2008	Logged *** Total ***	236.46	
37140- 2363	32	11/14/2008	28719 STATE WATER RESOURCES CONTROL		
	32		37290 RENEWAL FOR JS-GRADE 111	170.00	8198-JS
37140- 2363	32	11/14/2008	Logged *** Total ***	170.00	
37141- 2363	33	11/14/2008	32017 WARMINGTON HOMES		
	33		37287 REFUND TO DEV #613	4,306.68	WH-11/13/08
37141- 2363	33	11/14/2008	Logged *** Total ***	4,306.68	
37142- 2363	34	11/14/2008	32271 WEST COAST SAFETY SUPPLY CO.,		
	34		37243 GAS MONITOR WITH PUMP	3,574.34	171444
37142- 2363	34	11/14/2008	Logged *** Total ***	3,574.34	
37143- 2363	35	11/14/2008	32500 WORDEN WILLIAMS, APC		
	35		37294 LEGAL FEES-OCT	4,814.45	26330
37143- 2363	35	11/14/2008	Logged *** Total ***	4,814.45	

Run date: 11/14/2008 @ 15:33
Bus date: 11/14/2008

Leucadia Waste Water District
Check - Complete Detail

OCCKHST.L10 Page 4

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
37144- 2363	36	11/14/2008	35523 ZONDIROS CORPORATION		
	36		37259 CONTRACT-CONSTRUCT SEWER @ GIB	253,831.50	2
	36		37262 RETENTION, 10%	-25,383.15	2-
37144- 2363	36	11/14/2008	Logged *** Total ***	228,448.35	

** Total check discount **	.00
** Total check amount **	.00
** Total void discount **	868,664.61
** Total void amount **	.00
** Total void amount **	.00

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: November 19, 2008

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
13971 - 13989	11/19/2008	\$37,607.59

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: December 1, 2008
Sick Buyback

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
13990 - 13994	12/1/2008	\$8,991.32

Run date: 11/25/2008 @ 15:49
 Bus date: 11/25/2008

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 1

UNION BANK-MRGS

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
334- 2341	0	7/15/2008	12361 CITY OF CARLSBAD		
	0		36392 ELEVATOR PLAN REVIEW	120.00	
334- 2341	0	7/15/2008	Logged *** Total ***	120.00	
335- 2351	0	8/12/2008	12360 CITY OF CARLSBAD		
	0		36721 QUIT CLAIM EASEMENT	1,210.00	
335- 2351	0	8/12/2008	Logged *** Total ***	1,210.00	
336- 2356	0	10/07/2008	22358 MISSION VALLEY MEDICAL CLINIC		
	0		36938 FLU SHOTS	500.00	
336- 2356	0	10/07/2008	Logged *** Total ***	500.00	
337- 2360	0	10/30/2008	12361 CITY OF CARLSBAD		
	0		37157 FIRE SPRINKLER PERMIT	195.00	
337- 2360	0	10/30/2008	Logged *** Total ***	195.00	
338- 2362	0	11/04/2008	12361 CITY OF CARLSBAD		
	0		37236 FIRE ALARM PERMIT	130.00	
338- 2362	0	11/04/2008	Logged *** Total ***	130.00	
339- 2364	0	11/19/2008	12586 COUNTY OF SAN DIEGO		
	0		37298 BPS GRAVITY SEWER PROJECT	1,876.75	
339- 2364	0	11/19/2008	Logged *** Total ***	1,876.75	
340- 2365	0	11/24/2008	12586 COUNTY OF SAN DIEGO		
	0		37301 ADMINISTRATIVE FEE- BPS	50.00	
340- 2365	0	11/24/2008	Logged *** Total ***	50.00	
				.00	
** Total check discount **				.00	
** Total check amount **				4,081.75	
** Total void discount **				.00	
** Total void amount **				.00	

Run date: 11/24/2008 @ 16:26
 Bus date: 12/01/2008

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
37145- 2366	1	12/01/2008	10167 ACACIA GASOLINE & CAR WASH		
	1		37303 OPEN PO-VEHICLE FUELS	179.76	1908
37145- 2366	1	12/01/2008	Logged *** Total ***	179.76	
37146- 2366	2	12/01/2008	10221 ADS LLC		
	2		37321 LEUCADIA LTM-08-09	3,994.06	12394.22-1108
37146- 2366	2	12/01/2008	Logged *** Total ***	3,994.06	
37147- 2366	3	12/01/2008	11034 BAY CITY ELECTRIC WORKS, INC		
	3		37306 TROUBLE SHOOT @ SAXONY PS	1,764.19	W66656
37147- 2366	3	12/01/2008	Logged *** Total ***	1,764.19	
37148- 2366	4	12/01/2008	12514 CONEXIS		
	4		37322 SEC 125-FLEX PLAN-OCT	125.00	1008-OR519
37148- 2366	4	12/01/2008	Logged *** Total ***	125.00	
37149- 2366	5	12/01/2008	13072 DATA NET		
	5		37324 IS MAINT AND SUPPORT	602.55	9731723
	5		37325 IS MAINT AND SUPPORT	460.00	9731723
37149- 2366	5	12/01/2008	Logged *** Total ***	1,062.55	
37150- 2366	6	12/01/2008	13586 DOWNSTREAM SERVICES, INC.		
	6		37313 BALANCE ON REVISED INVOICE	2,900.00	80613-REV
37150- 2366	6	12/01/2008	Logged *** Total ***	2,900.00	
37151- 2366	7	12/01/2008	13822 DUDEK & ASSOCIATES		
	7		37309 CONTRACT/CM SERVICES FOR SITE	88,318.95	20085051
37151- 2366	7	12/01/2008	Logged *** Total ***	88,318.95	
37152- 2366	8	12/01/2008	14410 EL CAMINO REAL SHELL ENCINITAS		
	8		37302 OPEN PO-VEHICLE FUEL	289.62	7955
37152- 2366	8	12/01/2008	Logged *** Total ***	289.62	
37153- 2366	9	12/01/2008	15223 FEDERAL EXPRESS CORPORATION		
	9		37320 SHIPPING	19.79	2-990-76308
37153- 2366	9	12/01/2008	Logged *** Total ***	19.79	
37154- 2366	10	12/01/2008	16806 THE GUARDIAN		
	10		37335 DENTAL INS-DEC	2,410.48	DENTAL-12/08
37154- 2366	10	12/01/2008	Logged *** Total ***	2,410.48	
37155- 2366	11	12/01/2008	17060 HARTFORD LIFE & ACCIDENT INS.		
	11		37336 LIFE INS-DEC/SEPT	725.68	4070998-2
37155- 2366	11	12/01/2008	Logged *** Total ***	725.68	
37156- 2366	12	12/01/2008	17521 LAWRENCE HOLLAND		
	12		37317 REIMBURSE DEV # 65	86.20	HOLLAND-651
37156- 2366	12	12/01/2008	Logged *** Total ***	86.20	
37157- 2366	13	12/01/2008	18150 ICMA RETIREMENT-303979		
	13		37323 DEFERRED COMP-ICMA	2,061.86	ICMA-11/19/08
37157- 2366	13	12/01/2008	Logged *** Total ***	2,061.86	

Run date: 11/24/2008 @ 16:26
 Bus date: 12/01/2008

Leucadia Waste Water District
 Check - Complete Detail

CCCKHST.L10 Page 2

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
37158- 2366	14	12/01/2008	18212 INFRASTRUCTURE ENGINEERING COR		
	14		37339 CONTRACT -GIBRALTER	8,888.76	4020
	14		37340 CONTRACT-FORCE MAIN	2,600.50	4019
37158- 2366	14	12/01/2008	Logged *** Total ***	11,489.26	
37159- 2366	15	12/01/2008	19012 JAYNES CORPORATION OF CAL.		
	15		37304 CONTRACT-SITE IMPROVEMENT-CONS	478,923.99	#9
	15		37311 CONTRACT-SITE IMPROVEMENT	-47,892.40	
37159- 2366	15	12/01/2008	Logged *** Total ***	431,031.59	
37160- 2366	16	12/01/2008	19050 JANI-KING OF SAN DIEGO		
	16		37331 CLEANING SERVICE-NOV	975.00	SD011080594
37160- 2366	16	12/01/2008	Logged *** Total ***	975.00	
37161- 2366	17	12/01/2008	20079 KATZ & ASSOCIATES		
	17		37318 PUBLIC INFO-OCT	2,135.84	404864
37161- 2366	17	12/01/2008	Logged *** Total ***	2,135.84	
37162- 2366	18	12/01/2008	20842 DAVID KULCHIN		
	18		37319 REIMBURSE DK FOR CSDA DINNER	33.93	CSDA-DK
37162- 2366	18	12/01/2008	Logged *** Total ***	33.93	
37163- 2366	19	12/01/2008	22274 MET-LIFE		
	19		37316 DISABILITY INS-DEC	907.79	KM05535094-1208
37163- 2366	19	12/01/2008	Logged *** Total ***	907.79	
37164- 2366	20	12/01/2008	23068 NATIONWIDE RETIREMENT SOLUTION		
	20		37329 DEFERRED COMP-NATIONWIDE	310.92	NATION-11/19/08
37164- 2366	20	12/01/2008	Logged *** Total ***	310.92	
37165- 2366	21	12/01/2008	24224 OFFICE DEPOT, INC.		
	21		37305 OPEN PO-OFFICE SUPPLIES	138.50	450544882-001
37165- 2366	21	12/01/2008	Logged *** Total ***	138.50	
37166- 2366	22	12/01/2008	25010 AT&T		
	22		37330 SCADA ALARMS	527.62	3372570451-1108
37166- 2366	22	12/01/2008	Logged *** Total ***	527.62	
37167- 2366	23	12/01/2008	25018 MES VISION		
	23		37334 VISION INS-DEC	340.67	083122183001
37167- 2366	23	12/01/2008	Logged *** Total ***	340.67	
37168- 2366	24	12/01/2008	25260 PERS RETIREMENT		
	24		37337 BRD RETIREMENT 10-31-08	79.37	10-2008-0
	24		37338 EMPLOYEE RETIREMENT PPE 11/16/	12,015.79	11-2008-4
37168- 2366	24	12/01/2008	Logged *** Total ***	12,095.16	
37169- 2366	25	12/01/2008	25261 PUBLIC EMPLOYEES HEALTH		
	25		37314 BRD HEALTH INS-DEC	1,930.76	H2008127247000
	25		37315 EMPLOYEE HEALTH INS-DEC	15,736.69	H2008121231000
37169- 2366	25	12/01/2008	Logged *** Total ***	17,667.45	

Run date: 11/24/2008 @ 16:26
 Bus date: 12/01/2008

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 3

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
37170- 2366	26	12/01/2008	25635 THE PRINTERY		
	26		37308 BUSINESS CARDS	123.59	55573
37170- 2366	26	12/01/2008	Logged	*** Total ***	123.59
37171- 2366	27	12/01/2008	27524 ROESLING NAKAMURA TERADA ARCHI		
	27		37310 CONTRACT-AS BUILTS	9,233.84	4270
37171- 2366	27	12/01/2008	Logged	*** Total ***	9,233.84
37172- 2366	28	12/01/2008	28020 SAN DIEGO GAS AND ELECTRIC		
	28		37332 ELECTRIC @ EEPS	1,552.23	01919876-11/08
37172- 2366	28	12/01/2008	Logged	*** Total ***	1,552.23
37173- 2366	29	12/01/2008	28527 GARY SHORTALL		
	29		37341 2008 HOLIDAY ENTERTAINMENT	625.00	DEPOSIT
37173- 2366	29	12/01/2008	Logged	*** Total ***	625.00
37174- 2366	30	12/01/2008	29225 TELEPACIFIC COMMUNICATIONS		
	30		37327 PHONE SYSTEM	800.82	10372870-0
37174- 2366	30	12/01/2008	Logged	*** Total ***	800.82
37175- 2366	31	12/01/2008	29630 TRI COMMUNITY ANSWERING SERVIC		
	31		37333 ANSWERING SERVICE	90.00	TRI-11/20/08
37175- 2366	31	12/01/2008	Logged	*** Total ***	90.00
37176- 2366	32	12/01/2008	30580 UNITED WAY		
	32		37326 EMPLOYEE CONTRIBUTIONS	20.00	UNITED-11/19/08
37176- 2366	32	12/01/2008	Logged	*** Total ***	20.00
37177- 2366	33	12/01/2008	30723 SIEMENS WATER TECH. CORP		
	33		37307 OPEN PO-BIOXIDE	8,531.66	7824924
37177- 2366	33	12/01/2008	Logged	*** Total ***	8,531.66
37178- 2366	34	12/01/2008	31232 VERIZON WIRELESS		
	34		37328 CELL PHONES	661.00	0706738607
37178- 2366	34	12/01/2008	Logged	*** Total ***	661.00
37179- 2366	35	12/01/2008	35523 ZONDIROS CORPORATION		
	35		37312 CONTRACT-RETENTION 10% PAYABLE	27,563.08	#5
37179- 2366	35	12/01/2008	Logged	*** Total ***	27,563.08

** Total check discount ** .00
 ** Total check amount ** 630,793.09
 ** Total void discount ** .00
 ** Total void amount ** .00

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: December 3, 2008

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
13995 - 14012	12/3/2008	\$37,215.37

LEUCADIA WASTEWATER DISTRICT
BOARD PAYROLL CHECK REPORT

Payroll Date: December 4, 2008

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>
14013 - 14017	12/4/2008	\$2,307.63

Run date: 12/03/2008 @ 11:28
 Bus date: 12/04/2008

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
37180- 2367	1	12/04/2008	10167 ACACIA GASOLINE & CAR WASH		
	1		37358 OPEN PO-VEHICLE FUELS	276.50	1911
37180- 2367	1	12/04/2008	Logged *** Total ***	276.50	
37181- 2367	2	12/04/2008	10366 AIR POLLUTION CONTROL DISTRICT		
	2		37350 RENEWAL FOR EE PS	319.00	97114857
	2		37351 RENEWAL FOR LC PS	319.00	97114852
37181- 2367	2	12/04/2008	Logged *** Total ***	638.00	
37182- 2367	3	12/04/2008	11314 BERGELECTRIC CORP		
	3		37363 OPEN PO-MIS ELECTRICAL REPAIRS	181.87	11251.9TM-18
	3		37367 OPEN PO-MIS ELECTRICAL REPAIRS	181.40	11251.9TM-20
	3		37368 OPEN PO-MIS ELECTRICAL REPAIRS	267.41	11251.9TM-19
37182- 2367	3	12/04/2008	Logged *** Total ***	630.68	
37183- 2367	4	12/04/2008	12005 CSDA-		
	4		37389 2009 MEMBERSHIP DUES-CSDA	4,088.00	151-2009
37183- 2367	4	12/04/2008	Logged *** Total ***	4,088.00	
37184- 2367	5	12/04/2008	12028 CWEA-		
	5		37390 RENEWAL-JS-COLL/MAINT-CWEA	152.00	187,261-JS
37184- 2367	5	12/04/2008	Logged *** Total ***	152.00	
37185- 2367	6	12/04/2008	12360 CITY OF CARLSBAD		
	6		37373 WATER @ PLANT	68.33	PLANT-11/08
37185- 2367	6	12/04/2008	Logged *** Total ***	68.33	
37186- 2367	7	12/04/2008	12829 EATON ELECTRICAL, INC		
	7		37356 COOLING FAN & CONTROL @LPS	2,656.04	27642039
	7		37360 FIBERGLASS NEMA 3R @ BPS	404.07	27642040
37186- 2367	7	12/04/2008	Logged *** Total ***	3,060.11	
37187- 2367	8	12/04/2008	13072 DATA NET		
	8		37379 IS MAINT AND SUPPORT	505.00	9731809
37187- 2367	8	12/04/2008	Logged *** Total ***	505.00	
37188- 2367	9	12/04/2008	13263 DE LAGE LANDEN		
	9		37376 COPIER LEASE	533.27	08128780282
37188- 2367	9	12/04/2008	Logged *** Total ***	533.27	
37189- 2367	10	12/04/2008	** unused **		
37190- 2367	11	12/04/2008	13822 DUDEK & ASSOCIATES		
	11		37391 GE/3252/759/CABO GRILL	800.00	20085088
	11		37392 GE/3252/766/SUBMARINA	217.71	20084840
	11		37393 GE/3252/769/HILLCREST	962.50	20084842
	11		37394 GE/3252/770/VULCAN AVE	337.02	20084841
	11		37395 GE/3252/765/CITY OF ENCINITAS	605.00	20084839
	11		37396 GE/3252/761/ARENAL RD	605.00	20084836
	11		37397 GE/3252/763/SHERIDAN	276.46	20084838
	11		37398 GE/3252/753/LA COSTA CANYON	385.00	20084834
	11		37399 GE/3252/729/BRUNSWICK	255.00	20084832

Run date: 12/03/2008 @ 11:28
 Bus date: 12/04/2008

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
	11		37400 GE/3252/726/KOVALENA ANNEX	110.00	20084831
	11		37401 GE/3252/706/PHILLIPS	331.17	20084830
	11		37402 GE/3252/702/SHERIDAN	7.50	20084829
	11		37403 GE/3252/669/LEUCADIA GROVE	275.00	20084828
	11		37404 GE/3252/667/V OF LA COSTA 420.	116.44	20084827
	11		37405 GE/3252/656/HYGEIA COURT	2,050.27	20084826
	11		37406 GE/3252/642/V OF LA COSTA-1.17	115.85	20084824
	11		37407 GE/3252/581/LC GLEN	55.00	20084823
	11		37408 GE/3252/569/VILLAGES -LA COSTA	170.85	20084822
	11		37409 GE/3252/655/ORPHEUS & HYGEIA	702.50	20084983
	11		37410 GE/3252/762/WOOD DRIVE	115.00	20084984
	11		37411 GE/CIP/SEPT/200/325/087/324	5,170.00	20084590
37190- 2367	11	12/04/2008	Logged *** Total ***	13,663.27	
37191- 2367	12	12/04/2008	14410 EL CAMINO REAL SHELL ENCINITAS		
	12		37357 OPEN PO-VEHICLE FUEL	599.96	7959
37191- 2367	12	12/04/2008	Logged *** Total ***	599.96	
37192- 2367	13	12/04/2008	15016 FALLBROOK PUBLIC UTILITY DISTR		
	13		37378 EMPLOYEE ASST PROGRAM-JAN	41.40	JAN-2009
37192- 2367	13	12/04/2008	Logged *** Total ***	41.40	
37193- 2367	14	12/04/2008	17020 HARBOR FREIGHT TOOLS		
	14		37386 TOOLS	29.46	01-480536
37193- 2367	14	12/04/2008	Logged *** Total ***	29.46	
37194- 2367	15	12/04/2008	18150 ICMA RETIREMENT-303979		
	15		37371 DEFERRED COMP-ICMA	2,061.86	ICMA-12/3/08
37194- 2367	15	12/04/2008	Logged *** Total ***	2,061.86	
37195- 2367	16	12/04/2008	21212 LEIGHTON CONSULTING, INC		
	16		37365 CONTRACT-GEOTECH SERVICES	3,618.00	LC10013500
37195- 2367	16	12/04/2008	Logged *** Total ***	3,618.00	
37196- 2367	17	12/04/2008	22511 MOBILE MINI		
	17		37364 OPEN PO-TRAILER LEASE 08-09	646.50	904169038
37196- 2367	17	12/04/2008	Logged *** Total ***	646.50	
37197- 2367	18	12/04/2008	23068 NATIONWIDE RETIREMENT SOLUTION		
	18		37370 DEFERRED COMP-12/2/2008	310.92	NATION-12/08
37197- 2367	18	12/04/2008	Logged *** Total ***	310.92	
37198- 2367	19	12/04/2008	24111 OCB REPROGRAPHICS		
	19		37382 BPS PIPELINE PLANS	143.91	5498008
37198- 2367	19	12/04/2008	Logged *** Total ***	143.91	
37199- 2367	20	12/04/2008	24224 OFFICE DEPOT, INC.		
	20		37359 OPEN PO-OFFICE SUPPLIES	67.19	454597061-001
37199- 2367	20	12/04/2008	Logged *** Total ***	67.19	
37200- 2367	21	12/04/2008	25010 AT&T		
	21		37374 DIAL IN MODEM	138.34	6327047006

Run date: 12/03/2008 @ 11:28
 Bus date: 12/04/2008

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 3

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
37200- 2367	21		37380 ODOR CONTROL MODEM	23.70	43640093315
	21	12/04/2008	Logged	*** Total ***	162.04
37201- 2367	22	12/04/2008	25635 THE PRINTER		
	22		37366 BUSINESS CARDS	359.72	55574
37201- 2367	22	12/04/2008	Logged	*** Total ***	359.72
37202- 2367	23	12/04/2008	27729 RICHARD STINSON		
	23		37369 CONSULTING FEES-NOVEMBER	7,700.00	#16
37202- 2367	23	12/04/2008	Logged	*** Total ***	7,700.00
37203- 2367	24	12/04/2008	27910 PROFORMA PRINT & PROMOTIONS		
	24		37361 A/P CHECKS REORDER	384.00	02801478
37203- 2367	24	12/04/2008	Logged	*** Total ***	384.00
37204- 2367	25	12/04/2008	28080 SANCON ENGINEERING, INC		
	25		37354 INSTALL AM-LINER OFF JACARANDA	9,800.00	22910
	25		37355 INSTALL AM-LINER @ EL FUERTE	14,200.00	22909
37204- 2367	25	12/04/2008	Logged	*** Total ***	24,000.00
37205- 2367	26	12/04/2008	28106 SCAP		
	26		37383 SCAP HOLIDAY PARTY	60.00	SCAP-12/08
37205- 2367	26	12/04/2008	Logged	*** Total ***	60.00
37206- 2367	27	12/04/2008	28527 GARY SHORTALL		
	27		37362 2008 HOLIDAY ENTERTAINMENT	625.00	HOLIDAY-12/11
37206- 2367	27	12/04/2008	Logged	*** Total ***	625.00
37207- 2367	28	12/04/2008	28720 STATE WATER RESOURCES CONTROL		
	28		37352 ANNUAL FEE FOR GAFNER WATER PE	8,769.00	0820450
	28		37353 ANNUAL FEE FOR COLLECTION SYST	6,577.00	0820725
37207- 2367	28	12/04/2008	Logged	*** Total ***	15,346.00
37208- 2367	29	12/04/2008	29610 TRAFFIC CONTROL SERVICE, INC		
	29		37387 ARROWBOARD RENTAL	57.75	891560
37208- 2367	29	12/04/2008	Logged	*** Total ***	57.75
37209- 2367	30	12/04/2008	29730 T.S. INDUSTRIAL SUPPLY		
	30		37388 GREEN MARKING PAINT	45.35	1019090
37209- 2367	30	12/04/2008	Logged	*** Total ***	45.35
37210- 2367	31	12/04/2008	30520 UNDERGROUND SERVICE ALERT OF		
	31		37377 UNDERGROUND SERVICE ALERT	97.50	1120080350
37210- 2367	31	12/04/2008	Logged	*** Total ***	97.50
37211- 2367	32	12/04/2008	30560 UNITED PARCEL		
	32		37384 SHIPPING	54.91	000025YY37478
37211- 2367	32	12/04/2008	Logged	*** Total ***	54.91
37212- 2367	33	12/04/2008	30580 UNITED WAY		
	33		37372 EMPLOYEE CONTRIBUTIONS	20.00	UNITED-12/08
37212- 2367	33	12/04/2008	Logged	*** Total ***	20.00

Run date: 12/03/2008 @ 11:28
Bus date: 12/04/2008

Leucadia Waste Water District
Check - Complete Detail

OCCKHST.L10 Page 4

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
37213- 2367	34	12/04/2008	31050 VALLECITOS WATER DISTRICT		
	34		37381 WATER @ MEADOWS 3	42.33	108105000-11/08
37213- 2367	34	12/04/2008	Logged *** Total ***	42.33	
37214- 2367	35	12/04/2008	31263 AMERICAN MESSAGING		
	35		37375 LABEL	17.90	L1417521IL
37214- 2367	35	12/04/2008	Logged *** Total ***	17.90	
37215- 2367	36	12/04/2008	32271 WEST COAST SAFETY SUPPLY CO.,		
	36		37385 GOFER CUTTER	322.68	171465
37215- 2367	36	12/04/2008	Logged *** Total ***	322.68	
				.00	
** Total check discount **				.00	
** Total check amount **				80,429.54	
** Total void discount **				.00	
** Total void amount **				.00	

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

NOVEMBER

11/7/2007	Employee	\$32,393.34
11/8/2007	Board	\$4,531.25
11/14/2007	Incentive	\$3,936.93
11/21/2007	Employee	<u>\$33,498.88</u>
	Total	\$74,360.40

DECEMBER

12/1/2007	Employee/Sick Buybk	\$10,990.49
12/5/2007	Employee	\$33,813.33
12/6/2007	Board	\$1,704.08
12/19/2007	Employee	<u>\$32,440.28</u>
	Total	\$78,948.18

JANUARY

2008

1/2/2008	Employee	\$32,762.14
1/7/2008	Board	\$1,986.08
1/16/2008	Employee	\$35,796.03
1/22/2008	Incentive	\$5,915.41
1/30/2008	Employee	<u>\$32,250.05</u>
	Total	\$108,709.71

FEBRUARY

2/6/2008	Board	\$3,403.22
2/13/2008	Employee	\$32,575.86
2/27/2008	Employee	<u>\$32,146.64</u>
	Total	\$68,125.72

MARCH

3/5/2008	Board	\$4,862.99
3/12/2008	Employee	\$32,338.84
3/19/2008	Incentive	\$24,293.56
3/26/2008	Employee	<u>\$31,914.17</u>
	Total	\$93,409.56

APRIL

4/4/2008	Board	\$2,846.10
4/9/2008	Employee	\$32,385.68
4/23/2008	Employee	<u>\$33,338.30</u>
	Total	\$68,570.08

MAY

5/2/2008	Board	\$4,578.71
5/7/2008	Employee	\$33,324.54
5/21/2008	Employee	<u>\$33,443.45</u>
	Total	\$71,346.70

JUNE

6/4/2008	Employee	\$35,340.58
6/6/2008	Board	\$3,537.32
6/18/2008	Employee	<u>\$33,588.18</u>
	Total	\$72,466.08

JULY

7/2/2008	Employee	\$33,571.14
7/3/2008	Board	\$1,213.50
7/16/2008	Employee	\$35,350.59
7/30/2008	Employee	<u>\$35,647.13</u>
	Total	\$105,782.36

AUGUST

8/4/2008	Board	\$912.00
8/13/2008	Employee	\$34,888.88
8/27/2008	Employee	<u>\$34,663.46</u>
	Total	\$70,464.34

SEPTEMBER

9/3/2008	Board	\$4,124.04
9/10/2008	Employee	\$37,194.80
9/11/2008	Employee-Incentive	\$10,748.44
9/16/2008	Employee-Incentive	\$716.49
9/24/2008	Employee	<u>\$34,934.35</u>
	Total	\$87,718.12

OCTOBER

10/1/2008	Board	\$4,868.49
10/3/2008	Employee-Incentive	\$7,196.80
10/8/2008	Employee	\$35,569.53
10/22/2008	Employee	<u>\$36,190.27</u>
	Total	\$83,825.09

NOVEMBER

11/3/2008	Board	\$1,802.40
11/5/2008	Employee	\$37,453.57
11/10/2008	Employee-Incentive	\$1,627.64
11/19/2008	Employee	<u>\$37,607.59</u>
	Total	\$78,491.20

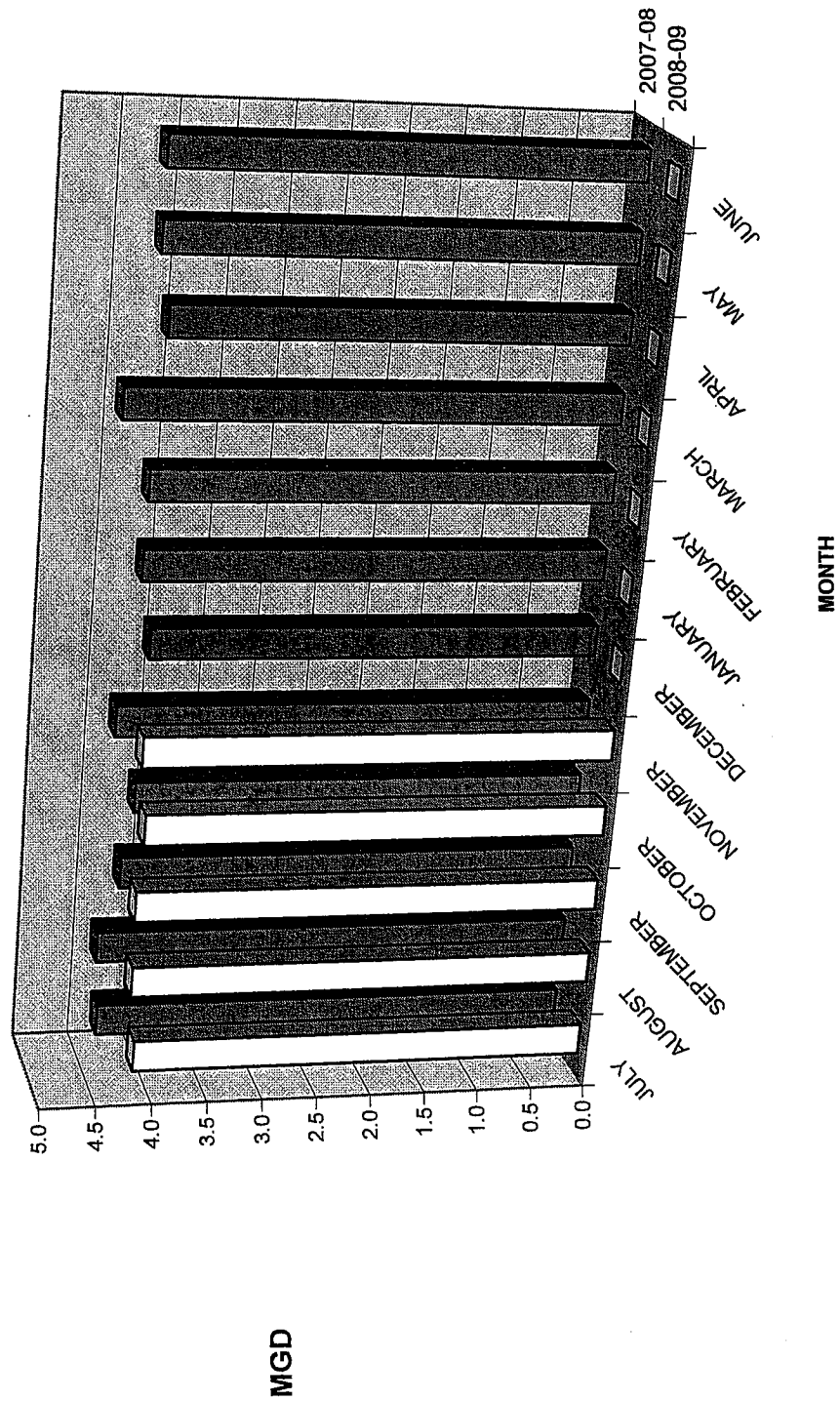
DECEMBER

12/1/2008	Employee-sick buyback	\$8,991.32
12/3/2008	Employee	\$37,215.37
12/4/2008	Board	<u>\$2,307.63</u>
	Total	\$48,514.32

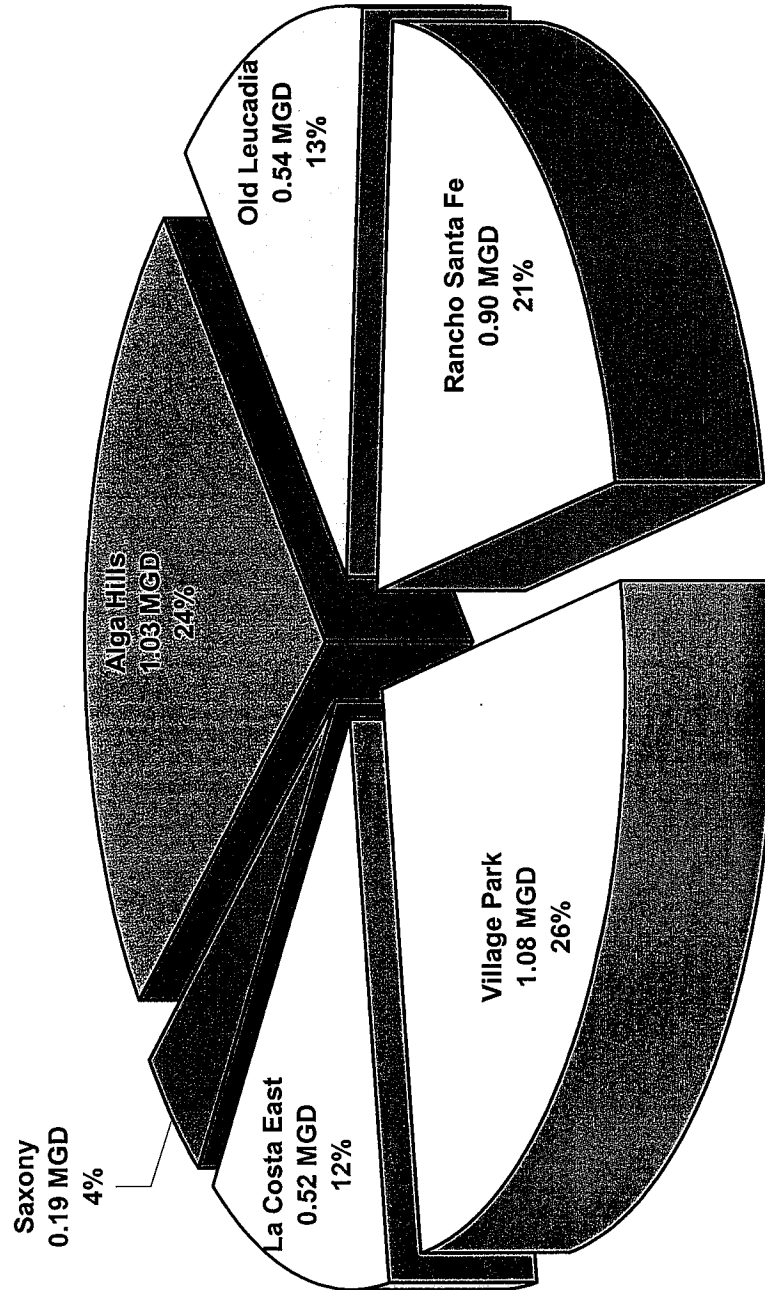
**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2008-2009**

CURRENT MONTH - November 2008							FY 2006-2007
Period	Total Flow MG	Total EDU's 27,528	LWD ADF (MGD)	GPD/EDU	RECLAIMED ADF (ac-ft/mo)		ADF (MGD)
JULY	128.44	-2	4.14	151	36.13		4.34
YTD	128.44	27,526					4.38
AUGUST	130.25	16	4.20	153	32.82		4.21
YTD	130.25	27,542					4.12
SEPTEMBER	126.34	0	4.21	153	38.23		4.33
YTD	126.34	27,542					4.07
OCTOBER	129.27	3	4.17	151	31.01		4.18
YTD	129.27	27,545					4.17
NOVEMBER	126.90	0	4.23	154	12.47		4.44
YTD	126.90	27,545					4.09
DECEMBER							4.19
YTD							
JANUARY							
YTD							
FEBRUARY							
YTD							
MARCH							
YTD							
APRIL							
YTD							
MAY							
YTD							
JUNE							
YTD							
Annual Total	641.20	17			150.66		
Mo Average	128.24	3	4.19	152	30.13	4.23	

**LEUCADIA WASTEWATER DISTRICT
FLOW COMPARISON FY 08 to FY 09**



LWD Flows by Sub-Basin
November 2008
Total LWD Flow = 4.26 MGD



LEUCADIA WASTEWATER DISTRICT
SCHEDULE OF ASSETS, LIABILITIES, AND NET ASSETS

As of November 30, 2008

ASSETS	
Cash	\$ 758,917.95
Investments and Investment Pools	42,568,541.72
Bond Investments Held by Agents	4,262,420.23
Accounts Receivable	362,623.67
Funds Held with Encina Wastewater Authority	906,849.00
Prepaid Expenses	47,153.69
Capital Assets	109,826,660.09
Less Accumulated Depreciation	(35,006,130.71)
Debt Issuance Costs, Net of Amortization	255,679.18
TOTAL ASSETS	\$ 123,982,714.82
LIABILITIES	
Accounts Payable and Accrued Expenses	567,211.21
Developer Deposits	136,032.72
Bond & Interest Debt	4,090,656.02
TOTAL LIABILITIES	\$ 4,793,899.95
NET ASSETS	
Net Investment in Capital Assets	72,109,790.85
Restricted Reserves	7,312,729.84
Unrestricted Operating Reserve	1,583,404.20
Unrestricted Non-Operating Reserves (Designated)	34,912,853.52
Unrestricted Emergency Reserve	7,500,000.00
Capital Contributions	-
YTD Revenue over (under) Expenditures	(4,229,963.54)
TOTAL NET ASSETS	\$ 119,188,814.87

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

LEUCADIA WASTEWATER DISTRICT

BUDGET PERFORMANCE REPORT

YTD Revenue and Expenditures Through 11/30/2008 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	\$ 331,014.73	\$ 5,873,835.00	5,542,820.27	5.64%
RECLAIMED WATER SALES	3150	80,326.33	285,400.00	205,073.67	28.15%
OTHER OPERATING INCOME		13,525.82	230,274.00	216,748.18	5.87%
TOTAL OPERATING REVENUE		\$ 424,866.88	\$ 6,389,509.00	\$ 5,964,642.12	6.65%
OPERATING EXPENSES					
WAGES AND BENEFITS	4100 & 4200	\$ 742,832.77	\$ 1,941,248.00	\$ 1,198,415.23	38.27%
BOARD EXPENSES AND ELECTION	4300 & 4400	41,018.35	138,000.00	96,981.65	29.72%
DEPRECIATION EXPENSE	4510	1,098,000.00	-	(1,098,000.00)	n/a
REPLACEMENT EXPENSE	4515	-	794,000.00	794,000.00	n/a
FUELS	4600	19,922.03	60,000.00	40,077.97	33.20%
INSURANCE	4700	11,007.28	86,500.00	75,492.72	12.73%
MEMBERSHIP & DUES	4800	4,175.00	23,350.00	19,175.00	17.88%
OFFICE EXPENSE	4900	28,202.28	104,800.00	76,597.72	26.91%
OPERATING SUPPLIES	5000	62,466.32	172,100.00	109,633.68	36.30%
PROFESSIONAL SERVICES	5200	125,147.18	518,500.00	393,352.82	24.14%
PRINTING & PUBLISHING	5300	12,385.69	33,000.00	20,614.31	37.53%
RENTS & LEASES	5400	9,254.46	20,800.00	11,545.54	44.49%
REPAIR & MAINTENANCE	5500	107,999.02	241,350.00	133,350.98	44.75%
MONITORING & PERMITTING	5600	7,081.11	43,600.00	36,518.89	16.24%
TRAINING & DEVELOPMENT	5700	13,703.94	45,400.00	31,696.06	30.18%
UTILITIES	5900	159,410.47	455,600.00	296,189.53	34.99%
LAFCO OPERATIONS	6100	7,308.00	7,400.00	92.00	98.76%
ENCINA	6200	480,407.90	2,102,662.00	1,622,254.10	22.85%
TOTAL OPERATING EXPENSES		\$ 2,930,321.80	\$ 6,788,310.00	\$ 3,857,988.20	43.17%

NON-OPERATING REVENUES AND EXPENSES					
DESCRIPTION	A/C No.	YTD ACTUAL AMOUNT	ANNUAL BUDGET	REMAINING BALANCE	% USED
NON OPERATING REVENUES					
CAPACITY CHARGES	3130	\$ 11,195.00	\$ 410,750.00	\$399,555.00	2.73%
PROPERTY TAXES	3220	75,010.58	1,200,000.00	1,124,989.42	6.25%
INTEREST INCOME	3250	594,569.00	1,500,000.00	905,431.00	39.64%
OTHER NON OPERATING INCOME		148,467.71	665,139.00	516,671.29	22.32%
TOTAL NON OPERATING REVENUES		\$ 829,242.29	\$ 3,775,889.00	\$2,946,646.71	21.96%
DEBT SERVICE					
INTEREST EXPENSE AND FEES	6500	\$ 98,899.66	\$ 189,736.00	90,836.34	52.12%
PRINCIPAL PAYMENTS	6500	460,000.00	509,717.00	49,717.00	90.25%
TOTAL DEBT SERVICE		\$ 558,899.66	\$ 699,453.00	\$ 140,553.34	79.91%

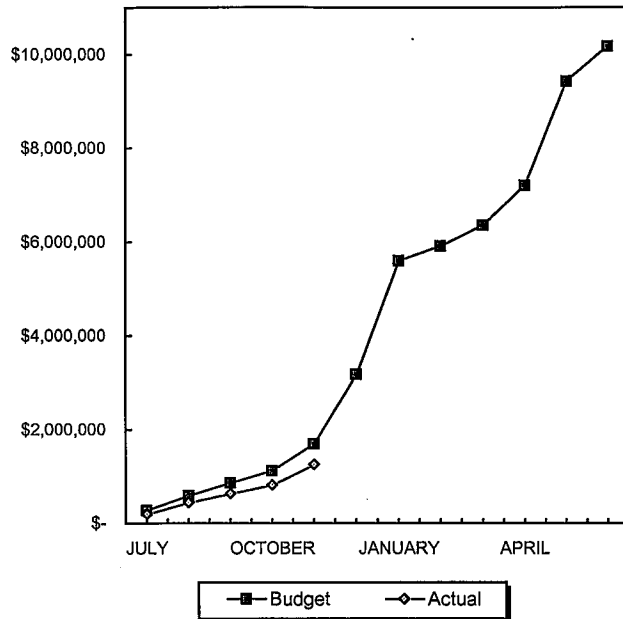
Preliminary: subject to future review, reconciliation, accruals, and audit.

Leucadia Wastewater District

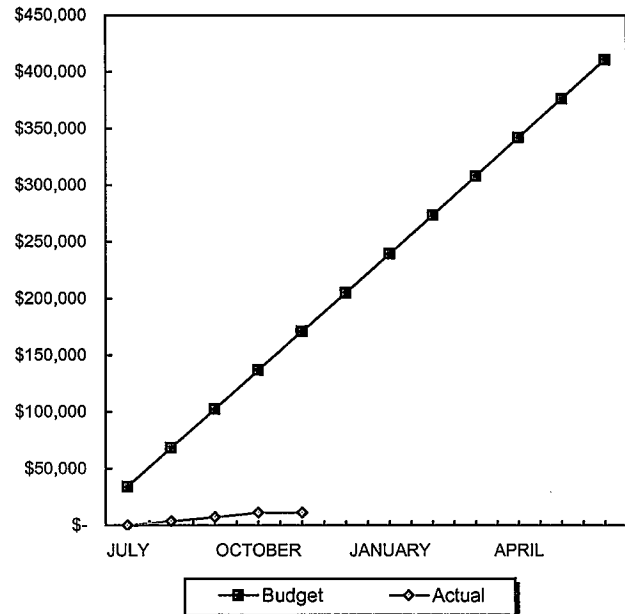
Revenue FY 2008-2009

YTD through November 30, 2008 *

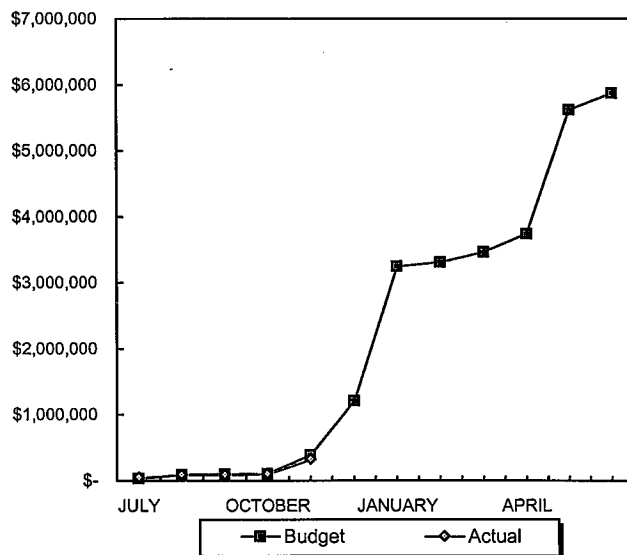
Total Revenue



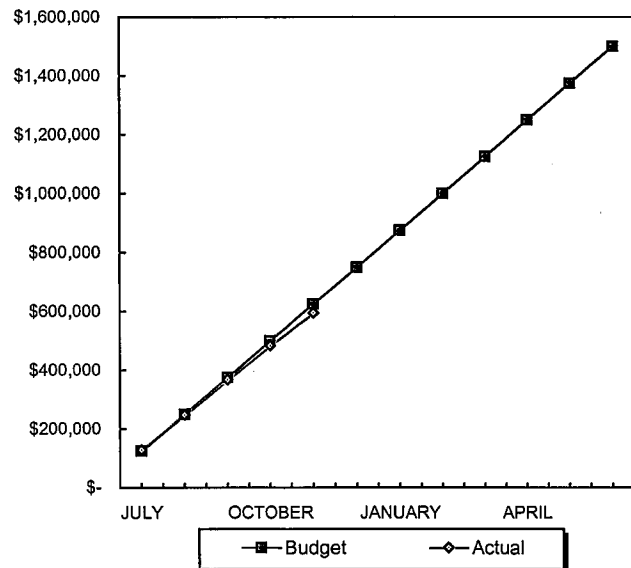
Capacity Charges



Sewer Service Fees



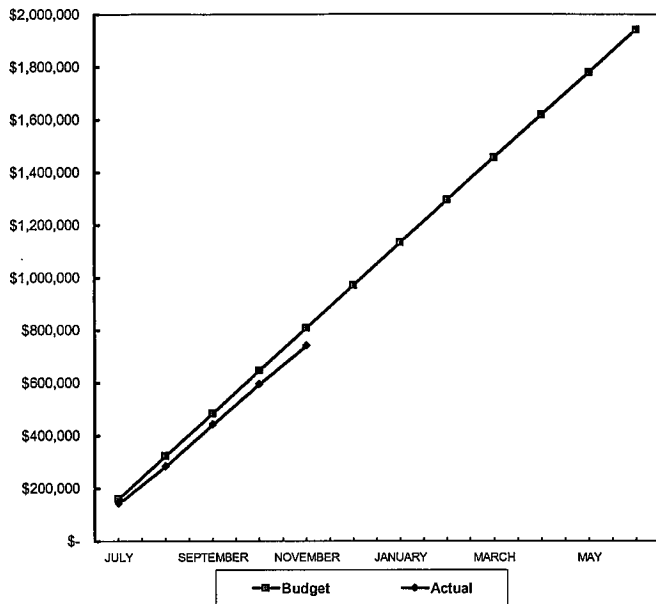
Interest Income



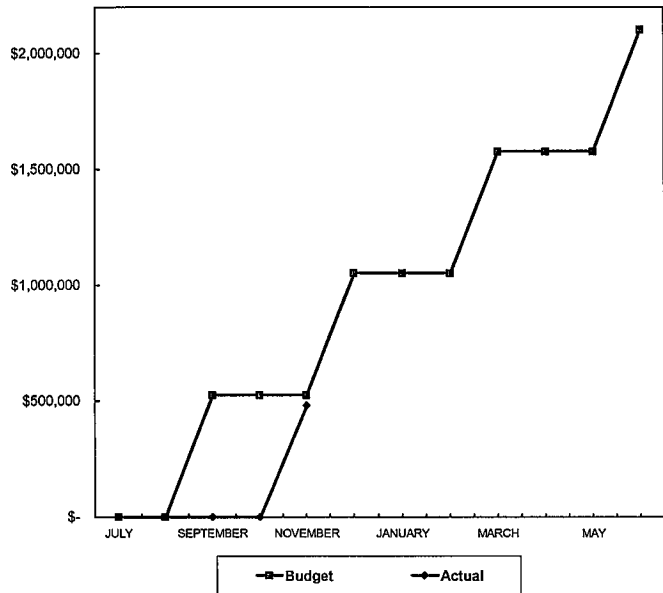
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District **Operating Expenses FY 2008-2009** YTD through November 30, 2008 *

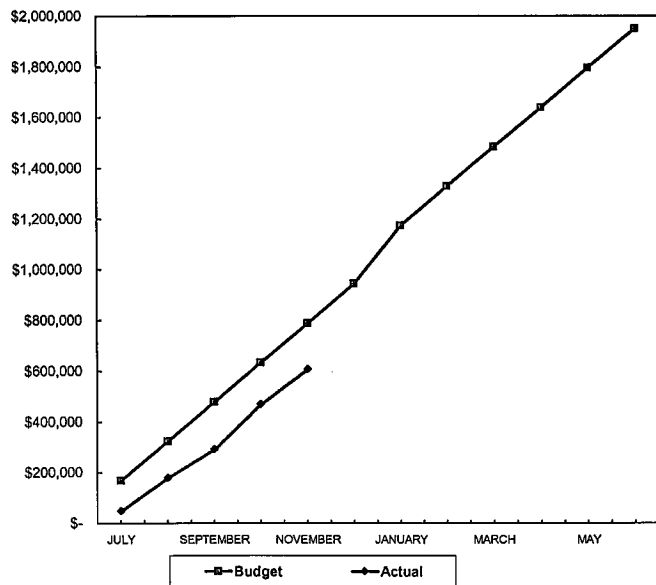
Salaries and Benefits



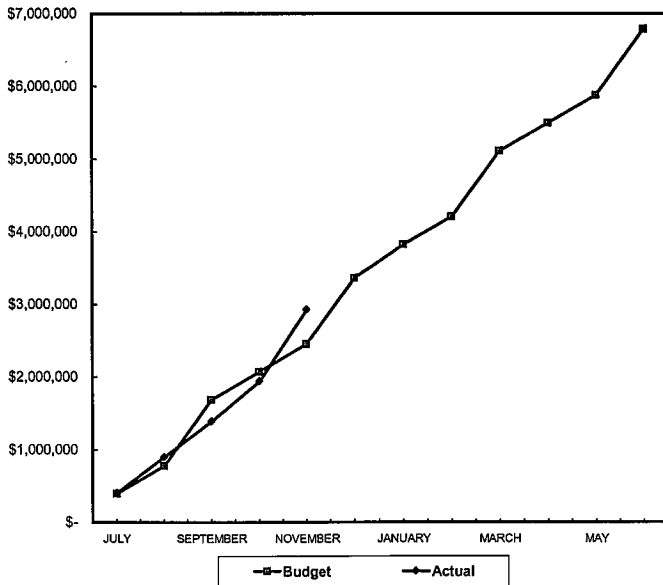
Encina M&O



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



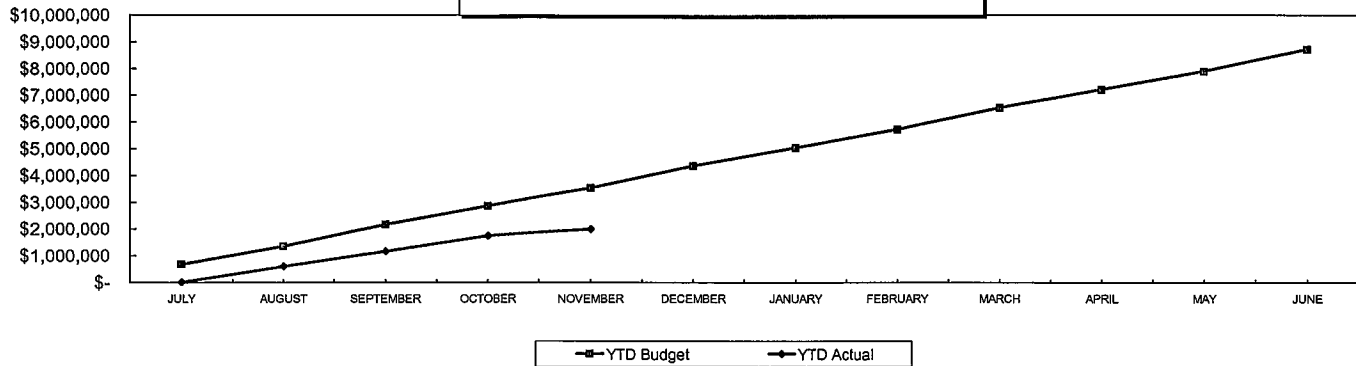
**Total LWD Operating Expense -
Including Depreciation & Replacement**



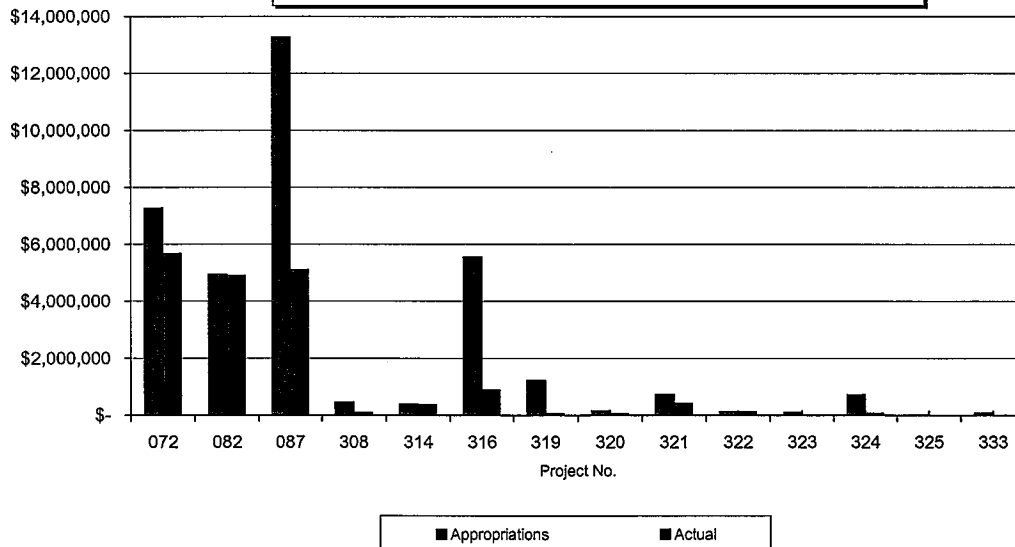
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District **Capital Expenditures** As of November 30, 2008

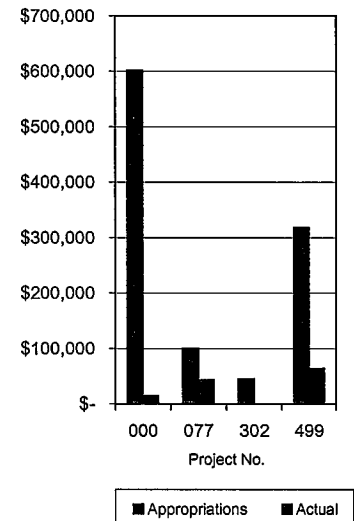
Capital Projects and Equipment For FY 2008/09



Multi Year Capital Expenditures by Project 2002/03-2008/09



Single Year Capital Expenditures by Project 2008/09



Project Legend			
Description	No.	Description	No.
Encina WA	072	Install Permanent Flow Meters	322
Leucadia PS Improvements	082	Lateral Replace/Backflow Prevtr	323
Site Improvement Program	087	Bat PS Influent Line	324
Mineral Scale Mitigation Project	308	Meadow 3 PS Decommissioning	325
Asset Management Master Plan	314	Force Main Corrosion Study	333
Satellite PS Force mains	316	Equipment	000
101 Trunk Sewer	319	Misc Pipeline Repair	077
Piraeus Pipeline Repair	320	Professional Services	302
Gibraltar Pipeline Replacement	321	LWD General Labor	499

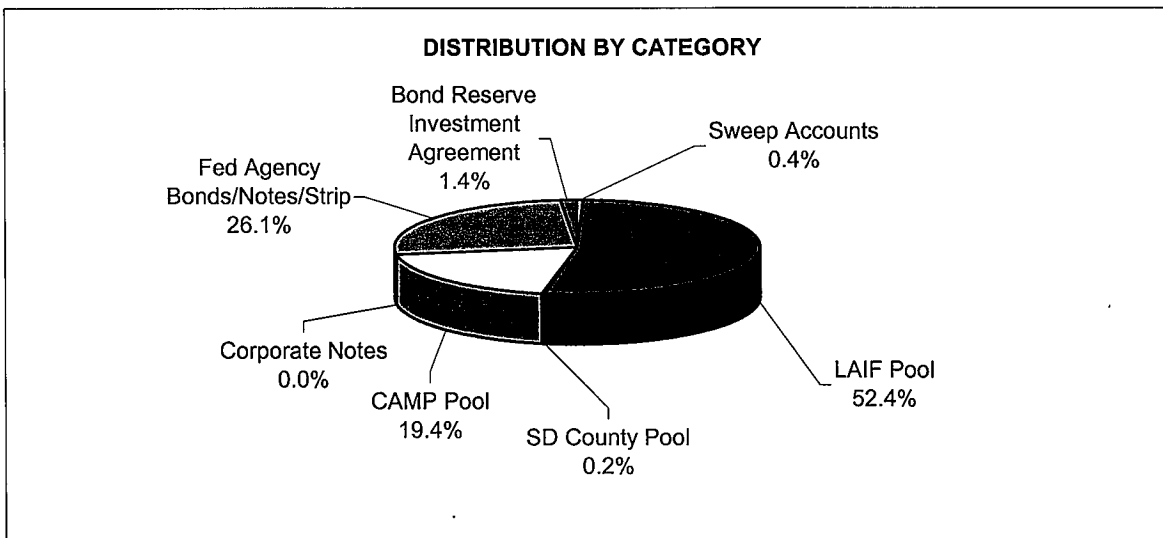
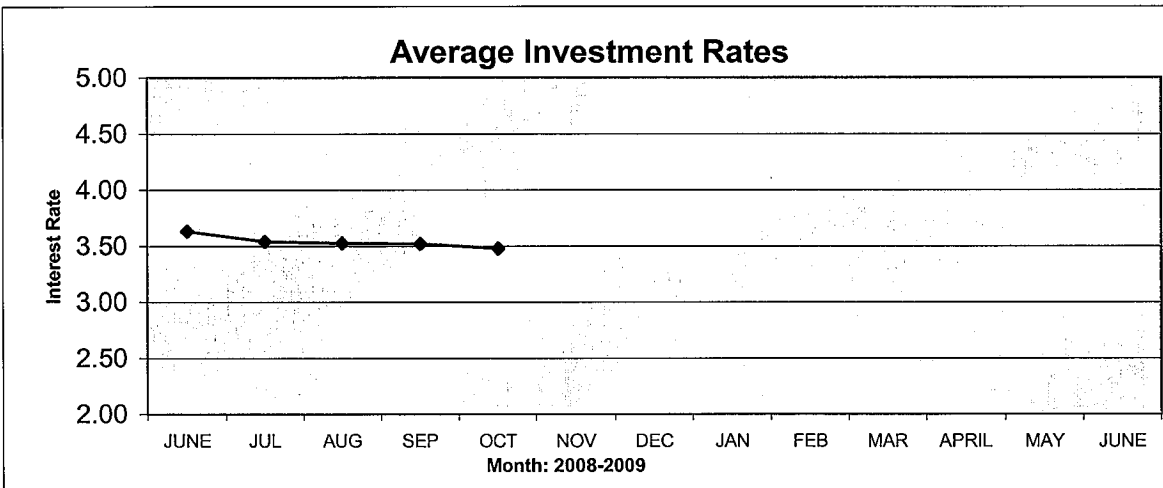
* Preliminary: subject to future review, reconciliation, accruals, and audit

LEUCADIA WASTEWATER DISTRICT

Monthly Investment Summary

As of October 31, 2008

Cash & Investments	Principal (Original Cost)		October Interest	Average Rate
	Sept 30, 2008	Oct 31, 2008		
Sweep Account: US Treasury MM - Union	0	198,000	6	0.05%
LAIF Pool	23,783,307	23,949,319	53,878	2.709%
SD County Pool	107,996	108,864	285	3.152%
CAMP Pool	11,698,149	8,850,781	24,381	2.500%
CAMP Portfolio				
Corporate Notes	-	-		
Federal Agency Bonds/Notes	7,578,204	9,613,453	33,530	4.558%
Federal Agency Discount Notes	-	969,415	668	3.146%
GNMA mortgage pools	22,218	22,090	172	9.333%
US Treasury Bonds/Notes	999,961	-	2,704	4.374%
Total Camp Portfolio	8,600,383	10,604,958	37,075	4.987%
Bond Funds				
BNY fiscal agent bond reserve a/c	652,884	652,884	2,916	5.360%
US Bank. custodian a/c: Fed Agency Strips	1,310,156	1,310,156	14,623	13.394%
Total Bond Funds	1,963,039	1,963,039	17,539	10.722%
Totals	\$ 46,152,874	\$ 45,674,962	\$ 133,164	3.480%



Encina Wastewater Authority Report
Regular Board Meeting
November 19, 2008

EWA Board of Directors - President Sullivan and Director Juliussen reporting

EWA Board Meeting Action Items:

1. Employee Recognition Awards

The Board of Directors approved six employee awards totaling \$3,750.

2. Resolution No. 08-11: Proclamation Honoring First Class Petty Officer Scott Allan

The Board of Directors adopted Resolution No. 08-11 recognizing First Class Petty Officer Scott Allan.

3. Contract for Biosolids Hauling and Handling

The Board of Directors awarded a contract for Biosolids hauling and handling to Solids Solutions, LLC. The fiscal impact of the contract is \$240,000 for the remainder of FY 2009.

4. Phase V Expansion Project Report

The Board of Directors received and filed the Phase V Expansion Project Report.

5. 2008 Encina Effluent Ocean Outfall Inspection Report

The Board of Directors received and filed the information contained in the 2008 Encina Effluent Ocean Outfall Report.

Executive Session

- 6.** The Board of Directors met in closed session as authorized by Government code 54956.9, to discuss anticipated litigation – one case: Jaynes Corporation of California.

No reportable action.

7. The Board of Directors met in closed session as authorized under Government Code 54957 to discuss the General Manager's Performance Evaluation.

No reportable action.

Engineering Committee Meeting Report

Presented by Allan Juliussen

Meeting held December 4, 2008

1. The Committee reviewed the agreement with TELDATA for the installation of low voltage cabling for the Site Improvement Project in an amount not to exceed \$28,326.99. The EC concurred with staff to forward this recommendation to the Board of Directors for approval.

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

2. The Committee reviewed the agreement with Infrastructure Engineering Corporation (IEC) to implement the District's Asset Management Plan in an amount not to exceed \$69,882. The EC concurred with staff to forward this recommendation to the Board of Directors for approval.

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

3. FSM Schempp provided a status report on the upcoming smoke testing project.
4. FSM Schempp reported that staff recently repaired several problematic line segments on Cacatua Street and Jacarunda Street in Carlsbad.
5. PM Morishita provided a status report and a PowerPoint slideshow on the Site Improvement Project.

PM Morishita will provide a status report on the project later in tonight's agenda.

6. PM Morishita provided a status report on the Batiquitos Inlet Line Replacement Project Update
7. PM Morishita provided a status report on the Gibraltar Street Gravity Sewer Construction Project.

8. PM Morishita provided a status report on the Satellite Pump Station Force Main Replacement Project

MEMORANDUM

Ref: 09-1828

DATE: December 4, 2008
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Installation of Low Voltage Cabling for the Site Improvement Project

RECOMMENDATION:

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

1. Authorize the General Manager to execute an Agreement with TELDATA for the installation of low voltage cabling for the Site Improvement Project in an amount not to exceed \$28,326.99.
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its December 4, 2008 meeting. The Committee concurred with staff to bring this recommendation forward for consideration at today's meeting.

As the construction of the new headquarters building continues, the District is required to hire a company to install low voltage cabling for the project. Low voltage cabling is required for the telephone system and the local area computer network.

DataNet, the District's Information Technology consultant, provided technical support to assist with this selection. Quotes were solicited from three firms who provide this service with the following results:

<u>Firm</u>	<u>Quote Submitted</u>
TELDATA	\$28,326.99
ATEL Communications	\$28,341.89
American Communications Corporation (ACC)	\$35,289.67

The references provided by TELDATA included Vallecitos Water District, Padre Dam Municipal Water District, San Diego County Water Authority and Helix Water District. A check of the references indicated that TELDATA provides professional and responsive service. Therefore, Staff recommends that the Board award the low voltage cabling contract to TELDATA.


FISCAL IMPACT:

The Site Improvement Project Construction account has sufficient funds to cover the cost for this service.

rym:PJB

MEMORANDUM

Ref: 09-1829

DATE: December 4, 2008
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Asset Management Plan Implementation

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 (IEC) for the implementation of the Asset Management Master Plan in an amount not to exceed \$69,882.
2. Approve an additional appropriation of \$80,000 to the Fiscal Year 2009 budget for Asset Management Plan implementation.
3. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its December 4, 2008 meeting. The Committee concurred with staff to bring this recommendation forward to the Board of Directors for consideration at today's meeting.

In June 2008 the Board of Directors adopted the District's Asset Management Master Plan (AMMP) developed by Dexter Wilson Engineering. As you may recall, the primary objectives of the AMMP were:

1. To update and supersede the LWD's 1999 Wastewater Master Plan
2. To develop a "predictive maintenance model" for capital replacement as LWD transitions from a growth mode to a infrastructure maintenance/replacement mode

A unique aspect of the AMMP is that it developed a methodical approach to analyze and potentially replace LWD's assets prior to failure. The predictive maintenance model was developed to deal with gravity pipelines which are underground and difficult to assess. Implementing the AMMP will require evaluation of the gravity line segments identified as a result of the first run of the predictive maintenance model. These results were included as part of the AMMP. Because the implementation of the AMMP will lead to the development of capital improvement projects and the required manpower to properly perform the assessments, Staff asked Infrastructure Engineering Corporation (IEC), the District's engineering design consultant, to help in its implementation.

Key components of the scope of work, attached, include:

- Develop Closed Circuit Television (CCTV) inspection data management methodology.
- Review CCTV videos and perform sewer line condition assessment.
- Integrate CCTV videos into District's Geographic Information System (GIS).
- Perform pump station assessments.
- Develop predictive failure model feedback for future updates to the AMMP.
- Develop a report that prioritizes gravity line and pump station improvements.

Staff has reviewed the scope of work and is satisfied with the proposed level of effort. Additionally, Staff believes the associated costs to be fair and reasonable. Therefore, it is recommended that the Board authorize the General Manager to execute an agreement with IEC to implement the District's AMMP.

FISCAL IMPACT:

Funding for the implementation of the AMMP was not included in the Fiscal Year 2009 budget. Therefore, it is respectfully requested that the Board of Directors approve an additional appropriation of \$80,000 (proposed fee with contingency and District Engineer oversight) to the Fiscal Year 2009 budget for AMMP implementation.

rym:PJB

Attachment

December 1, 2008

Mr. Leo Schempp
Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, California 92009

RE: Proposal for Engineering Services for Asset Management Master Plan Implementation Assistance – Phase I

Dear Mr. Schempp:

Infrastructure Engineering Corporation (IEC) is pleased to provide the Leucadia Wastewater District with this proposal for Asset Management Master Plan Implementation Assistance – Phase I. The proposed scope of services and fee is based on review of the District's Asset Management Master Plan (AMMP) dated June 11, 2008 and discussions with District staff during a September 18, 2008 meeting.

PROJECT UNDERSTANDING AND APPROACH

The District recently completed the AMMP as part of a transition from growth-based capital expenditures to repair and maintenance expenditures. With the District currently at 92% build out, it is anticipated most of the future capital expenditures will be for repair, rehabilitation, or replacement of existing infrastructure. The AMMP establishes a methodology to identify at risk facilities and serve as a basis for continual assessment of the District's assets. It is intended that the AMMP be updated on a five year cycle to allow for evaluating at risk facilities, identifying which actually require attention, and implementing the design and construction of repairs. AMMP assessment methodology can then be updated based on actual information.

The District would like to move forward with implementation of the AMMP. This will involve development and evaluation of actual data and comparison to AMMP predictions in order to develop insight and feedback that may be considered for future adjustment of AMMP methodology.

Initial implementation of the AMMP proposed for Phase I will initially focus on gravity sewers and pump stations. Force mains are being studied by others and for now will be considered as a separate issue. The proposed general approach to AMMP implementation consist of prioritization of gravity sewers for initial CCTV inspection, performance of the CCTV inspection (by District or District contractor), review of CCTV data and evaluation/assessment of existing conditions, development of recommendations for implementation of repair or rehabilitation work, perform updates to the District's Geographical Information System (GIS), and providing feedback for use in future iterations of the AMMP. Pump stations will be addressed by reviewing the findings of the AMMP, visiting pump stations not already scheduled for replacement or known to be pending elimination, and providing specific and actionable recommendations for work to address AMMP considerations.

IEC's approach to this project will be to work closely with District staff and leverage our team's collective knowledge of pipeline condition assessment, facility design and construction, and GIS applications to form a cohesive core group of experienced staff to execute this project. Leading our project team will be Mr. Rob Weber, P.E., who has had involvement with several District design projects over the past few years.

Mr. Leo Schempp
Leucadia Wastewater District
December 1, 2008
Page 2 of 4

Rob will be supported by Mr. Patrick Mulvey, P.E., an experienced sewer evaluation and design engineer, and Mr. Scott Humphrey, P.E., leader of our planning and information systems group who is fully familiar with the District's GIS through past work with the District. This core team will work together to provide expertise in each of their respective areas towards implementation of the AMMP.

SCOPE OF SERVICES

The following detailed scope of services describes the specific tasks and deliverables that will be performed. We assume that relevant spreadsheet tables from the AMMP will be provided in electronic format for our use.

Task 1 – Review of Predictive Failure Model Results

IEC will review the results of the predictive failure model supplied in the AMMP (Table 6-2 and Appendix A) and compare the results of the predictive failure model to the results of the InfoSWMM model, previously developed by IEC, to prioritize predictive failures based upon hydraulic deficiencies predicted by the SWMM model, pipe age, known "hot spots" if any, terrain, and other pertinent criteria from the AMMP. The deliverable for this task will be the prioritized list which will be supplied to the District for CCTV inspection.

Task 2 – Develop CCTV Data Management Methodology

We will work together with the District and its CCTV contractor to develop a CCTV data management methodology that will be implemented during the CCTV program. IEC will develop a naming convention for CCTV digital inspection videos so that the digital videos can be linked back to the District's GIS based upon the unique ID field of "SY_NAME".

This will enable the efficient integration of CCTV data into the District's GIS. The deliverable for this task will be a written CCTV data management methodology that will be utilized by the District's CCTV contractor for performance of the work. We recommend a pilot project be initiated first prior to full scale implementation, in order to confirm workability.

Task 3 – Review CCTV Videos and Perform Condition Assessment

Using the prioritized list developed in Task 1, we understand the District will initiate televising of the gravity sewer lines with the objective to accomplish a percentage of the identified lines by early 2009. The initial focus of effort and the basis of this scope of services will be on those pipes where a remaining life of 20 years or less was identified (approximately 36,000 linear feet of pipe). IEC will receive, catalog, organize, and review and review the CCTV videos as they are provided by the District's CCTV contractor and provide recommendations for follow-up work that will then be used by the District as part of the budgeting process. The CCTV review and evaluation process will consist of development of mitigation options (no action, repair, replace, upsize, reline, etc.). Only limited review and comment of audio will be performed (i.e., at identified problem areas only). The results of this task will be included in the report (to be prepared in Task 6) which describes the findings and recommendations, to include budgetary costs, and a recommended timeline for moving forward with subsequent work.

Task 4 – Integrate CCTV Videos into District GIS

In conjunction with completion of the CCTV effort, the resulting videos will be linked back to the District's GIS database.

Task 5 – Prioritize Pump Station Improvements

Chapter 8 of the AMMP discusses pump stations and force mains. As mentioned previously, force mains will be addressed separately. The findings of Chapter 8 regarding pump stations shall be evaluated, site visits conducted, and a specific listing of recommended pump station repair or maintenance projects developed with focus on the identified 2007-2010 and 2011-2015 costs in the AMMP.

For the purposes of this scope of services we assume the Diana, Avocado, and Meadows 3 pump stations will not be evaluated during this AMMP cycle since Diana and Avocado are being replaced as part of the force main replacement project and Meadows 3 is scheduled to be eliminated when the City of Carlsbad constructs a gravity sewer line to connect to their infrastructure thereby eliminating the need for the pump station. IEC will visit the Batiquitos, La Costa, Leucadia, Rancho Verde, Saxony, Encinitas Estates, Village Park 5, and Village Park 7 pump stations. Disciplines to be reviewed will consist of civil, mechanical, electrical and instrumentation, structural, and corrosion. The results of this task will be incorporated into the report (to be prepared in Task 6) that summarizes findings and conclusions for each discipline and provides specific recommendations to address the 2007-2010 and 2011-2015 time cycles.

Task 6 – Prepare AMMP Implementation – Phase I Report

The Report will summarize the prior work and will also provide feedback on the Predictive Failure Models within the AMMP that were developed using a series of criteria primarily for gravity sewers and manholes. Other facilities such as force mains, pump stations, and treatment plants that are more unique in nature were evaluated on an individual basis. The Predictive Failure Models for gravity sewers and manholes are described in Chapter 6 (specifically table 6-1) of the AMMP and criteria defined. For pipes where a useful life of 20 years or less was projected by the Predictive Failure Model, there is a criterion or criteria that caused it to be identified as such. It is expected the CCTV effort to be performed as part of this project will confirm or deny the condition that caused its useful life to be reduced to less than 20 years. IEC will review the criteria in conjunction with the actual data obtained through the CCTV work and identify areas where alternations to criteria or weight factors may be appropriate for future AMMP iterations.

Task 7 – Project Management, Meetings, and Coordination

This task will consist of a project kickoff meeting, monthly progress and coordination meetings, and general project coordination between the District, IEC and subconsultants, and the District's CCTV contractor.

SCHEDULE

We estimate that Tasks 1 and 2 can be completed within four weeks of District authorization. The schedule to implement Tasks 3 and 4 will be dependent on the rate of CCTV video production by the District's contractor. Task 5 can be completed within an approximate six week timeframe from authorization, and the report to be provided under Task 6 will be provided within four weeks of receipt of the complete CCTV data set.

FEE

The proposed level of effort and fee is indicated on the attached table. Billing will be in accordance with our current agreement for as-needed engineering services.

Mr. Leo Schempp
Leucadia Wastewater District
December 1, 2008
Page 4 of 4

We sincerely appreciate the opportunity to provide this proposal and assist the District with this project. Please contact me at (858) 413-2400 should you have any questions or need further information.

Sincerely,



Robert S. Weber, P.E.
Senior Project Manager


cc: Robin Morishita, Leucadia Wastewater District
Sarita Lemons, P.E., IEC
Scott Humphrey, P.E., IEC

FREE ESTIMATE

TOTAL NOT-TO-EXCEED FEE: \$69,882

MEMORANDUM

Ref: 09-1824

DATE: December 4, 2008
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Fiscal Year 2008 Comprehensive Annual Financial Report

RECOMMENDATION:

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

1. Receive and File the Fiscal Year 2008 (FY 08) Comprehensive Annual Financial Report (CAFR).
2. Discuss and take other action, as appropriate.

DISCUSSION:

This item is scheduled to be reviewed at the December 8, 2008 Investment and Finance Committee meeting. Any changes or modifications to this item will be reported to the Board of Directors as appropriate.

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

LWD prepares a more comprehensive financial audit, which is known as a comprehensive annual financial report or CAFR. This year's CAFR includes the following sections:

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

The accounting firm of Charles Z. Fedak & Co. (Fedak) has completed its audit of LWD's FY 08 CAFR. Staff is pleased to report that Fedak found that the financial statements fairly represent LWD's financial condition and is in conformance with GAAP.

A copy of the draft management report from Fedak has been attached for your review. In addition, enclosed please find a copy of the full CAFR. Staff and Mr. Paul Kaymark of Fedak will present an overview of the CAFR at the upcoming meeting.

PB

Attachment

Enclosure

Leucadia Wastewater District

Management Report

June 30, 2008

Leucadia Wastewater District

Management Report

Table of Contents

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

CONFIDENTIAL

Board of Directors
Leucadia Wastewater District
Carlsbad, California

Dear Members of the Board:

We have audited the basic financial statements of the Leucadia Wastewater District (District) as of and for the years ended June 30, 2008 and 2007, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of District's internal control. Accordingly, we do not express an opinion on the effectiveness of District's internal control.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis.

A significant deficiency is a control deficiency, or combination of control deficiencies that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected.

Our consideration on internal control was for the limited period described in the first paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses.

We did not identify any deficiencies in internal control that we consider to be control deficiencies, significant deficiencies and/or material weaknesses, as defined above and noted on the following page.

Leucadia Wastewater District
Page 2

Summary of Current Year and Prior Year Comments and Recommendations

None Noted

* * * * *

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

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

October 20, 2008
Cypress, California

APPENDIX

Leucadia Wastewater District

Audit/Finance Committee Letter

June 30, 2008

Board of Directors
Leucadia Wastewater District
Carlsbad, California

In connection with our audit of the Leucadia Wastewater District (District) for the year ended June 30, 2008, this letter sets forth certain matters that we wish to bring to your attention.

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

Our audit of the financial statements of the District for the year ended June 30, 2008, was conducted in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether caused by error, fraudulent financial reporting or misappropriation of assets. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. Accordingly, the audit was designed to obtain reasonable, rather than absolute, assurance about the financial statements. We believe that our audit accomplished that objective.

Significant Accounting Policies and Pronouncements

Management has the ultimate responsibility of the appropriateness of the accounting policies used by the District. The District did not adopt any new accounting policies or pronouncements in 2008.

Significant or Extraordinary Transactions

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

Management's Judgments and Accounting Estimates

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

Significant Audit Adjustments

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

Other Information in Documents Containing Audited Financial Statements

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

Disagreements with Management

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

Consultations with Other Accountants

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

Major Issues Discussed with Management

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

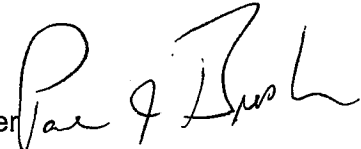
Difficulties Encountered in Performing the Audit

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

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

October 20, 2008
Cypress, California

MEMORANDUM

DATE: December 4, 2008
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Board of Directors Election of Officers

RECOMMENDATION:

1. Discuss and take action, as appropriate.

DISCUSSION:

Leucadia Wastewater District's Resolution No. 2118 establishes a policy for the election of board officers. The resolution calls for the Board of Directors to elect a President and Vice-President each December from among its members.

This item has been placed on the agenda for the Board of Directors' discussion and action, as appropriate.

cal:PJB



CASA **Mid-Year Conference**

Ensuring Clean Water for California

January 21–24, 2009

Hyatt Grand Champions

44-600 Indian Wells Lane

Indian Wells, CA 92210

Phone: (760) 341-1000

Toll Free: (800) 233-1234 (*central reservations*)

www.grandchampions.hyatt.com

Our Mission Statement

The mission of the California Association of Sanitation

Agencies is to provide leadership, advocacy and information to our members, legislators, and the public, and to promote partnerships on clean water and beneficial reuse issues that protect public health and the environment.

President's Message

Dear CASA Members:

I look forward to welcoming you to our 2009 Mid-Year Conference, January 21-24 at the Hyatt Grand Champions, Indian Wells. In these times of economic instability, the upcoming new year promises to hold added challenges for public agencies to provide vital services while fulfilling the commitment to preserve and protect public health and the environment. Therefore, the program spotlights presentations on various financial issues that we hope you will find timely and informative.

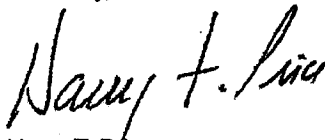
The program features several program highlights worth mentioning:

- Daniel Dowell Director of LAIF's Investment Division will speak;
- Celeste Cantú, Executive Director, Santa Ana Watershed Project Authority will moderate a panel that features protecting public funds through local investments;
- Dublin San Ramon Services District will offer a first hand account of Variable Rate Demand Obligations (VRDO);
- Don't miss the Annual Recognition Reception sponsored by the CASA Associates on Thursday evening. All registered delegates and guests are invited; and,
- For a change of pace, join Roland Williams, General Manager of Castro Valley Sanitary District for a fun run, Friday during lunchtime.

I will open the conference at Thursday's luncheon where delegates will be briefed on the results of our annual Executive Board Planning Session.

I hope to see you in Palm Springs for the conference and ask that you join me at the President's Reception Friday evening to network with fellow colleagues. Until then, best regards and please don't hesitate to call the CASA office with questions about the conference.

Sincerely,



Harry T. Price
CASA President



CASA Mid-Year Conference

Ensuring Clean Water for California



Golf Tournament Registration form

A golf tournament has been set for **Wednesday, January 21, 2009** at the RANCHO MIRAGE COUNTRY CLUB. A shotgun start is scheduled for 8:00 a.m.; please arrive no later than 7:30 a.m.

The country club is located at the corner of Bob Hope Drive and Frank Sinatra Drive. The club has a dress code. No short shorts, blue jeans or t-shirts are permitted.

COST: \$ 70.00 - this includes green fees, golf carts & tournament prizes.

If you plan to participate, please return this form, together with a check for \$70.00.

You must send this form in to be eligible to play.

Make checks payable to Mike Dunbar

RETURN FORM BY January 12th (Maps and foursomes will be sent at that time.)

Golfer: _____

District/Firm: _____

Phone: _____ FAX: _____

Preferred foursome: _____

Rancho Mirage Country Club

Wednesday
January 21, 2009
8:00 a.m.

Send form to:

Mike Dunbar
South Coast Water District
P.O. Box 30205
Laguna Niguel, CA 92607-0205
Phone: (949) 499-4555
FAX: (949) 499-4256
Cell: (949) 533-4052
www.mdunbar@scwd.org

*Please note the early start
time of 8:00 a.m.*

**POLICY: You must be
registered for the conference
to participate.**

Hotel Information

Please make your reservations as soon as possible.

Hyatt Grand Champions

44-600 Indian Wells Lane

Indian Wells, CA 92210

Toll Free: (800) 233-1234 (central reservations)

Website: www.grandchampions.hyatt.com

Room Reservations:

- CASA Room Rate: \$230.75 (including tax) - for Single/Double Occupancy
- Please identify yourself as a CASA member to receive this special rate
- **Cut-Off Date for Reservations is Saturday, December 20, 2008**
- Check-in: 4:00 p.m./Check-out: 12:00 p.m.
- The Hyatt is a large property; some room locations may cause attendees to walk a long distance.

Ground Transportation:

The Hyatt Grand Champions located in the foothills of the San Jacinto Mountains in Indian Wells (Palm Springs area) is a 25 minutes travel time from Palm Springs Int'l Airport or 70 miles from Ontario Int'l Airport. There is no cost for self-parking and the room rate includes unlimited access to the Agua Serena Spa facilities,

Health and Fitness Center, along with a wide array of onsite amenities. Hotel guests have complimentary use the Shopper Hopper to local attractions. Further information is available at the hotel's front desk.

Ground Transportation - Palm Springs Int'l Airport:

- Taxi Service (approx. \$60 one-way)
- Shuttles by advanced reservation:
At Your Service Shuttle (760) 343-0666
- Car Rentals

Hotel Room Reservations and Waiting List:

The Hyatt Grand Champions reservations department will manage the CASA waiting list and assures us that our delegates will be able to reserve a room based on CASA's group block. This year, the Reservations Department will accept a maximum of three (3) rooms under one name. The conference page on CASA's website - www.casaweb.org will include the Hyatt's online room reservations link. **If you make advanced reservations for delegates and some of those individuals do not register for the conference please cancel those rooms by**

December 20. Your help will ensure all members attending the conference have a room at the negotiated rate and alleviate CASA's liability for additional costs associated with contractual obligations regarding the room block.

CASA'S Late Cancellation Policy:

CASA initiated a Late Cancellation Policy because of the large number of cancellations in the final days approaching each conference. Our contractual obligations with the hotel hold CASA liable if we do not meet our room guarantees. Please note CASA's Late Cancellation Policy on the bottom of the registration form. If you cannot attend, send a colleague in your place by notifying the CASA office. **The late fee for canceling on or before January 9 is \$25: No refunds after January 9**

Overflow Hotel:

The Marriott Renaissance Esmeralda is located next door to the Hyatt Grand Champions; room rates are based on availability. For reservations call (760) 773-4444.

WEDNESDAY
January 21, 2009

9:00 a.m. – 2:30 p.m.
CSRMA Training Seminar
See registration form

8:00 a.m. – 2:30 p.m.
Golf Tournament
Rancho Mirage County Club

12:00 p.m. – 5:00 p.m.
Registration

3:00 p.m. – 5:00 p.m.
CASA Executive Board Meeting

5:30 p.m. – 7:30 p.m.
CSRMA Executive Board Meeting

THURSDAY
January 22, 2009

7:30 a.m. – 9:00 a.m.
Continental Breakfast

8:00 a.m. – 5:00 p.m.
Registration

8:00 a.m. – 9:00 a.m.
AIR ISSUES FORUM
Chair Frank Caponi, Sanitation Districts of Los Angeles County

9:15 a.m. – 10:15 a.m.
LAND ISSUES FORUM
Chair Mike Sullivan, Sanitation Districts of Los Angeles County

Emerging Regulatory Issues
- Bob Bastian, U.S. EPA Office of Water (invited)
- Greg Kester, CASA Biosolids Program Manager

10:30 a.m. – 12:00 p.m.
WATER ISSUES FORUM
Chair Ben Horenstein, East Bay Municipal Utility District

1. Where Do We Go From Here? A Case for Water Quality Permitting Reform
White Paper by the Massachusetts Coalition for Water Resources Stewardship
Tom Walsh, Engineer - Director/Treasurer Upper Blackstone Water Pollution Abatement District - Millbury, MA Webcast
2. NACWA-Proposed Watershed Act
- Charles Logue, Director of Regulatory Affairs, Oregon's Clean Water Services

11:30 a.m. – 12:00 p.m.
New Member Orientation

12:15 p.m. – 1:30 p.m.
OPENING CONFERENCE LUNCHEON
for registered delegates and guests

- President's Welcome and Executive Board Report
- Executive Director's Report

12:15 p.m. – 1:30 p.m.
Federal Legislative Committee Work Group

1:30 p.m. – 4:00 p.m.
GENERAL SESSION
Surviving Turbulent Economic Times
1st Vice President Ron Young presiding

1:45 p.m. – 2:30 p.m.
Protecting Your Security Investments - Is LAIF Safe?
Daniel Dowell, Director, Investment Division - State Treasurer's Office

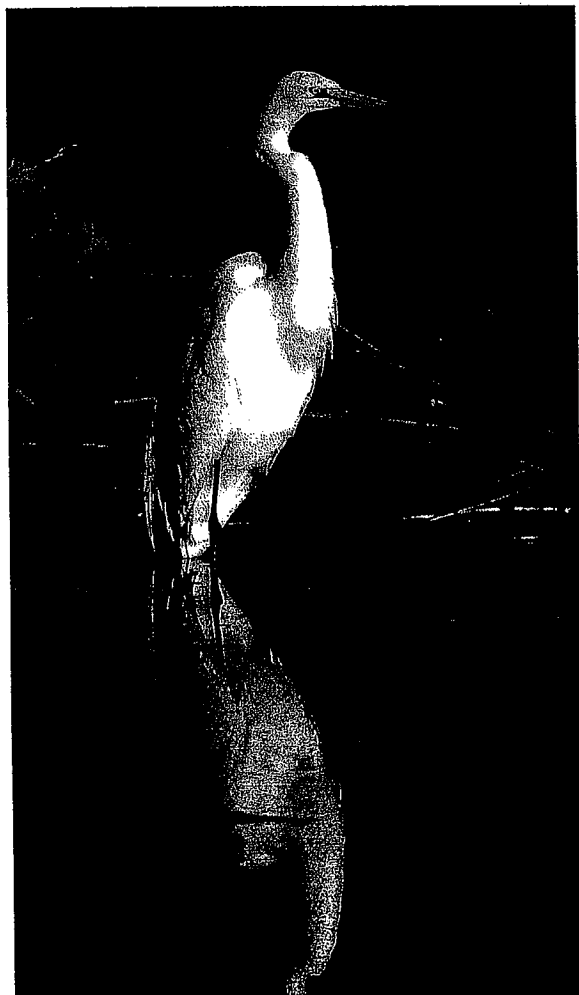
2:30 p.m. – 3:00 p.m.
Dublin San Ramon Services District and the Wall Street Credit Crunch Or...Was Polonius Right When He Told Hamlet "Neither a Borrower nor a Lender Be"? A Case Study
- Bert Michalczyk, General Manager
- Lori Rose, Financial Services Manager/Treasurer (invited)

3:00 p.m. – 3:15 p.m.
Break

3:15 p.m. – 4:00 p.m.
An Agency's Role in Protecting Public Funds Through Local Investments
Panel Moderator: Celeste Cantú, General Manager Santa Ana Watershed Project Authority

4:00 p.m. – 4:30 p.m.
Highlights of No Drugs Down the Drain! - Statewide Campaign
Jim Colson, Tri-TAC Chair

6:00 p.m. 7:00 p.m.
Welcome reception sponsored by the CASA Associates
All registered delegates and guests are invited.



FRIDAY

January 23, 2009

7:30 a.m. - 9:00 a.m.

CSRMA Board of Directors Meeting

8:00 a.m. - 9:00 a.m.

State Legislative Committee Work Group

8:00 a.m. - 9:30 a.m.

Continental Breakfast

9:00 a.m. - 10:00 a.m.

Spouse Guest Meet & Greet

Chef's Cooking Demo

9:00 a.m. - 12:00 p.m.

Public Policy Sessions

9:00 a.m. - 10:00 a.m.

FEDERAL LEGISLATIVE UPDATE

Chair Sharon Green, Sanitation Districts of Los Angeles County

New Directions In The New

Administration and New Congress

- Washington D.C. Report, Eric Sapirstein, CASA Legislative Advocate
- Update on High Priority Issues
- Legislative Committee Report

10:15 a.m. - 11:15 a.m.

STATE LEGISLATIVE UPDATE

Chair Tim Anderson, Sonoma County Water Agency

- State Legislative Report, Mike Dillon, CASA Lobbyist
- Regulatory Affairs Report, Bobbi Larson, CASA Director of Legal and Regulatory Affairs

11:15 a.m. - 12:00 p.m.

Private Sewer Lateral Task Force Report

David Williams, Task Force Chair and Executive Board Member

11:00 a.m. - 12:00 p.m.

Communications Committee Meeting

Chair Michele McKinney Underwood, Western Municipal Water District

10:00 a.m. - 4:00 p.m.

Attorneys Meetings

Chair Mark Cornelius, Snyder, Cornelius & Hunter

12:00 p.m. - 1:30 p.m.

Associates Committee Meeting

Chair Pervaiz Anwar, Brown and Caldwell

How the Housing Crash and Credit Squeeze Are Impacting (or likely to impact) Wastewater Utilities?

12:00 p.m. - 1:15 p.m.

Lunch on Your Own

- OR -

12:15 p.m. - 1:15 p.m.

NEW Run, Walk - Get Fit While Having Fun! Come join us for a 5k run/walk for lunch!

All fitness levels are welcome By signing up on the registration form

Castro Valley Sanitary District's Roland Williams has been in athletics his entire life. He started running at the age of six; ran track in college and was considered an Olympic hopeful. Roland has coached, trained and participates in several sporting activities. He continues his training regiment while working as the General Manager of the Castro Valley Sanitary District located in the San Francisco Bay Area. Roland will lead CASA's fun run/walk.

1:30 p.m. - 3:00 p.m.

Directors Meeting (for elected/appointed governing officials)

Chair Wyatt Troxel, Inland Empire Utilities Agency

Risk and Reward: What You Should Know About Asset Risk Management

Ken Harlow, Director of Management Services, Brown and Caldwell

In hard times, it becomes more important than ever to focus our resources where they will have the greatest impact on the service levels we deliver. Mr. Harlow will discuss approaches to asset risk management, with real-life examples, to show how risk is measured. He will show how an improved understanding of risk leads to the best service levels regardless of the resource limitations all utilities face.

Communications Connection: Directors Input Sought

Michele McKinney Underwood, CASA Communication Committee Chair

1:30 p.m. - 3:00 p.m.

Managers Meeting (for general managers, public works directors, senior staff, and consultants)

Chair Michael Abramson, Napa Sanitation District

Decision Analysis: A Systematic, Analytical and Transparent Process for Making Optimal Decisions

Decision analysis requires use of methods and metrics for considering risk and competing trade-offs. Making optimal decisions requires a systematic approach to ensure the decisions are sound, transparent, and defensible.

3:00 p.m. - 3:15 p.m.

Break

3:15 p.m. - 4:00 p.m. - **GENERAL SESSION**

President Harry T. Price presiding and Keynote Speaker

4:15 p.m. - 5:00 p.m.

Program Planning Meeting

Chair Paul Bushee, Leucadia Wastewater District

6:00 p.m. - 7:00 p.m.

President's Reception

SATURDAY

January 24, 2009

7:30 a.m. - 9:00 a.m.

Executive Board Meeting

8:00 a.m. - 9:00 a.m.

Closing Breakfast

9:00 a.m. - 10:30 a.m.

CLOSING GENERAL SESSION

President Harry T. Price presiding

Committee Reports on action items; and closing remarks.



CSRMA Training Seminar

CSRMA Risk Management Seminar at CASA...

Sponsored by: *California Sanitation Risk Management Authority (CSRMA)*

Sessions and Topics

9:00 – 10:30 a.m.

The Six Steps of the Interactive Process: Considering and providing job accommodations for employees with injuries and disabilities.

Would you like to understand your obligations for conducting the Interactive Process? Better yet, would you like to know all the "nuts and bolts" of how to best conduct the Interactive Process? This program will not only review of the six steps of the Interactive Process but will also highlight the penalties for not interacting, show you the best ways to document your efforts and results, and put together your tool kit of forms and resources to successfully navigate the potential pitfalls.

- *Roberta Etchevery, CPDM*

10:30 – 10:45 a.m.

Break

10:45 a.m. – 12:00 p.m.

**CSRMA's Risk Control Online – Turnkey Risk Solutions
Just Got Better!**

From managing contractor liability to creating ADA-compliant job descriptions to creating a custom Business Continuity Plan to creating customized CalOSHA compliance programs, CSRMA's Risk Control Online is proud to roll out several new and exciting turnkey risk solutions designed especially with CSRMA members in mind. Come and see how these new interactive online tools will save your agency money in consultants, staff time and help your agency better control its risk!

- *David Patzer, CSRMA Risk Control Advisor*

12:00 – 1:00 p.m.

Lunch

1:00 – 2:30 p.m.

Employee Performance Evaluations: Are Yours a Ticking Bomb?

It can be difficult to inform an employee that his work is not up to par, or that she has an attitude or attendance problem. Often, managers feel it is better to give a good or neutral performance review-- or not give a review at all-- than to sit down with the employee and be candid about deficiencies and the steps necessary to achieve acceptable performance.

Not only is the failure to give honest performance feedback unfair to the employee-- there is no chance to obtain the information necessary to improve -- but it could also result in significant legal liability for the employer if it decides to terminate the poorly performing employee. Terminated or disciplined employees have obtained sizeable jury awards and out-of-court settlements based upon claims that they "didn't know" their performance fell short of expectations.

This seminar will provide the "why's" and "how's" of conducting effective employee performance appraisals.

- *Melanie Poturica, Liebert Cassidy Whitmore*

When

Wednesday, January 21, 2009

9:00 a.m. – 2:30 p.m.

(registration and continental breakfast begins at 8:30 a.m.)

Where

Hyatt Grand Champions Resort

44-600 Indian Wells Lane

Indian Wells, CA 92210

Phone: 760-341-1000

Cost

The seminar is free to all CSRMA members.

There will be a nominal fee of \$50 for all non-CSRMA members (Cash or check only, payable to CSRMA either in advance or at the door).

How to register

Registration via the CSRMA web site at:

<http://www.sipeonlinetraining.com/csrma/>

ViewSeminars.cfm

Questions


Please contact David Patzer, CSRMA Risk Control Advisor at losscontrol@sbcglobal.net or at 707.373.9709.

Please Note:

It is important we have an accurate head-count prior to the date of the seminar to ensure that lunch is available for those attending the seminar. Please take a moment to pre-register if you plan to attend.

MEMORANDUM

Ref: 09-1833

DATE: December 4, 2008
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Site Improvement Project Status Report – November 2008

RECOMMENDATION:

Receive and review the Site Improvement Project Status Report for November 2008.

DISCUSSION:

This report provides a summary and status of the construction of the Site Improvement Project through November 30, 2008.

Activities: Light gauge metal framing, rough in utilities, and installation of HVAC ducting and plumbing for Building 100, Headquarters Building. Structural steel framing for Building 300, Vehicle Storage.

Schedule:

Notice to proceed date:	February 19, 2008
Original contract duration:	540 calendar days
Approved time extensions:	0 calendar days
Revised contract duration:	540 calendar days
Revised scheduled completion date:	August 11, 2009

Financial Status:

Contract amount:	\$8,750,000.00
Change orders:	\$131,652.00
Change order percentage of original contract cost:	1.48%
Revised contract amount:	\$8,881,652.00

Change Order Summary for November 2008:

No.	Description	Cost	Time
26	Additional work and materials for the installation of the 8 inch fire main line. Includes trench plates, shoring for extra depth required to avoid unforeseen underground obstructions, safety delineators, and removal of old surge tank footing.	\$11,651.00	0
	Total	\$11,651.00	0

rym:PJB

MEMORANDUM

DATE: December 4, 2008
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Gibraltar Street Gravity Sewer Construction Project – Project Completion

RECOMMENDATION:

1. This item is presented for information purposes.

DISCUSSION:

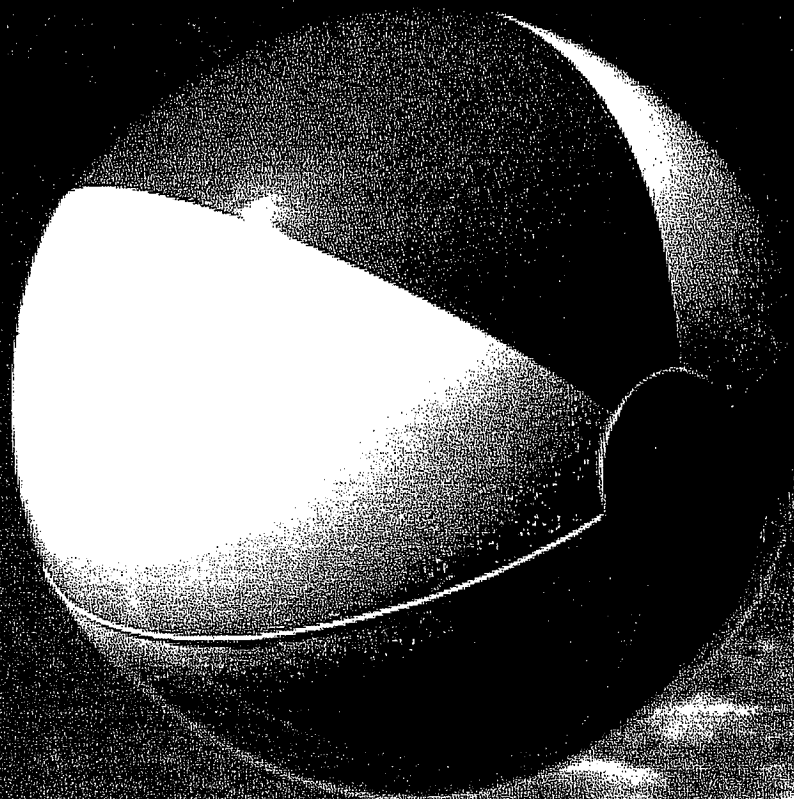
Zondiros Corporation completed work on the Gibraltar Street Gravity Sewer Construction Project on December 1, 2008. Staff filed the Notice of Completion with the County of San Diego on December 3, 2008. Construction commenced on September 24, 2008 with an established completion date of December 8, 2008. Therefore, the project was completed seven (7) days ahead of schedule. As a final administrative note regarding this project, two (2) change orders were issued at a cost of \$19,066 with no time extensions, for a total project cost of \$301,621.

The increase in construction cost was primarily caused by:

1. Additional soil remediation to place the gravity sewer line on stable formational bedrock and/or concrete slurry to prevent undermining of the pipeline during any future development of the property by the property owner.

rym:PJB

Beach Party



CWEA-San Diego Section Annual Awards Banquet & Installation Ceremony Saturday, February 7, 2009

Come out to the San Diego
Section's Beach Party.

Congratulate your colleagues
and friends on some well
deserved awards. The new
board of directors will be
installed and some great prizes
will be given away.

Time: 6:00 Cocktail Hour
7:30 Dinner
9:00 Awards and Installations
10:00 Fun, fun, fun until your daddy
takes the t-bird away!

Place: Bahia Resort
998 West Mission Bay Drive
San Diego, CA 92109

Price: \$50.00 Members
\$75.00 Non-Members

Registration: www.cwearc.org/sd