

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting

April 20, 2011

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, April 20, 2011 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

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

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, District Counsel Wayne Brechtel, Administrative Services Manager Chuck LeMay, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, District Engineer Steve Deering, CPA Richard Duffey, Jennifer Beales with TRG & Associates, Jodi Greenberger with El Camino Creek Elementary School, Laura Pena and Andrea Appel with Park Dale Lane Elementary School, Thomas Baugh and Cher Lally-Deering with Olivenhain Pioneer Elementary School.

3. Pledge of Allegiance**4. Approval of Agenda**

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

5. Public Comment

None.

6. Presentations and Awards**A. Recognition of LWD's Teachers Grant Recipients.**

President Omsted praised and thanked the work that teachers provide the students. He noted that teachers are the primary influences on students' lives and the Board supports teachers.

Vice President Hanson and Director Sullivan also thanked all the teachers for their hard work.

Director Kulchin stated that he and his wife began their careers as teachers and he appreciates all the hard work that the teachers do for students.

Director Juliussen stated that the District had a scholarship program prior to the teacher grant program and that he believes this program has been more successful in reaching out to more students. He also thanked the teachers for their excellent work.

President Omsted introduced each teacher or representative from the schools. Each teacher/school representative spoke about their project and thanked the Board of Directors and District for providing them a teacher grant to help fund their school's project.

B. Achievement of an Organizational Objective.

GM Bushee presented the item. He stated that LWD's incentive program authorizes a 50% cost sharing of the received dividend payment by CSRMA. He stated that this dividend reflects the District's excellent safety record. He noted that all employees are eligible to receive a compensation award of \$437.34.

The Board members congratulated LWD staff for their efforts.

7. Consent Calendar

A. Minutes for the following meetings:

March 3, 2011 Special Board Meeting
March 8, Community Affairs Committee meeting
March 9, 2011 Regular Board Meeting
March 31, 2011 Human Resources Committee meeting
April 7, 2011 Engineering Committee meeting

B. Demands for March/April 2011

Payroll Checks Numbered 15379 – 145436; General Checking – Checks numbered 40746 – 40914.

C. Operations Report. (A copy was included in the original February 9, 2011 Agenda)

D. Finance Report. (A copy was included in the original February 9, 2011 Agenda)

Upon a motion made by Director Sullivan, seconded by Director Kulchin, and carried, the Board of Directors approved the consent calendar.

8. Encina Wastewater Authority (EWA) Reports

A. Encina Wastewater Authority Report – March 23, 2011 Board meeting.

Director Juliussen reported on EWA's March 23, 2011 Board meeting. Director Juliussen noted that the EWA Board opted not increase its meeting stipend for Fiscal Year 2012.

B. Member Agency Managers (MAM) Report – March 17, 2011 meeting.

GM Bushee reported on the MAM's March 17, 2011 meeting.

9. Committee Reports

A. Human Resources Committee meeting was held on March 31, 2011.

Director Kulchin reported that the HRC reviewed and discussed the compensation and benefits survey. He stated that the committee met in closed session to discuss the FY 2011 informal input process. He noted there was no reportable action.

B. Engineering Committee meeting was held on April 7, 2011.

Director Juliussen reported that the EC reviewed the preliminary FY12 Capital Budget. Director Juliussen noted that the EC was satisfied with the preliminary capital budget.

In addition, Director Juliussen reported that the EC received a status update on the Baticuitos Force Main Repair Project and the Asset Management Plan's Cured-In-Place Pipe Lining Project.

C. Community Affairs Committee Meeting was held on April 18, 2011.

Director Sullivan reported that the CAC reviewed and commented on the proposed 2011 newsletter articles and production schedule. She stated that the CAC directed staff and TRG & Associates to move forward with the production of the newsletter.

She also stated that the CAC reviewed and commented on the proposed Public Outreach Work Plan. Director Sullivan provided a brief summary of the tasks that are included in the plan; in addition to new tasks that will be evaluated before moving forward.

Director Kulchin questioned whether the Board will review the FY 12 Capital Budget. GM Bushee stated that the capital budget will be on the May Board agenda for the Board's review.

Director Kulchin suggested that the CAC review an option to have an open public forum twice a year that will provide the public with a presentation and an opportunity to ask the Board and staff questions about the District's operations. President Omsted stated that the suggestion was valid and it will be added to the next CAC agenda for review.

10. Old Business

None.

11. New Business

A. Board of Directors Compensation Adjustment.

President Omsted presented this item for discussion or action if necessary. Director Juliussen stated that he normally opposes rate increases, however; after reviewing the Board compensation survey, he would like to see LWD's Board stipend comparable to Encina Wastewater Authority's Board stipend.

Director Kulchin stated that he is satisfied with the current stipend and he doesn't propose an increase. President Omsted and Vice President Hanson agreed with Director Kulchin.

There was no action taken and the Board agreed that the Board's stipend will remain unchanged.

12. Information Items

A. Batiquitos Force Main Repair Project – Project Completion.

TSM Morishita stated that the project was completed on March 24, 2011 and the Notice of Completion was filed with the County of San Diego on March 30, 2011. He noted that the major construction was completed prior to the bird's nesting season. TSM Morishita also provided a brief summary of the change orders required for the project and he noted the final cost of the project was \$1,160,852.

B. CSDA Special Districts Legislative Days Conference is scheduled for May 3-4, 2011 at the Sheraton Grand Sacramento Hotel.

President Omsted stated the dates of the upcoming CSDA Conference. GM Bushee noted that Directors Juliussen, Hanson, and Kulchin are scheduled to attend the conference.

C. Thank you letter from the Agua Hedionda Lagoon Foundation.

GM Bushee stated that the District received a thank you letter from the Agua Hedionda Lagoon Foundation for sponsoring the lagoon's World Water Day Festival that was held on March 26th. CPA Duffey stated that he attended and that the District's logo and signage was publicized on their website and at the event.

13. Directors' Meetings

A. Water Reuse Conference was held at the Laguna Cliffs Marriott Resort on March 20-22, 2011.

Each Director commented on the Water Reuse conference stating that the conference had an effective program, it was informative and it was an excellent conference.

B. CSDA Setting Direction and Community Leadership course was held at the Jurupa Community Services District on April 1, 2011.

Director Kulchin stated that he attended this workshop and Harry Erlich was the instructor. He noted that this was a good refresher course for Board members and also for new Board members.

C. CWEA Annual Conference was held at the Ontario Convention Center on April 12-15, 2011.

President Omsted stated that he attended the CWEA Awards luncheon and he congratulated Field Services Technician Ian Riffel for winning the 2nd place award for the Collections Person of the Year. Director Juliussen also attended and congratulated Ian for receiving his award.

14. Comments, Questions or Requests by Directors

Director Hanson reported that she attended a LAFCO meeting on April 15th and they reviewed proposed legislative bills. She noted that she will be up for re-election soon and the District should receive a letter requesting nominations the last week of the month.

Director Juliussen stated that he attended his first Encinitas School District's Oversight

Committee meeting that reviews the spending of school bonds. He noted that he was appointed as the chair for the committee.

15. General Manager's Report

The following items were reported:

- CSDA Quarterly dinner meeting is scheduled for Thursday, May 19 from 6:00 p.m. – 9:00 p.m. EA Hill stated she will send an email with the dinner selections to choose from.
- GM Bushee noted that he will serve as the co-chair on a committee for the American Society of Civil Engineers' Infrastructure Report Card Efforts.
- Acknowledged TSM Morishita, FSS Stecker, ASM LeMay for their employment selection process work for the two open field services positions. He briefly described the hiring process.
- LWD has scheduled a tour of its facilities with the local Boy Scouts in May.
- The Gafner plaque has been mounted on the AWT plant and he will bring a picture to the next Board meeting.

16. General Counsel's Report

General Counsel Brechtel reported that the State Water Resource Control Board (SWRCB) is proposing revisions to the Statewide Wastewater Discharge Requirement (WDR). He provided the highlights of the proposed revisions to the WDR. He stated that many of the revisions to the WDR would dramatically change the operations of the District and could require additional staffing. General Counsel Brechtel indicated that he is working with staff to respond to their proposed changes by the April 29, 2011 deadline.

17. Closed Session


The Board met in closed session with GM Bushee and ASM LeMay to discuss the FY 2011 Informal Input Process regarding employee compensation as authorized under Government Code Section 54957.6.

Following the closed session, the Board authorized staff to incorporate the following provisions in the FY 12 Budget:

- Overall personnel budget at \$2,422,515
- Includes funding merit pool at 5% of salaries
- Includes funding organization incentive pool at 3% of salaries
- Includes an increase of employees share of PERS retirement from 1% to 3%
- Established an Administrative Specialist II classification
- Adjust LWD salary ranges 2%

18. Adjournment

President Omsted adjourned the meeting at 6:40 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Don Omsted, President