



LEADERS IN
ENVIRONMENTAL
PROTECTION

**BOARD OF DIRECTORS
REGULAR MEETING
And
PUBLIC HEARING ON A PROPOSAL TO CONSIDER
INCREASING THE AMOUNT THAT MAY BE PAID TO DIRECTORS
AND OFFICERS OF THE DISTRICT FOR SERVICE TO THE DISTRICT**

DATE: Wednesday, May 9, 2012
TIME: 5:00 p.m.
PLACE: Leucadia Wastewater District
1960 La Costa Avenue, Carlsbad, CA 92009

AGENDA

Items on the agenda may be taken out of sequential order as their priority is determined by the Board of Directors. In the case of an emergency, items may be added to the Agenda by a majority vote of the Board of Directors. Also, items that arise after posting of the Agenda may be added, per Government Code Section 54954.2, by a 2/3 or unanimous vote of the Board.

Any writings or documents provided to a majority of the members of Leucadia Wastewater District regarding any item on this Agenda will be made available for public inspection in the Administration Office located at 1960 La Costa Avenue, Carlsbad, CA 92009 during normal business hours.

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. General Public Comment Period**
- 5. Approval of Agenda**

6. Presentations and Awards

- A. Teacher's Grant Presentations. (Verbal)
- B. CWEA 2012 Collections System of the Year State Award. (Pages 1-2)

CONSENT CALENDAR

Items 7-11 will be enacted in one motion in accordance with the recommendation unless removed from the Consent Calendar by the Board of Directors, Staff or Public. If a member of the public wishes to remove an item, they should submit a "Request to Address the LWD Board of Directors" form to the Board Secretary prior to the meeting. Items removed from the Consent Calendar will be considered in the original agenda order immediately following adoption of the Consent Calendar.

7. Approval of Board and Committee Minutes for the Month of February

Minutes of the following meetings:

- April 11, 2012 Regular Board Meeting (Pages 3-9)
- April 12, 2012 Human Resources Committee Meeting (Page 10)
- April 16, 2012 Ad Hoc Committee Meeting (Pages 11-12)
- April 30, 2012 Investment & Finance Committee Meeting (Pages 13-14)
- May 1, 2012 Engineering Committee Meeting (Pages 15-16)

8. Approval of Demands for April/May 2012

This item provides for Board of Directors approval of all demands paid from LWD during the month of April and a portion in May 2012. (Pages 17-37)

9. Operations Report

This report discloses the year-to-date and monthly flow, rain fall, EDU's and reclaimed water averages; along with MGD flow comparisons from FY 11 to FY 12 and flows by sub-basin. (Pages 38-41)

10. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY 12 budget and discloses monthly investments. (Pages 42-49)

11. Quarterly Treasurer's Investment Report

This report discloses investments for the quarter ending March 31, 2012. (Pages 50-51, enclosure 11)

EWA and COMMITTEE REPORTS

12. Encina Wastewater Authority Reports

- A. A regular EWA Board meeting was held on April 24, 2012 – report by Vice President Sullivan. (Pages 52-53)
- B. A EWA Member Agencies Manager's meeting was held on May 1, 2012 – report by GM Bushee (Verbal)

12. Committee Reports

- A. Human Resources Committee meeting was held on April 12, 2012 – report by Director Kulchin. (Page 54)
- B. Ad Hoc Committee meeting was held on April 16, 2012 – report by Director Omsted. (Page 55)
- C. Investment & Finance Committee meeting was held on April 30, 2012 – report by Director Omsted. (Page 56)
- D. Engineering Committee meeting was held on May 1, 2012 – report by Director Juliussen. (Page 57)
- E. Community Affairs meeting is scheduled on May 8, 2012 – report by Vice President Sullivan. (Verbal)

PUBLIC HEARING

- 13. A Proposal to consider increasing the amount that may be paid to Directors and Officers of the District from \$173 to \$180 per day of Service to the District. (Page 58)

ACTION ITEMS

14. Board of Directors Compensation Adjustment

Adopt Ordinance no. 126 Increasing Compensation of Directors and Confirming meetings that Qualify for Director Compensation. (Pages 59-62)

15. Lanikai Trunk Sewer Repair Project Preliminary Engineering Report

Receive and file the Lanikai Trunk Sewer Repair Project Preliminary Engineering Report completed by Infrastructure Engineering Corporation. (Pages 63-64)

16. Overview of Recommended Fiscal Year 2013 (FY 13) Budget.

Review and provide direction to staff as appropriate. (Page 65, enclosure 16)

17. Ad Hoc Committee Recommendation Concerning Formation of Governance Committee.

Establish a standing Governance Committee and Eliminate the Employee Recognition Committee. (Pages 66-67)

18. Potential Change to the June 2012 Board of Directors Meeting Date

Discuss and take action, as appropriate. (Page 68)

19. Call for Nominations to the LAFCO and Special Districts Advisory Committee

Discuss and take action, as appropriate. (Pages 69-74)

INFORMATION ITEMS

20. Project Status Updates and Other Informational Reports

- A. "Eyes on Flow" Municipal Sewer and Water Magazine Article. (Pages 75-76)

21. Directors' Meetings and Conference Reports

- A. The 2012 Annual CWEA Conference was held at the Sheraton Grand in Sacramento, CA on April 17-20, 2012. (Page 77)
- B. The 2012 Spring CASA Conference was held at the Marriott Napa Valley Hotel in Napa, CA on April 24-27, 2012. (Page 78)
- C. CSDA Harassment Prevention AB 1825 Webinar Training was held at the District office on May 2, 2012. (Page 79)

22. General Manager's Report

23. General Counsel's Report

24. Board of Directors' Comments

25. Closed Session

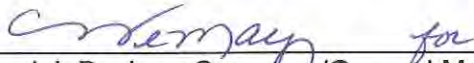
- A. Meet with General Manager Bushee and Administrative Services Manager LeMay to discuss the FY 2013 Informal Input Process regarding employee compensation, as authorized under Government Code Section 54957.6. (Confidential Enclosure)

26. Adjournment

AFFADAVIT OF POSTING

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

Date: May 3, 2012



Paul J. Bushee, Secretary/General Manager

MEMORANDUM

Ref: 12-3263

Date: May 3, 2012
To: Board of Directors
From: Paul J. Bushee, General Manager
Subject: **Presentations and Awards**



It is my pleasure to announce that Leucadia Wastewater District (LWD) continued its success by winning the California Water Environment Association's (CWEA) Collection System of Year Award for the state of California. CWEA presented LWD the award at the CWEA Annual Conference on Friday, April 20th at the Sacramento Convention Center. A brief summary of award follows:

Collection System of the Year (0-249 miles)

LWD was selected as California's top collection system in its size category. LWD's recent San Diego section award was a significant accomplishment; however, winning the state is an even bigger honor. This award is a tribute to staff's hard work not only for this past year, but previous years as well. This is the 4th time that LWD has received the Statewide Award since 2004. The State Collection System of the Year Award meets an organizational objective of the LWD's Incentive Program; therefore, staff is eligible for a \$300 incentive award.

Please join me in congratulating LWD as a whole for this outstanding accomplishment.

PJB:

Attachment

In recognition of

LEUCADIA WASTEWATER DISTRICT

for outstanding professional accomplishments

**Collection System of the Year, Small
1st Place**

*Presented at the Annual Conference
of the California Water Environment Association
Sacramento, California
April 18- 20, 2012*



A handwritten signature in black ink that reads "Jody Allen". The signature is fluid and cursive.

Jody Allen, CWEA President

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting

April 11, 2012

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, April 11, 2012 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

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

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, District Counsel Wayne Brechtel, Technical Services Manager Robin Morishita, Administrative Services Manager Chuck LeMay, Field Services Superintendent Jeff Stecker, Executive Assistant Trisha Hill, District Engineer Steve Deering, District CPA Richard Duffey, and Jeff Bills with Confidence Consulting.

3. Pledge of Allegiance**4. Public Comment**

GM Bushee stated that there are no speaker's slips, but Mr. Jeff Bills of Confidence Consulting is present and he will speak later in the agenda.

5. Approval of Agenda

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

6. Presentations and Awards

A. California Society of Municipal Finance Officers awarded the District the Outstanding Financial Reporting Award for the Fiscal Year Ending June 30, 2011.

GM Bushee presented the award to President Hanson and thanked CPA Duffey and AT Maggie McEniry for their hard work on the financial reporting. President Hanson added that she was very pleased that the District received this recognition.

The Board of Directors congratulated the District for their efforts.

CONSENT CALENDAR**7. Approval of Board and Committee Minutes**

Minutes of the following meetings:

March 14, 2012 Regular Board Meeting

March 19, 2012 Community Affairs Committee Minutes

March 29, 2012 Ad Hoc Committee Meeting

April 2, 2012 Engineering Committee Meeting

8. Approval of Demands for March 2012/April 2012

Payroll Checks numbered 15988-16047; General Checking – Checks numbered 42201-42322

9. Operations Report (A copy was included in the original April 11, 2012 Agenda)

10. Finance Report (A copy was included in the original April 11, 2012 Agenda)

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

EWA and COMMITTEE REPORTS

11. Encina Wastewater Authority (EWA) Reports

A. Encina Wastewater Authority Report – March 28, 2012.

Vice President Sullivan reported on EWA's March 28, 2012 Board meeting. She noted that EWA's Finance Manager retired recently and EWA is outsourcing those financial duties to Leaf & Cole, LLP.

B. Member Agency Manager (MAM) Meeting – April 3, 2012.

GM Bushee reported on the MAM's April 3, 2012 meeting.

12. Committee Reports

A. Ad Hoc Committee (AHC) was held on March 29, 2012.

Director Omsted reported that the AHC met on March 29th to discuss the roles and responsibilities of LWD's standing committees. He stated that the committee considered the following:

- Eliminating the Employee Recognition Committee and adding those committee responsibilities to the Human Resources Committee;
- Renaming the Investment & Finance Committee (IFC) to Policy & Finance Committee and including responsibilities to review appropriate District policies;
- Establishing an Executive/Governance Committee (and not changing the IFC); and
- Rotate committee membership that would include the Encina Wastewater Authority members.

He also stated that the AHC directed staff to survey those agencies that rotate committee membership and provide that information at the next meeting.

Director Kulchin asked the AHC when will they reach a decision on whether the District should establish a Governance Committee. Director Omsted estimated that the AHC should have decision by next month.

GM Bushee stated that the next AHC meeting is scheduled for Monday and staff is planning

to include an agenda item at the May Board meeting. President Hanson provided additional information that was discussed at the last AHC regarding the rotation of committee assignments.

B. Engineering Committee meeting was held on April 2, 2012.

Director Juliussen reported that the EC met on April 2, 2012. He stated that the EC reviewed staff's recommendation to purchase a closed circuit television (CCTV) inspection truck, noting that this item will be reviewed by Board later in the agenda.

He also reported that the EC reviewed staff's recommendation to transfer \$40,000 in capital funds from the Lateral Replacement account to the Miscellaneous Pipeline/Manhole Repair account. He noted that this will be reviewed by the Board later in the agenda.

In addition, he also stated that the EC reviewed the preliminary FY 2013 Capital Budget and agreed with the budget. He noted that during the meeting, he requested that staff consider adding funding for a diesel fuel storage tank on site to fuel standby generators and vactor trucks in case of an emergency and staff agreed to include funding for the evaluation of a diesel fuel storage tank.

The EC also received a status update on the Via Palacio Offset Joint Repair project.

ACTION ITEMS

13. Board of Directors Strategic Planning Workshop Report

Receive and file the Board of Director's Strategic Planning Workshop Summary Report.

Mr. Bills presented an overview of the Strategic Planning Workshop. He noted that the written summary was included in the agenda and asked if there were any questions on the summary.

VP Sullivan stated that during the workshop the Board covered more issues than other workshops and the workshop went very well.

Mr. Bills also provided a brief summary of a recent survey of 128 Board members regarding characteristics of successful Boards. He stated that the top three characteristics were willingness to discuss difficult issues, respect and trust of one another and issues of knowledge.

Director Kulchin thanked Mr. Bills for facilitating the workshop noting that he did an excellent job. Director Omsted stated that he would like for Mr. Bills to conduct a survey later on in the year, but he will provide more details later after he discusses the survey with the Board members.

Following discussion, upon a motion duly made by Director Juliussen, seconded by Director Kulchin, and carried, the Board of Directors received and filed the Board of Director's Strategic Planning Workshop Summary Report.

14. Award of Purchase Contract to Cues West for a New Closed Circuit Television Inspection Truck.

Authorize the General Manager to execute an agreement with Cues West for the purchase of a new Close Circuit TV (CCTV) Inspection Truck in an amount not to exceed \$234,000.

Field Services Superintendent Stecker presented this item. He stated that at the last Board meeting, the Board authorized a Mid-Fiscal Year 2012 appropriation for the purchase of a new Closed Circuit Television Inspection Truck. He stated that staff received two quotes, one from Plumbers Depot and the other from Cues West. He stated that Cues West had the lower quote in the amount of \$233,619.71.

Following discussion, upon a motion duly made by Director Kulchin, seconded by Vice President Sullivan, and carried, the Board of Directors authorized the General Manager to execute an agreement with Cues West for the purchase of a new closed circuit television inspection truck in the amount not to exceed \$234,000.

15. Transfer of Capital Funds

Authorize a transfer of \$40,000 in capital funds from the Lateral Replacement/Backflow Preventer Program, 50-51-323-6499 to the Miscellaneous Pipeline/Manhole Repair account, 50-51-077-6499.

TSM Morishita presented this item stating that the EC reviewed it at their April 2, 2012 meeting. He stated that during the recent CCTV inspection program versus hydro-cleaning analysis, staff found several pipeline defects. He provided a description of the pipeline defects, noting the that the repairs were completed at the same time as other budgeted projects which depleted the account. He added that staff believes that the remaining \$39,715 in the lateral replacement/backflow preventer program is sufficient to cover lateral reimbursements requests for the remainder of the fiscal year.

Following discussion, upon a motion duly made by Vice President Sullivan, seconded by Director Omsted, and carried, the Board of Directors authorized a transfer of \$40,000 in capital funds from the Lateral Replacement/Backflow Preventer Program, 50-51-323-6499 to the Miscellaneous Pipeline/Manhole Repair account, 50-51-077-6499.

16. Award Teacher Grants

Award five Teacher Grants totaling \$4,376.88.

EA Hill presented this item stating that the CAC reviewed seven teacher grant applications at their March 19, 2012 meeting. She stated that the CAC and staff agreed to award five grants total \$4,376.88. The FY 12 budget includes \$5,000 to fund five grants.

Following discussion, upon a motion duly made by Director Juliussen, seconded by Vice President Sullivan, and carried, the Board of Directors awarded five Teacher Grants totaling \$4,376.88.

17. Board of Directors Compensation Adjustment

Discuss and take action as appropriate.

ASM LeMay presented this item stating that the California Water Code allows public officials to adjust their stipend 5% per year calendar year. He noted that the last adjustment occurred in 2009 and that the Board is eligible for an adjustment not to exceed 15%. He stated that this item is for Board discussion and to provide direction for staff so that a public hearing can be posted, if required.

Director Omsted stated that based on the Board stipend survey, he believes the current Board compensation amount is within the range. Director Juliussen agreed indicating that the Board stipend should remain the same.

Directors Kulchin and Sullivan agreed to increase the stipend from \$173 to \$180, since the Board of Directors has not received an increase since 2009.

Following discussion, upon a motion duly made by Vice President Sullivan, seconded by Director Kulchin, and carried by Director Omsted, with Director Juliussen and President Hanson voting no, the Board of Directors authorized staff to prepare, notice and schedule a public hearing for the May 2012 Board meeting.

18. Discussion of Potential General Manager Compensation Ad Hoc Committee.

Discuss and provide direction as appropriate.

Director Omsted stated there may not be a need for a General Manager Compensation Ad Hoc Committee after the Board of Directors meet in closed session later in the agenda. The Board of Directors agreed to return to this item, if necessary following the closed session.

INFORMATION ITEMS

19. Project Status Updates and Other Informational Reports

A. Emails regarding LWD's Downstream Newsletter.

GM Bushee stated that the District received additional positive feedback from LWD customers.

B. March 20, 2012 Public Forum Recap.

GM Bushee presented a brief recap of the March 20, 2012 Public Forum, noting that two members of the public attended and only one person was an LWD customer. He stated that this was the second Public Forum that the District hosted and only one person attended the first public forum.

Director Omsted requested a copy of the presentation during the Public Forum. He stated that the presentation was in an excellent format.

GM Bushee suggested that the District should not host another Public Forum based on the low attendance. Following discussion, the Board of Directors agreed not to hold another

Public Forum.

20. Directors' Meetings and Conference Reports

- A. The 2012 Annual Wateruse Conference was held at the Sheraton Grand in Sacramento, CA.

Vice President Sullivan reported on a session presented by the San Diego County Water Authority that discussed dual plumbing for residents in San Diego. She also discussed other topics and issues with water and recycled water.

Director Juliussen stated that the conference presented very informative topics.

Director Omsted reported on the sessions that he attended indicating that they provided additional information regarding indirect to direct potable reuse.

21. General Manager's Report

The following items were reported:

- GM Bushee will present the LWD's Lateral Grant Program at the upcoming CWEA Conference
- CWEA held a training session at the District's offices today and they requested to use our facilities on August 15th to hold their 50th Collection System training.
- Albertson's requested to use the District's parking lot during a weekend in June for their open house event and staff will coordinate with Albertson's.
- CSDA Quarterly meeting is scheduled for May 17th at the Marriott in Kearney Mesa from 6PM – 9PM. EA Hill noted that she will send an email requesting an RSVP. GM Bushee noted that staff will carpool to the meeting.

22. General Counsel's Report

General Counsel Brechtel reported that the State Regional Quality Control Board has postponed amending the Collection Systems Statewide WDR. He also reported that the FPCC amended its regulations relating to Board members appointing themselves on committee assignments. He explained the changes to the regulations and noted that the Board Staff Relations Policy will be amended based on these changes. Staff will present the updated policy to the Board for approval.

23. Board of Director's Comments

None.

24. Closed Session

- A. Personnel matters as authorized by Government Code 54957 to review General Manager Compensation.

General Counsel Brechtel reported that the Board of Directors met in closed session and there was no reported action taken. He also reported that the Board of Directors agreed there was no need to discuss the previous item 18) Discussion of Potential General Manager Compensation Ad Hoc Committee.

25. Adjournment

President Hanson adjourned the meeting at 6:25 p.m.

Judy Hanson, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
Minutes of a Human Resource Committee Meeting
April 12, 2012

A meeting of the Human Resource Committee (HRC) of Leucadia Wastewater District (LWD) was held April 12, 2012 at 8:30 a.m., at the LWD Administration Office located at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

Chairperson Kulchin called the meeting to order at 8:30 p.m.

2. Roll Call

DIRECTORS PRESENT: Kulchin and Hanson
DIRECTORS ABSENT: None
OTHERS PRESENT: General Manager Paul Bushee and Administrative Services Manager Chuck LeMay

3. Public Comment

No public comment was received.

4. New Business

None.

5. Closed Session

- A. Meet with General Manager Bushee and Administrative Services Manager LeMay to discuss the FY 2013 Informal Input Process as authorized under Government Code Section 54957.6

Following closed session, there was no reportable action.

6. Information Items

None.

7. Director's Comments

None.

8. General Manager's Comments

None.

9. Adjournment

Chairperson Kulchin adjourned the meeting at approximately 9:35 a.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Ad Hoc Committee Meeting
 April 16, 2012

A meeting of the Ad Hoc Committee (AHC) of the Leucadia Wastewater District (LWD) was held April 16, 2012 at 1:30 p.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

President Hanson called the meeting to order at 1:30 p.m.

2. Roll Call

DIRECTORS PRESENT: Hanson and Omsted

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services Manager Chuck LeMay and Executive Assistant Trisha Hill.

3. New Business

A. Consideration Governance/Executive Committee Formation – Meeting No. 4 Follow-up

GM Bushee stated that at the previous AHC meeting, staff was directed to follow up on the survey regarding the rotation of committees and draft a rotation schedule for LWD committees. He indicated that a summary of how other agencies was included in the agenda, along with a draft rotation schedule for LWD.

President Hanson indicated that based on her review of the information provided, other agencies and LWD have a similar process for establishing committee membership.

The Committee reviewed the draft rotation schedule and agreed that, if a Governance Committee is established, one of their duties would be to establish a formal rotation schedule. In addition, the committee agreed that the committee members would be the President and Vice President.

Director Omsted stated that he would like to recommend to the Board of Directors that a Governance Committee be established and the Employee Recognition Committee be eliminated. The Committee discussed this in detail and agreed on the following duties of the Governance Committee:

- General policies not related to a specific department area (i.e.: Finance, Human Resources, Engineering)
- Legislative issues
- Board of Director (new member) orientation
- Strategic planning to include facilitator selection
- Annual planning of employee events
- Committee member appointments
- General Manager evaluation

The Committee requested that staff draft a memo to the Board of Directors recommending that a Governance Committee be established. They also requested that this memo be forwarded to the AHC committee members for review before it's included in the Board agenda. GM Bushee agreed to do so.

4. Directors' Comments

None.

5. General Manager's Comments

None.

6. Adjournment

President Hanson adjourned the meeting at 2:08 p.m.

Paul J. Bushee
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
Minutes of an Investment & Finance Committee Meeting
April 30, 2012

A meeting of the Investment & Finance Committee (IFC) of the Leucadia Wastewater District (LWD) was held Monday, April 30, 2012 at 9:00 a.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

Chairperson Hanson called the meeting to order at 9:00 a.m.

2. Roll Call

DIRECTORS PRESENT: Hanson and Omsted

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services Manager Chuck LeMay, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Trisha Hill, and CPA Richard Duffey with Brownell and Duffey

3. Public Comment

No public comment was received.

4. New Business

A. Review of the Recommended Fiscal Year 2013 (FY 13) Operations Budget.

GM Bushee stated that during this meeting, staff will present an overview of the draft FY 13 Operations Budget. He noted that other committees would review other sections of the budget.

ASM LeMay presented an overview of the FY 13 Operations Budget. He provided the revenue projections and operation expenses for the wastewater, recycled water and the Batiquitos facility enterprises. He noted that after the delivery of the agenda, he received EWA's updated operating expenses which increased \$18,396 or 1%.

TSM Morishita and Superintendent Stecker also provided additional information for the increase in the wastewater operating supplies and repair and maintenance accounts.

GM Bushee noted that over the last few years, the budgets have been steady and have not increased significantly.

President Hanson stated that she would like to see the totals for each enterprise and the overall budget total. GM Bushee stated that the budget includes this information and staff will present this to the Board. There was no action taken.

5. Information Items

None.

6. Directors' Comments

None.

7. General Manager's Comments

GM Bushee stated that Union Tribune printed an article in Sunday's paper regarding cities and schools having large reserve accounts. He noted that a few months ago, he was interviewed by the Union Tribune about LWD's reserve account, but the District was not mentioned in the article.

8. Adjournment

Chairperson Hanson adjourned the meeting at 9:43 a.m.

Paul J. Bushee
Secretary/General Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 May 1, 2012

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held Tuesday, May 1, 2012 at 8:30 a.m., at the LWD Administration Office located at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Juliussen and Kulchin
 DIRECTORS ABSENT: None
 OTHERS PRESENT: General Manager Paul Bushee; Technical Services Manager Robin Morishita; Administrative Services Manager Chuck LeMay; Field Services Superintendent Jeff Stecker; Field Services Supervisor Marvin Gonzalez; District Engineer Steve Deering; and Robert Weber from Infrastructure Engineering Corporation.

3. Public Comment

No public comment was received.

4. New Business

A. Receive and file the Lanikai Trunk Sewer Repair Project Preliminary Engineering Report completed by Infrastructure Engineering Corporation.

Robert Weber, IEC, presented the results of the Preliminary Engineering Report (PER). Five (5) alternatives for the project were evaluated in the PER. The alternative to bypass the flow using the Recycled Water Force Main (B1) and to line the segment with a Cured-in-Place Pipe (CIPP) liner was selected. The EC agreed with staff and recommended that the Board receive and file the PER.

B. Discuss the final FY 2013 Capital Budget.

TSM Morishita presented the final Fiscal Year 2013 (FY13) Capital Acquisition and Capital Improvement Program budgets. The EC discussed the final version of both budgets and was satisfied with the amounts being requested. The Capital Acquisition and Capital Improvement budgets will be submitted to the Board for final approval.

5. Information Items

A. Occidental Pipeline Repair Project Update

TSM Morishita informed the EC that the City of Carlsbad canceled the Occidental Pipeline Repair contract with Charles King Company. Carlsbad indicated that the contract was challenged because of prevailing wage issues. The contract was bid as a non-prevailing wage project because Carlsbad is a charter city. However, since the District and City of Encinitas are providing funds

for the project the non-prevailing wage classification of the contract was challenged.

6. Director's Comments

Chairperson Juliussen congratulated staff on receiving the 2011 CWEA Small Collection System of the Year Award.

7. General Manager's Comments


None.

8. Adjournment

Chairperson Juliussen adjourned the meeting at approximately 9:25 a.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

MEMORANDUM

DATE: May 3, 2012
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Approval of April/May Demands

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve checks and electronic payments totaling **\$ 935,015.44**
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the months April 6, 2012 – May 3, 2012.

Operating expenses totaled **\$803,041.73** while Capital Improvement Program expenses totaled **\$ 45,057.50**.

Payroll for employees and the Board totaled **\$ 86,916.21**.

Attached please find a year to date Employee and Board Payroll Report from April 2011 to May 2012 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 April/May 2012
Attachment 2	Accounts Payable Check Register dated April 9, 2012
Attachment 3	Accounts Payable Check Register dated April 16, 2012
Attachment 4	Payroll Check Register dated April 18, 2012
Attachment 5	Accounts Payable Check Register dated April 25, 2012
Attachment 6	Accounts Payable Check Register dated May 1, 2012
Attachment 7	Payroll Check Register dated May 2, 2012
Attachment 8	Board Payroll Check Register dated May 4, 2012
Attachment 9	Year to Date Employee and Board Payroll Report

DEMANDS SUMMARY

May 9, 2012

1. Demands

<u>Category</u>	<u>Check #s</u>	<u>Amount</u>	<u>Total</u>
Payroll Check - 4/18/2012	16048 - 16065	\$ 40,110.91	
Payroll Check - 5/2/2012	16066 - 16083	\$ 42,097.91	
Board Payroll Check - 5/4/2012	16084 - 16088	\$ 4,707.39	
	Total		\$86,916.21
General Checking - 4/9/2012	42323 - 42360	\$ 653,560.53	
General Checking - 4/16/2012	42361 - 42389	\$ 37,990.84	
General Checking - 4/25/2012	42390 - 42431	\$ 123,300.98	
General Checking - 5/1/2012	42432 - 42446	\$ 33,246.88	
	Total		\$848,099.23
			\$935,015.44
	Grand Total		\$935,015.44

VOIDED CHECK

42404 reissued 42431

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
42323- 2547	1	4/09/2012	10221 ADS LLC		
	1		45507 CONTRACT-DATA COLLE FLOW METER	3,570.00	12562.22-0312
42323- 2547	1	4/09/2012	Logged *** Total ***	3,570.00	
42324- 2547	2	4/09/2012	10570 ANTIMITE TERMITE & PEST CONTRO		
	2		45515 MONTHLY PEST SERVICE-APRIL	53.00	PEST-4/3/12
42324- 2547	2	4/09/2012	Logged *** Total ***	53.00	
42325- 2547	3	4/09/2012	11550 BOOT WORLD, INC		
	3		45535 SAFETY BOOTS-S. KRASON	87.26	1086405IN
42325- 2547	3	4/09/2012	Logged *** Total ***	87.26	
42326- 2547	4	4/09/2012	11650 BROWNELL AND DUFFEY CPA		
	4		45504 CONTRACT-ACCOUNTING SERVICES	6,308.50	040212
42326- 2547	4	4/09/2012	Logged *** Total ***	6,308.50	
42327- 2547	5	4/09/2012	12021 CAL PUBLIC EMPLOYEES' RETIRE S		
	5		45540 PERS SIDEFUND PAYOFF	618,212.00	ID#6826615640
42327- 2547	5	4/09/2012	Logged *** Total ***	618,212.00	
42328- 2547	6	4/09/2012	12065 CARLSON & BEAULOYE		
	6		45500 SERVICE FOR AWT SAND FILTER CO	719.86	45736
42328- 2547	6	4/09/2012	Logged *** Total ***	719.86	
42329- 2547	7	4/09/2012	12510 WASTE MANAGEMENT		
	7		45511 MONTHLY TRASH SERVICE	205.64	10813410274-9
42329- 2547	7	4/09/2012	Logged *** Total ***	205.64	
42330- 2547	8	4/09/2012	12814 CUES, INC		
	8		45502 OPEN PO-REPAIRS TO CCTV	218.75	363654
42330- 2547	8	4/09/2012	Logged *** Total ***	218.75	
42331- 2547	9	4/09/2012	13071 DATCO		
	9		45497 OPEN PO-SERVICE FEES AND TESTI	273.00	85056
42331- 2547	9	4/09/2012	Logged *** Total ***	273.00	
42332- 2547	10	4/09/2012	13072 DATA NET		
	10		45513 IS MAINT AND SUPPORT	447.50	9742311
42332- 2547	10	4/09/2012	Logged *** Total ***	447.50	
42333- 2547	11	4/09/2012	14528 ELECTRIC MOTOR SPECIALISTS, IN		
	11		45501 RUELAND 20hp MOTOR DISMANTLE/B	1,263.77	4431
42333- 2547	11	4/09/2012	Logged *** Total ***	1,263.77	
42334- 2547	12	4/09/2012	14840 EWING IRRIGATION PRODUCTS		
	12		45539 SUPPLIES FOR AWT	61.67	4521703
42334- 2547	12	4/09/2012	Logged *** Total ***	61.67	
42335- 2547	13	4/09/2012	15066 CRAIG FARRELL		
	13		45542 ADVANCE FOR CWEA CONF	209.00	CWEA-C.FARRELL
42335- 2547	13	4/09/2012	Logged *** Total ***	209.00	

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
42336- 2547	14	4/09/2012	16514 GABRIEL MENDEZ		
	14		45534 REIMBURSE FOR SAFETY BOOTS	44.86	G. MENDEZ
42336- 2547	14	4/09/2012	Logged	*** Total ***	44.86
42337- 2547	15	4/09/2012	18150 ICMA RETIREMENT-303979		
	15		45527 DEFERRED COMP-ICMA	3,430.67	ICMA-4/4/12
42337- 2547	15	4/09/2012	Logged	*** Total ***	3,430.67
42338- 2547	16	4/09/2012	18561 U.S. BANK		
	16		45541 CREDIT CARD-CONFER, MEETINGS.	1,275.72	US BANK-3/22/12
42338- 2547	16	4/09/2012	Logged	*** Total ***	1,275.72
42339- 2547	17	4/09/2012	19775 ALLAN JULIUSSEN		
	17		45531 TRAVEL REIMBURSED-WATERUSE CON	475.71	2012-WATERUSE
42339- 2547	17	4/09/2012	Logged	*** Total ***	475.71
42340- 2547	18	4/09/2012	22214 MITSUBISHI ELECTRIC & ELECTRON		
	18		45537 ELEVATOR MAINT/SERVICE	255.00	223267
42340- 2547	18	4/09/2012	Logged	*** Total ***	255.00
42341- 2547	19	4/09/2012	22523 MICHAEL MC NERNEY		
	19		45523 REFUND TO DEV #683	1,183.75	MCNERNEY
42341- 2547	19	4/09/2012	Logged	*** Total ***	1,183.75
42342- 2547	20	4/09/2012	23068 NATIONWIDE RETIREMENT SOLUTION		
	20		45524 DEFERRED COMP-NATIONWIDE	211.19	NATION-4/4/12
42342- 2547	20	4/09/2012	Logged	*** Total ***	211.19
42343- 2547	21	4/09/2012	24440 OLIVENHAIN MUNICIPAL WATER DIS		
	21		45516 WATER @ VP7 PS	60.68	09049026-VP7
	21		45517 WATER @ TRAVELING 2	210.98	06001544-TRAVEL
	21		45518 WATER @ E.E. PS	57.15	10076214-EEPS
	21		45519 WATER @ VP5 PS	34.89	03011148700-VP5
	21		45520 WATER @ TRAVELING	235.93	06001551070-VAC
42343- 2547	21	4/09/2012	Logged	*** Total ***	599.63
42344- 2547	22	4/09/2012	24528 DONALD OMSTED		
	22		45532 TRAVEL REIMBURSED-DO-WATERUSE	43.48	2012 WATERUSE
42344- 2547	22	4/09/2012	Logged	*** Total ***	43.48
42345- 2547	23	4/09/2012	25010 AT&T		
	23		45509 DIAL IN MODEM	143.44	6327047006-3/12
	23		45510 DIAL IN MODEM-NEW	119.47	4792130272-3/12
	23		45521 PHONE @ BPS PS	180.02	9423888001-BPS
42345- 2547	23	4/09/2012	Logged	*** Total ***	442.93
42346- 2547	24	4/09/2012	25425 PLANT PEOPLE		
	24		45499 OPEN PO-CONTRACT-MAINTAIN PLAN	158.00	4120316
42346- 2547	24	4/09/2012	Logged	*** Total ***	158.00
42347- 2547	25	4/09/2012	25680 PRUDENTIAL OVERALL SUPPLY		
	25		45512 LAUNDRY/JANITORIAL SUPPLIES	90.77	130302983

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
42347- 2547	25	4/09/2012	Logged		90.77	
				*** Total ***		
42348- 2547	26	4/09/2012	27910	PROFORMA PRINT & PROMOTIONS		
	26		45536	A/P CHECKS	385.96	0282021591
42348- 2547	26	4/09/2012	Logged		385.96	
				*** Total ***		
42349- 2547	27	4/09/2012	28070	SAN DIEGUITO WATER DISTRICT		
	27		45525	WATER @ TANKER	43.78	TK645-MARCH'12
	27		45526	WATER @ TANKER 2	103.48	TK896-MARCH'12
42349- 2547	27	4/09/2012	Logged		147.26	
				*** Total ***		
42350- 2547	28	4/09/2012	28537	SMITH & LOVELESS, INC		
	28		45533	PARTS FOR VP7	91.97	82017
42350- 2547	28	4/09/2012	Logged		91.97	
				*** Total ***		
42351- 2547	29	4/09/2012	28704	STAPLES BUSINESS ADVANTAGE		
	29		45538	OFFICE SUPPLIES-TONERS	412.53	8021418618
42351- 2547	29	4/09/2012	Logged		412.53	
				*** Total ***		
42352- 2547	30	4/09/2012	28844	ELAINE SULLIVAN		
	30		45530	TRAVEL REIMBURSED-WATERUSE CON	271.42	2012-WATERUSE-
42352- 2547	30	4/09/2012	Logged		271.42	
				*** Total ***		
42353- 2547	31	4/09/2012	29716	TRG & ASSOCIATES		
	31		45505	OPEN PO-PUBLIC INFORMATION	1,942.50	11-0312
42353- 2547	31	4/09/2012	Logged		1,942.50	
				*** Total ***		
42354- 2547	32	4/09/2012	30515	UNIFIRST CORPORATION		
	32		45506	OPEN PO-CONTRACT-UNIFORMS	189.03	3600923654
42354- 2547	32	4/09/2012	Logged		189.03	
				*** Total ***		
42355- 2547	33	4/09/2012	30520	UNDERGROUND SERVICE ALERT OF		
	33		45522	UNDERGROUND DIG ALERT	275.50	320120371
42355- 2547	33	4/09/2012	Logged		275.50	
				*** Total ***		
42356- 2547	34	4/09/2012	30580	UNITED WAY		
	34		45508	EMPLOYEE CONTRIBUTIONS	5.00	UNITED-4/20
42356- 2547	34	4/09/2012	Logged		5.00	
				*** Total ***		
42357- 2547	35	4/09/2012	30723	SIEMENS WATER TECH. CORP		
	35		45498	OPEN PO-BIOXIDE	9,089.55	900666922
42357- 2547	35	4/09/2012	Logged		9,089.55	
				*** Total ***		
42358- 2547	36	4/09/2012	31232	VERIZON WIRELESS		
	36		45528	CELL PHONES	266.19	1069376133
	36		45529	CELL PHONES	52.02	1069376132
42358- 2547	36	4/09/2012	Logged		318.21	
				*** Total ***		
42359- 2547	37	4/09/2012	31263	AMERICAN MESSAGING		
	37		45514	QTRLY PAGER SERVICE	527.78	L1417521MD
42359- 2547	37	4/09/2012	Logged		527.78	
				*** Total ***		

Run date: 04/05/2012 @ 14:19
Bus date: 04/09/2012

Leucadia Waste Water District
Check - Complete Detail

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
42360- 2547	38	4/09/2012	33227 XEROX CORPORATION		
	38		45503 OPEN PO-SERVICE/MAINT CONTRACT	62.16	060921007
42360- 2547	38	4/09/2012	Logged	62.16	
			*** Total ***	62.16	
				.00	
** Total check discount **				.00	
** Total check amount **				653,560.53	
** Total void discount **				.00	
** Total void amount **				.00	

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
42361- 2548	1	4/16/2012	10720 AT&T		
	1		45578 L.D. @ BPS	32.50	0192940472-3/12
42361- 2548	1	4/16/2012	Logged	*** Total ***	32.50
42362- 2548	2	4/16/2012	11314 BERGELECTRIC CORP		
	2		45546 OPEN PO-ELECTRICAL	354.66	13330.8TM-8
42362- 2548	2	4/16/2012	Logged	*** Total ***	354.66
42363- 2548	3	4/16/2012	11321 BARBARA GALAGUSZ		
	3		45579 REFUND OF PERMIT	3,775.02	B. GALAGUSZ
42363- 2548	3	4/16/2012	Logged	*** Total ***	3,775.02
42364- 2548	4	4/16/2012	12029 CWEA		
	4		45559 CWEA MEMBERSHIP RENEWAL-A.R.	132.00	ROBEY-2653
	4		45560 CWEA MEMBERSHIP RENEWAL-S.K.	132.00	KRASON-4244
42364- 2548	4	4/16/2012	Logged	*** Total ***	264.00
42365- 2548	5	4/16/2012	12360 CITY OF CARLSBAD		
	5		45576 WATER @ VACTOR 2	204.31	VACTOR2-MARCH
	5		45577 WATER @ VACTOR	184.87	VACTOR-MARCH
42365- 2548	5	4/16/2012	Logged	*** Total ***	389.18
42366- 2548	6	4/16/2012	12514 CONEXIS		
	6		45573 SEC 125 FLEX PLAN-MARCH	151.96	0312-OR5179
42366- 2548	6	4/16/2012	Logged	*** Total ***	151.96
42367- 2548	7	4/16/2012	12631 CORODATA		
	7		45549 OPEN PO-STORAGE	77.65	RS1480611
42367- 2548	7	4/16/2012	Logged	*** Total ***	77.65
42368- 2548	8	4/16/2012	12718 CHUCKS TIRE CENTER		
	8		45563 TIRES	216.90	64402
42368- 2548	8	4/16/2012	Logged	*** Total ***	216.90
42369- 2548	9	4/16/2012	13072 DATA NET		
	9		45571 IS MAINT AND SUPPORT	505.00	9742430
	9		45572 IS MAINT AND SUPPORT	136.53	9742318
42369- 2548	9	4/16/2012	Logged	*** Total ***	641.53
42370- 2548	10	4/16/2012	14120 PAUL ECKE CENTRAL FOUNDATION		
	10		45561 TEACHER GRANT-HANK STELZL	1,000.00	GRANT-STELZL
42370- 2548	10	4/16/2012	Logged	*** Total ***	1,000.00
42371- 2548	11	4/16/2012	14512 ENCINITAS UNIFIED SCHOOL DISTR		
	11		45568 TEACHER GRANT-GREENBERGER	811.00	GREENBERGER-
42371- 2548	11	4/16/2012	Logged	*** Total ***	811.00
42372- 2548	12	4/16/2012	16021 GREAT AMERICA LEASING CORP		
	12		45575 COPIER LEASE	1,002.74	12091720
42372- 2548	12	4/16/2012	Logged	*** Total ***	1,002.74
42373- 2548	13	4/16/2012	17552 THE HOME DEPOT CRC/GECF		

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
	13		45557 OPEN PO-MISC SUPPLIES	376.26	4022961
42373- 2548	13	4/16/2012	Logged *** Total ***	376.26	
42374- 2548	14	4/16/2012	18212 INFRASTRUCTURE ENGINEERING COR		
	14		45554 CONTRACT-BPS ENGINEERING SERVI	15,857.50	6267
42374- 2548	14	4/16/2012	Logged *** Total ***	15,857.50	
42375- 2548	15	4/16/2012	21112 LA COSTA CANYON PARENT FOUNDAT		
	15		45566 TEACHER GRANT-HONSBERGER	1,000.00	HONSBERGER-GRAN
42375- 2548	15	4/16/2012	Logged *** Total ***	1,000.00	
42376- 2548	16	4/16/2012	21314 LA COSTA HEIGHTS PTA		
	16		45565 TEACHER GRANTS-W. BRAM/D. PINT	565.88	BRAM/PINTER
42376- 2548	16	4/16/2012	Logged *** Total ***	565.88	
42377- 2548	17	4/16/2012	22355 MINUTEMAN PRESS		
	17		45564 DOOR HANGERS	262.59	2651569
42377- 2548	17	4/16/2012	Logged *** Total ***	262.59	
42378- 2548	18	4/16/2012	24224 OFFICE DEPOT, INC.		
	18		45550 OPEN PO-OFFICE SUPPLIES	152.19	603983815001
42378- 2548	18	4/16/2012	Logged *** Total ***	152.19	
42379- 2548	19	4/16/2012	24425 OLIVENHAIN PIONEER P.T.A.		
	19		45567 TEACHER GRANT-THOMAS BAUGH	1,000.00	T.BRAUGH GRANT
42379- 2548	19	4/16/2012	Logged *** Total ***	1,000.00	
42380- 2548	20	4/16/2012	25032 PALOMAR WATER		
	20		45574 WATER @ OFFICE	133.35	2229995
42380- 2548	20	4/16/2012	Logged *** Total ***	133.35	
42381- 2548	21	4/16/2012	26804 QUALITY CHEVROLET		
	21		45547 OPEN PO-VEHICLE TRUCK REPAIRS	595.26	CTCS428955
42381- 2548	21	4/16/2012	Logged *** Total ***	595.26	
42382- 2548	22	4/16/2012	27028 RANCH AND SEA POOL CARE		
	22		45552 FOUNTAIN MAINT 2011-2012	70.00	9147
42382- 2548	22	4/16/2012	Logged *** Total ***	70.00	
42383- 2548	23	4/16/2012	27511 ADAM ROBEY		
	23		45562 REIMBURSE A. R. FOR SAFETY BOO	83.67	BOOTS-ROBEY
42383- 2548	23	4/16/2012	Logged *** Total ***	83.67	
42384- 2548	24	4/16/2012	27729 RICHARD STINSON		
	24		45555 CONSTRUCTION MGMT BPS REHAB PR	650.00	48
	24		45556 FORCE MAIN CATHODIC PROTEC-CM	100.00	48-
	24		45558 CONTRACT PROJECT MANAGEMENT	1,900.00	48--
42384- 2548	24	4/16/2012	Logged *** Total ***	2,650.00	
42385- 2548	25	4/16/2012	30515 UNIFIRST CORPORATION		
	25		45553 OPEN PO-CONTRACT-UNIFORMS	169.60	3600925461
42385- 2548	25	4/16/2012	Logged *** Total ***	169.60	

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
42386- 2548	26	4/16/2012	30551 CARLSBAD FUELS CORPORATION		
	26		45551 OEPN PO - VEHICLE FUELS	2,161.13	20120327
42386- 2548	26	4/16/2012	Logged	*** Total ***	2,161.13
42387- 2548	27	4/16/2012	30723 SIEMENS WATER TECH. CORP		
	27		45570 SERVICE	167.47	900664954
42387- 2548	27	4/16/2012	Logged	*** Total ***	167.47
42388- 2548	28	4/16/2012	31312 V&A CONSULTING ENGINEERS		
	28		45548 FLOW MONITORING SERVICE @ SM C	1,200.00	13306
42388- 2548	28	4/16/2012	Logged	*** Total ***	1,200.00
42389- 2548	29	4/16/2012	32500 WORDEN WILLIAMS, APC		
	29		45569 LEGAL SERVICES/FEES-MARCH	2,828.80	31274
42389- 2548	29	4/16/2012	Logged	*** Total ***	2,828.80
				.00	
** Total check discount **				.00	
** Total check amount **				37,990.84	
** Total void discount **				.00	
** Total void amount **				.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: April 18, 2012

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
16048 - 16065	4/18/2012	\$40,110.91

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
42390- 2549	1	4/25/2012	10221 ADS LLC		
	1		45628 CONTRACT-DATA COLLE FLOW METER	3,570.00	12562.22-0412
42390- 2549	1	4/25/2012	Logged	*** Total ***	3,570.00
42391- 2549	2	4/25/2012	10714 ATEL COMMUNICATIONS, INC		
	2		45625 REPLACE VOICE MAIL PROCESSOR	2,809.49	REF#6401
42391- 2549	2	4/25/2012	Logged	*** Total ***	2,809.49
42392- 2549	3	4/25/2012	11314 BERGELECTRIC CORP		
	3		45592 OPEN PO-ELECTRICAL	181.40	13330.8TM-7
42392- 2549	3	4/25/2012	Logged	*** Total ***	181.40
42393- 2549	4	4/25/2012	11550 BOOT WORLD, INC		
	4		45594 SAFETY BOOTS-C. FARRELL	174.52	1086829-IN
42393- 2549	4	4/25/2012	Logged	*** Total ***	174.52
42394- 2549	5	4/25/2012	12112 JEFF BILLS		
	5		45586 CONTRACT-CONSULTING SERVICES	4,069.48	CC-4/5/12
42394- 2549	5	4/25/2012	Logged	*** Total ***	4,069.48
42395- 2549	6	4/25/2012	12350 CITY OF ENCINITAS		
	6		45581 RAISE 30 MANHOLES IN ENCINITAS	6,660.00	CMS 12A
42395- 2549	6	4/25/2012	Logged	*** Total ***	6,660.00
42396- 2549	7	4/25/2012	12522 COMMERCIAL FENCE & IRON WORKS		
	7		45589 REPLACE DAMAGED CONTROL BOARD	632.00	19315
42396- 2549	7	4/25/2012	Logged	*** Total ***	632.00
42397- 2549	8	4/25/2012	12814 CUES, INC		
	8		45624 CABLE ASSY, CONSUMABLES	3,710.94	364031
42397- 2549	8	4/25/2012	Logged	*** Total ***	3,710.94
42398- 2549	9	4/25/2012	13261 DEPT HEALTH SERVICES		
	9		45597 GRADE 1 WATER CERT-G. MENDEZ	70.00	MENDEZ-G1 WATER
	9		45598 GRADE 1 WATER CERT-A. ROBEBY	70.00	ROBEBY-G1 WATER
	9		45632 GRADE 1 WATER CERT-M.AVOLOS	70.00	AVOLOS-G1 WATER
42398- 2549	9	4/25/2012	Logged	*** Total ***	210.00
42399- 2549	10	4/25/2012	** unused **		
42400- 2549	11	4/25/2012	13822 DUDEK & ASSOCIATES		
	11		45636 GE/3252/798/HILTON	3,212.77	20121207
	11		45637 GE/3252/808/SEASIDE	870.00	20120923
	11		45638 GE/3252/830/NEPTUNE AVE	20.00	20120924
	11		45639 GE/3252/832/CHICK-FIL-A	30.00	20120935
	11		45640 GE/3252/833/STONE FLATS	60.00	20120925
	11		45641 GE/3252/834/COSTA AZUL	1,326.11	20120926
	11		45642 GE/3252/835/CHARLES ANNEX	822.50	20120927
	11		45643 GE/3252/753/L.C. CANYON & VIEW	577.50	20120919
	11		45644 GE/3252/737/HADAYAT ANNEX	5,521.65	20120918
	11		45645 GE/3252/770/VULCAN AVENUE	30.48	20121204
	11		45646 GE/3252/723/VULCAN OCEAN	857.50	20120917

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
	11		45647 GE/3252/839/HILLCREST	420.00	20120930
	11		45648 GE/3252/699/HYMETTUS	104.72	20120916
	11		45649 GE/3252/669/LEUCADIA GROVE	120.00	20120914
	11		45650 GE/3252/648/SHERIDEN	90.00	20120913
	11		45651 GE/3252/647/DAPHNE STREET	190.00	20120912
	11		45652 GE/3252/644/VULCAN TOWNHOMES	640.00	20120910
	11		45653 GE/3252/584/L.C CONDOS	218.88	20120909
	11		45654 GE/3252/791/TARGET	125.05	20121232
	11		45655 GE/3252/689/VULCAN AVE	195.00	20121231
	11		45656 GE/3252/807/WALMART	2,872.50	20121205
	11		45657 GE/3252/838/COPE ANNEX	1,310.00	20120929
	11		45658 GE/3252/840/CAUDOR STREET	480.00	20120931
	11		45659 GE/3252/841/NEPTUNE	480.00	20120932
42400-	2549	11	4/25/2012 Logged *** Total ***	20,574.66	
42401-	2549	12	4/25/2012 14410 EL CAMINO REAL SHELL ENCINITAS		
		12	45587 OPEN PO-VEHICLE FUELS	270.12	8728
		12	45618 OPEN PO-VEHICLE FUELS	74.11	8732
42401-	2549	12	4/25/2012 Logged *** Total ***	344.23	
42402-	2549	13	4/25/2012 15223 FEDERAL EXPRESS CORPORATION		
		13	45616 SHIPPING	37.63	78542148
42402-	2549	13	4/25/2012 Logged *** Total ***	37.63	
42403-	2549	14	4/25/2012 16514 GABRIEL MENDEZ		
		14	45595 REIMBURSE G. MENDEZ FOR TEST	50.00	MENDEZ-TEST
42403-	2549	14	4/25/2012 Logged *** Total ***	50.00	
42404-	2549	15	4/25/2012 17532 HOSTWAY BILLING CENTER		
		15	45630 QTRLY BILLING-APRIL-JULY	65.85	2947239
		15	45633 QTRLY BILLING-APRIL-JULY	65.85	2947239
42404-	2549	15	4/25/2012 Voided *** Total ***	131.70	
42405-	2549	16	4/25/2012 18150 ICMA RETIREMENT-303979		
		16	45600 DEFERRED COMP-ICMA	3,431.67	ICMA-4/18/12
42405-	2549	16	4/25/2012 Logged *** Total ***	3,431.67	
42406-	2549	17	4/25/2012 18212 INFRASTRUCTURE ENGINEERING COR		
		17	45599 ADDITIONAL SERVICES-GIS	610.00	6291
42406-	2549	17	4/25/2012 Logged *** Total ***	610.00	
42407-	2549	18	4/25/2012 22031 MAURICIO AVALOS		
		18	45631 REIMBURSE FOR TEST	50.00	M.A.-TEST-APRIL
42407-	2549	18	4/25/2012 Logged *** Total ***	50.00	
42408-	2549	19	4/25/2012 23068 NATIONWIDE RETIREMENT SOLUTION		
		19	45601 DEFERRED COMP-NATIONWIDE	211.19	NATION-4/18/12
42408-	2549	19	4/25/2012 Logged *** Total ***	211.19	
42409-	2549	20	4/25/2012 24111 ARC		
		20	45593 BPS PROJECT PLANS/SPECS	256.06	6344115
42409-	2549	20	4/25/2012 Logged *** Total ***	256.06	

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
42410- 2549	21	4/25/2012	25010 AT&T		
	21		45622 ODOR CONTROL MODEM	34.82	4364009-MODEM
	21		45660 OFFICE ELEVATOR,FIRE PANEL PHO	140.03	6333461-APR2012
42410- 2549	21	4/25/2012	Logged *** Total ***	174.85	
42411- 2549	22	4/25/2012	25260 PERS RETIREMENT		
	22		45634 BOARD RETIREMENT-3-30-12	279.16	4-30-12
42411- 2549	22	4/25/2012	Logged *** Total ***	279.16	
42412- 2549	23	4/25/2012	25260 PERS RETIREMENT		
	23		45635 EMPLOYEE RETIREMENT-4-1-2012	15,355.42	5-1-2012
42412- 2549	23	4/25/2012	Logged *** Total ***	15,355.42	
42413- 2549	24	4/25/2012	25612 PIPERIN CORPORATION		
	24		45629 REPAIRS TO MAINLINE @ VIA PALA	17,500.00	#1-VIA PALICIO
42413- 2549	24	4/25/2012	Logged *** Total ***	17,500.00	
42414- 2549	25	4/25/2012	26804 QUALITY CHEVROLET		
	25		45583 OPEN PO-VEHICLE TRUCK REPAIRS	181.36	CTCS429017
42414- 2549	25	4/25/2012	Logged *** Total ***	181.36	
42415- 2549	26	4/25/2012	27012 RANCHO SANTA FE SECURITY SYSTE		
	26		45603 ALARM/SECURITY SERVICE	258.00	486958
42415- 2549	26	4/25/2012	Logged *** Total ***	258.00	
42416- 2549	27	4/25/2012	27478 R. J. SAFETY SUPPLY CO., INC.		
	27		45590 OPEN PO-MISC SAFETY ITEMS	166.41	299464-00
42416- 2549	27	4/25/2012	Logged *** Total ***	166.41	
42417- 2549	28	4/25/2012	27511 ADAM ROBEY		
	28		45596 REIMBURSE A. ROBEY FOR TEST	50.00	ROBEY-TEST
42417- 2549	28	4/25/2012	Logged *** Total ***	50.00	
42418- 2549	29	4/25/2012	28020 SAN DIEGO GAS AND ELECTRIC		
	29		45605 ELECTRIC @ RVPS	143.23	3218-RVPS-MAR
	29		45606 ELECTRIC @ LCPS	866.90	5295-LCPS-MAR
	29		45607 GAS @ OFFICE	98.17	7294-OFFICE-MAR
	29		45608 ELECTRIC @ VP7	132.89	2554-VP7-MAR
	29		45609 ELECTRIC @ SPS	709.39	2278-SPS-MAR
	29		45610 GAS @ EEPS	.91	4741-EEPS-MAR
	29		45611 ELECTRIC @ EEPS	596.26	7448-EEPS-MAR
	29		45612 ELECTRIC @ VP5	267.47	3154-VP5-MAR
	29		45613 ELECTRIC @ LPS/OFFICE	10,890.18	6377-LPS/OFFICE
	29		45619 ELECTRIC @ EEPS	597.95	9747-EEPS
	29		45620 ELECTRIC @ DIANA PS	346.73	2208-DIANA PS
	29		45621 ELECTRIC @ AVOCADO PS	103.67	6524-APS
42418- 2549	29	4/25/2012	Logged *** Total ***	14,753.75	
42419- 2549	30	4/25/2012	28020 SAN DIEGO GAS AND ELECTRIC		
	30		45604 ELECTRIC @ BPS	11,502.52	0466-BPS-MAR'12
42419- 2549	30	4/25/2012	Logged *** Total ***	11,502.52	

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
42420- 2549	31	4/25/2012	28615 SPECIALTY SEALS & ACCESSORIES.		
	31		45584 DOUBLE SEAL CARBON VS CERAMIC	745.63	30015
42420- 2549	31	4/25/2012	Logged *** Total ***	745.63	
42421- 2549	32	4/25/2012	29225 TELEPACIFIC COMMUNICATIONS		
	32		45614 PHONE SYSTEM MONTHLY CHARGES	991.99	36316047-0
42421- 2549	32	4/25/2012	Logged *** Total ***	991.99	
42422- 2549	33	4/25/2012	29630 TRI COMMUNITY ANSWERING SERVIC		
	33		45661 ANSWERING SERVICE-APRIL	90.00	TRI-4/20/12
42422- 2549	33	4/25/2012	Logged *** Total ***	90.00	
42423- 2549	34	4/25/2012	29814 TIERRA VERDE RESOURCES, INC		
	34		45617 DISTRCIT CAMPUS LANDSCAPE MAIN	730.00	056850
42423- 2549	34	4/25/2012	Logged *** Total ***	730.00	
42424- 2549	35	4/25/2012	30515 UNIFIRST CORPORATION		
	35		45591 OPEN PO-CONTRACT-UNIFORMS	163.60	3600927292
	35		45627 OPEN PO-CONTRACT-UNIFORMS	165.32	3600929111
42424- 2549	35	4/25/2012	Logged *** Total ***	328.92	
42425- 2549	36	4/25/2012	30551 CARLSBAD FUELS CORPORATION		
	36		45588 OEPN PO - VEHICLE FUELS	1,957.41	20120413
42425- 2549	36	4/25/2012	Logged *** Total ***	1,957.41	
42426- 2549	37	4/25/2012	30580 UNITED WAY		
	37		45602 EMPLOYEE CONTRIBUTIONS	5.00	UNITED-4/18/12
42426- 2549	37	4/25/2012	Logged *** Total ***	5.00	
42427- 2549	38	4/25/2012	30723 SIEMENS WATER TECH. CORP		
	38		45626 MOTOR FOR C12 ANALYZERS	628.94	900696188
42427- 2549	38	4/25/2012	Logged *** Total ***	628.94	
42428- 2549	39	4/25/2012	32220 WATER ENVIRONMENT FEDERATION		
	39		45615 2012-13 WEF MEMBERSHIP RENEWAL	220.00	WEF-1627261-PB
42428- 2549	39	4/25/2012	Logged *** Total ***	220.00	
42429- 2549	40	4/25/2012	32347 DEXTER WILSON ENGINEERING		
	40		45582 UPDATE ASSET MANAGEMENT PLAN	9,050.00	0312.03.1846
42429- 2549	40	4/25/2012	Logged *** Total ***	9,050.00	
42430- 2549	41	4/25/2012	35310 DAN ZIAGOS		
	41		45585 LATERAL REIMBURSEMENT	682.50	DZ-LATERAL
42430- 2549	41	4/25/2012	Logged *** Total ***	682.50	
42431- 2550	1	4/25/2012	17532 HOSTWAY BILLING CENTER		
	1		45630 QTRLY BILLING-APRIL-JULY	65.85	2947239
42431- 2550	1	4/25/2012	Logged *** Total ***	65.85	

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
				.00	
** Total check discount **				.00	
** Total check amount **				123,300.98	
** Total void discount **				.00	
** Total void amount **				131.70	

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
42432- 2551	1	5/01/2012	12005 CSDA-SAN DIEGO CHAPTER		
	1		45671 CSDA SD CHAPTER MEMBER RENEW-1	150.00	1221
42432- 2551	1	5/01/2012	Logged *** Total ***	150.00	
42433- 2551	2	5/01/2012	12589 CA SDU		
	2		45678 CHILD SUPPORT-A.B.	516.12	SUPPORT-APRIL
42433- 2551	2	5/01/2012	Logged *** Total ***	516.12	
42434- 2551	3	5/01/2012	12718 CHUCKS TIRE CENTER		
	3		45672 TIRES	222.13	64641
42434- 2551	3	5/01/2012	Logged *** Total ***	222.13	
42435- 2551	4	5/01/2012	12814 CUES, INC		
	4		45666 OPEN PO-REPAIRS TO CCTV	308.08	365008
42435- 2551	4	5/01/2012	Logged *** Total ***	308.08	
42436- 2551	5	5/01/2012	13327 DEPARTMENT OF INDUSTRIAL RELAT		
	5		45670 CONVEYANCE NOTICE	225.00	E1003767SD
42436- 2551	5	5/01/2012	Logged *** Total ***	225.00	
42437- 2551	6	5/01/2012	16806 THE GUARDIAN		
	6		45675 DENTAL AND DISABILITY INS-MAY	3,795.89	324226-MAY-12
42437- 2551	6	5/01/2012	Logged *** Total ***	3,795.89	
42438- 2551	7	5/01/2012	17060 HARTFORD LIFE & ACCIDENT INS.		
	7		45676 LIFE INS-MAY	367.07	5861197
42438- 2551	7	5/01/2012	Logged *** Total ***	367.07	
42439- 2551	8	5/01/2012	18711 I2B NETWORKS, INC		
	8		45667 CONTRACT- LIVE WEB CAM @ BPS	160.00	16636
42439- 2551	8	5/01/2012	Logged *** Total ***	160.00	
42440- 2551	9	5/01/2012	19272 JETER SYSTEMS CORPORATION		
	9		45674 LABELS AND FOLDERS	480.52	2098409
42440- 2551	9	5/01/2012	Logged *** Total ***	480.52	
42441- 2551	10	5/01/2012	21102 CASH		
	10		45681 PETTY CASH-APRIL	285.39	PETTY-4/27/12
42441- 2551	10	5/01/2012	Logged *** Total ***	285.39	
42442- 2551	11	5/01/2012	24224 OFFICE DEPOT, INC.		
	11		45669 OPEN PO-OFFICE SUPPLIES	76.23	605788856001
42442- 2551	11	5/01/2012	Logged *** Total ***	76.23	
42443- 2551	12	5/01/2012	25018 MES VISION		
	12		45677 VISION INS-MAY	356.72	120972183001
42443- 2551	12	5/01/2012	Logged *** Total ***	356.72	
42444- 2551	13	5/01/2012	25261 PUBLIC EMPLOYEES HEALTH		
	13		45679 BOARD HEALTH INS-MAY	2,388.99	9340-MAY
	13		45680 EMPLOYEE HEALTH INS-MAY	22,383.59	100000013129340
42444- 2551	13	5/01/2012	Logged *** Total ***	24,772.58	

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
42445-	2551	14	5/01/2012	25618 PRIZM JANITORIAL SERVICES, INC		
		14		45668 OPEN PO -JANITORIAL SERVICES	1,281.15	67380
42445-	2551	14	5/01/2012	Logged	*** Total ***	1,281.15
42446-	2551	15	5/01/2012	26816 SPECIAL DIST LEADERSHIP FOUNDA		
		15		45673 RENEWAL FOR SPECIAL DISTRICT F	250.00	SDLF-4/2012
42446-	2551	15	5/01/2012	Logged	*** Total ***	250.00
					.00	
** Total check discount **					.00	
** Total check amount **					33,246.88	
** Total void discount **					.00	
** Total void amount **					.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: May 2, 2012

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
16066 - 16083	5/2/2012	\$42,097.91

LEUCADIA WASTEWATER DISTRICT
BOARD PAYROLL CHECK REPORT

Payroll Date: May 4, 2012

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>
16084 - 16088	5/4/2012	\$4,707.39

LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS

2011

APRIL

4/1/2011	Board		\$4,613.80
4/6/2011	Employee		\$37,487.77
4/20/2011	Employee		\$37,145.73
4/21/2011	Employee	Incentive	<u>\$6,462.38</u>
	TOTAL		\$85,709.68

MAY

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

JUNE

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

JULY

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

AUGUST

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

SEPTEMBER

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

OCTOBER

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

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

NOVEMBER

11/2/2011	Employee		\$42,246.46
11/3/2011	Board		\$5,828.15
11/16/2011	Employee		\$44,291.63
11/30/2011	Employee		<u>\$41,217.06</u>
	TOTAL		\$133,583.30

DECEMBER

12/5/2011	Board		\$2,140.25
12/7/2011	Employee	Sick Buy Back	\$19,523.10
12/14/2011	Employee		\$41,565.55
12/15/2011	Employee	Incentive	\$1,358.90
12/28/2011	Employee		<u>\$39,755.51</u>
	TOTAL		\$104,343.31

2012

JANUARY

1/4/2012	Board		\$1,431.00
1/11/2012	Employee		\$41,855.63
1/25/2012	Employee		<u>\$40,237.03</u>
	TOTAL		\$83,523.66

FEBRUARY

2/2/2012	Board		\$4,755.23
2/3/2012	Employee	Incentive	\$1,860.01
2/8/2012	Employee		\$41,022.52
2/9/2012	Employee	Incentive	\$3,856.19
2/22/2012	Employee		<u>\$40,771.56</u>
	TOTAL		\$92,265.51

MARCH

3/2/2012	Board		\$4,000.82
3/7/2012	Employee		\$41,562.78
3/15/2012	Employee	Incentive	\$6,745.46
3/21/2012	Employee		<u>\$40,896.30</u>
	TOTAL		\$93,205.36

APRIL

4/2/2012	Board		\$3,968.57
4/4/2012	Employee		\$41,613.26
4/18/2012	Employee		<u>\$40,110.91</u>
	TOTAL		\$85,692.74

MAY

5/2/2012	Employee		\$42,097.91
5/4/2012	Board		<u>\$4,707.39</u>
	TOTAL		\$46,805.30

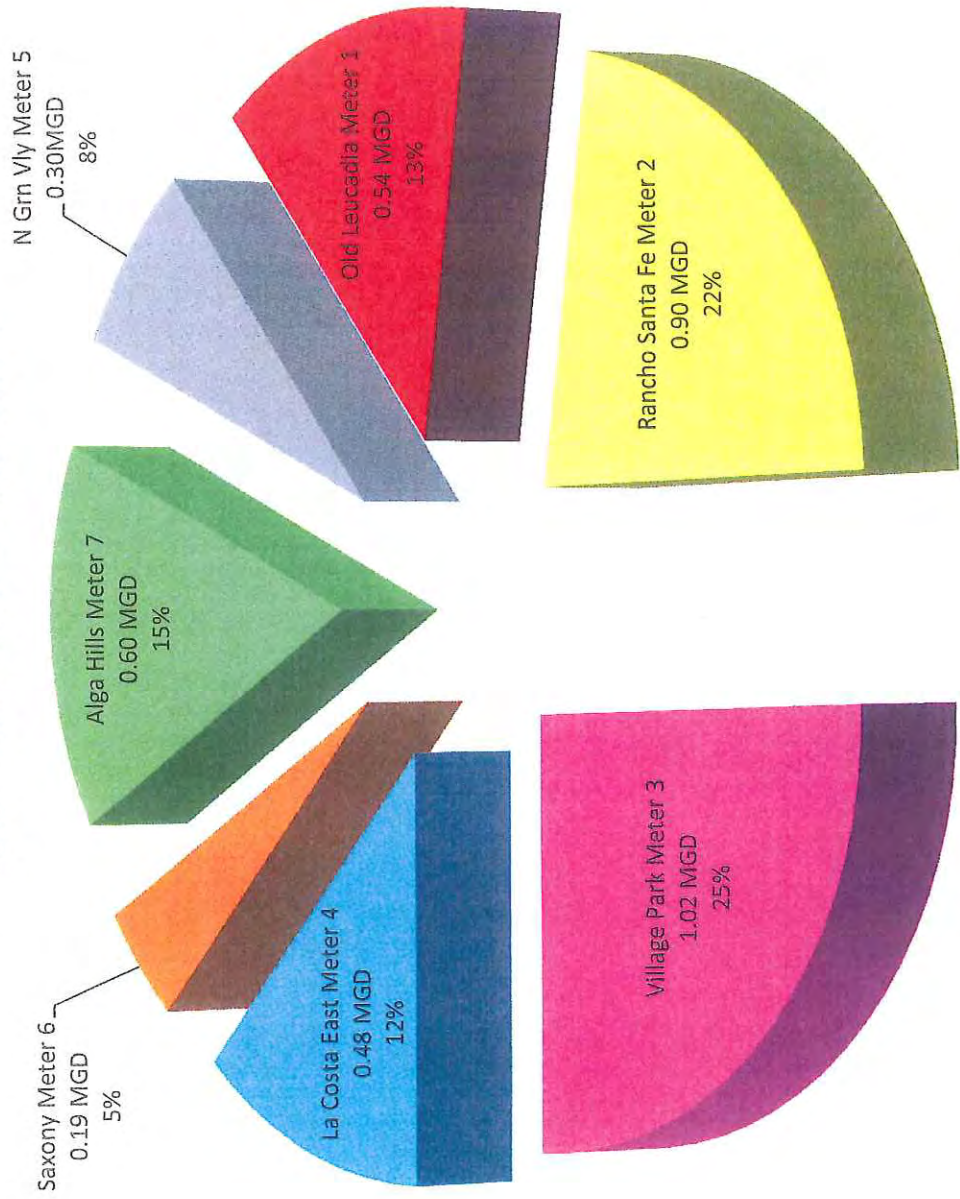
**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2011-2012**

CURRENT MONTH - April 2012										FY 2011-2012	
Period	Total Rain Inches	Total Flow MG	Total EDU's 27,738	LWD ADF (MGD)	GPD/EDU	RECLAIMED ADF (ac-ft/mo)	ADF (MGD)				
JULY	0.02	126.48	-1	4.08	147	38.01	4.14				
YTD		126.48	27,737								
AUGUST	0.00	126.79	58	4.09	147	35.48	4.16				
YTD		253.27	27,795								
SEPTEMBER	0.01	123.00	0	4.10	148	21.12	3.93				
YTD		376.27	27,795								
OCTOBER	0.36	122.76	1	3.96	142	26.30	3.78				
YTD		499.03	27,796								
NOVEMBER	2.82	118.80	0	3.96	142	4.96	3.84				
YTD		617.83	27,796								
DECEMBER	1.28	122.76	7	3.96	142	4.01	4.21				
YTD		740.59	27,803								
JANUARY	0.99	122.14	0	3.94	142	6.14	4.08				
YTD		862.73	27,803								
FEBRUARY	1.63	113.39	0	3.91	141	9.43	4.33				
YTD		976.12	27,803								
MARCH	1.30	122.14	6	3.94	142	10.37	4.28				
YTD		1098.26	27,809								
APRIL	1.23	120.60	6	4.02	145	17.20	4.34				
YTD		1218.86	27,815								
MAY							4.27				
YTD											
JUNE							4.12				
YTD											
Annual Total	9.64	1218.86	77			173.02					
Mo Average	0.96	121.89	8	4.00	144	17.30	4.12				

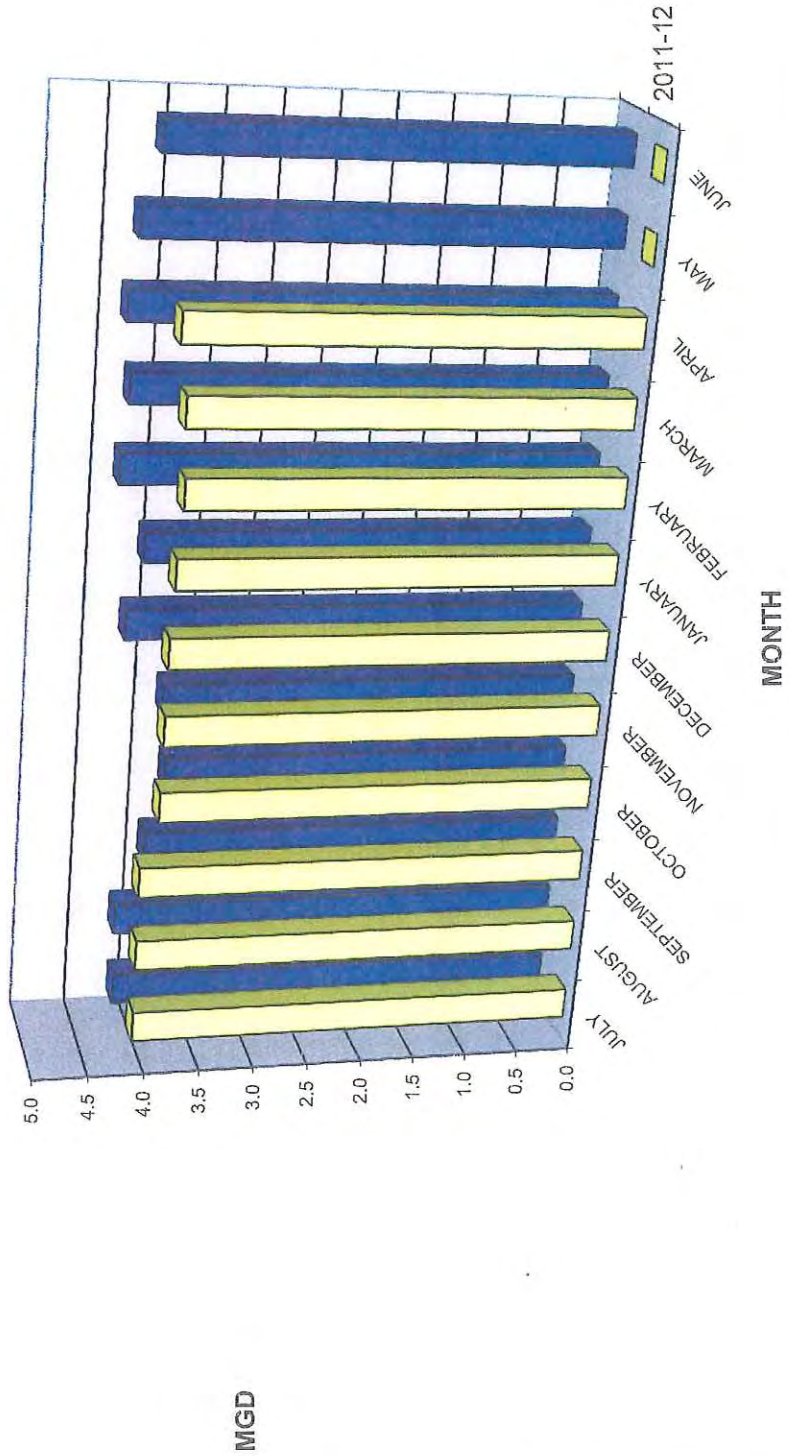
LWD Flows by Sub-Basin

April 2012

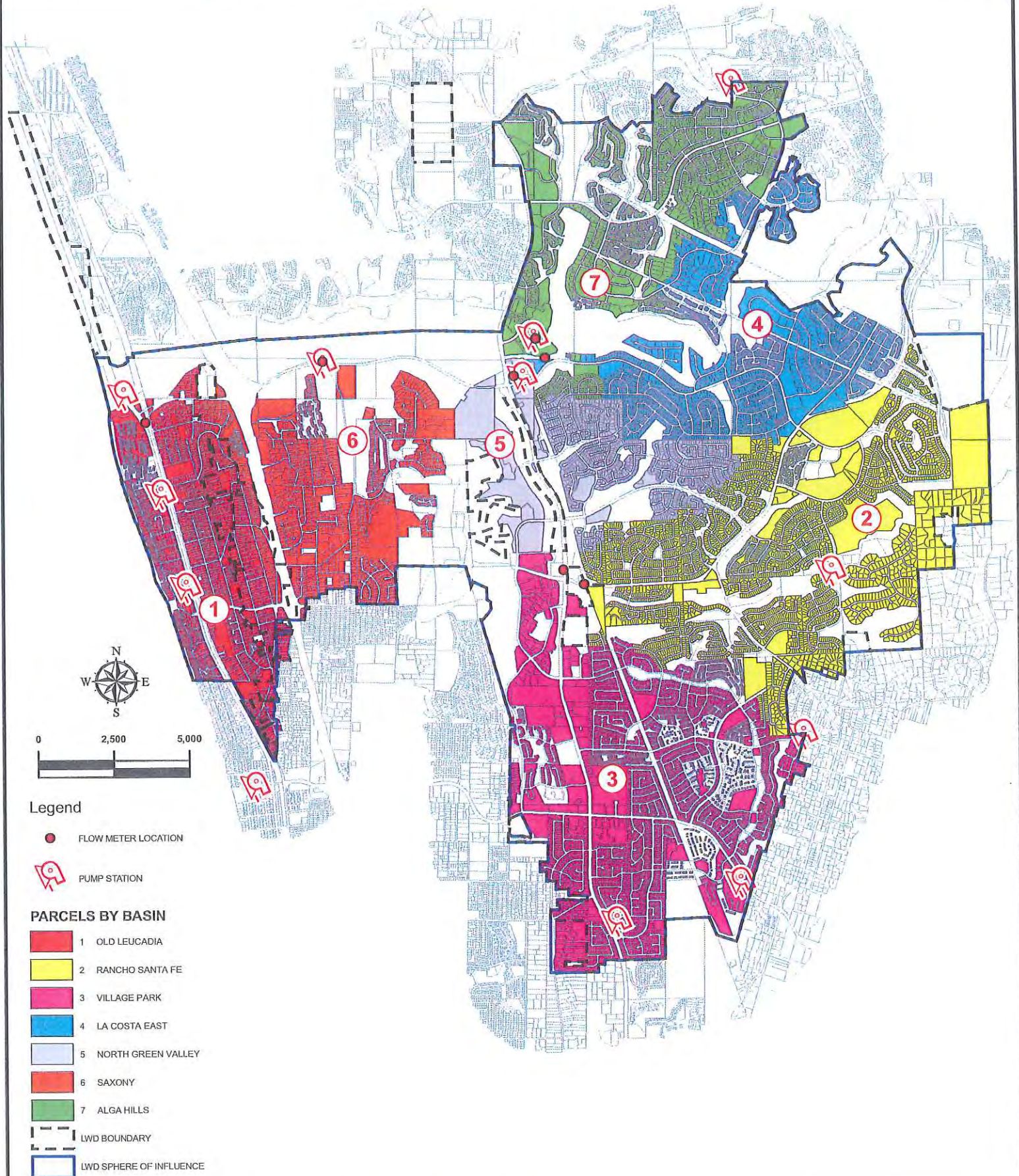
Total LWD Flow = 4.02 MGD



**LEUCADIA WASTEWATER DISTRICT
FLOW COMPARISON FY 11 to FY12**



LEUCADIA WASTEWATER DISTRICT



LEUCADIA WASTEWATER DISTRICT
SCHEDULE OF ASSETS, LIABILITIES, AND NET ASSETS
As of April 30, 2012

ASSETS	
Cash and Investment Pools	\$ 28,337,196.09
Investments	9,124,580.12
Accounts Receivable	265,319.65
Funds Held with Encina Wastewater Authority	906,849.00
Prepaid Expenses	47,094.02
Capital Assets	127,345,770.26
Less Accumulated Depreciation	(42,484,070.50)
TOTAL ASSETS	\$ 123,542,738.64
LIABILITIES	
Accounts Payable and Accrued Expenses	260,518.82
Developer Deposits	360,912.21
TOTAL LIABILITIES	\$ 621,431.03
NET ASSETS	
Net Investment in Capital Assets	87,411,699.76
Restricted Reserves	2,371,368.53
Unrestricted Operating Reserve	2,170,920.75
Unrestricted Non-Operating Reserves (Designated)	25,810,225.08
Unrestricted Emergency Reserve	7,500,000.00
YTD Revenue over (under) Expenditures	(2,342,906.51)
TOTAL NET ASSETS	\$ 122,921,307.61

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

LEUCADIA WASTEWATER DISTRICT
BUDGET PERFORMANCE REPORT
YTD Revenue and Expenditures Through 4/30/2012 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	\$ 4,631,570.20	\$ 7,154,741.00	2,523,170.80	64.7%
RECLAIMED WATER SALES	3150	179,241.86	458,000.00	278,758.14	39.1%
OTHER OPERATING INCOME		40,955.32	205,654.00	164,698.68	19.9%
TOTAL OPERATING REVENUE		\$ 4,851,767.38	\$ 7,818,395.00	\$ 2,966,627.62	62.1%
OPERATING EXPENSES					
WAGES AND BENEFITS	4100 & 4200	\$ 2,382,224.89	\$ 2,836,478.00	\$ 454,253.11	84.0%
BOARD EXPENSES AND ELECTION	4300 & 4400	108,252.92	130,350.00	22,097.08	83.0%
DEPRECIATION EXPENSE	4510	2,550,000.00	-	(2,550,000.00)	n/a
REPLACEMENT EXPENSE	4515	-	1,537,968.00	1,537,968.00	n/a
FUELS	4600	34,957.90	57,000.00	22,042.10	61.3%
INSURANCE	4700	96,328.92	117,000.00	20,671.08	82.3%
MEMBERSHIP & DUES	4800	22,868.60	23,500.00	631.40	97.3%
OFFICE EXPENSE	4900	67,756.24	107,000.00	39,243.76	63.3%
OPERATING SUPPLIES	5000	122,746.96	169,750.00	47,003.04	72.3%
PROFESSIONAL SERVICES	5200	396,237.64	551,500.00	155,262.36	71.8%
PRINTING & PUBLISHING	5300	17,708.72	33,000.00	15,291.28	53.7%
RENTS & LEASES	5400	13,730.46	19,200.00	5,469.54	71.5%
REPAIR & MAINTENANCE	5500	215,926.81	313,650.00	97,723.19	68.8%
MONITORING & PERMITTING	5600	34,527.73	44,800.00	10,272.27	77.1%
TRAINING & DEVELOPMENT	5700	35,650.05	41,400.00	5,749.95	86.1%
UTILITIES	5900	286,168.96	428,250.00	142,081.04	66.8%
LAFCO OPERATIONS	6100	5,325.00	6,200.00	875.00	85.9%
ENCINA	6200	799,390.63	1,862,075.00	1,062,684.37	42.9%
TOTAL OPERATING EXPENSES		\$ 7,189,802.43	\$ 8,279,121.00	\$ 1,089,318.57	86.8%

NON-OPERATING REVENUES AND EXPENSES					
DESCRIPTION	A/C No.	YTD ACTUAL AMOUNT	ANNUAL BUDGET	REMAINING BALANCE	% USED
NON OPERATING REVENUES					
CAPACITY CHARGES	3130	\$ 111,213.60	\$ 160,476.00	\$49,262.40	69.3%
PROPERTY TAXES	3220	1,028,312.95	1,200,000.00	171,687.05	85.7%
INTEREST INCOME	3250	236,064.06	435,000.00	198,935.94	54.3%
OTHER NON OPERATING INCOME		22,070.49	643,079.00	621,008.51	3.4%
TOTAL NON OPERATING REVENUES		\$ 1,397,661.10	\$ 2,438,555.00	\$1,040,893.90	57.3%

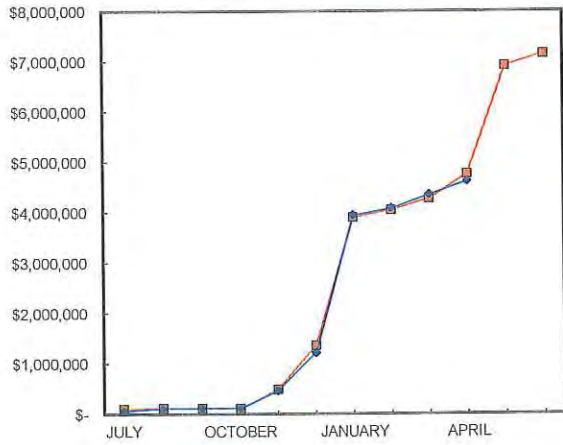
Preliminary: subject to future review, reconciliation, accruals, and audit.

Leucadia Wastewater District

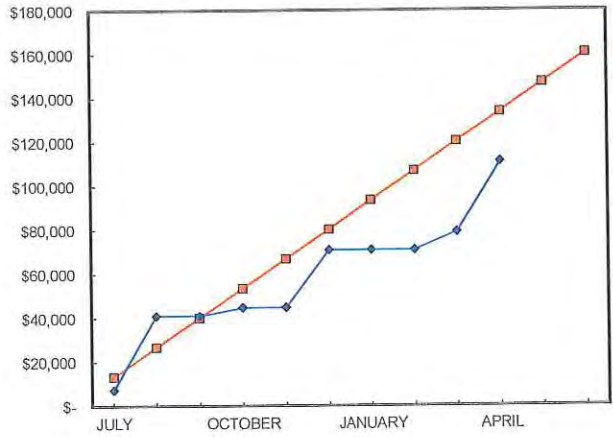
Revenue FY 2012

YTD through April 30, 2012

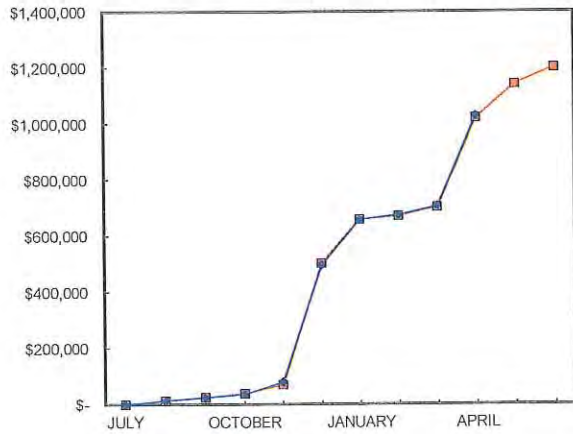
Sewer Service Fees



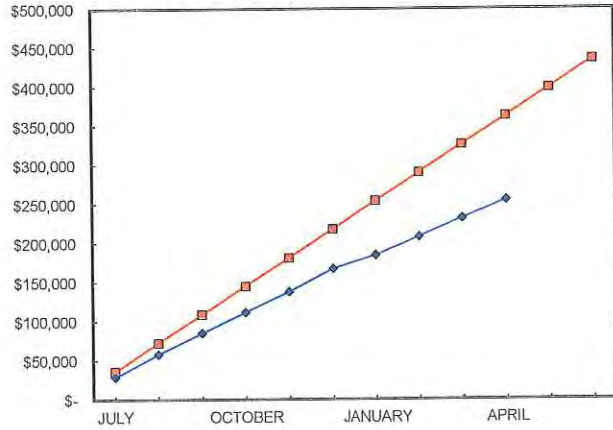
Capacity Charges



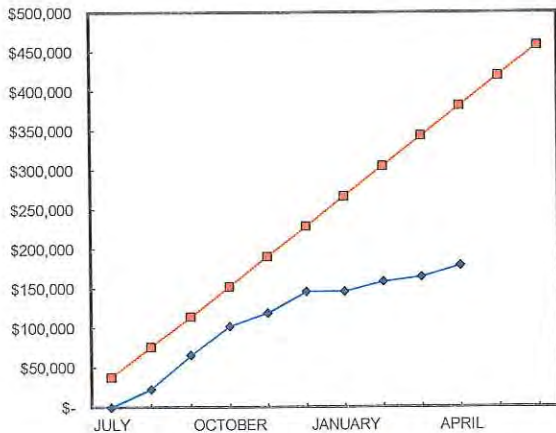
Property Taxes



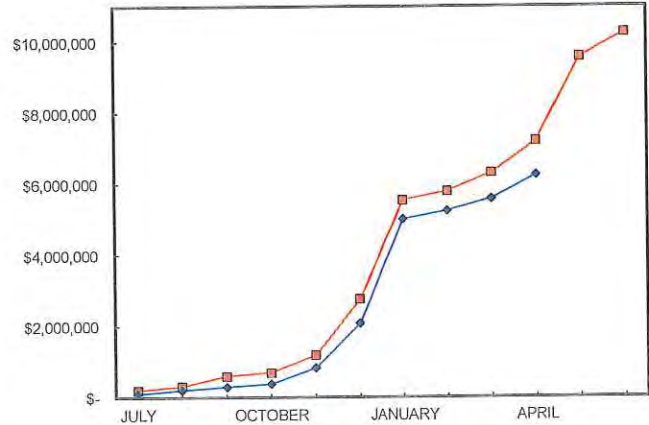
Investment Income



Recycled Wastewater



Total Revenue



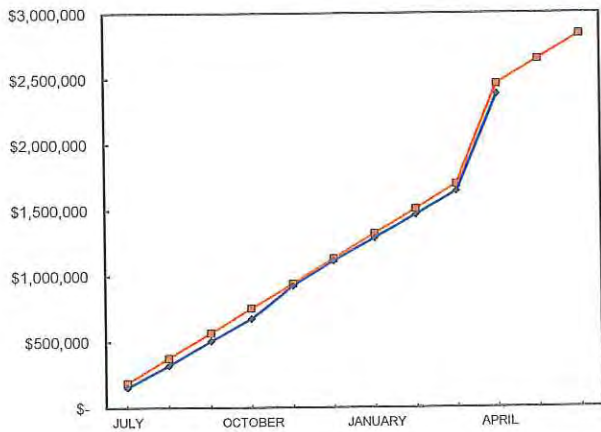
■ Budget ◆ Actual

■ Budget ◆ Actual

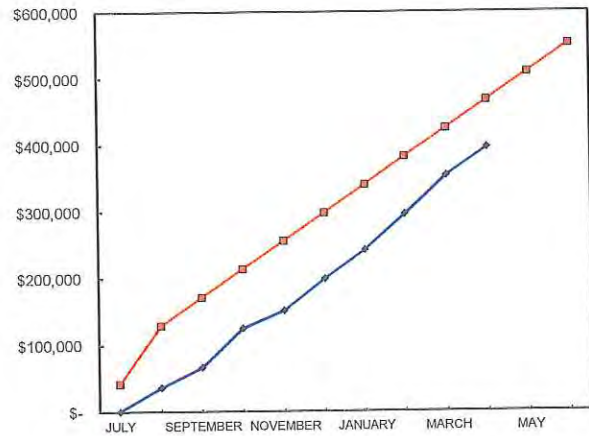
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Operating Expenses FY 2011 YTD through April 30, 2012

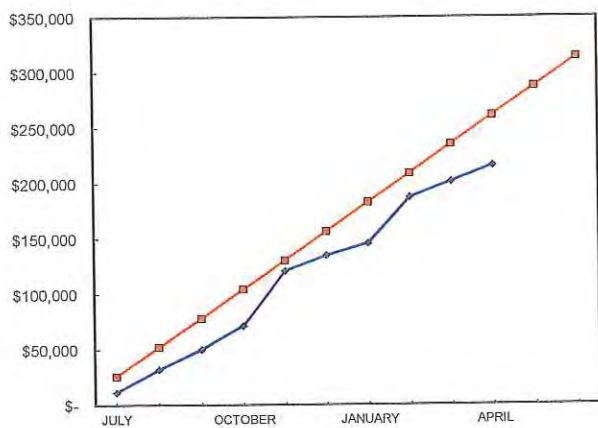
Salaries and Benefits



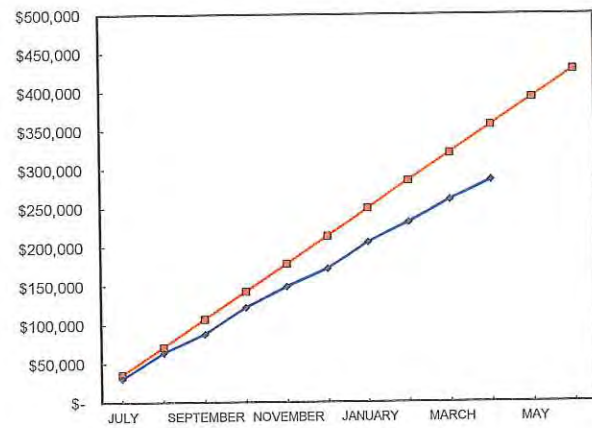
Professional Services



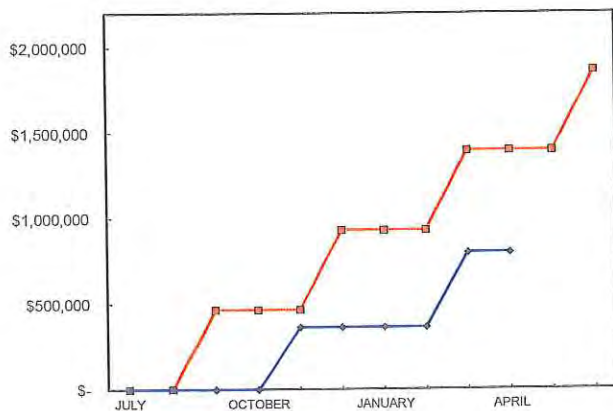
Repairs & Maintenance



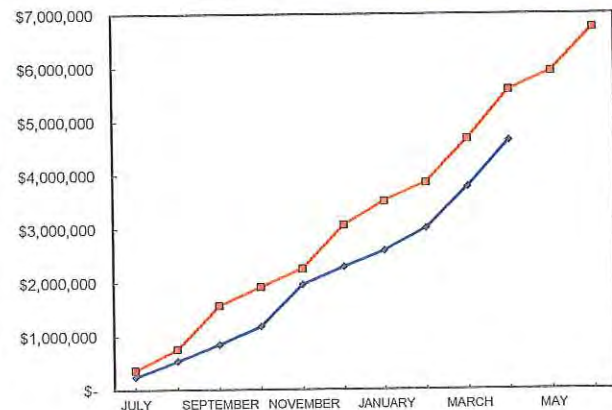
Utilities



Encina M&O



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



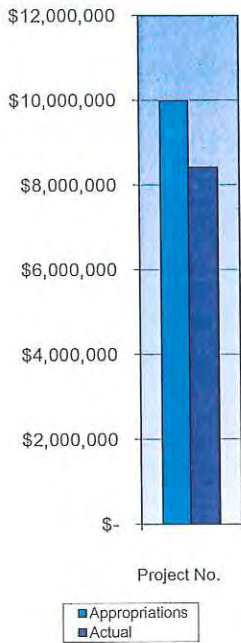
— Budget — Actual

— Budget — Actual

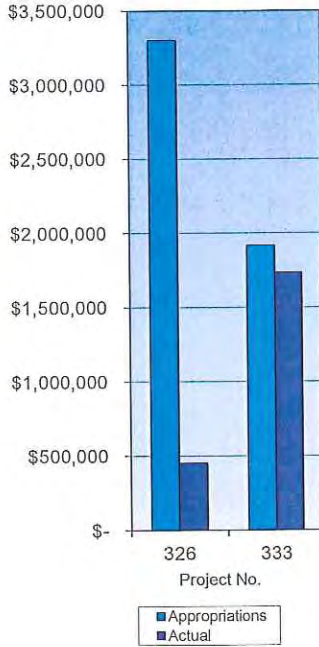
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Capital Expenditures As of April 30, 2012

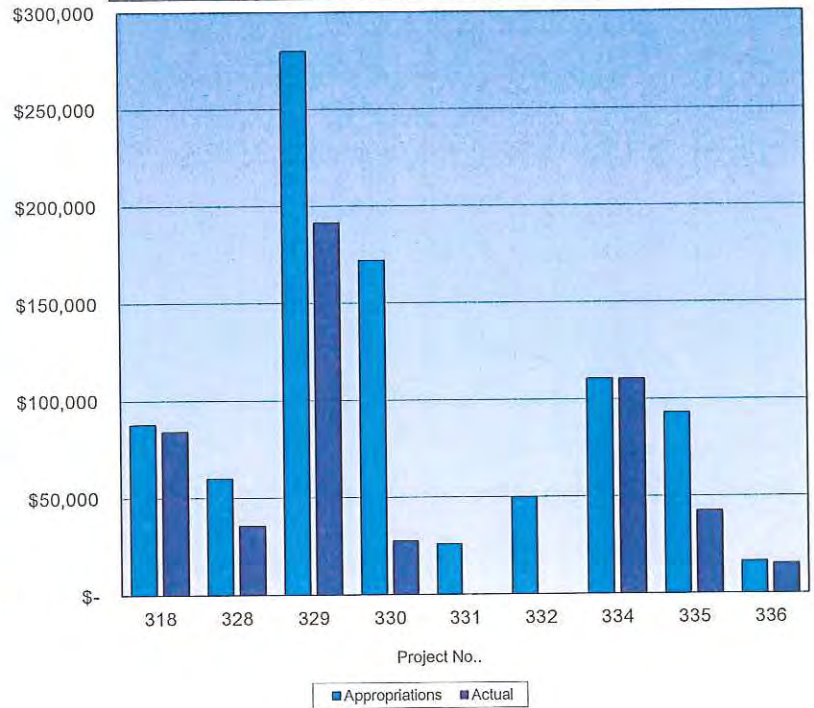
**Encina W.A.
Multi Year
Capital Exp.
FY2003-FY2012**



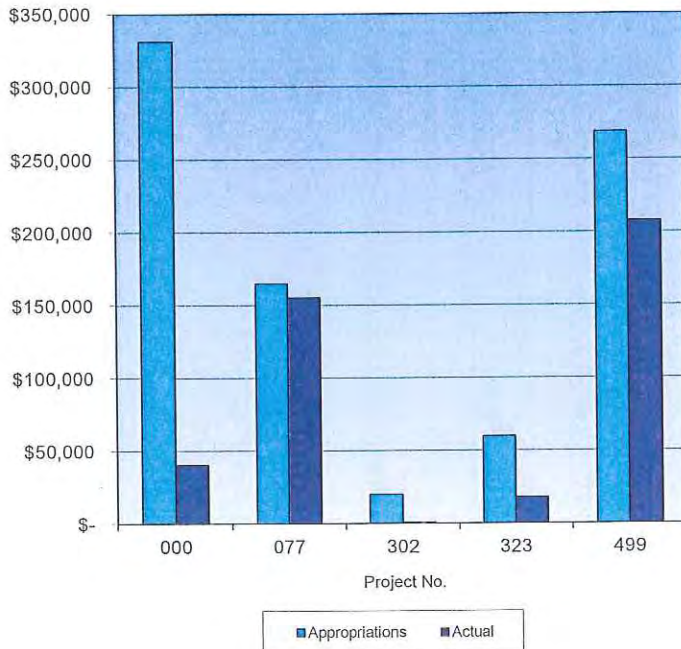
**District Multi Year
Capital Expenditures
by Project
FY2009-FY2012**



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



**Single Year Capital Expenditures by Project
FY2012**



Project Legend

Multi-Year Capital Projects

Description	No.
Encina Wastewater Authority	072
Asset Mgmt Plan Implementation	318
Batiquitos PS Rehabilitation	326
Water Recycling Group	328
Occidental Line Rehab	329
Lanikai Line Repair	330
Leucadia PS Generator Replacement	331
La Cost PS Rehabilitation	332
Force Main Corrosion Project	333
Asset Mgmt Pipeline Replacement	334
Asset Mgmt Plan Update	335
New Meter Installation	336

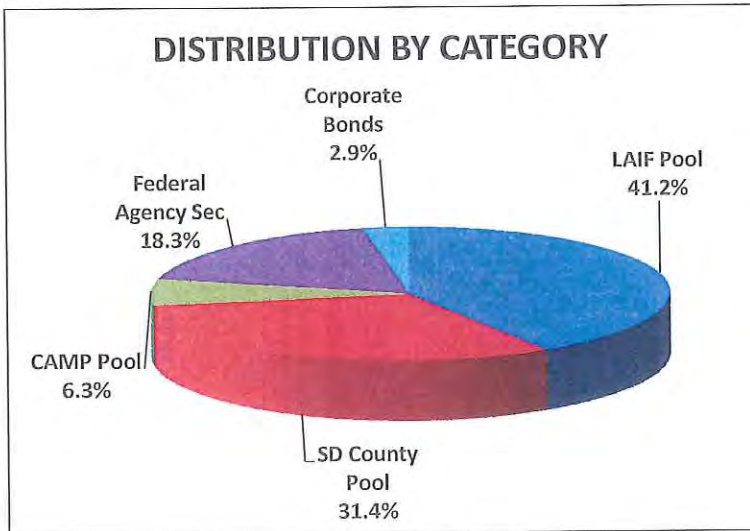
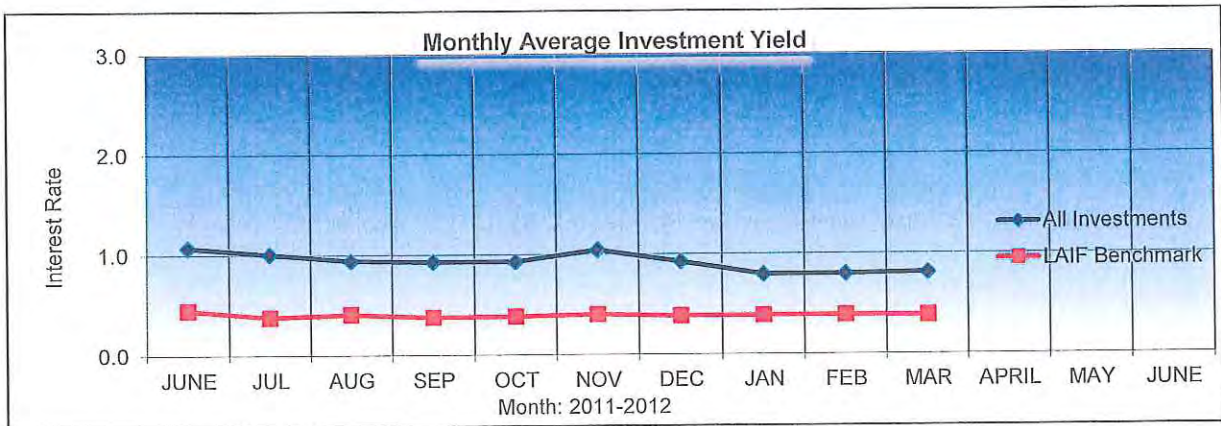
Single Year Capital Projects

Description	No.
Equipment	000
Misc Pipeline Rehabilitation	077
Professional Services	302
Lateral Replace/Backflow Prevention	323
LWD Gen'l Cap Labor & O/H Allocation	499

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

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
March 31, 2012

Cash Equivalents & Investments	Principal (Original Cost)		March Interest	Average Rate
	February 29, 2012	March 31, 2012		
LAIF Pool	15,002,198	14,811,198	5,025	0.383%
SD County Pool	11,289,134	11,289,134	4,883	0.484%
CAMP Pool	2,264,635	2,264,873	449	0.260%
CAMP Portfolio				
Corporate Notes	1,034,035	1,034,035	1,637	1.900%
Federal Agency Bonds/Notes	5,991,583	5,991,583	5,492	1.100%
GNMA mortgage pools	16,145	15,971	122	8.940%
Total Camp Portfolio	7,041,763	7,041,589	7,251	1.240%
US Bank Custodial Account				
Resolution Funding Corp Strips at cost	561,056	561,056	6,818	14.583%
Total Bond Funds	561,056	561,056	6,818	14.583%
Totals	\$ 36,158,786	\$ 35,967,850	\$ 24,426	0.813%

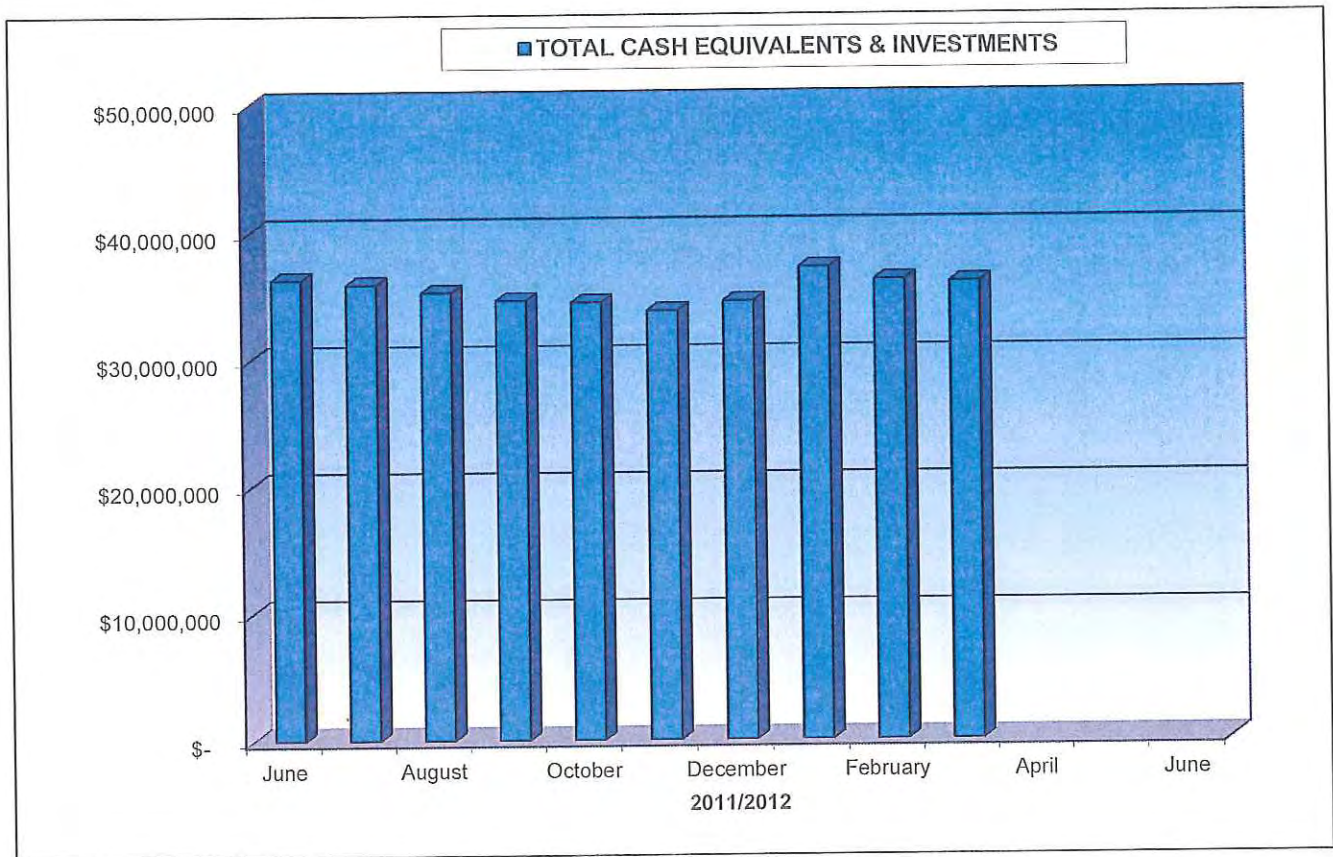


Allocation Percentages of LWD Investments by Type (Actual and Allowable)

Investment Type	Actual %	Allowed %
LAIF Pool	41.2%	75%
SD County Pool	31.3%	75%
CAMP Pool	6.3%	75%
Federal Agency Sec	18.3%	75%
Corporate Bonds	2.9%	10%
TOTAL	100.0%	

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
March 31, 2012
(Continued)

TOTAL CASH EQUIVALENTS & INVESTMENTS		
Month 2011/2012	Amount	Average Rate
June	\$ 36,289,996	1.07%
July	\$ 35,909,897	1.01%
August	\$ 35,254,938	0.94%
September	\$ 34,624,683	0.93%
October	\$ 34,448,889	0.93%
November	\$ 33,779,633	1.05%
December	\$ 34,516,504	0.92%
January	\$ 37,152,562	0.80%
February	\$ 36,158,786	0.80%
March	\$ 35,967,850	0.81%
April		
May		
June		



LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
March 31, 2012
(Continued)

INVESTMENT TRANSACTIONS
For the month of March, 2012

Investment	Purchases	Maturities	Sales	Notes	YTM at Cost
------------	-----------	------------	-------	-------	----------------

No investment activity in March 2012


TOTAL

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

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

MEMORANDUM

Ref: 12-3275

DATE: May 3, 2012
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: LWD QUARTERLY TREASURER'S INVESTMENT REPORT

RECOMMENDATION:

Staff requests that the Board of Directors:

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

DISCUSSION:

In accordance with California Government Code Section #53646 LWD is encouraged to render the Quarterly Treasurer's Investment Report to the Board of Directors for its consideration. For your convenience, staff has developed a one page summary of LWD's investments for the quarter ending March 31, 2012 (see attached). A copy of the full Quarterly Treasurer's Investment Reports has been enclosed for your review.

rd:PB

Attachment
Enclosure

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

SUMMARY OF INVESTMENTS AT March 31,2012

ASSETS	AMORTIZED COST 3/31/2012	% OF TOTAL	
		Actual	Allowed
LAIF - STATE INVESTMENT POOL	\$ 14,811,198.00	39.7%	75.0%
SAN DIEGO COUNTY INVESTMENT POOL	11,289,134.00	30.2%	75.0%
CAMP - JPA INVESTMENT POOL	2,264,873.00	6.1%	75.0%
CAMP PORTFOLIO - BANK OF NEW YORK.			
US Treasury Bonds/Notes	-	0.0%	75.0%
Federal Agency - GNMA Pools	15,941.00	0.04%	See below
Federal Agency Bond Notes	6,004,557.00	16.1%	See below
Corporate Notes	1,016,010.00	2.7%	10.0%
	7,036,508.00		
US BANK - CUSTODIAL ACCOUNTS			
Resolution Funding Corp Strips @Cost, Purchased 5/25/1995	561,056.00		
Interest Earned - Amortized Discount* (1)	1,378,975.47		
	1,940,031.47	5.2%	See below
TOTAL INVESTMENTS	\$ 37,341,744.47	100.0%	

Total Federal & Federal Agency Investments	7,960,529.47	21.3%	75%
--	--------------	-------	-----

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

INTEREST FOR THE QUARTER ENDED March 31,2012

MONTH	INTEREST EARNED	AVERAGE RETURN
January	\$ 23,487.00	0.80%
February	23,566.00	0.80%
March	23,829.00	0.81%
TOTALS	\$ 70,882.00	

Encina Wastewater Authority Report
Regular Board Meeting
April 24, 2012

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

1. Proposed Resolution No. 2012-07 Adopting a Safety Incentive Program.

The Board of Directors approved Resolution No. 2012-07 Adopting a Safety Incentive Program.

2. 2013 Business Plan Quarterly Status Update.

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

3. Award Agreement for Financial Auditing Services.

The Board of Directors awarded a three-year agreement for Financial Auditing Services to White, Nelson, Diehl, and Evans, LLP at \$24,600 for the first year.

EWA Executive Session Items

4. Conference with Labor Negotiators as authorized by Government Code §54957.6 – Agency representatives Kevin Hardy and Michael Steinlicht.

The Board met in closed session and no action was taken.

5. Conference with legal counsel regarding potential litigation per Government Code §54957.6 (b) and (c): 1 case.

The Board met in closed session and no action was taken.

Human Resources Committee Report

Presented by Director Hanson

Meeting held April 12, 2012

1. Closed Session

The HRC met with the General Manager Bushee and Administrative Services Manager LeMay to discuss the FY 2013 Informal Input Process regarding employee compensation, as authorized under Government Code Section 54957.6.

There was no reportable action.

The Board will meet in closed session to discuss this issue in the agenda.

Ad Hoc Committee Meeting Report

Presented by Director Omsted

Meeting was held on April 16, 2012

1. Follow-up Meeting No. 4 to Consider Governance/Executive Committee Formation.

The Ad Hoc Committee reviewed and discussed the survey regarding the rotation of committees and the draft rotation schedule for LWD committees. The AHC directed staff to recommend to the Board of Directors that a Governance Committee be established and the Employee Recognition Committee be eliminated. The AHC agreed that the committee members include LWD's President and Vice President. The AHC also discussed and agreed on the duties of the Governance Committee.

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

Investment & Finance Meeting Report

Presented by Director Omsted

Meeting held April 30, 2012

1. The IFC reviewed the Fiscal Year 2013 (FY 13) Operations Budget. There were no recommended changes.

The Operations budget along with the entire budget will be reviewed by the Board of Directors later in the agenda.

Engineering Committee Meeting Report

Presented by Director Juliusen

Meeting held on May 1, 2012

1. The EC reviewed the results of the Lanikai Trunk Sewer Repair Project Preliminary Engineering Report completed by Infrastructure Engineering Corporation (IEC). The EC agreed with staff and recommended that the Board receive and file the report.

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

2. The EC reviewed the final FY 2013 Capital Acquisition and Capital Improvement program budgets. The EC was satisfied with the requested budget amounts.


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

3. The Committee received a status update on the Occidental Pipeline Repair Project.

MEMORANDUM

DATE: May 3, 2012

TO: Board of Directors

FROM: Paul J. Bushee, General Manager 

SUBJECT: **Public Hearing on a Proposal to Consider Increasing the Amount That May Be Paid to Directors and Officers of the District for Service to the District**

The purpose of this public hearing is to allow the LWD Board of Directors to receive and consider public comment on the following:

- 1) A proposal to increase the amount that may be paid to directors and officers of the District from \$173 to \$180 per day of service;

The notice of this public hearing was posted at LWD beginning on April 23, 2012. The notice announcing the proposed Board of Directors increase was advertised in the North County Times on April 25 and May 2, 2012.

DISCUSSION:

- 1) Board of Director's Compensation

The Board of Directors last approved a compensation increase on May 20, 2009 effective 90 days thereafter. The California Water Code Section 20202 provides for a 5% adjustment per calendar year following the operative date of the last adjustment. Since an adjustment occurred in 2009, the Board is eligible for an adjustment not to exceed 15%.

Proposed Ordinance No. 126 will be considered later in this agenda. The Ordinance provides for a 4% adjustment that increases compensation for a day's service to LWD from \$173 to \$180. It also confirms those meetings that qualify for director compensation.

If adopted, the compensation increase will be effective 90 days after adoption.

After receiving public testimony, the Board of Directors will close the public hearing and may consider action on the proposed item during the regular meeting immediately following this public hearing.

cal:PJB

MEMORANDUM

DATE: May 3, 2012

TO: Board of Directors

FROM: Paul J. Bushee, General Manager



SUBJECT: Board of Directors Compensation Adjustment

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Approve Ordinance No. 126 increasing compensation for LWD Board of Directors from \$173 to \$180 and confirming meetings that qualify for director compensation.
2. Discuss and take other action as appropriate.

DISCUSSION:

Prior to this item, the Board of Directors conducted a public hearing to receive and consider public comment on this proposed ordinance to increase compensation for Directors from \$173 to \$180.

On April 11, 2012, the Board of Directors directed staff to prepare, notice and schedule a public hearing for the purpose of considering an increase in Board of Director's compensation.

Proposed Ordinance No. 126 (Attachment 1) implements the compensation adjustment in accordance with the Board's direction and specifies the types of meetings for which compensation may be paid. The proposed Ordinance provides for a 4% adjustment.

The Board of Directors last approved a compensation increase on May 20, 2009. The California Water Code Section 20202 provides for a 5% adjustment per calendar year following the operative date of the last adjustment. Since an adjustment occurred in 2009, the Board is eligible for an adjustment not to exceed 15%.

If approved, Proposed Ordinance No. 126 will supersede Ordinance No. 123 adopted on May 20, 2009.

General Counsel has reviewed the proposed Ordinance. Notice of this Public Hearing was published in the North County Times on April 25, 2012 and May 2, 2012. If adopted, Ordinance No. 126 will become effective ninety (90) days after its adoption.

Subject: Board of Directors Compensation Adjustment
May 3, 2012
Page 2

Ref: 12-3258

The fiscal impact of the proposed Ordinance will vary depending upon the number of meetings held by the Board of Directors and its committees and attendance at those meetings. Sufficient appropriations are included in the Proposed FY 2013 budget to fund the resulting adjustment.

cal:PJB

Attachment

ORDINANCE NO. 126

**AN ORDINANCE OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
INCREASING COMPENSATION OF DIRECTORS AND
CONFIRMING MEETINGS THAT QUALIFY FOR DIRECTOR COMPENSATION**

WHEREAS, the Leucadia Wastewater District (LWD) is a county water district that operates as a special district in accordance with Government Code Section 56036; and,

WHEREAS, the LWD Board of Directors desires to provide for reasonable compensation for Directors that is consistent with Water Code Section 20202; and,

WHEREAS, the LWD Board of Directors last set compensation on May 20, 2009 at \$173.00 per day of service for each Director pursuant to Ordinance No. 123; and,

WHEREAS, Ordinance 123 identified meetings which have been pre-approved and qualify for Director compensation; and,

WHEREAS, the LWD Board of Directors has determined that an increase of 4% above the current rate is appropriate; and,

WHEREAS, a public hearing to consider the increase in compensation for Directors was duly noticed and held in accordance with Water Code Section 20203 on the date hereof,

NOW, THEREFORE, BE IT ORDAINED:

1. The LWD Board of Directors shall be compensated \$180 per day of service for attendance at meetings of the Board, Board committees, and conferences or seminars of the following organizations or associations:
 - California Association of Sanitation Agencies (CASA);
 - California Special Districts Association (CSDA);
 - California Sanitation Risk Management Authority (CSRMA);
 - California Water Environment Association (CWEA);
 - California WaterReuse Association;
 - Local Agency Formation Commission (LAFCO);
 - Southern California Alliance of Publicly Owned Treatment Works (SCAP); and
 - Special District Institute (SDI).

Also authorized for compensation is attendance at a conference or organized educational activity conducted in compliance with subdivision (c) of Government Code Section 54952.2, including, but not limited to, ethics training required by Government Code Sections 53234-53235.5.

Attendance at other meetings, conferences and seminars not specifically authorized by this Ordinance must be approved by the Board of Directors prior to attendance for compensation.

2. That in no event shall a Director receive compensation for more than a total of ten (10) days service to LWD in any calendar month.
3. That the provisions of this ordinance shall be effective ninety (90) days after its adoption, and thereafter, Ordinance No. 123 shall be void and of no further force and effect.

PASSED AND ADOPTED this 9th day of May 2012, by the following vote:

AYES: Directors:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson
President

ATTEST:

Paul J. Bushee
Board Secretary

MEMORANDUM

DATE: May 3, 2012
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Lanikai Trunk Sewer Repair Project Preliminary Engineering Report

RECOMMENDATION:

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

1. Receive and file the Lanikai Trunk Sewer Repair Project Preliminary Engineering Report completed by Infrastructure Engineering Corporation; and
2. Authorize staff to proceed with the final design for the Lanikai Trunk Sewer Repair Project.
3. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its May 1, 2012 meeting. The Committee concurred with staff to bring this item forward for consideration. This project is included as a goal in the FY 12 Tactics and Action Plan.

In October 2010 the Encina Water Pollution Control Facility experienced a catastrophic failure of its west influent line. Subsequently, in December 2010, the City of Carlsbad contracted with Affordable Pipeline Services (Affordable) to conduct a condition assessment of the Occidental Line and its associated manholes. The Occidental Line delivers sewage from Carlsbad, Encinitas and Leucadia to the west influent line.

In conjunction with the Occidental Line inspection, the District requested that Affordable conduct an assessment of the Lanikai Line. The Lanikai Line is a gravity line that connects the discharge ends of the Batiquitos Force Mains, B2 and B3, to the Occidental Line near the Avendia Encinas Train Station. The assessment found longitudinal and circular cracks in a section of the Lanikai Line that crosses under the train tracks.

Based on those findings, in August 2011 the District executed an agreement with Infrastructure Engineering Corporation (IEC) to complete a Preliminary Engineering Report (PER). The scope of work included services to identify and evaluate repair or replacement options for the damaged section of the Lanikai Line. Five alternatives were identified and evaluated in the PER.

- Alternative 1 – Jack and bore a new sewer only for the section under the railroad tracks
- Alternative 2 – Bypass the Lanikai flow and install a Cured-in-Place Pipe (CIPP) lining for the section under the railroad tracks
- Alternative 3 – Construct a new gravity line through the Lanikai Mobile Home Park connecting to a new gravity line constructed under the railroad tracks
- Alternative 4 – Constructing a new gravity line north on Franciscan Road connecting to a new gravity line constructed under the railroad tracks
- Alternative 5 – Jack and bore a new gravity line from the cul-de-sac in Franciscan Road adjacent and parallel to the existing Lanikai line

Staff and IEC selected Alternative 2 as the preferred method to repair the Lanikai Line. Alternative 2 was selected because of lower construction cost and to eliminate the requirement to obtain a new North County Transit District (NCTD) encroachment permit and/or additional easements from surrounding properties to install a new gravity line alignment.

The executive summary is attached for your review. A copy of the PER is available upon request. Staff intends to execute an agreement with IEC for continued engineering services as the project transitions into the design/bidding phase of the project.

rym:PJB

Attachment

MEMORANDUM

DATE: May 3, 2012
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Overview of Recommended Fiscal Year 2013 (FY 13) Budget

RECOMMENDATION:

1. Review and provide direction to staff as appropriate.

DISCUSSION:

Enclosed please find the Recommended FY 13 Budget for your review. Staff will present an overview of the proposed budget at the upcoming meeting. Highlights of the budget are as follows:

- 1) The Wastewater Service Charge will remain stable at \$258.21/EDU/YR.
- 2) Expenses are allocated to the following primary programs:
 - a. Wastewater Enterprise
 - b. Batiquitos Pump Station
 - c. Recycled Water Enterprise
 - d. Capital Program
- 3) Administrative service costs have been allocated to the four programs above as overhead.
- 4) Development Expenses have been included as a separate program.
- 5) The FY 13 Capital Improvement Program Budget includes funding for Occidental and Lanikai line repairs, the recycled water effluent line repair, the North County Regional Recycled Water Project, pump station rehabilitations, miscellaneous pipeline repairs and the Lateral Replacement Program.

The Capital Budget was reviewed by the Engineering Committee at its April 2, 2012 and May 1, 2012 meetings. The Personnel Budget was reviewed by the Human Resources Committee on April 12, 2012 and the Operations Budget was reviewed by the Investment & Finance Committee on April 30, 2012.

Staff will incorporate feedback from the Board into the final budget scheduled to be considered on June 13, 2012.

cal:PBJ

Enclosure

MEMORANDUM

Ref: 12-3261

DATE: May 3, 2012
TO: Board of Directors *CRB for PS Bushee*
FROM: Paul J. Bushee, General Manager
SUBJECT: **Ad Hoc Committee Recommendation Concerning Formation of Governance Committee**

RECOMMENDATION:

The Ad Hoc Committee recommends that the Board of Directors:

1. Establish a standing Governance Committee;
2. Eliminate the Employee Recognition Committee; and
3. Discuss and provide direction, as appropriate.

DISCUSSION:

At its February 2012 meeting, the Board approved a temporary Ad Hoc Committee to investigate the possibility of establishing a Governance Committee. Since February, the committee met four times to consider this proposal. Based on their meetings, the following summarizes the Ad Hoc Committee's recommendations:

Recommendation 1: Establish a standing Governance Committee:

During the past two months the Ad Hoc Committee discussed a variety of issues as they evaluated the value of a Governance Committee. Staff surveyed 21 public agencies to determine how many currently have an Executive or Governance Committee; the number of standing subcommittees they have; and whether these agencies rotate subcommittee assignments. Responses were received by 16 agencies, 11 of which have 5 member Boards like LWD. Staff followed-up with supplemental questions to the 3 agencies that indicated that rotate committee assignments. President Hanson also spoke with one agency that had an Executive Committee and one who did not.

During the course of these meetings, staff also developed a written scope of work for all 5 of LWD's existing standing subcommittees. The Ad Hoc Committee reviewed this information and discussed potential overlap issues with a Governance Committee. Furthermore, the Ad Hoc Committee reviewed a proposed automatic rotation schedule for LWD subcommittee members.

Following their last meeting on April 16, 2012, the committee agreed to forward a recommendation to the full Board that a standing Governance Committee be established. Key responsibilities of the Governance Committee would be as follows:

- General policies not related to a specific department area (i.e.: Finance, Human Resources, Engineering)
- Board of Director (new member) orientations
- Strategic planning to include facilitator selection
- Annual planning of employee events

- Committee member appointments and rotation
- General Manager evaluation following review by the full Board of Directors
- Review Legislative issues


If approved, the Board's President and Vice President will serve as Governance Committee members.

Recommendation 2: Eliminate the Employee Recognition Committee

Along with their proposal to establish a new committee, the Ad Hoc Committee also recommends that the Employee Recognition Committee (ERC) be eliminated and that the responsibilities of the ERC be transferred to the new Governance Committee. The Ad Hoc Committee considered the fact the Employee Recognition Committee typically meets once per year to review the employee of the year nominations and the planning for the Holiday event. The Ad Hoc Committee felt that these duties would be best incorporated into the duties of the Governance Committee.

cal:PJB

MEMORANDUM

DATE: May 3, 2012
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Potential Change to June 2012 Board of Directors Meeting Date**

RECOMMENDATION:

Staff request that the Board of Directors:


1. Discuss and take action, as appropriate.

DISCUSSION:

President Hanson has requested that this item be placed on the agenda for consideration. President Hanson will be out of town during the Board of Director's regularly scheduled meeting on June 13, 2012. In light of this, President Hanson has requested that the Board consider moving the meeting date back one week to June 20, 2012. This item is presented for the Board of Director's consideration.

PJB:

MEMORANDUM

DATE: May 3, 2012
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Call for Nominations to the Local Agency Formation Commission (LAFCO) and the Special Districts Advisory Committee**

RECOMMENDATION:

That the Board of Directors considers the following:

1. Discuss and take other action as appropriate.

DISCUSSION:

Leucadia Wastewater District received notification that nominations are being solicited for one regular district commission position on LAFCO, and eight positions on LAFCO's Special Districts Advisory Committee. LAFCO's qualification for regular and alternate district members is he/she must be a special district officer who resides within San Diego County, but may not be members of the legislative body of a city or county. LAFCO's commissioners serve four year terms. The deadline for receipt of all nominations is June 8, 2012 and it is anticipated that a candidate's forum will be held on August 16 2012, in conjunction with the California Special Districts Association (CSDA) Quarterly Dinner.

All nominations received by the deadline will be reviewed by a nominating committee. The nominating committee's report and copies of all nomination forms submitted will be included with the ballots and voting instructions. These materials will be mailed on August 24, 2012.

Staff has no recommendation on this matter and is seeking direction from Board of Directors. Attached are LAFCO's notification letter, a list of incumbents with terms, the nomination/resume form, and acknowledgement of receipt form.

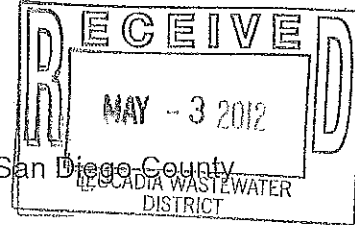
:PJB

Attachments

Chairwoman

April 27, 2012

Dianne Jacob
County Board of
Supervisors



Vice Chairman

TO: Independent Special District in San Diego County

Andrew L. Vanderlaan
Public Member

FROM: Executive Officer
Administrative Assistant

Members

Bill Horn
County Board of
Supervisors

SUBJECT: Call for Nominations to the Local Agency Formation Commission and the Special Districts Advisory Committee

Bud Pocklington
South Bay
Irrigation District

Nominations are being solicited for one regular district commission position on the Local Agency Formation Commission (LAFCO), and eight positions on LAFCO's Special Districts Advisory Committee. **The deadline for receipt of all commission and committee nominations is June 8, 2012.**

Maik Lewis
Mayor
City of El Cajon

John Ingalls
Santa Fe
Irrigation District

LAFCO commissioners serve four-year terms. The term of the incumbent LAFCO regular district member, William Bud Pocklington, will expire in May 2012; however, he can continue to serve until conclusion of the election/installation proceedings. Mr. Pocklington has indicated that he will seek reelection to the regular LAFCO position. The new term of the regular district member position will expire in May 2016. LAFCO regular and alternate district members must be special district officers who reside within San Diego County, but may not be members of the legislative body of a city or county.

Lorie Zapf
Councilmember
City of San Diego

Jim Jänney
Mayor
City of Imperial Beach

Alternate Members

Greg Cox
County Board of
Supervisors

The advisory committee consists of 16 members elected to four-year terms. The terms for eight of the positions will expire in 2012. The terms of the eight committee members elected in 2012 to fill four-year terms will expire in October 2016. It is not known at this time whether incumbent advisory committee members whose terms expire in 2012 will seek reelection. Please note the following nomination restrictions: (1) members of LAFCO's advisory committee may be either a district officer or staff member, but may not be a member on LAFCO; (2) the number of candidates and members of the advisory committee representing the same agency shall be limited to one. A list of incumbents is attached (**Attachment 1**). In addition, a candidate for the Advisory Committee may not also be a candidate for the Commission.

Sherri Lightner
Councilmember
City of San Diego

Sam Abed
Mayor
City of Escondido

Jo MacKenzie
Vista Irrigation District

Harry Mathis
Public Member

Executive Officer

Michael D. Ott

After LAFCO and Special Districts Advisory Committee nominations are received by June 8th, it is anticipated that a candidate's forum will be held

Counsel

Thomas Bosworth

on August 16, 2012, in conjunction with the California Special Districts Association Quarterly Dinner.

All districts are encouraged to submit nominations. Please use the attached nomination/resume form (Attachment 2) this form may also be download at the link below, and be sure that the form specifies whether the nomination is for the LAFCO regular district Commission member or the Special Districts Advisory Committee. Only the one-page nomination/resume form will be distributed with the official voting ballot. The nomination form should be signed by, or with authority of, the district presiding officer. Facsimile (FAX) Copies of nominations are permitted, if necessary, to meet the submission deadline, but an original form must be furnished as soon as possible thereafter. Again, the deadline for receipt of nominations is June 8, 2012. Please send nominations to:

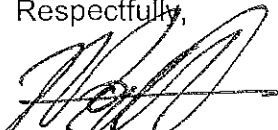
Executive Officer
San Diego LAFCO
9335 Hazard Way, Suite 200
San Diego, CA 92123

All nominations received by the deadline will be reviewed by a nominating committee. The nominating committee's report and copies of all nomination forms submitted will be included with the ballots and voting instructions. These materials will be mailed on **August 24, 2012.**

As required by the Rules, please acknowledge receipt of this letter calling for nominations by completion and return of the form attached (Attachment 3).

Please contact Tamaron Lockett if you have any questions regarding this letter.

Respectfully,



MICHAEL D. OTT
Executive Officer



TAMARON LUCKETT
Administrative Assistant

MDO:TL/trl

Attachments (3)

- No. 1: List of Incumbents
- No. 2: Nomination/Resume Form (<http://www.sdlafco.org/WhatsNew/2012Nomination.doc>)
- No. 3. Acknowledgement of Receipt Form

**2012 LAFCO & SPECIAL DISTRICTS ADVISORY COMMITTEE
CALL FOR NOMINATIONS
LIST OF INCUMBENTS**

<u>Incumbent Regular LAFCO Special District Member</u>	<u>Term Expires</u>
Bud Pocklington South Bay Irrigation District	May 7, 2012*

* *The term of the regular member expires on May 7, 2012, but the incumbent may continue to serve until conclusion of the election proceedings.*

<u>Incumbent Special District Advisory Committee Members</u>	<u>Term Expires</u>
Gary Arant (Valley Center Municipal Water District)	October 19, 2012
Vacant	October 19, 2012
Douglas Humphrey (Resource Conservation District of Greater SD)	October 19, 2012
Margarette Morgan (Vista Fire Protection District)	October 19, 2012
Augie Scalzitti (Padre Dam Municipal Water District)	October 19, 2012
Dennis Shepard (North County Cemetery District)	October 19, 2012
William Haynor (Whispering Palms Community Services District)	October 19, 2012
Tom Bumgardner (Valley Center Parks & Recreation District)	October 19, 2012
Gary Croucher (Otay Water District)	October 16, 2015
Judy Hanson (Leucadia Wastewater District)	October 16, 2015
James Hernandez (Vallecitos Water District)	October 16, 2015
John J. Lorenz (Lakeside Fire Protection District)	October 16, 2015
John Pastore (Rancho Santa Fe Community Services District)	October 16, 2015
Tom Pocklington (Bonita-Sunnyside Fire Protection District)	October 16, 2015
Janine Sarti (Palomar-Pomerado Healthcare District)	October 16, 2015
Kimberly Thorner, Esq. (Olivenhain Municipal Water District)	October 16, 2015

ATTACHMENT 1

DATE RECEIVED
BY LAFCO:

2012 LAFCO AND SPECIAL DISTRICTS
NOMINATION / RESUME

(Office Use)

NOMINATED BY:	
District Name:	
District Phone:	
NAME OF NOMINEE:	
Name:	
Address:	
Phone:	
NOMINATED FOR:	
<i>Please mark only one</i>	LAFCO REGULAR () ADVISORY COMMITTEE ()
DISTRICT EXPERIENCE:	
LAFCO EXPERIENCE:	
ADDITIONAL INFORMATION:	
	Authorized Signature:

This form can be downloaded at the following link: <http://www.sdlafco.org/WhatsNew/2012Nomination.doc>

**2012 LAFCO & SPECIAL DISTRICTS MAILED-BALLOT ELECTION
ACKNOWLEDGMENT OF RECEIPT FORM**

(Name of District)

has received notification of LAFCO's intention to conduct the 2012 LAFCO & Special Districts election by mailed ballot.

(Authorized Signature)

(Print Name)

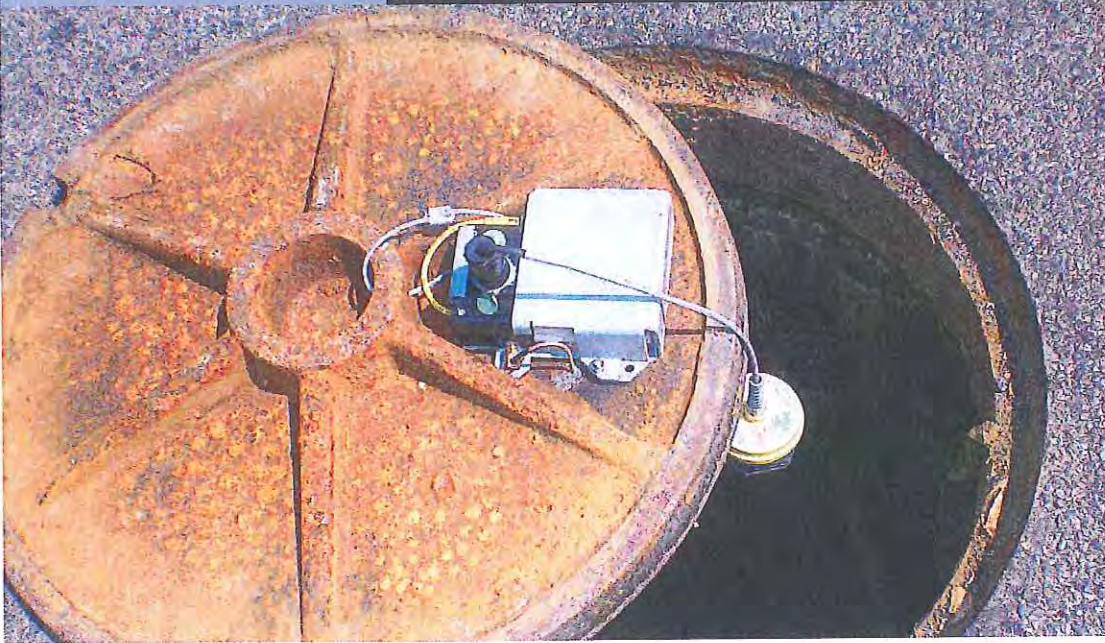
Date: _____

Return this form to:

Executive Officer
San Diego LAFCO
9335 Hazard Way, Suite 200
San Diego, CA 92123

ATTACHMENT 3

BETTER MOUSETRAPS



BETTER MOUSETRAPS

PRODUCT:
SmartCover monitoring and alarm system

APPLICATION:
Web-based remote sensing with alarm function

USER:
Leucadia Wastewater District, Carlsbad, Calif.

SUPPLIER:
Hadronex, Inc.
760/291-1980
www.mysmartcover.com

BENEFITS:
Spill prevention in sewer trouble spots, fewer easement inspections, capacity assurance

SmartCover monitoring and alarm systems detect potential spills in locations such as known trouble spots on the collection system and pipes in difficult-to-access easement areas. (Photos and graphics courtesy of Leucadia Wastewater District)

EYES ON FLOW

SmartCover monitors provide real-time alerts to potential overflows for Leucadia Wastewater District

By *Leo Schempp and Jeff Stecker*

The devices, attached below manhole covers, continuously monitor water levels in the sewers and provide user-defined alarm notifications to impending overflow events and to intrusions by unauthorized parties.

The general public and regulatory agencies have grown more sensitive to sanitary sewer spills. In states like California, where sewer system management plans (SSMPs) have become the rule and third-party lawsuits have become more common, spill frequency and volume have been measurably reduced.

The reasons include enhanced maintenance, spill-response training, and greater general awareness of the problem among wastewater agencies. Some agencies, including the Leucadia Wastewater District in Carlsbad, Calif., have gone further, adopting formal operation and maintenance programs,

publishing design and performance provisions, updating overflow response plans, and developing capacity assurance plans that include monitoring and measurements — elements specified by the U.S. EPA's proposed Capacity, Management, Operations, and Maintenance (CMOM) program.

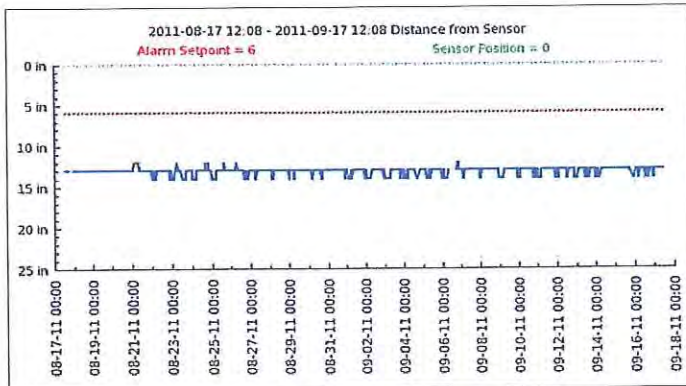
Leucadia's efforts also include use of technology, including SmartCover monitoring and alarm systems that detect potential spills in locations such as known trouble spots on the collection system and pipes in difficult-to-access easement areas. The devices are helping the district prevent spills, reduce easement inspection fre-

quency and document sewer performance history.

Easy problems first

Like most agencies implementing new SSMPs, Leucadia addressed the easiest sewer problems first, leaving more challenging and costly work ahead. To sustain its Internet-accessible compliance record, the district also conducted an external audit of its performance and adherence to the SSMP to identify areas for improvement.

That effort revealed two areas of concern: Trouble spots (especially where overflows had occurred) and off-road easement areas difficult to access because of canyon



This chart shows the sewage level in the manhole that is monitored by a SmartCover unit for a 30-day period. The graphical pattern (in blue) shows the normal diurnal flow pattern while the dotted red line above is the alarm setpoint that the Leucadia Wastewater District established to alert its standby duty operator. A “high level” alarm would indicate a sewer stoppage and allow the operator to respond and correct this “abnormally high sewage level” before it resulted in a sewer spill or flooded residence.



Field service technician Maurico Avalos, left, and field service supervisor Marvin Gonzalez install a SmartCover monitor from Hadronex.



A map shows where 10 SmartCover sensors are located. One sensor shows an alarm, which could mean a potential spill in a trouble spot.

topography, protected biological resources and floodplains. Furthermore, large-diameter pipes, surcharge flows and long distances between access points affect the district’s ability to clean and inspect parts of the collection system.

The district deploys easement inspectors to monitor assets in remote areas.

The inspections mean sending an employee (or a team of employees using the buddy system) into canyons and other unpaved areas to locate manholes, inspect the manholes for deterioration or vandalism, and observe the flow for short periods.

However, these inspections involve hazards that include encounters with snakes, poison ivy and wild

animals, along with the chance of injury during foot travel on rough terrain. Thus there were risks to offset the benefits of putting eyes on a given manhole for five minutes per year or per quarter.

Automating inspections

In seeking an alternative to labor-intensive inspections and a way to monitor trouble spots more closely, the district installed SmartCover monitoring and alarm systems from Hadronex. The devices, attached below manhole covers, continuously monitor water levels in the sewers and provide user-defined alarm notifications to impending overflow events and to intrusions by unauthorized parties.

The battery-operated units

install in a few minutes. Batteries typically last one year. The devices provide two-way wireless communication, allowing the district to interrogate them from anywhere. Data is downloadable for insertion into spreadsheets. Alarms are sent directly to specified district personnel for timely response.

The devices can be easily maintained or traded out by inspection personnel. Thus they provide continuous real-time information for the same level of effort as periodic inspections. Additionally, data from the monitors has given the district an improved picture of sewer lines’ capacity and dynamic performance over longer periods than previously available.

Analysis of the data has allowed the district to target capital improvements more effectively and gain the

benefit of each asset’s full useful life. Managers and regulators also appreciate the more detailed data available during spill investigations.

Finally, the alarm function demonstrates the district’s commitment to proactive spill prevention and limits risk exposure in less-traveled and more environmentally sensitive service areas. By installing several SmartCover units and adding more each year, the district has achieved efficiencies in easement inspection. ♦

About the Authors

Leo Schempp is former field services manager and Jeff Stecker is field services superintendent with Leucadia Wastewater District, based in Carlsbad, Calif. Both hold California Water Environment Association Collection System Operator IV certification.

Directors' Meetings

Presented by Directors Omsted and Juliussen

Conference

2012 Annual CWEA Conference

Dates and Location

April 17-20, 2012

Sacramento Convention Center

List of Attendees

Director Omsted

Director Juliussen

The above mentioned Board member attended various sessions regarding wastewater and recycled water issues.

Directors' Meetings

Presented by Directors Hanson, Omsted, Juliussen, and Sullivan

Conference

2012 CASA Spring Conference

Dates and Location

April 25-27, 2012

Marriott Napa Valley Hotel in Napa, CA

List of Attendees

President Hanson

Vice President Sullivan

Director Omsted

Director Juliussen

The above mentioned Board member attended various sessions regarding wastewater and recycled water issues.

Directors' Meetings

Presented by Directors Hanson, Kulchin, Juliussen, and Sullivan

Training Course

CSDA AB 1825 Harassment Prevention Webinar

Dates and Location

May 2, 2012

LWD's Administrative Office

List of Attendees

President Hanson

Vice President Sullivan

Director Kulchin

Director Juliussen

The above mentioned Board members attended a webinar course on the required two hour training on AB 1825 Harassment Prevention for Board members and Supervisors.