



LEADERS IN
ENVIRONMENTAL
PROTECTION

BOARD OF DIRECTORS

REGULAR MEETING

And

**PUBLIC HEARING ON FISCAL YEAR 2014 COLLECTION OF WASTEWATER
SERVICE CHARGES ON THE COUNTY TAX ROLL AND A PROPOSAL TO
CONSIDER ADOPTING A REVISED WASTEWATER CAPACITY FEE**

DATE: Wednesday, June 12, 2013

TIME: 5:00 p.m.

PLACE: Leucadia Wastewater District
1960 La Costa Avenue, Carlsbad, CA 92009

AGENDA

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

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

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. General Public Comment Period**
- 5. Approval of Agenda**
- 6. Presentations and Awards**
 - A. Achievement of an Individual Award – Mauricio Avalos. (Pages 1-2)
 - B. Achievement of an Organizational Award – CAPIO Award of Distinction. (Page 3)

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

Minutes of the following meetings:

May 8, 2013 Regular Board Meeting (Pages 4-11)
May 9, 2013 Special Board Meeting (Pages 12-13)
June 4, 2013 Community Affairs Committee Meeting (Pages 14-15)
June 4, 2013 Engineering Committee Meeting (Pages 16-17)

8. Approval of Demands for May/June 2013

This item provides for Board of Directors approval of all demands paid from LWD during the month of May and a portion in June 2013. (Pages 18-43)

9. Operations Report

This report discloses the year-to-date and monthly flow, rain fall, EDU's and reclaimed water averages; along with MGD flow comparisons from FY 12 to FY 13 and flows by sub-basin. (Pages 44-47)

10. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY 13 budget and discloses monthly investments. (Pages 48-55)

11. Establishing an Appropriations Limit of the LWD for FY 14

Adopt Resolution No. 2233 Establishing an Appropriations Limit of the Leucadia Wastewater District (LWD) for the Fiscal Year 2014 (July 1, 2013 to June 30, 2014) Pursuant to Article XIII (B) of the California Constitution. (Pages 56-60)

12. LWD Board of Directors Revised Strategic Plan

Receive and file the revised Strategic Plan. (Pages 61-73)

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority Reports

- A. A regular EWA Board meeting was held on May 29, 2013 – report by Director Juliussen. (Page 74)
- B. A EWA Member Agencies Manager's meeting was held on June 3, 2013 – report by GM Bushee. (Verbal)

14. Committee Reports

- A. Community Affairs Committee meeting was held on June 4, 2013 – report by Director Omsted. (Page 75)

- B. Engineering Committee meeting was held on June 4, 2013 – report by Director Juliussen. (Page 76)

OLD BUSINESS

- 15. Adopt the Fiscal Year 2014 (FY 14) Budget.** (Page 77, Enclosure 15A)

PUBLIC HEARING

- 16. Public Hearing to consider the following:**

- A. A proposal to consider collecting the District's Wastewater Service Charge for Fiscal Year 2014 on the San Diego County Tax Roll; and
- B. A proposal to adopt an ordinance establishing the District's wastewater capacity fee at \$4,006 per equivalent dwelling unit (EDU) for the privilege of connecting to the District's system. (Pages 78-79)

ACTION ITEMS

- 17. Award of the District's La Costa Pump Station Rehabilitation Project Construction Contract**

Authorize the General Manager to execute an agreement with Piperin Corporation for construction services to complete the La Costa Pump Station Rehabilitation Project in an amount not to exceed \$242,000. (Pages 80-84)

- 18. Adoption of the 2013 Financial Plan Update**

Adopt the Leucadia Wastewater District's 2013 Financial Plan Update and authorize staff to implement the 2013 Financial Plan Update's recommendations. (Pages 85-89)

- 19. Professional Services Agreement with TRG & Associates for Public Information Services**

Authorize the General Manager to execute Task Order No. 3 to the TRG & Associates Public Information Services Agreement in an amount not to exceed \$50,000. (Pages 90-93)

- 20. ADS Corporation Agreement for Flow Monitoring, Data Analysis and Presentation, and Maintenance for Seven (7) District Flow Meters**

Authorize the General Manager to execute a three year professional services agreement with ADS Corporation for equipment maintenance and analysis of data from seven (7) permanently installed flow meters in an amount not to exceed \$42,840 per year for a total of \$128,520. (Pages 94-99)

- 21. Lanikai Trunk Sewer Lining Project Change Order for the B2 Force Main Repair**

Authorize the General Manager to execute a change order to the Lanikai Trunk Sewer Lining contract with Charles King Company for additional services for the B2 Force Main Emergency Repair in the amount of \$121,998. (Page 100)

- 22. Collection of Wastewater Service Charges on the County Tax Roll for FY 14**
Adopt Resolution No. 2234 Adopting and Approving the Report for the Collection of Wastewater Service Charges on the County Tax Roll for the Fiscal Year July 1, 2013 – June 30, 2014. (Pages 101-103)
- 23. Adjusting the District's Wastewater Capacity Fee to \$4,006 per equivalent dwelling unit (EDU)**
Adopt an Ordinance No. 129 Adjusting the District's wastewater capacity fee from \$3,732 per EDU to \$4,006 per EDU. (Pages 104-108)
- 24. Approving the Recommended Encina Wastewater Authority FY 14 Budget**
Adopt Resolution No. 2235 Approving the Recommended Encina Wastewater Authority (EWA) Fiscal Year 2014 (FY 14) Operating and Capital Budgets. (Pages 109-111)
- 25. Approval of an interim agreement with La Costa Resort & Spa for the Sale of Recycled Water**
(Pages 112-115)
- 26. Reimbursement of Expenses for Scripps Circle of Life 100 Luncheon**
Authorize reimbursement of expenses for attendance at the Scripps Circle of Life Luncheon Honoring Ann and David Kulchin. (Page 116)

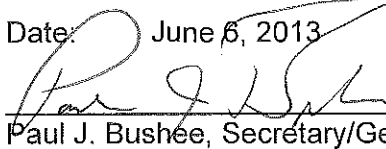
INFORMATION ITEMS

- 27. Project Status Updates and Other Informational Reports**
- A. LWD 2013 Employee Luncheon is scheduled for Thursday, July 11, 2013. (Page 117)
 - B. Carlsbad Chamber of Commerce State of the City Luncheon is scheduled for Friday, August 23, 2013 from 11 AM to 1:30 PM at the Sheraton Carlsbad Resort & Spa. (Page 118)
- 28. Directors' Meetings and Conference Reports**
- A. The 2013 CSDA Legislative Days Conference was held at the Sheraton Grand in Sacramento, CA on May 14-15, 2013. (Page 119)
 - B. CSDA Quarterly Dinner meeting was held at the Courtyard by Marriott in San Diego on May 16, 2013. (Page 120)
- 29. General Manager's Report**
- 30. General Counsel's Report**
- 31. Board of Directors' Comments**
- 32. Closed Session**
Conference with District Legal Counsel and General Manager to discuss anticipated litigation pursuant to California Government Code Sec. 54956.9(b)(3)(A) and (C): Potential action regarding recycled water rebates.
- 33. 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: June 6, 2013

A handwritten signature in black ink, appearing to read "Paul J. Bushee", is written over a horizontal line.

Paul J. Bushee, Secretary/General Manager

MEMORANDUM

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Presentations and Awards – Achievement of an Individual Objective**

It is my pleasure to announce that a Leucadia Wastewater District (LWD) staff member has recently met an individual performance objective under LWD's Incentive Program. The achievement is as follows:

California Water Environment Association (CWEA) Collections System Maintenance Grade II Certification – Mauricio Avalos

Mauricio Avalos recently received his Grade II Collection System Maintenance certification from the CWEA. Working for LWD since May 23, 2011, this is his third certification, which reflects his desire to excel through continued professional development. As a result of this certification, Mauricio is eligible for an Individual Incentive Award of \$500.

Please join me in congratulating Mauricio for his outstanding accomplishment.

PJB

CALIFORNIA WATER ENVIRONMENT ASSOCIATION

Certification of Competence

THIS IS TO CERTIFY THAT

Mauricio Avalos

HAVING SUBMITTED ACCEPTABLE EVIDENCE OF QUALIFICATIONS
BY EDUCATION, TRAINING AND EXPERIENCE IS HEREBY
GRANTED THIS CERTIFICATION OF COMPETENCY AS A

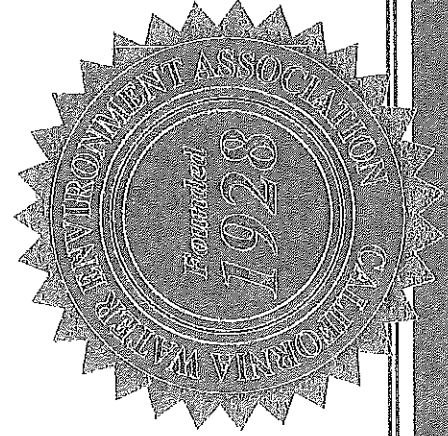
GRADE II

COLLECTION SYSTEM MAINTENANCE

Expires On 5/31/2014

Christoph Dobson

Christoph Dobson, President
California Water Environment Association




Certificate No. 130522002

Soma Bhadra

Soma Bhadra, Chair
Technical Certification Program

MEMO

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **California Association of Public Information Officials (CAPIO) Award of Distinction for the Teacher Grant Program**

It is my pleasure to announce that Leucadia Wastewater District (LWD) recently received the 2013 California Association of Public Information Officials (CAPIO) Award of Distinction on April 18, 2013, during CAPIO's annual conference.

During February 2013, TRG submitted two award applications to CAPIO. The District's newsletter was submitted for the Community/Special Audience Newsletter category and the Teacher Grant Program was submitted for the Dollar Stretcher category.

This is the first year that the District submitted applications to CAPIO and received an award in the "Dollar Stretcher" category for the District's Teacher Grant Program. The award recognizes the Teacher Grant program for achieving notable results with minimal expense. This award qualifies as a state award under the organizational objectives of the LWD's Incentive Program; therefore, staff is eligible for a \$200 incentive award.

Please join me in congratulating both the LWD Board and staff for this outstanding accomplishment.

PJB:

LEUCADIA WASTEWATER DISTRICT**Minutes of a Regular Board Meeting**

May 8, 2013

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, May 8, 2013 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT:

Sullivan, Kulchin, Juliussen, Omsted, and Hanson

DIRECTORS ABSENT:

None.

OTHERS PRESENT:

General Manager Paul Bushee, District Counsel Wayne Brechtel, Administrative Services Manager Chuck LeMay, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Trisha Hill, Field Services Supervisor Marvin Gonzalez, Field Services Technician I Mauricio Avalos, District Engineer Steve Deering with Dudek, CPA Richard Duffey with Brownell & Duffey, Jamie Fagnant with Infrastructure Engineering Corp., Mark Jennette with NeWest Construction, Hank Steizl with Paul Ecke Elementary School, Chuck Parsons with Sancon, Jodi Greenberger with Park Dale Lane Elementary School, Thomas Baugh with Olivenhain Pioneer Elementary School, Jennifer Beales and Lois Humphreys with TRG & Associates, Jeff Bills with Confidence Consulting and Jessica Fernandes, a member of the public.

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

President Sullivan stated that Jessica Fernandes, a member of the public would like to address the Board of Directors.

Mrs. Fernandes stated that she is a local resident and that she would like to acknowledge LWD staff members for receiving excellent customer service that was provided to her recently. She provided a brief summary of her customer service experience with the Field Services staff, noting that they found her wedding ring in the sewer main. She expressed her appreciation to Field Services Technicians James Hoyett, Gabe Mendez, Marvin Gonzalez, Todd Amos and the crew for finding her wedding ring.

Vice President Kulchin suggested that Mrs. Humphreys with TRG draft a news article about Mrs. Fernandes' story.

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. Teacher Grant Awards.

EA Hill stated that at the March Board meeting, the Board of Directors approved three teacher grants. She stated that the teachers are present at tonight's meeting to provide a brief description about their project. She introduced each teacher to present their project.

Each teacher presented information about their school's project relating to water conservation and their school's garden. They all thanked the Board of Directors for providing a teacher grant program to help support their programs.

President Sullivan thanked the teachers for their efforts and stated that she was pleased to see them at tonight's meeting.

B. CWEA Awards

GM Bushee stated that he would like to acknowledge Field Services Supervisor Marvin Gonzalez for receiving the CWEA State Supervisor of Year award at the 2013 CWEA Annual Conference. In addition, GM Bushee acknowledged Mauricio Avalos for receiving the 2nd place award in the CWEA State Collection Person of Year competition as well.

The Board of Directors congratulated Marvin and Mauricio for their efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

April 10, 2013 Regular Board Meeting

May 1, 2013 Engineering Committee Meeting

8. Approval of Demands for March/April 2013

Payroll Checks numbered 16675-16717; General Checking – Checks numbered 43736-43867

9. Operations Report (A copy was included in the original May 8, 2013 Agenda)

10. Finance Report (A copy was included in the original May 8, 2013 Agenda)

11. Quarterly Treasurer's Investment Report (A copy was included in the original May 8, 2013 Agenda)

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

EWA and COMMITTEE REPORTS

12. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting was held on April 24, 2013.

Director Juliussen reported on the April 24, 2013 EWA Board of Directors meeting.

B. Encina Member Agencies Manager's (MAM) Meeting was held on May 7, 2013.

GM Bushee reported on the May 7, 2013 MAM Meeting.

13. Committee Reports

A. Engineering Committee meeting was held on May 1, 2013.

Director Juliussen reported that the EC reviewed an agreement with NeWest Construction Co. for construction of the Leucadia Pump Station Generator Replacement Project in an amount not to exceed \$467,000. He stated that the EC concurred with staff's recommendation and it will be presented later in the agenda.

He also reported that the EC reviewed an agreement with Sancon Engineering Inc. for construction of the Abedul and Persa Streets Gravity Line Repair Project in an amount not to exceed \$60,520. He stated that it will be presented later in the agenda.

In addition, he reported that the EC reviewed Ordinance No. 128, updating the District's Wastewater Ordinance. He noted that the Ordinance will be reviewed later in the agenda and that the EC concurred with staff's recommendation.

He also stated that the EC received an update on the Batiquitos Pump Station Rehabilitation project.

PUBLIC HEARING

14. Public Hearing to consider the following:

A proposal to consider Adopting Ordinance No. 128, The Update to the Leucadia Wastewater District's Wastewater Ordinance.

President Sullivan opened the public hearing for comments.

ASM LeMay stated that the notice of the public hearing announcement was posted at the District office on May 1, 2013, advertised in the local paper and a copy of the proposed Ordinance was available for public review. He noted that to date, staff has not received public comment.

No public comments were provided. President Sullivan closed the public hearing.

ACTION ITEMS

15. Strategic Planning Session Summary.

Receive and file the Strategic Planning Summary Report.

GM Bushee presented the item stating that Mr. Bills is at tonight's meeting to present an overview of the Strategic Planning Session Summary. He also noted that last month the Board reviewed the revised strategies and they are included with the summary report.

Mr. Bills presented an overview of the Strategic Planning Workshop. He stated that during the workshop the Board discussed their common concerns on key issues, completed an exercise to

assess the Board's current Strategic Initiatives, and then followed up with a forced analysis on those initiatives. He noted that following the forced analysis process, the Board directed staff to revise the language of the strategic initiatives and present them to the Board for approval at another Board meeting.

He stated that staff completed the revised strategic initiatives, which are included with this summary report.

The Board of Directors thanked Mr. Bills for the report. Director Juliussen noted that tonight's customer service story was an example of how the District provides excellent customer service. Director Omsted stated that the summary report was a good report.

President Sullivan stated that the Strategic Planning session was very productive day and it helped to improve the District's strategic initiatives.

GM Bushee noted that staff will add the revised strategies to the Board's Strategic Plan and present them at the June 2013 Board meeting as a consent calendar item.

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

16. Leucadia Pump Station Generator Replacement Project – Construction Contract Award.

Authorize the General Manager to execute an agreement with NeWest Construction Company for construction of the Leucadia Pump Station Generator Replacement Project in an amount not to exceed \$467,000.

TSM Morishita presented the item stating that it was reviewed by the EC on May 1st. He noted that this project is a goal in the FY 13 Tactical Plan.

He provided background information on the project noting that the Board previously authorized the project's design which has been completed. He stated that staff advertised for bids and six bids were received with NeWest as lowest bidder. He also stated that IEC reviewed the bids and they recommended that NeWest Construction Co. be awarded the contract as the lowest responsive and responsible bidder. He noted that their bid of \$467,000 was 6% lower than the engineer's estimate.

TSM Morishita also stated that there are sufficient funds in the FY 13 budget to cover the initial project construction costs; however, staff is requesting an additional appropriation in the FY 14 budget to cover the full cost of the project. TSM Morishita noted that the cost increase was due to the increase in generator output capacity from 600kW to 800kW.

President Sullivan asked if staff requires approval of the additional appropriation for the FY 14 budget. GM Bushee noted that staff will include the additional appropriation for this project in the FY 14 Budget.

Director Juliussen stated that the EC reviewed this project and that he was surprised at the low bid price. He thanked NeWest for submitting a bid for this project.

Director Hanson asked staff to confirm that the AMMP included 800kW generator. TSM Morishita confirmed that the AMMP included this project.

Following discussion, and upon a motion duly made by Director Juliussen, seconded by Director Omsted and carried, the Board of Directors authorized the General Manager to execute an agreement with NeWest Construction Company for construction of the Leucadia Pump Station Generator Replacement Project in an amount not to exceed \$467,000.

17. Ordinance No. 128 – Adopting the Update to the Leucadia Wastewater District's Wastewater Ordinance.

Adopt Ordinance No. 128, an update of the District's Wastewater Ordinance.

TSM Morishita presented the item stating that it was reviewed by the EC on May 1st. He noted that this project is a goal in the FY 13 Tactical Plan.

TSM Morishita stated that staff has been working with District Counsel Brechtel, along with District Engineer Deering to update the District's wastewater ordinance. He noted the purpose of the ordinance and provided a brief summary of the recommended changes to the wastewater ordinance.

Director Omsted requested additional information on revised Article 5 in the ordinance. He asked for clarification on Article 5 regarding approval of swimming pool drainage. GM Bushee stated that since he has been at the District, he was not aware of any requests to drain pool water into the sewer. However, the Ordinance includes conditional provisions to drain swimming pools should there be a request.

Superintendent Stecker stated that over the past few years, he has only received one call from a customer asking for approval to drain their swimming pool water into the sewer. GM Bushee indicated that it is likely most pool owners do not request LWD approval but the language in the ordinance is designed to protect the District should a problem occur.

In addition, Director Omsted suggested revised language to Article V (d) to include "mass" discharges of such substances with pH lower than 5.0 or greater than 12.5. General Counsel Brechtel stated that the language in this section interprets that if a large amount is discharged into the sewer it will cause a meaningful change to the system.

Director Omsted also suggested that the CAC draft a one page handout that provides the public with consumer friendly information on the changes to the Private Lateral Maintenance section. General Counsel Brechtel agreed that providing the customers with information on how to maintain their sewer laterals would be a good idea.

Following discussion, and upon a motion duly made by Director Omsted, seconded by Director Juliussen and carried, the Board of Directors adopted Ordinance No. 128 – An Update of the District's Wastewater Ordinance by the following vote:

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

18. Contract Award for Abedul and Persa Streets Gravity Line Repair.

Authorize the General Manager to execute a sole source agreement with Sancon Engineering, Inc. for the construction of the Abedul and Persa Streets Gravity Line Repair Project in an amount not to exceed \$60,520.

DE Deering presented this item providing a detailed description of the damaged pipeline and its location, indicating that the damage to the pipeline was due to the accumulation of calcite scale. He noted that this area of the District has high groundwater that causes the scale. He stated that District staff cleaned the lines with nozzle to remove the scale and that the nozzle may have removed a segment of the line. He stated that he had asked five contractors to submit a quote along with their solution to repair the lines.

He announced the results of the received quotes, recommending that Sancon be awarded the contract because of their unique approach to repairing the lines, along with their low responsive and responsible quote.

Following discussion, and upon a motion duly made by Vice President Kulchin, seconded by Director Omsted and carried, the Board of Directors authorized the General Manager to execute a sole source agreement with Sancon Engineering, Inc. for the construction of the Abedul and Persa Streets Gravity Line Repair Project in an amount not to exceed \$60,520.

19. Joint Professional Development Program with CSUSM.

Adopt Resolution No. 2232 Supporting the Establishment of a joint professional development program with California State University San Marcos (CSUSM).

ASM LeMay presented the item stating that over the past year Vallecitos MWD, Encina Wastewater District, and Rincon Del Diablo MWD have been meeting informally with CSUSM to discuss developing a certificate program that provides a curriculum to provide a level of education that enhances the existing skills and education of our workforce. He stated that within the next 5-10 years the industry will experience a loss of supervisors and managers. He added that CSUSM has a proposed program and the initial cost of the program is \$50,000 for the first year, noting that agencies will share this cost. He noted that the exact cost for each agency depends on how many agencies participate and no funds have been allocated in the FY 14 Budget.

Vice President Kulchin asked what the District's share of the \$50,000 would be. ASM LeMay stated that the agencies have not decided on each District's share of the costs. GM Bushee clarified that this resolution does not commit to the cost of the program; it is only to support the development of the program.

Following discussion, and upon a motion duly made by Director Hanson, seconded by Director Juliussen and carried, the Board of Directors adopted Resolution No. 2232 Supporting the Establishment of a Joint Professional Development Program with California State University San Marcos by the following vote:

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

INFORMATION ITEMS

20. Project Status Updates and Other Informational Reports

A. Website Traffic Summary Report.

EA Hill presented the item indicating that there has been a slight increase in website traffic since the last website traffic summary report. She also noted the top three pages receive the most hits.

B. Support Letters of SCA 11 and ACA 8.

GM Bushee provided a brief summary of the bills.

C. "Kulchin honored for environmental achievements" news article.

President Sullivan stated that the newspaper article about Ann Kulchin was a great article.

21. Directors' Meetings and Conference Reports

A. The CWEA 2013 Annual Conference was held at the Palm Springs Convention Center on April 16-19, 2013.

President Sullivan and Director Juliussen stated that they attended the CWEA conference. They each commented on the awards ceremony. President Sullivan and Director Juliussen stated that they supported the field service team in a collection system competition.

B. The CASA 2013 Spring Conference was held at the Marriott Newport Beach Resort & Spa on April 23-26, 2013.

All Board members attended the CASA Conference. Each Director reported on the sessions that they attended.

Director Hanson noted that Bobby Larson with CASA has made a positive difference with the program. President Sullivan and Director Juliussen agreed with Director Hanson. President Sullivan noted that this was the last CASA last spring conference.

Director Hanson also reported that she attended a LAFCO meeting last month and a Board vacancy was filled with a unanimous vote. She stated that the General Manager of Rainbow/Fallbrook PUD is the new Board member. She also reported that she attended the retirement dinner for Director Pat Conway from the North County Cemetery District.

22. General Manager's Report

General Manager Bushee reported on the following items:

- The Budget workshop is scheduled for tomorrow, May 9th at 9:00 a.m.;
- The CSDA quarterly meeting is scheduled for Thursday, May 16th at 6:00 p.m. He noted that he will carpool to the meeting and he will leave the District office at 5:30 p.m.
- The Encinitas Environmental Day is scheduled for Sunday, June 9th and the District will staff a booth at the event.

23. General Counsel's Report

General Counsel Brechtel provided information on a recent court decision in San Jose that affects elected officials. He stated that if public officials conduct public business with their private cell phones, texts, videos, etc. are considered a public record and are subject to public disclosure.

24. Board of Director's Comments

Director Omsted stated that he would like to attend the upcoming Watereuse Direct Potable Reuse Specialty Conference in Newport Beach. Director Juliussen indicated that he would like to attend as well.

Vice President Kulchin stated that the spring newsletter was outstanding. EA Hill noted that the District received positive feedback from the public on the newsletter.

25. Closed Session.

A. Conference with District Legal Counsel to discuss anticipated litigation pursuant to California Government Code Section 54956.9(b)(3)(A) and (C): Potential action regarding recycled water rebates.

General Counsel Brechtel stated the item.

Following closed session, he reported that the Board of Directors met in closed session and there was no reportable action.

26. Adjournment

President Sullivan adjourned the meeting at 6:38 p.m.

Elaine Sullivan, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
Minutes of a Special Board Meeting
Wednesday, May 9, 2013

A special meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, May 9, 2013 at 9:00 a.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

President Sullivan called the meeting to order at 9:05 a.m.

2. Roll Call

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

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager (GM) Paul J. Bushee, District Counsel Wayne Brechtel, Administrative Services Manager Chuck LeMay, Technical Services Manager Robin Morishita, Executive Assistant Trisha Hill, Superintendent Jeff Stecker, CPA Richard Duffey, and District Engineer Steve Deering.

3. Pledge of Allegiance

4. Public Comment

No public comment was received.

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. Overview of Recommended Fiscal Year 2014 (FY 14) Budget

A. Review and discuss the recommended FY 14 Budget.

ASM LeMay presented this item, along with Superintendent Stecker and TSM Morishita. ASM LeMay provided an overview of the FY 14 budget that included the following items:

- Principal Budget Objectives;
- Expense Summaries for each enterprise;
- Revenue Projections for each enterprise;
- No increase in the FY 14 service charge; and
- Projected personnel budget, noting this will be discussed in closed session

He stated that the total wastewater enterprise operating expenses decreased 4.3% from the FY 13 Budget and there was a 1% increase in the total recycled water enterprise from FY 13 Budget.

In addition, he provided recent budget trends over the last four years, indicating that the budget has been steady over these years while maintaining one of lowest sewer service charges in San Diego County. ASM LeMay introduced Superintendent Stecker to provide detailed information on

operating expenses for each enterprise.

Superintendent Stecker presented detailed operating expenses for the wastewater enterprise, the Batiquitos facilities expenses, recycled water enterprise and the development budget. He noted that development pays for development.

He introduced TSM Morishita to present the Capital budgets.

TSM Morishita presented the capital acquisition budgets for the wastewater enterprise and the recycled water enterprise stating that the total is \$668,600. He noted that capital acquisition items typically cost more than \$5,000 and have a life expectancy greater than one year. He also provided detailed information on the capital improvement budget by reviewing the major projects which have a total cost of \$6.73 million. He stated that the capital budget also includes EWA capital improvement costs, the recycled water costs, and the jointly owned Batiquitos facilities.

The Board of Directors asked several questions relating to the capital projects. Director Juliussen suggested one change to the text in the Capital Acquisition Program Overview section of the budget. Staff agreed to revise the language.

Director Hanson thanked staff for scheduling a Special Board meeting to review the draft budget prior to adoption. President Sullivan stated that staff did a great job with the presentations.

Following discussion, the Board of Directors directed staff to finalize the FY 14 Budget with one minor language change and present the final at the June 12, 2013 Board of Directors meeting for approval.

7. Information Items

None.

8. Closed Session

A. Meet with General Manager Bushee and Administrative Services Manager LeMay to discuss the FY 2014 Informal Input Process regarding employee compensation, as authorized under Government Code Section 54957.6

The Board of Directors met in closed staff and provided direction to GM Bushee and ASM LeMay. There was no other reportable action.

9. Adjournment

President Sullivan adjourned the meeting at 10:56 a.m.

Elaine Sullivan, President

Paul J. Bushee
Secretary/General Manager (SEAL)

LEUCADIA WASTEWATER DISTRICT
Minutes of a Community Affairs Committee Meeting
June 4, 2013

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Tuesday, June 4, 2013 at 10:00 a.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

Chairperson Sullivan called the meeting to order at 10:04 a.m.

2. Roll Call

DIRECTORS PRESENT: Sullivan and Omsted

DIRECTORS ABSENT: None.

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

3. Public Comment

No public comment was received.

4. New Business

A. Review of TRG & Associates Task Order No. 3 and Scope of Work.

ASM LeMay presented the item stating that TRG's public information services agreement includes the basic public outreach services that LWD provides its customers. He also stated the specific tasks listed in the scope of work.

Director Omsted suggested that during the upgrade of the District's website, he would like the Board members to review the updated website prior to going live. In addition, he had asked that the CAC work with staff during the update of the website.

GM Bushee stated that during the last website update, staff involved the Board members and staff would do the same during this upgrade.

He noted that TRG & Associates three year base contract ends during March 2014 and that this task order would cover their services through that period.

Mrs. Lois Humphreys of TRG & Associates called in during the meeting via teleconference at 10:18 a.m.

Following discussion, the CAC agreed with staff to present TRG's task order no. 3 to the Board of Directors at the June 12, 2013 Board meeting for approval.

5. Information Items

GM Bushee stated that the District is participating in the Encinitas Environmental Day event on Sunday, June 9, 2013 from 10 a.m. to 4 p.m. He noted that Tianne Baity, Frank Reynaga, Ian Riffel and Gabe Mendez will be working at the LWD booth in shifts, along with Jennifer Beales of TRG & Associates.

Director Omsted indicated that he too may attend the event.

6. Directors' Comments

None.

7. General Manager's Comments

GM Bushee provided a brief status update on the recycled water contract. He noted that staff will provide additional details during the June Board meeting.

8. Adjournment

Chairperson Sullivan adjourned the meeting at 10:32 a.m.

Paul J. Bushee
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
Minutes of an Engineering Committee Meeting
June 4, 2013

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held Wednesday, June 4, 2013 at 2:00 p.m., at the LWD Administration Office located at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

Chairperson Juliussen called the meeting to order at 2:00 p.m.

2. Roll Call

DIRECTORS PRESENT: Juliussen and Kulchin

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee; Technical Services Manager Robin Morishita; Field Services Superintendent Jeffery Stecker; Field Services Supervisor Marvin Gonzalez; District Engineer Steve Deering; Jamie Fagnant from Infrastructure Engineering Corporation and Craig Barry from Piperin Corporation

3. Public Comment

No public comment was received.

4. Old Business

None.

5. New Business

- A. Authorize the General Manager to execute an Agreement with Piperin Corporation for construction services to complete the La Costa Pump Station Rehabilitation Project in an amount not to exceed \$242,000.

TSM Morishita presented staff's recommendation. TSM Morishita, referring to a handout, stated that a letter and e-mail were submitted by NEWest Construction Company after the agenda went out, the second low bidder, questioning the experience level of Piperin Corporation. Chairperson Juliussen asked if Piperin met the experience requirements of the bid. Jamie Fagnant, IEC, and Craig Barry, Piperin, stated that Piperin, combined with projects they completed under its former name Zondiros, had met the project experience required in the bid specification. Additionally, the circumstances which resulted in NEWest not being awarded the Batiquitos Pump Station Rehabilitation Project were reviewed and discussed. Based on the results of the bid evaluation performed by IEC, it was recommended that Piperin be awarded the contract. The EC concurred with staff to present this recommendation at the June 2013 Board meeting for approval.

- B. Authorize the General Manager to execute a change order to the Lanikai Trunk Sewer Lining Contract with Charles King Company for additional services for the B2 Force Main Emergency Repair in the amount of \$121,998.

TSM Morishita presented staff's recommendation. Chairperson Juliussen asked who reviewed the costs included in the Change Order. TSM Morishita stated that

he and Construction Manager Richard Stinson reviewed the costs and negotiated the final change order amount being requested. Following this discussion, the EC concurred with staff to present this recommendation at the June 2013 Board meeting for approval.

- C. Authorize the General Manager to execute a three year professional services agreement with ADS Corporation for equipment maintenance and analysis of data from seven (7) permanently installed flow meters in an amount not to exceed \$42,840 per year for a total of \$128,520 over a three year period.

FSS Stecker presented staff's recommendation. Chairperson Juliussen asked if this was a sole source procurement of services. GM Bushee answered that other vendors can provide flow meters and maintenance service. However, the collection, evaluation and presentation of flow data in a usable format are unique to ADS Environmental; therefore, LWD did enter into its original contract with ADS in 2007 on a sole source basis. Following further discussion, the EC concurred with staff to present this recommendation at the June 2013 Board meeting for approval.

Chairperson Juliussen also requested that, if possible, contracts for continuation of services such as this contract be presented for approval 90 days prior to the renewal date. This would allow sufficient time for staff to find a replacement consultant in the event that the Board does not approve the contract renewal.

6. Information Items

- A. Batiquitos Pump Station Rehabilitation Project Update

TSM Morishita presented an update of the Batiquitos Pump Station Rehab Project. The update included the installation of the restroom and sound attenuation panels. A tour of Batiquitos Pump Station was scheduled for the date of the July 2013 Board meeting.

7. Director's Comments

None.

8. General Manager's Comments

GM Bushee informed the EC that the District will participate in the Encinitas Environmental Day event on June 9, 2013.

Additionally, GM Bushee informed the EC that the Internal Revenue Service (IRS) will be conducting an employment tax compliance check of the District on June 12, 2013.

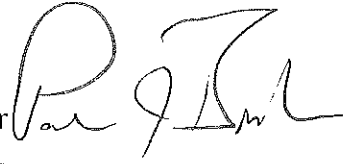
9. Adjournment

Chairperson Juliussen adjourned the meeting at approximately 2:35 p.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

MEMORANDUM

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Approval of May/June Demands


RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve checks and electronic payments totaling \$ 1,364,967.06
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the months May 3, 2013 – June 6, 2013.

Operating expenses totaled \$1,139,372.26 while Capital Improvement Program expenses totaled \$ 116,961.30.

Payroll for employees and the Board totaled \$ 108,633.50.

Attached please find a year to date Employee and Board Payroll Report from May 2012 to June 2013 for your review. The report includes a monthly breakdown of employee and Board payroll expenses for the prior 12 months.

Attachment 1	Summary of Demands by Account May/June 2013
Attachment 2	Payroll Check Register dated May 2, 2013
Attachment 3	Accounts Payable Check Register dated May 8, 2013
Attachment 4	Payroll Check Register dated May 15, 2013
Attachment 5	Accounts Payable Check Register dated May 21, 2013
Attachment 6	Payroll Check Register dated May 22, 2013
Attachment 7	Payroll Check Register dated May 24, 2013
Attachment 8	Payroll Check Register dated May 29, 2013
Attachment 9	Payroll Check Register dated May 31, 2013
Attachment 10	Accounts Payable Check Register dated June 1, 2013
Attachment 11	Board Payroll Register dated June 3, 2013
Attachment 12	Year to Date Employee and Board Payroll Report

DEMANDS SUMMARY

June 12, 2013

1. Demands

<u>Category</u>	<u>Check #'s</u>	<u>Amount</u>	<u>Total</u>
Payroll Check -5/2/2013	16718 - 16720 Adam Robey	\$ 3,959.83	
Payroll Check-5/15/2013	16721 - 16737	\$ 40,159.09	
Payroll Check - 5/22/2013	16738 - 16739 Ken Butts	\$ 3,100.61	
Payroll Check -5/29/2013	16740 - 16755	\$ 38,523.15	
Payroll Check - 5/30/2013	16757 Ken Butts	\$ 17,681.58	
Board Payroll Check -6/3/2013	16758 - 16762	\$ 5,209.24	
	Total	\$108,633.50	
General Checking -5/8/2013	43868 - 43922	\$ 984,068.28	
General Checking -5/21/2013	43923 - 43975	\$ 186,945.12	
General Checking - 6/1/2013	43976 - 44006	\$ 85,320.16	
	Total	\$1,256,333.56	
			\$1,364,967.06
	Grand Total		\$1,364,967.06
<u>VOIDED CHECK</u>	43878	REISSUED	
	16756	REISSUED	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: May 2, 2013
Adam Robey

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
16718 - 16720	5/2/2013	\$3,959.83

Run date: 05/07/2013 @ 12:28
 Bus date: 05/08/2013

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 1

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
43868- 2600	1	5/08/2013	10100 NAPA AUTO		
	1		48052 PARTS	24.55	140285
43868- 2600	1	5/08/2013	Logged	*** Total ***	24.55
43869- 2600	2	5/08/2013	10221 ADS LLC		
	2		48012 CONTRACT-DATA COLLE FLOW METER	3,570.00	1256.22-0413
43869- 2600	2	5/08/2013	Logged	*** Total ***	3,570.00
43870- 2600	3	5/08/2013	10720 AT&T		
	3		48056 L.D. PHONE @ BPS	32.11	BPS-4/2013
43870- 2600	3	5/08/2013	Logged	*** Total ***	32.11
43871- 2600	4	5/08/2013	11314 BERGELECTRIC CORP		
	4		48009 OPEN PO-ELECTRICAL REPAIRS	1,254.91	13910.6TM-5
43871- 2600	4	5/08/2013	Logged	*** Total ***	1,254.91
43872- 2600	5	5/08/2013	11650 BROWNELL AND DUFFEY CPA		
	5		48008 OPEN PO-CONTRACT-ACCT/FINANCIA	8,685.00	050113
43872- 2600	5	5/08/2013	Logged	*** Total ***	8,685.00
43873- 2600	6	5/08/2013	12005 CSDA-SAN DIGO CHAPTER		
	6		48041 CSDA QTRLY DINNER	363.00	CSDA-DINNER
43873- 2600	6	5/08/2013	Logged	*** Total ***	363.00
43874- 2600	7	5/08/2013	12005 CSDA-SAN DIGO CHAPTER		
	7		48051 CSDA MEMBERSHIP RENEWAL-2013-1	150.00	1323
43874- 2600	7	5/08/2013	Logged	*** Total ***	150.00
43875- 2600	8	5/08/2013	12320 CHARLES KING COMPANY		
	8		48002 LANIKAI TRUNK SEWER LINING PRO	10,091.66	#02
	8		48018 RETENTION 5%	-504.58	RETENTION-#02
43875- 2600	8	5/08/2013	Logged	*** Total ***	9,587.08
43876- 2600	9	5/08/2013	12360 CITY OF CARLSBAD		
	9		48022 WATER @ OFFICE	89.10	21300-4/2013
	9		48024 WATER @ VACTOR	199.60	VACTOR-4/2013
	9		48025 WATER @ VACTOR	209.52	VACTOR-4/2013
	9		48027 WATER @ PLANT	105.27	305-4/2013
43876- 2600	9	5/08/2013	Logged	*** Total ***	603.49
43877- 2600	10	5/08/2013	12510 WASTE MANAGEMENT		
	10		48060 TRASH SERVICE	231.80	110041402741
43877- 2600	10	5/08/2013	Logged	*** Total ***	231.80
43878- 2600	11	5/08/2013	12718 CHUCKS TIRE CENTER		
	11		48030 TIRES	296.68	68668
	11		48031 TIRES FOR GOLF CART	273.96	68652
	11		48032 VALVE STEM	31.43	68603
43878- 2600	11	5/08/2013	Logged	*** Total ***	602.07
43879- 2600	12	5/08/2013	13014 DIAMOND ENVIRONMENTAL SERVICES		
	12		48000 2 PORTABLE RESTROOMS-COLLEC CR	204.35	0000017708

Run date: 05/07/2013 @ 12:28
 Bus date: 05/08/2013

Leucadia Waste Water District
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OCCKHST.L10 Page 2

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
43879- 2600	12	5/08/2013	Logged	*** Total ***	204.35	
43880- 2600	13	5/08/2013	13072 DATA NET			
	13		48061 IS MAINT AND SUPPORT	390.00	9745079	
	13		48092 IS MAINT AND SUPPORT	345.00	9745084	
43880- 2600	13	5/08/2013	Logged	*** Total ***	735.00	
43881- 2600	14	5/08/2013	13355 DION INTERNATIONAL TRUCKS INC			
	14		48005 OPEN PO- VACTOR REPAIR	1,286.56	EW55955	
43881- 2600	14	5/08/2013	Logged	*** Total ***	1,286.56	
43882- 2600	15	5/08/2013	** unused **			
43883- 2600	16	5/08/2013	13822 DUDEK & ASSOCIATES			
	16		48067 GE/3252/861/2G00D3 B BAKERY	500.00	20131151	
	16		48068 GE/3252/860/BUFFALO WILD WINGS	500.00	20131117	
	16		48069 GE/3252/859/RITAS ICE CREAM	420.00	20131116	
	16		48070 GE/3252/858/MASHAYEKAN ANNEX	745.00	20131115	
	16		48071 GE/3252/857/CONTINUING LIFE	90.00	20131114	
	16		48072 GE/3252/855/L.C. TOWNE	90.00	20131113	
	16		48073 GE/3252/853/YOUNG ANNEX	60.00	201431112	
	16		48074 GE/3252/851/JEREZ CT	120.00	20131111	
	16		48075 GE/3252/844/L.C. TOWNE COMMERC	2,247.50	20131110	
	16		48076 GE/3252/816/LC GOLF	582.50	20131108	
	16		48077 GE/3252/808/SEASIDE RIDGE	180.00	20131107	
	16		48078 GE/3252/753/LC CANYON	1,087.50	20131118	
	16		48079 GE/3252/723/VULCAN OCEAN	120.00	20131106	
	16		48080 GE/3252/699/HYMETTUS	240.00	20131105	
	16		48081 GE/3252/697/L.C. GREENS	761.30	20131104	
	16		48082 GE/3252/648/SHERIDEN RD	366.78	20131103	
	16		48083 GE/3252/596/ASTOR GARDENS	360.00	20131102	
	16		48084 GE/3252/593/LC TOWNE SQUARE	843.39	20131101	
	16		48085 GE/3252/584/LC CONDOS	390.00	20131098	
	16		48086 GE/3251/100/GRADING PLANS	2,471.88	20131097	
43883- 2600	16	5/08/2013	Logged	*** Total ***	12,175.85	
43884- 2600	17	5/08/2013	14530 ENCINA WASTEWATER AUTHORITY			
	17		48046 ENCINA 3RD QTR CAPITAL/OM	865,542.66	1249/1250/1261	
43884- 2600	17	5/08/2013	Logged	*** Total ***	865,542.66	
43885- 2600	18	5/08/2013	16021 GREAT AMERICA FINANCIAL SERVIC			
	18		48039 COPIER LEASE	1,056.30	13654611	
43885- 2600	18	5/08/2013	Logged	*** Total ***	1,056.30	
43886- 2600	19	5/08/2013	17552 THE HOME DEPOT CRC/GECF			
	19		48013 OPEN PO-SUPPLIES @ BPS, ANT ET	163.96	2563612	
43886- 2600	19	5/08/2013	Logged	*** Total ***	163.96	
43887- 2600	20	5/08/2013	18150 ICMA RETIREMENT-303979			
	20		48020 DEFERRED COMP-ICMA	3,360.44	ICMA-5-1-13	
43887- 2600	20	5/08/2013	Logged	*** Total ***	3,360.44	

Run date: 05/07/2013 @ 12:28
 Bus date: 05/08/2013

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 3

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
43888- 2600	21	5/08/2013	18711 I2B NETWORKS, INC		
	21		48006 CONTRACT-1 YR OF WEB CAM @BPS	160.00	18931
43888- 2600	21	5/08/2013	Logged	*** Total ***	160.00
43889- 2600	22	5/08/2013	18712 INDUSTRIAL SCIENTIFIC		
	22		48042 BATTERY CASE	453.29	1505659
	22		48043 PUMPS	21.60	1505660
43889- 2600	22	5/08/2013	Logged	*** Total ***	474.89
43890- 2600	23	5/08/2013	19775 ALLAN JULIUSSEN		
	23		48047 CASA CONF-A.J.	590.58	CASA-A.J.-2013
43890- 2600	23	5/08/2013	Logged	*** Total ***	590.58
43891- 2600	24	5/08/2013	20011 JACKSON & BLANC		
	24		48034 PARTS	15.99	000169227
43891- 2600	24	5/08/2013	Logged	*** Total ***	15.99
43892- 2600	25	5/08/2013	20842 DAVID KULCHIN		
	25		48040 CASA CONF-REIMBURSE DK	655.54	CASA-DK-'13
43892- 2600	25	5/08/2013	Logged	*** Total ***	655.54
43893- 2600	26	5/08/2013	21102 CASH		
	26		48066 PETTY CASH-MAY-2013	275.61	PETTY-MAY2013
43893- 2600	26	5/08/2013	Logged	*** Total ***	275.61
43894- 2600	27	5/08/2013	21425 L&L PRINTERS		
	27		47995 MAILING SERVICES/POSTAGE-NEWSL	1,134.00	59104-9
	27		47996 PRINTING SERVICES-NEWSLETTER	2,764.80	59104
43894- 2600	27	5/08/2013	Logged	*** Total ***	3,898.80
43895- 2600	28	5/08/2013	21510 CHUCK LEMAY		
	28		48049 ENCINITAS ENVIROMENTAL DAY	249.00	EE DAY
	28		48050 CASA CONF-CLMAY	198.99	CASA-CLMAY
43895- 2600	28	5/08/2013	Logged	*** Total ***	447.99
43896- 2600	29	5/08/2013	22214 MITSUBISHI ELECTRIC & ELECTRON		
	29		48035 ELEVATOR MAINT/REPAIR	260.81	237875
43896- 2600	29	5/08/2013	Logged	*** Total ***	260.81
43897- 2600	30	5/08/2013	23068 NATIONWIDE RETIREMENT SOLUTION		
	30		48038 DEFERRED COM-NATIONWIDE	216.25	NATION-5/1/13
43897- 2600	30	5/08/2013	Logged	*** Total ***	216.25
43898- 2600	31	5/08/2013	24111 ARC		
	31		48033 USER FEE/DATA NETWORK	32.00	6911622
43898- 2600	31	5/08/2013	Logged	*** Total ***	32.00
43899- 2600	32	5/08/2013	24224 OFFICE DEPOT, INC.		
	32		47997 OPEN PO-OFFICE SUPPLIES	40.11	655640987001
	32		48015 OPEN PO-OFFICE SUPPLIES	194.10	65433281101
	32		48016 OPEN PO-OFFICE SUPPLIES	14.45	655640944001
43899- 2600	32	5/08/2013	Logged	*** Total ***	248.66

Run date: 05/07/2013 @ 12:28
 Bus date: 05/08/2013

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 4

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
43900- 2600	33	5/08/2013	24440 OLIVENHAIN MUNICIPAL WATER DIS		
	33		48021 WATER @ TRAVELING	236.16	551070-4/2013
	33		48088 WATER @ VP5 PS	37.02	03011148-4/2013
	33		48089 WATER @ VP7 PS	37.02	09049026-4/2013
	33		48090 WATER @ TRAVELING 2	204.00	06001544-4/2013
	33		48091 WATER @ E.ESTATES	37.02	10076214-4/2013
43900- 2600	33	5/08/2013	Logged *** Total ***	551.22	
43901- 2600	34	5/08/2013	25010 AT&T		
	34		48036 DIAL IN MODEM-OLD	163.45	6327047006-4/13
	34		48037 DIAL IN MODEM-NEW	158.74	4792130-4/2013
	34		48057 PHONE @ BPS	111.86	9423588-4/2013
43901- 2600	34	5/08/2013	Logged *** Total ***	434.05	
43902- 2600	35	5/08/2013	25011 PACIFIC PIPELINE SUPPLY		
	35		48044 FLOATS	447.90	159457
43902- 2600	35	5/08/2013	Logged *** Total ***	447.90	
43903- 2600	36	5/08/2013	25260 PERS RETIREMENT		
	36		48062 EMPLOYEE RETIREMENT-A. ROBEY	102.26	EMPLOYEE-ROBEY
	36		48063 EMPLOYEE RETIREMENT ENDING 4/1	13,729.42	DUE 5/14/13
	36		48065 BRD RETIREMENT 4/30/13	335.55	DUE 5/30/13
43903- 2600	36	5/08/2013	Logged *** Total ***	14,167.23	
43904- 2600	37	5/08/2013	25260 PERS RETIREMENT		
	37		48064 EMPLOYEE RETIREMENT 4/28/13	13,735.15	DUE 5/28/13
43904- 2600	37	5/08/2013	Logged *** Total ***	13,735.15	
43905- 2600	38	5/08/2013	25425 PLANT PEOPLE		
	38		47993 OPEN PO- CONTRACT-MAINTAIN PLA	158.00	5133210
43905- 2600	38	5/08/2013	Logged *** Total ***	158.00	
43906- 2600	39	5/08/2013	25430 PLUMBERS DEPOT, INC		
	39		48001 NOZZLE, FLUID AND OVERHAUL KIT	2,207.52	PD21043
	39		48045 PARTS-TOOLS	414.44	PD-20992
43906- 2600	39	5/08/2013	Logged *** Total ***	2,621.96	
43907- 2600	40	5/08/2013	25680 PRUDENTIAL OVERALL SUPPLY		
	40		48058 JANITORIAL SUPPLIES	146.93	131006951
43907- 2600	40	5/08/2013	Logged *** Total ***	146.93	
43908- 2600	41	5/08/2013	27528 ROCKWELL CONSTRUCTION SERVICES		
	41		47998 ELECTRICAL CM SERVICES-LPS GEN	250.00	488
	41		48053 BPS REHAB	4,062.50	480
43908- 2600	41	5/08/2013	Logged *** Total ***	4,312.50	
43909- 2600	42	5/08/2013	28070 SAN DIEGUITO WATER DISTRICT		
	42		48026 WATER @ TANKER	43.78	TK645-4/2013
	42		48087 WATER @ BPS	166.07	BPS-4/2013
43909- 2600	42	5/08/2013	Logged *** Total ***	209.85	
43910- 2600	43	5/08/2013	28128 SOUTHERN CALIFORNIA SOIL & TES		

Run date: 05/07/2013 @ 12:28
 Bus date: 05/08/2013

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 5

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
	43		47994	BPS REHAB GEOTECH SERVICES	511.00	363572
	43		48017	LANAKAI PROJECT	576.00	363572-
43910- 2600	43	5/08/2013	Logged	*** Total ***	1,087.00	
43911- 2600	44	5/08/2013	28329	SHARLA SHORT		
	44		48003	LATERAL REIMBURSEMENT	2,200.00	SHORT
43911- 2600	44	5/08/2013	Logged	*** Total ***	2,200.00	
43912- 2600	45	5/08/2013	28595	SOUTHERN CONTRACTING COMPANY		
	45		48028	WORK @ BPS	400.00	3522
	45		48029	WORK @ LPS	400.00	3521
43912- 2600	45	5/08/2013	Logged	*** Total ***	800.00	
43913- 2600	46	5/08/2013	28844	ELAINE SULLIVAN		
	46		48048	CWEA CONF-E.S.	217.20	CWEA-ES-2013
43913- 2600	46	5/08/2013	Logged	*** Total ***	217.20	
43914- 2600	47	5/08/2013	28928	SYNECO SYSTEMS, INC		
	47		48004	INFLOW PROTECTORS	4,914.40	9121
43914- 2600	47	5/08/2013	Logged	*** Total ***	4,914.40	
43915- 2600	48	5/08/2013	30515	UNIFIRST CORPORATION		
	48		48007	OPEN PO-CONTRACT-UNIFORMS	182.44	3601030367
	48		48014	OPEN PO-CONTRACT-UNIFORMS	186.81	3601032365
	48		48019	LAUNDRY SERVICE	1.63	3601032365-
43915- 2600	48	5/08/2013	Logged	*** Total ***	370.88	
43916- 2600	49	5/08/2013	30520	UNDERGROUND SERVICE ALERT OF		
	49		48023	UNDERGROUND DIG ALERT	166.50	420130365
43916- 2600	49	5/08/2013	Logged	*** Total ***	166.50	
43917- 2600	50	5/08/2013	30551	CARLSBAD FUELS CORPORATION		
	50		47999	OPEN PO-VEHICLE/TRUCK FUELS	1,522.75	20130430
43917- 2600	50	5/08/2013	Logged	*** Total ***	1,522.75	
43918- 2600	51	5/08/2013	30560	UNITED PARCEL		
	51		48059	SHIPPING	26.87	000025YY37133
43918- 2600	51	5/08/2013	Logged	*** Total ***	26.87	
43919- 2600	52	5/08/2013	30580	UNITED WAY		
	52		48054	EMPLOYEE CONTRIBUTIONS	10.00	UNITED-5/1/13
43919- 2600	52	5/08/2013	Logged	*** Total ***	10.00	
43920- 2600	53	5/08/2013	30723	SIEMENS INDUSTRY, INC.		
	53		48010	BPS CARBON CHANGE OUT	18,944.00	901209356
43920- 2600	53	5/08/2013	Logged	*** Total ***	18,944.00	
43921- 2600	54	5/08/2013	31232	VERIZON WIRELESS		
	54		48055	CELL PHONE CHARGE	49.23	9703840090
43921- 2600	54	5/08/2013	Logged	*** Total ***	49.23	
43922- 2600	55	5/08/2013	33227	XEROX CORPORATION		

Run date: 05/07/2013 @ 12:28
Bus date: 05/08/2013

Leucadia Waste Water District
Check - Complete Detail

OCCKHST.L10 Page 6

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
	55		48011 OPEN PO-SERVICE/MAINT	68.41	067853229
43922- 2600	55	5/08/2013	Logged	*** Total ***	68.41

** Total check discount **	.00
** Total check amount **	.00
** Total void discount **	984,068.28
** Total void amount **	.00
	.00

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: May 15, 2013

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
16721 - 16737	5/15/2013	\$40,159.09

Run date: 05/21/2013 @ 13:22
 Bus date: 05/21/2013

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 1

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
43923- 2601	1	5/21/2013	10100	NAPA AUTO		
	1		48160	MAGNET	20.51	142625
	1		48161	PARTS-COOLANT	9.97	144049
43923- 2601	1	5/21/2013	Logged	*** Total ***	30.48	
43924- 2601	2	5/21/2013	10104	ABACOR, INC.		
	2		48158	TANK TRANSFER PUMP	204.58	18044
43924- 2601	2	5/21/2013	Logged	*** Total ***	204.58	
43925- 2601	3	5/21/2013	10167	ACACIA GASOLINE & CAR WASH		
	3		48110	OPEN PO-VEHCILE AND TRUCK FUEL	64.77	2693
43925- 2601	3	5/21/2013	Logged	*** Total ***	64.77	
43926- 2601	4	5/21/2013	10225	AFFORDABLE DRAIN SERVICE, INC		
	4		48135	DRAIN SERVICE	185.00	LARKSONG
43926- 2601	4	5/21/2013	Logged	*** Total ***	185.00	
43927- 2601	5	5/21/2013	10570	ANTIMITE TERMIT & PEST CONTRO		
	5		48137	MONTHLY PEST SERVICE	56.00	MAY-2013
43927- 2601	5	5/21/2013	Logged	*** Total ***	56.00	
43928- 2601	6	5/21/2013	10914	AYALA ENGINEERING		
	6		48115	CIPP SECTIONAL REPAIR	3,850.00	122
43928- 2601	6	5/21/2013	Logged	*** Total ***	3,850.00	
43929- 2601	7	5/21/2013	11034	BAY CITY ELECTRIC WORKS, INC		
	7		48143	ANNUAL GEN SERVICE-#142	320.10	W110304
	7		48144	ANNUAL GENER SERVICE@ LCPS	320.10	W110303
	7		48145	ANNUAL GENER SERVICE #146	320.10	W110429
	7		48146	ANNUAL GENER SERVICE @ SPS	320.10	W110305
	7		48147	ANNUAL GENER SERV @ LPS	363.75	W110428
	7		48148	ANNUAL GENER. SERV @ EEPS	320.10	W110427
	7		48149	ANNUAL GENER SERVICE #134	145.50	W110426
	7		48150	ANNUAL GENER SERVICE #133	97.00	W110425
	7		48151	ANNUAL GENER SERVICE @ VP5	320.10	W110424
43929- 2601	7	5/21/2013	Logged	*** Total ***	2,526.85	
43930- 2601	8	5/21/2013	11431	BLACK & VEATCH CORPORATION		
	8		48152	FINANCIAL PLAN CONSULTING	3,951.31	1159781
43930- 2601	8	5/21/2013	Logged	*** Total ***	3,951.31	
43931- 2601	9	5/21/2013	12025	CSRMA		
	9		48168	DEDUCTIBLE CLAIM-HOLDER	2,657.10	2726
43931- 2601	9	5/21/2013	Logged	*** Total ***	2,657.10	
43932- 2601	10	5/21/2013	12514	CONEXIS		
	10		48140	SEC 125 FLEX PLAN-APRIL	130.00	0413-OR5179
43932- 2601	10	5/21/2013	Logged	*** Total ***	130.00	
43933- 2601	11	5/21/2013	12585	COUNTY OF SAN DIEGO		
	11		48105	HAZARDOUS MATERIAL PERMIT @LPS	670.00	RENEWAL-13-14
43933- 2601	11	5/21/2013	Logged	*** Total ***	670.00	

Run date: 05/21/2013 @ 13:22
 Bus date: 05/21/2013

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 2

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
43934- 2601	12	5/21/2013	12631 CORODATA		
	12		48114 OPEN PO-STORAGE	72.23	RS4017431
43934- 2601	12	5/21/2013	Logged	*** Total ***	72.23
43935- 2601	13	5/21/2013	12718 CHUCKS TIRE CENTER		
	13		48030 TIRES	296.68	68668
	13		48032 VALVE STEM	31.43	68603
43935- 2601	13	5/21/2013	Logged	*** Total ***	328.11
43936- 2601	14	5/21/2013	12814 CUES, INC		
	14		48107 OPEN PO-REPAIRS TO CCTV	323.98	386711
	14		48127 REPAIRS TO CCTV	114.56	386711-
43936- 2601	14	5/21/2013	Logged	*** Total ***	438.54
43937- 2601	15	5/21/2013	13072 DATA NET		
	15		48134 IS MAINT AND SUPPORT	361.25	9745196
	15		48187 IS MAINT AND SUPPORT	303.75	9745212
43937- 2601	15	5/21/2013	Logged	*** Total ***	665.00
43938- 2601	16	5/21/2013	13355 DION INTERNATIONAL TRUCKS INC		
	16		48116 OPEN PO- VACTOR REPAIR	587.19	EW56036
43938- 2601	16	5/21/2013	Logged	*** Total ***	587.19
43939- 2601	17	5/21/2013	** unused **		
43940- 2601	18	5/21/2013	13822 DUDEK & ASSOCIATES		
	18		48174 GE/1351/100/GRADING PLANS	731.87	20131530
	18		48175 GE/3252/584/L.C. CONDOS	306.22	20131531
	18		48176 GE/3252/593/L.C. TOWNE	1,409.95	20131818
	18		48177 GE/3252/809/VILLAS DE LA COSTA	36.08	20131535
	18		48178 GE/3252/808/SEASIDE	240.00	20131538
	18		48179 GE/3252/596/ASTOR GARDENS	120.00	20131533
	18		48180 GE/3252/845/1401 BELLA AZUL	20.00	20131537
	18		48181 GE/3252/844/L.C. TOWN	3,059.34	20131541
	18		48182 GE/3252/817/OLIVEHAIN RD	120.00	20131540
	18		48183 GE/3252/816/L.C. GOLF	240.00	20131539
	18		48184 GE/3252/855/L.C. TOWNE SQUARE	540.00	20131542
	18		48185 GE/3252/849/SABOR DE VIDA	20.00	20131536
	18		48186 GE/3252/859/RITAS	80.00	20131543
	18		48188 GE/3252/862/ELIZABETHEAN DESSE	500.00	20131816
	18		48189 GE/3252/864/ENCINITAS VILLAS	120.00	20131545
	18		48190 GE/3252/863/N.VULCAN	210.00	20131544
43940- 2601	18	5/21/2013	Logged	*** Total ***	7,753.46
43941- 2601	19	5/21/2013	14840 EWING IRRIGATION PRODUCTS		
	19		48157 PARTS @ LPS	65.35	6294213
43941- 2601	19	5/21/2013	Logged	*** Total ***	65.35
43942- 2601	20	5/21/2013	15223 FEDERAL EXPRESS CORPORATION		
	20		48166 SHIPPING	27.78	226800127
43942- 2601	20	5/21/2013	Logged	*** Total ***	27.78

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
43943- 2601	21	5/21/2013	17010 HAAKER EQUIPMENT CO		
	21		48109 OPEN PO-REPAIRS TO VACTOR	4,359.71	W30838
43943- 2601	21	5/21/2013	Logged	*** Total ***	4,359.71
43944- 2601	22	5/21/2013	17023 HADRONEX		
	22		48155 WORK @ PIRAEUS	1,124.40	2377
43944- 2601	22	5/21/2013	Logged	*** Total ***	1,124.40
43945- 2601	23	5/21/2013	17058 JUDY HANSON		
	23		48159 REIMBURSE J. HANSON-CONF	671.33	HANSON-CASA
43945- 2601	23	5/21/2013	Logged	*** Total ***	671.33
43946- 2601	24	5/21/2013	18150 ICMA RETIREMENT-303979		
	24		48139 DEFERRED COMP-ICMA	3,286.84	ICMA-5/15/13
43946- 2601	24	5/21/2013	Logged	*** Total ***	3,286.84
43947- 2601	25	5/21/2013	18212 INFRASTRUCTURE ENGINEERING COR		
	25		48103 CONTRACT-BPS ENGINEERING SERVI	2,647.69	6915
	25		48104 L1 FORCE MAIN CORROSION EVALUA	1,955.40	6918
	25		48126 LPS GENERATOR REPLACEMENT	3,006.90	6916
	25		48153 LC PS REHAB	2,873.63	6917
43947- 2601	25	5/21/2013	Logged	*** Total ***	10,483.62
43948- 2601	26	5/21/2013	18561 U.S. BANK		
	26		48167 CONFERENCES, SUPPLIES, TRAININ	2,503.46	US BANK-4/22/13
43948- 2601	26	5/21/2013	Logged	*** Total ***	2,503.46
43949- 2601	27	5/21/2013	20011 JACKSON & BLANC		
	27		48154 PARTS	56.70	000169486
43949- 2601	27	5/21/2013	Logged	*** Total ***	56.70
43950- 2601	28	5/21/2013	20842 DAVID KULCHIN		
	28		48130 REIMBURSE FOR CONF-CSDA	519.07	DK-LEGISLATIVE
	28		48131 REIMBURSE FOR CSDA-QTRLY DINNE	29.38	DK-DINNER-CSDA
43950- 2601	28	5/21/2013	Logged	*** Total ***	548.45
43951- 2601	29	5/21/2013	21121 LA COSTA LOGO, LLC		
	29		48112 POCKET SHOPPER TOTES-EEDAY	1,097.00	TOTES
43951- 2601	29	5/21/2013	Logged	*** Total ***	1,097.00
43952- 2601	30	5/21/2013	22031 MAURICIO AVALOS		
	30		48156 REIMBURSE M. AVALOS-CERT	155.00	AVALOS-CERT
43952- 2601	30	5/21/2013	Logged	*** Total ***	155.00
43953- 2601	31	5/21/2013	23068 NATIONWIDE RETIREMENT SOLUTION		
	31		48142 DEFERRED COMP-NATIONWIDE	216.25	NATION-5/15/13
43953- 2601	31	5/21/2013	Logged	*** Total ***	216.25
43954- 2601	32	5/21/2013	24224 OFFICE DEPOT, INC.		
	32		48108 OPEN PO-OFFICE SUPPLIES	215.99	655656573001
	32		48123 OPEN PO-OFFICE SUPPLIES	74.67	656109306001
	32		48124 OPEN PO-OFFICE SUPPLIES	16.57	656688224001

Run date: 05/21/2013 @ 13:22
 Bus date: 05/21/2013

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 4

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
43954- 2601	32	5/21/2013	Logged	*** Total ***	307.23
43955- 2601	33	5/21/2013	24528 DONALD OMSTED		
	33		48129 REIMBURSE FOR CONF-CSDA LEGIS	39.21	DO-LEGS DAY
43955- 2601	33	5/21/2013	Logged	*** Total ***	39.21
43956- 2601	34	5/21/2013	25011 PACIFIC PIPELINE SUPPLY		
	34		48163 GATE CAPS	103.68	159529
	34		48173 VALVE BOX/LID	492.48	160301
43956- 2601	34	5/21/2013	Logged	*** Total ***	596.16
43957- 2601	35	5/21/2013	25032 PALOMAR WATER		
	35		48138 WATER DELIVERED TO OFFICE	172.12	2597736
43957- 2601	35	5/21/2013	Logged	*** Total ***	172.12
43958- 2601	36	5/21/2013	25121 PCL CONSTRUCTION, INC		
	36		48118 BPS REHAB PROJECT	75,649.00	#11
	36		48128 RETENTION 10%	-7,564.90	RETENTION 10%
43958- 2601	36	5/21/2013	Logged	*** Total ***	68,084.10
43959- 2601	37	5/21/2013	25612 PIPERIN CORPORATION		
	37		48125 REPLACE MANHOLE @LPS	2,000.00	PIPERIN #1
43959- 2601	37	5/21/2013	Logged	*** Total ***	2,000.00
43960- 2601	38	5/21/2013	25618 PRIZM JANITORIAL SERVICES, INC		
	38		48100 OPEN PO-CONTRACT-JANITORIAL SE	1,281.15	7170
43960- 2601	38	5/21/2013	Logged	*** Total ***	1,281.15
43961- 2601	39	5/21/2013	27478 R. J. SAFETY SUPPLY CO., INC.		
	39		48101 OPEN PO- SAFETY ITEMS/SUPPLIES	241.54	3103253-00
43961- 2601	39	5/21/2013	Logged	*** Total ***	241.54
43962- 2601	40	5/21/2013	27528 ROCKWELL CONSTRUCTION SERVICES		
	40		48117 PROFESSIONAL SERVICES AS NEEDED	2,000.00	485
	40		48122 PROFESSIONAL SERVICES AS NEEDED	3,500.00	466
43962- 2601	40	5/21/2013	Logged	*** Total ***	5,500.00
43963- 2601	41	5/21/2013	27729 RICHARD STINSON		
	41		48119 CONSTRUCTION MGMT BPS REHAB PR	14,050.00	#58
	41		48120 LI FORCE MAIN CORROSION EVALUA	400.00	#58-
	41		48121 LANIKAI TRUNK SEWER LINING-CM	650.00	#58--
43963- 2601	41	5/21/2013	Logged	*** Total ***	15,100.00
43964- 2601	42	5/21/2013	28020 SAN DIEGO GAS AND ELECTRIC		
	42		48169 ELECTRIC @ LPS/OFFICE	12,188.91	OFFICE/LPS-5/13
	42		48170 ELECTRIC @ EEPS	652.71	EEPS-5/13
	42		48171 GAS @ EEPS	6.67	EEPS-GAS
	42		48172 ELECTRIC @ VP5 PS	278.80	VP5-5/13
43964- 2601	42	5/21/2013	Logged	*** Total ***	13,127.09
43965- 2601	43	5/21/2013	28128 SOUTHERN CALIFORNIA SOIL & TES		
	43		48102 BPS REHAB GEOTECH SERVICES	507.00	363741

Run date: 05/21/2013 @ 13:22
 Bus date: 05/21/2013

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 5

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
43965- 2601	43	5/21/2013	Logged	*** Total ***	507.00
43966- 2601	44	5/21/2013	29225 TELEPACIFIC COMMUNICATIONS		
	44		48165 PHONE SYSTEM SERVICE	1,025.03	46272368-0
43966- 2601	44	5/21/2013	Logged	*** Total ***	1,025.03
43967- 2601	45	5/21/2013	29716 TRG & ASSOCIATES		
	45		48113 OPEN PO- CONTRACT-PUBLIC INFOR	1,567.50	21-1513
43967- 2601	45	5/21/2013	Logged	*** Total ***	1,567.50
43968- 2601	46	5/21/2013	30515 UNIFIRST CORPORATION		
	46		48132 LAUNDRY SERVICE	175.40	3601034366
43968- 2601	46	5/21/2013	Logged	*** Total ***	175.40
43969- 2601	47	5/21/2013	30530 SAN DIEGO UNION TRIBUNE		
	47		48164 PUBLIC NOTICE ADS	438.00	00107451076/760
43969- 2601	47	5/21/2013	Logged	*** Total ***	438.00
43970- 2601	48	5/21/2013	30580 UNITED WAY		
	48		48141 EMPLOYEE CONTRIBUTIONS	10.00	UNITED-5/15/13
43970- 2601	48	5/21/2013	Logged	*** Total ***	10.00
43971- 2601	49	5/21/2013	30723 SIEMENS INDUSTRY, INC.		
	49		48106 OPEN PO-BIOXIDE	8,474.86	901228488
43971- 2601	49	5/21/2013	Logged	*** Total ***	8,474.86
43972- 2601	50	5/21/2013	31232 VERIZON WIRELESS		
	50		48133 CELL PHONES	576.12	9704496080
43972- 2601	50	5/21/2013	Logged	*** Total ***	576.12
43973- 2601	51	5/21/2013	32220 WATER ENVIRONMENT FEDERATION		
	51		48162 WEF RENEWAL-P.B.-13-14	228.00	1627261-PB
43973- 2601	51	5/21/2013	Logged	*** Total ***	228.00
43974- 2601	52	5/21/2013	32347 DEXTER WILSON ENGINEERING		
	52		48111 SSMP AUDIT FY 2013	600.00	0413.04-2469
43974- 2601	52	5/21/2013	Logged	*** Total ***	600.00
43975- 2601	53	5/21/2013	32500 WORDEN WILLIAMS, APC		
	53		48136 LEGAL FEES-APRIL	18,128.10	32643
43975- 2601	53	5/21/2013	Logged	*** Total ***	18,128.10
				.00	
** Total check discount **				.00	
** Total check amount **				186,945.12	
** Total void discount **				.00	
** Total void amount **				.00	

Run date: 05/21/2013 @ 13:24
Bus date: 05/21/2013

Leucadia Waste Water District
Check - Complete Detail

OCCKHST.L10 Page 1

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
43878- 2600	11	5/08/2013	12718 CHUCKS TIRE CENTER		
	11		48030 TIRES	296.68	68668
	11		48031 TIRES FOR GOLF CART	273.96	68652
	11		48032 VALVE STEM	31.43	68603
43878- 2600	11	5/08/2013	Voided *** Total ***	602.07	
				.00	
				.00	
** Total void discount **				.00	
** Total void amount **				602.07	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: May 22, 2013
Ken Butts

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
16738	5/22/2013	\$2,606.02

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: May 24, 2013
Ken Butts

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
16739	5/24/2013	\$498.59

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: May 29, 2013

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
16740 - 16755	5/29/2013	\$38,523.15

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: May 31, 2013
Ken Butts

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
16757	5/31/2013	\$17,681.58

Run date: 05/29/2013 @ 12:52
 Bus date: 06/01/2013

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 1

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
43976- 2602	1	6/01/2013	10100 NAPA AUTO			
	1		48212 PARTS		25.90	145140
43976- 2602	1	6/01/2013	Logged	*** Total ***	25.90	
43977- 2602	2	6/01/2013	11550 BOOT WORLD, INC			
	2		48217 SAFETY BOOTS-C. FARRELL,M.GONZ		301.27	1098838-IN
43977- 2602	2	6/01/2013	Logged	*** Total ***	301.27	
43978- 2602	3	6/01/2013	11872 PAUL BUSHEE			
	3		48216 REIMBURSE P. B.-CONF-CASA		656.79	CASA-P.BUSHEE
43978- 2602	3	6/01/2013	Logged	*** Total ***	656.79	
43979- 2602	4	6/01/2013	12028 CWEA-			
	4		48213 CERT RENEWAL-J.HOYETT-COLLECTI		92.00	04072419-JHOYET
	4		48214 CERT RENEWAL-M.G.-COLLECTION		87.00	080723009-MG-
43979- 2602	4	6/01/2013	Logged	*** Total ***	179.00	
43980- 2602	5	6/01/2013	12112 JEFF BILLS			
	5		48203 OPEN PO-CONSULTING FEES		3,729.49	CC-MAY-2013
43980- 2602	5	6/01/2013	Logged	*** Total ***	3,729.49	
43981- 2602	6	6/01/2013	13355 DION INTERNATIONAL TRUCKS INC			
	6		48200 OPEN PO- VACTOR REPAIR		1,777.34	EW56054
	6		48205 VACTOR MAINT/REPAIRS		1,301.10	EW56054-
43981- 2602	6	6/01/2013	Logged	*** Total ***	3,078.44	
43982- 2602	7	6/01/2013	16806 THE GUARDIAN			
	7		48235 DENTAL/DISABILITY INS-JUNE		3,799.78	324226-JUNE'13
43982- 2602	7	6/01/2013	Logged	*** Total ***	3,799.78	
43983- 2602	8	6/01/2013	17010 HAAKER EQUIPMENT CO			
	8		48197 OPEN PO-REPAIRS TO VACTOR		3,611.66	W30553,54,55
43983- 2602	8	6/01/2013	Logged	*** Total ***	3,611.66	
43984- 2602	9	6/01/2013	17013 HACH COMPANY			
	9		48201 REPLACE SENSORS/CONTROLLERS-AW		2,184.00	8293584
43984- 2602	9	6/01/2013	Logged	*** Total ***	2,184.00	
43985- 2602	10	6/01/2013	17060 HARTFORD LIFE & ACCIDENT INS.			
	10		48236 LIFE INS-JUNE		332.34	63288526
43985- 2602	10	6/01/2013	Logged	*** Total ***	332.34	
43986- 2602	11	6/01/2013	17828 HI-WAY SAFETY, INC			
	11		48206 SAFETY ITEMS		2,268.43	141114
43986- 2602	11	6/01/2013	Logged	*** Total ***	2,268.43	
43987- 2602	12	6/01/2013	18150 ICMA RETIREMENT-303979			
	12		48220 DEFERRED COMP-5/29/13-ICMA		3,084.71	ICMA-5/29/13
43987- 2602	12	6/01/2013	Logged	*** Total ***	3,084.71	
43988- 2602	13	6/01/2013	18711 I2B NETWORKS, INC			
	13		48195 CONTRACT-1 YR OF WEB CAM @BPS		160.00	19121

Run date: 05/29/2013 @ 12:52
 Bus date: 06/01/2013

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 2

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
43988- 2602	13	6/01/2013	Logged	*** Total ***	160.00	
43989- 2602	14	6/01/2013	19775 ALLAN JULIUSSEN			
	14		48209 REIMBURSE FOR CSDA CONF-LEGIS.	767.07	CSDA-LEGISLATIV	
43989- 2602	14	6/01/2013	Logged	*** Total ***	767.07	
43990- 2602	15	6/01/2013	21121 LA COSTA LOGO, LLC			
	15		48211 SEED PACKETS WITH LOGO	370.60	LCLOGO	
43990- 2602	15	6/01/2013	Logged	*** Total ***	370.60	
43991- 2602	16	6/01/2013	23068 NATIONWIDE RETIREMENT SOLUTION			
	16		48218 DEFERRED COMP-NATIONWIDE	216.25	NATION-5/29/13	
43991- 2602	16	6/01/2013	Logged	*** Total ***	216.25	
43992- 2602	17	6/01/2013	24224 OFFICE DEPOT, INC.			
	17		48196 OPEN PO-OFFICE SUPPLIES	12.41	656688224002	
	17		48204 OPEN PO-OFFICE SUPPLIES	30.26	656688242001	
	17		48234 OPEN PO-OFFICE SUPPLIES	104.53	657744921001	
43992- 2602	17	6/01/2013	Logged	*** Total ***	147.20	
43993- 2602	18	6/01/2013	25010 AT&T			
	18		48221 ODOR CONTROL MODEM	44.88	MODEM-MAY'13	
	18		48222 PHONE @ ELEVATOR-OFFICE	181.67	ELEVATOR PHONE	
43993- 2602	18	6/01/2013	Logged	*** Total ***	226.55	
43994- 2602	19	6/01/2013	25011 PACIFIC PIPELINE SUPPLY			
	19		48208 VALVE BOXES	246.02	160271	
43994- 2602	19	6/01/2013	Logged	*** Total ***	246.02	
43995- 2602	20	6/01/2013	25018 MES VISION			
	20		48237 VISION INS-JUNE	348.22	13128218300	
43995- 2602	20	6/01/2013	Logged	*** Total ***	348.22	
43996- 2602	21	6/01/2013	25260 PERS RETIREMENT			
	21		48232 EMPLOYEE RETIREMENT ENDING 5-1	13,279.01	DUE:6-11-13	
43996- 2602	21	6/01/2013	Logged	*** Total ***	13,279.01	
43997- 2602	22	6/01/2013	25261 PUBLIC EMPLOYEES HEALTH			
	22		48238 BRD HEALTH INS-JUNE	2,625.46	14027719	
	22		48239 EMPLOYEES HEALTH INS-JUNE	25,029.90	10000001402779	
43997- 2602	22	6/01/2013	Logged	*** Total ***	27,655.36	
43998- 2602	23	6/01/2013	25577 PURCHASE POWER			
	23		48233 SHIPPING/POSTAGE-UPS/FEDX	164.42	9052-MAY'13	
43998- 2602	23	6/01/2013	Logged	*** Total ***	164.42	
43999- 2602	24	6/01/2013	26804 QUALITY CHEVROLET			
	24		48199 OPEN PO-VEHICLE/TRUCK MAINT/RE	69.95	CTCS448932	
43999- 2602	24	6/01/2013	Logged	*** Total ***	69.95	
44000- 2602	25	6/01/2013	28020 SAN DIEGO GAS AND ELECTRIC			
	25		48223 ELECTRIC @ BPS	11,299.05	BPS-MAY'13	

Run date: 05/29/2013 @ 12:52
 Bus date: 06/01/2013

Leucadia Waste Water District
 Check - Complete Detail

OCCKHST.L10 Page 3

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
	25		48224 ELECTRIC @ EEPS	920.18	EEPS-MAY'13
	25		48225 ELECTRIC @ SAXONY PS	713.73	SAXONY PS-MAY'
	25		48226 ELECTRIC @ VP7 PS	148.75	VP7PS-MAY'13
	25		48227 GAS @ OFFICE	78.51	OFFICE-MAY'13
	25		48228 ELECTRIC @ LCPS	1,081.22	LCPS-MAY'13
	25		48229 ELECTRIC @ RVPS	124.89	RVPS-MAY'13
	25		48230 ELECTRIC @ DIANA PS	434.44	DIANA PS-MAY'13
	25		48231 ELECTRIC @ AVOCADO PS	118.04	AVOCADOPS-MAY'
44000- 2602	25	6/01/2013	Logged *** Total ***	14,918.81	
44001- 2602	26	6/01/2013	28595 SOUTHERN CONTRACTING COMPANY		
	26		48215 WORK @ BPS	300.00	3573
44001- 2602	26	6/01/2013	Logged *** Total ***	300.00	
44002- 2602	27	6/01/2013	28844 ELAINE SULLIVAN		
	27		48210 REIMBURSE E.S FOR CONFERENCE-C	396.23	CSDA-LEGISLA.
44002- 2602	27	6/01/2013	Logged *** Total ***	396.23	
44003- 2602	28	6/01/2013	29630 TRI COMMUNITY ANSWERING SERVIC		
	28		48207 ANSWERING SERVICE-MAY	90.00	TRI-5/20/13
44003- 2602	28	6/01/2013	Logged *** Total ***	90.00	
44004- 2602	29	6/01/2013	29814 TIERRA VERDE RESOURCES, INC		
	29		48202 LANDSCAPE MAINTENANCE SERVICES	730.00	058668
44004- 2602	29	6/01/2013	Logged *** Total ***	730.00	
44005- 2602	30	6/01/2013	30551 CARLSBAD FUELS CORPORATION		
	30		48198 OPEN PO-VEHICLE/TRUCK FUELS	1,972.63	20130517
44005- 2602	30	6/01/2013	Logged *** Total ***	1,972.63	
44006- 2602	31	6/01/2013	30580 UNITED WAY		
	31		48219 EMPLOYEE CONTRIBUTIONS	10.00	UNITED-5/29/13
44006- 2602	31	6/01/2013	Logged *** Total ***	10.00	
				.00	
** Total check discount **				.00	
** Total check amount **				85,320.13	
** Total void discount **				.00	
** Total void amount **				.00	

LEUCADIA WASTEWATER DISTRICT
BOARD PAYROLL CHECK REPORT

Payroll Date: June 3, 2013

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>
16758 - 16762	6/3/2013	\$5,209.24

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

MAY

5/2/2012	Employee		\$42,097.91
5/4/2012	Board		\$4,707.39
5/9/2012	Employee	Incentive	\$5,061.27
5/11/2012	Employee		\$9,977.48
5/16/2012	Employee		\$39,446.45
5/30/2012	Employee		\$40,040.64
	TOTAL		\$141,331.14

JUNE

6/1/2012	Board		\$5,475.03
6/13/2012	Employee		\$40,681.40
6/20/2012	Employee	Incentive	\$1,862.00
6/27/2012	Employee		\$39,435.84
	TOTAL		\$87,454.27

JULY

7/2/2012	Board		\$1,945.37
7/11/2012	Employee		\$40,854.29
7/12/2012	Employee	Incentive	\$471.75
7/25/2012	Employee		\$42,637.62
	TOTAL		\$85,909.03

AUGUST

8/1/2012	Board		\$785.47
8/8/2012	Employee		\$41,296.94
8/16/2012	Employee	Incentive	\$7,868.47
8/22/2012	Employee		\$40,720.55
	TOTAL		\$90,671.43

SEPTEMBER

9/1/2012	Board		\$6,568.88
9/5/2012	Employee		\$41,965.13
9/19/2012	Employee		\$41,524.85
	TOTAL		\$90,058.86

OCTOBER

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

NOVEMBER

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

LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS

DECEMBER

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

JANUARY

2013

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

FEBRUARY

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

MARCH

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

APRIL

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

MAY

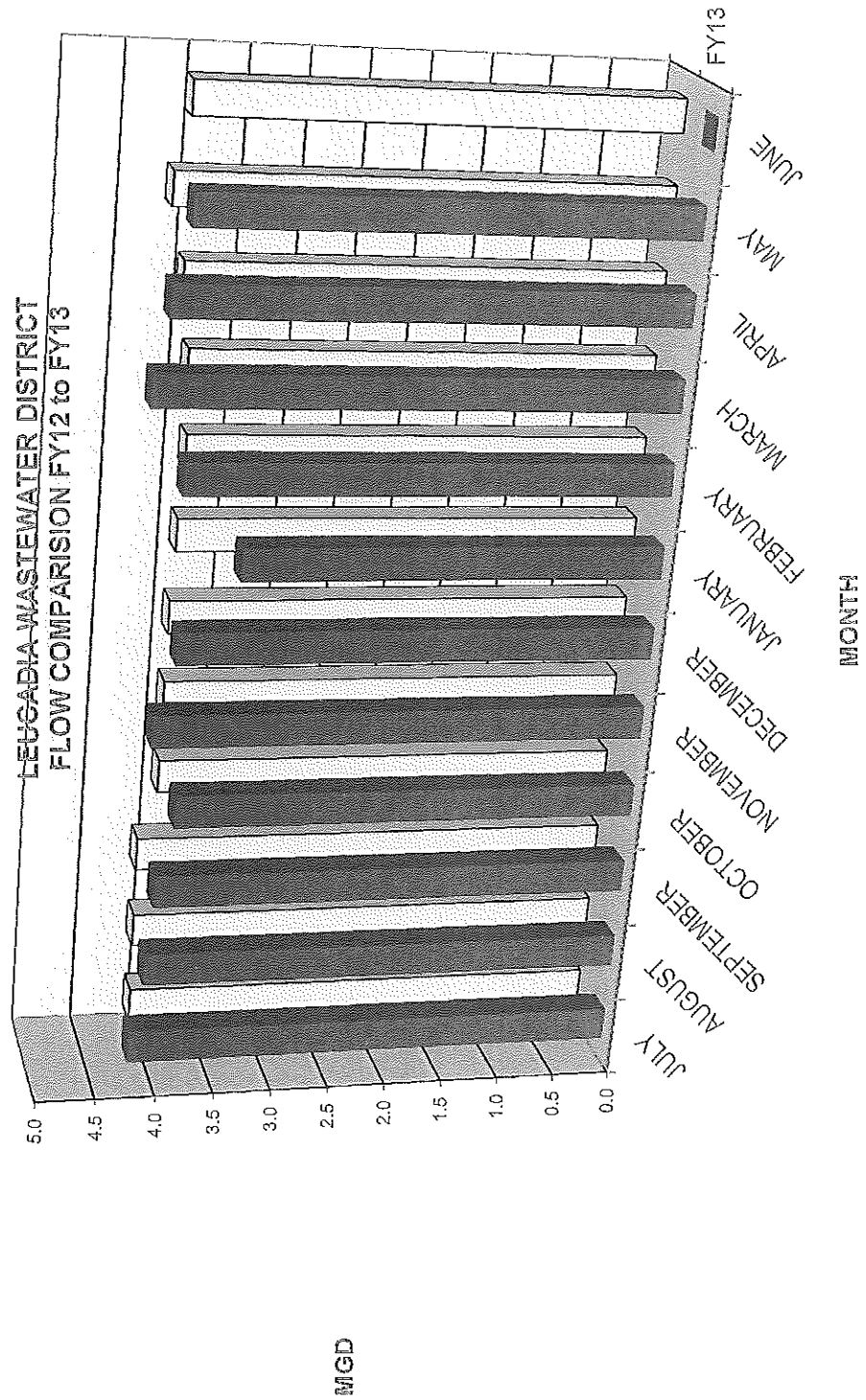
5/1/2013	Employee		\$42,947.64
5/2/2013	Board		\$4,563.02
5/2/2013	Employee	Robey	\$3,959.83
5/15/2013	Employee		\$40,159.09
5/22/2013	Employee	Butts	\$3,100.61
5/29/2013	Employee		\$38,523.15
5/31/2013	Employee	Butts	<u>\$17,681.58</u>
	TOTAL		\$150,934.92

JUNE

6/3/2013	Board		\$5,209.24
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FISCAL YEAR 2012-2013

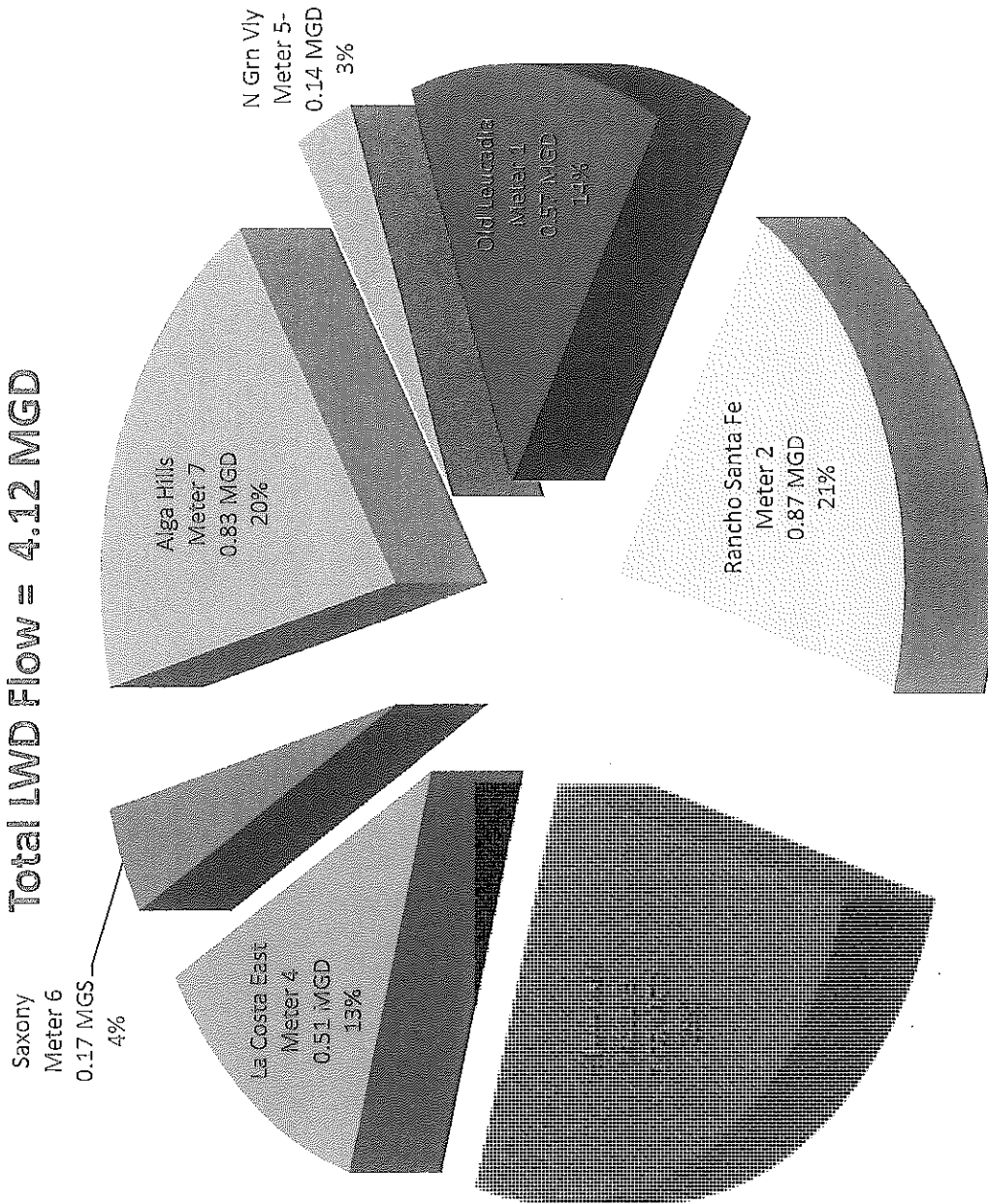
CURRENT MONTH - May 2013										FY 2011-2012	
Period	Total Rain Inches	Total Flow MG	Total EDU's 27,854	LWD ADF (MGD)	GPD/EDU	RECLAIMED ADF (ac-ft/mo)					ADF (MGD)
JULY	0.0	130.45	1	4.21	151	40.58					4.08
YTD	0.0	130.45	27,855								4.09
AUGUST	0.0	127.75	1	4.12	148	40.74					4.10
YTD	0.0	258.20	27,856								3.96
SEPTEMBER	0.0	122.40	0	4.08	146	47.77					3.96
YTD	0.0	250.15	27,856								3.96
OCTOBER	0.32	122.45	2	3.95	142	18.33					3.94
YTD	0.32	244.85	27,858								3.91
NOVEMBER	0.55	125.40	0	4.18	150	13.62					3.94
YTD	0.55	247.85	27,858								3.94
DECEMBER	1.97	124.74	1	4.02	144	0.00					3.94
YTD	1.97	250.14	27,859								3.94
JANUARY	1.21	109.74	2	3.54	127	0.00					3.94
YTD	1.21	234.48	27,861								4.02
FEBRUARY	0.45	113.62	6	4.06	145	4.02					3.94
YTD	0.45	223.36	27,907								4.02
MARCH	0.77	135.01	5	4.36	156	14.36					4.02
YTD	0.77	248.63	27,912								4.15
APRIL	0.13	127.50	1	4.25	152	20.97					4.04
YTD	0.13	262.51	27,913								
MAY	0.57	127.72	8	4.12	148	9.64					
YTD	0.57	255.22	27,921								
JUNE											
YTD											
Annual Total	5.98	1366.78	27			210.03					4.01
Mo Average	0.54	124.25	2	4.08	146	19.09					



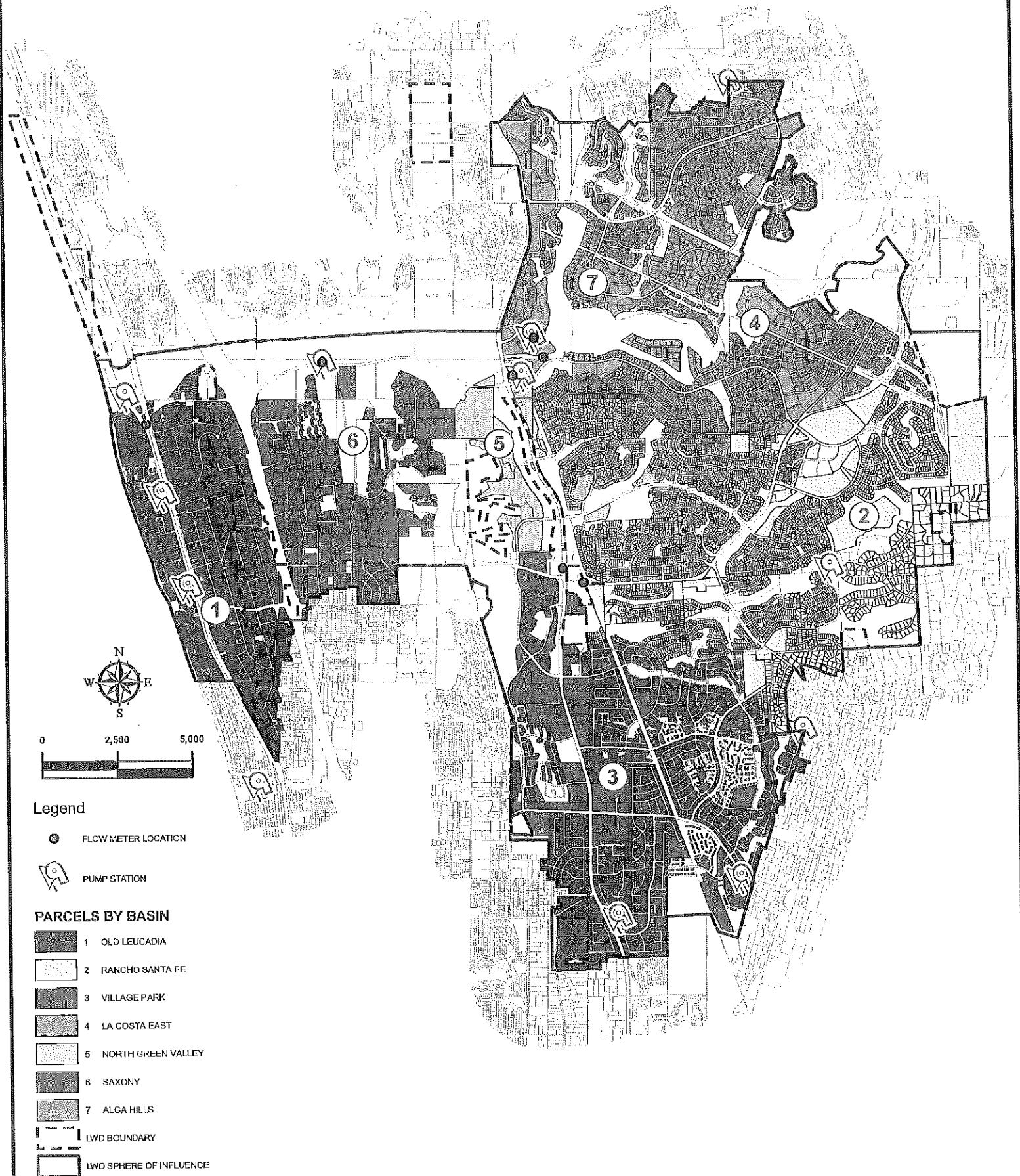
LWD Flows by Sub-Basin

May 2013

Total LWD Flow = 4.12 MGD



LEUCADIA WASTEWATER DISTRICT



LEUCADIA WASTEWATER DISTRICT
SCHEDULE OF ASSETS, LIABILITIES, AND NET ASSETS
As of May 31, 2013

ASSETS	
Cash and Investment Pools	\$ 29,676,850.81
Investments	8,077,998.48
Accounts Receivable	228,677.67
Funds Held with Encina Wastewater Authority	906,849.00
Prepaid Expenses	669,762.23
Capital Assets	130,025,376.17
Less Accumulated Depreciation	(45,982,048.96)
TOTAL ASSETS	\$ 123,603,465.40
LIABILITIES	
Accounts Payable and Accrued Expenses	564,137.38
Developer Deposits	369,315.65
TOTAL LIABILITIES	\$ 933,453.03
NET ASSETS	
Net Investment in Capital Assets	86,970,327.21
Restricted Reserves	2,326,289.56
Unrestricted Operating Reserve	2,248,650.77
Unrestricted Non-Operating Reserves (Designated)	27,180,030.62
Unrestricted Emergency Reserve	7,500,000.00
YTD Revenue over (under) Expenditures	(3,555,285.79)
TOTAL NET ASSETS	\$ 122,670,012.37

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

LEUCADIA WASTEWATER DISTRICT
BUDGET PERFORMANCE REPORT
YTD Revenues and Expenditures Through 10/1/2013 with Annual Budget

OPERATING REVENUES AND EXPENSES					
DESCRIPTION	A/C No.	YTD ACTUAL AMOUNT	ANNUAL BUDGET	REMAINING BALANCE	% USED
OPERATING REVENUES AND TRANSFERS					
OPERATING REVENUES					
SEWER SERVICE	3110	\$ 7,051,392.48	\$ 7,178,754.00	127,361.52	98.2%
RECLAIMED WATER SALES	3150	245,262.87	479,000.00	233,737.13	51.2%
OTHER OPERATING INCOME		42,136.75	192,126.00	149,989.25	21.9%
TOTAL OPERATING REVENUE		\$ 7,338,792.10	\$ 7,849,880.00	\$ 511,087.90	93.5%
OPERATING EXPENSES					
WAGES AND BENEFITS	4100 & 4200	\$ 2,048,172.78	\$ 2,313,265.00	\$ 265,092.22	88.5%
BOARD EXPENSES AND ELECTION	4300 & 4400	146,194.75	163,700.00	17,505.25	89.3%
DEPRECIATION EXPENSE	4510	2,927,000.00	-	(2,927,000.00)	n/a
REPLACEMENT EXPENSE	4515	-	1,236,028.00	1,236,028.00	n/a
FUELS	4600	36,844.86	58,500.00	21,655.14	63.0%
INSURANCE	4700	70,479.51	117,000.00	46,520.49	60.2%
MEMBERSHIP & DUES	4800	25,981.20	24,800.00	(1,181.20)	104.8%
OFFICE EXPENSE	4900	77,658.69	105,350.00	27,691.31	73.7%
OPERATING SUPPLIES	5000	179,841.71	218,100.00	38,258.29	82.5%
PROFESSIONAL SERVICES	5200	465,224.71	564,500.00	99,275.29	82.4%
PRINTING & PUBLISHING	5300	17,076.84	32,000.00	14,923.16	53.4%
RENTS & LEASES	5400	20,681.01	18,000.00	(2,681.01)	114.9%
REPAIR & MAINTENANCE	5500	239,370.17	332,050.00	92,679.83	72.1%
MONITORING & PERMITTING	5600	39,540.57	45,100.00	5,559.43	87.7%
TRAINING & DEVELOPMENT	5700	38,827.44	41,400.00	2,572.56	93.8%
UTILITIES	5900	306,625.20	421,100.00	114,474.80	72.8%
LAFCO OPERATIONS	6100	6,123.00	6,200.00	77.00	98.8%
ENCINA	6200	1,274,813.47	1,945,827.00	671,013.53	65.5%
TOTAL OPERATING EXPENSES		\$ 7,920,455.91	\$ 7,642,920.00	\$ (277,535.91)	103.6%

NON-OPERATING REVENUES					
DESCRIPTION	A/C No.	YTD ACTUAL AMOUNT	ANNUAL BUDGET	REMAINING BALANCE	% USED
NON OPERATING REVENUES					
CAPACITY CHARGES	3130	\$ 100,764.00	\$ 111,960.00	\$11,196.00	90.0%
PROPERTY TAXES	3220	1,176,526.38	1,200,000.00	23,473.62	98.0%
INTEREST INCOME	3250	232,703.00	290,000.00	57,297.00	80.2%
OTHER NON OPERATING INCOME		527,211.52	67,859.00	(459,352.52)	776.9%
TOTAL NON OPERATING REVENUES		\$ 2,037,204.90	\$ 1,669,819.00	\$ (367,385.90)	122.0%

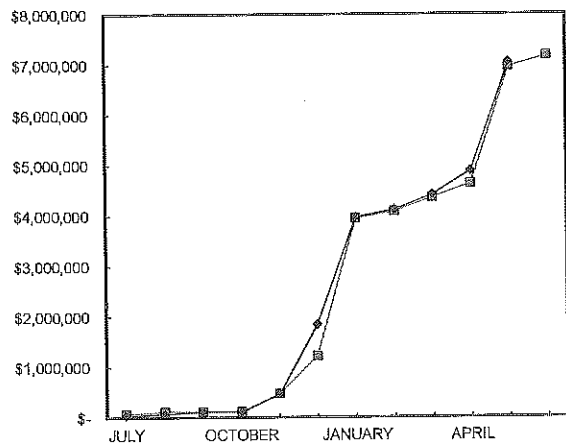
Preliminary: subject to future review, reconciliation, accruals, and audit.

Leucadia Wastewater District

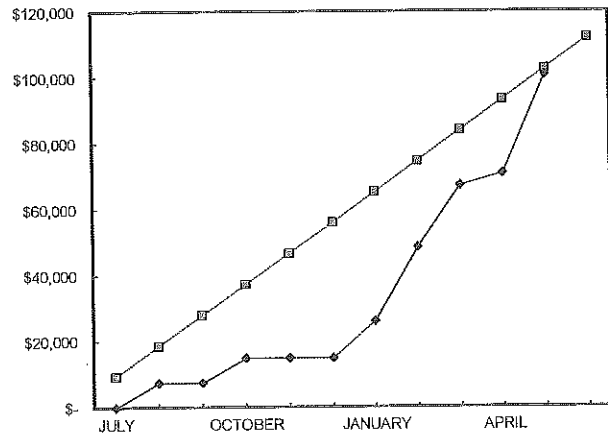
Revenue FY 2013

YTD through May 31, 2013

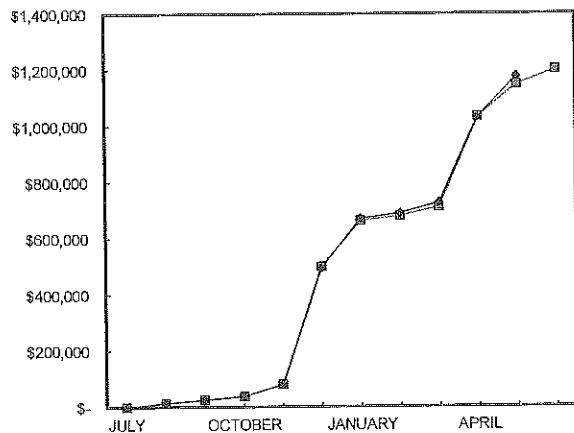
Sewer Service Fees



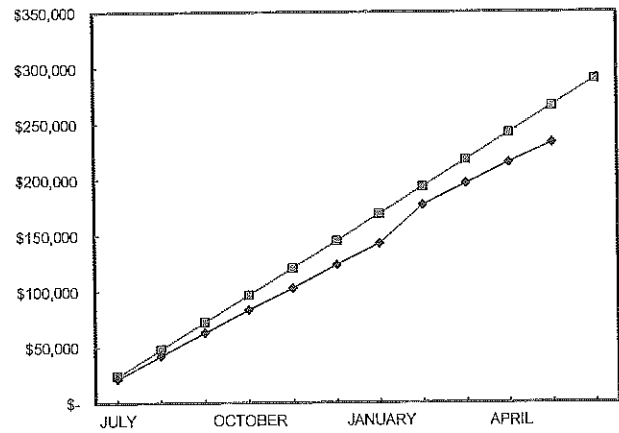
Capacity Charges



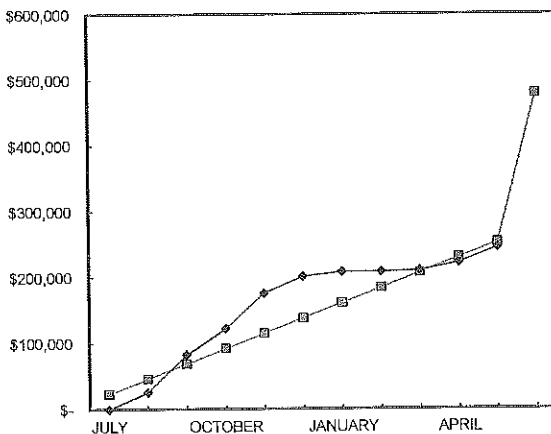
Property Taxes



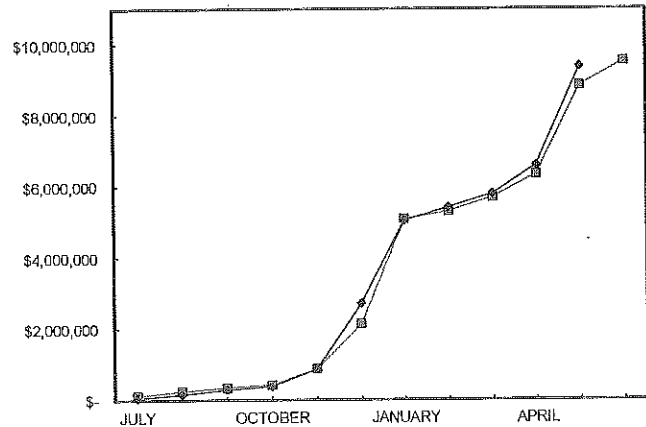
Investment Income



Recycled Wastewater



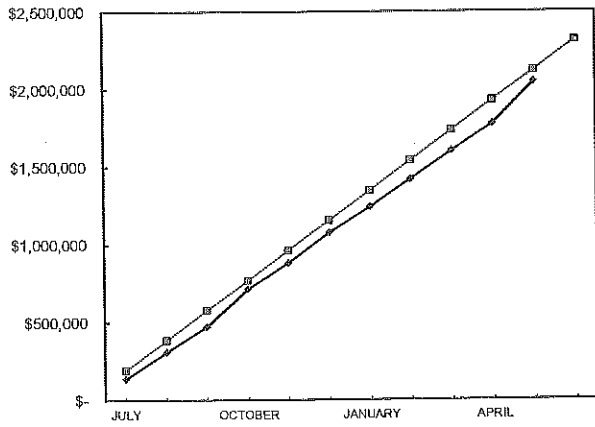
Total Revenue



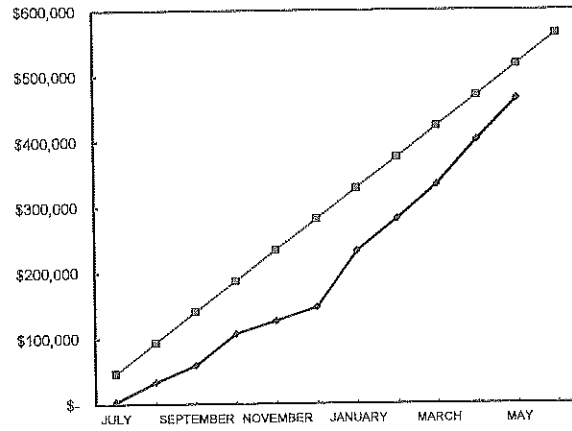
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District **Operating Expenses FY 2013** YTD through May 31, 2013

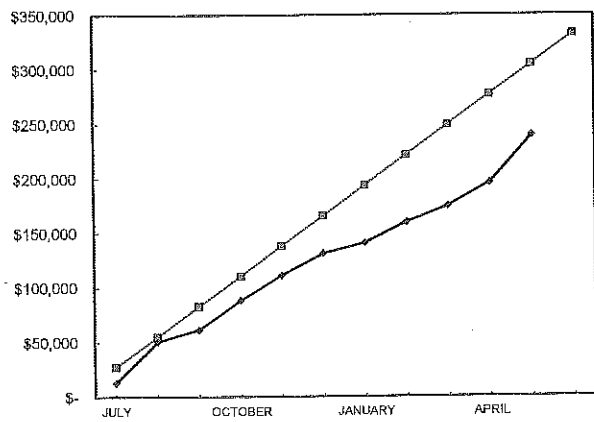
Salaries and Benefits



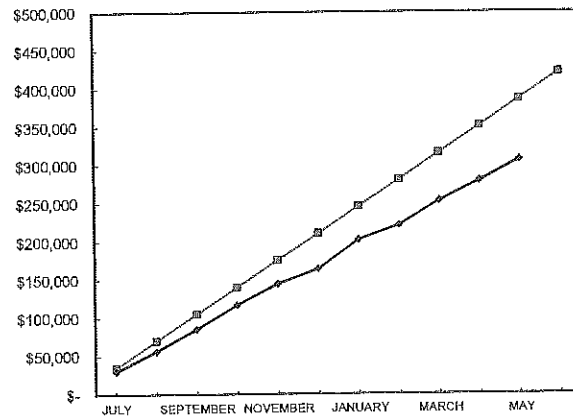
Professional Services



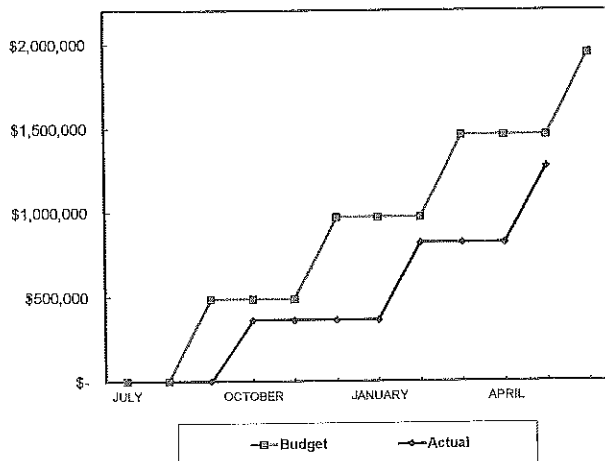
Repairs & Maintenance



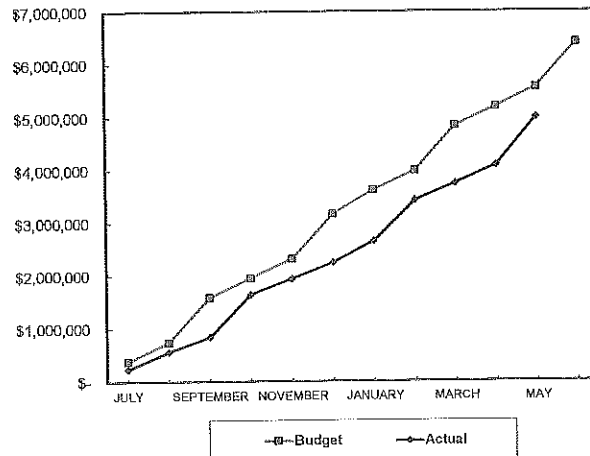
Utilities



Encina M&O



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



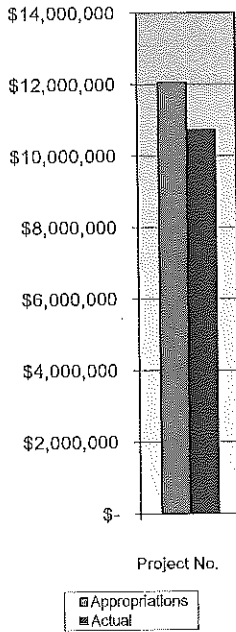
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District

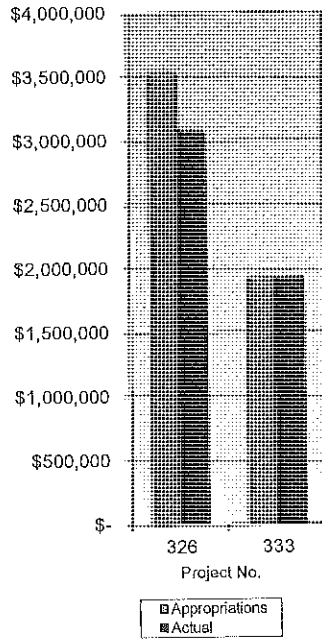
Capital Expenditures

As of May 31, 2013

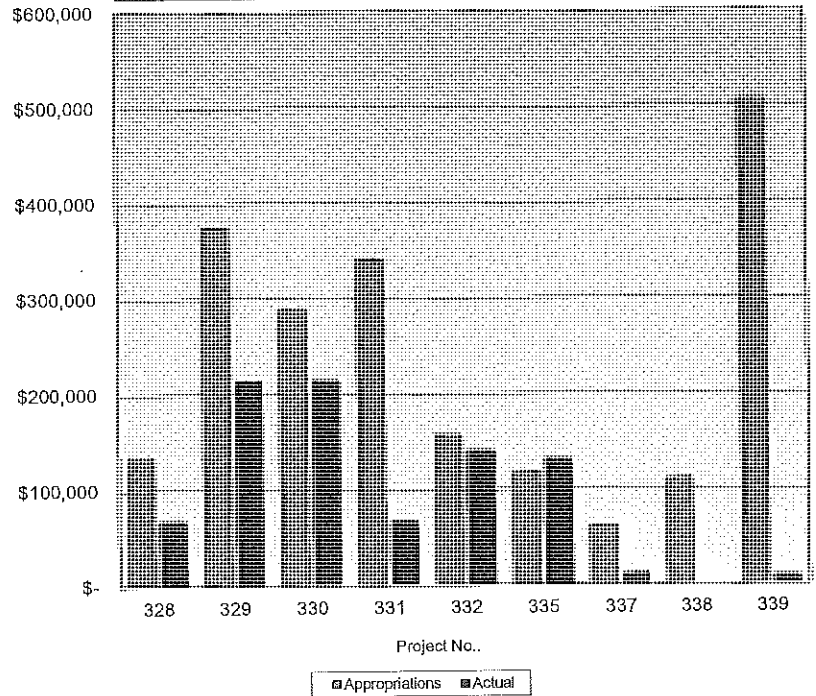
**Encina W.A.
Multi Year
Capital Exp.
FY2003-FY2013**



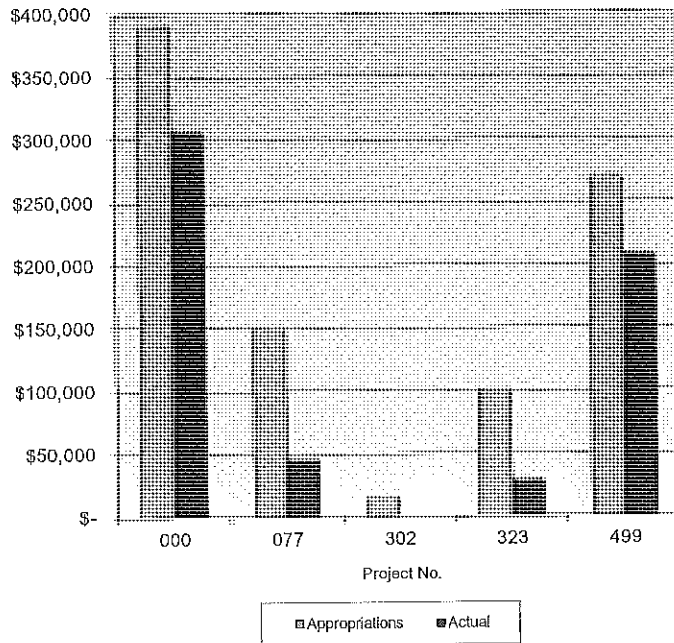
**District Multi Year
Capital Expenditures
by Project
FY2009-FY2013**



**District Multi Year Capital Expenditures by Project
(Continued) FY2011-FY2013**



**Single Year Capital Expenditures by Project
FY2013**



Project Legend

Multi-Year Capital Projects

Description	No.
Encina Wastewater Authority	072
Batiquitos PS Rehabilitation	326
Water Recycling Group	328
Occidental Line Rehab	329
Lanikai Line Repair	330
Leucadia PS Generator Replacement	331
La Cost PS Rehabilitation	332
Force Main Corrosion Project	333
Asset Mgmt Plan Update	335
Leucadia Force Main Corrosion Eval	337
Recycled Water Effluent Line Repair	338
Gravity Pipeline Rehabilitation	339

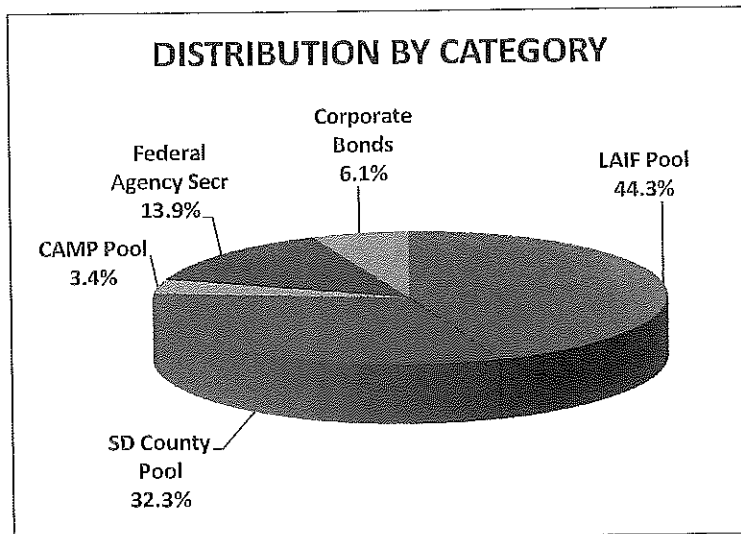
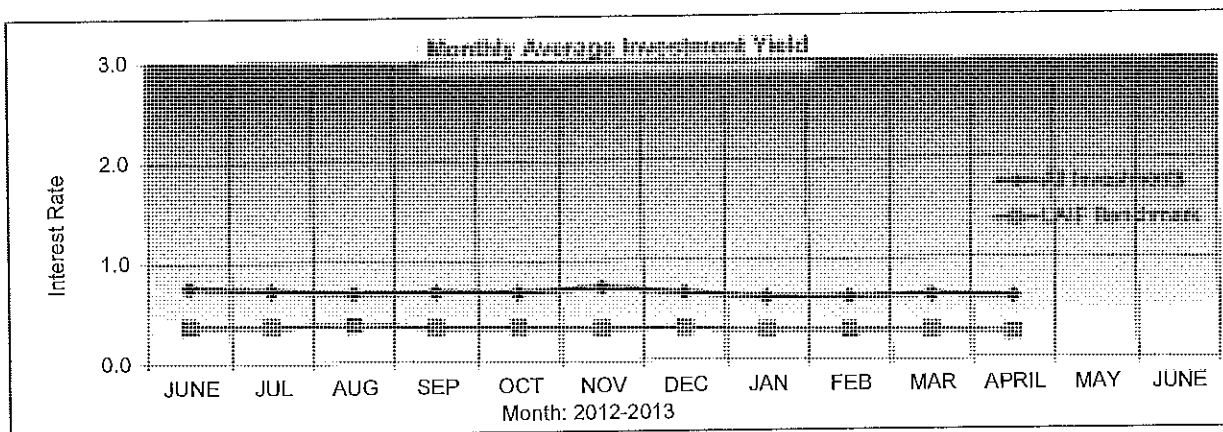
Single Year Capital Projects

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
April 30, 2013

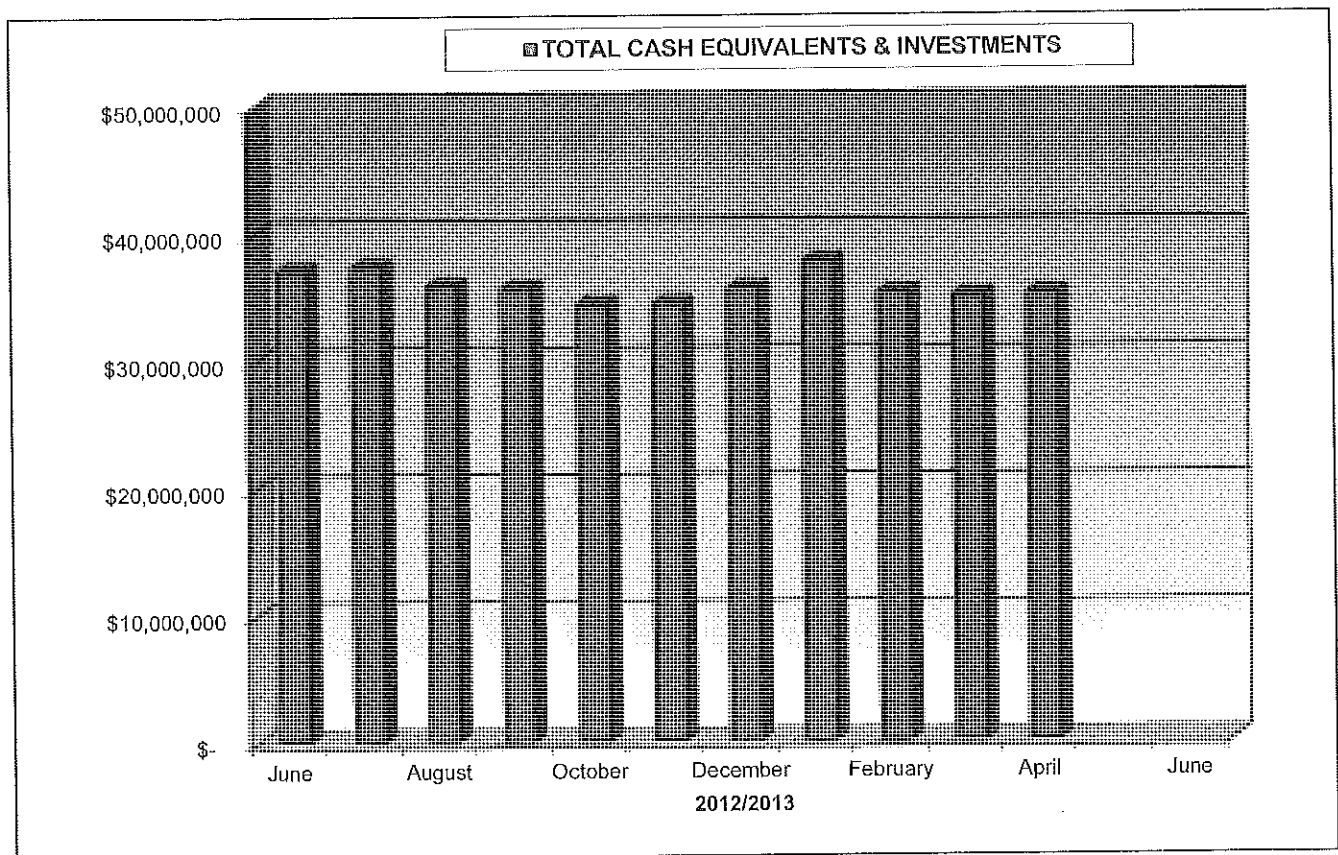
Cash Equivalents & Investments	Principal (Original Cost)		April Interest	Average Rate
	March 31, 2013	April 30, 2013		
LAIF Pool	\$ 15,485,828	\$ 15,566,311	\$ 3,416	0.264%
SD County Pool	11,332,127	11,341,927	3,864	0.409%
CAMP Pool	1,210,915	1,210,769	129	0.130%
CAMP Portfolio				
Corporate Notes	2,147,680	2,147,680	2,774	1.550%
Federal Agency Bonds/Notes	4,508,638	4,508,638	3,381	0.900%
GNMA mortgage pools	13,766	13,572	102	8.730%
Total Camp Portfolio	6,670,084	6,669,890	6,257	1.120%
US Bank Custodial Account				
Resolution Funding Corp Strips at cost	360,020	360,020	4,481	14.936%
Total Bond Funds	360,020	360,020	4,481	14.936%
Totals	\$ 35,058,974	\$ 35,148,917	\$ 18,147	0.620%



Allocation Percentages of LWD Investments by Type (Actual and Allowable)		
Investment Type	Actual %	Allowed %
LAIF Pool	44.3%	75%
SD County Pool	32.3%	75%
CAMP Pool	3.4%	75%
Federal Agency Secr	13.9%	75%
Corporate Bonds	6.1%	10%
TOTAL	100.0%	

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

TOTAL CASH EQUIVALENTS & INVESTMENTS		
Month 2012/2013	Amount	Average Return Rate
June	\$ 37,113,152	0.76%
July	\$ 37,385,271	0.72%
August	\$ 35,846,588	0.70%
September	\$ 35,691,658	0.70%
October	\$ 34,453,724	0.69%
November	\$ 34,421,762	0.74%
December	\$ 35,626,032	0.68%
January	\$ 37,679,049	0.63%
February	\$ 35,286,170	0.62%
March	\$ 35,058,974	0.64%
April	\$ 35,148,917	0.62%
May		
June		



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

INVESTMENT TRANSACTIONS

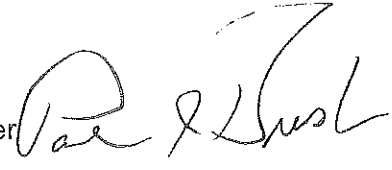
For the month of April, 2013

Investment	Purchases	Maturities	Sales	Notes	YTM at Cost
GNMA MBS 30-yr Pools		\$ 197		(1)	8.73%
TOTAL	\$ -	\$ 197	\$ -		

(1) Monthly principal payments from mortgage pools

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

MEMORANDUM

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Adopt Resolution No. 2233 Establishing an Appropriations Limit of the Leucadia Wastewater District (LWD) for the Fiscal Year 2014 (July 1, 2013 to June 30, 2014) Pursuant to Article XIII (B) of the California Constitution

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2233 as presented.
2. Discuss and take other action as appropriate.

DISCUSSION:

California Government Code Section 7910 requires that the District establish an appropriations limit at the beginning of each fiscal year. The appropriations limit for FY 14 has been calculated at \$66,247,981. The planned District appropriations subject to the statutory limitation are \$1,278,375. As per Government Code Section 7910, the document used to develop the Appropriations Limit was made available to the public.

Proposed Resolution No. 2233 establishing the appropriations limit is attached for your consideration along with documentation used in the determination of the appropriations limit.

Staff recommends that the Board of Directors adopt Resolution No. 2233 as presented.

cal:PJB

Attachment

RESOLUTION NO. 2233

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
ESTABLISHING APPROPRIATIONS LIMIT OF THE DISTRICT
FOR THE FISCAL YEAR JULY 1, 2013 - JUNE 30, 2014 PURSUANT TO
ARTICLE XIII(B) OF THE CALIFORNIA CONSTITUTION**

WHEREAS, Government Code Section 7910 requires that each year the Board of Directors of this District shall, by resolution, establish the District's appropriation limit for the following fiscal year pursuant to Article XIII(B) of the California Constitution; and

WHEREAS, for not less than fifteen days prior to this meeting, the documentation attached hereto as Exhibit "A", used in the determination of the appropriations limit, has been available to the public in accordance with Government Code Section 7910.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF LEUCADIA WASTEWATER DISTRICT (LWD) DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Section 1. The appropriations limit of LWD for the Fiscal Year July 1, 2013 - June 30, 2014 pursuant to Article XIII(B) of the California Constitution is hereby established as \$66,247,981.

Section 2. This Resolution is effective June 12, 2013 and supersedes Resolution No. 2223.

PASSED AND ADOPTED by the Board of Directors at a meeting of the LWD, held June 12, 2013 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Elaine Sullivan, President

ATTEST:

Paul J. Bushee, General Manager

(SEAL)

**LEUCADIA WASTEWATER DISTRICT
APPROPRIATION LIMIT
FISCAL YEAR 2013-2014**

FISCAL YEAR	POPULATION FACTOR	CPI/PI FACTOR	ADJUSTMENT FACTOR	APPROPRIATION LIMIT	APPROPRIATION SUBJECT TO LIMIT	OVER (UNDER) LIMIT
1978-79				4,131,757		
1979-80	1.1185	1.1017	1.2323	5,019,364	474,509	(4,544,855)
1980-81	1.1952	1.1053	1.3211	6,725,969	269,388	(6,456,581)
1981-82	1.0207	1.0912	1.1138	7,491,303	201,344	(7,289,959)
1982-83	1.0570	1.0679	1.1288	8,455,960	346,283	(8,109,677)
1983-84	1.0578	1.0235	1.0827	9,154,915	518,291	(8,636,624)
1984-85	1.0641	1.0474	1.1145	10,203,504	370,506	(9,832,998)
1985-86	1.0423	1.0374	1.0813	11,032,865	407,693	(10,625,172)
1986-87	1.1571	1.0230	1.1837	13,059,749	854,824	(12,204,925)
1987-88	1.0810	1.0304	1.1140	14,548,109	571,371	(13,976,738)
1988-89	1.0486	1.0393	1.0898	15,854,675	2,287,498	(13,567,177)
1989-90	1.1118	1.0498	1.1672	18,505,063	7,133,033	(11,372,030)
1990-91	1.0273	1.0421	1.0705	19,809,670	3,570,985	(16,238,685)
1991-92	1.0271	1.0414	1.0696	21,188,858	4,873,688	(16,315,170)
1992-93	1.0085	1.0064	1.0149	21,505,287	945,024	(20,560,263)
1993-94	1.0199	1.0272	1.0477	22,530,400	881,142	(21,649,258)
1994-95	1.0079	1.0071	1.0151	22,870,074	1,258,995	(21,611,079)
1995-96	1.0004	1.0472	1.0476	23,959,121	534,652	(23,424,469)
1996-97	1.0167	1.0467	1.0642	25,496,815	7,127,060	(18,369,755)
1997-98	1.0204	1.0467	1.0680	27,230,599	4,706,220	(22,524,379)
1998-99	1.0367	1.0415	1.0797	29,401,505	2,864,723	(26,536,782)
1999-00	1.0386	1.0453	1.0857	31,920,931	1,219,792	(30,701,139)
2000-01	1.0422	1.0491	1.0933	34,900,013	2,073,768	(32,826,245)
2001-02	1.0445	1.0782	1.1262	39,303,693	460,000	(38,843,693)
2002-03	1.0445	0.9873	1.0312	40,531,016	761,542	(39,769,474)
2003-04	1.0263	1.0231	1.0500	42,557,926	773,263	(41,784,663)
2004-05	1.0218	1.0328	1.0553	44,911,884	452,866	(44,459,018)
2005-06	1.0157	1.0526	1.0692	48,018,786	1,339,689	(46,679,097)
2006-07	1.0216	1.0396	1.0620	50,997,014	6,064,787	(44,932,227)
2007-08	1.0172	1.0442	1.0622	54,168,601	4,121,237	(50,047,364)
2008-09	1.0163	1.0429	1.0599	57,415,246	1,424,330	(55,990,916)
2009-10	1.0102	1.0062	1.0165	58,360,757	1,496,698	(56,864,059)
2010-11	1.0143	0.9746	0.9885	57,691,221	1,257,308	(56,433,913)
2011-12	1.0077	1.0251	1.0330	59,594,831	941,116	(58,653,715)
2012-13	1.0103	1.0377	1.0484	62,479,881	1,237,704	(61,242,177)
2013-14	1.0087	1.0512	1.0603	66,247,981	1,278,375	(64,969,606)

**LEUCADIA WASTEWATER DISTRICT
APPROPRIATION LIMIT
FISCAL YEAR 2013-2014**

Fiscal Year	Total Appropriation	Amount
2013-2014	General District	6,077,927
	Current Construction/Capital	7,393,168
	Other Debt & Reserves Exp.	-
	Reserves	35,240,427
	Subtotal	48,711,522
	Less: Prior Reserves (Limited to above reserves)	38,439,420
	(Difference)	(3,198,993)
	Less: Voter Approved Debt Service	0
	Total Available	13,471,095
	Non-Proceeds of Taxes	12,192,720
	Appropriations Subject to Limit	\$ 1,278,375

Fiscal Year	Revenue	Total Revenue	Tax Revenue	Other Revenue
2013-2014	Service Charge	\$ 7,380,186	\$ 0	\$ 7,380,186
	Other Oper. Income	204,448	0	204,448
	Property Tax	1,250,000	1,250,000	0
	Other Non-Oper.	1,209,468	0	1,209,468
	Debt Service	0	0	0
	Less Voter Approved	0	0	0
	Subtotal	\$ 10,044,102	\$ 1,250,000	\$ 8,794,102
	Interest Income	228,000	28,375	199,625
	Other Reserve Income	3,198,993	0	3,198,993
	Total Revenue	\$ 13,471,095	\$ 1,278,375	\$ 12,192,720

Interest Income Allocation	\$ 1,250,000
	/ \$ 10,044,102
	= 12.4451146%
	* 228,000
	= \$ 28,375

APPROPRIATION LIMIT WORKSHEETS
2013-2014

(2)				
	Total (1) 1/1/2012	Within District 1/1/2012	% of City	% of District
Carlsbad	107,674	31,061	28.8%	51.64%
Encinitas	60,346	29,089	48.2%	48.36%
Total		60,150	(to below)	100.0%

(1) Cities of Carlsbad & Encinitas population figures per SANDAG regional estimates for 1/01/2012 (per Web Site)

(2) District population figures per special request from SANDAG
 Latest estimate received June 4, 2013 for Jan 2012


		2011-2012		2012-2013	
Population	%	Total cities (3) 1/1/2012	Total district (Calc) 1/1/2012	Total cities (3) 1/1/2013	Total district (Calc) 1/1/2013
Carlsbad	28.8%	107,158	30,912	108,246	31,226
Encinitas	48.2%	60,057	28,950	60,482	29,155
Total	(from above)	167,215	59,862	168,728	60,381
Percentage change				0.905%	0.867%

<u>Adjustment factor calculation</u>	2012-2013	<u>% CHANGE</u>	<u>FACTOR</u>
1 population change calculation		0.867%	1.0087
2 per capita personal income - (3)		5.120%	1.0512
Adjustment Factor			1.0603

(3) Per California department of Finance letter and attachments, dated May 2013

MEMORANDUM

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Revised Strategic Plan



RECOMMENDED:

It is recommended that the Board of Directors:

1. Adopt the Leucadia Wastewater District (LWD) Revised Strategic Plan
2. Discuss and take other action as appropriate

DISCUSSION:

During July 2005, the Board of Directors adopted LWD's Strategic Plan. The plan was last revised in March 2007. The purpose of the plan was two-fold: (1) to assist the Board in envisioning LWD's future and (2) to develop the necessary procedures and operations to achieve that future. In conjunction with the Tactical Plan, the Strategic Plan allows the Board and staff to create and maintain a proactive strategic management initiative.

On February 20, 2013, the Board and staff participated in a strategic planning session to discuss activities and actions that will help steer LWD into the future. Mr. Jeff Bills of Confidence Consulting facilitated the workshop.

At the workshop, the Board participated in a prioritization exercise pertaining to the Strategic Plan's seven "Strategies" that form the basis of the annual Tactics and Actions Plan. As a result, the Board reduced the total number of Strategies from seven to four and prioritized those Strategies as follows:

1. Financial
2. People
3. Services
4. Technology

The Board discussed this item at length and following discussion, it was agreed that staff would craft draft language for the four strategies that incorporated the Board's thoughts during the discussion. The revised strategies were initially presented to the Board during the April 2013 Board meeting. They were revised slightly and presented again during the May 2013 meeting in which Mr. Bills provided a summary report of the strategic planning session.

The proposed Revised Strategic Plan is enclosed for the Board's review. It includes the revised strategies in strike-out version as approved by the Board of Directors. Staff recommends that the Board of Director's adopt the Revised Strategic Plan.

cal:PJB

Enclosure



Strategic Plan

Adopted: July 13, 2005
Revised: March 21, 2007
Revised: June 12, 2013

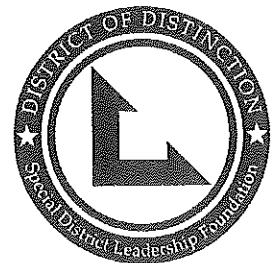


Table of Contents

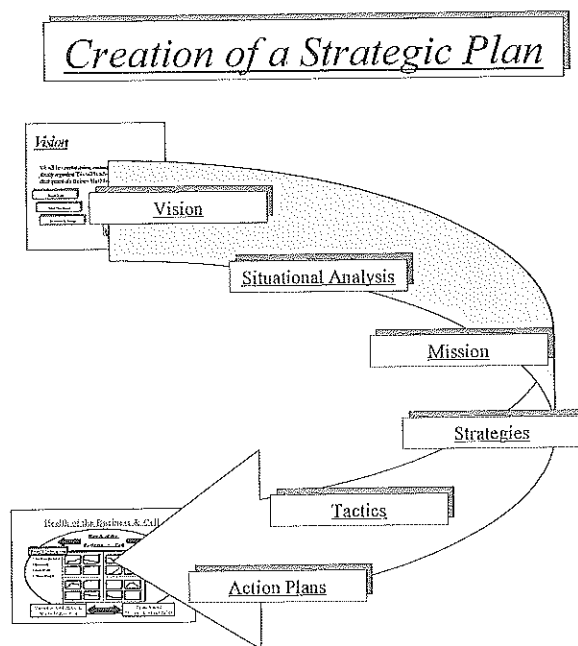
<u>Introduction</u>	2
<u>Board and Staff Section</u>	5
♦ Board Mission Statement	
♦ Role of Board	
♦ Board of Directors Code of Conduct	
♦ Role of Staff	
<u>Vision</u>	6
<u>Mission</u>	6
<u>Situational Analysis</u>	7
<u>Strategies</u>	10

Introduction

In January of 2005, Leucadia Wastewater District contracted with Greg Goates, of Goates Consulting Group, to facilitate the updating of the Leucadia Wastewater District Strategic Plan. Two Strategic Planning sessions were held. One session was held in March 2005 with the Board of Directors to revisit the Vision, Mission and Strategies and complete a current Situational Analysis. The other session was held in April of 2005 with the Leucadia Wastewater District Staff to update, brainstorm and prioritize current Tactics and develop Action Plans that support the Strategies of the Board.

Strategic Planning Process

In March, the Board of Directors of Leucadia Wastewater District determined to follow the strategic planning model below. Strategic Planning enables an organization to determine what to do today to impact the future in a desired predetermined way (outcome). Strategic Planning is a decision making process which shapes the future through use of: Vision, Situational Analysis, Mission Statement, Strategies, Tactics and Action Plans all linked together.



Strategic Management

Strategic Management creates a company wide bond that defines specific responsibilities at each level through deployment of a Strategic Plan. The Board of Directors have responsibility for developing a long-term strategic vision and framework that guides operational decision making and is consistent with the application of its values. But it is the conviction to Strategic Management that allows Leucadia Wastewater District to create its own future by deploying an organization wide strategic management initiative and creating a strategic thinking culture. Ownership through organization participation and commitment, as the organization becomes more self-aware and ready to accept challenges, will ultimately bring success as changing external forces create the need for change.

Vision Overview

The Vision is future focused. It is a conceptualization of what the organization's ideal future state should be and is the reason or force behind the need for change. Creation of the Vision relies on imaginative anticipation or perception of what the future holds and therefore becomes the bias for action.

Situational Analysis

I. Past and Present:

- a. External Business Environment: what external influences caused the past and present business environment to exist? (i.e. Demographics, Customer Base, market Demand, World Economics)
- b. Internal Abilities of the Organization: what external or internal influences caused the past and present business environment to exist. (i.e. Culture, Technology, Local Economy, Expertise)

II. SWOT:

What are LWD's competitive, technological, financial, and social strengths and weaknesses?

Strengths: What are the critical resources? (i.e. Technical Capabilities, Capital Resources, market Share, Culture)

Weaknesses: What are the critical deficiencies? (i.e. Technical Capabilities, Capital Resources, Market Share, Culture)

Opportunities: What are the irretrievable prospects? (i.e. New Business, Technology, Customer Reputation, Market Share Growth)

Threats: What conditional actions could occur? (i.e. Competition, Culture, Economy Collapse)

What trends can we perceive from review of ourselves and what demographic changes have occurred?

III. Assumptions:

What must we (LWD) assume responsibility for; seize control of, without proof, to ensure success? (i.e. Competition, Customers, Economy, Behavior Change.)

Effective Mission Statements

The Mission Statement describes the direction and thrust of an organization that unites its employees to a common goal. It is focused on the "here and now". It functions as a tactical decision making tool. It helps staff prioritize the work to be done on a daily, weekly and monthly basis.

Effective Strategies

The mission statement becomes the umbrella that the Strategies link to. Strategies also are derived from the Situational Analysis in the form of Key Success Initiatives, Key Result Areas and the Values and Guiding Principles that come from the Vision.

Key Success Initiatives - outcomes that must be done well to ensure success. These outcomes typically reflect critical success factors (present and future) that relate to the Vision.

Unlike the Vision and Mission which are timeless, Strategies are time dependent and dictate the where and how the company will place efforts and resources for the planned period.

Effective Tactics

Tactics combine strength of the Mission Statement with the energy of Strategies for achieving specific goals linked to the Mission and Values and Guiding Behaviors. Effective Tactics incorporate best use of the organization's resources, strengths and opportunities to outline the how to achieve desired outcomes.

Tactics should be S.M.A.R.T.: Specific, Measurable, Aggressive but Achievable, Realistic, Time Based.

Effective Action Plans

Action Plans are the chronological event schedule for Strategy and Tactics implementation. It identifies what actions are required, timeline of actions, specific responsibilities and accountabilities, resource allocation, and appropriate controls for successful task completion.

Action Plans should identify: Who: resources; What: task identification; When: timeline; How: actions required. Action Plans are followed up in Team and Leadership meetings throughout the year where regular reports/updates on progress of action plans are made by the individual assigned the action.

Board Mission Statement

To provide visionary and pro-active leadership for the responsible stewardship of public resources.

Role of Board

- ♦ *To set policy and provide leadership and strategic direction to LWD staff.*
- ♦ *To articulate clearly desired results, including where the district is going and what LWD staff should focus on.*

Board of Directors' Code of Conduct

- ♦ *I will openly communicate during Board meetings and voice my views, in the meetings, on all matters regarding the District.*
- ♦ *I will support the decisions of the Board once they are voted on.*
- ♦ *I will concentrate on issues of governance and strategic import to the District and will expect support from staff on issues of operational import and detail.*
- ♦ *I will treat fellow Board members with dignity and respect.*
- ♦ *I will be prepared to discuss Board issues and agree to spend the necessary time and attention to Board matters.*
- ♦ *If I have concerns or questions, I will ask. If I need clarification of Board agenda items, I will call ahead and discuss with the General Manager.*
- ♦ *I will support the general manager as the primary spokesperson for the district.*
- ♦ *I will conduct myself in the highest ethical manner and comply with all appropriate government regulations.*

Role of Staff

- ♦ *Implement policies of LWD Board*
- ♦ *Create tactics and action plans that address how policies should be implemented*
- ♦ *Provide technical competence in addressing issues of how tactics should be implemented*
- ♦ *Provide relevant facts and recommendations*
- ♦ *Provide effective leadership*
- ♦ *Administer day-to-day operations of the district*
- ♦ *Respond to reasonable board requests for information*

Vision Statement

To be a recognized leader in wastewater services, water recycling, and environmental protection.

Mission Statement

To serve the public by collecting, transporting, recycling and treating wastewater in a safe, reliable, efficient, cost effective, and environmentally responsive manner, while providing excellent service to our customers.

Situational Analysis

I. Past and Present –

a. External Environment:

- ♦ *Growth in unincorporated area of North County created need for wastewater services in Encinitas, Leucadia and La Costa areas. This resulted in a special district being formed to oversee development and operations of those services.*
- ♦ *As time progressed, there has been higher demand for wastewater treatment to protect public health and provide environmental protection.*
- ♦ *Opportunity to look at regional partnering and expanded services to meet growing environmental regulations.*
- ♦ *Increasing Regulatory compliance issues.*

b. Internal Abilities

- ♦ *Stable and visionary leadership has kept district on course and created culture of good customer relations and service.*
- ♦ *A philosophy of proactively doing the right thing has emphasized safety, led to financial stability and a reputation of being a respected, well run, small special district.*
- ♦ *The stability and quality of the staff and board members have created a mutual respect and productive working relationship that has allowed the district to focus on it's core purpose of providing wastewater and recycling services effectively.*
- ♦ *High quality and stability of staff has created a lean, well cross trained employee base.*
- ♦ *Throughout its history, the Board of Directors of LWD has been responsive to community needs.*

II. SWOT (Strengths, Weaknesses, Opportunities and Threats)

a. Strengths

- ♦ *Excellent Board, Staff trust.*
- ♦ *Agility of being a smaller special district. Non-bureaucratic – easy to get to a decision maker, decision making is pushed down to lowest level possible.*
- ♦ *Long-term Outlook and planning.*
- ♦ *Motivated and trained staff.*
- ♦ *Proactive and effective district administration.*
- ♦ *Current ability to maintain low rates.*
- ♦ *Excellent customer service and satisfaction.*
- ♦ *Proactive vs. reactive philosophy.*

- ♦ *Board has always supported staff with equipment and training to insure safety and efficiency.*
- ♦ *Stable leadership on Board of Directors.*
- ♦ *Committee organization facilitate sound decision making by Board.*

b. Weaknesses

- ♦ *Not well known in the communities we serve.*
- ♦ *Money currently held by district makes us a target for takeover.*
- ♦ *Potential for complacency.*
- ♦ *Exponential increase in regulations and compliance requirements (e.g. air quality).*
- ♦ *Lean staff compared to what may be required in the future to address additional regulatory requirements.*
- ♦ *Small staff – limited depth.*
- ♦ *Succession planning – aging workforce.*

c. Opportunities

- ♦ *Poised to be leader in wastewater services, water recycling, and environmental protection.*
- ♦ *Contract to operate other systems.*
- ♦ *Identify opportunities to synergize with other local agencies i.e. wastewater and recycling efforts.*
- ♦ *Financially feasible master plan for “Island” area of Leucadia.*
- ♦ *Storm water management and services.*
- ♦ *Potential water purification to potable water standards.*
- ♦ *New technology to increase productivity and efficiency.*

d. Threats

- ♦ *Takeover or consolidation.*
- ♦ *State oversight – regulation and fiscal.*
- ♦ *Law suits.*
- ♦ *Aging infrastructure.*
- ♦ *Losing long term vision and leadership stability.*
- ♦ *Natural disasters.*
- ♦ *Failure to embrace change and continuously improve.*

e. Trends

- ♦ *Politicizing of special districts elections.*
- ♦ *Increasing costs for insurance and utilities to run facilities.*
- ♦ *Cost of water doubling in next 10 years – demand for recycled water increasing in future.*
- ♦ *Increasingly stringent regulations.*
- ♦ *Continuing demand for high service at low costs.*
- ♦ *Increasing legislative oversight of special districts.*
- ♦ *Greater public awareness.*
- ♦ *Increased public demand for high level of service at stable rates.*

III. Assumptions:

- ♦ *Continue philosophy of being progressive, best at customer service, quality and focus on doing what we do best.*
- ♦ *Maintain competitive cost and high customer service.*
- ♦ *Being proactive in philosophy and technology.*
- ♦ *Continued public outreach emphasizing educating the public.*
- ♦ *Board and Staff maintaining present effective relationships.*
- ♦ *Providing mutual aid whenever needed.*

Strategies

(Note: Bullets under strategies indicate notes to Staff in developing Tactics and Action Plans for Strategies)

1. Financial

~~Assure Fiscal Stability and Growth through Proper Management of District Assets and Investments.~~

2. People

~~Assure the Highest Qualified Work Force to Provide Outstanding Service for District Stakeholders.~~

3. Water Reclamation

~~Maximize Cost Effective Market Opportunities to Increase the Quantity and Quality of Reclaimed Water Produced for Current and Future Customers.~~

4. Services

~~While Focusing on the Core Business and superior customer service, Expand Capabilities through Strategic Alliances with Other Organizations to Enhance Both the Service Provided and Financial Future of the District.~~

5. Recognition of Achievement

~~Assume a Leadership Position within the Wastewater Community and Provide an Increasing Level of Outreach and Collaboration with the Water and Environment Communities.~~

6. Technology

~~Enhance district operations through technological excellence, innovation and utilization of outstanding professional resources.~~

7. Community Outreach

~~Increase community awareness of district services and benefits.~~

1. Financial

Assure fiscal stability and growth by effectively monitoring and forecasting District finances in order to provide competitive rates and avoid abrupt rate adjustments.

2. People

Assure the highest qualified work force by optimizing training opportunities; promoting an excellent safety culture; and providing competitive compensation in order to recruit and retain high quality employees.

3. Services

Provide exceptional services to our customers by safely collecting and transporting wastewater in order to ensure the highest level of environmental protection; educating customers on our services; pursuing viable water recycling opportunities; and pursuing strategic alliances with other organizations.

4. Infrastructure & Technology

Protect the long-term viability of the District by proactively improving and replacing the infrastructure prior to failure and pursuing technological innovation and excellence to enhance the District's infrastructure and operations to ensure maximum efficiency and cost effectiveness.

Encina Wastewater Authority Report
Regular Board Meeting
May 22, 2013

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

1. 2013 Ocean Outfall Inspection Report

The Board of Directors received and filed the 2013 Ocean Outfall Inspection Report.

2. Adoption of FY2014 Operating and Capital Budgets.

The Board of Directors adopted the FY 2014 Operation, Maintenance, Administration and Capital Improvement Program Budgets and directed staff to forward the recommended budgets to the Joint Advisory Committee.

The Joint Advisory Committee also adopted the FY 2014 Operation, Maintenance, Administration and Capital Improvement Budgets and directed staff to forward the recommended budgets to the Boards and Councils of the Member Agencies.

EWA Executive Session Items

3. The Board of Directors met in Executive Session to discuss:

- Existing litigation per Government Code Section 54956.9(a) – Helton v. Encina Wastewater Authority; and
- Public Employment, Performance Evaluation: General Manager as authorized per Government Code section 54957.

There was no reportable action.

Community Affairs Committee Meeting Report

Presented by Director Omsted

Meeting held June 4, 2013

1. Review of TRG & Associates Task Order No. 3 and Scope of Work.

The CAC reviewed TRG & Associates Task Order No. 3 and Scope of Work.

The CAC agreed with staff to present to the Board of Directors for approval. This item will be presented later in the agenda.

Engineering Committee Meeting Report

Presented by Director Juliussen

Meeting held on June 4, 2013

1. The EC reviewed an agreement with Piperin Incorporated for construction services to complete the La Costa Pump Station Rehabilitation Project in an amount not to exceed \$242,000.

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

2. The EC reviewed a change order to the Lanikai Trunk Sewer Lining Contract with Charles King Company for additional services for the B2 Force Main Emergency Repair in the amount of \$121,998.


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

3. The EC reviewed a three year professional services agreement with ADS Corporation for equipment maintenance and analysis of data from seven (7) permanently installed flow meters in an amount not to exceed \$42,840 per year for a total of \$128,520 over a three year period.

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

4. The EC received an update on the Batiquitos Pump Station Rehabilitation project.

MEMORANDUM

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Adoption of Fiscal Year 2014 (FY 14) Budget

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt the FY 14 Leucadia Wastewater District (LWD) Budget as presented.
2. Discuss and take other action as appropriate.

DISCUSSION:

On May 9, 2013, the Board of Directors attended a special workshop to review the Proposed FY 2014 Budget. During this meeting, staff presented highlights of the proposed operating and capital budgets. In addition, the Board also conducted a closed session meeting to review the proposed personnel budget.

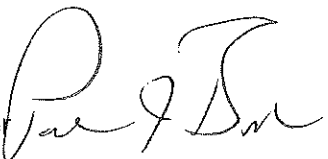
Following the meeting, the Board of Directors directed staff to prepare the Final FY 14 Operating and Capital Budgets in accordance with the Board's direction to make minor changes to the Capital Acquisition Program Overview section.

Staff has completed the desired changes and, therefore, recommends that the Board of Directors adopt the FY 2014 Budget.

cal:PJB

Enclosure

MEMORANDUM

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Public Hearing on a Proposal to Consider Collecting the District's Wastewater Service Charge for Fiscal Year 2014 on the San Diego County Tax Roll, and a Proposal to Consider Adopting a Revised Wastewater Capacity Fee

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 collect LWD's wastewater service charges for FY 2014 on the County Tax Roll in the same manner, together with, and at the same time as general taxes; and,
- 2) A proposal to adopt an ordinance establishing the District's wastewater capacity fee at \$4,006 per equivalent dwelling unit (EDU) for the privilege of connecting to the District's system.

The notice of this public hearing was posted at LWD beginning on May 28, 2013. It was also published in the San Diego Union Tribune on May 29, 2013.

DISCUSSION:

- 1) Collection of District Wastewater Service Charges for Fiscal Year 2014 on the Tax Roll of the County of San Diego

LWD has collected its wastewater service charges on the San Diego County Tax Roll, concurrent with general taxes, since 1979. Staff proposes to continue collecting its wastewater service charges in this manner for FY 14. As per Government Code Section 5473, LWD has made available, for public review and inspection, a report showing the amount of the proposed wastewater service charges for each parcel of real property receiving wastewater service.

It is necessary for the Board to consider all objections or protests to the report. If the Board of Directors finds that the protests are made by the owners of a majority of separate parcels of property described in the report, then the report shall not be adopted and the wastewater service charges shall be collected separately from the tax rolls. To date, no objections or protests have been filed with the LWD regarding this report.

- 2) Wastewater Capacity Fee

Later in this agenda, the Board of Director's will consider adopting the District's Financial Plan Update (Plan). This plan recommends increasing the wastewater capacity fee from \$3,732 per EDU to \$4,006 per EDU.

The proposed Plan developed a capacity fee model that calculates the necessary capacity fee revenue to fund capital improvements based on 100% buy-in. The capacity fee was calculated by dividing the total projected value of facilities and reserves by the District's total EDU capacity. The capacity fee will allow new users to buy-in to the existing capacity while taking into account the existing Capital Improvement Program reserve balance.

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

Ref: 13-3706

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Award of the District's La Costa Pump Station Rehabilitation Project Construction Contract

RECOMMENDATION:

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

1. Authorize the General Manager to execute an Agreement with Piperin Corporation for construction services to complete the La Costa Pump Station Rehabilitation Project in an amount not to exceed \$242,000.
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its June 4, 2013 meeting. The rehabilitation of the La Costa Pump Station was included as a goal in the Fiscal Year 2013 Tactics & Action Plan.

The rehabilitation of the La Costa Pump Station was recommended by Infrastructure Engineering Corporation (IEC) during the implementation of the District's 2008 Asset Management Master Plan. Project design was completed in February 2013. However, the bid phase was deferred until April because the La Costa Resort and Spa requested that on site construction be delayed until the end of August 2013 due to event scheduling. Therefore, the project was advertised for bids in April 2013 with bids due on May 16, 2013. Four bids were received with the following results:

<u>Construction Firm</u>	<u>Bid Submitted</u>
Piperin Corporation	\$242,000
NEWest Construction	\$242,400
SCW Contracting	\$245,707
Filanc Construction	\$276,361

The quotes were reviewed by Robert Weber and Jamie Fagnant at IEC. Upon completion of IEC's review, it was recommended that Piperin Corporation (Piperin) be awarded the contract as the lowest responsive and responsible bidder, see attached letter. The bid price of \$242,000 is 8% lower than the estimated cost of \$262,300. Therefore, Staff recommends that the Board award the contract for rehabilitation of the La Costa Pump Station to Piperin.

FISCAL IMPACT:

The additional appropriation requested in the Fiscal Year 2014 Budget combined with the Fiscal Year 2013 amount is sufficient to cover the construction costs for the project.

rym:PJB

Attachment



BID REVIEW MEMORANDUM

Date: May 30, 2013

Subject: **La Costa Pump Station Rehabilitation Project**

Prepared By: Ross Maxwell

Reviewed By: Jamie Fagnant, P.E.; Rob Weber, P.E.

PURPOSE

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

BID RESULTS

Bids were opened on May 16, 2013 and four bids were received. The bids are summarized on Table 1 - Bid Summary (see attached) and characteristics of the bids are as follows:

Low Bid:	\$242,000
Average Bid:	\$251,617
High Bid:	\$276,361
Engineer's Estimate:	\$262,300

REVIEW OF LOW BIDDER

Piperin Corporation (Piperin or Contractor), San Diego, California submitted the apparent low bid. IEC has determined Piperin to be responsive to the bid requirements and recommends the District to award the project to Piperin. The following reviews have been completed:

Contractor's License: The Contractor holds the required Class A License (No. 964028). The license is current and active.

Bid Bond: A bid bond in the amount of ten percent (10%) of the bid amount, was submitted with Suretec Insurance Co. Suretec has a rating of A-VII with Best's Key Rating Guide.

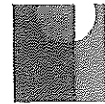
Signatures: The Contractor's President, Craig Barry and Vice-President, Joanne Barry signed the Closing Statement, Craig Barry signed the Bidder's Bond, Non Collusion Affidavit, and the Local Preference Certification.

Addenda Acknowledged: The Contractor acknowledged Addenda 1&2 in the bid documents.

Project Manager's Experience: The Contractor has identified Craig Barry as the project manager in a follow up phone call from IEC on 5/20/2013.

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

- Staging: Piperin will utilize area within fencing to stage material; all fabrication will take place off-site; no hazardous materials are anticipated other than those to



be addressed in their site specific SWPPP; safety policies are in place and will be maintained; sewer bypassing will be used per specifications and approved plans; perform all work utilizing proper safety equipment; assign competent person to job site at all times; setup proper BMPs for storm water protection.

- Detailed Safety and Accident Prevention Plan: The Contractor submitted its Safety Program Manual / Injury & Illness Prevention Program.

Worker's Compensation Insurance: Policy is in effect through July 2013. Most recent workers' compensation experience modification factor for Piperin is .8518 and .8466.

Experience Requirements: Contract documents required the Contractor submit three project references on sewer pump stations with a total capacity of 60 horsepower (hp) or greater and three references on projects that required 100% sewer bypassing with no incidence of spills. Piperin submitted the required experience with the exception that one of the projects with a total capacity of 60 hp or greater is a storm water pump station. IEC recommends allowing the storm water pump station as qualifying experience based on the similar pump station configurations and ability to pass solids inherent in both wastewater and storm water pumping operations.

The following references have been contacted to verify Piperin's experience to perform the rehabilitation of a government owned sewer pump station with a total capacity of 60 hp or greater:

Raceway Sewer Pump Station; City of Vista; completed July 2008; project included rehabilitation of a 75 hp wastewater pump station

4S Ranch Neighborhood SPS; Olivenhain Municipal Water District; completed March 2010; project included rehabilitation of 100 hp wastewater pump station

Beach Area Sewage Pumps and Diversion; City of San Diego; completed January 2010; project included rehabilitation of a 60 hp storm water pump station

The following references have been contacted to verify Piperin's experience with 100% wastewater bypassing:

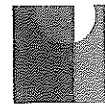
Raceway Sewer Pump Station; City of Vista; completed July 2008; project required 100% wastewater bypassing

4S Ranch Neighborhood SPS; Olivenhain Municipal Water District; completed March 2010; project required 100% wastewater bypassing

Batiquitos Sewer Pump Station; City of Carlsbad; completed December 2011; project required 100% wastewater bypassing

References: IEC contacted Piperin's submitted references to perform an assessment of Contractor's conduction of the work. In all cases Piperin was highly recommended with no record of any claims.

Individual Bid Item Amount Review: Bid items amounts correlated to the Engineer's Estimate and do not pose a significant concern to the Contractor's ability to complete the work.



RECOMMENDATION

IEC recommends award of the contract to Piperin Corporation based on the bid amount and submitted documentation attesting to their suitability to perform the work as specified.

Attachments

Table 1 – Bid Summary

Leucadia Wastewater District
La Costa Pump Station Rehabilitation Project
Table 1 - Bid Summary

Item	Description	Unit	Qty.	Piperin Corporation	NEWest Contracting	SCW Contracting	Filanc
1	Mobilization, Bonds, Permits, Cleanup and Demobilization	LS	1	\$12,000	\$16,000	\$32,887	\$19,922
2	Raw Sewage Pump Equipment Replacement and Drywell Upgrades	LS	1	\$25,000	\$35,600	\$30,010	\$39,626
3	Electrical Work	LS	1	\$35,000	\$30,000	\$39,001	\$40,384
4	PLC Modifications and Programming	LS	1	\$52,000	\$44,800	\$52,971	\$52,910
5	Cathodic Protection Work	LS	1	\$35,000	\$52,000	\$39,381	\$34,098
6	Bypass Pumping	LS	1	\$30,000	\$11,000	\$14,597	\$8,509
7	Manhole Covers and Frames	LS	1	\$7,000	\$7,000	\$4,308	\$7,106
8	Swing Check Valves	EA	2	\$32,000	\$34,000	\$25,994	\$15,756
9	Plug Valves	EA	2	\$14,000	\$12,000	\$6,558	\$8,050

Engineer's Estimate
\$262,300

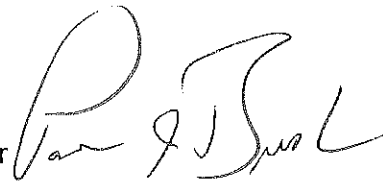
Total: \$242,000 \$242,400 \$245,707 \$276,361

Check Total: \$242,000 \$242,400 \$245,707 \$276,361

Amount in Words: \$242,000 \$242,400 \$245,707 \$276,361

MEMORANDUM

Ref: 13-3692

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Adoption of the 2013 Financial Plan Update

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt the Leucadia Wastewater District's 2013 Financial Plan Update.
2. Authorize staff to implement the 2013 Financial Plan Update's recommendations.
3. Discuss and take other action as appropriate.

DISCUSSION:

On March 21, 2013, the Board of Directors held a Special Board meeting to review various options for meeting LWD's future financial obligations. At the meeting, staff and Mr. Brian Jewett from Black & Veatch presented four financial scenarios for LWD's Wastewater Enterprise including three "pay as you" go options and one option that would involve bonding. The four scenarios were as follows:

- Scenario 1 – "pay as you go" 9% service rate increase for 3 years beginning in FY 2015; followed by intermittent 3 years of no increases and 3 years of 9% increases through 2033.
- Scenario 2 – "pay as you go" 10% service rate increase for 3 years beginning in FY 2015; followed by intermittent 3 years of no increases and 3 years of 10% increases through 2033.
- Scenario 3 – "pay as you go" 11% service rate increase for 3 years beginning in FY 2015; followed by intermittent 3 years of no increases and 3 years of 11% increases through 2033.
- Scenario 4 – "Bonding" – issue \$35 million of bonds in FY 2017/2018 while drawing down capital reserves until FY 2018 and instituting a series of progressive rate increases on a cycle of 3 years on and 3 years of through FY 2033.

In addition to the Wastewater Enterprise models, the Board also reviewed a model depicting a FY 2014 increase in LWD's Capacity Fee from \$3,732 per equivalent dwelling unit (edu) to \$4,006 per edu.

Special Board Meeting Direction:

After reviewing and discussing the various models presented, the Board directed staff to proceed with finalizing the 2013 Financial Plan Update incorporating Financial Scenario 2 and the proposed changes to the capacity fee. The Board believed that Financial Scenario 2 best balanced service fee increases with the long-term financial stability of LWD. Black & Veatch and staff have subsequently worked to finalize the 2013 Financial Plan Update.

Later in tonight's agenda, the Board will consider an increase to LWD's capacity fee.

2013 Financial Plan Update

As previously indicated, the 2013 Financial Plan Update has been finalized based on the Board's direction. Attached for your information, please find a copy of the report's Executive Summary. A copy of the full report is available upon request.

A summary of the 2013 Financial Plan Update's key recommendations are as follows:

- Increase the current wastewater service rate 10% per year over 3 years beginning in Fiscal Year 2015 (Scenario 2).
- Increase the Capacity Fee to \$4,006 per edu.
- Continue "pay as you go" approach for funding capital projects.
- Reduce the operating reserve balance from 36.4% to 33% to meet the District's day to day operating expenses.
- Maintain the Emergency Reserve balance at \$7,500,000.
- Maintain a positive balance in the Unrestrictive Capital Replacement Reserve.

Staff recommends that the Board of Directors: 1) adopt the 2013 Financial Plan Update; and 2) authorize staff to proceed with the implementation of the 2013 Financial Plan's recommendations.

cal:PJB

Attachment

EXECUTIVE SUMMARY

To ensure the financial stability of the Leucadia Wastewater District (District), the District Board of Directors (Board) and District Staff utilize a long-term financial planning process to project future financial conditions and provide guidance in the decision-making process. Through a coordinated strategic process, the District has established a series of policies and plans to efficiently meet the District's anticipated future needs. In addition, the planning process is designed with flexibility to allow for changing economic factors. To this end, the District created a long-term financial plan to forecast expenditures and revenue needs for the next 20 years. The District typically updates the plan on a five-year cycle, with major updates taking place in 1999, 2004, and 2008. The findings and recommendations of this current plan are presented in the following sections.

FINDINGS

- The current financial situation of the District is stable despite significant events that affected revenue and expenditures since the 2008 financial plan update.
 - The national economic recession that took place shortly after the last update resulted in lower than expected investment returns on District reserves.
 - The significant decline in housing starts led to lower than expected capacity fee revenues from the 2008 plan.
 - The District also experienced lower than expected sewer service fee revenues.
 - Operating and capital expenses were less than projected in the 2008 plan.
 - Capital replacement needs continue to grow which have resulted in declining capital replacement fund balances as the District utilizes a cash financing approach.
 - Projected property tax takeaways did not occur since the last plan, however the threat of future takeaways seems more likely given the State's continual pattern of budget crises and raids on local government revenues.
- The District paid its remaining outstanding debt in full and is now on a 100% "pay-as-you-go" funding structure for capital projects.
- The District implemented sewer service fee increases on a "3 year on, 3 year off" cycle.
- The District service area is approximately 93% built out with an anticipated annual average system connection rate of 100 EDUs over the first 2 years and 50 EDUs over the next 18 years. Equivalent Dwelling Unit (EDU) build out is assumed at 30,045 EDUs.
- The current capacity fee amount per EDU has remained flat for the past 5 years despite increases in costs of District infrastructure during the same time.

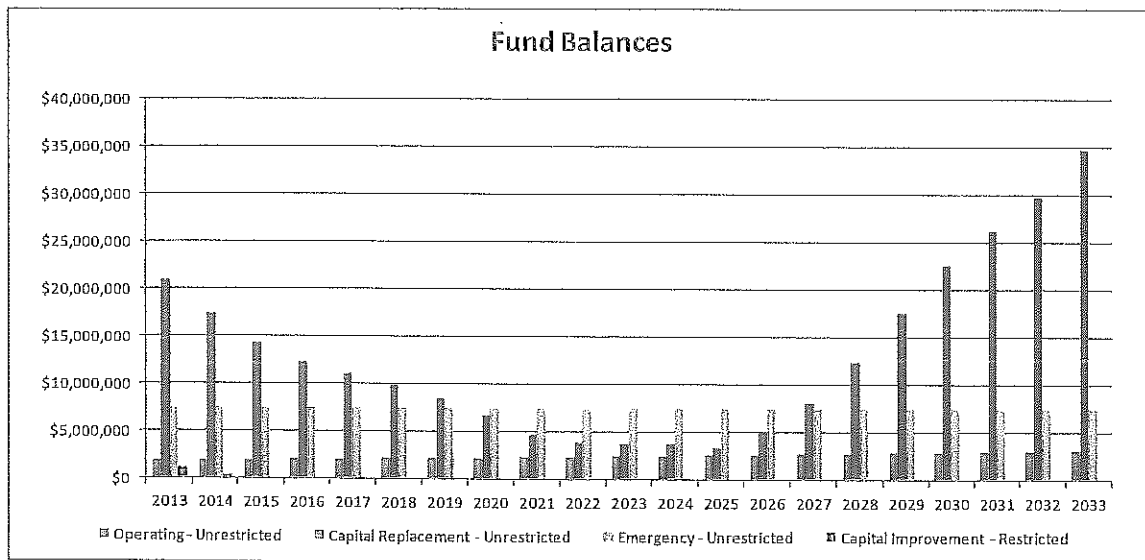
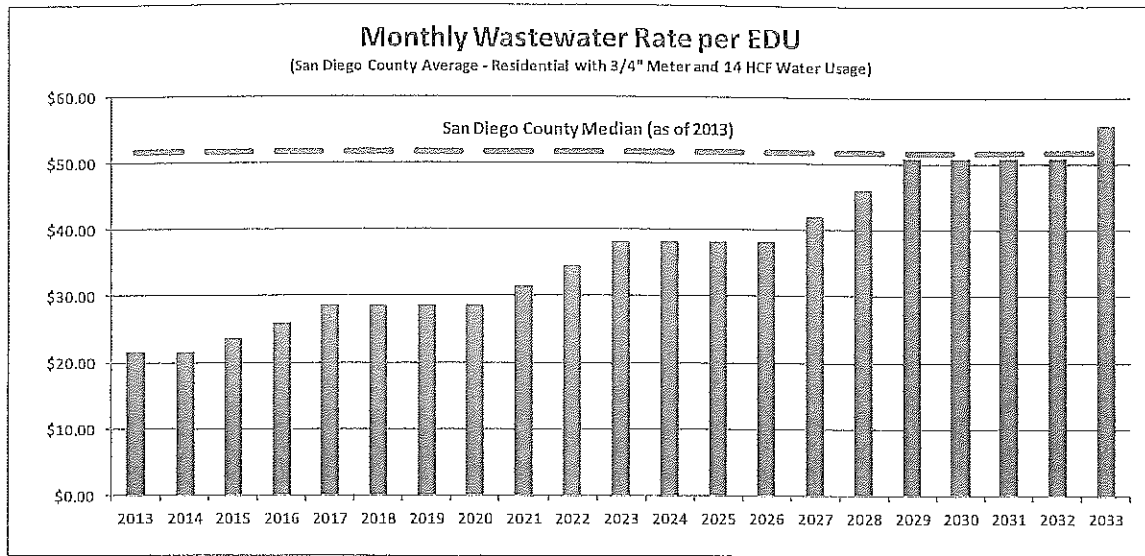
- The cumulative capital improvement project expenditures over the 20 year planning period, adjusted for inflation, are projected to be \$108,963,374.

RECOMMENDATIONS

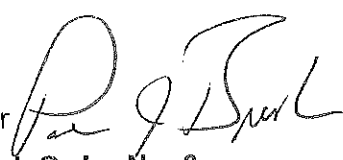
Based on the findings of this financial planning analysis, we recommend the District adopt the following items:

- Continue the “3 year on, 3 year off” cycle of sewer service charge increases. Increase the current wastewater service rate 10% per year beginning in FY 2014/15 through FY 2016/17. The 20-year plan suggests a pattern of 3 years’ of annual 10% rate increases, followed by 3 years of no increases, 3 years of increases, and so on.
- Continue a “pay-as-you-go” approach for capital items.
- Increase the District capacity fee to \$4,006 to account for inflation of District infrastructure.
- Maintain an annual Operating Reserve balance of 33% of operating expenses to meet operating cash flow needs.
- Maintain the Emergency Reserve balance at \$7,500,000.
- Maintain a positive balance in the Unrestricted Capital Replacement Reserve.

The figures on the following page illustrate the recommended rate increase scenario and the subsequent effect on the reserve balances for the 20-year planning period should this financial plan recommendation be adopted by the Board. The rate increase graph includes the FY 2012/13 San Diego County wastewater median rate per EDU of \$51.77 (illustrated by the dotted line in the graph). This median figure was derived from a comparative rate analysis developed by the Otay Mesa Water District utilizing estimated typical single-family residential monthly sewer service bills of wastewater agencies throughout San Diego County.



MEMORANDUM

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Public Information Services Task Order No. 3

RECOMMENDATION:

Staff and the Community Affairs Committee (CAC) recommend that the Board of Directors:

1. Authorize the General Manager to execute Task Order No. 3 to the TRG & Associates Public Information Services Agreement in an amount not to exceed \$50,000.
2. Discuss and take action, as appropriate.

DISCUSSION:

The CAC reviewed this item at their June 4, 2013 meeting and recommended that it be forwarded for the Board's consideration.

LWD entered into an agreement with TRG & Associates on March 9, 2011 to provide public information services to the District. Task Order #1 of this agreement was effective March 9, 2011 - June 30, 2012; Task Order #2 was effective July 1, 2012 - June 30, 2013. The purpose of this agenda item is to consider Task Order #3 for the period July 1, 2013 - March 8, 2014.

Staff has negotiated the scope of fee for Task Order No. 3 with TRG & Associates and it includes services that are most important to LWD's public information program. Specific tasks include:

- project management services;
- drafting and designing of two newsletters;
- maintaining and updating LWD's website as required;
- drafting and designing one fact sheet, as required;
- developing project outreach and construction relations media, as required; and
- assisting with marketing and promotion of the Teacher Grant Program.

As can be seen, many of the services to be provided are part of LWD's ongoing outreach efforts. Staff believes these items are important for keeping LWD's public information efforts current, as well as enhancing LWD's ability to provide timely information to the media and the public. The total proposed fee for Task Order No. 3 is \$50,000. Sufficient funds have been included in the FY 2014 budget to cover the proposed expenses.

Proposed Task Order No. 3 which includes the Scope of Work is attached for the Board's review. Also attached is a public information budget detailing anticipated Scope of Work expenses.

cal:PJB

Attachment

**TASK ORDER #3
SCOPE OF WORK FOR
PUBLIC INFORMATION SERVICES
July 1, 2013 – June 30, 2014**

Ref: 13-3698

DESCRIPTION OF SERVICES

The services included within this scope of work consist of the design and construction of certain public information elements critical to Leucadia Wastewater District. The services included are those specifically required by the District.

I. SCOPE OF SERVICES

The following scope of services describes the tasks anticipated for this phase of LWD's Public information Program.

TASK A – PROJECT MANAGEMENT

1. Review existing Public Information Program and develop memo for recommended outreach strategies for FY 2013-2014.
2. Meet with LWD staff/Community Affairs Committee, as required
3. Attend LWD Board meetings as needed (to take photos or do presentations).
4. Ongoing communications with LWD staff and monthly activity reports and any other administrative activities.

TASK B - NEWSLETTERS

1. Draft and manage the design, printing and mailing of up to two newsletters per year.
2. Meet with Community Affairs Committee up to two times for each newsletter.

TASK C – MAINTAIN AND UPDATE WEBSITE

1. Review website, recommend new website content and organization
2. Oversee new graphics for redesigned website
3. Meet with staff and selected website contractor as needed.

TASK D – FACT SHEETS AND MATERIALS

1. Review existing fact sheets and recommend changes and/or additions
2. Draft and manage the design and printing of one fact sheet.
3. Review media kit folders and update, as required
4. Develop new materials (such as newspaper advertisements) as needed

Attachment A

TASK E – COMMUNITY OUTREACH

1. Draft, print and distribute construction notices, as required.
2. Draft and distribute news releases, as required.
3. Draft text and design road construction signs, as required.
4. Plan, coordinate and staff one small event as directed by LWD staff
5. Assist staff with marketing and promotion of School Grant Program and publicize and research other outreach avenues with local schools
6. Develop recommendations for other community outreach activities.

TASK F – SPEAKERS BUREAU

1. Review and update Speakers Bureau presentation and other presentation materials as needed.
2. Research community groups, draft and distribute presentation request letters for LWD staff or board members.
3. Provide speaker training for staff or Board members as needed.

TASK G – INDUSTRY OUTREACH

1. Assist LWD staff in drafting and submitting award nominations to industry organizations.
2. Assist LWD staff in drafting and submitting industry conference presentations and papers.

II. FEES AND CONDITIONS

The Services described in Section I. above, will be provided on an hourly rate basis in accordance with the current TRG & ASSOCIATES Standard Rate Schedule with a not to exceed upper limit of \$50,000.

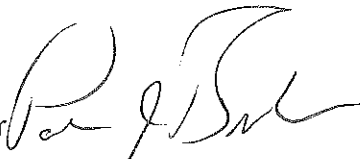
TRG & Associates Public Outreach Budget

Draft 2013-2014

	TRG Principal	TRG Staff	Enval Des.	Expenses	Total
	\$150	\$105	\$80		
Task A. Project Management	40	24	0	\$200.00	\$ 8,720.00
Task B. Newsletters (Twice Yearly)	50	32	70	\$100.00	\$ 16,560.00
Task C. Maintain and Update Website	30	40	0	\$100.00	\$ 8,800.00
Task D. Fact Sheets and Materials	4	2	0	\$100.00	\$ 910.00
Task E. Community Outreach	40	35	0	\$100.00	\$ 9,775.00
Task F. Speaker's Bureau	8	12	0	\$35.00	\$ 2,495.00
Task G. Industry Outreach	12	8	0	\$100.00	\$ 2,740.00
				Total	\$ 50,000.00

MEMORANDUM

Ref: 13-3705

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: ADS Corporation Agreement for Flow Monitoring, Data Analysis and Presentation, and Maintenance for Seven (7) District Flow Meters

RECOMMENDATION:

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

1. Authorize the General Manager to execute a three year professional services agreement with ADS Corporation for equipment maintenance and analysis of data from seven (7) permanently installed flow meters in an amount not to exceed \$42,840 per year for a total of \$128,520 over a three year period.
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its June 4, 2013 meeting.

In October 2007, the Board of Directors approved a contract with ADS Corporation (ADS) for the installation of seven permanent flow meters in the District's collection system. In addition to installation, the contract included equipment maintenance and repair along with flow data collection, analysis and reporting. Seven meters were installed at the following locations:

<u>Meter No.</u>	<u>Location</u>
L1	Highway 101
L2	Olivenhain Road
L3	South Green Valley
L4	La Costa Avenue
L5	North Green Valley
L6	Saxony Pump Station (Clamp-on flow meter)
L7	La Costa Pump Station (Clamp-on flow meter)

Subsequently in 2010, staff met with ADS to negotiate a three year contract renewal for the continuance of these services. At that time, ADS offered to reduce the annual cost by \$5,090 to \$42,840 per year for three years from July 2010 to June 2013. This represented a savings of \$15,270 over the three year contract period.

The ADS contract is up for renewal on June 30, 2013. ADS offered to maintain the current pricing of \$42,840 per year for the three year renewal period, from July 2013 to June 2016, for a total three year cost of \$128,520. Paragraph 12.4, Continuing Services, of the District's Procurement Policy allows that, in the best interest of the District, a consultant can be retained for subsequent phases of work. Therefore, staff recommends executing a three year contract with ADS for flow monitoring services. The attached scope of work is provided for your review.

FISCAL IMPACT:

Sufficient funds have been appropriated in the FY 14 Operating Budget to cover the FY 14 costs associated with this agreement. Sufficient funds will be appropriated in succeeding fiscal years.

js:PJB

Attachments

ATTACHMENT A

SCOPE OF WORK

ADS will operate a flow meter network of seven (7) meters for the Leucadia Wastewater District ("District"). The work will be performed as set forth below:

I. Comprehensive Service - ADS will provide services to maintain and operate the flow metering equipment (July 1, 2013 through June 30, 2016).

- 1) **Diagnostics:** Remote diagnostic inspection of all equipment using the most current procedures and programs from its facilities in San Diego, CA or other service locations.
- 2) **Repair:** Repair and preventative maintenance services, including battery replacement (assuming a 15-minute sample rate), necessary to keep the equipment operating in accordance with the manufacturer's design specifications. ADS will respond to a malfunction within two (2) business days and perform repairs or temporary repairs within (2) business days thereafter. The types of conditions to be repaired and repair services to be performed under this Agreement include but are not limited to the following:
 - Communication link failure - including control boards, modem, and modem interface;
 - Depth sensor replacement - A depth sensor shall be considered for replacement if the sensor has less than four (4) good sensor pair firing in both directions;
 - Low battery voltages - Battery voltages shall be considered as being low when the voltage is less than 9.5V;
 - Velocity sensor replacement - A velocity sensor shall be considered for replacement if the sensor readings are a constant value or zero, indicating a loss of sensitivity;
 - Sensor scrubbing;
 - Pressure sensor replacement; and
 - Level sensor replacement.
- 3) **Hydraulic Confirmations:** ADS will perform annual field confirmations according to ADS's current internal quality procedures for all of the ADS FlowShark™ flow monitors including:
 - Verification of the depth of flow measurement
 - Verification of the velocity measurement
 - Manual field flow to monitor flow comparison
 - Pipe condition assessment
 - Statement of confirmation
- 4) **Service Schedule:** The field service shall occur during the normal operating hours of 8:00 a.m. to 12:00 noon and 1:00 p.m. to 5:00 p.m. Monday through Friday (excluding holidays).

- 5) **Service Statement:** ADS shall prepare a statement of repair service whenever service or diagnostic functions are performed. These forms shall be submitted to the District each month as an attachment to the monthly invoice.
- 6) **Primary Contact:** ADS shall designate a field service representative who shall be the primary contact with the District for the resolution of field problems.

II. Data Analysis, Alarming, and Reporting Services (July 1, 2013 through June 30, 2016)

Data services will be conducted from our National Data Center where trained Data Analysts utilize IntelliServe™ and Profile® software, as well as Six Sigma quality assurance procedures to maximize data usability and ensure data up-time.

- 1) **Data Collection and Diagnosis:** Raw data will be uploaded from the flow meters every twenty-four (24) hours to the IntelliServe™ web hosted system. ADS data analysts will review the data (e.g. bi-weekly) to verify that equipment is in working order and will dispatch ADS field crews to perform equipment repair or hydraulic confirmations as needed.
- 2) **Data Editing and Analysis:** A trained ADS data analyst will use ADS Profile® software to directly calculate flow using the continuity equation from recorded depth and average velocity data. Flow quantities as determined by the continuity equation will be plotted. The analyst will also utilize scatter plots (depth vs. velocity readings) and field hydraulic confirmation both to verify monitor accuracy.
- 3) **Data Reporting:** The Final flow data will be reported to the District on a monthly basis via our IntelliServe™ web hosting system, no later than thirty (30) days after the end of the monthly monitoring period, and will include the following.
 - Key manhole identification, pipe diameter, pipe shape, and silt levels.
 - Days of the week constituting the long table, up to seven (7) days.
 - Depth of flow in fifteen (15) minute intervals from 0:00 to 23:45
 - Average Velocity in fifteen (15) minute increments in feet per second (fps).
 - Flows calculated in fifteen (15) minute increments in millions of gallons per day (mgd).
 - Minimum and maximum flows with time of occurrence measured daily in millions of gallons per day (mgd).
 - Average weekly flow measured in millions of gallons per day (mgd).
 - Daily and weekly flow totals in millions of gallons
 - Data provided in electronic format and (2) hardcopies monthly)
- 4) **Data Alarming:** The IntelliServe™ web hosting system will send out real-time alarms (via the web, pagers, cell phones, emails) if any set triggers are reached at the individual flow meters. Alarm triggers can be set for High Depth and Low Flow.

III. Exclusions

The types of services excluded under this comprehensive service agreement include the following:

- Civil Engineer's Stamp on any plans for submitted for permitting;
- Work conducted outside of Service Schedule;
- Communication line work external to flow monitoring equipment;
- Changes or alterations in specifications;
- Painting or refinishing or furnishing materials therefore except as damaged by ADS during service work;
- Installation, moving, or removing of equipment unless required as part of the repair process;
- Repairs made necessary due to the negligence of the District, its employees, agents, invitees, or contractors;
- Repairs made necessary due to attempts by District to repair or maintain the equipment unless authorized by ADS
- Maintenance and repair necessary to put equipment not under the comprehensive scheduled service contract in good repair;
- Equipment repair or replacement outside manufacturer's design specifications when knowingly directed by District; and
- Repairs made necessary due to events beyond ADS's control (*force majeure*).

IV. District Responsibilities

- 1) Access to the site of work with sufficient area for placement of personnel and equipment, including all right-of-way and ramps, if required. This includes, but is not limited to, exposing manholes, clearing easements and/or constructing roads or ramps suitable for truck/van, if necessary.
- 2) Pay all local licenses and permits fees, if required;
- 3) Assist in obtaining and complying with any special permits;
- 4) Ensure that selected sites have been jet cleaned to minimize hydraulic deficiencies; and
- 5) Provide any information concerning bypasses, overflows, base flows, critical surcharge areas, and maintenance habits

V. Pricing

Three-Year Service Period
July 1, 2013 - June 30, 2016*

Item	No of Flow Monitors	Monthly amount per monitor	Total No. of Monitor- Months per year	Annual Amount**
Service and Data Analysis - Sites 1-5	5	\$ 500.00	180	\$ 90,000.00
Service and Data Analysis - Sites 6-7	2	\$ 395.00	72	\$ 28,440.00
IntelliServe - Operation and Data Hosting	7	\$ 40.00	252	\$ 10,080.00
2013-2014 Total Annual Fee:				\$ 42,840.00
2014-2015 Total Annual Fee:				\$ 42,840.00
2015-2016 Total Annual Fee:				\$ 42,840.00
Total 3-Year, Contract Amendment Amount:				\$128,520.00

* Pricing is valid for the three-year contract period. ADS reserves the right to request reasonable pricing increases for contract extensions for periods after June 30, 2016.

** Payment due within 15 days of receipt of monthly invoice.

MEMORANDUM

Ref: 13-3704

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Lanikai Trunk Sewer Lining Project Change Order for the B2 Force Main Repair

RECOMMENDATION:

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

1. Authorize the General Manager to execute a change order to the Lanikai Trunk Sewer Lining contract with Charles King Company for additional services for the B2 Force Main Emergency Repair in the amount of \$121,998.
2. Authorize an additional appropriation of \$121,998 to the Lanikai Line Repair Project in the Fiscal Year 2013 Budget to cover the cost of the B2 Force Main Emergency Repair.
3. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its June 4, 2013 meeting.

In January 2013, Charles King Company (Charles King) installed a bypass connecting the District's B2 Force Main to the B1 Secondary Effluent Force Main from Encina as part of the Lanikai Trunk Sewer Lining project. The opposite end of that section of B1 was connected to the Occidental gravity line to complete the bypass system. This bypass was required to divert flow in the Lanikai Trunk Sewer to install Cured-in-Place Pipe (CIPP) lining to repair the line. When the bypass was placed into operation, a failure occurred in the B2 Force Main resulting in a spill.

Charles King was tasked to construct the emergency repair of the B2 Force Main. As construction started, it became evident that the repair was not a simple replacement of the ruptured section. To complete the repair, 112 feet of the ductile iron pipe (DIP) B2 Force Main had to be replaced with polyvinyl chloride (PVC) pipe due to internal pipe corrosion. The replacement of this length of pipe was required to ensure that the PVC pipe was connected to structurally sound DIP. The time and material costs for this repair was \$121,998. The cost includes bypass pumping at the Batiquitos Pump Station, which was being rehabilitated, into the B3 Force Main while B2 was being repaired.

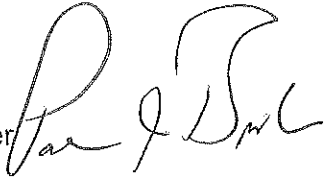
The work and costs associated with this change order have been reviewed by staff and are considered to be fair and reasonable. Therefore, staff requests Board approval of the change order to the Lanikai Trunk Sewer Lining Project for the emergency repair of the B2 Force Main.

FISCAL IMPACT:

The FY 2013 appropriation was for the construction of the Lanikai Project. Because this construction was an unforeseen emergency repair, an additional \$121,998 appropriation is needed for account 50-51-330-6499, Construction, to cover the cost of this change order.

rym:PJB

MEMORANDUM

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Adopt Resolution No. 2234 – A Resolution of the Board of Directors of the Leucadia Wastewater District Adopting and Approving the Report for the Collection of Wastewater Service Charges On County Tax Roll for the Fiscal Year July 1, 2013 to June 30, 2014

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2234 as presented.
2. Discuss and take other action as appropriate.

DISCUSSION:

LWD's wastewater service charge has been collected on the San Diego County Tax Roll since 1979. Staff is proposing to continue this practice for FY 14. Prior to this item, the Board of Directors will have conducted a public hearing regarding the collection of the FY 14 sewer service charge on the county tax roll in accordance with Health and Safety Code Section 5473.

A written report was prepared and filed with the General Manager which contains a description of each parcel of real property and the amount of the wastewater service fee for each parcel for FY 2014. The fees in the report are based on the FY 14 wastewater service fee of \$21.52 per month per equivalent dwelling unit (EDU).

Staff recommends that the Board adopt Resolution No. 2234 (attached) as presented, and/or take other action as appropriate.

cal:PJB

Attachment

RESOLUTION NO. 2234

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF LEUCADIA WASTEWATER DISTRICT
ADOPTING AND APPROVING THE REPORT FOR THE
COLLECTION OF WASTEWATER SERVICE CHARGES ON THE COUNTY TAX
ROLL FOR THE FISCAL YEAR JULY 1, 2013 – JUNE 30, 2014**

WHEREAS, the Board of Directors of LEUCADIA WASTEWATER DISTRICT (LWD) has elected to have wastewater service fees for the Fiscal Year July 1, 2013 – June 30, 2014 (FY 2014) collected on the tax roll in accordance with Health and Safety Code Sections 5470-5474.10; and

WHEREAS, the current wastewater service fee for each equivalent dwelling unit (EDU) is \$21.52 per month (Existing Wastewater Service Fee); and

WHEREAS, the Board of Directors has determined that the FY 2014 Wastewater Service Fee for each EDU shall remain \$21.52 per month; and

WHEREAS, a written report was prepared and filed with the General Manager of this District, which written report contains a description of each parcel of real property receiving wastewater service and the amount of the wastewater service fee for each parcel for said fiscal year, which is based on the approved FY 2014 Wastewater Service Fee; and

WHEREAS, notice of the hearing on said report was published in the form and manner prescribed by law; and

WHEREAS, at the time stated in the notice, this Board of Directors did hear and consider all objections or protests to said report.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF LWD DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. The Board of Directors hereby determines that the amount of the wastewater fee for each parcel for the Fiscal Year July 1, 2013 – June 30, 2014 shall be as described in said report.

Section 2. The report is hereby adopted and approved.

Section 3. The General Manager is authorized and directed to file with the Auditor of San Diego County a copy of said report with a statement endorsed thereon over his signature that it has been finally adopted by the Board of Directors.

Section 4. Effective July 1, 2013 this Resolution supersedes Resolution No. 2221.

PASSED AND ADOPTED by the Board of Directors at a meeting of LWD held June 6, 2013 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Elaine Sullivan, President

ATTEST:

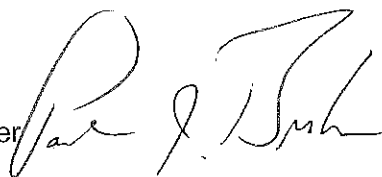
Paul J. Bushee, Secretary/Manager

(SEAL)

MEMORANDUM

Ref: 13-3690

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Capacity Fee Adjustment



RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Ordinance No. 129 adjusting the District's Capacity Fee from \$3,732 per Equivalent Dwelling Unit (EDU) to \$4,006 per EDU.
2. Discuss and take other action, as appropriate.

BACKGROUND:

Prior to this item, the Board of Directors will have conducted a public hearing regarding the adjustment of LWD's Wastewater Capacity Fee.

On March 21, 2013, the Board of Directors conducted a special board meeting to review various financial models that LWD will use to guide its finances over the next 20 years. At that meeting, Mr. Brian Jewett from Black & Veatch presented information that a capacity fee increase was warranted.

LWD's capacity fee is paid by new applicants for the privilege of connecting to the District's wastewater collection system. The fees allow the District to recover an equitable share of the value of the connection in facilities that are (or will be) available to serve new applicants for service. Since growth in the district has slowed, the capacity fee now essentially represents 100% buy-in.

LWD's current capacity fee of \$3,732 per Equivalent Dwelling Unit (EDU) was established in June 2008 with the adoption of Ordinance No. 121. Based on the results of the 2013 Financial Plan Update, staff, along with Black and Veatch, is recommending a 7% increase to \$4,006 per EDU. The District bases this charge on the sum of the District assets divided by the total number of EDUs anticipated at service area build-out (30,045 EDUs). The assets are the total assets that each new connection is buying into in order to share in the cost of the facilities that benefit each connection.

Proposed Ordinance No. 129 is attached for the Board's review. If adopted, it will repeal Ordinance No. 121 and adjust the District's capacity fee from \$3,732 to \$4,006 immediately after adoption. Staff recommends that the Board of Director's adopt the proposed ordinance.

cal:PJB

Attachment

ORDINANCE NO. 129

**AN ORDINANCE OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
INCREASING THE DISTRICT'S WASTEWATER CAPACITY FEE**

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 maintains a long-range financial plan to guide its finances over the next 20 years; and,

WHEREAS, the Financial Plan finds that an increase in the wastewater capacity fee is appropriate for the funding of the District's Capital Improvement Program attributable to buy-in; and

WHEREAS, the LWD Board of Directors has determined that a capacity fee increase is appropriate; and,

WHEREAS, a copy of the Financial Plan is available for public review at the Leucadia Wastewater District Administration Office; and

WHEREAS, a public hearing to consider the increase in capacity fee was duly noticed and held in accordance with Government Code Section 66016 on the date hereof,

NOW, THEREFORE, BE IT ORDAINED:

1. The LWD Wastewater Capacity Fee shall be increased from \$3,732 per Equivalent Dwelling Unit (EDU) to \$4,006 per EDU for the privilege of capacity in the District's wastewater system.
2. That the capacity fee charges shall be assessed in accordance with the EDU Factors established by the District and incorporated herein as "Exhibit A".
3. That the provisions of this ordinance shall be effective immediately after its adoption, and thereafter, Ordinance No. 121 shall be void and of no further force and effect.

PASSED AND ADOPTED this 12th day of June 2013, by the following vote:

AYES: Directors:

NOES:

ABSENT:

ABSTAIN:

Elaine Sullivan
President

ATTEST:

Paul J. Bushee
Board Secretary

**LEUCADIA WASTEWATER DISTRICT
EDU FACTORS
CAPACITY FEE SCHEDULE**

WASTEWATER USE CATEGORIES	EDU FACTORS
<u>Single Family Residence</u>	1.0
<u>Multiple Dwelling</u> (Apartments, duplexes, condominiums, and townhouses) - Each living unit	1.0
<u>Mobile Home or Trailer Park</u> Mobile home or trailer space	1.0
<u>Motel or Hotel</u> Each Unit w/o Kitchen & Bathroom Each Unit w/Kitchen & Bathroom	0.33 0.55
<u>Guest House</u> Each Unit w/Kitchen and Bathroom	1.0
<u>Medical Care or Elder Care</u> (Hospitals, skilled nursing homes, convalescent homes, retirement homes, assisted living homes, and similar facilities) Multiple dwelling without individual kitchen & with community eating facilities, Per individual bed with minimum 1.0 EDU Multiple dwelling with internal kitchen and on-site community eating facilities per living unit Multiple dwellings with internal kitchen and no on-site community eating facility per living unit Single dwellings with internal kitchens regardless of community facilities	0.4 0.8 1.0 1.0
<u>Churches, Theaters and Auditoriums</u> Each unit of 115 Persons or fraction thereof	1.0
<u>Schools</u> Elementary per 60 pupils or fraction thereof for each elementary school Junior High per 50 pupils or fraction thereof for each Jr. High school High School per 30 pupils or fraction thereof for each High school	1.0 1.0 1.0

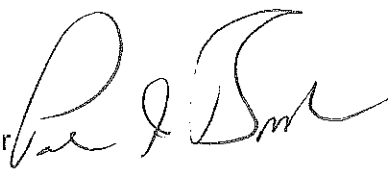
Exhibit A

<u>Laundries - Self Service -</u> Per each washer	0.75
<u>Food Establishments, Restaurants, or Taverns</u> Each unit of 7 seats or fraction thereof Restaurant with no seating The basic charge for a restaurant with seats using exclusively throw-away plates and utensils Additional for each block of 15 seats Tavern not serving food for each unit of 16 seats	1.0 2.6 1.0 1.0 1.0
<u>Ballrooms, Banquet Facilities, and Convention Facilities</u> Per block of 40 seats	1.0
<u>Automobile Service Stations</u> Not more than four (4) gasoline pumps More than four (4) gasoline pumps Additional for each washing rack, pit, or floor drain (Drains subject to collecting toxic, hazardous, or potentially explosive waste are not allowed to be connected to sewer). Car washes shall be individually evaluated by the District Engineer based on peak net discharge rate of specific equipment to be used with internal water recycling required.	2.0 3.0 2.0 Per Review
<u>Banks and Savings and Loan Associations</u> Each 3000 SF or portion thereof	1.0
<u>Other Commercial or Industrial Users</u> Up to 1,000 SF Plus for each additional 1,000 SF or portion thereof up to 5,000 SF Plus For each additional 1,000 SF or portion thereof over 5,000 SF The connection charge for establishments with unusual sewer characteristics or for any commercial use not described in the categories above shall be fixed by the Board of Directors by motion, resolution, or ordinance when each specific application is submitted.	1.0 0.4 0.6 Per Case

At any time the District may review the current standards of practice of any commercial or industrial customer with regard to sewer use during the previous year. If such use is not within the limits of the previous classification, the service may be reclassified accordingly and any additional capacity charges shall become due and payable immediately on request.

Exhibit A

MEMORANDUM

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Adopt Resolution No. 2235 – A Resolution of the Board of Directors of the Leucadia Wastewater District (LWD) Approving the Recommended Encina Wastewater Authority (EWA) Fiscal Year 2014 (FY 14) Operating and Capital Budgets

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2235 as presented.
2. Discuss and take other action as appropriate.

DISCUSSION:

The EWA Revised Basic Agreement (RBA) and Revised Establishment Document (RED) require that the governing body of each EWA member agency take action on the proposed annual budget. The recommended FY 14 budget was approved by the EWA Board of Directors and the Joint Advisory Committee on May 22, 2013, and has been forwarded to LWD for consideration. A breakdown of the costs follows:

Operating Budget

FY 14 = \$13,896,452

Capital Budget

FY 14 = \$10,483,949

These budget figures include funding for all *joint and non-joint* facilities operated by EWA. A copy of EWA's recommended Budget is on file at LWD and is available upon request. LWD's share of the proposed FY 14 operating and capital budgets is \$1,761,903 and \$1,714,622 respectively.

Director Sullivan served on this year's EWA Policy and Finance Committee and participated in the detailed EWA budget deliberation process. Director Juliussen also served on the EWA Board and has reviewed the EWA Budget in detail. Furthermore, staff has reviewed the recommended budget documents in detail and is prepared to answer any questions the Board may have.

Resolution No. 2235 (attached) approves the EWA operating and capital budgets as required by EWA's RBA and RED. Staff recommends that the Board of Directors adopt the resolution as presented, and/or take other action as appropriate.

cal:PJB

Attachment

RESOLUTION NO. 2235

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
APPROVING THE ENCINA WASTEWATER AUTHORITY
FISCAL YEAR 2014
OPERATING AND CAPITAL BUDGETS**

WHEREAS, the City of Vista, City of Carlsbad, Buena Sanitation District, Vallecitos Water District, Leucadia Wastewater District and City of Encinitas are the "member agencies" of the Encina Wastewater Authority (EWA), a California joint powers authority; and

WHEREAS, the EWA member agencies are authorized and empowered to contract for the joint exercise of powers under the Government Code of the State of California for the operation, maintenance and administration of their jointly owned wastewater system, the Encina Joint System; and

WHEREAS, the member agencies recognize the need to operate, maintain and administer the Encina Joint System on a cooperative basis for the collection, transmission, treatment and disposal of wastewater, and the management of wastewater treatment byproducts; and

WHEREAS, LEUCADIA WASTEWATER DISTRICT (LWD) is party to certain documents entitled the Revised Basic Agreement and the Revised Establishment Document which establish the ownership, operation, maintenance and administration of the Encina Joint System and the EWA, respectively; and

WHEREAS, the Revised Basic Agreement governs the administration of the EWA and requires the preparation and approval by each of the member agencies of estimated Operating and Capital Improvement Program Budgets on an annual basis; and

WHEREAS, the Fiscal Year 2014 (FY 14) EWA Operating and Capital Budgets were approved by the EWA Joint Advisory Committee and the EWA Board of Directors on May 22, 2013, in the following amounts: Operating Budget – \$13,896,452; and Capital Budget – \$10,483,949 ; and

WHEREAS, the EWA Joint Advisory Committee and the EWA Board of Directors recommend member agency approval of the FY 14 EWA Operating and Capital Budgets in the aforementioned amounts; and

WHEREAS, copies of the FY 14 EWA Operating and Capital Budgets were available for review by the LWD Board of Directors at its June 12, 2013 Board of Directors meeting;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE LEUCADIA WASTEWATER DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Section 1. Approval of the recommended FY 2014 Encina Wastewater Authority Operating Budget as presented in the following amount: \$13,896,452.

Section 2. Approval of the recommended FY 2014 Encina Wastewater Authority Capital Budgets in the following amount: \$10,483,949.

Section 3. Effective July 1, 2013 this Resolution supersedes Resolution No. 2222.

PASSED AND ADOPTED by the Board of Directors at a meeting of the Leucadia Wastewater District held June 12, 2013 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Elaine Sullivan, President

ATTEST:


Paul J. Bushee, Secretary/Manager

(SEAL)

MEMORANDUM

Ref: 13-3711

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Agreement for the Sale of Recycled Water



RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Authorize the General Manager to execute an Agreement for the Sale of Recycled Water to LC TRS Inc. (La Costa Resort & Spa) on a month to month basis at a cost of \$950 per acre-foot.
2. Discuss and take other action as appropriate.

BACKGROUND:

As you are aware, the District has been concurrently attempting to negotiate an agreement to continue the operation of its water recycling program with the City of Carlsbad and the La Costa Resort & Spa for some time now.

District staff initiated negotiations with Carlsbad in 2007 and these negotiations continued sporadically through June 2012 when the City provided LWD with the required 1 year notice to terminate the agreement, effective June 6, 2013. Carlsbad also began implementing a plan to provide recycled water directly to the La Costa south course, which would have effectively forced LWD to shut-down the Gafner Facility.

Shortly thereafter, LWD began evaluating its options to supply recycled water directly to La Costa and ultimately determined that it was feasible. LWD subsequently initiated discussions with La Costa and submitted a proposal in December 2012.

Having not reached agreement with La Costa, LWD staff reinitiated negotiations with Carlsbad in March 2013. LWD staff and legal counsel met with Carlsbad staff and legal counsel on 5 separate occasions to determine if an agreement could be reached. The last meeting was held on May 29th and, although significant progress had been made, it became apparent that no arrangement could be reached prior to the June 6th termination date.

In an effort to keep the Gafner Facility in operation, LWD staff resumed discussions with La Costa on June 3rd and was able to negotiate a short term agreement to provide recycled water to the south course.

DISCUSSION:

The term of the agreement is on a month to month basis and can be terminated by either party given 30 day notice. The price of the recycled water is \$950 per acre-foot based on the actual quantity delivered. There are not minimum or maximum quantities to be delivered under the agreement. The pricing is consistent with that originally proposed to La Costa and Carlsbad. Staff believes this pricing is fair and reasonable based what the current recycled water market will bear. La Costa has already

signed the agreement and it is awaiting LWD approval. A copy of the agreement has been attached for your review.

La Costa has also indicated that it is interested in discussing a longer term agreement over the course of the next few months. Staff plans to engage those discussions as well as continue our discussions with Carlsbad to determine the best option for LWD over the longer term.

FISCAL IMPACT:

As previously indicated, the pricing has been set at \$950 acre-foot based on the actual quantity delivered. The pricing will allow LWD to capture 100% of its operating and overhead costs, and approximately 50% of its replacement costs.

Attachment

PJB:

AGREEMENT FOR THE SALE OF RECYCLED WATER

Ref: 13-3710

This Agreement for the Sale of Recycled Water ("Agreement") is by and between the Leucadia Wastewater District ("District") and LC TRS INC., a Delaware corporation, d/b/a La Costa Resort and Spa®, by its authorized agent KSL LC Management 2010, LLC ("La Costa").

RECITALS

WHEREAS, District supplies recycled water produced at its Forest R. Gafner Water Reclamation Plant ("Gafner Plant") to the south La Costa Golf Course pond ("South Course") pursuant to an agreement with the City of Carlsbad that expires on June 6, 2013; and

WHEREAS, the parties wish to continue the delivery of recycled water from the Gafner Plant to the South Course,

NOW, THEREFORE, the parties agree as follows:

SECTION 1. CONTINUATION OF RECYCLED WATER DELIVERY

1.1 District agrees to continue delivering recycled water produced at the Gafner Plant to the South Course pond for irrigation purposes, using the same production methods, quality control and facilities in place prior to execution of this Agreement. Recycled water will continue to be processed in accordance with state regulations, including standards established by the California Regional Water Quality Control Board.

SECTION 2. TERM

2.1 The term of this Agreement will commence on June 7, 2013 and will continue on a month-to-month basis until either party provides thirty (30) days written notice of its intent to terminate.

SECTION 3. QUANTITY TO BE DELIVERED

3.1 Delivery shall be on an as-needed basis, and District shall bill La Costa on a monthly basis for the actual amount of water delivered.

SECTION 4. PRICE

4.1 La Costa shall pay District \$950 per acre foot for all recycled water delivered pursuant to this Agreement.

SECTION 5. ADDITIONAL ACTIONS

5.1 The parties agree to cooperate and to take all additional actions reasonably necessary to implement this Agreement, including any actions required by regulatory agencies with jurisdiction over the use or delivery of recycled water.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and be effective on _____.

Leucadia Wastewater District

By: _____

Elaine Sullivan, President

ATTEST:

By: _____


Paul J. Bushee, General Manager

Date: _____

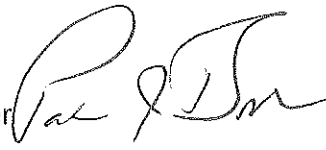
LC TRS INC, a ., a Delaware corporation,
d/b/a La Costa Resort and Spa®

By: KSL LC Management 2010, LLC
Its authorized agent

By: _____


Brian McGinnis, Vice President and
Chief Financial Officer

MEMORANDUM

DATE: June 6, 2013
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Reimbursement of Expenses for Scripps Circle of Life 100 Luncheon

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Authorize reimbursement of expenses for attendance at the Scripps Circle of Life Luncheon Honoring Ann and Dave Kulchin.
2. Discuss and take other action as appropriate.

BACKGROUND:

LWD's Integrated Travel Authorization and Expense Reimbursement Policy details guidelines for reimbursement of expenses for Directors and employees of the District. The policy specifically identifies organizations and associations for which reimbursement of expenses have been pre-approved. Attendance at other meetings, conferences, and seminars not specifically authorized by the Policy must be approved by the Board of Directors prior to attendance for reimbursement of expenses.

DISCUSSION:

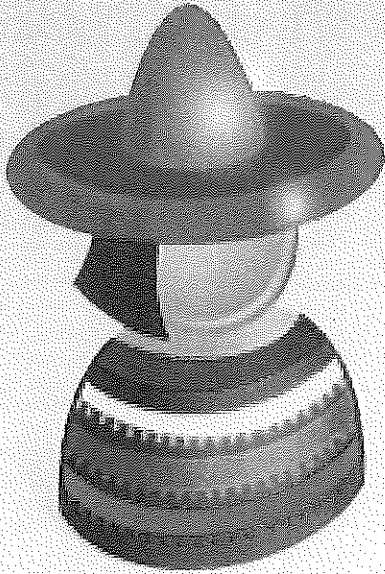
The Board of Directors and General Manager recently received an invitation to attend the Scripps Circle of Life 100 Luncheon on July 9, 2013 honoring Ann and David Kulchin as 2013 Distinguished Achievement Award Honorees. The cost of attendance is \$95 per attendee.

Because attendance at this luncheon has not been authorized for reimbursement in the Policy, the Board of Directors must take specific action to approve reimbursement of expenses.

The purpose of this agenda item is to request that the Board of Directors authorize reimbursement of expenses for attendance at the Scripps Circle of Life Luncheon. Staff believes that the District will benefit from the Board's attendance at this luncheon honoring Director Kulchin and his wife, Ann.

cal:PJB

LEUCADIA WASTEWATER DISTRICT 2013 EMPLOYEE LUNCHEON



THURSDAY, JULY 11


Time: 12 Noon

Location: Stagecoach Park
Picnic Area #1

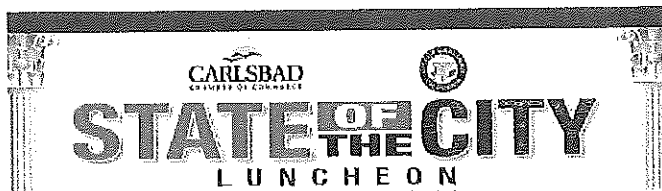
Catered by:
Nopalito

- Carnitas
- Carne Asada
- Chicken
- Rice & Beans
- Guacamole
- Chips & Salsa
- Tortillas
- Dessert

Please RSVP with
Trisha or Tianne by
July 2 !

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[Home](#) > [Events Calendar](#) > [State of the City Luncheon](#)[click here to login](#)

State of the City Luncheon



Event Date: 08/23/2013

Event Time: 11 a.m. - 1:30 p.m.

Location: Sheraton Carlsbad Resort & Spa, 5480 Grand Pacific Dr., Carlsbad

Phone: (760) 931-8400

State of the City Luncheon

The Carlsbad Chamber of Commerce and the City of Carlsbad invite you to join the City Council, and chamber business leaders for a progress report on current and future City programs and projects.

Friday, August 23, 2013

11 a.m. - 1:30 p.m.

Sheraton Carlsbad Resort & Spa
5480 Grand Pacific Dr., Carlsbad

Carlsbad Chamber Event Cancellation and Refunds Policies

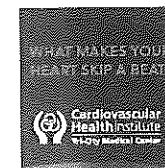
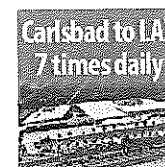
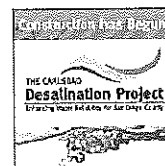
The Carlsbad Chamber is honored to host the region's business and civic leaders at a wide range of events throughout the year. In an effort to maintain a diverse and relevant slate of high-quality events, be advised of the chamber's official event refund policy.

Refunds will be managed based on receipt of a written request of cancellation:

- 14 DAYS PRIOR TO EVENT: registration fees will be refunded in FULL
- 8-13 DAYS PRIOR TO EVENT: registration fees will be refunded 75 percent
- 7 DAYS OR LESS PRIOR TO EVENT: registration fees will NOT BE REFUNDED
- SPONSORSHIP FEES ARE NOT REFUNDABLE

ALL CARLSBAD CHAMBER EVENTS are subject to this cancellation policy with the exception of events where travel is involved. Because the Carlsbad Chamber is subject to and responsible for all travel fees in accordance with third-party vendor requirements, a separate cancellation policy applies. Consult appropriate program materials for complete cancellation details.

ALL ON-SITE REGISTRANTS for any Carlsbad Chamber event must be paid in full upon admittance and CANNOT be invoiced.


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Directors' Meetings

Presented by Directors Sullivan, Kulchin, Juliussen, Omsted
and Hanson

Conference

CSDA Legislative Days Conference

Dates and Location

May 14-15, 2013 at the Sacramento Convention Center

List of Attendees

President Sullivan

Vice President Kulchin

Director Juliussen

Director Omsted

Director Hanson

The above mentioned Board members attended meetings regarding Special Districts Legislative Days Key Issues; such as, Special District's core local services, transparency and accountability, efficiency, effectiveness, and collaboration.

Directors' Meetings

Presented by Directors Omsted, Hanson, Kulchin, Sullivan, and
Juliussen

Conference

2013 CSDA Quarterly Meeting

Dates and Location

May 16, 2013

The Butcher Shop in Kearny Mesa, CA

List of Attendees

President Sullivan

Vice President Kulchin

Director Juliussen

Director Omsted

Director Hanson

The above mentioned Board member attended the Annual Education Grant Program Recognition dinner. Grant recipients presented their school CSDA grant projects. CSDA also presented a Sacramento legislative update.