

LEUCADIA WASTEWATER DISTRICT
Minutes of a Regular Board Meeting
July 13, 2011

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, July 13, 2011 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Omsted, Hanson, Sullivan, Juliussen and Kulchin
DIRECTORS ABSENT: None
OTHERS PRESENT: General Manager Paul Bushee, District Counsel Wayne Brechtel, Technical Services Manager Robin Morishita, Administrative Services Manager Chuck LeMay, Field Services Superintendent Jeff Stecker, Executive Assistant Trisha Hill, CPA Richard Duffey, and District Engineer Steve Deering

3. Pledge of Allegiance

4. Approval of Agenda

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

5. Public Comment

None.

6. Presentations and Awards

None.

7. Consent Calendar

A. Minutes for the following meetings:

June 6, 2011 Engineering Committee meeting
June 8, 2011 Regular Board meeting
June 14, 2011 Community Affairs Committee meeting
June 27, 2011 Investment & Finance Committee meeting

B. Demands for June/July 2011

Payroll Checks Numbered 15531-15572; General Checking – Checks numbered 41115-41241

C. Operations Report. (A copy was included in the original July 13, 2011 Agenda)

D. Finance Report. (A copy was included in the original July 13, 2011 Agenda)

- E. Receive and file the Disclosure of Reimbursements Report for January 1, 2011 through June 30, 2011. (A copy was included in the original July 13, 2011 Agenda)

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

8. Encina Wastewater Authority (EWA) Reports

- A. Encina Wastewater Authority Report – June 27, 2011 Board meeting.

Director Juliussen reported on EWA's June 27, 2011 Board meeting.

Member Agency Manager Meeting – June 21, 2011.

GM Bushee reported on the June 21, 2011 Member Agency Manager meeting.

9. Committee Reports

- A. Community Affairs Committee (EC) meeting was held July 12, 2011.

Director Sullivan reported that the CAC, staff and TRG held their first Open House planning meeting and scheduled the Open House for Friday, November 4, 2011 from 3 – 5 p.m. The CAC also discussed the draft open house project schedule.

Director Sullivan also reported that the CAC reviewed the web-cam quote and cost analysis. She stated that the CAC reviewed the quotes from i2b Networks for the installation of an auto/pan/tilt web-cam with live streaming and a fixed web-cam without the live streaming. The CAC agreed with staff's recommendation to purchase the auto/pan/tilt camera with live streaming for a purchase cost of \$4,112.

She also stated that the CAC, staff and TRG discussed the use of social media, such as Facebook and Twitter as outreach tools. She indicated that TRG noted that there may be legal issues for a public agency that uses a Facebook and/or Twitter account. TRG will provide more information on this topic at a future meeting.

Following Director Sullivan's report, other Board members inquired more about the web-cam. GM Bushee noted that the web-cam evaluation was one of staff's tactical goals and that the goal of the web-cam is to attract more viewers to LWD's website. Director Sullivan indicated that web-cam would be considered a public service for residents to view the local beach.

- B. Investment & Finance Committee (IFC) meeting was held June 27, 2011.

Vice President Hanson reported that the IFC participated in the 2011 audit entrance meeting with staff and Mr. Dave Forman of Diehl, Evans, & Co. She stated that staff will report additional information regarding the audit entrance meeting later on during tonight's meeting. The IFC also reviewed the revised procurement policy. This will be reviewed by Board at tonight's meeting.

C. Community Affairs Committee (CAC) meeting was held June 14, 2011.

Director Sullivan reported that the CAC reviewed the draft layout of the summer 2011 newsletter and they had minor edits to the newsletter. She directed staff to forward the newsletter to the Board for comments prior to sending it to the printer. She also reported that the CAC directed staff to schedule the Public Forum for July 20, 2011 at 5:30 p.m.

10. Old Business

None.

11. New Business

A. Adopt Resolution No. 2218 – approving LWD’s revised Procurement Policy.

President Omsted stated that the IFC reviewed the revised Policy and a redline version with the edits was included in the agenda. He noted that there were no major edits to the policy.

Upon a motion duly made by Director Sullivan, seconded by Director Kulchin, and carried, the Board of Directors adopted Resolution No. 2218 by the following vote:

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

B. CSDA Board of Directors 2011 Election

President Omsted asked the Board members if they had a recommendation between candidates Dewey L. Ausmus and Jeff Leatherman. Vice President Hanson recommended that the Board vote for Director Dewey L. Ausmus from the North County Cemetery District for the Region 6 Director Seat C position.

Following discussion, upon a motion duly made by Vice President Hanson, seconded by Director Juliussen, and carried, the Board of Directors voted for Director Dewey L. Ausmus for the CSDA Region 6 Director Seat C and directed staff to submit the ballot by the due date.

C. Receive and file the Fiscal Year 2011 (FY 11) Tactics and Action Plan Report.

GM Bushee presented this agenda item stating that staff completed 41 tactical goals for FY 2011. He also stated that staff completed 25 additional goals that were not previously included in the report.

Following discussion, upon a motion duly made by Director Kulchin, seconded by Director Sullivan, and carried, the Board of Directors filed and received the FY 11 Tactics and Action Plan Report.

D. California Forward Framework Overview.

GM Bushee presented this agenda item stating that at the March 2011 Strategic Planning session the Board indicated that they would like for staff to provide more regulatory updates.

He stated that he and Vice President Hanson attended the CA Forward's regional stakeholders meeting in San Diego on May 23, 2011. He noted that the meeting allowed the opportunity for the District to provide comments on the proposed Conceptual Framework. GM Bushee provided an overview of CA Forward and their draft Conceptual Framework that explains their position and recommendations for the restructure of the State and local government relationships.

This item was informational and no action was taken.

12. Information Items

A. Public Forum is scheduled for July 20, 2011 at 5:30 p.m.

President Omsted announced the date of Public Forum. GM Bushee stated that he and the Managers will provide a PowerPoint presentation to the attendees. He also noted that staff is working with TRG to send a press release, update the website, and include an ad in the local paper.

B. Fiscal Year 2011 Diehl, Evans, & Co. Scope of Work.

President Omsted stated that the IFC discussed the audit's scope of work at their meeting. The Board agreed that staff's memo in the agenda provided a detailed description of their scope of work and there was no need for a summary.

C. Letter from GM Roy Cox of Vista Irrigation District (VID) asking to support Jo Mackenzie for the Alternate Member seat on LAFCO's Board of Directors.

GM Bushee stated this letter was sent to the District for the Board's attention. He noted that the LAFCO election will be held in October.

D. Thank you email from resident Randi Van Wieren.

GM Bushee noted the unsolicited thank you email was sent from a resident to the District.

E. Thank you email from Connie Goates with Cub Scout Pack 730.

GM Bushee noted that Field Services Superintendent Jeff Stecker and Field Services Technician II Ian Riffel provided a tour of the District for a local Cub Scout group. President Omsted thanked Jeff and Ian for providing the tour.

13. Directors' Meetings

- A. Special District & Local Government Institute Conference was held at the OMNI Hotel in San Diego on June 9-11, 2011.

Vice President Hanson, President Omsted and Director Juliussen reported that they attended the conference. Vice President Hanson stated that she attended the AB 1234 Ethics training.

President Omsted stated that the conference provided good ideas and sample policies, including a policy on Board and staff's roles. He indicated that LWD's current Board code of conduct should be reviewed. He also noted that he is planning on attending the SDI Finance Conference during September in Monterey. GM Bushee noted that the District currently has a Board, Council and staff relation policy. He noted that staff plans to review the policy with the Human Resources Committee and the Board in August.

14. Comments, Questions or Requests by Directors

Director Sullivan commended and thanked EA Hill for her help and the work that she provides at the District. She noted that EA Hill regularly attends the CAC meetings and provides research on certain items presented to the CAC and answers their questions during the meetings.

President Omsted stated that he is interested in attending the Water Reuse Conference in September because one of session will discuss the technology of forward osmosis.

Director Kulchin noted that La Costa Resort & Spa is restructuring the north golf course. He wanted to know if this will affect the District's supply of recycled water. GM Bushee stated that the District does not supply recycled water to the north golf course.

15. General Manager's Report

The following items were reported:

- Two meetings were held with the city of Carlsbad to discuss the renewal of the recycled water contract. Staff discussed opportunities to provide recycled water to the north golf course and continue to provide recycled water to the south golf course. He noted that Carlsbad staff members are receiving pressure to issue a one year notice to terminate the agreement.
- Staff met with OMWD to discuss the possibility of providing recycled water to OMWD. Staff will continue to meet with them to discuss recycled water opportunities.
- Members of the North San Diego County Recycled Water Group are scheduled to go to Washington D.C. this month along with a lobbyist to present the recycled water project.
- LWD Employee BBQ is schedule for tomorrow at the Stagecoach Park in Carlsbad at noon.

16. General Counsel's Report

General Counsel Brechtel stated that CRSMA is proposing a sample sewer ordinance that addresses sewer laterals and backflow regulations. He stated that he will be reviewing the draft ordinance along with CASA's attorney committee and he will provide comments on

behalf of the District.

He also provided a brief summary on the proposed SB 931 (Vargas) which would additionally prohibit public agencies from using public funds to pay outside consultants or legal advisors for the purpose of counseling the public employer on labor relations. In addition, he provided information on SB 527 (Walter) regarding modifying the regulations on government contracts.

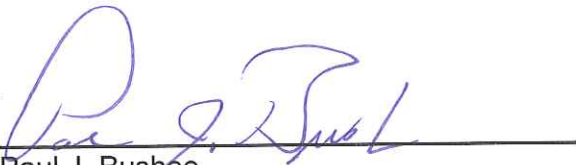
17. Closed Session

The Board met in closed session per government code section 54957 to review General Manager Performance.

General Counsel Brechtel stated that the Board of Directors will go into closed session per government code section 54957 to review General Manager Performance. Following closed session, the Board of Directors approved an Excellent Performance rating and approved a 3% increase in the General Manager's salary.

18. Adjournment

President Omsted adjourned the meeting at 6:50 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Donald Omsted, President