

Community Affairs Committee Meeting Report

Presented by Director Don Omsted

Meeting held July 7, 2010

1. Review and discuss the draft layout of the Summer 2010 newsletter

The Committee reviewed and commented on the layout version of the draft Summer 2010 newsletter. KATZ & Associates will make the recommended changes and forward the newsletter to staff for review. The final will be sent to the Board of Directors for review before it is sent to the printery.

MEMORANDUM

DATE: July 8, 2010
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Professional Services Agreement with Dudek & Associates, Inc. for Engineering Consulting Services

RECOMMENDATION:

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

1. Authorize the General Manager to execute a two-year professional services agreement with Dudek & Associates, Inc. for Engineering Consulting Services in an amount not to exceed \$240,000.
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its June 29, 2010 meeting. The Committee concurred with staff to bring this item forward for consideration.

Dudek & Associates, Inc. (Dudek) provides engineering consulting services for the Leucadia Wastewater District (LWD). Their current agreement, which began on July 1, 2008, expires on June 30, 2010. This agenda item requests authorization for the General Manager to execute a professional services agreement with Dudek for the period July 1, 2010 to June 30, 2012.

Dudek has provided LWD's District Engineering services since 1996. Through their experience at LWD, they have gained a unique working knowledge of the District and the technical components of our collection system. For this reason, staff is recommending that Dudek continue to provide engineering consulting services.

The attached Scope of Work details specific tasks to be accomplished. These tasks include services that support our District Engineering and Capital Improvement Program.

The proposed annual fee for Dudek services is \$120,000 per year for a total of \$240,000 over the two-year agreement period. Dudek's proposed hourly billing rate is \$205 per hour. Attached is a list of billing rates for local engineering firms for similar engineering services at an equivalent experience level. For comparison, the rates range from \$204 to \$281 per hour. Sufficient funds to cover these services for Fiscal Year 2011 are included in the recommended annual budget.

Staff recommends that the Board of Directors authorize the General Manager to execute a two-year professional services agreement with Dudek & Associates.

cal:PJB

Attachments

EXHIBIT A SCOPE OF WORK

Dudek, Inc. (Consultant) shall provide the following services, which are necessary to continue District Engineering (DE) and Capital Improvement Program Management (CIPM) Consulting Services. General descriptions of the respective consulting services to be provided at the discretion of the District are as follows:

1. District Engineering

- Provide general Professional Engineering guidance to the District staff and Board of Directors;
- Attend Board Meetings and Engineering Committee Meetings;
- Interface with District Legal Counsel and other District consultants;
- Represent the District in meetings and matters relating to land development, District planning, interagency relations, and other District matters;
- Interface with the general public and District customers;
- Interpret the District's standard specifications and policies as related to engineering issues;
- Complete specific miscellaneous requested and mutually agreed DE related tasks.
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2. Capital Improvement Program Management

- Attend Board Meetings and Engineering Committee Meetings, as requested;
- Assist with technical review of CIP projects;
- Attend CIP project review and scheduling meetings providing minutes and distribution as required;
- Attend contractor pre-bid meetings and bid openings, as requested by the District;
- Provide contractor construction bid evaluations;
- Assist District with preparation, distribution and advertisement of District RFP's;
- Assist the District with long range planning and implementation of the Wastewater CIP;
- Assist with preliminary identification and direction of permitting activities for CIP projects;
- Assist with financial matters such as grant requests, loan documents, bonds, letters of credit and credit/rebates for energy saving projects;
- Assist with CIP project scheduling as requested by District; and
- Complete specifically requested and mutually agreed upon CIPM related tasks.

The DE and CIPM services shall be billed and tracked on a time and materials basis with initial estimated limits of \$60,000 for each component. The DE and CIPM budgets augment each other, only as necessary, and to the extent that the total initial annual fee authorization of \$120,000 is not exceeded without further District authorization.

The hourly billing rate for Steve Deering and Michael Metts will be \$205 each. Support staff will be billed in accordance with the Dudek current Standard of Charges (attached). Expended-to-date and projected fees will be reviewed by Consultant with the District on a monthly basis at the time of invoicing. Consultant may request consideration by the District for additional fee authorization during the agreement period based on mutually anticipated and agreed need.

**LEUCADIA WASTEWATER DISTRICT
ENGINEERING COMMITTEE MEETING**

Tuesday, June 29, 2010

Item 5.D. – Authorize the General Manager to execute a two-year professional services agreement with Dudek, Inc. for Engineering Consulting Services in an amount not to exceed \$240,000.

We would like to thank the District Board and staff for considering our request for renewal of our District Engineering service contract.

As identified in the Engineering Committee agenda item, the proposed total contract amount remains the same as that of previous years. We have requested that the hourly rate for Steve Deering be evaluated based on current comparative rates. By comparison, the previous rate charged for Steve's efforts has not kept pace with his raw wage rate or the engineering community at large.

Under the previous 2008-2010 contract, Steve's billing rate was limited to \$170 per hour. For comparative purposes, we have identified the current billing rates for local engineering firms relative to similar engineering services and experience levels, as follows:

- Brown & Caldwell: \$204 to \$262 per hour
- ICF/Jones & Stokes: \$230 per hour
- AECOM: \$213 per hour
- Psomas: \$210 per hour
- PBS&J: \$209 per hour
- Krieger & Stewart: \$213 to \$233 per hour
- RBF: \$215 per hour
- GEI Consultants: \$218 to \$268 per hour
- Tetra Tech: \$266 to \$281 per hour

As presented above, our proposed rate of \$205 per hour is consistent with those of other comparative firms, and is actually positioned toward the lower end of the billing rate ranges. Our proposed rate includes a five percent discount relative to our current billing rate for Steve's experience profile. In addition, we have made this rate applicable to services provided by Steve's backup, Michael Metts.

Again, thank you for considering renewal of our District Engineering service contract. We would like nothing more than to continue our established history of dedicated service to the District and its constituents. Steve's extensive history (since approximately 1986) with the District provides a unique resource and working knowledge of the District and its wastewater collection system facilities. We are pleased to answer any questions the Board members or staff might have relative to your consideration of this contract renewal.

Thank you.


D. Michael Metts, PE

MEMORANDUM

DATE: July 8, 2010

TO: Board of Directors

FROM: Paul J. Bushee, General Manager 

SUBJECT: **Professional Services Agreement with Brownell & Duffey, CPA's, for Financial and Accounting Services**

RECOMMENDATION:

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

1. Authorize the General Manager to execute a two-year professional services agreement with Brownell & Duffey, CPA's, for Accounting and Financial Services in an amount not to exceed \$199,800.
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Investment & Finance Committee at its June 30, 2010 meeting. The Committee concurred with staff to bring this recommendation forward for consideration at today's meeting.

Brownell & Duffey, Certified Public Accountants (B&D) has been providing accounting and financial services for the Leucadia Wastewater District (LWD) since 2000. Their current agreement, which began July 1, 2008, expired on June 30, 2010. This agenda item requests authorization for the General Manager to execute a professional services agreement with B&D for the period July 1, 2010 to June 30, 2012.

B&D's service to LWD over the past ten years has been excellent. Mr. Richard Duffey, one of B&D's principals, has an excellent working knowledge of LWD and the Encina Wastewater Authority. In particular, he has been instrumental in ensuring the high quality of LWD's general accounting and financial functions including preparation for the annual audits.

The attached Scope of Work details specific tasks to be accomplished. These tasks include: reconciling LWD's expenses and revenues; preparing financial records for the year-end audit; assistance with the preparation of the Comprehensive Annual Financial Report (CAFR); and, providing executive level financial advice and support to LWD staff. Additional monthly, quarterly, and year-end tasks are also included.

The proposed annual fee for B&D services is \$99,900 per year for a total of \$199,800 over the two-year agreement period. Sufficient funds to cover B&D services for Fiscal Year 2011 are included in the recommended annual budget.

Staff and the IFC recommend that the Board of Directors authorize the General Manager to execute a two-year professional services agreement with Brownell & Duffey, CPA's, for Accounting and Financial Services in an amount not to exceed \$199,800.

cal:PJB

Attachment

ATTACHMENT " A "

LEUCADIA WASTEWATER DISTRICT
ACCOUNTING SERVICES
Scope of Work, Hours and Fees
to be Provided by Brownell & Duffey, CPA's
Period July 1, 2010 through June 30, 2012

TASK ELEMENT	HOURS			TOTAL AMOUNT
	TOTAL	STAFF	PARTNER	
1. MONTHLY TASKS ELEMENT				
1.1 Reconcile District bank accounts to General Ledger	3.0	2.0	1.0	
1.2 Review daily cash receipts before posting to General Ledger	1.0	0.0	1.0	
1.3 Reconcile accounts & prepare accruals prior to production of monthly financial reports. Review monthly investment statements, post monthly investment activity to General Ledger and reconcile investment accounts to General Ledger. Reconcile monthly cash flow report to General Ledger. Post monthly depreciation expense. Calculate accrued interest	7.0	0.0	7.0	
1.4 Production of Financial Reports Production of Fundware Financial Reports. Analyze Fundware reports and correct General Ledger as needed. Report unusual monthly budget variances and abnormalities to management. Production of reports &	3.0	0.0	3.0	
1.5 Financial management support Respond to questions on financial matters from LWD mgmt & staff, assist with various governmental reports, assist with LWD policy & procedure updates, and other general financial management support	13.0	0.0	13.0	
1.6 Attend weekly staff meetings	3.0	0.0	3.0	
1.7 Attend monthly board meetings	2.0	0.0	2.0	
Subtotal	32.0	2.0	30.0	
Frequency per year	12	12	12	
Total Annual Hours	384.0	24.0	360.0	
Hourly Rate		\$ 70.00	\$ 145.00	
Amount		\$ 1,680.00	\$ 52,200.00	\$ 53,880.00
2. QUARTERLY TASKS ELEMENT				
2.1 Prepare LWD Board Quarterly Treasurer's Report	3.0	0.0	3.0	
2.2 Review quarterly payroll tax returns before filing	1.0	0.0	1.0	
2.3 Reconcile payroll withholding accounts	3.0	1.0	2.0	
2.4 Review Batiquitos Pump Station billing to City of Encinitas	1.0	0.0	1.0	
2.5 Prepare budget vs. actual schedules. Attendance at Budget Review meetings. Post approved budget transfers and	7.0	0.0	7.0	
Subtotal	15.0	1.0	14.0	
Frequency	4	4	4	
Total Annual Hours	60.0	4.0	56.0	
Hourly Rate		\$ 70.00	\$ 145.00	
Amount		\$ 280.00	\$ 8,120.00	\$ 8,400.00

TASK ELEMENT	HOURS			TOTAL AMOUNT
	TOTAL	STAFF	PARTNER	
3. YEAR END TASKS ELEMENT (Calendar and Fiscal)				
3.1 Assist & review IRS Form W-2's, W-3, and EDD Form DE-7 Annual Payroll Returns	2.0	0.0	2.0	
3.2 Assist Review IRS Forms 1099's and 1096 Annual Transmittal of US Information Returns	1.0	0.0	1.0	
3.3 Prepare financial records for annual audit				
3.3-1 Post closing entries and run various year-end Fundware re	2.5	0.0	2.5	
3.3-2 Analyze and accrue accounts receivable and interest receivable and prepare schedules	6.0	0.0	6.0	
3.3-3 Analyze investment holdings and prepared year-end schedules	2.5	0.0	2.5	
3.3-4 Analyze and accrue prepaid expenses and deposits and prepare schedules	2.0	0.0	2.0	
3.3-5 Analyze fixed asset acquisitions and dispositions. Capitalized fixed asset additions and adjust for Dispositions and prepare schedules. Calculate depreciation expense and prepare schedules. Post	53.0	3.0	50.0	
3.3-6 Analyze and accrue various liability accounts, such as accounts payable, developer deposits, payroll, payroll taxes and benefits, and prepare schedules	15.0	0.0	15.0	
3.3-7 Analyze and schedule long term debt accounts	2.5	0.0	2.5	
3.3-8 Analyze and schedule YTD revenue & expense accounts	3.5	0.0	3.5	
3.3-9 Analyze reserves and prepare schedule of activity	4.5	0.0	4.5	
3.3-10 Coordinate timing of audit and field questions from Auditor	18.0	0.0	18.0	
3.3-11 Draft financial stmts & review with auditors along with notes	35.0	0.0	35.0	
	<u>144.5</u>	<u>3.0</u>	<u>141.5</u>	
3.4 Assist with MD&A for audit report. Discuss with management implications of audit on policies, budgeting, fundware accounting, etc.	13.5	0.0	13.5	
3.5 Assist with Comprehensive Annual Financial Report and CAFR award submittal	40.0	0.0	40.0	
3.6 Preparation of State Controller Report	4.0	0.0	4.0	
3.7 Assist staff with preparation of annual District budget	24.0	0.0	24.0	
3.8 Input approved budget into Fundware with Acct Tech assistance	12.0	0.0	12.0	
3.9 Update financial plan model with audited actual figures				
Analyze & discuss results with management	20.0	0.0	20.0	
Subtotal (Supervision included)	261.0	3.0	258.0	
Frequency	1	1	1	
Total Annual Hours	261.0	3.0	258.0	
Hourly Rate		\$ 70.00	\$ 145.00	
Amount		\$ 210.00	\$ 37,410.00	\$ 37,620.00
TOTAL ANNUAL HOURS AND COSTS	705.0	31.0	674.0	\$ 99,900.00

MEMORANDUM

DATE: July 8, 2010
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Resolution No. 2210 Requesting LAFCO to Take Proceedings for the North Pointe Change of Organization

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Adopt Resolution No. 2210 as presented.
2. Discuss and take other action, as appropriate.

DISCUSSION:

The proposed North Pointe Annexation into the Leucadia Wastewater District's (LWD) service area involves two parcels totaling 5.63 acres, located on Hymettus Avenue just North of Shore View Lane, on the north western edge of the island area of Leucadia, approximately .25 miles West of Interstate 5.

This development project is within the District's sphere of influence and will include nineteen single family homes. The annexation is necessary to provide sewer service to these properties.

Approval of Resolution No. 2210 would authorize a boundary annexation.

LWD's collection and treatment systems have sufficient capacity to accommodate the properties. Attached please find a copy of Resolution No. 2210 for your review.

PJB:ls

Attachment

RESOLUTION NO. 2210

A RESOLUTION OF APPLICATION BY THE
BOARD OF DIRECTORS OF LEUCADIA WASTEWATER DISTRICT
REQUESTING THE LOCAL AGENCY FORMATION COMMISSION
TO TAKE PROCEEDINGS FOR THE PROPOSED
NORTH POINTE CHANGE OF ORGANIZATION

RESOLVED, by the Board of Directors of the Leucadia Wastewater District, that

WHEREAS, the Board of Directors of the LEUCADIA WASTEWATER DISTRICT (LWD), San Diego County, State of California, desires to initiate proceedings pursuant to the Cortese/Knox/Hertzberg Local Government Reorganization Act of 2000, Division 3, commencing with Section 56000 of the California Government Code for the proposed North Pointe Change of Organization; and

WHEREAS, the proposed Change of Organization includes annexation of the North Pointe territory (*APN 254-102-52 and APN 254-102-53*) to LWD; and

WHEREAS, the reasons for this proposed Change of Organization are as follows:

1. LWD is empowered to and is engaged in the collection, treatment, and disposal of wastewater and has existing facilities to provide wastewater to the territory proposed to be annexed.
2. The owners of the territory desire to utilize the LWD facilities.
3. The territory to be annexed is within the LWD Sphere of Influence.

WHEREAS, the territory subject to the proposed Change of Organization is uninhabited, and a description of the external boundary of the territory is set forth in Exhibit "A" and a map thereof is set forth in Exhibit "B", both attached hereto and by this reference incorporated herein; and

WHEREAS, LWD requests that the proposed Change of Organization be subject to the following terms and conditions:

1. The annexed property is thereafter subject to capacity fees, sewer service fees, and all other district-wide Ordinances and Resolutions of LWD.

WHEREAS, LAFCO is authorized to approve this proposed Change of Organization without notice or hearing and without an election. If no express effective date is indicated, the effective date of the Change of Organization shall be the date of recordation of the Certificate of Completion by the County Recorder.

RESOLUTION NO. 2210

Page two

WHEREAS, LWD has reviewed the CEQA Final Mitigated Negative Declaration dated December 7, 2009 (MND), which was prepared and approved by the City of Encinitas, as lead CEQA agency for the subject development;

WHEREAS, the MND addresses all environmental impacts associated with the project for which annexation is proposed;

NOW, THEREFORE, this Resolution of Application is hereby approved and adopted by the Board of Directors of the LEUCADIA WASTEWATER DISTRICT. The Local Agency Formation Commission of San Diego County is hereby requested to take proceedings for the proposed Change of Organization that includes the territory as described in Exhibit "A" and shown in Exhibit "B", according to the terms and conditions stated above and in a manner provided by the Cortese/Knox/Hertzberg Local Government Reorganization Act of 2000.

PASSED AND ADOPTED at a Regular meeting of the Board of Directors held on July 14, 2010, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Allan H. Juliussen, President

ATTEST:

Paul Bushee, General Manager
(SEAL)

EXHIBIT A
LEGAL DESCRIPTION OF NORTH POINTE ANNEXATION TO LWD

ANNEXATION NO. 2010-

ANNEXATION TO LEUCADIA WASTEWATER DISTRICT
GEOGRAPHIC DESCRIPTION

All that certain real property, being parcels 1 and 2 of parcel map 3264, in the City of Encinitas, County of San Diego, State of California, according to map thereof filed in the office of the county recorder of San Diego County, November 29, 1974, described as follows:

Beginning at the centerline of Hymettus Avenue north of Shore View Lane, 50 feet wide, also being the existing Leucadia Sanitation District boundary;

Thence, (1) South 74°54'16" West 320.11 feet along the existing district boundary to the southwest corner of said parcel 2;

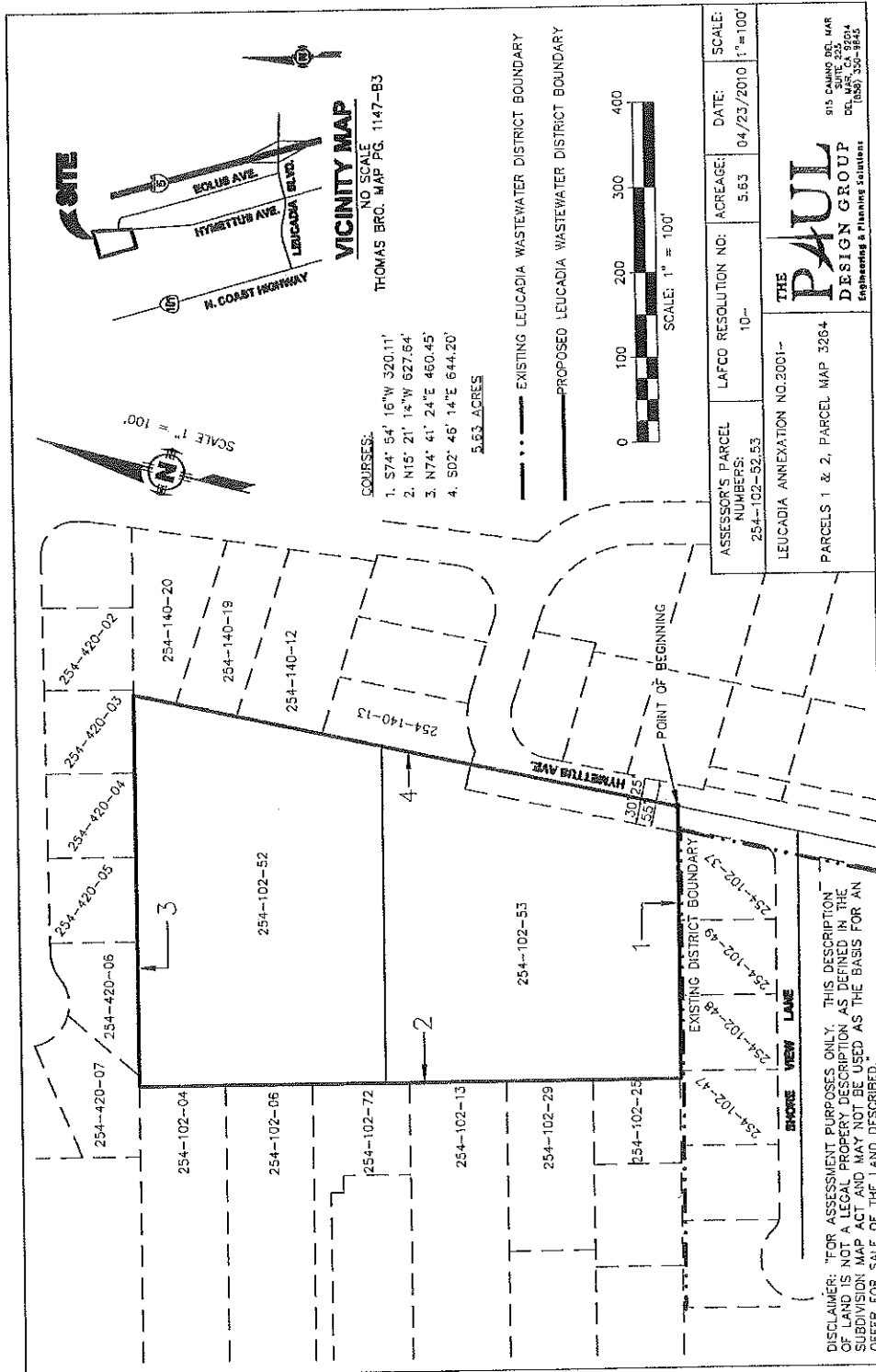
Thence, leaving the existing district boundary, (2) North 15°21'14" West 627.64 feet to the northwest corner of said parcel 1;

Thence, (3) North 74°41'24" East 460.45 feet to the northeast corner of said parcel 1;

Thence, (4) South 02°46'14" East 644.20 feet to the Point of beginning and containing 5.63 acres of land more or less.

For assessment purposes only. This description of land is not a legal property description as defined in the Subdivision Map Act and may not be used as the basis for an offer for sale of the land described.

EXHIBIT B PLAT MAP OF NORTH POINTE ANNEXATION TO LWD



MEMORANDUM

Ref: 10-2538

DATE: July 8, 2010
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Asset Management Master Plan Implementation Phase I Report

RECOMMENDATION:

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

1. Receive and file the Asset Management Master Plan Implementation Phase I Report completed by Infrastructure Engineering Corporation.
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its June 29, 2010 meeting. The Committee concurred with staff to bring this item forward for consideration.

In June 2008 the Board of Directors adopted the District's Asset Management Master Plan (AMMP) developed by Dexter Wilson Engineering. Subsequently, in February 2009 an agreement was executed with Infrastructure Engineering Corporation (IEC) to assist staff with the AMMP Implementation. As you may recall, a unique aspect of the AMMP is that it developed a methodical approach to analyze and potentially replace District's assets prior to failure. The predictive maintenance model was used for gravity pipelines and manholes which are underground and difficult to assess. Implementation of the AMMP required inspection of the gravity line segments identified as a result of the first run of the predictive maintenance model. Additionally, initial assessments of the District's pump stations were required. The AMMP implementation scope of work included:

- develop Closed Circuit Television (CCTV) inspection data management methodology;
- review CCTV videos and perform sewer line condition assessment;
- perform pump station assessments; and
- develop a report that prioritizes gravity line and pump station improvements.

IEC has completed their assessment of the pump stations and the initial list of gravity lines. Their observations and recommendations were summarized in a technical memorandum (tech memo). Two tech memos, one focused on the pump stations and a second on gravity lines, were combined to form the AMMP Implementation Phase I Report. The conclusions and recommendations of the report are:

1. All pipes listed with a grade of 5 should be repaired/replaced in the near future;
2. CCTV inspection of large diameter sewers (18-inch and greater) with 0 years of useful life should be expedited;
3. VCP pipes that were installed on concrete cradles consistently had significant cracks and were given a level 5 grade;

4. All remaining VCP pipes that are installed on concrete cradles should be inspected in the near future to assess the need for repair/replacement;
5. IEC recommends continuing the CCTV inspections per the prioritization table provided in the report; and
6. As a result of the pumping facility inspections, IEC recommends rehabilitation and improvements for pump stations be completed in accordance with the schedule provided in Technical Memorandum No. I, with the Batiquitos PS being the highest priority.

The executive summary is attached for your review. The full report is available upon request.

Staff and the EC have reviewed the report and recommend that the Asset Management Master Plan Implementation Phase I Report be received and filed by the Board of Directors.

rym:PJB

Attachment

**LEUCADIA WASTEWATER DISTRICT: ASSET MANAGEMENT MASTER PLAN
IMPLEMENTATION ASSISTANCE — PHASE I**

Date: May 26, 2010

Subject: EXECUTIVE SUMMARY

Prepared By: Patrick Mulvey, P.E.

Reviewed By: Jim Ashcraft, P.E. / Robert S. Weber, P.E.

The Leucadia Wastewater District (LWWD) Asset Management Master Plan (AMMP) Implementation Assistance Project is intended to identify those District facilities that are in the most need for repair. As a part of this, Infrastructure Engineering Corporation (IEC) has prepared the following Technical Memoranda to assist in prioritizing the District facilities for assessment and rehabilitation. Dexter Wilson Engineering prepared the District's Asset Management Master Plan, dated June 11, 2008, in which all of the District's facilities are identified and analyzed. Infrastructure Engineering Corporation has extensively reviewed this document to further refine the list of those facilities which are in need of immediate repair. The scope of this report is limited to the District's pump stations and gravity sewer facilities; the District's force mains are being analyzed by others under a different task of the AMMP.

TECHNICAL MEMORANDUM NO. I

Technical Memorandum No. I provides observations and recommendations for the rehabilitation of existing pump stations within the Leucadia Wastewater Districts' system. The technical memorandum recommends improvements to be addressed during the 2010 fiscal year and those which can be addressed during the 2011-2015 fiscal years. The following pump stations were evaluated:

- Batiquitos PS
- Village Park 7 PS
- Village Park 5 PS
- Encinitas Estates PS
- La Costa PS
- Leucadia PS
- Rancho Verde PS

The pump station in the most immediate need of rehabilitation is the Batiquitos Pump Station due to severe concrete deterioration of the wet well entry stairway. The three pumps that were not part of the previous rehabilitation project should also be replaced. In addition, the force mains associated with the following pump stations have already been rehabilitated:

- Avocado PS
- Diana PS
- Village Park 5 PS
- Village Park 7 PS
- Encinitas Estates PS

TECHNICAL MEMORANDUM NO. II

Technical Memorandum No. II provides a summary of the observations made during closed circuit television (CCTV) sewer inspections of the Leucadia Wastewater District's sanitary sewer system. The District secured the services of a CCTV firm to perform the video inspections and then provided those videos to IEC for review and recommendations. The facilities are graded upon the following scale developed by the National Association of Sewer Service Companies (NASSCO):

- 1 – Failure unlikely in the foreseeable future
- 2 – Pipe unlikely to fail for at least 20 years
- 3 – Pipe may fail in 10 to 20 years
- 4 – Pipe will probably fail in 5 to 10 years
- 5 – Pipe has failed or will likely fail within the next 5 years

Below is a list of facilities which were graded at level 5 and are in immediate need of replacement or rehabilitation:

- Facility 04-0300 – 04-0290 (Piraeus St): Major crack/offset joint at 289'. Medium cracking at 0' to 83'.
- Facility 06-0260 – 06-0250 (Encinitas Blvd): Major cracking throughout.
- Facility 06-0270 – 06-0260 (Encinitas Blvd): Major cracking throughout.
- Facility 10-0980 – 10-0970 (Levante St): Major cracking at 133'. Spot repair required.
- Facility 10-1095 – 10-1090 (Levante St): Major and medium cracking from 0' to 70'.
- Facility 10-1135 – 10-1145 (Levante St): Major cracking from 245' to 271'.
- Facility 10-1850 – 10-1850 (Gibraltar St): Major cracking and infiltration from 230' to 256'.
- Facility 11-0770 – 11-0765 (Arenal Ln): Offset joint/collapsed pipe at 97'. Spot repair required.

The following facilities were also graded at level 5, but have been repaired on an emergency basis:

- Facility 07-0250 – 07-0240 (Mountain Vista Dr): Major cracking from 3' to 84'
- Facility 07-0260 – 07-0250 (Mountain Vista Dr): Major and medium cracking throughout.

In addition, the following facilities were part of multiple video sets and were inspected and reviewed multiple times:

- Facility 04-0300 – 04-0290 (Piraeus St)
- Facility 04-0310 – 04-0300 (Piraeus St)
- Facility 07-0250 – 07-0240 (Mountain Vista Dr)
- Facility 10-0970 – 10-0950 (Levante St)
- Facility 10-0980 – 10-0970 (Levante St)
- Facility 10-1135 – 10-1145 (Levante St)
- Facility 10-1145 – 10-1095 (Levante St)

All of the facilities inspected multiple times retained their original assessment.

SEWER LINE CCTV PRIORITIZATION TABLE

The table provided with this report summarizes the District sewer lines which have been identified by the AMMP prepared by Dexter Wilson Engineering as having less than 20 years of life expectancy. IEC has further refined this table by eliminating the age adjustment for high flow volume ($d/D > 0.5$). Due to the District being above 90% build-out, large increases in flow volume are not expected and facilities with high flow volumes do not necessarily need to be replaced solely due to this parameter. Instead, sewer lines up to 18-inch in diameter with a d/D greater than 0.5 and lines 18-inch and greater with a d/D greater than 0.75 have been highlighted in pink. Replacement of these facilities should be considered when the capacity becomes near full or surcharging is identified. In addition, the sewer lines which have already had CCTV inspection and review as part of this report are identified. Of the 158 sewer facilities that had been identified as having less than 20 years of life expectancy, inspection has been completed in 16%, leaving 133 lines to be inspected. Of the 39 sewer facilities with 0 years of useful life left, 83% (19 of 23) of pipes smaller than 18-inch have been inspected and 0% (0 of 16) of pipes 18-inch and greater have been inspected.

CONCLUSIONS/RECOMMENDATIONS

1. All pipes listed with a grade of 5 should be repaired/replaced in the near future.
2. CCTV inspection of large diameter sewers (18-inch and greater) with 0 years of useful life should be expedited.
3. VCP pipe that were installed on concrete cradles consistently had significant cracks and were given a level 5 grade.
4. All remaining VCP pipes that are installed on concrete cradles should be inspected in the near future for the need for repair/replacement.
5. IEC recommends continuing the CCTV inspections per the prioritization table provided herein. In addition, replacement or repair of the facilities listed above as having failed or likely to fail in the next 5 years should be implemented.
6. As a result of the pumping facility inspections, IEC recommends rehabilitation and improvements for pump stations be completed in accordance with the schedule provided in Technical Memorandum No. I, with the Batiquitos PS being the highest priority

MEMORANDUM

DATE: July 8, 2010
 TO: Board of Directors
 FROM: Paul J. Bushee, General Manager 
 SUBJECT: **Batiquitos Pump Station Rehabilitation Project Preliminary Design Report Completion**

RECOMMENDATION:

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

1. Receive and file the Batiquitos Pump Station Rehabilitation Preliminary Design Report completed by Infrastructure Engineering Corporation.
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its June 29, 2010 meeting. The Committee concurred with staff to bring this item forward for consideration.

In February 2009, the District executed an agreement with Infrastructure Engineering Corporation (IEC) to implement the District's Asset Management Master Plan (AMMP). The AMMP implementation required IEC to evaluate the condition of the District's pump stations. As a result of the assessments, the Batiquitos Pump Station (BPS) was identified as needing priority rehabilitation work. IEC's significant findings at the pump station included:

- deterioration of the concrete walls of the wet well and emergency overflow tank;
- extensive deterioration of the wet well concrete stairs, caused by hydrogen sulfide, to the extent that the stairs are considered to be structurally unsafe for use;
- a cursory visual inspection of the wet well revealed several areas of delamination of the T-lock lining with associated concrete deterioration;
- the soffit of the emergency overflow tank roof is unlined and most of the cement paste has been lost causing exposure of the concrete aggregate; and
- three older pumps may require replacement due to age and critical operating necessity.

Based on those findings, an agreement was executed in December 2009 with IEC to complete a Preliminary Design Report (PDR). The scope of work included services to evaluate the condition of the wet well, emergency overflow tank, pumps, and ancillary mechanical and electrical equipment/systems. The PDR is complete with the following recommendations:

- replace three pumps that were installed in 1986;
- construct a new meter vault and install a new flow meter;
- construct a new valve vault to replace buried force main isolation plug valves;
- replace concrete stairs and landings with fiberglass stairs and grating in the new and old wet wells and repair all lining defects;
- line the walls, roof and floor of the Emergency Storage Tank; and
- install emergency bypass piping to the Emergency Storage Tank.

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

rym:PJB

EXECUTIVE SUMMARY

1.0 Introduction

The Batiqitos Pump Station is a primary facility of the Leucadia Wastewater District as it accepts all sewage flow generated in the District and pumps it to the Encina Wastewater WPCF for treatment. The pump station was originally constructed in the 1970's. Presently, there are four pumps installed each with a capacity of 8,440 gpm and driven by a 250 horsepower VFD motor.

In 1986, Pumps No. 1, 3, and 4 were installed and a new wet well and Emergency Storage Tank (EST) were constructed. More recently, the electrical system was upgraded, variable frequency drives (VFD's) were installed for each pump, and Pump No. 2 was added. Inflow to the new wet well is screened by a bar rack that is manually raked about twice per week. During the development of this report, installing grinders upstream of the pumps station was evaluated in order to reduce the labor involved with the bar rack raking. The cost of the grinders and required structure was deemed not cost effective. Installing In-line grinders on the suction of each pump was also considered but they did not have the necessary hydraulic capacity and low head loss requirements.

The old and new wet wells and the EST were inspected to ascertain the condition of the lining of the wet wells and the condition of the concrete of the EST. The inspection reports are contained in the Appendix.

The following is a summary of the evaluation of the pump station components and the proposed improvements.

2.0 Pumps No. 1, 3 and 4 Replacement

Pumps No. 1, 3 and 4 were installed in 1986 and Pump No. 2 was installed in 2003. All pumps are driven by 250 HP variable speed motors and Cutler Hammer VFD's. Pump No. 2 is a Fairbanks Morse pump with a capacity of 8,440 gpm at 93 feet of head at a speed of 890 RPM. Several pumps were considered but it is proposed that Pumps No. 1, 3, and 4 be replaced with an equivalent to the Pump No. 2 Fairbanks Morse pump.

In addition, it is proposed that the suction and discharge piping including shut off valves and check valves be replaced for all four pumps.

The pump station electrical power and control systems and VFD's were upgraded in 2003 and 2007. It is recommended that the electrical power and control systems and VFD's be maintained as they are in relatively new and in good condition and will accommodate the proposed pumps.

The proposed improvements are shown in Figures No. 1 and No. 2 in Appendix A.

3.0 Meter Vault

The existing meter is a concrete structure 15'-0" long by 9'-0" wide by 9'-0" deep. The vault top consists of steel I-beams and ¼ inch steel metal plates. It is proposed that a new 12 "magnetic flow

meter with removable electrodes be installed to replace the existing flow meter. It is proposed that permanent bypass valving and piping be connected into the pump station force main downstream of the flow meter within the vault. This valving and piping arrangement allows for isolation of the flow meter if it had to be replaced and the bypass flow could be directed to either of the two force mains.

Access to the vault requires lifting of heavy steel plates. It is proposed that the steel plates be replaced with a concrete roof equipped with Bilco-type access hatches.

The proposed meter vault modifications are shown in Figure 4 in Appendix A.

4.0 Force Main Valve Vault

Downstream of the meter vault, the force main splits into the 24" B2 force main and the 24" B3 force main. Each force main has a buried isolation plug valve. Excavation is required to get access to the valves. It is proposed that a concrete valve vault be constructed with the isolation valves for each force main be located within the vault. Because of its location, the existing isolation valve on the B3 force main will be abandoned and kept open.

Downstream of each isolation valves a blow off is needed to facilitate dewatering of the force mains. A 4" blow off is proposed for the B2 force main. The B3 force main has an existing 6" blow off.

The proposed force main valve vault is shown in Figure 4 and 5 in Appendix A.

5.0 Wet Well and Emergency Storage Tank (EST)

The new and old wet wells and the Emergency Storage Tank (EST) were inspected by CSI Services and RF Yeager on March 17, 2010. The inspection focused on the condition of the lining and observation of lining failures, concrete deterioration, and metal corrosion. In general, lining failure is attributed to the service environment within each structure that sees the highest levels of hydrogen sulfide gas and not the age of the lining system. The CSI Services inspection report is in Appendix C and the RF Yeager report is in Appendix D. A summary of the reports is as follows:

5.1 New Wet Well

The New Wet Well walls and upper internal deck are lined with white Ameron T-Lock and was found to be in good condition with only mild corrosion. No tears, rips or large scale holidays were observed in the liner. However, there were some pinholes identified in the liner following small bulges in the liner plane. The elastomeric lining covering the concrete entrance stairs was found in very poor condition with wholesale coating failure.

The proposed repairs/modifications include removing the existing concrete stairs and replacing it with a fiberglass stairway; removing the concrete landing and replacing it with fiberglass beams and grating; replacing the existing 30" corroded sluice gate with a non-corrosive Coplastix sluice gate; cover all exposed concrete surfaces and repair all lining defects with Ameron Arrow Lock; replace all corrosive metal items with non-corrosive material; and power wash the wet well.

5.2 Old Wet Well

The Old Wet Well is lined with black Ameron T-Lock and the condition was found to range between good and excellent. Only one relatively small area measuring approximately 2 square inches was identified as a defect. The elastomeric lining covering the concrete entrance stairs was found to be in fair condition; however, the exposed concrete had localized severe corrosion.

The proposed repairs/modifications include removing the existing concrete stairs and replacing it with a fiberglass stairway; removing the concrete landing and replacing it with fiberglass beams and grating; cover all exposed concrete surfaces and repair all lining defects with Ameron Arrow Lock; replace all corrosive metal items with non-corrosive material; and power wash the wet well.

5.3 Emergency Storage Tank

The EST provides emergency overflow storage of the pump station inflow. The EST is 69'-0" long by 20'-0" wide by 19'-0" deep. There are two 6'-0" by 1'-0" openings between the EST and the New Wet Well that allows excess flows to overflow into the EST from the New Wet Well. A portion of the stored sewage can be directed back to the New Wet Well by opening a sluice gate but presently, this sluice gate is corroded shut. The EST has a sump pump that is used to pump sewage back to the New Wet Well.

The EST has been lined with coal-tar epoxy and was found to be in poor condition with wholesale failure of the lining. The concrete roof beams were found to have localized spalling and the concrete roof had moderate to heavy corrosion.

It is proposed that the wall, roof and floor of the EST be lined with Ameron Arrow Lock to prevent further concrete deterioration. Additional proposed work includes abrasive blast cleaning of all surfaces; installing 3 new non-corrosive Co-plastix sluice gates; replacing the existing sump pump with a chopper pump and power wash the tank.

6.0 Emergency Pumping From Emergency Storage Tank

For emergency pumping, the District has a trailer-mounted portable pump referred to as "Big Blue". The present piping arrangement at the pump station allows the pump to take suction from the Old Wet Well and discharge into the existing discharge header upstream of the flow meter. The District would like to have the capability of directing all inflow directly to the EST, thus bypassing the wet wells; pumping from the EST with "Big Blue"; and discharging into the pump station discharge pipe downstream of the flow meter.

Two alternatives were evaluated. Because the pumping capacity of "Big Blue" decreases with suction lift, the alternative that minimizes the suction lift and allows for emergency pumping to be more quickly put into operation is recommended. This alternative consists of installing a 24" pipe near the bottom of the EST and running it to a new manhole located near the southwest corner of the pump station. The trailer mounted pump can be parked near the new manhole and the suction hose easily and quickly dropped into the manhole.

The proposed piping and new manhole location is shown in Figure 1 in Appendix A.

7.0 Miscellaneous Items

During the inspection of the pump station and per our discussion with District staff, a number of miscellaneous items were identified that should be upgraded. A listing of these items is presented on page 17 of this report.

8.0 Project Cost Estimate

The following is a summary of the project cost estimate. Detailed estimates are in the Appendix B.

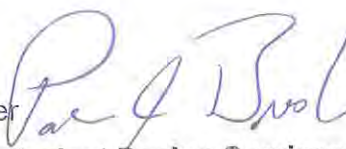
ITEM	ESTIMATED COST
1. Pumps Nos. 1, 3 and 4 Replacement	\$1,311,000
2. Meter Vault Modifications	103,000
3. Force Main Valve Vault	207,000
4. Wet Well Repairs/Modifications	139,000
5. Emergency Storage Tank Lining	265,000
6. Miscellaneous Items	229,000
	<hr/>
Estimated Construction Cost	\$2,254,000
Engineering, Administration Costs at 20%	<u>\$ 451,000</u>
TOTAL ESTIMATED PROJECT COST	\$2,705,000

9.0 Construction Sequencing and Bypassing

Maintaining sewage pumping capability is critical as all sewage flows to the Batiqitos Pump Station. A detailed suggested construction sequencing that provides for bypass pumping was developed. Details are presented on page 19 of the report.

MEMORANDUM

Ref: 10-2540

DATE: July 8, 2010
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Batiquitos Force Mains Repair Project Design Services

RECOMMENDATION:

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

1. Authorize the General Manager to execute an Agreement with Infrastructure Engineering Corporation for engineering design services for the Batiquitos Force Main Repair Project in an amount not to exceed \$87,654.
2. Discuss and take other action as appropriate.

DISCUSSION:

This item was reviewed by the Engineering Committee at its June 29, 2010 meeting. The Committee concurred with staff to bring this item forward for consideration.

On the evening of May 3, 2010 a break occurred in the Batiquitos Force Main - B2 (B2). Due to the location of the break and topography of the terrain, the spill was confined to the swale east of Highway 101 just north of the pump station. The South Carlsbad State Beach and the Batiquitos Lagoon were not contaminated. Force main operation was shifted to Batiquitos Force Main – B3 (B3) to minimize the spill and complete repairs to B2.

The cause of the spill has been determined to be external corrosion of B2, a ductile iron force main. The external corrosion is attributed to moisture seeping in through tears in the protective polyethylene encasement caused by chunks of asphalt contained in the trench bedding material. It should be noted that the recently completed force main external corrosion control evaluation found that both B2 and B3 force mains have no cathodic protection to mitigate external corrosion.

Two methods of force main repair are available, cured-in-place pipe (CIPP) lining and open trench force main replacement. Infrastructure Engineering Corporation (IEC) will evaluate the feasibility of using either method during project design. If the two methods are feasible, the project design and request for bids will include both methods to make the bids more competitive.

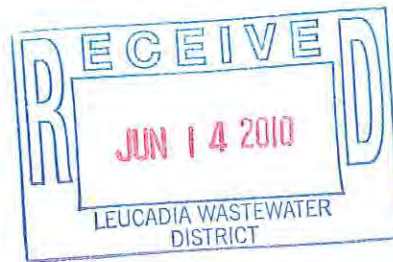
IEC has submitted a proposal for design services to repair or replace both B2 and B3 force mains. It is attached for your review. Staff has evaluated the proposal and determined that it is fair and reasonable. Therefore, it is recommended that an agreement be executed with IEC for engineering design services for the Batiquitos Force Main Repair Project.

rym:PJB

Attachment

June 11, 2010

Mr. Robin Morishita
 Leucadia Wastewater District
 1960 La Costa Avenue
 Carlsbad, California 92009



RE: Proposal for Engineering Services for the B2/B3 Sewer Force Mains Rehabilitation/Replacement

Dear Mr. Morishita:

Infrastructure Engineering Corporation (IEC) is pleased to provide the Leucadia Wastewater District with this proposal for Engineering Services for the B2/B3 Sewer Force Mains Rehabilitation/Replacement. The proposed scope of services and fee is based on review of the Force Main Evaluation Plan for L1, L2, B2, and B3 dated July 28, 2009, the B2 Force Main Failure Evaluation dated May 6, 2010, the Batiquitos Pump Station Rehabilitation Preliminary Design Report dated May 2010 and a site visit on May 24, 2010.

PROJECT UNDERSTANDING AND APPROACH

On Monday, May 3, 2010 a break occurred in Leucadia Wastewater District's B2 sewer force main on the eastern shoulder of Highway 101 north of La Costa Avenue and south of the San Marcos Creek bridge. District crews immediately isolated the leak by switching to the redundant B3 sewer force main while simultaneously containing the and vactoring the spill. Pumping operations continued in order to completely drain the B2 sewer force main. The District immediately contracted RF Yeager to perform a corrosion investigation study to determine the cause of failure. RF Yeager's subsequent study "B2 Force Main Failure Evaluation", as presented in a letter format to Mr. Leo Schempp dated May 6, 2010 indicates that failure was caused by external, soil-sided corrosion. The external corrosion reportedly occurred due to punctures in the protective polyethylene encasement cause by pieces of asphalt pavement incorrectly placed in the pipe bedding material during construction and exacerbated by the tidal influence of the Batiquitos Lagoon. The District had a study prepared on several sewer force mains by Dexter Wilson Engineering Inc. titled Leucadia Wastewater District Force Main Inspection Study for L1, L2, B2, and B3 dated July 28, 2009. This study identified approximately 1000 linear feet each of force main on B2 and B3 that were influenced by tidal surges and thereby more susceptible to corrosion. The District intends to



Location of force main break on Hwy 101.

rehabilitate the lengths of the B2 and B3 force mains that are subject to tidal influences. These lengths are located in the eastern shoulder and traffic lanes of Hwy 101 north of La Costa Avenue and extending approximately five hundred feet north of the San Marcos Creek bridge.

Cured-in-place pipe (CIPP) lining has been initially thought as the most convenient option to rehabilitate the force mains. The CIPP liner will be designed to assume a fully deteriorated situation. This will necessitate a thicker liner and will reduce the inside diameter of the force main. However, flow capacity is not anticipated to be reduced due to the decreased friction losses. IEC will perform



Mr. Robin Morishita
 Leucadia Wastewater District
 June 11, 2010
 Page 2 of 4

hydraulic calculations on the proposed and existing sewer force mains to ensure that capacity is maintained. However, there is concern whether CIPP lining would be able to be installed at the preferred test pressure leaving open trenching as potentially the most feasible option. IEC will further evaluate the feasibility of CIPP lining versus open trenching in the preliminary design phase and present recommendations to the District.

If CIPP lining is determined a feasible solution, IEC recommends that concurrent bid documents be prepared for both open trenching and CIPP lining. It is IEC's experience that bidding alternate construction methods serves to make the resultant bids more competitive. Bid documents for both alternatives will be prepared including corrosion and traffic control. Both alternative will be permitted by the City of Carlsbad.

The scope and fee have been determined assuming bid documents for alternate construction methods will be prepared and permitted by the City of Carlsbad. However, the design portion of the fee has been separated into open trenching and CIPP line items such that if during the preliminary design phase it is determined that CIPP lining is not a feasible solution, those line items that would have applied to the CIPP option can be removed from the contract and not utilized.

There are several considerations to be accounted for construction that will be accounted for in the preliminary design phase. The first is traffic control. Construction will likely take place at night to minimize traffic impacts. Full traffic control plans will be developed and permitted by the City of Carlsbad. The open trenching alternative would require at minimum a lane closure on the northbound side of Hwy 101 if not complete closure of northbound Hwy 101 with diversion of traffic to the southbound side of Hwy 101.

Furthermore, traffic control plans will be created considering the phasing required to keep one main in service at all times. The bid documents will require a sequence of work that will dictate that construction must begin on the northernmost portion of B2 and move south toward Batiquitos Pump Station. This will give the District the ability to assess the condition of the force main north of the proposed project site and develop fast track construction plans to extend the project further North if desired. The option to include a unit price for possible extension of the project will be considered in the preliminary design phase. Upon completion of the B2 force main, the main will be put into service and the B3 force main will be dewatered. Construction will then begin on the B3 force main starting at the northernmost portion of the project and continuing south. Traffic control plans will reflect this phasing and the scope and fee for traffic control plans have been prepared accordingly.

Another consideration is dewatering. The sewer force mains are located in the tidal influence of the Batiquitos Lagoon and construction will require dewatering. The bid documents will clearly indicate the requirements for dewatering and require the Contractor to obtain any necessary permits and dispose of the dewatering water appropriately.

Another consideration for construction is schedule. The project location is adjacent to the Least Tern and Snowy Plover breeding grounds administered by the State of California, Fish and Game Department. Construction is limited to September through March to minimize impacts to the birds during breeding season. IEC understands the District intends to put



Project is located adjacent to a Least Tern Natural Preserve.

the project out for bid in late August in order to start construction as soon as the breeding season ends and has developed a timeline to have bid-ready construction documents out to bid in time to meet the District's schedule.

Since this project maintains existing District facilities but does not add capacity it is anticipated that this project will not be subject to the Coastal Permit Development Process. IEC will, however, prepare traffic control plans and permit applications for the City of Carlsbad right-of-way permit process.

SCOPE OF SERVICES

The following detailed scope of services describes the specific tasks and deliverables that will be performed.

Task 1 – Project Management and Administration

In order to expedite the project, we anticipate two coordination meetings will be required during the project to review and discuss the evaluation technical memorandum and subsequent design submittals. Additional coordination can be addressed via telephone conferences or emails.

Task 2 – Data Collection and Utility Coordination

IEC will complete a USA DigAlert Design request and contact and request record drawings from utility companies that have utilities in the vicinity. A follow-up request for review will be performed at the 90% submittal to ensure correct location of facilities and that any new facilities are shown on the plans.

Task 3 – Design Survey and Topography

We will conduct a field design survey of the project area in order to develop a base map for subsequent design. The base mapping will be prepared in AutoCAD format at a scale suitable for preparation of the design drawings. Additional planimetric survey will be performed 500-feet in either direction of the proposed alignment for the traffic control plans.

Task 4 – Geotechnical Investigation

A focused geotechnical investigation will be performed to document subsurface conditions at the proposed access points. The intent of this investigation will be to provide information to the design team and prospective bidders concerning the soils and geotechnical conditions. The geotechnical investigation will consist of obtaining the required boring permit, installation of two soil boring to a depth of 15 ft below grade at a selected location for one of the access pits, laboratory analysis, and preparation of a letter report to summarize the results.

Task 5 – Preliminary Design Package

We will prepare a brief technical memorandum to document the proposed basis of design. The memorandum will be provided to the District in draft form for review and comment. Following incorporation of District comments, the memo will be finalized and used as a basis for subsequent design activities.

Task 6 – Permitting

We will prepare permit applications for a right of way permit for the City of Carlsbad. It is assumed that this project will not be subject to the Coastal Development Permit (CDP) process.

Task 7 – Prepare Plans, Specifications and Estimate (PS&E)



Mr. Robin Morishita
 Leucadia Wastewater District
 June 11, 2010
 Page 4 of 4

Once the technical memorandum has been reviewed by the District and comments have been addressed, IEC will prepare plans, technical specifications, and a cost estimate (P,S,&E) for the work. The plans are expected to contain the following:

- Title sheet w/ General Notes, Legend, Abbreviations (2)
- Plan and Profile (4)
- Civil Details (1)
- Corrosion Control Plans (2)
- Traffic Control Plans (4)

We anticipate making two review submittals to the District at the 50% and 90% completion levels and then preparation of the final bid-ready set of documents. Specifications and contract documents will be prepared based on the District's standard front end contract documents.

Task 8 – Bid Phase Services

IEC will attend the pre-bid meeting, prepare one addenda if required, review the bid results and make recommendations to be summarized in a technical memorandum.

SCHEDULE

It is anticipated that after the notice to proceed, data collection, potholing, geotechnical work and surveying (Tasks 2 through 4) can be completed sequentially in three weeks. The basis of design technical memorandum is scheduled to be completed two weeks after Tasks 2 through 5 are completed with one week following for review by the District. Upon receipt of any review comments, the final preliminary design memo will be completed and 50% plans, specifications and cost estimate (PS&E) produced within another two weeks. Following another one week review period, IEC will prepare a 90% PS&E package within one week. After another one week review period for the District, final plans and specifications will be produced within one week of receipt of the District's final comments. Total design schedule is approximately twelve weeks (anticipated bid date August 30, 2010).

FEE

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

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

Sincerely,

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

- cc: Scott Humphrey, P.E., IEC
- Jim Ashcraft, P.E., IEC
- Jamie Taylor, IEC

FEE ESTIMATE
LEUCADIA WASTEWATER DISTRICT
B2/B3 Force Main Rehabilitation

Task/ Subtask	Task/Subtask Description	Sr. Project Manager (Jim Ashcraft)	Sr. Project Manager (Rob Weber)	Sr. Project Engineer (Dave Pudlitz)	Project Surveyor (Cary Rush)	Engineer-III/ CAD III Designer (Jamie Taylor)	Engineer-III/ CAD II Designer (Britanna Lutes/Jananda Stoner)	Ward Processor (Annette Moore)	Subtask Labor-Hours	Subtask Labor Cost	Direct Cost	Subcontract	Total Cost
PHASE I PRELIMINARY ENGINEERING								\$68.00					
TASK 1	Project Management and Administration												
	Project Status Reports/Coordination/Meetings	2	8			8		2	20	\$2,856	\$100	\$0	\$2,956
TASK 2	Data Collection and Utility Coordination												
	Utility Notices			1		4		1	5	\$528	\$0	\$0	\$1,203
	Data Collection/Coordination					4		1	6	\$675	\$0	\$0	\$675
TASK 3	Design Survey and Topography												
	Topographical Survey and CAD file preparation			1	40	2	16		59	\$7,057	\$1,160	\$0	\$8,217
TASK 4	Geotechnical Investigation												
	Geotechnical Services			1					1	\$147	\$0	\$5,233	\$5,380
TASK 5	Preliminary Design Package												
	Prepare First Draft	4	8	6		24	12	2	56	\$7,198	\$0	\$0	\$10,274
	Prepare Final	2	4	4		8	4	1	23	\$3,076	\$0	\$0	\$3,076
TASK 6	Permitting												
	Prepare permit applications		1			16		2	19	\$2,156	\$100	\$0	\$2,256
PHASE II FINAL DESIGN													
TASK 7	Prepare Plans, Specifications and Estimate (PS&E)												
	90% PS&E	2	12	4		56	56		130	\$15,428	\$200	\$0	\$15,628
	90% PS&E - Additional Work for CIPP Option		2	12		16	6		36	\$4,594	\$0	\$0	\$4,594
	Final PS&E	2	6	2		32	20		62	\$7,514	\$50	\$0	\$7,564
	Final PS&E - Additional Work for CIPP Option		2	6		16	8		32	\$3,922	\$0	\$0	\$3,922
	Traffic Control					1	4		5	\$555	\$0	\$7,140	\$7,695
	Traffic Control - CIPP								0	\$0	\$0	\$4,725	\$4,725
	Corrosion Control					1			1	\$115	\$0	\$6,327	\$6,442
	Corrosion Control - CIPP								0	\$0	\$0	\$4,190	\$4,190
PHASE III BID AND CONSTRUCTION PHASE SERVICES													
TASK 8	Bid Phase Services												
	Pre-Bid Meeting		4			4		1	9	\$1,248	\$100	\$0	\$1,348
	Addenda as needed/Bid Recommendation		2			8			10	\$1,280	\$0	\$0	\$1,280
		12	49	37	40	200	126	10	474				
		\$2,160	\$8,820	\$5,439	\$5,000	\$23,000	\$13,230	\$680		\$58,329	\$1,710	\$27,615	\$87,654

TOTAL NOT-TO-EXCEED FEE: \$87,654

MEMORANDUM

DATE: July 8, 2010
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: CSDA Board of Directors 2010 Election

RECOMMENDATION:

1. Discuss and take action as appropriate.

DISCUSSION:

LWD has recently received a California Special Districts Association (CSDA) ballot for the 2010 election. There is one seat (Seat B) open for the Region 6 Director. The candidates are the following:

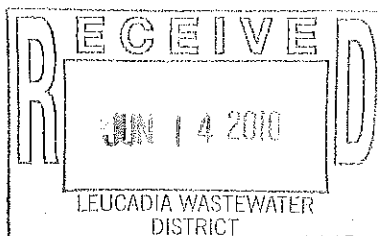
- President Arlene Schafer, Costa Mesa Sanitary District
- Vice President Ruthie Harris, North County Fire Protection District
- President Shannon G. Hough, Rossmoor Community Services District
- Vice President, Bob Topolovac

Attached for your review is a copy of the CSDA election ballot information (attachment A) and the candidate statements (attachment B). The ballot is due at the CSDA office in Sacramento by 5:00 p.m. on Friday, August 6, 2010.

This item has been placed on the agenda for discussion and action by the Board of Directors. Staff has no recommendation on this matter. Staff will forward the Board's recommendation to CSDA by the due date.

Attachments

PJB:



CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2010 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in Region 6, Seat B. Each of CSDA's six (6) regional divisions has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its region.

We have enclosed the candidate statements for each candidate who submitted one. Please vote for **only one** candidate to represent your region in Seat B and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 6, 2010**.

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association

Attn: 2010 Board Elections

1112 I Street, Suite 200

Sacramento, CA 95814

Please contact Diana Zavala toll-free at 877.924.CSDA or dianaz@csda.net with any questions.

ATTACHMENT A



CSDA Regions



Board of Directors by Region

Region 1

Mark Bryant, *Garberville Sanitary District*
 Phil Schoefer, *Western Shasta RCD*
 Alan Schoensteln, *McCloud CSD*

Region 3

Stanley Caldwell, *Mt. View Sanitary District*
 James Kohnen, *Alameda County Mosquito AD*
 Sherry Sterrett, *Pleasant Hill RPD*

Region 5

Jim Acosta, *Saticoy Sanitary District*
 Jack Curtis, *Ojai Valley Sanitary District*
 John Fox, *Goleta Sanitary District*

Region 2

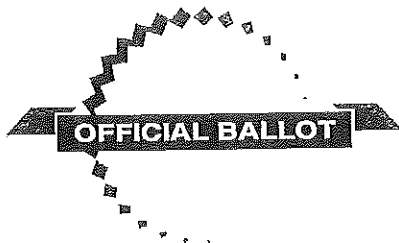
Noelle Mattock, *El Dorado Hills CSD*
 Ginger Root, *Tuxedo Country Club FPD*
 Pete Kampa, *Tuolumne Utilities District*

Region 4

Adrienne (Ann) Mathews, *Kern County Water Agency*
 Tim Unruh, *Kern County Cemetery District No. 1*
 Vacant

Region 6

Dewey Ausmus, *North County Cemetery District*
 Jo MacKenzie, *Vista Irrigation District*
 Arlene Schafer, *Costa Mesa Sanitary District*



REGION SIX

●
*Seat B - term
ends 2013*

**CSDA BOARD OF DIRECTORS
ELECTION 2010**

*All Fields Must Be Completed for ballot to be counted.
(Please vote for only one.)*

Arlene Schafer*
Costa Mesa Sanitary District

Shannon Hough
*Rossmoor Community
Services District*

Ruthie Harris
*North County Fire
Protection District*

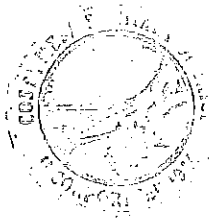
Robert F. Topolovac
*Olivenhain Municipal Water
District*

** incumbent*

Signature: _____ Date: _____

Member District: _____

Must be received by 5pm, August 6, 2010. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814



Costa Mesa Sanitary District

... an Independent Special District

May 28, 2010

Board of Directors

Arlene Schafer
Robert Ooten
Gary Monahan
Arthur Perry
James Ferryman

Staff

Scott C. Carroll
General Manager

Robin B. Hamers
District Engineer
(949) 631-1731

Joan Revak
Office Manager
Clerk of the District

Alan R. Burns
Legal Counsel

Marcus D. Davis
Treasurer

Phone
(949) 645-8400
Fax
(949) 650-2253

Address
628 W. 19th Street
Costa Mesa, CA
92627-2716

TO: CSDA Members – Region 6

It is an honor and pleasure to serve as a CSDA Board member representing you and I submit this statement as a candidate for re-election for Region 6. I possess excellent experience in the role and would like to continue serving you. As an active CSDA Board member, I served as President, Vice President, Treasurer and Secretary on the CSDA Board and with your support and vote I will be able to continue. I served on the Finance Corporation as Vice President and the Legislation Committee. Presently, I am Chair of the Education Committee, Chair of the Annual CSDA Conference in Orange County. I am on the Fiscal Committee and past Membership Recruitment Chair.

I bring a myriad of experience relevant to CSDA, having served the City of Costa Mesa as Mayor, Planning Commissioner, Executive Manager of the Chamber of Commerce, Independent Special Districts of Orange County (ISDOC), President of the Costa Mesa Sanitary District and I serve on the Commission of Orange County LAFCO (former Chair). I serve on WACO and am a presenter at all meetings.

Along with my experience and background necessary to serve on CSDA, I offer my dedication, enthusiasm and solid track record. My attendance is 100%, an accomplishment I feel is extremely important to serving as a good representative. I am fortunate to have time available to be a dependable and reliable member – I believe in balance.

I have the support of my Sanitary District Board of Directors and look forward to your vote and support to enable me to continue in my seat on the CSDA Board. I appreciate your support.

Sincerely,

Arlene Schafer
President,
Costa Mesa Sanitary District
Former CSDA President

ATTACHMENT B



Vice President Ruthie Harris

Vice President Ruthie Harris was elected to Director in November of 2004. Vice President Harris, Re-elected in 2008, is serving her second four-year term with North County Fire Protection District. She was elected to serve as Vice President of the Board for 2006 and 2010 and served as President for 2008.

Vice President Harris is vitally interested in public safety and acted as a liaison between the Fallbrook Chamber of Commerce and North County Fire Protection District during the 2007 Rice Fire in Fallbrook, California, coordinating public inquiries before, during and after the evacuation. She is committed to the communities served by the District and to working with the Special District to ensure that public safety's voice is not forgotten in Sacramento. She is a fiscally conservative public servant, dedicated to protecting community resources.

Background:

Employment:

Restaurant Owner
Exec. Administrator Bonsall Chamber of Commerce

Education:

Covina High School
Mt. San Antonio College
Palomar College

Awards:

Lioness Of The Year
Lion Of The Year
Small Business Of The Year

Community Service/Other Boards:

Director Harris has been a Lions/Lioness Club member for 25 years, serving as President for four terms. In addition, she has been a member of the Fallbrook Chamber of Commerce for seven years, serving as committee chair for various committees.

Shannon G. Hough
Candidate Statement
California Special Districts Association Region 6

My name is Shannon Hough and I am a candidate for the California Special Districts Association (CSDA), Board of Directors, Region 6. Believing that Special Districts perform a critical and important, cost-effective role in California, and, having a passion to serve in a more active role on issues that impact us on a state and local level, election to the CSDA would fulfill my strong desire to work with others around the state in order to make the voices of Special Districts heard at the highest levels possible.

I was elected in 2008 to serve on the Rossmoor Community Services District; I currently serve as the President of the RCSD. Initially, I served as the First Vice President of the RCSD and have served on the Budget and Investment Committee as well as the Personnel Committee. I currently serve on the CSDA Special Task Force Committee.

On a professional level, I have worked as a legislative analyst and a budget analyst for the Hawaii State House of Representatives and Senate. I hold a B.A in Government and International Studies with an emphasis in Political Science from USC. I have always worked in local or state government positions and have a strong passion for issues that local governments face in these challenging times.

I believe my experience and leadership provides me the ability to be an effective voice on the CSDA Board of Directors and that I make an excellent candidate for Region 6. I look forward to the opportunity to work and serve with each of you and ask for your vote.




Bob Topolovac
Vice President, Board of Directors
Olivenhain Municipal Water District

"I am honored to have served for the past eleven years as a member of Olivenhain Municipal Water District's Board of Directors. During my tenure, we have demonstrated our commitment to improving local water supplies by completing the Olivenhain Dam & Reservoir, building a 34 MGD membrane water treatment plant, and extensively expanding our recycled water supplies. The areas of my agency's jurisdiction include water distribution and treatment, wastewater collection and treatment, hydroelectricity, and parks and recreation. As such, I am familiar with many different types of special districts and the challenges that we all face. In addition, I serve as a volunteer sheriff on behalf of my community.

Given the state's fiscal crisis, all of California's special districts are facing unprecedented challenges. Dependence on imported water has become cost-prohibitive, and water agencies MUST continue to pursue environmentally responsible, local alternatives. Wastewater districts face regulatory challenges in connection with both treatment and disposal. Fire districts must find ways to continue their vital emergency services in the face of shrinking budgets. All agencies— be they water, wastewater, fire, cemetery or recreation—are facing financial hurdles in these dire economic times. Further, the state has helped itself to our local property tax revenues, further burdening special districts. For these reasons and many more, I feel it is imperative to funnel our collective efforts, influencing our state agencies in making decisions that are both fiscally responsible and in OUR best interests. I look forward to continuing to be a part of CSDA's past excellence and its tradition of representing special districts. I would be honored to be entrusted with your vote."

Vote Bob Topolovac, the candidate with proven leadership and experience.

MEMORANDUM

DATE: July 8, 2010
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Fiscal Year 2010 (FY 10) LWD Tactics and Action Plan Report

RECOMMENDED:

Staff recommends that the Board of Directors:

1. Receive and file the FY 10 Tactics and Action Plan Report.
2. Discuss and take other action as appropriate.

DISCUSSION:

The Board of Directors adopted the Leucadia Wastewater District (LWD) Strategic Plan in July 2005. It was subsequently updated in March 2007. The Strategic Plan identified the following 7 Strategies:

1. Financial
2. People
3. Water Reclamation
4. Services
5. Recognition and Achievement
6. Technology
7. Community Outreach

In order to implement LWD objectives, the Strategic Plan included a Tactics and Action Plan, which identified tactical goals for FY 10. Over the course of the year, staff has been busy implementing the goals identified along with several more that surfaced over the course of the year.

Staff is pleased to report that the vast majority of the FY 10 tactical goals were accomplished. A copy of the FY 10 Tactics and Action Plan, including a glossary of terms, is attached for your review. Staff will provide an overview of the Plan at the Board of Directors' meeting.

PJB:

Attachment

Leucadia Wastewater District Fiscal Year 2010 Tactics & Action Plans

1. Financial

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

<u>Tactics</u>	<u>Leader</u>	<u>Team</u>	<u>Status</u>	<u>Target Completion Date</u>
Conduct Auditor RFP	ASM	CPA, AT	Completed	Nov-09
Conduct Annual Policy Review: Investment Policy Reserve Policy	GM	CPA, ASM	Completed	Annually Sep-09 Feb-10
FY 09 Audit	CPA	GM, ASM AT	Completed	Dec-09
Develop Cal Card Procedures	EA	ASM, AT	Completed	Jun-10
Update Financial Model	ASM	CPA, AT	Completed	Jan-10
FY 11 Budget	ASM	GM, CPA, AT	Completed	Jun-10

Additional Items:

Identity Theft Policy	ASM		Completed	Jul-09
CAMP Individual Portfolio Update Presentation	ASM	CPA, GM	Completed	Oct-09
Encina Phase IV Bonds Early Redemption	CPA	ASM	Completed	Mar-10
Brown Act Agenda Prep Reimbursement	ASM	EA, AS	Completed	Mar-10
			(\$31k Reimbursed)	

2. People

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

<u>Tactics</u>	<u>Leader</u>	<u>Team</u>	<u>Status</u>	<u>Target Completion Date</u>
Annual In-House Salary Survey	ASM	AS	Completed	Mar-09
Update Human Resources Policy Manual	ASM	AS	Not Started	Feb-10
Conduct Staff Teambuilding Workshop	GM	ASM	Completed	Oct-09
Conduct Employee Survey Interviews	GM	ASM	Completed	Dec-09
Review Staffing Needs	ASM	GM, FSM, PM, FSS	Completed	Feb-10
Safety-Emergency Response Drill for Sewer Overflow Workshop	FSM	ASM, FSS, FSSpec	Completed	Nov-09
PACP Certification for Two (2) Field Staff	FSM	FSS, FST III	Completed 4 Staff	Mar-10
Produce CCTV Video SOP	FSM	FSS, FST III	In Progress	Jun-10

Additional Items:

Established LWD Safety Committee	ASM	FSS	Completed	May-10
5 Staff Certifications, 1 Bachelors Degree	FSM	FSS	Completed	Jun-10
7 Years w/out Loss Time Accident		All Positions	Completed	Feb-10
ADS Flow Metering Training	FSM	Field Services Staff	Completed	Apr-10
Conducted Staff Benefits Training	ASM	Pickering Insur.	Completed	Apr-10
Management Coaching w/ J. Bills	GM	ASM, FSM, PM, FSS	Completed	May-10
GM Informal Interviews w/ Staff	GM	All Positions	Completed	Jun-10

3. Water Reclamation

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

<u>Tactics</u>	<u>Leader</u>	<u>Team</u>	<u>Status</u>	<u>Target Completion Date</u>
Extend Carlsbad Water Recycling Agmt	GM	FSM, DE	In Progress	Jun-10
Establish Water Recycling Agreement with OMWD	GM	FSM	In Progress	Jun-10
Conduct BOD Workshop on Water Recycling	GM	ASM, FSM	Completed	Jun-10
Groundwater Study	PM	GM, FSM	Completed	Oct-09
Procure Contract Complete Study	PM	GM, FSM	Completed	Jun-10
Evaluate Manganese and Boron Sources	FSM	FSS, FSSpec	Completed	Jun-10

Additional Items:

Estab. No. County Water Recycling Group	GM	PM, FSM	Completed	Mar-10
Relocated Chem. Storage & Air Comp Facil.	FSM	FSS	Completed	Apr-10
Eval. LWD Support for 2010 Water Bond	GM		Completed	May-10

4. Services

While Focusing on 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

<u>Tactics</u>	<u>Leader</u>	<u>Team</u>	<u>Status</u>	<u>Target Completion Date</u>
Remain full participant in all regional agency forums (Mutual assistance, LAFCO, CSDA, CSRMA, SCAP, NCFO, etc.)	GM	ASM, FSM, PM	Completed	Annual
Procure Janitorial Services Contract	EA	PM, ASM, AS	Completed	Mar-10
Procure Landscape Services Agreement	PM	FSM, ASM	Positoned Warranty	Oct-09
Revise SWPPP for New Building Campus	FSM	PM, DE	Completed	Jun-10
Evaluate I&I in Scott's Valley	FSM	GM, ASM, PM	Completed	Jun-10
Complete FOG visits/GIS Layer	FSM	DE, FSS	Completed	Feb-10
Update Standard Specifications	DE	FSM, GC	Completed	Oct-09

Additional Items:

Boyer Reimbursement Agreement	DE	FSM, FSSpec	Completed	Aug-09
Board Meeting Date Analysis & Resolution	ASM	Counsel, GM	Completed	Nov-09
Awarded 24 Lateral Grants	FSSpec.	FSM, GM	Completed	Jun-10

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 Environmental Communities

<u>Tactics</u>	<u>Leader</u>	<u>Team</u>	<u>Status</u>	<u>Target Completion Date</u>
Apply for CSMFO Finance Award	ASM	CPA, AT	Opted for GFOA Award	Oct-09
Apply for CWEA Awards	FSM	ASM, FSM	Completed 1 Award Won	Nov-09
Apply for CSRMA Safety Award	ASM	FSM	Completed Won	Oct-09
Submit Application for SDLF Governance Recognition	EA	ASM, AS	Completed	Dec-10
Pursue CWEA, WEF, and Other Presentation Opportunities	GM	ASM, DE PM, FSM	Completed	Submittal Times Vary

Additional Items:

Presentation at CWEA Training Seminar	FSM		Completed	Oct-09
Applied for GFOA Financial Award	ASM	CPA	Completed	Jan-10 (Results Pending)
FOG Presentation @ SCAP Seminar	FSM		Completed	Nov-09
CMMA Award of Merit - LWD Building	PM	Dudek CM Team	Completed	Mar-10
Applied for Renewal of District of Distinction	EA		Completed	Mar-10
ASCE Award of Excellence - LWD Building	PM	Dudek CM Team	Completed	May-10

6. Technology

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

<u>Tactics</u>	<u>Leader</u>	<u>Team</u>	<u>Status</u>	<u>Target Completion Date</u>
Establish FTP Site for Website Backup	PM	ASM, AS	Evaluated Not Needed	Aug-09
Purchase and Install New Server and Tape Drive for File Servers	PM	ASM,EA	Completed	Mar-10
Site Improvement Project	PM	PM	Completed	Oct-09
Complete Construction	PM	GM, FSM, DE	Completed	Sep-09
Procure Photovoltaic System/Contractor Move to New Headquarters Building	PM	GM,ASM, FSM, EA,	Completed	Aug-09
Satellite Pump Station Force Main Project (Including 101 Trunk Sewer Project)	PM	PM	Completed	Aug-09
Obtain Coastal Development Permit Bid Project	PM	PM	Completed	Aug-09
Award Construction Contract	PM	PM	Completed	Sep-09
Commence Construction	PM	PM	Completed	Oct-09
Construction Complete	PM	GM, FSM, DE, FSS	On Target	Jan-11
Force Main Corrosion Study	PM	GM, FSM, DE	Completed	Jul-09
Conduct Study	PM	GM, FSM, DE	Completed	Aug-09
Report Results/Recommendations	PM	GM, FSM, DE	Completed	Aug-09
Additional Items:	EA	GM, PM, ASM	Completed	Nov-09
Interior decorating of building (e.g. wall art, plants, Board mission & visions boards)				

6. Technology Continued

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

<u>Tactics</u>	<u>Leader</u>	<u>Team</u>	<u>Status</u>	<u>Target Completion Date</u>
Implement Asset Management Master Plan Evaluate Pump Stations Inspect Identified Manholes Televised Designated Pipe Sections Report Results/Recommendations	PM FSM FSM FSM	GM, FSM, DE, FSS GM, PM, DE, FSS GM, PM, DE, FSS GM, PM, DE, FSS	Completed Completed Completed Completed	Dec-09 Jan-10 Feb-10 Jun-10
Meadows No. 3 Pump Station Demolition (City of Carlsbad is Lead Agency) Bid Project Commence Construction Construction Complete	PM PM PM	GM, FSM, DE GM, FSM, DE GM, FSM, DE	Completed Completed On Target	Feb-10 Apr-10 Jan-11
Batiquitos Pump Station Rehabilitation Commence Preliminary Design Review Report Results/Recommendations	PM PM	PM PM	Completed Completed	Dec-09 Jun-10
Complete SCADA Wireless Conversion	FSM	GM, FSS	Completed	Aug-09

Additional Items:

Mountain Vista Emergency Lining Repair
Installed 2 Additional "Smart" Covers

Completed
Completed

FSS
FSM

Sep-09
Apr-10

7. Community Outreach

Increase community awareness of district services and benefits.

<u>Tactics</u>	<u>Leader</u>	<u>Team</u>	<u>Status</u>	<u>Target Completion Date</u>
Continue implementation of LWD Communication Plan (newsletter, brochure, news release)	GM	EA, ASM	Completed	Jun-10
Develop LWD Video	GM	EA, ASM	Completed	Oct-09
50th Anniversary/New Facilities Open House	GM	ASM,FSM,PM EA/Katz	Completed	Nov-09
Teacher Grant Program Awards	EA	ASM, AS	Completed	Oct-09
Presentation - Filanc Seminar	FSM		Completed	Jul-09
Presentation - Sewer Back-up Response (Tri-State)	FSM		Completed	Sep-09
Presentation - GIS Implementation for Small Agencies (ESRI)	FSM	IEC	Completed	Oct-09

Additional Items:

Adopted LWD Meeting Room Use Policy	ASM	Board, GM, EA	Completed	Dec-09
Helped Establish & Coord CSDA Teacher Grants	EA	Dir Sullivan & Hanson	Completed	May-10
Received 8 unsolicited thank you notes for outstanding customer service	GM	All Positions	Completed	Jun-10

MEMORANDUM

DATE: July 8, 2010
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Disclosure of Reimbursements Report for January 1, 2010 through June 30, 2010**

RECOMMENDATION:

1. Receive and File the Disclosure of Reimbursements Report for January 1, 2010 through June 30, 2010.

DISCUSSION:

Government Code Section §53065 stipulates that Special Districts must disclose reimbursements of \$100 or more on at least an annual basis. Leucadia Wastewater District (LWD) prepares the Disclosure Report every six months, which is above and beyond the requirements of Government Code Section §53065. LWD's Disclosure report for the January 1, 2010 to June 30, 2010 period is attached for your review.

PJB:

Attachment




LEADERS IN ENVIRONMENTAL PROTECTION

Disclosure of Reimbursement Report January 1, 2010 - June 30, 2010

Conference Date	Description	Director Hanson	Director Sullivan	Director Omsted	Director Kulchin	Director Juliussen	Director Bushee	GM LeMay	ASM Schempp	FSM	PM
CASA & CSRMA Seminar January 12-15, 2010 Palm Desert, CA	Registration	425.00	425.00	425.00	425.00	425.00	425.00	425.00	425.00		
	Hotel	666.81	663.57	663.57	496.88	663.57	466.38	745.32			
	Airfare	0.00									
	Rental Car/mileage	118.00	142.50	105.00	116.00	130.00		106.10			
	Sub-total	1,209.81	1,231.07	1,193.57	1,037.88	1,218.57	891.38	1,276.42	0.00	0.00	0.00
WasteReuse March 7-9, 2010 San Diego, CA	Registration	525.00	350.00	350.00	350.00	400.00	350.00				
	Hotel	425.62	425.62	425.62	425.62	425.62					
	Airfare										
	Rental Car/mileage										
	Sub-total	950.62	775.62	775.62	775.62	825.62	350.00	0.00	0.00	0.00	0.00
CWEA April 20-23, 2010 Sacramento, CA	Registration		465.00	465.00			465.00				
	Hotel		529.08	529.08			582.87				
	Airfare		357.40	357.40			550.80				
	Taxi/Shuttle Service										
	Sub-total	0.00	1,351.48	1,351.48	0.00	1,598.67	0.00	0.00	0.00	0.00	0.00
CASA Spring April 28-30, 2010 Newport Beach, CA	Registration	425.00	425.00	425.00	425.00	425.00	425.00	425.00			
	Hotel	401.46	401.46	401.46	401.46	401.46	401.46	401.46	263.23		
	Airfare										
	Rental Car/mileage										
	Sub-total	826.46	826.46	826.46	826.46	826.46	826.46	826.46	0.00	0.00	0.00
CSDA Legislative Days May 10-12, 2010 Sacramento, CA	Registration		225.00				225.00				
	Hotel		444.64				444.64				
	Airfare		361.40				361.40				
	Rental Car/mileage										
	Sub-total	0.00	1,031.04	0.00	0.00	1,031.04	0.00	0.00	0.00	0.00	0.00
CSDA Governance Course Setting Direction/ Community Leadership February 4, 2010 San Diego, CA	Registration										225.00
	Hotel										
	Airfare										
	Rental Car/mileage										
	Sub-total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

MEMORANDUM

DATE: July 8, 2010
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Settlement of Claims Against Leucadia Wastewater District

RECOMMENDATION:

1. This item is presented for information purposes.

DISCUSSION:

At the June 2010 Board meeting, staff met with the Board in closed session to discuss claims against the District by several businesses adjacent to the Diana Pump Station in Encinitas. The business owners claim that the District's project to replace the Diana Pump Station and its associated force main has severely restricted access to their businesses, resulting in a loss of income. Following the discussion, the Board of Directors authorized the General Manager to settle the claims with each business owner.


Staff met with the business owners to negotiate a settlement of each claim. Five claims were settled as follows:

<u>Business</u>	<u>Settlement Amount</u>
1. Uncle Dukes Beach Bar	\$2,825.00
2. Pet Cuts	\$1,050.00
3. Leucadia Barber Shop	\$800.00
4. A Little Moore Coffee Shop	\$3,900.00
5. The Corner Frame Shop	<u>\$1,100.00</u>
Total Settlement	\$9,675.00

Resolution No. 2103, authorizes the General Manager to settle potential claims on behalf of the Board of Directors in amounts not to exceed \$15,000. Therefore, on June 28th and July 8th staff met with the five business owners, provided each with a check for the settlement amount and, in return, each owner signed a release of all claims against the District.

tdh:PJB

MEMORANDUM

DATE: July 8, 2010
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Watereuse 25th Annual Symposium – Washington, DC – September 12-15, 2010

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Discuss and take action as appropriate

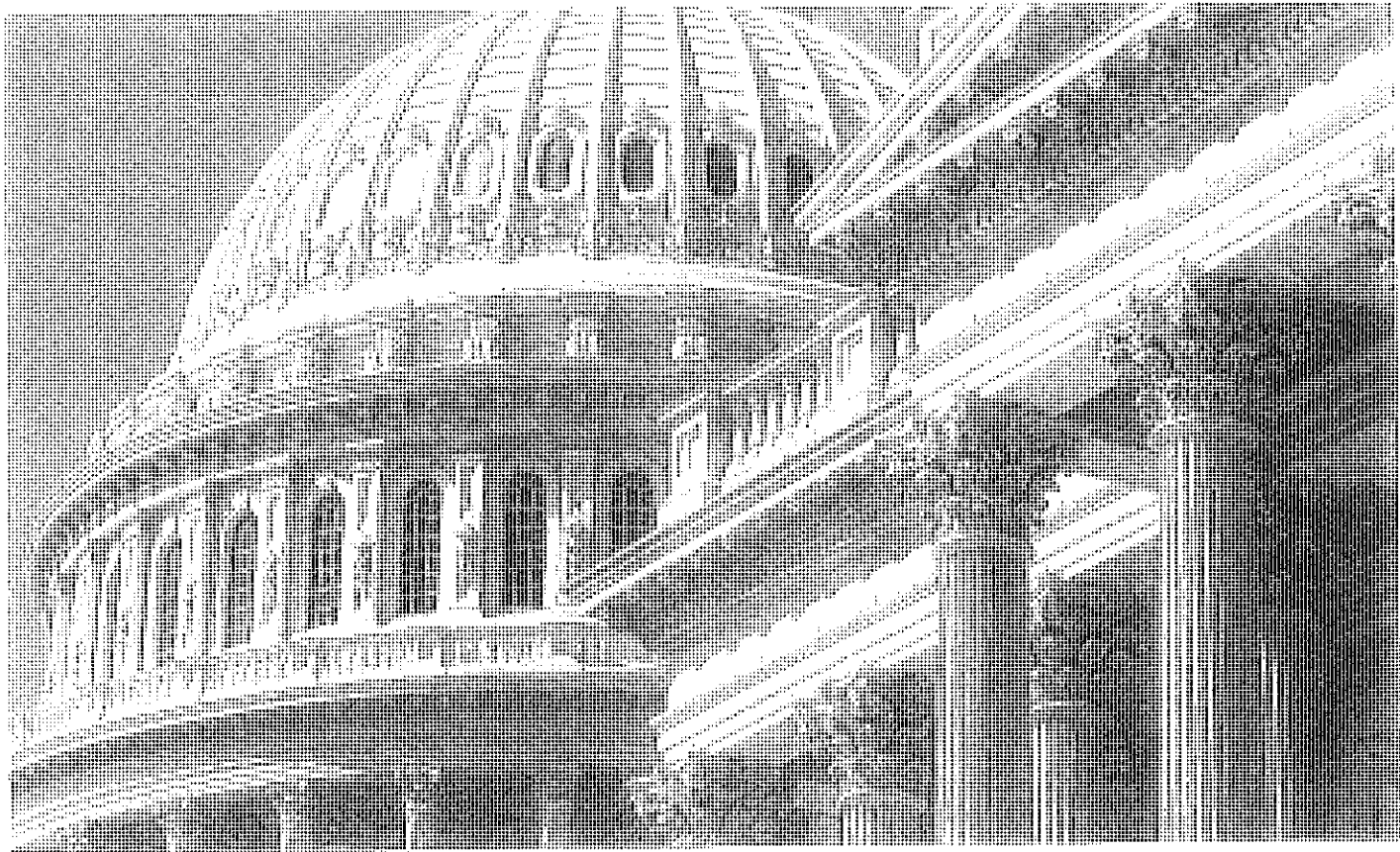
DISCUSSION:

Watereuse 25th Annual Symposium will be held in Washington, DC from September 12-15, 2010. This item is placed before the Board to consider whether LWD should send one or more representatives. For information and scheduling purposes, please note that LWD's regular Board meeting is scheduled for September 8, 2010. Enclosed for your review is a brochure on the conference's preliminary program.

This item is presented for discussion and action, as appropriate. Staff has no recommendation on this matter.

PJB

Enclosure



25th Annual WaterReuse Symposium

The 25th Annual WaterReuse Symposium, presented by the WaterReuse Association and cosponsored by the American Water Works Association and the Water Environment Federation, will feature more than 100 technical presentations, pre-conference workshops, poster presentations, technical tours, a national legislative and water policy outlook session, receptions, an awards luncheon, and the ever-popular exhibition component.

The WaterReuse Association is a nonprofit organization whose mission is to advance the beneficial and efficient uses of high-quality, locally produced, sustainable water sources for the betterment of society and the environment through advocacy, education and outreach, research, and membership. The vision of the WaterReuse Association is to be the world's leader of new water sources, advocating the right water for the right use.

We invite you to join more than 750 leading water professionals from the water reuse and desalination industry to celebrate 25 years of helping communities address critical water supply issues in our nation's capital.

Who Should Attend

- Academics
- Consulting Engineers
- Desalination Industry Leaders
- Environmental Advocates
- Government Officials
- Legislative and Water Policy Advocates
- Manufacturers
- Regulators
- Suppliers
- Water and Wastewater Utility Managers
- Water Reuse Industry Leaders

Core Topics Areas

- Advanced Disinfection Technologies
- Agricultural Reuse
- Alternative Drivers of Water Reuse
- Concentrate/Brine Management and Disposal
- Conveyance, Distribution, and Storage System Design and Operation
- Desalination Case Studies — Groundwater and Seawater
- Energy-Water Nexus
- Environmental Enhancement Reuse, including Wetlands
- Environmental Impacts
- Financing, Pricing, Rates and Economics
- Green Building, Green Thinking and Reuse Applications
- Groundwater Issues and Concepts — Aquifer Storage and Recovery, Recharge, and Soil Aquifer Treatment
- Health Effects and Risk Assessment
- Industrial Reuse
- Innovative Reuse Applications
- Membranes and MBR
- Operations/Maintenance and Operator Issues
- Planning for Water Reuse and Desalination
- Potable Reuse
- Public Acceptance/Perception
- Public Education and Outreach
- Regulatory, Institutional, and Legal Issues
- Salinity Management
- Source Water Augmentation for Potable Use
- Sustainability through Reuse and Desalination
- Treatment Technologies
- Urban Reuse
- Water Quality Issues

Travel and Transportation Information

Hotel Information

The 25th Annual WaterReuse Symposium will be held at the Omni Shoreham Hotel. Special rates have been secured for conference attendees at the hotel. Please refer to the 25th Annual WaterReuse Symposium when making reservations in order to obtain the conference rate. We have a limited block of rooms at the hotel; therefore, all rooms are on a first-come, first-served basis. All reservations must be made by **Saturday, August 21, 2010** in order to ensure the special conference room rate.

Omni Shoreham Hotel
2500 Calvert Street, NW
Washington, D.C. 20008
(202) 234-0700

Room Rate: \$219 per night plus tax

Transportation Information

The Omni Shoreham Hotel is conveniently located close to the three major metropolitan airports and just one block from the Woodley Park Metro stop.

Ronald Reagan Washington National Airport (DCA)
7 miles

Washington Dulles International Airport (IAD)
30 miles

Baltimore-Washington International Airport (BWI)
35 miles

Car Rental

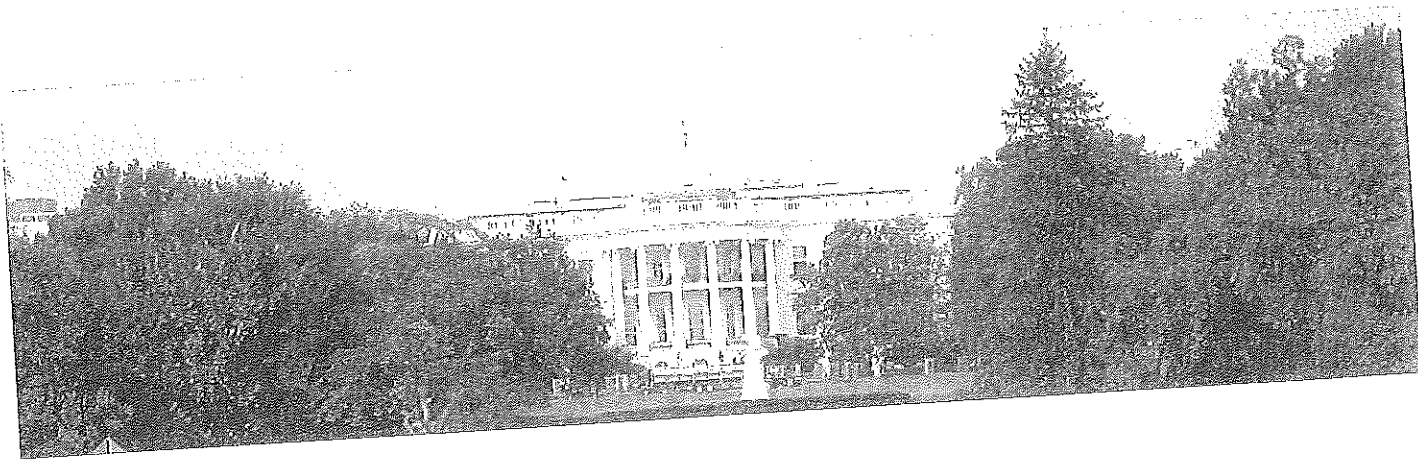
The WaterReuse Association and Enterprise Rent-A-Car have partnered to provide discounted car rental rates for the 25th Annual WaterReuse Symposium. The discounted rates include 10% off all airport rentals with no underage fees and no additional driver fees.

Reservations can be made two ways:

- Visit www.enterprise.com and enter in the promotional/account code of 16SW201. When prompted for a pin, enter *wat*.
- Call 1-800-Rent-A-Car and give them our promotional/account code of 16SW201.

Parking

The Omni Shoreham Hotel offers ample valet parking at a rate of \$28 per day.



Schedule of Events

Sunday, September 12

9:00 am – 5:30 pm

Registration Open

9:00 am – 4:00 pm

Tour #1: Technical Tour of Two Water Reclamation Facilities (WRF) – the Broad Run WRF and the Upper Occoquan Service Authority WRF (Limited to 40 people)

1:00 pm – 4:00 pm

Pre-Conference Workshops

- **WS1:** Reuse 101 (Limited to 50 people)

- **WS2:** Understanding How to Communicate for Public Understanding: the Key to Public Acceptance (Limited to 50 people)

4:00 pm – 5:00 pm

WaterReuse Association State Section Meetings

5:30 pm – 7:00 pm

Exhibit Hall Open

5:30 pm – 7:00 pm

Welcome Reception

Monday, September 13

7:00 am – 3:30 pm

Registration Open

7:00 am – 12:00 pm

Exhibit Hall Open

7:00 am – 8:00 am

Continental Breakfast

8:00 am – 9:30 am

Opening Session

9:30 am – 10:00 am

Refreshment Break

10:00 am – 12:00 am

Technical Sessions

- **A1:** Health Effects & Risk Assessment

- **B1:** Water Reuse Finance

- **C1:** Advanced Disinfection Technologies

- **D1:** Desalination 101 – An Overview of Desalination Practices

12:00 pm – 1:30 pm

Awards Luncheon and Annual Membership Meeting

1:30 pm – 3:30 pm

Exhibit Hall Open

1:30 pm – 5:00 pm

Technical Sessions

- **A2:** Industrial Reuse Applications

- **B2:** Groundwater Issues

- **C2:** Potable Reuse – Challenges and Opportunities

- **D2:** Membrane Separation Technologies for Water Reuse

- **E2:** Reuse Treatment Technologies

3:00 pm – 3:30 pm

Refreshment Break

5:30 pm – 7:00 pm

President's Reception

Tuesday, September 14

- 7:00 am – 2:00 pm Registration Open
- 7:00 am – 3:00 pm Exhibit Hall Open
- 7:00 am – 8:30 am Continental Breakfast
- 7:30 am – 8:30 am **Early Bird Sessions**
- Water Reuse
 - Energy Issues Related to Desalination
- 8:30 am – 10:00 am **National Legislative and Water Policy Plenary Session**
- 10:00 am – 10:30 am Refreshment Break
- 10:30 am – 12:00 pm **Technical Sessions**
- A3: Membrane Technologies – Part 1
 - B3: Graywater Reuse
 - C3: Water Quality Issues
 - D3: Desalination Research
- 12:00 pm – 1:00 pm Lunch on Your Own
- 12:00 pm – 1:00 pm WaterReuse Association Committee Meetings
- 1:00 pm – 2:30 pm **Technical Sessions**
- A4: Membrane Technologies – Part 2
 - B4: Climate Change and Water Reuse
 - C4: Microconstituents – Part 1
 - D4: Planning for Desalination Projects
- 2:30 pm – 3:00 pm Refreshment Break
- 3:00 pm – 5:00 pm **Technical Sessions**
- A5: Reuse, Regulatory & Institutional Issues
 - B5: Public Acceptance of Alternative Water Supplies
 - C5: Microconstituents – Part 2
 - D5: Concentrate and Brine Management

Wednesday, September 15

- 6:30 am – 8:30 am Registration Open
- 6:30 am – 8:00 am Continental Breakfast
- 7:00 am – 8:00 am **Early Bird Sessions**
- National and International Planning for Water Reuse
 - Inland Desalination
- 8:00 am – 10:00 am **Technical Sessions**
- A6: Planning: A Critical Step for Water Reuse Projects
 - B6: Innovative Applications for Water Reuse Projects
 - C6: Urban Reuse
 - D6: Desalination Case Studies
- 10:00 am – 12:00 pm **Closing Plenary Session** – International Panel Discussion: Water Reuse and Desalination around the Globe in 2030
- 12:00 pm – 12:15 pm Executive Director's Closing
- 12:30 pm – 4:00 pm **Tour #2:** Broad Run Water Reclamation Facility Technical Tour (Limited to 20 people)
- 12:30 pm – 4:00 pm **Tour #3:** Upper Occoquan Service Authority Water Reclamation Facility Technical Tour (Limited to 20 people)

Registration Information

Register early and save! The Early Bird Registration deadline is **July 26, 2010**. All registration forms accompanied by full payment and received on or before July 26, 2010 will qualify for the Early Bird Registration rate. All registrations received after July 26, 2010 will be charged an additional \$50.

The Advance Registration Deadline is **August 30, 2010**. Registrations received after August 30, 2010 will not be processed and you will need to register onsite at the Omni Shoreham Hotel. There will be an additional \$50 fee for all onsite registrations. Badges and conference materials may be picked up at the conference registration desk at the Omni Shoreham Hotel beginning September 12.

Confirmations

All registrants will receive a confirmation via e-mail once registration and full payment have been processed. This confirmation will also serve as your receipt of payment. Please allow two weeks from the time your registration is submitted until you receive your confirmation via e-mail.

Cancellation Policy

All cancellations must be submitted in writing by **August 30, 2010** to qualify for a refund. A \$50 cancellation fee will be deducted from all refund requests received by August 30, 2010. No refunds will be made after August 30, 2010. Refunds are not given for no-shows.

E-mail cancellation or substitution requests to:
ctharpe@watereuse.org.

Registration Instructions

- Print or type and complete all sections of the registration form.
- Use one form per registrant. For additional attendees, photocopy the form as needed or print one from our webpage.
- Full-Time Students must include a copy of their student identification with their registration form in order to receive the student registration rate.
- Registrations will not be accepted without full payment (check or credit card) or federal government purchase order.
- Online and faxed registrations will be accepted with credit card payment only. To avoid duplicate charges, do not mail the original.
- Make checks payable to the WaterReuse Association.
- Purchase orders are accepted in advance from U.S. Government agencies only. You must include the purchase order number on the registration form. Government purchase orders will not be accepted onsite.

Online

www.watereuse.org/conferences/symposium/25

To register online, you will be asked to login or create an account if you don't already have one. If you are a member or a past attendee, you already have an account established. Your username is your e-mail address, and if you've forgotten your password, you can click on the "Forgot Password" link. **To register another person for the conference, you must login as that person using his or her WaterReuse username (e-mail address) and password.**

Fax

(703) 548-5085

Faxed registration must be accompanied by full payment.


Mail

WaterReuse Association
1199 North Fairfax Street
Suite 410
Alexandria, VA 22314

What's Included with Your Registration?

	Member WaterReuse, AWWA or WEF	Nonmember	Full-Time Student	One Day Registration
Technical Tours	No	No	No	No
Pre-Conference Workshops (Sun)	No	No	No	No
Technical Sessions (Mon, Tues, and Wed)	Yes	Yes	Yes	Registered Day Only
Exhibit Hall Access	Yes	Yes	Yes	Registered Day Only
Welcome Reception (Sun)	Yes	Yes	Yes	Sunday Only Registrants
Continental Breakfast (Mon)	Yes	Yes	Yes	Monday Only Registrants
Awards Luncheon (Mon)	Yes	Yes	Yes	Monday Only Registrants
Presidents's Reception (Mon)	Yes	Yes	Yes	Monday Only Registrants
Continental Breakfast (Tues)	Yes	Yes	Yes	Tuesday Only Registrants
Conference Proceedings	Yes	Yes	Yes	Yes

MEMORANDUM

DATE: July 8, 2010
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Water Environment Federation (WEF) TEC Conference -- New Orleans, Louisiana - October 2-6, 2010

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Discuss and take action as appropriate

DISCUSSION:

WEF TEC's 2010 Conference will be held in New Orleans, Louisiana from October 2-6, 2010. This item is placed before the Board to consider whether LWD should send one or more representatives. To date, President Juliussen has expressed interest in attending this conference. Enclosed for your review is a brochure on the conference's preliminary program.

For information and scheduling purposes, please note that LWD's regular Board meeting is scheduled for October 13, 2010.

This item is presented for discussion and action, as appropriate. Staff has no recommendation on this matter.

PJB

Enclosure

Registration Information

Registration Instructions

- Use one form per person. Please photocopy if more than one form is required.
- Complete both sides of the registration form.
- Full payment must accompany registration form.
- Registrations cannot be processed without payment or original U.S. Government purchase order.
- WEF cannot accept photocopies of checks as payment.

The quickest way to register and receive an instant confirmation is to register online with credit card payment at www.WEFTEC.org.

If you are using the registration form, please allow 3-5 business days for processing and confirmations.

Payment Instructions

- Online, phone and faxed registrations can be accepted with credit card payments only.
- Make checks payable to Water Environment Federation in U.S. funds.
- WEF charges a \$25 non-refundable processing fee per registrant for Purchase Orders and Wire Transfers.
- Purchase orders are accepted from U.S. Government agencies ONLY and must be approved with authorized signatures.
- A Purchase Order is **NOT** a form of payment for your registration. (Payment must be submitted upon receipt of the invoice)
- The actual purchase order must accompany the registration form.
- Purchase Orders are not accepted onsite.
- You may fax or mail your substitution/cancellation – please do not fax *and* mail.

Cancellation Policy

Written cancellation notice is required and must be received by Friday, September 3, 2010 and include a detailed description of reason. Cancelled registrations and ticketed events will be refunded, less a 25% processing fee, until September 3. After September 3, all registrations and ticketed events will be non-refundable.

Services for Persons with Disabilities

The New Orleans Morial Convention Center is ADA compliant, providing service ramps to entrances and elevated areas, an array of passenger elevators, restroom facilities for the disabled, brailled instructions/directions at strategic locations throughout the building, and a full complement of pay phones located at each level of the facility with (TDD) hearing-impaired functions.

Mobility Solutions/Scooter Rentals

Phone Number: +1-504-940-6464

Mobility devices are available for rent at the UPS Business Center in Lobby E of the New Orleans Morial Convention Center. Daily and weekly rates are available. For more information on how to reserve a mobility device, please call the UPS Business Center directly at the number listed above.

Registration Location & Hours

	New Orleans Morial Convention Center Hall G		
	Attendee Registration	Exhibitor Registration	International Registration
Friday, October 1	3:00 pm – 5:00 pm*	8:00 am – 5:00 pm	
Saturday, October 2	7:00 am – 5:00 pm	7:00 am – 5:00 pm	7:00 am – 5:00 pm
Sunday, October 3	7:00 am – 6:00 pm	7:00 am – 6:00 pm	7:00 am – 5:00 pm
Monday, October 4	7:00 am – 5:00 pm	7:00 am – 5:00 pm	7:00 am – 5:00 pm
Tuesday, October 5	8:00 am – 5:00 pm	8:00 am – 5:00 pm	8:00 am – 5:00 pm
Wednesday, October 6	8:00 am – 3:00 pm	8:00 am – 3:00 pm	8:00 am – 3:00 pm

**(workshop registrants only)*

Express Badge Pickup locations are noted on page 85.

Technical Sessions at a Glance

Monday, October 4

^ indicates half session

	Monday, October 4 10:30 am – 12:00 pm	Monday, October 4 1:30 pm – 5:00 pm
Leading Edge Research	1 AEESP Lecture: Technology and Innovation	17 AEESP Session: Trace Organics 18 Nitrogen Removal & Biofilms
Industrial Issues & Treatment Technology/ Microconstituents		19 Developments in the Treatment of Petroleum Refining and Petrochemical Wastewaters 20 Nanomaterials ^A
Municipal Wastewater Treatment Process	2 Secondary Phosphorus Removal 3 Whole Plant Modeling	21 Ultra-Low Phosphorus Removal: Tertiary Processes 22 State of the Art in Wastewater Treatment Modeling: The Best of WWTmod 2010
Facility Operations	4 Plant Upgrades: Operational Concerns Solved	23 New Tricks for Improved Performance 24 Practical Aspects of Chlorine Disinfection
Residuals & Biosolids Management	5 Thermal Processing: Drying and Gasification	25 How Do YOU Manage Your Biosolids?
Collection Systems	6 Take a Walk on the Private Side	26 Reframing Old Problems: New Ways to Look at the Familiar CSO/SSO Issue
Watershed Issues: Surface Water Quality & Ecology/ Stormwater/Groundwater	7 Groundwater: Issues in Transport and Treatment of Pollutants	27 Strategies and Techniques for Integrated Water Resources Management in Urban Environments
Utility Management	8 Project Delivery: Fast, Good, and Cheap, Pick Three 9 Effective Information Technology Applications 10 The U.S. EPA Initiatives to Strengthen Wastewater and Drinking Water Utility Resiliency	28 Two Shades of Green - Utility Management Sustainability & Finance Synergy 29 Managing in Challenging Times - Communicate and Reduce Costs
Water Reclamation & Reuse	11 Beneficial Use of Residual Streams	30 Water Reuse Disinfection: Standards, Practice and Byproduct Control
Government Affairs/ Public Education and Communication	12 National Environmental Priorities 13 Corporations Supporting Sustainable Utilities: Collaborative Water Stewardship	31 Public Officials
Sustainability/ Energy Conservation and Management/ Global Water	14 Recovery From Natural Disasters: Global Recent Case Studies 15 Watershed Sustainability and Climate Change	32 Algae: State of the Industry 33 Climate Change: Policy, Protocols, and Adaptation
GIS & Computer Applications, Instrumentation & Automation		34 Advances in Process Control and Automation
Solutions for Small Communities/Young Professionals	16 YP: Full-Scale IFAS and Denitrification Filters Addressing Nutrient Challenges	35 YP: Advanced Technologies to Meet Water Quality Challenges ^A

Technical Sessions at a Glance

Tuesday, October 5

^ indicates half session

	Tuesday, October 5 8:30 am – 12:00 pm	Tuesday, October 5 1:30 pm – 5:00 pm
Leading Edge Research	36 AEESP Session: Water Sustainability	57 Wastewater as an Energy Resource [^] 58 Anaerobic Digestion [^]
Industrial Issues & Treatment Technology/ Microconstituents	37 Regulatory And Capacity Challenges in Pharmaceutical Wastewater Treatment [^] 38 Food and Beverage Wastewater Treatment [^] 39 Microconstituents: Effects and Toxicity	59 Advances in Biological Treatment of Industrial Wastewaters 60 Treatment of Microconstituents
Municipal Wastewater Treatment Process	40 Nitrogen Removal Technologies 41 Managing Wet Weather Flows at Your Treatment Facility [^] 42 Biofilm Processes I [^]	61 Biofilm Processes II 62 Developments in Process Design
Facility Operations	43 Modeling vs. Reality: Applying Ideal Solutions to a Non-Ideal World	63 Nutrient Removal: Real World Successes 64 Odor and Air Emissions Control Approaches 65 Emerging Issues in Disinfection
Residuals & Biosolids Management	44 Enhanced Bioenergy Production [^] 45 Anaerobic Digestion Modeling [^]	66 Advancements in Pre-Digestion Solids Treatment
Collection Systems	46 Collection Systems 101: Back to the Basics	67 Effective Rehabilitation and Unique Design
Watershed Issues: Surface Water Quality & Ecology/ Stormwater/Groundwater	47 The Greater New Orleans Watershed: A Fusion of Urban and Coastal Ecologies 48 Innovative Treatment Technologies for Stormwater	68 The Watershed Event: Innovative Watershed Management [^] 69 Permit This: Practical Approaches to Discharge Permitting [^] 70 Public Communication, Outreach and Education About Stormwater [^] 71 Case Studies and Management of Stormwater [^]
Utility Management	49 Organizational Behavior and Intergovernment Agreements 50 Asset Management: The Asset View	72 Asset Management: The Organizational View
Water Reclamation & Reuse	51 Looking to the Future: Advanced Treatment for Reuse	73 Strategic Reuse Planning
Government Affairs/ Public Education and Communication		74 Clean Water Policies and Programs
Sustainability/ Energy Conservation and Management/ Global Water	52 Energy Management and Conservation Practices 53 Biofuels and the Wastewater Industry: Hop on Board or Get Run Over 54 Greenhouse Gas Emission Reduction and Carbon Footprinting: Part I 55 "Different Strokes for Different Folks": Shifting Wastewater Paradigms in Island Nations and Developing Countries	75 Greenhouse Gas Emission Reduction and Carbon Footprinting: Part II 76 Recovery From Natural Disasters: New Orleans 5 Years Later
GIS & Computer Applications, Instrumentation & Automation		77 GIS: Field Assessments, Data Management, and Case Studies
Solutions for Small Communities/Young Professionals	56 Natural Systems and Low-Cost Onsite Treatment	

Technical Sessions at a Glance

Wednesday, October

^ indicates half session

	Wednesday, October 6 8:30 am – 12:00 pm	Wednesday, October 6 1:30 pm – 5:00 pm
Leading Edge Research	78 Application of Molecular Techniques	99 What's New in Phosphorus and Nitrogen Removal
Industrial Issues & Treatment Technology/ Microconstituents	79 Advances in Physical-Chemical Treatment of Industrial Wastewater 80 Analytical Aspects of Microconstituents [^]	
Municipal Wastewater Treatment Process	81 Membrane Bioreactors 82 Side Stream Nutrient Control [^] 83 Preliminary and Primary Treatment [^]	100 Advances in Wastewater Treatment Plant Modeling 101 Secondary Treatment Issues
Facility Operations	84 BNR: On the Cutting Edge 85 UV Disinfection Issues and Answers 86 Laboratory Method Improvements [^]	102 Laboratory Novel Methods and Validation [^]
Residuals & Biosolids Management		103 Solids to Energy
Collection Systems	87 Modeling: Best Practices [^]	104 Collection System Odors: Dealing With the Underground Menace
Watershed Issues: Surface Water Quality & Ecology/ Stormwater/Groundwater	88 Emerging Contaminants 101: Understanding the Ecological and Biological Basis for Regulation 89 Nutrients: Striking a Balance 90 Water Management Issues: Comparing The European Water Framework Directive Europe vs. Great Lakes Management [^]	105 Watershed-Based Permitting 106 Green Approaches to Stormwater Management
Utility Management	91 Utilities By the Numbers: Metrics, Forecasts, and Execution 92 Effective Utility Management (EUM) "In Action": From Concept to Practice to Practical Examples	107 New Tricks for Getting Projects Done 108 Workforce Professional Development 109 Issues in Safety, Security, and Emergency Preparedness for Water and Wastewater Utilit
Water Reclamation & Reuse	93 What's Up Down Under and Other International Reuse Strategic Initiatives	110 Process Optimization* for High Quality Reclaimed Products
Government Affairs/ Public Education and Communication	94 When Crisis Strikes, You Have a Communication Problem: Come to the Crisis Clinic and Ask the Experts	
Sustainability/Energy Conservation and Management/ Global Water	95 Cities of the Future 96 Renewable Energy, Equipment, and Controls	111 Sustainable Water Reuse and Water Supply
GIS & Computer Applications, Instrumentation & Automation	97 Advances in Instrumentation [^]	112 GIS: Tools and Technology [^]
Solutions for Small Communities/Young Professionals	98 Operation of Distributed Management Systems	

Important Dates

July 15, 2010				
Super Saver Deadline	All registrations received on or before July 15 will be processed at the Super Saver Rate.			
July 16, 2010				
Full Rate in Effect	All registrations received after July 15 will be processed at the Full Rate.			
September 3, 2010				
<p>Last Day to Pre-Register by Phone, Fax, and Mail.</p> <p>Online registration is available through the end of the conference!</p>	<p>All registrants who have paid in full will receive their name badge, tickets, and conference materials onsite at the conference.</p> <p>Student Badges: Students must report to the customer service counter located in Hall G at the New Orleans Morial Convention Center with proper identification and verification of student status on school letterhead as proof of enrollment.</p> <p>International Badges: International registrants can pick up their badges at any Express Badge Pickup counter or register at the International Registration Counter, located in Hall G.</p> <p>Please Note: New travel regulation for international visitors takes effect. All travelers entering the United States (by air or sea) under the visa waiver program are required to hold a valid ESTA travel authorization. For more information, and to apply for a travel authorization, visit: http://www.esta.us/</p>			
Cancellation/Substitution Deadline	<p>Cancellation/Substitution requests must be received in writing on or before September 3 to be honored. Substitutions for registered attendees may be made at any time prior to September 3. After September 3, substitutions must be processed onsite.</p> <p>Cancelled registrations and ticketed events will be refunded, less a 25% processing fee, until September 3, 2010. After September 3, all registrations and ticketed events will be nonrefundable.</p>			
	<table border="1"> <tr> <td> <p>Mail Cancellations to: WEFTEC 2010 c/o CSI PO Box 591 Brookfield, Illinois 60513-0591</p> </td> <td> <p>Fax Cancellations to: 1-708-344-4444 (No cover page please)</p> </td> <td> <p>Express Mail Only to: <i>Must be received, not postmarked, by September 3, 2010</i> WEFTEC 2010 c/o CSI 2805 S. 25th Avenue Broadview, Illinois 60155-4531</p> </td> </tr> </table>	<p>Mail Cancellations to: WEFTEC 2010 c/o CSI PO Box 591 Brookfield, Illinois 60513-0591</p>	<p>Fax Cancellations to: 1-708-344-4444 (No cover page please)</p>	<p>Express Mail Only to: <i>Must be received, not postmarked, by September 3, 2010</i> WEFTEC 2010 c/o CSI 2805 S. 25th Avenue Broadview, Illinois 60155-4531</p>
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Payment	<p>WEF accepts VISA, MasterCard, American Express, Wire Transfers*, Purchase Orders*, and Check payments only. Cash is accepted onsite only.</p> <p>NOTE Please do not submit registration form without payment. (Registration forms received without payment will be considered incomplete and will not be processed.)</p> <p>Please do not mail and fax registration payments after September 3, 2010. You may register online or bring your payment onsite.</p> <p>*Purchase Order/Wire Transfer: WEF charges a \$25 nonrefundable application fee per registrant to process a purchase order or wire transfer. Purchase orders and wire transfers are not accepted onsite.</p> <p>A purchase order is not a form of payment for your registration. Payment must be submitted upon receipt of invoice.</p>			
Incomplete Registration	<p>Incomplete registration notices will be sent to individuals who mail/fax in a registration form with missing or illegible information. Registration forms can not be processed if:</p> <ul style="list-style-type: none"> • The information is not legible • You indicate that payment by check will follow • You do not complete the required demographic information 			

September 3, 2010 (cont'd)

<p>Confirmations</p>	<p>All registrants will receive a registration confirmation if their registration information is complete and they have paid the registration fees in full. Registrants should provide a current e-mail address and fax number to ensure confirmation receipt.</p> <p>This document serves as both a receipt of payment and a confirmation that you are registered to attend WEFTEC 2010.</p> <p>Online Registration: Web registrants will receive an immediate registration confirmation, which will contain an official registration ID number along with confirmed payment information.</p> <p>Fax and Mail Registration: Registrants who register by mail or by fax will receive a confirmation via e-mail once the registration is processed.</p> <p>Please note: Mailed registration forms with check payment may take up to 21 days to be processed. Confirmation will be faxed or mailed to those who do not supply an e-mail address. Incomplete registrations cannot be processed.</p> <p>Due to volume, WEF cannot confirm receipt of faxed registration forms by phone.</p> <p>If you do not receive your confirmation within 2 weeks please call +1-708-486-0724 / Toll Free: +1-877-303-0724.</p> <p>A final Express Badge Confirmation will be issued 10 to 14 days prior to the WEFTEC 2010 conference.</p>
<p>Express Badge Pickup</p>	<p>In support of sustainability and promoting environmentally friendly alternatives, name badges and tickets will NOT be mailed.</p> <p>Just like an airline e-ticket, you can print your badge at the event using Express Badge Pickup.</p> <p>Pre-registered attendees who provide an e-mail address when they register will receive a receipt/confirmation after submission. Print and bring your bar-code confirmation to be scanned and proceed to any Express Badge Pickup counter. Your badge and tickets will print instantly, and you will be given your badge holder and lanyard.</p> <p>Photo ID (driver's license, passport, or government issued photo ID) may be required at check-in.</p> <p>Onsite Registration Locations: "Register Today" (If you do not register in advance) will be located in Hall G at the New Orleans Morial Convention Center. Express Badge Pickup counters will be located in Lobby E and Lobby I.</p> <p>Offsite Locations: Express Badge Pickup kiosks will also be located at the Hilton New Orleans Riverside, New Orleans Marriott, and Sheraton New Orleans Hotels on Sunday, October 3, 7:00 am – 7:00 pm and on Monday, October 4, 7:00 am – 5:00 pm for your convenience.</p>
<p>Badge Corrections</p>	<p>Badge corrections will be made onsite at the "Badge Reprint/Correction" counter located in Hall G at the New Orleans Morial Convention Center.</p>
<p>Badge Policy</p>	<p>All registrants are required to wear the official WEFTEC badge to gain entry into the exhibition area and education programs. Badges are nontransferable and must be worn at all times.</p>

For More Information

	Toll Free within U.S.	Globally
Registration Services	1-877-303-0724	+1-708-486-0724
Conference Information	1-877-933-4734	+1-703-684-2441
Exhibiting Information	1-877-677-3976	+1-703-684-2443
WEF Membership Information	1-800-666-0206	+1-571-830-1545 or +44-120-679-6351

How to Register

ONLINE (credit card)
www.WEFTEC.org

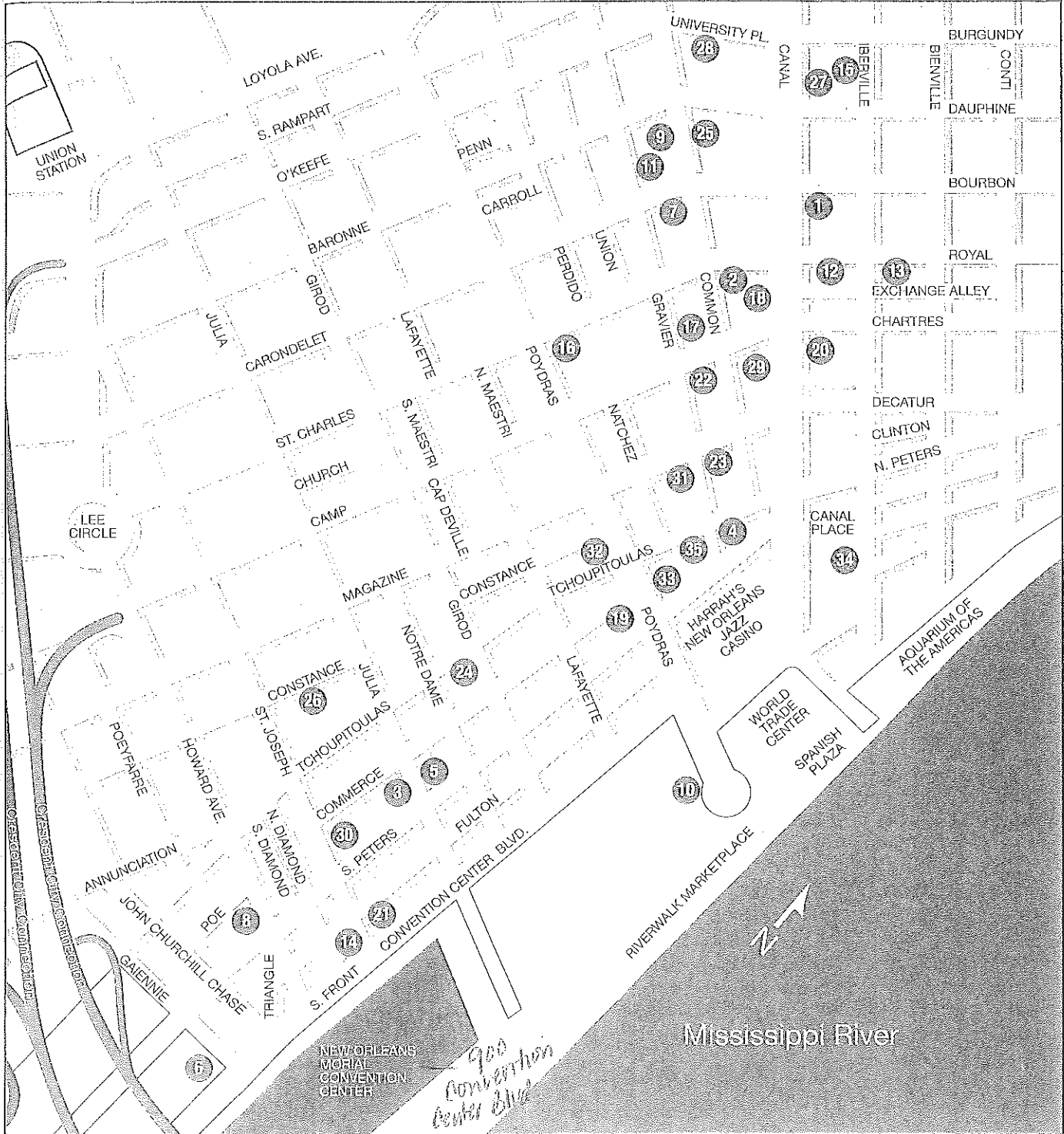
MAIL
(payment MUST accompany registration form)
WEFTEC 2010, c/o CSI
PO Box 591, Brookfield, IL 60513-0591 USA

FAX (credit card)
+1-708-344-4444
(Forms without payment cannot be processed. No cover page please)

PHONE (credit card)
+1-708-486-0724 or 1-877-303-0724 (toll free)
Monday – Friday
9:00 am – 5:00 pm ET

EXPRESS MAIL*
WEFTEC 2010, c/o CSI
2805 S. 25th Avenue
Broadview, IL 60155-4531 USA

*Use Express mail for overnight deliveries to meet registration cut-off dates when applicable. Express Mail only ensures postmark date for registration fees. Please allow 3-5 business days for processing and confirmations.



Registration Information

What's Included with Your Registration

	Workshops	Technical Sessions	Exhibition	CD-ROM Proceedings	Facility Tours
Full Conference & Exhibition		■	■	■	
One-Day Conference & Exhibition		■	■		
Student Member*		■	■	■	
Student Nonmember		■	■		
Retired/Life Member*		■	■	■	
One-Day Exhibition Only			■		
Full-Week Exhibition Only			■		
PWO Full Week*		■	■	■	
Academician Full Week*		■	■	■	
Young Professional Full Week*		■	■	■	

*WEF Membership required

Express Badge Pickup Locations

Just like an airline e-ticket, you can print your badge at WEFTEC using Express Badge Pickup. Print your confirmation e-mail with bar-code and bring it onsite for badge printing.

New Orleans Morial Convention Center

Express and Self Registration Kiosks are located in Lobby E & Lobby I of the New Orleans Morial Convention Center. Registration hours are noted on page 88.

Exhibitors Only

Wednesday – Thursday, September 29-30 | 8:00 am – 5:00 pm
New Orleans Morial Convention Center, Hall G
You must print and bring your registration confirmation e-mail onsite in order to receive your badge and badge holder.

Hotel Kiosks

Sunday, October 3 | 7:00 am – 7:00 pm

Monday, October 4 | 7:00 am – 5:00 pm

Hilton New Orleans Riverside, New Orleans Marriott, and Sheraton New Orleans hotels

You must print and bring your registration confirmation e-mail onsite in order to receive your badge and badge holder at these locations. Your confirmation page will be scanned and your badge will print instantly.

Official WEFTEC 2010 Conference Hotels

Rates listed are for standard rooms occupied by one or two adults (usually age 17+), unless otherwise indicated.
Rates may increase if a third or fourth adult is added to a reservation.

Hotel Name	Hotel Address	Rates (standard sgl/dbl)
Astor Crowne Plaza	739 Canal at Bourbon St.	\$193
Courtyard by Marriott Downtown	124 St. Charles Ave.	\$163
Courtyard by Marriott Convention Center	300 Julia St.	\$179
Doubletree New Orleans	300 Canal St.	\$195
Embassy Suites New Orleans	315 Julia St.	\$199/\$209
Hampton Inn & Suites New Orleans Convention Center	1201 Convention Center Blvd	\$170 Standard \$205 Junior Suite
Hampton Inn & Suites Downtown	226 Carondelet St.	\$149
Hilton Garden Inn New Orleans Convention Center	1001 S. Peters St.	\$175
Hilton Garden Inn French Quarter	821 Gravier St.	\$155
Hilton New Orleans Riverside (Headquarters Hotel)	2 Poydras St.	\$229 Standard \$249 Deluxe \$269 Executive Club
Holiday Inn Express	221 Carondelet St.	\$139
Holiday Inn French Quarter	124 Royal St.	\$145
Hotel Monteleone	214 Royal St.	\$209
Hotel New Orleans Convention Center	881 Convention Center Blvd	\$175
Iberville Suites	910 Iberville St.	\$189
InterContinental New Orleans	444 St. Charles Ave.	\$199
International House Hotel	221 Camp St.	\$199
J.W. Marriott New Orleans	614 Canal St.	\$219
Loews New Orleans	300 Poydras St. at S. Peters St.	\$215 Luxury \$235 Grand Luxury
Marriott New Orleans	555 Canal St.	\$209
Marriott New Orleans Convention Center	859 Convention Center Blvd	\$239
Omni Royal Crescent	535 Gravier St.	\$195
Pelham Hotel	444 Common St.	\$159
Renaissance Arts Hotel	700 Tchoupitoulas St.	\$229
Renaissance Pere Marquette	817 Common St.	\$205
Residence Inn New Orleans Convention Center	345 St. Joseph St.	\$195
Ritz-Carlton New Orleans	921 Canal St.	\$244
The Roosevelt, a Waldorf Astoria Hotel	123 Baronne St.	\$244
Sheraton New Orleans	500 Canal St.	\$209
Springhill Suites New Orleans Convention Center	301 St. Joseph St.	\$195
St. James Hotel	330 Magazine St.	\$169
Staybridge Suites New Orleans	501 Tchoupitoulas St.	\$169
W New Orleans	333 Poydras St.	\$215
Westin New Orleans Canal Place	100 Iberville St.	\$195
Windsor Court Hotel	300 Gravier St.	\$239