



LEADERS IN
ENVIRONMENTAL
PROTECTION

**BOARD OF DIRECTORS
REGULAR MEETING**

DATE: Wednesday, March 12, 2014
TIME: 5:00 p.m.
PLACE: Leucadia Wastewater District
1960 La Costa Avenue, Carlsbad, CA 92009

AGENDA

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

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

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. General Public Comment Period**
- 5. Approval of Agenda**
- 6. Presentations and Awards**
 - A. Achievement of an Individual Objective – FST III Ian Riffel. (Page 1)
 - B. Achievement of an Organizational Objective – Cost Sharing of CSRMA Dividends. (Pages 2-4)

CONSENT CALENDAR

Items 7-10 will be enacted in one motion in accordance with the recommendation unless removed from the Consent Calendar by the Board of Directors, Staff or Public. If a member of the public wishes to remove an item, they should submit a "Request to Address the LWD Board of Directors" form to the Board Secretary prior to the meeting. Items removed from the Consent Calendar will be considered in the original agenda order immediately following adoption of the Consent Calendar.

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

- February 12, 2014 Regular Board Meeting (Pages 5-14)
- February 13, 2014 Community Affairs Committee Meeting (Pages 15-16)
- March 5, 2014 Engineering Committee Meeting (Pages 17-19)

8. Approval of Demands for February/March 2014

This item provides for Board of Directors approval of all demands paid from LWD during the month of February and a portion in March 2014. (Pages 20-38)

9. Operations Report

This report discloses the year-to-date and monthly flow, rain fall, EDU's and reclaimed water averages; along with MGD flow comparisons from FY 13 to FY 14 and flows by sub-basin. (Pages 39-42)

10. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY 14 budget and discloses monthly investments. (Pages 43-50)

EWA and COMMITTEE REPORTS

11. Encina Wastewater Authority Reports

- A. A EWA Board of Directors meeting was held on February 26, 2014 – report by Director Sullivan. (Page 51)
- B. An Encina Member Agencies Manager's Meeting was held on March 4, 2014 – report by GM Bushee. (Verbal)

12. Committee Reports

- A. Community Affairs Committee meetings were held on February 13, 2014 (Page 52) and on March 10, 2014 (handout) – report by Director Omsted.
- B. Engineering Committee meeting was held on March 5, 2014 – report by Director Juliussen. (Page 53)

ACTION ITEMS

- 13. Contract Extension with TRG & Associates for Public Outreach Services**
Authorize the General Manager to execute a two-year extension to the TRG & Associates Professional Services Agreement for as needed public information services. (Pages 54-55)
- 14. Leucadia (L1) Force Main and Batiquitos (B3) Force Main Condition Assessment Project**
Authorize staff to discontinue the implementation of the L1 and B3 Force Main Assessment using the SeaSnake technology from PICA Corporation. (Pages 56-57)
- 15. Potential Change to the May 2014 Board of Directors Meeting Date** (Pages 58)
- 16. Award Teacher Grants**
Award three Teacher grants totaling \$2,000. (Pages 59-63)
- 17. Call for Nominations to the CSDA Board of Directors Seat C** (Pages 64-69)
- 18. Adopt Resolution No. 2244 – Requesting the Local Agency Formation Commission (LAFCO) to take proceedings for the proposed Rogers Change of Organization** (Pages 70-74)
- 19. Fiscal Year 2015 (FY 15) Budget Development Schedule** (Page 75)
- 20. Potential Name Change for Leucadia Wastewater District** (Page 76)

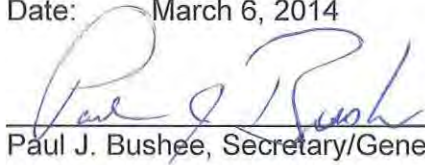
INFORMATION ITEMS

- 21. Project Status Updates and Other Informational Reports**
 - A.** The District received the Outstanding Financial Reporting Award for Fiscal Year Ending June 30, 2013 by the California Society of Municipal Finance Officers. (Page 77)
- 22. Directors' Meetings and Conference Reports**
None.
- 23. General Manager's Report**
- 24. General Counsel's Report**
- 25. Board of Directors' Comments**
- 26. Adjournment**

AFFIDAVIT OF POSTING

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

Date: March 6, 2014

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

Paul J. Bushee, Secretary/General Manager

MEMORANDUM

DATE: March 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Presentations and Awards - Achievement of Individual Objective**

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

5 Year Service Award – Ian Riffel

On January 12, 2014, Ian Riffel passed his 5th anniversary of employment at LWD. This milestone, which is a tribute to his hard work and dedication, makes him eligible for an Individual Incentive Award of \$100. Please join me in congratulating Ian for his accomplishment.

Please join me with congratulating Ian for his accomplishment.

PJB

MEMORANDUM

DATE: March 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Presentation and Awards - Cost Sharing of CSRMA Retrospective Refunds or Dividends**

I am pleased to report that the Leucadia Wastewater District (LWD) recently achieved an organizational objective under the District's Incentive Program.

Cost Sharing of CSRMA Retrospective Refunds or Dividends

At its January 2014 meeting, the CSRMA Board of Directors approved the distribution of dividend payments from the pooled liability insurance program to LWD in the amount of \$19,386.00 (see attached letter). The dividend reflects LWD's excellent risk management record and an ongoing commitment to safety. The Organizational Performance Objectives authorize a 50% cost sharing of the dividend amount with employees. Consequently, each employee is eligible for an incentive compensation award of \$538.50. Table 1, below, summarizes the allocation of the CSRMA dividend and calculation of this incentive compensation award.

Table 1

Dividend Amount	\$19,386.00
50% of Net Dividend (amount eligible for incentive compensation)	\$9,693
Incentive Compensation Award Per Employee (18 positions)	\$538.50

Please join me in congratulating LWD for its excellent safety awareness program.

PJB
 Attachment

CSRMA California Sanitation Risk Management Authority



c/o ALLIANT INSURANCE SERVICES, INC.
100 Pine Street, 11th Floor, San Francisco, CA 94111-5101

Tel: 415.403.1400

Insurance License No.: 0C36861
Fax: 415.874.4813

OFFICERS:

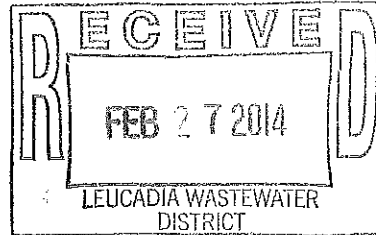
Russ Baggerly, *President*
805.646.5548
Paul Bushee, *Vice President*
760.753.0155

PAST PRESIDENTS:

Robert Reid
2006-2010
Kevin Hardy
2003-2006

February 25, 2014

Mr. Paul Bushee
Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, CA 92009



Pooled Liability Program Twentieth Dividend Declaration

Dear Paul:

On January 16, 2014, in accordance with the Board adopted Policy and Procedure, the Board of Directors declared a dividend. Dividends declared reflect favorable results from Program Years 1986/87 – 2007/08. Enclosed is Leucadia Wastewater District's dividend share in the amount of \$19,386.

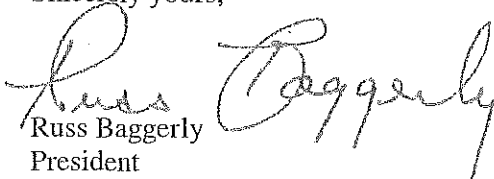
All agencies share in dividends through the formula adopted by the Board of Directors. Dividends are in addition to the Retrospective Rating Program, which limits returns to 25% of a member's original deposit. Any remaining unencumbered funds up to 25% of the amount in any one year are shared among the membership as dividends.

This year, our 28th year of providing service to our membership, the total amount of the dividend declared is \$1,171,298. This remarkable result is reflective of a continued effort in *effective risk management* by member agencies, as well as through the hard work of the CSRMA claims management staff, Program Committee, and the Executive Board.

We expect to declare dividends again next year, the calculation of which will incorporate all prior program years including 2008/09. Overall, the Pooled Liability Program has returned over \$18 million in dividends since its inception, giving a clear indication that the program continues to remain fiscally healthy and is meeting the needs of the membership.

Thank you for your continued participation.

Sincerely yours,


Russ Baggerly
President

9074

CALIFORNIA SANITATION
RISK MANAGEMENT AUTHORITY
C/O ALLIANT INSURANCE SERVICES, INC.
100 PINE STREET 11TH FLOOR
SAN FRANCISCO, CA 94111

UNION BANK OF CALIFORNIA
GOVERNMENT SERVICES #291
SAN FRANCISCO, CA 94104
16-49-1220

2/7/2014

PAY TO THE
ORDER OF

LEUCADIA WASTEWATER DISTRICT

\$**19,386.00

Nineteen Thousand Three Hundred Eighty-Six and 00/100*****

DOLLARS

Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, CA 92009

VOID SIX MONTHS FROM DATE DRAWN

[Signature]
AUTHORIZED SIGNATURE

MEMO

Pooled Liab Progam Dividend 12 31 13

⑈009074⑈ ⑆⑆22000496⑆ 7020015599⑈

~~RUB OR BREATHE ON THE PINK LOCK AREA TO OPEN - COLOR WILL FADE AND RETURN ON AN AUTHENTICATED FEEL - IF COLOR DOES NOT FADE DO NOT ACCEPT~~

CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY C/O ALLIANT INSURANCE SERVICES, INC.

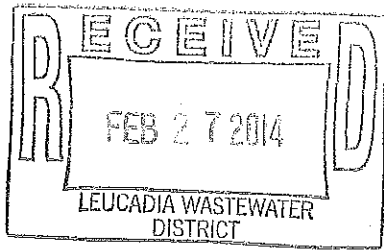
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LEUCADIA WASTEWATER DISTRICT

2/7/2014

Pooled Liab Progam Dividend 12 31 13

19,386.00



General Checking - UB

Pooled Liab Progam Dividend 12 31 13

19,386.00

CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY C/O ALLIANT INSURANCE SERVICES, INC.

9074

LEUCADIA WASTEWATER DISTRICT

2/7/2014

Pooled Liab Progam Dividend 12 31 13

19,386.00

General Checking - UB

Pooled Liab Progam Dividend 12 31 13

19,386.00

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 February 12, 2014

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, February 12, 2014 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Kulchin, Juliussen, Omsted, Hanson and Sullivan
 DIRECTORS ABSENT: None.
 OTHERS PRESENT: General Manager Paul Bushee, District Counsel Wayne Brechtel, Administrative Services Manager Chuck LeMay, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Trisha Hill, District Engineer Steve Deering with Dudek, CPA Richard Duffey with Brownell & Duffey, Field Services Technicians Gabe Mendez, Ian Riffel, and Rick Easton, William (Bill) Canepa, President of Wave Crest Oceanfront, LLC Resorts, Jeff Bills with Confidence Consulting, Jamie Fagnant with Infrastructure Engineering Corporation (IEC).

3. Pledge of Allegiance

President Kulchin led the pledge of allegiance.

4. General Public Comment Period

President Kulchin stated that a member of public, Mr. Bill Canepa is here for public comment on agenda item no 15. He asked Mr. Canepa if he would prefer to provide his comment during agenda item no. 15. Mr. Canepa agreed.

5. Approval of Agenda

Upon a motion duly made by Director Sullivan, seconded by Vice President Juliussen, and unanimously carried, the Board of Directors approved the agenda by the following vote:

Director	Vote
President Kulchin	Aye
Vice President Juliussen	Aye
Director Omsted	Aye
Director Hanson	Aye
Director Sullivan	Aye

6. Presentations and Awards

A. Achievement of Individual Objectives.

GM Bushee introduced FST III Ian Riffel stating that he recently received his Collections System Maintenance Grade IV certification from the California Water Environment Association. He also presented background information about Ian noting that he was eligible

for a \$500 incentive award. President Kulchin presented Ian's award and congratulated him for his efforts.

GM Bushee also introduced FST In-Training Rick Easton stating that he recently received his Collections System Maintenance Grade I certification from the California Water Environment Association. He also presented background information about Rick and noted that he is eligible for a \$500 incentive award for his accomplishment. President Kulchin presented Rick's award and congratulated him for his efforts.

GM Bushee stated that Todd Amos was unable to attend tonight's meeting; however, he recently received his water treatment operator Grade T1 certification from the State of California Public Health Department. He also presented background information about Todd and congratulated him for his efforts. He noted that Todd is eligible for a \$500 incentive award for his accomplishment.

The Board of Directors congratulated Ian, Rick and Todd for their efforts.

B. Achievement of an Organizational Objective.

GM Bushee stated that LWD was presented with two awards at the CWEA San Diego 2014 Awards & Installation Banquet. He stated the first award received was the Safety Award in the small category. He thanked ASM LeMay for completing the safety award application, noting LWD's excellent safety record and the Board's support for our program. He also indicated that under LWD's Incentive Program, employees are eligible for a \$100 incentive for receiving the Safety award.

He stated that the second award was presented to Field Services Technician I Gabe Mendez, who received the Collection System Person of the Year award for the San Diego Region. He provided a brief summary of Gabe's accomplishments and presented Gabe with the award.

He congratulated the Board, staff and Gabe for these awards. He noted that the awards will move to the State competition.

The Board of Directors congratulated Gabe and staff for their efforts. Director Sullivan stated that she was on the committee that reviewed the applications for LWD Employee of the Year and that the committee was really impressed with Gabe's accomplishments and the positive information presented in application from his coworkers.

C. CSRMA Workers' Compensation Excellence Award.

GM Bushee stated that Director Hanson is on the CSRMA Board and that in January 2013, the CSRMA Board recognized the District for achieving the Workers' Compensation Excellence award. He noted that for FY 2013, the District did not have any workers' compensations claims.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes
Minutes of the following meetings:

January 8, 2014 Regular Board Meeting
February 3, 2014 Investment & Finance Committee Meeting
February 5, 2014 Engineering Committee Meeting

8. **Approval of Demands for January 2014/February 2014**
Payroll Checks numbered 17099-17162; General Checking – Checks numbered 44846-44960
9. **Operations Report** (A copy was included in the original February 12, 2014 Agenda)
10. **Finance Report** (A copy was included in the original February 12, 2014 Agenda)
11. **Quarterly Treasurer’s Investment Report** (A copy was included in the original February 12, 2014 Agenda)

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

Director	Vote
President Kulchin	Aye
Vice President Juliussen	Aye
Director Omsted	Aye
Director Hanson	Aye
Director Sullivan	Aye

EWA and COMMITTEE REPORTS

12. Encina Wastewater Authority (EWA) Reports

- A. EWA Board Report – Meeting was held on January 22, 2014.

Director Sullivan reported on EWA's December January 22, 2014 Board meeting.

- B. Encina Member Agency Manager's Meeting was held on February 4, 2014.

GM Bushee reported on the Member Agency Managers (MAM) Meeting.

13. Committee Reports

- A. Investment & Finance Committee meeting was held on February 3, 2014.

Director Hanson reported that the IFC conducted its annual review of LWD's Reserve Policy. She stated that the IFC agreed with staff's proposed administrative changes to the policy and that the policy will be reviewed later on in the agenda.

- B. Engineering Committee meeting was held on February 4, 2014.

Vice President Juliussen reported that the EC reviewed the following items and they will be reviewed later on in the agenda:

- B2 Force Main Replacement Project Preliminary Design Report consisting of the B2

Force Main Replacement Project Technical Memorandums Nos. 1 and 2 completed by IEC;

- An agreement with Wave Crest Oceanfront, LLC, owners of Hilton Resort & Spa, to contribute \$220,000 towards the realignment of Batiquitos Force Mains B1, B2 and B3 into north bound Carlsbad Blvd. as part of Batiquitos (B2) Force Main Replacement Project;
- Amendment No. 1 to Task Order No. 18 with Infrastructure Engineering Corporation (IEC) for environmental review services for the Batiquitos (B2) Force Main Replacement Project in an amount not to exceed \$35,434.

He also reported that the EC received updates on the following projects:

- Recycled Water Effluent Line Isolation Valve Installation Project,
- La Costa Pump Station Rehabilitation Project,
- Leucadia Pump Station Generator Project,
- Gravity Line Rehabilitation Project, and
- L1 and B3 Corrosion Non-Destructive Testing project.

ACTION ITEMS

President Kulchin moved agenda item nos. 15 and 16 for discussion.

15. Agreement with Wave Crest Oceanfront, LLC Pertaining to the Batiquitos (B2) Force Main Replacement Project.

Authorize the General Manager to execute a Funding Contribution Agreement with Wave Crest Hotels and Resort, owners of Hilton Carlsbad Oceanfront Resort & Spa, to contribute the sum of \$220,000 towards the realignment of Batiquitos Force Mains B1, B2 and B3 into north bound Carlsbad Boulevard (Highway 101) as part of the Batiquitos (B2) Force Main Replacement Project.

GM Bushee presented the item providing background information on the B2 Force Main failure in February 2013. Based on this failure, the Board authorized staff to contract with IEC to begin design work for the replacement of the B2 Force Main. He stated that, based on their design work, this project may have an impact to Hilton Resort & Spa. He also stated that staff met with Hilton representatives to discuss the project, adding that Hilton had concerns that the project would have negative impacts to their business.

Therefore, staff had several follow-up meetings with Hilton to come to an agreement that would meet both Hilton's concerns and LWD's long term needs. GM Bushee provided the key provisions of the funding agreement and the benefits of the project.

He noted that there are additional costs to LWD in order to replace all three lines in the Hilton area instead of only the B2 force main; however, the contribution of \$220,000 from Hilton will assist with some of the additional costs.

He also stated that the city of Carlsbad has been involved with the project and they have agreed to provide an exemption for a Coastal Development Permit. In addition, this project would have to follow CEQA regulations that require a mitigated negative declaration.

At this time, Mr. Canepa provided his public comments on the item. He provided a summary of

impacts that the project would have on Hilton if the B2 line was not realigned and replaced on Hilton's property. He added that Hilton's contribution of \$220,000 would assist the District with some of the extra costs associated with moving all three force mains away from Hilton's property. In addition, he expressed his gratitude with the Board and staff for working with Hilton to resolve their concerns.

Director Omsted asked if one lane would be open during the project. GM Bushee stated that those issues would be decided in the final design of the project, noting that during the project one lane should be open during construction.

Director Hanson asked for the additional costs for realigning and replacing all lines instead of only the B2 force main. GM Bushee stating that it would be an additional \$800,000 to \$1 million. Director Hanson asked how long will the new lines last. GM Bushee stated that the PVC lines are estimated to last longer than ductile pipes, noting the minimal lifecycle of PVC pipeline is approximately 75 years.

Following discussion, upon a motion duly made by Director Sullivan, seconded by Director Omsted, and unanimously carried, the Board of Directors authorized the General Manager to execute a Funding Contribution Agreement with Wave Crest Hotels and Resort, owners of Hilton Carlsbad Oceanfront Resort & Spa for participating in the funding of \$220,000 towards the realignment of three sewer force mains (Batiquitos Force Mains B1, B2, and B3) into north bound Carlsbad Boulevard (Highway 101) as part of the Batiquitos (B2) Force Main Replacement Project by the following vote:

Director	Vote
President Kulchin	Aye
Vice President Juliussen	Aye
Director Omsted	Aye
Director Hanson	Aye
Director Sullivan	Aye

16. Employee Opinion Survey Results.

GM Bushee presented the item stating background information on the employee opinion surveys. He noted the value of these surveys and indicated that this is the District's fourth survey. He added that these surveys benefit the District by obtaining valuable information from employees. He added that Mr. Bills presented the results to the employees earlier today. He introduced Mr. Jeff Bills with Confidence Consultants to present the employee opinion survey results.

Mr. Bill provided an overview of the survey results noting that LWD had the highest overall score compared to other similar agencies, such as non-profits, JPAs and private community based agencies. He stated that the survey was completed in December 2013. He also provided information about how the survey was conducted along with examples of the questions that were asked, noting that he is looking for trends in the survey. He also provided specific scores based on the questions that were answered and how they compared with the previous year's scores and other agency's scores. In addition, he explained the factors that can affect these scores and challenges that the District may face to maintain the high scores.

Director Juliussen confirmed that the survey results were based on all the employees and were

not separated into categories, such as, field staff versus administrative staff. Mr. Bills stated that the results were based on all the employees and the results were not categorized.

Director Juliussen stated that he would like to see the results categorized into the field services staff scores versus administrative staff scores. President Kulchin concurred with the request noting that the results may be different. Mr. Bills agreed to provide GM Bushee with the categorized results of the scores.

Director Omsted asked if Mr. Bills can compare the categorized results with other agencies as well. Mr. Bills stated that he will review his surveys to find out if he can get comparable results.

President Kulchin and Vice President Juliussen also requested a copy of the questions that were asked by Mr. Bills.

Director Sullivan stated that she was surprised that some of the results were down compared with previous years. Mr. Bills noted the percentage change in scores was very low.

President Kulchin requested the training schedule for managers and/or supervisors.

The Board of Directors thanked Mr. Bills for his report.

14. B2 Force Main Replacement Project Preliminary Design Report.

Receive and file the B2 Force Main Replacement Project Preliminary Design Report consisting of B2 Force Main Replacement Project Technical Memorandums No. 1 and No. 2 completed by Infrastructure Engineering Corporation (IEC).

TSM Morishita presented the item stating that it was reviewed by the EC on February 5th. He added that this item will also authorize staff to proceed with IEC's recommended Alternative 9 in the Hilton area, to realign B1, B2, and B3 into Highway 101 as part of the B2 Force Main Replacement Project.

TSM Morishita also provided background information on the project and the purpose of the technical memorandums adding that staff requested IEC to focus on the Ponto Village Area and the Hilton Resort & Spa area. He then identified IEC's evaluation results that were in technical memo no. 1 along with their preferred method of replacing B2. He added that the District notified Hilton of the proposed project and at that time Hilton had concerns with the project. This was the reason for technical memo no. 2 and IEC's recommendations.

Director Juliussen thanked IEC and Ms. Fagnant, in particular, for their research and the various alternatives for this project.

Following discussion, upon a motion duly made by Vice President Juliussen, seconded by Director Hanson, and unanimously carried, the Board of Directors received and filed the B2 Force Main Replacement Project Preliminary Design Report consisting of B2 Force Main Replacement Project Technical Memorandums No. 1 and No. 2 completed by IEC; and authorize staff to proceed with Alternative 9 in the Hilton area, to realign B1, B2, and B3 into Highway 101 by the following vote:

Director	Vote
President Kulchin	Aye
Vice President Juliussen	Aye

Director Omsted	Aye
Director Hanson	Aye
Director Sullivan	Aye

17. Batiquitos (B2) Force Main Replacement Project Environmental Review Services.

Authorize the General Manager to execute Amendment No. 1 to Task Order No. 18 with Infrastructure Engineering Corporation for environmental review services for the Batiquitos (B2) Force Main Replacement Project in an amount not to exceed \$35,434.

TSM Morishita presented the item stating it was reviewed by the EC on February 5th. He stated that the B2 Force Main Replacement Project will require an Environmental Study to meet the CEQA requirements. He provided the reasons an Environmental Study was needed and the potential requirement of a Mitigated Negative Declaration (MND). He then presented IEC's scope of work for task order no. 18 noting that staff believes IEC's proposal is fair and reasonable. He indicated that sufficient funds are included in the FY 14 budget.

Following discussion, upon a motion duly made by Vice President Juliussen, seconded by Director Sullivan, and unanimously carried, the Board of Directors authorized the General Manager to execute Amendment No. 1 to Task Order No. 18 with Infrastructure Engineering Corporation for environmental review services for the Batiquitos (B2) Force Main Replacement Project in an amount not to exceed \$35,434 by the following vote:

Director	Vote
President Kulchin	Aye
Vice President Juliussen	Aye
Director Omsted	Aye
Director Hanson	Aye
Director Sullivan	Aye

18. Annual Review of the LWD's Reserve Policy.

Adopt Resolution No. 2242 approving the revised Reserve Fund Policy and receive and file the Annual Reserve Fund Report.

CPA Duffey presented the subject recommendation stating that the Board of Directors approved the Reserve Policy in 2005, and that it was last updated in 2011. He stated the purpose of the policy and its requirement for the Board to review the policy annually. He added that staff and the IFC have reviewed the policy and indicated that the IFC concurred with the administrative changes recommended by staff.

He also provided an overview of the reserve activity.

Director Juliussen confirmed that the interest in the Emergency Reserve Fund was moved to the Capital Replacement Reserve and that the Board has the authority to change the Emergency Reserve Fund amount. CPA Duffey confirmed that with Board's approval the Emergency Reserve Fund can be changed and that the interest in this account is transferred out to keep the Fund balance at the amount listed in the policy.

Following discussion, upon a motion duly made by Director Sullivan, seconded by Vice President Juliussen, and unanimously carried, the Board of Directors adopted Resolution No. 2242

approving the revised Reserve Fund Policy and received and filed the Annual Reserve Fund Report by the following vote:

Director	Vote
President Kulchin	Aye
Vice President Juliussen	Aye
Director Omsted	Aye
Director Hanson	Aye
Director Sullivan	Aye

19. Adopt Resolution No. 2243 – Requesting the Local Agency Formation Commission (LAFCO) to take proceedings for the proposed Griffy Change of Organization.

District Engineer Deering presented the item stating that the annexation includes one parcel totaling .41 acres that is currently on a failing septic tank. He noted the location of the property and stated that the property owners will have to first connect to their neighbor’s private lateral through their backyard and then connect to the public sewer system.

Following discussion, upon a motion duly made by Director Omsted, seconded by Director Sullivan, and unanimously carried, the Board of Directors adopted Resolution No. 2243 – Requesting LAFCO to take proceedings for the Griffy Change of Organization by the following vote:

Director	Vote
President Kulchin	Aye
Vice President Juliussen	Aye
Director Omsted	Aye
Director Hanson	Aye
Director Sullivan	Aye

INFORMATION ITEMS

20. Project Status Updates and Other Informational Reports

A. The CSDA San Diego Chapter Quarterly Dinner Meeting is scheduled for Thursday, February 27, 2014 at 6:00 PM located at The Butcher Shop in Kearny Mesa.

GM Bushee announced the scheduled CSDA Quarterly dinner meeting, noting that he will carpool to the dinner and he will leave from the District’s office at 5:30PM.

21. Directors’ Meetings and Conference Reports

A. The CASA Conference was held at the Renaissance Esmeralda Resort & Spa in Indian Wells, CA on January 15-17, 2014.

Director Juliussen noted that it was an excellent conference.

Director Hanson stated that the round table sessions were better and that the topics were good.

Director Omsted reported on the round table session about indirect potable water, noting it was interesting.

President Kulchin reported that he attended the CSRMA session and it was excellent.

B. The CSDA Education Committee & Membership Committee meetings were held in Sacramento, CA on January 17, 2014.

Director Sullivan reported on both committee meetings noting that they were the first ones of the year. She provided a brief summary of the topics that were discussed at the meetings.

C. The CSDA Board of Directors Meeting was held in Sacramento, CA on January 24, 2014.

Director Sullivan also provided a brief summary of the topics that were discussed at the CSDA Board of Directors Meeting. President Kulchin thanked Director Sullivan for participating on these committees and the CSDA Board.

D. The CWEA Awards Installation Banquet was held in San Diego, CA on January 25, 2014.

GM Bushee noted that several Board members attended and that the awards that LWD and staff received were acknowledged earlier in the agenda.

22. General Manager's Report

General Manager Bushee reported on the following items:

- The North County Recycled Water Group continues to meet at the District and he provided an update on their project, noting that the group was approved for State Prop. 84 funding.
- Staff meet with the city of Carlsbad to discuss the possibility of connecting to their system to provide additional recycled water;
- Staff met with EWA staff to discuss the Phase V cost reconciliation to determine the LWD's share of cost for the Phase V project.

23. General Counsel's Report

General Counsel Brechtel reported that Counsel Yin Ho attended the CASA's Attorneys meeting. He reported on a new law that is effective this year stating that during the bid process sub-contractors must provide their contractor license number. He stated that LWD already follows this practice.

24. Board of Director's Comments

Director Sullivan stated that she attended an EWA committee meeting yesterday noting that during the meeting a name change for EWA was discussed. She added that we are trying to change the perception about recycled water and wastewater. She requested that an agenda item be added to the March Board Agenda to discuss changing LWD's name.

Director Omsted asked if the photo on the computer's screen saver was a new photo. GM Bushee confirmed that it was a new photo taken by photographer Rob Keith. He added that the new photos will be posted on the new website and staff will show the photos at an upcoming committee meeting.

Director Juliussen noted that the drought will increase the need for recycled water and help motivate residents to use it more.

President Kulchin stated that last Friday, Carlsbad Rotary attended a lunch-and- learn meeting to learn about the services that LWD provides its customers. He noted that GM Bushee presented the information about LWD, adding that he did a terrific job. He added that there may be other groups that would like to hear the presentation. He also stated that staff did an excellent job with negotiations with the Hilton for the Batiquitos B2 Force Main project.

25. Adjournment

President Kulchin adjourned the meeting at 6:31 p.m.

David Kulchin, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Community Affairs Committee Meeting
 February 13, 2014

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Thursday, February 13, 2014 at 9:30 a.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

President Sullivan called the meeting to order at 9:33 a.m.

2. Roll Call

DIRECTORS PRESENT: Sullivan and Omsted

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services Manager Chuck LeMay, Executive Assistant Trisha Hill, Lois Humphreys (via teleconference) and Jennifer Beales of TRG & Associates (TRG).

3. Public Comment

No public comment was received.

4. New Business

- A. Review and discuss the spring 2014 newsletter story ideas and schedule.

ASM LeMay presented the newsletter story ideas stating that the cover page article will include an update of LWD's recent capital projects along with the new District photos. He also stated that the following topics will be included in the newsletter as well:

- Recently received District awards;
- Notification of the upcoming rate increase;
- The District's upgraded website;
- Teacher Grant update; and
- LWD's participation in North County Recycled Water Coalition Group and use of LWD's recycled water at the Omni La Costa Resort

Director Omsted suggested that instead of highlighting recent capital projects, he would like to see an article about the potential future use of indirect and/ direct potable water.

GM Bushee agreed with Director Omsted's suggestion, noting that this is a good topic since the state is currently in a drought.

Following discussion, the CAC authorized staff and TRG to proceed with Director Omsted's suggestion as the main article, as well as the other topics presented by ASM LeMay with exception of the capital project update article.

Ms. Humphreys presented the production schedule. The CAC discussed the production schedule and authorized staff and TRG to proceed with the suggested newsletter production schedule.

6. Information Items

A. Website Update.

EA Hill provided a status update of the website upgrade. She stated that staff is currently in the Quality Assurance phase of the project and later this afternoon staff has a meeting with BigTuna, Inc. to discuss staff's revisions to the website. She also presented the new photos that the photographer has taken for the new website.

7. Directors' Comments

Director Omsted stated his suggestion for LWD's potential name change to Leucadia Wastewater Resource Recovery.

8. General Manager's Comments

None.

9. Adjournment

President Sullivan adjourned the meeting at 10:24 a.m.

Paul J. Bushee
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 March 5, 2014

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held on Wednesday, March 5 at 8:30 a.m., at the LWD Administration Office located at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Juliussen and Kulchin

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee; Technical Services Manager Robin Morishita; Field Services Superintendent Jeffery Stecker; Field Services Supervisor Marvin Gonzalez; and District Engineer Steve Deering.

3. Public Comment

There was no public comment.

4. New Business

A. Revised Leucadia (L1) Force Main and Batiquitos (B3) Force Main Non-Destructive Testing Project

TSM Morishita presented the item to the Committee for information and discussion. He stated that PICA submitted a cost proposal to Infrastructure Engineering Corporation (IEC) of \$663,325 to complete the L1 and B3 Force Main inspections. The original appropriation requested and approved in August 2013 was \$378,000. TSM Morishita stated that due to the significant cost difference, staff met with IEC to discuss the alternatives. He indicated that based on that discussion, staff has determined that the District should not perform the force main assessments at this time. TSM Morishita went on to explain that this determination was based on the following:

- 1) Redundant Leucadia force mains along La Costa Avenue of which one is relatively new (11 years old) and constructed primarily of high grade PVC;
- 2) Staff does not believe that there is high value in assessing the force main at a cost of over \$660,000;
- 3) Based on the force main profile, the section of force main east of Interstate 5 should be completely full of wastewater thereby reducing the chance of internal corrosion from hydrogen sulfide;
- 4) Staff believes the funds would be better spent repairing the western section of the force main that we know is bad, and returning the pipe to standby status.

TSM Morishita stated that these factors combined with the fact that the estimated cost for the Batiquitos B2 Force Main replacement is higher than originally

anticipated, led to the conclusion that it is best to forgo the SeeSnake assessment at this time. He went on to say that there is some risk associated with not evaluating L1 and B3, but staff believes this risk is manageable given the excellent condition of the L2 Force Main and the pending replacement of B2.

Director Kulchin asked what caused the cost escalation. TSM Morishita answered that the increase can be attributed to the discovery of three valves on L1 that will have to be removed, the addition of a SeeSnake extraction point prior to the railroad bridge at the west end of L1 and the inclusion of cleaning and gauging of the force main prior to inspection.

After discussion, the EC concurred with staff to present this information to the Board at the March 2014 Board meeting.

5. Information Items

A. La Costa Pump Station Rehabilitation Project

TSM Morishita reported that the project's construction is complete. Final refinements and cleanup are being done to the pump station control/alarm system. He noted that it has taken longer than anticipated to obtain the necessary materials.

B. Leucadia Pump Station Generator Replacement Project

TSM Morishita reported that the project's construction is complete and that staff is in the process of closing out the administrative aspects of the contract.

C. Gravity Line Rehabilitation Project

TSM Morishita reported that Sancon has completed all specified project work. He went on to say that Sancon has rehabilitated 5 additional manholes and is in the process of lining 4 additional lines that were found to require rehabilitation by a CCTV inspection after the project was bid. TSM Morishita provided a presentation of a "top hat" installation. Director Juliussen asked how much does a "top hat" installation cost. DE Deering answered that the cost is between \$1,000 and \$1,500.

D. B2 Force Main Replacement Project

TSM Morishita reported that IEC's Environmental Section has started on the required California Environmental Quality Act (CEQA) process.

6. Director's Comments

Director Kulchin stated that he supports the approach of maintaining low rates, as much as possible, while executing the Capital Improvement Program. Director Juliussen said that his top priority is to maintain the system in the most cost effective manner.

7. General Manager's Comments


None.

8. Adjournment

Chairperson Juliussen adjourned the meeting at approximately 9:26 a.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

MEMORANDUM

DATE: March 6, 2014
 TO: Board of Directors
 FROM: Paul J. Bushee, General Manager 
 SUBJECT: Approval of February/March Demands

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve checks and electronic payments totaling \$ **1,121,116.94**
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the months February 7, 2014 – March 6, 2014.

Operating expenses totaled \$ **944,556.61** while Capital Improvement Program expenses totaled \$ **86,175.10**.

Payroll for employees and the Board totaled \$ **90,385.23**.

Attached please find a year to date Employee and Board Payroll Report from February 2013 to March 2014 for your review. The report includes a monthly breakdown of employee and Board payroll expenses for the prior 12 months.

Attachment 1	Summary of Demands by Account February/March 2014
Attachment 2	Accounts Payable Check Register dated February 7, 2014
Attachment 3	Payroll Check Register dated February 12, 2014
Attachment 4	Accounts Payable Check Register dated February 13, 2014
Attachment 5	Payroll Check Register dated February 19, 2014
Attachment 6	Accounts Payable Check Register dated March 1, 2014
Attachment 7	Board Payroll Check Register dated March 3, 2014
Attachment 8	Payroll Check Register dated March 5, 2014
Attachment 9	Year to Date Employee and Board Payroll Report

DEMANDS SUMMARY

March 12, 2014

1. Demands

<u>Category</u>	<u>Check #'s</u>	<u>Amount</u>	<u>Total</u>
Payroll Check 2/12/2014	17163 - 17183 Incentive	\$ 2,994.35	
Payroll Check-2/19/2014	17184 - 17201	\$ 41,851.01	
Board Payroll Check -3/3/2014	17202 - 17206	\$ 3,174.36	
Payroll Check - 3/5/2014	17207 - 17224	\$ 42,365.51	
	Total	\$90,385.23	
General Checking -2/7/2014	44961 - 44992	\$ 55,968.90	
General Checking -2/13/2014	44993 - 45022	\$ 127,217.68	
General Checking -3/01/2014	45023 - 45063	\$ 847,545.13	
	Total	\$1,030,731.71	
	Grand Total		\$1,121,116.94

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
44961- 2632	1	2/07/2014	10720 AT&T		
	1		49835 L.D. PHONE @ BPS	37.78	BPS-1/2014
44961- 2632	1	2/07/2014	Logged	*** Total ***	37.78
44962- 2632	2	2/07/2014	10914 AYALA ENGINEERING		
	2		49831 INSTALLATION OF 2 CIPP SEC REP	9,300.00	217
44962- 2632	2	2/07/2014	Logged	*** Total ***	9,300.00
44963- 2632	3	2/07/2014	12360 CITY OF CARLSBAD		
	3		49841 WATER @ VACTOR	384.60	VACTOR-103-'14
	3		49842 WATER @ VACTOR 2	416.72	1530880-'14
	3		49846 WATER @ PLANT/OFFICE	92.80	10959015-1/2014
	3		49847 WATER @ PLANT/OFFICE	105.27	69187516-1/2014
44963- 2632	3	2/07/2014	Logged	*** Total ***	999.39
44964- 2632	4	2/07/2014	12510 WASTE MANAGEMENT		
	4		49839 TRASH SERVICE	235.06	11172230274
44964- 2632	4	2/07/2014	Logged	*** Total ***	235.06
44965- 2632	5	2/07/2014	13014 DIAMOND ENVIRONMENTAL SERVICES		
	5		49848 RESTROOM TRAILER RENTAL	113.61	0000146138
44965- 2632	5	2/07/2014	Logged	*** Total ***	113.61
44966- 2632	6	2/07/2014	14530 ENCINA WASTEWATER AUTHORITY		
	6		49852 LAB FEES	1,549.75	1463
44966- 2632	6	2/07/2014	Logged	*** Total ***	1,549.75
44967- 2632	7	2/07/2014	15628 FAMCON PIPE AND SUPPLY, INC		
	7		49853 PANKEY LOCK ASSEMBLY	154.02	155969
44967- 2632	7	2/07/2014	Logged	*** Total ***	154.02
44968- 2632	8	2/07/2014	17532 HOSTWAY BILLING CENTER		
	8		49858 QTRLY BILLING-JAN-APRIL '14	65.85	4478973
44968- 2632	8	2/07/2014	Logged	*** Total ***	65.85
44969- 2632	9	2/07/2014	18150 ICMA RETIREMENT-303979		
	9		49849 DEFERRED COMP-ICMA	3,227.59	ICMA-2/5/14
44969- 2632	9	2/07/2014	Logged	*** Total ***	3,227.59
44970- 2632	10	2/07/2014	18561 U.S. BANK		
	10		49865 CONFERENCES/MEETINGS/SUPPLIES	718.07	US BANK-1/22/14
44970- 2632	10	2/07/2014	Logged	*** Total ***	718.07
44971- 2632	11	2/07/2014	19775 ALLAN JULIUSSEN		
	11		49851 REIMBURSE FOR CASA CONF	742.08	JULIUSSEN-'14
44971- 2632	11	2/07/2014	Logged	*** Total ***	742.08
44972- 2632	12	2/07/2014	20011 JACKSON & BLANC		
	12		49857 REPAIR SERVICE HVAC	355.00	000174109
44972- 2632	12	2/07/2014	Logged	*** Total ***	355.00
44973- 2632	13	2/07/2014	20842 DAVID KULCHIN		

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
44973- 2632	13		49850 REIMBURSE FOR CASA CONF	658.66	KULCHIN-1/2014
	13	2/07/2014	Logged *** Total ***	658.66	
44974- 2632	14	2/07/2014	22116 TIANNE BAITY		
44974- 2632	14	2/07/2014	49861 REIMBURSE T. BAITY-NOTARY TEST	169.00	TB-NOTARY'14
	14	2/07/2014	Logged *** Total ***	169.00	
44975- 2632	15	2/07/2014	22214 MITSUBISHI ELECTRIC US, INC		
44975- 2632	15	2/07/2014	49856 ELEVATOR MAINT AND REPAIR	266.62	248295
	15	2/07/2014	Logged *** Total ***	266.62	
44976- 2632	16	2/07/2014	23068 NATIONWIDE RETIREMENT SOLUTION		
44976- 2632	16	2/07/2014	49837 DEFERRED COMP	220.00	NATION-2/5/14
	16	2/07/2014	Logged *** Total ***	220.00	
44977- 2632	17	2/07/2014	24440 OLIVENHAIN MUNICIPAL WATER DIS		
44977- 2632	17	2/07/2014	49864 WATER @ TRAVELING	225.44	551070-1/2014
	17	2/07/2014	Logged *** Total ***	225.44	
44978- 2632	18	2/07/2014	25010 AT&T		
	18		49836 BPS PHONE	120.13	9423588-BPS'14
	18		49844 DIAL IN MODEM-OLD	168.63	6327047-1/14
	18		49845 DIAL IN MODEM-NEW	166.49	4792130-1/2014
44978- 2632	18	2/07/2014	Logged *** Total ***	455.25	
44979- 2632	19	2/07/2014	25015 PACIFIC DRAIN & JETTER SERVICE		
44979- 2632	19	2/07/2014	49863 DRAIN SERVICE	213.00	14-000867
	19	2/07/2014	Logged *** Total ***	213.00	
44980- 2632	20	2/07/2014	25265 PEP BOYS		
	20		49854 SUPPLIES	21.60	07011000094
	20		49855 FUEL INJ, HOSE	49.91	07011000093
44980- 2632	20	2/07/2014	Logged *** Total ***	71.51	
44981- 2632	21	2/07/2014	25370 PITNEY BOWES INC		
44981- 2632	21	2/07/2014	49862 POSTAGE INK	132.17	390850
	21	2/07/2014	Logged *** Total ***	132.17	
44982- 2632	22	2/07/2014	25549 POLYDYNE, INC		
44982- 2632	22	2/07/2014	49832 ALUM POLYMER FOR AWT	12,476.16	857250
	22	2/07/2014	Logged *** Total ***	12,476.16	
44983- 2632	23	2/07/2014	26804 QUALITY CHEVROLET		
44983- 2632	23	2/07/2014	49830 OPEN PO-VEHICLE MAINT/REPAIR	760.50	CTCS460607
	23	2/07/2014	Logged *** Total ***	760.50	
44984- 2632	24	2/07/2014	27528 ROCKWELL CONSTRUCTION SERVICES		
	24		49825 LC PS ELECTRICAL/INSTRUMENT CM	2,437.50	612
	24		49826 ELECTRICAL CM SERVICES-LPS GEN	7,000.00	609
	24		49833 SCADA CENTRAL UPGRADE PROJECT	1,375.00	608
	24		49834 GRAVIETY PIPELINE	312.50	616
44984- 2632	24	2/07/2014	Logged *** Total ***	11,125.00	

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
44985- 2632	25	2/07/2014	28070 SAN DIEGUITO WATER DISTRICT		
	25		49840 WATER @ TANKER	91.54	TK645-1/2014
44985- 2632	25	2/07/2014	Logged	*** Total ***	91.54
44986- 2632	26	2/07/2014	28624 S&R TOWING, INC		
	26		49859 TOWING CHARGES	220.00	245659/5713
44986- 2632	26	2/07/2014	Logged	*** Total ***	220.00
44987- 2632	27	2/07/2014	28705 STATE BOARD OF EQUALIZATION		
	27		49860 YOUNG ANNEX #853	350.00	YOUNG
44987- 2632	27	2/07/2014	Logged	*** Total ***	350.00
44988- 2632	28	2/07/2014	30515 UNIFIRST CORPORATION		
	28		49828 OPEN PO-UNIFORMS/LAUNDRY SERVI	188.67	3601111424
44988- 2632	28	2/07/2014	Logged	*** Total ***	188.67
44989- 2632	29	2/07/2014	30520 UNDERGROUND SERVICE ALERT OF		
	29		49843 UNDERGROUND ALARM ALERT	133.50	120140369
44989- 2632	29	2/07/2014	Logged	*** Total ***	133.50
44990- 2632	30	2/07/2014	30580 UNITED WAY		
	30		49838 EMPLOYEE CONTRIBUTIONS	10.00	UNITED-2/5/14
44990- 2632	30	2/07/2014	Logged	*** Total ***	10.00
44991- 2632	31	2/07/2014	30723 EVOQUA WATER TECHNOLOGIES, LLC		
	31		49827 OPEN PO-CHEMICALS	8,203.68	901566439
44991- 2632	31	2/07/2014	Logged	*** Total ***	8,203.68
44992- 2632	32	2/07/2014	32221 DON WELSH		
	32		49829 LATERAL REIMBURSEMENT	2,500.00	WELSH
44992- 2632	32	2/07/2014	Logged	*** Total ***	2,500.00
				.00	
** Total check discount **				.00	
** Total check amount **				55,968.90	
** Total void discount **				.00	
** Total void amount **				.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: February 12, 2014

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
17163 - 17183	2/12/2014	\$2,994.35

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n	Description	Net amount	INVOICE NUMBER
44993- 2633	1	2/13/2014	10100	NAPA AUTO		
	1		49890	CABLES, FITTING	25.86	192059
	1		49891	BELTS @ LPS	22.12	192335
	1		49892	BELTS	11.87	359696
	1		49893	BELTS, FILTERS	133.75	192275
44993- 2633	1	2/13/2014	Logged	*** Total ***	193.60	
44994- 2633	2	2/13/2014	10221	ADS LLC		
	2		49873	OPEN PO-FLOW MONITORING CONTRA	3,570.00	12860.22-0114
44994- 2633	2	2/13/2014	Logged	*** Total ***	3,570.00	
44995- 2633	3	2/13/2014	11650	BROWNELL AND DUFFEY CPA		
	3		49877	OPEN PO-ACCOUNTING/FINANCIAL F	7,552.50	020613
44995- 2633	3	2/13/2014	Logged	*** Total ***	7,552.50	
44996- 2633	4	2/13/2014	11718	BIGTUNA INTERACTIVE		
	4		49889	WEB DESIGN	11,790.00	1530
44996- 2633	4	2/13/2014	Logged	*** Total ***	11,790.00	
44997- 2633	5	2/13/2014	12112	JEFF BILLS		
	5		49871	OPEN PO-CONSULTING FEES	3,000.00	CC-FEB'14
44997- 2633	5	2/13/2014	Logged	*** Total ***	3,000.00	
44998- 2633	6	2/13/2014	12514	CONEXIS		
	6		49902	SEC 125 FLEX PLAN-JANUARY	365.00	0114-OR5179
44998- 2633	6	2/13/2014	Logged	*** Total ***	365.00	
44999- 2633	7	2/13/2014	12631	CORODATA		
	7		49869	OPEN PO-STORAGE	83.27	RS4068318
44999- 2633	7	2/13/2014	Logged	*** Total ***	83.27	
45000- 2633	8	2/13/2014	13072	DATA NET		
	8		49900	IS MAINT AND SUPPORT	361.62	9746316
45000- 2633	8	2/13/2014	Logged	*** Total ***	361.62	
45001- 2633	9	2/13/2014	14521	EMPLOYMENT DEVELOPMENT DEPT		
	9		49903	UNEMPLOYEMENT-A. ROBEY	4,950.00	L1452330048
45001- 2633	9	2/13/2014	Logged	*** Total ***	4,950.00	
45002- 2633	10	2/13/2014	16021	GREAT AMERICA FINANCIAL SERVIC		
	10		49901	COPIER LEASE	1,056.30	14851880
45002- 2633	10	2/13/2014	Logged	*** Total ***	1,056.30	
45003- 2633	11	2/13/2014	17552	THE HOME DEPOT CRC/GECF		
	11		49881	OPEN PO-SUPPLIES	106.07	HOME-1/2014
45003- 2633	11	2/13/2014	Logged	*** Total ***	106.07	
45004- 2633	12	2/13/2014	19550	JCI JONES CHEMICAL, INC		
	12		49880	OPEN PO-SODIUM CHEMICALS	4,109.72	608744
45004- 2633	12	2/13/2014	Logged	*** Total ***	4,109.72	
45005- 2633	13	2/13/2014	21021	LAFCO		

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
45005-2633	13		49908	LAFCO FOR GRIFFEY ANNEX-#872	2,660.00	LAFCO-GRIFFEY
	13	2/13/2014	Logged	*** Total ***	2,660.00	
45006-2633	14	2/13/2014	21102	CASH		
	14		49906	PETTY CASH-FEB	192.41	PETTY-2/11/14
45006-2633	14	2/13/2014	Logged	*** Total ***	192.41	
45007-2633	15	2/13/2014	24224	OFFICE DEPOT, INC.		
	15		49872	OPEN PO-OFFICE SUPPLIES	284.40	692862576001
	15		49885	OPEN PO-OFFICE SUPPLIES	130.85	697526509001
45007-2633	15	2/13/2014	Logged	*** Total ***	415.25	
45008-2633	16	2/13/2014	24440	OLIVENHAIN MUNICIPAL WATER DIS		
	16		49896	WATER @ VP5	37.02	VP5-2/1/14
	16		49897	WATER @ VP7	37.02	VP7-2/2014
	16		49898	WATER @ E. ESTATES	37.02	E.ESTATES-2/14
	16		49899	WATER @ TRAVELING 2	289.76	TRAVELING-2/14
45008-2633	16	2/13/2014	Logged	*** Total ***	400.82	
45009-2633	17	2/13/2014	25019	PACIFIC SAFETY CENTER		
	17		49874	CONFINED SPACE TRAINING	1,195.00	70291
45009-2633	17	2/13/2014	Logged	*** Total ***	1,195.00	
45010-2633	18	2/13/2014	25032	PALOMAR WATER, LLC		
	18		49895	BOTTLED WATER @ OFFICE	182.80	2854846
45010-2633	18	2/13/2014	Logged	*** Total ***	182.80	
45011-2633	19	2/13/2014	25260	PERS RETIREMENT		
	19		49904	BOARD RETIREMENT ENDING 1-31-1	298.92	DUE:3-2-2014
	19		49905	EMPLOYEE RETIREMENT 1/19/2014	13,791.24	DUE 2/18/14
45011-2633	19	2/13/2014	Logged	*** Total ***	14,090.16	
45012-2633	20	2/13/2014	25425	PLANT PEOPLE		
	20		49878	OPEN PO-MAINTAIN PLANTS IN OFF	158.00	2145229
45012-2633	20	2/13/2014	Logged	*** Total ***	158.00	
45013-2633	21	2/13/2014	27425	ROB KEITH PHOTOGRAPHY		
	21		49888	BALANCE ON PHOTOS FOR WEBSITE	1,250.00	#002
45013-2633	21	2/13/2014	Logged	*** Total ***	1,250.00	
45014-2633	22	2/13/2014	27528	ROCKWELL CONSTRUCTION SERVICES		
	22		49870	ELECTRICAL CM SERVICES-LPS GEN	2,937.50	599
45014-2633	22	2/13/2014	Logged	*** Total ***	2,937.50	
45015-2633	23	2/13/2014	27729	RICHARD STINSON		
	23		49882	LPS GENERATOR-CM SERVICES	1,400.00	#64
	23		49883	2014 GRAVIETY PIPELINE -CM SER	14,900.00	#64-
	23		49886	CONSTRUCTION CONSULTING-RW LIN	250.00	#64--
	23		49887	CM-LC PS	450.00	#64----
45015-2633	23	2/13/2014	Logged	*** Total ***	17,000.00	
45016-2633	24	2/13/2014	28029	SAN DIEGO COUNTY CLERK		

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
45016-2633	24	2/13/2014	49907	S.D CLERK FOR GRIFFEY ANNEX-#B Logged	50.00	SD-#872
				*** Total ***	50.00	
45017-2633	25	2/13/2014	28595	SOUTHERN CONTRACTING COMPANY		
45017-2633	25	2/13/2014	49868	REPLACE LPS ATS BREAKER Logged	21,878.72	4157
				*** Total ***	21,878.72	
45018-2633	26	2/13/2014	30515	UNIFIRST CORPORATION		
45018-2633	26	2/13/2014	49876	OPEN PO-UNIFORMS/LAUNDRY SERVI Logged	194.67	3601113477
				*** Total ***	194.67	
45019-2633	27	2/13/2014	30551	CARLSBAD FUELS CORPORATION		
45019-2633	27	2/13/2014	49875	OPEN PO-VEHICLE/TRUCK GAS Logged	2,282.82	20140130
				*** Total ***	2,282.82	
45020-2633	28	2/13/2014	30723	EVOQUA WATER TECHNOLOGIES, LLC		
45020-2633	28	2/13/2014	49884	CARBON CHANGE OUT @ BPS Logged	21,414.00	901542719
				*** Total ***	21,414.00	
45021-2633	29	2/13/2014	32500	WORDEN WILLIAMS, APC		
45021-2633	29	2/13/2014	49894	LEGAL FEES-JANUARY Logged	3,702.20	33578
				*** Total ***	3,702.20	
45022-2633	30	2/13/2014	33227	XEROX CORPORATION		
45022-2633	30	2/13/2014	49879	OPEN PO-SERVICE/MAINTENANCE Logged	75.25	072418648
				*** Total ***	75.25	
					.00	
** Total check discount **					.00	
** Total check amount **					127,217.68	
** Total void discount **					.00	
** Total void amount **					.00	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: February 19, 2014

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
17184 - 17201	2/19/2014	\$41,851.01

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Name / Obligat'n Description	Net amount	INVOICE NUMBER
45023- 2634	1	3/01/2014	10570 ANTIMITE TERMITE & PEST CONTRO		
	1		49958 PEST SERVICE-FEB	56.00	1792950
45023- 2634	1	3/01/2014	Logged	*** Total ***	56.00
45024- 2634	2	3/01/2014	11550 BOOT WORLD, INC		
	2		49948 SAFETY BOOTS-M.A., I.R.	209.35	1107439-IN
45024- 2634	2	3/01/2014	Logged	*** Total ***	209.35
45025- 2634	3	3/01/2014	12005 CSDA- SAN DIEGO CHAPTER		
	3		49941 CSDA QTRLY DINNER	234.00	CSDA-2/27/14
45025- 2634	3	3/01/2014	Logged	*** Total ***	234.00
45026- 2634	4	3/01/2014	12028 CWEA-		
	4		49936 RENEWAL-I. RIFFEL-PLANT MAINT	77.00	RIFFEL-PLT MAIN
45026- 2634	4	3/01/2014	Logged	*** Total ***	77.00
45027- 2634	5	3/01/2014	12029 CWEA		
	5		49937 CWEA RENEWAL-D. KULCHIN	148.00	D. KULCHIN-'14
	5		49938 CWEA RENEWAL-C. FARRELL	148.00	C. FARRELL-2014
	5		49939 CWEA RENEWAL-T. AMOS	148.00	T. AMOS-2.014
45027- 2634	5	3/01/2014	Logged	*** Total ***	444.00
45028- 2634	6	3/01/2014	12525 COPYCARE OF SAN DIEGO		
	6		49940 PRINTER MAINT/REPAIR	299.82	IN33826
45028- 2634	6	3/01/2014	Logged	*** Total ***	299.82
45029- 2634	7	3/01/2014	12814 CUES, INC		
	7		49921 OPEN PO-REPAIRS/MAINT TO CCTV	86.95	403007
	7		49934 OPEN PO-REPAIRS/MAINT TO CCTV	614.78	403690
45029- 2634	7	3/01/2014	Logged	*** Total ***	701.73
45030- 2634	8	3/01/2014	13072 DATA NET		
	8		49920 IT SERVICES FOR NEW ACCT SOFTW	975.00	9746367
45030- 2634	8	3/01/2014	Logged	*** Total ***	975.00
45031- 2634	9	3/01/2014	13610 DRAGER SAFETY, INC.		
	9		49929 SAFETY ITEMS	987.34	90968344
45031- 2634	9	3/01/2014	Logged	*** Total ***	987.34
45032- 2634	10	3/01/2014	13822 DUDEK & ASSOCIATES		
	10		49954 GE/CIP/JAN/200	5,010.00	20140244
	10		49955 GE/CIP/DEC/200/337/338/342/343	5,330.00	20135637
45032- 2634	10	3/01/2014	Logged	*** Total ***	10,340.00
45033- 2634	11	3/01/2014	14530 ENCINA WASTEWATER AUTHORITY		
	11		49979 ENCINA 2ND QTR O/M AND CAPITAL	728,906.82	1498/1497
45033- 2634	11	3/01/2014	Logged	*** Total ***	728,906.82
45034- 2634	12	3/01/2014	16806 THE GUARDIAN		
	12		49975 DENTAL/DISABILITY INS-MARCH	3,982.15	00324226-3/14
45034- 2634	12	3/01/2014	Logged	*** Total ***	3,982.15

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
45035- 2634	13	3/01/2014	17060	HARTFORD LIFE & ACCIDENT INS.		
	13		49976	LIFE INS-MARCH	401.36	6648281-1
45035- 2634	13	3/01/2014	Logged	*** Total ***	401.36	
45036- 2634	14	3/01/2014	17828	HI-WAY SAFETY, INC		
	14		49930	TRAFFIC CONTROL SIGNS	1,512.58	14064
45036- 2634	14	3/01/2014	Logged	*** Total ***	1,512.58	
45037- 2634	15	3/01/2014	18150	ICMA RETIREMENT-303979		
	15		49959	DEFERRED COMP-ICMA	3,231.14	ICMA-2/19/14
45037- 2634	15	3/01/2014	Logged	*** Total ***	3,231.14	
45038- 2634	16	3/01/2014	18212	INFRASTRUCTURE ENGINEERING COR		
	16		49922	REPAIR RECYCLED WATER VALVE @L	4,910.09	7460
	16		49942	L1 FORCE MAIN DESTR.	3,265.00	7457
	16		49943	GRAVIETY LINE REHAB PROGRAM	96.05	7458
	16		49944	LPS GENERATOR	1,796.92	7456
45038- 2634	16	3/01/2014	Logged	*** Total ***	10,068.06	
45039- 2634	17	3/01/2014	18212	INFRASTRUCTURE ENGINEERING COR		
	17		49924	B2 FORCE MAIN REPLACEMENT PROJ	3,525.82	7459
45039- 2634	17	3/01/2014	Logged	*** Total ***	3,525.82	
45040- 2634	18	3/01/2014	18711	I2B NETWORKS, INC		
	18		49931	ONE YEAR OF WEB CAM @ BPS	160.00	20855
45040- 2634	18	3/01/2014	Logged	*** Total ***	160.00	
45041- 2634	19	3/01/2014	23068	NATIONWIDE RETIREMENT SOLUTION		
	19		49956	DEFERRED COMP-NATIONWIDE	220.00	NATION-2/19/14
45041- 2634	19	3/01/2014	Logged	*** Total ***	220.00	
45042- 2634	20	3/01/2014	23115	JOHN W. SMITH		
	20		49918	BACKFLOW REPAIR	734.00	NC BACKFLOW
45042- 2634	20	3/01/2014	Logged	*** Total ***	734.00	
45043- 2634	21	3/01/2014	24224	OFFICE DEPOT, INC.		
	21		49923	OPEN PO-OFFICE SUPPLIES	67.18	699685855001
	21		49933	OPEN PO-OFFICE SUPPLIES	142.09	698681829001
	21		49935	OPEN PO-OFFICE SUPPLIES	67.44	699860217001
45043- 2634	21	3/01/2014	Logged	*** Total ***	276.71	
45044- 2634	22	3/01/2014	25010	AT&T		
	22		49949	PHONE IN ELEVATOR	236.96	3461-538
	22		49950	ODOR MODEM	58.08	4009331-ODOR
45044- 2634	22	3/01/2014	Logged	*** Total ***	295.04	
45045- 2634	23	3/01/2014	25018	MES VISION		
	23		49977	VISION INS-MARCH	363.94	140412183001
45045- 2634	23	3/01/2014	Logged	*** Total ***	363.94	
45046- 2634	24	3/01/2014	25260	PERS RETIREMENT		
	24		49978	EMPLOYEE RETIREMENT 2/2/2014	13,896.60	DUE-3/4/2014

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
45046- 2634	24	3/01/2014	Logged	*** Total ***	13,896.60	
45047- 2634	25	3/01/2014	25261	PUBLIC EMPLOYEES HEALTH		
	25		49973	BRD HEALTH INS-MARCH	2,429.92	14233753
	25		49974	EMPLOYEES HEALTH INS-MARCH	20,635.28	100000014233753
45047- 2634	25	3/01/2014	Logged	*** Total ***	23,065.20	
45048- 2634	26	3/01/2014	25325	PIPE TOOLS SPECIALITIES		
	26		49917	1 SET CHAIN ASSEMBLY	641.43	2540
45048- 2634	26	3/01/2014	Logged	*** Total ***	641.43	
45049- 2634	27	3/01/2014	25430	PLUMBERS DEPOT, INC		
	27		49946	TIGER TAILS	351.00	PD-23681
45049- 2634	27	3/01/2014	Logged	*** Total ***	351.00	
45050- 2634	28	3/01/2014	25516	PROGENT		
	28		49916	NETWORK VULNERABILITY TEST/REP	1,200.00	46497
45050- 2634	28	3/01/2014	Logged	*** Total ***	1,200.00	
45051- 2634	29	3/01/2014	25618	PRIZM JANITORIAL SERVICES, INC		
	29		49919	OPEN PO-JANITORIAL SERVICES	1,281.15	7560
45051- 2634	29	3/01/2014	Logged	*** Total ***	1,281.15	
45052- 2634	30	3/01/2014	28020	SAN DIEGO GAS AND ELECTRIC		
	30		49961	ELECTRIC @ BPS	12,841.99	BPS-JAN2014
	30		49962	ELECTRIC @ EEPS	897.68	EEPS-JAN'14
	30		49963	ELECTRIC @ SAXONY PS	863.71	SAXONY-JAN'14
	30		49964	ELECTRIC @ AVOCADO PS	130.61	AVOCADO-1/2014
	30		49965	ELECTRIC @ DIANA PS	415.49	DIANA-JAN'14
	30		49966	ELECTRIC @ RANCHO VERDE PS	149.61	R.VERDE-JAN'14
	30		49967	ELECTRIC @ L.C. PS	958.81	LCPS-1/2014
	30		49968	GAS @ OFFICE	285.97	GAS-OFFICE-'14
	30		49969	ELECTRIC @ VP7 PS	166.86	VP7-1/2014
	30		49970	NAT GAS @ E.E.	1.28	NAT GAS-EE-'14
	30		49971	ELECTRIC @ VP5 PS	286.81	VP5-JAN'14
	30		49972	ELECTRIC @ E. ESTATES PS	677.11	E.ESTATES1/2014
45052- 2634	30	3/01/2014	Logged	*** Total ***	17,675.93	
45053- 2634	31	3/01/2014	28020	SAN DIEGO GAS AND ELECTRIC		
	31		49960	ELECTRIC @ LPS/OFFICE	14,037.15	LPS-JAN/2014
45053- 2634	31	3/01/2014	Logged	*** Total ***	14,037.15	
45054- 2634	32	3/01/2014	28590	SOUTH BAY FOUNDRY		
	32		49927	FRAMES, OUTER COVERS, SEWER LI	2,527.20	0140268-IN
45054- 2634	32	3/01/2014	Logged	*** Total ***	2,527.20	
45055- 2634	33	3/01/2014	29022	TODD AMOS		
	33		49945	REIMBURSE FOR SAFETY BOOTS	200.00	BOOTS-T.AMOS
45055- 2634	33	3/01/2014	Logged	*** Total ***	200.00	
45056- 2634	34	3/01/2014	29225	TELEPACIFIC COMMUNICATIONS		
	34		49952	PHONE SYSTEM	1,031.87	534604720

UNION BANK GENERAL

Check-Run	Seq#	Date	Vendor / Obligat'n	Name / Description	Net amount	INVOICE NUMBER
45056-	2634	34	3/01/2014	Logged	*** Total ***	1,031.87
45057-	2634	35	3/01/2014	29630 TRI COMMUNITY ANSWERING SERVIC		
		35		49951 ANSWERING SERVICE-FEB	90.00	TRI-2/20/14
45057-	2634	35	3/01/2014	Logged	*** Total ***	90.00
45058-	2634	36	3/01/2014	29730 T.S. INDUSTRIAL SUPPLY		
		36		49947 GREEN MKT PAINT	47.50	1066897
45058-	2634	36	3/01/2014	Logged	*** Total ***	47.50
45059-	2634	37	3/01/2014	29814 TIERRA VERDE RESOURCES, INC		
		37		49925 OPEN PO-LANDSCAPE MAINTENANCE	730.00	060103
45059-	2634	37	3/01/2014	Logged	*** Total ***	730.00
45060-	2634	38	3/01/2014	30515 UNIFIRST CORPORATION		
		38		49926 OPEN PO-UNIFORMS/LAUNDRY SERVI	189.67	3601115520
		38		49932 OPEN PO-UNIFORMS/LAUNDRY SERVI	194.10	3601117598
45060-	2634	38	3/01/2014	Logged	*** Total ***	383.77
45061-	2634	39	3/01/2014	30551 CARLSBAD FUELS CORPORATION		
		39		49928 OPEN PO-VEHICLE/TRUCK GAS	1,643.79	20140214
45061-	2634	39	3/01/2014	Logged	*** Total ***	1,643.79
45062-	2634	40	3/01/2014	30580 UNITED WAY		
		40		49957 EMPLOYEE CONTRIBUTIONS	10.00	UNITED-2/19/14
45062-	2634	40	3/01/2014	Logged	*** Total ***	10.00
45063-	2634	41	3/01/2014	31232 VERIZON WIRELESS		
		41		49953 CELL PHONE CHARGES/EQUIPMENT	730.68	9719645142
45063-	2634	41	3/01/2014	Logged	*** Total ***	730.68
						.00
** Total check discount **						.00
** Total check amount **						847,545.13
** Total void discount **						.00
** Total void amount **						.00

LEUCADIA WASTEWATER DISTRICT
BOARD PAYROLL CHECK REPORT

Payroll Date: March 3, 2014

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>
17202 - 17206	3/3/2014	\$3,174.36

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: March 5, 2014

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
17207 - 17224	3/5/2014	\$42,365.51

LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS

<u>FEBRUARY</u>		2013		
2/4/2013	Board			\$5,179.70
2/6/2013	Employee			\$44,012.52
2/13/2013	Employee	Incentive		\$842.98
2/14/2013	Employee	Incentive		\$5,791.35
2/20/2013	Employee			<u>41618.3</u>
	TOTAL			\$97,444.85
<u>MARCH</u>				
3/4/2013	Board			\$2,677.64
3/6/2013	Employee			\$42,984.05
3/14/2013	Employee	Incentive		\$6,433.08
3/20/2013	Employee			<u>\$41,961.15</u>
	TOTAL			\$94,055.92
<u>APRIL</u>				
4/1/2013	Board			\$4,752.45
4/3/2013	Employee			\$42,294.48
4/10/2013	Employee	Incentive		\$369.40
4/17/2013	Employee			<u>\$41,933.79</u>
	TOTAL			\$89,350.12
<u>MAY</u>				
5/1/2013	Employee			\$42,947.64
5/2/2013	Board			\$4,563.02
5/2/2013	Employee			\$3,959.83
5/15/2013	Employee			\$40,159.09
5/22/2013	Employee			\$3,100.61
5/29/2013	Employee			\$38,523.15
5/31/2013	Employee			<u>\$17,681.58</u>
	TOTAL			\$150,934.92
<u>JUNE</u>				
6/3/2013	Board			\$5,209.24
6/12/2013	Employee			\$42,002.57
6/13/2013	Employee	Incentive		\$3,420.71
6/26/2013	Employee			<u>\$38,956.28</u>
	TOTAL			\$89,588.80
<u>JULY</u>				
7/3/2013	Board			\$1,835.49
7/10/2013	Employee			\$38,532.35
7/24/2013	Employee			<u>\$41,810.87</u>
	TOTAL			\$82,178.71

LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS

AUGUST

8/2/2013	Board		\$1,310.58
8/7/2013	Employee		\$39,608.93
8/14/2013	Employee	Incentive	\$439.79
8/21/2013	Employee		<u>\$38,726.94</u>
	TOTAL		\$80,086.24

SEPTEMBER

9/2/2013	Board		\$6,959.12
9/4/2013	Employee		\$39,196.09
9/18/2013	Employee		<u>\$39,236.02</u>
	TOTAL		\$85,391.23

OCTOBER

10/1/2013	Board		\$6,096.79
10/2/2013	Employee		\$40,219.84
10/14/2013	Employee	Incentive	\$12,051.04
10/16/2013	Employee		\$42,112.49
10/30/2013	Employee		<u>\$42,161.63</u>
			\$142,641.79

NOVEMBER

11/1/2013	Board		\$1,947.98
11/7/2013	Employee	Incentive	\$1,062.71
11/13/2013	Employee		\$42,268.87
11/27/2013	Employee		<u>\$41,964.54</u>
	TOTAL		\$87,244.10

DECEMBER

12/2/2013	Board		\$5,776.75
12/5/2013	Employee	Sick buy back	\$20,174.25
12/11/2013	Employee		\$41,450.93
12/12/2013	Employee	Incentive	2339.09
12/25/2013	Employee		
	TOTAL		\$69,741.02

JANUARY

2014

1/3/2014	Board		\$1,475.84
1/8/2014	Employee		\$41,481.11
1/22/2014	Employee		<u>\$42,221.41</u>
	TOTAL		\$85,178.36

FEBRUARY

2/1/2014	Board		\$3,942.03
2/5/2014	Employee		\$43,297.27
2/12/2014	Employee	Incentive	\$2,994.35
2/19/2014	Employee		<u>\$41,851.01</u>
	TOTAL		\$92,084.66

LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS

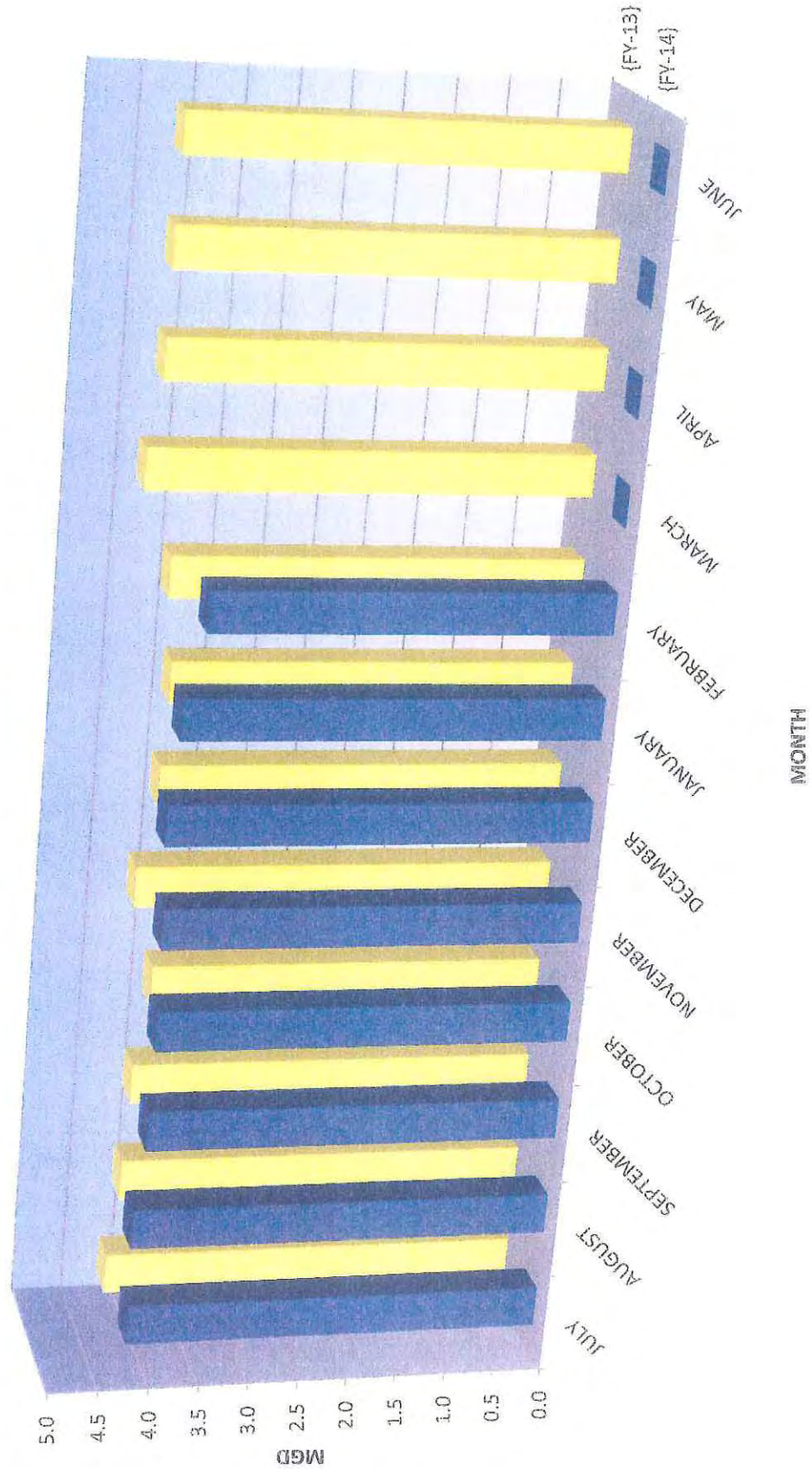
MARCH

3/3/2014	Board	\$3,174.36
3/5/2014	Employee	<u>\$42,365.51</u>
	TOTAL	\$45,539.87

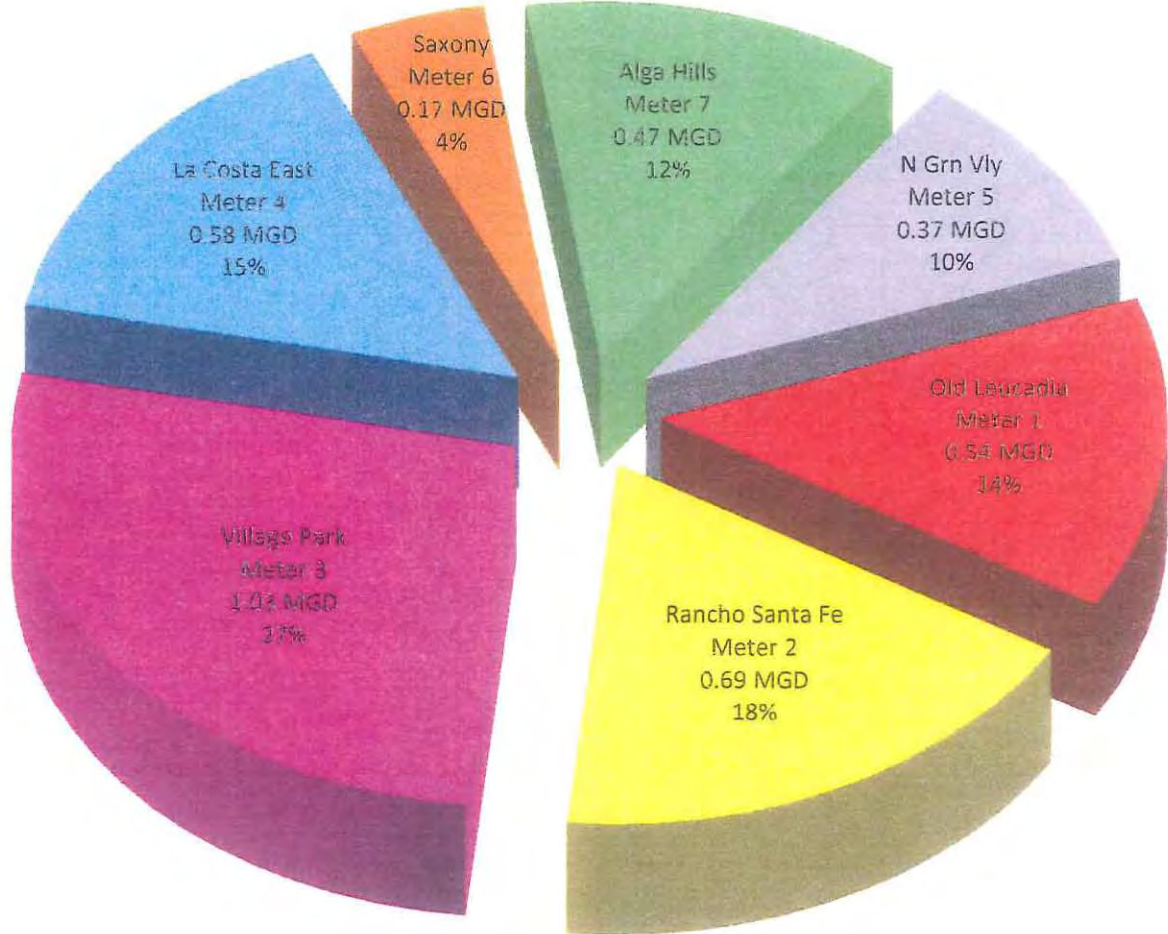
**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2013-2014**

CURRENT MONTH - February 2014							FY 2013-2014
Period	Total Rain Inches	Total Flow MG	Total EDU's 27,939	LWD ADF (MGD)	GPD/EDU	RECLAIMED ADF (ac-ft/mo)	ADF (MGD)
JULY	0.01	129.58	-3	4.18	150	28.94	4.21
YTD	0.01	129.58	27,936				
AUGUST	0.00	130.20	3	4.20	150	46.77	4.12
YTD	0.00	130.20	27,939				
SEPTEMBER	0.00	123.60	1	4.12	147	40.32	4.08
YTD	0.00	123.60	27,940				
OCTOBER	0.45	127.22	6	4.10	147	33.95	3.95
YTD	0.45	127.22	27,946				
NOVEMBER	0.81	123.60	27	4.12	147	8.81	4.18
YTD	0.81	123.60	27,973				
DECEMBER	0.38	128.96	202	4.16	148	8.56	3.98
YTD	0.38	128.96	28,175				
JANUARY	0.04	126.48	9	4.08	145	14.37	4.06
YTD	0.04	126.48	28,184				
FEBRUARY	1.72	109.20	14	3.90	138	8.90	4.36
YTD	1.72	109.20	28,199				
MARCH							4.25
YTD							
APRIL							4.24
YTD							
MAY							4.22
YTD							
JUNE							4.14
YTD							
Annual Total	3.41	998.84	259			190.62	
Mo Average	0.43	124.86	32	4.11	147	23.83	4.14

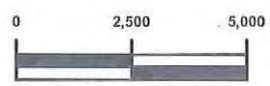
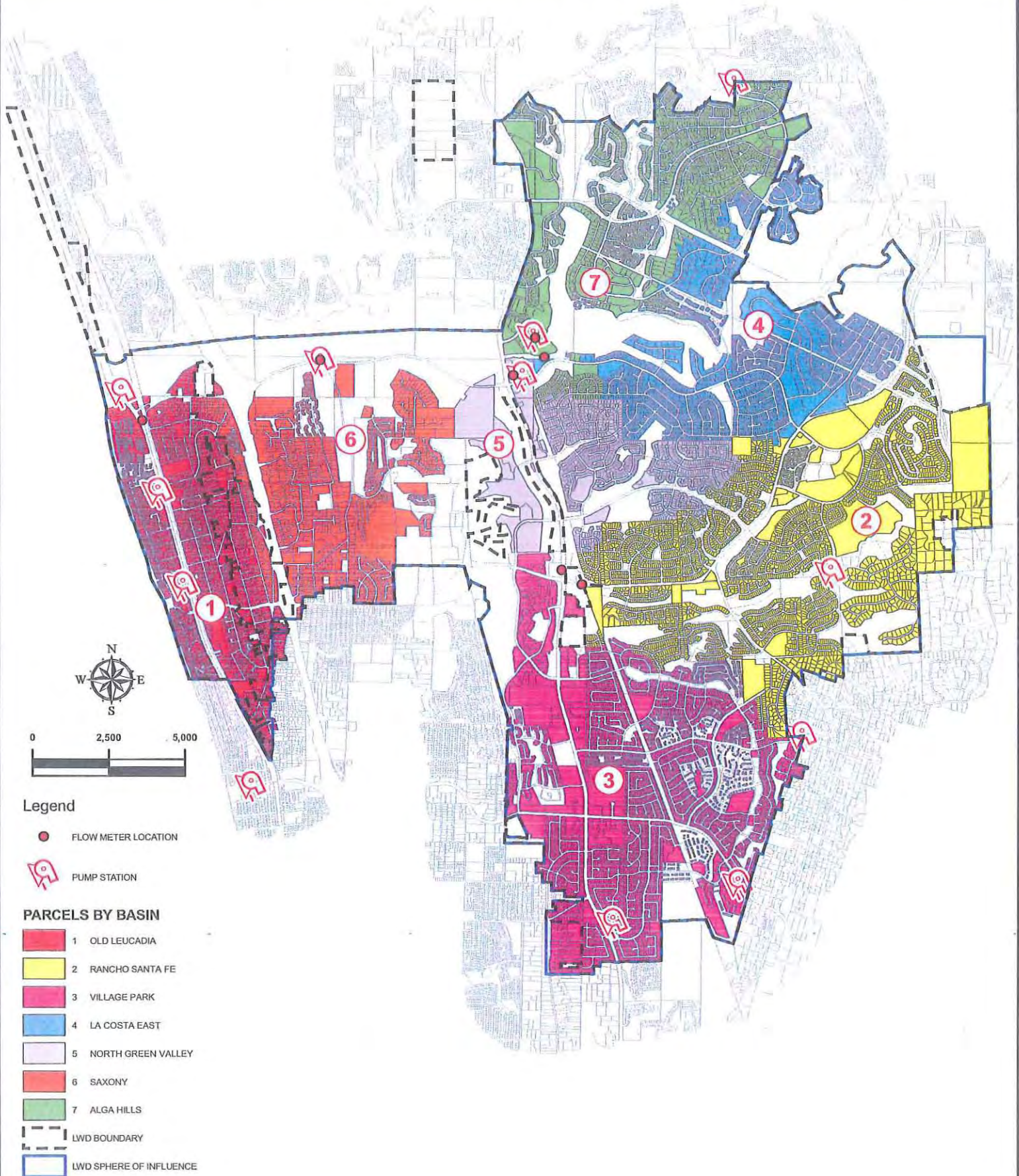
**LEUCADIA WASTEWATER DISTRICT
FLOW COMPARISON FY13 to FY14**



LWD Flows by Sub-Basin
February 2014
Total LWD Flow = 3.84 MGD



LEUCADIA WASTEWATER DISTRICT



Legend

- FLOW METER LOCATION
- PUMP STATION
- PARCELS BY BASIN**
- 1 OLD LEUCADIA
- 2 RANCHO SANTA FE
- 3 VILLAGE PARK
- 4 LA COSTA EAST
- 5 NORTH GREEN VALLEY
- 6 SAXONY
- 7 ALGA HILLS
- LWD BOUNDARY
- LWD SPHERE OF INFLUENCE

LEUCADIA WASTEWATER DISTRICT
SCHEDULE OF ASSETS, LIABILITIES, AND NET POSITION
As of February 28, 2014

ASSETS	
Cash and Investment Pools	\$ 32,013,524.96
Investments	6,140,474.98
Accounts Receivable	663,800.61
Funds Held with Encina Wastewater Authority	906,849.00
Prepaid Expenses	647,311.13
Capital Assets	141,188,651.28
Less Accumulated Depreciation	(45,902,804.93)
TOTAL ASSETS	\$ 135,657,807.03
LIABILITIES	
Accounts Payable and Accrued Expenses	1,099,139.97
Payable to Encina Wastewater Authority	1,517,000.00
Developer Deposits	367,127.05
TOTAL LIABILITIES	\$ 2,983,267.02
NET POSITION	
Net Investment in Capital Assets	97,565,846.35
Restricted Reserves	1,428,316.11
Unrestricted Operating Reserve	2,200,126.29
Unrestricted Non-Operating Reserves (Designated)	25,020,208.73
Unrestricted Emergency Reserve	7,500,000.00
YTD Revenue over (under) Expenditures	(1,039,957.47)
TOTAL NET POSITION	\$ 132,674,540.01

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

LEUCADIA WASTEWATER DISTRICT
BUDGET PERFORMANCE REPORT
YTD Revenue and Expenditures Through 2/28/2014 with Annual Budget

OPERATING REVENUES AND EXPENSES					
DESCRIPTION	A/C No.	YTD ACTUAL AMOUNT	ANNUAL BUDGET	REMAINING BALANCE	% USED
OPERATING REVENUES AND TRANSFERS					
OPERATING REVENUES					
SEWER SERVICE	3110	\$ 4,277,347.01	\$ 7,200,186.00	2,922,838.99	59.4%
RECLAIMED WATER SALES & REBATES	3150	310,556.98	180,000.00	(130,556.98)	172.5%
OTHER OPERATING INCOME		32,123.49	204,448.00	172,324.51	15.7%
TOTAL OPERATING REVENUE		\$ 4,620,027.48	\$ 7,584,634.00	\$ 2,964,606.52	60.9%
OPERATING EXPENSES					
WAGES AND BENEFITS	4100 & 4200	\$ 1,416,500.92	\$ 2,352,951.00	\$ 936,450.08	60.2%
BOARD EXPENSES AND ELECTION	4300 & 4400	85,525.61	140,600.00	55,074.39	60.8%
DEPRECIATION EXPENSE	4510	2,280,000.00	-	(2,280,000.00)	n/a
REPLACEMENT EXPENSE	4515	-	1,510,179.00	1,510,179.00	n/a
FUELS	4600	25,919.59	46,000.00	20,080.41	56.3%
INSURANCE	4700	83,103.82	117,000.00	33,896.18	71.0%
MEMBERSHIP & DUES	4800	11,225.20	26,500.00	15,274.80	42.4%
OFFICE EXPENSE	4900	60,685.31	108,900.00	48,214.69	55.7%
OPERATING SUPPLIES	5000	108,730.68	217,900.00	109,169.32	49.9%
PROFESSIONAL SERVICES	5200	303,893.84	536,000.00	232,106.16	56.7%
PRINTING & PUBLISHING	5300	9,505.81	32,000.00	22,494.19	29.7%
RENTS & LEASES	5400	12,873.83	18,100.00	5,226.17	71.1%
REPAIR & MAINTENANCE	5500	194,304.69	320,700.00	126,395.31	60.6%
MONITORING & PERMITTING	5600	41,098.64	45,500.00	4,401.36	90.3%
TRAINING & DEVELOPMENT	5700	27,966.92	40,700.00	12,733.08	68.7%
UTILITIES	5900	250,675.13	418,600.00	167,924.87	59.9%
LAFCO OPERATIONS	6100	6,137.00	6,200.00	63.00	99.0%
ENCINA	6200	853,292.26	1,763,422.00	910,129.74	48.4%
TOTAL OPERATING EXPENSES		\$ 5,771,439.25	\$ 7,701,252.00	\$ 1,929,812.75	74.9%

NON-OPERATING REVENUES					
DESCRIPTION	A/C No.	YTD ACTUAL AMOUNT	ANNUAL BUDGET	REMAINING BALANCE	% USED
NON OPERATING REVENUES					
CAPACITY CHARGES	3130	\$ 1,053,177.40	\$ 120,180.00	(\$932,997.40)	876.3%
PROPERTY TAXES	3220	741,416.51	1,250,000.00	508,583.49	59.3%
INTEREST INCOME	3250	117,502.00	228,000.00	110,498.00	51.5%
OTHER NON OPERATING INCOME		41,899.23	1,089,288.00	1,047,388.77	3.8%
TOTAL NON OPERATING REVENUES		\$ 1,953,995.14	\$ 2,687,468.00	\$ 733,472.86	72.7%

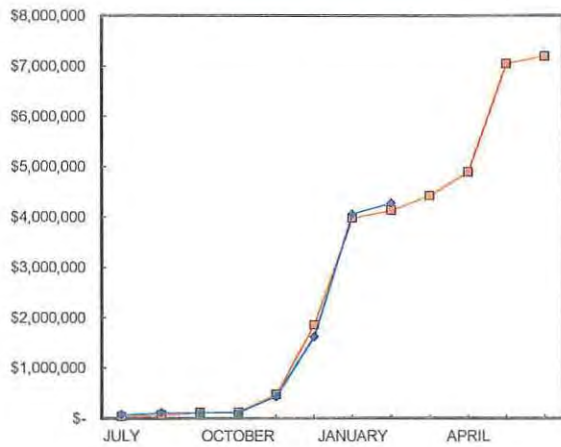
Preliminary: subject to future review, reconciliation, accruals, and audit.

Leucadia Wastewater District

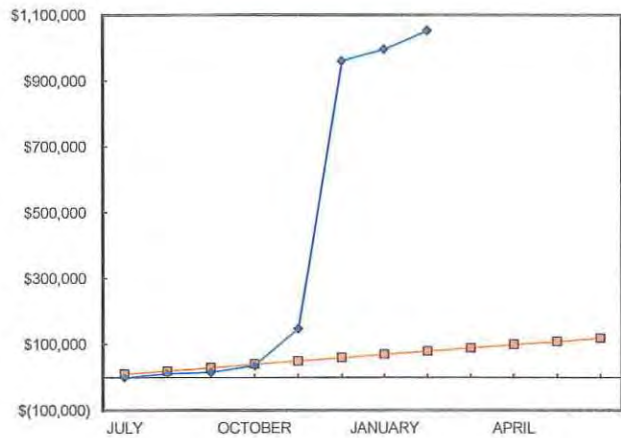
Revenue FY 2014

YTD through February 28, 2014

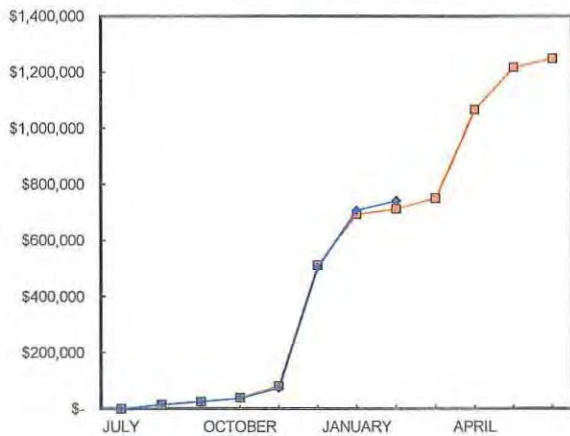
Sewer Service Fees



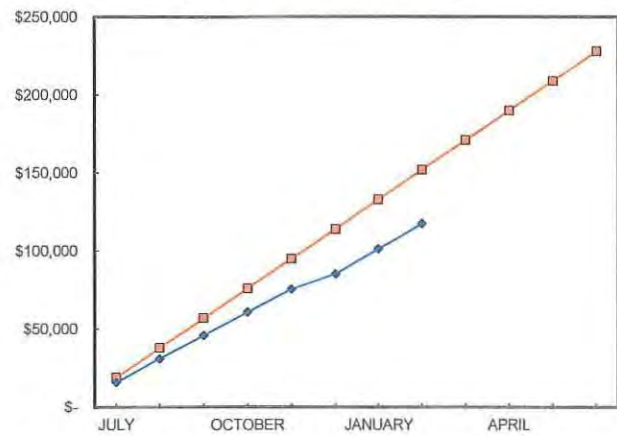
Capacity Charges



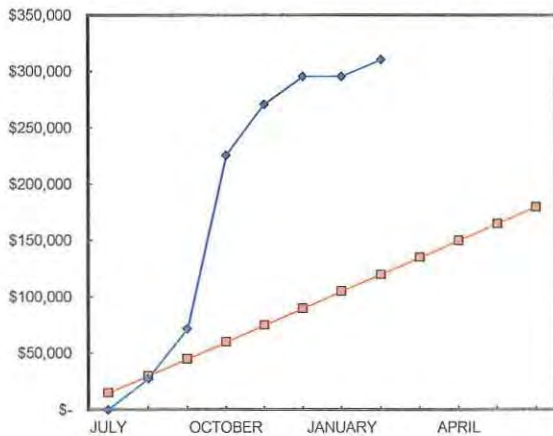
Property Taxes



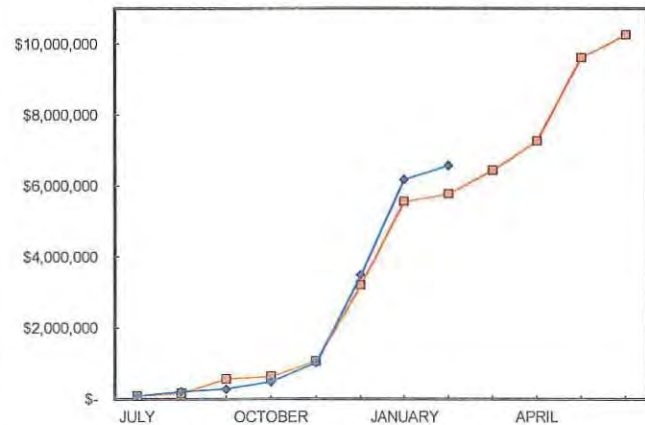
Investment Income



Recycled Wastewater



Total Revenue



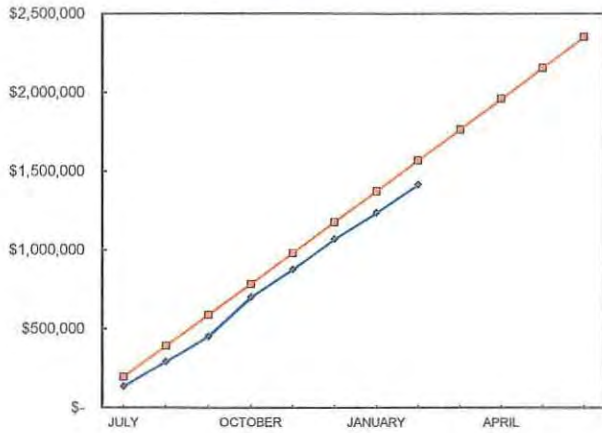
— Budget — Actual

— Budget — Actual

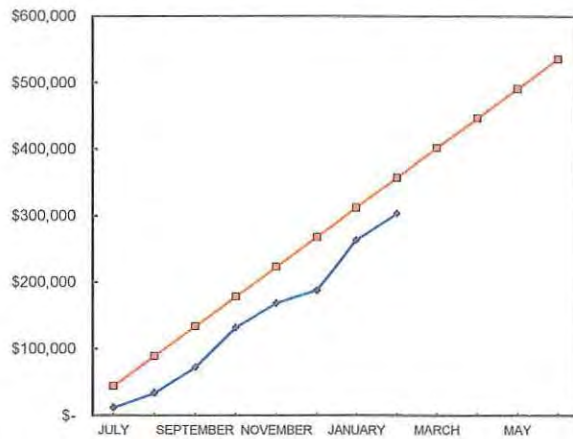
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Operating Expenses FY 2014 YTD through February 28, 2014

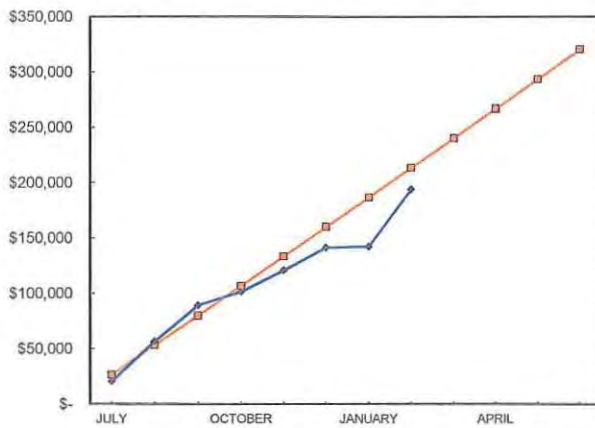
Salaries and Benefits



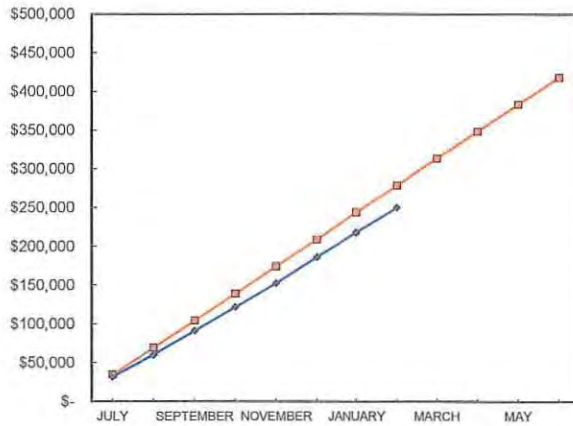
Professional Services



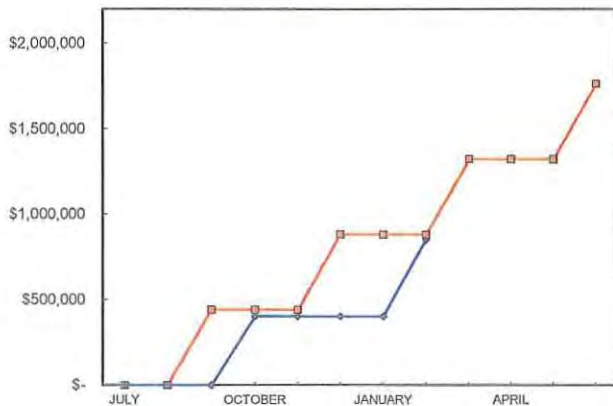
Repairs & Maintenance



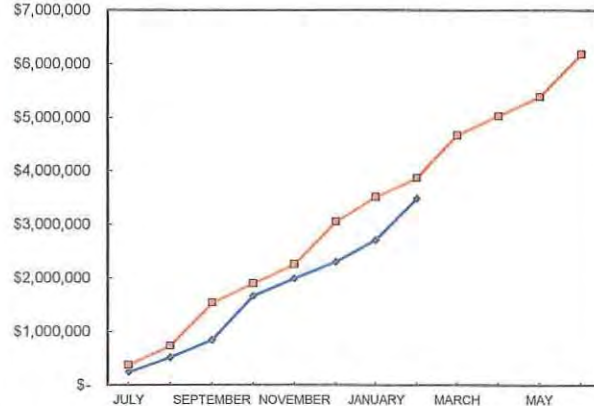
Utilities



Encina M&O



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



— Budget — Actual

— Budget — Actual

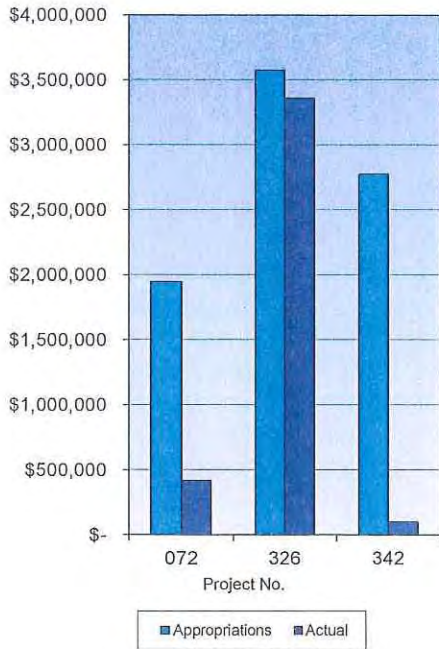
* Preliminary; subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District

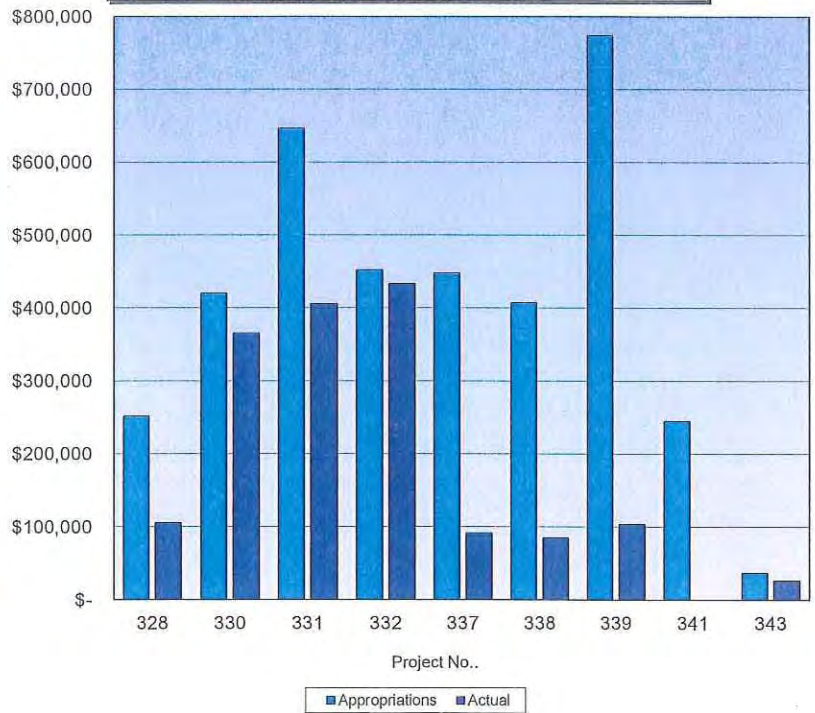
Capital Expenditures

As of February 28, 2014

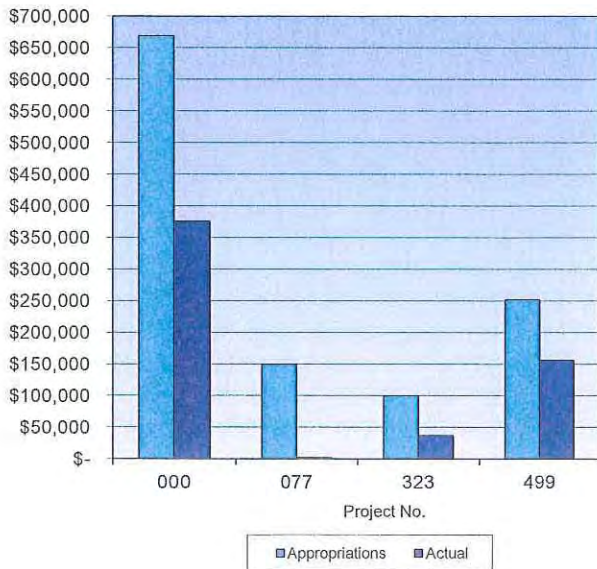
District Multi Year Capital Expenditures by Project (>\$1M) Through FY2014



District Multi Year Capital Expenditures by Project (<\$1M) Through FY2014



Single Year Capital Expenditures by Project FY2014



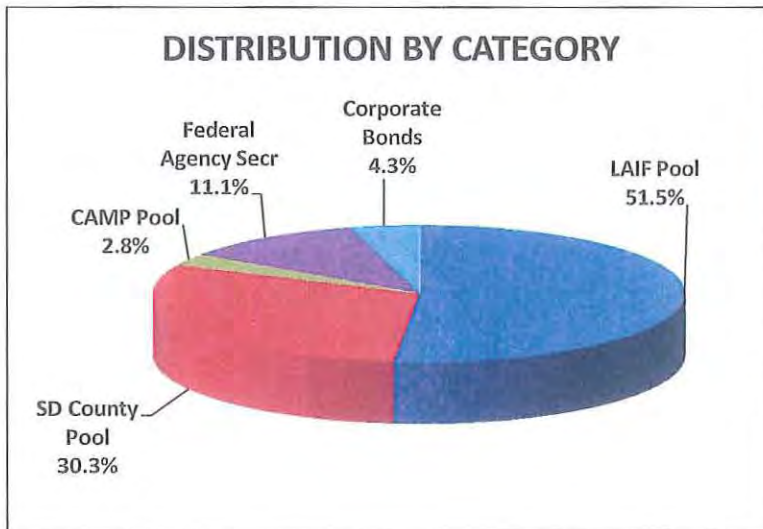
Project Legend

Multi-Year Capital Projects	
Description	No.
Encina Wastewater Authority	072
Batiquitos PS Rehabilitation	326
Water Recycling Group	328
Lanikai Line Repair	330
Leucadia PS Generator Replacement	331
La Cost PS Rehabilitation	332
Leucadia Force Main Corrosion Eval	337
Recycled Water Effluent Line Repair	338
Gravity Pipeline Rehabilitation	339
Scott's Valley Pipeline Repair	341
B2 Force Main Replacement Project	342
Pump Station Condition Assessment	343
Single Year Capital Projects	
Description	No.
Equipment	000
Misc Pipeline Rehabilitation	077
Lateral Replace/Backflow Prevention	323
LWD Gen'l Cap Labor & O/H Allocation	499

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

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
January 31, 2014

Cash Equivalents & Investments	Principal (Original Cost)		January Interest	Average Rate
	December 31, 2013	January 31, 2014		
LAIF Pool	\$ 17,737,674	\$ 19,350,077	\$ 3,771	0.244%
SD County Pool	11,359,741	11,368,801	3,873	0.409%
CAMP Pool	521,434	1,038,968	49	0.060%
CAMP Portfolio				
Corporate Notes	2,110,490	1,611,640	1,805	1.244%
Federal Agency Bonds/Notes	3,982,383	3,982,383	3,319	1.000%
GNMA mortgage pools	11,959	11,750	89	8.520%
Total Camp Portfolio	6,104,832	5,605,773	5,213	
US Bank Custodial Account				
Resolution Funding Corp Strips at cost	178,862	173,244	2,239	15.261%
Total Custodial Funds	178,862	173,244	2,239	
Totals	\$ 35,902,543	\$ 37,536,863	\$ 15,145	0.495%

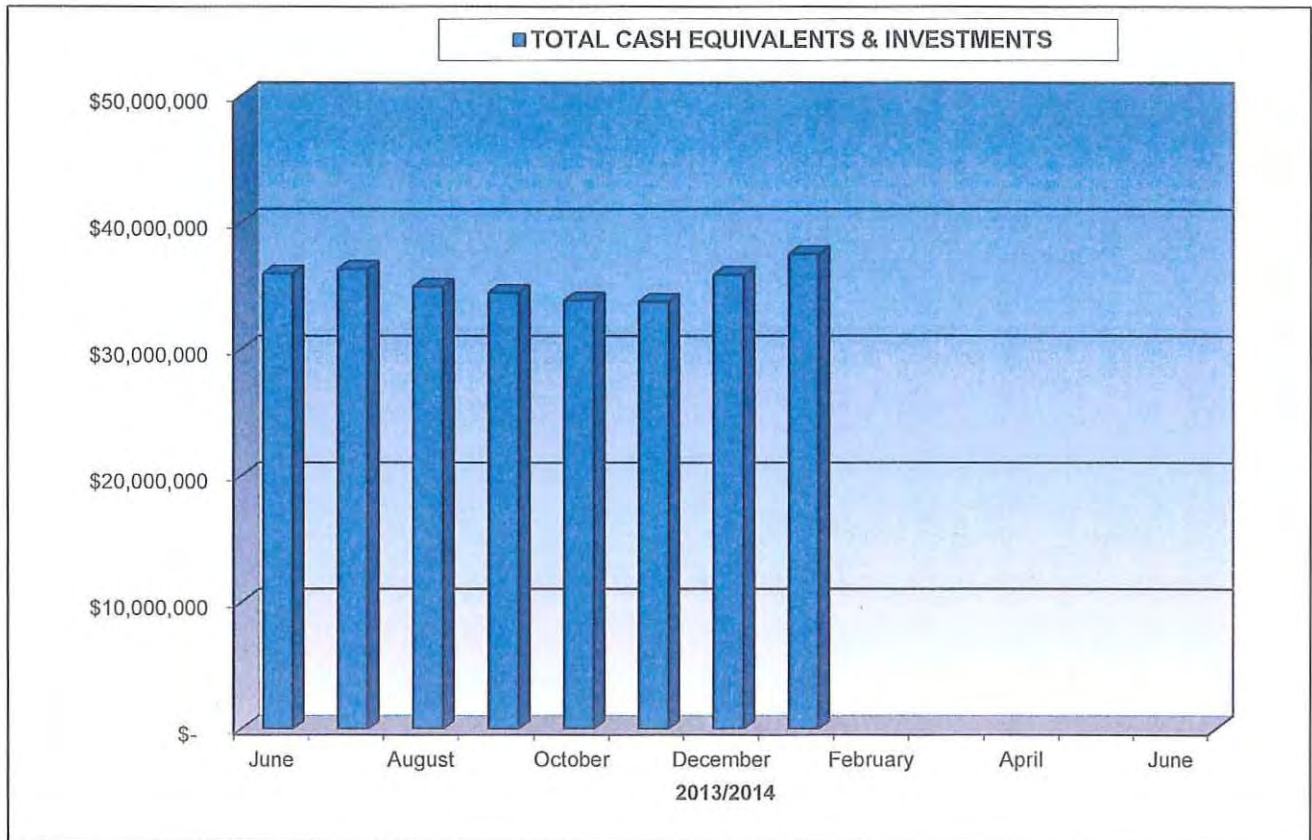


Allocation Percentages of LWD Investments by Type (Actual and Allowable)

Investment Type	Actual %	Allowed %
LAIF Pool	51.5%	75%
SD County Pool	30.3%	75%
CAMP Pool	2.8%	75%
Federal Agency Secur	11.1%	75%
Corporate Bonds	4.3%	10%
TOTAL	100.0%	

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
January 31, 2014
(Continued)

TOTAL CASH EQUIVALENTS & INVESTMENTS		
Month 2013/2014	Amount	Average Return Rate
June	\$ 36,004,084	0.57%
July	\$ 36,345,994	0.54%
August	\$ 34,952,518	0.51%
September	\$ 34,501,141	0.52%
October	\$ 33,869,053	0.52%
November	\$ 33,770,114	0.53%
December	\$ 35,902,543	0.53%
January	\$ 37,536,863	0.50%
February		
March		
April		
May		
June		



LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
January 31, 2014
(Continued)

INVESTMENT TRANSACTIONS
For the month of January, 2014

Investment	Purchases	Maturities	Sales	Notes	YTM at Cost
GE Electric Capital Mtn		\$ 500,000			2.18%
GNMA MBS 30-yr Pools		\$ 213		(1)	8.52%

TOTAL	\$ -	\$ 213	\$ -		
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(1) Monthly principal payments from mortgage pools

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

Encina Wastewater Authority Report
Regular Board Meeting
February 26, 2014

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

1. Congressional Clean Water Caucus.

The Board of Directors authorized staff to prepare and transmit Letters of Support to local Members of Congress for the Congressional Clean Water Caucus in the House of Representatives.

There was no Executive Session.

Community Affairs Committee Meeting Report

Presented by Director Omsted

Meeting held February 13, 2014

1. Review the Spring 2014 newsletter proposed article topics and production schedule.

The CAC reviewed and agreed with the following newsletter article topics, along with the production schedule:

- Recently received District awards;
- Notification of the upcoming rate increase;
- The District's upgraded website;
- Teacher Grant update; and
- LWD's participation in North County Recycled Water Coalition Group and use of LWD's recycled water at the Omni La Costa Resort

The CAC also suggested changing the cover article topic from an update on capital improvement projects to an article that informs the customers on indirect and direct potable reuse.

Staff agreed to change the newsletter's cover article.

2. Website Update

The CAC received a website status update. BigTuna Inc. is currently in the Quality Assurance Phase. Staff anticipates that the website update will be completed in mid-March.

Engineering Committee Meeting Report

Presented by Director Juliussen

Meeting held on March 5, 2014

1. The EC reviewed staff's recommendation to revise Leucadia (L1) Force Main and Batiquitos (B3) Force Main Non-Destructive Testing Project.

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

2. The EC also received the following project updates:
 - La Costa Pump Station Rehabilitation Project
 - Leucadia Pump Station Generator Replacement Project
 - Gravity Line Rehabilitation Project
 - B2 Force Main Replacement Project

MEMORANDUM

DATE: March 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: TRG & Associates Contract Extension for Public Information Services

RECOMMENDATION:

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

1. Authorize the General Manager to execute a two-year extension to the TRG & Associates Professional Services Agreement for as needed public information services.
2. Discuss and provide direction as appropriate.

DISCUSSION:

The CAC will review this agenda item at their March 10, 2014 meeting and staff will forward their recommendation at the Board meeting.

During March 2011, LWD entered into a Professional Services Agreement with TRG & Associates for Public Information Services. The initial contract period was for 3 years with an option to extend for 2 additional years. These terms were selected for efficiency and to allow for continuity of service beyond the initial term should it be warranted by TRG's performance.

The initial three-year period of the TRG agreement expired on March 8, 2014. Based on their performance and commitment to LWD, staff is recommending that the option for a two-year contract extension be executed.

Overall, TRG's performance has been excellent and their assistance in every aspect of our public information program has been note-worthy. They are recognized as a valuable asset to our District.

Therefore, staff and the CAC recommend that the Board of Directors review the proposed Amendment No. 1 (attached) and authorize the General Manager to execute a two-year extension to the TRG & Associates Professional Services Agreement for public information services.

cal:PJB

Attachment

**AMENDMENT NO. 2
TO THE AGREEMENT BETWEEN
THE LEUCADIA WASTEWATER DISTRICT
AND TRG & ASSOCIATES, INC..
FOR PUBLIC INFORMATION SERVICES**

This Amendment No. 2 to the AGREEMENT is made and entered into this 12th day of MARCH, 2014 by and between the Leucadia Wastewater District, hereinafter referred to as DISTRICT, and TRG & Associates, Inc. hereinafter referred to as CONSULTANT.

WHEREAS, the DISTRICT and CONSULTANT entered into a three (3) year AGREEMENT for public information services on March 9, 2011; and

WHEREAS, said AGREEMENT expired on March 8, 2014; and

WHEREAS, said AGREEMENT includes an option to renew or extend the AGREEMENT for two (2) additional years; and

WHEREAS, DISTRICT has determined it would be most efficient to amend the AGREEMENT to extend the period of services from March 9, 2014 to March 8, 2016 or a period of two (2) years.

NOW THEREFORE, in consideration of their mutual promises, obligations, and covenants hereinafter contained, DISTRICT and CONSULTANT agree to amend the AGREEMENT as follows:

ARTICLE 1. TERM OF CONTRACT

Article 1: TERM OF CONTRACT, Section 1.01 shall be amended to read as follows:

1.01 The term of this contract shall be extended for a two year period commencing on March 9, 2014 and ending on March 8, 2016, or until terminated as provided under Article 7.

All other terms and conditions of the AGREEMENT shall remain unchanged.

IN WITNESS WHEREOF, the parties hereto caused this AGREEMENT to be executed the day and year first above written.


TRG & ASSOCIATES, INC.

LEUCADIA WASTEWATER DISTRICT

By: _____
Lois Humphreys, President

By: _____
Paul J. Bushee, General Manager

MEMORANDUM

DATE: March 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Leucadia (L1) Force Main and Batiquitos (B3) Force Main Condition Assessment Project**

RECOMMENDATION

Staff and the Engineering Committee (EC) recommend that the Board of Directors:

1. Authorize staff to discontinue the implementation of the L1 and B3 Forcemain Assessment using the SeaSnake technology from PICA Corporation.
2. Discuss and take other action, as appropriate.

BACKGROUND

This item was reviewed by the EC at its March 5, 2014 meeting and the EC concurred with staff to recommend this item for Board approval.

In August 2013 the Board of Directors received and filed the Leucadia (L1) Force Main Internal Corrosion Evaluation Project Report completed by Infrastructure Engineering Corporation (IEC). Based on the condition of the sample taken from the L1 section west of Interstate 5 (I-5), IEC recommended that the District discontinue use of the L1 until the District conducts further condition assessments of the force main. The Board approved an additional appropriation to the Fiscal Year 2014 (FY14) Budget for the Leucadia Force Main Corrosion Evaluation Project in the amount of \$378,000 to complete a subsequent condition assessment of the entire length of the L1 Force Main. Included in that appropriation were funds to conduct a similar assessment of the Batiquitos (B3) Force Main to take advantage of the economy of scale in the inspection price and efficiencies in design and project administration.

In October 2013, the Board of Directors received and filed the technical memorandum on the Recommended Method for Non-Destructive Testing of Leucadia (L1) and Batiquitos (B3) Force Mains completed by IEC. In that memo IEC recommended using SeeSnake, developed by PICA Corporation (PICA), to conduct the assessment. SeeSnake was selected because it provides high defect resolution for condition assessment, can navigate bends up to 90 degrees in the force main and is free swimming (does not require mechanical conveyance).

Additionally, IEC recommended that the District contract directly with PICA for a packaged project to include construction of force main modifications for launching the SeeSnake, provide and operate the required pumping equipment, perform the testing and provide a report of the test results. Doing so would place project responsibility and liability with PICA, reduce the complexity of the project, and result in improved efficiency in project administration and management. Staff agreed with this recommendation and the Board concurred with this approach.

DISCUSSION:

IEC was tasked to obtain a quote from PICA to conduct the assessment. During development of the scope of work and specifications, IEC discovered that three valves were installed on L1 during the construction of the Leucadia (L2) Force Main to facilitate the phased construction of L2. The installation of these valves were shown on the As Built Plans for L2, but not indicated in the L1 As Built Plans. The valves are an obstacle to using SeeSnake and would have to be removed to conduct the assessment.

IEC provided PICA with the project scope of work and specifications. Subsequently, PICA submitted a cost proposal of \$663,325 to complete the L1 and B3 Force Main inspections. The cost breakdown was PICA SeeSnake inspection and report, \$310,295, and Charles King Company construction services, \$353,030. The revised cost to perform the assessment is significantly higher than the original estimate and the budget appropriation amount of \$378,000,

Due to the significant cost difference, staff and IEC met to discuss the alternatives. Based on that discussion, staff has determined that LWD should not perform the assessment at this time. Staff's determination was based on the following:

- LWD maintains redundant forcemains along La Costa Avenue and the second forcemain is relatively new (11 years old), is constructed primarily of high grade PVC, and is in excellent condition.
- Staff does not believe that there is high value in assessing the pipe at a cost of over \$660,000.
- From an engineering standpoint, the section of pipe should be completely full of wastewater thereby reducing the chance of internal corrosion from hydrogen sulfide.
- Staff believes the \$660,000 would be better spent repairing the western section the pipe that we know is bad, and returning the pipe to standby status.

These issues combined with the fact that the Batiquitos B2 Forcemain Replacement Project is approximately 20% higher than originally anticipated, led staff to the conclusion that it is best to forgo the SeeSnake assessment at this time. There is some risk associated with not evaluating L1 and B3, but staff believes this risk is manageable given the excellent condition of the redundant forcemain L2 and the pending replacement of B2.

In terms of the cost of repairing the western section L1, staff is working with IEC to develop this information and it will be presented as part of the Fiscal Year 2015 Capital Budget process.

rym:PJB

MEMORANDUM

DATE: March 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager  for PJB
SUBJECT: Potential Change to May 2014 Board of Directors Meeting Date

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Discuss and take action, as appropriate.

DISCUSSION:

President Kulchin recently indicated to staff that he has a conflict with the May Board of Director's meeting scheduled for May 14, 2014. In light of this conflict, staff requests that the Board consider moving the May Board meeting to an alternate date.

This item is presented for the Board of Director's consideration and staff has no recommendation on this matter.

PJB:

MEMORANDUM

DATE: March 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Award Teacher Grants


RECOMMENDATION:

Staff and the CAC recommend that Board of Directors:

1. Award two Teacher Grants; and
2. Discuss and provide direction, as appropriate.

DISCUSSION:

This item will be reviewed by the Community Affairs Committee at its March 10, 2014 meeting and staff will forward their recommendation at the Board meeting.

Implementation of LWD's Teacher Grant Program was included as a tactical goal on the Fiscal Year 2014 Tactics and Action Plan.

During December 2013, staff provided grant information to nine elementary schools, one middle school, and one high school indicating that the submission deadline was February 28, 2014. As a result, the following two (2) applications were received:

Applicants	Schools	Grant Amounts
Ms. Bethany Luna	Park Dale Lane Elementary	\$1,000
Ms. Melissa Barbano	E Camino Creek Elementary	\$1,000
		Total: \$2,000

The FY 14 budget includes \$5,000 to fund the Teacher Grant program, which is intended to fund up to five \$1,000 applications.

th:PJB

Attachments



LEADERS IN ENVIRONMENTAL PROTECTION



Grant Application Form

During the 2013-2014 school year Leucadia Wastewater District will award grants to teachers in local elementary, middle, and/or high schools in LWD's service area. The District anticipates awarding up to five grants up to \$1,000 each.

Use this cover sheet as page one of your application. Identifying information is to be included on the cover sheet only. IN YOUR PROJECT NARRATIVE DO NOT INCLUDE YOUR NAME, THE NAME OF YOUR SCHOOL, OR THE NAME OF YOUR DISTRICT. Completed applications MUST BE emailed to thill@lwwd.org or received by Friday, February 28, 2014.

IDENTIFYING INFORMATION

Teacher's name Bethany Luna

Grade Kindergarten Subject all

School name Park Dale Lane District Encinitas U.S.D.

School address, including street, city and zip 2050 Parkdale Lane

Principal's name Jod. Greenberger School phone number 760 944-4344

Name of parent organization (i.e. PTA or school foundation) PTA

Project title Library Garden Grant amount requested \$1000.00

Teacher's signature Bethany Luna

Please tell us how you heard about this program

Posture/Flyer Web site Another Educator Newsletter Other

LEUCADIA WASTEWATER DISTRICT GRANT NARRATIVE

A. Description of project.

1. Our school educates its students about the importance of natural resources through the campus gardens. We have been fortunate enough, with the help of our hard-working and generous donors, volunteers, parents, and staff, to establish several gardens where students can grow their own plants, including fruits and vegetables. We now want to turn our attention to building a garden that would emphasize the water-conservation benefits of drought-tolerant plants. In addition to the unique educational opportunities this garden would provide, it would hold a special place at our school—we plan to dedicate it to the memory of one of our parents, who died of cancer earlier this school year.
2. All 550 students will get to use the garden, and teachers and staff can also utilize it for lessons as they see fit. We have a Garden Team made up of students, teachers, and volunteers that would spearhead the project and pull in other volunteers from the community.
3. There are several options for incorporating the water-conservation garden into the curriculum. Among them: 1) The garden can be used as the site for experiential and engaging science lessons for all grades (all students take a science class once a week) as well as our Science Club for upper-graders. Those lessons can encompass water conservation, propagation of plants such as succulents, plant biology, and more; 2) It can be used by our reading specialists as a safe and relaxing place where students who are below grade level can improve their reading skills; 3) The garden can be used for interdisciplinary lessons crafted by teachers—art classes, a study of the state’s native plants for fourth-graders studying California history, etc.
4. We have secured a \$400 donation from our PTA, an \$800 CSDA grant, a donation of native plants from a local family, and a commitment from our school district for all labor involved with clearing and preparing the garden site and installation of seating.
5. The garden will be located in the middle of our campus, outside the library. The school district has already begun clearing the site. Our goal is to have the garden completed by May 2, 2014.

B. Project objectives.

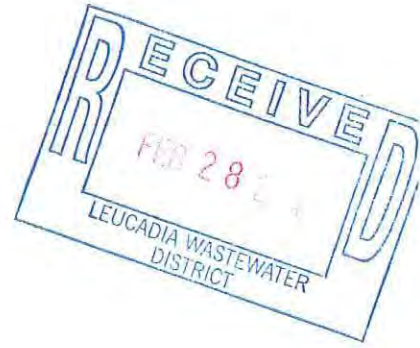
1. The garden would be a place where students can learn about water conservation, and the important role drought-tolerant plants play in our local environment.
2. The garden would be located by our library, where it could serve as a quiet place for students to gather and read, either on their own or as part of a lesson.
3. The garden would serve as a permanent memorial to the mother of one of our current students, honoring not only her dedication to the school but serving as a lovely remembrance for her child, his friends, and the teachers and parents who knew her.

C. Budget.

Native plants and succulents: \$2,000 (secured)
Bench seating for up to 30 students: \$2,200
PTA donation: \$400 (secured)
CSDA grant: \$800 (secured)
Balance: \$1,000



LEADERS IN
ENVIRONMENTAL
PROTECTION



Grant Application Form

During the 2013-2014 school year Leucadia Wastewater District will award grants to teachers in local elementary, middle, and/or high schools in LWD's service area. The District anticipates awarding up to five grants up to \$1,000 each.

Use this cover sheet as page one of your application. Identifying information is to be included on the cover sheet only. **IN YOUR PROJECT NARRATIVE DO NOT INCLUDE YOUR NAME, THE NAME OF YOUR SCHOOL, OR THE NAME OF YOUR DISTRICT.** Completed applications **MUST BE** emailed to thill@lwwd.org or received by Friday, February 28, 2014.

IDENTIFYING INFORMATION

Jennifer Smith, 5th Grade Teacher, Melissa Barbano PTA H2O Club

Teacher's name

5th

Water Conservation - Water Recycling

Grade

Subject

El Camino Creek Elementary

EUSD

School name

District

7885 Paseo Aliso, Carlsbad, CA 92009

School address, including street, city and zip

Carrie Brown

760-943-2051

Principal's name

School phone number

ECC-PTA

Name of parent organization (i.e. PTA or school foundation)

Self-Watering Pot Conversion \$1,000

Project title

Grant amount requested

Teacher's signature

Please tell us how you heard about this program

Posture/Flyer Web site Another Educator Newsletter Other

Elaine Sullivan in conversation re: water conservation/reuse & PureGreen fertilizer & ECC's Garden Science/H2O Educational Program goals.

Self-Watering Pot Conversion Project

A club consisting entirely of fifth graders proposes to convert seventeen existing 20”D x 17”H ornamentally-planted pot containers into water-conserving “self-watering” vessels. The Club is in charge of maintenance and watering for all pots placed on campus to beautify our school’s environment. It has been their experience that water has been “wasted” when it overflows from the bottom drain holes of the existing containers. They have also noted how quickly the existing containers dry out in the warm weather of San Diego. In addition, since we have many school breaks it has been necessary to arrange supplemental watering when school is not in session. It is the Club’s intention to conserve water by having to water less frequently. They have proposed that they will also likely have healthier plants and root systems because of the more consistent supply of water it will have access to when it is needed.

Seventeen students will be directly involved, or more if we work in partnerships. Each student will be responsible for converting one existing pot into a water-conserving pot. Not only will students have to put together the Eco-Grow pot conversion kits to fit inside the existing ECC container, remove current plants from pot, install vessel and its accompanying water measuring tools, as well as figure out drainage but they will also be responsible for selecting plants that are water-wise when they repot their converted container and, ultimately, they will be responsible for their container’s care as the plants reestablish themselves to this new system. Students will be expected to be able identify the container’s current plants and decide whether they fit into our studied selections of water-wise and/or native plants for San Diego’s climate and drought conditions. We will provide cuttings and supplemental water-wise plants for the students to choose from in designing their converted containers. Plant spacing and pairing will also be studied. Rain barrel, garden sink and AC run-off collections will be sufficient to be used as our main source of water to maintain the new vessels going forward since we will be cutting our watering schedule in half, if not more.

Our club is easily identified on campus by our Club T-shirts we wear on work days and the student body is always interested in our projects. We will update the other grades at spirit assemblies and we will also have a demonstration and explanation of the conversion to encourage all students to bring the idea home to their families. The fifth graders are very excited about adopting a plan to embrace water conservation while still providing a beautiful environment that the student body takes great pride in! They feel they are doing their part.

Budget:

Product	Cost	Total
(17) 19” inch Eco-Grow Pots & tools	@ \$53.98/each (incl. tax)	\$917.66
Aeration Soil Components, plants	200 (difference paid by PTA)	\$82.34
		\$1000




One of only two existing succulent pots on campus. 15 are not water-wise plantings.



Eco Grow Pot system to fit inside existing campus containers.

MEMORANDUM

DATE: March 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Call for Nominations to the CSDA Board of Directors Seat C**

RECOMMENDATION:

That the Board of Directors considers the following:

1. Discuss and take other action as appropriate.

DISCUSSION:

Leucadia Wastewater District received notification that nominations are being solicited for Seat C on CSDA's Board of Directors in each of the six regions. The District's region is six (6). Any regular member of an Independent Special District is eligible to nominate one person, a board member or managerial employee, for the election. CSDA Board members serve three year terms. The deadline for receipt of all nominations is May 23, 2014. The nomination form must include a Board resolution/minute action supporting the candidate.

All nominees will receive a Candidate's Packet in the mail. CSDA will mail ballots on June 6, 2014 and the original ballots must be received by CSDA by August 1, 2014 by 5:00 p.m. The successful candidates will be notified no later than August 5, 2014 and he/she will be introduced at the Annual Conference in Palm Springs in September.

Staff has no recommendation on this matter and is seeking direction from the Board of Directors. Attached are CSDA's notification letter that includes a list of incumbents, the nomination form, and a map showing the CSDA regions. Please note that Director Sullivan currently holds seat C seat for Region 6 and she is running for re-election.

cal:PJB

Attachments



**California Special
Districts Association**
Districts Stronger Together



DATE: February 21, 2014
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT C**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2015 - 2017 term.

The leadership of CSDA is elected from its six geographical regions. Each of the six regions has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA regular member located within the geographic region that they seek to represent. (See attached Region Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, held every other month at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy.
- Attend CSDA's two annual events: Special District Legislative Days (held in the spring) and the CSDA Annual Conference (held in the fall).
- **Complete all four modules of CSDA's Special District Leadership Academy within 2 years.**
(CSDA does not reimburse for expenses for the two conferences or the Academy classes even if a Board or committee meeting is held in conjunction with the events).

Nomination Procedures: Any Regular Member is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is May 23, 2014.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 6th. The ballots must be received by CSDA no later than 5:00 p.m. August 1, 2014 and must be the original ballot (no faxes or e-mails). The successful candidates will be notified no later than August 5th. All selected Board Members will be introduced at the Annual Conference in Palm Springs, CA in September.

Expiring Terms

(See enclosed map for regional breakdown)

Region 1	Seat C	Phil Schoefer, Western Shasta Resource Conservation District
Region 2	Seat C	David Pierson, Sacramento Metropolitan Fire District*
Region 3	Seat C	Stanley Caldwell, Mt. View Sanitary District*
Region 4	Seat C	Steve Perez, Rosamond Community Services District*
Region 5	Seat C	Jim Acosta, Saticoy Sanitary District
Region 6	Seat C	Elaine Sullivan, Leucadia Wastewater District*

(* = Incumbent is running for re-election)

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or charlottel@csgda.net.



2015 Regions/Networks





**California Special
Districts Association**
Districts Stronger Together

BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Region: _____ (see map on back)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by fax or mail to:

CSDA
Attn: Charlotte Lowe
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 23, 2014



2015 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after June 5, 2014 will not be included with the ballot mailing.**

MEMORANDUM

DATE: March 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Resolution No. 2244 Requesting LAFCO to Take Proceedings for the Rogers Change of Organization

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Adopt Resolution No. 2244, Rogers Annexation, as presented.
2. Discuss and take other action, as appropriate.

DISCUSSION:

The proposed Rogers Annexation into the Leucadia Wastewater District's (LWD) service area involves one parcel totaling 0.50 acres, located north of the intersection of Andrew Avenue and Sheraton Road, west of Interstate 5.

This annexation is within the District's sphere of influence and includes one single family residence with an ageing septic tank system. The private lateral will connect to the available public sanitary sewer system located in the middle of Andrew Avenue. The annexation is necessary to provide sewer service to this residence.

Approval of Resolution No. 2244 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. 2244 for your review.

rym:PJB

Attachment

RESOLUTION NO. 2244

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
ROGERS 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 Rogers Change of Organization; and

WHEREAS, the proposed Rogers Change of Organization includes annexation of the Rogers territory (**APN 206-063-09**) to the 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 service 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 LWD's 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 and Resolution ordering the change of organization by the County Recorder.

RESOLUTION NO. 2244

Page two

WHEREAS, the staff of LWD has reviewed this proposed Change of Organization under the California Environmental Quality Act (CEQA) and has found it to be categorically exempt from CEQA pursuant to Section 15319 (a) of the California Environmental Quality Act.

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 March 12, 2014 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

David Kulchin, President

ATTEST:

Paul Bushee, General Manager
(SEAL)

EXHIBIT A

ANNEXATION TO LEUCADIA WASTEWATER DISTRICT
GEOGRAPHICAL DESCRIPTION

THAT PORTION OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 12 SOUTH, RANGE 4 WEST SAN BERNARDINO BASE MERIDIAN, IN THE CITY OF ENCINITAS, COUNTY OF SAN DEIGO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTERLINE INTERSECTION OF ANDREW AVENUE AND SHERIDAN ROAD, SAID INTERSECTION BEING A POINT ON THE ARC OF A 350.00 FOOT RADIUS CURVE IN SHERIDAN ROAD CONCAVE SOUTHERLY, A RADIAL LINE TO SAID POINT BEARS NORTH 12° 38' 50" WEST;

THENCE EASTERLY ALONG SAID ARC 20.42 FEET THROUGH A CENTRAL ANGLE OF 3° 20' 36";

THENCE NORTH 0° 40' 24" EAST 30.42 FEET TO THE POINT OF BEGINNING;

1) THENCE NORTH 0° 40' 24" EAST 116.99 FEET; THENCE

2) SOUTH 89° 23' 44" EAST 187.95 FEET; THENCE

3) SOUTH 0° 40' 49" WEST 128.67 FEET; THENCE

4) NORTH 79° 33' 34" WEST 64.26 FEET

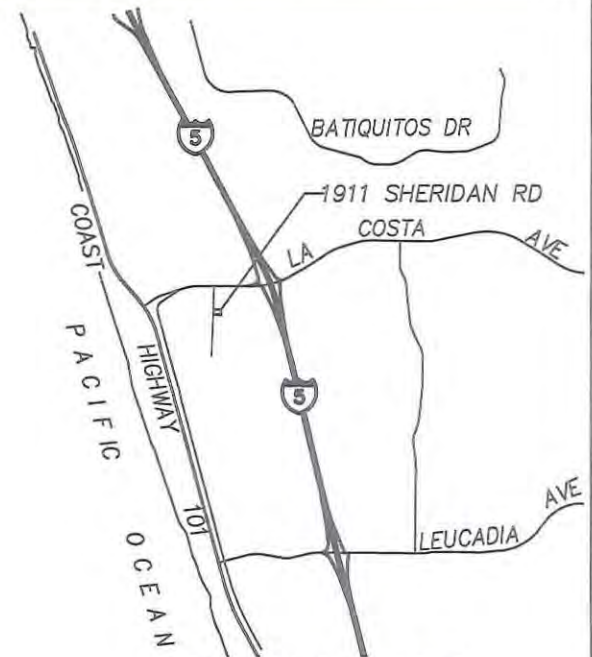
5) TO THE BEGINNING OF A NON-TANGENT 380 FOOT RADIUS CURVE CONCAVE SOUTHERLY, A RADIAL LINE TO SAID POINT BEARS NORTH 10° 21' 51" EAST; THENCE WESTERLY ALONG SAID NORTHERLY LINE AND ALONG SAID CURVE 125.17 FEET THROUGH AN ANGLE OF 18° 52' 24" TO THE POINT OF BEGINNING.

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.

CONTAINS 21,995 SQ. FT. MORE OR LESS.



EXHIBIT 'B'
LWD SEWER ANNEXATION
1911 SHERIDAN ROAD, ENCINITAS, CA 92024
APN: 216-063-09

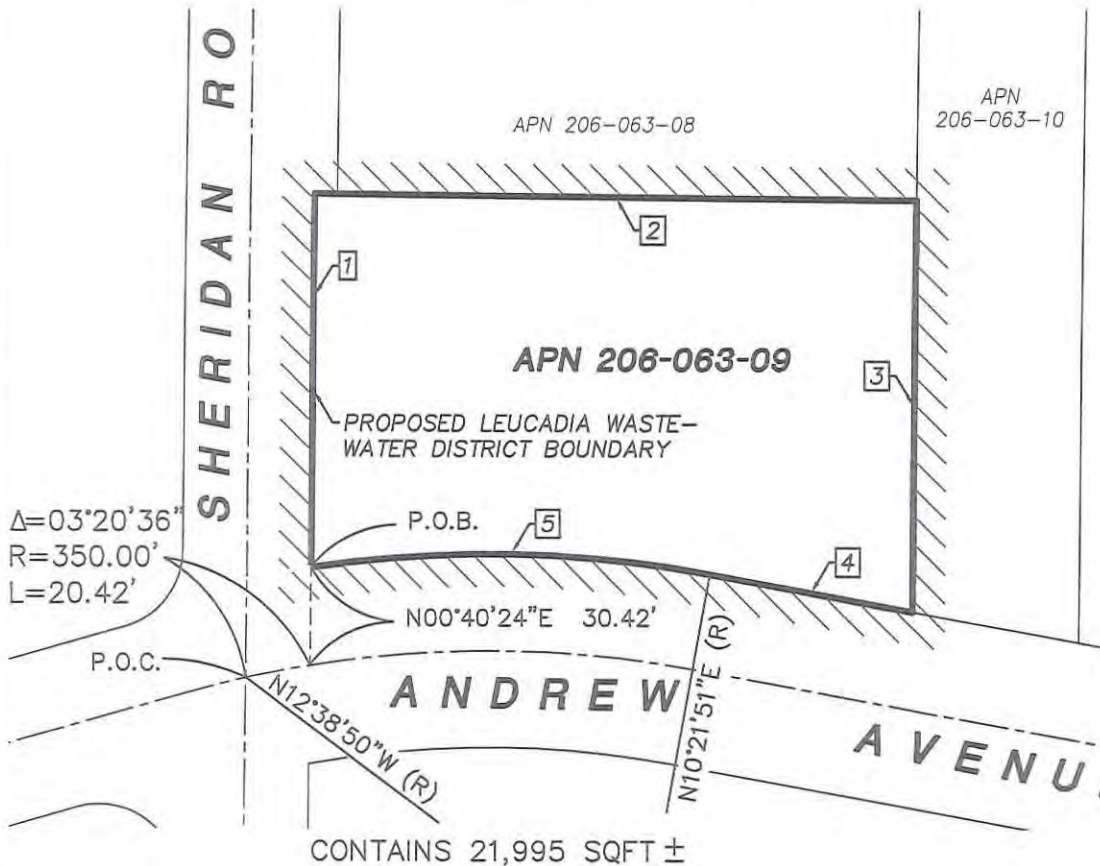


VICINITY MAP
 NOT TO SCALE

DISCLAIMER: FOR ASSESSMENT PURPOSES ONLY. THIS DESCRIPTION OF LAND IS NOT A LEGAL PROPERTY AS DEFINED IN THE SUBDIVISION MAP ACT AND MAY NOT BE USED AS THE BASIS FOR AN OFFER FOR SALE OF THE LAND DESCRIBED.

COURSES

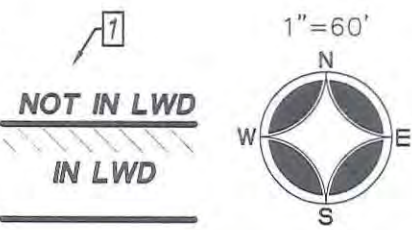
1. N00°40'24"E 116.99'
2. S89°23'44"E 187.95'
3. S00°40'49"W 128.67'
4. N79°33'34"W 64.26'
5. Δ=18°52'24" R=380.00'
L=125.17' (NON-TANGENT)



CONTAINS 21,995 SQFT ±


LEGEND

- PARCEL "A" METES & BOUNDS
- EXISTING BOUNDARY
- PARCEL TO BE ANNEXED



ASSESSOR'S PARCEL NUMBER: 216-063-09	LAFCO RESOLUTION NO.	ACREAGE 0.50 AC	DATE 8-20-13	SCALE 1"=60'
LEUCADIA WASTEWATER DISTRICT ANNEXATION POR SE 1/4, OF SW 1/4, SEC 33, T12S, R4W, SBBM		PASCO LARET SUITER & ASSOCIATES 535 NORTH HIGHWAY 101, STE A SOLANA BEACH, CA 92075		

MEMORANDUM

DATE: March 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Fiscal Year 2015 (FY 15) Budget Development Schedule

RECOMMENDED:

- 1) This item is presented for information purposes only.

DISCUSSION:

Staff has commenced budget development efforts and is working to prepare the preliminary FY 2015 Budget. In recent years, staff worked with Board subcommittees to review and refine budget matters. However, last year, at the Board's direction, a Special Board meeting was held to consider the proposed budget in its entirety. This process was well received and will be repeated for the FY 2015 Budget.

Staff has scheduled the following FY 2015 budget schedule:

- 1) Special Board Meeting to review Preliminary FY 2015 Budget
 - a. Special Board Meeting – May 22, 2014 (9:00 – 11:00 AM)
- 2) Board of Directors Review of Final FY 2015 Budget
 - a. Regular Board Meeting – June 11, 2014

Staff requests that the Board of Directors review the schedule and provide direction to staff regarding the budget development schedule.

cl: PJB

MEMORANDUM

DATE: March 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Name Change for Leucadia Wastewater District

Handwritten signature of Paul J. Bushee in blue ink, followed by the initials "PJB".

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Discuss and take action, as appropriate.

DISCUSSION:

During the February 2014 Board of Directors' meeting, Director Sullivan indicated that she would like to discuss the possibility of changing the District's name from Leucadia Wastewater District to a title that better reflects the future of our industry. She requested that this topic be placed on the March agenda for discussion.

This item is presented for the Board's discussion. Staff has no recommendation on this matter.

PJB:

*California Society of
Municipal Finance Officers*

Certificate of Award

*Outstanding Financial Reporting Award
Fiscal Year Ending June 30, 2013*

Presented to the

Leucadia Wastewater District

For meeting the criteria established to achieve the Outstanding Financial Reporting Award

February 13, 2014



Pauline Marx

*Pauline Marx
CSMFO President*

Ken Brown

*Ken Brown, Chair
Professional Standards and
Recognition Committee*

Dedicated Excellence in Municipal Financial Reporting