



LEADERS IN
ENVIRONMENTAL
PROTECTION

**BOARD OF DIRECTORS
REGULAR MEETING**

DATE: Wednesday, March 9, 2016
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 Performance Objective – Richard Easton (Pages 5-6)
 - B. Certificate of Award for Outstanding Financial Reporting (Pages 7-8)

CONSENT CALENDAR

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

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

- February 9, 2016 Investment and Finance Committee Meeting (Pages 9-10)
- February 10, 2016 Regular Board Meeting (Pages 11-18)
- February 16, 2016 Special Board Meeting (Pages 19-21)
- March 1, 2016 Investment and Finance Committee Meeting (Pages 22-23)
- March 2, 2016 Community Affairs Committee Meeting (Pages 24-25)

8. Approval of Demands for February/March 2016

This item provides for Board of Directors approval of all demands paid from LWD during the month of February and a portion in March 2016. (Pages 26-48)

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 15 to FY 16 and flows by sub-basin. (Pages 49-53)

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 16 budget and discloses monthly investments. (Pages 54-61)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of February 2016. (Pages 62-63)

EWA and COMMITTEE REPORTS

12. Encina Wastewater Authority Reports

- A. A Regular EWA Board meeting was held on February 24, 2016 – report by Director Sullivan. (Pages 64-65)
- B. An Encina Member Agencies Manager's Meeting was held on March 1, 2016 – report by GM Bushee. (Verbal)

13. Committee Reports

- A. Investment and Finance Committee meeting was held on March 1, 2016 – report by Director Hanson. (Page 66)

- B. Community Affairs Committee meetings were held on March 2 and March 7, 2016 – report by Director Sullivan. (Page 67 and verbal)

ACTION ITEMS

- 14. Recommendation 1: Authorize the General Manager to execute an agreement with Rising Tide Partners for as needed public information services for a period of 3 years with an option for 2 additional years and**
- Recommendation 2: Authorize the General Manager to execute Task Order No. 1 to the Rising Tide Partners Public Information Services Agreement in an amount not to exceed \$14,780. (Pages 68-79)**
- 15. Board of Directors Compensation Adjustment. (Pages 80-81)**
- 16. Fiscal Year 2017 (FY17) Budget Development Schedule. (Page 82)**
- 17. Adopt Resolution No. 2272 – Requesting the Local Agency Formation Commission (LAFCO) to take proceedings for the proposed Frazee Change of Organization. (Pages 83-87)**
- 18. Adopt Resolution No. 2273 – Requesting the Local Agency Formation Commission (LAFCO) to take proceedings for the proposed Scott Change of Organization. (Pages 88-92)**
- 19. Call for Nominations to the CSDA Board of Directors Seat B. (Pages 93-98)**
- 20. Award Teacher Grants. (Pages 99-110)**

INFORMATION ITEMS

- 21. Project Status Updates and Other Informational Reports**
- A. The 2016 WaterReuse California Annual Conference is scheduled for March 13-15, 2016 at the Hyatt Vineyard Creek Hotel and Spa in Santa Rosa, CA. (Verbal)
- B. The Joint Public Policy Forum CASA-WaterReuse Conference is scheduled for April 6, 2016 at The Sutter Club in Sacramento, CA. (Verbal)
- 22. Directors' Meetings and Conference Reports**
- A. The CWEA P3S Conference was held at the Marriott Riverside Convention Center in Riverside, CA on February 29 – March 2, 2016. (Page 111)
- 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 4, 2016



Paul J. Bushee, Secretary/General Manager

MEMORANDUM

DATE: March 3, 2016
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Presentation and Awards – Achievement of an Individual Award**

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

California Water Environment Association (CWEA) Collection System Maintenance Grade 2 Certification – Richard (Rick) Easton

Please join me in congratulating Rick who recently received his Collection System Maintenance grade 2 certification from CWEA. Rick has been working for the District since September 2013 and this is his third certification since his employment at the District. Rick has worked hard on his own time for this achievement while maintaining his full time position at LWD.

This accomplishment reflects Rick's desire to excel through continued professional development. As a result of this certification, Rick is eligible for an Individual Incentive Award of \$500.

tb:PJB

CALIFORNIA WATER ENVIRONMENT ASSOCIATION

Certification of Competence

THIS IS TO CERTIFY THAT

Richard Easton

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

Collection System Maintenance
Grade 2

Expires: 1/31/2017



Phil Scott, President
California Water Environment Association




Certificate Number 1308213729



Roy Reynolds, Chair
Technical Certification Program

MEMORANDUM

DATE: March 3, 2016
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Presentation and Awards – Financial Award**

I am pleased to report that the Leucadia Wastewater District (LWD) recently received a Certificate of Award for Outstanding Financial Reporting from the California Society of Municipal Finance Officers (CSMFO).

CSMFO recently notified the District that its Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2014-15 qualified to receive the award for Outstanding Financial Reporting. This award recognizes that the District has met all CSMFO's required criteria and established professional standards for financial reporting. This is the 7th time, the District has received this award.

Please join me in congratulating LWD for receiving this award.

PJB

Attachment

California Society of Municipal Finance Officers

Certificate of Award

*Outstanding Financial Reporting Award
Fiscal Year Ending June 30, 2015*

Presented to the

Leucadia Wastewater District

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

February 23, 2016



Jesse Takahashi
CSMFO President

Michael Gomez, Chair
Professional Standards and
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

LEUCADIA WASTEWATER DISTRICT
Minutes of an Investment & Finance Committee Meeting
February 9, 2016

A meeting of the Investment & Finance Committee (IFC) of the Leucadia Wastewater District (LWD) was held Wednesday, February 9, 2016 at 9:00 a.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

Chairperson Hanson called the meeting to order at 9:02 a.m.

2. Roll Call

DIRECTORS PRESENT: Hanson and Omsted

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee,
Administrative Services Manager Richard Duffey,
Administrative Services Supervisor Trisha Hill, Executive
Assistant Tianne Baity

3. Public Comment

No public comment was received.

4. New Business

- A. Recommend that the Board of Directors Receive and File the Annual Review of Reserve Policy Review Report.

ASM Duffey presented the subject recommendation indicating the purpose of the policy and that it was last revised in February 2014. He noted that the policy calls for annual review by the Board of Directors.

ASM Duffey noted that staff had reviewed the Reserve Policy and is not recommending changes to the policy.

ASM Duffey also provided an overview of the reserve balances for fiscal year ending June 30, 2015.

Following discussion, the IFC concurred with staff to recommend that the Board of Directors receive and file the Reserve Policy Annual Report.

5. Information Items

A. Comprehensive Financial Plan Tracking Update.

ASM Duffey explained the purpose of the Comprehensive Financial Plan tracking, noting that staff updates the Financial Plan after the completion of the District's annual audit and the update has been completed.

ASM Duffey provided an overview the Comprehensive Financial Plan tracking. It included the following topics:

- Reserve balances;
- Projected operating and non-operating expenses versus actual expenses;
- Projected operating and non-operating revenues versus actual revenues;
- Operating expenses trends within the past five years; and
- Future expected and unexpected financial challenges.

He concluded that the District's finances remain strong, while maintaining low rates and the District is tracking well with the Financial Plan.

The IFC was pleased with the report.

No action was taken.

6. Directors' Comments

None.

7. General Manager's Comments

GM Bushee commented that the RFPs for Financial Auditing Services are due this Thursday, February 11, 2016. GM stated that he would send copies of the proposals to the IFC members along with rating sheets. GM Bushee stated that the IFC will meet again to short list the firms they will interview.

8. Adjournment

Chairperson Hanson adjourned the meeting at 9:48 a.m.

Paul J. Bushee
Secretary/General Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 February 10, 2016

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, February 10, 2016 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Omsted, Hanson, Sullivan, Kulchin, and Juliussen
 DIRECTORS ABSENT: None
 OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Administrative Services Manager Richard Duffey, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, District Engineer Steve Deering, Field Services Supervisor Marvin Gonzalez, Field Services Technician I Hugo Gonzalez, Field Services Technician I Ryan Rodriguez, Field Services Technician III Todd Amos, Richard Babbe of PFM and Michael Joseph of PFM.

3. Pledge of Allegiance

President Omsted led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

President Omsted asked the Board of Directors if there were any objections to the approval of the agenda, and seeing none, the Board approved the agenda by the following vote:

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

6. Presentations and Awards

A. Achievement of an individual award – FST Hugo Gonzalez.

GM Bushee introduced Field Services Technician I Hugo Gonzalez stating that Hugo recently received his Water Treatment Operator Grade TI certification from the State Water Resources Control Board. He stated that this is his second award since his employment and he presented background information about Hugo. He noted that Hugo is eligible for a \$500 incentive award under the District's incentive program.

President Omsted presented Hugo with his certificate and the Board of Directors congratulated Hugo for his efforts.

Achievement of an individual award – FST Ryan Rodriguez.

GM Bushee introduced Field Services Technician I Ryan Rodriguez stating that Ryan recently received his Water Treatment Operator Grade TI certification from the State Water Resources Control Board. He stated that this is his third award since his employment and he presented background information about Ryan. He noted that Ryan is eligible for a \$500 incentive award under the District's incentive program.

President Omsted presented Ryan with his certificate and the Board of Directors congratulated Ryan for his efforts.

B. Achievement of an Organizational Objective – CWEA San Diego Section 2015 Collection System Person of the Year and CWEA San Diego Section 2015 Outreach Program of the Year Award.

GM Bushee stated that the District recently received two awards. The first award was presented to Field Services Technician III Todd Amos from CWEA's San Diego Section as their 2015 Collection System Person of the Year. He provided a brief summary of Todd's accomplishments and President Omsted presented Todd with the award.

GM Bushee stated that the District also received the Community Engagement & Outreach Award from CWEA's San Diego Section. This award recognizes Leucadia Wastewater District's "No Wipes Down the Pipes" campaign. GM Bushee stated that under LWD's Incentive Program, employees are eligible for a \$100 incentive for the Community Engagement & Outreach Award.

The Board of Directors congratulated Todd and staff for their efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

January 12, 2016 Engineering Committee Meeting
January 13, 2016 Regular Board Meeting
February 3, 2016 Engineering Committee Minutes

8. Approval of Demands for January/February 2016

Payroll Checks numbered 18368-18410; General Checking – Checks numbered 47777-47886.

9. Operations Report (A copy was included in the original February 10, 2016 Agenda)

10. Finance Report (A copy was included in the original February 10, 2016 Agenda)

11. Quarterly Treasurer's Investment Report

This report discloses investments for the quarter ending December 31, 2015.

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of January 2016.

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

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

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority (EWA) Reports

- A. EWA Board Report -- Meeting was held on January 27, 2016.

Director Sullivan reported on EWA's January 27, 2016 Board meeting.

- B. An Encina Member Agency Manager's Meeting was held on February 2, 2016.

GM Bushee reported on Encina MAM's February 2, 2016 meeting.

14. Committee Reports

- A. Engineering Committee (EC) meeting was held on February 3, 2016.

Director Juliussen stated that the EC received project status updates on the Saxony Pump Station Rehabilitation Project, Scott's Valley Pipeline Rehabilitation Project, and the Leucadia (L1) Force Main West Section Replacement Project. He stated that staff would provide an update of the Gravity Pipeline Repair Priority List later in the agenda.

- B. Investment & Finance Committee meeting was held on February 9, 2016.

Director Hanson reported that staff presented the Annual Review of LWD's Reserve Policy and is not recommending any changes. The committee concurred with staff to recommend that the Board of Directors to receive and file the annual review of the reserve policy. The Committee also received an update on the Comprehensive Financial Plan Tracking.

These items will be reviewed by the Board of Directors later in the agenda.

ACTION ITEMS

15. Gravity Pipeline Repair Priority List Procedure

FSSup Gonzalez presented an update of the Gravity Pipeline Repair Priority List (RPL) procedure. He explained how the procedure has been implemented within the Field Services department. He

stated that the Field Services Technicians like the process because it utilizes their Closed Circuit Television (CCTV) work to develop the capital improvement project for gravity pipeline rehabilitation, repair and replacement. FSSup Gonzalez stated how the RPL procedure has reduced Sewer System Overflows (SSOs) since its implementation.

FSSup Gonzalez said that prior to implementation of the RPL process the field services staff had little input on CIP projects.

President Omsted asked how fast does the CCTV travel through the pipes and what the differences are between the small, medium, and large cracks in the sewer system. FSSup answered his questions.

The Board was pleased with the report and there was no action taken.

16. California Asset Management Program (CAMP) Individual Portfolio Program Status Report

President Omsted presented the item introducing Mr. Richard Babbe with PFM to provide the Board with LWD's CAMP Individual Portfolio Program Status Report.

Mr. Babbe presented an overview of the economy, market trends and status of the CAMP Individual Portfolio. He indicated that the portfolio has been managed in a prudent and safe manner over the past year based on actual and expected interest rates even though conditions have changed in the investment environment. He stated that before it was expected that interest rates would trend up through 2016. However, the concern now is uncertainty in the global market and interest rates may stay low for an extended period.

In addition, he provided a brief summary of the LWD's CAMP portfolio indicating that small modifications have been made in the CAMP portfolio. He stated that the portfolio is well diversified and has good credit quality and that the portfolio yields are lower but have more liquidity.

Director Kulchin asked if the overall value of our investments has dropped. Mr. Babbe explained that the market value went down from expenditures not from market value depreciation and the impact on the District is minor.

Director Kulchin also asked what's the general figure made on our investments. Mr. Babbe explained it is about 60-70 basis points or .7%.

The Board thanked Mr. Babbe for his time.

This item was informational and no action was taken.

17. Resolution No. 2270 Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF)

Adopt Resolution No. 2270 - Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF)

ASsup Hill presented this item stating with the recent retirement of previous ASM LeMay, the resolution requires an update authorizing new ASM Duffey to deposit and withdraw funds from LAIF.

Following discussion, upon a motion duly made by Director Kulchin, seconded by Vice President Hanson, and unanimously carried, the Board of Directors adopted Resolution No. 2270 -

Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF) by the following vote:

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

18. Resolution No. 2271 Updating and Revising Leucadia Wastewater District's Conflict of Interest Code

Adopt Resolution No. 2271 - Updating and Revising Leucadia Wastewater District's Conflict of Interest Code

ASsup Hill presented this item stating that staff and the GC Brechtel recently reviewed and determined that an amendment to designated positions listed in Appendix A are required. The specific change includes adding the Administrative Services Supervisor designation and removing the Environmental Consultants designation.

Following discussion, upon a motion duly made by Director Sullivan, seconded by Director Kulchin, and unanimously carried, the Board of Directors adopted Resolution No. 2271 - Updating and Revising Leucadia Wastewater District's Conflict of Interest Code by the following vote:

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

19. Annual Review of LWD Reserve Fund Policy

Receive and file the Annual Reserve Policy Review Report.

ASM Duffey presented the subject recommendation indicating the purpose of the policy and that it was last revised in February 2014. He noted that the policy calls for an annual review by the Board of Directors. He noted that staff has reviewed the policy and is not recommending any changes to it.

ASM Duffey also provided an overview of the District's reserve balances for fiscal year ending June 30, 2015.

Director Juliussen asked what is the current annual budget. GM Bushee stated that it is \$6.1 million on the wastewater side and \$6.3 million if you include wastewater recycling.

Director Juliussen also asked questions regarding the Operation Reserve. ASM Duffey answered his questions.

Following discussion, upon a motion duly made by Director Sullivan, seconded by Director Juliussen, and unanimously carried, the Board of Directors received and filed the Reserve Policy Annual Report by the following vote:

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

20. Comprehensive Financial Plan Tracking Update

ASM Duffey presented the item noting that the IFC reviewed it during their February 9th meeting. ASM Duffey noted that tracking and updating the Financial Plan is a Tactical Goal. He provided an overview the Comprehensive Financial Plan tracking.

He concluded that the District's finances remain strong, while maintaining low rates. The District is tracking well with the Financial Plan and that staff will continue to monitor the District finances with the Comprehensive Financial Plan.

Director Kulchin asked if there is any reason to revisit the 3 years on 3 years off rate increase. ASM Duffey explained we are in the second year of a three year increase and stated that this could be revisited when we do the next financial plan. GM Bushee added that the Financial Plan is tracking in a favorable way and hopefully the District can exceed plan targets and potentially go 3 years on 4 years off or 3 years on 5 years off if the District continues to move in the right direction.

This item was informational and no action was taken.

21. Discussion of LWD Management Consulting Services

GM Bushee Stated that this item is a follow up to January's Board discussion. GM Bushee provided an overview of the fees listed in the January demands to Confidence Consulting Services (CCS). He stated that the services provided for the associated fees included All Hands Teambuilding Session, Management Team Coaching, and the Employee Satisfaction Survey.

GM Bushee explained that the Board of Directors executed a retention agreement with CCS in 2012. He stated that last year Board members expressed concern with the retention component of the agreement. As a result, in late May 2015 staff informed the Board that the retention agreement would be terminated and staff would utilize CCS in a task based approach within the General Manager's signature authority. A 30 day written notice to terminate was provided to CCS in June 2015.

GM Bushee noted that that the District has spent approximately \$27,000 in fees. The fees are within the Fiscal Year 2016 Budget amount for these services.

Vice President Hanson expressed concern over the fees paid to CCS. She stated that she felt the District could do the Employee Satisfaction Survey on their own without using CCS.

Director Sullivan stated the average person can't administer surveys on their own noting that surveys are very carefully crafted. She explained that the education level, experience, and knowledge that Jeff Bills brings has benefited the District and made a huge difference in the organization.

Director Kulchin expressed his concern over the use of rate payers money stating that the District is a well run agency with a terrific team and manager. He proposed giving the General Manager a limit of \$15,000 to be used for Confidence Consulting Services.

Director Juliussen expressed his concerns with using CCS. He stated that he felt the surveys should remain anonymous instead of being on a one to one basis. He also requested to see the survey results. Director Juliussen indicated that he believes it's the GM's decision to use CCS but he agreed with Director Kulchin on a proposed budget limit.

President Omsted stated that over the years he has watched the District team change for the better and paying .5% of the budget to CCS is a small amount to pay for a great team.

Director Sullivan agreed with President Omsted and stated that she trusts the GM's decisions.

GM Bushee explained to the Board the benefits of using CCS indicating that Jeff Bills provides an outside perspective. He also provided the training budget versus the overall budget.

Director Kulchin recommended that the District continue the task based approach within the General Manager's signature authority. He withdrew his suggestion of the budget cap and asked that the GM use prudence when making decisions requiring CCS. The Board reached consensus with Director Kulchin's recommended approach.

There was no action taken.

INFORMATION ITEMS

22. Project Status Updates and Other Informational Reports

A. CSDA Quarterly Dinner Meeting is scheduled for Thursday, February 18, 2016 at The Butcher Shop Steakhouse in Kearny Mesa.

- GM Bushee stated he will not be able to attend as he will be attending the CASA D.C. Conference, however, ASM Duffey and TSM Morishita will be attending. A carpool will leave the District office at 5:30 p.m.

23. Directors' Meetings and Conference Reports

A. The CASA 2016 Winter Conference was held on January 20 – 22, 2016 at the Hilton in Palm Springs, CA.

Vice President Hanson stated that the CSRMA session was excellent and that she enjoyed the session on insurance and cyber security. She stated she also enjoyed the round table session.

President Omsted asked if we had a plan for major emergencies. TSM Morishita stated that LWD's major emergency plan is called the Hazardous Mitigation Plan.

Director Sullivan noted that she thought it was one of the best CASA conferences she has ever attended.

24. General Manager's Report

GM Bushee reported on the following items:

- A Special Board Meeting is scheduled for Tuesday, February 16, 2016 at 10 a.m. to discuss the status of LWD's Recycled Water Program.
- He will be attending the CASA Washington, D.C. Conference February 22-24, 2016 and TSM Morishita will be the acting GM in his absence.
- An "Active Shooter" training session for staff with Police Chief DiMaggio of Palomar College is scheduled to be held March 10, 2016 at 8 a.m. at the District office.
- Encinitas School District will have a tour for 5th and 6th grade students at the District Facilities on Wednesday, March 16, 2016.

25. General Counsel's Report

GC Brechtel reported that he attended the Attorney Committee Meeting at the CASA Conference and he reported on the following items:

- Senate Bill 163 – Senator Hertzberg's proposed wastewater discharge requirements; and
- HR 3353 – Representative Hunter's proposed amendment to the Federal Water Pollution Control Act to limit attorney fees and penalties in citizen suits, and for other purposes

26. Board of Directors' Comments

Director Juliussen thanked the GM Bushee for doing a great job.

Director Sullivan noted that yesterday at the EWA PFC Meeting the topic of citizen lawsuits was discussed.

President Omsted thanked GM Bushee for assisting him on the wastewater presentation he gave to Sea Crest Village.

27. Adjournment

President Omsted adjourned the meeting at 6:58 p.m.

Don Omsted, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT

Minutes of a Special Board Meeting

February 16, 2016

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Tuesday, February 16, 2016 at 10:00 a.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

President Omsted called the meeting to order at 10:00 a.m.

2. Roll Call

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

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Administrative Services Manager Richard Duffey, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, District Engineer Steve Deering.

3. Pledge of Allegiance

President Omsted led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

President Omsted asked the Board of Directors if there were any objections to the approval of the agenda, and seeing none, the Board approved the agenda by the following vote:

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

ACTION ITEMS

6. Status of LWD's Recycled Water Program

GM Bushee gave a presentation on the status of LWD's Recycled Water Program. He outlined the following: Background on LWD's water recycling program, the North San Diego Water Recycling Coalition (NSDWRC) status, LWD's recycled water contract, and possible ideas for the future.

GM Bushee described the two most viable options for the District's recycled water program noting that option one would be to connect to the Olivenhain Municipal Water system or option two would be to connect to the City of Carlsbad's system.

GM Bushee also provided the background on the NSDWRC and the reason why the coalition was formed in 2010. He also reviewed the two funding legs of the coalition, State Funding and Federal Funding.

In addition, he reviewed LWD's contract status including the existing contract, Carlsbad negotiations, and Olivenhain negotiations, as well as LWD's current costs.

Director Sullivan asked why can LWD only retail water to the south course at La Costa. GM Bushee responded that recycled water is required to be retailed by a water purveyor, however, LWD has been "grandfathered" into purveying water to the south course only due to the longevity of the operation. He added that LWD is in a 5 year agreement with Carlsbad for the sale of water to the south course and that the contract expires in September 2018.

Vice President Hanson asked if it is possible for LWD to get rebates directly. GM Bushee explained that LWD cannot get rebates without having a sponsor since LWD is not a member of the San Diego County Water Authority.

President Omsted asked how much does the City of Carlsbad sell the water to the golf course for. GM Bushee responded it is about \$1,536 per acre foot.

Director Juliussen expressed his support for LWD focusing on providing water to Omni La Costa. He stated that Olivenhain is the best option for the District and LWD should concentrate on working with them.

GM Bushee discussed two potential long-term future options which included: 1) expanding the Gafner Facility; and 2) building a Direct Potable Reuse (DPR) facility at the EWA South Parcel. He also discussed the pros and cons of each option.

GM Bushee summarized the presentation noting the following:

- The current program is viable for the foreseeable future;
- There is still potential for local contract expansion;
- NSDWRC is still viable; and
- There is potential for exciting reuse opportunities in the future.

President Omsted asked what if Encina goes to DPR and how will this affect LWD. GM Bushee answered his question.

The Board thanked GM Bushee for his presentation.

This item was presented for information purposes and no action was taken.

INFORMATION ITEMS

7. General Manager's Report

The following items were reported on:

- CSDA Quarterly Dinner Meeting is scheduled for Thursday, February 18, 2016. ASM Duffey will be carpooling from the District office at 5:30 p.m.

- GM Bushee will be out of the office beginning Wednesday, February 17 visiting family and also attending the CASA Washington, D.C. Conference February 22-24, 2016.
- GM informed the Board of Directors of two Public Records Act (PRA) requests that the Union Tribune submitted to the District last week.

8. Board of Directors' Comments

None.

9. Adjournment

President Omsted adjourned the meeting at 11:16 a.m.

Don Omsted, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
Minutes of an Investment & Finance Committee Meeting
March 1, 2016

A meeting of the Investment & Finance Committee (IFC) of the Leucadia Wastewater District (LWD) was held Tuesday, March 1, 2016 at 9:00 a.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

Chairperson Hanson called the meeting to order at 9:03 a.m.

2. Roll Call

DIRECTORS PRESENT: Hanson and Omsted

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services Manager Richard Duffey, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, and Accounting Technician Maggie McEniry

3. Public Comment

No public comment was received.

4. New Business

A. Review of the Received Proposals for Auditing Services

ASM Duffey reported that it was Leucadia Wastewater District's (LWD's) practice to periodically change auditors to bring a fresh perspective to the financial auditing process. ASM Duffey explained that since our current auditors (White Nelson Diehl Evans, LLP) had been with the District the past 6 years, staff advertised a RFP for auditing services in January 2016. As a result, twelve auditing service proposals were received by the February 11, 2016 deadline.

A team consisting of the IFC, the Administrative Services Manager, the Administrative Services Supervisor, and the Accounting Technician were provided the proposals and completed rating forms for each. The review team selected 5 firms to be interviewed.

Interviews were scheduled for March 22, 2016. Following the interviews, the preferred auditing firm will be selected and staff will present a recommended contract at the April 2016 Board Meeting.

President Omsted asked if the IFC could review the sample interview questions prior to the auditor interviews. GM Bushee responded affirmatively.

5. Information Items

None.

6. Directors' Comments

None.

7. General Manager's Comments

None.

8. Adjournment

Chairperson Hanson adjourned the meeting at 9:20 a.m.

Paul J. Bushee
Secretary/General Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Community Affairs Committee Meeting
 March 2, 2016

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Wednesday, March 2, 2016 at 10:30 a.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

Chairperson Sullivan called the meeting to order at 10:34 a.m.

2. Roll Call

DIRECTORS PRESENT: Sullivan and Omsted

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services Manager Richard Duffey, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, and Jared Criscuolo with Rising Tide Partners

3. Public Comment

No public comment was received.

4. New Business

A. Authorize the General Manager to execute an agreement with Rising Tide Partners for as needed public information services for a period of 3 years with an option for 2 additional years.

B. Authorize the General Manager to execute Task order No. 1 to the Rising Tide Partners Public Information Services Agreement in an amount not to exceed \$14,780.

GM Bushee presented the recommendations. Following discussion, the CAC agreed with staff to present this item to the Board at its March 9, 2016 meeting for their approval.

5. Information Items

None.

6. Directors' Comments

None.

7. General Manager's Comments

GM Bushee stated that LWD received four submissions for the Teacher Grant Program after the CAC agenda had been emailed out. The CAC and staff agreed to hold a CAC meeting on Monday, March 7, 2016 at 9:30 a.m. to review the four Teacher Grant Program submissions.

8. **Adjournment**

Chairperson Sullivan adjourned the meeting at 11:19 a.m.

Paul J. Bushee
Secretary/Manager
(Seal)

MEMORANDUM

DATE: March 3, 2016
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 \$ **1,508,076.63**.
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the months February 5, 2016 – March 3, 2016.

Operating expenses totaled \$ **602,844.06** while Capital Improvement Program expenses totaled \$ **815,414.42**.

Payroll for employees and the Board totaled \$ **89,818.15**.

Attached, please find a year to date Employee and Board Payroll Report from January 2015 to February 2016, 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 2016
Attachment 2	Payroll Check Register dated February 10, 2016
Attachment 3	Payroll Check Register dated February 10, 2016
Attachment 4	Accounts Payable Check Register dated February 10, 2016
Attachment 5	Accounts Payable Check Register dated February 15, 2016
Attachment 6	Payroll Check Register dated February 17, 2016
Attachment 7	Accounts Payable Check Register dated February 24, 2016
Attachment 8	Accounts Payable Check Register dated March 1, 2016
Attachment 9	Payroll Check Register dated March 2, 2016
Attachment 10	Board Payroll Check Register dated March 2, 2016
Attachment 11	Year to Date Employee and Board Payroll Report

DEMANDS SUMMARY

March 9, 2016

1. Demands

<u>Category</u>	<u>Check #'s</u>	<u>Amount</u>	<u>Total</u>
Payroll Check -2/10/2016	18411 - 18427 Incentive	\$1,567.35	
Payroll Check -2/10/2016	18428 - 18429 Incentive	\$879.35	
Payroll Check - 2/17/2016	18430 - 18446	\$41,942.42	
Payroll Check -3/2/2016	18447 - 18463	\$42,292.77	
Board Payroll Check- 3/2/2016	18464 - 18468	<u>\$3,136.26</u>	
	Total	\$89,818.15	
General Checking -2/10/2016	47887 - 47940	\$ 1,283,058.64	
General Checking - 2/15/2016	47941	\$ 180.00	
General Checking - 2/24/2016	47942 - 47976	\$ 83,651.57	
General Checking - 3/1/2016	47977 - 47991	<u>\$ 51,368.27</u>	
	Total	\$ 1,418,258.48	
	GRAND TOTAL		\$1,508,076.63
<u>Voided Check</u>	47866		

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: February 10, 2016
Incentive

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
18411 - 18427	2/10/2016	\$1,567.35

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: February 10, 2016
Incentive

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
18428 - 18429	2/10/2016	\$879.35

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 2/10/2016 Through 2/10/2016

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
ADS LLC	47887	2/10/2016	<u>3,570.00</u>	FLOW MONITORING
	Total 47887		3,570.00	
AGUA HEDIONDA LAGOON FOUNDATION	47888	2/10/2016	<u>750.00</u>	WORLD WATER DAY SPONSOR
	Total 47888		750.00	
ARC DOCUMENT SOLUTIONS,LLC	47889	2/10/2016	<u>32.00</u>	PLANS AND SPECS
	Total 47889		32.00	
ANTIMITE TERMITE & PEST CONTROL	47890	2/10/2016	<u>56.00</u>	MONTHLY PEST SERVICE
	Total 47890		56.00	
APPLEONE EMPLOYMENT SERVICES	47891	2/10/2016	<u>2,147.76</u>	TEMP SERVICES-RECEPTIONIST
	Total 47891		2,147.76	
AT&T	47892	2/10/2016	<u>238.13</u>	DIAL IN MODEM
AT&T		2/10/2016	<u>180.92</u>	PHONE @ BPS
	Total 47892		419.05	
BROWNELL AND DUFFEY CPA	47893	2/10/2016	<u>5,681.00</u>	FINAL BILL FOR ACCOUNTING SERVICES
	Total 47893		5,681.00	
BURTECH PIPELINE, INC	47894	2/10/2016	<u>17,575.00</u>	2015 GRAVIETY PIPELINE
	Total 47894		17,575.00	
CHARLES KING COMPANY	47895	2/10/2016	<u>74,670.00</u>	SCOTTS VALLEY REHAB
	Total 47895		74,670.00	
CHUCKS TIRE CENTER	47896	2/10/2016	<u>841.00</u>	TIRES
	Total 47896		841.00	
CITY OF CARLSBAD	47897	2/10/2016	<u>411.30</u>	WATER @ OFFICE
CITY OF CARLSBAD		2/10/2016	<u>412.08</u>	WATER @ VACTOR
	Total 47897		823.38	
CONEXIS	47898	2/10/2016	<u>365.00</u>	SEC 125 FLEX PLAN-JAN
	Total 47898		365.00	
CORELOGIC INFORMATION SOLUTIONS,INC	47899	2/10/2016	<u>125.00</u>	REALQUEST SUBSCRIPTION

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 2/10/2016 Through 2/10/2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
	Total 47899		125.00	
COSCO FIRE PROTECTION	47900	2/10/2016	<u>336.00</u>	FIX FIRE ALARM PANEL
	Total 47900		336.00	
COX COMMUNICATIONS SAN DIEGO	47901	2/10/2016	1,424.82	PHONES/INTERNET
	Total 47901		1,424.82	
CSRMA	47902	2/10/2016	<u>26,735.00</u>	W/C DEPOSIT-7/15-6/16
	Total 47902		26,735.00	
STEVE DANIELSON	47903	2/10/2016	<u>3,000.00</u>	LATERAL REIMBURSEMENT
	Total 47903		3,000.00	
EMPLOYMENT DEVELOPMENT DEPT	47904	2/10/2016	972.00	UNEMPLOYMENT-J. FLANDERS
	Total 47904		972.00	
ENCINA WASTEWATER AUTHORITY	47905	2/10/2016	1,077,257.40	2ND QTR BILLING-O/M/CAPITAL
	Total 47905		1,077,257.40	
GRAINGER, INC	47906	2/10/2016	<u>311.04</u>	TOOLS
	Total 47906		311.04	
HAAKER EQUIPMENT CO	47907	2/10/2016	2.43	PARTS
HAAKER EQUIPMENT CO		2/10/2016	<u>3,052.00</u>	PARTS-PIRAHNA
	Total 47907		3,054.43	
SMARTCOVER SYSTEMS	47908	2/10/2016	<u>4,991.40</u>	SMARTCOVER INSTALL
	Total 47908		4,991.40	
HEAVILAND ENTERPRISES, INC	47909	2/10/2016	<u>1,500.00</u>	TREE TRIMMING @ VP5
	Total 47909		1,500.00	
ICMA RETIREMENT-303979	47910	2/10/2016	<u>3,456.56</u>	DEFERRED COMP
	Total 47910		3,456.56	
INFRASTRUCTURE ENGINEERING CORP	47911	2/10/2016	330.00	GIS SEASIDE RIDGE
	Total 47911		330.00	
JACKSON & BLANC	47912	2/10/2016	<u>7,297.00</u>	REPLACE HW PUMP
	Total 47912		7,297.00	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 2/10/2016 Through 2/10/2016

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
JOHN W. SMITH	47913	2/10/2016	<u>535.00</u>	BACKFLOW SERVICES
	Total 47913		535.00	
KURT OLSON	47914	2/10/2016	<u>993.50</u>	LATERAL REIMBURSEMENT
	Total 47914		993.50	
JENNIFER KURZ	47915	2/10/2016	<u>1,600.00</u>	LATERAL REIMBURSEMENT
	Total 47915		1,600.00	
McCROMETER	47916	2/10/2016	<u>2,016.26</u>	TWO TOPPLT ASSY @ AWT
	Total 47916		2,016.26	
MITSUBISHI ELECTRIC US, INC	47917	2/10/2016	<u>277.41</u>	MAINT ON ELEVATOR
	Total 47917		277.41	
NATIONWIDE RETIREMENT SOLUTIONS	47918	2/10/2016	<u>247.22</u>	DEFERRED COMP
	Total 47918		247.22	
OFFICE DEPOT, INC.	47919	2/10/2016	<u>180.58</u>	OFFICE SUPPLIES
	Total 47919		180.58	
OLIVENHAIN MUNICIPAL WATER DIST	47920	2/10/2016	39.22	WATER @ EE
OLIVENHAIN MUNICIPAL WATER DIST		2/10/2016	499.30	WATER @ TRAVELING
OLIVENHAIN MUNICIPAL WATER DIST		2/10/2016	39.22	WATER @ VP5 PS
OLIVENHAIN MUNICIPAL WATER DIST		2/10/2016	42.66	WATER @ VP7 PS
	Total 47920		620.40	
PALOMAR WATER, LLC	47921	2/10/2016	<u>175.81</u>	OFFICE BOTTLED WATER DELIVERED
	Total 47921		175.81	
PEP BOYS	47922	2/10/2016	<u>26.97</u>	PARTS
	Total 47922		26.97	
PLUMBERS DEPOT, INC	47923	2/10/2016	347.76	FIBER GLASS POLES
PLUMBERS DEPOT, INC		2/10/2016	<u>1,038.93</u>	LEADER HOSES
	Total 47923		1,386.69	
PURCHASE POWER	47924	2/10/2016	420.99	POSTAGE METER REFILL
PURCHASE POWER		2/10/2016	<u>70.90</u>	SHIPPING
	Total 47924		491.89	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 2/10/2016 Through 2/10/2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
QUALITY CHEVROLET	47925	2/10/2016	<u>1,451.83</u>	MAINT ON VEHICLES
	Total 47925		1,451.83	
RICHARD STINSON	47926	2/10/2016	<u>9,200.00</u>	CM SERVICES FOR JAN
	Total 47926		9,200.00	
ROCKWELL CONSTRUCTION SERVICES, INC	47927	2/10/2016	<u>875.00</u>	ELECTRICAL INSPECTION @ SPS
	Total 47927		875.00	
SAN DIEGUITO WATER DISTRICT	47928	2/10/2016	<u>5.11</u>	WATER @ TANKER
	Total 47928		5.11	
SLOAN ELECTRIC COMPANY	47929	2/10/2016	743.13	BPS-VFD REPLACEMENT
SLOAN ELECTRIC COMPANY		2/10/2016	<u>7,247.64</u>	REBUILD MOTOR @ VP7
	Total 47929		7,990.77	
SOUTHERN CONTRACTING COMPANY	47930	2/10/2016	480.00	ELECTRICAL WORK @ LCPS
SOUTHERN CONTRACTING COMPANY		2/10/2016	180.00	ELECTRICAL WORK @ VP7 PS
SOUTHERN CONTRACTING COMPANY		2/10/2016	2,592.00	GENERATOR BREAKER @ SPS
SOUTHERN CONTRACTING COMPANY		2/10/2016	3,444.00	REPLACE SURGE TANK @ BPS
SOUTHERN CONTRACTING COMPANY		2/10/2016	420.00	WORK @ ENCINA
	Total 47930		7,116.00	
TIM BESTAMENTE	47931	2/10/2016	<u>238.74</u>	WORK ON MENS BATHROOM
	Total 47931		238.74	
TRG & ASSOCIATES	47932	2/10/2016	<u>3,960.00</u>	PUBLIC INFORMATION-JAN
	Total 47932		3,960.00	
UNDERGROUND SERVICE ALERT OF	47933	2/10/2016	<u>205.50</u>	UNDERGROUND ALARM SYSTEM
	Total 47933		205.50	
UNIFIRST CORPORATION	47934	2/10/2016	<u>195.38</u>	LAUNDRY SERVICE-UNIFORMS
	Total 47934		195.38	
U.S. BANK	47935	2/10/2016	<u>4,498.24</u>	CONFERENCES,MEETINGS,SUPPLI... ETC
	Total 47935		4,498.24	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 2/10/2016 Through 2/10/2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
U.S. HEALTHWORKS MEDICAL GROUP, P.C.	47936	2/10/2016	62.00	PHYSICALS
U.S. HEALTHWORKS MEDICAL GROUP, P.C.		2/10/2016	285.00	PHYSICALS/TESTS
	Total 47936		347.00	
VERIZON WIRELESS	47937	2/10/2016	49.23	CELL PHONES -TELEMETRY
	Total 47937		49.23	
WASTE MANAGEMENT	47938	2/10/2016	204.88	TRASH SERVICE
	Total 47938		204.88	
WEST COAST SAFETY SUPPLY CO., INC.	47939	2/10/2016	357.37	TIGER TAILS/PARTS
	Total 47939		357.37	
XEROX CORPORATION	47940	2/10/2016	91.02	COPIER LEASE
	Total 47940		91.02	
Report Total			1,283,058.64	

Leucadia Wastewater District
Vendor Activity - Supplemental Credit Card Report
From 2/10/2016 Through 2/10/2016

Vendor Name	Transaction Source	Effective Date	Original Invoice Number	Expenses	GL Code	GL Title	Transaction Description
U.S. BANK	APS	2/10/2016	CC-1/22/2016	0.00	1005	UNION BANK GENERAL	CONFERENCES,MEETINGS,SUPPLIES, ETC
U.S. BANK	APS	2/10/2016	CC-1/22/2016	0.00	1080	DUE TO/FROM OTHER FUNDS	CONFERENCES,MEETINGS,SUPPLIES, ETC
U.S. BANK	API	2/10/2016	CC-1/22/2016	8.48	4330	BOARD CONFERENCES	D.O. CONF
U.S. BANK	API	2/10/2016	CC-1/22/2016	110.00	4810	MEMBERSHIP & DUES	CSFMO MEMBERSHIP
U.S. BANK	API	2/10/2016	CC-1/22/2016	273.00	5040	SAFETY SUPPLIES	DATCO SERVICES
U.S. BANK	API	2/10/2016	CC-1/22/2016	200.00	5310	ADVERTISING	BC WATER-JOBS AD
U.S. BANK	API	2/10/2016	CC-1/22/2016	285.00	5310	ADVERTISING	CWEA-EMPLOY AD
U.S. BANK	API	2/10/2016	CC-1/22/2016	696.68	5310	ADVERTISING	SD TRIBUNE AD
U.S. BANK	API	2/10/2016	CC-1/22/2016	360.00	5520	REPAIR & MAINT PUMP STATION	PS SULFUR TESTING
U.S. BANK	API	2/10/2016	CC-1/22/2016	1,029.67	5735	EMPLOYEE RECOGNITION	RETIREMENT-Luncheon
U.S. BANK	API	2/10/2016	CC-1/22/2016	400.00	5735	EMPLOYEE RECOGNITION	RETIREMENT-GIFT
U.S. BANK	API	2/10/2016	CC-1/22/2016	81.00	5735	EMPLOYEE RECOGNITION	RETIREMENT-Cake
U.S. BANK	API	2/10/2016	CC-1/22/2016	860.00	5735	EMPLOYEE RECOGNITION	CWEA AWARDS BANQ
U.S. BANK	API	2/10/2016	CC-1/22/2016	34.41	5735	EMPLOYEE RECOGNITION	EMPLOY RECOG
U.S. BANK	API	2/10/2016	CC-1/22/2016	100.00	5910	TELEPHONE	Web Site
U.S. BANK	API	2/10/2016	CC-1/22/2016	<u>60.00</u>	5910	TELEPHONE	WIFI
				<u>4,498.24</u>			Transaction Total
			Total				
		2/10/2016		<u>4,498.24</u>			

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Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 2/15/2016 Through 2/15/2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
CSDA- SAN DIEGO CHAPTER	47941	2/15/2016	<u>180.00</u>	CSDA Qtrly Dinner
	Total 47941		<u>180.00</u>	
Report Total			<u><u>180.00</u></u>	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: February 17, 2016

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
18430 - 18446	2/17/2016	\$41,942.42

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 2/24/2016 Through 2/24/2016

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
APPLEONE EMPLOYMENT SERVICES	47942	2/24/2016	1,193.20	TEMP HOURS-w/e 2/13/16
APPLEONE EMPLOYMENT SERVICES		2/24/2016	1,193.20	TEMP HOURS-W/E 2/6/16
	Total 47942		2,386.40	
AT&T	47943	2/24/2016	20.05	MODEM
	Total 47943		20.05	
AYALA ENGINEERING	47944	2/24/2016	3,400.00	REMOVE/REPLACE FRAME
	Total 47944		3,400.00	
CARLSBAD FUELS CORPORATION	47945	2/24/2016	1,181.35	VEHICLE FUELS
	Total 47945		1,181.35	
CHUCKS TIRE CENTER	47946	2/24/2016	25.00	TIRE REPAIR
CHUCKS TIRE CENTER		2/24/2016	420.50	TIRES
	Total 47946		445.50	
CORODATA	47947	2/24/2016	77.07	STORAGE
	Total 47947		77.07	
CUES, INC	47948	2/24/2016	49.56	CCTV VAN
	Total 47948		49.56	
CWEA	47949	2/24/2016	91.00	CWEA-COLLEC SYSTEM RENEWAL-G. MENDEZ
CWEA		2/24/2016	81.00	CWEA-PLANT MAINT RENEWAL-I. RIFFEL
	Total 47949		172.00	
DATA NET	47950	2/24/2016	1,393.30	IS MAINT AND SUPPORT
	Total 47950		1,393.30	
DONALD OMSTED	47951	2/24/2016	10.00	REIMBURSE FOR CONF-CASA
	Total 47951		10.00	
DUDEK & ASSOCIATES	47953	2/24/2016	2,035.00	GE/3252/0526/FIAR OAKS
DUDEK & ASSOCIATES		2/24/2016	825.00	GE/3252/0593/LC TOWN SQ PLAN CK
DUDEK & ASSOCIATES		2/24/2016	1,394.44	GE/3252/0596/ASTOR GARDENS
DUDEK & ASSOCIATES		2/24/2016	839.04	GE/3252/0844/LC TOWN SQUARE
DUDEK & ASSOCIATES		2/24/2016	55.00	GE/3252/0851/JEREZ CT
DUDEK & ASSOCIATES		2/24/2016	565.66	GE/3252/0874/EOLUS 4
DUDEK & ASSOCIATES		2/24/2016	334.32	GE/3252/0897/OMWD
DUDEK & ASSOCIATES		2/24/2016	1,835.00	GE/3252/0929/CASADA VERDE
DUDEK & ASSOCIATES		2/24/2016	2,120.00	GE/3252/0941/865 ORPHEUS

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 2/24/2016 Through 2/24/2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
DUDEK & ASSOCIATES		2/24/2016	162.50	GE/3252/0946/SCOTT ANNEX
DUDEK & ASSOCIATES		2/24/2016	600.00	GE/3252/0948/LC GREENS
DUDEK & ASSOCIATES		2/24/2016	770.00	GE/3252/0949/N. VULCAN
DUDEK & ASSOCIATES		2/24/2016	495.00	GE/3252/0953/548 HYGIEIA AVE
DUDEK & ASSOCIATES		2/24/2016	275.00	GE/3252/0954/EOLUS AVE
DUDEK & ASSOCIATES		2/24/2016	440.00	GE/3252/0955/EOLUS AVE ANNEX
DUDEK & ASSOCIATES		2/24/2016	990.00	GE/3252/0958/MOTO DELI
DUDEK & ASSOCIATES		2/24/2016	495.00	GE/3252/0959/VILLAGE SQUARE
DUDEK & ASSOCIATES		2/24/2016	110.00	GE/3252/0960/JUST PEACHY
DUDEK & ASSOCIATES		2/24/2016	107.50	GE/3252/0961/ACACIA MKT
	Total 47953		14,448.46	
EVOQUA WATER TECHNOLOGIES, LLC	47954	2/24/2016	8,183.17	BIOXIDE
	Total 47954		8,183.17	
GREAT AMERICA FINANCIAL SERVICES	47955	2/24/2016	738.87	COPIER LEASE
	Total 47955		738.87	
HEAVILAND ENTERPRISES, INC	47956	2/24/2016	840.00	LANDSCAPE @ BPS
	Total 47956		840.00	
I2B NETWORKS, INC	47957	2/24/2016	160.00	WEB CAM @ BPS
	Total 47957		160.00	
ICMA RETIREMENT-303979	47958	2/24/2016	3,470.52	DEFERRED COMP
	Total 47958		3,470.52	
McCROMETER	47959	2/24/2016	161.30	SALES TAX OWED FROM PREVIOUS INVOICE
	Total 47959		161.30	
MSC JANITORIAL SERVICE, INC	47960	2/24/2016	1,552.92	JANITORIAL SERVICES-FEB
	Total 47960		1,552.92	
NATIONWIDE RETIREMENT SOLUTIONS	47961	2/24/2016	247.22	DEFERRED COMP
	Total 47961		247.22	
NEW PIG CORPORATION	47962	2/24/2016	290.46	ABSORBING SOCK
	Total 47962		290.46	
OFFICE DEPOT, INC.	47963	2/24/2016	259.88	OFFICE SUPPLIES
	Total 47963		259.88	
PEP BOYS	47964	2/24/2016	35.06	AMOUR ALL/WASH, ETC

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 2/24/2016 Through 2/24/2016

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
	Total 47964		35.06	
PERS RETIREMENT	47965	2/24/2016	212.95	BOARD RETIREMENT ENDING 1/31/2016
PERS RETIREMENT		2/24/2016	271.12	EMPLOYEE RETIREMENT ENDING 1/19/16-C.LEMAY
PERS RETIREMENT		2/24/2016	11,302.47	EMPLOYEE RETIREMENT ENDING 1/31/16
	Total 47965		11,786.54	
R. J. SAFETY SUPPLY CO., INC.	47966	2/24/2016	45.37	DISPOSABLE EARPLUGS-SAFETY
R. J. SAFETY SUPPLY CO., INC.		2/24/2016	188.46	RAIN COATS/EAR MUFFS-SAFETY
R. J. SAFETY SUPPLY CO., INC.		2/24/2016	277.99	SAFETY GLOVES
	Total 47966		511.82	
SAN DIEGO GAS AND ELECTRIC	47967	2/24/2016	11,631.00	ELECTRIC @ OFFICE
	Total 47967		11,631.00	
SAN DIEGO UNION TRIBUNE	47968	2/24/2016	252.39	NEWSPAPER DELIVERY TIL AUG
	Total 47968		252.39	
SAN DIEGO GAS & ELECTIRC	47969	2/24/2016	109.23	ELECTRIC @ AVOCADO PS
SAN DIEGO GAS & ELECTIRC		2/24/2016	9,561.15	ELECTRIC @ BPS
SAN DIEGO GAS & ELECTIRC		2/24/2016	425.04	ELECTRIC @ DIANA PS
SAN DIEGO GAS & ELECTIRC		2/24/2016	697.63	ELECTRIC @ E. ESTATES PS
SAN DIEGO GAS & ELECTIRC		2/24/2016	432.48	ELECTRIC @ EEPS
SAN DIEGO GAS & ELECTIRC		2/24/2016	156.52	ELECTRIC @ RANCHO VERDE PS
SAN DIEGO GAS & ELECTIRC		2/24/2016	1,154.36	ELECTRIC @ SAXONY PS
SAN DIEGO GAS & ELECTIRC		2/24/2016	325.04	ELECTRIC @ VP5 PS
SAN DIEGO GAS & ELECTIRC		2/24/2016	154.84	ELECTRIC @ VP7 PS
SAN DIEGO GAS & ELECTIRC		2/24/2016	144.48	GAS @ OFFICE
SAN DIEGO GAS & ELECTIRC		2/24/2016	2.50	NAT GAS @ EE PS
	Total 47969		13,163.27	
SMITH & LOVELESS, INC	47970	2/24/2016	248.97	PARTS
	Total 47970		248.97	
SOUTHERN CONTRACTING COMPANY	47971	2/24/2016	2,082.00	ELECTRICAL WORK @ AWT
	Total 47971		2,082.00	
OLIVER STORM	47972	2/24/2016	240.00	LATERAL REIMBURSEMENT
	Total 47972		240.00	
TRISHA HILL	47973	2/24/2016	157.78	REIMBURSE T. HILL FOR NOTARY
	Total 47973		157.78	
UNIFIRST CORPORATION	47974	2/24/2016	181.32	LAUNDRY SERVICE-2/10/16

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 2/24/2016 Through 2/24/2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
UNIFIRST CORPORATION		2/24/2016	<u>184.83</u>	LAUNDRY SERVICE-2/17/2016
	Total 47974		366.15	
VERIZON WIRELESS	47975	2/24/2016	<u>670.46</u>	CELL PHONES
	Total 47975		670.46	
WORDEN WILLIAMS, APC	47976	2/24/2016	<u>3,018.10</u>	LEGAL FEES-JAN/2016
	Total 47976		3,018.10	
Report Total			<u><u>83,651.57</u></u>	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 3/1/2016 Through 3/1/2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
APPLEONE EMPLOYMENT SERVICES	47977	3/1/2016	954.56	TEMP HOURS W/E 2/24/16
	Total 47977		954.56	
BATTERIESPLUS	47978	3/1/2016	39.04	BATTERIES
	Total 47978		39.04	
CAL PUBLIC EMPLOYEES' RETIRE SYSTEM	47979	3/1/2016	28,059.82	HEALTH INS-MARCH
	Total 47979		28,059.82	
CARLSBAD FUELS CORPORATION	47980	3/1/2016	1,205.32	VEHICLE FUELS
	Total 47980		1,205.32	
DAVID KULCHIN	47981	3/1/2016	25.38	MILEAGE FOR CSDA DINNER-D.K.
	Total 47981		25.38	
DONALD OMSTED	47982	3/1/2016	26.30	MILEAGE CSDA DINNER-D.O.
	Total 47982		26.30	
DUDEK & ASSOCIATES	47983	3/1/2016	3,655.00	GE/CIP/DEC/200/0353
DUDEK & ASSOCIATES		3/1/2016	7,042.50	GE/CIP/JAN/200/341/328/352
	Total 47983		10,697.50	
HARTFORD LIFE & ACCIDENT INS.	47984	3/1/2016	394.48	LIFE INS-MARCH
	Total 47984		394.48	
JACKSON & BLANC	47985	3/1/2016	662.00	HAVAC SERVICE
	Total 47985		662.00	
MES VISION	47986	3/1/2016	324.77	VISION INS-MARCH
	Total 47986		324.77	
OLIVENHAIN MUNICIPAL WATER DISTRICT	47987	3/1/2016	1,217.90	WATER RELIABILITY COALITION MEMBERSHIP DUES
	Total 47987		1,217.90	
SOUTHERN CONTRACTING COMPANY	47988	3/1/2016	3,840.00	AWT/ENCINA/LWD IR SCANNING
	Total 47988		3,840.00	
THE GUARDIAN	47989	3/1/2016	3,649.88	DENTAL/DISABILITY INS-MARCH
	Total 47989		3,649.88	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 3/1/2016 Through 3/1/2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
TRI COMMUNITY ANSWERING SERVICE	47990	3/1/2016	90.00	ANSWERING SERVICE-FEB
	Total 47990		90.00	
UNIFIRST CORPORATION	47991	3/1/2016	181.32	LAUNDRY SERVICE-2/24/16
	Total 47991		181.32	
Report Total			51,368.27	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: March 2, 2016

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
18447 - 18463	3/2/2016	\$42,292.77

LEUCADIA WASTEWATER DISTRICT
BOARD PAYROLL CHECK REPORT

Payroll Date: March 2, 2016

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>
18464 - 18468	3/2/2016	\$3,136.26

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

<u>FEBRUARY</u>		2015		
2/3/2015	Board			\$5,635.01
2/4/2015	Employee			\$41,354.90
2/11/2015	Employee	Incentive		\$1,658.70
2/18/2015	Employee			<u>\$41,693.45</u>
	TOTAL			\$90,342.06
<u>MARCH</u>				
3/3/2015	Board			\$3,328.09
3/4/2015	Employee			\$42,481.68
3/18/2015	Employee			<u>\$41,809.70</u>
	TOTAL			\$87,619.47
<u>APRIL</u>				
4/1/2015	Employee			\$42,998.28
4/3/2015	Board			\$3,450.34
4/8/2015	Employee	Incentive		\$461.75
4/9/2015	Employee	Incentive		\$7,864.64
4/15/2015	Employee			\$42,793.24
4/29/2015	Employee			<u>\$42,249.97</u>
	TOTAL			\$139,818.22
<u>MAY</u>				
5/3/2015	Board			\$4,550.07
5/13/2015	Employee			\$42,386.44
5/27/2015	Employee			<u>\$42,031.05</u>
	TOTAL			\$88,967.56
<u>JUNE</u>				
6/3/2015	Board			\$6,672.20
6/10/2015	Employee			43014.18
6/10/2015	Employee	Incentive		862.55
6/24/2015	Employee			<u>42179.22</u>
	TOTAL			\$92,728.15
<u>JULY</u>				
7/3/2015	Board			\$1,141.49
7/8/2015	Employee			\$42,280.37
7/9/2015	Employee	Incentive		\$460.23
7/9/2015	Employee			\$2,411.85
7/22/2015	Employee			<u>\$41,341.86</u>
	TOTAL			\$87,635.80

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

AUGUST

8/3/2015	Board		\$2,144.12
8/5/2015	Employee		\$41,795.41
8/12/2015	Employee	Incentive	\$5,219.27
8/19/2015	Employee		<u>\$40,893.42</u>
	TOTAL		\$90,052.22

SEPTEMBER

9/2/2015	Employee		\$41,538.06
9/3/2015	Board		\$4,575.80
9/9/2015	Employee	Incentive	\$184.70
9/10/2015	Employee	Incentive	\$4,686.05
9/16/2015	Employee		\$41,215.54
9/30/2015	Employee		<u>41756.24</u>
	TOTAL		\$133,956.39

OCTOBER

10/3/2015	Board		\$5,312.42
10/13/2015	Employee	Incentive	\$16,002.53
10/14/2015	Employee		\$42,620.89
10/28/2015	Employee		<u>\$44,099.43</u>
	TOTAL		\$108,035.27

NOVEMBER

11/3/2015	Board		\$2,124.85
11/11/2015	Employee		\$44,035.82
11/25/2015	Employee		<u>\$44,605.14</u>
	TOTAL		\$90,765.81

DECEMBER

12/3/2015	Board		\$1,975.10
12/4/2015	Employee	Sick Buyback	\$22,529.21
12/9/2015	Employee		\$44,069.21
12/23/2015	Employee		<u>\$42,398.10</u>
	TOTAL		\$110,971.62

JANUARY

2016

1/3/2016	Board		\$1,628.29
1/6/2016	Employee		\$43,385.98
1/13/2016	Employee	Incentive	\$461.75
1/20/2016	Employee		\$41,432.17
1/20/2016	Employee	Chucks's	<u>\$7,460.73</u>
	TOTAL		\$94,368.92

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

FEBRUARY

2/3/2016	Employee		\$41,636.25
2/3/2016	Board		\$4,887.14
2/10/2016	Employee	Incentive	\$1,567.35
2/10/2016	Employee	Incentive	\$879.35
2/17/2016	Employee		<u>\$41,942.42</u>
	TOTAL		\$90,912.51

MARCH

3/2/2016	Employee		\$42,292.77
3/2/2016	Board		<u>\$3,136.26</u>
	TOTAL		\$45,429.03

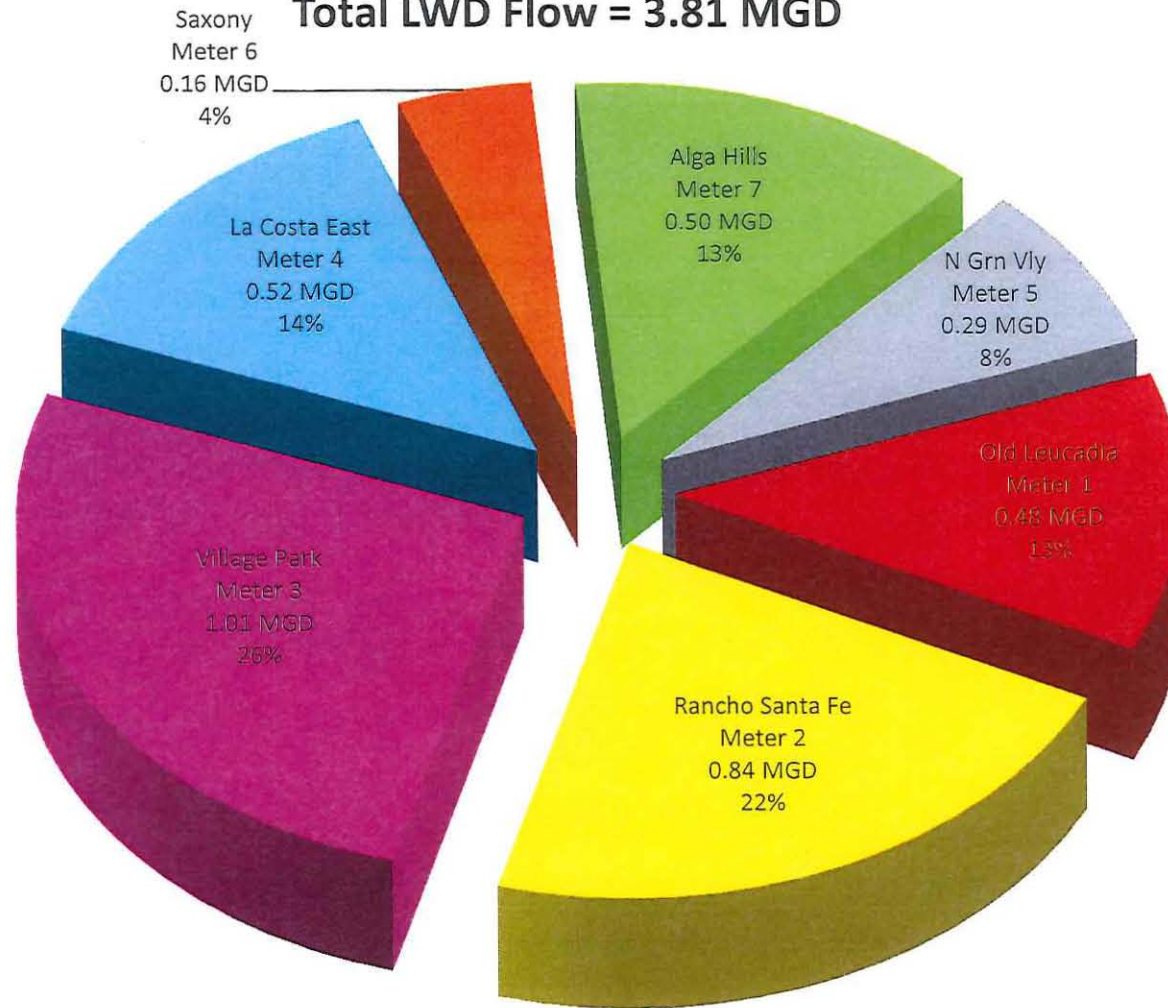
**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2016 (July 2015 - June 2016)**

CURRENT MONTH - February 2016							FY 2014-2015
Period	Total Rain Inches	Total Flow MG	Total EDU's 28,515.94	LWD ADF (MGD)	GPD/EDU	RECLAIMED ADF (ac-ft/mo)	ADF (MGD)
JULY	0.76	121.52	5.80	3.92	137	27.33	4.10
YTD	0.76	121.52	28,521.74				
AUGUST	0.00	116.87	8.60	3.77	132	39.88	4.01
YTD	0.00	116.87	28,530.34				
SEPTEMBER	1.14	111.00	3.00	3.70	130	32.02	3.87
YTD	1.14	111.00	28,533.34				
OCTOBER	0.70	113.15	8.50	3.65	128	18.08	3.90
YTD	0.70	113.15	28,541.84				
NOVEMBER	0.60	113.10	0.0	3.77	132	11.62	3.87
YTD	0.60	113.10	28,541.84				
DECEMBER	0.87	118.73	5.90	3.83	134	2.30	3.87
YTD	0.87	118.73	28,547.74				
JANUARY	2.61	115.01	16.00	3.71	130	0.00	3.80
YTD	2.61	115.01	28,563.74				
FEBRUARY	0.12	110.49	7.00	3.81	133	7.33	3.96
YTD	0.12	110.49	28,570.74				
MARCH							4.05
YTD							
APRIL							3.99
YTD							
MAY							3.67
YTD							
JUNE							3.78
YTD	0.00	0.00	0.00				
Annual Total	6.80	919.87	55			138.56	
Mo Average	0.85	114.98	7	3.77	132	17.32	4.08

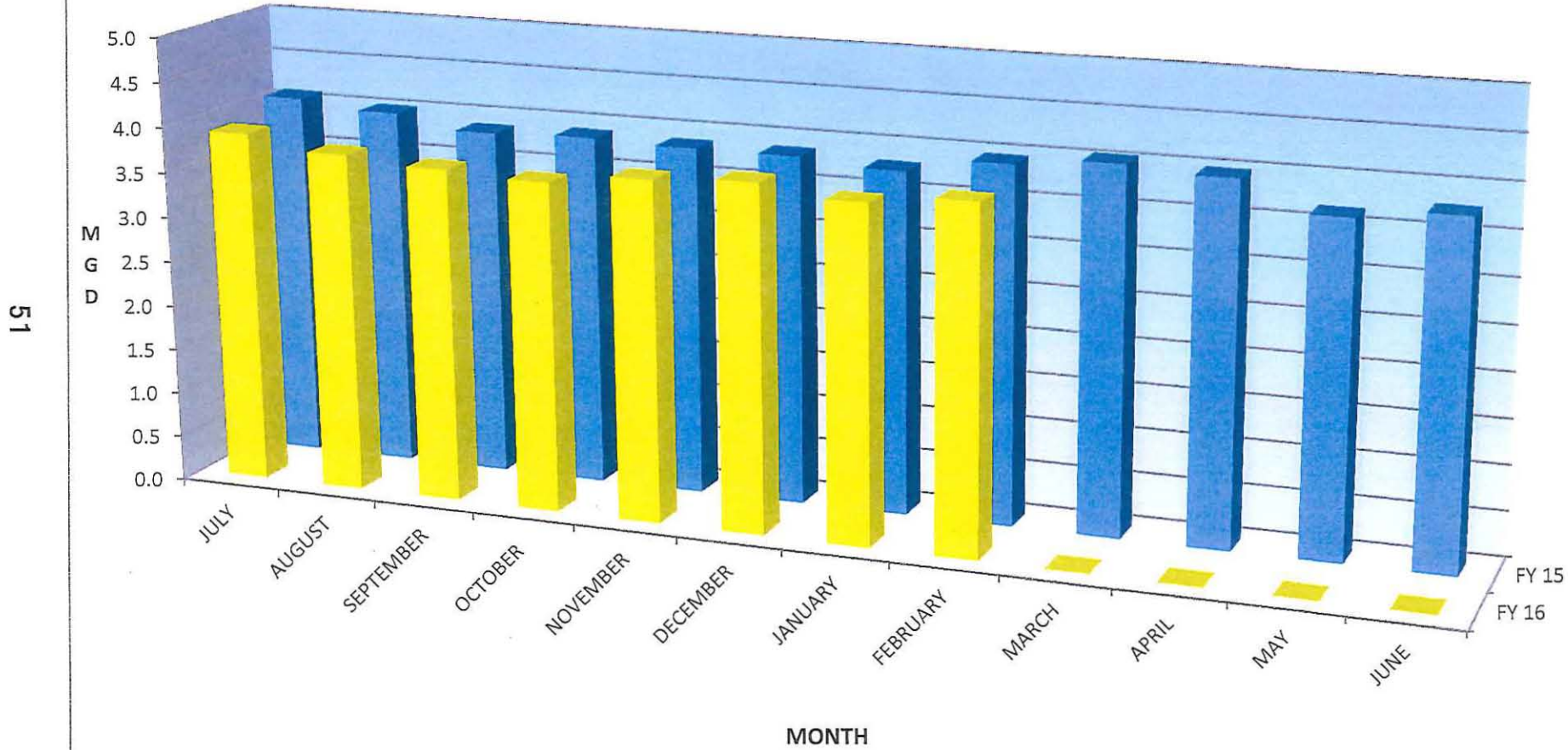
49

LWD Flows by Sub-Basin February 2016

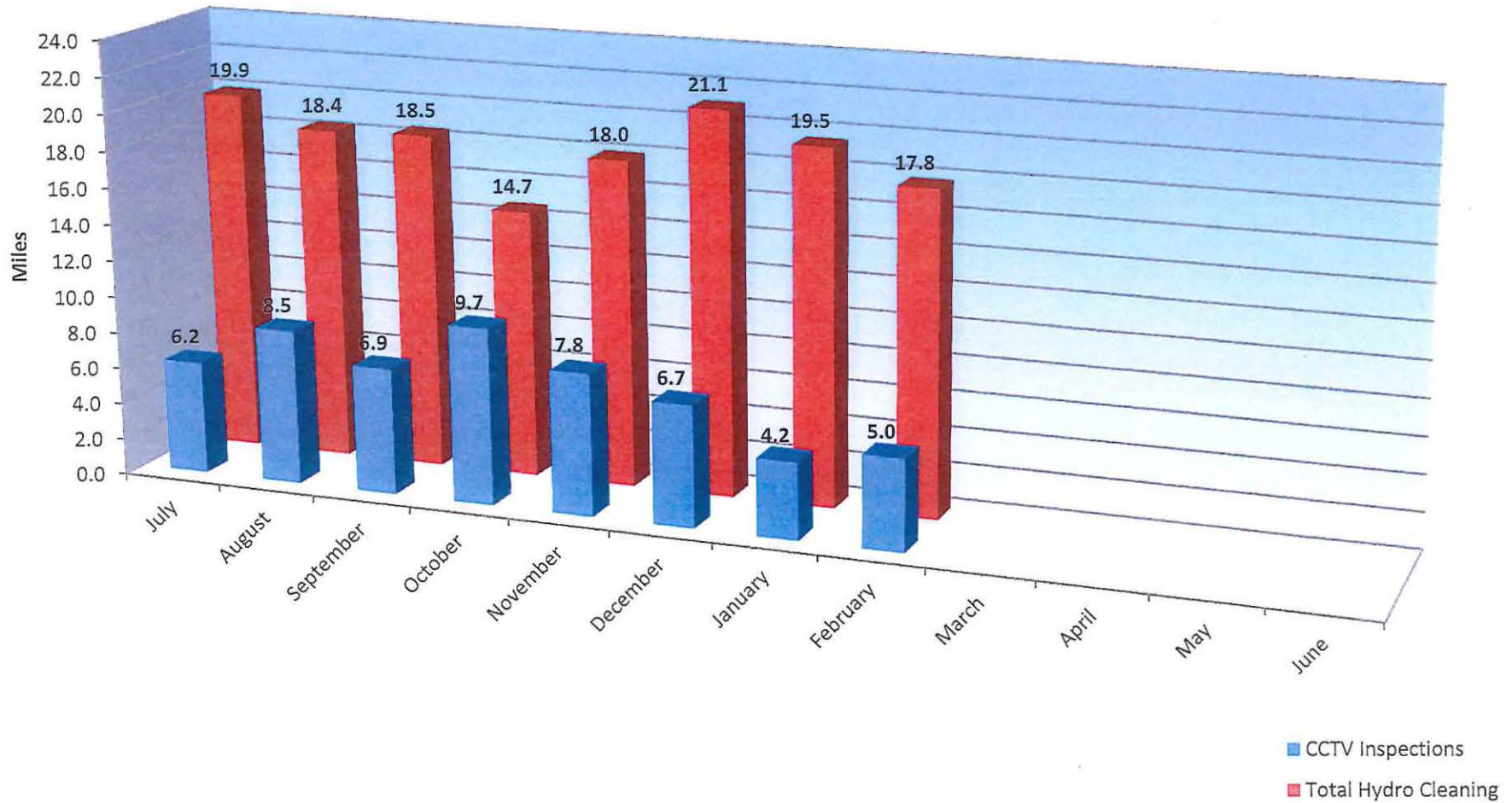
Total LWD Flow = 3.81 MGD



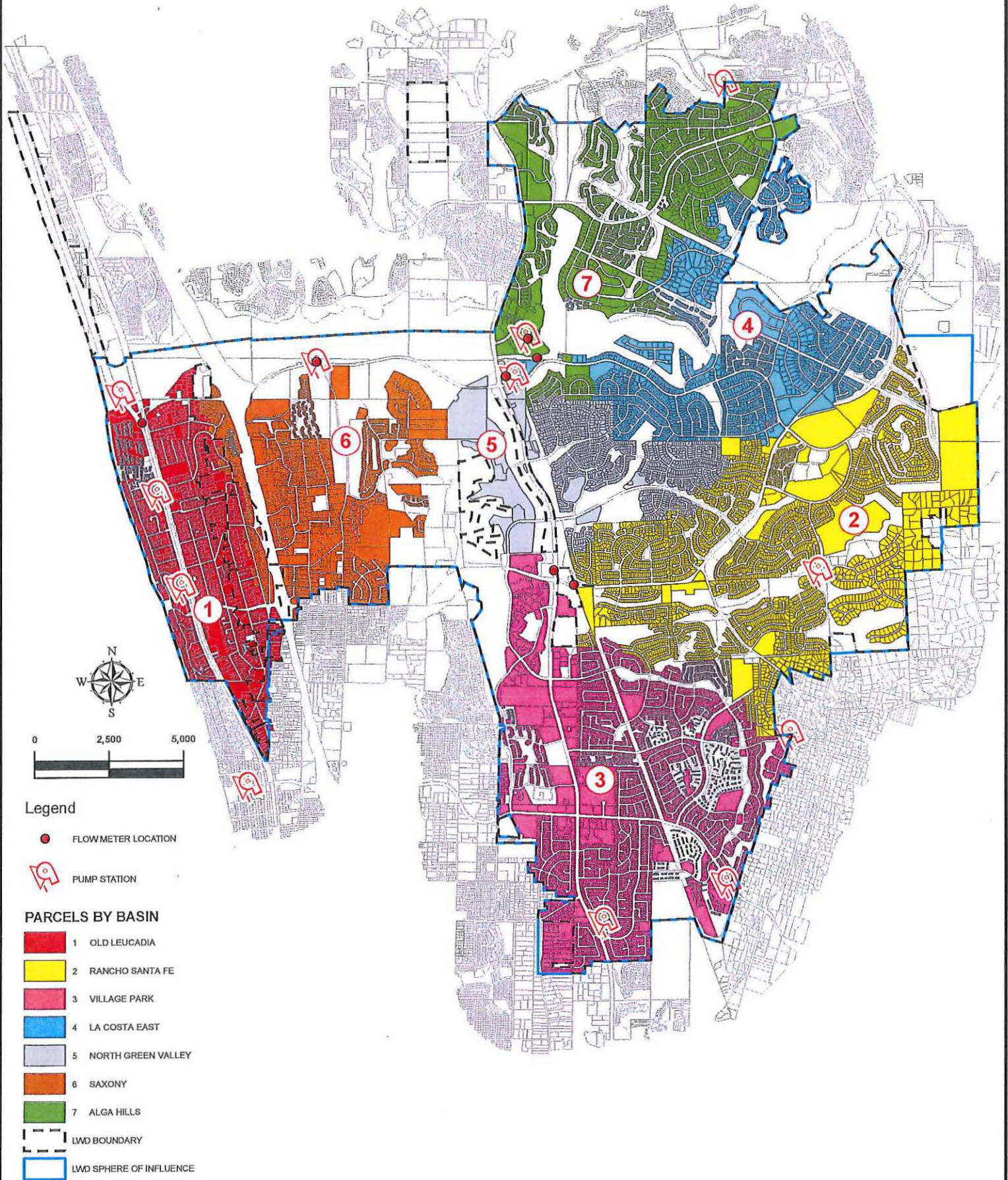
LEUCADIA WASTEWATER DISTRICT FLOW COMPARISION FY15 to FY16



FY-16 CCTV Inspections & Hydro Cleaning Production



LEUCADIA WASTEWATER DISTRICT



Leucadia Wastewater District

Balance Sheet
As of 2/29/2016

		Current Year
Assets		
Cash & Investments	1CAS	33,473,219.76
Accounts Receivables	2A/R	101,807.93
Prepaid Expense	3PRE	109,137.00
Funds held with Encinca Wastewater Authority	4EWA	1,486,800.00
Capital Assets	4F/A	151,074,210.03
Less Accumulated Depreciation	6DEP	(51,441,859.14)
Total Assets		134,803,315.58
Deferred Outflows		
PERS Proportions Difference	7D/O	15,754.00
Current Year PERS Employer Contribution	8D/O	242,055.47
Total Deferred Outflows		257,809.47
Total Assets & Deferred Outflows		135,061,125.05
Liabilities		
Accounts Payable & Accrued Expenses	A/P	288,407.40
Developer Deposits	DEVD	216,979.08
Net Pension Liability	LTDB	2,277,414.00
EWA Pension Liability	LTDP	1,816,300.00
Total Liabilities		4,599,100.48
Deferred Inflows		
PERS Actual/Proportion Contribution Difference	D/I2	48,723.00
Projected/Actual PERS Earnings Difference	D/In	765,316.00
Total Deferred Inflows		814,039.00
Net Position		
Beginning Net Position		
Investment in Capital Assets	IC/A	102,080,040.50
Reserves	RESV	29,783,956.78
Total Beginning Net Position		131,863,997.28
Current Change In Net Position		
Other		(2,216,011.71)
Total Current Change In Net Position		(2,216,011.71)
Total Net Position		129,647,985.57
Total Liabilities, Deferred Inflows & Net Position		135,061,125.05

Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses
From 7/1/2015 Through 2/29/2016

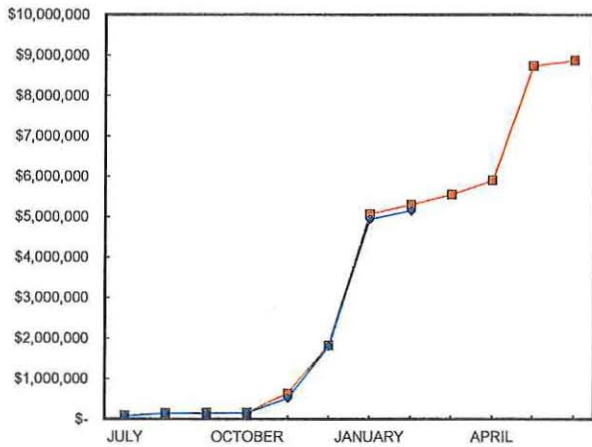
Account Title	YTD Actual	Total Annual Budget	Total Budget Variance	Percentage Total Budget Used
OPERATING REVENUES				
3110 Sewer Service Fees	5,155,771.85	8,876,733.00	3,720,961.15	58.1%
3150 Recycled Water Sales	145,356.36	266,000.00	120,643.64	54.6%
3100 Misc. Operating Revenue	\$ 36,569.63	\$ 248,533.00	\$ 211,963.37	14.7%
TOTAL OPERATING REVENUES	\$5,337,697.84	\$9,391,266.00	\$4,053,568.16	56.8%
OPERATING EXPENSES				
4100 Salaries	\$1,018,915.53	\$1,647,320.00	\$ 628,404.47	61.9%
4200 Employee Benefits	492,607.06	825,559.00	332,951.94	59.7%
4300 Directors Expense	71,929.45	140,100.00	68,170.55	51.3%
4600 Gas, Oil & Fuel	19,745.30	46,000.00	26,254.70	42.9%
4700 Insurance Expense	127,315.93	118,000.00	(9,315.93)	107.9%
4800 Memberships	23,277.20	25,400.00	2,122.80	91.6%
4900 Office Expense	67,821.97	122,100.00	54,278.03	55.5%
5000 Operating Supplies	99,688.89	225,900.00	126,211.11	44.1%
5200 Professional Services	311,480.91	539,400.00	227,919.09	57.7%
5300 Printing & Publishing	10,983.32	32,000.00	21,016.68	34.3%
5400 Rents & Leases	9,230.05	15,150.00	5,919.95	60.9%
5500 Repairs & Maintenance	257,306.76	390,400.00	133,093.24	65.9%
5600 Monitoring & Permits	41,912.55	54,850.00	12,937.45	76.4%
5700 Training & Development	18,416.19	46,500.00	28,083.81	39.6%
5900 Utilities	288,181.06	497,600.00	209,418.94	57.9%
6100 LAFCO Operations	8,762.60	6,200.00	(2,562.60)	141.3%
6200 Encina Operating Expense	839,792.16	1,915,644.00	1,075,851.84	43.8%
6900 Admin O/H alloc to Capital	(60,150.46)	(128,664.00)	(68,513.54)	46.8%
TOTAL OPERATING EXPENSES	\$3,647,216.47	\$6,519,459.00	\$2,872,242.53	55.9%
NON-OPERATING REVENUES				
3130 Capacity Fees	181,974.80	240,360.00	58,385.20	75.7%
3220 Property Taxes	852,662.38	1,450,000.00	597,337.62	58.8%
3250 Investment Income	138,522.87	180,000.00	41,477.13	77.0%
3290 Misc. Non Op Revenue	63,534.42	8,200.00	(55,334.42)	774.8%
TOTAL NON-OPERATING REVENUES	\$1,236,694.47	\$1,878,560.00	\$ 641,865.53	65.8%

Leucadia Wastewater District

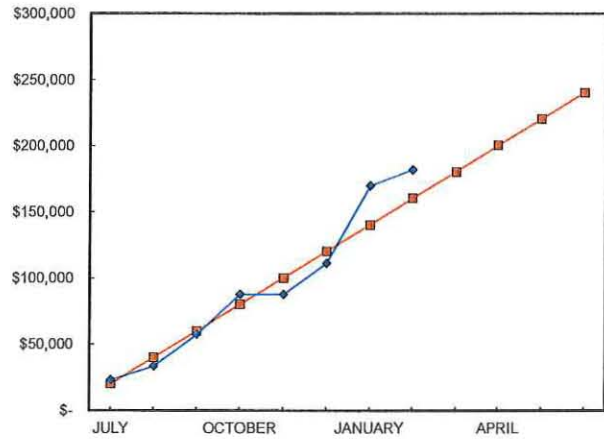
Revenue FY2016

YTD through February 29, 2016

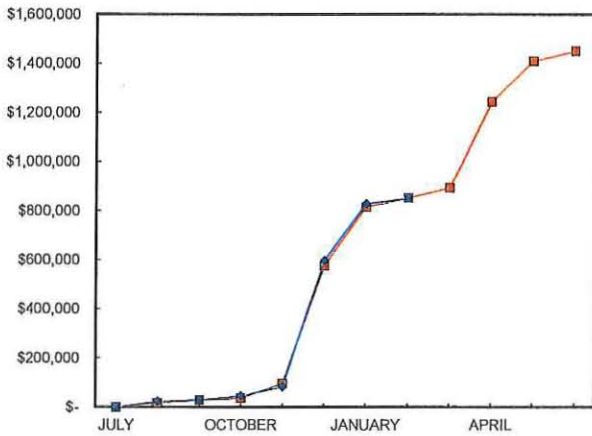
Sewer Service Fees



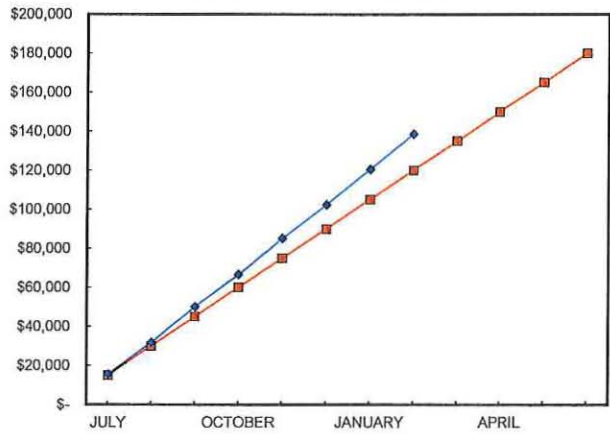
Capacity Charges



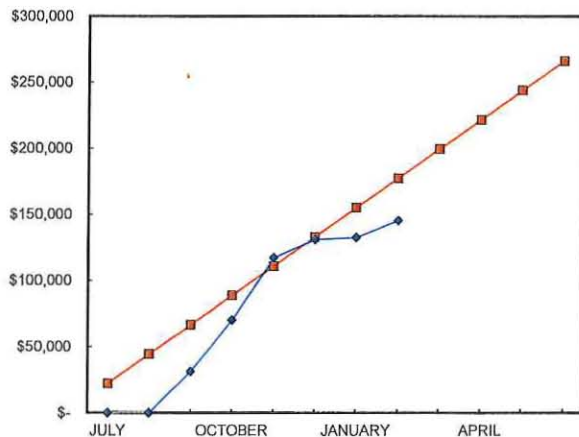
Property Taxes



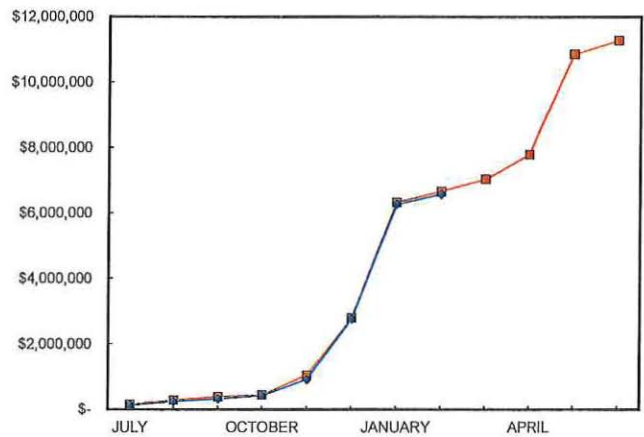
Investment Income



Recycled Wastewater



Total Revenue



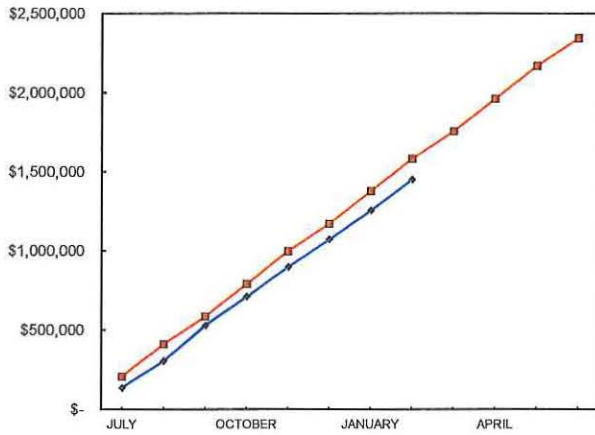
■ Budget ◆ Actual

■ Budget ◆ Actual

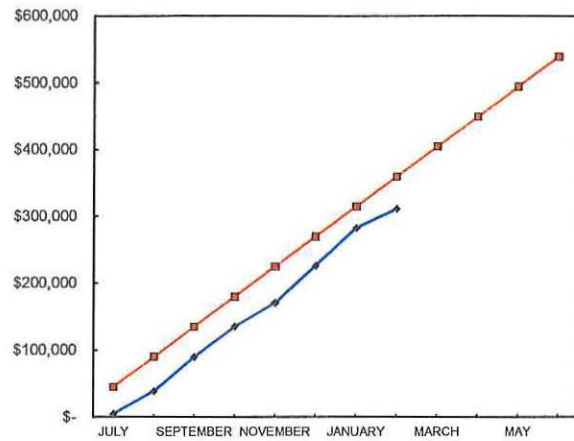
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Operating Expenses FY2016 YTD through February 29, 2016

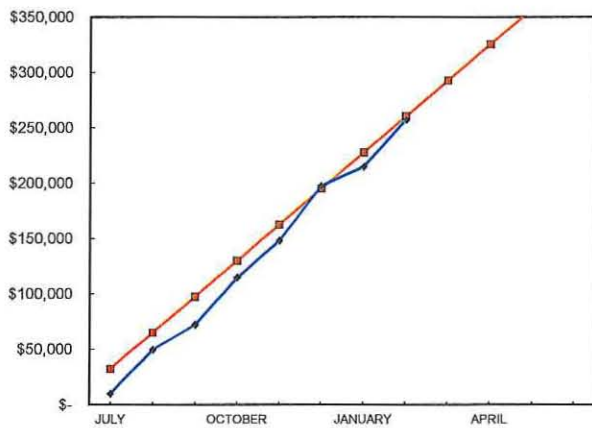
Salaries and Benefits



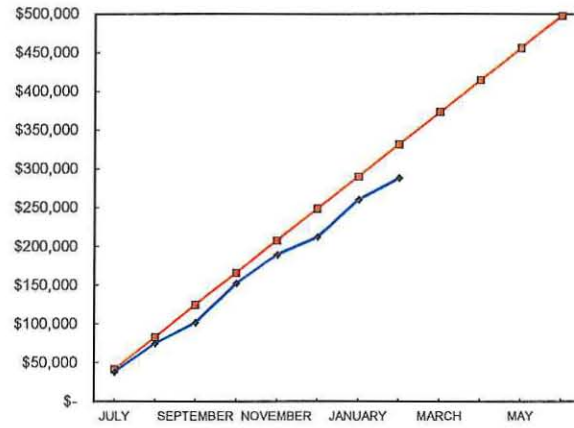
Professional Services



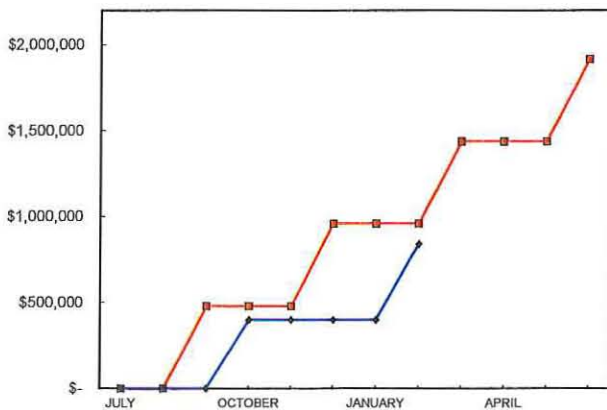
Repairs & Maintenance



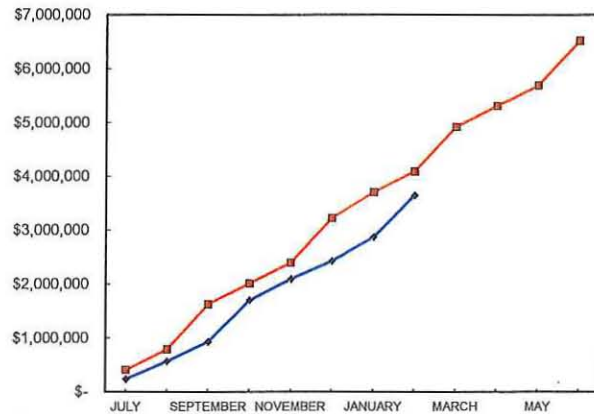
Utilities



Encina M&O



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



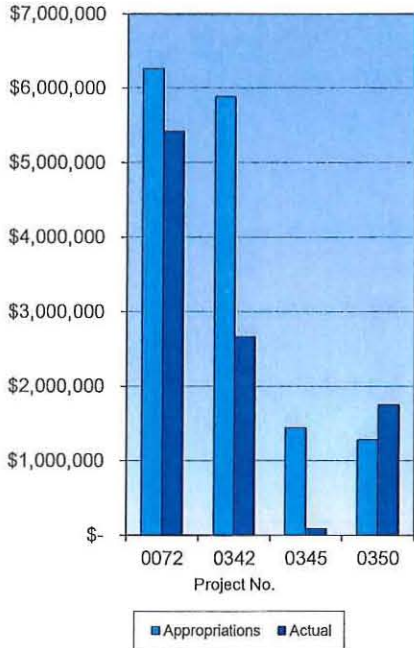
— Budget — Actual

— Budget — Actual

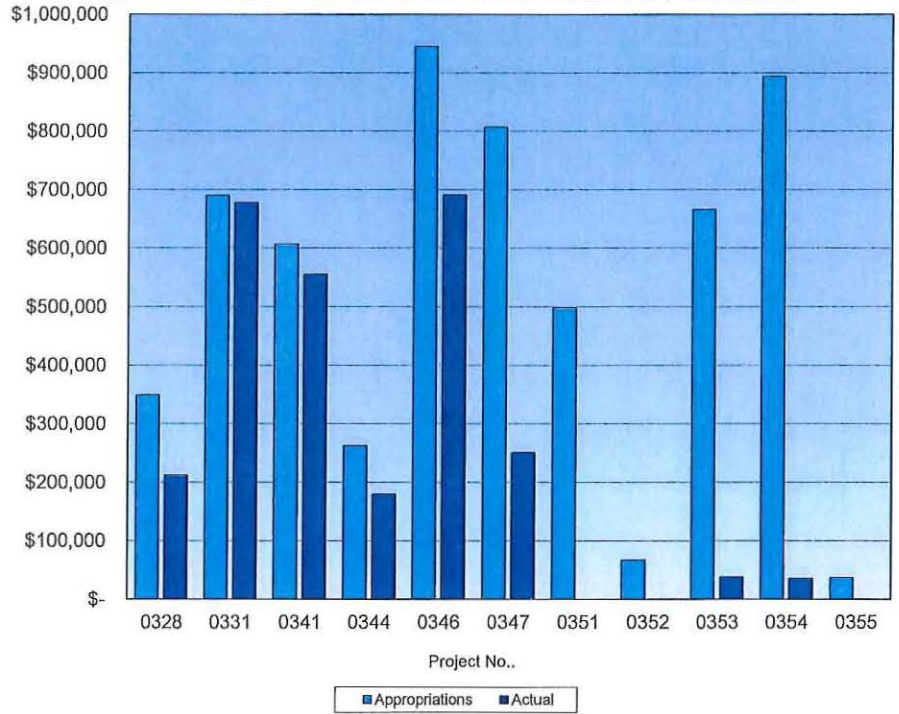
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Capital Expenditures As of February 29, 2016

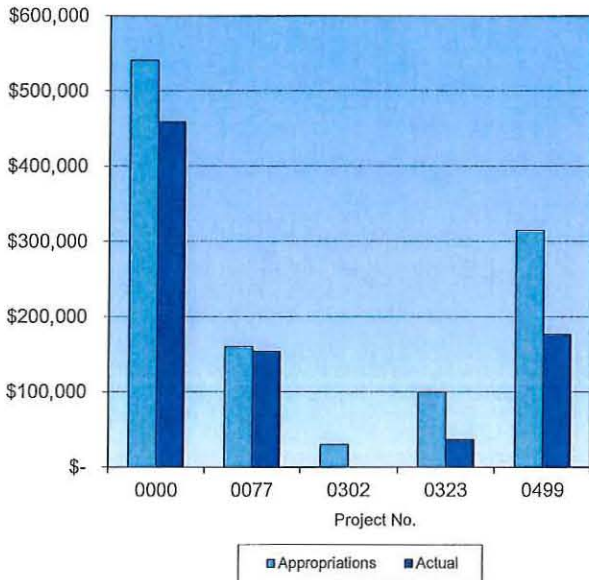
District Multi Year Capital Expenditures by Project (>\$1M) Through FY2016



District Multi Year Capital Expenditures by Project (<\$1M) Through FY2016



Single Year Capital Expenditures by Project FY2016



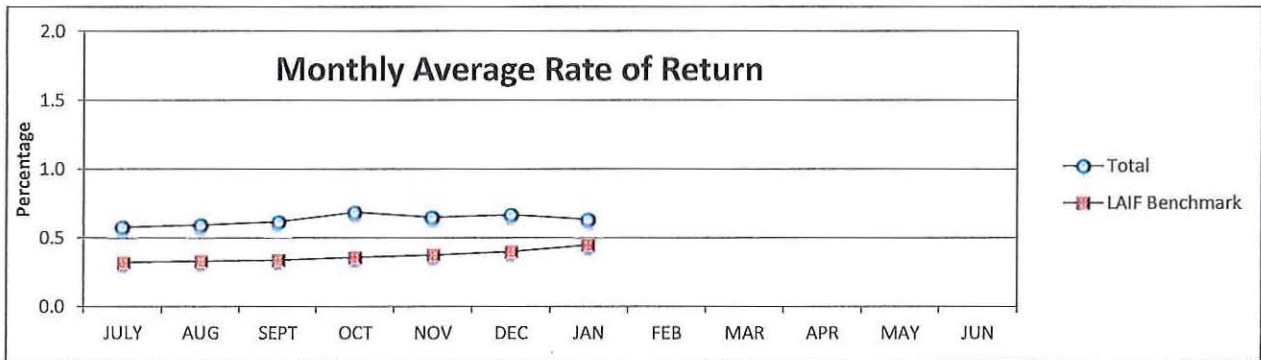
Project Legend

Multi-Year Capital Projects	
Description	No.
Encina Wastewater Authority	0072
Water Recycling Group	0328
Leucadia PS Generator Replacement	0331
Scott's Valley Pipeline Repair	0341
B2 Force Main Replacement Project	0342
LPS & BatPS VFD Replacement	0344
Leucadia FM West Section Replacmnt	0345
FY2015 Gravity Pipeline Rehab	0346
Saxony RS Rehab	0347
B1 Force Main Replacement Projects	0350
Secondary Effluent FM Replacement	0351
Gafner AWT Condition Assessment	0352
FY2016 Gravity Pipeline Rehab	0353
Village Park #5 PS Replacement	0354
Batequitos PS Solar Panels	0355
Single Year Capital Projects	
Description	No.
Equipment	0000
Misc Pipeline Rehabilitation	0077
District Engineering Services	0302
Lateral Replace/Backflow Prevention	0323
LWD Gen'l Cap Labor & O/H Allocation	0499

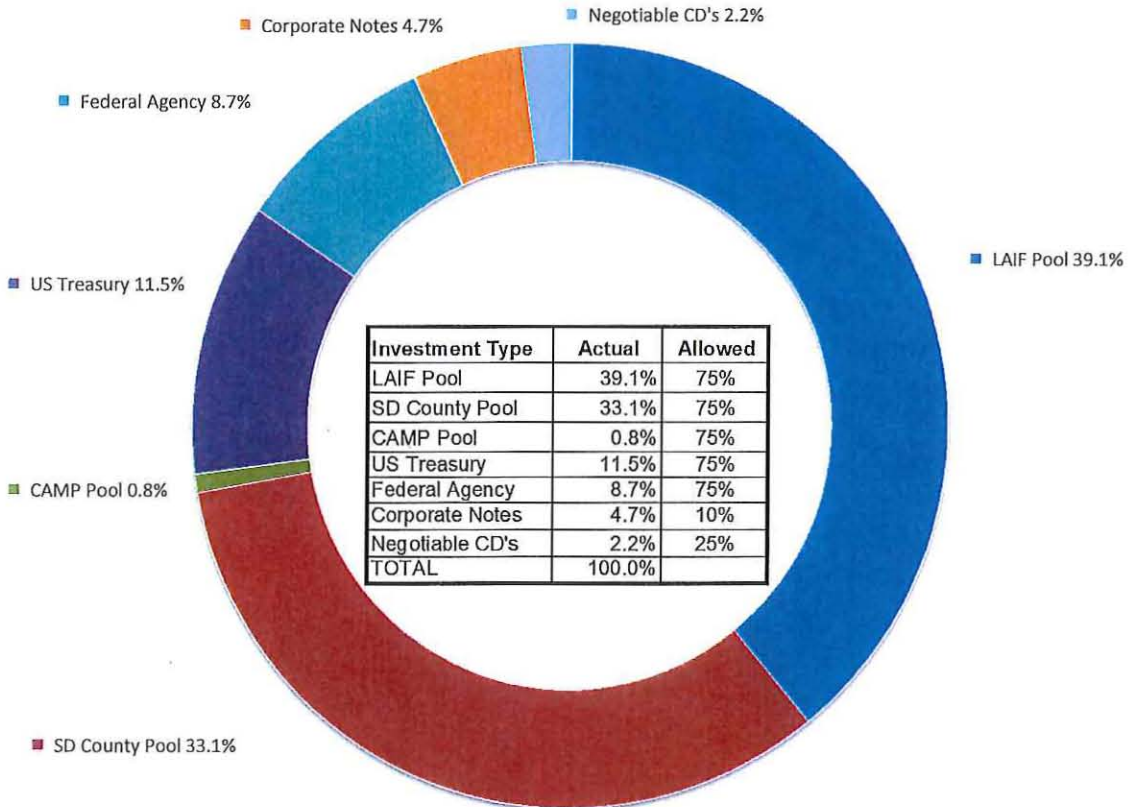
* Preliminary: subject to future review, reconciliation, accruals, and audit

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
January 31, 2016

Cash Equivalents & Investments	Principal (Original Cost)		January Interest	Average Rate
	December 31, 2015	January 31, 2016		
LAIF Pool	\$ 11,102,339	\$ 13,518,405	\$ 4,575	0.446%
SD County Pool	11,449,919	11,469,655	5,424	0.568%
CAMP Pool	265,495	272,367	85	0.380%
CAMP Portfolio				
US Treasury Notes	3,992,305	3,992,305	2,750	0.830%
Federal Agency Mortgage-Backed Securities	7,110	7,005	44	7.530%
Federal Agency Notes	2,989,880	2,989,880	2,468	0.990%
Corporate Bonds/Notes	1,611,640	1,611,640	1,583	1.190%
Certificates of Deposit	750,000	750,000	644	1.030%
Total Camp Portfolio	9,350,934	9,350,830	7,490	0.960%
Totals	\$ 32,168,688	\$ 34,611,256	\$ 17,575	0.632%

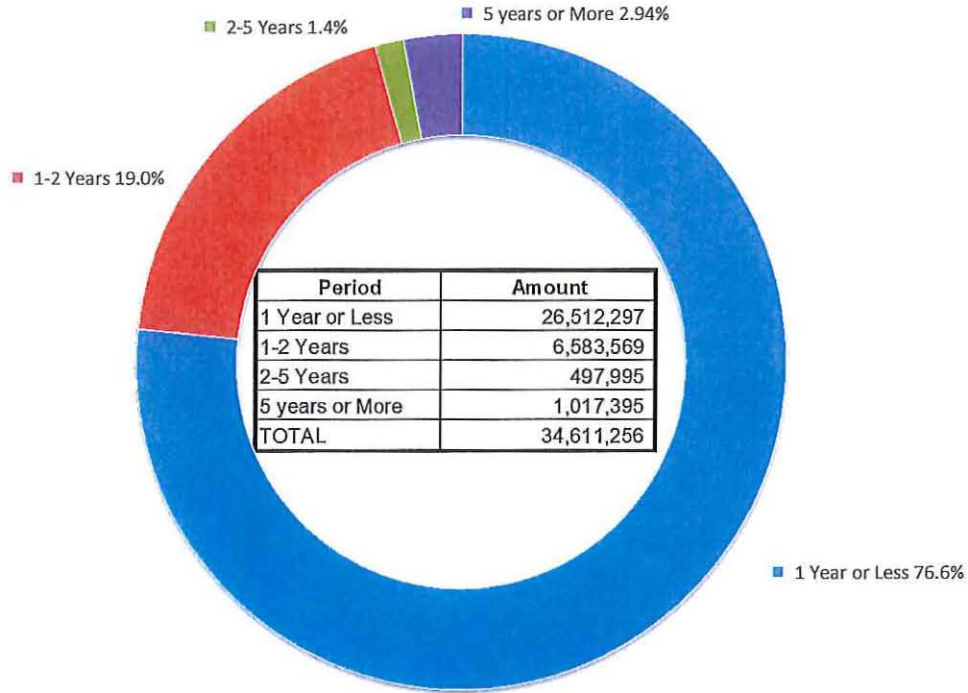


INVESTMENT DISTRIBUTION BY CATEGORY

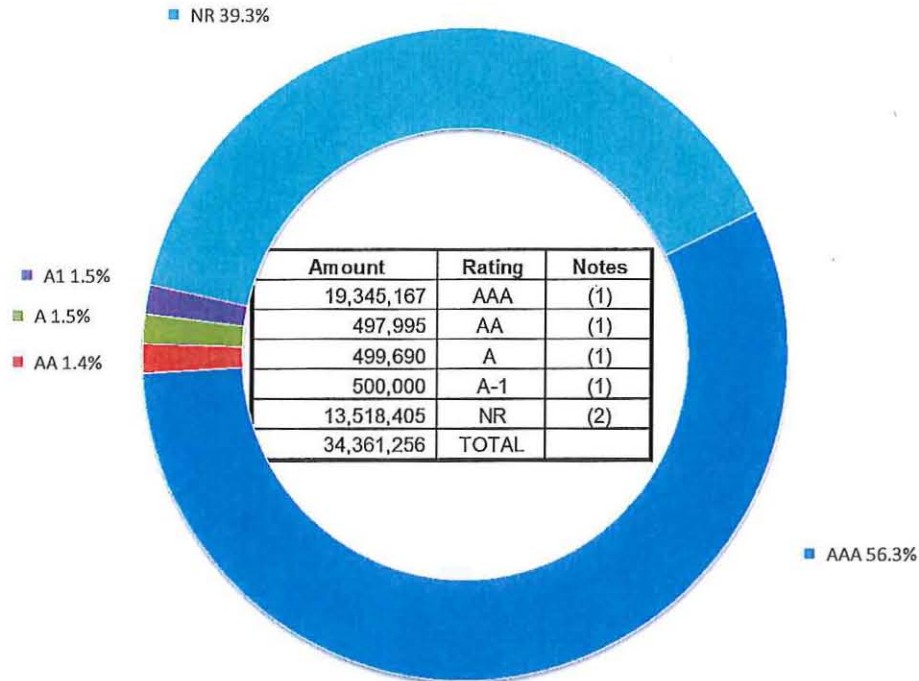


LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
January 31, 2016
(Continued)

REMAINING MATURITY



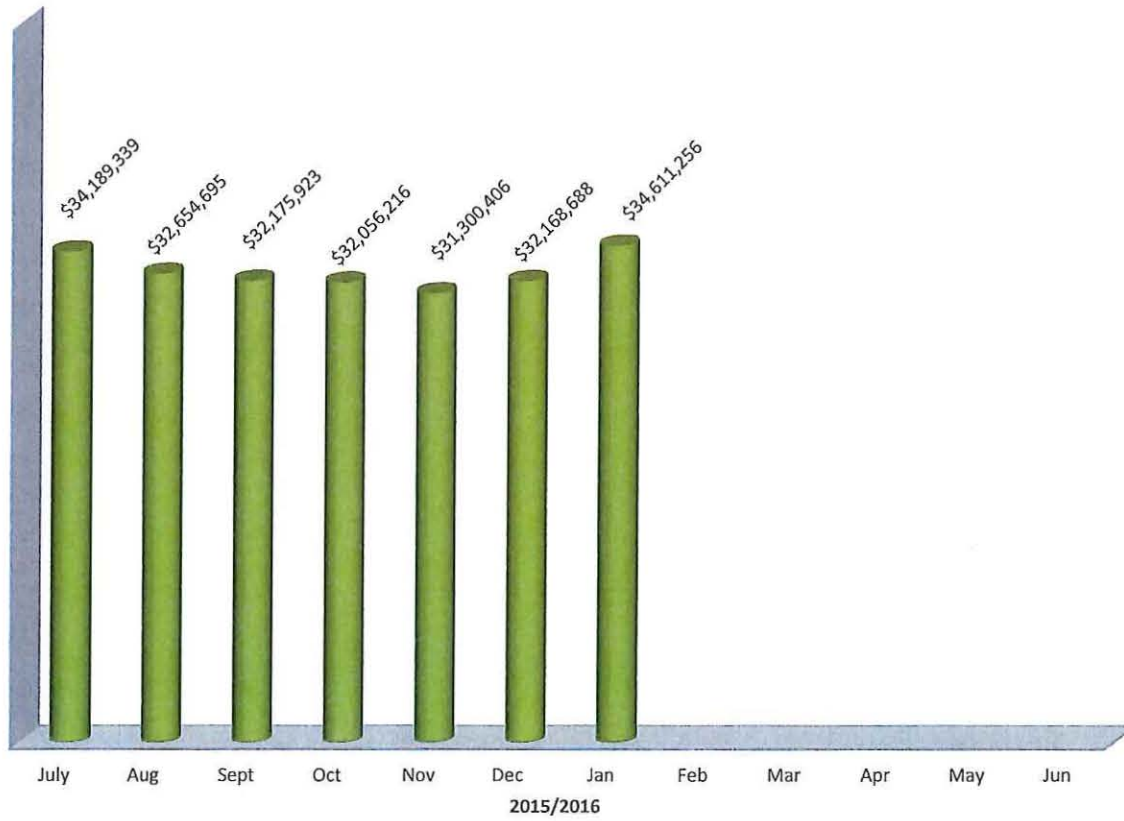
INVESTMENT RATINGS



(1) CAMP Pool, SD County Pool, & CD's are rated by Standard & Poors and Investments are rated by Moody's.
 (2) LAIF is not rated

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
January 31, 2016
(Continued)

TOTAL CASH EQUIVALENTS & INVESTMENTS



INVESTMENT TRANSACTIONS
For the month of January, 2016

Investment	Purchases	Maturities	Sales	Notes	YTM at Cost
GNMA MBS 30-yr Pools	\$ -	\$ 105	\$ -	(3)	7.53%
TOTAL	\$ -	\$ 105	\$ -		

(3) Monthly principal payments from mortgage pools

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

MEMORANDUM

Ref: 16-4859

DATE: March 3, 2016
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: February 2016 Board Disclosure of Reimbursements Report

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Receive and file the Board Disclosure of Reimbursement Report for the month ending February 2016.

DISCUSSION:

Government Code Section §53065 stipulates that Special Districts must disclose reimbursements of \$100 or more on at least an annual basis. Leucadia Wastewater District (LWD) prepares the Disclosure Report every month in accordance with Resolution No. 2250 – The Integrated Travel Authorization and Expense Reimbursement Policy, which is above and beyond the requirements of Government Code Section §53065.

Attached please find the Board Disclosure of Reimbursements report for the month of February 2016 for your review.

tb:PB

Attachment

Leucadia Wastewater District
Disclosure of Reimbursements Report
February 1-29, 2016

Conference Date	Description	Director	Director	Director	Director	Director	GM	ASM	TSM	FSS
		J. Hanson	E. Sullivan	D. Omsted	D. Kulchin	A. Juliussen	P. Bushee	C. LeMay	R. Morishita	J. Stecker
CASA DC Conference 2016 February 22-24, 2016 Mayflower Marriott Washington, DC 20036	Registration						625.00			
	Hotel						1,061.43			
	Airfare						478.18			
	Meals						98.59			
	Rental Car									
	Parking									
	Tips						4.00			
	Fuel/mileage/taxi						60.27			
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,327.47	\$ -	\$ -	\$ -
	Registration									
	Hotel									
	Airfare									
	Meals									
	Rental Car									
	Parking									
	Tips									
	Fuel/mileage/coaster									
	Total	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Registration									
	Hotel									
	Airfare									
	Meals									
	Rental Car									
	Parking									
	Tips									
	Fuel/mileage/taxi									
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Registration									
	Hotel									
	Airfare									
	Meals									
	Rental Car									
	Parking									
	Tips									
	Fuel/mileage/taxi									
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Notes: AJ - CWEA P35 Conference February 29-March 2, 2016. This conference will be on the March disbursements report.

Encina Wastewater Authority Report
Regular Board Meeting
February 24, 2016

EWA Board of Directors - Director Sullivan Reporting

1. Resolutions for Financial Transaction Authorization

The Board of Directors approved Resolutions for the following transaction activities:

- a. Resolution 2016-02 Authorizing the Withdrawl of Funds from Union Bank;
- b. Resolution 2016-03 Authorizing the Use of Fascimile Signatures for Funds Drawn Upon Encina Wastewater Authority Accounts;
- c. Resolution 2016-04 Authorizing Deposit or Withdrawl of Monies in the State of California Local Agency Investment Fund; and
- d. Resolution 2016-05 Securing Public Official Bonds.

2. Resolution 2016-06 Proclamation Honoring Kevin M. Hardy

The Board of Directors adopted Resolution 2016-06: proclamation Honoring General Manager Kevin M. Hardy for over 20 years of service to Encina Wastewater Authority.

Executive Session

3. The Board of Directors met in closed session to discuss:

- a. Public Employment for the General Manager position as authorized per Government code §54957.

4. Salary and Terms of Employment for the EWA General Manager

The Board of Directors adopted Resolution 2016-01 establishing the salary and terms of employment for the EWA General Manager. Michael Steinlicht was chosen to be the new EWA General Manager starting on March 1, 2016.

Investment & Finance Meeting Report

Presented by Director Hanson

Meeting held March 1, 2016

1. Review of the Received Proposals for Auditing Services

LWD advertised a RFP for auditing services in January 2016. As a result, twelve auditing service proposals were received by the February 11, 2016 deadline.

Following review of the proposals, 5 firms were selected for interviews.

Staff and the Investment and Finance Committee plan to present the recommended contract to the Board in April.

Community Affairs Committee Meeting Report

Presented by Director Sullivan


Meeting held on March 2, 2016

The CAC reviewed the following recommendation:

1. An agreement with Rising Tide Partners for as needed public information services for a period of 3 years with an option for 2 additional years.
2. The CAC reviewed Task order No. 1 to the Rising Tide Partners Public Information Services Agreement in an amount not to exceed \$14,780.

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

MEMORANDUM

DATE: March 3, 2016
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Agreement for As Needed Public Information Services

RECOMMENDATION:

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

1. Authorize the General Manager to execute an agreement with Rising Tide Partners for as needed public information services for a period of 3 years with an option for 2 additional years, and
2. Authorize the General Manager to execute Task Order No. 1 to the Rising Tide Partners' Public Information Services Agreement in the amount not to exceed \$14,780.00 for services through June 2016.
3. Discuss and take action, as appropriate.

DISCUSSION:**Tactical Goal: Services/ RFP Public Information Services**

The Community Affairs Committee reviewed this item on March 2, 2016 and concurred with staff to recommend this item to the Board of Directors.

During October 2015, staff solicited proposals from qualified firms for public information services. Proposals were received from the following seven firms:

- MC Brand Studios
- Katz & Associates
- Nuffer, Smith, Tucker
- TRG & Associates
- NV5
- JPW Communications
- Rising Tide Partners

A selection committee consisting of the GM, Administrative Services Manager, and Administrative Services Supervisor reviewed the proposals. As a result, four (4) firms were selected to participate in the next phase of the selection process. On January 28, 2016, NV5, Katz & Associates, TRG & Associates, and Rising Tide Partners were interviewed by the selection committee. Based on the interviews and the proposals submitted, Rising Tide Partners was selected as the most qualified firm.

Overarching agreement

If authorized, the proposed Professional Services Agreement (attachment 1) will retain Rising Tide Partners for an initial 3 year contract period 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 Rising Tide Partners performance. Compensation is based on time and materials

in accordance with task orders authorized by the District that correspond within each fiscal year of the contract.

Task order no. 1:

Under the agreement, LWD will execute separate task orders that coincide with LWD's fiscal year budget cycle. Since LWD is in the midst of Fiscal Year 2016, Task Order No. 1 has been designed to cover services from March through June 2016. Staff has negotiated the scope of work for Task Order No. 1 that includes public outreach services important to LWD's public information program.

Specific tasks include:

- Review of existing Public Information Program;
- Review of branding content and recommend revisions as needed;
- Facebook Content Research, generate content and scheduling to build Facebook audience;
- Suggest and draft new website content as required; and
- Draft, design, print and mailing of the spring/summer newsletter

It is important to point out that Task Order No. 1 includes routine items in LWD's Communication Plan. However, Rising Tide Partners recommends reviewing LWD's existing program along with its branding content. Staff agreed that creating consistent public outreach tools is an important factor to consider when updating LWD's Public Information Program. The total proposed fee for Task Order No. 1 is \$14,780.00 (attachment 2).

th:PJB

Attachments

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE LEUCADIA WASTEWATER DISTRICT
AND
RISING TIDE PARTNERS
FOR PUBLIC INFORMATION SERVICES**

Ref: 16-4850

This Professional Services Agreement ("Agreement") is made on this 9th day of March 2016 between the LEUCADIA WASTEWATER DISTRICT ("DISTRICT"), and Rising Tide Partners, ("CONSULTANT"), an independent contractor, with a principal place of business in San Diego, California.

**ARTICLE 1.
TERM OF CONTRACT**

1.01. This Agreement will become effective on the date stated above. This AGREEMENT shall be for the period of three (3) years from the date stated above with an option to renew or extend the AGREEMENT for two (2) additional years, or until terminated as provided under Article 7. The renewal or extension will be executed, in writing, by both parties.

**ARTICLE 2.
SERVICES TO BE PERFORMED BY CONSULTANT**

Specific Services

2.01. CONSULTANT will perform the deliverables within the scope described in separate Task Orders corresponding to each year of the contract period. Each Task Order, with the associated fee schedule, shall be EXECUTED by the DISTRICT and CONSULTANT in writing. CONSULTANT will provide DISTRICT with periodic reports regarding the progress of services performed, at the DISTRICT's request.

2.02. CONSULTANT will determine the method, details, and means of performing the above-described services.

Status of CONSULTANT

2.03. CONSULTANT and its employee(s) are engaged in an independent contractor relationship with DISTRICT in performing all work, duties and obligations hereunder. DISTRICT shall not exercise any control or direction over the methods by which CONSULTANT shall perform its work and functions. DISTRICT's sole interest and responsibility is to ensure that the services covered by this Agreement are performed and rendered in a competent, satisfactory and legal manner. The parties agree that no work, act, commission or omission of CONSULTANT or its employee(s) pursuant to this Agreement shall be construed to make CONSULTANT or its employee(s) the agent, employee or servant of DISTRICT. CONSULTANT and its employee(s) are not entitled to receive from DISTRICT vacation pay, sick leave, retirement benefits, Social Security, workers' compensation, disability benefits, unemployment benefits or any other employee benefit of any kind.

Payment of Income Taxes

2.04. CONSULTANT shall be solely responsible for paying all federal and state employment and income taxes, for carrying workers' compensation insurance and for otherwise complying with all other employment law requirements with respect to CONSULTANT or its employee(s).

2.05. CONSULTANT agrees to indemnify, defend and hold DISTRICT harmless from any and all liability, damages or losses (including attorneys' fees, costs, penalties and fines) DISTRICT suffers as a result of (a) CONSULTANT's failure to meet its obligations under paragraph 2.04, or (b) a third party's designation of CONSULTANT or its employee as an employee of DISTRICT, regardless of any actual or alleged negligence by DISTRICT.

Compliance with Laws/Rules

2.06. CONSULTANT will perform all services under this agreement in good faith and in the best interests of DISTRICT. In performing the services specified in this Agreement, CONSULTANT agrees to comply with all federal and state laws, rules and regulations, applicable DISTRICT policies and procedures, departmental rules and other directives applicable to the services to be performed. Any changes to DISTRICT policies and procedures that relate to CONSULTANT will be provided to CONSULTANT in writing. CONSULTANT agrees to review such policies, procedures, rules and directives the contents of which CONSULTANT will be deemed to have knowledge.

ARTICLE 3 PROJECT TEAM

3.01 DISTRICT has a primary interest in maintaining the individual services of the following key project team members:

1. Jared R. Criscuolo, President/Founder

No member of the project team shall be removed from the project team or reassigned by CONSULTANT without prior approval of DISTRICT. Such approval shall not be unreasonably withheld or delayed. The CONSULTANT shall be required to immediately inform the DISTRICT should any of the key members become unavailable. The credentials for substitutes for key project members must be submitted to the DISTRICT for review and approval. An interview may also be required if so desired by the DISTRICT.

ARTICLE 4 COMPENSATION

4.01 Compensation for the services provided under this contract shall be on a time and material basis in accordance with Task Orders authorized by DISTRICT. Rate schedules for CONSULTANT may be adjusted on an annual basis as mutually agreed, in writing, by the DISTRICT and CONSULTANT. Each task and the associated fee performed under this contract shall be authorized by Task Orders executed by DISTRICT's General Manager and CONSULTANT's Project Manager (or Project Supervisor or Contract Administrator). Fees approved by Task Order shall not be exceeded without the prior written consent of both parties. The parties agree that this compensation was developed in accordance with the customary and prevailing compensation level in the community and surrounding area for comparable services. CONSULTANT and DISTRICT agree that this fee was arrived at through arms length negotiations between the parties.

Payment of Expenses

4.02 DISTRICT will reimburse CONSULTANT for all reasonable expenses incurred in performing services under this Agreement as the work progresses. CONSULTANT shall submit invoices to the DISTRICT'S Project Manager once per month. Such invoices shall include a brief narrative description of the work performed, as well as detailed time expenditures on a task by task basis. The term "expenses" means telephone bills, federal express charges, mailing charges and any other pre-approved expenses by DISTRICT. CONSULTANT will provide DISTRICT with receipts for all expenses. DISTRICT shall make payment to CONSULTANT within thirty (30) days of receipt of approved invoice. Payment provision for any service other than those described in Task Orders will be set forth in an amendment to the Agreement.

ARTICLE 5 OBLIGATIONS OF CONSULTANT

Non-Exclusive Relationship

5.01 CONSULTANT may represent, perform services for, and contract with as many additional clients, persons, or companies as CONSULTANT, in its sole discretion, sees fit. However, CONSULTANT shall be responsible for ensuring that its relationship with additional clients, persons, or companies do not violate conflict of interest laws.

Tools, Materials, and Equipment

5.02 CONSULTANT will supply all tools materials, and equipment required to perform the services under this Agreement.

CONSULTANT'S Qualifications

5.03 CONSULTANT represents that its employee(s) has the qualifications and skills necessary to perform the services under this Agreement in a competent, professional manner, without the advice or direction of DISTRICT. This means CONSULTANT is able to fulfill the requirements of this Agreement. Failure to perform all the services required under this Agreement constitutes a material breach of the Agreement. CONSULTANT has complete and sole discretion for the manner in which the work under this Agreement will be performed.

Indemnity

5.04 CONSULTANT agrees to indemnify, defend, and hold DISTRICT and its officials, officers, directors, agents and employees free and harmless from all claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including for bodily injury and property damage, interest, penalties, attorneys' fees, litigation expenses and costs that such entities or persons may incur as a result of any negligent act or omission by CONSULTANT or a breach by CONSULTANT of any representation or agreement contained in this Agreement. CONSULTANT'S provision of insurance coverage as described in Section 5.05 below shall not affect CONSULTANT'S indemnity obligations.

Insurance

5.05 CONSULTANT will provide and keep in full force and effect during the term of this Agreement the insurance policies listed below. Insurance will be purchased from insurance companies with a current A.M. Best's rating of no less than A:VI, unless otherwise agreed to in

writing by DISTRICT. CONSULTANT will provide insurance coverage and policy endorsements for the DISTRICT and their respective officers, officials, directors, employees, volunteers or agents.

5.05.1 California Workers' Compensation, in compliance with California requirements.

5.05.2 General Liability Insurance [occurrence form CG 0001], covering bodily injury, personal injury and property damage with a combined single limit of no less than One Million Dollars (\$1,000,000) per occurrence, and a minimum annual aggregate of Three Million Dollars (\$3,000,000). If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

5.05.3 Automobile Liability Insurance [form number CA 0001, covering Automobile Liability Code 1 (any auto)] covering bodily injury and property damage, with a combined single limit of no less than One Million Dollars (\$1,000,000) per claim.

5.05.4 Employer's Liability Insurance with a combined single limit of no less than One Million Dollars (\$1,000,000) per claim.

5.05.5 Error and Omissions Insurance appropriate to CONSULTANT's services, with a combined single limit of no less than One Million Dollars (\$1,000,000) per claim. Coverage is to be endorsed to include contractual liability.

5.05.6 Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the DISTRICT, prior to commencement of services under this Agreement. At the option of the DISTRICT, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the DISTRICT, its officers, official, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the DISTRICT guaranteeing payment of losses and related investigations, claim administration and defense expenses.

5.05.7 Verification of Coverage

CONSULTANT shall furnish the DISTRICT with original certificates and amendatory endorsements effecting coverage required in this Agreement. The endorsements should be on forms provided by the DISTRICT or on other than the DISTRICT's forms provided those endorsements conform to DISTRICT requirements. All certificates and endorsements are to be received and approved by the DISTRICT before work commences. The DISTRICT reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

5.05.8 Other Insurance Provisions

1. The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:
 - a. The DISTRICT, its officers, officials, employees and volunteers are to be covered as insureds as respects: liability arising out of work or operations

performed by or on behalf of the CONSULTANT; or automobiles owned, leased, hired or borrowed by the CONSULTANT.

b. For any claims related to this project, the CONSULTANT's insurance coverage shall be primary insurance as respects the DISTRICT, its officers, officials, employees and volunteers. The DISTRICT shall be named as an additional insured. Any insurance or self-insurance maintained by the DISTRICT, its officers, officials, employees or volunteers shall be excess of the CONSULTANT's insurance and shall not contribute with it, for claims arising out of CONSULTANT's performance under this Agreement.

c. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the DISTRICT.

d. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of the Civil Code.

2. If the Errors and Omissions/Professional Liability or General Liability coverage is written on a Claims Made instead of occurrence based form, the coverage may be acceptable if the following requirements are satisfied:

a. The "Retro Date" must be shown, and must be before the date of the Agreement or the beginning of work under this Agreement.

b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of work under this Agreement.

c. If coverage is cancelled or non-renewed, and not replaced with another claims made policy form with a "Retro Date" prior to the Agreement effective date, the CONSULTANT must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work under this Agreement.

d. A copy of the claims reporting requirements must be submitted to the DISTRICT for review.

Conflict of Interest

5.06 Upon the award of this Contract and periodically thereafter, CONSULTANT may be required to complete and file with the DISTRICT a Conflict of Interest form, to be provided to CONSULTANT by DISTRICT.

Assignment

5.07 Neither this Agreement nor any duties or obligations under this Agreement may be assigned by CONSULTANT without the prior written consent of DISTRICT.

**ARTICLE 6
OBLIGATIONS OF DISTRICT**

6.01 DISTRICT agrees to comply with all reasonable requests of CONSULTANT and provide access to all documents reasonably necessary to the performance of CONSULTANT's duties under this Agreement.

Indemnity

6.02 DISTRICT agrees to indemnify, defend, and hold CONSULTANT free and harmless from all claims, demand, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties, attorneys' fees, and costs, that CONSULTANT may incur as a result of a breach by DISTRICT of any representation or agreement contained in this Agreement.

**ARTICLE 7
TERMINATION OF AGREEMENT**

Termination for Default

7.01 If either party defaults in the performance of this Agreement or materially breaches any of its provisions, the non-breaching party may immediately terminate this Agreement by giving written notification to the breaching party. Termination will take effect immediately on receipt of notice by the breaching party or five (5) calendar days after mailing of notice, whichever occurs first. For the purposes of this paragraph, material breach of this Agreement includes, but is not limited to, the following:

7.01.1 CONSULTANT's failure to complete the services specified in Article 2 of this Agreement.

7.01.2 CONSULTANT's material breach of any representation or term contained in this Agreement.

7.01.3 DISTRICT's material breach of any representation or agreement contained in this Agreement.

Termination Without Cause

7.02 DISTRICT may terminate or abandon any portion or all of the work without cause by giving thirty (30) calendar days written notice. Notice shall be delivered by certified mail, return receipt requested. In such event, DISTRICT shall negotiate a revision to the compensation based on documentation of work completed to-date, however, no amount shall be allowed for anticipated profits or unperformed services. Upon termination of the agreement, DISTRICT will be given immediate title to all written data, original drawings and other documents, developed for that portion of the work completed and/or being terminated or abandoned.

Compensation Upon Termination

7.03 Upon termination of this agreement under Sections 7.01 or 7.02 above, DISTRICT will pay to CONSULTANT any outstanding service fees or expenses minus any costs reasonably incurred by DISTRICT related to CONSULTANT's services under this Agreement prior to the notice of termination.

**ARTICLE 8
PROPRIETARY RIGHTS
Confidential Information**

8.01 Any written, printed, graphic, or electronically or magnetically recorded information furnished by DISTRICT for CONSULTANT's use are the sole property of DISTRICT. This proprietary information includes, but is not limited to, customer requirements, customer lists, marketing information, and information concerning DISTRICT employees, products, services, prices, operations, and subsidiaries.

8.02 CONSULTANT and its employee(s) will keep this confidential information in the strictest confidence, and will not disclose it by any means to any person except with DISTRICT approval, and only to the extent necessary to perform the services under this Agreement. This prohibition also applies to CONSULTANT's employees, agents, and subcontractors. On termination of this Agreement, CONSULTANT will promptly return any confidential information in its possession to DISTRICT.

**ARTICLE 9
GENERAL PROVISIONS
Notices**

9.01 Any notices required to be given under this Agreement by either party to the other may be affected by personal delivery in writing or by mail, registered or certified, postage prepaid with return receipt requested. Mailed notices must be addressed to the parties at the addresses below, but each party may change the address by giving written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of the day of receipt or the fifth day after mailing, whichever occurs first.

To DISTRICT: Leucadia Wastewater District
 1960 La Costa Avenue
 Carlsbad, California 92009
 Attention: Mr. Richard Duffey

To CONSULTANT: Rising Tide Partners_
 4876 Santa Monica Ave., Suite 226
 San Diego, CA 92107
 Attention: Jared R. Criscuolo

Entire Agreement of the Parties

9.02 This Agreement contains the entire understanding among the parties hereto with respect to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings, inducements, or conditions, express or implied, oral or written, except as herein contained. The express terms hereof control and supersede any course of performance and/or usage of the trade inconsistent with any of the terms hereof. This Agreement may not be modified or amended other than by an agreement in writing.

Partial Invalidity

9.03 If any non-material provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will continue in full force and effect without being impaired or invalidated in any way.

Attorneys' Fees

9.04 If any legal action, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which that party may be entitled.

Document and Materials Ownership

9.05 All original drawings, and other copies of documents and materials developed for the project, including detailed calculations, shall be furnished to and become the property of DISTRICT. The DISTRICT agrees to indemnify the CONSULTANT for claims, damages, or liabilities caused by any use by the DISTRICT of the plans, drawings, specifications, and all information gathered by the CONSULTANT on any project other than the one for which such plans, drawings, and specifications were prepared and information gathered by the CONSULTANT.

Governing Law

9.06 This Agreement and all questions relating to its validity, interpretation, performance, and enforcement (including, without limitation, provisions concerning limitations of actions), shall be governed by and construed in accordance with the laws of the state of California, notwithstanding any conflict-of-laws doctrines of such state or other jurisdiction to the contrary and without the aid of any canon, custom, or rule of law requiring construction against the draftsman.

Executed in San Diego County, California, on the day first written above.

LEUCADIA WASTEWATER DISTRICT

RISING TIDE PARTNERS

By: _____
Paul J. Bushee, General Manager

By: _____
Jared R. Criscuolo, President

**TASK ORDER NO. 1
TO THE AGREEMENT BETWEEN
THE LEUCADIA WASTEWATER DISTRICT
AND RISING TIDE PARTNERS
FOR PROVIDING PUBLIC INFORMATION SERVICES**

Ref: 16-4851

This Task Order No. 1 to the AGREEMENT is made and entered into this 9th day of March, 2016 by and between the LEUCADIA WASTEWATER DISTRICT, hereinafter referred to as DISTRICT, and RISING TIDE PARTNERS, hereinafter referred to as CONSULTANT.

WHEREAS, the DISTRICT and CONSULTANT entered into an AGREEMENT on March 9, 2016 for Public Information Services; and

WHEREAS, the DISTRICT has determined it would be most efficient to amend the AGREEMENT to allow CONSULTANT to provide specific public information services critical to the DISTRICT.

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

ARTICLE 2: SERVICES TO BE PERFORMED BY CONSULTANT

The Scope of Work for the period March 9, 2016 to June 30, 2016 shall include the services described in Attachment A.

ARTICLE 4: COMPENSATION

Compensation for all work performed under Task Order No. 1 shall be calculated on a time and material basis. Compensation for the services described in Attachment A shall not exceed Fourteen Thousand Seven Hundred Eighty Dollars (\$14,780). This amount shall not be exceeded unless there is a change in the scope of work and/or additional authorization by the DISTRICT, in writing and agreed to by both parties.

All other provisions of the original AGREEMENT shall remain unchanged and in full force and effect.

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

RISING TIDE PARTNERS

LEUCADIA WASTEWATER DISTRICT

By: _____
Jared R. Criscuolo
President

By: _____
Paul J. Bushee
General Manager

ATTACHMENT A
SCOPE OF WORK FOR
PUBLIC INFORMATION SERVICES

March 9, 2016

DESCRIPTION OF SERVICES

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

I. SCOPE OF SERVICES

Based on our experience with similar public information projects, the following scope of services describes the tasks anticipated for this phase of LWD's Public information Program.

TASK 1 – KNOWLEDGE BUILDUP AND TRANSFER

- Review existing Public Information Program.
- Meet with LWD staff/Community Affairs Committee, as required.

TASK 2 – COMMUNICATION PLAN REVIEW AND “BRAND” GUIDELINES

- Review existing branding content and recommend revisions as need for consistent message throughout the District's Communication tools.

TASK 3 – WEBSITE REVIEW AND FACEBOOK GROWTH

- Facebook Content Research, Generate content and Scheduling
- Build Facebook Audience
- Suggest and draft new website content, as required.

TASK 4 - NEWSLETTER


- Draft and manage the design, printing and mailing of the spring/summer newsletter.
- Meet with Community Affairs Committee up to two times for each newsletter.

II. FEES AND CONDITIONS

The Services described in Section I. above, will be provided on an hourly rate basis in accordance with the current RISING TIDE PARTNERS Standard Rate Schedule with a not to exceed upper limit of \$14,780.

MEMORANDUM

Ref: 16-4856

DATE: March 3, 2016
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Board of Director Compensation Adjustment

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Discuss and take action as appropriate.

DISCUSSION:

Subsequent to a duly noticed Public Hearing, the Board of Directors adopted Ordinance No. 126 regarding the compensation of Directors on May 9, 2012. Pursuant to applicable sections of the California Water Code (CWC), the Ordinance, which adjusted Director's compensation from \$173 to \$180, became effective 90 days after adoption. This item is presented for the Board's consideration and staff has no recommendation on this matter.

California Water Code Section 20202 provides for a 5% adjustment per calendar year following the operative date of the last adjustment. Since an adjustment occurred in 2012, the Board is eligible for an adjustment not to exceed 15%. The exact amount of the increase, up to the limit, is at the Board's discretion.

A survey of Director's compensation for other agencies is attached for review.

Staff requests that the board discuss this item and, if an increase is recommended, authorize staff to prepare, notice and schedule a public hearing concurrent with the April 2016 Board meeting.


rad:PJB

Attachment

**BOARD OF DIRECTORS
PER DIEM SURVEY
FEBRUARY 2016**

	<i>DISTRICT</i>	<i>2015</i>	<i>2016</i>
1	City of Carlsbad (Water Board)	\$100.00	\$100.00
2	Eastern MWD	\$208.00	\$211.00
3	Elsinore Valley MWD	\$221.43	\$221.43
4	Encina Wastewater Authority	\$182.00	\$182.00
5	Fallbrook PUD	\$127.62	\$134.01
6	Helix Water District	\$200.00	\$200.00
7	Lakeside Water District	\$125.00	\$125.00
8	Leucadia Wastewater	\$180.00	\$180.00
9	Olivenhain MWD	\$150.00	\$150.00
10	Otay Water District	\$100.00	\$100.00
11	Padre Dam MWD	\$128.00	\$134.00
12	Rainbow MWD	\$150.00	\$150.00
13	Ramona MWD	\$100.00	\$100.00
14	Rancho Calif. Water District	\$200.00	\$200.00
15	Rincon Del Diablo MWD	\$160.00	\$160.00
16	SDCWA Directors/Officers	\$150/\$180	\$150/\$180
17	San Dieguito Water District	\$100.00	\$100.00
18	Santa Fe Irrigation District	\$150.00	\$150.00
19	South Bay Irrigation District	\$100.00	\$100.00
20	Sweetwater Authority	\$150.00	\$150.00
21	Vallecitos Water District	\$150.00	\$200.00
22	Valley Center MWD	\$100.00	\$100.00
23	Vista Irrigation District	\$189.00	\$200.00
24	Yuima MWD	\$200.00	\$204.00

MEMORANDUM

DATE: March 3, 2016
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Fiscal Year 2017 (FY17) Budget Development Schedule**

RECOMMENDED:

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

DISCUSSION:

Staff has commenced the budget development process to prepare the preliminary FY17 Budget. It will be presented, in its entirety, at a Special Board meeting.

Staff is proposing the following FY17 budget schedule:

- 1) Special Board Meeting to review Preliminary FY17 Budget
 - a. Proposed Dates: Monday, May 16, 2016 (9:00 – 11:00 AM),
Tuesday, May 24, 2016 (9:00 – 11:00 AM),
or Thursday, May 26, 2016 (9:00 – 11:00 AM)
- 2) Board of Directors Review of Final FY17 Budget
 - a. Regular Board Meeting – Wednesday, June 8, 2016

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

rad: PJB

MEMORANDUM

DATE: March 3, 2016
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Resolution No. 2272 Requesting LAFCO to Take Proceedings for the Frazee Change of Organization

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Adopt Resolution No. 2272, Frazee Annexation, as presented.
2. Discuss and take other action, as appropriate.

DISCUSSION:

The proposed Frazee Annexation into the Leucadia Wastewater District's (LWD) service area involves two parcels totaling 0.88 acres, located west of Eolus Avenue, north of Leucadia Boulevard, in the center of the island area of Leucadia, west of Interstate 5.

This annexation is within the District's sphere of influence and includes a parcel with one single family residence with an ageing septic tank system and one parcel that is an empty lot. The private lateral for the residence will connect to a shared private lateral that connects to the available public sanitary sewer system in the middle of Eolus Avenue. The annexation is necessary to provide sewer service to this residence.

Approval of Resolution No. 2272 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. 2272 for your review.

ier:PJB

Attachment

RESOLUTION NO. 2272

**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
FRAZEE 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 Frazee Change of Organization; and

WHEREAS, the proposed Frazee Change of Organization includes annexation of the Frazee territory (*APN 254-090-57 & 58*) 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.

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 9, 2016 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Donald Omsted, President

ATTEST:

Paul Bushee, General Manager
(SEAL)

EXHIBIT "A"
ANNEXATION TO LEUCADIA WASTEWATER DISTRICT
APN: 254-090-57 & 58
GEOGRAPHIC DESCRIPTION

THAT PORTION OF THE NORTHWEST QUARTER OF SECTION 4, TOWNSHIP 13 SOUTH, RANGE 4 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE CITY OF ENCINITAS, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEGINNING AT THE CENTERLINE INTERSECTION OF EOLUS AVENUE AND THE EXTENSION OF THE SUBJECT PROPERTY'S NORTHERLY PROPERTY LINE PER COC FILED JULY 9, 2015 AS DOCUMENT NO. 2015-0359631 OF OFFICIAL RECORDS;

THENCE (L1) SOUTH 89°58'30" WEST 202.50 FEET ALONG THE NORTHERLY PROPERTY LINE OF SAID PROPERTY;

THENCE (L2) SOUTH 03°28'55" EAST 207.84 FEET ALONG THE EASTERLY PROPERTY LINE OF SAID PROPERTY;

THENCE (L3) NORTH 74°44'20" EAST 234.02 FEET ALONG THE SOUTHERLY PROPERTY LINE OF SAID PROPERTY AND LEAVING SAID LINE TO A POINT ON THE CENTERLINE OF EOLUS AVENUE AND THE BEGINNING OF A CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 1000.00 FEET, A RADIAL TO SAID POINT BEARS SOUTH 73°18'06" WEST;

THENCE (C1) NORTHEASTERLY ALONG THE ARC OF SAID CURVE 64.77 FEET THROUGH A CENTRAL ANGLE OF 03°42'39";

THENCE (L4) CONTINUING ALONG SAID CENTERLINE OF BOLUS AVENUE NORTH 13°00'00" WEST 85.05 FEET TO THE TRUE POINT OF BEGINNING.

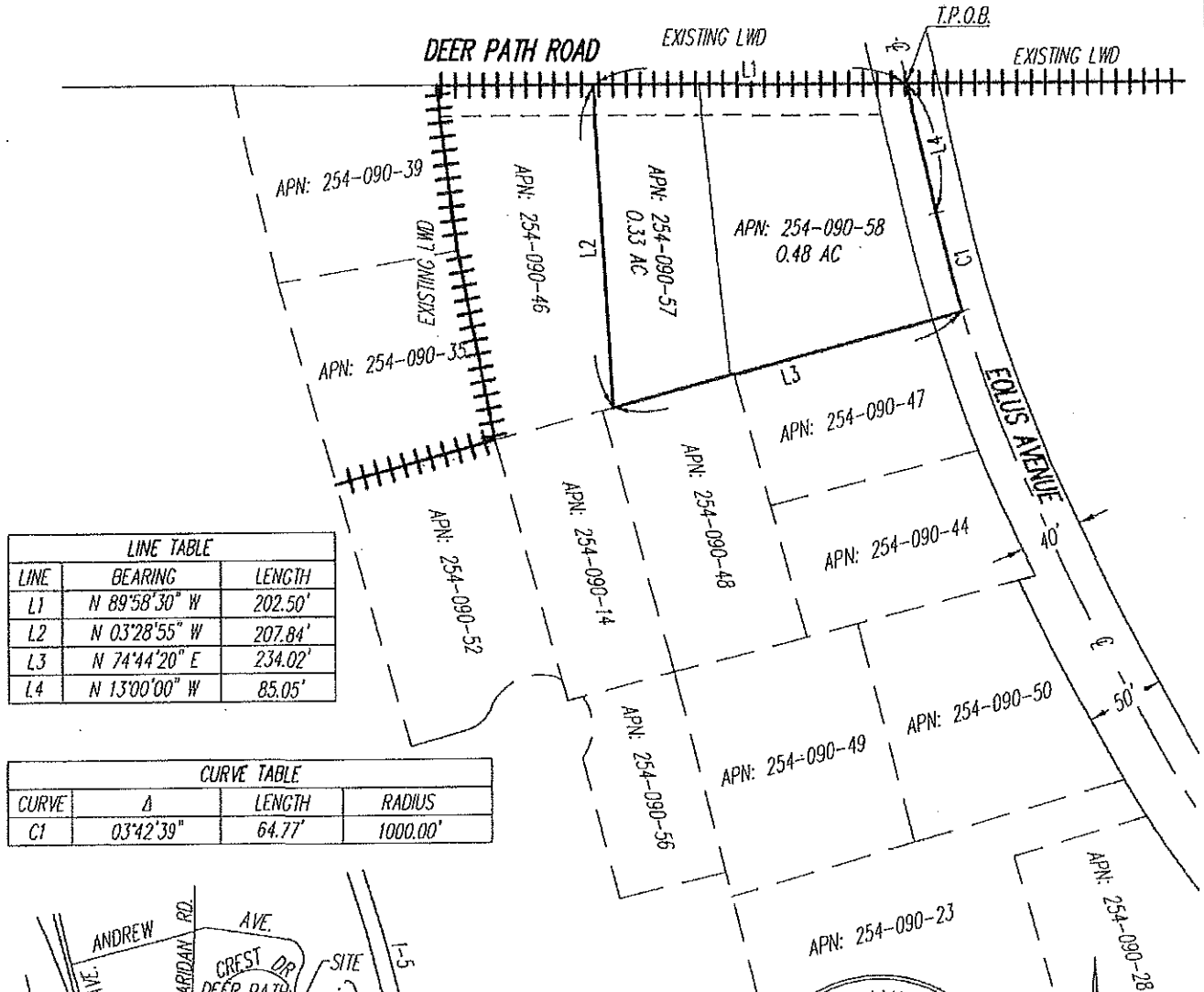
CONTAINS 0.88 ACRES, MORE OR LESS.

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



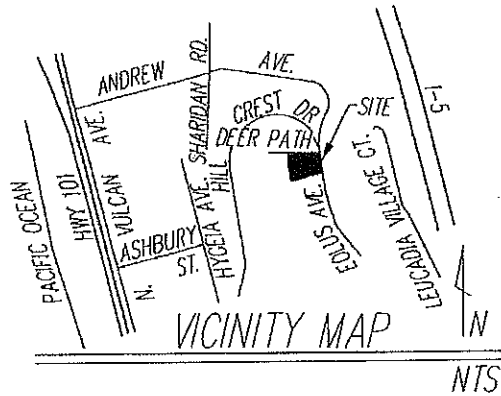
EXHIBIT "B"

PLAT OF PROPERTY TO BE ANNEXED INTO THE LEUCADIA WASTEWATER DISTRICT
 PORTION OF THE NORTHWEST QUARTER OF SECTION 4, TOWNSHIP 13 SOUTH, RANGE 4 WEST, S.B.M.
 APN: 254-090-45



LINE TABLE		
LINE	BEARING	LENGTH
L1	N 89°58'30" W	202.50'
L2	N 03°28'55" W	207.84'
L3	N 74°44'20" E	234.02'
L4	N 13°00'00" W	85.05'

CURVE TABLE			
CURVE	Δ	LENGTH	RADIUS
C1	03°42'39"	64.77'	1000.00'



LEGEND:
 EXISTING LEUCADIA WASTEWATER DISTRICT (LWD)
 PROPOSED ANNEXATION BOUNDARY

NOTES:
 1. THIS PLAT IS FOR ASSESMENT PURPOSES ONLY AND MAY NOT BE USED AS THE BASIS FOR AN OFFER FOR SALE OF THE LAND SHOWN.
 2. DATA PER COC RECORDED JULY 9, 2015 AS DOCUMENT NO. 2015-0359631 OF O.R., ACTUAL CLOSURES DIFFER FROM RECORD.

1" = 100'

SAMPO ENGINEERING, INC.

171 SAKOVY ROAD SUITE 213 ENCHILITAS, CA 92024
 TEL.: (760) 436-0660 FAX: (760) 436-0659
 JN: 15-116 FRAZZE 12-9-15

MEMORANDUM

DATE: March 3, 2016
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Resolution No. 2273 Requesting LAFCO to Take Proceedings for the Scott Change of Organization

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Adopt Resolution No. 2273, Scott Annexation, as presented.
2. Discuss and take other action, as appropriate.

DISCUSSION:

The proposed Scott Annexation into the Leucadia Wastewater District's (LWD) service area involves one parcel totaling 0.85 acres, located east of Eolus Avenue, north of Leucadia Boulevard, in the center of the island area of Leucadia, 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 in the middle of Eolus Avenue. The annexation is necessary to provide sewer service to this residence.

Approval of Resolution No. 2273 would authorize a boundary annexation.

LWD's collection and treatment systems have sufficient capacity to accommodate the property. Attached please find a copy of Resolution No. 2273 for your review.

ier:PJB

Attachment

RESOLUTION NO. 2273

**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
SCOTT 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 Scott Change of Organization; and

WHEREAS, the proposed Scott Change of Organization includes annexation of the Scott territory (**APN 254-392-06-00**) 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.

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 9, 2016 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Donald Omsted, President

ATTEST:

Paul Bushee, General Manager
(SEAL)

EXHIBIT "A"

ANNEXATION NO. 2273

ANNEXATION TO LEUCADIA WATER DISTRICT

GEOGRAPHIC DESCRIPTION

ALL THAT CERTAIN REAL PROPERTY, SITUATE IN A PORTION OF LOT 3 IN BLOCK F OF SOUTH COAST ANNEX, IN THE CITY OF ENCINITAS, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 1788, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY MARCH 29, 1924, DESCRIBED AS FOLLOWS:

BEGINNING AT THE CENTERLINE INTERSECTION OF NAIDA STREET AND EOLUS AVENUE; THENCE NORTHERLY ALONG THE CENTERLINE OF EOLUS AVENUE NORTH 15°03'28" WEST 570.19 FEET; THENCE LEAVING SAID CENTERLINE NORTH 74°56'32" WEST 25.00 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF EOLUS AVENUE AND BEING THE **TRUE POINT OF BEGINNING**;

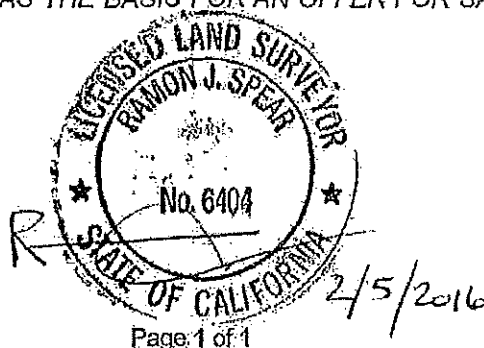
THENCE, ALONG SAID EASTERLY RIGHT-OF-WAY LINE (1) NORTH 15°03'28" WEST 167.79 FEET;

THENCE, LEAVING SAID EASTERLY RIGHT-OF-WAY LINE (2) NORTH 64°17'44" WEST 200.00 FEET;

THENCE, (3) SOUTH 16°01'12" EAST 204.99 FEET;

THENCE, (4) SOUTH 75°00'10" WEST 200.00 FEET TO THE **TRUE POINT OF BEGINNING**.

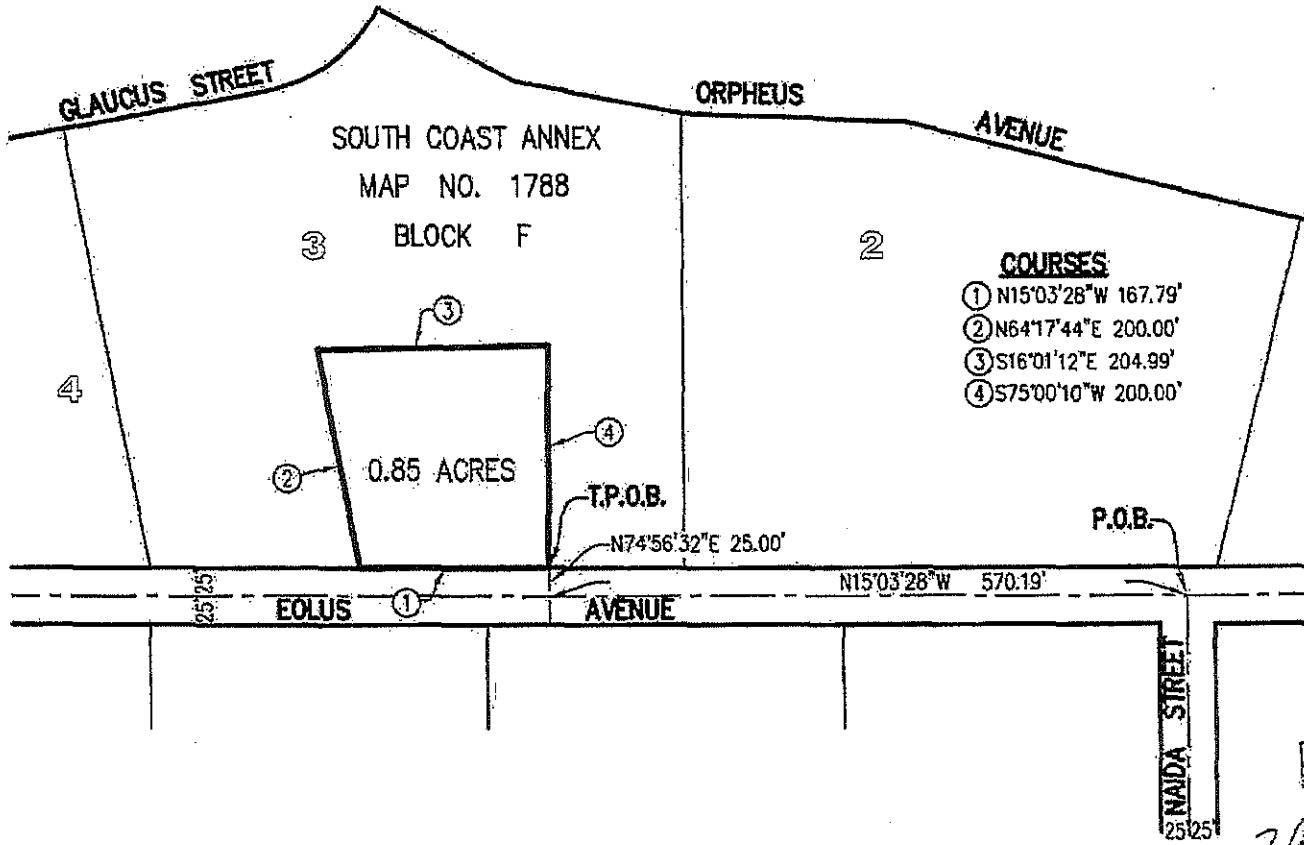
FOR ASSESSMENT PURPOSES ONLY. THIS DESCRIPTION OF LAND IS NOT A LEGAL PROPERTY DESCRIPTION AS DEFINED IN THE SUBDIVISION MAP ACT AND MAY NOT BE USED AS THE BASIS FOR AN OFFER FOR SALE OF THE LAND DESCRIBED.



DISCLAIMER:

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

EXHIBIT "B"



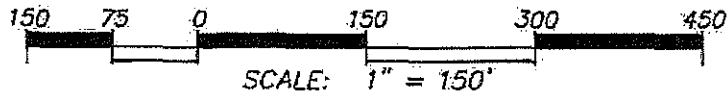
- COURSES**
- ① N15°03'28"W 167.79'
 - ② N64°17'44"E 200.00'
 - ③ S16°01'12"E 204.99'
 - ④ S75°00'10"W 200.00'

92




LEGEND

PROPOSED LEUCADIA WATER DISTRICT ANNEXATION BOUNDARY



ASSESSOR'S PARCEL NUMBER(S): 254-392-06	LAFCO RESOLUTION NO.	ACREAGE: 0.85	DATE: 2/5/16	SCALE: 1"=150'
LEUCADIA WATER DISTRICT ANNEXATION NO. BEING A PORTION OF LOT 3 OF BLOCK F OF SOUTH COAST ANNEX, MAP NO. 1788		SPEAR & ASSOCIATES, INC. 475 PRODUCTION STREET SAN MARCOS, CA. 92078 PHONE (760) 736-2040		

MEMORANDUM

DATE: March 3, 2016
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Call for Nominations to the CSDA Board of Directors Seat B

RECOMMENDATION:

That the Board of Directors considers the following:

1. Discuss and take action as appropriate.

DISCUSSION:

Leucadia Wastewater District received notification that nominations are being solicited for Seat B on CSDA's Board of Directors. 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 20, 2016. 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 3, 2016 and the original ballots must be received by CSDA by August 5, 2016 by 5:00 p.m. The successful candidates will be notified no later than August 8, 2016 and he/she will be introduced at the Annual Conference in San Diego in October.

Staff has no recommendation on this matter and is seeking direction from the Board of Directors. Attached is CSDA's notification letter that includes a list of incumbents, the nomination form, and a map showing the CSDA regions.

tb:PJB

Attachments



**California Special
Districts Association**
Districts Stronger Together

DATE: February 19, 2016

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B**

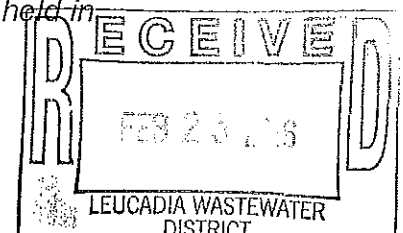
The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2017 - 2019 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks 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 network that they seek to represent. (See attached Network 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 Districts 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 20, 2016.** 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 3rd. The ballots must be received by CSDA no later than 5:00 p.m. August 5, 2016. The successful candidates will be notified no later than August 8th. All selected Board Members will be introduced at the Annual Conference in San Diego, CA in October.

Expiring Terms

(See enclosed map for regional breakdown)

Northern Network	Seat B Greg Orsini, McKinleyville Community Services District*
Sierra Network	Seat B Ginger Root, Country Club Sanitary District*
Bay Area Network	Seat B Sherry Sterrett, Pleasant Hill Recreation & Park District
Central Network	Seat B Tim Ruiz, East Niles Community Services District*
Coastal Network	Seat B N/A
Southern Network	Seat B Bill Nelson, Orange County Cemetery District*
	Seat B Kathy Tiegs, Cucamonga Valley Water District

(* = Incumbent is running for re-election)

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



**California Special
Districts Association**
Districts Stronger Together

2016 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (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:

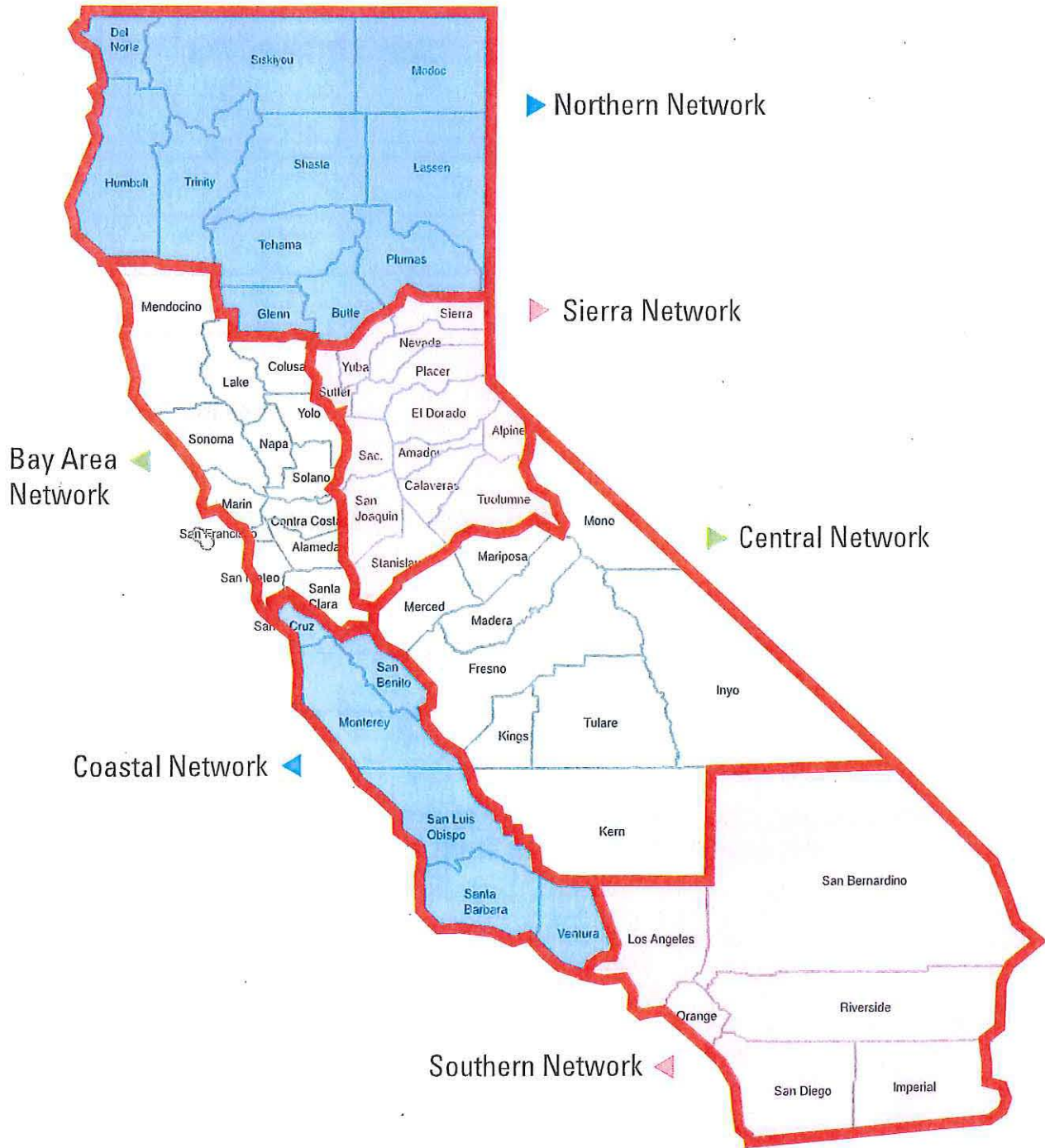
CSDA
Attn: Charlotte Lowe
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 20, 2016



California Special Districts Association

DISTRICT NETWORKS





2016 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 2, 2016 will not be included with the ballot.**

MEMORANDUM

DATE: March 3, 2016
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 four Teacher Grants totaling \$4,000; and
2. Discuss and provide direction, as appropriate.

DISCUSSION:

Tactical Goal: Services / Teacher Grant Program Awards

This item will be reviewed by the Community Affairs Committee at its March 7, 2016 meeting and staff will forward their recommendation at the Board meeting.

During November 2015, staff provided grant information to nine elementary schools, one middle school, and one high school indicating that the submission deadline was February 26, 2016. As a result, the following four applications were received:

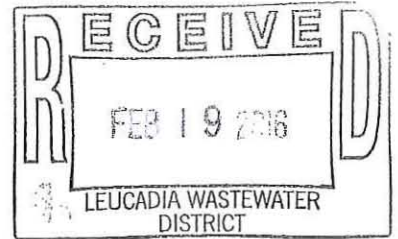
Applicants	School	Amount Requested:	Project
June Honsberger	La Costa Canyon High School	\$1,000	Native Plant Garden
Chris Noonan	La Costa Heights	\$1,000	SWPPP Internship Field Trip and Water Test Lab Reports
Tanya Degregorio	Park Dale Lane Elementary	\$1,000	WaterWise Learning and Demonstration Garden
Mim Michelove	EUSD - Encinitas K-6 Schools	\$1,000	Israeli Rain Barrel Pilot

Total: \$4,000

The Fiscal Year 2016 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 2015-2016 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 February 26, 2016.

IDENTIFYING INFORMATION

June Honsberger

Teacher's name

9th- 12th

Grade

Earth Science

Subject

La Costa Canyon High School

School name

San Dieguito Union High School District

District

1 Maverick Way, Carlsbad, CA 92009

School address, including street, city and zip

Bryan Marcus

Principal's name

760-436-6136

School's phone number

La Costa Canyon Foundation

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

Native Plant Garden

Project's title

\$1000.00

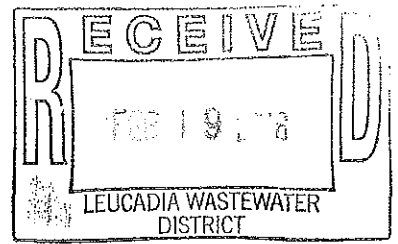
Grant amount requested

June Honsberger

Teacher's signature

Please tell us how you heard about this program

- Posture/Flyer Website Another Educator Newsletter Other



Native Plant Garden

A. Description of Project:

This water use project will have students design, plant and maintain a native plant garden at the entrance to our school. The native garden will showcase our schools commitment to protect our environment and water resources. The project will allow students to experience nature and the connections between local climate, native plants and the water cycle. The students will observe the connections between local climate, native plants and wildlife in this native garden. The class will investigate the benefits of providing a habitat for native wildlife through a variety of garden activities and experiments. These hands on activities require garden tools, soil, compost, plants, trees, seeds, and mulch. Funds are needed to make this garden project a success. The grant would be used to purchase necessary supplies.

This garden project will involve two classroom teachers and 90 high school science students, grades 9-12. The project will be on going and will begin in April 2016. Each class will be responsible for one area of the outdoor garden for the duration of the school year. Our parent foundation will provide the shovels and wheelbarrows needed for this project.

B. Learning Objectives

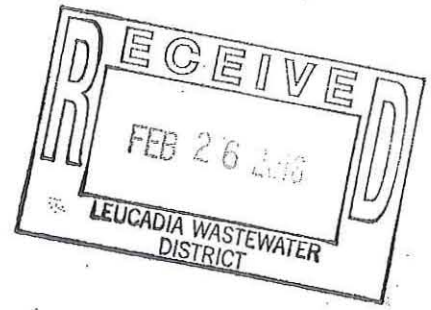
Students will understand the water cycle and the symbiotic relationship between local climate, native plants and wildlife. Students will study our arid climate in Southern California and how it affects the choices we make in our garden. Students will research and choose low-water plant varieties. Students will record and graph growth patterns in plant varieties to determine the characteristics of successful gardening.

C. Budget

Item	Quantity/vendor	Amount	Non-Consumables
Hose reel	1 @ 50.00- Home Depot	\$50	x
50' hose & nozzle	2 @ 25.00 – Home Depot	\$50	x
Garden Soil & Compost	30 @ 5.00 – Home Depot	\$150	x
Watering cans	10 @ 5.00 – Home Depot	\$ 50	x
Plants, Trees & Seeds	Sunshine Gardens/Andersons	\$700	
	Total	\$1000	



LEADERS IN
ENVIRONMENTAL
PROTECTION



Grant Application Form

During the 2015-2016 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.

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IDENTIFYING INFORMATION

Chris Noonan

Teacher's name

6th

Grade

Environmental Education

Subject

La Costa Heights

School name

EUSD

District

3035 Levante Street Carlsbad, CA 92009

School address, including street, city and zip

Christie Kay

Principal's name

760/944-4375

School's phone number

La Costa Heights PTA

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

SWPPP Internship Field Trip and Water test Lab Reports \$1,000.00

Project's title

Grant amount requested

Teacher's signature

Please tell us how you heard about this program

Posture/Flyer Website Another Educator Newsletter Other

February 25, 2016

Leucadia Wastewater District Teacher Grant Program

Description of Project

The SWPPP Internship program is a yearlong program using a business model to educate 5th and 6th grade students about water resource management, water use and ocean water pollution. They learn about these important subjects by writing a SWPPP (Storm Water Pollution Prevention Plan) for their school campus. The plan includes BMPs (Best Management Practices) that not only reduce pollutants from flowing off campus, but also retain water on campus to be used for irrigation. To bring real world experiences into the SWPPP program, the students collect storm event samples from their campus and send them to the Encina Lab for testing. The students also go on a field trip to La Costa Town Center where the City of Carlsbad's Storm Water and Engineering employees conduct a tour and discuss the BMPs installed in the parking lot area. From there, the students go to Leucadia Wastewater Facility to tour the pump station and see the process for producing reclaimed water. It is these two activities this teacher grant will fund.

The SWPPP Internship has 125 students, 24 teachers, and four community members, along with parents of the interns. At the end of the year, with what the SWPPP students have learned, they present a storm water pollution and water conservation assembly for the entire school.

The activities the \$1,000 grant will be applied to include: 1) The lab expense for testing the storm water samples from the Encina Lab 2) The transportation (bus) for the field trip to La Costa Town Center and Leucadia Wastewater Facility.

These activities are also receiving funds from Olivenhain Municipal Water District and DUDEK, which help pay for the other five schools going on field trips.

The storm water event samples are collected from five different drains on the school site campus. The first collection event occurred December 11, 2015. The SWPPP Interns are waiting for the next rain event... The field trip to La Costa Town Center and Leucadia Wastewater District is scheduled for March 16th.

Objectives

This science-based program engages students in a deeper understanding of the impact storm water runoff has in our community. The production of a SWPPP, modeled after a requirement that many businesses and special districts must produce, provides a real world understanding of how we are all connected to the same goal of improving our coastal water quality. It also develops real skills that create a foundation for future learning along with career possibilities in special districts.

The Storm Water Pollution Prevention class meets once a week for the entire school year. The school year is divided into three sections:

- 1) Research and Education
- 2) Data Collection, Evaluation and Plan Formation
- 3) Plan Completion, Implementation and Reporting

Once the interns have collected data (storm water testing and monthly visual observations) and evaluated the results, they begin designing BMPs to reduce the pollutants from going into waterways. The objective of this field trip is to see and learn about real world BMP installations. In addition, the tour of LWD demonstrates the dedication and professionalism needed to effectively manage the various water transportation infrastructures.

Last year's SWPPP included BMPs that were modeled on designs and ideas they learned about during this very same field trip.

Budget

SWPPP Accounting

Expenses

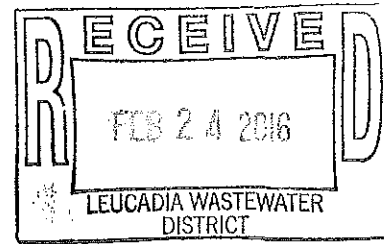
3/16/16	Bus Transportation WESS	\$830.00
12/11/15	Encina Lab Sampling	\$177.46

Total Expense **\$1,007.46**

Income

3/16/11	LWD Grant	\$1,000.00
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Total Income **\$1,000.00**



LEADERS IN ENVIRONMENTAL PROTECTION

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IDENTIFYING INFORMATION

Tanya DeGregorio

Teacher's name

First

First Grade

Grade

Subject

Park Dale Lane Elementary

Encinitas Union School District

School name

District

2050 Parkdale Lane, Encinitas, CA 92024

School address, including street, city and zip

Jodi Greenberger

760-944-4346

Principal's name

School's phone number

Park Dale Lane Elementary PTA

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

WaterWise Learning & Demonstration Garden \$1,000

Project's title

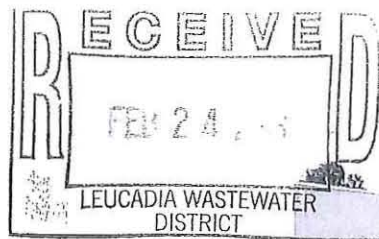
Grant amount requested

Teacher's signature

Please tell us how you heard about this program

- Posture/Flyer Website Another Educator Newsletter Other

WaterWise Learning Garden



Project Description

Our elementary school's WaterWise Learning Garden will be the heart of our rapidly expanding Garden Science Program. The current garden program serves 505 students and 64 teachers and support staff with 31 garden boxes and a newly planted low-water edible fruit forest. These garden boxes house approximately 30 different types of fruits and vegetables annually.

As a part of our current Garden Science program, our students are educated about water conservation practices, but we would like to expand our ability to "practice what we preach" by developing our largest garden area on campus into a WaterWise Learning and Demonstration Garden. Through this grant partnership, we would install two large new rain barrels, two new garden beds dedicated to student-led experiments related to water conservation and chemical-free pest reduction, and a simple outdoor sink that collects greywater. Our goal is to have this WaterWise garden become the center for water conservation lessons and community demonstrations about rainwater harvesting and greywater systems.

Because we believe students 'learn by doing' – our young scholars and their families will be involved at every stage in the development of the WaterWise Learning Garden. Students will learn about the fundamentals of harvesting rainwater and be asked to map out where they think we should install our new gutters and rain barrels. Students, family and community members will install the barrels during one of our Community Garden Workday events. Students will also participate in lessons on greywater systems. They will learn how to capture the water they use when washing their freshly harvested fruits and vegetables and will reuse this water to irrigate our campus flower beds and fruit trees. Garden Club students will also run WaterWise demonstrations during our Family Science Nights.

Objectives

Our goal is for students to demonstrate – to themselves, their families, and their community - that we can grow healthy, fresh food in an environmentally friendly, WaterWise way through proper rain water collection and the use of water retention techniques.

In-kind resources/other sources of support

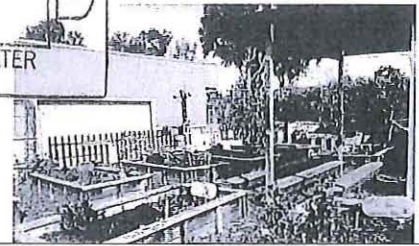
The PTA will provide \$100 to fund modifications and extensions to the existing irrigation system to provide water and piping to the outdoor sink. School district grounds crews will provide labor to prepare the garden area and to support the installations of the barrels, beds and sink. Our school principal has pledged support for the implementation and maintenance of the rain barrels, garden beds and outdoor sink. The Garden Team Lead will administer the project, and our team of over 35 Garden Parent Volunteers will donate over 150 hours each year to maintain the WaterWise Garden.

Proposed Timetable

April 2016: Order equipment and introduce students to rainwater harvesting techniques during their Garden Science lessons. Ask students to plan and map out their visions for our new WaterWise garden.

May 2016: Install rain barrels, the outdoor sink and build garden beds during Community Garden workdays.

June 2016: Begin water retention lessons and experiments as students prepare our garden beds for the hot summer ahead.



The current garden beds that will become the WaterWise Learning Garden. Rainwater will be collected from the roof of the building on the far side of the garden. The greywater sink will be installed where the current hose is hanging on the fence.



A large concrete area has already been cleared, making way for new WaterWise experiment garden beds to be built.



Sample sink with greywater bucket system

Proposed Budget

Number & Description of Materials Needed	Cost
58 Gallon Rain Barrels (2)	\$160.00
Gutters and downspouts for water transportation	\$40.00
Spouts and hoses	\$50.00
Concrete blocks and materials for rain barrel bases	\$25.00
Lumber and hardware for garden boxes	\$200.00
Soil for garden boxes	\$150.00
Outdoor sink & hardware	\$225.00
Lumber & hardware for sink installations	\$150.00
Total Cost:	\$1,000.00



LEADERS IN ENVIRONMENTAL PROTECTION

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IDENTIFYING INFORMATION

Mim Michelove

Teacher's name

K-6

Grade

Interdisciplinary

Subject

EUSD Farm Lab

School name

Encinitas Union

District

441 Quail Gardens Drive

School address, including street, city and zip

Mim Michelove

Principal's name

760-944-4300 x1701

School's phone number

Encinitas Union School District

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

Israeli Rain Barrel Pilot

Project's title

\$1000.00

Grant amount requested

Teacher's signature

Please tell us how you heard about this program

- Posture/Flyer Website Another Educator Newsletter Other

EUSD Farm Lab Israeli Rain Barrel Project

A. Description of Project – Rain Barrel Project

1. Uniquely designed rain barrels will be used to collect rainwater by gravity and/or pumps from roofs and surfaces into 3-4 interconnected plastic tanks on stands. Tanks will be flushed frequently and storage will vary by size of collection area and rain frequency. The stored water will be used for the water education zone, as well as for toilet flushing, all of which will conserve potable water. This pilot project is part of a ten-acre farm and interactive education curriculum and retreat center for students.
2. The Encinitas Union School District Farm Lab will serve students from all of the Encinitas K-6 Schools including Flora Vista, Paul Ecke, Capri, Olivenhain Pioneer, El Camino Creek, Mission Estancia, Ocean Knoll and Park Dale Lane Elementary Schools.
The program is managed by Farm Lab Director Mim Michelove and involves numerous community volunteers and partners, Encinitas teachers, administrators and principals. Presently the program is geared towards first, third and sixth graders but will include all 5,600 students in grades K-6 in the 2016/2017 school year.
3. The core intent of Farm Lab is to provide students with hands-on educational experiences in the field and in food, science and maker labs where students will develop a rich understanding of the connection between our actions and our health, economy and environment. Educational activities will incorporate an innovative approach to learning that includes Design thinking, Research, Engineering, Art, Math and Science (DREAMS), on a fully functioning organic farm. Learning activities will also connect with the new Common Core State Standards, Next Generation Science Standards, and the district's One-to-One Digital Learning Program. The Rain Barrel Project is in partnership with the inventor of these rain barrels and partially grant funded through a partnership between the US Israel Center on Innovation and Economic Sustainability at the University of CA San Diego.
4. Matching funds total \$39,760 for barrels and related equipment, travel for Israel partners, training of staff and hands-on lessons with SWPPP students.
5. The location of the Farm Lab is at 441 Quail Gardens Drive, Encinitas.

B. Objectives

1. Students will learn efficient water resource management; understand the importance of keeping water from running off the land, picking up pollutants and then flowing into the ocean as well as appreciating the interconnectedness of the water supply with our surrounding environment, food supply and nutrition.
2. Students will develop an understanding of the connections between our actions and our health, economy and environment.
3. Since this project is interdisciplinary, they will learn by doing in numerous subjects (the DREAMS curriculum).

C. Budget

Our matching funds from other sources do not include any classroom learning materials. We are asking for \$1,000 for classroom posters, activity/homework sheets and handouts for students to take home and teach parents about their learning experience. Posters will show the water cycle, rain barrel technology, water quality, and other water-related information. Activity/homework sheets will incorporate math, science, art, nutrition and other issues based on students' activities on the farm.

Posters 6 @ \$100 each (design and printing)	\$600
Activity/homework sheets (design and printing)	\$300
Take home packets (development, design and printing)	\$100
Total	\$1,000

Directors' Meetings

Presented by Director Juliussen

Conference

43rd Annual P3S Conference

Dates and Location

February 29 – March 2, 2016

Marriott Riverside at the Convention Center, Riverside, CA

List of Attendees

Director Allan Juliussen

The above mentioned Board member attended various sessions regarding critical updates and new development in the water and wastewater industry.