



LEADERS IN
ENVIRONMENTAL
PROTECTION

**BOARD OF DIRECTORS
REGULAR MEETING**

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

AGENDA

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

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

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. General Public Comment Period**
- 5. Approval of Agenda**
- 6. Presentations and Awards**
 - A. Achievement of an Individual Objective – Gabe Mendez (Pages 5-6)

CONSENT CALENDAR

Items 7-12 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:

- October 3, 2014 Engineering Committee Meeting (Pages 7-9)
- October 8, 2014 Regular Board Meeting (Pages 10-16)
- October 15, 2014 Community Affairs Committee Meeting (Pages 17-18)
- October 22, 2014 Ad Hoc Committee Meeting (Pages 19-20)

8. Approval of Demands for October/November 2014

This item provides for Board of Directors approval of all demands paid from LWD during the month of October and a portion in November 2014. (Pages 21-44)

9. Operations Report

This report discloses the year-to-date and monthly flow, rain fall, EDU's and reclaimed water averages; along with MGD flow comparisons from FY 13 to FY 14 and flows by sub-basin. (Pages 45-48)

10. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY 14 budget and discloses monthly investments. (Pages 49-56)

11. Quarterly Treasurer's Investment Report

This report discloses investments for the quarter ending June 30, 2014. (Pages 57-58, Attachment 11A)

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of October 2014. (Pages 59-60)

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority Reports

- A. A regular EWA Board meeting was held on October 22, 2014 – report by Director Juliussen. (Page 61)
- B. A EWA Member Agencies Manager's meeting was held on November 3, 2014 – report by GM Bushee. (Verbal)

14. Committee Reports

- A. Community Affairs Committee meeting was held on October 15, 2014 – report by Director Sullivan. (Page 62)
- B. Ad Hoc Committee meeting was held on October 22, 2014 – report by Director Omsted. (Page 63)

- C. Employee Recognition Committee meeting will be on November 6, 2014 – report by Director Hanson. (Verbal)

ACTION ITEMS

- 15. Adopt an Amended and Restated Revised Basic Agreement for joint ownership of the Encina Wastewater Authority.** (Pages 64-89)
- 16. Adopt the revised Board-General Manager/Staff Relations Policy.** (Pages 90-95)
- 17. Approve an award of \$1,000 to the recipient of the 2014 Employee of the Year Award.**
(Page 96)
- 18. Calendar Year 2015 Board of Directors' Meeting Schedule.**
Approve the Calendar Year 2014 Board of Directors' meeting schedule. (Pages 97-99)
- 19. Batiquitos Lagoon Foundation Board Members 2014 Election.**
(Pages 100-102)
- 20. Call for Nominations to the San Diego Chapter CSDA Board of Directors.**
(Pages 103-105)
- 21. Inclusion of a Credit Card Breakdown in the Monthly Board Agenda under the Demands Section.** (Page 106)

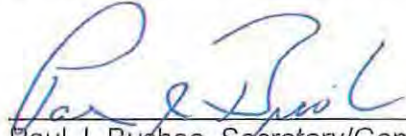
INFORMATION ITEMS

- 22. Project Status Updates and Other Informational Reports**
 - A. CSDA Quarterly Dinner Meeting is scheduled for Thursday, November 20, 2014 at The Butcher Shop Steakhouse in Kearny Mesa. (Pages 107-109)
 - B. News article "Agreement Executed to Secure \$3.4 Million in State Grant Funds for North County Recycled Water Projects". (Pages 110-111)
 - C. LWD Holiday Luncheon is scheduled for Thursday, December 11th at noon at Buca di Beppo. (Verbal)
- 23. Directors' Meetings and Conference Reports**
 - A. CSDA San Diego Local Section Board of Directors meeting. (Verbal)
 - B. CSDA Professional Development Committee meeting. (Verbal)
- 24. General Manager's Report**
- 25. General Counsel's Report**
- 26. Board of Directors' Comments**
- 27. Closed Session**
 - A. Conference with Legal Counsel to discuss liability claim pursuant to California Government Code Sec. 54956.9(d)(2): California River Watch Notice of Intent to Sue. (Enclosure)
- 28. 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: November 6, 2014



Paul J. Bushee, Secretary/General Manager

MEMORANDUM

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

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

Palomar College Certificate of Achievement in Public Works Management Level II – Gabe Mendez

Field Services Technician III Gabe Mendez recently received a Certificate of Achievement in Public Works Management Level II from Palomar College. Gabe has been working for LWD since August 2011; this will be Gabe's eighth certificate which reflects Gabe's desire to excel through continued professional development. As a result of this certification, Gabe is eligible for an Individual Incentive Award of \$500.

Please join me in congratulating Gabe for his outstanding accomplishments.

PJB

Palomar College

Upon the recommendation of the Faculty, this

Certificate of Achievement

in

Public Works Management: Level II

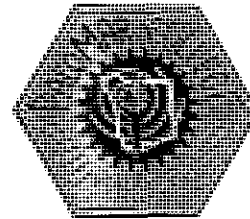
is hereby awarded to

Gabriel Mendez

in token of the satisfactory completion of a concentrated college program.

*Given at San Marcos, California, this
eighth day of August, two thousand fourteen.*

Robert P. Daeger
Superintendent/President



Paul P. McMonera
President, Governing Board

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 October 3, 2014

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held on Wednesday, October 3 at 12:00 p.m., at the LWD Administration Office located at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

Chairperson Juliussen called the meeting to order at 12:00 p.m.

2. Roll Call

DIRECTORS PRESENT: Juliussen and Kulchin

DIRECTORS ABSENT: None

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

3. Public Comment

None.

4. Old Business

None.

5. New Business

- A. Authorize the General Manager to execute a sole source Agreement with Laguna Mountain Environmental, Incorporated for archaeological and Native American monitoring services during the construction of the Batiquitos (B1/B2) Force Mains Replacement Project in an amount not to exceed \$85,950.

TSM Morishita presented staff's recommendation. He said that the District's Batiquitos (B1/B2) Force Mains Replacement Project requires archaeological and Native American Monitoring (cultural monitoring) support during construction to satisfy the parameters of the project's Mitigated Negative Declaration (MND) and Mitigation, Monitoring and Reporting Plan (MMRP).

Chairperson Juliussen asked if the monitors are required to be onsite through the entire construction period. TSM Morishita answered that the monitors will be present only when construction occurs in the areas that were identified as possible culturally significant areas in the Cultural Resources Survey Report in the Initial Study - Mitigated Negative Declaration.

After discussion, the EC concurred with staff to recommend this item to the Board for approval at the October 2014 Board meeting.

- B. Authorize the General Manager to execute a sole source Agreement for professional services with Base9 Consulting Services to replace Programmable Logic Controllers for Leucadia Pump Station and the Gafner Water Reclamation Plant in an amount not to exceed \$103,600.

FSSupt Stecker presented staff's recommendation. He said that the ongoing rehabilitation of the District's pump stations has prompted the evaluation of the overall condition and architecture of the Supervisory Control and Data Acquisition (SCADA) system. FSSupt Stecker explained that in the past, a formal planned replacement program was not established for SCADA. He said that typically SCADA system hardware has been operated in the "run to failure" mode where system hardware is replaced only after it fails. He also said that support for the current SCADA software has been inadequate. He stated that staff asked Rockwell Construction Services (RCS) to evaluate the District's SCADA System which was completed in March 2013.

TSM Morishita commented that the current SCADA components are from different manufacturers requiring translators for effective system communications and that system components should be from the same manufacturer for simplicity and reliability.

FSSupt Stecker said that as a result of the evaluation, it was recommended that SCADA be upgraded in phases. He said that Phase One, the upgrade of the Central SCADA Station (Central), was completed in FY 14. He explained that Phase Two, is the replacement of the Programmable Logic Controllers (PLC) located at the Leucadia Pump Station and Gafner Advanced Water Treatment Plant.

FSSupt Stecker stated that Base9 Consulting Services (BNC) worked closely with RCS during the 2013 SCADA and PLC evaluation and the recently completed Central SCADA upgrade project. He said that Base9 Consulting Services (BNC) submitted a proposal to provide professional services to complete the project at a cost of \$103,600.

FSSupt Stecker stated that retaining BNC services to implement the second phase of the SCADA Upgrade project will provide continuity and efficiency and is in the best interest of the District. He said that the procurement of BNC consulting services satisfies the criteria for sole sourcing allowed under Section 11.1, Sole Source Procurement, and continuity of service under Section 12.4, Continuing Services, of the District's Procurement Policy.

FSSupt Stecker said that staff has evaluated the proposal and determined that it is fair and reasonable and recommended that a sole source Agreement be executed with BNC for services for the PLC Upgrade Project.

After discussion, the EC concurred with staff to recommend this item to the Board for approval at the October 2014 Board meeting

6. Information Items

A. Recycled Water Pipeline Repair Project Status

TSM Morishita presented this item to the committee. He described the Polyvinyl Chloride Pipe (PVC) welding process and horizontal directional drilling equipment used to construct the project. TSM Morishita said that major work on the project was completed on Friday, September 26th and the District resumed recycled water delivery to La Costa that day. He said that all construction work and site clean-up was completed on Tuesday, September 30th. He stated that the only remaining task is administrative close-out of the project.

7. Director's Comments

Chairperson Juliussen said that he attended the Tri-State Conference and was glad to see District staff at the conference.

8. General Manager's Comments

GM Bushee informed the EC that the District experienced a five hour power outage on Wednesday, September 24th, at the Leucadia Pump Station. He said that FST III Gabriel Mendez, who was the acting Field Services Supervisor, and FST I Todd Amos did a superior job handling the emergency.

GM Bushee showed the EC the District's Facebook Page.

9. Adjournment

Chairperson Juliussen adjourned the meeting at approximately 12:45 p.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 October 8, 2014

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, October 8, 2014 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

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

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, Counsel Yin Ho, Administrative Services Manager Chuck LeMay, Technical Services Manager Robin Morishita, Superintendent Jeff Stecker, Executive Assistant Trisha Hill, Engineer Steve Deering with Dudek, and CPA Richard Duffey.

3. Pledge of Allegiance

President Kulchin led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

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

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

6. Presentations and Awards

A. Achievement of an Organization Objective.

GM Bushee presented the item stating that staff recently completed three years without a lost time injury accident which meets an organizational objective under the incentive program. He noted that each employee is eligible for a \$1000 compensation award.

The Board congratulated staff for their efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

September 10, 2014 Regular Board Meeting
September 19, 2014 Community Affairs Committee Meeting

8. Approval of Demands for September/October 2014

Payroll Checks numbered 17535-17577; General Checking – Checks numbered 45826-45899

9. Operations Report (A copy was included in the original October 8, 2014 Agenda)

10. Finance Report (A copy was included in the original October 8, 2014 Agenda)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of September 2014.

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

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

EWA and COMMITTEE REPORTS

President Kulchin stated that there was an Engineering Committee meeting and he asked Director Juliussen to report on the meeting.

A. Engineering Committee meeting was held on October 3, 2014.

Vice President Juliussen reported that the EC reviewed and agreed with staff on the following recommendations:

- Authorize the General Manager to execute a sole source agreement with Laguna Mountain Environmental, Inc. for archaeological and Native American monitoring services during the construction of the Batiquitos (B1/B2) Force Mains Replacement Project in an amount not to exceed \$85,950;
- Authorize the General Manager to execute a sole source agreement for professional services with Base9 Consulting Services to replace the Programmable Logic Controllers for the Leucadia Pump Station and the Gafner Reclamation Plant in the amount not to exceed \$103,600; and

- The EC received an update on the Recycled Water Pipeline Repair Project.

12. Encina Wastewater Authority (EWA) Reports

- A. EWA Board Report – Meeting was held on September 24, 2014.

Director Sullivan reported on EWA's September 24, 2014 Board meeting.

- B. A Encina Member Agencies Manager's (MAM) Meeting was held on October 7, 2014.

GM Bushee reported on the MAM's October 7, 2014 meeting.

13. Committee Reports

- A. Community Affairs Committee meeting was held on September 19, 2014.

Director Sullivan reported that the CAC reviewed and commented on the draft text of the fall newsletter and directed staff to move forward with the production of the newsletter after the revisions.

ACTION ITEMS

14. Award of Professional Engineering Services for the Leucadia Pump Station and Gafner Water Reclamation Plant Programmable Logic Controllers Upgrade Project.

Authorize the General Manager to execute a sole source agreement with Base9 Consulting Services for professional services to replace the Programmable Logic Controllers (PLC) for the Leucadia Pump Station and Gafner Water Reclamation Plant in an amount not to exceed \$103,600.

FSSupt. Stecker presented the item stating that the EC reviewed this item at its October 3, 2014 meeting and that it is a goal in the tactics and action plan. He also stated the purpose and requirement of the programmable logic controllers (PLCs), noting that they are critical components of the District's Supervisory Control and Data Acquisition (SCADA) system. He added that this project is the second phase to the SCADA update project. He indicated that Base9 Consulting worked closely with Rockwell Construction Services on the first phase of the SCADA project and has experience and knowledge of the District's SCADA system.

Following discussion, upon a motion duly made by Director Omsted, seconded by Director Sullivan, and unanimously carried, the Board of Directors authorize the General Manager to execute a sole source agreement with Base9 Consulting Services for professional services to replace the programmable logic controllers for the Leucadia Pump Station and Gafner Water Reclamation Plant in an amount not to exceed \$103,600 by the following vote:

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

15. Contract Award for Archaeological and Native American Monitoring Services for the District's Batiquitos Force Mains Replacement Project.

Authorize the General Manager to execute a sole source agreement with Laguna Mountain Environment, Inc. for archaeological and Native American monitoring services during the construction of the Batiquitos (B1/B2) Force Mains Replacement Project in an amount not to exceed \$85,950.

TSM Morishita presented the item stating that the EC reviewed this item at its October 3, 2014 meeting.

He stated that the Batiquitos (B1/B2) Force Mains Replacement Project requires archaeological and Native American Monitoring support during the construction of the project to satisfy the MND and the MMRP. He provided an explanation of the cultural monitoring and the services that will be provided. He added that Laguna Mountain Environment (LME) completed the cultural resources survey report during the development of the project environment documents and that staff believes retaining their services is the most efficient method to obtain the cultural monitoring services.

Directors Omsted and Sullivan asked questions relating to their services. TSM Morishita answered their questions.

Upon a motion duly made by Director Sullivan, seconded by Director Omsted, and unanimously carried, the Board of Directors authorized the General Manager to execute a sole source agreement with Laguna Mountain Environment, Inc. for archaeological and Native American monitoring services during the construction of the Batiquitos (B1/B2) Force Mains Replacement Project in an amount not to exceed \$85,950 by the following vote:

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

16. Board-General Manager/Staff Relations Policy.

Receive and file the Annual Review of the Board-General Manager/Staff Relations Policy Report.

ASM LeMay presented the item stating that the Policy was originally adopted in 2007 and it was last updated in 2012. He added that the Policy requires an annual review and that staff has reviewed the Policy and are not recommending any changes.

GM Bushee noted this is an opportunity for the Board of Directors to provide comments or suggest revisions to the Policy.

Director Omsted stated that he believes this Policy is the most important Policy for new Board members and that the Policy needs additional definitions and explanation of Board members rights as individuals versus as a whole. He also stated that the section in the policy relating to legal counsel requires revisions as well. The Board discussed how the District should address Director Omsted's comments.

GM Bushee suggested that an Ad Hoc Committee be formed to review the Policy.

Following discussion, the Board opted not to action on the Policy at this time, but instead to form a temporary Ad Hoc Committee to address this issue.

Upon a motion duly made by Director Omsted, seconded by Vice President Juliussen, and unanimously carried, the Board of Directors formed an Ad Hoc Committee with President Kulchin and Director Omsted as the committee members to review and update the Board-General Manager/Staff Relations Policy by the following vote:

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

17. CA Public Employees Retirement System (CalPERS) Agency Review.

Adopt Resolution No. 2253 – Approving the salary range schedules for all employee classifications, excluding the General Manager, for Fiscal Years 2012-2013 and 2013-2014.

ASM LeMay presented the item stating that these Resolutions will retroactively approve prior fiscal years pay schedules to meet a requirement of the CalPERS Audit findings. He also provided background information on the CalPERS Audit and the findings in the final report. He added that during the July 2014 Board meeting, the Board adopted a resolution that approved FY 15 the pay schedule and employee benefits. This corrected one finding in the audit. The adoption of Resolution No. 2253 will resolve a second finding.

Director Hanson asked for clarification on one of the findings relating to the sick leave time. ASM LeMay answered her question.

Upon a motion duly made by Director Omsted, seconded by Vice President Juliussen, and unanimously carried, the Board of Directors adopted Resolution No. 2253 – Approving the salary range schedules for all employee classifications, excluding the General Manager, for Fiscal Years 2012-2013 and 2013-2014 by the following vote:

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

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

A. Recycled Water Program Update.

GM Bushee provided a Recycled Water Program Update that addressed background information on the North San Diego County Recycled Water Coalition Group, their plan and what the group has achieved to date. He explained the two types of funding that the group has

applied for and the process it takes to receive the funding. He noted that the group was authorized to receive funds from the State. He further explained in detail the Federal funding process and that the group is not guaranteed to receive this funding.

Director Hanson asked how much has the District spent on the program. GM Bushee stated that the District has spent approximately \$100,000, but the District will receive reimbursement for the development of the EIR. He noted that he plans on adding an agenda item to the January or February agenda for the Board to decide on the amount of funds that the District should invest into this program and renew the Furman lobbying contract. He added that the Furman contract will renew next year during April or May. He indicated that the District would also need a contract with either Olivenhain MWD or the city of Carlsbad to continue to provide recycled water and in order receive funding.

B. Batiquitos Lagoon Foundation Newsletter article "Key Milestone Achieved on New Nature Center".

Director Omsted provided a brief update on the Batiquitos Lagoon Foundation's New Nature Center Project.

C. GM Bushee's email from CASA regarding the Wheeler Funders Update Letter.

GM Bushee stated that CASA has been working with the Wheeler Institute at University of California Berkeley on a white paper that addresses citizen suits, such as, the California River Watch claim. He noted that CASA requested funding from its members to help fight these types of law suits. He added that he had authorized the District to provide \$3,000 to CASA for the Wheeler Institute Study. He noted that CSRMA had also contributed to the fund, as well as other small and large agencies.

19. Directors' Meetings and Conference Reports

A. The CWEA Tri-State Conference was held on September 23-25, 2014 at the South Point Hotel in Las Vegas, CA.

Director Sullivan reported on a social media session. She provided a brief summary of session. In addition, she also reported on a session on septic tanks. She noted that she attended several more sessions and that she was able to network with other agency's staff members.

B. The CSDA Annual Conference was held on September 29-October 2, 2014 at the Renaissance Palm Springs Hotel in Palm Springs, CA.

Director Sullivan reported that she helped lead a roundtable discussion for the local San Diego section that discussed CSDA issues and that the speakers during the conference were excellent. She noted that during the conference, the San Diego Section Local Chapter received CSDA's Local Chapter of Year award.

Director Omsted noted that the CSDA Conference demographics have improved and that the District was also recognized during the conference.

Director Juliussen stated that the conference was well organized and it was an excellent conference.

President Kulchin noted it is one of the best conferences to attend. He added that he would

like to see additional LWD staff members attend the conference.

20. General Manager's Report

- SDFL Governance training session in Anaheim during November and if anyone is interested in attending, please contact EA Hill;
- GM Kim Thorner announced at the NSDCRWG meeting that CSDA is requesting nominations for available seats on the local San Diego Chapter Board;
- The District's Facebook page has been updated and he encouraged the Board members to "like us".

Director Sullivan stated that the CSDA's San Diego Local Chapter Board meeting was cancelled yesterday and it has been rescheduled for this Friday. She requested that the Board postpone nominations until she attends the Board meeting to get more information on CSDA elections. She will provide an update about the elections.

21. General Counsel's Report

None.

22. Board of Director's Comments

Director Sullivan reminded everyone that the Board meetings are public record and announced that CSDA's San Diego local chapter was awarded Local Chapter of the Year.

23. Closed Session

- A. Conference with Legal Counsel to discuss liability claim pursuant to California Government Code Sec. 54956.9(d)(2): California River Watch Notice of Intent to Sue.

There was no closed session.

24. Adjournment

President Kulchin adjourned the meeting at 6:02 p.m.

David Kulchin, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Community Affairs Committee Meeting
 October 15, 2014

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Wednesday, October 15, 2014 at 9:30 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 9:30 a.m.

2. Roll Call

DIRECTORS PRESENT: Sullivan and Omsted

DIRECTORS ABSENT: None.

OTHERS PRESENT: Administrative Service Manager Chuck LeMay, and Lois Humphreys of TRG & Associates (TRG).

3. Public Comment

No public comment was received.

4. New Business

A. Review of the Fall 2014 Draft Newsletter Layout.

ASM LeMay presented the draft layout of the 2014 spring newsletter.

The CAC suggested a few minor changes to the text. Ms. Humphreys of TRG noted the changes and indicated that she will return the final draft after those changes are made.

ASM LeMay indicated that staff will send the final newsletter to the CAC for review prior to sending it to the full Board for suggestions.

Following discussion, the CAC authorized staff and TRG to proceed with the final 2014 fall newsletter.

B. LWD's Facebook Update.

Ms. Humphreys presented a list of topics and ideas to post on Facebook as well as an Editorial Calendar of when specific posts will be scheduled for publication. She indicated that the topic ideas and calendar will ensure that LWD's Facebook page is current with information of interest to our service area residents.

The CAC reviewed the list of Facebook topics/ideas along with the proposed calendar. They authorized staff and TRG to proceed with the topics and calendar as proposed.

5. Information Items

None.

6. Directors' Comments

None.

7. General Manager's Comments

None.

8. Adjournment

Chairperson Sullivan adjourned the meeting at 9:47 a.m.

Paul J. Bushee
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT

Minutes of an Ad Hoc Committee Meeting
October 22, 2014

A meeting of the Ad Hoc Committee (AHC) of the Leucadia Wastewater District (LWD) was held Wednesday, October 22, 2014 at 1:30 p.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

Chairperson Kulchin called the meeting to order at 1:30 p.m.

2. Roll Call

DIRECTORS PRESENT: Kulchin and Omsted

DIRECTORS ABSENT: None.

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

3. Public Comment

No public comment was received.

4. New Business

A. Review Board-General Manager/Staff Relations Policy.

President Kulchin requested that Director Omsted present his recommended revisions to the Policy.

Director Omsted presented the revisions stating that the policy should include language which explains that Board members, acting as individuals, may be liable if they act outside the provisions of the policy.

Director Omsted also suggested that the policy include a definition of staff, indicating that the Board should be limited to having direct contact with management staff and the executive assistant. In addition, the committee also recommended two additional administrative changes.

The Committee discussed the proposed changes in detail. GM Bushee provided clarification about language in the policy, noting that this policy serves as a guideline.

GM Bushee provided a summary of the proposed changes. He added that staff will forward the policy to District Counsel to draft liability language for that recommended change.

The committee directed staff to forward the revised policy to the Board of Directors for adoption after the revisions are completed.

5. Information Items

None.

6. Directors' Comments

None.

6. Directors' Comments

None.

7. General Manager's Comments


None.

8. Adjournment

Chairperson Omsted adjourned the meeting at 2:11 p.m.

Paul J. Bushee
Secretary/Manager
(Seal)

MEMORANDUM

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

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve checks and electronic payments totaling **\$1,658,421.61**.
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the months October 4, 2014 – November 6, 2014.

Operating expenses totaled **\$704,782.07** while Capital Improvement Program expenses totaled **\$855,423.60**.

Payroll for employees and the Board totaled **\$98,215.94**.

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

Attachment 1	Summary of Demands by Account October/November 2014
Attachment 2	Accounts Payable Check Register dated October 1, 2014
Attachment 3	Payroll Check Register dated October 8, 2014
Attachment 4	Accounts Payable Check Register dated October 14, 2014
Attachment 5	Payroll Check Register dated October 15, 2014
Attachment 6	Accounts Payable Check Register dated October 23, 2014
Attachment 7	Payroll Check Register dated October 29, 2014
Attachment 8	Board Payroll Check Register dated November 3, 2014
Attachment 9	Accounts Payable Check Register dated November 3, 2014
Attachment 10	Year to Date Employee and Board Payroll Report

DEMANDS SUMMARY

November 12, 2014

1. Demands

<u>Category</u>	<u>Check #'s</u>	<u>Amount</u>	<u>Total</u>
Payroll Check 10/8/2014	17578 - 17593 Incentive	\$ 14,793.18	
Payroll Check-10/15/2014	17594 - 17609	\$ 40,300.04	
Payroll Check-10/29/2014	17610 - 17625	\$ 39,487.52	
Board Payroll Check-11/3/2014	17626 - 17630	\$ 3,635.20	
	Total		\$98,215.94
General Checking -10/1/2014	45900 - 45906	\$ 30,612.98	
General Checking 10/14/2014	45907 - 45974	\$ 317,534.90	
General Checking - 10/23/2014	45975 - 46028	\$ 1,140,885.72	
General Checking - 11/3/2014	46029 - 46055	\$ 71,172.07	
	TOTAL	\$ 1,560,205.67	
	Grand Total		\$1,658,421.61

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/1/2014 Through 10/1/2014

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
HARTFORD LIFE & ACCIDENT INS.	45900	10/1/2014	368.00	LIFE INS-OCT
	Total 45900		368.00	
I2B NETWORKS, INC	45901	10/1/2014	160.00	WEB CAM @ BPS
	Total 45901		160.00	
IAN RIFFEL	45902	10/1/2014	83.38	SAFETY BOOTS-I. RIFFEL
	Total 45902		83.38	
MES VISION	45903	10/1/2014	363.94	VISION INS-OCT
	Total 45903		363.94	
PUBLIC EMPLOYEES HEALTH	45904	10/1/2014	23,066.66	HEALTH INS-OCT-BRD/EMPLOYEE
	Total 45904		23,066.66	
STEVEN GANZBERG	45905	10/1/2014	2,950.00	LATERAL REIMBURSEMENT
	Total 45905		2,950.00	
THE GUARDIAN	45906	10/1/2014	3,621.00	DENTAL/DISABILITY INS-OCT
	Total 45906		3,621.00	
Report Total			30,612.98	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: October 8, 2014
Incentive

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
17578 - 17593	10/8/2014	\$14,793.18

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/14/2014 Through 10/14/2014

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
ADS LLC	45907	10/14/2014	<u>3,570.00</u>	FLOW MONITORING
	Total 45907		3,570.00	
ALLAN JULIUSSEN	45908	10/14/2014	822.43	REIMBURSE FOR CONF-PALM SPRINGS
ALLAN JULIUSSEN		10/14/2014	<u>607.95</u>	REIMBURSE FOR TRI STATE CONF
	Total 45908		1,430.38	
AMERICAN REPROGRAPHICS CO.,LLC	45909	10/14/2014	96.00	PLANS AND SPECS
AMERICAN REPROGRAPHICS CO.,LLC		10/14/2014	601.84	PLANS AND SPECS-B//B2
	Total 45909		697.84	
AMERICA'S FINEST FIRE PROTECTION	45910	10/14/2014	485.00	FIRE EXT. SERVICE
	Total 45910		485.00	
ANTIMITE TERMITE & PEST CONTROL	45911	10/14/2014	56.00	MONTHLY PEST SERVICE
	Total 45911		56.00	
AT&T	45912	10/14/2014	377.13	MODEM
AT&T		10/14/2014	60.80	ODOR CONTROL MODEM
AT&T		10/14/2014	143.15	PHONE @ BPS
AT&T		10/14/2014	<u>246.54</u>	PHONE IN ELEVATOR
	Total 45912		827.62	
AT&T	45913	10/14/2014	<u>37.14</u>	LONG DISTANCE @ BPS
	Total 45913		37.14	
BATTERIESPLUS	45914	10/14/2014	<u>73.73</u>	BATTERY
	Total 45914		73.73	
BOOT WORLD, INC	45915	10/14/2014	<u>165.22</u>	SAFETY BOOTS-H. G,
	Total 45915		165.22	
BROWNELL AND DUFFEY CPA	45916	10/14/2014	<u>10,725.00</u>	ACCOUNTING FEES-SEPT
	Total 45916		10,725.00	
BURTECH PIPELINE, INC	45917	10/14/2014	<u>181,117.50</u>	CONTRACT-RECYCLED WATER LINE
	Total 45917		181,117.50	
CARLSBAD FUELS CORPORATION	45918	10/14/2014	2,076.95	VEHICLE FUEL
	Total 45918		2,076.95	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/14/2014 Through 10/14/2014

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
CHUCK LEMAY	45919	10/14/2014	<u>120.51</u>	REIMBURSE FOR CONF
	Total 45919		120.51	
CHUCKS TIRE CENTER	45920	10/14/2014	20.00	FLAT TIRE REPAIR
CHUCKS TIRE CENTER		10/14/2014	<u>465.36</u>	TIRES
	Total 45920		485.36	
CITY OF CARLSBAD	45921	10/14/2014	222.23	WATER @ PLANT/OFFICE
CITY OF CARLSBAD		10/14/2014	350.90	WATER @ VACTOR
CITY OF CARLSBAD		10/14/2014	<u>334.13</u>	WATER @ VACTOR 2
	Total 45921		907.26	
CONEXIS	45922	10/14/2014	<u>140.00</u>	SEC 125 FLEX PLAN-SEPT
	Total 45922		140.00	
CO'S TRAFFIC CONTROL, INC	45923	10/14/2014	<u>5,600.00</u>	TRAFFIC CONTROL
	Total 45923		5,600.00	
CWEA	45924	10/14/2014	156.00	RENEWAL FOR CWEA FOR M. GONZALEZ
	Total 45924		156.00	
DATA NET	45925	10/14/2014	338.72	IS MAINT AND SUPPORT
DATA NET		10/14/2014	<u>4,393.00</u>	SHAREPOINT/DOC NET CONVERSION
	Total 45925		4,731.72	
DATCO	45926	10/14/2014	<u>236.60</u>	QTRLY SERVICES/FEEES
	Total 45926		236.60	
DAVID KULCHIN	45927	10/14/2014	<u>689.77</u>	REIMBURSE FOR CONF
	Total 45927		689.77	
DETECTION INSTRUMENTS CORP	45928	10/14/2014	725.61	SENSOR/CALIBRATION
	Total 45928		725.61	
DONALD OMSTED	45929	10/14/2014	<u>637.16</u>	REIMBURSE FOR CONF
	Total 45929		637.16	
DUDEK & ASSOCIATES	45930	10/14/2014	<u>5,177.50</u>	GE/CIP/200/077/331/338/342
	Total 45930		5,177.50	
ELAINE SULLIVAN	45931	10/14/2014	<u>805.48</u>	REIMBURSE FOR CONF
	Total 45931		805.48	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/14/2014 Through 10/14/2014

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
EVOQUA WATER TECHNOLOGIES, LLC	45932	10/14/2014	7,367.36	BIOXIDE
	Total 45932		7,367.36	
GRAINGER, INC	45933	10/14/2014	65.82	BATTERY
GRAINGER, INC		10/14/2014	173.66	LATCHING RELAY
	Total 45933		239.48	
HOCH CONSULTING	45934	10/14/2014	2,500.00	ENGINEERING SERVICES-GENERATOR
	Total 45934		2,500.00	
HOPE HEALTH/IHAC	45935	10/14/2014	299.16	2015 RENEWAL FOR HOPE HEALTH LETTER
	Total 45935		299.16	
ICMA RETIREMENT-303979	45936	10/14/2014	2,810.13	DEFERRED COMP-ICMA
	Total 45936		2,810.13	
INFRASTRUCTURE ENGINEERING CORP	45937	10/14/2014	4,568.60	B2 FORCE MAIN
INFRASTRUCTURE ENGINEERING CORP		10/14/2014	12,291.11	FY15 GRAVIETY SEWER
INFRASTRUCTURE ENGINEERING CORP		10/14/2014	455.00	LPS GENERATOR
INFRASTRUCTURE ENGINEERING CORP		10/14/2014	2,509.94	RECYCLED WATER LINE
INFRASTRUCTURE ENGINEERING CORP		10/14/2014	2,139.42	SCOTTS VALLEY
	Total 45937		21,964.07	
INTERSTATE BATTERIES OF SAN DIEGO	45938	10/14/2014	71.18	BATTERIES
	Total 45938		71.18	
JEFF BILLS	45939	10/14/2014	3,000.00	CONSULTING FEES-OCT
	Total 45939		3,000.00	
JEFFERY STECKER	45940	10/14/2014	114.07	REIMBURSE FOR CONFERENCE
	Total 45940		114.07	
JUDY HANSON	45941	10/14/2014	485.81	REIMBURSE FOR CSDA CONF
	Total 45941		485.81	
MARVIN GONZALEZ	45942	10/14/2014	148.97	REIMBURSE FOR CONF
	Total 45942		148.97	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/14/2014 Through 10/14/2014

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
MITSUBISHI ELECTRIC US, INC	45943	10/14/2014	266.62	ELEVATOR MAINT
	Total 45943		266.62	
MUNICIPAL MAINTENANCE EQUIPMENT, INC	45944	10/14/2014	5,657.40	REPAIR THE RODDER
	Total 45944		5,657.40	
NAPA AUTO	45945	10/14/2014	9.17	BELTS
NAPA AUTO		10/14/2014	155.26	FILTERS
NAPA AUTO		10/14/2014	22.65	LUBE AND SPRAY
	Total 45945		187.08	
NATIONWIDE RETIREMENT SOLUTIONS	45946	10/14/2014	238.69	DEFERRED COMP
	Total 45946		238.69	
NIKOLAOS SOUGIAS	45947	10/14/2014	2,075.00	LATERAL REIMBURSEMENT
	Total 45947		2,075.00	
OFFICE DEPOT, INC.	45948	10/14/2014	69.38	OFFICE SUPPLIES
	Total 45948		69.38	
OLIVENHAIN MUNICIPAL WATER DIST	45949	10/14/2014	37.94	WATER @ E. ESTATES
OLIVENHAIN MUNICIPAL WATER DIST		10/14/2014	529.82	WATER @ TRAVELING
OLIVENHAIN MUNICIPAL WATER DIST		10/14/2014	452.54	WATER @ TRAVELING2
OLIVENHAIN MUNICIPAL WATER DIST		10/14/2014	37.94	WATER @ VP5
OLIVENHAIN MUNICIPAL WATER DIST		10/14/2014	37.94	WATER @ VP7
	Total 45949		1,096.18	
PACIFIC PIPELINE SUPPLY	45950	10/14/2014	196.47	COVER SEALS
	Total 45950		196.47	
PALOMAR WATER, LLC	45951	10/14/2014	171.78	BOTTLED WATR @ OFFICE
	Total 45951		171.78	
PERS RETIREMENT	45952	10/14/2014	401.53	BOARD RETIREMENT ENDING 9/30/14
PERS RETIREMENT		10/14/2014	13,482.81	EMPLOYEE RETIREMENT ENDING 9/28/14
PERS RETIREMENT		10/14/2014	341.15	EMPLOYEE RETIRES C. FARRELL/FRANK REYNAGA
	Total 45952		14,225.49	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/14/2014 Through 10/14/2014

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
PLANT PEOPLE	45953	10/14/2014	<u>158.00</u>	PLANTS MAINT IN THE OFFICE
	Total 45953		158.00	
PLUMBERS DEPOT, INC	45954	10/14/2014	<u>39.00</u>	PIN FOR CABLE
	Total 45954		39.00	
PRIZM JANITORIAL SERVICES, INC	45955	10/14/2014	420.00	JANITORIAL - CARPETS CLEANED
	Total 45955		420.00	
PURCHASE POWER	45956	10/14/2014	<u>120.00</u>	SHIPPING
	Total 45956		120.00	
QUALITY CHEVROLET	45957	10/14/2014	1,230.89	VEHICLE AMINT/REPAIR
QUALITY CHEVROLET		10/14/2014	<u>179.07</u>	VEHICLE MAINT AND REPAIR
	Total 45957		1,409.96	
RACO MANUFACTURING CO.	45958	10/14/2014	<u>1,089.60</u>	AUTODIALER
	Total 45958		1,089.60	
RICHARD EASTON	45959	10/14/2014	<u>133.36</u>	REIMBURSE FOR CONF
	Total 45959		133.36	
RICHARD STINSON	45960	10/14/2014	<u>14,500.00</u>	CONSTRUCTION MANAGEMENT
	Total 45960		14,500.00	
ROCKWELL CONSTRUCTION SERVICES, INC	45961	10/14/2014	5,750.00	SCADA CONSULTING
	Total 45961		5,750.00	
SAN DIEGO AIR POLLUTION CONTROL	45962	10/14/2014	309.00	RENEWAL PERMITS @ BPS
	Total 45962		309.00	
SAN DIEGO UNION TRIBUNE	45963	10/14/2014	<u>1,065.90</u>	AD FOR EMPLOYMENT
	Total 45963		1,065.90	
SAN DIEGUITO WATER DISTRICT	45964	10/14/2014	106.72	WATER @ TANKER
	Total 45964		106.72	
STEVE KRASON	45965	10/14/2014	<u>396.90</u>	REIMBURSE FOR CONF
	Total 45965		396.90	
THE HOME DEPOT CRC/GECE	45966	10/14/2014	<u>249.81</u>	SUPPLIES

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/14/2014 Through 10/14/2014

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
	Total 45966		249.81	
UNDERGROUND SERVICE ALERT OF	45967	10/14/2014	214.50	UNDERGROUND ALARM
	Total 45967		214.50	
UNIFIRST CORPORATION	45968	10/14/2014	617.94	LAUNDRY SERVICE
	Total 45968		617.94	
UNITED PARCEL	45969	10/14/2014	26.59	SHIPPING
	Total 45969		26.59	
U.S. BANK	45970	10/14/2014	5,477.41	CONFERENCES,MEETINGS,SUPPLI...
	Total 45970		5,477.41	
VERIZON WIRELESS	45971	10/14/2014	49.21	CELL PHONES
	Total 45971		49.21	
VORTEX INDUSTRIES, INC	45972	10/14/2014	256.00	EMERGENCY SERVICE FOR GATES
	Total 45972		256.00	
WASTE MANAGEMENT	45973	10/14/2014	202.57	TRASH SERVICE
	Total 45973		202.57	
XEROX CORPORATION	45974	10/14/2014	82.76	COPIER MAINT
	Total 45974		82.76	
Report Total			317,534.90	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: October 15, 2014

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
17594 - 17609	10/15/2014	\$40,300.04

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/23/2014 Through 10/23/2014

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
AT&T	45975	10/23/2014	71.02	ODOR CONTROL MODEM
AT&T		10/23/2014	<u>257.39</u>	OFFICE ELVATOR PHONE
	Total 45975		328.41	
AYALA ENGINEERING	45976	10/23/2014	4,875.00	LEVELING MANHOLES
AYALA ENGINEERING		10/23/2014	<u>12,255.00</u>	MAN HOLES REHAB
	Total 45976		17,130.00	
CALIFORNIA SPECIAL DISTRICTS ASSOC	45977	10/23/2014	5,691.00	MEMBERSHIP RENEWAL-CSDA
	Total 45977		<u>5,691.00</u>	
CARLSBAD FUELS CORPORATION	45978	10/23/2014	1,926.62	VEHICLE FUEL
	Total 45978		<u>1,926.62</u>	
CARLSON & BEAULOYE	45979	10/23/2014	<u>1,687.31</u>	AIR COMPRESSOR @ AWT/LPS
	Total 45979		1,687.31	
CASH	45980	10/23/2014	<u>279.11</u>	PETTY CASH-SEPT/OCT
	Total 45980		279.11	
CHUCKS TIRE CENTER	45981	10/23/2014	<u>202.61</u>	TIRE SERVICE
	Total 45981		202.61	
CORODATA	45982	10/23/2014	<u>82.31</u>	STORAGE
	Total 45982		82.31	
COUNTY OF SD-REGISTRAR OF VOTERS	45983	10/23/2014	15,418.00	ELECTION DEPOSIT
	Total 45983		<u>15,418.00</u>	
CUES, INC	45984	10/23/2014	<u>1,247.19</u>	REPAIRS AND MAINT TO CCTV
	Total 45984		1,247.19	
CWEA	45985	10/23/2014	94.00	CWEA RENEWAL FOR I. RIFFEL-COLLECTION
CWEA		10/23/2014	<u>156.00</u>	CWEA RENEWAL FOR J. HOYETT
	Total 45985		250.00	
DATA NET	45986	10/23/2014	<u>2,304.00</u>	DOC2 NET TRANSFER
	Total 45986		2,304.00	
DETECTION INSTRUMENTS CORP	45987	10/23/2014	499.50	SENSOR @ BPS

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/23/2014 Through 10/23/2014

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
	Total 45987		499.50	
DIAMOND ENVIRONMENTAL SERVICES, LP	45988	10/23/2014	123.15	RESTROOM TRAILER RENTAL
	Total 45988		123.15	
ENCINA WASTEWATER AUTHORITY	45989	10/23/2014	959,884.14	ENCINA QTR O/M AND CAPITAL
	Total 45989		959,884.14	
GRAINGER, INC	45990	10/23/2014	423.97	LAMP
	Total 45990		423.97	
HAAKER EQUIPMENT CO	45991	10/23/2014	1,903.73	VEHICLE MAINT/REPAIR
	Total 45991		1,903.73	
HUGO GONZALEZ	45992	10/23/2014	23.33	SAFETY BOOTS FOR H. GONZALEZ
	Total 45992		23.33	
ICMA RETIREMENT-303979	45993	10/23/2014	2,696.20	DEFERRED COMP
	Total 45993		2,696.20	
INFRASTRUCTURE ENGINEERING CORP	45994	10/23/2014	3,696.79	B2 FORCE MAIN
INFRASTRUCTURE ENGINEERING CORP		10/23/2014	11,570.63	FY15 GRAVIETY SEWER
INFRASTRUCTURE ENGINEERING CORP		10/23/2014	1,040.00	LPS GENERATOR REPLACEMENT
INFRASTRUCTURE ENGINEERING CORP		10/23/2014	4,658.96	RECYCLED WATER LINE
INFRASTRUCTURE ENGINEERING CORP		10/23/2014	1,121.10	SCOTT'S VALLEY REHAB
	Total 45994		22,087.48	
JACKSON & BLANC	45995	10/23/2014	315.00	MAINT TO HVAC SYSTEM
	Total 45995		315.00	
J.P. COOKE COMPANY	45996	10/23/2014	54.78	INK STAMP
	Total 45996		54.78	
NAPA AUTO	45997	10/23/2014	139.85	BATTERY
NAPA AUTO		10/23/2014	23.74	BELTS @ LPS
NAPA AUTO		10/23/2014	23.74	BELTS FOR A/C UNIT
NAPA AUTO		10/23/2014	23.72	FUSES
	Total 45997		211.05	
NATIONWIDE RETIREMENT SOLUTIONS	45998	10/23/2014	209.71	DEFERRED COMP

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/23/2014 Through 10/23/2014

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
	Total 45998		209.71	
NEW IMAGE PAINT AND BODY CENTER	45999	10/23/2014	1,700.00	REPAIR TO RODDER
	Total 45999		1,700.00	
OFFICE DEPOT, INC.	46000	10/23/2014	260.51	OFFICE SUPPLIES
	Total 46000		260.51	
PERS RETIREMENT	46001	10/23/2014	13,514.77	EMPLOYEE RETIREMENT 10/12/14
	Total 46001		13,514.77	
PRIZM JANITORIAL SERVICES, INC	46002	10/23/2014	1,473.32	JANITORIAL SERVICE-OCTOBER
	Total 46002		1,473.32	
SANCON ENGINEERING, INC	46003	10/23/2014	20,167.25	RETENTION PAYABLE 5%
	Total 46003		20,167.25	
SAN DIEGO GAS & ELECTIRC	46004	10/23/2014	181.15	ELECTRIC @ AVOCADO PS
	Total 46004		181.15	
SAN DIEGO GAS & ELECTIRC	46005	10/23/2014	17,450.98	ELECTRIC @ BPS
	Total 46005		17,450.98	
SAN DIEGO GAS & ELECTIRC	46006	10/23/2014	612.91	ELECTRIC @ DIANA PS
	Total 46006		612.91	
SAN DIEGO GAS & ELECTIRC	46007	10/23/2014	1,720.33	ELECTRIC @ EEPS
	Total 46007		1,720.33	
SAN DIEGO GAS & ELECTIRC	46008	10/23/2014	973.61	ELECTRIC @ENC ESTATES
	Total 46008		973.61	
SAN DIEGO GAS & ELECTIRC	46009	10/23/2014	1.28	NAT GAS @EE
	Total 46009		1.28	
SAN DIEGO GAS & ELECTIRC	46010	10/23/2014	1,217.77	ELECTRIC @ LCPS
	Total 46010		1,217.77	
SAN DIEGO GAS & ELECTIRC	46011	10/23/2014	16,874.62	ELECTRIC @ LPS AND OFFICE
	Total 46011		16,874.62	
SAN DIEGO GAS & ELECTIRC	46012	10/23/2014	179.29	ELECTRIC @ RANCHO VERDE PS
	Total 46012		179.29	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/23/2014 Through 10/23/2014

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
SAN DIEGO GAS & ELECTIRC	46013	10/23/2014	981.05	ELECTRIC @ SAXONY PS
	Total 46013		981.05	
SAN DIEGO GAS & ELECTIRC	46014	10/23/2014	365.56	ELECTRIC @ VP5 PS
	Total 46014		365.56	
SAN DIEGO GAS & ELECTIRC	46015	10/23/2014	209.39	ELECTRIC @ VP7
	Total 46015		209.39	
SOUTHERN CONTRACTING COMPANY	46016	10/23/2014	990.00	ELECTRICAL @ VP5
	Total 46016		990.00	
TELEPACIFIC COMMUNICATIONS	46017	10/23/2014	1,054.42	PHONE SYSTEM CHARGES
	Total 46017		1,054.42	
THOMSON REUTERS-WEST	46018	10/23/2014	126.91	CONSTRUCTION MANUAL SUBSCRIPT.
	Total 46018		126.91	
TIERRA VERDE RESOURCES, INC	46019	10/23/2014	730.00	LANDSCAPING FEES
	Total 46019		730.00	
TODD AMOS	46020	10/23/2014	199.98	SAFETY BOOTS-T. AMOS
	Total 46020		199.98	
TRG & ASSOCIATES	46021	10/23/2014	8,842.50	PUBLIC INFORMATION
	Total 46021		8,842.50	
UNIFIRST CORPORATION	46022	10/23/2014	414.16	LAUNDRY SERVICE/UNIFORMS
	Total 46022		414.16	
V&A CONSULTING ENGINEERS	46023	10/23/2014	1,200.00	CREEK SAMPLING
	Total 46023		1,200.00	
VERIZON WIRELESS	46024	10/23/2014	606.52	CELL PHONE CHARGES
	Total 46024		606.52	
WEST COAST SAFETY SUPPLY CO., INC.	46025	10/23/2014	290.09	COLLECTION EQUIP
	Total 46025		290.09	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 10/23/2014 Through 10/23/2014

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
WHITE NELSON DIEL EVANS LLP	46026	10/23/2014	8,500.00	AUDITOR FEES
	Total 46026		8,500.00	
WORDEN WILLIAMS, APC	46027	10/23/2014	4,988.80	LEGAL FEES-SEPT
	Total 46027		4,988.80	
ZEE MEDICAL SERVICES, INC	46028	10/23/2014	79.95	MEDICAL FIRST AID KIT REFILL
	Total 46028		79.95	
Report Total			1,140,885.72	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: October 29, 2014

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
17610 - 17625	10/29/2014	\$39,487.52

LEUCADIA WASTEWATER DISTRICT
BOARD PAYROLL CHECK REPORT

Payroll Date: November 3, 2014

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>
17626 - 17630	11/3/2014	\$3,635.30

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 11/3/2014 Through 11/3/2014

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
A-1 LOCK & SAFE SERVICE	46029	11/3/2014	<u>57.13</u>	KEYS
	Total 46029		57.13	
ACTION MAIL POSTAGE	46030	11/3/2014	<u>5,164.97</u>	POSTAGE FOR NEWSLETTER
	Total 46030		5,164.97	
CARLSBAD FUELS CORPORATION	46031	11/3/2014	<u>1,474.76</u>	VEHICLE FUEL
	Total 46031		1,474.76	
CWEA-SDS	46032	11/3/2014	<u>135.00</u>	CONFERENCE/WORKSHOP @ ENCINA
	Total 46032		135.00	
DATA NET	46033	11/3/2014	<u>383.78</u>	IS MAINT AND SUPPORT
DATA NET		11/3/2014	<u>1,200.00</u>	RACK SPACE
	Total 46033		1,583.78	
DION INTERNATIONAL TRUCKS INC	46034	11/3/2014	<u>257.36</u>	VACTOR MAINT AND REPAIR
	Total 46034		257.36	
DOWNEY BRAND ATTORNEYS	46035	11/3/2014	<u>2,336.00</u>	LEGAL/ATTORNEY FEES
	Total 46035		2,336.00	
DUDEK & ASSOCIATES	46036	11/3/2014	<u>2,862.50</u>	GE/CIP/JULY/200/341/342
	Total 46036		2,862.50	
EVOQUA WATER TECHNOLOGIES, LLC	46037	11/3/2014	<u>7,968.96</u>	BIOXIDE
	Total 46037		7,968.96	
GREAT AMERICA FINANCIAL SERVICES	46038	11/3/2014	<u>723.18</u>	COPIER LEASE
	Total 46038		723.18	
HAAKER EQUIPMENT CO	46039	11/3/2014	<u>522.50</u>	VACTOR SERVICE
	Total 46039		522.50	
HARTFORD LIFE & ACCIDENT INS.	46040	11/3/2014	<u>368.00</u>	LIFE INS FOR NOVEMBER
	Total 46040		368.00	
KAREN CASEY	46041	11/3/2014	<u>1,750.00</u>	LATERAL REIMBURSEMENT
	Total 46041		1,750.00	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1005 - UNION BANK GENERAL
 From 11/3/2014 Through 11/3/2014

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
MES VISION	46042	11/3/2014	<u>286.60</u>	VISION INS FOR NOVEMBER
	Total 46042		286.60	
NATIONWIDE RETIREMENT SOLUTIONS	46043	11/3/2014	<u>125.00</u>	DEFERRED COMP
	Total 46043		125.00	
OFFICE DEPOT, INC.	46044	11/3/2014	<u>188.69</u>	OFFICE SUPPLIES
	Total 46044		188.69	
PLUMBERS DEPOT, INC	46045	11/3/2014	<u>4,317.84</u>	NOZZTEQ
	Total 46045		4,317.84	
LIONEL POINCENOT	46046	11/3/2014	<u>2,100.00</u>	LATERAL REIMBURSEMENT
	Total 46046		2,100.00	
POLYDYNE, INC	46047	11/3/2014	<u>12,337.92</u>	POLYDYNE
	Total 46047		12,337.92	
PUBLIC EMPLOYEES HEALTH	46048	11/3/2014	<u>20,804.79</u>	HEALTH INS FOR NOVEMBER
	Total 46048		20,804.79	
QUALITY CHEVROLET	46049	11/3/2014	<u>1,284.18</u>	VEHICLE MAINT AND REPAIR
	Total 46049		1,284.18	
RANCHO SANTA FE SECURITY SYSTEMS	46050	11/3/2014	<u>258.00</u>	ALARM SYSTEM
	Total 46050		258.00	
R. J. SAFETY SUPPLY CO., INC.	46051	11/3/2014	<u>166.80</u>	SAFETY ITEMS
	Total 46051		166.80	
THE GUARDIAN	46052	11/3/2014	<u>3,677.15</u>	DENTAL/DISABILITY INS FOR NOV
	Total 46052		3,677.15	
TRI COMMUNITY ANSWERING SERVICE	46053	11/3/2014	<u>90.00</u>	ANSWERING SERVICE-OCTOBER
	Total 46053		90.00	
T.S. INDUSTRIAL SUPPLY	46054	11/3/2014	<u>127.18</u>	PVC DISCHARGE HOSE
	Total 46054		127.18	
UNIFIRST CORPORATION	46055	11/3/2014	<u>203.78</u>	LAUNDRY SERVICE
	Total 46055		203.78	

Leucadia Wastewater District
Check/Voucher Register - CHECK REGISTER
1005 - UNION BANK GENERAL
From 11/3/2014 Through 11/3/2014

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
Report Total			71,172.07	

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

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

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

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

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

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

<u>MARCH</u>			
3/3/2014	Board		\$3,174.36
3/5/2014	Employee		\$42,365.51
3/12/2014	Employee	Incentive	\$8,811.60
3/19/2014	Employee		<u>\$41,712.29</u>
	TOTAL		\$96,063.76

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

APRIL

4/1/2014	Board		\$4,128.58
4/2/2014	Employee		\$41,623.74
4/9/2014	Employee	Incentive	\$921.19
4/16/2014	Employee		\$41,646.80
4/30/2014	Employee		<u>\$41,490.61</u>
	TOTAL		\$129,810.92

MAY

5/2/2014	Board		\$3,750.39
5/12/2014	Employee	Incentive	\$921.19
5/14/2014	Employee		\$42,793.88
5/28/2014	Employee		<u>\$41,948.64</u>
	TOTAL		\$89,414.10

JUNE

6/2/2014	Board		\$3,803.65
6/11/2014	Employee		\$43,921.40
6/25/2014	Employee		<u>\$42,998.91</u>
	TOTAL		\$90,723.96

JULY

7/3/2014	Board		\$2,949.20
7/9/2014	Employee		\$43,104.03
7/23/2014	Employee		\$43,900.37
	TOTAL		\$89,953.60

AUGUST

8/5/2014	Board		\$2,848.67
8/6/2014	Employee		\$44,841.35
8/13/2014	Employee	Incentive	\$18,121.75
8/20/2014	Employee		<u>\$44,093.61</u>
	TOTAL		\$109,905.38

SEPTEMBER

9/3/2014	Employee		\$44,446.50
9/4/2014	Board		\$4,227.18
9/16/2014	Employee	Retirement	\$10,048.90
9/17/2014	Employee		<u>\$43,570.16</u>
	TOTAL		\$102,292.74

OCTOBER

10/1/2014	Employee		\$40,167.92
10/3/2014	Board		\$4,362.16
10/8/2014	Employee	Incentive	\$14,793.18
10/15/2014	Employee		\$40,300.04
10/29/2014	Employee		<u>\$39,487.52</u>
	TOTAL		\$139,110.82

LEUCADIA WASTEWATER DISTRICT
YEAR TO DATE EMPLOYEE AND BOARD PAYROLL AMOUNTS

NOVEMBER

11/3/2014

Board

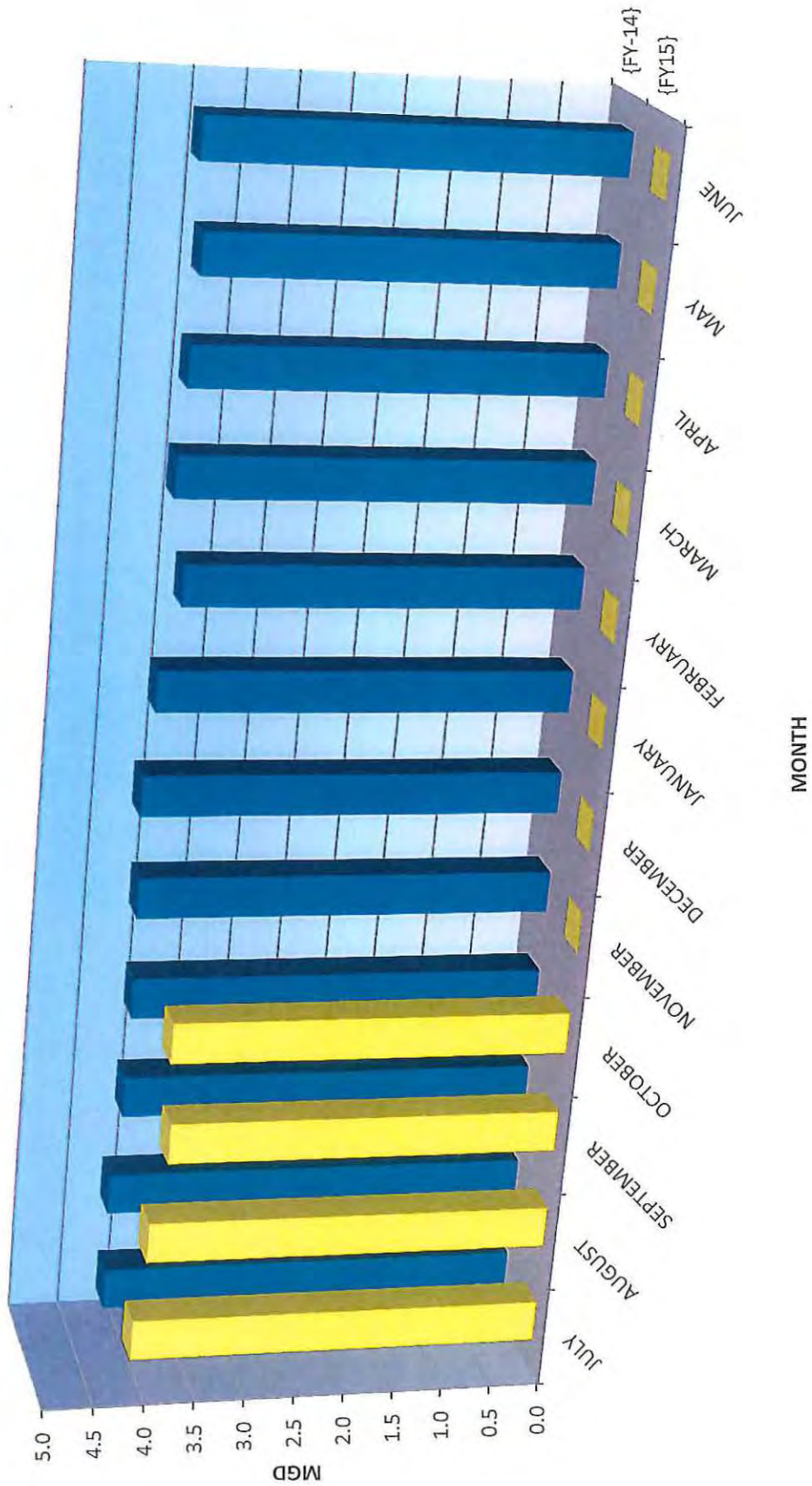
\$3,635.20

**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2015 (July 2014 - June 2015)**

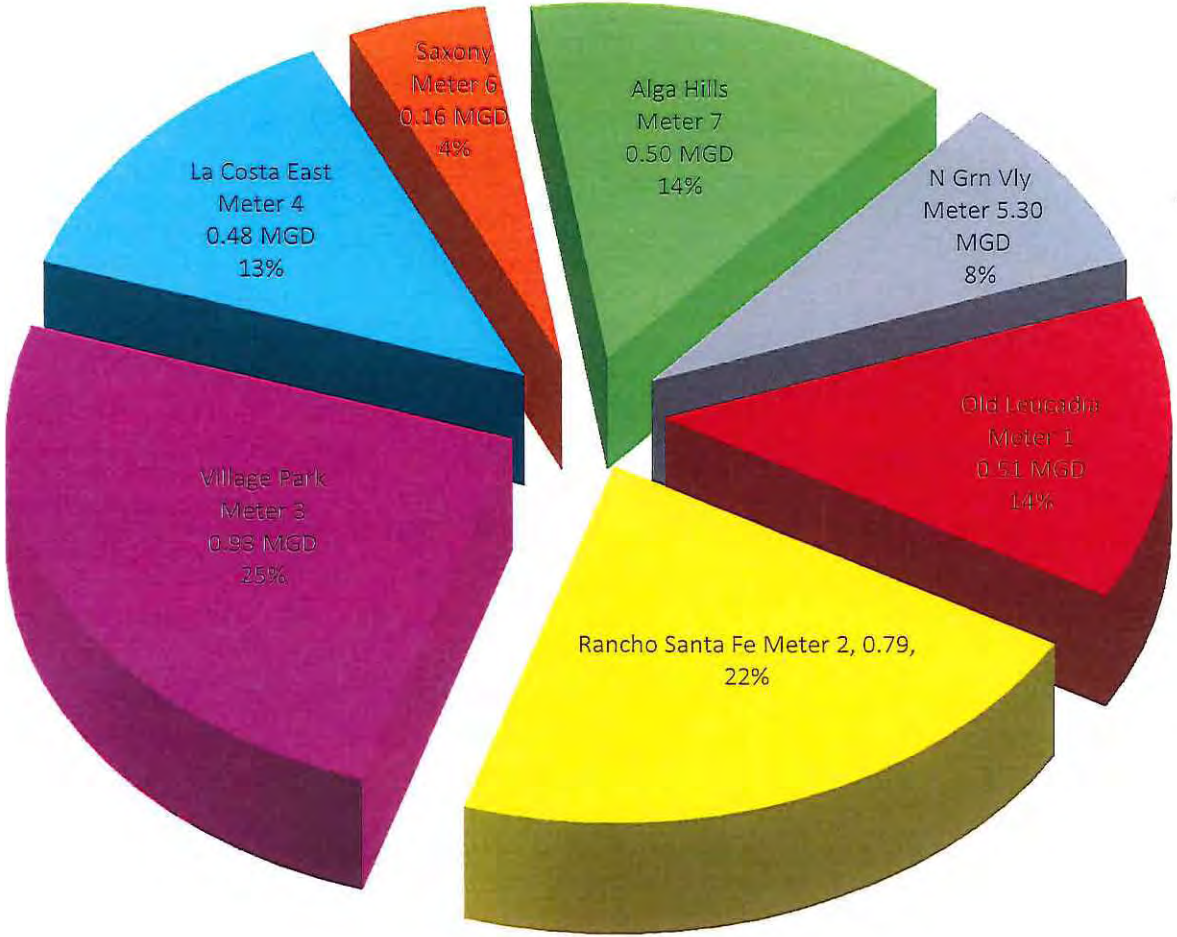
CURRENT MONTH - October 2014							FY 2013-2014
Period	Total Rain Inches	Total Flow MG	Total EDU's 28,277	LWD ADF (MGD)	GPD/EDU	RECLAIMED ADF (ac-ft/mo)	ADF (MGD)
JULY	0.00	127.10	26	4.10	145	44.47	4.18
YTD	0.00	127.10	28,303				
AUGUST	0.32	124.31	37	4.01	141	39.19	4.20
YTD	0.32	124.31	28,340				
SEPTEMBER	0.00	116.10	26	3.87	136	20.26	4.12
YTD	0.00	116.10	28,365				
OCTOBER	0.00	121.52	14	3.92	138	29.66	4.10
YTD	0.00	121.52	28,380				
NOVEMBER							4.12
YTD							
DECEMBER							4.16
YTD							
JANUARY							4.08
YTD							
FEBRUARY							3.90
YTD							
MARCH							4.05
YTD							
APRIL							4.00
YTD							
MAY							3.96
YTD							
JUNE							4.04
YTD	0.00	0.00	0.00				
Annual Total	0.32	489.03	103			133.58	
Mo Average	0.08	122.26	26	3.98	140	33.40	4.08

45

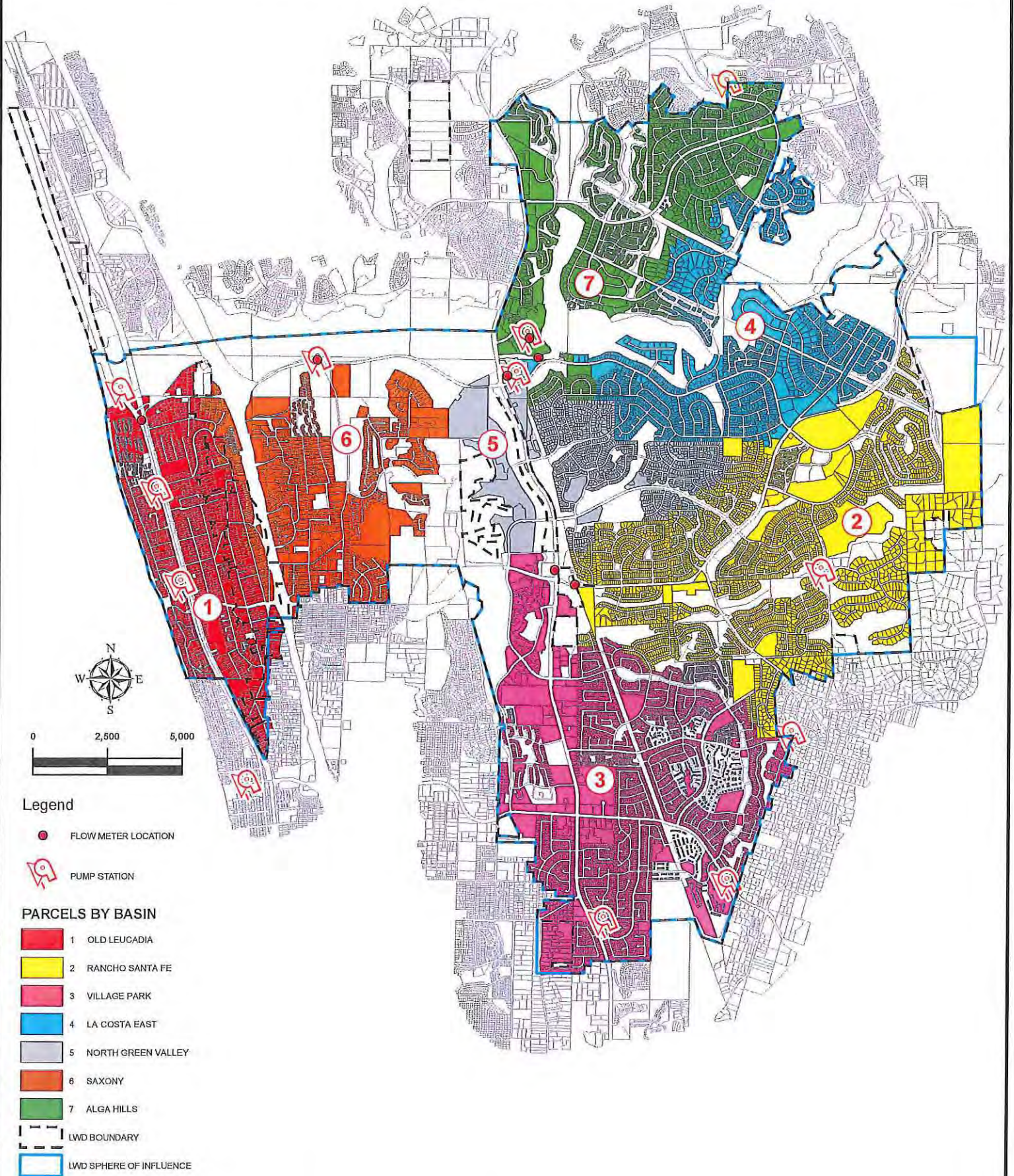
**LEUCADIA WASTEWATER DISTRICT
FLOW COMPARISON FY14 to FY15**



LWD Flows by Sub-Basin
October 2014
Total LWD Flow = 3.92 MGD



LEUCADIA WASTEWATER DISTRICT



Leucadia Wastewater District

Balance Sheet
As of 10/31/2014

		Current Year
Assets		
Cash & Investments	1CAS	34,841,481.49
Accounts Receivables	2A/R	82,394.03
Prepaid Expense	3PRE	643,988.56
Funds held with Encinca Wastewater Authority	4EWA	906,849.00
Capital Assets	4F/A	144,864,121.22
Less Accumulated Depreciation	6DEP	(48,024,593.63)
Total Assets		133,314,240.67
Total Assets		133,314,240.67
Liabilities		
Accounts Payable & Accued Expenses	A/P	510,477.74
Developer Deposits	DEVD	253,886.54
Total Liabilities		764,364.28
Total Liabilities		764,364.28
Net Position		
Beginning Net Position		
Investment in Capital Assets	IC/A	98,015,527.59
Reserves	RESV	37,577,007.14
Total Beginning Net Position		135,592,534.73
Current Change In Net Position		
Other		(3,042,658.34)
Total Current Change In Net Position		(3,042,658.34)
Total Net Position		132,549,876.39
Total Net Postion		132,549,876.39
Total Liabilites & Net Position		133,314,240.67

Leucadia Wastewater District

Summary Budget Comparison – Revenues and Operating Expenses
From 7/1/2014 Through 10/31/2014

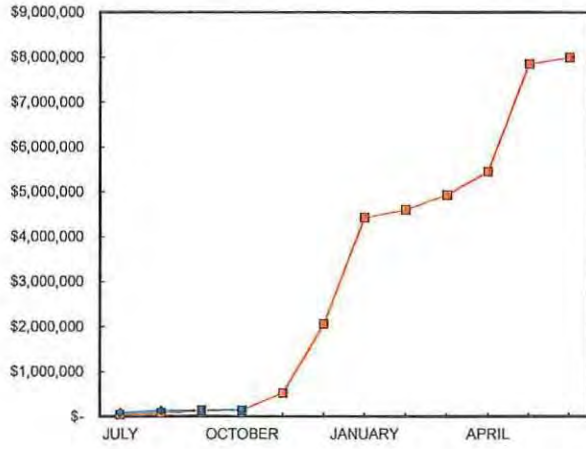
Account Title	YTD Actual	Total Annual Budget	Total Budget Variance	Percentage Total Budget Used
OPERATING REVENUES				
3110 Sewer Service Fees	146,745.89	8,002,543.00	7,855,797.11	1.8%
3150 Recycled Water Sales	96,324.15	275,000.00	178,675.85	35.0%
3100 Misc. Operating Revenue	\$ 2,040.00	\$ 244,080.00	\$ 242,040.00	0.8%
TOTAL OPERATING REVENUES	\$ 245,110.04	\$8,521,623.00	\$8,276,512.96	2.9%
OPERATING EXPENSES				
4100 Salaries	\$ 517,500.25	\$1,592,462.00	\$1,074,961.75	32.5%
4200 Employee Benefits	228,385.95	818,080.00	589,694.05	27.9%
4300 Directors Expense	44,980.43	140,350.00	95,369.57	32.0%
4400 Election Expense	15,418.00	30,000.00	14,582.00	51.4%
4600 Gas, Oil & Fuel	13,929.62	46,000.00	32,070.38	30.3%
4700 Insurance Expense	17,130.07	118,000.00	100,869.93	14.5%
4800 Memberships	8,268.00	27,800.00	19,532.00	29.7%
4900 Office Expense	18,727.81	115,700.00	96,972.19	16.2%
5000 Operating Supplies	76,614.48	227,000.00	150,385.52	33.8%
5200 Professional Services	153,527.98	570,200.00	416,672.02	26.9%
5300 Printing & Publishing	2,405.28	32,000.00	29,594.72	7.5%
5400 Rents & Leases	8,675.93	19,100.00	10,424.07	45.4%
5500 Repairs & Maintenance	102,466.71	324,900.00	222,433.29	31.5%
5600 Monitoring & Permits	5,290.75	49,700.00	44,409.25	10.6%
5700 Training & Development	11,329.67	44,500.00	33,170.33	25.5%
5900 Utilities	153,607.74	429,400.00	275,792.26	35.8%
6100 LAFCO Operations	5,841.00	6,200.00	359.00	94.2%
6200 Encina Operating Expense	383,216.83	1,841,919.00	1,458,702.17	20.8%
6900 Admin O/H alloc to Capital	(30,310.64)	(114,164.00)	(83,853.36)	26.6%
TOTAL OPERATING EXPENSES	\$1,737,005.86	\$6,319,147.00	\$4,582,141.14	27.5%
NON-OPERATING REVENUES				
3130 Capacity Fees	404,045.16	180,270.00	(223,775.16)	224.1%
3220 Property Taxes	33,784.72	1,300,000.00	1,266,215.28	2.6%
3250 Investment Income	59,213.00	155,000.00	95,787.00	38.2%
3290 Misc. Non Op Revenue	1,293.30	677,484.00	676,190.70	0.2%
TOTAL NON-OPERATING REVENUES	\$ 498,336.18	\$2,312,754.00	\$1,814,417.82	21.5%

Leucadia Wastewater District

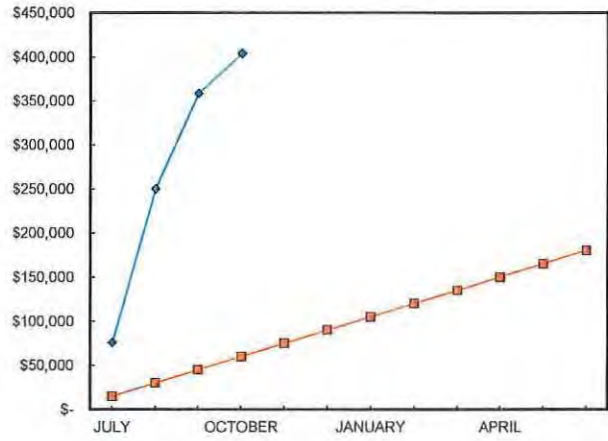
Revenue FY 2015

YTD through October 31, 2014

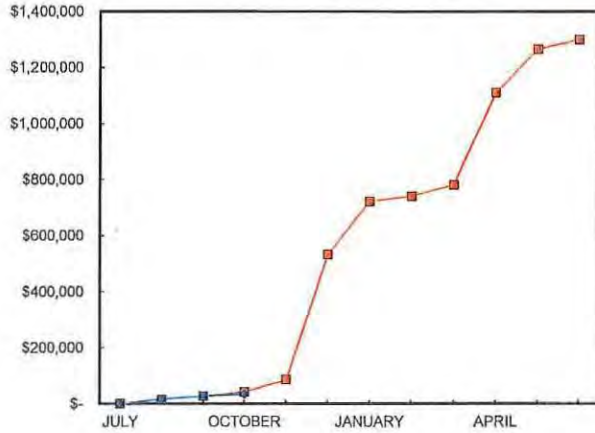
Sewer Service Fees



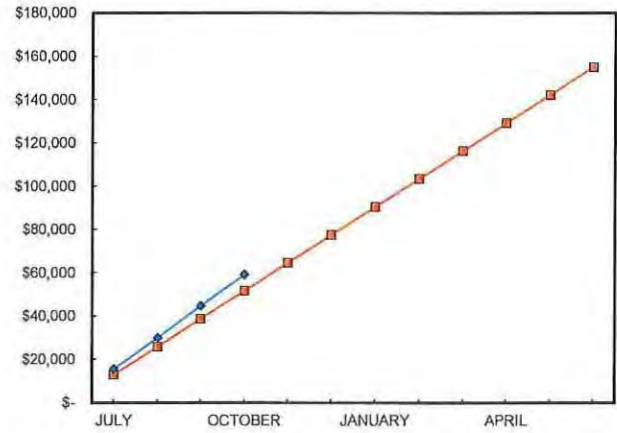
Capacity Charges



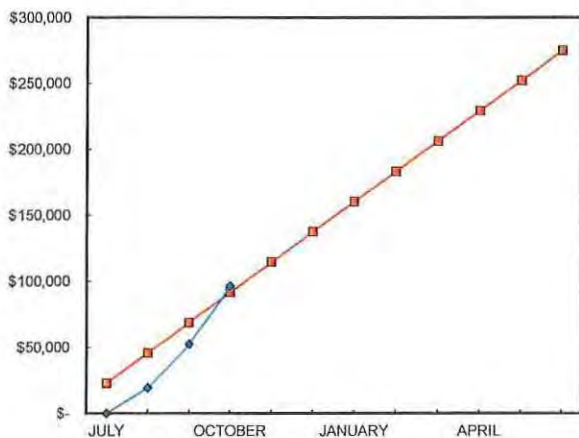
Property Taxes



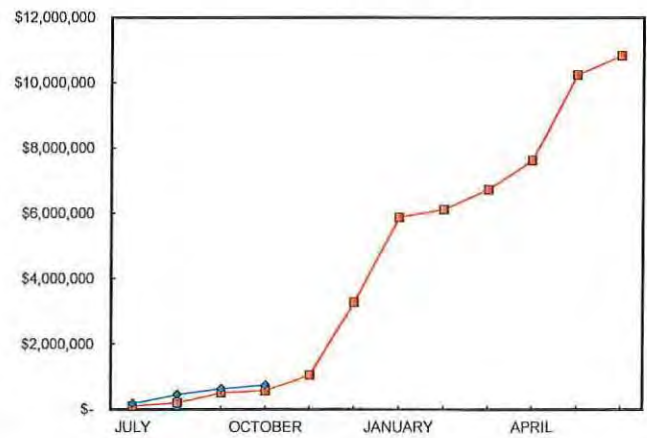
Investment Income



Recycled Wastewater



Total Revenue



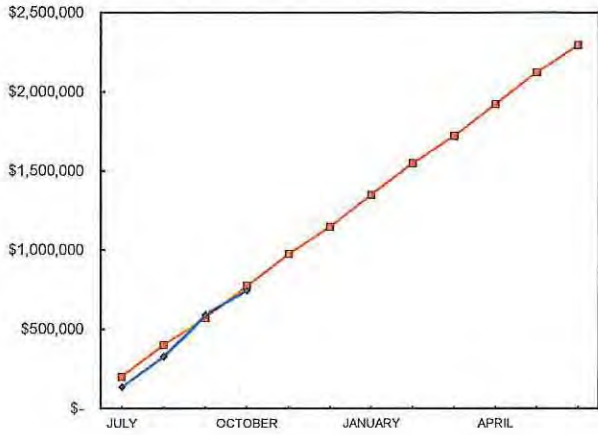
Legend: Budget (red line with squares), Actual (blue line with diamonds)

Legend: Budget (red line with squares), Actual (blue line with diamonds)

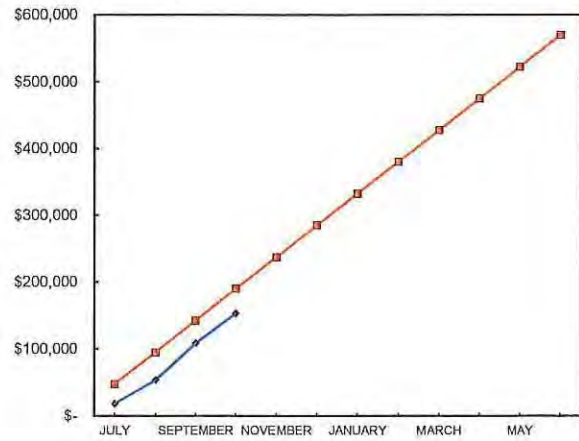
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Operating Expenses FY 2015 YTD through October 31, 2014

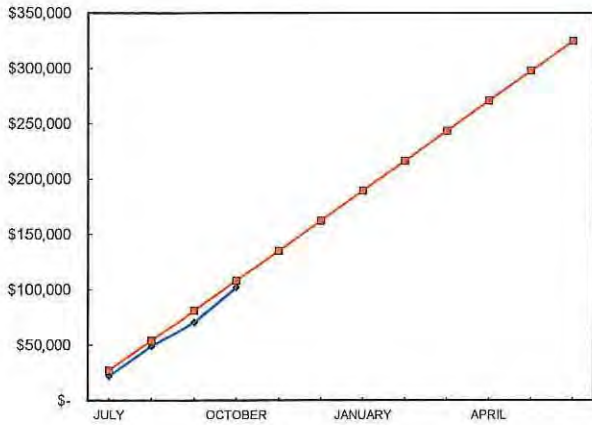
Salaries and Benefits



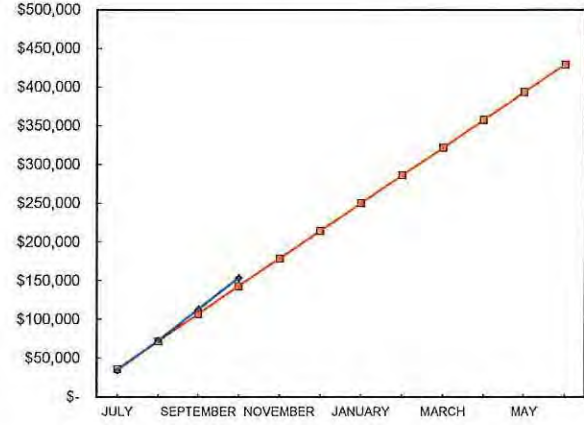
Professional Services



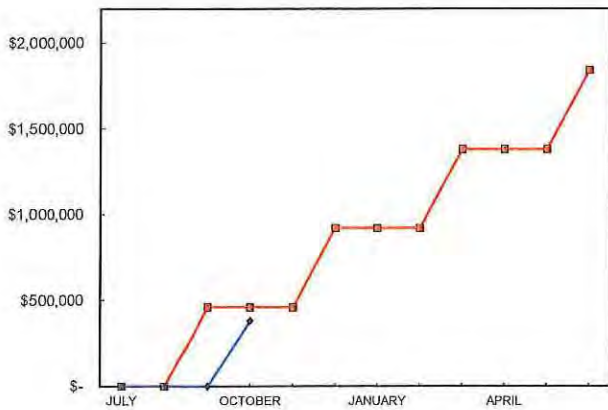
Repairs & Maintenance



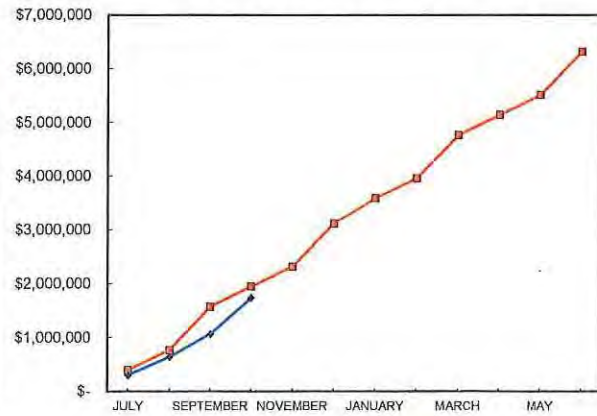
Utilities



Encina M&O



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



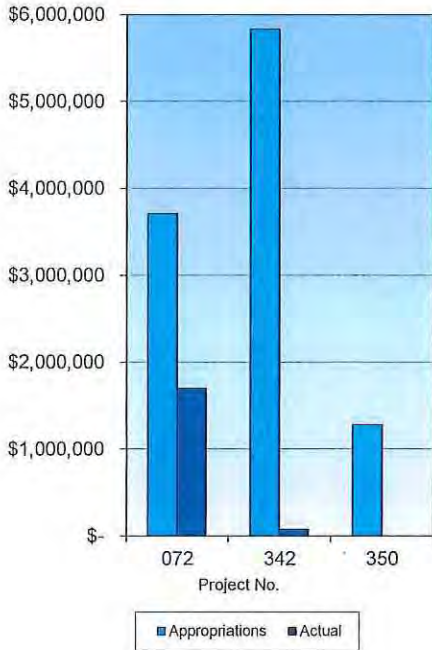
— Budget — Actual

— Budget — Actual

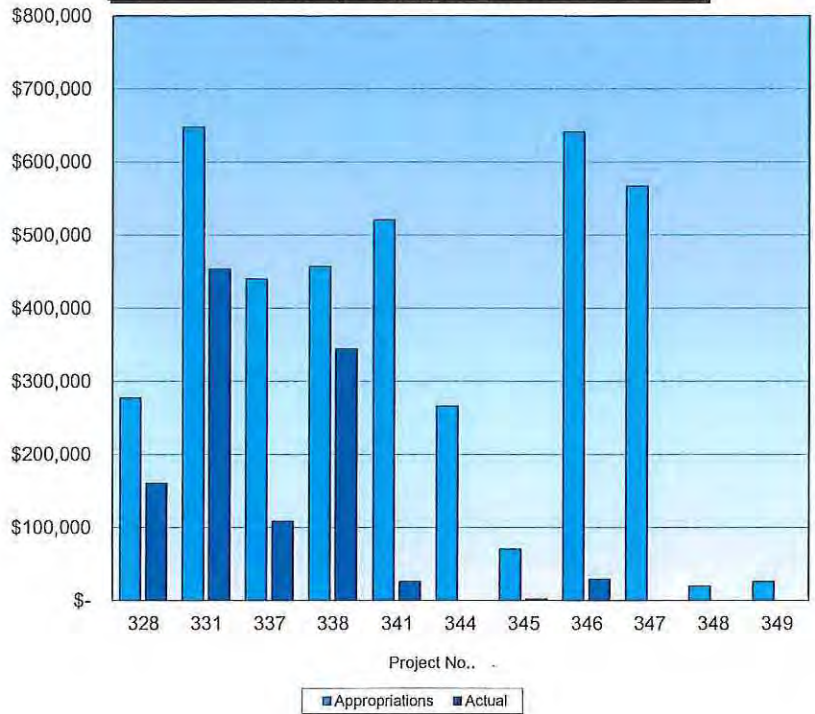
* Preliminary: subject to future review, reconciliation, accruals, and audit

Leucadia Wastewater District Capital Expenditures As of October 31, 2014

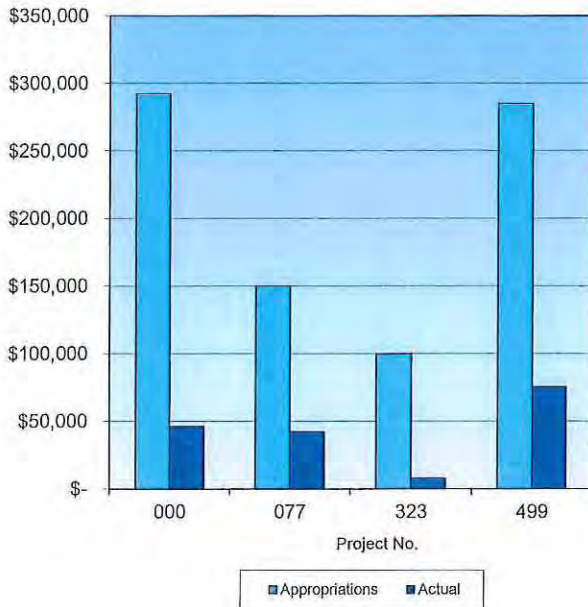
District Multi Year Capital Expenditures by Project (>\$1M) Through FY2015



District Multi Year Capital Expenditures by Project (<\$1M) Through FY2015



Single Year Capital Expenditures by Project FY2015



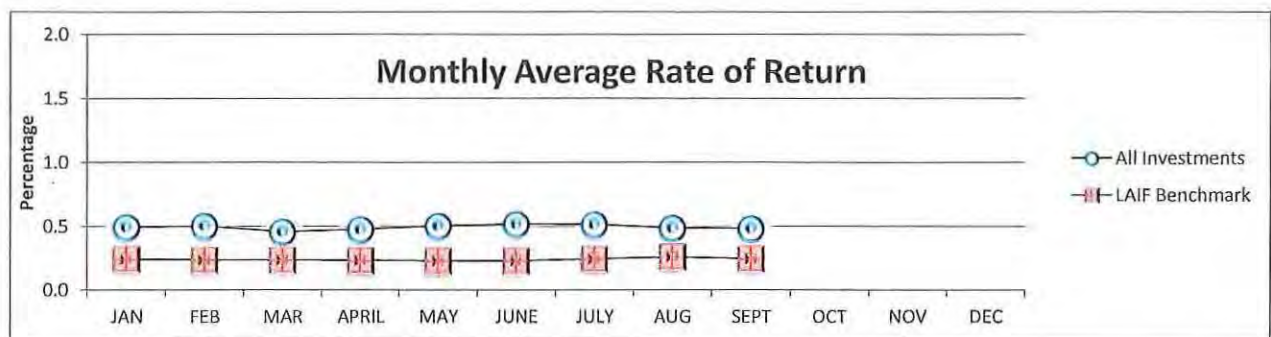
Project Legend

Multi-Year Capital Projects	
Description	No.
Encina Wastewater Authority	072
Water Recycling Group	328
Leucadia PS Generator Replacement	331
LWD Force Main Corrosion Evaluation	337
Recycled Water Effluent Line Repair	338
Scott's Valley Pipeline Repair	341
B2 Force Main Replacement Project	342
Leucadia PS VFD Replacement	344
Leucadia FM West Section Replacmnt	345
FY2015 Gravity Pipeline Rehab	346
Saxony RS Rehab	347
L2 Cathodic Protectn - Anode Replace	348
Disaster Preparedness	349
B1 Force Main Replacement Projects	350
Single Year Capital Projects	
Description	No.
Equipment	000
Misc Pipeline Rehabilitation	077
Lateral Replace/Backflow Prevention	323
LWD Gen'l Cap Labor & O/H Allocation	499

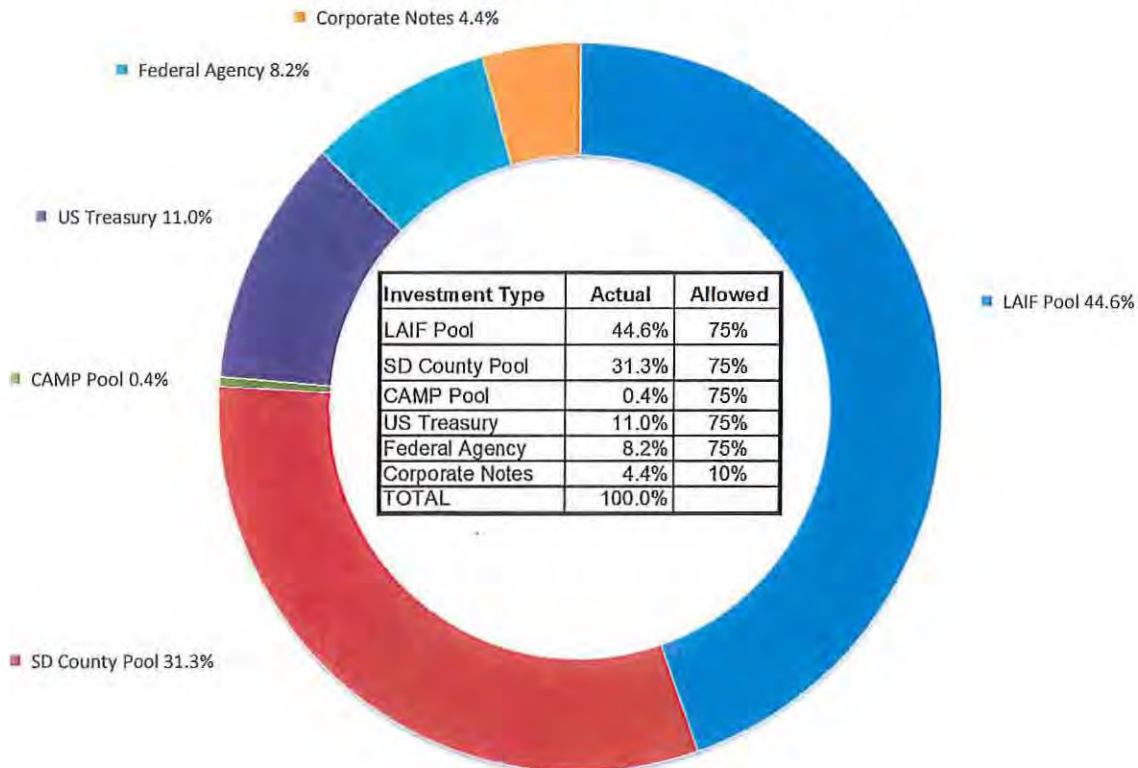
* Preliminary: subject to future review, reconciliation, accruals, and audit

LEUCADIA WASTEWATER DISTRICT Monthly Investment Summary September 30, 2014

Cash Equivalents & Investments	Principal (Original Cost)		September Interest	Average Rate
	August 31, 2014	September 30, 2014		
LAIF Pool	\$ 16,352,505	\$ 16,224,505	\$ 3,339	0.246%
SD County Pool	11,390,113	11,390,113	4,452	0.469%
CAMP Pool	148,919	153,441	6	0.050%
CAMP Portfolio				
US Treasury Notes	3,992,305	3,992,305	2,750	0.830%
Federal Agency Mortgage-Backed Securities	10,233	10,009	69	8.310%
Federal Agency Notes	2,989,880	2,989,880	2,468	0.990%
US Treasury Bonds/Notes	1,611,640	1,611,640	1,583	1.190%
Total Camp Portfolio	8,604,058	8,603,834	6,871	0.960%
Totals	\$ 36,495,596	\$ 36,371,893	\$ 14,668	0.483%

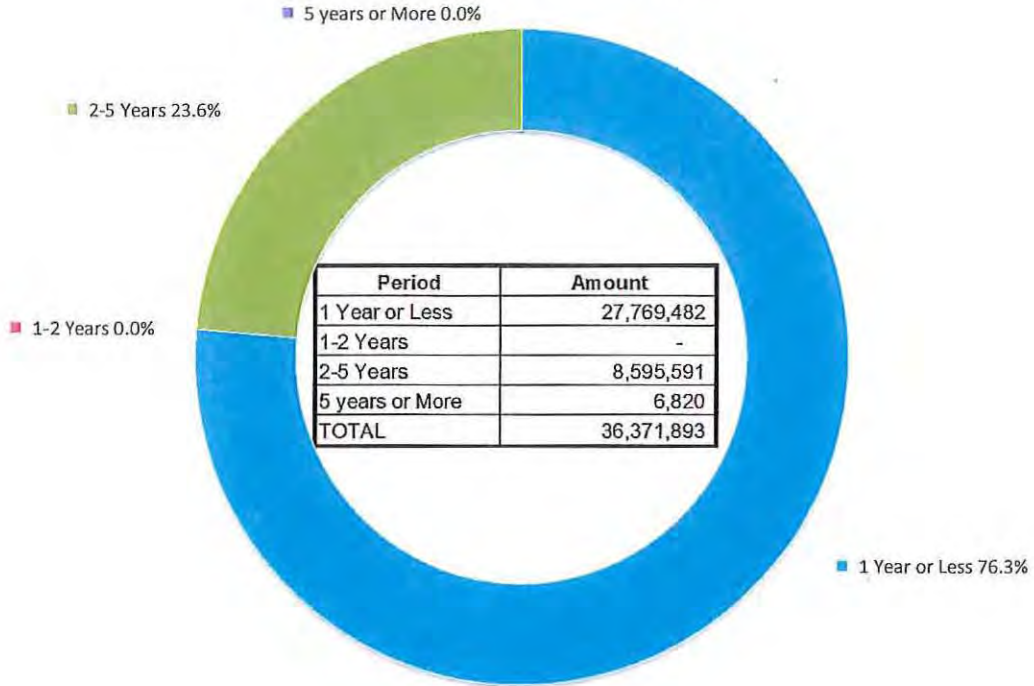


INVESTMENT DISTRIBUTION BY CATEGORY

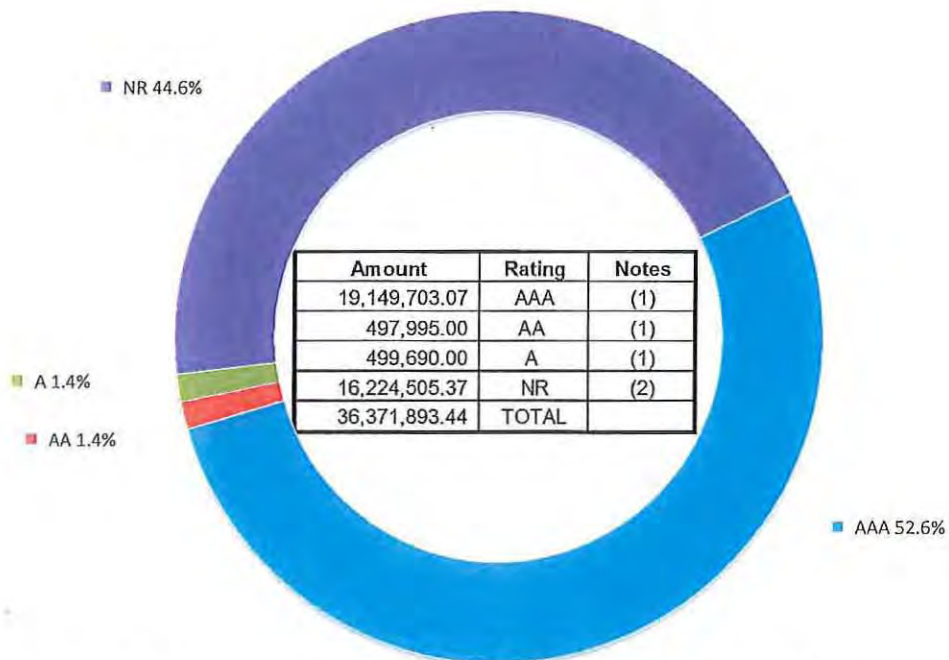


LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
September 30, 2014
(Continued)

REMAINING MATURITY



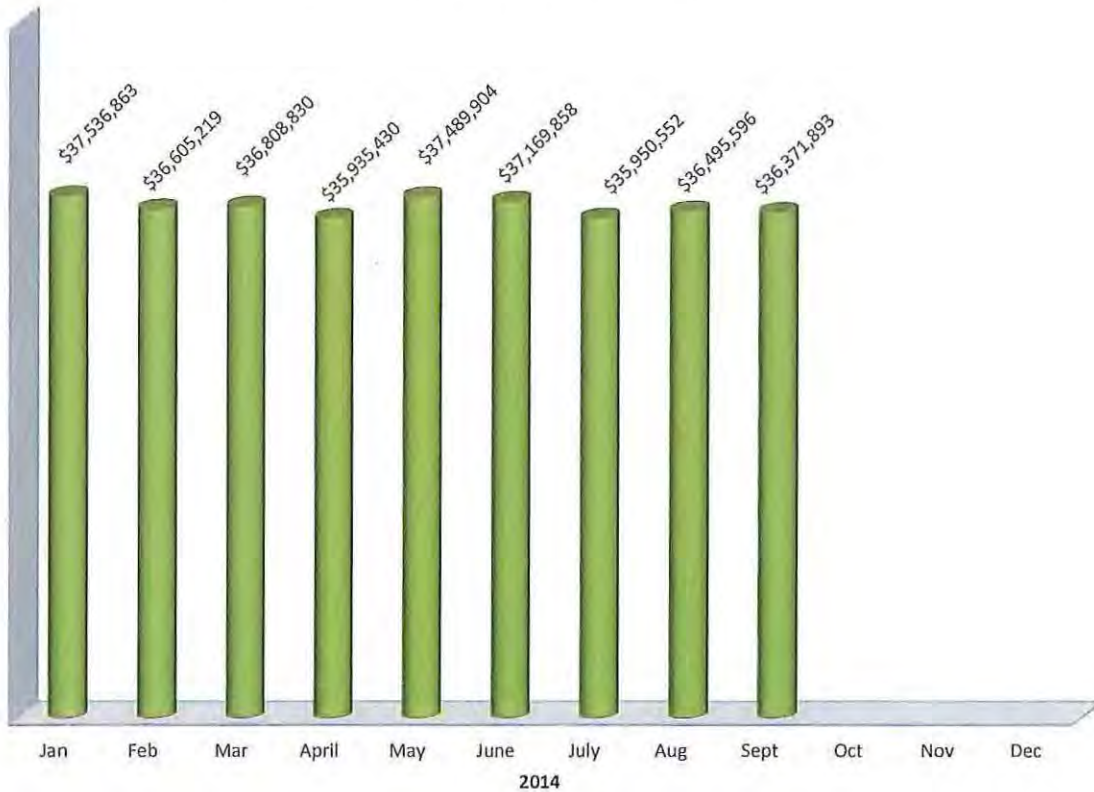
INVESTMENT RATINGS



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

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
September 30, 2014
(Continued)

TOTAL CASH EQUIVALENTS & INVESTMENTS



INVESTMENT TRANSACTIONS
For the month of September, 2014


Investment	Purchases	Maturities	Sales	Notes	YTM at Cost
GNMA MBS 30-yr Pools	\$ -	\$ 224	\$ -	(3)	8.31%
TOTAL	\$ -	\$ 224	\$ -		

(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: 15-4265

DATE: November 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: LWD QUARTERLY TREASURER'S INVESTMENT REPORT

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Receive and file LWD's Quarterly Treasurer's Investment Report.

DISCUSSION:

In accordance with California Government Code Section §53646 LWD is encouraged to render the Quarterly Treasurer's Investment Report to the Board of Directors for its consideration. For your convenience, staff has developed a one page summary of LWD's investments for the quarter ending September 30, 2014 (see attached). A copy of the full Quarterly Treasurer's Investment Report has been enclosed for your review.

rd:PB

Attachment
Enclosure

**LEUCADIA WASTEWATER DISTRICT
QUARTERLY TREASURER'S REPORT SUMMARY**

SUMMARY OF INVESTMENTS AT September 30,2014

ASSETS	AMORTIZED COST 9/30/2014	% OF TOTAL	
		Actual	Allowed
LAIF - STATE INVESTMENT POOL	\$ 16,224,505.00	44.7%	75.0%
SAN DIEGO COUNTY INVESTMENT POOL	11,390,113.00	31.3%	75.0%
CAMP - JPA INVESTMENT POOL	153,440.98	0.4%	75.0%
CAMP PORTFOLIO - US BANK Safekeeping			
US Treasury Bonds/Notes	3,992,809.14	11.0%	75.0%
Federal Agency - GNMA Pools	9,993.18	0.03%	See below
Federal Agency Bond Notes	2,992,797.71	8.2%	See below
Corporate Notes	1,571,601.78	4.3%	10.0%
	8,567,201.81		
TOTAL INVESTMENTS	\$ 36,335,260.79	100.0%	

Total Federal Agency Investments	3,002,790.89	8.3%	75%
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INTEREST FOR THE QUARTER ENDED September 30,2014

MONTH	INTEREST EARNED	AVERAGE RETURN
July	\$ 15,532.00	0.51%
August	14,451.00	0.49%
September	14,746.00	0.48%
TOTALS	\$ 44,729.00	

MEMORANDUM

Ref: 15-4273

DATE: November 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **October 2014 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 October 2014.

DISCUSSION:

In accordance with Resolution No. 2250 - The Integrated Travel Authorization and Expense Reimbursement Policy, this report is presented to the Board of Directors for consideration. Attached please find the Board Disclosure of Reimbursements report for the month of October 2014 your review.

th:PB

Attachment

**Leucadia Wastewater District
Disclosure of Reimbursements Report
October 1 - 31, 2014**

Conference Date	Description	Director	Director	Director	Director	Director	GM	ASM	TSM	FSS	EA
		J. Hanson	E. Sullivan	D. Omsted	D. Kulchin	A. Juliussen	P. Bushee	C. LeMay	R. Morishita	J. Stecker	T. Hill
<i>CSDA Annual Conference</i>											
CSDA Annual Conference Sept. 28-Oct. 2, 2014 Palm Springs, CA	Registration	550.00	475.00	550.00	550.00	550.00		550.00			
	Hotel (includes hotel parking)	471.27	471.27	481.26	510.78	518.78		162.09			
	Airfare	-	-	-	-	-		-			
	Meals	62.37	19.00	7.02	28.99	103.74		15.70			
	Rental Car	-	-	-	-	-		-			
	Airport parking	-	-	-	-	-		-			
	Tips	-	19.00	10.00	10.00	2.00		120.51			
	Fuel/mileage/taxi	-	134.40	138.88	140.00	150.08					
Total	1,083.64	1,118.67	1,187.16	1,239.77	1,324.60	0.00	848.30	0.00	0.00	0.00	
<i>WEFTEC Conference</i>											
WEFTEC Conference Sept. 27-Oct. 1, 2014 New Orleans, LA	Registration						875.00		875.00		
	Hotel (includes hotel internet)						913.55		900.60		
	Airfare						402.20		402.20		
	Meals						148.55		126.27		
	Taxi/Shuttle						-		70.95		
	Baggage fees/tips						30.00		5.00		
	Fuel/mileage						-		-		
Total	\$0.00	0.00	0.00	0.00	0.00	0.00	2,369.30	0.00	2,380.02	0.00	0.00
<i>CalPERS Educational Forum</i>											
CalPERS Forum Oct. 26-29, 2014 Riverside, CA	Registration										350.00
	Hotel (includes hotel parking)										346.23
	Airfare										-
	Meals										54.88
	Rental Car										-
	Fuel/mileage/taxi										73.62
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	824.73
<i> </i>											
	Registration										
	Hotel										
	Airfare										
	Meals										
	Rental Car										
	Fuel/mileage/taxi										
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Encina Wastewater Authority Report
Regular Board Meeting
October 22, 2014

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

Regular Board of Directors Action Item

1. Revised Basic Agreement Amendment

The Board of Directors adopted an Amended and Restated Revised Basic Agreement and forwarded to the Joint Advisory Committee for consideration.

Joint Advisory Committee (JAC) Action Item

2. Revised Basic Agreement Amendment

The Joint Advisory Committee adopted an amended and restated the Revised Basic Agreement and forwarded to the Boards and Councils of the Member Agencies for consideration and adoption.

(No executive session)

Community Affairs Committee Meeting Report

Presented by Director Sullivan

Meeting held October 15, 2014

1. Review and discuss the fall draft 2014 newsletter layout.

The CAC reviewed and commented on the text and layout of the newsletter. TRG will make the recommended changes.

The CAC directed staff to move forward with the production of the newsletter.

The newsletter was mailed out the week of November 3, 2014.

2. LWD's Facebook Update.

The CAC and staff reviewed a list of topics and ideas to post on Facebook, along with an editorial calendar that states when posts will go live on Facebook.

The CAC authorized staff and TRG to proceed with the topics and calendar as proposed.

Ad Hoc Committee Meeting Report

Presented by Director Omsted

Meeting held October 22, 2014

1. Review and discuss the Board-General Manager/Staff Relations Policy.

The Ad Hoc Committee reviewed the Board-General Manager/Staff Relations Policy and directed staff to make a few revisions to the policy.

This item will be reviewed later on in the agenda.

MEMORANDUM

DATE: November 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Adopt Resolution No. 2254 – Adopting An Amended and Restated Revised Basic Agreement (RBA) of the Encina Wastewater Authority**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2254 – Adopting An Amended and Restated Revised Basic Agreement (RBA) of the Encina Wastewater Authority (EWA); and/or
2. Discuss and provide direction, as appropriate.

DISCUSSION:

At EWA's October 22, 2014 Board of Directors and Joint Advisory Committee meetings, the Boards adopted an amended and restated RBA and directed EWA staff to forward it to the member agencies for their adoption.

The RBA provides for joint ownership of the EWA facilities for the purpose of planning, designing, owning, operating, and maintaining a joint sewer system. Per the RBA, any revisions must be approved unanimously by all member agencies' Board of Directors.

The RBA was last amended in 2004 and the purpose of this RBA amendment is to:

- Reflect the new capacity and ownership percentages for the Encina Wastewater Pollution Control Facility due to the final acceptance of the Phase V expansion Project;
- Identify current reclamation facilities;
- Identify the methodology for allocating capital expenses associated with the Phase V capacity and costs; and
- Minor house-keeping administrative updates.

Attached please find the Resolution No. 2254 – Adopting An Amended and Restated Revised Basic Agreement of the EWA, along with Exhibit A the Amended Revised Basic Agreement for your review.

Staff recommends that the Board of Directors adopt Resolution No. 2254.

th:PJB

RESOLUTION NO. 2254

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
ADOPTING AN AMENDED AND RESTATED REVISED BASIC AGREEMENT OF THE
ENCINA WASTEWATER AUTHORITY

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

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

WHEREAS, LWD is party to certain documents entitled the "Revised Basic Agreement for Ownership, Operation and Maintenance of a Joint Sewage System" (RBA) and the Revised Establishment Document (RED) for the EWA which establish the ownership, operation, maintenance and administration of the Encina Joint System and the EWA, respectively; and

WHEREAS, section 9 of the RBA has been amended to reallocate the Phase V capacities and ownership for Unit I, Unit J and Reserve; and

WHEREAS, section 10 of the RBA has been amended to identify current reclamation facilities; and

WHEREAS, section 17 of the RBA has been amended to identify, by reference, the methodology for allocating capital expenses associated with Phase V capacity and costs; and

WHEREAS, it is in the best interest of EWA and its member agencies that these and other administrative amendments be included in the RBA; and

WHEREAS, the EWA Board of Directors and Joint Advisory Committee on October 22, 2014 recommended that the Boards and Councils of the Member Agencies consider and adopt the proposed Amended and Restated Revised Basic Agreement.

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

Section 1: Adopt the Amended and Restated Revised Basic Agreement, attached hereto as Exhibit A, as recommended by the EWA Board of Directors and Joint Advisory Committee.

PASSED AND ADOPTED by the Board of Directors at a meeting of the Leucadia Wastewater District held November 12, 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David Kulchin, President

ATTEST:

Paul J. Bushee, Secretary/Manager

(SEAL)

REVISED BASIC AGREEMENT
FOR
OWNERSHIP, OPERATION AND MAINTENANCE OF A JOINT SEWAGE SYSTEM
AS AMENDED OCTOBER 22, 2014

Ref: Admin.14-10934

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**REVISED BASIC AGREEMENT
FOR
OWNERSHIP, OPERATION AND MAINTENANCE OF A JOINT SEWAGE SYSTEM
AS AMENDED
EFFECTIVE OCTOBER 22, 2014**

THIS AGREEMENT (hereinafter referred to as the Revised Basic Agreement), is made and entered into as of the 22nd day of October 2014, by and among the CITY OF VISTA, a charter city (hereafter VISTA), the CITY OF CARLSBAD, a charter city (hereafter CARLSBAD), the BUENA SANITATION DISTRICT, a County Sanitation District (hereafter BUENA), the VALLECITOS WATER DISTRICT, a County Water District (hereafter VALLECITOS), the LEUCADIA WASTEWATER DISTRICT, a County Water District (hereafter LEUCADIA), and the CITY OF ENCINITAS, a general law city (hereafter ENCINITAS).

RECITALS

WHEREAS, the parties hereto are responsible for providing sewage collection, transmission, treatment and disposal services in their respective service areas and are authorized to contract with other parties for the provision of such services; and,

WHEREAS, on July 13, 1961, VISTA and CARLSBAD entered into a Basic Agreement pursuant to Chapter 5 of Division 7 of Title 1 of the California Government Code to acquire, construct and operate a Joint Sewer System; and,

WHEREAS, the Basic Agreement provided that other municipal corporations and public districts or agencies may become parties to the Basic Agreement, thereby becoming members of the joint powers authority; and,

WHEREAS, on January 6, 1964, BUENA became a member of the joint powers authority and acquired certain interests and capacity rights in the Joint System; and,

WHEREAS, on March 22, 1965, VALLECITOS (then San Marcos) became a member of the joint powers authority and acquired certain interests and capacity rights in the Joint System; and,

WHEREAS, on August 17, 1971, LEUCADIA and ENCINITAS (then Encinitas Sanitary District) became members of the joint powers authority and acquired certain interests and capacity rights in the Joint System; and,

WHEREAS, it is the desire of the parties hereto to (a) continue functioning through a joint powers authority and (b) modify and condense the enabling legal documents for the joint powers authority by entering into a Revised Basic Agreement pursuant to Article 1, Chapter 5, Division 7, Title 1 of California Government Code relating to the joint exercise of powers, for the purposes of planning, designing, owning, operating, and maintaining a joint sewer system and concurrently establishing, by separate agreement, the Encina Wastewater Authority ("EWA").

NOW THEREFORE, THE PARTIES HERETO COVENANT WITH EACH OTHER AS FOLLOWS:

Section 1 DEFINITIONS

For the purposes of this agreement the following terms shall have the meanings indicated:

1.1 Joint Advisory Committee (JAC). A committee composed of representatives of the member agencies that advises both the member agencies and the Operator/Administrator on issues relating to the Joint System.

1.2 Joint System. The Encina Water Pollution Control Facility (Unit I), and the Encina Ocean Outfall (Unit J) including all related land, rights of way, and appurtenances (collectively, "Encina").

1.3 Member Agencies. The six members of the Encina Wastewater Authority: Vista, Carlsbad, Buena, Vallecitos, Leucadia, and Encinitas.

1.4 Operator/Administrator. The public agency designated by the member agencies as being responsible for operating, maintaining, and administering the Encina Joint System. Since August 1, 1988, the Operator/Administrator has been the Encina Wastewater Authority.

1.5 Biosolids. Primarily organic solid product, produced by the wastewater treatment processes, which can be beneficially recycled.

History: Adopted December 17, 1990; Amended effective November 18, 1992; November 9, 1994.

Section 2 JOINT PARTICIPATION

The member agencies shall participate jointly in the planning, design, acquisition, construction, ownership, operation, maintenance and use of the Joint System (including any future expansions thereof), and shall pay for such activities as hereinafter specified.

History: Adopted December 17, 1990.

Section 3 AREA TO BE SERVED BY THE JOINT SYSTEM

3.1 Existing Service Area. The area to be served by the Joint System is shown on Exhibit A, which is attached hereto and made a part of this Revised Basic Agreement by reference. Areas lying outside a member agency's legal boundary but inside that member agency's Exhibit A service area may be served by the member agency, providing the member agency provides assurance in the form of a legally binding agreement that these discharges will meet all applicable rules and regulations. Any wastewater or biosolids received from outside a member agency's legal boundary pursuant to such agreement shall be regarded as the wastewater or biosolids of the member agency for the purposes of billing, capacity, and source control.

3.2 Revisions to the Service Area. Areas lying outside the Exhibit A service areas of the member agencies may be served, provided such areas are annexed by a member agency. Notification of such annexations must be made in writing to the Joint Advisory Committee so that Exhibit A can be modified as appropriate. Member agencies can also request alteration of their Exhibit A service areas; such modifications must be approved in writing by all member agencies, as evidenced by receipt of resolutions from the governing bodies of all member agencies.

Member agencies whose Exhibit A service areas are enlarged shall be responsible for providing adequate capacity.

3.3 Prohibition on Discharges from Outside the Exhibit A Service Area. Each member agency agrees that it will neither permit nor knowingly countenance the use of the Joint System, directly or indirectly, for the disposal of wastewater or biosolids originating outside of its legal boundary except in the above manner, extent and conditions.

History: Adopted December 17, 1990; Amended effective November 18, 1992; November 9, 1994.

Section 4 ENLARGEMENT OF THE JOINT SYSTEM

Any member agency having first obtained the consent of Carlsbad and Vista, may at its sole cost and expense enlarge any portion of Unit I or J of the Joint System in which it is the owner of capacity rights and any increased capacity in such unit or portion resulting from such enlargement shall belong to the member agency paying the cost and expense thereof. No member agency shall unreasonably withhold consent to such enlargement. Any such enlargement shall be constructed in accordance with plans and specifications approved by Carlsbad and Vista.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

Section 5 PROTECTION OF THE JOINT SYSTEM/SOURCE CONTROL

5.1 Protection of the Joint System. The Joint System shall not be used by any member agency for any purpose other than the conveyance, treatment, reuse, or disposal of wastewater and its by-products. Wastewater shall be construed to mean domestic sewage and trade wastewaters. Each member agency shall adopt and enforce ordinances, resolutions, rules and regulations, concerning the type and condition of wastewater permitted to be discharged into the sewers under its control and shall prohibit the discharge of any wastewater which would be detrimental to the Joint System, or to the use of by-products generated by the Joint System. Such ordinances, resolutions, rules and regulations shall reflect the applicable federal and state statutes and regulations and shall be consistent with the Operator/Administrator's industrial pretreatment regulations.

5.2 Prohibitions. No member agency shall allow excessive infiltration of any surface or storm waters to be discharged directly or indirectly into the Joint System. No member agency shall allow cooling water or other unpolluted industrial wastewater to be discharged directly or indirectly into the Joint System without the consent of all other member agencies. No member agency shall authorize a discharge from any groundwater cleanup site unless the discharge is authorized in advance by the Operator/Administrator.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

Section 6 CAPACITY AND USE OF CAPACITY (CAPACITY INFRINGEMENT)

Each member agency shall own and enjoy a perpetual right to use its Joint System capacity in the proportions set forth immediately below herein. No member agency shall in any way grant, encumber, limit or restrict its interest in any part of the Joint System for any purpose other than the treatment and disposal or reuse of wastewater and the management of wastewater treatment byproducts, or use the Joint System or any part thereof to a greater percentage than its capacity rights, except as set forth in Section 9 herein, without the prior written consent of the

other member agencies, provided that no such excessive use without written consent shall be construed as a waiver of capacity rights by any member agency.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

Section 7 CAPACITY MONITORING

Each member agency shall participate in a joint flow metering system, operated and administered by the Operator/Administrator, and facilitate such measurements of flow into the Joint System as needed for billing purposes and to verify that each agency is within its capacity rights. This metering system shall be maintained according to a separate agreement executed by the Operator/Administrator and the member agencies.

History: Adopted December 17, 1990.

Section 8 ACQUISITION/SALE OF EXCESS CAPACITY

In the event that any member agency hereafter requires additional capacity in the Joint System and capacity is available from another member agency, the capacity may be licensed, leased or purchased as necessary. Such lease or purchase shall be on terms as are hereafter agreed upon by the member agencies involved. In the event an inter-agency capacity agreement is adopted, the Joint Advisory Committee shall be notified in writing. Licensing, lease or purchase shall be subject to the terms and conditions established in Section 9 herein.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

Section 9 CAPACITY RIGHTS IN UNITS

9.1 Unit I and Unit J Capacity. Capacity rights shall be as follows:

Member Agency	Unit I Liquid		Unit I Solids		Unit J Disposal	
	MGD	Percentage	MGD	Percentage	MGD	Percentage
Vista	10.67	26.34%	10.67	24.63%	10.67	24.63%
Carlsbad	10.26	25.33%	10.26	23.69%	10.26	23.69%
Buena	3.00	7.41%	3.00	6.93%	3.00	6.93%
Vallecitos	7.67	18.93%	10.47	24.17%	10.47	24.17%
Leucadia	7.11	17.55%	7.11	16.42%	7.11	16.42%
Encinitas	1.80	4.44%	1.80	4.16%	1.80	4.16%
Total	40.51	100.00%	43.31	100.00%	43.31	100.00%

The total disposal capacity of Unit J shall be 43.31 MGD average daily flow. This capacity rating assumes that the wet weather peaking factor on the flows to Unit J shall continue to be less than 2.76, and all the parties hereto agree to make good faith efforts to ensure that the wet weather peaking factor on the flows to Unit J remains below 2.76.

History: Adopted December 17, 1990; Amended effective October 22, 2014.

9.2 Unit I Capacity Infringement. The member agencies agree to make available up to 5 percent of their respective shares of total capacities, as set forth in Section 9.1 through a reserve capacity pool, in accordance with the following terms and conditions:

9.2.1. Flow Calculation. For the purposes of calculating payments due for licensing under this section, flows shall be based on measured (ADS) flows, to the maximum extent feasible. Solids loading flows shall be based on the total flow originating within each member agency. Voting rights, as described in Section 11 shall be in no way affected by temporary use of reserve capacity under this section. Total Reserve Capacity is the total capacity shown in paragraph 9.2.7. below.

9.2.2. Monitoring of Capacity Demand. Each agency shall provide monthly reports to EWA regarding future capacity committed, based upon its acceptance of applications for or issuance of any building permits, letters of availability, certificates or other entitlements for use which represent that sewer capacity is available to the applicant or project, or which enforceable or practically commit the agency to provide future sewer service. Reports shall be submitted in such form as the Board of EWA may require. Before the measured and committed flows reach 75% of Encina's total capacity (per Section 9.1), the EWA shall initiate a program to ensure adequate capacity to meet projected needs.

9.2.3. Excess Use a Trespass. Any use of capacity in excess of 95% of their respective share of Encina's total capacity (per Section 9.1) plus 50% of the Total Reserve Capacity, or otherwise in violation of this section, shall be considered a trespass. At the request of any member agency, EWA shall, and is hereby authorized to specifically enforce the terms of this section (Section 9.2) against a member agency or agencies on behalf of the remaining member agencies, including through commencement of a proceeding at law or equity. The parties agree that specific enforcement is a proper remedy in that payment of damages is not an adequate remedy for the potential losses to any member agency resulting from the loss of capacity. For example, replacement of capacity may be impractical and the consequences for the economic development of the members are not readily subject to quantification. Each member agency hereby consents to the commencement of such action or actions by EWA, and waives any right it may have to further approval of such actions under the joint powers agreement creating and establishing EWA. In addition to any injunctive relief, EWA may seek consequential damages on behalf of the remaining member agencies. In any such action, the prevailing party shall be entitled to attorney's fees and costs.

9.2.4. Indemnity and Hold Harmless. In addition to payment of the amount specified herein, each agency agrees to indemnify, defend and hold harmless the EWA and the other member agencies for any claim, demand, cost, penalty, fine or damage (including reasonable attorney's fees and costs of investigation), arising out of its violation of this section, whether resulting from the agency's active or passive, negligent or intentional act or failure to act to prevent a violation, and notwithstanding the active or passive negligence of those member agencies which are in compliance with the provisions of this section.

9.2.5. License Payments. When any member agency's flows exceed 100% of its capacity allocation for the treatment of solids, and/or treatment and/or disposal of liquids, for any continuous three-month period, such member agency shall pay for the use of such capacity from the reserve capacity pool in accord with the schedule of values, as adjusted each July 1 (commencing in July 2013) by updating the facility spreadsheet to include any additional and changed capital project costs, and to reflect the current Engineering News Record – Los Angeles ("ENRLA") construction cost index, as follows (see Exhibit C):

- (a) Any portion of reserve up to 50% of Total Reserve Capacity:

\$203,824 per MGD of Unit I liquid capacity per year
 \$400,986 per MGD of Unit I solids capacity per year
 \$73,753 per MGD of Unit J capacity per year

(b) The use of reserve amounts over 50% of Total Reserve Capacity shall be a violation of this section. In addition to any other remedy provided herein, or available to EWA or the member agencies, an agency shall pay for such use:

\$339,706 per MGD of Unit I liquid capacity per year
 \$668,311 per MGD of Unit I solids capacity per year
 \$122,922 per MGD of Unit J capacity per year

(c) Payments to member agencies with unused reserve shall be made annually. Payments from member agencies shall be made quarterly to the EWA and held in a special account.

History: Adopted December 17, 1990; Amended effective October 22, 2014.

9.2.6. Restrictions on Use Over 40% of Reserve. If at any time any agency shall have enforceable or practically committed to provide future sewer service which, when added to its then existing actual flows, equals 95% of its allocated capacity (per Section 9.1) plus 40% of the Total Reserve Capacity, such agency shall:

(a) Immediately halt the acceptance or issuance of any building permits, letters of availability, certificates or other entitlements for use which represent that sewer capacity is the agency to provide future sewer service.

(b) Immediately inform EWA, in writing, that it has reached this threshold, of the actions it has taken to implement 9.2.6(a) above, and of its intention to present a plan to EWA, within 30 days, for capacity management to prevent the agency from exceeding use of 50% of the Total Reserve Capacity.

9.2.7. Reserve Capacity. Reserve capacity shall be as follows:

Member Agency	Unit I Liquid		Unit I Solids		Unit-J Disposal	
	MGD	Percentage	MGD	Percentage	MGD	Percentage
Vista	0.54	26.34%	0.54	24.63%	0.54	24.63%
Carlsbad	0.51	25.33%	0.51	23.69%	0.51	23.69%
Buena	0.15	7.41%	0.15	6.93%	0.15	6.93%
Vallecitos	0.38	18.93%	0.52	24.17%	0.52	24.17%
Leucadia	0.36	17.55%	0.36	16.42%	0.36	16.42%
Encinitas	0.09	4.44%	0.09	4.16%	0.09	4.16%
Total	2.03	100.00%	2.17	100.00%	2.17	100.00%

History: Adopted December 17, 1990; Amended effective October 22, 2014.

9.2.8. Sole Method of Allocation. No agency shall provide capacity to any other member agency except pursuant to this section without the unanimous consent of the member agencies; provided that an agency may agree to provide additional capacity on a temporary basis to an agency which has used the maximum reserve capacity authorized by this section if: (1)

such arrangement provides for payments at rates not less than the maximum reserve capacity rate per paragraph 9.2.5(b), above; and (2) the capacity so provided does not reduce the Total Reserve Capacity available.

History: Adopted December 17, 1990; Amended effective November 18, 1992; January 14, 1997.

Section 10 CAPACITY RIGHTS FOR RECLAMATION

10.1 Future Reclamation. Any member agency, at its own expense, may, and shall have the right to, reclaim water from any wastewater in the Joint System which emanates within the jurisdiction of the respective member agency. And, subject to the following limitations, each member agency shall have the right to install facilities for the reclamation of water from wastewater. Any proposed reclamation shall require the approval of all the member agencies in the event that the proposed reclamation facility is designed and/or constructed such that (i) any solids or non-treated effluent from any such facility may be discharged into Unit I of the Joint System and/or (ii) any reclaimed water may be discharged into Unit J of the Joint System. Such approval shall not be withheld unless the use of the proposed reclamation facility would adversely affect one or more of the member agencies and the reclaiming member cannot reasonably mitigate the adverse impact. Nothing in this section shall be construed so as to require approval by the member agencies as to the geographic location of a reclamation facility constructed solely within the boundaries of any member agency.

10.2 Existing Reclamation. Section 10.1 above pertains to all future reclamation facilities. Currently constructed facilities may be operated to their capacity without further action by owners. The current reclamation facilities and capacities are as follows:

MEMBER AGENCY	RECLAMATION FACILITY	CAPACITY IN MGD
Carlsbad	Carlsbad Water Recycling Facility	4.00 MGD
Leucadia	Gafner	1.00 MGD
Vallecitos	Meadowlark	5.00 MGD

History: Adopted December 17, 1990; Amended effective November 18, 1992; October 22, 2014.

Section 11 JOINT ADVISORY COMMITTEE

The member agencies have created a Joint Advisory Committee (JAC) to advise the member agencies and the Operator/Administrator. JAC shall continue in this advisory role.

11.1 Powers. Recommendations of JAC shall be advisory only. The JAC shall have the following responsibilities:

11.1.1 To review the operation and maintenance of the Joint System, including the cost thereof, and make reports and recommendations to the governing bodies of the member agencies;

11.1.2 To review and make recommendations regarding proposed expansion, enlargements or modifications of the Joint System to the governing bodies of the member agencies; and,

11.1.3 To review and make recommendations regarding contracts, budget matters, regulations, policies, permits and other documents and issues as appropriate to the

Operator/Administrator. Each report and recommendation of the JAC permitted by this Section shall be considered as having been made by all the member agencies when made to the Operator/Administrator and made in accordance with the voting rights and percentages set forth below in Section 11.4.4.

11.2 Representation on JAC. JAC shall be constituted by two appointed representatives from each member agency, with one alternate for each appointed representative. JAC representatives may, but need not, be members of the governing bodies of the member agencies.

11.3 Officers of JAC. JAC shall elect its own officers, which shall include a Chairman, Vice-Chairman, and Secretary. The Chairman and Vice-Chairman shall be JAC representatives and the Secretary may, but need not, be a JAC representative.

11.4 Meetings of the JAC.

11.4.1 Regular Meetings. The JAC shall provide for its regular meetings; provided, however, it shall hold at least one regular meeting per year. The dates, hour, and place of the regular meetings shall be established by JAC.

11.4.2 Ralph M. Brown Act. All meetings of the JAC, including, without limitations, regular, adjourned regular, and special meetings, shall be called, noticed, held, and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950 of the California Government Code).

11.4.3 Minutes. The JAC Secretary shall cause to be kept minutes of all meetings of the JAC, and shall cause a copy of the minutes to be forwarded to each JAC representative.

11.4.4 Vote. The total vote of all members of the JAC shall equal 100%. When voting on a matter involving the Treatment Plant (Unit I) or Ocean Outfall (Unit J) each JAC representative's percentage vote shall equal one-half of the percentage of that unit's capacity owned by the representative's agency. If only one of an agency's representatives is present, this representative's percentage vote shall equal the total percentage of that unit's capacity owned by the representative's agency. If both representatives are absent, each alternate shall have a percentage vote equal to one-half of the percentage capacity of the alternate's member agency; provided, however, at any JAC meeting where any member agency is represented by only one alternate, the alternate shall have a percentage of vote equal to the total percentage of the capacity of the agency he/she represents.

11.5 Rules. JAC shall adopt rules and regulations for the place, time and conduct of JAC meetings.

11.6 Payment for Attendance. The Operator/Administrator (or, if requested by the appointing member agency, that member agency as to its representatives) shall pay each representative (or alternate who attends a meeting by reason of the absence of a representative) an attendance fee of twenty-five (\$25) for each JAC meeting, provided that such payment does not exceed fifty dollars (\$50) per calendar month. Attendance fees shall be paid monthly. [This fee waived per legal counsel opinion.]

11.7 Assistance from the Operator/Administrator. The Operator/Administrator shall provide supplies and clerical and secretarial help for JAC. The cost of such supplies and assistance shall be considered part of the expense of operating and maintaining the Joint System.

History: Adopted December 17, 1990; Amended effective November 18, 1992; November 9, 1994; February 8, 2000.

Section 12 OPERATOR/ADMINISTRATOR

The Joint System shall be maintained and operated by any one of the parties hereto, or by another Public Agency, which party or other public agency shall be known as the Operator/Administrator.

12.1 General Duties.

12.1.1 Joint System. The Operator/ Administrator shall maintain and operate the Joint System, and shall preserve it in good repair and working order, all in accordance with recognized sound engineering and accounting practices and local, state, and federal laws and regulations.

12.1.2 Pump Stations. The Operator/Administrator also shall operate and maintain, at the expense of the Cities of Vista and Carlsbad, the Agua Hedionda and Buena Vista Pump Stations (formerly Units G and C of the Joint System) within an annual budget prepared by the Operator/Administrator and approved by Vista and Carlsbad.

12.1.3 Other Facilities. The Operator/Administrator shall have the authority to operate and maintain other facilities outside the Joint System as recommended unanimously by JAC and in accordance with Operator/Administrator executed operation agreements, which may include budgeting responsibilities.

12.2 Designation and Specific Powers. Effective August 1, 1988, the member agencies created a public agency known as the Encina Wastewater Authority (EWA) to serve as the Operator/Administrator of the Encina Joint System. The EWA shall continue to serve as the Operator/Administrator until such time as EWA is terminated by written consent of a majority of the member agencies, evidenced by certified copies of resolutions by their governing bodies. The organization, administration, rules, and specific powers of the EWA shall be as set forth in the Revised Establishment Document establishing the EWA. Upon termination of the EWA and replacement with another Operator/Administrator, employees of the EWA shall become the employees of the new Operator/Administrator subject to existing employment contracts, seniority, retirement rights and any other employee benefits or rights now enjoyed by those employees.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

Section 13 BUDGETING AND ACCOUNTING

13.1 Annual Budgets. Annually, the Operator/ Administrator shall prepare an operation, maintenance, and administration budget (hereafter referred to as the O & M budget) and a capital improvement program budget (hereafter referred to as the capital budget.) The budgets shall be prepared in accordance with generally accepted accounting principles.

13.1.1 Preparation of Estimated O & M Budget. No later than May 1 of each year, the Operator/Administrator shall prepare an estimated budget of the (a) amount of money required to operate, maintain and administer the Joint System during the ensuing fiscal year, and (b) the proportionate amount to be paid by each member agency. Such estimate shall be based on the total operation, maintenance, and administration costs during the current fiscal year as such costs are set forth in the current approved budget for the Joint System.

13.1.2 Approval of Estimated O & M Budget. Each estimated O & M budget adopted by the Operator/Administrator shall be forwarded to the JAC for consideration and for submission to the member agencies for approval. The Operator/Administrator's estimated O & M budget shall be deemed effective upon unanimous approval by the member agencies and upon the receipt by the Operator/Administrator of certified copies of approving resolutions or minute orders from the governing bodies of each of the member agencies. Until such time as formal approval has been received from each member agency, the estimated O & M budget shall constitute merely a proposed budget, subject to consideration or revisions. The O & M budget shall be considered separately from the capital budget and may be approved independently. In the event a proposed budget is not approved, the Operator/Administrator shall continue to operate using the O & M budget figures from the previous fiscal year.

13.1.3 O & M Contributions. Each member agency shall pay its estimated portion of the budgeted operation, maintenance, and administration costs and shall pay its actual portion of the costs as determined pursuant to Section 16 of this Revised Basic Agreement. Quarterly on October 15, January 15, April 15 and July 15, the Operator/Administrator shall bill the member agencies and the member agencies shall deposit with the Operator/Administrator approximately one fourth of the annual cost of operation, maintenance, and administration for the preceding quarter as described herein. Provided, however, that each invoice shall be increased or decreased to adjust the estimated amount payable based upon the estimated total expenses incurred in the preceding quarter and the estimated total amount and strength of wastewater received from each member agency during the preceding quarter. In the event that at the end of any fiscal year the amount paid by a member agency exceeds the amount that should have been charged, the excess shall be credited to the member agency the following fiscal year. In case of an underpayment, the member agency shall be assessed the amount that should have been charged in the following fiscal year. Each member agency shall make quarterly contribution payments to the Operator/Administrator promptly at the time they become due.

13.1.4 Actual O & M Contributions. The member agencies agree to contribute from their treasuries the actual annual costs of the Joint System as divided among the member agencies pursuant to Section 16 of this Revised Basic Agreement. Such costs shall include the actual costs of (1) all materials and supplies used or purchased for the operation, maintenance, or administration of the Joint System, (2) all contracts let by the Operator/Administrator for the performance of budgeted O & M work, and (3) the salaries and wages of all Operator/Administrator employees providing such services, including vacations and sick leave benefits, workers' compensation, social security and retirement payments, and health insurance. Such costs shall be paid out of the funds deposited with the Operator/Administrator by the member agencies; provided however, the failure of any member agency to pay the Operator/Administrator shall not relieve the other member agencies of their obligation to pay their proportionate shares of operation, maintenance, and administration of the Joint System.

13.1.5 Preparation of Estimated Capital Budget. No later than May 1 of each year, the Operator/Administrator shall prepare an estimated budget of the amount of money required for capital improvement projects during each of the next five fiscal years and over the next twenty years. The estimated capital budget shall show the estimated amount to be paid by each member agency. Such estimate shall be based on existing and/or projected ownership as appropriate.

13.1.6 Approval of Estimated Capital Budget. Each estimated capital budget adopted by the Operator/Administrator shall be forwarded to the JAC for consideration and for submittal to the member agencies for approval. The Operator/Administrator's estimated capital budget shall be deemed effective upon unanimous approval by the member agencies and upon the receipt by the Operator/Administrator of certified copies of approving resolutions or minute orders from the governing bodies of each of the member agencies. Until such time as formal approval has been received from each member agency, the estimated capital budget shall constitute merely a proposed budget, subject to consideration or revisions. The capital budget shall be considered separately from the O & M budget and may be approved independently.

13.1.7 Capital Contributions. Each member agency shall pay its actual portion of the capital costs except as noted in Section 17 of this Revised Basic Agreement. Quarterly on October 15, January 15, April 15 and July 15, the Operator/Administrator shall bill the member agencies and the member agencies shall deposit with the Operator/Administrator approximately one fourth of the actual estimated capital costs incurred in the preceding quarter, except as otherwise specified in Section 18. Any capital funds remaining at the end of the fiscal year shall be retained and credited toward the member agencies for the following fiscal year. Any capital expenses unfunded at the end of the fiscal year shall be debited and charged to the member agencies in the following fiscal year. Each member agency shall make quarterly contribution payments to the Operator/Administrator promptly at the time they become due.

13.1.8 Actual Capital Contributions. The member agencies agree to contribute their actual capital costs pursuant to Section 17 of this Revised Basic Agreement. Such costs shall include the actual costs of (1) all materials and supplies used or purchased for capital improvement of the Joint System and (2) all contracts let by the Operator/Administrator for the performance of capital improvement projects. Provided however, the failure of any member agency to pay the Operator/Administrator shall not relieve the other member agencies of their obligation to pay their proportionate shares of the capital expenses of the Joint System.

13.1.9 Audit. Annually the Operator/Administrator shall cause the preparation of an independent accountant audit of the financial statements.

History: Adopted December 17, 1990; Amended effective November 18, 1992; November 9, 1994; August 12, 1998.

Section 14 ASSISTANCE TO OPERATOR/ADMINISTRATOR

When requested by the Operator/Administrator, the EWA shall provide assistance, and make recommendations to said Operator/Administrator relative to all services and duties it is to perform under the terms of this Revised Basic Agreement.

History: Adopted December 17, 1990; Amended effective November 18, 1992; November 9, 1994.

Section 15 RIGHTS OF WAY AND LAND ACQUISITIONS

The Operator/Administrator and/or any of the member agencies may, as agreed upon in writing by all the member agencies, act on behalf of the member agencies in acquiring lands and rights of way necessary for the operation, maintenance, ownership, and use of the Joint System.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

Section 16 PAYMENT OF OPERATION AND MAINTENANCE EXPENSES

16.1 Allocation of Expenses. All operation, maintenance and administration expenses for Units I and J of the Joint System, hereafter referred to as O & M expenses, shall be paid by each member agency based on each member agency's percentage of ownership and usage in these units. For the purpose of this section, the following definitions shall apply: "usage" shall mean the costs for power, chemicals, maintenance, and other sewage treatment, solids handling, and disposal processes which result from wastewater entering Unit I or Unit J; "ownership" shall mean the costs for insurance, administration expenses, laboratory expenses, plant operations, services and maintenance, and other wastewater collection and treatment, solids handling and effluent disposal costs which are incurred irrespective of the amount of wastewater which enters Unit I or Unit J.

16.2 Payment Schedule. Each member agency shall pay its proportionate share of the operation, maintenance and administration expenses in accordance with Section 13.1 of this Revised Basic Agreement.

16.3 Revenue from By-Products. Any revenue received from the sale of by-products arising out of the operation of the Joint System shall be apportioned to each member agency in the same proportion as their share of the O & M expenses for the Joint System in the year in which the revenue is received.

History: Adopted December 17, 1990; Amended effective November 18, 1992; November 9, 1994.

Section 17 PAYMENT OF CAPITAL EXPENSES

17.1 Allocation of Expenses. Unless otherwise specified herein, capital expenses shall be allocated based on existing or projected Unit I or Unit J ownership as appropriate. Exceptions are as follows:

17.1.1 Phase IV Expansion. Phase IV capacity and costs are allocated according to the methodology shown in Exhibit B, attached hereto and made part of this Revised Basic Agreement by reference.

17.1.2 Phase V Expansion. Phase V capacity and costs are allocated according to the methodology shown in Exhibit D, attached hereto and made part of this Revised Basic Agreement by reference.

17.1.3 Joint Flow Metering System. Each member agency is responsible for the capital expenses of meters and monitors serving its respective service area. Capital expenses for the monitors serving the entire Exhibit A service area shall be paid on the basis of Unit J flow.

17.1.4 Additional Land/Right of Way Acquisition. All expenses shall be allocated in accordance with the terms of a separate agreement to be adopted unanimously by the member agencies.

17.2 Payment Schedule. Unless otherwise specified herein, capital expenses shall be paid on a quarterly basis. Exceptions are as follows:

17.2.1 Additional Land/Right of Way Acquisition. All expenses shall be paid in accordance with the terms of a separate agreement to be adopted unanimously by the member agencies.

17.2.2 Other Capital Expenses. On occasion, capital expenses may occur earlier in the fiscal year than would allow for regular quarterly billing. If regular quarterly billings do not provide needed capital early enough during the fiscal year, supplemental capital billings shall be sent to the member agencies. In such cases, the Operator/Administrator will notify the member agency financial representatives as far in advance as possible.

History: Adopted December 17, 1990; Amended effective November 18, 1992; August 12, 1998; October 22, 2014.

Section 18 SETTLEMENT OF DISPUTE OR CONTROVERSY

18.1 Right to Arbitration. Should any dispute or controversy arise in connection with the books, records or accounts of any member agency or in connection with the acquisition, construction, maintenance, operation repair, reconstruction or enlargement of the Joint System or in connection with any of the affairs or operation thereof, or the execution of this agreement, the governing bodies of member agencies that are affected by such dispute may elect to arbitrate the dispute or controversy in accordance with this section. In the event of such election, the governing body of each member agency affected shall appoint or designate one disinterested person as an arbitrator. Said arbitrators so chosen, if an even number, shall designate an additional disinterested person to make an odd number of arbitrators. Said arbitrators so chosen shall act as a Board of Arbitrators in connection with any such dispute or controversy. The findings of fact approved by a vote of the majority of the members of the Board of Arbitrators shall be binding upon the affected member agencies.

18.2 Right of Observation. The parties to any arbitration proceedings held under the provisions of this agreement shall notify every other member agency not a party thereto of such arbitration proceedings and any other member agency shall have the right to be represented at such proceedings by a member agency designated observer.

18.3 Right to Expert Arbitration. Any controversy which can be determined by an engineer's or other expert's findings and which under this section could be submitted to arbitration may, if the parties thereto agree in writing to do so, be submitted to a named engineer or expert who shall be the sole arbitrator. Any such engineer shall be a Registered Engineer in the State of California. Any such engineer or expert shall be disinterested as required of arbitrators on an arbitration board. He shall proceed in the same manner provided herein for an arbitration board.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

Section 19 APPORTIONMENT OF LIABILITY

Any liability incurred by the member agencies, which liability arises out of or in connection with the operation and/or maintenance of the Joint System, except for costs of improvements to such facilities and operating and maintenance costs, shall be discharged by payment by each member hereof in proportion to their respective ownership in the facilities at the time of the incident which results in the liability.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

Section 20 NOTICES

Notices required or permitted under this Revised Basic Agreement shall be sufficiently given if in writing and if either served personally or mailed by certified mail to the member agencies.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

Section 21 SEVERABILITY

If any one or more of the terms, provisions, promises, covenants or conditions of this agreement shall by any extent be adjudged invalid, unenforceable, void or voidable for any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, provisions, promises, covenants and conditions of this agreement shall not be affected thereby and shall be valid and enforceable to the fullest extent permitted by law.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

Section 22 MODIFICATION OF AGREEMENT

This agreement shall contain all the terms and conditions made between the parties hereto and shall not be amended except by an agreement in writing signed by all the member agencies.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

Section 23 SUCCESSION

The provisions of this agreement shall be binding upon and shall inure to the benefit of the successors of the parties hereto.

History: Adopted December 17, 1990; Amended effective November 18, 1992.

IN WITNESS WHEREOF, each party hereto has pursuant to resolution duly passed and adopted by their respective governing bodies caused this Revised Basic Agreement to be approved, has authorized its execution by the officeholder set forth below, to become effective as of the day and year first above written. This Revised Basic Agreement may be executed in counterparts, each of which may be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

CITY OF VISTA

By _____
Mayor

Attest:

City Clerk

CITY OF CARLSBAD

By _____
Mayor

Attest:

City Clerk

LEUCADIA WASTEWATER DISTRICT

By _____
President

VALLECITOS WATER DISTRICT

By _____
President

BUENA SANITATION DISTRICT

By _____
Chairperson

CITY OF ENCINITAS

By _____
Mayor

Attest:

City Clerk

Approved as to form:

By _____
JAC Counsel

<INSERT SERVICE AREA MAP>

EXHIBIT B
 PHASE IV COST ALLOCATION

1. Phase IV cost shall be allocated as follows:

a. All costs shall be allocated by unit process and among flow, BOD, and suspended solids in the manner recommended for revenue programs by the State Water Resources Control Board.

b. The replacement value of the existing Unit I and Unit J facilities at the mid-point of construction (projected ENRLA of 6465) shall be determined. In determining replacement value, grant funding shall be included except for the grant funding used to pay for the "oversized" portion of "oversized" items (i.e., items sized or undertaken for the ultimate site capacity, such as site grading and paving, piping, etc.).

c. Dollar ownership of the existing facilities shall be determined by multiplying existing ownership percentages times the replacement values determined in step b.

d. The cost of the proposed Phase IV facilities at the midpoint of construction (projected ENRLA of 6465) shall be estimated by the design engineer.

e. The total value of the EWPCF following construction of Phase IV shall be estimated by adding the replacement value of the existing facilities (determined in step b) to the estimated cost of the Phase IV project (determined in step d).

f. Needed dollar ownership of the EWPCF following construction of Phase IV shall be determined by multiplying the revised Unit I liquid and solids and Unit J ownership's (determined in Exhibit A of the Thirty-Ninth Supplement) by the total value of the EWPCF following construction of Phase IV (determined in step e).

g. Phase IV cost allocations shall be calculated by subtracting existing dollar ownership's (determined in step c) from needed dollar ownership's following construction of Phase IV (determined in step f). Credits and buy-ins for existing facilities are automatically included in this calculation and need not be calculated separately; however, the dollar values of each are included below for background.

Estimated Phase IV cost allocations in dollars and percent of total are as follows:

Agency	Existing Ownership	Projected Ownership Following Phase IV	Estimated Phase IV Cost	Effective Ownership	Credit/Buyin
Vista	22,739,000	28,938,000	6,199,000	11.44	(5,455,000)
Carlsbad	20,585,000	33,216,000	12,631,000	23.31	(745,000)
Leucadia	13,314,000	27,297,000	13,983,000	25.81	2,916,000
San Marcos	14,099,000	27,105,000	13,006,000	24.01	2,091,000
Buena	4,436,000	11,020,500	6,584,500	12.15	2,023,000
Encinitas	4,694,000	6,470,500	1,776,500	3.28	(830,000)
Total	79,867,000	134,047,000	54,180,000	100.00	0

Final Phase IV cost allocations will be determined following completion of Phase IV construction and will use the actual project costs spread according to the final engineer's estimate instead of the current engineer's estimate in steps d through g above. Actual ENRLA at mid-point of construction will be substituted for the projected value in step b.

EXHIBIT C
LICENSE PAYMENTS & SCHEDULE OF VALUES

(1) Any portion of reserve up to 50% of Total Reserve Capacity:

The license payment shall be 8% of the current replacement value of the facilities, without grants deducted, adjusted each July 1 (commencing in July 2013) by updating the asset allocation spreadsheet to include any additional and changed capital project costs, and to reflect the current ENRLA construction cost index. Unit I and J license payments shall be based on a flow rate of 43.31 MGD. Unit I liquid license payments shall be proportioned based on the percentage of the Flow value of the total replacement value. Unit I solids license payments shall be proportioned based on the percentage of the sum of the BOD and SS replacement values, as compared to the total replacement value.

(1) 2013 - Example calculations:

Unit I - Total replacement value of Unit I (treatment facilities) without grant deducted, July 2013 at ENRLA of 10306.93 = \$327,429,000, Flow value = \$110,345,000, BOD value = \$122,548,000, SS value = \$94,536,000. Utilizing an interest rate of 8% yields a license payment of \$604,810 per MGD (\$327,429,000 times .08 divided by 43.31 MGD).

Split between liquid and solids payments:

Liquid portion = \$604,810 times 110,345,000 / 327,429,000 = \$203,824

Solid portion = \$604,810 times (122,548,000 + 94,536,000) / 327,429,000 = \$400,986

Unit J total replacement value = \$39,928,000.

\$39,928,000 times .08 divided by 43.31 MGD = \$73,753

July 1, 2013 license payments

\$203,824 per MGD of Unit I liquid capacity per year

\$400,986 per MGD of Unit I solids capacity per year

\$73,753 per MGD of Unit J capacity per year

(2) The use of reserve amounts over 50% of Total Reserve Capacity:

License payments shall be increased by 2/3.

(3) July 1, 2013 license payments:

\$339,706 per MGD of Unit I liquid capacity per year

\$668,311 per MGD of Unit I solids capacity per year

\$122,922 per MGD of Unit J capacity per year

Encina Wastewater Authority

Revised Basic Agreement

Exhibit D

Allocation of Phase V Capital Improvements

The cost of Phase V Capital Improvements shall be allocated by unit process and among flow, Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS) in the manner recommended for revenue programs by the State Water Resources Control Board as amended by action of the Encina Wastewater Authority (EWA) member agencies, Joint Advisory Committee and Board of Directors and as follows:


1. The replacement value of the existing Unit I and Unit J facilities at the mid-point of construction shall be determined and, in addition, each member agency's share thereof shall be determined.
 - a. Replacement value shall be calculated for all Unit I and Unit J facilities remaining in service at Phase V project acceptance including: Pre-Phase III; Phase III; Phase IV including interim flow equalization facilities transitioning from Unit J to Unit I; and, Post Phase IV including the Building Program and Joint Use Flow Equalization.
 - b. The replacement value of each facility shall be calculated by multiplying the original cost of that facility by the percentage change in the Engineering News Record Construction Cost Index for Los Angeles (ENR LA) from the year that facility was placed in service then adding the resulting product to the original cost of the subject facility.
 - c. Mid-Point of Construction shall be the date half-way between the date EWA issues a Notice to Proceed on the largest single Phase V Project construction contract and the date the EWA Board of Directors takes action to accept that contract as completed.
 - d. Each member agency's current ownership percentage (COP) of the replacement values for existing facilities shall be calculated by multiplying total Unit I Flow, Unit I Solids and Unit J Disposal replacement values by each member agency's Unit I Liquid, Unit I Solids or Unit J Disposal percentage capacity rights as stated in Section 9.1 of the RBA.
2. Based upon wastewater flow projections developed and refined by the member agencies, required ownership percentages (ROP) shall be determined and, in addition, each member agency's share of existing facilities at replacement value determined in Step 1 shall be restated to conform to their respective ROP.
 - a. Flow projections shall be provided by the member agencies and shall not be changed to alter the allocation of Phase V costs hereunder after the member agencies have unanimously approved this amendment to the Revised Basic Agreement (RBA).
 - b. ROP shall be calculated by dividing a member agency's wastewater flow projection by the total of all member agencies wastewater flows.
 - c. Each member agency's share of the replacement values for existing facilities shall be calculated by multiplying total Unit I Flow, Unit I Solids and Unit J Disposal replacement values by each member agency's ROP of Unit I Liquid, Unit I Solids or Unit J Disposal.
3. An estimated debit or credit shall be calculated for each member agency to pay for, or receive payment or credit for, investments in existing Unit I and Unit J facilities and thereby reallocate ownership of existing facilities at replacement value among the member agencies in conformance with their respective ROP as determined in Step 2.
 - a. Where any member agency's ROP for Unit I Liquid, Unit I Solids or Unit J Disposal is greater than its COP for Unit I Liquid, Unit I Solids or Unit J Disposal, an estimated debit shall be calculated and assessed to that member agency's account for that unit process.

- b. Where any member agency's ROP for Unit I Liquid, Unit I Solids or Unit J Disposal is less than its COP Unit I Liquid, Unit I Solids or Unit J Disposal, an estimated credit shall be calculated and credited to that member agency's account for that unit process.
 - c. The debit or credit shall be calculated by subtracting each member agency's share of the replacement values for existing facilities (determined in Step 1d) by unit process from that member agency's share of the ROP (determined in Step 2c) by unit process.
 - d. Upon conclusion of this step for each unit process, each member agency's estimated share of all Pre-Phase III, Phase III, Phase IV and Post-Phase IV Unit I and Unit J costs for facilities placed into, and remaining in, service as of the most recent fiscal year end prior to Phase V project acceptance shall be combined with the Phase V Project construction costs estimated in Step 4, to determine each member agency's estimated Phase V Project cash requirements.
4. The total cost of the Phase V facilities at mid-point of construction shall be estimated by the design engineer. As of July 1, 2004 Phase V facilities construction costs are estimated at \$36.1 million. These costs shall be allocated to member agencies on the basis of each member agency's ROP.
 5. Each member agency's share of the total cost of the Phase V Project shall be calculated by adding the member agency's debit or credit as determined in Step 3 with the member agency's share of Phase V costs as determined in Step 4. These amounts as of July 1, 2004 are as follows (amounts in thousands of dollars):

	Estimated Replacement Value of Existing Ownership	Estimated Existing Facilities Debit or (Credit)	Estimated Phase V Facilities Costs	Total Estimated Phase V Cash Required by Member Agency
Vista	\$ 43,309	\$ 7,270	\$ 8,938	\$ 16,209
Carlsbad	\$ 49,724	\$ (1,088)	\$ 8,595	\$ 7,507
Buena	\$ 16,742	\$ (2,521)	\$ 2,513	\$ (8)
Vallecitos	\$ 40,565	\$ 4,789	\$ 8,590	\$ 13,379
Leucadia	\$ 40,998	\$ (7,294)	\$ 5,956	\$ (1,338)
Encinitas	\$ 9,689	\$ (1,156)	\$ 1,508	\$ 352
Total	\$ 201,026	\$ 0	\$ 36,100	\$ 36,100

6. Final Phase V cost allocations shall be determined, and member agency accounts shall be adjusted following completion of Phase V construction and shall use the method described hereinabove except that actual figures shall be used including: existing facilities based on the most recently completed independent financial audit; project costs based on actual amounts paid according to EWA's financial records; and, actual ENRLA at the defined mid-point of construction.

MEMORANDUM

DATE: November 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Board-General Manager/Staff Relations Policy**

RECOMMENDATION:

Staff and the Ad Hoc Committee recommend that the Board of Directors:

1. Adopt the revised Board-General Manager/Staff Relations Policy; and,
2. Discuss and provide direction, as appropriate.

DISCUSSION:

At the October 2014 Board of Director's meeting, staff presented LWD's Board-General Manager/Staff Relations Policy for an annual review.

During the Board's review and discussion, Director Omsted suggested that there were several areas that warranted more detailed review. He recommended, and the Board approved, the formation of an Ad Hoc Committee to consider changes to the policy.

The Ad Hoc Committee met on October 22, 2014 to review the policy in detail. During the meeting, the Ad Hoc Committee recommended the following changes: (1) highlight personal liability risks for Directors acting independently in excess of their authority and (2) identify LWD classifications that may be contacted by Board members for general inquiries. Included in this specific recommendation was a clarification of job classifications considered management staff.

The purpose of this agenda item is to present the revised policy (attached) to the Board of Directors for discussion.

Staff and the Ad Hoc Committee recommend that the Board of Directors adopt the revised Board-General Manager/Staff Relations Policy.

ca:PJB



LEADERS IN
ENVIRONMENTAL
PROTECTION

LEUCADIA WASTEWATER DISTRICT BOARD - GENERAL MANAGER/STAFF RELATIONS POLICY

Ref: 15-42813-3442

I. General Provisions

A) The Board of Directors, acting as a Board, is the governing body of the Leucadia Wastewater District (District) and is accountable to the public for the District's services, finances, establishment of policy and staffDistrict performance. All powers of the Board shall be exercised and performed by the Board as a body, and no individual Director, except as otherwise authorized by the Board, shall have the power to alter or amend Board policy or directions. Public statements of Board policy and direction should reflect the viewpoint of a Board majority, notwithstanding a minority position. Directors acting within the scope and authority of their position enjoy strong legal protections from personal liability. Directors could lose some of these protections and risk personal liability if they act independently in excess of their authority.

B) The General Manager serves at the pleasure of the Board and is accountable to the Board for the implementation of Board policy and directions. The General Manager is the official spokesman for the District and is responsible for its day-to-day operation and administration. Unless directed otherwise by the Board, letters that express policies or positions of the District shall be from the General Manager.

C) The staff is responsible for performing administrative and operational functions assigned by the General Manager, or his or her designee, in implementing Board policy and directions. Direction to staff shall come through formal job descriptions or by directives from the General Manager or his or her designee.

D) District Counsel is retained by the Board, and is solely accountable to the Board.

E) The District's Financial Auditor is directly accountable to the Board. The Investment and Finance Committee (IFC) shall serve as the Board's delegated point of contact and meet with the Financial Auditor as required during the audit process.

II. Board to General Manager

A) The Board shall hire a General Manager, establish his or her compensation and define the conditions of his or her employment. The General Manager shall serve at the pleasure of the Board.

B) The General Manager is responsible for performing those functions, specific or general, assigned by the Board, either in the form of job description or Board direction.

C) The General Manager shall recommend, and the Board shall approve, the organizational structure of the District.

D) The General Manager shall hire all personnel with the exception of General Counsel at his or her sole discretion. The General Manager shall recommend and the Board shall approve the District's organizational chart and compensation ranges.

E) The Board of Directors shall ultimately approve district Policy. The General Manager may recommend and provide information regarding policy matters, including information relating to the technical, administrative and fiscal ramifications of the policies being considered.

F) The General Manager shall take direction only from a Board majority, or from a duly appointed committee, acting within the scope of the District and in accordance with direction from the Board.

G) The General Manager shall act as the primary point of contact between the Board and the staff.

H) The General Manager shall provide such reports for the Board as requested, including but not limited to:

- 1) Status reports on Board directed activities.
- 2) Financial reports.
- 3) Updates on operations, maintenance, construction and personnel matters.
- 4) Emergency reports.

III. Board to Staff

A) Administration of staff is the direct responsibility of the General Manager. The General Manager shall provide policy and administrative direction to staff. Directors shall not direct staff regarding their employment duties.

B) If a Director is requesting the creation of a particular report or analysis, the matter shall be brought to the General Manager or, if appropriate, the Board of Directors. However, Directors may obtain copies of existing reports and analysis from staff.

C) Individual Directors may contact staff directly for the purpose of asking questions about, or seeking clarifications of, issues related to the District's official business. This access may be in person or via telephone, e-mail or other forms of written or verbal requests. When feasible, Directors should direct their general inquiries to Management Staff and questions regarding travel issues to the Executive Assistant. For the purposes of this policy, Management Staff includes the Administrative Services Manager, the Technical Services Manager and the Field Services Superintendent. The General Manager should be notified by staff of such contacts ~~between Directors and staff.~~

D) Individual Directors intending to use more than 30 minutes of any staff member's time for issues relating to the District's business, should make an appointment with the staff member at a mutually agreed time and date. Contact with staff members should not generally

exceed one (1) hour in any one week. Contact between Directors and the General Manager is not limited.

E) Individual Directors shall be granted access to all existing public documents at the District.

F) Staff members are not precluded from speaking with Directors. However, all complaints or matters of internal discipline should follow the established chain of command.

IV. Board and Employee Political/Election Related Activities

A) Government Code § 3204 prohibits elected public officials, such as District Board Members, from directly or indirectly “using any office, authority or influence” to persuade an individual to vote, exert political influence, or take political action on behalf of any candidate, officer, or party, in exchange for aiding or obstructing that individual’s ability to secure “any position, nomination, confirmation, or promotion.” It is unlawful, therefore, for Board Members to use their positions to force employees to perform political or election related tasks, or to retaliate against employees for refusing to do so.

B) In the event that District employees volunteer to help Board Members with election or political activities, the District prohibits such conduct while at work or while on District property. The basic rule is that public entities cannot use public funds or resources to influence voters to support a political position. This prohibition naturally extends to a public employee’s use of his or her time on the job for political or election activities. Employees may not participate in political or election activities while in uniform or at work.

V. Board, General Manager and Staff to Attorneys

A) The Board may hire Attorneys as needed and establish their compensation. Attorneys shall work under the direction of the Board or its designee and shall serve at the pleasure of the Board or its designee.

B) Attorneys shall not become involved in policy decisions, except to comment on the legal ramifications of the policies being discussed or considered.

C) Attorneys shall take direction from a Board majority, from a duly appointed committee acting within the scope of its District and in accordance with direction from a Board majority or from the Board Chair.

D) Any Director may request a verbal opinion from Attorneys on matters relating to District business, including, but not limited to, clarification of potential conflicts of interest which may bear on the Director’s ability to participate in a vote. Any advice Attorneys provide shall be as legal counsel for the District and not individual Directors. Attorneys shall inform the Board if they become aware of any potential conflict of interest that may require withdrawal, disclosure, or abstention of a Director or otherwise impact the actions of the Board.

Directors may consult independent counsel on conflict of interest matters. If a potential conflict between an individual Director and the Board arises, the Director is encouraged to consult independent counsel.

E) Attorneys shall not respond to individual requests of a personal nature.

F) The General Manager is the primary point of contact between the staff and Attorneys for the assignment of work.

G) The General Manager shall be authorized to contact attorneys at his or her discretion.

VI. Board to Other Agencies

A) Directors may contact elected officials, or staffs of other Agencies, on behalf of the Board. However, when representing the Board, Directors' comments should reflect approved Board policies or, in areas where no policy has yet been developed, the viewpoint of a majority of the Board. If the Board's viewpoint is unclear or not known, this should be stated.

B) If a Director expresses an opinion before another agency regarding District business that is inconsistent with established Board policy or is simply not covered by Board policy or action, it is requested that the Director state that he or she is expressing their own opinion and not representing the Board as a whole

VII. Emergency Situations

A) The General Manager or his/her appointee shall notify Directors of an emergency as soon as reasonably practical. The General Manager or his/her appointee shall follow-up with written reports to the Board within a reasonable time following the emergency.

VIII. Access To The Agenda

A) The Board may request items to be placed on future agendas at its regular meetings. In addition, each and every Director may place any item on the agenda provided the request is made no later than Tuesday of the week before the meeting.

B) Items placed on the agenda by an individual Director, accompanied by material submitted by that Director, shall be included in the agenda packet.

IX. Committees

A) To facilitate the fulfillment of its responsibilities, the Board may, from time to time, establish committees, as allowed by the Government and Water Codes.

B) The Board President shall appoint committee members at a meeting of the Board. For appointments made by the Board President, no action or vote by the full Board is required. However, if requested by two Directors at the meeting in which committee appointments are made, a Board vote to affirm or reject the committee appointments shall be held. If a majority of the Directors vote in favor of the committee appointments, or fail to vote against the appointments, they shall be deemed approved. If a majority of the Directors present vote against the committee appointments, they shall be deemed void, and the Board shall then make the committee appointments.

C) The General Manager shall complete, and post on the District's website, a Fair Political Practices Commission Form 806 that identifies all of the current, paid committee

appointments. The General Manager shall update and post a new Form 806 on the District's website upon any of the following circumstances: 1) the number of scheduled or estimated committee meetings is changed, 2) there is a change in committee compensation, or 3) there is a change in committee membership.

D) The purpose, scope and duration of each committee shall be established by the Board.

E) Each committee will operate within the purpose and scope defined by the Board. If additional activities appear necessary to the completion of the assigned task, the committee may request additional authorization from the Board.

F) Committees will keep the Board apprised of their activities and make a full report to the Board at regularly scheduled Board meetings.

X. Policy Review

A) This policy shall be reviewed annually by the Board of Directors.

MEMORANDUM

Ref: 15-4272

DATE: November 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: 2014 Employee of the Year Award



RECOMMENDATION:

It is recommended that the Board of Directors:

1. Approve an award of \$1,000 to the recipient of the 2014 Employee of the Year Award.

DISCUSSION:

The Leucadia Wastewater District's (LWD) Individual Incentive Program includes provisions for an Employee of the Year Award. The Incentive Program authorizes a monetary award of \$1,000 to be approved by the Board of Directors following review by a committee consisting of the Employee Recognition Committee, LWD management, and the 2013 recipient.


LWD staff and the Employee Recognition Committee are scheduled to meet on November 6, 2014 to review nominations and select LWD's nominee for the Employee of the Year Award. This item is forwarded to the Board of Director's for approval in accordance with the Incentive Program.

The Employee of the Year Award is traditionally announced and presented at the Holiday Party event. Therefore, the recommendation does not name the recipient in order to maintain confidentiality until that time. Staff will be pleased to provide the Board of Directors with the recipient's name upon request.

cal:PJB

MEMORANDUM

Ref: 15-4269

DATE: November 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Calendar Year 2015 Board of Directors' Meeting Schedule

RECOMMENDATION:

Staff requests that the Board of Directors:

- 1. Approve the Calendar Year 2015 Board of Directors' meeting schedule.
- 2. Discuss and take other action, as appropriate.

DISCUSSION:

During November 2009, the Board of Directors adopted Resolution No. 2205 establishing the date, time and place for regular meetings of the Board. According to the resolution, Board meetings will be held at the District Administration Building at 5:00 P.M. on the second Wednesday of each month unless changed by a motion of the Board at a regular meeting. Below please find the proposed meeting schedule for calendar year 2015. Also attached is the updated 2015 conference schedule that staff has prepared for coordinating with the Board meeting dates in order avoid potential conflicts with the proposed dates.

To avoid conflict with holidays or meetings of professional organizations in which the District is affiliated, the dates indicated in blue below have been changed from the second Wednesday of the month to the third Wednesday of the month. The conflicting meeting is indicated next to the revised date.

2015 Board of Directors' Meeting Schedule	
January 14, 2015	July 8, 2015
February 11, 2015	August 12, 2015
March 11, 2015	September 9, 2015
April 8, 2015	October 14, 2015
May 13, 2015	November 18, 2015 (Office will be closed on the 2nd Wed. – Veterans Day)
June 10, 2015	December 9, 2015

In accordance with the Resolution, staff requests that the Board of Directors approve the Calendar Year 2015 Board of Directors' meeting schedule (above) and take other action, as appropriate.

cl:PJB

Attachment

UPCOMING 2015 CONFERENCES

CASA Conferences

Mid-Year Conference

Date: **January 21-23, 2015**

Location: Hilton Palm Springs, CA

LWD Board Meeting: January 14, 2015

Legislation & Public Policy Forum

Date: **April 27-28, 2015**

Location: Sheraton Grand Hotel, Sacramento, CA

LWD Board Meeting: April 8, 2015

60th Annual Conference

Date: **August 19-21, 2015**

Location: Manchester Grand Hyatt San Diego, CA

LWD Board Meeting: August 12, 2015

Water reuse Conference

2015 WaterReuse California Annual Conference

Date: **March 15-17, 2015**

Location: Millennium Biltmore Hotel, Los Angeles, CA

LWD Board Meeting: March 11, 2015

2015 19th Annual Water Reuse & Desalination Conference

Date: **May 4-5, 2015**

Location: Hilton Waterfront Beach Resort, Huntington Beach, CA

LWD Board Meeting: May 13, 2015

CSDA Conferences

Legislative Days

Date: **May 19-20, 2015**

Location: Sacramento Convention Center

LWD Board Meeting: May 13, 2015

Annual Conference

Date: **September 21-24, 2015**

Location: Palm Springs, CA

LWD Board Meetings: September 9, 2015

CWEA Conferences

Annual Conference

Date: **April 28- May 5, 2015**

Location: San Diego Town & Country Resort, San Diego

LWD Board Meetings: May 13, 2015

WEF TEC Conference

88th Annual Water Environment Federation Conference

Date: **September 26 – 30, 2015**

Location: McCormick Place, Chicago

LWD Board Meetings: September 9, 2015

MEMORANDUM

DATE: November 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Batiquitos Lagoon Foundation Board Members 2014 Election

RECOMMENDATION:

1. Discuss and take action as appropriate.

DISCUSSION:

LWD received the Batiquitos Lagoon Foundation (BLF) ballot for their 2014 election. There are three seats available. The candidates are the following:

- Don Omsted (Incumbent);
- Liz Paegel;
- David Hill

Attached for your review are the candidate's statements and a copy of the BLF election ballot (Attachment A). The ballot is due at the BLF by noon, Tuesday, November 18, 2014.

Staff has no recommendation on this matter. The ballot will be forwarded to the BLF by the due date with the Board's recommendation.

Attachments

YOU'RE INVITED!!!

PLEASE COME!!!



THE ANNUAL MEETING
OF THE
BATIQUITOS LAGOON FOUNDATION (BLF)

WILL BE

TUESDAY, NOVEMBER 18, 2014
4:30 PM

AT THE

BLF NATURE CENTER
7380 GABBIANO LANE (LAGOON END)*, CARLSBAD
(*SEE MAP AT WWW.BATIQUITOSFOUNDATION.ORG)

- Meeting of Batiquitos Lagoon Foundation members
- Election of three board members
- Regular Board Meeting

BALLOT

ELIGIBLE VOTERS – ACTIVE MEMBERS AND IN GOOD STANDING SINCE OCTOBER 17, 2014

EVERY YEAR WE ELECT THREE NEW BOARD MEMBERS. THERE ARE THREE NAMED CANDIDATES THIS YEAR.



VOTE FOR NO MORE THAN THREE:

- € DON OMSTED (INCUMBENT)
- € LIZ PAEGEL
- € DAVID HILL
- € OTHER _____

BRING YOUR BALLOT TO THE MEETING AND MEET THE CANDIDATES
OR

FOLD THIS WHOLE PAGE, SEAL WITH TAPE, AND MAIL TO THE BLF
(MAILED BALLOTS MUST BE RECEIVED BY NOON, TUESDAY, NOVEMBER 18, 2014 TO COUNT)

MANDATORY

SIGNATURE

PRINT NAME

DATE

2014 BLF Board Election Candidate Information

Don Omsted (Incumbent):

I was born and raised in Pacific Beach, San Diego. Mission Bay, at that time, was not dredged and had lots of shorebird habitat. Mission bay and the Pacific Ocean were my favorite exploration and play places, and even today salt water is my favorite area to spend my time. The salt water environment has so many variable life forms.

I graduated from San Diego State College (University) in 1962, spent two years in the Army, and began teaching in 1967. I earned a Master's degree from Pepperdine University.

I am retired, finishing my career teaching Marine science, track and soccer. I moved to Encinitas in 1972 and became active in the Leucadia Town Council. I was president for a couple of years and helped lead the fight against Captain Nemos Lagoon project. I have been active for the lagoon off and on for the past 35 years. My wife is one of the founders of the Batiquitos Lagoon Foundation, and we were actively involved in making sure the dredging project got started. I was on the Batiquitos Board of Directors just before the dredging began.

I am presently on the Leucadia Wastewater District (LWD) Board of Directors. I was elected to the Board from 1980 to 1985. During that time, we discussed assuming control over the lagoon and dredging it ourselves. Also, we researched fresh water wetland sewage treatment to enhance the brackish/freshwater element of the Lagoon. Since being appointed to the Board in Sep 2006, I have renewed LWD's interest in Batiquitos Lagoon, and would like serve on your Board to tie us together in our mutual interest in the Lagoon. My knowledge in Marine Biology and Education would also be an asset to the Board. I am currently the project officer for our new nature center, including obtaining all required permits (e.g., Conditional Use Permit (CDP), Coastal Development Permit (CDP), building permit, occupancy permit). I am currently the

BLF Vice President and would welcome the opportunity to continue to serve the BLF.

Liz Paegel:

By training I am a teacher. I worked for the Birch Aquarium for 7 years and then did a couple of years as "the Squid Lady" doing dissections all over the county. I went on to work at the Natural History Museum for 8 years teaching school groups botany, geology, native wildlife and so on for primary grades. I took students on after school hikes with Audubon Programs and Friends of Rose Canyon for the last 8 years.

I became interested in Batiquitos Lagoon Foundation when I was working on my Masters in Education with an environmental emphasis. That was the year we had the first training in 1994. Eventually I became the Education Coordinator. I developed monthly walks and talks, recruited and trained docents, wrote grants and started the Summer Camp program with the city of Carlsbad.

I have a long history of the lagoon, I want to see this place loved and appreciated and protected. I am a docent and actively involved with the implementation of California's new Core Curriculum and updating the BLF educational documents and lesson plans to conform to it.

I thank you for your consideration in by candidacy for rejoining the BLF board.

David Hill:

I was born and raised in England attended Brixton College, London and S.E London Technical College graduating with a BS in Mechanical Engineering. After graduation I moved to Canada and was employed by an international U.S. Chicago based, engineering and manufacturing corporation. I Relocated to Orange County, CA in 1976 and was employed by a major petroleum engineering support and construction firm with operations throughout the Middle East. I returned to California in 1982 and 1984, and settled in Encinitas, San Diego County with my wife and daughter. I was employed as a Facilities Engineering Supervisor for a major aerospace manufacturing facility in San Marcos and was instrumental in developing their environmental compliance program over a period of 12 years. In 1984 I attended UC Irvine and UC San Diego, completed Environmental Certification Programs in "Environmental Compliance" and "Hazardous Materials Management."

From 1994 to present: I established a small environmental engineering consultancy, Hill & Associates, Inc., supporting a diversified client base, throughout Southern California; e.g., state wide automotive operations facilities, real estate developers, financial institutions, manufacturing facilities, Brownfield Developments acquisitions for SoCal local governments, conducted Hydro-Geological studies (Palomar Mountain), and provided Haz-Mat Training. Currently, since 1998, I am a Senior Program Engineering Manager, located in Irvine, Orange CO., for a multi-discipline international engineering firm, based in Windsor CT., serving nation-wide commercial, industrial, infrastructure client base.


Associations past and present:

- Life Member American Society of Heating, Refrigeration and, Air-Conditioning Engineers. Participated in several Technical Committees.
- Life Member of American Society of Mechanical Engineers. Past Chair of the San Diego Section. Currently Chair of the Honors and Awards Committee. ASME Lead Judge since 1984, for the Annual Greater San Diego Science and Engineering Fair sponsored by the Union Tribune.
- Participated as the Industrial Representative for the Vallecitos Water District, Rate Assessment Board, and San Marcos-94.
- CA., Registered Environmental Property Assessor
- Certified National Registry of Environmental Professionals

I have lived overlooking Batiquitos Lagoon for 32 years and am very much aware of the history associated with the mitigation offset(s) measures (e.g., EIR's, EIS's) required by the state of California for the dredging of Long Beach Harbor, including the negotiations with former BL land owners Hunt Bros.

I would be honored to participate and serve on the BLF Board.

MEMORANDUM

DATE: November 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Call for Nominations to the San Diego Chapter CSDA Board of Directors

RECOMMENDATION:

That the Board of Directors consider the following:

1. Discuss and take other action as appropriate.

DISCUSSION:

Leucadia Wastewater District received notification that nominations are being solicited for the San Diego Chapter CSDA Board of Directors. The positions that are up for the 2014/2015 term are the President, First Vice President and Treasurer. Any San Diego Chapter CSDA Special District is eligible to nominate one person, a board member or an employee, for the election. CSDA Chapter Board members serve three year terms.

Staff has no recommendation on this matter and is seeking direction from the Board of Directors. Attached are CSDA's notification and the nomination form.

cal:PJB

Attachment

Chuck LeMay

From: Kathleen <kchedberg@cox.net>
Sent: Tuesday, October 14, 2014 9:36 PM
To: Kathleen
Subject: San Diego Chapter CSDA Nomination Committee Chair Wants to Hear from YOU!
Attachments: San Diego Chapter CSDA Nomination Form.docx

San Diego Chapter CSDA Nomination Committee is looking for a few Special District Board Members/Trustees or Management Level Employees who are interested in leading the direction of the San Diego Chapter of the California Special Districts Association.

The Chapter Board of Directors is the governing body responsible for all policy decisions and programs for the quarterly meetings. The Board of Directors is crucial to the continued successful operation of the Chapter. San Diego Chapter was recognized as Chapter of the Year by CSDA at the Annual Conference in October 2014, hot off the press Union Tribune Article <http://www.utsandiego.com/news/2014/oct/14/san-diego-count-wins-special-districts-award/>

Candidates must be affiliated with an independent special district that is a State CSDA regular member (per new bylaw change). Commitment: Attendance at the Quarterly Board of Directors meeting and the Quarterly Chapter meeting plus tasks as described in the Chapter By-laws.

Board Positions up for the term 2014/2015 are:

President: (1) shall preside over all meetings; (2) shall oversee the Scholarship/Grant Committee; and (3) shall sign checks in the absence of the Treasurer.

First Vice President: (1) shall be responsible for speaker/program for the regular meetings; (2) shall act in the place of the President as necessary; (3) shall be the chairperson of the Nomination Committee in alternate years when not standing for election, and (4) be responsible for maintaining and updating the San Diego Chapter information on the CSDA website.

Treasurer: (1) shall be responsible for collecting and depositing all funds; (2) for dispensing funds as specified by the Board of Directors; and (3) for keeping current records showing the names and addresses of all members.

Nomination Procedure: Any Chapter Special District member is eligible to nominate one person, a board member or managerial employee.

Complete the **attached Nomination Form** and return to Nomination Committee Chair Jon Lorenz.

Deadline: Nominations must be received by 5:00 p.m. Friday, November 14, 2014.

Email Nomination Form to: jlorenz@lakesidefire.com

Happy Happy Election Time – Good Luck!

Kathleen Coates Hedberg, Director
San Diego Chapter President
California Special Districts Association
c/o Helix Water District

DATE RECEIVED
BY NOMINATION COMMITTEE:

2014-15 CALIFORNIA SPECIAL DISTRICT ASSOCIATION
SAN DIEGO CHAPTER
NOMINATION / RESUME

(Office Use)

NOMINATED BY:	
District Name:	
District Phone:	
NAME OF NOMINEE:	
Name:	
Address:	
Phone:	
NOMINATED FOR:	
<i>(Please check <u>one</u> box)</i>	<input type="checkbox"/> President <input type="checkbox"/> 1st Vice President <input type="checkbox"/> Treasurer
DISTRICT EXPERIENCE:	
CSDA EXPERIENCE:	
ADDITIONAL INFORMATION:	

**In accordance with CSDA San Diego Bylaws, Chapter Officers must be members of the legislative body of an independent Special District who reside in San Diego County.*

MEMORANDUM

DATE: November 6, 2014
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Inclusion of a Credit Card Breakdown in the Monthly Board Agenda under the Demands Section**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Discuss and provide direction, as appropriate.

DISCUSSION:

Director Hanson has requested that this item be placed on tonight's agenda so that the Board could consider whether a detailed breakdown of the District's credit card expense should be included in the "Demands" section of the Board's monthly agenda.

By way of background, LWD has historically included the District's credit card's *total* expense in the monthly agenda's Demands but not a detailed breakdown. The Demands constitute a print out of the District's monthly checks sent out using a pre-programmed function in the financial software package. The credit card bill is typically paid with a single check; therefore the total expense is what is depicted in the Demands.

In order to include a detailed breakdown of the credit card expenses, staff would need to generate a separate report and determine how to incorporate the information into the Demands report. The District's credit card is used primarily to make conference and travel arrangements, to cover conference expenses, purchase small equipment and vehicle repairs, and occasionally pay for District related events.

This item is placed before the Board at Director Hanson's request and the recommendation is that the Board discuss this issue and provide direction as appropriate.

PJB:

October 29, 2014

To: San Diego Chapter CSDA Member Agencies
From: Kathleen Coates Hedberg, San Diego Chapter President
Subject: San Diego Chapter CSDA Quarterly Dinner Meeting
Event Date: **Thursday – November 20, 2014**

Board of Directors

President
Kathleen Coates Hedberg
Helix Water District

First Vice-President
Ken Munson
North County Fire
Protection District

Second Vice-President
Jon Lorenz
Lakeside Fire Protection
District

Treasurer
Richard Stevenson
Sweetwater Authority

Secretary
Diana Towne
Rincon del Diablo MWD

Past President
Vacant

Director
Jo MacKenzie
Vista Irrigation District

Director
Elaine Sullivan
Leucadia Water District

Time: **6:00 pm to 9:00 pm – Dinner Starts at 6:30 pm**

Location: **The Butcher Shop Steakhouse – Kearny Mesa**
5255 Kearny Villa Road, San Diego - (858) 565-2272

Join the San Diego Chapter CSDA for an eventful and exciting evening:

- **TIME CERTAIN: 6:30pm** Color Guard by the US Navy League Cadet Corp
- **Presentation:** Chapter of the Year Award & Bud Pocklington Retirement
- **2014 San Diego Chapter Bylaws:** Discussion Consideration for Approval
- **SDCSDA Board of Directors Elections:** Three positions up for election President, First Vice-President and Treasurer. Contact Nominations Committee Chair Jon Lorenz for more information, jlorenz@lakesidefire.com.
- **San Diego Local Agency Formation Commission (LAFCO) Elections:**
 - Mike Ott, LAFCO Executive Director – LAFCO Update and Introduction of Positions
 - Harry Ehlich, Legislative Research Director – Forum Moderator.
- Two open positions and the candidates nominated by their agencies are:
- **Primary - Special District Commissioner** (a two year term):
 - Ms. Jo MacKenzie – Director, Vista Irrigation District
 - Mr. Lou Russo – Director, Rural Fire Protection District
- **Alternate - Special District Commissioner** (a four year term):
 - Mr. Al Gebhart – Director, Fallbrook Public Utilities District
 - Mr. Jon Lorenz – Director, Lakeside Fire Protection District
 - Mr. Edmund Sprague – Director, Olivenhain Municipal Water District

Dinner Menu Selections – \$39 per person (\$45 non-member)

Public is invited to attend the dinner at the \$45 non-member price
Tri-Tip Steak, with Bordelaise Sauce, New Potatoes and Vegetables
Fresh Mahi Mahi, Mesquite Broiled and Topped with Cilantro-Lime Sauce
Vegetarian Pasta, Mushrooms, Spinach, Feta Cheese with Pappardelle Pasta

Registration deadline is: Thursday, November 13, 2014

We look forward to seeing all agencies and guests attending this event. If you have any questions or need further information, please call Kathleen Hedberg at (619) 660-7487; kchedberg@cox.net, or Rich Stevenson at (619) 409-6711; rstevenson@sweetwater.org.

Cancellation/Refund Policy: San Diego Chapter CSDA is obligated by contract to pay for the number of attendees registered by the Friday prior to the event, hence the Thursday deadline. Cancellations made after the deadline are not refundable. Agencies and individuals are responsible for paying any reservation that is made and not cancelled prior to the deadline. Agencies may substitute or add individuals attending.

General Public Welcome

San Diego Chapter CSDA Dinner Meeting Registration Form

DEADLINE: Thursday – November 13, 2014

The Butcher Shop Steakhouse - 5255 Kearny Villa Road, San Diego

6:00 PM No-Host Social ~ 6:30 PM Dinner/Program

Dinner - \$39.00 (\$45.00 non-members)

Public is invited to attend at the \$45 non-member price

Choice of: 1. Tri-Tip Steak 2. Mahi Mahi 3. Vegetarian Pasta

Agency: _____ Contact Name: _____

Phone Number: _____ Email: _____

Make reservations as follows, check dinner choice - Please print clearly

	Entrée Selection	1	2	3
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name/Title: _____	Choice:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Enclosed is our check for _____ reservation(s) at \$39.00 each = \$ _____
Non-member _____ reservation(s) at \$45.00 each = \$ _____

Make check payable to San Diego Chapter CSDA

Mail To: Rich Stevenson ~ Phone: (619) 409-6711
San Diego Chapter CSDA Treasurer
Sweetwater Authority
505 Garrett Avenue
Chula Vista, CA 91910

Or Fax: (619) 425-7469 Or Email: rstevenson@sweetwater.org

Reservations must be received no later than Thursday, November 13, 2014

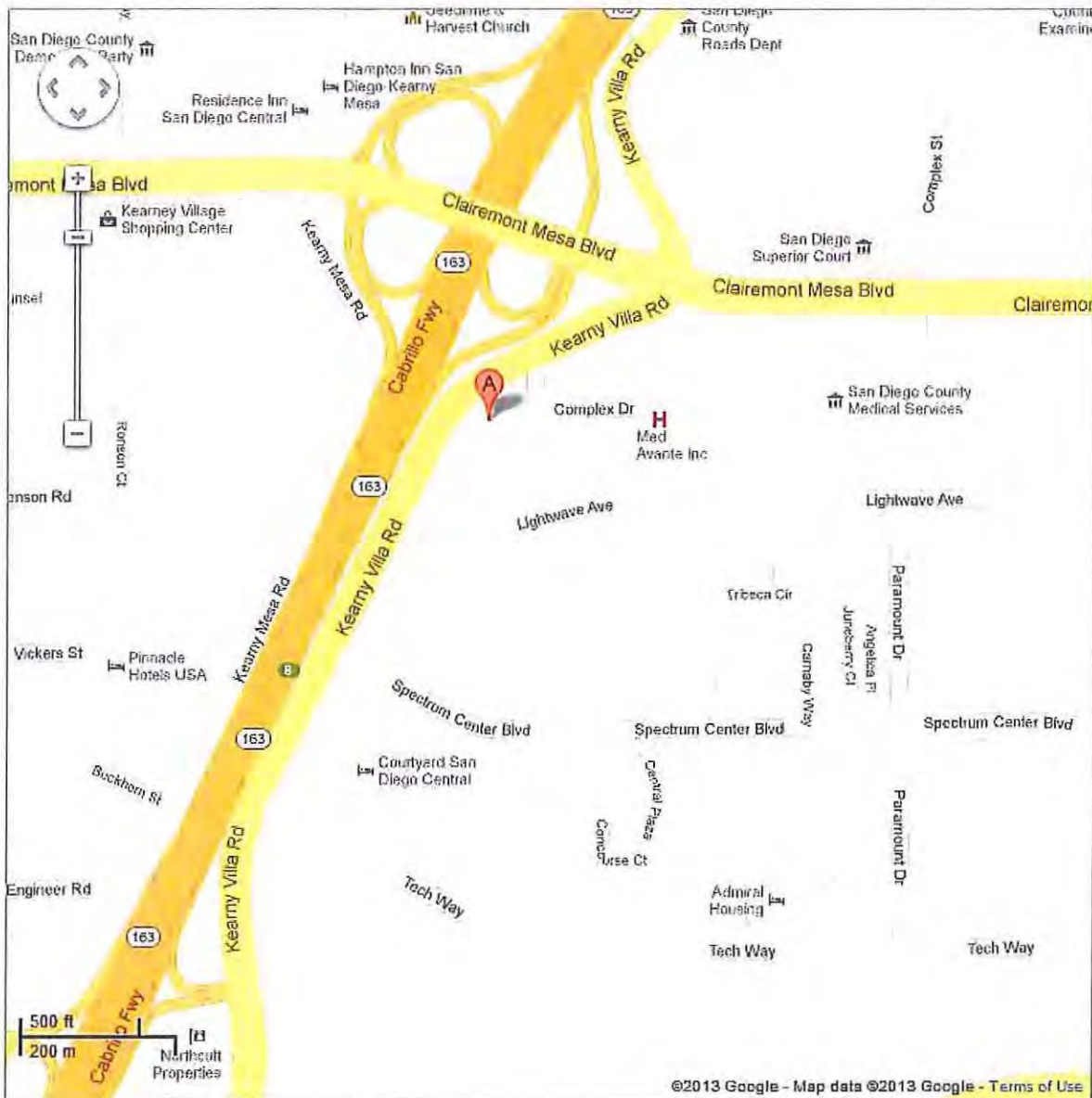
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Directions to: The Butcher Shop Steakhouse – Kearny Mesa
5255 Kearny Villa Road, San Diego - (858) 565-2272
<http://www.butchershopsd.signonsandiego.com>

Located just off HWY 163 & Clairemont Mesa Blvd.

From South: Take 163 North to Clairemont Mesa Blvd East. Take the first two rights. We are on the left side of the street.

From North: Take 163 South to Clairemont Mesa Blvd East. Cross the 163 overpass and take the first right. Once again we are on the left side of the street.



Agreement Executed to Secure \$3.45 Million in State Grant Funds for North County Recycled Water Projects



On behalf of its North San Diego Water Reuse Coalition partners, Olivenhain Municipal Water District's Board of Directors approved an agreement today with the San Diego County Water Authority by which to receive \$3,452,000 in state grant funds for the commencement of construction for certain components of the North San Diego County Regional Recycled Water Project.

The funds are part of a \$10,511,225 grant award provided by the California Department of Water Resources (DWR) through its Proposition 84 Integrated Regional Water Management (IRWM) program. The San Diego County Water Authority (SDCWA) is administering the grant on behalf of the San Diego region after completing a funding agreement with DWR on August 6. The North San Diego County Regional Recycled Water Project is one of seven projects receiving a portion of the award.

The project is a comprehensive, cross-jurisdictional partnership matching areas with high recycled water demand to facilities that can produce enough recycled water to meet that demand. Maximizing the use of regional recycled water resources reduces North County's dependence on increasingly scarce and expensive imported water, and helps the agencies to achieve the state-mandated potable water reduction of 20 percent by the year 2020.

Christy Guerin, OMWD's Vice President and its representative to SDCWA, stated: "Especially over the last two years, water supply conditions throughout the state have demanded that local agencies look beyond the Bay-Delta and the Colorado River to meet their water demands. The North County agencies have demonstrated foresight and leadership by tackling water supply challenges head-on and better preparing the region to navigate droughts. The Water Authority and DWR also deserve a lot of credit for recognizing the importance of this project."

The participating agencies—Carlsbad Municipal Water District, the City of Escondido, Leucadia Wastewater District, the City of Oceanside, Olivenhain Municipal Water District, Rincon del Diablo Municipal Water District, San Elijo Joint Powers Authority, Santa Fe Irrigation District, Vallecitos Water District, and Vista Irrigation District—have aggressively pursued grant funding since the partnership was born in 2010. The strategy has proven successful in that the grant award is the second seven-figure award received from the Department of Water Resources—the project's planning phase garnered a \$1,500,000 award in 2010 for which the coalition received its first payment disbursement in August 2014. Additionally, the group continues to work with San Diego County's federal representatives in hopes of achieving up to \$50 million in federal funding for the project. To date, these pursuits have significantly reduced the costs of infrastructure investment to North County ratepayers.

The City of Oceanside's Water Utilities Director, Cari Dale, declared: "This regional partnership is an example of working together to accomplishing great things. We are fortunate that many of the planning aspects of the project are finishing up and we can move into construction. And what better timing to do that than when we are facing unprecedented drought conditions."

The group developed a Regional Recycled Water Facilities Plan in 2011 and is currently developing a Programmatic Environmental Impact Report. Many individual construction elements of the project have already begun. Upon completion of all long-term project elements, the North San Diego County Regional Recycled Water Project will add over 30 million gallons per day of recycled water and potable reuse water to North County's water supply portfolio, offsetting the water demand of approximately 75,000 households.

"Given the continued increase in water costs and the renewed focus on conservation and limited supplies due to the drought, the efforts of all the coalition partners will have a positive long-term impact on all of northern San Diego County and shows the leadership and initiative of the NSDWRC," said Greg Quist, President of Rincon del Diablo Municipal

Water District.

DWR's Integrated Regional Water Management program is designed to fund competitive grants for projects that improve regional water resources management. Grant funds are made available through Proposition 84 (2006), which authorized \$5.388 billion in general obligation bonds to fund water-related infrastructure and programs.

Last Updated on Wednesday, 15 October 2014 18:04