



**BOARD OF DIRECTORS
REGULAR MEETING**

Pursuant to the State of California Executive Order N-29-20, and in the interest of public health, the District is temporarily taking actions to mitigate the COVID-19 pandemic by holding Board Meetings by teleconference or videoconference. The general public may not attend this meeting at the District's office due to social distancing requirements.

To join this meeting via Zoom Teleconference please dial: 1 (669) 900-6833
Meeting ID: 857 5633 6182 **Passcode:** 884142

Public Participation/Comment: Members of the public can participate in the meeting by emailing comments to the Executive Assistant at tbaity@lwwd.org by 4:00 p.m. the day of the meeting. The subject line of your email should clearly state the item number you are commenting on. If you desire to have your comment read into the record during the meeting, please note that in the email subject line. All comments will be emailed to the Board of Directors prior to the start of the meeting. Finally, comments may be mailed to the District, but to be considered, must be received on or before the meeting date. Written comments should be mailed to: Leucadia Wastewater District, c/o Executive Assistant, 1960 La Costa Avenue, Carlsbad, CA 92009.

DATE: Wednesday, May 12, 2021
TIME: 5:00 p.m.
PLACE: VIA VIDEOCONFERENCE ONLY

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 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. In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the Executive Assistant at (760) 753-0155. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. General Public Comment Period**
- 5. Approval of Agenda**

6. Presentation and Awards

A. Teacher Grant Recipients. (Verbal)

B. 2020 CWEA San Diego Section and State Awards. (Page 5)

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:

April 14, 2021 Regular Board Meeting (Pages 6-12)

May 5, 2021 Community Affairs Committee Meeting (Page 13)

8. Approval of Demands for April/May 2021

This item provides for Board of Directors approval of all demands paid from LWD during the month of April and a portion of May 2021. (Pages 14-20)

9. Operations Report

This report discloses the year-to-date and monthly flow, rainfall, EDU's and reclaimed water averages; along with MGD flow comparisons from FY20 to FY21, flows by sub-basin, and staff training. (Pages 21-27)

10. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY21 budget and discloses monthly investments. (Pages 28-35)

11. Quarterly Treasurer's Report

This report discloses investments for the quarter ending March 31, 2021. (Pages 36-37, Enclosure 11)

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of April 2021. (Pages 38-39)

EWA REPORTS

13. Encina Wastewater Authority Reports

A. A regular EWA Board Meeting was held on April 28, 2021 via video conference – report by Vice President Hanson. (Pages 40-41)

B. An Encina Member Agency Manager's (MAM) Meeting was held on May 4, 2021 – report by GM Bushee. (Verbal)

C. An EWA Board Policy Workshop was held on May 5, 2021 via video conference – report by Director Sullivan. (Page 42)

COMMITTEE REPORTS

14. Committee Reports

Community Affairs Committee meeting was held on May 5, 2021 via videoconference – report by Director Brown. (Page 43)

ACTION ITEMS

15. Approving the Recommended Encina Wastewater Authority Fiscal Year 2022 (FY22) Budget

Adopt Resolution No. 2346 - Approving the Recommended Encina Wastewater Authority Fiscal Year 2022 (FY22) Operating, Capital, and Pension Funding Policy Budgets. (Pages 44-46)

16. Board of Directors Vacancy

Discuss Options for filling Board Vacancy. (Pages 47-49)

17. Board of Directors Committee Assignments

Receive and File Temporary Committee Assignments. (Pages 50-52)

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

A. 2021 CSDA Virtual Legislative Days is scheduled for May 18-19, 2021. (Verbal)

B. CSDA San Diego Chapter Quarterly Virtual Meeting is scheduled for May 20, 2021 via Zoom. (Verbal)

19. Directors' Meetings and Conference Reports

None.

20. General Manager's Report

21. General Counsel's Report

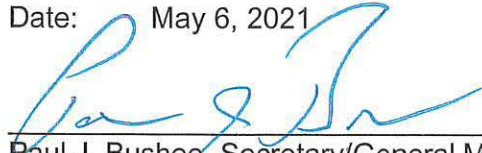
22. Board of Directors' Comments

23. 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 and on the District website www.lwwd.org at least 72 hours prior to the meeting, in accordance with Govt. Code Section 54954.2(a).

Date: May 6, 2021



Paul J. Bushee, Secretary/General Manager

MEMORANDUM

Ref: 21-7592

Date: May 6, 2021
To: Board of Directors
From: Paul J. Bushee, General Manager 
Subject: **2020 CWEA San Diego Section and State Awards**

It is my pleasure to announce that the Leucadia Wastewater District (LWD) was honored to receive the following awards: 2020 CWEA San Diego Collection System Person of the Year - 1st Place and 2020 CWEA State Collection System Person of the Year – 2nd Place. A brief summary of the award follows:

2020 Collection System Person of the Year Award

Mr. Ryan Rodriguez, a Field Service Technician III, received the CWEA San Diego Collection System Person of the Year Award. After winning at the local level, Ryan continued his success with a second place finish for Collection System Person of the Year Award for the State of California.

Ryan has been employed at LWD since January 2015. In achieving this award, the selection committee recognized the fact that Ryan is professional, proficient, and efficient. He has demonstrated high proficiency and skill operating the pump stations and AWT plant, hydro-cleaning, and inspecting CCTV and easements. He has provided emergency assistance during heavy storm events and has also implemented a new method of organizing the Special Maintenance Actions List and created a fuel log sheet for the District's fleet vehicles auxiliary fuel tanks. His attention to detail, strong work ethic, and "can do" attitude merit his selection as the CWEA Collection System Person of the Year.

Please join me in congratulating Ryan for these outstanding accomplishments.

tb:PJB

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 April 14, 2021

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, April 14, 2021 at 5:00 p.m. via teleconference.

1. Call to Order

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

2. Roll Call

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

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Administrative Services Manager Richard Duffey, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Tianne Baity, Field Services Technician II Curney Russell, District Engineer Dexter Wilson, and District Resident Paul Ecke III

3. Pledge of Allegiance

President Omsted 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 Juliussen, and unanimously carried, the Board of Directors approved the agenda by the following vote:

| Director | Vote |
|-----------------------|------|
| President Omsted | Yes |
| Vice President Hanson | Yes |
| Director Sullivan | Yes |
| Director Brown | Yes |
| Director Juliussen | Yes |

6. Presentations and Awards

A. 5 Year Service Award – Curney Russell

GM Bushee introduced Field Services Technician II Curney Russell stating that he recently passed his 5th year anniversary at the District. He provided background information about Curney and noted that under LWD's incentive program Curney is eligible for a \$100 incentive award.

The Board congratulated Curney for his efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

- March 10, 2021 Regular Board Meeting
- April 5, 2021 Human Resources Committee Meeting
- April 6, 2021 Community Affairs Committee Meeting
- April 7, 2021 Engineering Committee Meeting
- April 7, 2021 Investment and Finance Committee Meeting

8. Approval of Demands for March/April 2021

Payroll Checks numbered 22586-22663; General Checking Checks numbered 55267-55386

9. Operations Report (A copy was included in the original April 14, 2021 Agenda)

10. Finance Report (A copy was included in the original April 14, 2021 Agenda)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of March 2021.

12. Status Update on the Fiscal Year 2021 (FY21) LWD Tactics and Action Plan

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

| Director | Vote |
|-----------------------|------|
| President Omsted | Yes |
| Vice President Hanson | Yes |
| Director Sullivan | Yes |
| Director Brown | Yes |
| Director Juliussen | Yes |

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority (EWA) Reports

A. A regular EWA Board Meeting was held on March 24, 2021.

Director Sullivan reported on EWA's March 24, 2021 Board Meeting.

B. An Encina Member Agency Manager's (MAM) Meeting was held on April 6, 2021.

GM Bushee reported on EWA's MAM April 6, 2021 meeting.

14. Committee Reports

A. Human Resources Committee (HRC) Meeting was held on April 5, 2021.

President Omsted stated the HRC reviewed the Board of Directors Election of Officers, Establishment of Committees, and Selection of Committee Members Policy. The HRC discussed the pros and cons of each option as well as the timing.

The HRC agreed to refer further discussion of the committee assignments to the Board of Directors at the Strategic Planning session.

President Omsted also stated that the HRC reviewed the recommendation to Adopt Resolution No. 2345 – Amending the Human Resources Policy Manual (HRPM). The HRC concurred with staff to present this recommendation to the Board of Directors and it will be discussed later in the agenda.

B. Community Affairs Committee (CAC) Meeting was held on April 6, 2021.

Director Brown reported that the CAC reviewed the 2021 Spring Newsletter Draft Text. He noted that the CAC reviewed and commented on the draft text and directed staff to move forward with final text and layout of the newsletter.

C. Engineering Committee (EC) Meeting was held on April 7, 2021.

President Omsted reported that the EC received updates on the Development Projects Summary, the Leucadia Pump Station Rehabilitation Project, and the FY20 Gravity Sewer Repair / Quebrada Realignment Project. These items were for information purposes and there was no action taken.

D. Investment and Finance Committee (IFC) Meeting was held on April 7, 2021.

Vice President Hanson reported that the IFC reviewed the following recommendations:

- Authorize the General Manager to execute an agreement with Time Value Investments, Inc., (TVI) to add them as an additional authorized financial broker-dealer and provide fixed-income securities broker-dealer services;
- Authorize the General Manager to execute a Professional Services Agreement with Clifton Larsen Allen LLP (CLA) for Financial Management & Accounting Support Services for an amount not to exceed \$120,000; and
- Authorize the General Manager to Proceed with the Proposition 218 Process and Schedule a Public Hearing to Consider Adoption of an Ordinance increasing the Sewer Service Charges for Fiscal Years 2022, 2023, and 2024.

The IFC concurred with staff to present these recommendations to the Board of Directors and they will be discussed later in the agenda.

ACTION ITEMS

15. Professional Services Agreement for Financial Management and Accounting Services

Authorize the General Manager to execute a sole source Professional Services Agreement with Clifton Larsen Allen LLP (CLA) for Financial Management & Accounting Support Services for an amount not to exceed \$120,000.

ASM Duffey presented background information on the item noting that he will be retiring in the near future and that staff has reviewed options for his replacement. ASM Duffey stated that staff believes LWD's best option is to return to outsourcing the financial and accounting services and that staff has identified CLA (formerly White Nelson Diehl Evans LLP) as the most viable option.

ASM Duffey explained that CLA's principal in charge of the LWD work would be Mr. David Foreman, CPA. He then provided background information on Mr. Foreman.

Director Juliussen asked if there is an option to extend the contract. ASM answered affirmatively. GM Bushee clarified that the District wanted to start with a one-year contract to more accurately gauge the costs prior to signing a multi-year contract.

Director Brown suggested that the recommendation specify a one-year contract.

Upon a motion duly made by Vice President Hanson, seconded by Director Brown, and unanimously carried, the Board of Directors authorized the General Manager to execute a one-year sole source Professional Services Agreement with Clifton Larsen Allen LLP (CLA) for Financial Management & Accounting Support Services in an amount not to exceed \$120,000 by the following vote:

| Director | Vote |
|-----------------------|------|
| President Omsted | Yes |
| Vice President Hanson | Yes |
| Director Sullivan | Yes |
| Director Brown | Yes |
| Director Juliussen | Yes |

16. Execute an Agreement with Time Value Investments, Inc. (TVI) as an Authorized Financial Broker-Dealer

Authorize the General Manager to execute an agreement with Time Value Investments, Inc., (TVI) to add them as an additional authorized financial broker-dealer and provide fixed-income securities broker-dealer services.

ASM Duffey presented the item noting that the District currently utilizes three options to manage its investments. He then provided background information on the current options and stated that staff would like to diversify and enlarge the pool of available authorized investment options. He stated that staff is recommending adding Time Value Investments (TVI) as an additional broker/dealer. ASM Duffey then provided background information on TVI.

President Omsted asked how does the broker-dealer make investments. ASM Duffey answered that the broker-dealer makes recommendations and the recommendations are discussed amongst GM Bushee, the broker-dealer, and himself prior to making any investments. GM Bushee clarified that there is no minimum allocation on the amount that can be invested and investments are made at staff's discretion.

Director Brown asked how long is the agreement term with TVI. ASM Duffey answered there is no term, TVI just provides the investments and they make their money on the spread. Director Brown asked how often investments are made. ASM Duffey answered that it varies but it can be from 1 to 5 times per month depending on what investments are available.

President Omsted asked if Clifton Larsen Allen (CLA) would assist with the investments once ASM Duffey retires. GM Bushee stated that it is a possibility that David Foreman, with CLA, would assist.

Upon a motion duly made by Director Sullivan, seconded by Director Brown, and unanimously carried, the Board of Directors authorized the General Manager to execute an agreement with Time Value Investments, Inc., (TVI) to add them as an additional authorized financial broker-dealer and provide fixed-income securities broker-dealer services by the following vote:

| Director | Vote |
|-----------------------|------|
| President Omsted | Yes |
| Vice President Hanson | Yes |
| Director Sullivan | Yes |
| Director Brown | Yes |
| Director Juliussen | Yes |

17. Proposition 218 Process and Schedule a Public Hearing to Consider Adoption of an Ordinance increasing the Sewer Service Charges for Fiscal Years 2022, 2023, and 2024.

ASM Duffey presented background information on the item. ASM Duffey noted that the Financial Plan indicated that in order for the District to meet projected future expenditures and to maintain the integrity of its collection system, a three-year sewer rate increase would be needed beginning fiscal year 2021. However, due to the COVID-19 pandemic the sewer rate increase was postponed last year.

ASM Duffey stated that based on the Financial Plan Update which was presented to the Board this past January and previous proposed sewer rate increase discussions, the Board directed staff to move forward with the planned sewer rate increase for fiscal year 2022 and proceed with the Proposition 218 Notice process.

Upon a motion duly made by Director Juliussen, seconded by Vice President Hanson, and unanimously carried, the Board of Directors agreed to move forward with the Proposition 218 Process and Schedule a Public Hearing to Consider Adoption of an Ordinance increasing the Sewer Service Charges for Fiscal Years 2022, 2023, and 2024 by the following vote:

| Director | Vote |
|-----------------------|------|
| President Omsted | Yes |
| Vice President Hanson | Yes |
| Director Sullivan | Yes |
| Director Brown | Yes |
| Director Juliussen | Yes |

18. Amending the Human Resources Policy Manual

Adopt Resolution No. 2345 - Amending the Human Resources Policy Manual (HRPM)

ASM Duffey presented background information on the item stating that the proposed changes to the HRPM are related to several California employment laws that became effective on January 1, 2021. He stated that GC Brechtel recommended and reviewed the changes.

Upon a motion duly made by Director Brown, seconded by Director Juliussen, and unanimously carried, the Board of Directors adopted Resolution No. 2345 amending the Human Resources Policy Manual by the following vote:

| Director | Vote |
|-----------------------|------|
| President Omsted | Yes |
| Vice President Hanson | Yes |
| Director Sullivan | Yes |
| Director Brown | Yes |
| Director Juliussen | Yes |

19. Board of Directors Compensation Adjustment

ASM Duffey presented the item indicating the date of the last Board stipend increase was August 2019 and at that time the stipend was increased from \$190 to \$200 per day. He stated that government code allows for a 5% adjustment per calendar year following the last adjustment and the Board is eligible to receive an increase between \$0 and \$20. ASM Duffey explained that this item is for the Board to consider whether to direct staff to prepare and notice for a public hearing at the May Board Meeting, after which it could take action on a proposed a Board compensation adjustment.

He then provided some board per diem analytics on 24 local wastewater and water agencies.

Director Juliussen stated this is not a good time for a compensation increase since the District will be increasing the sewer rates and he also believes the Board is well compensated.

Director Sullivan stated that the District has the lowest sewer rates in the County and sewer rates haven't been increased in 4 years so she would like to see a 5% increase.

Vice President Hanson stated she thinks the Board compensation is fine where it is and the Board is compensated above the average and the median based on the per diem analytics.

Director Brown and President Omsted agreed with Director Juliussen and Vice President Hanson.

Following discussion, the Board of Directors reached consensus to not increase the Board stipend.

There was no action taken.

INFORMATION ITEMS

20. Project Status Updates and Other Informational Reports

A. 2021 CSDA Virtual Legislative Days is scheduled for May 18-19, 2021.

EA Baity announced the date and the time of the 2021 CSDA Virtual Legislative Days Conference.

B. CSDA San Diego Chapter Quarterly Virtual Meeting is scheduled for May 20, 2021 at 6:00pm via Zoom.

EA Baity announced the date and time of the CSDA San Diego Chapter Quarterly Virtual Meeting.

C. Support Letter for John Skerbelis for CSDA Southern Network Seat A.

EA Baity stated a support letter was received for John Skerbelis for CSDA Southern Network Seat A.

21. Directors' Meetings and Conference Reports

None.

22. General Manager's Report

GM Bushee reported on the following items:

- Board Budget Workshop is scheduled for May 10, 2021 at 1:00 p.m.;
- Strategic Planning Workshop is scheduled for August 4, 2021 at 8:00 a.m.; and

- Staff is evaluating an alternate energy provider known as the Clean Energy Alliance.

23. General Counsel's Report

None.

24. Board of Directors' Comments

Director Juliussen thanked staff for a great job.

Director Brown stated that he completed the CSDA Special District Leadership Academy Module 2 Virtual Workshop this week. Director Sullivan thanked Director Brown for completing the training.

Director Brown asked what was the impact of the last major drought on the District and the sewer flows. GM Bushee provided a brief summary of the impact of the last drought.

Vice President Hanson stated she would like to discuss the demands with GM Bushee. GM Bushee stated he would call her tomorrow to discuss the demands.

25. Adjournment

President Omsted adjourned the meeting at approximately 5:46 p.m.

Donald F. Omsted, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Community Affairs Committee Meeting
 May 5, 2021

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held May 5, 2021 at 11:00 a.m. via videoconference.

1. Call to Order

Chairperson Brown called the meeting to order at 11:00 a.m.

2. Roll Call

DIRECTORS PRESENT: Brown

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services Manager Richard Duffey, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, and Neal Bloom and Iris Grootenhuis of Rising Tide Partners (RTP)

3. Public Comment

No public comment was received.

4. New Business

A. Review the draft layout for the 2021 Spring newsletter.

ASsup Hill provided background on the newsletter. She introduced Mr. Bloom from RTP to provide an overview of the newsletter draft layout. Mr. Bloom provided an overview and the CAC suggested some minor edits to the text and pictures. Staff and RTP stated that they would make the changes.

Following discussion, the CAC directed staff to move forward with the production of the newsletter and forward the final to the Board for their review prior to printing.

5. Information Items

None.

6. Directors' Comments

Chairperson Brown stated that Director Juliussen will be missed. He thanked staff and RTP for their work on the newsletter.

7. General Manager's Comments

GM Bushee thanked staff and RTP as well.

8. Adjournment

Chairperson Brown adjourned the meeting at 11:34 a.m.

Paul J. Bushee
 Secretary/Manager
 (Seal)

**LEUCADIA WASTEWATER DISTRICT
DEMANDS SUMMARY
May 12, 2021**

Disbursement Period April 8, 2021 Through May 6, 2021

GENERAL CHECKING

| | |
|-----------|-----------------|
| Operating | \$ 746,406.45 |
| Capital | \$ 1,110,829.64 |

| | |
|-----------------------------|------------------------|
| TOTAL GENERAL CHECKS | \$ 1,857,236.09 |
|-----------------------------|------------------------|

PAYROLL CHECKS

| | |
|--|---------------|
| | \$ 108,798.32 |
|--|---------------|

| | |
|----------------------|------------------------|
| TOTAL DEMANDS | \$ 1,966,034.41 |
|----------------------|------------------------|

**LEUCADIA WASTEWATER DISTRICT
EMPLOYEE/BOARD PAYROLL CHECKS
May 12, 2021**

Disbursement Period April 8, 2021 Through May 6, 2021

| <u>Description</u> | <u>Check Date</u> | <u>Check #'s</u> | <u>Amount</u> |
|-----------------------------|-------------------|------------------|----------------------|
| Incentive Payroll Check | 4/14/2021 | 22664 | \$ 92.35 |
| Biweekly Payroll Checks | 4/21/2021 | 22665-22683 | \$ 52,442.79 |
| Biweekly Payroll Checks | 5/5/2021 | 22684-22702 | \$ 53,038.66 |
| Board Payroll Checks | 5/6/2021 | 22703-22707 | \$ 3,224.52 |
| TOTAL PAYROLL CHECKS | | | \$ 108,798.32 |

Leucadia Wastewater District
 Check/Voucher Register - Demand Summary for Board
 1001 - PPB (Opus) General Checking Account
 From 4/8/2021 Through 5/6/2021

| Check Number | Effective Date | Vendor Name | Check Amount | Transaction Description |
|--------------|----------------|-----------------------------------|--------------|---|
| 55387 | 4/8/2021 | ADT/PROTECTION 1 | 165.00 | Security Service 04/17/21-05/16/21 |
| 55388 | 4/8/2021 | AT&T | 226.22 | Phone Service - Elevator |
| 55389 | 4/8/2021 | AZTEC LEASING, INC | 530.88 | Copier Lease - February 2021 |
| | 4/8/2021 | AZTEC LEASING, INC | 530.88 | Copier Lease - March 2021 |
| 55390 | 4/8/2021 | BANNER BANK | 15,906.35 | Rentention for Stanek Construction-LPS Rehab Project |
| 55391 | 4/8/2021 | BRAX COMPANY, INC | 983.00 | Rancho Verde Lift Station Pump 2 Inspect/Repair |
| 55392 | 4/8/2021 | CITY OF CARLSBAD | 212.84 | Water for Vactor 1 |
| | 4/8/2021 | CITY OF CARLSBAD | 275.28 | Water for Vactor 2 |
| 55393 | 4/8/2021 | COLONIAL LIFE INS | 101.84 | Accident / Critical Insurance - 03/10/21 & 03/24/21 |
| 55394 | 4/8/2021 | COSCO FIRE PROTECTION | 4,982.00 | Replace PIV Post |
| 55395 | 4/8/2021 | COX COMMUNICATIONS SAN DIEGO | 1,080.00 | Internet Service 03/22/21-04/21/21 |
| | 4/8/2021 | COX COMMUNICATIONS SAN DIEGO | 527.14 | Phone Service 03/18/21-04/17/21 |
| 55396 | 4/8/2021 | DATA NET SOLUTIONS GROUP | 6,342.95 | IS Maintenance & Support |
| | 4/8/2021 | DATA NET SOLUTIONS GROUP | 1,846.00 | MS Exchange Service & CALS Renewal |
| | 4/8/2021 | DATA NET SOLUTIONS GROUP | 120.00 | Watchgaurd Renewal |
| 55397 | 4/8/2021 | DKF SOLUTIONS GROUP, LLC | 300.00 | MSO Subscription - April 2021 |
| 55398 | 4/8/2021 | EWING IRRIGATION PRODUCTS | 10.23 | Parts/Supplies - LPS |
| 55399 | 4/8/2021 | FEDERAL EXPRESS CORPORATION | 16.25 | Shipping 03/17/21 |
| | 4/8/2021 | FEDERAL EXPRESS CORPORATION | 11.55 | Shipping 03/23/21 |
| 55400 | 4/8/2021 | HARTFORD LIFE & ACCIDENT INS. | 437.49 | Life Insurance - April 2021 |
| 55401 | 4/8/2021 | ICMA RETIREMENT-303979 | 6,184.51 | Deferred Comp for PPE 04/04/21 |
| 55402 | 4/8/2021 | CONFIDENCE CONSULTING | 3,500.00 | Consulting Services |
| 55403 | 4/8/2021 | LA COSTA LOGO, LLC | 1,211.13 | Long sleeve shirts & Hats |
| 55404 | 4/8/2021 | MAVTECK | 13,320.00 | FY20 Gravity Sewer Repair CM/Inspection Services-March 2021 |
| | 4/8/2021 | MAVTECK | 16,200.00 | LPS Rehab CM/Inspection Services - March 2021 |
| 55405 | 4/8/2021 | MESA REPROGRAPHICS | 1,644.32 | Plans & Specs for Encinitas Estates PS Project |
| 55406 | 4/8/2021 | MINITUBISHI ELECTRIC US, INC | 324.88 | Elevator Regular Maintenance - April 2021 |
| 55407 | 4/8/2021 | MSC JANITORIAL SERVICE, INC | 2,334.50 | Janitorial Services - February 2021 |
| | 4/8/2021 | MSC JANITORIAL SERVICE, INC | 2,004.50 | Janitorial Services - March 2021 |
| 55408 | 4/8/2021 | NATIONWIDE RETIREMENT SOLUTIONS | 297.53 | Deferred Comp 04/07/21 |
| 55409 | 4/8/2021 | OLIN CORPORATION | 9,895.97 | Sodium Hypochlorite Chemicals |
| 55410 | 4/8/2021 | OLIVENHAIN MUNICIPAL WATER DIS... | 47.62 | Water @ Encinitas Estates PS |
| | 4/8/2021 | OLIVENHAIN MUNICIPAL WATER DIS... | 47.62 | Water @ VP5 PS |
| | 4/8/2021 | OLIVENHAIN MUNICIPAL WATER DIS... | 47.62 | Water @ VP7 |
| 55411 | 4/8/2021 | PALOMAR RESEARCH SERVICES,LLC | 95.00 | Backgroud Checks |
| 55412 | 4/8/2021 | PLANT PEOPLE, INC | 226.88 | Office Plant Maintenance - April 2021 |
| | 4/8/2021 | PLANT PEOPLE, INC | 158.00 | Office Plant Maintenance - March 2021 |
| 55413 | 4/8/2021 | PRUDENTIAL OVERALL SUPPLY | 207.47 | Unlforms 04/01/21 |
| 55414 | 4/8/2021 | Quench USA Inc | 136.85 | Drinking Water 03/19/21-04/18/21 |
| 55415 | 4/8/2021 | RGB RICE GENERAL BUILDING | 7,062.00 | Skylight Repairs |
| 55416 | 4/8/2021 | ROCKWELL CONSTRUCTION SERVICE... | 3,037.50 | LPS Rehab Elec/Instrum/Inspect Svcs - Feb 2021 |
| | 4/8/2021 | ROCKWELL CONSTRUCTION SERVICE... | 2,160.00 | LPS Rehab Elec/Instrum/Inspect Svcs - March 2021 |
| 55417 | 4/8/2021 | STANEK CONSTRUCTORS, INC | 302,220.65 | LPS Rehab Project - March 2021 |

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 4/8/2021 Through 5/6/2021

| Check Number | Effective Date | Vendor Name | Check Amount | Transaction Description |
|--------------|----------------|--|--------------|---|
| 55418 | 4/8/2021 | STAPLES | 319.26 | Office Supplies |
| | 4/8/2021 | STAPLES | (19.69) | Office Supplies - Credit |
| 55419 | 4/8/2021 | Professional Exchange Service Corpora... | 90.00 | Answering Service - February 2021 |
| | 4/8/2021 | Professional Exchange Service Corpora... | 91.35 | Answering Service - March 2021 |
| 55420 | 4/8/2021 | UNITED PARCEL | 7.45 | Shipping 03/30/21 |
| 55421 | 4/8/2021 | CONCENTRA | 299.50 | Physical - Y Choi |
| 55422 | 4/8/2021 | VERIZON WIRELESS | 21.27 | Telemetry for Cell Phones |
| 55423 | 4/8/2021 | WORDEN WILLIAMS LLP | 5,227.40 | Legal Fees - February 2021 |
| 55424 | 4/15/2021 | CHRIS BROWN dba ALCHEMY CONSUL... | 2,000.00 | Consulting Fees LAFCO - Feb 2021 |
| | 4/15/2021 | CHRIS BROWN dba ALCHEMY CONSUL... | 2,000.00 | Consulting Fees LAFCO - March 2021 |
| 55425 | 4/15/2021 | BURTECH PIPELINE, INC | 14,798.91 | Weidners Gardens Trench Repair-Piraeus Street |
| 55426 | 4/15/2021 | CORODATA | 83.32 | File Storage - March 2021 |
| 55427 | 4/15/2021 | CWEA | 91.00 | Plant Maintenance Tech Grade I Cert Renew - I Riffel |
| 55428 | 4/15/2021 | DATA NET SOLUTIONS GROUP | 4,446.80 | IS Maintenance & Support |
| | 4/15/2021 | DATA NET SOLUTIONS GROUP | 1,758.00 | Microsoft Server/User License Renewal |
| 55429 | 4/15/2021 | DIG SAFE BOARD | 362.79 | Monthly Underground State Fees |
| 55430 | 4/15/2021 | DOWNSTREAM SERVICES, INC. | 75.00 | Stormwater Maintenance |
| 55431 | 4/15/2021 | FEDERAL EXPRESS CORPORATION | 41.35 | Shipping 03/30/21 |
| 55432 | 4/15/2021 | GOLDEN BELL PRODUCTS, INC | 6,762.00 | Pest Control - Sewer Manholes |
| 55433 | 4/15/2021 | GRAINGER, INC | 47.11 | Compressor Oil - BPS Air Compressor |
| | 4/15/2021 | GRAINGER, INC | 37.76 | Dry Wipes for Tubidmeter Vials - AWT |
| 55434 | 4/15/2021 | HACH COMPANY | 7,424.00 | Service/Calibration for NTU Meters & CI2 Analyzers |
| 55435 | 4/15/2021 | LEE'S LOCK & SAFE | 15.62 | Keys-C Russell/Y Choi |
| 55436 | 4/15/2021 | L&L PRINTERS | 4,902.66 | Postage for Prop 218 Mailer |
| 55437 | 4/15/2021 | NAPA AUTO | 38.75 | Blue Def |
| | 4/15/2021 | NAPA AUTO | 8.58 | Windshield wiper fluid |
| 55438 | 4/15/2021 | OLIVENHAIN MUNICIPAL WATER DIS... | 65.60 | Recycled Water @ Traveling |
| | 4/15/2021 | OLIVENHAIN MUNICIPAL WATER DIS... | 674.48 | Water @ Traveling |
| | 4/15/2021 | OLIVENHAIN MUNICIPAL WATER DIS... | 295.43 | Water @ Traveling 2 |
| 55439 | 4/15/2021 | PACIFIC PIPELINE SUPPLY | 509.25 | Camlock/Brass nipple/Flanges/Nut & Bolt set |
| | 4/15/2021 | PACIFIC PIPELINE SUPPLY | 40.30 | PVC Caps |
| | 4/15/2021 | PACIFIC PIPELINE SUPPLY | (102.20) | Return-Flange Field/Gasket |
| 55440 | 4/15/2021 | PACIFIC RIM MECHANICAL | 2,395.50 | Quarterly HVAC Maint/Svc @ Admin Building |
| 55441 | 4/15/2021 | PLUMBERS DEPOT, INC | 1,282.91 | CCTV Van Repairs |
| 55442 | 4/15/2021 | PRUDENTIAL OVERALL SUPPLY | 109.82 | Uniforms 04/08/21 |
| 55443 | 4/15/2021 | QUADIENT FINANCE USA, INC | 200.00 | Postage |
| 55444 | 4/15/2021 | QUALITY CHEVROLET | 80.01 | Vehicle Maintenance #157 |
| 55445 | 4/15/2021 | RISING TIDE PARTNERS | 3,340.50 | Public Outreach - March 2021 |
| 55446 | 4/15/2021 | SAN DIEGUITO WATER DISTRICT | 6.36 | Construction Water Usage |
| 55447 | 4/15/2021 | STAPLES | 145.96 | Office Supplies |
| | 4/15/2021 | STAPLES | (8.87) | Office Supplies - Credit |
| 55448 | 4/15/2021 | TERMINIX PROCESSING CENTER | 77.00 | Pest Control 03/08/21 |
| 55449 | 4/15/2021 | THE HOME DEPOT CRC/GECF | 84.69 | 46 inch Cool White (5 packs) / Oil / Buckets |
| | 4/15/2021 | THE HOME DEPOT CRC/GECF | 51.46 | Black/White Spray Paint - BPS/General |
| | 4/15/2021 | THE HOME DEPOT CRC/GECF | 247.86 | Bolt cutters/Clay spade/Pliers/Wrenches/Knife |

Leucadia Wastewater District
 Check/Voucher Register - Demand Summary for Board
 1001 - PPB (Opus) General Checking Account
 From 4/8/2021 Through 5/6/2021

| Check Number | Effective Date | Vendor Name | Check Amount | Transaction Description |
|--------------|----------------|-----------------------------------|--------------|---|
| | 4/15/2021 | THE HOME DEPOT CRC/GECF | 2.86 | Late Payment Fee |
| | 4/15/2021 | THE HOME DEPOT CRC/GECF | 24.75 | Replacement Hose |
| | 4/15/2021 | THE HOME DEPOT CRC/GECF | (20.44) | Return-Hose |
| | 4/15/2021 | THE HOME DEPOT CRC/GECF | 251.40 | Supplies |
| | 4/15/2021 | THE HOME DEPOT CRC/GECF | 11.25 | Test plug / Quick cap |
| 55450 | 4/15/2021 | THE HOWARD E. NYHART COMPANY, ... | 1,750.00 | 2021 GASB 75 Interim Report |
| 55451 | 4/15/2021 | T.S. INDUSTRIAL SUPPLY | 61.10 | Saxony PS Supplies |
| 55452 | 4/15/2021 | UNDERGROUND SERVICE ALERTS/C | 381.35 | Monthly Underground Alarm Service |
| 55453 | 4/15/2021 | UNIFIRST FIRST AID CORP | 125.38 | First Aid Supplies - April 2021 |
| 55454 | 4/15/2021 | UNITED PARCEL | 82.55 | Shipping 03/30/21 & 04/06/21 |
| 55455 | 4/15/2021 | CONCENTRA | 31.00 | Audiogram - G Mendez |
| 55456 | 4/15/2021 | V&A CONSULTING ENGINEERS | 2,000.00 | SM Creek Flow Measurement 01/01/21-03/31/21 |
| 55457 | 4/15/2021 | VORTEX INDUSTRIES, INC | 1,348.00 | Preventative Maintenance - Rolling Steel Doors |
| 55458 | 4/15/2021 | WORDEN WILLIAMS LLP | 2,754.71 | Legal Fees - March 2021 |
| 55459 | 4/15/2021 | YOUNG CHOI | 216.48 | Reimbursement for Safety Boots |
| 55460 | 4/22/2021 | AT&T | 140.49 | Phone Service - BPS |
| 55461 | 4/22/2021 | BALBOA FENCE COMPANY | 4,452.00 | 30% Downpayment for Security Fence Recplacement - VP5 PS |
| 55462 | 4/22/2021 | CARLSBAD FUELS CORPORATION | 1,824.01 | Vehicle Fuels 03/16/21-04/01/21 |
| 55463 | 4/22/2021 | CHARLES KING COMPANY | 24,699.17 | BPS Force Main Project - Retention Payment |
| 55464 | 4/22/2021 | COSCO FIRE PROTECTION | 225.00 | Quarterly Fire Sprinkler Inspection |
| 55465 | 4/22/2021 | CWEA | 192.00 | New CWEA Membership - Young Choi |
| 55466 | 4/22/2021 | DRAGER SAFETY, INC. | 1,686.29 | Fit Tests & SCBA Flow Tests |
| 55467 | 4/22/2021 | ENCINA WASTEWATER AUTHORITY | 686,932.77 | 3rd Quarter Billing - Capital |
| | 4/22/2021 | ENCINA WASTEWATER AUTHORITY | 385,489.85 | 3rd Quarter Billing - O/M |
| | 4/22/2021 | ENCINA WASTEWATER AUTHORITY | 136,905.00 | Pension Payment - 4th Quarter |
| 55468 | 4/22/2021 | GRAINGER, INC | 62.87 | Insurance/Registration Wallet |
| 55469 | 4/22/2021 | ICMA RETIREMENT-303979 | 6,165.12 | Deferred Comp for PPE 04/18/21 |
| 55470 | 4/22/2021 | INFRASTRUCTURE ENGINEERING CORP | 2,410.00 | Batiquitos ER Overflow Lining - March 2021 |
| | 4/22/2021 | INFRASTRUCTURE ENGINEERING CORP | 1,215.00 | Encinitas Estates PS Replace Project - March 2021 |
| | 4/22/2021 | INFRASTRUCTURE ENGINEERING CORP | 2,294.56 | FY20-21 Gravity Sewer Repair Project - March 2021 |
| | 4/22/2021 | INFRASTRUCTURE ENGINEERING CORP | 1,025.00 | LPS Rehab Project - March 2021 |
| 55471 | 4/22/2021 | INTERSTATE BATTERIES OF SAN DIEGO | 148.70 | Batteries - BPS |
| 55472 | 4/22/2021 | MALLORY SAFETY AND SUPPLY | 131.94 | Staff PPE - Hats |
| 55473 | 4/22/2021 | MSC JANITORIAL SERVICE, INC | 2,004.50 | Janitorial Services - April 2021 |
| 55474 | 4/22/2021 | NATIONWIDE RETIREMENT SOLUTIONS | 296.93 | Deferred Comp 04/21/21 |
| 55475 | 4/22/2021 | PACIFIC RIM MECHANICAL | 423.55 | Service on Exhaust Fan - BPS |
| 55476 | 4/22/2021 | PRUDENTIAL OVERALL SUPPLY | 109.82 | Uniforms 04/15/21 |
| 55477 | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 2,539.05 | Electric @ Admin |
| | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 113.11 | Electric @ Avocado PS |
| | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 12,637.53 | Electric @ BPS |
| | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 347.94 | Electric @ Diana PS |
| | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 658.91 | Electric @ Encinitas Estates PS |
| | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 894.18 | Electric @ La Costa PS |
| | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 13,013.56 | Electric @ LPS |
| | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 143.33 | Electric @ RV PS |

Leucadia Wastewater District
 Check/Voucher Register - Demand Summary for Board
 1001 - PPB (Opus) General Checking Account
 From 4/8/2021 Through 5/6/2021

| Check Number | Effective Date | Vendor Name | Check Amount | Transaction Description |
|--------------|----------------|---------------------------------|--------------|---|
| | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 866.56 | Electric @ Saxony PS |
| | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 336.49 | Electric @ VP5 PS |
| | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 145.32 | Electric @ VP7 PS |
| | 4/22/2021 | SAN DIEGO GAS & ELECTIRC | 187.37 | Gas @ Admin |
| 55478 | 4/22/2021 | SLOAN ELECTRIC COMPANY | 8,581.91 | Remove & Replace (1) 50hp VFD at the EPPS Pump Back Station |
| 55479 | 4/22/2021 | SPACELINK/I2B NETWORK | 160.00 | Webcam @ BPS 04/14/21-05/13/21 |
| 55480 | 4/22/2021 | STAPLES | 75.72 | Office Supplies |
| 55481 | 4/22/2021 | UNIFIRST CORPORATION | 240.15 | Laundry Service - Wk Ending 11/04/20 |
| | 4/22/2021 | UNIFIRST CORPORATION | 231.14 | Laundry Service - Wk ending 12/23/20 |
| | 4/22/2021 | UNIFIRST CORPORATION | 1,325.00 | Laundry Service - Wk Ending 12/30/20 |
| 55482 | 4/22/2021 | VERIZON WIRELESS | 1,049.40 | Cell Phones |
| 55483 | 5/3/2021 | GARRET WHITE | 6,400.00 | PACP Certification Training for Field Staff |
| 55484 | 5/6/2021 | ADT/PROTECTION 1 | 165.00 | Extended Svc. Protection 5/17 - 6/16/21 |
| 55485 | 5/6/2021 | Atlas Technical Consultants LLC | 7,609.50 | Gravity Sewer Repair, Quebrada Realign CMT |
| | 5/6/2021 | Atlas Technical Consultants LLC | 2,368.00 | LPS Rehab CMT |
| 55486 | 5/6/2021 | BARRETT ENGINEERED PUMP | 9,869.90 | Yeomans Pump Replacement - Rancho Verde |
| 55487 | 5/6/2021 | C & B Air Power | 1,731.42 | Air Compressor Service - AWT |
| 55488 | 5/6/2021 | CITY OF CARLSBAD | 361.48 | Water @ 1900 La Costa Ave. |
| | 5/6/2021 | CITY OF CARLSBAD | 153.40 | Water @ 1960 La Costa Ave. |
| | 5/6/2021 | CITY OF CARLSBAD | 36.50 | Water @ Fire Line |
| 55489 | 5/6/2021 | COLONIAL LIFE INS | 101.84 | Accident Insurance |
| 55490 | 5/6/2021 | COX COMMUNICATIONS SAN DIEGO | 1,050.00 | Internet May. 2021 |
| | 5/6/2021 | COX COMMUNICATIONS SAN DIEGO | 528.89 | Phone Svc. May 2021 |
| 55491 | 5/6/2021 | Esperanza Cruz Ruiz | 1,627.60 | Vehicle Damage Claim - 4.30.21 |
| 55492 | 5/6/2021 | DETECTION INSTRUMENTS CORP | 225.37 | Calibration - BPS |
| | 5/6/2021 | DETECTION INSTRUMENTS CORP | 823.50 | Sensor Replacement/Calibration - BPS |
| 55493 | 5/6/2021 | DEXTER WILSON ENGINEERING | 66.00 | 1110 - Shake Shack |
| | 5/6/2021 | DEXTER WILSON ENGINEERING | 400.00 | 1112 - 696 N. Coast Hwy. 101 |
| 55494 | 5/6/2021 | Andrea Di Marco | 680.22 | Vehicle Damage Claim - 4.26.21 |
| 55495 | 5/6/2021 | EVOQUA WATER TECHNOLOGIES, LLC | 10,268.25 | Bioxide April 2021 |
| 55496 | 5/6/2021 | HAAKER EQUIPMENT CO | 3,821.36 | 4th Qtr. PM Svc. - Vactor 2110 - I |
| | 5/6/2021 | HAAKER EQUIPMENT CO | 3,489.40 | 4th Qtr. PM Svc. - Vactor 2110P-16 |
| 55497 | 5/6/2021 | HUMANA DENTAL INS. | 3,117.57 | Dental Insurance May 2021 |
| 55498 | 5/6/2021 | MAVTECK | 17,520.00 | CM/Inspections Svc - April 2021 |
| 55499 | 5/6/2021 | MES VISION | 412.18 | May 2021 |
| 55500 | 5/6/2021 | MUTUAL OF OMAHA | 1,126.15 | Disability Insurance |
| 55501 | 5/6/2021 | Quench USA Inc | 136.85 | Drinking Water @ LWD - Apr/May. 2021 |
| 55502 | 5/6/2021 | SAN DIEGO GAS & ELECTIRC | 1,219.47 | Electric @ AWT |
| 55503 | 5/6/2021 | STAPLES | 262.79 | Office Supplies |
| 55504 | 5/6/2021 | U.S. BANK | 2,728.62 | Credit Card Invoice 4/22/21 |
| 55505 | 5/6/2021 | CONCENTRA | 136.50 | Medical Svc. - New Hire |
| Report Total | | | 1,857,236.09 | |

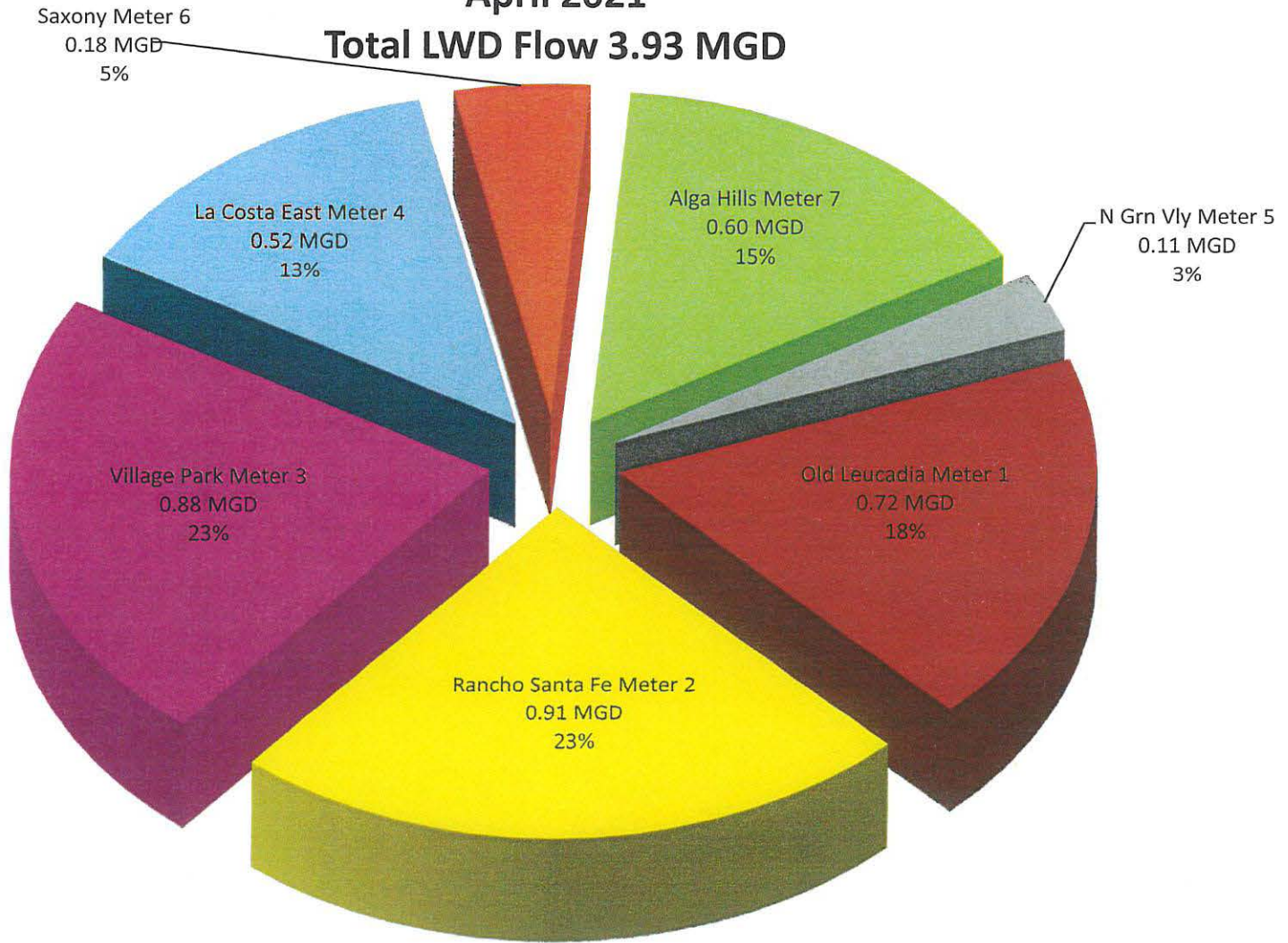
Leucadia Wastewater District
Vendor Activity - Supplemental Credit Card Report
From 4/22/2021 Through 4/22/2021

| Vendor Name | Tra... Sou... | Effective Date | Check/Voucher Number | Expenses | GL Code | GL Title | Transaction Description |
|--------------------------------|---------------|----------------|----------------------|-----------------|---------|---|--------------------------|
| U.S. BANK | API | 4/22/2021 | | 175.00 | 4330 | BOARD CONFERENCES | CSDA Leg. Days (A. J.) |
| U.S. BANK | API | 4/22/2021 | | 175.00 | 4330 | BOARD CONFERENCES | CSDA Leg. Days (D. O.) |
| U.S. BANK | API | 4/22/2021 | | 630.97 | 4910 | OFFICE SUPPLIES | Office Supplies |
| U.S. BANK | API | 4/22/2021 | | 119.88 | 4930 | SUBSCRIPTIONS | Drop Box Subscription |
| U.S. BANK | API | 4/22/2021 | | 20.00 | 4930 | SUBSCRIPTIONS | eNewsletter Subscription |
| U.S. BANK | API | 4/22/2021 | | 9.99 | 4950 | Computer Software/Srvc/Support/Hardware | iCloud Storage |
| U.S. BANK | API | 4/22/2021 | | 40.00 | 4950 | Computer Software/Srvc/Support/Hardware | Zoom Cloud |
| U.S. BANK | API | 4/22/2021 | | 263.25 | 5040 | Safety Supplies & Services | DATCO |
| U.S. BANK | API | 4/22/2021 | | 573.38 | 5040 | Safety Supplies & Services | Safety Equipment |
| U.S. BANK | API | 4/22/2021 | | 80.00 | 5710 | TRAINING, EDUCATION & CONFERNC | CPA Training |
| U.S. BANK | API | 4/22/2021 | | 15.00 | 5710 | TRAINING, EDUCATION & CONFERNC | Excel Training 1 |
| U.S. BANK | API | 4/22/2021 | | 15.00 | 5710 | TRAINING, EDUCATION & CONFERNC | Excel Training 2 |
| U.S. BANK | API | 4/22/2021 | | 49.00 | 5710 | TRAINING, EDUCATION & CONFERNC | Excel Training 3 |
| U.S. BANK | API | 4/22/2021 | | 49.00 | 5710 | TRAINING, EDUCATION & CONFERNC | Excel Training 4 |
| U.S. BANK | API | 4/22/2021 | | 161.61 | 5735 | EMPLOYEE RECOGNITION | Admin Lunch |
| U.S. BANK | API | 4/22/2021 | | 34.98 | 5740 | MEETING SUPPLIES | Meeting Supplies |
| U.S. BANK | API | 4/22/2021 | | 125.00 | 5910 | TELEPHONE | Web Hosting |
| U.S. BANK | API | 4/22/2021 | | 30.00 | 5910 | TELEPHONE | WIFI |
| U.S. BANK | API | 4/22/2021 | | 161.56 | 6420 | ENCINA CAPITAL | EWA CIP Lunch |
| Transaction Total | | | | <u>2,728.62</u> | | | |
| Report Opening/Current Balance | | | | | | | |
| Report Transaction Totals | | | | <u>2,728.62</u> | | | |
| Report Current Balances | | | | | | | |

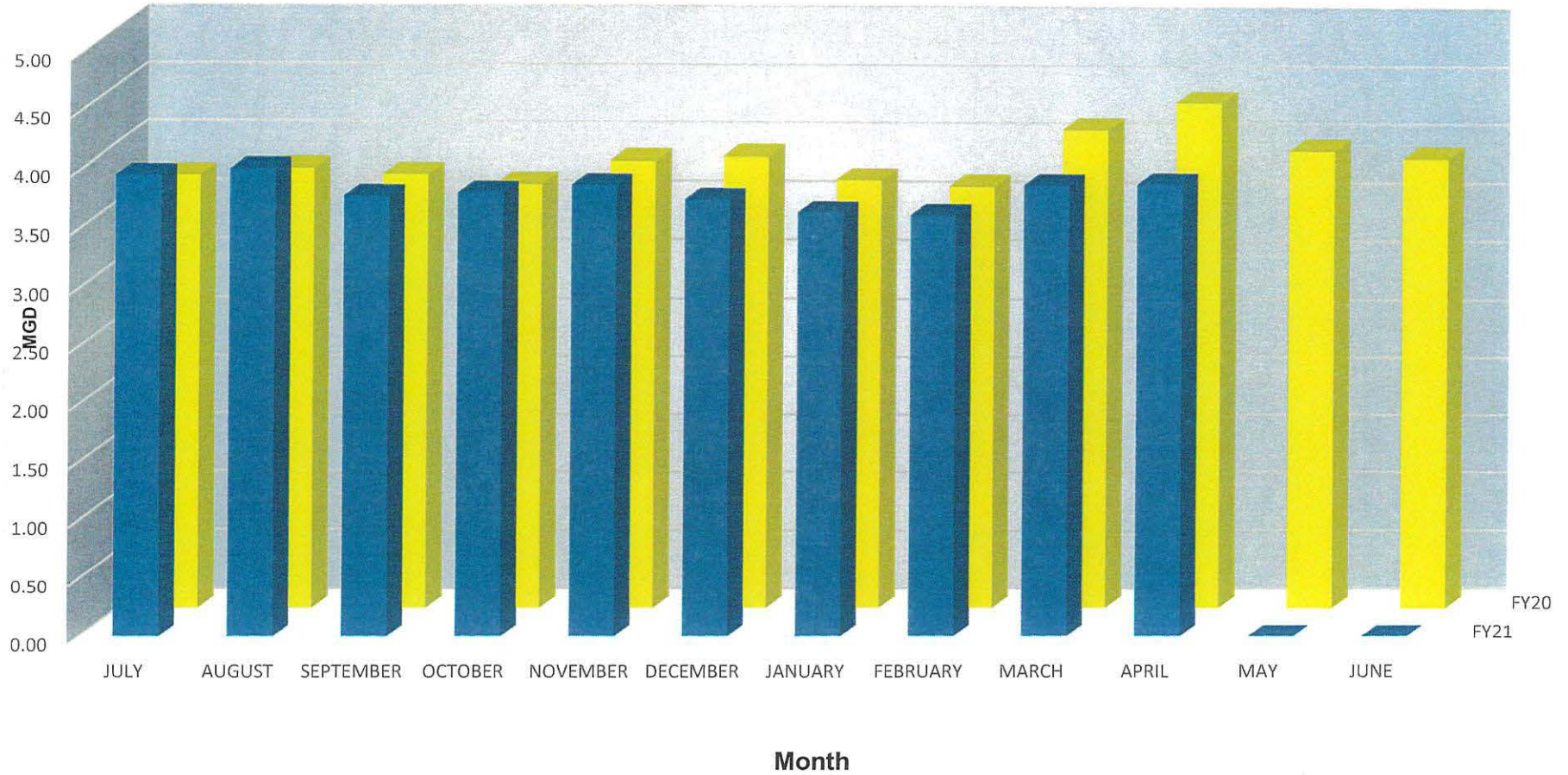
**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2021 (July 2020 - June 2021)**

| CURRENT MONTH - April 2021 | | | | | | | FY 2020 |
|----------------------------|----------------------|------------------|--------------------------|------------------|---------|-------------------------------|------------------|
| Period | Total Rain Inches | Total Flow MG | Added EDU's 28,738.54 | LWD ADF (MGD) | GPD/EDU | RECLAIMED Total (ac-ft/mo) | LWD ADF (MGD) |
| JULY | 0.00 | 122.45 | 1.05 | 3.95 | 137.44 | 48.21 | 3.71 |
| YTD | | | 28,739.59 | | | | |
| AUGUST | 0.00 | 124.31 | 6.50 | 4.01 | 139.50 | 47.43 | 3.77 |
| YTD | | | 28,746.09 | | | | |
| SEPTEMBER | 0.00 | 113.40 | 2.25 | 3.78 | 131.49 | 38.42 | 3.72 |
| YTD | | | 28,748.34 | | | | |
| OCTOBER | 0.02 | 118.11 | 1.75 | 3.81 | 132.52 | 30.66 | 3.64 |
| YTD | | | 28,750.09 | | | | |
| NOVEMBER | 0.50 | 116.40 | 4.75 | 3.88 | 134.93 | 10.01 | 3.84 |
| YTD | | | 28,754.84 | | | | |
| DECEMBER | 0.79 | 116.56 | 2.00 | 3.76 | 130.75 | 11.26 | 3.88 |
| YTD | | | 28,756.84 | | | | |
| JANUARY | 2.25 | 113.15 | 1.25 | 3.65 | 126.92 | 0.00 | 3.68 |
| YTD | | | 28,758.09 | | | | |
| FEBRUARY | 0.14 | 101.64 | 4.75 | 3.63 | 126.20 | 0.00 | 3.63 |
| YTD | | | 28,762.84 | | | | |
| MARCH | 1.41 | 120.59 | 2.75 | 3.89 | 135.23 | 13.46 | 4.11 |
| YTD | | | 28,765.59 | | | | |
| APRIL | 0.13 | 117.00 | 2.75 | 3.90 | 135.57 | 35.53 | 4.35 |
| YTD | | | 28,768.34 | | | | |
| MAY | | | | | | | 3.94 |
| YTD | | | | | | | |
| JUNE | | | | | | | 3.88 |
| YTD | | | | | | | |
| YTD Totals | 5.24 | 1163.61 | 29.80 | | | 234.98 | |
| Mo Average | 0.52 | 116.36 | 2.98 | 3.83 | 133.06 | 23.50 | 3.85 |

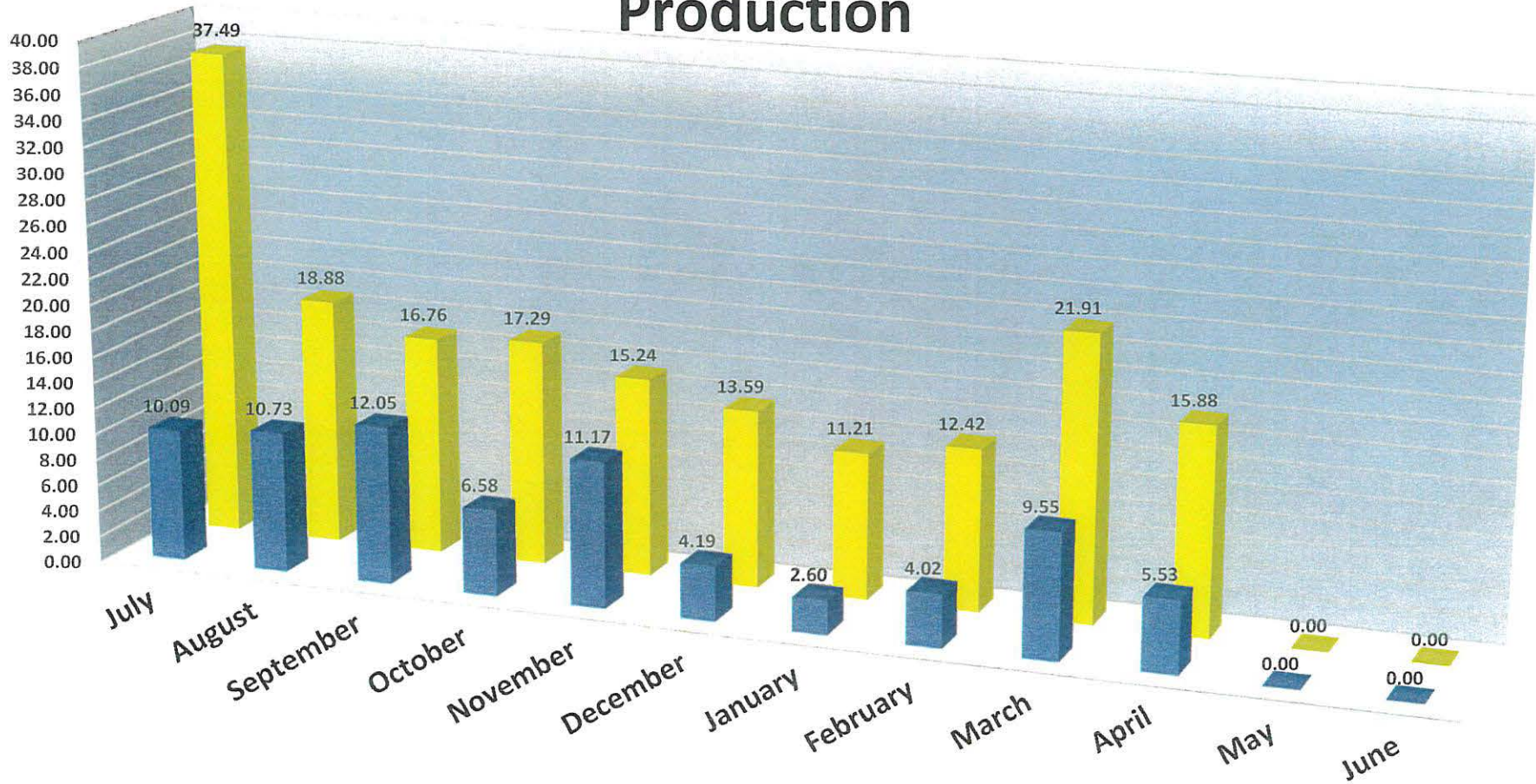
**LWD Flows by Sub-Basin
April 2021
Total LWD Flow 3.93 MGD**



Leucadia Wastewater District Flow Comparison FY20 to FY21



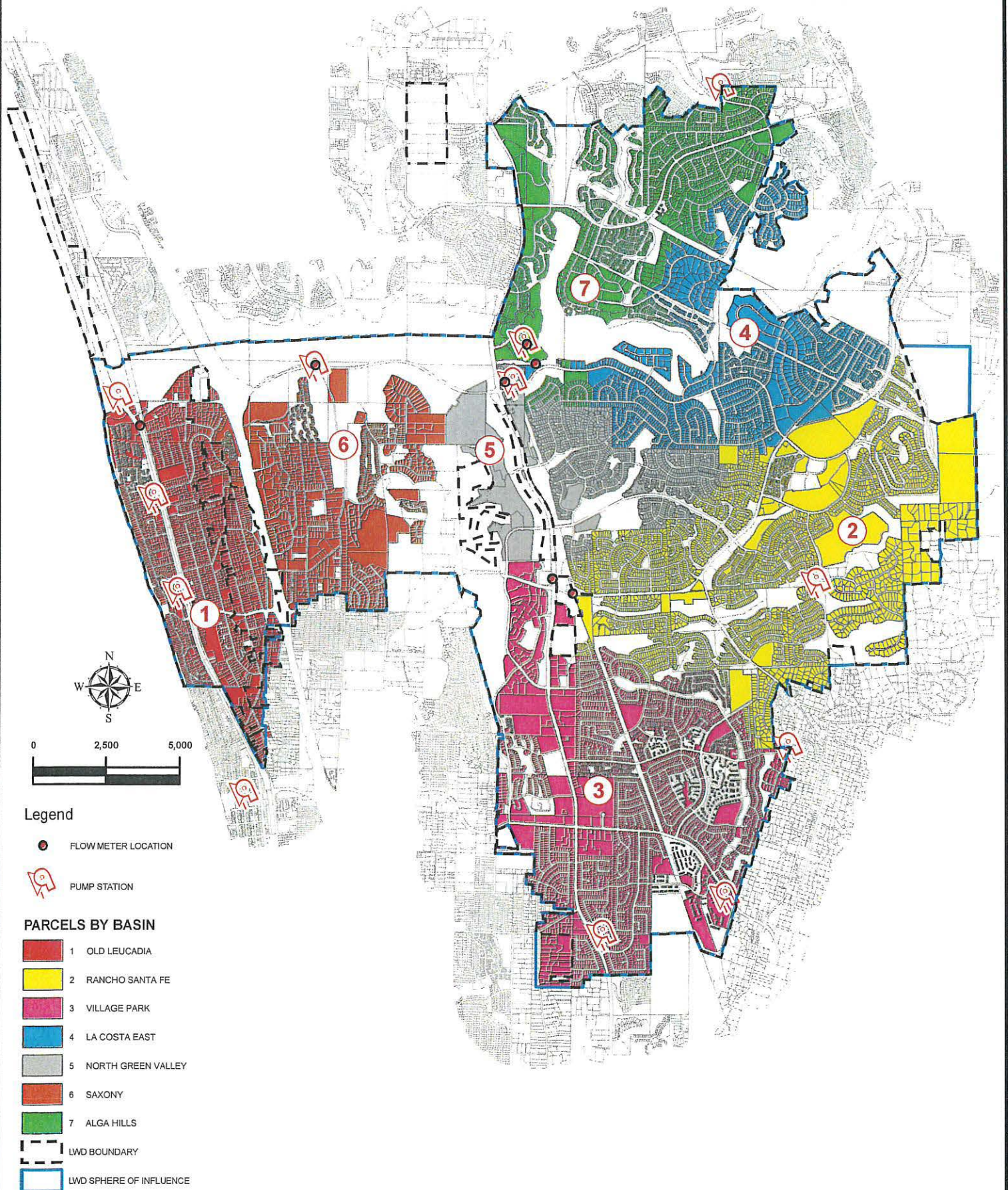
FY-21 CCTV Inspections & Hydro Cleaning Production



Monthly Target Mileage
 Hydro-Cleaning: 15 Miles/Month
 CCTV Inspections: 6.3 Miles/Month

■ CCTV Inspections (YTD 76.5 Miles)
■ Hydro Cleaning (YTD 180.7 Miles)

LEUCADIA WASTEWATER DISTRICT



Legend

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



LEADERS IN
ENVIRONMENTAL
PROTECTION

**Operations and Administration Training Report
April 2021**

Training & Safety Events for the month April 2021

Hours

| Description | Ops | Admin | Total |
|---|-------------|-------------|-------------|
| Bloodborne Pathogens | 2.0 | 3.5 | 5.5 |
| COVID-19 Exposure Control & Disease Preparedness | 3.0 | 0.0 | 3.0 |
| CPA Ethics | 0.0 | 4.0 | 4.0 |
| Excel Surprice Basics | 0.0 | 1.0 | 1.0 |
| Excel - Tables, Filters & Queries | 0.0 | 2.0 | 2.0 |
| Excel - Working with Large Spreadsheets | 0.0 | 2.0 | 2.0 |
| Fire Extinguisher Training | 3.0 | 7.0 | 10.0 |
| GASB Update - 2021 | 0.0 | 4.0 | 4.0 |
| Government Entities: Economic Outlook & Industry Update | 0.0 | 1.0 | 1.0 |
| Heat Illness Prevention | 3.0 | 0.0 | 3.0 |
| Lockout / Tagout | 0.5 | 0.0 | 0.5 |
| SCADA Alarms & Cell/Texts | 5.0 | 0.0 | 5.0 |
| Water Industry Backflow Prevention Methods | 1.0 | 0.0 | 1.0 |
| Water Industry Coagulation, Flocculations & Sedimentation | 1.0 | 0.0 | 1.0 |
| Water Industry Corrosion Control | 1.0 | 0.0 | 1.0 |
| What to do following a vehicle accident | 2.0 | 5.0 | 7.0 |
| | 0.0 | 0.0 | 0.0 |
| Total Training Hours | 21.5 | 29.5 | 51.0 |

YTD Monthly Avg 32.9

YTD Totals 394.8

Conferences for the month of April 2021

Attendees

| Description | Ops | Admin | Total |
|-----------------------------------|----------|----------|----------|
| Total Attended Conferences | 0 | 0 | 0 |

Notes:

Trainings include web-based, classroom, tailgates and safety events



LEADERS IN
ENVIRONMENTAL
PROTECTION

Operations and Administration Training Report Summary for Fiscal Year 2021

| Training | | Hours | | |
|------------------------|---------------|--------------|---------------|--|
| Month | Ops | Admin | Total | |
| Jul-20 | 27.00 | 6.00 | 33.00 | |
| Aug-20 | 69.00 | 5.00 | 74.00 | |
| Sep-20 | 60.00 | 7.00 | 67.00 | |
| Oct-20 | 7.00 | 12.50 | 19.50 | |
| Nov-20 | 39.50 | 3.00 | 42.50 | |
| Dec-20 | 13.50 | 3.00 | 16.50 | |
| Jan-21 | 14.25 | 11.50 | 25.75 | |
| Feb-21 | 24.00 | 10.50 | 34.50 | |
| Mar-21 | 22.00 | 9.00 | 31.00 | |
| Apr-21 | 21.50 | 29.50 | 51.00 | |
| May-21 | 0.00 | 0.00 | 0.00 | |
| Jun-21 | 0.00 | 0.00 | 0.00 | |
| YTD Totals | 297.75 | 97.00 | 394.75 | |
| YTD Monthly Avg | 24.81 | 8.08 | 32.90 | |

| Conferences | | Attendees | | |
|------------------------|--------------|--------------|--------------|--|
| Month | Ops | Admin | Total | |
| Jul-20 | 0.00 | 0.00 | 0.00 | |
| Aug-20 | 1.00 | 3.00 | 4.00 | |
| Sep-20 | 0.00 | 0.00 | 0.00 | |
| Oct-20 | 12.00 | 0.00 | 12.00 | |
| Nov-20 | 2.00 | 1.00 | 3.00 | |
| Dec-20 | 0.00 | 0.00 | 0.00 | |
| Jan-21 | 1.00 | 4.00 | 5.00 | |
| Feb-21 | 0.00 | 2.00 | 2.00 | |
| Mar-21 | 0.00 | 0.00 | 0.00 | |
| Apr-21 | 0.00 | 0.00 | 0.00 | |
| May-21 | 0.00 | 0.00 | 0.00 | |
| Jun-21 | 0.00 | 0.00 | 0.00 | |
| YTD Total | 16.00 | 10.00 | 26.00 | |
| YTD Monthly Avg | 1.33 | 0.83 | 2.17 | |

Notes:

Trainings include web-based, classroom, and tailgates

Conferences include CASA, CWEA, CSDA, CSRMA, CSFMO

Leucadia Wastewater District

Balance Sheet

As of 4/30/2021

| | Amount |
|--|-----------------|
| Assets | |
| Cash & Investments | 30,954,990.48 |
| Accounts Receivables | 83,650.27 |
| Net OPEB Asset | 75,859.00 |
| Prepaid Expense | 153,585.05 |
| Funds held with Encina Wastewater Authority | 2,041,200.00 |
| Capital Assets | 173,554,271.16 |
| Less Accumulated Depreciation | (60,835,675.68) |
| Total Assets | 146,027,880.28 |
| Deferred Outflows | |
| PERS Pension Deferred Outflows | 1,396,803.00 |
| OPEB Health Deferred Outflows | 76,648.00 |
| Total Deferred Outflows | 1,473,451.00 |
| Total Assets & Deferred Outflows | 147,501,331.28 |
| Liabilities | |
| Accounts Payable & Accrued Expenses | 609,029.38 |
| Developer Deposits | 86,410.11 |
| Net Pension Liability | 4,386,823.00 |
| Total Liabilities | 5,082,262.49 |
| Deferred Inflows | |
| PERS Pension Deferred Inflows | 282,136.00 |
| PERS Projected/Actual Earnings Difference | 76,695.00 |
| OPEB Health Deferred Inflows | 4,397.00 |
| Total Deferred Inflows | 363,228.00 |
| Net Position | |
| Beginning Net Position (as of June 30, 2020) | |
| Investment in Capital Assets | 112,718,595.48 |
| Reserves | 34,240,653.54 |
| Total Beginning Net Position (as of June 30, 2020) | 146,959,249.02 |
| Current Change In Net Position | |
| Other | (4,903,408.23) |
| Total Current Change In Net Position | (4,903,408.23) |
| Total Net Position | 142,055,840.79 |
| Total Liabilities, Deferred Inflows & Net Position | 147,501,331.28 |

Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses

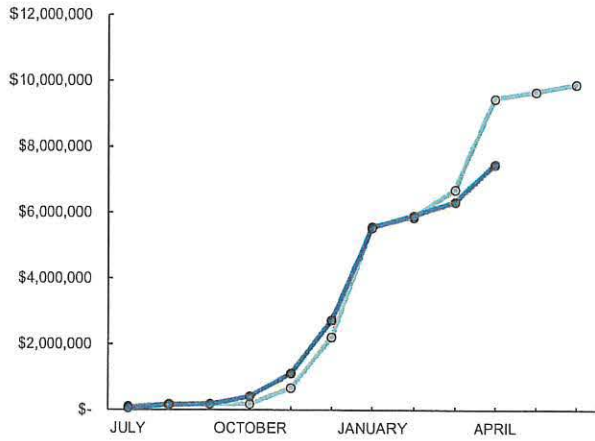
From 7/1/2020 Through 4/30/2021

| Account Title | YTD Actual | Total Annual Budget | Remaining Budget | Percentage Total Budget Used |
|-------------------------------------|------------------------|-------------------------|------------------------|------------------------------|
| OPERATING REVENUES | | | | |
| 3110 Sewer Service Fees | \$ 7,456,122.71 | \$ 9,891,110.00 | \$ 2,434,987.29 | 75.4% |
| 3150 Recycled Water Sales | 326,543.25 | 350,000.00 | 23,456.75 | 93.3% |
| 3100 Misc. Operating Revenue | 52,780.17 | 191,753.00 | 138,972.83 | 27.5% |
| TOTAL OPERATING REVENUES | \$ 7,835,446.13 | \$ 10,432,863.00 | \$ 2,597,416.87 | 75.1% |
| OPERATING EXPENSES | | | | |
| 4100 Salaries | \$ 1,684,331.25 | \$ 2,094,973.00 | \$ 410,641.75 | 80.4% |
| 4200 Employee Benefits | 1,189,504.12 | 1,515,744.00 | 326,239.88 | 78.5% |
| 4300 Directors Expense | 68,361.52 | 151,700.00 | 83,338.48 | 45.1% |
| 4400 Election Expense | 32,000.00 | 37,000.00 | 5,000.00 | 86.5% |
| 4600 Gas, Oil & Fuel | 24,368.38 | 41,000.00 | 16,631.62 | 59.4% |
| 4700 Insurance Expense | 128,323.86 | 150,300.00 | 21,976.14 | 85.4% |
| 4800 Memberships | 33,418.89 | 37,850.00 | 4,431.11 | 88.3% |
| 4900 Office Expense | 110,240.27 | 169,200.00 | 58,959.73 | 65.2% |
| 5000 Operating Supplies | 154,851.11 | 205,500.00 | 50,648.89 | 75.4% |
| 5200 Professional Services | 237,709.04 | 439,900.00 | 202,190.96 | 54.0% |
| 5300 Printing & Publishing | 17,401.06 | 29,600.00 | 12,198.94 | 58.8% |
| 5400 Rents & Leases | 32,892.04 | 18,300.00 | (14,592.04) | 179.7% |
| 5500 Repairs & Maintenance | 414,829.18 | 531,680.00 | 116,850.82 | 78.0% |
| 5600 Monitoring & Permits | 59,059.09 | 70,800.00 | 11,740.91 | 83.4% |
| 5700 Training & Development | 21,481.73 | 49,500.00 | 28,018.27 | 43.4% |
| 5900 Utilities | 344,309.55 | 448,600.00 | 104,290.45 | 76.8% |
| 6100 LAFCO Operations | 6,909.88 | 7,700.00 | 790.12 | 89.7% |
| 6200 Encina Operating Expense | 1,911,265.41 | 2,569,500.00 | 658,234.59 | 74.4% |
| 6900 Admin O/H alloc to Capital | (139,454.62) | (192,756.00) | (53,301.38) | 72.3% |
| TOTAL OPERATING EXPENSES | \$ 6,331,801.76 | \$ 8,376,091.00 | \$ 2,044,289.24 | 75.6% |
| NON-OPERATING REVENUES | | | | |
| 3130 Capacity Fees | \$ 120,863.75 | \$ 305,340.00 | \$ 184,476.25 | 39.6% |
| 3220 Property Taxes | 1,570,329.29 | 1,870,000.00 | 299,670.71 | 84.0% |
| 3250 Investment Income | 335,654.25 | 458,000.00 | 122,345.75 | 73.3% |
| 3290 Misc. Non Op Revenue | 56,517.64 | 86,200.00 | 29,682.36 | 65.6% |
| TOTAL NON-OPERATING REVENUES | \$ 2,083,364.93 | \$ 2,719,540.00 | \$ 636,175.07 | 76.6% |

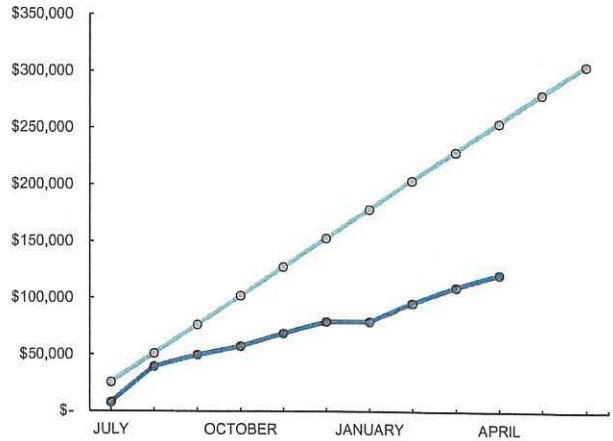
Leucadia Wastewater District Revenue FY2021

YTD through April 30, 2021

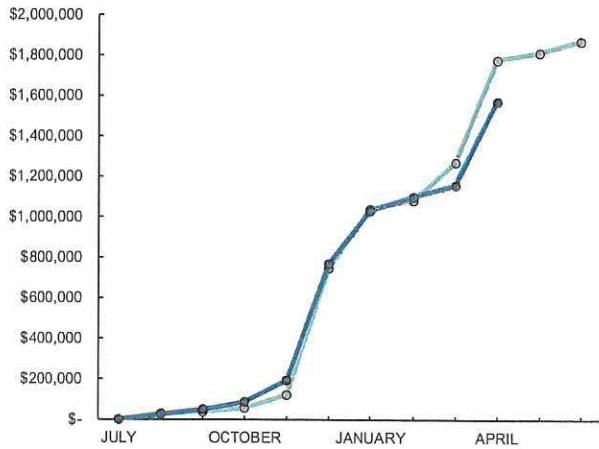
Sewer Service Fees



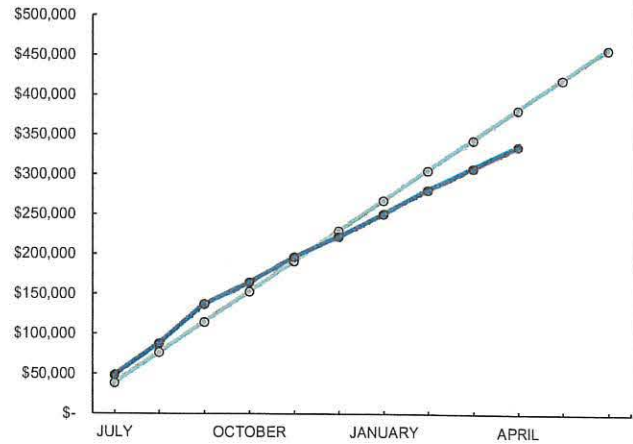
Capacity Charges



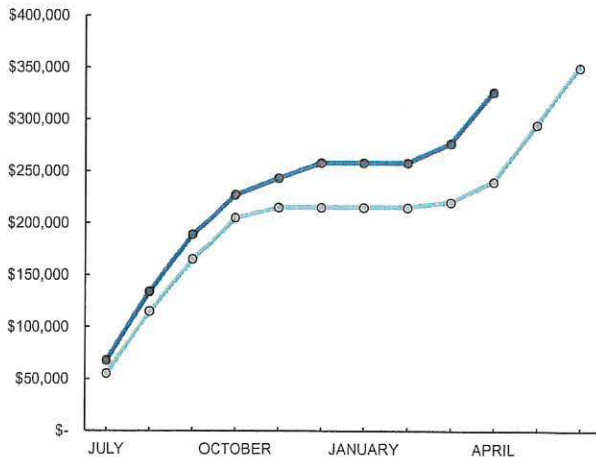
Property Taxes



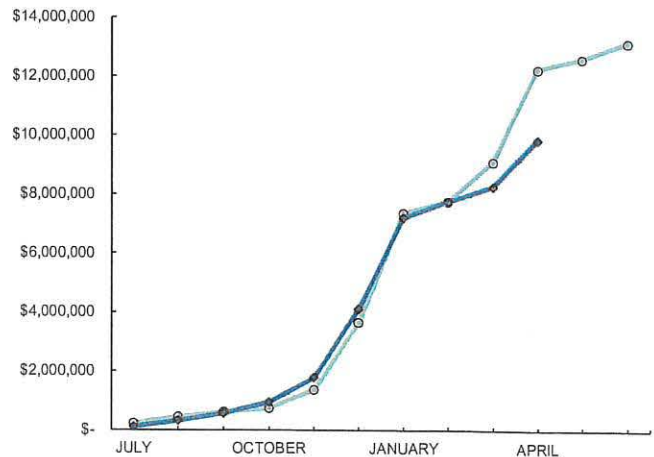
Investment Income



Recycled Wastewater Sales



Total Revenue



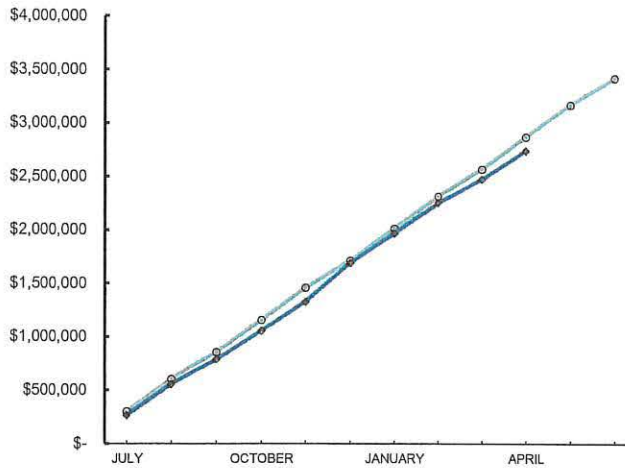
○ Budget ◆ Actual

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

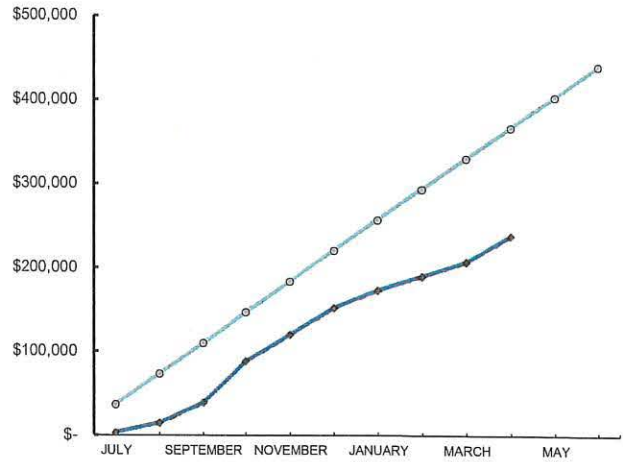
Leucadia Wastewater District Operating Expenses FY2021

YTD through April 30, 2021

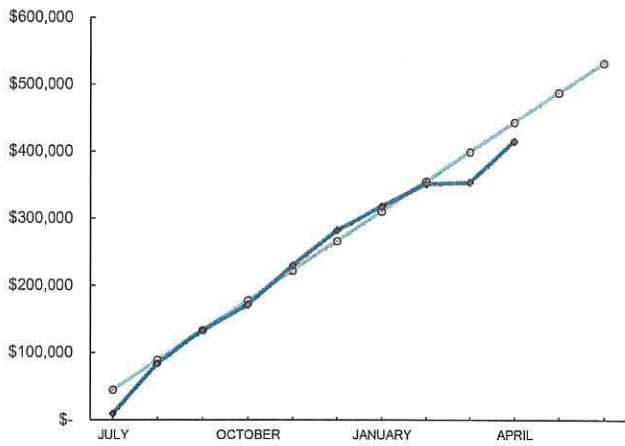
Salaries and Benefits



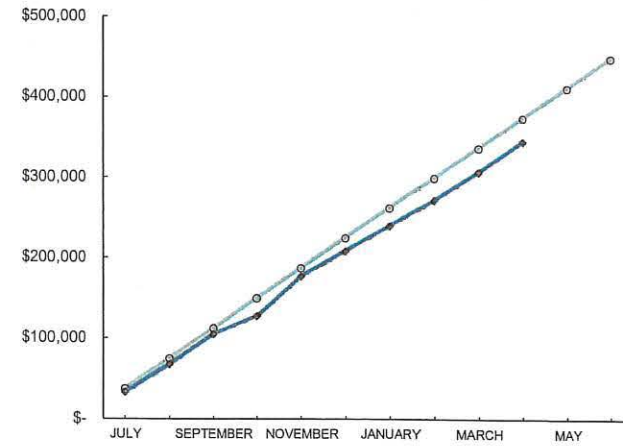
Professional Services



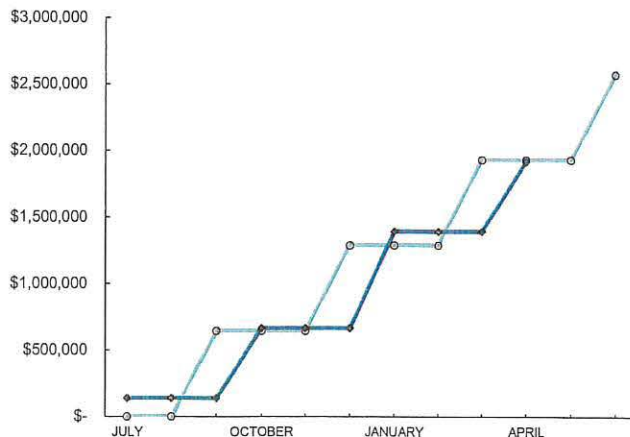
Repairs & Maintenance



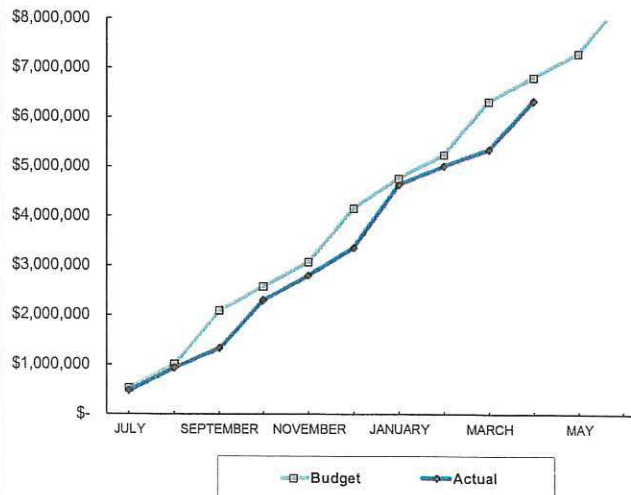
Utilities



Encina M&O



Total Operating Expenses -
Before Depreciation & Replacement

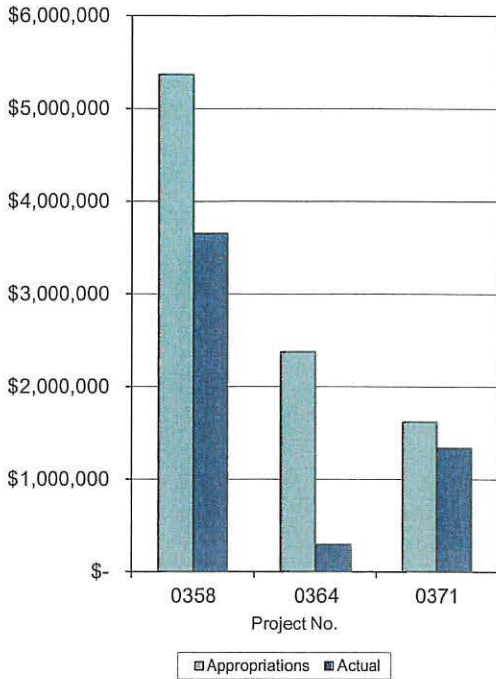


* Preliminary: subject to future review, reconciliation, accruals, and audit

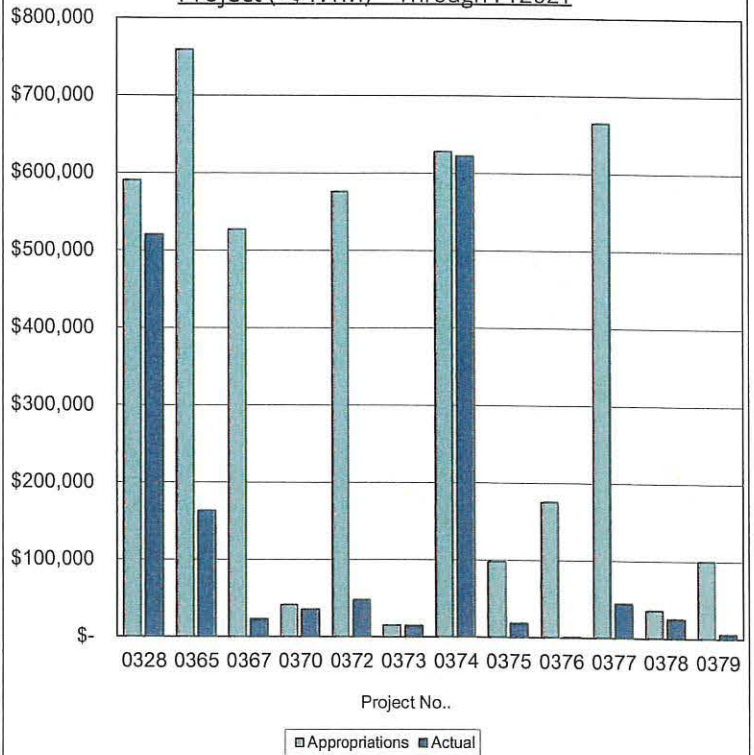
Leucadia Wastewater District Capital Expenditures

As of April 30, 2021

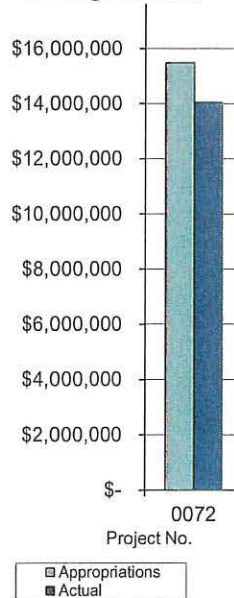
District Multi Year Capital Expenditures
by Project
(>\$1.1M) Through FY2021



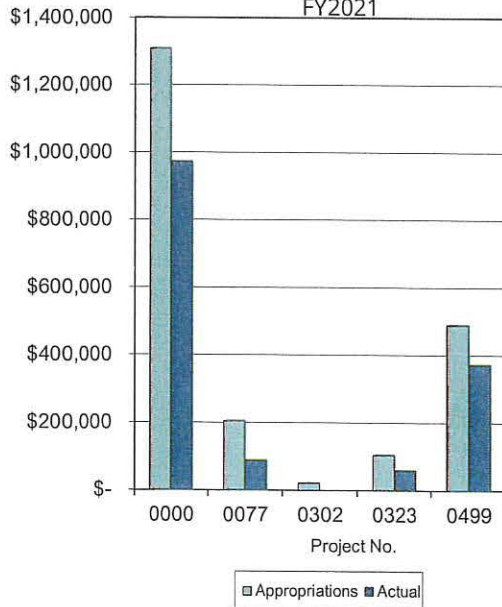
District Multi Year Capital Expenditures by
Project (<\$1.1M) Through FY2021



District's Share of
Encina WPCF
Capital Exp
Through FY2021



Single Year Capital Expenditures by
Project
FY2021



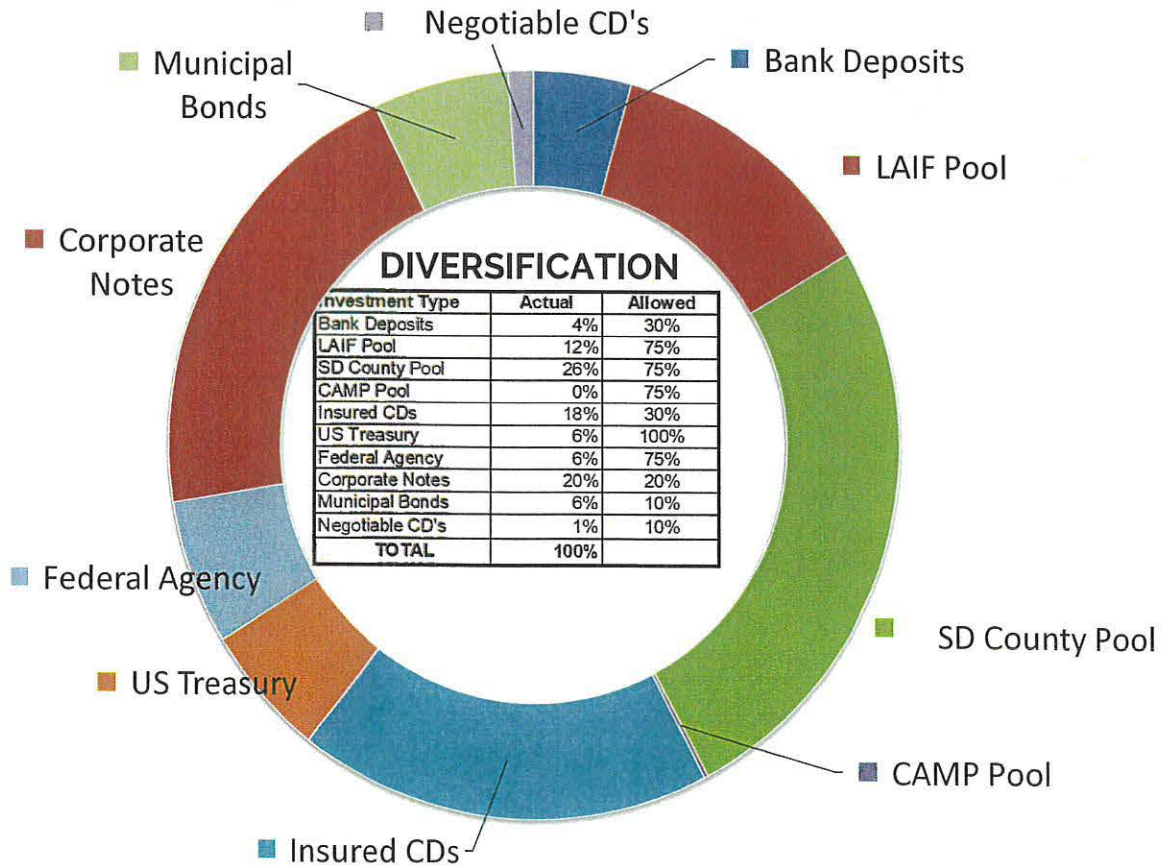
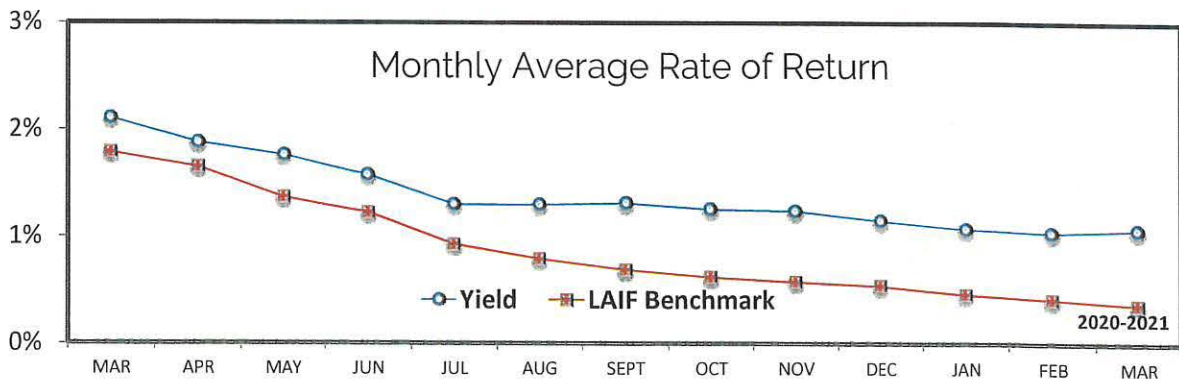
Project Legend

| Multi-Year Capital Projects | | No. |
|--|--|------------|
| Encina Joint Facility Capital Projects | | 0072 |
| North SD Water Reuse Coalition Project | | 0328 |
| Leucadia Pump Station Rehabilitation | | 0358 |
| Encinitas Estates Pump Station Rplcmnt | | 0364 |
| Orchard Wood Rd Sewer Rehab | | 0365 |
| B1 Force Main - North Section Rplcmnt | | 0367 |
| Pump Station Assessment | | 0370 |
| FY20 Gravity Line Rehab/Quebrada Rlgn | | 0371 |
| Diana Pump Station Upgrade | | 0372 |
| Hazard Mitigation Plan Update | | 0373 |
| Bat FM (B3) Discharge Section Rplcmnt | | 0374 |
| Batiquitos PS Emergency Basin Upgrade | | 0375 |
| Batiquitos Pump Station Rehabilitation | | 0376 |
| FY2021 Gravity Pipeline Rehabilitation | | 0377 |
| FY2021 L1/L2 Force Main Anode Rplcmnt | | 0378 |
| Village Park 5 PS New Chopper Pumps | | 0379 |
| Single Year Capital Projects | | No. |
| Equipment - Capital Acquisitions | | 0000 |
| Misc. Pipeline Rehabilitation | | 0077 |
| District Engineering Services | | 0302 |
| Lateral Replace/Backflow Prevention | | 0323 |
| LWD Gen'l Cap Labor & O/H Allocation | | 0499 |

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

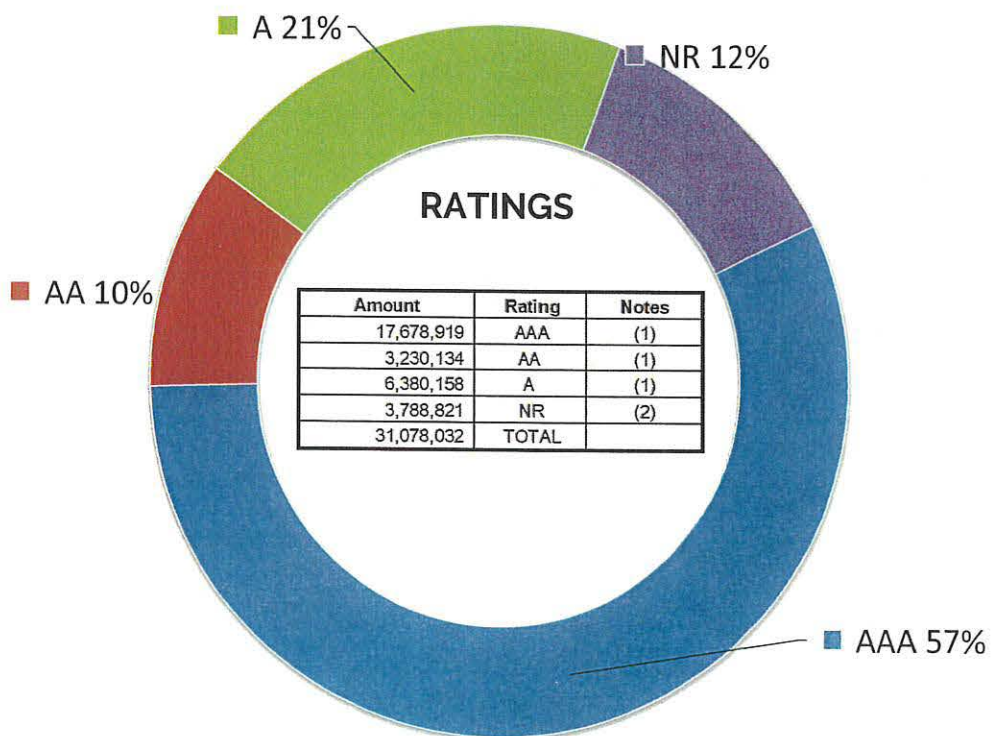
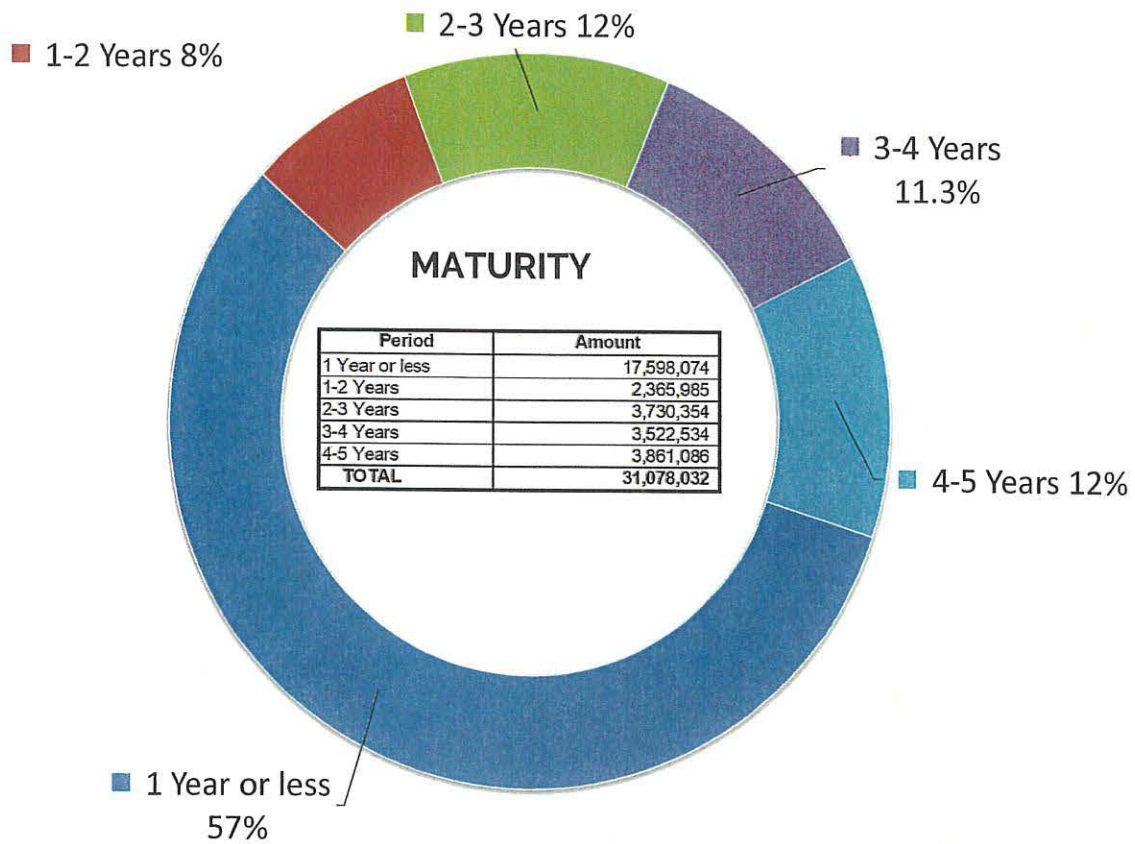
LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
March 31, 2021

| Cash Equivalents & Investments | Principal (Original Cost) | | March Interest | Average Rate |
|-----------------------------------|---------------------------|----------------------|------------------|---------------|
| | Feb 28, 2021 | Mar 31, 2021 | | |
| Pacific Premier Bank Reserves | \$ 945,554 | \$ 1,324,746 | \$ 5 | 0.010% |
| LAIF Pool | 6,288,821 | 3,788,821 | 1,499 | 0.357% |
| SD County Pool | 7,986,783 | 7,986,783 | 5,657 | 0.850% |
| CAMP Pool | 31,183 | 55,922 | 4 | 0.080% |
| Certificates of Deposit - Insured | 5,380,000 | 5,629,000 | 6,706 | 1.441% |
| US Treasury Notes | 1,791,703 | 1,791,703 | 2,778 | 1.860% |
| Federal Agency Notes | 1,647,110 | 1,947,110 | 936 | 0.671% |
| Municipal Bonds | 1,296,424 | 1,862,421 | 1,320 | 0.981% |
| Corporate Bonds/Notes | 6,341,525 | 6,341,525 | 8,527 | 1.565% |
| Negotiable CD's | 350,000 | 350,000 | 540 | 1.850% |
| Totals | \$ 32,059,104 | \$ 31,078,032 | \$ 27,972 | 1.063% |



LEUCADIA WASTEWATER DISTRICT
 Monthly Investment Summary
 March 31, 2021

(Continued)

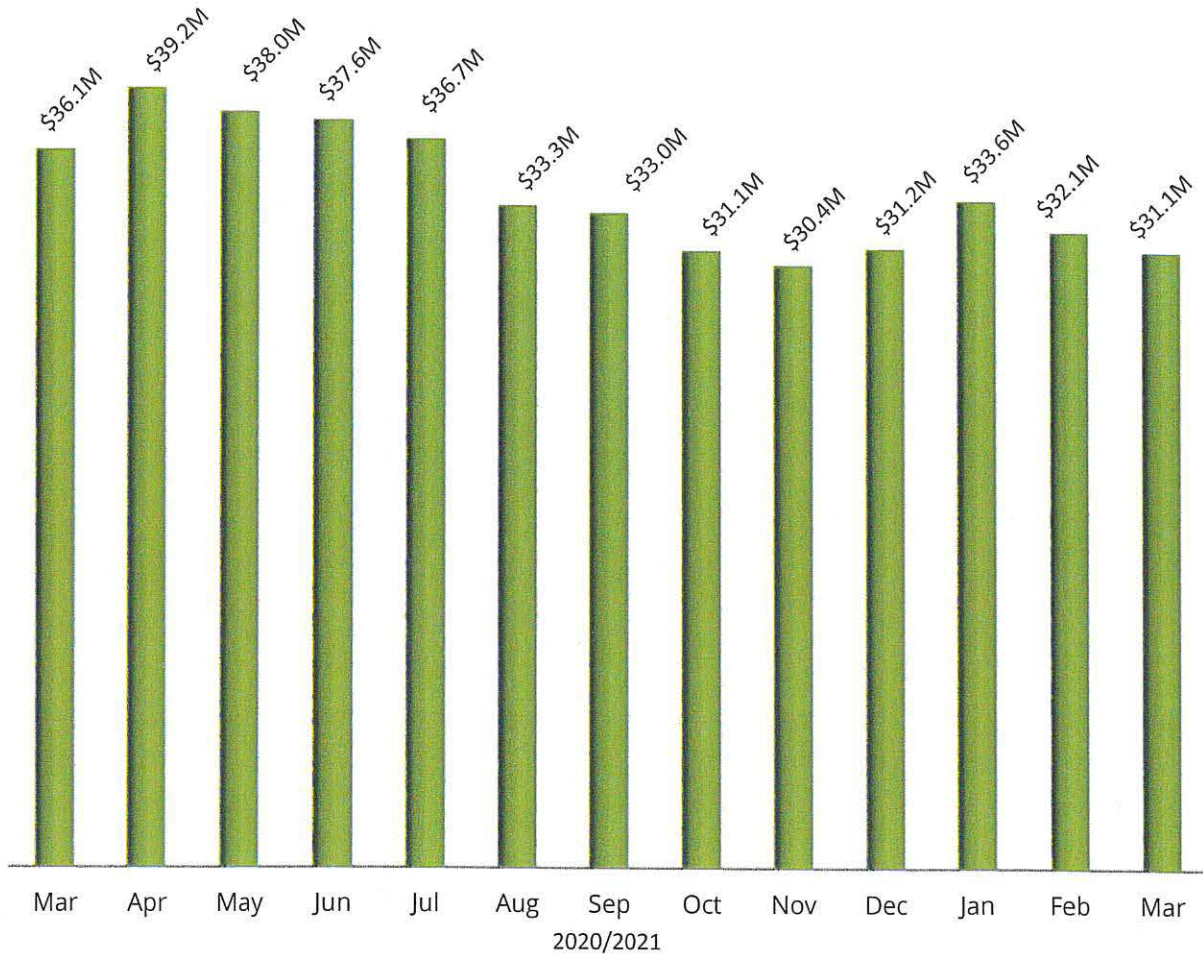


(1) CAMP Pool & SD County Pool, are rated by Standard & Pooors. Investments are rated by Moody's.
 (2) LAIF is not rated

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
March 31, 2021

(Continued)

CASH & INVESTMENT FUNDS BY MONTH



INVESTMENT TRANSACTIONS

For the months of March, 2021

| Investment | Purchases | Sales & Maturities | Maturity Date | CUSIP | YTM | Notes |
|--------------------------------|------------|--------------------|---------------|-------------|---------|-------|
| | | | | | at Cost | |
| Greenstate CU Iowa Insured CDs | \$ 249,000 | | 3/12/2026 | 39573LAY4 | 0.70% | |
| San Marcos PubFA Tax Rev Bds | \$ 565,998 | | 9/1/2025 | 79876AER9 | 1.05% | |
| FHLB Notes (Callable) | \$ 300,000 | | 3/17/2026 | FHLN5143876 | 0.95% | |

TOTAL

| | |
|--------------|------|
| \$ 1,114,998 | \$ - |
|--------------|------|

Investment transactions above are investment purchases, sales, and maturities during the month. They do not include internal transfers between District's checking a/c's and cash equivalents (pools/reserves)

MEMORANDUM

Ref: 21-7582

DATE: May 6, 2021
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 December 31, 2020 (see attached). A copy of the full Quarterly Treasurer's Investment Reports has been enclosed for your review.

rad:PJB







Attachment

LEUCADIA WASTEWATER DISTRICT


QUARTERLY TREASURER'S REPORT SUMMARY

03-31-2021

| SUMMARY OF CASH & INVESTMENTS at March 31, 2021 | | | | | |
|---|----------------------|----------------------|-------------|---------|----------------------|
| SEE QUARTERLY TREASURER'S REPORT FOR DETAILS | | | | | |
| ASSETS | PAR VALUE | AMORTIZED COST | % OF TOTAL | | MARKET VALUE |
| | 3/31/2021 | 3/31/2021 | Actual | Allowed | 3/31/2021 |
| CASH IN BANK (Checking/Reserve Accts) | \$ 1,324,751 | \$ 1,324,751 | 4% | 25% | \$ 1,324,751 |
| LAIF - STATE INVESTMENT POOL | \$ 3,788,821 | \$ 3,788,821 | 12% | 75% | \$ 3,793,632 |
| SAN DIEGO COUNTY INVESTMENT POOL | \$ 7,986,783 | \$ 7,986,783 | 26% | 75% | \$ 7,987,000 |
| CAMP - JPA INVESTMENT POOL | \$ 55,922 | \$ 55,922 | 0% | 75% | \$ 55,922 |
| FEDERAL AGENCY SECURITIES | \$ 1,950,000 | \$ 1,947,355 | 6% | 75% | \$ 1,933,771 |
| US TREASURY BONDS/NOTES | \$ 1,800,000 | \$ 1,798,319 | 6% | 75% | \$ 1,805,625 |
| CORPORATE NOTES | \$ 6,250,000 | \$ 6,327,253 | 20% | 20% | \$ 6,319,203 |
| NEGOTIABLE CERTIFICATES OF DEPOSIT | \$ 350,000 | \$ 350,000 | 1% | 10% | \$ 358,164 |
| INSURED CERTIFICATES OF DEPOSIT | \$ 5,629,000 | \$ 5,629,000 | 18% | 30% | \$ 5,786,669 |
| TOTAL CASH & INVESTMENTS | \$ 30,935,277 | \$ 31,070,625 | 100% | | \$ 31,204,842 |

| As of March 31, 2021 | QUARTERLY RESULTS | | | | |
|---|---|---|---|---|---|
|  Cash & Investments |  Avg Days to Maturity |  Change in Cash & Inv |  Interest Earned |  Average Return |  LAIF Benchmark |
| \$31.2M | 518 | -\$261K | \$85K | 1.1% | 0.4% |

MEMORANDUM

DATE: May 6, 2021
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **April 2021 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 April 2021.

DISCUSSION:

Government Code Section §53065 stipulates that Special Districts must disclose reimbursements of \$100 or more on at least an annual basis. Leucadia Wastewater District (LWD) prepares the Disclosure Report every month in accordance with Resolution No. 2291 – The Integrated Travel Authorization and Expense Reimbursement Policy, which is above and beyond the requirements of Government Code Section §53065.

Attached please find the Board Disclosure of Reimbursements report for the month of April 2021 for your review.

tb:PJB

Attachment

Leucadia Wastewater District
 Disclosure of Reimbursements Report
 April 1-30, 2021

| Conference Date | Description | Director | Director | Director | Director | Director | GM | TSM | ASM | FSS |
|--|------------------------|-------------|-------------|-------------|--------------|-------------|---------------|--------------|-------------|-------------|
| | | J. Hanson | E. Sullivan | D. Omsted | A. Juliussen | M. Brown | P. Bushee | R. Morishita | R. Duffey | J. Stecker |
| CSDA / SDLF Module 2 Setting Direction Virtual Workshop April 12-13, 2021 | Registration | | | | | 175.00 | | | | |
| | Hotel | | | | | | | | | |
| | Airfare | | | | | | | | | |
| | Meals | | | | | | | | | |
| | Baggage | | | | | | | | | |
| | Parking/Coaster | | | | | | | | | |
| | Tips | | | | | | | | | |
| | Fuel/mileage/taxi/uber | | | | | | | | | |
| | Total | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 175.00 | 0.00 | 0.00 | 0.00 |
| | Registration | | | | | | | | | |
| | Hotel | | | | | | | | | |
| | Airfare | | | | | | | | | |
| | Meals | | | | | | | | | |
| | Baggage | | | | | | | | | |
| | Parking/Coaster | | | | | | | | | |
| | Tips/Baggage | | | | | | | | | |
| | Fuel/mileage/taxi/uber | | | | | | | | | |
| | Total | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | Registration | | | | | | | | | |
| | Hotel | | | | | | | | | |
| | Airfare | | | | | | | | | |
| | Meals | | | | | | | | | |
| | Baggage | | | | | | | | | |
| | Parking/Coaster | | | | | | | | | |
| | Tips/Baggage | | | | | | | | | |
| | Fuel/mileage/taxi/uber | | | | | | | | | |
| | Total | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | Registration | | | | | | | | | |
| | Hotel | | | | | | | | | |
| | Airfare | | | | | | | | | |
| | Meals | | | | | | | | | |
| | Baggage | | | | | | | | | |
| | Parking/Coaster | | | | | | | | | |
| | Tips/Baggage | | | | | | | | | |
| | Fuel/mileage/taxi/uber | | | | | | | | | |
| | Total | 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
April 28, 2021

EWA Board of Directors - Vice President Hanson Reporting

1. Construction Awards for Effluent Equalization Facility Settlement Project

The Board of Directors authorized the General Manager to execute the following:

- A contract with LB Civil Construction, Inc. for construction of the Effluent Equalization Facility Settlement Project in the amount of \$1,676,450; and
- A professional services agreement with Carollo Engineers, Inc. for construction management services in the amount of \$359,809.

2. Primary Area Improvements Project Scope Expansion Change Order

The Board of Directors authorized the General Manager to execute the following related to the Primary Area Improvements Project Scope Expansion Change Order:

- A scope expansion change order to the construction contract with Gateway Pacific Contractors, Inc. in the amount of \$291,534;
- An amendment to the professional services agreement with CDM Smith for additional engineering services in the amount of \$117,000;
- An amendment to the Task Order with Enterprise Automation for additional Supervisory Control and Data Acquisition (SCADA) integration and programming services in the amount of \$187,551; and
- An amendment to the Task Order with Kennedy Jenks for additional construction management services in the amount of \$150,000.

3. Adoption of Fiscal Year 2022 (FY22) Pension Policy, Operating and Capital Budgets

The Board adopted the FY22 proposed CalPERS Pension Funding Policy Budget, the FY22 proposed Operations, Maintenance, and Administration Budget and the FY22 proposed Capital Improvement Program Budget and forwarded the recommended budgets to the Joint Advisory Committee.

Joint Advisory Committee

4. Adoption of Fiscal Year 2022 (FY22) Pension Policy, Operating and Capital Budgets

The Joint Advisory Committee adopted the CalPERS Pension Funding Policy Budget, the FY22 recommended Operations, Maintenance, and Administration Budget and the Capital Improvement Program Budget and forwarded the recommended budgets to the Boards and Councils of the Member Agencies.

Executive Session

The Board of Directors met in Executive session to discuss:

- Public Employee Performance Evaluation; General Manager

There was no action taken.

Encina Wastewater Authority Report
Board Policy Workshop
May 5, 2021

EWA Board of Directors - Director Sullivan Reporting

1. Biosolids Management Plan Update

The Board of Directors directed staff to develop RFQ/RFP for biosolids product marketing.

2. Renewable Energy Solutions

The Board of Directors directed staff to move forward with implementation of microgrid recommendations.

3. Water Reuse Project Next Steps

The Board of Directors directed staff to:

- Develop the Water Reuse Strategic Plan;
- Initiate pilot testing efforts with Trussell Technologies to develop treatment technologies for Water Reuse; and
- Advance the North County One Water Coalition

4. CalPERS Pension Liability

The Board of Directors directed staff to include language in the Appropriations Resolution to apply unexpended operating funds to pension liability for current and future fiscal years.

There was no Executive Session.

Community Affairs Committee Meeting Report

Presented by Director Brown

Meeting held May 5, 2021


The Community Affairs Committee (CAC) reviewed the following recommendation:

1. Review the draft layout of the Spring 2021 newsletter

The CAC reviewed and commented on the final draft layout of the spring 2021 newsletter. Rising Tide Partners (RTP) will make the recommended changes.

The CAC directed staff to move forward with the production of the newsletter and forward the final to the Board for their review prior to printing.

MEMORANDUM

DATE: May 6, 2021
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Adopt Resolution No. 2346 – A Resolution of the Board of Directors of the Leucadia Wastewater District (LWD) Approving the Recommended Encina Wastewater Authority (EWA) Fiscal Year 2022 (FY22) Operating, Capital and CalPERS Pension Funding Budgets**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2346 as presented.
2. Discuss and take other action as appropriate.

DISCUSSION:

The EWA Revised Basic Agreement (RBA) and Revised Establishment Document (RED) require that the governing body of each EWA member agency take action on the proposed annual budget. The recommended FY22 budget was approved by the EWA Board of Directors and the Joint Advisory Committee on April 28, 2021 and has been forwarded to LWD for consideration. A breakdown of the costs follows:

EWA Fiscal Year 2022 Budgets

| Operating Budget | Capital Budget | CalPERS Pension Funding Budget |
|------------------|----------------|--------------------------------|
| \$18,822,867 | \$23,294,844 | \$4,096,100 |

These budget figures include funding for all *joint and non-joint* facilities operated by EWA. A copy of EWA's recommended Budget is on file at LWD and is available upon request. LWD's share of the proposed FY22 operating, capital, and pension budgets is \$2,130,280, \$3,462,285, and \$547,626 respectively.

Director Sullivan served on this year's EWA Policy and Finance Committee, which reviewed the EWA Operating Budget in detail. Vice President Hansen served on the EWA Capital Improvement Committee, which reviewed the EWA Capital Budget in detail. Furthermore, staff has reviewed the recommended budget documents in detail and is prepared to answer any questions the Board may have.

Resolution No. 2346 (attached) approves the EWA Operating, Capital, and CalPERS Pension Funding budgets as required by EWA's RBA and RED. Staff recommends that the Board of Directors adopt the resolution as presented, and/or take other action as appropriate.

rad:PJB

Attachment

RESOLUTION NO. 2346

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
APPROVING THE ENCINA WASTEWATER AUTHORITY
FISCAL YEAR 2022 OPERATING, CAPITAL, and CALPERS PENSION
FUNDING BUDGETS**

WHEREAS, the City of Vista, City of Carlsbad, Buena Sanitation District, Vallecitos Water District, Leucadia Wastewater District 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, the member agencies recognize the need to operate, maintain and administer the Encina Joint System on a cooperative basis for the collection, transmission, treatment and disposal of wastewater, and the management of wastewater treatment byproducts; and

WHEREAS, LEUCADIA WASTEWATER DISTRICT (LWD) is party to certain documents entitled the Revised Basic Agreement and the Revised Establishment Document which establish the ownership, operation, maintenance and administration of the Encina Joint System and the EWA, respectively; and

WHEREAS, the Revised Basic Agreement governs the administration of the EWA and requires the preparation and approval by each of the member agencies of estimated Operating and Capital Improvement Program Budgets on an annual basis; and

WHEREAS, the Fiscal Year 2022 (FY22) EWA Operating, Capital, and CalPERS Pension Funding Budgets were approved by the EWA Joint Advisory Committee and the EWA Board of Directors on April 28, 2021, in the following amounts: Operating Budget – \$18,822,867; Capital Budget – \$23,294,844; and CalPERS Pension Funding Budget - \$4,096,100.

WHEREAS, the EWA Joint Advisory Committee and the EWA Board of Directors recommend member agency approval of the FY22 EWA Operating, Capital, and CalPERS Pension Funding Policy Budgets in the aforementioned amounts; and

WHEREAS, copies of the FY22 EWA Operating, Capital, and CalPERS Pension Funding Budgets were available for review by the LWD Board of Directors at its May 12, 2021 Board of Directors meeting;

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

Section 1. Approval of the recommended FY 22 Encina Wastewater Authority Pension Policy Budget as presented in the following amount: \$4,096,100.

Section 2. Approval of the recommended FY 22 Encina Wastewater Authority Operating Budget as presented in the following amount: \$18,822,867.

Section 3. Approval of the recommended FY 22 Encina Wastewater Authority Capital Budgets in the following amount: \$23,294,844.

PASSED AND ADOPTED by the Board of Directors at a meeting of the Leucadia Wastewater District held May 12, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Donald Omsted, President

ATTEST:

Paul J. Bushee, Secretary/Manager

(SEAL)

MEMORANDUM

DATE: May 6, 2021
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Board of Directors Vacancy

RECOMMENDED:

It is recommended by staff that the Board of Directors:

1. Discuss and take action as appropriate

DISCUSSION:

As a result of the sudden and unfortunate passing of Director Juliussen, there is a vacant seat on the Leucadia Wastewater District (District) Board of Directors. Under County Water District regulations, the District has the following options for filling the vacant position (see attached memo from GC Brechtel):

1. Appointment of a New Director:

The Board may appoint a new director by July 2, 2021 (within 60 days from May 3, 2021). This approach requires a notice of the vacancy to be posted in at least three "conspicuous" places within District's service area at least 15 days before the appointment. Because Director Juliussen was serving a term that was elected by voters in District 1, his successor must be a resident and registered voter of District 1.

Director Juliussen was re-elected in 2020 to a four-year term that would have expired after the general district election in 2024. However, the appointed director's term will only last until the next general district election in November 2022. A vote at the 2022 general election will determine who serves out the final two years of Mr. Juliussen's term. The appointed director will have the option of running for re-election in 2022.

2. Call for an Election:

The Board may choose to call for an election to fill the vacant Director's seat. The election to appoint a new director would not be held until the next established election date, likely in November 2021.

If the District Board fails to appoint a new director or call for an election within the required 60 days, the County Board of Supervisors would have the authority to appoint a new director.

Staff is seeking direction from the Board as to its preferred approach for filling the vacant Director position.

tb:PJB

attachment

MEMORANDUM

To: Paul Bushee, General Manager

From: D. Wayne Brechtel, General Counsel *WB*

Date: May 5, 2021

Re: Director Vacancy

This Memorandum provides a quick overview of the process that has been triggered by the passing of Director Juliussen on May 3, 2021.

Notification of County Elections Official.

The District must notify the County Registrar of Voters of the vacancy no later than 15 days after it received notice of the vacancy¹. This requirement was satisfied by way of your letter to the Registrar of Voters on May 4th.

Appointment of New Director.

The Board of Directors may appoint someone to fill Director Juliussen's position.

- The Board has 60-days to make the appointment, specifically until Friday, July 2, 2021.
- The District must post a notice of the vacancy in three or more conspicuous places at least 15 days before the Board makes the appointment.
- The District must notify the County Registrar of Voters within 15 days after the appointment².

The Individual Appointed Must Reside in Electoral District 1

Because Director Juliussen was serving a term that was elected by the voters in District 1, his successor must be a resident and registered voter of District 1³.

The Appointed Director Would Serve Until the Next General Election in 2022.

Director Juliussen was re-elected in 2020 to a four-year term that would have expired after the general district election in 2024. However, the appointed director's term will only last until the next general district election in November 2022. A vote at the 2022 general election will determine who serves out the final two years of Mr. Juliussen's term. The appointed director will have the option of running for reelection in 2022.

Areas Of Practice

Real Estate

Estate Planning &
Administration

Business

Land Use &
Environmental

Litigation

Public Agency

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¹ Cal. Gov. Code § 1780(b).

² Cal. Gov. Code § 1780(d)(1).

³ District Ordinance 138 Establishing a District Based Election Process, Section 5.



Call for an Election.

In lieu of making an appointment, the Board could call for an election to fill the vacancy⁴. The election to appoint a new director would not be held until the next established election date that is more than 130 days out from the vacancy, i.e. November 2021⁵.

Appointment by the County Board of Supervisors.

If the District Board fails to appoint a director or call for an election within the required 60-days, the County Board of Supervisors would have authority to appoint a director⁶.


Please feel free to contact me if you have any questions or would like to discuss the process outlined above in more detail.

⁴ Cal. Gov. Code § 1780(e)(1).

⁵ Cal. Gov. Code § 1780(e)(1 and 2).

⁶ Cal. Gov. Code § 1780(f)(1).

MEMORANDUM

DATE: May 6, 2021
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Temporary Board of Directors Committee Assignments

RECOMMENDATION:

1. Receive and file the temporary Committee appointments until a new Director assumes office.
2. Discuss and take other action as appropriate.

DISCUSSION:

Section V of the District's Resolution No. 2309 establishes that the Board President appoints members to the Leucadia Wastewater District's various standing Committees. In light of the recent and sudden passing of Director Juliussen, President Omsted has made the following temporary appointments to fulfill Director Juliussen's Committee assignments:

- Director Brown – Engineering Committee
- Director Sullivan – Community Affairs Committee
- President Omsted – EWA/JAC Board Alternate

Please note that Committee assignments will be re-evaluated when the new Director assumes office. Attached please find a summary of the Committee assignments, with the new assignments denoted in blue, for your review.

Attachment

tb:PJB



LEUCADIA
WASTEWATER
DISTRICT

LEADERS IN
ENVIRONMENTAL
PROTECTION

Board of Directors' Committee Assignments

Engineering Committee

President Donald Omsted

Director Matthew Brown, Chair

Investment & Finance Committee

Vice President Judy Hanson, Chair

Director Elaine Sullivan

Community Affairs Committee

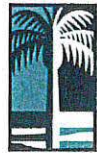
Director Matthew Brown, Chair

Director Elaine Sullivan

Human Resource Committee

President Donald Omsted, Chair

Director Matthew Brown



LEUCADIA
WASTEWATER
DISTRICT

LEADERS IN
ENVIRONMENTAL
PROTECTION

Board of Directors' and Manager Appointments and Assignments

Encina Wastewater Authority (EWA) Board of Directors/Joint Advisory Committee (JAC)

- Vice President Judy Hanson
- Director Elaine Sullivan
- President Donald Omsted (Alternate)

Other Assignments:

Vice President Judy Hanson

- CSRMA Board of Directors Board Member
- EWA Committee Member

Director Elaine Sullivan

- EWA Committee Member
- CSDA Professional Development Committee
- CSDA Member Services Committee
- CSDA San Diego Chapter (2nd Vice President)

General Manager Paul Bushee

- Encina Wastewater Authority Member Agency Managers Committee
- San Diego LAFCO Special District Advisory Committee