



**BOARD OF DIRECTORS  
REGULAR MEETING  
AND  
PUBLIC HEARING TO CONSIDER INCREASING THE DISTRICT'S WASTEWATER  
SERVICE CHARGE FOR FISCAL YEARS 2022, 2023, AND 2024 AND THE FISCAL YEAR  
2022 COLLECTION OF WASTEWATER SERVICE CHARGES  
ON THE COUNTY TAX ROLL**

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 Teleconference please dial:** 1 (669) 900-6833  
**Meeting ID:** 889 3005 8970      **Password:** 533472

**Public Participation/Comment:** Members of the public can participate in the meeting by emailing comments to the Executive Assistant at [tbait@lwwd.org](mailto:tbait@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, June 9, 2021

**TIME:** 5:00 p.m.

**PLACE:** VIA TELECONFERENCE 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. 10 Year Service Award - Mauricio Avalos. (Page 6)
  - B. Adopt Resolution No. 2350 – In Appreciation of Allan H. Juliussen For His Outstanding Service and Commitment to the Leucadia Wastewater District. (Pages 7-9)

## **PUBLIC HEARING**

7. **Public Hearing to consider the following** (Pages 10-15)  
 Proposal to Consider Increasing the District's Wastewater Service Charge for Fiscal Year 2022 – Fiscal Year 2024 at the proposed rates:

<b>Fiscal Year</b>	<b>Annual Rate</b>	<b>Monthly Rate</b>
2021 (Current)	\$343.68	\$28.64
2022	\$378.04	\$31.50
2023	\$415.84	\$34.65
2024	\$457.42	\$38.12

## **ACTION ITEM**

8. **Wastewater Service Charge Adjustment**  
 Adopt Ordinance No. 142 adjusting the District's Wastewater Service Charge for Fiscal Year 2022 – Fiscal Year 2024. (Pages 16-18)

## **CONSENT CALENDAR**

Items 9-14 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.

9. **Approval of Board and Committee Minutes**  
Minutes of the following meetings:
  - May 10, 2021 Special Board Meeting (Pages 19-22)
  - May 12, 2021 Regular Board Meeting (Pages 23-28)
  - June 2, 2021 Engineering Committee Meeting (Pages 29-31)

- 10. Approval of Demands for May/June 2021**  
This item provides for Board of Directors approval of all demands paid from LWD during the month of May and a portion of June 2021. (Pages 32-39)
- 11. 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 40-46)
- 12. 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 47-54)
- 13. Disclosure of Reimbursements**  
This report discloses travel expense reimbursements for the month of May 2021. (Pages 55-56)
- 14. Establishing an Appropriations Limit of the LWD for Fiscal Year 2022 (FY22)**  
Adopt Resolution No. 2347 Establishing an Appropriations Limit of the Leucadia Wastewater District (LWD) for the Fiscal Year 2022 (July 1, 2021 to June 30, 2022) Pursuant to Article XIII (B) of the California Constitution. (Pages 57-61)

## **EWA REPORTS**

- 15. Encina Wastewater Authority Reports**
  - A. A regular EWA Board Meeting was held on May 26, 2021 via videoconference – report by Director Sullivan. (Page 62)
  - B. An Encina Member Agencies Manager's (MAM) Meeting was held on June 1, 2021 via videoconference – report by GM Bushee. (Verbal)

## **COMMITTEE REPORTS**

- 16. Committee Reports**  
Engineering Committee meeting was held on June 2, 2021 via videoconference – report by Director Brown. (Page 63)

## **PUBLIC HEARING**

- 17. Public Hearing to consider the following:**  
A proposal to consider collecting the District's Wastewater Service Charge for Fiscal Year 2022 (FY22) on the San Diego County Tax Roll. (Page 64)

## **ACTION ITEMS**

- 18. Collection of Wastewater Service Charges on the County Tax Roll for Fiscal Year 2022 (FY22)**  
Adopt Resolution No. 2349 Adopting and Approving the Report for the Collection of Wastewater Service Charges on the County Tax Roll for the Fiscal Year July 1, 2021 – June 30, 2022. (Pages 65-67)
- 19. Adopt the Fiscal Year 2022 (FY22) Budget** (Page 68, Enclosure 19)

20. **Unrepresented Employees Salary and Benefits Resolution**  
Adopt Resolution No. 2348 setting forth salaries, benefits and other working conditions for unrepresented employees for the period July 1, 2021 to June 30, 2022. (Pages 69-76)
21. **ADS Environmental Services Agreement for Flow Monitoring Services**  
Authorize the General Manager to execute a sole source five-year professional services agreement with ADS Environmental Services (ADS) for a cost not to exceed \$282,652. (Pages 77-83)
22. **Award of Purchase Agreement for a Replacement Emergency Bypass Pump**  
Authorize the General Manager to execute a Purchase Agreement with Rockwell Engineering & Equipment Company, Incorporated for the purchase of a replacement Emergency Bypass Pump in an amount not to exceed \$99,600. (Pages 84-87)
23. **Local Agency Formation Commission (LAFCO) Ballot Form – Alternate Special District Board Member** (Pages 88-105)
24. **CSDA Board of Directors 2021 Elections – Seat A** (Pages 106-117)
25. **Clean Energy Alliance (CEA) Electric Rate Option** (Pages 118-119)
26. **Director Vacancy Letters of Interest**  
Review letters of interest from candidates applying for the Director vacancy position. (Pages 120-123)

## **INFORMATION ITEMS**

27. **Project Status Updates and Other Informational Reports**
  - A. Support Letter for Heather Conklin, Director of the Mission Resource Conservation District, for San Diego LAFCO Alternate Board Member. (Page 124)
  - B. Support Letter for Jo MacKenzie, Director of Vista Irrigation District, for CSDA Board of Directors – Seat A. (Page 125)
  - C. CASA 66th Annual Conference will be held August 11-13, 2021 at the Hilton San Diego Bayfront in San Diego, CA. (Verbal)
  - D. CSDA Annual Conference will be held August 30-September 2, 2021 at the Monterey Conference Center in Monterey, CA. (Verbal)
28. **Directors' Meetings and Conference Reports**
  - A. The 2021 Virtual CSDA Legislative Days Conference was held May 18 - 19, 2021. (Page 126)
  - B. CSDA Virtual Quarterly Meeting was held May 20, 2021 via videoconference. (Page 127)
29. **General Manager's Report**
30. **General Counsel's Report**
31. **Board of Directors' Comments**
32. **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: June 3, 2021



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Paul J. Bushee, Secretary/General Manager

**MEMORANDUM**

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager  
**SUBJECT:** **Achievement of Individual Award**



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

10 Year Service Award – Mauricio Avalos

Field Services Technician III, Mauricio Avalos, passed his 10<sup>th</sup> anniversary of employment at LWD on May 23, 2021. This milestone is a tribute to Mauricio's hard work, dedication, and commitment to LWD. Mauricio's exceptional milestone also meets one of the individual objectives under LWD's Incentive Program. Mauricio is eligible for an incentive award of \$200.

Please join me in congratulating Mauricio for his outstanding accomplishment.

tb:PJB

**MEMORANDUM**

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **Resolution No. 2350 in Appreciation of Allan H. Juliussen for His Outstanding Service and Commitment to the Leucadia Wastewater District (LWD)**

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**RECOMMENDATION:**

Staff recommends that the Board of Directors:

1. Adopt Board Resolution No. 2350 as presented.

**DISCUSSION:**

As you are aware, Director Allan H. Juliussen passed away on May 3, 2021 after 28 years of service to the Leucadia Wastewater District (LWD). Over Allan's tenure, LWD accomplished numerous achievements that were due, in large part, to Allan's dedication and commitment to the District.

Attached for your consideration is LWD's Board Resolution No. 2350, expressing appreciation to Allan for his outstanding service to LWD.

PJB:

Attachment

RESOLUTION NO. 2350

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
LEUCADIA WASTEWATER DISTRICT  
IN RECOGNITION AND APPRECIATION OF ALLAN H. JULIUSSEN  
FOR HIS OUTSTANDING SERVICE AND COMMITMENT  
TO THE LEUCADIA WASTEWATER DISTRICT**

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**WHEREAS**, Allan H. Juliussen, served on the Leucadia Wastewater District (LWD) Board of Directors from December 9, 1992 to December 8, 2004, then served from June 8, 2005 to May 3, 2021; and

**WHEREAS**, Director Juliussen served for several years as President of LWD's Governing Board and actively participated as a member of LWD's Engineering Committee, as well as, the Community Affairs Committee; and,

**WHEREAS**, Director Juliussen represented the District with true Professionalism through his involvement on the Encina Wastewater Authority (EWA) Board of Directors, as Chairman of the EWA Board of Directors, and as Chairman of the EWA Capital Improvement Committee; and,

**WHEREAS**, under Director Juliussen's commitment and vision, LWD made great strides in the areas of water recycling as evidenced by the construction of the Gafner Water Recycling Facility and the generation of over 2 billion gallons of recycled water for the OMNI La Costa Spa & Resort Golf Course; and,

**WHEREAS**, under Director Juliussen's guidance as Chairman of the Engineering Committee, LWD completed numerous capital improvements including; Leucadia Pump Station Upgrade Project, the New Headquarters Facility Project, the Batiquitos Forcemain No. 3 Project, the Leucadia Forcemain No. 2 Project, and other planning reports that have guided LWD throughout the years to proactively maintain the District's assets; and,

**WHEREAS**, during Director Juliussen's tenure on the Board of Directors, LWD developed four updates to its Financial Plan and maintained one of the lowest wastewater service fees in San Diego County while providing an extremely high level of service to LWD's customers; and,

**WHEREAS**, in his 28 years of service as a member of the LWD's Governing Board, Director Juliussen faithfully carried out his duties, provided strong leadership, gave freely of his time and demonstrated an unwavering commitment to the constituents he was elected to serve; and,

**NOW, THEREFORE**, be it hereby resolved that members of the Board of Directors of the Leucadia Wastewater District hereby extend their sincerest appreciation to Mr. Allan H. Juliussen for his 28 Years of Outstanding Service and Dedication to the Leucadia Wastewater District.



PASSED AND ADOPTED this 9<sup>th</sup> day of June 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Donald F. Omsted, President

\_\_\_\_\_  
Judy Hanson, Vice President

\_\_\_\_\_  
Elaine Sullivan, Director

\_\_\_\_\_  
Matthew S. Brown, Director

\_\_\_\_\_  
Paul J. Bushee, General Manager  
(SEAL)

**MEMORANDUM**

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **Public Hearing on a Proposal to Consider Increasing the District's Wastewater Service Charge for Fiscal Year 2022 – Fiscal Year 2024**

**PUBLIC HEARING:**

The purpose of this public hearing is to allow the LWD Board of Directors to receive and consider public comment on the following:

- 1) A proposal to establish the District Wastewater Service Charge at \$378.04 per equivalent dwelling unit (EDU) per year effective July 1, 2021.
- 2) A proposal to establish the District Wastewater Service Charge at \$415.84 per equivalent dwelling unit (EDU) per year effective July 1, 2022.
- 3) A proposal to establish the District Wastewater Service Charge at \$457.42 per equivalent dwelling unit (EDU) per year effective July 1, 2023.

The notice of this public hearing was posted on the District's web-site on April 26, 2021 and at the District's administrative office beginning on May 25, 2021. A written notice of this public hearing was also sent to parcel owners of record in accordance with Article XIIID of the California State Constitution and the Proposition 218 Omnibus Implementation Act. In additions, a notice was published in the San Diego Union Tribune on May 26, 2021 and June 2, 2021.

**BACKGROUND:**

- 1) Fiscal Year 2022 - Fiscal Year 2024 District Wastewater Service Charge

The current wastewater service charge of \$343.68 per equivalent dwelling unit per year was adopted by the Board of Directors in July 2014. Effective July 1, 2016, it was charged to all parcels of real property connected to the District's wastewater collection system. This service charge has not increased since 2016.

The Board adopted a Financial Plan Study (Plan) in June of 2018. This Plan provides critical information regarding required operating and capital expenditures for the next 20 years. The Plan indicated that in order for the District to meet the projected future operating and capital expenditures necessary to maintain the integrity of its collection system, a sewer service charge increase was required beginning fiscal year 2021. Subsequently the COVID pandemic occurred and due to the severe economic impacts associated with it, the Board voted to postpone the rate increase and cancel the associated public hearing during their May 2020 Board meeting.

At the April 8, 2021 Board meeting, the Board authorized staff 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, 2024. Below is a chart including the proposed wastewater service charges for each fiscal year that will be charged to all parcels of real property connected to LWD's collection system.

Fiscal Year	Annual Rate	Monthly Rate
2021 (Current)	\$343.68	\$28.64
2022	\$378.04	\$31.50
2023	\$415.84	\$34.65
2024	\$457.42	\$38.12

To date, four written protests have been filed with LWD regarding this proposal. Attached please find a copy of these protests.

After receiving public testimony, the Board will close the public hearing and may consider action on the proposed item during the regular meeting immediately following this public hearing.

th:PJB

Attachment(s)

MICHAEL R. GEROE  
8049 PASEO ARRAYAN  
CARLSBAD, CA 92009

April 23, 2021

VIA FIRST CLASS MAIL

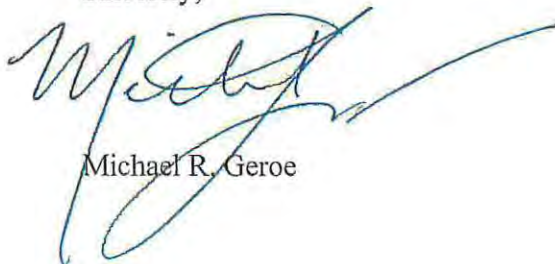
Board of Directors  
Leucadia Wastewater District  
1960 La Costa Avenue  
Carlsbad, CA 92009

Dear Board of Directors:

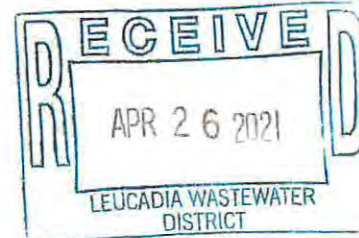
I own the above referenced property and comment in reply to the rate increases proposed by the Leucadia Wastewater District over the period 2022 through 2024.

I protest the proposed rate increases, which exceed projected rates of inflation over the same period. I recommend that prices remain fixed at current levels or, at maximum, be increased five percent (5%) per year, over the same period.

Sincerely,



Michael R. Geroe



**From:** [Karen Delson Keusseyan](#)  
**To:** [info](#)  
**Subject:** Sewer Service Increase in Charges  
**Date:** Tuesday, May 18, 2021 9:52:28 AM



Hello,

My name is Karen Keusseyan. My address is

2541 El Gavilan Court  
Carlsbad, CA 92009

I am most definitely OPPOSED to this increase.

Per the brochure, the rate will increase approximately \$10 per month between 2021 and 2024. This is ridiculously expensive. As it is right now, I am a single person, a widow on a fixed income. My water bill, which includes water usage, monthly base charge and trash collection is already prohibitively expensive. My water usage falls into Tier 1, unless I have houseguests. That usually amount to less than \$10 per month. My base charge is \$ 25.22 and my trash is \$21.77

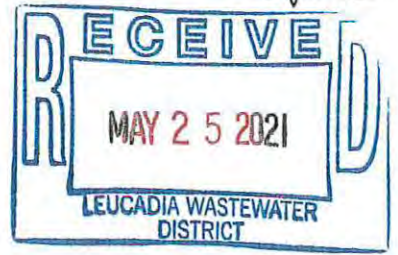
I cannot afford for this to continue to increase, when I have no control over usage to minimize. Even with no water flowing though my pipes, I still pay over \$40 per month, each and every month.

My income does not increase, but my fixed expenses do.

Take your constituency into account and find the extra revenue elsewhere, not on our backs!

**Karen Delson Keusseyan**  
**919-847-2786**  
**kdkyan@gmail.com**

**Dennis Kaden**  
**1611 Caudor St.**  
**Encinitas, CA 92024**



Leucadia Wastewater District,

I protest the rates of increase proposed for 2022-2024.

Do not raise the rates.

Regards

Dennis Kaden

157 W. Glaucus St., Unit C  
Encinitas, CA 92024

Leucadia Wastewater District  
1960 La Costa Ave.  
Carlsbad, CA 92009

Leucadia Wastewater District,

I protest the sewage rate increases proposed for 2021-23.

Please do not raise the rates.



Doug Fiske



MEMORANDUM

Ref: 21-7639

DATE: June 3, 2021  
 TO: Board of Directors  
 FROM: Paul J. Bushee, General Manager   
 SUBJECT: **Proposal to Consider Increasing the District's Wastewater Service Charge for Fiscal Year 2022 – Fiscal Year 2024**

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**RECOMMENDATION:**

Staff recommends that the Board of Directors:

1. Adopt Ordinance No. 142 Increasing the District's Wastewater Service Charge for Fiscal Years 2022 - 2024.
2. Discuss and take other action, as appropriate.

**BACKGROUND:**

Prior to this item, the Board of Directors will have conducted a public hearing regarding increasing LWD's wastewater service charge.

If this proposal is adopted, the wastewater service charge will be increased according to the following schedule:

Date	Annual Rate	Monthly Rate
July 1, 2021	\$378.04	\$31.50
July 1, 2022	\$415.84	\$34.65
July 1, 2023	\$457.42	\$38.12

Proposed Ordinance No. 142 is attached for the Board's review. If adopted, it will repeal Ordinance No. 132 and adjust the District's wastewater service charge as indicated above. Staff recommends that the Board of Director's adopt the proposed ordinance.

th:PJB

Attachment



**ORDINANCE NO. 142**

**AN ORDINANCE OF THE BOARD OF DIRECTORS  
OF THE LEUCADIA WASTEWATER DISTRICT  
INCREASING THE DISTRICT'S WASTEWATER SERVICE CHARGE**

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**WHEREAS**, the Leucadia Wastewater District (LWD) is a county water district that operates as a special district in accordance with Government Code section 56036; and

**WHEREAS**, the LWD maintains a long-range financial plan to guide its finances over the next 20 years; and,

**WHEREAS**, the Financial Plan Study finds that increases in the wastewater service charge are appropriate for the funding of the District's future services; and,

**WHEREAS**, the LWD Board of Directors has determined that wastewater service charge increases are appropriate; and,

**WHEREAS**, a copy of the Financial Plan Study is available for public review on the District's website and at the LWD Administration Office; and

**WHEREAS**, a public hearing to consider an increase in the wastewater service charge was duly and properly noticed and held in accordance with Article XIID of the California State Constitution and the Proposition 218 Omnibus Implementation Act on June 9, 2021; and

**NOW, THEREFORE, BE IT ORDAINED:**

1. The LWD wastewater service charge shall be increased from \$343.68 per Equivalent Dwelling Unit (EDU) per year to \$378.04 per EDU per year effective July 1, 2021.
2. The LWD wastewater service charge shall be increased from \$378.04 per Equivalent Dwelling Unit (EDU) per year to \$415.84 per EDU per year effective July 1, 2022.
3. The LWD wastewater service charge shall be increased from \$415.84 per Equivalent Dwelling Unit (EDU) per year to \$457.42 per EDU per year effective July 1, 2023.
4. That the wastewater service charge shall be assessed in accordance with the EDU factors established by the District.
5. That the provisions of this ordinance shall be effective as of July 1, 2021; and thereafter, Ordinance No. 132 shall be void and of no further force and effect.

**PASSED AND ADOPTED** this 9th day of June 2021, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Donald F. Omsted, President

**ATTEST:**

\_\_\_\_\_  
Paul J. Bushee, Secretary/Manager  
(SEAL)

**LEUCADIA WASTEWATER DISTRICT**  
Minutes of a Special Board Meeting  
Monday, May 10, 2021

A special meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Monday, May 10, 2021 at 1:00 p.m. via teleconference.

**1. Call to Order**

President Omsted called the meeting to order at 1:00 p.m.

**2. Roll Call**

DIRECTORS PRESENT: Omsted, Hanson, Sullivan, and Brown  
DIRECTORS ABSENT: None  
OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Administrative Services Manager Richard Duffey, Technical Services Manager Robin Morishita, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, Field Services Superintendent Jeff Stecker, District Engineer Dexter Wilson, Field Services Supervisor Marvin Gonzalez, and Field Services Specialist Ian Riffel

**3. Pledge of Allegiance**

President Omsted led the pledge of allegiance.

**4. Public Comment**

No public comment was received.

**5. Approval of Agenda**

Upon a motion duly made by Director Sullivan, seconded by Director Brown, 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

**6. Overview of Recommended Fiscal Year 2022 (FY22) Budget**

**A. Review and discuss the recommended FY22 Budget.**

GM Bushee introduced the item and thanked staff for their work on the Budget. He then introduced ASM Duffey to provide the highlights of the FY22 Budget. FY22 Budget highlights included the following items:

- Principal Budget Objectives;
- Cost allocation by program;
- Summary of Revenue Increases;
- Summary of Operating Expenses; and
- Summary of Capital Expenditures

ASM Duffey stated that there is a projected net increase in overall revenues, for a total of \$852K, contingent upon an approved sewer rate increase beginning in FY22.

ASM Duffey then introduced ASsup Hill to present the administrative services budget.

ASsup Hill stated that the projected administrative expenses total approximately \$2.3 million including non-labor expenses of \$955K. ASsup Hill summarized the administrative expenses indicating that total administrative expenses will increase 7% and non-labor expenses will increase 18%. She noted that key Budget drivers include a one-time Board redistricting expense of \$30K, an insurance expense increase of \$30K, and a new professional accounting expense of \$130K.

Director Sullivan asked why there is an election district remapping expense. ASsup Hill explained that after a U.S. Census is completed it is required that the District go through the redistricting process.

Director Brown asked if the insurance increases are the norm right now. ASsup Hill answered affirmatively. GM Bushee explained that the CSRMA pooled liability insurance and the property insurance are the main drivers for the insurance increase. Director Brown asked if cyber security is included with the CSRMA insurance. GM Bushee stated it is included with the liability insurance but that the district also purchases ancillary cyber security insurance.

ASM Duffey then introduced FSS Stecker to present an overview of the operating expenses.

FSS Stecker stated that the operating expenses for LWD facilities are projected to be \$7.8 million with the Encina Treatment Plant expenses accounting for \$2.7 million of that total. He summarized the field services expenses indicating that Office Expenses/Computer Services are projected to increase 2% or \$2K, Operating Supplies/Chemicals are projected to decrease 36% or \$58K, Repairs and Maintenance will increase 2% or \$8K, District engineering will increase 20% or \$15K, and Utilities will increase 6% or \$13K. For the Batiquitos facilities, he noted that total operating expenses are projected to be \$459K which represents a 2% increase over the FY21 Budget. For the Recycled Water Enterprise, FSS Stecker indicated that the proposed operating expenses are \$328K which is an increase of 15% over the FY21 Budget. He noted that Repairs and Maintenance will increase 24% or \$14K, Professional Services will increase 35%, or \$10K, and that Permits will increase 6%, or \$2K.

Director Brown asked if the FY21 Batiquitos Joint Facilities Rents & Leases projected amount was for a pump rental. FSS Stecker answered affirmatively noting it was for the rental of a by-pass pump.

Director Brown asked for clarification on the Batiquitos Joint Facilities expenses with the City of Encinitas. GM Bushee provided background information on the agreement between the District and the City of Encinitas and the ownership breakdown of the joint facility.

ASM Duffey then introduced FSSpec Riffel to present the development budget.

FSSpec Riffel noted that the total operating expenses for development are projected at \$89K and that development pays for development. He noted that this is a decrease of 13%, or \$13K, from the FY21 Budget. He also noted that Professional Services are projected to decrease 11% or \$10K.

President Omsted asked if the District has a procedure for adding a detached accessory dwelling unit (ADU). FSSpec Riffel answered affirmatively noting that the process begins at the city which the customer resides in.

Director Brown asked if every accessory dwelling unit (ADU) is an equivalent dwelling unit (EDU). GC Brechtel answered stating that not every ADU is a full EDU since ADUs are assessed on square footage.

Director Brown asked for clarification on the estimated EDU's for FY22 versus the estimated EDU's for FY21. ASM Duffey provided clarification.

ASM Duffey then introduced TSM Morishita to present the capital budgets.

TSM Morishita presented the capital acquisition budgets for the wastewater program and the recycled water program. He added that capital acquisition items typically cost more than \$5,000 and have a life expectancy greater than one year whereas capital improvement projects are for infrastructure improvements that overlap multiple years. He noted the proposed capital budget total is a little over \$6.1 million, with a proposed capital acquisition budget of \$475K and a capital improvement budget of \$5.7 million. He further explained that the majority of the capital acquisition budget will go towards the purchase of a 1-ton truck with a crane, rehabilitation of the HVAC system in the District headquarters building, replacement of CCTV equipment, the purchase of an emergency by-pass pump, the replacement of various pump station equipment items, the reclaimed water supply pump replacement and other critical sewer maintenance equipment.

TSM Morishita provided detailed information on the capital improvement budget by reviewing Leucadia's multi-year capital improvement projects, Leucadia's ongoing rehabilitation projects, and other major projects which have a projected cost of \$5.7 million. He noted the key components include: the Village Park 7 Pump Station Rehabilitation project (\$415K), and the 2022 Gravity Pipeline Rehabilitation project (\$400K). He stated that the capital budget also includes jointly owned facilities costs of \$555K and Encina capital improvement costs of \$3.5 million.

Director Brown asked if the increase in radio communications is for two-way radios. TSM Morishita answered that the increase is for the SCADA system. GM Bushee added that the field services team uses cell phones for person to person communication.

Vice President Hanson asked for the location of Village Park 7. FSS Stecker provided the cross streets.

Director Brown asked if there are concerns for the market prices of building materials. TSM Morishita stated that increased costs can be of concern especially now since there are supply chain issues caused by the pandemic.

Director Brown asked for clarification on the Poinsettia Station Gravity Pipeline Project and the agreement with SANDAG. TSM Morishita provided clarification.

ASM Duffey then concluded the FY22 Proposed Budget Overview by presenting Reserve Contributions and noting that \$812K is projected to be pulled from the Reserves to help fund the Wastewater program. He said stated that the Recycled Water Program will add \$9K to the Reserves. He also presented a graph showing monthly sewer rates for San Diego agencies as of January 2021. As of January 2021, the District has the lowest rate. He noted that the County average is \$53.06 per month and that even with the planned sewer rate increase, LWD will remain one of the lowest sewer rates in the County of San Diego.

Director Brown asked what is the current wastewater rate for the City of Carlsbad. GM Bushee stated it is just over \$29 per month and they just had an increase this past January and will have more anticipated increases over the next 2-5 years.

The Board thanked staff for their presentations and no action was taken.

**7. Closed Session**

A. Meet with District representatives General Manager Bushee and Administrative Services Manager Duffey to discuss the FY22 Informal Input Process and provide direction regarding salaries, salary schedules and employee benefits, as authorized under Government Code Section 54957.6

General Counsel Brechtel stated that the Board will meet in closed session with District representatives General Manager Bushee and Administrative Services Manager Duffey to discuss the FY22 informal input process regarding salaries, salary schedules and employee benefits, as authorized under Government Code Section 54957.6.

The Board of Directors met in closed session and provided direction to the District's representatives. There was no other reportable action.

**8. Adjournment**

President Omsted adjourned the meeting at 2:45 p.m.

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Donald F. Omsted, President

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Paul J. Bushee  
Secretary/General Manager (SEAL)

**LEUCADIA WASTEWATER DISTRICT**

Minutes of a Regular Board Meeting  
May 12, 2021

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, May 12, 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, and Brown

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 Ryan Rodriguez, District Engineer Dexter Wilson, Administrative Specialist Mark Brechbiel, Neal Bloom and Iris Grootenhuis of Rising Tide Partners, Nancy Jois of Capri Elementary, Jennifer Smith and Barbara Larson of El Camino Creek Elementary, and June Honsberger of La Costa Canyon High School

**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 Vice President Hanson, 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

**6. Presentations and Awards****A. Teacher Grant Recipients.**

ASsup Hill provided background information on the Teacher Grant Program noting that in December 2020 the Board approved three teacher grants.

ASsup Hill introduced Ms. June Honsberger of La Costa Canyon High School to provide a brief update on her school's project funded by the District's teacher grant program. Ms. Honsberger shared a video update on her school's Native Tree Garden project.

ASsup Hill introduced Ms. Jennifer Smith and Barbara Larson of El Camino Creek Elementary to provide a brief update on their school's project funded by the District's teacher grant program. The students from Ms. Smith's class shared a video update on their Water Conservation Strategy project.

ASsup Hill introduced Ms. Nancy Jois of Capri Elementary to provide a brief update on her school's project funded by the District's teacher grant program. Ms. Jois shared a video update on her school's Rain Garden project.

The Board thanked Ms. Honsberger, Ms. Smith, Ms. Larson, Ms. Jois, and their students for the presentations.

**B. 2020 CWEA San Diego Section and State Awards.**

GM Bushee stated that Field Services Technician III Ryan Rodriguez won the CWEA San Diego Section Collection System Person of the Year Award and received 2<sup>nd</sup> place at the State level. He then provided background information on Ryan and a brief summary of his accomplishments.

The Board congratulated Ryan for his efforts.

## **CONSENT CALENDAR**

**7. Approval of Board and Committee Minutes**

Minutes of the following meetings:

April 14, 2021 Regular Board Meeting (Pages 7-12)

May 5, 2021 Community Affairs Committee Meeting (Page 15)

**8. Approval of Demands for April/May 2021**

Payroll Checks numbered 22664-22707; General Checking Checks numbered 55387-55505

**9. Operations Report** (A copy was included in the original May 12, 2021 Agenda)

**10. Finance Report** (A copy was included in the original May 12, 2021 Agenda)

**11. Quarterly Treasurer's Report**

This report discloses investments for the quarter ending March 31, 2021.

**12. Disclosure of Reimbursements**

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

Director Brown pulled Board Agenda item 10, Finance Report, from the Consent Calendar and Vice President Hanson pulled item 8, Approval of Demands, from the Consent Calendar.

Upon a motion duly made by Director Brown, seconded by Vice President Hanson, and unanimously carried, the Board of Directors approved the Consent Calendar, excluding Consent Calendar items 8 and 10, by the following vote:



Director	Vote
President Omsted	Yes
Vice President Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

Vice President Hanson asked if the invoice paid to Confidence Consulting was part of the Strategic Planning contract. GM Bushee answered that the invoice was for coaching sessions with the leadership team and staff and is separate from the Strategic Planning contract. Vice President Hanson asked for clarification on the invoice paid to Concentra. ASsup Hill stated that the invoice was for a new hire physical. Vice President Hanson asked about the vehicle damage claims. GM Bushee stated he would address this item in General Manager's Comments later in the agenda.

Upon a motion duly made by Director Brown, seconded by Vice President Hanson, and unanimously carried, the Board of Directors approved Consent Calendar item 8, Approval of Demands, by the following vote:

Director	Vote
President Omsted	Yes
Vice President Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

Director Brown asked for clarification regarding the Finance Report and the sewer service fees budgeted versus actual amounts. ASM Duffey provided clarification noting that the projected amounts are based on prior year tax apportionments. He noted that the District just received a large tax apportionment today so the budgeted and actual sewer service fee amounts will be more closely aligned in next month's Board agenda Finance Report.

Upon a motion duly made by Director Brown, seconded by Vice President Hanson, and unanimously carried, the Board of Directors approved Consent Calendar item 10, Finance Report, by the following vote:

Director	Vote
President Omsted	Yes
Vice President Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

## EWA and COMMITTEE REPORTS

### 13. Encina Wastewater Authority (EWA) Reports

A. A regular EWA Board Meeting was held on April 28, 2021.

Vice President Hanson reported on EWA's Board Meeting.

Director Brown asked if EWA is in their third year of paying off the EWA PERS unfunded liability. ASM Duffey answered affirmatively.

B. An Encina Member Agency Manager's (MAM) Meeting was held on May 4, 2021.

GM Bushee reported on EWA's MAM meeting.

C. An EWA Board Policy Workshop was held on May 5, 2021.

Director Sullivan reported on EWA's Board Policy Workshop.

#### 14. Committee Reports

Community Affairs Committee (CAC) Meeting was held on May 5, 2021.

Director Brown reported that the CAC reviewed and commented on the final draft layout of the spring 2021 newsletter and 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.

GM Bushee stated that the newsletter has been emailed to the Board to review and provide comments to staff. He noted that all comments should be received by May 18<sup>th</sup>.

### 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.

ASM Duffey presented the recommendation to approve the EWA FY22 Budget. He noted the Operating Budget is approximately \$18.9M, the Capital Budget is approximately \$23.3M, and the CalPERS Pension Funding Budget is approximately \$4.0M. He noted the District's share is approximately \$2.1M for operating costs, \$3.4M for capital costs, and \$547K for pension costs.

Upon a motion duly made by Director Sullivan, seconded by Director Brown, and unanimously carried, the Board of Directors adopted Resolution No. 2346 - Approving the Recommended Encina Wastewater Authority Fiscal Year 2022 (FY22) Operating, Capital, and Pension Funding Policy Budgets by the following vote:

Director	Vote
President Omsted	Yes
Vice President Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

#### 16. Board of Directors Vacancy

Discuss Options for filling Board Vacancy.

GM Bushee stated as a result of the sudden passing of Director Juliussen, there is a vacant seat on the Board of Directors. He noted that under County Water District regulations, the District has the following options for filling the vacant position:

1. Appointment of a New Director
2. Call for an Election

GM Bushee then provided background information on both options. GM Bushee stated that the Notice of Vacancy will be posted on the District website, the District Facebook page, the Union Tribune, and the Coast News, as soon as possible.

Director Sullivan asked how many applicants in the September 2020 appointment lived in District 1. EA Baity answered 4 applicants.

Following discussion, upon a motion duly made by Director Sullivan, seconded by Vice President Hanson, and unanimously carried, the Board of Directors chose option 1 and directed staff to notice the vacancy in accordance with California regulations by the following vote:

<b>Director</b>	<b>Vote</b>
<b>President Omsted</b>	Yes
<b>Vice President Hanson</b>	Yes
<b>Director Sullivan</b>	Yes
<b>Director Brown</b>	Yes

GM Bushee then proposed the following timeline for the appointment:

- June 2, 2021 – Letters of Interest/Resumes due at the District office by 5:00 p.m.;
- June 9, 2021 – Review Letters of Interest / Resumes at the regular June Board Meeting at 5:00 p.m.;
- June 16, 2021 – Special Board Meeting to Conduct Candidate Interviews; and
- June 23, 2021 – Special Board Meeting to Appoint new Director

Director Sullivan asked if the District 1 boundary lines will be clearly defined in the Notice of Vacancy. GM Bushee answered affirmatively noting that a map will be included in the Notice and that the Notice will also have a website link to the District’s interactive electoral District map. Interested candidates can also call the District office to determine whether they reside in District 1.

Following discussion, the Board of Directors agreed to the proposed timeline with the times to be announced later for the proposed Special Board Meetings.

## **17. Board of Directors Committee Assignments**

### Receive and File Temporary Committee Assignments

President Omsted stated he would like to fill the vacant committee assignments on the Engineering Committee (EC) and on the Community Affairs Committee (CAC). Following discussion, President Omsted made the following temporary appointments and noted that Committee assignments will be re-evaluated when the new Director assumes office:

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

There was no other action taken.

## **INFORMATION ITEMS**

## **18. 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.

**19. Directors' Meetings and Conference Reports**

None.

**20. General Manager's Report**

GM Bushee reported on three recent District vehicle claims.

**21. General Counsel's Report**

None.

**22. Board of Directors' Comments**

Director Brown stated that he is in the middle of completing the CSDA Special District Leadership Academy Module 3 Virtual Workshop. He stated that he will complete the module tomorrow and then complete Module 4 at the end of the month. Director Sullivan thanked Director Brown for completing the training.

Director Brown stated that the District website looks different based on what browser is used. GM Bushee stated that staff would follow up with the web developer, Big Tuna Interactive, and then follow up with Director Brown.

President Omsted stated he thought the recent teacher grant recipients were some of the best the District has received. He also thanked AS Brechbiel for his work on the Teacher Grant Program. The Board concurred with President Omsted. GM Bushee also acknowledged ASSup Hill and Mr. Neal Bloom and Ms. Iris Grootenhuis, of RTP, for their work on the teacher grant program.

**23. Adjournment**

President Omsted adjourned the meeting at approximately 6:28 p.m.

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Donald F. Omsted, President

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Paul J. Bushee  
Secretary/General Manager  
(SEAL)

**LEUCADIA WASTEWATER DISTRICT**  
 Minutes of an Engineering Committee Meeting  
 June 2, 2021

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A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held on Wednesday, June 2, 2021 at 10:30 a.m., via video conference.

**1. Call to Order**

Chairperson Omsted called the meeting to order at 10:30 a.m.

**2. Roll Call**

DIRECTORS PRESENT: Omsted, Brown

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee; Technical Services Manager Robin Morishita; Field Services Superintendent Jeffery Stecker; Field Services Supervisor Marvin Gonzalez; Field Services Specialist Ian Riffel; Administrative Specialist Mark Brechbiel; District Engineer Dexter Wilson; General Counsel Wayne Brechtel

**3. Public Comment**

None.

**4. New Business**

- A. Authorize the General Manager to execute a sole source five-year professional services agreement with ADS Environmental Services (ADS) for a cost not to exceed \$282,652.

FSSup Stecker presented this item to the EC. He began by providing background stating that LWD has used ADS services to provide flow data since 2009. In 2016 LWD signed a 5-year lease with ADS to provide and install 7 new meters along with maintenance and repair of those meters. He noted the contract will be up for renewal July 1, 2021.

Prior to renewal, staff evaluated all 7-meter locations and determined there was a discrepancy with the L2 and L3 meters that provided data to the Olivenhain Road and South Green Valley areas. As a result, staff decided it was best to remove those meters and rely on L5 meter at North Green Valley. The L5 meter provides data on the combined flow from L2 and L3. This will eliminate the gathering of and paying for inaccurate data. However, during final review of the agreement by GC Brechtel, he determined that a recent prevailing wage ruling by the CA Supreme Court is applicable to the ADS Lease agreement thus increasing the agreement by \$84,652.

Director Brown asked, if the flow data is now being collected at L5 corresponds with the Equivalent Dwelling Units (EDUs) associated with the area. GM Bushee replied affirmatively.

Chairperson Omsted asked why there was a discrepancy. DE Wilson stated that the flow in the pipe was too low for the sensor to accurately detect.

Director Brown asked why this is a sole source contract as opposed to requesting for proposals. GM Bushee stated that due to the long running excellent service history

with ADS, continuity of service and user-friendly software, a sole source procurement was determined to be the in the best interest of the District.

Following discussion, the EC concurred with staff to recommend that the Board Authorize the General Manager to execute a sole source five-year professional services agreement with ADS Environmental Services (ADS) for a cost not to exceed \$282,652.

- B. Authorize the General Manager to execute a Purchase Agreement with Rockwell Engineering & Equipment Company, Incorporated for the purchase of a replacement Emergency Bypass Pump in an amount not to exceed \$99,600.

TSM Morishita presented this item to the EC. He began by providing background stating that the Board approved the purchase of an electric motor driven pump in 2019. The pump was subsequently purchased and received. Upon receipt, staff began field testing the pump at Batiquitos Pump Station. After several consecutive failed tests, re-manufacturing of the pump, and further field testing it was determined that the electric motor driven pump failed to operate as required. Therefore, staff determined the pump should be replaced and is recommending the purchase of a new diesel pump.

Rockwell Engineering & Equipment Company (Rockwell), the pump sales representatives, will provide a credit of \$59,100 for the original purchase of the electric motor driven pump to be applied towards the purchase of the new diesel motor driven pump which costs \$140,000. With the credit, staff selected additions, sales tax, transportation and offloading the total cost comes to \$99,562.

Director Brown commended staff on their diligent testing of the electric pump to determine that it would not work.

Chairperson Omsted asked if there was power failure, how long can we operate the pump stations on the diesel generators. GM Bushee stated that they can run approximately 24 hours.

Following discussion, the EC concurred with staff to recommend that the Board authorize the General Manager to execute a Purchase Agreement with Rockwell for the purchase of a replacement Emergency Bypass Pump in an amount not to exceed \$99,600.

## 5. Information Items

- A. Development Projects Summary

No discussion.

- B. Leucadia Pump Station Rehabilitation Project (LPSRP) Update

TSM Morishita updated the EC on the progress of the LPSRP. He proceeded to overview the installation of the ECO<sub>2</sub> odor control equipment and how that equipment along with Liquid Oxygen (LOX) is going to serve the District in controlling odor and Hydrogen Sulfide (H<sub>2</sub>S).

He then went on to describe the installation of the new conditioning chopper pump in the wet well. TSM Morishita continued with an overview of the work that has taken place in the dry well. This work includes the installation of a new discharge header, 3 new large pumps and 2 new jockey pumps.

C. FY21 Cured-In-Place Pipe Lining Project

FSSpc Riffel updated the EC on the progress of the FY21 CIPP project. He stated that to date, Nu Line Technologies have completed 10 of 29 repairs. He further detailed the project that took place on Almaden Lane. He displayed CCTV imagery showing fractures in the defective sewer pipe. FSSpc Riffel explained the CIPP process that is used to structurally repair the defective lines.

Chairperson Omsted asked if the pipes are cleaned prior to installation of the CIPP. FSSpc Riffel replied that the pipes are cleaned of any roots, debris, grease and that it does not have to be completely dry before installation of the CIPP liner.

**6. Directors' Comments**

None.

**7. General Manager's Comments**

GM Bushee provided an update pertaining to the Board vacancy.

**8. Adjournment**

Chairperson Omsted adjourned the meeting at approximately 11:55 a.m.

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Paul J. Bushee,  
Secretary/Manager  
(Seal)

**LEUCADIA WASTEWATER DISTRICT  
DEMANDS SUMMARY  
June 9, 2021**

**Disbursement Period**    May 7, 2021 Through June 3, 2021

<b>GENERAL CHECKING</b>	
Operating	\$ 204,018.12
Capital	\$ 643,178.51
<b>TOTAL GENERAL CHECKS</b>	<u>\$ 847,196.63</u>
<b>PAYROLL CHECKS</b>	\$ 110,642.34
<b>TOTAL DEMANDS</b>	<b>\$ 957,838.97</b>



**LEUCADIA WASTEWATER DISTRICT  
EMPLOYEE/BOARD PAYROLL CHECKS  
June 9, 2021**

**Disbursement Period**    May 7, 2021 Through June 3, 2021

<u>Description</u>	<u>Check Date</u>	<u>Check #'s</u>	<u>Amount</u>	
Biweekly Payroll Checks	5/19/2021	22708-22726	\$	53,086.40
Board Payroll Checks	6/1/2021	22727-22730	\$	4,102.19
Biweekly Payroll Checks	6/2/2021	22731-22749	\$	53,453.75
<b>TOTAL PAYROLL CHECKS</b>			<b>\$</b>	<b>110,642.34</b>

**Leucadia Wastewater District**  
 Check/Voucher Register - Demand Summary for Board  
 1001 - PPB (Opus) General Checking Account  
 From 5/7/2021 Through 6/3/2021

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
55506	5/13/2021	ADS LLC	4,340.00	Flow Metering / Data Analysis - April 2021
	5/13/2021	ADS LLC	1,340.00	Meter Maintenance / Data Delivery ECHO - April 2021
55507	5/13/2021	ALLEN CHALEPAS	38.92	Refund for Developer Deposit - 3561 Corte Esperanza
55508	5/13/2021	ALPHAGRAPHICS	285.53	Annual Budget Tabs
55509	5/13/2021	ANTHONY GENTILE	2,441.50	Lateral Reimbursement
55510	5/13/2021	AT&T	231.26	Phone Service - Elevator
55511	5/13/2021	AUTO PLUS	23.68	Inflator & Dial Guage / Plugs
55512	5/13/2021	AZTEC LEASING, INC	530.88	Copier Lease - April 2021
55513	5/13/2021	BRAX COMPANY, INC	45,991.15	Recondition Pump #4 & Motor - BPS
55514	5/13/2021	Brightview Landscape Services Inc	304.00	Landscape Maintenance @ Encinitas Creek - May 2021
	5/13/2021	Brightview Landscape Services Inc	857.00	Landscape Maintenance @ LWD Admin - May 2021
55515	5/13/2021	C. MAYNE CONSTRUCTION	14.62	Refund for Developer Deposit - 305 Hillcrest Drive
55516	5/13/2021	CARDNO	738.31	Refund Devel. Deposit-7720 El Camino Real Special Use Permit
55517	5/13/2021	CARLSBAD FUELS CORPORATION	1,825.65	Vehicle Fuel 04/02/21-04/19/21
55518	5/13/2021	CHINA FUSION RESTAURANT, INC	49.42	Refund for Developer Deposit - China Fusion
55519	5/13/2021	CITY OF CARLSBAD	260.80	Water for Vactor 1
	5/13/2021	CITY OF CARLSBAD	288.36	Water for Vactor 2
55520	5/13/2021	CITY OF ENCINITAS	439.29	Refund for Devel. Deposit-Std. Pacific Park Olympus/Piraeus
55521	5/13/2021	CORE & MAIN LP	8,567.18	Parsom Inflowdome includes Valve, Gasket & Strap
55522	5/13/2021	CORODATA	80.62	File Storage - April 2021
55523	5/13/2021	CWEA	101.00	CSM Grade 3 - Certification Renewal - H Gonzalez
	5/13/2021	CWEA	192.00	CWEA Association Membership - C Russell 2021
	5/13/2021	CWEA	192.00	CWEA Association Membership - S Krason 2021
55524	5/13/2021	DATA NET SOLUTIONS GROUP	480.00	Video Server Renewal
55525	5/13/2021	DEPT OF CONSUMER AFFAIRS	250.00	CPA License Renewal - R Duffey
55526	5/13/2021	DIG SAFE BOARD	120.93	Monthly Underground State Fees
55527	5/13/2021	DKF SOLUTIONS GROUP, LLC	300.00	MSO Subscription - May 2021
55528	5/13/2021	EVOQUA WATER TECHNOLOGIES, LLC	10,290.85	Bioxide 04/26/21
	5/13/2021	EVOQUA WATER TECHNOLOGIES, LLC	1,931.00	Spent Carbon Analytics - BPS
55529	5/13/2021	FEDERAL EXPRESS CORPORATION	25.80	Shipping 04/21/21
55530	5/13/2021	GERARD KENNY	14.58	Refund for Developer Deposit - 2630 Vistosa Place
55531	5/13/2021	GLASSMAN PLANNING ASSOC. INC	110.48	Refund for Developer Deposit - Target 1010 N El Camino Real
55532	5/13/2021	GRANT GENERAL CONTRACTORS	38.92	Refund Devel. Deposit-Coastline Church 2215 Calle Barcelona
55533	5/13/2021	HACH COMPANY	928.82	Desiccant Cartridges/Sensors/Service
55534	5/13/2021	HEALTHY CREATIONS CAFE/NECTARI...	24.85	Refund for Devel. Deposit-Healthy Creations/Nectarine Grove

**Leucadia Wastewater District**

Check/Voucher Register - Demand Summary for Board  
 1001 - PPB (Opus) General Checking Account  
 From 5/7/2021 Through 6/3/2021

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
55535	5/13/2021	ICMA RETIREMENT-303979	6,260.63	Deferred Comp for PPE 05/02/21
55536	5/13/2021	JOHN DEMPSEY	80.00	Refund for Developer Deposit - 7307 Bolero Street
55537	5/13/2021	JOHN STENNETT	375.00	Refund for Devel. Dep.-1869 Eucalyptus Ave Septic to Sewer
55538	5/13/2021	JUST PEACHY, INC	941.94	Refund for Developer Deposit - Just Peachy
55539	5/13/2021	KAARE LARSON	3,000.00	Lateral Reimbursement
55540	5/13/2021	KUNZIK & SARA CONSTRUCTION INC	112.50	Refund for Developer Deposit - 748 N Coast Highway 101
55541	5/13/2021	L&L PRINTERS	536.60	Illegal Dumping Door Hangers
	5/13/2021	L&L PRINTERS	3,236.05	Prop 218 Notice Mailer
55542	5/13/2021	LA COSTA LOGO, LLC	1,642.51	Embroidered Polo Shirts
55543	5/13/2021	LANA JULIUSSEN	1,700.00	Lateral Reimbursement
55544	5/13/2021	MAG3, LLC	97.66	Refund for Developer Deposit - 1375 N Vulcan Avenue
55545	5/13/2021	MALLORY SAFETY AND SUPPLY	128.02	Gloves
	5/13/2021	MALLORY SAFETY AND SUPPLY	42.56	Hard hats/Gloves
55546	5/13/2021	MARK FORSTER	3,000.00	Lateral Reimbursement
55547	5/13/2021	MAVTECK	600.00	FY2020 Gravity/Quebrada Realignment Project - April 2021
	5/13/2021	MAVTECK	3,250.00	FY2021 CIPP Pipe Lining Project - April 2021
55548	5/13/2021	MCCULLOUGH DESIGN DEVELOPMEN...	30.73	Refund for Developer Deposit - 7287 Almaden Lane
55549	5/13/2021	MISSION WEST BUILDERS, INC	74.25	Refund for Developer Deposit - 179 N Vulcan Avenue
55550	5/13/2021	mitsubishi electric us, inc	324.88	Elevator Maintenance - May 2021
55551	5/13/2021	MPA ARCHITECTS, INC	26.50	Refund for Developer Deposit - Crepe Escape
55552	5/13/2021	NAPA AUTO	29.07	Wrench/Pliers
55553	5/13/2021	OLIVENHAIN MUNICIPAL WATER DIST	1,003.15	Refund Devel. Deposit-OMWD El Camino Real Replace Pipeline
55554	5/13/2021	OLIVENHAIN MUNICIPAL WATER DIS...	66.38	Recycled Water @ Traveling
	5/13/2021	OLIVENHAIN MUNICIPAL WATER DIS...	47.82	Water @ Encinitas Estates PS
	5/13/2021	OLIVENHAIN MUNICIPAL WATER DIS...	594.81	Water @ Traveling
	5/13/2021	OLIVENHAIN MUNICIPAL WATER DIS...	366.15	Water @ Traveling 2
	5/13/2021	OLIVENHAIN MUNICIPAL WATER DIS...	47.82	Water @ VP5 PS
	5/13/2021	OLIVENHAIN MUNICIPAL WATER DIS...	47.82	Water @ VP7 PS
55555	5/13/2021	OMNI LA COSTA RESORT	1,228.56	Refund for Devel. Deposit-Omni La Costa Ballroom Expansion
55556	5/13/2021	ORPHAN HOMES, LLC, PROPERTY	30.48	Refund Developer Deposit - Orphan Annexation 1077 Eolus Ave
55557	5/13/2021	PACIFIC RIM MECHANICAL	299.50	Quarterly HVAC Maintenance/Service - AWT
	5/13/2021	PACIFIC RIM MECHANICAL	610.75	Quarterly HVAC Maintenance/Service - BPS
	5/13/2021	PACIFIC RIM MECHANICAL	166.00	Quarterly HVAC Maintenance/Service - EEPS
	5/13/2021	PACIFIC RIM MECHANICAL	608.25	Quarterly HVAC Maintenance/Service - LPS

**Leucadia Wastewater District**

Check/Voucher Register - Demand Summary for Board

1001 - PPB (Opus) General Checking Account

From 5/7/2021 Through 6/3/2021

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
55558	5/13/2021	PAUL J STEVENS	438.92	Refund for Developer Deposit - Cadencia St APN 223-260-11
55559	5/13/2021	PLANT PEOPLE, INC	158.00	Office Plant Maintenance - May 2021
55560	5/13/2021	PLUMBERS DEPOT, INC	981.08	Repair of OZ 3 camera (Cues) - CCTV Van
55561	5/13/2021	Professional Exchange Service Corpora...	90.00	Answering Service - April 2021
55562	5/13/2021	PRUDENTIAL OVERALL SUPPLY	122.78	Uniforms 04/22/21
	5/13/2021	PRUDENTIAL OVERALL SUPPLY	135.71	Uniforms 04/29/21
	5/13/2021	PRUDENTIAL OVERALL SUPPLY	135.71	Uniforms 05/06/21
55563	5/13/2021	QUADIENT FINANCE USA, INC	200.00	Postage
55564	5/13/2021	RANCHO SANTA FE SECURITY SYSTEMS	258.00	Alarm System Monitoring - May through July
55565	5/13/2021	RICHARD TVERDOCH	5.62	Refund for Developer Deposit - 898 Hymettus Avenue
55566	5/13/2021	RICK SMITH	20.06	Refund for Developer Deposit - 1368 Caudor Street
55567	5/13/2021	ROGER O'NEIL	1,944.00	Lateral Reimbursement
55568	5/13/2021	RREG INVESTMENTS MANAGER SERIE...	21.38	Refund for Developer Deposit - 130 W Jason Street
55569	5/13/2021	SAN DIEGO UNION TRIBUNE	158.31	Quarterly Newspaper Subscription
55570	5/13/2021	SAN DIEGUITO WATER DISTRICT	151.23	Water @ BPS
	5/13/2021	SAN DIEGUITO WATER DISTRICT	6.36	Water @ Tanker 1
	5/13/2021	SAN DIEGUITO WATER DISTRICT	146.28	Water @ Tanker 2
55571	5/13/2021	SCOTT ANDREIKO	1,437.39	Refund Developer Deposit-Andreiko Annexation 380 E Glaucus
55572	5/13/2021	SHARP ELECTRONICS CORP DBA SHA...	181.65	Copier Fees 01/31/21-04/28/21
55573	5/13/2021	SOCAL MANAGEMENT, LLC	119.48	Refund for Developer Deposit - 2139 Alga Road
55574	5/13/2021	SOUTH BAY FOUNDRY	2,295.08	24 inch Manhole Frames & Covers (6)
55575	5/13/2021	STAPLES	509.09	Office Supplies
	5/13/2021	STAPLES	(50.64)	Office Supplies - Credit
55576	5/13/2021	TERMINIX PROCESSING CENTER	137.00	Pest Control 04/12/21
55577	5/13/2021	TERRAMAR RETAIL CENTERS, LLC	118.34	Refund for Developer Deposit - La Costa Town Square Theater
55578	5/13/2021	THE HOME DEPOT CRC/GECF	68.42	Bungee cords/Soap/Bleach sprayer/Spring link/Anchor shackle
	5/13/2021	THE HOME DEPOT CRC/GECF	91.77	Lumber/Screws/Paint brushes
	5/13/2021	THE HOME DEPOT CRC/GECF	159.91	WD40/Graphic Dry lube/CLR/Pest spray/Scour pad/Trash bags
55579	5/13/2021	TOURMALINE PROPERTIES	1,209.12	Refund for Developer Deposit-Ryan Annexation 1112 Eolus Ave
55580	5/13/2021	UNDERGROUND SERVICE ALERTS/C	269.05	Monthly Underground Alarm Service
55581	5/13/2021	VALLEYSIDE DEVELOPMENT, INC	268.69	Refund for Developer Deposit - The Beacons
55582	5/13/2021	VERIZON WIRELESS	21.27	Telemetry for Cell Phones
55583	5/13/2021	VORTEX INDUSTRIES, INC	1,722.79	Install new surface mounted sensor for front gate exit
	5/13/2021	VORTEX INDUSTRIES, INC	765.00	Repairs to rolling doors
55584	5/13/2021	WASTE MANAGEMENT	222.57	Trash Service - April 2021
55585	5/13/2021	WEST COAST SAFETY SUPPLY INC	1,196.30	Ventis Pro 5 Gas Detector
55586	5/13/2021	WORDEN WILLIAMS LLP	2,017.00	Legal Fees - April 2021
55587	5/20/2021	AT&T	140.81	Phone Service - BPS

**Leucadia Wastewater District**

Check/Voucher Register - Demand Summary for Board

1001 - PPB (Opus) General Checking Account

From 5/7/2021 Through 6/3/2021

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
55588	5/20/2021	BAJA POOL AND SPA SERVICE	5,000.00	Pre-payment for Water Fountain Repairs
55589	5/20/2021	BANNER BANK	25,020.82	Retention for Stanek Construction - LPS Rehab Project
55590	5/20/2021	BAY CITY ELECTRIC WORKS, INC	669.38	Troubleshoot Encinitas Estates Generator ATS
55591	5/20/2021	CHARLES KING COMPANY	5,400.00	Emergency Bypass Pump Rental 03/15/21-04/11/21
55592	5/20/2021	DEXTER WILSON ENGINEERING	399.00	1143 Eolus Ave Public Sewer Improve Plan - Development Svcs
	5/20/2021	DEXTER WILSON ENGINEERING	228.00	555 & 571 N Vulcan Ave - Development Svcs
	5/20/2021	DEXTER WILSON ENGINEERING	400.00	7164-7166 Argonauta Way - Development Svcs
55593	5/20/2021	FEDERAL EXPRESS CORPORATION	12.90	Shipping 05/12/21
55594	5/20/2021	GRAINGER, INC	340.78	Dehumidifier
55595	5/20/2021	HARRINGTON INDUSTRIAL PLASTICS ...	227.59	PVC/Flanges/Gaskets
55596	5/20/2021	HOLLY PELTIER	1,695.35	Vehicle Damage Claim 04/07/21
55597	5/20/2021	ICMA RETIREMENT-303979	6,297.84	Deferred Comp for PPE 05/16/21
55598	5/20/2021	INFRASTRUCTURE ENGINEERING CORP	17,125.00	Batiquitos ER Overflow Lining Project - April 2021
	5/20/2021	INFRASTRUCTURE ENGINEERING CORP	2,705.00	Encinitas Estates PS Replace Project - April 2021
	5/20/2021	INFRASTRUCTURE ENGINEERING CORP	187.50	FY20-21 Gravity Sewer Repair Project - April 2021
	5/20/2021	INFRASTRUCTURE ENGINEERING CORP	1,025.00	LPS Rehab Project - April 2021
55599	5/20/2021	MESA REPROGRAPHICS	380.43	FY21 CIPP Project Conformed Plans
55600	5/20/2021	NATIONWIDE RETIREMENT SOLUTIONS	296.93	Deferred Comp 05/05/21
	5/20/2021	NATIONWIDE RETIREMENT SOLUTIONS	296.93	Deferred Comp 05/19/21
55601	5/20/2021	OLIVENHAIN MUNICIPAL WATER DIST	8,666.67	BlueWater Strategies Consulting 04/01/21-09/30/21
55602	5/20/2021	POLYDYNE, INC	21,832.63	Full Bulk of Poly Alum (4,000 gallons)
55603	5/20/2021	PRUDENTIAL OVERALL SUPPLY	112.34	Uniforms 05/13/21
55604	5/20/2021	RANCHO SANTA FE SECURITY SYSTEMS	10.00	Added Security Code - Y Choi
55605	5/20/2021	ROCKWELL CONSTRUCTION SERVICE...	5,670.00	LPS Rehab Project - April 2021
55606	5/20/2021	SAN DIEGO GAS & ELECTIRC	586.02	Electric @ E Estates PS
	5/20/2021	SAN DIEGO GAS & ELECTIRC	749.27	Electric @ La Costa PS
	5/20/2021	SAN DIEGO GAS & ELECTIRC	11,559.37	Electric @ LPS
	5/20/2021	SAN DIEGO GAS & ELECTIRC	131.50	Electric @ RV PS
	5/20/2021	SAN DIEGO GAS & ELECTIRC	755.90	Electric @ Saxony PS
	5/20/2021	SAN DIEGO GAS & ELECTIRC	295.83	Electric @ VP5 PS
	5/20/2021	SAN DIEGO GAS & ELECTIRC	134.93	Electric @ VP7 PS
	5/20/2021	SAN DIEGO GAS & ELECTIRC	73.39	Gas @ Admin
55607	5/20/2021	SPACELINK/I2B NETWORK	160.00	Webcam @ BPS 05/14/21-06/13/21
55608	5/20/2021	STANEK CONSTRUCTORS, INC	475,395.68	Leucadia PS Rehab Project - April 2021
55609	5/20/2021	VERIZON WIRELESS	1,016.40	Cell Phones
55610	5/27/2021	Atlas Technical Consultants LLC	832.50	200216P6 Leucadia PS Rehab Project - April 2021
55611	5/27/2021	CARLSBAD FUELS CORPORATION	1,714.07	Vehicle Fuel 04/23/21-05/10/21
55612	5/27/2021	CHICAGO TITLE COMPANY	88.00	Recording Fees
55613	5/27/2021	CITY OF CARLSBAD	370.20	Water @ 1900 La Costa Ave
	5/27/2021	CITY OF CARLSBAD	153.40	Water @ 1960 La Costa Ave
	5/27/2021	CITY OF CARLSBAD	27.78	Water @ Fire Line

**Leucadia Wastewater District**  
 Check/Voucher Register - Demand Summary for Board  
 1001 - PPB (Opus) General Checking Account  
 From 5/7/2021 Through 6/3/2021

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
55614	5/27/2021	CONFIDENCE CONSULTING	5,100.00	Consulting Services
55615	5/27/2021	CWEA	192.00	CWEA Association Membership 2021-E Sullivan
	5/27/2021	CWEA	192.00	CWEA Association Membership 2021-J Hanson
55616	5/27/2021	DATA NET SOLUTIONS GROUP	2,259.23	Dell OptiPlex 5080 MT Workstation & Monitor
	5/27/2021	DATA NET SOLUTIONS GROUP	3,110.00	IT Services - April 2021
	5/27/2021	DATA NET SOLUTIONS GROUP	1,244.90	Server/Security Services - April 2021
55617	5/27/2021	DEXTER WILSON ENGINEERING	5,019.00	General Engineering 103-500 - March 2021
55618	5/27/2021	FEDERAL EXPRESS CORPORATION	12.90	Shipping 05/12/21
55619	5/27/2021	HAAKER EQUIPMENT CO	452.87	Vactor & Mini Jetter Leader Hoses
55620	5/27/2021	HARTFORD LIFE & ACCIDENT INS.	457.07	Life Insurance - May 2021
55621	5/27/2021	MALLORY SAFETY AND SUPPLY	220.33	Safety Supplies - Gloves
55622	5/27/2021	MINUTEMAN PRESS	91.53	#10 Window Envelopes (500)
	5/27/2021	MINUTEMAN PRESS	58.58	LWD Voucher Pads (qty 40)
55623	5/27/2021	NAPA AUTO	104.37	Pump Maintenance Supplies
55624	5/27/2021	OFFICE DEPOT, INC.	11.59	Filing Tabs
55625	5/27/2021	PETTY CASH	257.02	Petty Cash 03/22/21-05/26/21
55626	5/27/2021	PRUDENTIAL OVERALL SUPPLY	110.98	Uniforms 05/20/21
55627	5/27/2021	Quench USA Inc	136.85	Drinking Water 05/19/21-06/18/21
55628	5/27/2021	SAN DIEGO EMPLOYERS ASSOCIATION	195.00	Employment Law Update Training - T Hill/R Duffey/P Bushee
55629	5/27/2021	SAN DIEGO GAS & ELECTIRC	2,126.89	Electric @ Admin
	5/27/2021	SAN DIEGO GAS & ELECTIRC	102.26	Electric @ Avocado PS
	5/27/2021	SAN DIEGO GAS & ELECTIRC	1,481.88	Electric @ AWT
	5/27/2021	SAN DIEGO GAS & ELECTIRC	13,793.73	Electric @ BPS
	5/27/2021	SAN DIEGO GAS & ELECTIRC	324.71	Electric @ Diana PS
55630	5/27/2021	SAN DIEGUITO TROPHY	145.46	Plaque Update Plates - S Karson/J Hoyett/M Brown
55631	5/27/2021	STAPLES	198.76	Office Supplies
	5/27/2021	STAPLES	15.07	Office Supplies - AWT
	5/27/2021	STAPLES	(2.91)	Office Supplies - Credit
55632	5/27/2021	TERMINIX PROCESSING CENTER	60.00	Pest Control 05/10/21
55633	5/27/2021	THE COAST NEWS	357.00	Legal Notice-BOD Vacancy
55634	5/27/2021	TIM BESTAMENTE	999.52	Admin Building Restrooms Maintenance
55635	6/1/2021	HUMANA DENTAL INS.	3,111.66	Dental Insurance - June 2021
55636	6/1/2021	MES VISION	412.18	Vision Insurance - June 2021
55637	6/1/2021	MUTUAL OF OMAHA	1,169.09	Disability Insurance - June 2021
55638	6/3/2021	AA BEEKEEPER	300.00	Live Bee & Hive Removal
55639	6/3/2021	ADS LLC	4,340.00	Flow Metereing / Data Analysis - May 2021
	6/3/2021	ADS LLC	1,340.00	Meter Maintenance / Data Delivery ECHO - May 2021
55640	6/3/2021	ADT/PROTECTION 1	165.00	Security Service 06/17/21-07/16/21
55641	6/3/2021	ALPHAGRAPHICS	532.53	2022 Annual Budget Books
55642	6/3/2021	AT&T	280.40	Phone Service - Elevator
55643	6/3/2021	AUTO PLUS	84.35	Oil / Blue Def / Wash
55644	6/3/2021	AYALA ENGINEERING	9,390.00	Sewer Manhole Rehab Program 04/19/21-04/21/21

**Leucadia Wastewater District**

Check/Voucher Register - Demand Summary for Board

1001 - PPB (Opus) General Checking Account

From 5/7/2021 Through 6/3/2021

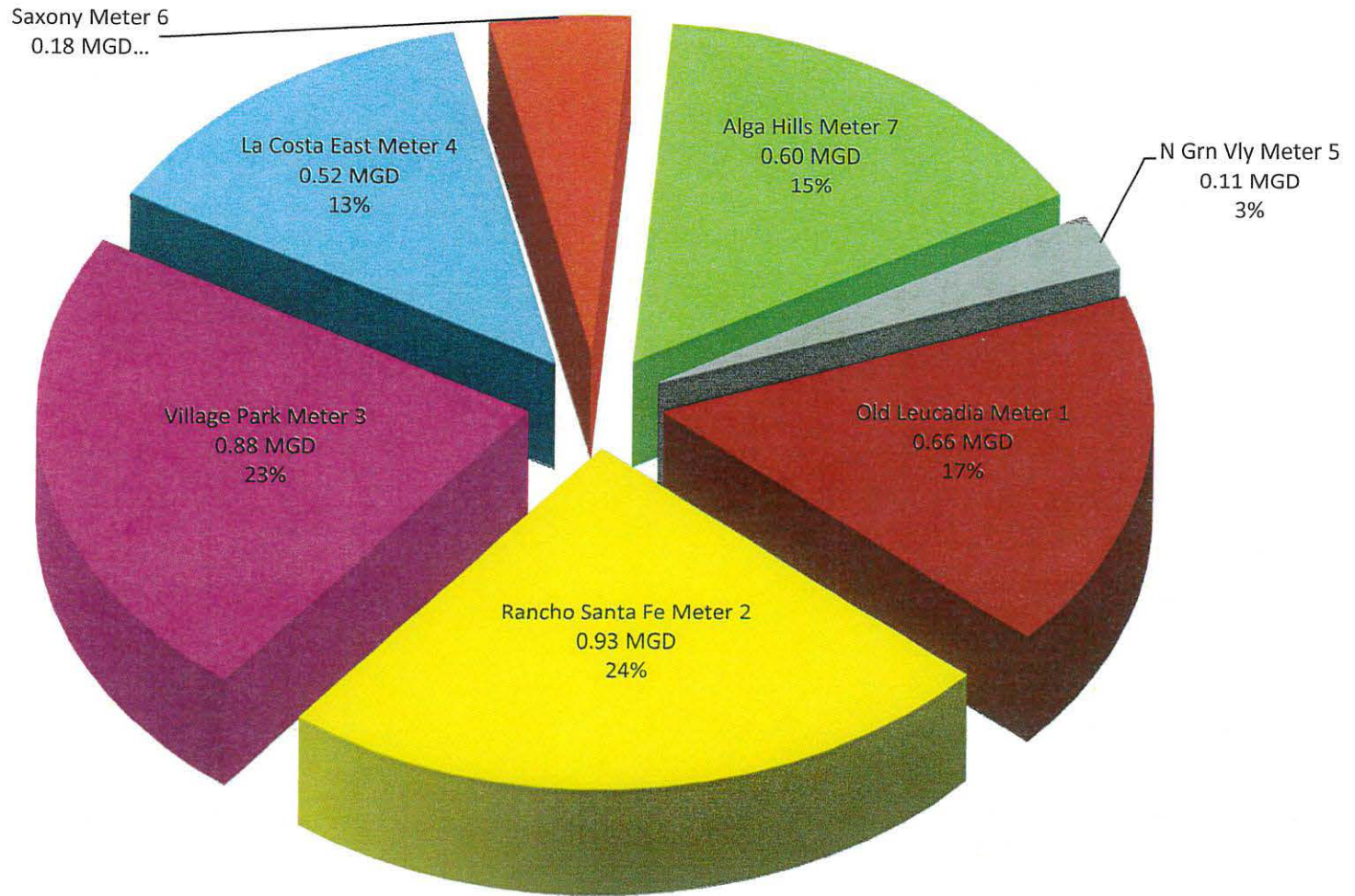
Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
	6/3/2021	AYALA ENGINEERING	14,976.00	Sewer Manhole Rehab Program 04/22/21-04/26/21
55645	6/3/2021	AZTEC LEASING, INC	530.88	Copier Lease - May 2021
55646	6/3/2021	COLONIAL LIFE INS	101.84	Accident/Critical Illness Insurance 05/05/21 & 05/19/21
55647	6/3/2021	CONCENTRA	99.00	DOT Physical - Y Choi
55648	6/3/2021	COX COMMUNICATIONS SAN DIEGO	1,050.00	Internet Service 05/22/21-06/21/21
	6/3/2021	COX COMMUNICATIONS SAN DIEGO	528.89	Phone Service 05/18/21-06/17/21
55649	6/3/2021	DEXTER WILSON ENGINEERING	5,375.00	General Engineering 103-500 April 2021
55650	6/3/2021	DKF SOLUTIONS GROUP, LLC	300.00	MSO Subscription - June 2021
55651	6/3/2021	EVOQUA WATER TECHNOLOGIES, LLC	10,278.30	Bioxide 05/17/21
55652	6/3/2021	FEDERAL EXPRESS CORPORATION	12.90	Shipping 05/18/21
55653	6/3/2021	HARTFORD LIFE & ACCIDENT INS.	468.15	Life Insurance - June 2021
55654	6/3/2021	ICMA RETIREMENT-303979	6,347.84	Deferred Comp for PPE 05/30/21
55655	6/3/2021	L&L PRINTERS	4,113.47	Newsletter Postage
55656	6/3/2021	NAPA AUTO	37.69	Oil Filter
55657	6/3/2021	NATIONWIDE RETIREMENT SOLUTIONS	296.93	Deferred Comp 06/02/21
55658	6/3/2021	PLUMBERS DEPOT, INC	1,243.89	OZ 3 Camera Repair (Cues)
55659	6/3/2021	Professional Exchange Service Corpora...	90.00	Answering Service - May 2021
55660	6/3/2021	PRUDENTIAL OVERALL SUPPLY	169.19	Uniforms 05/27/21
55661	6/3/2021	RCP BLOCK & BRICK, INC	76.72	Wood Stakes & 1/4 inch Steel #2
55662	6/3/2021	SOUTHERN CONTRACTING COMPANY	7,720.00	IR Scanning-AWT & EEPS/Batiquitos/Leucadia & Remote Sites
55663	6/3/2021	U.S. BANK	2,652.66	Cal Card Purchases - Statement 05/24/21
55664	6/3/2021	UNDERGROUND SERVICE ALERTS/C	196.45	Monthly Underground Alarm Service
	6/3/2021	UNDERGROUND SERVICE ALERTS/C	120.93	Monthly Underground State Fees
55665	6/3/2021	VERIZON WIRELESS	21.27	Telemetry for Cell Phones
55666	6/3/2021	WASTE MANAGEMENT	261.18	Trash Service - May 2021
Report Total			847,196.63	

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

CURRENT MONTH - May 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	0.02	120.90	3.75	3.90	135.55	42.64	3.94
YTD			28,772.09				
JUNE							3.88
YTD							
YTD Totals	5.26	1284.51	33.55			277.62	
Mo Average	0.48	116.77	3.05	3.83	133.28	25.24	3.85

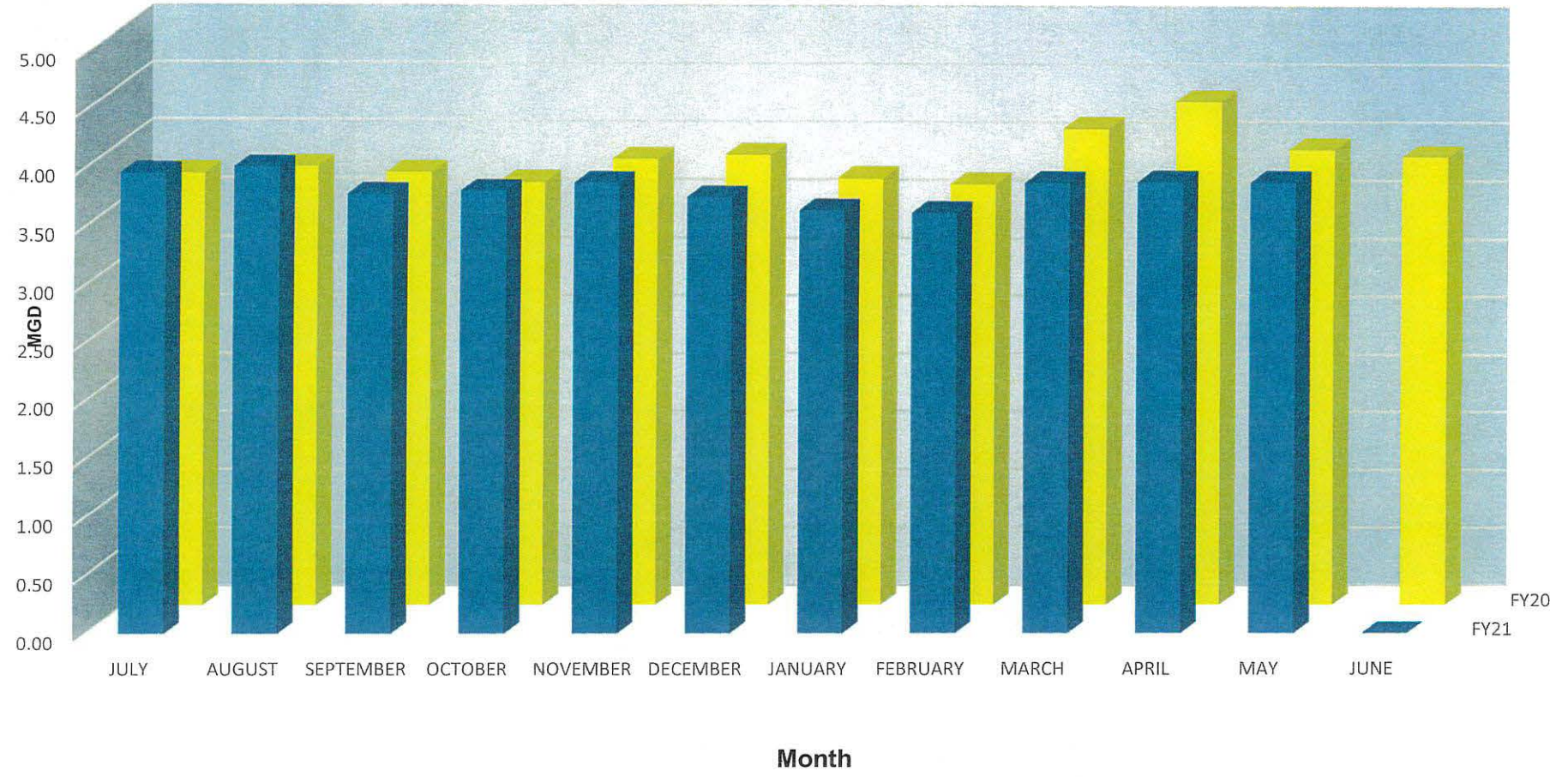


**LWD Flows by Sub-Basin  
May 2021  
Total LWD Flow 3.87 MGD**

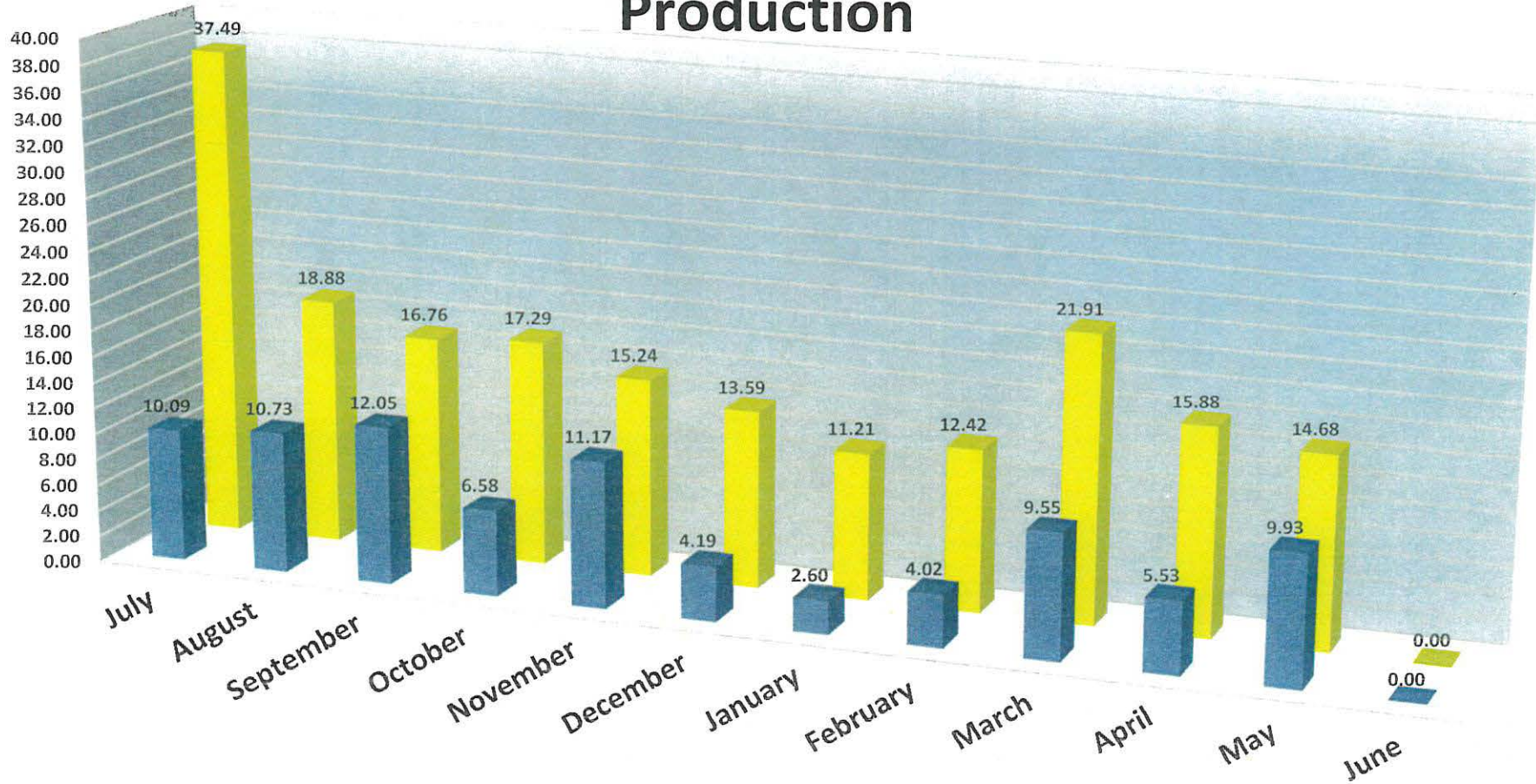


# Leucadia Wastewater District Flow Comparison FY20 to FY21

42



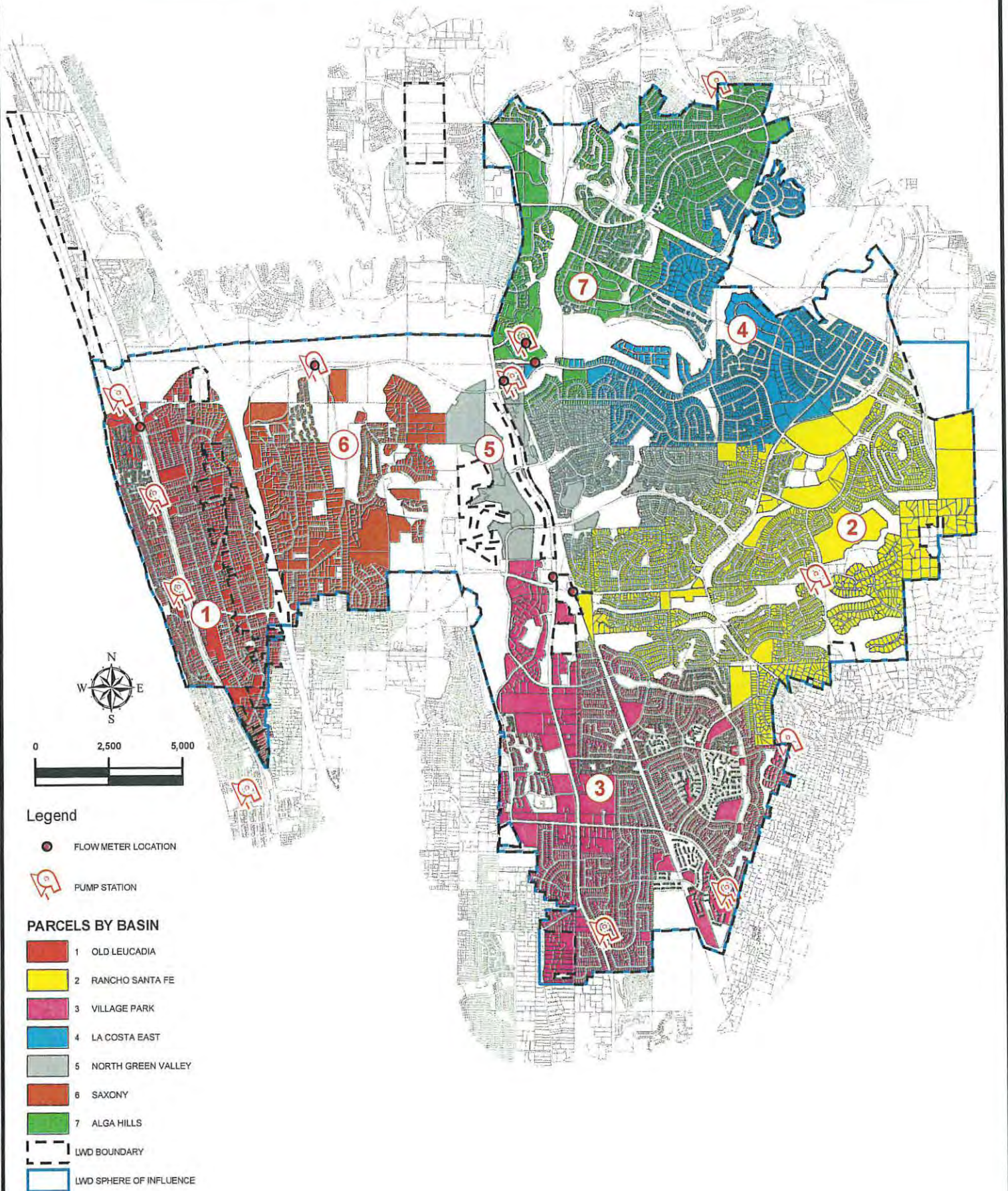
# FY-21 CCTV Inspections & Hydro Cleaning Production



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

■ CCTV Inspections (YTD 86.4 Miles)  
■ Hydro Cleaning (YTD 195.4 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  
May 2021**

**Training & Safety Events for the month May 2021**

**Hours**

Description	Ops	Admin	Total
Annual Employee Benefits Briefing	13.00	6.00	19.00
AWT Turbidimeter Maintenance	3.50	0.00	3.50
Bloodborne Pathogens	3.00	0.00	3.00
COVID-19 Exposure Control & Disease Preparedness Response	1.00	0.00	1.00
CSRMA Closed Circuit Television	0.75	0.00	0.75
CSRMA Fall Protection	1.00	0.00	1.00
Encinitas Estates ATS Training	4.50	0.00	4.50
Excel - Math, Formulas & Functions Parts 1 and 2	0.00	4.00	4.00
Fire Extinguisher Training	8.00	1.00	9.00
Heat Illness	4.00	0.00	4.00
Jet Scan Camera Training	5.00	0.00	5.00
PACP (Pipeline Assessment Certification Program) Training	126.00	0.00	126.00
Spill Prevention Control & Countermeasures	5.00	0.00	5.00
Water Industry Confined Space Entry	1.00	0.00	1.00
Water Industry Distribution Service to Customers	1.00	0.00	1.00
Water Industry Driving Safety	1.00	0.00	1.00
Water Industry Effective Meter Reading	1.00	0.00	1.00
What to do following a vehicle accident	5.00	1.00	6.00
	0.00	0.00	0.00
<b>Total Training Hours</b>	<b>183.75</b>	<b>12.00</b>	<b>195.75</b>

YTD Monthly Avg 49

YTD Totals 591

**Conferences for the month of May 2021**

**Attendees**

Description	Ops	Admin	Total
SCAP	2	0	2
<b>Total Attended Conferences</b>	<b>2</b>	<b>0</b>	<b>2</b>

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	183.75	12.00	195.75	
Jun-21	0.00	0.00	0.00	
<b>YTD Totals</b>	<b>481.50</b>	<b>109.00</b>	<b>590.50</b>	
<b>YTD Monthly Avg</b>	<b>40.13</b>	<b>9.08</b>	<b>49.21</b>	

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	2.00	0.00	2.00	
Jun-21	0.00	0.00	0.00	
<b>YTD Total</b>	<b>18.00</b>	<b>10.00</b>	<b>28.00</b>	
<b>YTD Monthly Avg</b>	<b>1.50</b>	<b>0.83</b>	<b>2.33</b>	

Notes:

Trainings include web-based, classroom, and tailgates

Conferences include CASA, CWEA, CSDA, CSRMA, CSFMO

# Leucadia Wastewater District

## Balance Sheet

As of 5/31/2021

	Amount
<b>Assets</b>	
Cash & Investments	32,482,214.29
Accounts Receivables	69,246.97
Net OPEB Asset	75,859.00
Prepaid Expense	106,679.05
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	147,493,794.79
<b>Deferred Outflows</b>	
PERS Pension Deferred Outflows	1,396,803.00
OPEB Health Deferred Outflows	76,648.00
Total Deferred Outflows	1,473,451.00
<b>Total Assets &amp; Deferred Outflows</b>	<b>148,967,245.79</b>
<b>Liabilities</b>	
Accounts Payable & Accrued Expenses	549,450.00
Developer Deposits	84,595.35
Net Pension Liability	4,386,823.00
Total Liabilities	5,020,868.35
<b>Deferred Inflows</b>	
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
<b>Net Position</b>	
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	(3,376,099.58)
Total Current Change In Net Position	(3,376,099.58)
Total Net Position	143,583,149.44
<b>Total Liabilities, Deferred Inflows &amp; Net Position</b>	<b>148,967,245.79</b>

# Leucadia Wastewater District

## Summary Budget Comparison - Revenues and Operating Expenses

From 7/1/2020 Through 5/31/2021

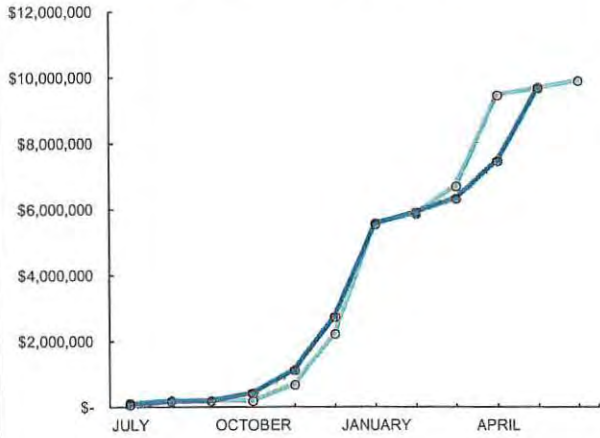
Account Title	YTD Actual	Total Annual Budget	Remaining Budget	Percentage Total Budget Used
<b>OPERATING REVENUES</b>				
3110 Sewer Service Fees	\$ 9,685,045.58	\$ 9,891,110.00	\$ 206,064.42	97.9%
3150 Recycled Water Sales	326,543.25	350,000.00	23,456.75	93.3%
3100 Misc. Operating Revenue	52,485.77	191,753.00	139,267.23	27.4%
<b>TOTAL OPERATING REVENUES</b>	<b>\$10,064,074.60</b>	<b>\$10,432,863.00</b>	<b>\$ 368,788.40</b>	<b>96.5%</b>
<b>OPERATING EXPENSES</b>				
4100 Salaries	\$ 1,834,845.44	\$ 2,094,973.00	\$ 260,127.56	87.6%
4200 Employee Benefits	1,308,075.25	1,515,744.00	207,668.75	86.3%
4300 Directors Expense	74,999.84	151,700.00	76,700.16	49.4%
4400 Election Expense	32,000.00	37,000.00	5,000.00	86.5%
4600 Gas, Oil & Fuel	26,194.03	41,000.00	14,805.97	63.9%
4700 Insurance Expense	132,327.03	150,300.00	17,972.97	88.0%
4800 Memberships	34,153.89	37,850.00	3,696.11	90.2%
4900 Office Expense	117,604.35	169,200.00	51,595.65	69.5%
5000 Operating Supplies	187,680.78	205,500.00	17,819.22	91.3%
5200 Professional Services	241,511.12	439,900.00	198,388.88	54.9%
5300 Printing & Publishing	21,459.24	29,600.00	8,140.76	72.5%
5400 Rents & Leases	39,004.57	18,300.00	(20,704.57)	213.1%
5500 Repairs & Maintenance	429,352.79	531,680.00	102,327.21	80.8%
5600 Monitoring & Permits	59,059.09	70,800.00	11,740.91	83.4%
5700 Training & Development	29,824.24	49,500.00	19,675.76	60.3%
5900 Utilities	362,495.91	448,600.00	86,104.09	80.8%
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%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 6,709,308.24</b>	<b>\$ 8,376,091.00</b>	<b>\$ 1,666,782.76</b>	<b>80.1%</b>
<b>NON-OPERATING REVENUES</b>				
3130 Capacity Fees	\$ 138,675.25	\$ 305,340.00	\$ 166,664.75	45.4%
3220 Property Taxes	1,802,229.16	1,870,000.00	67,770.84	96.4%
3250 Investment Income	367,570.25	458,000.00	90,429.75	80.3%
3290 Misc. Non Op Revenue	93,145.38	86,200.00	(6,945.38)	108.1%
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 2,401,620.04</b>	<b>\$ 2,719,540.00</b>	<b>\$ 317,919.96</b>	<b>88.3%</b>



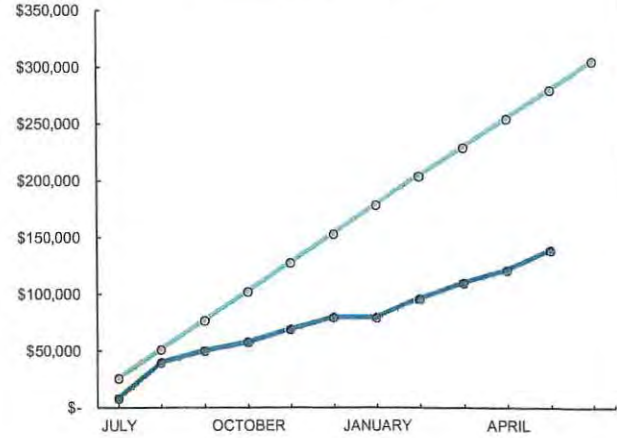
# Leucadia Wastewater District Revenue FY2021

YTD through May 31, 2021

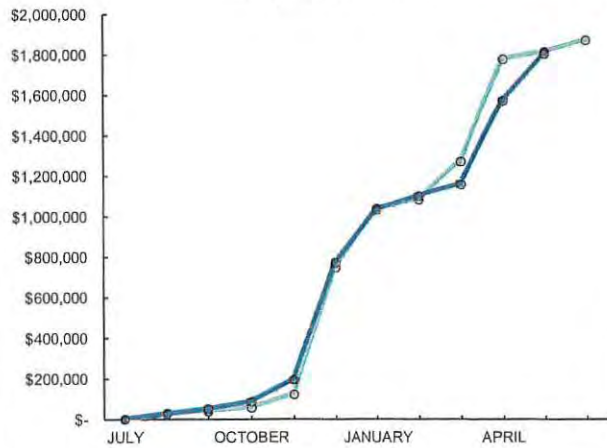
### Sewer Service Fees



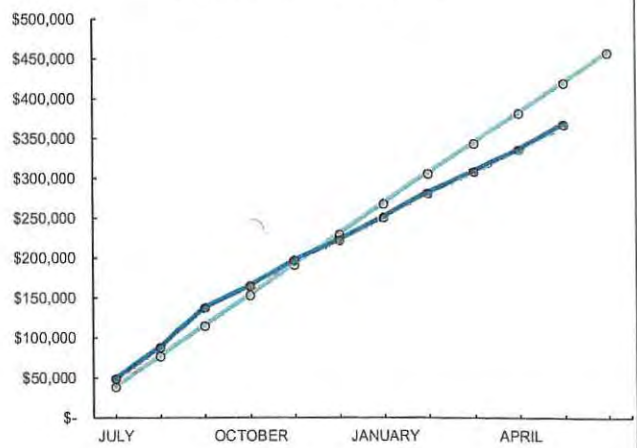
### Capacity Charges



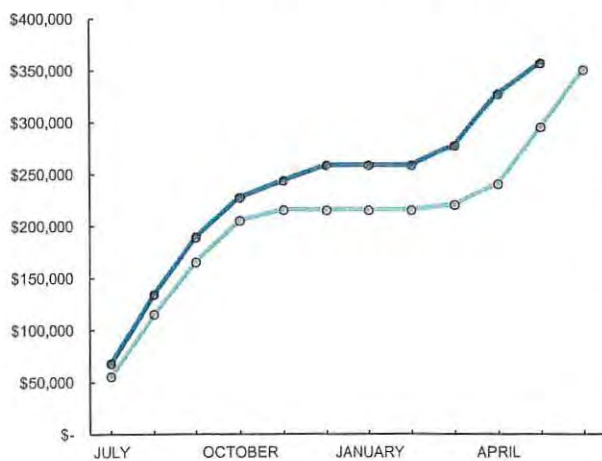
### Property Taxes



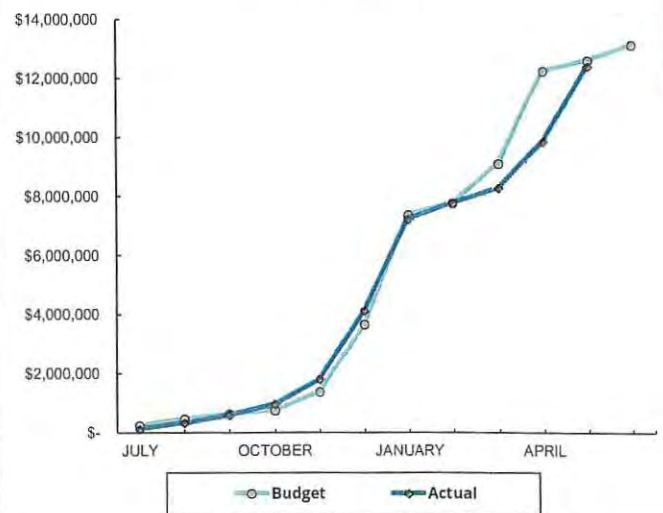
### Investment Income



### Recycled Wastewater Sales



### Total Revenue



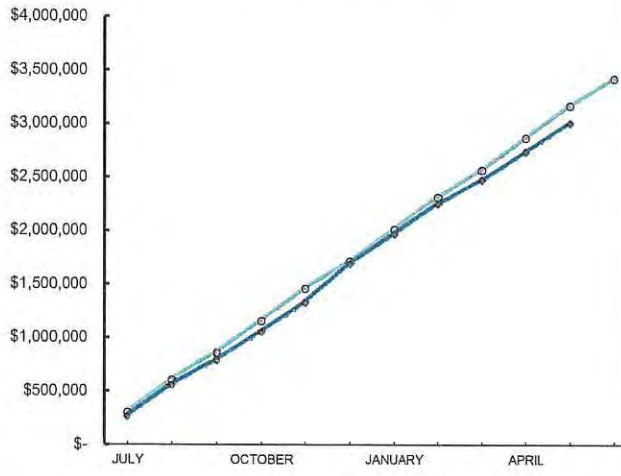
○ Budget     ◆ Actual

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

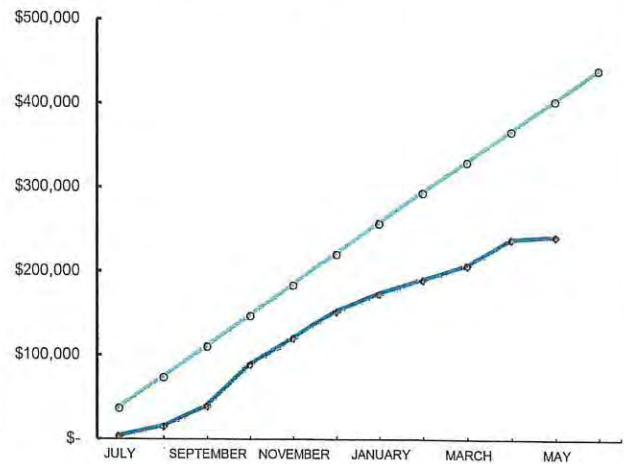
# Leucadia Wastewater District Operating Expenses FY2021

YTD through May 31, 2021

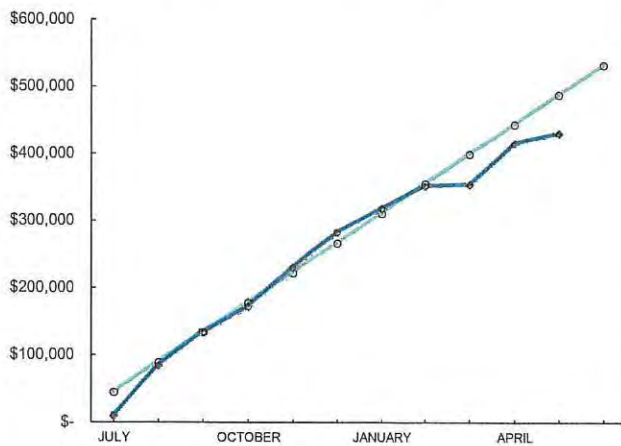
Salaries and Benefits



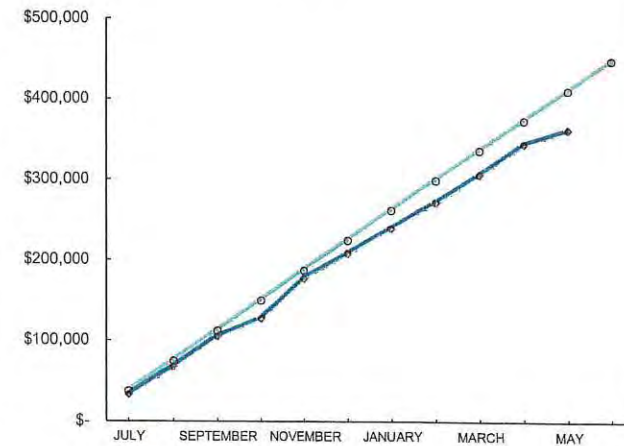
Professional Services



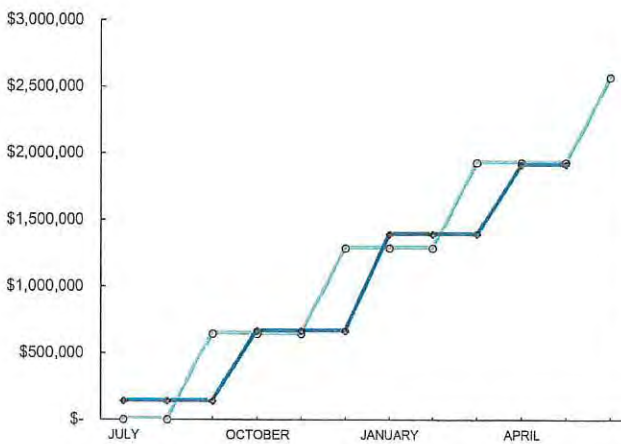
Repairs & Maintenance



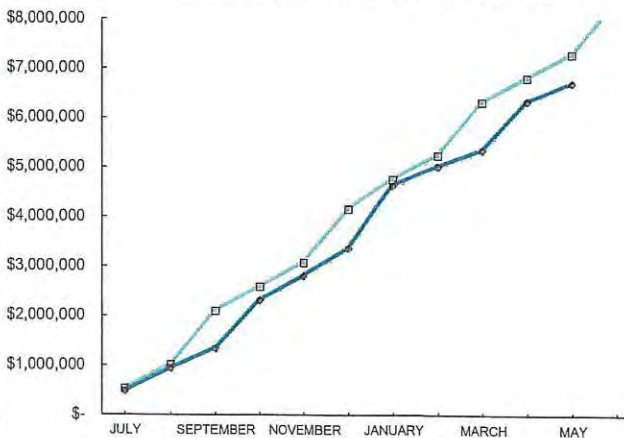
Utilities



Encina M&O



Total Operating Expenses -  
Before Depreciation & Replacement



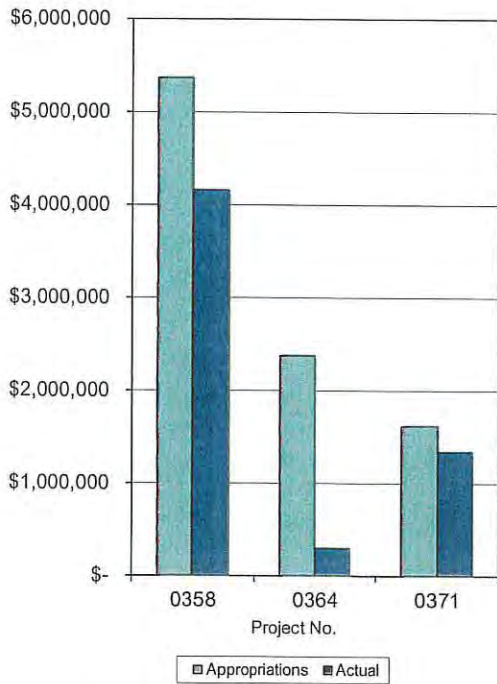
□ Budget    ◆ Actual

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

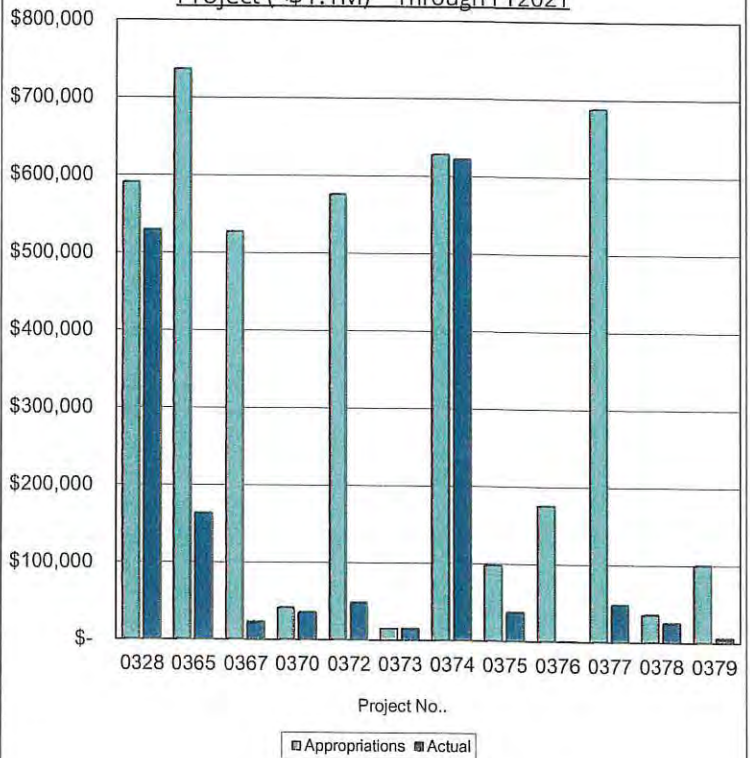
# Leucadia Wastewater District Capital Expenditures

As of May 31, 2021

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



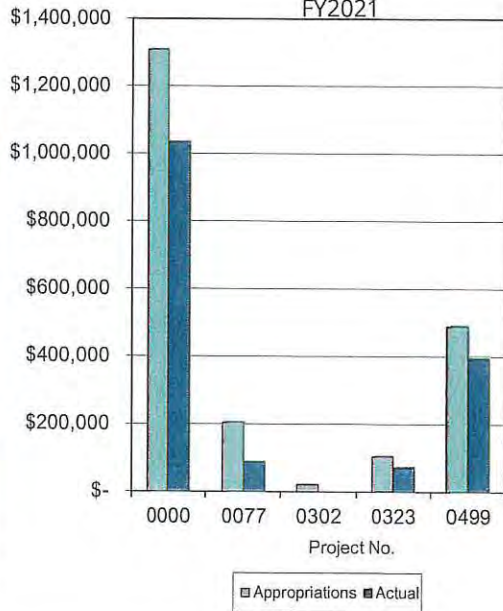
District Multi Year Capital Expenditures by  
Project (<\$1.1M) Through FY2021



District's Share of  
Encina WPCF  
Capital Exp  
Through FY2021



Single Year Capital Expenditures by  
Project  
FY2021



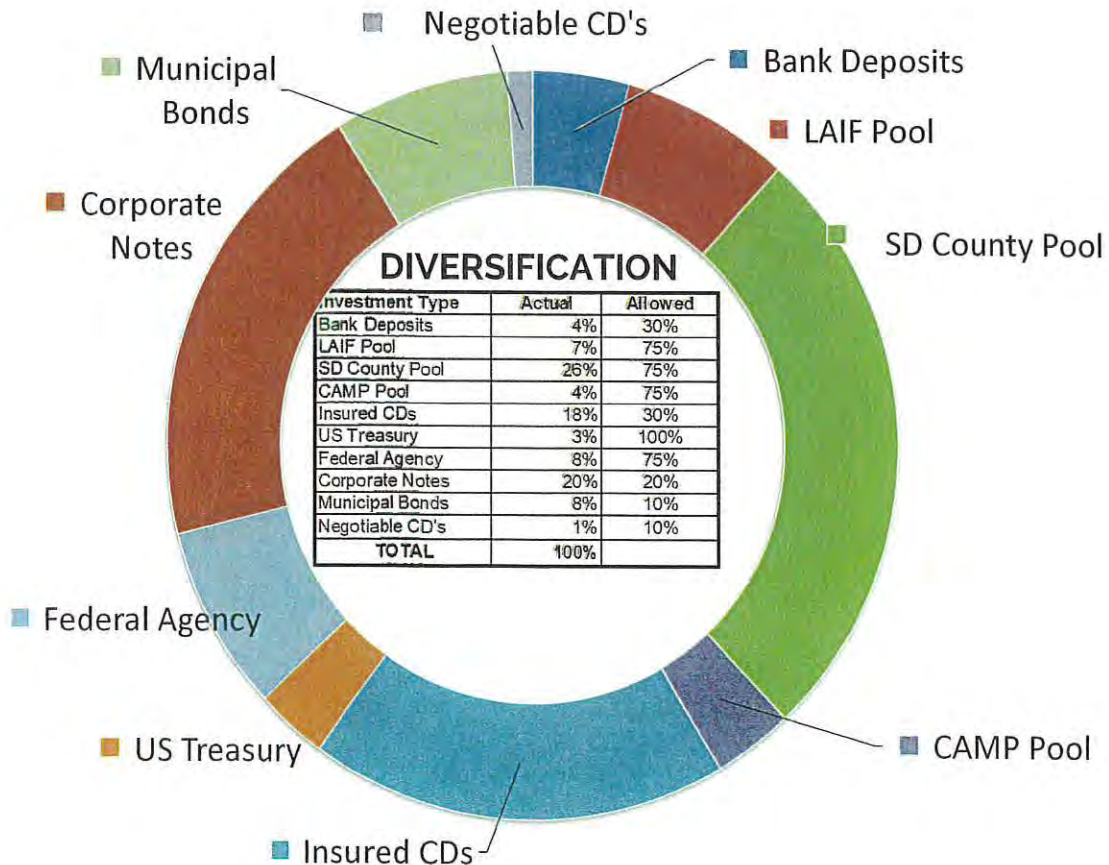
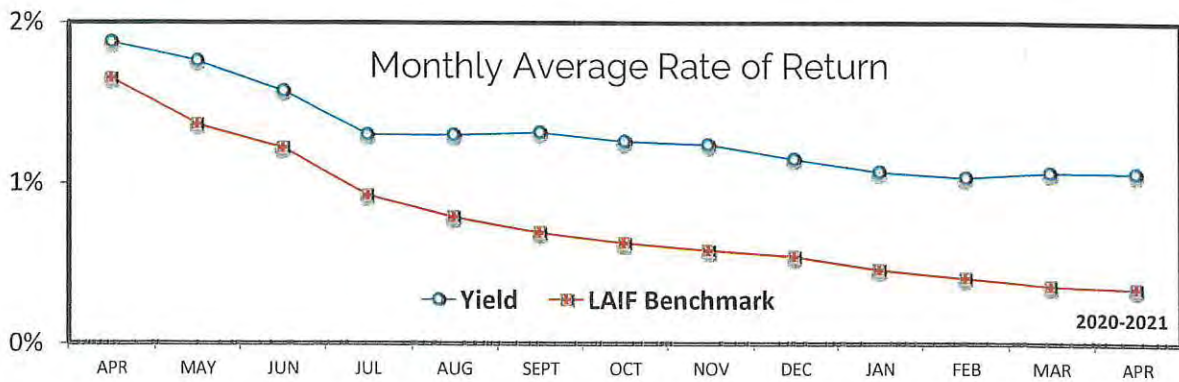
### Project Legend

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

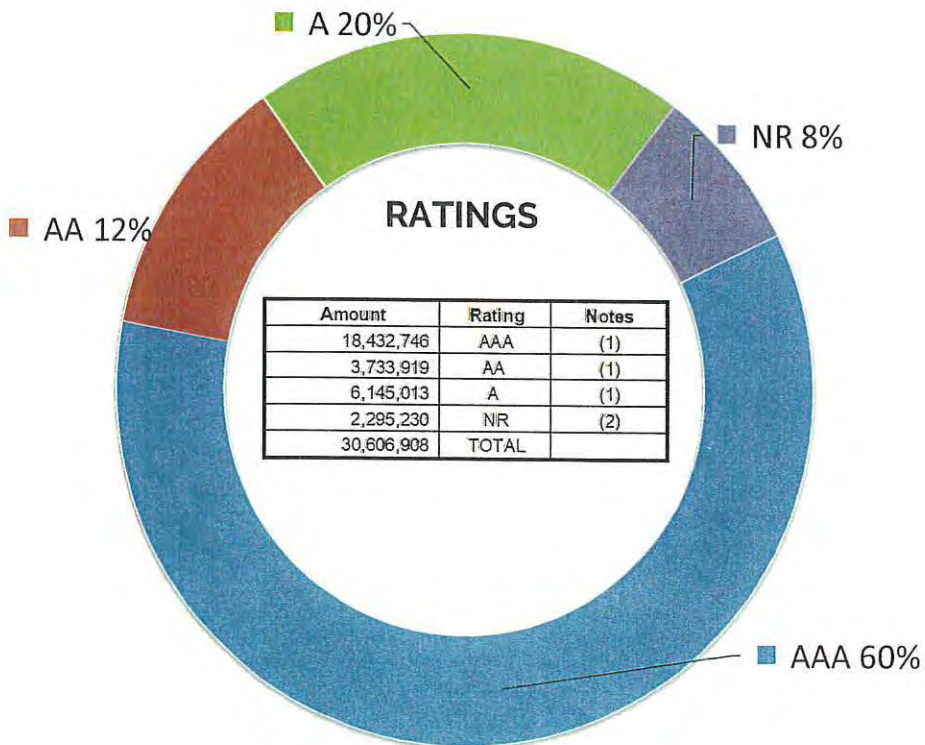
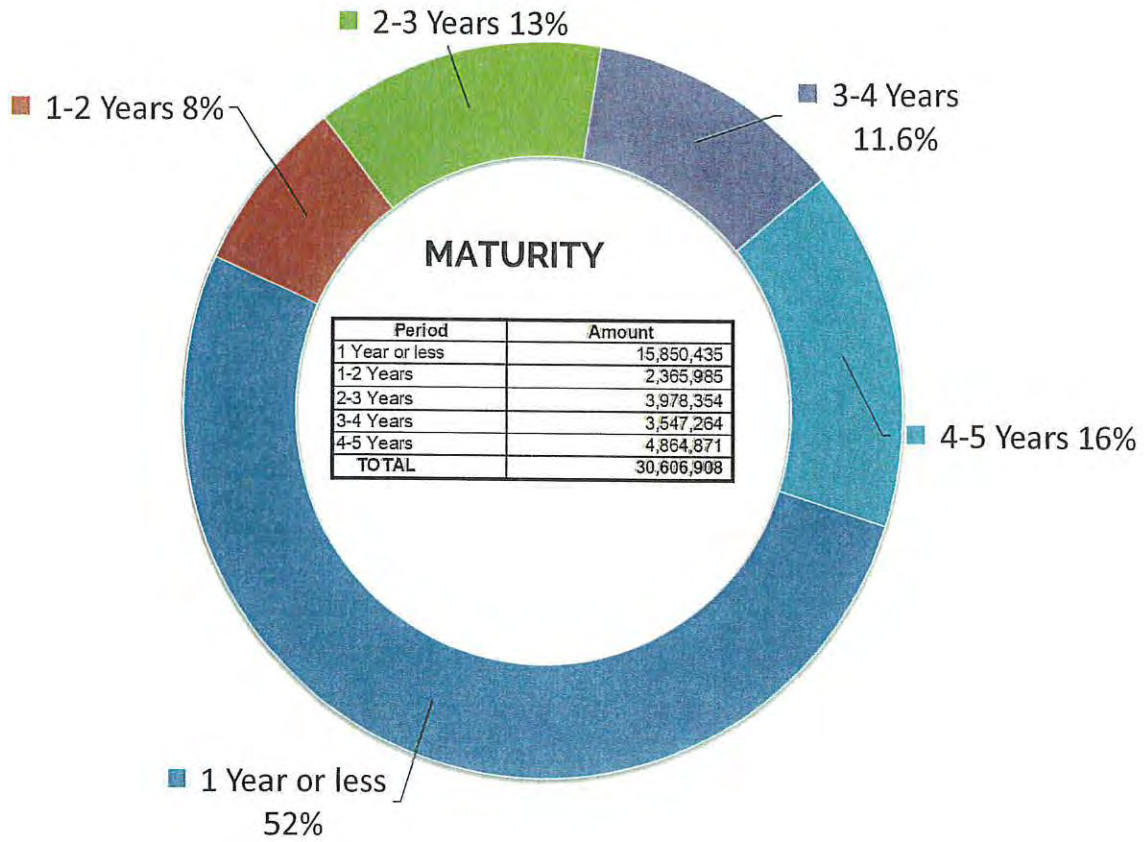
**LEUCADIA WASTEWATER DISTRICT**  
**Monthly Investment Summary**  
**April 30, 2021**

Cash Equivalents & Investments	Principal (Original Cost)		April Interest	Average Rate
	Mar 31, 2021	Apr 30, 2021		
Pacific Premier Bank Reserves	\$ 1,324,746	\$ 1,310,881	\$ 7	0.010%
LAIF Pool	3,788,821	2,295,230	859	0.339%
SD County Pool	7,986,783	8,002,984	5,198	0.780%
CAMP Pool	55,922	1,093,299	8	0.060%
Certificates of Deposit - Insured	5,629,000	5,629,000	6,763	1.441%
US Treasury Notes	1,791,703	991,953	2,778	1.860%
Federal Agency Notes	1,947,110	2,447,110	1,101	0.754%
Municipal Bonds	1,862,421	2,366,206	1,969	0.969%
Corporate Bonds/Notes	6,341,525	6,120,245	7,994	1.527%
Negotiable CD's	350,000	350,000	540	1.850%
<b>Totals</b>	<b>\$ 31,078,032</b>	<b>\$ 30,606,908</b>	<b>\$ 27,216</b>	<b>1.059%</b>



LEUCADIA WASTEWATER DISTRICT  
 Monthly Investment Summary  
 April 30, 2021

(Continued)

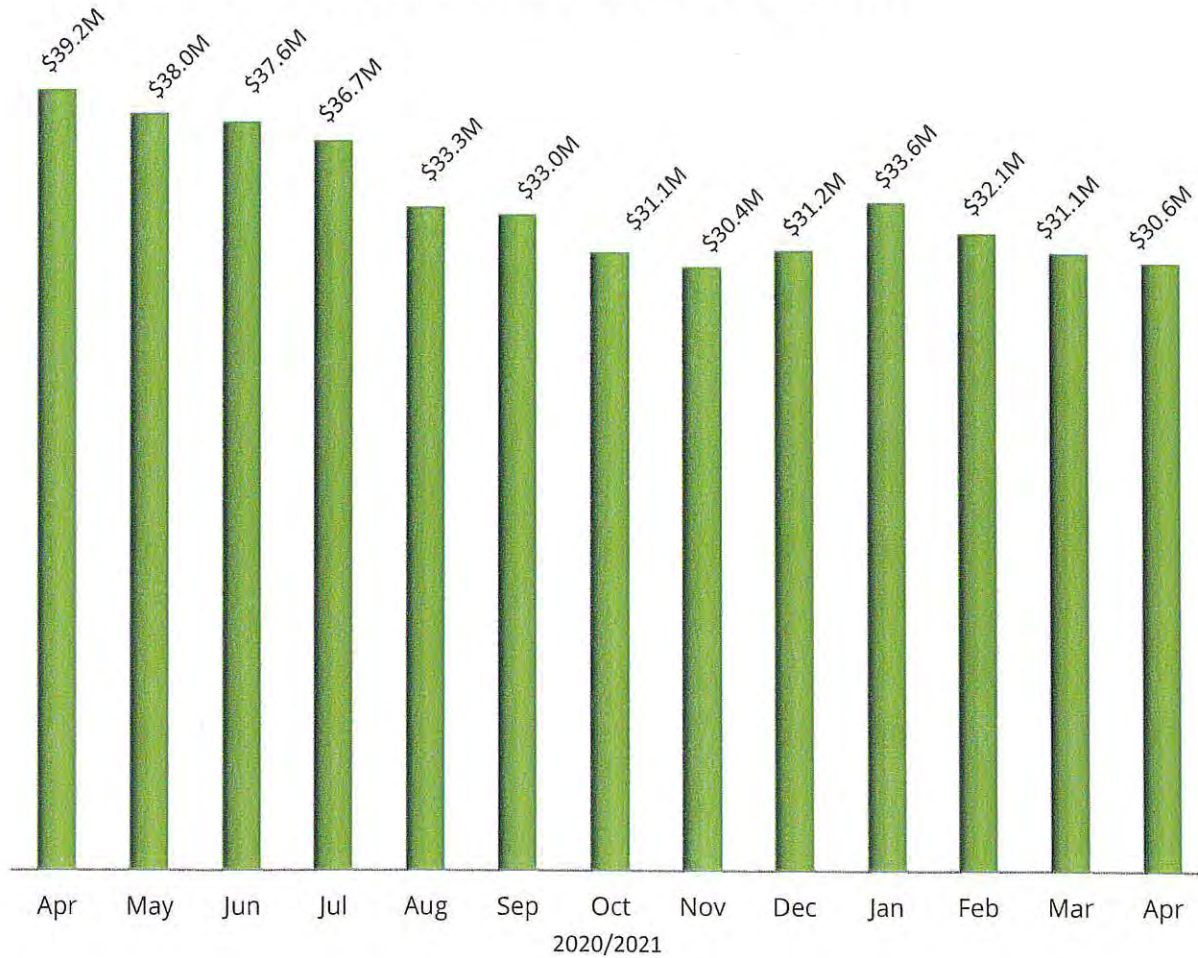


(1) CAMP Pool & SD County Pool, are rated by Standard & Poors. Investments are rated by Moody's.  
 (2) LAIF is not rated

**LEUCADIA WASTEWATER DISTRICT**  
**Monthly Investment Summary**  
**April 30, 2021**

(Continued)

**CASH & INVESTMENT FUNDS BY MONTH**



**INVESTMENT TRANSACTIONS**

*For the months of April, 2021*


Investment	Purchases	Sales & Maturities	Maturity Date	CUSIP	YTM at Cost	Notes
US Treasury Notes		\$ 800,000	4/30/2021	912828WG1	2.27%	
FHLB Notes (Callable)	\$ 500,000		4/28/2026	3130ALXM1	1.25%	
Morgan Stanley Corp Notes		\$ 250,000	4/21/2021	61746BEA0	2.93%	
Bank of NY Mellon Corp Notes (Called)		\$ 250,000	4/5/2021	06406FAB9	2.79%	
JP Morgan Chase Bank Corp Notes	\$ 272,730		5/13/2024	46625HJX9	0.66%	

TOTAL

\$ 1,276,515	\$ 1,300,000
--------------	--------------

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**

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **May 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 May 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 May 2021 for your review.

tb:PJB

Attachment

**Leucadia Wastewater District  
Disclosure of Reimbursements Report  
May 1-31, 2021**


Conference Date	Description	Director J. Hanson	Director E. Sullivan	Director D. Omsted	Director A. Juliussen	Director M. Brown	GM P. Bushee	TSM R. Morishita	ASM R. Duffey	FSS J. Stecker
<i>CSDA / SDLF Module 3 Board Role in Finance Virtual Workshop May 12-13, 2021</i>	Registration					175.00				
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips									
	Fuel/mileage/taxi/uber									
	<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>175.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<i>CSDA Virtual Legislative Days May 18-19, 2021</i>	Registration			175.00						
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips/Baggage									
	Fuel/mileage/taxi/uber									
	<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>175.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<i>CSDA / SDLF Module 4 Board Role in HR Virtual Workshop May 26-27, 2021</i>	Registration					175.00				
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips/Baggage									
	Fuel/mileage/taxi/uber									
	<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>175.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	Registration									
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips/Baggage									
	Fuel/mileage/taxi/uber									
	<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Notes:**

E. Sullivan also attended CSDA Legislative Day but her registration fees were free since the local chapter President could not attend and she attended in his place.



**MEMORANDUM**

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **Adopt Resolution No. 2347 Establishing an Appropriations Limit of the Leucadia Wastewater District (LWD) for the Fiscal Year 2022 (July 1, 2021 to June 30, 2022) Pursuant to Article XIII (B) of the California Constitution**

---

**RECOMMENDATION:**

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2347 as presented.
2. Discuss and take other action as appropriate.

**DISCUSSION:**

California Government Code Section 7910 requires that the District establish appropriations limit at the beginning of each fiscal year. The appropriations limit for FY22 has been calculated at \$89,864,473. The planned District appropriations subject to the statutory limitation are \$2,033,892. As per Government Code Section 7910, the document used to develop the Appropriations Limit was made available to the public.

Proposed Resolution No. 2347 establishing the appropriations limit is attached for your consideration along with documentation used in the determination of the appropriations limit.

Staff recommends that the Board of Directors adopt Resolution No. 2347 as presented.

rad:PJB

Attachment

RESOLUTION NO. 2347

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LEUCADIA WASTEWATER DISTRICT  
ESTABLISHING APPROPRIATIONS LIMIT OF THE DISTRICT  
FOR THE FISCAL YEAR JULY 1, 2021 - JUNE 30, 2022 PURSUANT TO  
ARTICLE XIII (B) OF THE CALIFORNIA CONSTITUTION**

---

**WHEREAS**, Government Code Section 7910 requires that each year the Board of Directors of this District shall, by resolution, establish the District's appropriation limit for the following fiscal year pursuant to Article XIII (B) of the California Constitution; and

**WHEREAS**, the documentation attached hereto as Exhibit "A", used in the determination of the appropriations limit, has been available to the public in accordance with Government Code Section 7910.

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

Section 1. The appropriations limit of LWD for the Fiscal Year July 1, 2021 - June 30, 2022 pursuant to Article XIII (B) of the California Constitution is hereby established as \$89,864,473

Section 2. This Resolution is effective June 9, 2021 and supersedes Resolution No. 2331.

**PASSED AND ADOPTED** by the Board of Directors at a meeting of the LWD, held June 9, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Donald F. Omsted, President

ATTEST:

\_\_\_\_\_  
Paul J. Bushee, General Manager

(SEAL)

**LEUCADIA WASTEWATER DISTRICT  
APPROPRIATIONS LIMIT  
FISCAL YEAR 2021-2022**

FISCAL YEAR	POPULATION FACTOR	CPI/PI FACTOR	ADJUSTMENT FACTOR	APPROPRIATIONS LIMIT	APPROPRIATIONS SUBJECT TO LIMIT	OVER (UNDER) LIMIT
1978-79				4,131,757		
1979-80	1.1185	1.1017	1.2323	5,019,364	474,509	(4,544,855)
1980-81	1.1952	1.1053	1.3211	6,725,969	269,388	(6,456,581)
1981-82	1.0207	1.0912	1.1138	7,491,303	201,344	(7,289,959)
1982-83	1.0570	1.0679	1.1288	8,455,960	346,283	(8,109,677)
1983-84	1.0578	1.0235	1.0827	9,154,915	518,291	(8,636,624)
1984-85	1.0641	1.0474	1.1145	10,203,504	370,506	(9,832,998)
1985-86	1.0423	1.0374	1.0813	11,032,865	407,693	(10,625,172)
1986-87	1.1571	1.0230	1.1837	13,059,749	854,824	(12,204,925)
1987-88	1.0810	1.0304	1.1140	14,548,109	571,371	(13,976,738)
1988-89	1.0486	1.0393	1.0898	15,854,675	2,287,498	(13,567,177)
1989-90	1.1118	1.0498	1.1672	18,505,063	7,133,033	(11,372,030)
1990-91	1.0273	1.0421	1.0705	19,809,670	3,570,985	(16,238,685)
1991-92	1.0271	1.0414	1.0696	21,188,858	4,873,688	(16,315,170)
1992-93	1.0085	1.0064	1.0149	21,505,287	945,024	(20,560,263)
1993-94	1.0199	1.0272	1.0477	22,530,400	881,142	(21,649,258)
1994-95	1.0079	1.0071	1.0151	22,870,074	1,258,995	(21,611,079)
1995-96	1.0004	1.0472	1.0476	23,959,121	534,652	(23,424,469)
1996-97	1.0167	1.0467	1.0642	25,496,815	7,127,060	(18,369,755)
1997-98	1.0204	1.0467	1.0680	27,230,599	4,706,220	(22,524,379)
1998-99	1.0367	1.0415	1.0797	29,401,505	2,864,723	(26,536,782)
1999-00	1.0386	1.0453	1.0857	31,920,931	1,219,792	(30,701,139)
2000-01	1.0422	1.0491	1.0933	34,900,013	2,073,768	(32,826,245)
2001-02	1.0445	1.0782	1.1262	39,303,693	460,000	(38,843,693)
2002-03	1.0445	0.9873	1.0312	40,531,016	761,542	(39,769,474)
2003-04	1.0263	1.0231	1.0500	42,557,926	773,263	(41,784,663)
2004-05	1.0218	1.0328	1.0553	44,911,884	452,866	(44,459,018)
2005-06	1.0157	1.0526	1.0692	48,018,786	1,339,689	(46,679,097)
2006-07	1.0216	1.0396	1.0620	50,997,014	6,064,787	(44,932,227)
2007-08	1.0172	1.0442	1.0622	54,168,601	4,121,237	(50,047,364)
2008-09	1.0163	1.0429	1.0599	57,415,246	1,424,330	(55,990,916)
2009-10	1.0102	1.0062	1.0165	58,360,757	1,496,698	(56,864,059)
2010-11	1.0143	0.9746	0.9885	57,691,221	1,257,308	(56,433,913)
2011-12	1.0077	1.0251	1.0330	59,594,831	941,116	(58,653,715)
2012-13	1.0103	1.0377	1.0484	62,479,881	1,237,704	(61,242,177)
2013-14	1.0087	1.0512	1.0603	66,247,981	1,278,375	(64,969,606)
2014-15	1.0135	0.9977	1.0112	66,988,165	1,318,868	(65,669,297)
2015-16	1.0073	1.0382	1.0458	70,055,307	1,473,535	(68,581,772)
2016-17	1.0082	1.0537	1.0623	74,420,087	1,576,765	(72,843,322)
2017-18	1.0070	1.0369	1.0442	77,708,993	1,641,550	(76,067,443)
2018-19	1.0108	1.0367	1.0478	81,427,055	1,766,492	(79,660,563)
2019-20	1.0008	1.0385	1.0393	84,629,334	1,894,512	(82,734,822)
2020-21	1.0046	1.0373	1.0421	88,189,565	1,937,468	(86,252,097)
<b>2021-22</b>	<b>1.0043</b>	<b>1.0573</b>	<b>1.0619</b>	<b>89,864,473</b>	<b>2,033,892</b>	<b>(87,830,581)</b>

**LEUCADIA WASTEWATER DISTRICT  
APPROPRIATIONS SUBJECT TO LIMIT WORKSHEET  
FISCAL YEAR 2021-2022**

<b>Fiscal Year</b>	<b>Total Appropriations</b>	<b>Amount</b>
<b>2021-2022</b>	General District	\$ 8,660,893
	Current Construction/Capital	6,165,346
	Other Debt & Reserves Exp.	-
	Reserves	27,328,808
	Subtotal	42,155,047
	Less: Prior Reserves (Limited to above reserves)	28,150,309
	(Difference)	(821,501)
	Less: Voter Approved Debt Service	0
	Total Available	14,826,239
	Non-Proceeds of Taxes	12,792,347
<b>Appropriations Subject to Limit</b>		<b>\$ 2,033,892</b>

<b>Fiscal Year</b>	<b>Revenues</b>	<b>Total Revenue</b>	<b>Tax Revenue</b>	<b>Non Tax Revenue</b>
<b>2021-2022</b>	Service Charges	\$ 11,229,991	\$ -	\$ 11,229,991
	Other Operating Income	180,599	-	180,599
	Property Taxes	1,988,000	1,988,000	-
	Other Non-Opererating Income	290,148	-	290,148
	Debt Service	-	-	-
	Less Voter Approved Debt Service	-	-	-
	Subtotal	13,688,738	1,988,000	11,700,738
	Interest Income	316,000	45,892	270,108
	Other Reserve Income	821,501	-	821,501
	<b>Total Revenues</b>	<b>\$ 14,826,239</b>	<b>\$ 2,033,892</b>	<b>\$ 12,792,347</b>

Interest Income Allocation

Tax Revenue	\$ 1,988,000
Total Revenue Before Interest	/ 13,688,738
%	= 14.5228874%
Interest Income	* 316,000
Interest Allocated to Tax Revenue	= \$ 45,892

**LEUCADIA WASTEWATER DISTRICT  
APPROPRIATIONS LIMIT WORKSHEET  
FISCAL YEAR 2021-2022**

	(2)			
	Total (1) 1/1/2019	Within District 1/1/2019	% of City	% of District
Carlsbad	115,241	33,735	29.3%	54.1%
Encinitas	63,390	28,575	45.1%	45.9%
Total		62,310	(to below)	100.0%

(1) The Cities of Carlsbad & Encinitas population figures are per SANDAG regional estimates for 1/01/2019. Regional Estimates for 1/01/2020 were not yet available.

(2) District population figures per special request from SANDAG. Latest estimate received May 28, 2020 are for Jan 2019. Estimates for Jan 2020 are not yet available

		2019-2020		2020-2021	
		Total cities (3) 1/1/2020	Total district (Calc) 1/1/2020	Total cities (3) 1/1/2021	Total district (Calc) 1/1/2021
Population	%				
Carlsbad	29.3%	114,664	33,566	115,501	33,811
Encinitas	45.1%	62,243	28,058	62,289	28,079
Total	(from above)	176,907	61,624	177,790	61,890
Percentage change				0.499%	0.431%

<u>Adjustment factor calculation</u>	FISCAL YEAR 2021-2022	<u>% CHANGE</u>	<u>FACTOR</u>
1 population change calculation		0.431%	1.0043
2 per capita personal income - (3)		5.730%	1.0573
<b>Adjustment Factor</b>			<b>1.0619</b>

(3) Per California department of Finance letter and attachments, dated May 2021

**Encina Wastewater Authority Report**  
**Regular Board Meeting**  
**May 26, 2021**

**EWA Board of Directors** - President Sullivan Reporting

**1. Clean Energy Alliance Tariff Selection**

The Board of Directors selected the Green Impact tariff (100% Renewable Energy) for the following:

- Encina Water Pollution Control Facility (EWPCF);
- Agua Hedionda Pump Station (AHPS);
- Buena Vista Pump Station (BVPS); and
- Carlsbad Water Recycling Facility (CWRF).

**Executive Session**

The Board of Directors met in Executive session to discuss:

- Public Employee Appointment, Government Code §54957  
Title: General Manager

An Ad-hoc committee was formed comprised of Director Mosca, Director Sullivan, and Director Hernandez to spearhead the process to find an executive recruiter for the General Manager position.

# Engineering Committee Meeting Report

Presented by Director Brown

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## Meeting held June 2, 2021

### 1. The EC reviewed the following recommendations:

- Authorize the General Manager to execute a sole source five-year professional services agreement with ADS Environmental Services (ADS) for a cost not to exceed \$282,652; and
- Authorize the General Manager to execute a Purchase Agreement with Rockwell Engineering & Equipment Company, Incorporated for the purchase of a replacement Emergency Bypass Pump in an amount not to exceed \$99,600


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

### 2. The EC received updates on the following projects:

- Leucadia Pump Station Rehabilitation Project; and
- FY21 Cured-In-Place Lining Project

These items were for information purposes and there was no action taken.

## MEMORANDUM

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **Public Hearing on a Proposal to Consider Collecting the District's Wastewater Service Charge for Fiscal Year 2022 (FY22) on the San Diego County Tax Roll**

**PUBLIC HEARING:**

The purpose of this public hearing is to allow the LWD Board of Directors to receive and consider public comment on the following:

- 1) A proposal to collect LWD's wastewater service charges for FY22 on the County Tax Roll in the same manner, together with, and at the same time as general taxes.

The notice of this public hearing was posted at the District on May 19, 2021. It was also published in the San Diego Union Tribune on May 26, 2021 and on June 2, 2021.

**BACKGROUND:**

- 1) Collection of District Wastewater Service Charges for FY22 on the Tax Roll of the County of San Diego

LWD has collected its wastewater service charges on the San Diego County Tax Roll, concurrent with general taxes, since 1979. Staff proposes to continue collecting its wastewater service charges in this manner for FY22. As per Government Code Section 5473, LWD has made available, for public review and inspection, a report showing the amount of the proposed wastewater service charges for each parcel of real property receiving wastewater service.


It is necessary for the Board to consider all objections or protests to the report. If the Board finds that the protests are made by the owners of a majority of separate parcels of property described in the report, then the report shall not be adopted and the wastewater service charges shall be collected separately from the tax rolls. To date, no objections or protests have been filed with LWD regarding this report.

After receiving public testimony, the Board will close the public hearing and may consider action on the proposed item during the regular meeting immediately following this public hearing.

th:PJB



**MEMORANDUM**

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **Adopt Resolution No. 2349 – A Resolution of the Board of Directors of the Leucadia Wastewater District Adopting and Approving the Report for the Collection of Wastewater Service Charges on County Tax Roll for the Fiscal Year July 1, 2021 to June 30, 2022**

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**RECOMMENDATION:**

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2349 as presented.
2. Discuss and take other action as appropriate.

**DISCUSSION:**

LWD's wastewater service charge has been collected on the San Diego County Tax Roll since 1979. Staff is proposing to continue this practice for Fiscal Year 2022 (FY22). Prior to this item, the Board of Directors will have conducted a public hearing regarding the collection of the FY22 wastewater service charges on the county tax roll in accordance with Health and Safety Code Section 5473.

A written report was prepared and filed with the General Manager which contains a description of each parcel of real property and the amount of the wastewater service charge for each parcel for FY22. The charges in the report are based on the FY22 wastewater service charge of \$378.04 per year per equivalent dwelling unit (EDU).

Staff recommends that the Board adopt Resolution No. 2349 (attached) as presented, and/or take other action as appropriate.

th:PJB

Attachment

**RESOLUTION NO. 2349**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LEUCADIA WASTEWATER DISTRICT  
ADOPTING AND APPROVING THE REPORT FOR THE  
COLLECTION OF WASTEWATER SERVICE CHARGES ON THE COUNTY TAX  
ROLL FOR THE FISCAL YEAR JULY 1, 2021 – JUNE 30, 2022**

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**WHEREAS**, the Board of Directors of LEUCADIA WASTEWATER DISTRICT (LWD) has elected to have wastewater service fees for the Fiscal Year July 1, 2021 – June 30, 2022 (FY 2022) collected on the tax roll in accordance with Health and Safety Code Sections 5470-5474.10; and

**WHEREAS**, the current wastewater service fee for each equivalent dwelling unit (EDU) is \$343.68 per year (Existing Wastewater Service Fee); and

**WHEREAS**, the Board of Directors has determined that the FY 2022 Wastewater Service Fee for each EDU shall increase from \$343.68 to \$378.04 effective July 1, 2021; and

**WHEREAS**, a written report was prepared and filed with the General Manager of this District, which written report contains a description of each parcel of real property receiving wastewater service and the amount of the wastewater service fee for each parcel for said fiscal year, which is based on the approved FY 2022 Wastewater Service Fee; and

**WHEREAS**, notice of the hearing on said report was published in the form and manner prescribed by law; and

**WHEREAS**, at the time stated in the notice, this Board of Directors did hear and consider all objections or protests to said report.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF LWD DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:**

Section 1. The Board of Directors hereby determines that the amount of the wastewater fee for each parcel for the Fiscal Year July 1, 2021 – June 30, 2022 shall be as described in said report.

Section 2. The report is hereby adopted and approved.

Section 3. The General Manager is authorized and directed to file with the Auditor of San Diego County a copy of said report with a statement endorsed thereon over his signature that it has been finally adopted by the Board of Directors.

Section 4. Effective July 1, 2021 this Resolution supersedes Resolution No. 2332.

**PASSED AND ADOPTED** by the Board of Directors at a meeting of LWD held June 9, 2021  
by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:


\_\_\_\_\_  
Donald F. Omsted, President

ATTEST:

\_\_\_\_\_  
Paul J. Bushee, Secretary/Manager

(SEAL)

**MEMORANDUM**

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** Adoption of Fiscal Year 2022 (FY22) Budget

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**RECOMMENDATION:**

Staff recommends that the Board of Directors:

1. Adopt the FY22 Leucadia Wastewater District (LWD) Budget as presented.
2. Discuss and take other action as appropriate.

**DISCUSSION:**

On May 10, 2021, the Board of Directors conducted a special board meeting to review the proposed FY22 Budget. During this meeting, staff presented highlights of the proposed operating and capital budgets. In addition, the Board also conducted a closed session meeting to review the proposed personnel budget.

Following the meeting, the Board of Directors directed staff to prepare the final FY22 Operating and Capital Budgets.

The final budget is enclosed for the Board's review. Staff recommends that the Board of Directors adopt LWD's FY22 Budget.

th:PJB

Enclosure

**MEMORANDUM**

Ref: 21-7636

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **Unrepresented Employees Salary and Benefits Resolution**

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**RECOMMENDATION:**

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2348 setting forth salaries, benefits and other working conditions for unrepresented employees beginning July 1, 2021.
2. Discuss and take other action, as appropriate.

**BACKGROUND:**

LWD employees are not organized for the purpose of negotiating salary, benefits, and other working conditions. Therefore, employees, other than the General Manager, are classified as unrepresented employees. Within the unrepresented employee group, there are two categories of employees distinguished by their status as "Exempt" (Management Employees) or "Non-Exempt". This distinction primarily relates to an employee's status as it pertains to the overtime provisions of the Fair Labor Standards Act.

LWD annually conducts an informal input process to identify unrepresented employees' preferences regarding potential changes to salary, benefits and other working conditions. This input process was last conducted during April 2021. On May 10, 2021, the Board of Directors considered staff recommendations related to the informal input process. The Board's direction received at that time has been incorporated into the proposed resolution (Attached).

The proposed resolution specifies salaries, benefits, and other working conditions approved for the unrepresented employees. The FY22 Operating Budget includes sufficient appropriations to fund the proposed resolution.

General Counsel has reviewed the proposed resolution and any suggested revisions have been incorporated.

Staff recommends that the Board of Director's adopt Resolution No. 2348 setting forth salaries, benefits and other working conditions for unrepresented employees beginning July 1, 2021.

th:PJB

Attachment

RESOLUTION NO. 2348

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE LEUCADIA WASTEWATER DISTRICT  
ADOPTING EMPLOYEE SALARY, BENEFITS AND  
OTHER WORKING CONDITIONS**

**Whereas**, the employees of the Leucadia Wastewater District (LWD) are a valuable and important part of the LWD organization and have had the opportunity to participate in an informal input process with designated District representatives on wages, hours, and other terms and conditions of employment; and,

**Whereas**, the LWD Board of Directors and employees desire to update salaries, benefits and other terms and conditions of employment beginning July 1, 2021.

**Now, therefore, be it resolved by the Board of Directors of the Leucadia Wastewater District** that the salary, benefits and other terms and conditions of employment for the employees set forth below are hereby adopted and established as those of the Leucadia Wastewater District, and shall remain in effect until further action by the LWD Board of Directors.

**A. Employee Classifications**

Regular, full-time employees defined by LWD's Human Resources Policy Manual who occupy the following classifications are subject, without limitation, to the terms and conditions of employment set forth in this Resolution, applicable provisions of other Resolutions of the LWD Board of Directors and the LWD Human Resources Policy Manual:

1. Non-exempt Classifications

Accounting Technician	Field Services Supervisor
Administrative Specialist	Field Services Technician-in-Training
Administrative Specialist II	Field Services Technician I
Administrative Supervisor	Field Services Technician II
Executive Assistant	Field Services Technician III
Field Services Specialist	

2. Exempt Management Classifications

Administrative Services Manager  
Field Services Superintendent  
Technical Services Manager

**B. General Salary Adjustment**

There shall be no general salary adjustment during the term of this Resolution.

**C. Salary Range Adjustment**

Effective July 1, 2021, a new salary range schedule for all employee classifications, excluding the General Manager, shall be adjusted by two and a half percent (2.5%), as indicated in Attachment 2.

**D. Performance Merit Program**

LWD's Human Resources Policy Manual provides that employees may be eligible for an increase in compensation within the salary range established for their classification. Increases within an employee's salary range are not automatic but are based on an employee's performance as evaluated annually by their immediate supervisor and Department Head. The General Manager provides final approval for all compensation increases.

#### **E. Medical, Dental and Vision Insurance**

Employees may elect coverage from the medical, dental and vision insurance programs offered by LWD. The District shall pay 100% of the insurance premiums for employees and eligible dependents. Medical coverage is provided on a calendar year basis, January through December; dental and vision coverage is provided on a fiscal year basis, July through June.

For medical coverage, new employees shall be eligible for coverage no later than the first day of the month following their first work day at LWD and in accordance with all enrollment and eligibility requirements established by the District with CalPERS. For dental and vision coverage, new employees shall be eligible for coverage no later than the first of the month following 30 days of employment.

Employees shall assume responsibility for any income tax obligations resulting from the payment of insurance premiums.

#### **F. Life Insurance**

The District shall provide each employee a maximum of \$50,000 of life insurance unless a greater amount has been approved as a term of employment. Dependent term life insurance coverage of \$5,000 shall be provided each employee dependent over six (6) months of age. Dependent term life insurance coverage of \$100 shall be provided each employee dependent fourteen (14) days to six (6) months of age. New employees and their dependents are eligible for life insurance coverage on the first day of the month following 30 days of employment and in accordance with all enrollment and eligibility requirements established by the District with the insurance carriers.

Employees shall assume responsibility for any income tax obligations resulting from the payment of insurance premiums.

#### **G. Disability Insurance**

The District shall provide short-term and long-term disability insurance to all LWD employees at no cost to the employee.

New employees are eligible for disability coverage on the first day of the month following 30 days of employment and in accordance with all enrollment and eligibility requirements established by the District with the insurance carriers.

Employees shall assume responsibility for any income tax obligations resulting from the payment of insurance premiums.

#### **H. Health Care Flexible Spending Account (HCFSA)**

Employees may elect to designate dollars for reimbursement of eligible medical, dental and vision expenses in accordance with the District's Flexible Spending Account Plan. This coverage is provided on a calendar year basis, January through December. The maximum salary reduction is based on IRS code regulations.

Employees shall assume responsibility for any income tax obligations resulting from participation in the health care reimbursement program.

#### **I. Dependent Care Flexible Spending Account (DCFSA)**

Employees may elect to designate dollars for reimbursement of eligible dependent care expenses in accordance with the District's Flexible Spending Account Plan. This coverage is provided on a calendar year basis, January through December. The maximum salary reduction is based on IRS code regulations.

Employees shall assume responsibility for any income tax obligations resulting from participation in the dependent care reimbursement program.

#### **J. Exempt Management Administrative Leave**

Management employees are exempt from overtime provisions of the Fair Labor Standards Act (FLSA). These employees shall receive forty (40) hours of administrative leave annually on July 1st. Employees in these classifications will be paid for unused administrative leave at termination.

The following LWD classifications are exempt from overtime requirements of the FLSA:

- a. Administrative Services Manager
- b. Technical Services Manager
- c. Field Services Superintendent

#### **K. Vacation Leave**

Employees shall earn paid vacation in accordance with LWD's Human Resources Policy Manual (HRPM).

Employees may accumulate a maximum of 300 hours.

Employees shall receive payment of cash in lieu of accumulated vacation only upon termination of employment.

#### **L. Sick Leave**

Employees shall earn paid sick leave in accordance with LWD's HRPM.

Employees may not accumulate more than 272 hours of sick leave for any purpose.

Annually, on a date or dates established by LWD, employees will be paid for any accumulated sick leave hours in excess of 176 hours at a rate of 75% of their regular hourly rate.

Employees not terminated for cause and who give the District fourteen (14) calendar days (beginning on the date the notice is received by the District) written notice of termination shall be paid for all accumulated sick leave hours at a rate of 75% of their regular hourly rate.

#### **M. Call Back**

Employees unexpectedly ordered to report back to duty to perform necessary work following completion of their work week or work shift and their departure from the site shall be entitled to compensation calculated at one and one-half their regular hourly rate. Employees called back under these conditions shall receive a minimum of two (2) hours compensation.

Virtual call-outs are Supervisory Control and Data Acquisition (SCADA) notifications that clear themselves within 30 minutes. These notifications require on-call personnel to monitor SCADA indicators from their on-call residence without returning to LWD. On-call staff, responding to virtual call-outs, will receive a minimum of 1 hour's compensation calculated at one and one-half their regular hourly rate.

#### **N. Standby Duty/On-Call**

LWD shall pay each employee assigned to standby/on-call duty at the rate of \$35/day or \$70/day if the day of duty is designated as a holiday in the HRPM. This rate is equivalent to \$245.00 per week of standby/on-call duty.

#### **O. Shift Differential**

Employees assigned to a regular work shift other than the day shift shall receive a shift differential in addition to their base rate of pay. Shift differential pay shall be \$1.00 per hour for AM duty



(12:30 AM-7:00AM) and \$.75 per hour for PM duty (4:30 PM-12:30 AM). Shift differential pay shall be in addition to their base rate of pay for hours assigned to a work shift other than the day shift and it shall be added to the base rate of pay for the purposes of calculating overtime compensation.

**P. Meal Allowance**

LWD shall reimburse employees a maximum of \$12.00 per meal for food and non-alcoholic beverages when the employee is unexpectedly ordered to work two (2) or more hour's overtime.

**Q. Uniform and Safety Boot Allowance**

Uniforms will be furnished to each Field Services employee without cost and will be laundered at the District's expense. Employees are expected to wear the furnished uniforms during work hours. Because this uniform allowance for "classic PERS members" is considered "special compensation" by California Public Employee's Retirement Law, \$13.52 per pay period will be reported to CalPERS as the monetary value for purchase, rental and/or maintenance of required clothing.

LWD shall reimburse all Field Services employees up to \$300.00 each fiscal year for the purchase of LWD approved steel-toed safety shoes/boots. On a case by case basis, the General Manager may authorize this shoe/boot reimbursement benefit for employees not in the Field Services Department.

**R. Retirement Plan**

The District participates in the California Public Employees' Retirement System (CalPERS) program. The District retirement program is a two-tiered program based on a member's original date of PERS eligibility.

- a. Classic Employees – Classic employees, as it applies to LWD's retirement program, are those employees with an original PERS eligibility date before January 1, 2013. This retirement program is based on 3% @ 60 and highest 12-month compensation formulas. For FY 2022, the District shall pay the entire CalPERS "Employer Contribution Rate" as determined by the annual CalPERS Actuarial Valuation of the LWD Retirement Plan. Classic Employees shall pay the entire "Employee Contribution Rate" of 8%.
- b. New Employees – New employees, as it applies to LWD's retirement program, are those employees with an original PERS eligibility date of January 1, 2013 or later. This retirement program is based on 2% @ 62 and highest 3-year compensation formulas. For FY 2022, the District shall pay the entire CalPERS "Employer Contribution Rate" as determined by the annual CalPERS Actuarial Valuation of the LWD Retirement Plan. New employees shall pay the entire "Employee Contribution Rate" of 6.750%.

To the maximum extent allowable, all employee contributions to CalPERS shall be made on a pre-tax basis.

**S. Social Security/Medicare**

The District shall participate in the federal Social Security Administration program. The District shall pay one-hundred percent (100%) of the employer FICA and Medicare contributions. Employee contributions shall be paid by the employee.

All employees (except those allowed by federal and state regulations) shall participate in the Social Security/Medicare program.

**T. Deferred Compensation Program**

Where the employee voluntarily participates in LWD's Deferred Compensation Program, LWD shall contribute an equal amount on a matching basis up to two percent (2%) of the employee's

base salary (calculated per pay period), provided, however, that LWD's matching contribution shall not exceed two percent (2%) of the Social Security annual salary contribution maximum.

**U. Educational Assistance**

The Educational Assistance Program is intended to reimburse pre-approved out-of-pocket expenses for tuition, books, supplies and other incidental expenses specifically associated with an employee's course of study. The District's maximum reimbursement amount is \$2,000 per employee per fiscal year.

**V. Terms and Conditions of Employment**

All other terms and conditions of employment are specified in the LWD Human Resources Policy Manual.

A summary of benefits (Attachment 1) and a classification salary range chart (Attachment 2) is attached.

**Passed and Adopted** by the Board of Directors of the Leucadia Wastewater District this 9th day of June 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Donald F. Omsted, President

Attest:

\_\_\_\_\_  
Paul J. Bushee, Secretary /Manager

(SEAL)

**Attachment 1**

**LEUCADIA WASTEWATER DISTRICT SCHEDULE OF BENEFITS**

<b>MEDICAL INSURANCE:</b> Paid by LWD; available through CalPERS.
<b>DENTAL INSURANCE:</b> Paid by LWD; available through Humana Ins. Co.
<b>LIFE INSURANCE:</b> Paid by LWD; available through Hartford.
<b>SHORT-TERM AND LONG-TERM DISABILITY:</b> Paid by LWD; available through Mutual of Omaha Ins. Co.
<b>CalPERS RETIREMENT PROGRAM:</b> Two-tiered program. "Classic and New employees" pay 100% of employee contribution. Classic employees pay the full 8% employee contribution and new employees pay the full 6.75% employee contribution. Full vesting after 5 years.
<b>SOCIAL SECURITY/MEDICARE:</b> LWD pays 100% of employer FICA and Medicare contributions; employee contributions are paid by employee.
<b>DEFERRED COMPENSATION (Optional)</b> LWD matches up to 2% of base bi-weekly salary up to 2% of Social Security annual limit.
<b>VACATION:</b> Per Human Resources Policy Manual (HRPM). Based on time of service. Maximum 300-hour limit.
<b>SICK LEAVE:</b> Per HRPM. Maximum 272-hour limit. Sick leave in excess of 176 hours is paid at 75% of employee's rate of pay.
<b>BEREAVEMENT LEAVE:</b> 5 days paid leave if one-way travel is over 500 miles; 3 days paid leave if one-way travel is less than 500 miles.
<b>HOLIDAYS:</b> Twelve (12) paid Holidays annually per HRPM.
<b>LEAVE WITHOUT PAY:</b> Per HRPM.
<b>STAND-BY/ON-CALL PAY:</b> \$35 per day. \$70/day if a designated holiday. Weekly rate of \$245.00
<b>SHIFT DIFFERENTIAL:</b> \$1.00 per hour (AM shift) and \$.75 per hour (PM shift).
<b>ADMINISTRATIVE LEAVE:</b> Exempt management employees receive 40 hours per fiscal year on July 1st.
<b>EDUCATIONAL ASSISTANCE:</b> \$2,000 per fiscal year maximum. Internal Revenue Code Section 127 Program provides reimbursement for coursework towards a degree or as approved by General Manager.
<b>UNIFORMS:</b> Provided and laundered by LWD as required.
<b>SAFETY BOOTS:</b> \$300 per fiscal year for Field Services' employees.

Note: See Resolution for detailed benefit information and restrictions.

**Attachment 2**

**LEUCADIA WASTEWATER DISTRICT  
FY 2022 SALARY SCHEDULE**

Position	Salary Range	Annual		Hourly	
		Minimum	Maximum	Minimum	Maximum
Vacant	1	\$36,239	\$45,299	\$17.42	\$21.78
Vacant	2	\$38,051	\$47,564	\$18.29	\$22.87
Vacant	3	\$39,954	\$49,942	\$19.21	\$24.01
Vacant	4	\$41,951	\$52,439	\$20.17	\$25.21
Vacant	5	\$44,049	\$55,061	\$21.18	\$26.47
Vacant	6	\$46,251	\$57,814	\$22.24	\$27.80
Vacant	7	\$48,564	\$60,705	\$23.35	\$29.18
Vacant	8	\$50,992	\$63,740	\$24.52	\$30.64
Vacant	9	\$53,542	\$66,927	\$25.74	\$32.18
Vacant	10	\$56,219	\$70,273	\$27.03	\$33.79
Field Services Technician-in-Training Administrative Services Specialist I	11	\$59,030	\$73,787	\$28.38	\$35.47
Vacant	12	\$61,981	\$77,476	\$29.80	\$37.25
Field Services Technician I Administrative Services Specialist II	13	\$65,080	\$81,350	\$31.29	\$39.11
Vacant	14	\$68,334	\$85,418	\$32.85	\$41.07
Field Services Technician II Accounting Technician	15	\$71,751	\$89,689	\$34.50	\$43.12
Vacant	16	\$75,338	\$94,173	\$36.22	\$45.28
Field Services Technician III	17	\$79,105	\$98,882	\$38.03	\$47.54
Field Services Specialist Executive Assistant	18	\$83,061	\$103,826	\$39.93	\$49.92
Vacant	19	\$87,214	\$109,017	\$41.93	\$52.41
Vacant	20	\$91,574	\$114,468	\$44.03	\$55.03
Vacant	21	\$96,153	\$120,191	\$46.23	\$57.78
Field Services Supervisor Administrative Services Supervisor	22	\$100,961	\$126,201	\$48.54	\$60.67
Vacant	23	\$106,009	\$132,511	\$50.97	\$63.71
Vacant	24	\$111,309	\$139,136	\$53.51	\$66.89
Vacant	25	\$116,875	\$146,093	\$56.19	\$70.24
Field Services Superintendent	26	\$122,718	\$153,398	\$59.00	\$73.75
Vacant	27	\$128,854	\$161,068	\$61.95	\$77.44
Vacant	28	\$135,297	\$169,121	\$65.05	\$81.31
Vacant	29	\$142,062	\$177,577	\$68.30	\$85.37
Vacant	30	\$149,165	\$186,456	\$71.71	\$89.64
Technical Services Manager Administrative Services Manager	31	\$156,623	\$195,779	\$75.30	\$94.12
Vacant	32	\$164,454	\$205,568	\$79.06	\$98.83

**Notes:**

1. *Approved and adopted by LWD Board of Directors June 9, 2021*
2. *Effective date: July 1, 2021*
3. *Revisions: N/A*
4. *Time base for salary amounts indicated is "annual"*

**MEMORANDUM**

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **ADS Environmental Services Agreement for Flow Monitoring Services**

**RECOMMENDATION:**

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

1. Authorize the General Manager to execute a sole source five-year professional services agreement with ADS Environmental Services (ADS) for a cost not to exceed \$282,652.
2. Discuss and take other action as appropriate.

**BACKGROUND:**

This item was reviewed by the EC at its June 2<sup>nd</sup> meeting and the EC concurred with staff to present this item to the Board.

The Leucadia Wastewater District (LWD) has been utilizing ADS flow meters since 2009. The LWD Board of Directors last approved a five-year agreement with ADS in 2016 which included the replacement of 7 flow meters with ADS's latest technology. In an effort to reduce costs, the contract was structured in the form of a lease which was not subject to prevailing wage laws at the time. The contract included the equipment installation, maintenance and repair as well as the flow data collection, analysis and reporting. The seven meters were installed at the following locations:

<u>Meter No.</u>	<u>Location</u>
L1	Highway 101 (near La Costa Ave intersection)
L2	Olivenhain Road (just east of El Camino Real)
L3	El Camino Real (just north of Leucadia Blvd.)
L4	La Costa Avenue (just to south of District Headquarters)
L5	Gelson's Shopping Center
L6	Saxony Pump Station (Clamp-on flow meter)
L7	La Costa Pump Station (Clamp-on flow meter)

**DISCUSSION**

The ADS contract is up for renewal on July 1, 2021. ADS has proposed to continue providing flow monitoring services to include providing the meters, equipment maintenance, flow metering, data collection, data analysis, graphing, reporting and ADS website access.

*Reduction of Two Meter Locations*

In January 2021, staff evaluated all seven-meter locations and analyzed the flow data from each. As a result, staff determined that two meters: L2 – Olivenhain Road (L2) and L3 – El Camino

Real (L3), were not providing accurate data. The discrepancy was uncovered when the Equivalent Dwelling Unit (EDU) count for each area was compared to the flow being reported by the corresponding meter. Staff worked with ADS to determine the cause and to find a solution to correct the discrepancies. However, no solution was found. As a result, staff decided to have the L2 and L3 meters removed. The combined flow from those meters, Olivenhain Road and El Camino Real, is captured further downstream by meter L5 – Gelson's Shopping Center parking lot just outside LWD's headquarters. Therefore, the removal of the L2 and L3 meters will not significantly impact flow monitoring of the collection system.

With the removal of two meters, staff anticipated a reduction in the cost of this agreement. However, during final review of the agreement by LWD Counsel Brechtel, he determined that a recent prevailing wage ruling by the California Supreme Court is applicable to the ADS lease agreement.

ADS has updated its proposal and is proposing a five-year cost of \$282,652. The proposal calls for a flat rate of \$55,860 per year for the first three years and a three percent increase to \$57,536 per year for the final two years. The prevailing wage impact was significant as the original proposed cost without prevailing wage was \$198,000 for the five-year period. By comparison, the total cost under the existing agreement for all 7 meters was \$275,442. A copy of the ADS proposal has been attached for your review.

The ADS flow metering system has been a very effective tool for monitoring storm events, evaluating infiltration/inflow impacts, and for engineering planning related studies. In addition, the system includes an automatic alarming system that can provide early warning for wastewater spills, which has a positive impact on LWD for both operational response and regulatory compliance. For these reasons, staff and the EC are recommending that the Board of Directors approve this agreement despite the cost increase.

#### **FISCAL IMPACT:**

The proposed Fiscal Year 2022 Budget includes \$70,000 for the ADS Service Agreements which includes both flow metering and echo meter (manhole sensor) services. There is sufficient funding available to cover the costs of this recommendation.

Attachment

js:PJB

May 27, 2021

Jeff Stecker  
Leucadia Wastewater District  
1960 La Costa Ave  
Carlsbad, CA 92009

**Re: Flow Monitoring Services  
Leucadia Wastewater District**

Dear Mr. Stecker,

We are pleased to have the opportunity to submit this letter proposal to continue sewer flow monitoring for the Leucadia Wastewater District. ADS is uniquely qualified to assist you with this flow monitoring project, given our forty-six years of experience performing similar projects throughout the country including extensive work in southern California and for the District. Enclosed please find a detailed scope of work and pricing for your review.

We look forward to working with you on this and other future projects. Thank you for the opportunity to propose on your requirements. If you have any questions regarding this proposal, please do not hesitate to call me at (213) 393-8705.

Sincerely,



Heather McPherson PE  
Business Development Manager

Enclosure

## ATTACHMENT A

### Scope of Work

ADS Environmental Services ("ADS") will perform turn-key sewer flow monitoring services at five (5) locations for the Leucadia Wastewater District ("District") in the City of Carlsbad, California. The objective of this project is to deliver highly reliable and accurate sewer flow data for the term of this contract. The work will be performed as set forth below:

#### 1.0 Mobilization

ADS will utilize the ADS® Model Triton+™ flow monitor during the course of this project. This is a multiple technology monitor that is flexible enough to collect data from almost every available sensor technology that is used in wastewater applications today. The Triton+ monitor will be equipped with wireless communication which will allow for remote collection and review of all data. The ADS Triton+ Flow meters are certified under IECEx (International Electrotechnical Commission Explosion Proof) Intrinsic Safety standards for use in Zone 0/Class I, Div. 1, Groups C&D rated hazardous areas.

#### 2.0 Comprehensive Service

ADS will provide professional services to maintain and operate the flow monitoring equipment (July 1, 2021 through June 30, 2026). As part of this Comprehensive Service Program, ADS will perform the following services:

- 1) **Diagnostics:** Remote diagnostic inspection of all equipment using the most current procedures and programs from its facilities in San Diego, CA. or other service locations.

Repair: Repair and preventative maintenance services, including battery replacement (assuming a 15-minute sample rate), necessary to keep the equipment operating in accordance with the manufacturer's design specifications. ADS will respond to a malfunction within two (2) business days and perform repairs or temporary repairs within (2) business days thereafter. The types of conditions to be repaired and repair services to be performed under this Agreement include but are not limited to the following:

- a) Communication link failure – including control boards, modem, and modem interface;
- b) Depth sensor replacement – A depth sensor shall be replaced if either the ultrasonic or pressure depth in the sensor fails,



- c) Battery replacement - Battery voltages shall be considered as being low when the voltage is less than 7.0 VDC;
  - d) Velocity sensor replacement - A velocity sensor shall be considered for replacement if the sensor readings are a constant value or zero, indicating a loss of sensitivity;
  - e) Sensor scrubbing; and
- 2) **Hydraulic Confirmations:** ADS will perform annual field confirmations according to ADS's current internal quality procedures for all of the ADS Triton+ flow monitors including:
- a) Verification of the depth of flow measurement;
  - b) Verification of the velocity measurement;
  - c) Manual field flow to monitor flow comparison;
  - d) Pipe condition assessment; and
  - e) Statement of confirmation with the exception of the closed pipe flow meters,
- 3) **Service Schedule:** The field service shall occur during the normal operating hours of 8:00 a.m. to 12:00 noon and 1:00 p.m. to 5:00 p.m. Monday through Friday (excluding holidays).
- 4) **Service Statement:** ADS shall prepare a statement of repair whenever service or site visits are performed. These forms will be made available to the District when requested.
- 5) **Primary Contact:** ADS shall designate a field service representative who shall be the primary contact with the District for the resolution of field problems.

### 3.0 Data Analysis, Alarming, and Reporting Services Performed

Data services will be conducted by trained Data Analysts and utilize ADS Prism® software, as well as Six Sigma quality assurance procedures to maximize data usability and ensure data up-time.

- 1) **Data Collection and Diagnosis:** Raw data will be uploaded from the flow monitors every twenty-four (24) hours to the Prism™ cloud-based system. ADS data analysts will review the data (e.g. bi-weekly) to verify that equipment is in working order and will dispatch ADS field crews to perform equipment repair or hydraulic confirmations as needed.

- 2) **Data Editing and Analysis:** A trained ADS data analyst will use ADS software to directly calculate flow using the continuity equation from recorded depth and average velocity data. Flow quantities as determined by the continuity equation will be plotted. The analyst will also utilize scatter plots (depth vs. velocity readings) and field hydraulic confirmation both to verify monitor accuracy.
- 3) **Data Reporting:** The Final flow data will be reported to the District on a monthly basis via our PRISM™ website no later than thirty (30) days after the end of the monthly monitoring period and will include the following.
  - a) Key manhole identification, pipe diameter, pipe shape, and silt levels;
  - b) Days of the week constituting the long table, up to seven (7) days;
  - c) Depth of flow in fifteen (15) minute intervals from 0:00 to 23:45;
  - d) Average Velocity in fifteen (15) minute increments in feet per second (fps);
  - e) Flows calculated in fifteen (15) minute increments in millions of gallons per day (mgd);
  - f) Minimum and maximum flows with time of occurrence measured daily in millions of gallons per day (mgd);
  - g) Average weekly flow measured in millions of gallons per day (mgd);
  - h) Daily and weekly flow totals in millions of gallons.
- 4) **Data Alarming:** The Prism™ cloud based software will send out real-time alarms (via text or emails) if any set triggers are reached at the individual flow monitors. Alarm triggers can be set for High Depth and Low Flow.

#### 4.0 Exclusions

- 1) Civil Engineer's Stamp on any plans submitted for permitting;
- 2) Work conducted outside of Service Schedule;
- 3) ADS is not responsible for repair of the Districts owned Mag Mater;
- 4) Communication line work external to the flow monitoring equipment;
- 5) Changes or alterations in specifications;
- 6) Painting, refinishing or furnishing materials therefore except as damaged by ADS during service work;
- 7) Installation, moving, or removing of equipment unless required as part of the repair process;
- 8) Repairs made necessary due to the negligence of the District, its employees, agents, invitees, or contractors;
- 9) Repairs made necessary due to attempts by the District to repair or maintain the equipment unless authorized by ADS;

- 10) Maintenance and repair necessary to put equipment not under the comprehensive scheduled service contract in good repair;
- 11) Equipment repair or replacement outside manufacturer's design specifications when knowingly directed by the District; and
- 12) Repairs made necessary due to events beyond ADS's control (force majeure).

**5.0 District Responsibilities**

- 1) Access to the site of work with sufficient area for placement of personnel and equipment, including all right-of-way and ramps, if required. This includes, but is not limited to, exposing manholes, clearing easements and/or constructing roads or ramps suitable for truck/van, if necessary.
- 2) Pay all local licenses and permits fees, if required;
- 3) Assist in obtaining and complying with any special permits;
- 4) Ensure that selected sites have been jet cleaned to minimize hydraulic deficiencies; and
- 5) Provide any information concerning bypasses, overflows, base flows, critical surcharge areas, and maintenance habits.

**Five Year Service Period  
 July 1, 2021 – June 30, 2026**

**Five-Year Service Period  
 July 1, 2016- June 30, 2021**

Monthly Field Services, Analysis and Prism Reporting Costs:				
Item	QTY	Description	Monthly Unit Cost	Yearly Extended Cost
1	3	Sites 1-3 - Gravity Area Velocity Flow Meters, Includes Prism Software Per/Month/Meter	\$ 1,025.00	\$ 36,900.00
2	2	Sites 4 & 5 - Pump Station Flow Meters, Includes Prism Software	\$ 790.00	\$ 18,960.00
			1st. Year Contract Value:	\$ 55,860.00
			2nd. Year Contract Value:	\$ 55,860.00
			3rd. Year Contract Value:	\$ 55,860.00
			* 4th. Year Contract Value:	\$ 57,535.80
			* 5th. Year Contract Value:	\$ 57,535.80
			<b>2016-2021 Total Contract Value:</b>	<b>\$ 282,651.60</b>

\* = 3% increase to unit prices for years 4 and 5  
 Any applicable Federal, state, or local taxes are not included; Prevailing Wage applies.



**MEMORANDUM**

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** Award of Purchase Agreement for a Replacement Emergency Bypass Pump

---

**RECOMMENDATION:**

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

1. Authorize the General Manager to execute a Purchase Agreement with Rockwell Engineering & Equipment Company, Incorporated for the purchase of a replacement Emergency Bypass Pump in an amount not to exceed \$99,600.
2. Discuss and take other action as appropriate.

**BACKGROUND:**

This item was reviewed by the EC at its June 2<sup>nd</sup> meeting and the EC concurred with staff to present this item to the Board.

In November 2019 the Board of Directors approved the purchase of an Emergency Electric Motor Driven Bypass Pump (Electric Pump). This procurement was to replace a trailer mounted Emergency Diesel Driven Bypass Pump. The bypass pump enables the District to completely bypass the largest capacity pump stations, Batiquitos and Leucadia. During an event of a loss of pumping capability at either pump station, staff deploys and sets up the bypass pump to maintain collection system operation to prevent a sewer system overflow.

Prior to conducting the pump procurement staff evaluated whether an electric motor pump would be a viable replacement for a diesel engine pump. As a result of this evaluation, it was determined that an electric motor pump would be a viable option for the following reasons:

1. No annual permit required with San Diego County Air Pollution Control District (APCD), a cost savings of \$230 per year
2. Smaller trailer wheel base making it easier to tow, back-up and position
3. Lower maintenance costs associated with an electric motor
4. No limit on the time an electric motor pump can be connected at a pump station because it is not a violation of APCD regulations

The Electric Pump was received in January 2020. Upon receiving the Electric Pump it was field tested at Batiquitos Pump Station. During the initial field test the Electric Pump failed to pump. Subsequently, the Electric Pump was field tested an additional seven (7) times, with the last test conducted in April 2021. The field tests were conducted by staff and Pioneer Pump (Pioneer), pump manufacturer, Representatives. Additionally, from December 2020 to April 2021 Pioneer replaced the pump impeller and remounted the Electric Pump on the trailer at their factory.

Unfortunately, the Electric Pump has not been able to successfully operate during field testing. Therefore, staff has decided to return the Electric Pump to Pioneer and replace it with a diesel engine pump.

**DISCUSSION:**

In order to maintain emergency bypassing capability, a diesel engine pump was rented from Charles King Company (CKC). The CKC rented pump was tested and operated well at Batiquitos Pump Station. Ironically, the rental pump is manufactured by Pioneer. Staff discussed the return of the Electric Pump for a new diesel engine pump with similar specifications of the CKC rental pump with Rockwell Engineering & Equipment Company, Inc (Rockwell), the Pioneer Representative. Through Rockwell, Pioneer has agreed to provide the District with a duplicate of the CKC rented pump.

Pioneer will “buy back” the Electric Pump at the original price, sales tax not included. Pioneer will supply the District with a new Diesel Pump and Trailer System (DPTS). The DPTS will meet all APCD emission requirements and is sound attenuated. Pioneer, through Rockwell, will provide the DPTS at their cost, no extra profit or commissions, see the attached Pioneer quote. The cost summary is provided in the chart below:

Description	Price
Diesel Pump & Trailer System (DPTS) Base Package	\$140,000
Electric Pump Credit	- \$59,100
Net Difference	\$80,900
Options: Exterior Lighting, Interior Lighting, Corner Jacks, 120VAC Trickle Charger, Special Suction Cleanout	\$5,700
Subtotal	\$86,600
Sales Tax (7.75%)	\$6,712
<b>TOTAL</b>	<b>\$93,312</b>

It should be noted that transportation and off-loading cost, estimated at \$6,250, will be added to the total price identified in the chart above, for a total cost of \$99,562.

Staff believes this pump trade is a reasonable solution to replace the Electric Pump. Therefore, staff and the EC recommend that the Board award the purchase of the Emergency Diesel Pump and Trailer System to Rockwell Engineering & Equipment Co, Inc. in an amount not to exceed \$99,600.

**FISCAL IMPACT:**

The proposed Fiscal Year 2022 Capital Acquisition Budget includes sufficient funding for the purchase of this emergency bypass pump.

rym:PJB

Attachment



**Franklin Electric / Pioneer Pump**  
**310 Sequoia Pkwy.**  
**Canby, OR 97103**

Date: 5/23/2021

RE: LWD / Pioneer PP1212S17 Diesel Package Quote.

**Pioneer SAPP1212S17 1706J-E93TA**

- Impeller Trim: 17.25" Balance quality grade G6.3 as recommended in ANSI/HI 9.6.4.
- Perkins / 1706J-E93TA / 335 HP / FT4 Diesel Engine
- GL3 XL Sound Attenuated Trailer
- 210 Gallon Fuel Tank
- Pump Type: Pioneer Prime **SINGLE VACUUM PUMP** 50 CFM Vacuum Prime
- Volute discharge orientation: Top Horizontal (TH)
- Seal Type: Run Dry Mechanical Seal
- Bearing Frame: SAE Drive Coupling
- Materials of Construction: 71 - **"Ductile Iron Volute w/ CA6Nm Impeller"**
- Paint Color: Pioneer Green Standard
- Entire package completely assembled, primed, and painted prior to shipment

**Package Specifications**

- Control Panel: Murphy MPC-20
- Electric Brakes
- Existing Suction and Discharge Gauges to remain
- Existing 7-pin round trailer connector for trailer electric brakes/lights to remain
- Perkins ECU non-resettable hour meter.
- Existing spare tire and spare tire mount to remain
- Spare Parts (New) to be returned will be inventoried, inspected and compatible parts re-sent .
  - One (1) Full Trim 17.25" pump impeller (CA6NM Stainless Steel)
  - One (1) set of bearings
  - One (1) pump shaft (17-4 PH Stainless Steel)
  - One (1) set of mechanical seals
  - One (1) set of O rings and gaskets
- 2 Year Limited Warranty Included
- Pump will have lowered centerline, oil lubricated frame, and single vacuum pump. See options for suction cleanout pricing.

**Clarification Question Responses:**

**1. "Is the fuel capacity 250 gallons or 210 gallons as both capacities are stated in Brad's email? The cut sheet, Attachment A, specifies 210 gallons."**

210 Gallon Tank Included

**2. What is the gross weight of the new diesel driven pump package?**

The SAPP1212S17 1706J-E93TA package will weigh approx. 15,000 LBS Dry. Actual weight will be determined after completion of assembly.

SAPP1212S17 1706J-E93TA Package, components, and services will conform to attached specification with exception to the itemized pricing for options and adders below..

1. 1.05.3 - Shop Testing is included in base price.
2. 1.05.4 - System Testing is included in base price.
3. 1.05.5 - Hydrostatic Testing Optional Adder Price is itemized below.
4. 1.05.6 - Performance Testing Optional Adder Price is itemized below..

<b>SAPP1212S17 1706J-E93TA BASE Pump Package Price:</b>	<b>\$140,000.00*</b>
200 HP Belt Drive PP1212S17 "buy-back" credit:	(\$55,500.00)
Credit for rental period (4/1-4/20)	(\$3,600.00)
<hr/>	
Net Difference Price less options listed below:	\$80,900.00

**Options / Adders:**

Performance Testing (1-3 Weeks.)	\$4,990.00
Head, Capacity, Power, and NPSH (2 Duty points)	
Hydrostatic Testing (2 Days)	\$800.00
Exterior lighting on all 4 sides of pump housing with separate switch	\$1,000.00
2 Interior lights on separate switch,	\$1,000.00
4x Corner Jacks	\$1,000.00
120VAC trickle charger	\$300.00
Special suction cleanout spool piece outside of enclosure,	\$2,400.00
6" BLIND RAISED FACE FLANGE (35215138)	
12" FULL FACE FLANGE GASKET (31871105)	
Transportation Charges Estimated (Pickup and Return) Actual Cost may vary.	\$5,500.00
Loading and Off-loading (Forklift)	\$750.00

**\*NET Price does not include itemized options nor adders.**  
**Sales tax excluded.**

Regards,



Eric D. Burleigh  
 Southwest US Territory Manager  
 Franklin Electric / Pioneer Pump  
 619-770-7423

## MEMORANDUM

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** LAFCO Election and Ballot Form – Alternate Special District Board Member

---

**RECOMMENDATION:**

Staff requests that the Board of Directors:

1. Discuss and provide direction, as appropriate.

**DISCUSSION:**

During February 2021, the Local Agency Formation Commission (LAFCO) solicited nominations to fill a vacant and unexpired term as an alternate special district member on the LAFCO Commission. LAFCO received six nominations by the deadline. The candidates are the following:

- Rocky J. Chavez, Tri-City Healthcare District
- Heather Conklin, Mission Resource Conservation District
- David A. Drake, Rincon del Diablo Municipal Water District
- Jeff Egkan, North County Fire Protection District
- C. Hayden Hamilton, Rainbow Municipal Water District
- Regina W. Roberts, Valley Center Fire Protection District

LAFCO has provided LWD with a ballot requesting that the District vote for only one nominee. The deadline for the receipt of ballots is Friday, July 2, 2021. Attached please find LAFCO's letter, along with the ballot, vote certification form, and nominee resumes provided by the candidates.

Staff requests that the Board of Directors discuss and provide direction as appropriate.

tb:PJB

Attachments





# San Diego County Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

## BALLOT FORM

May 5, 2021

TO: Independent Special Districts in San Diego County

FROM: Tamaron Luckett, Commission Clerk

SUBJECT: **Ballot Form | Election to Alternate Special District Member on LAFCO Commission**

On February 22, 2021, the San Diego Local Agency Formation Commission (LAFCO) solicited nominations pursuant to Government Code Section 56332(c)(1) to fill a vacant and unexpired term as an alternate special district member on the LAFCO Commission. A total of six nominations were received following a 60-day filing period. The term expires on May 1, 2023.

San Diego LAFCO is now issuing ballots to all 57 independent special districts in San Diego County and inviting each district to cast a ballot. Write-in candidates are permitted, and spaces have been provided for that purpose. **Only cast one vote for each nominee on the ballot and vote certification form; a ballot that is cast for more than indicated number of positions the vote will be disregarded.** The ballot and vote certification form along with nominee resumes provided by the candidates are attached.

State Law specifies a district's vote is to be cast by its presiding officer, or an alternate member designated by the board and a valid signature is required on the ballot. **A ballot received without a signature will be voided.** A minimum of **29** ballots must be received to certify that a legal election was conducted. A candidate for a special districts advisory committee member must receive at least a majority of the votes cast to be elected. The ballots will be kept on file in this office and will be made available upon request.

Ballots may be submitted by mail, courier, hand delivered, FAX or via email to [tamaron.luckett@sdcountry.ca.gov](mailto:tamaron.luckett@sdcountry.ca.gov). The deadline for receipts of the ballots by LAFCO is **Friday, July 2, 2021**, any ballots received after the deadline will be voided. All election materials are available on the website: [www.sdlafco.org](http://www.sdlafco.org). Should you have any questions, please contact me at (858) 614-7755.

Tamaron Luckett  
Commission Clerk

Attachments:  
1) Ballot and Vote Certification form  
2) Nominee Resumes

**Administration**  
Keene Simonds, Executive Officer  
County Operations Center  
9335 Hazard Way, Suite 200  
San Diego, California 92123  
T 858.614.7755 F 858.614.7766  
[www.sdlafco.org](http://www.sdlafco.org)

**Vice Chair Jim Desmond**  
County of San Diego  
**Nora Vargas**  
County of San Diego  
**Joel Anderson, Alt.**  
County of San Diego

**Mary Casillas Salas**  
City of Chula Vista  
**Bill Wells**  
City of El Cajon  
**Paul McNamara, Alt.**  
City of Escondido

**Chris Cate**  
City of San Diego  
**Marni von Wilpert, Alt.**  
City of San Diego

**Jo MacKenzie**  
Vista Irrigation  
**Barry Willis**  
Alpine Fire Protection  
**Vacant, Alt.**  
Special District

**Chair Andy Vanderlaan**  
General Public  
**Harry Mathis, Alt.**  
General Public

2021 SPECIAL DISTRICTS ELECTION  
BALLOT and VOTE CERTIFICATION  
FOR ALTERNATE LAFCO SPECIAL DISTRICT MEMBER

**VOTE FOR ONLY ONE**

**Rocky J. Chavez** [ ]  
(Tri-City Healthcare District)

**Heather Conklin** [ ]  
(Mission Resource Conservation District)

**David A. Drake** [ ]  
(Rincon del Diablo Municipal Water District)

**Jeff Egkan** [ ]  
(North County Fire Protection District)

**C. Hayden Hamilton** [ ]  
(Rainbow Municipal Water District)

**Regina W. Roberts** [ ]  
(Valley Center Fire Protection District)

**Write-Ins**

\_\_\_\_\_ [ ]

\_\_\_\_\_ [ ]

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that I cast the votes of the \_\_\_\_\_  
(Name of Independent Special District)  
at the 2021 Special Districts Selection Committee Election.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Title)

*Please note: The order in which the candidates' names are listed was determined by random selection.*

The Ballot and Vote Certification form can be submitted electronically to: [tamaron.luckett@sdcounty.ca.gov](mailto:tamaron.luckett@sdcounty.ca.gov)

ATTACHMENT A

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE  
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION  
ALTERNATE MEMBER

The TCHD\* is pleased to nominate Rocky T. Chavez as a  
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as an alternate special district member with a term expiring in 2023.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

Rocky T. Chavez  
(Presiding Officer Signature)

Rocky T. Chavez  
(Print Name)

Board Chair  
(Print Title)

3-25-21  
(Date)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form

\* Tri-City Healthcare District

RECEIVED

APR 22 2021

SAN DIEGO LAFCO

## ROCKY J. CHAVEZ

I was born in California and graduated from California State University, Chico with a degree in English in 1973. I enlisted in the Marine Corps in July 1973 and commissioned in 1974. I served 28 years in the Marine Corps and served in all four Marine Divisions. I retired in Camp Pendleton in 2001 as a Colonel.

I was the Commanding General's Representative to the Oceanside Unified School District (OUSD) Board from 1999-2001. I was also the Commanding General's Representative to Oceanside, Vista and Fallbrook from 1999-2001. My last billet at Camp Pendleton was Assistant Chief of Staff for Logistics.

In 2001 I was hired by OUSD to be the director of School of Business and Technology; I held that position until 2007.

I was elected to the Oceanside City Council in 2002 and served on the Council until 2009. While on the City Council, I was the city representative for North County Transit District.

In 2009 I was appointed the Undersecretary of the California Department of Veterans Affairs (CDVA) by Governor Schwarzenegger. I served until May 2011.

In 2012, I was elected to the California State Assembly for the 76th Assembly District and was honored to serve 3 terms. As the Assemblymember I sat on the Education Committee, Higher Education Committee, Budget Committee, Energy Committee, Health Care Committee and Veterans Committee.

In 2018 I was elected to the Tri City Medical Center Board of Directors and I am currently the Chair of the Board.

Over the decades, I have been involved in community, state and national groups. I was the El Camino High School Wrestling Coach from 1999-2001, Rotarian from 1998-2010, Knights of Columbus from 2004-current, Governor's Military Council from 2013-2021 (Chair from 2017-2021), and Board Member of the Association Defense Communities from 2018-2021.

My wife Mary and I live in Oceanside. We have three children who all are college graduates. We also have four grandchildren.

ATTACHMENT A

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE  
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION  
ALTERNATE MEMBER

The MISSION RESERVE CONSERVATION DISTRICT is pleased to nominate HEATHER CONKLIN as a  
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as an alternate special district member with a term expiring in 2023.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.



(Presiding Officer Signature)

SCOTT A. MURRAY

(Print name)

PRESIDENT BOARD OF DIRECTORS

(Print Title)

4/23/2021

(Date)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form

RECEIVED  
APR 23 2021  
SAN DIEGO LAFCO

## Heather Conklin

### Candidate for the Special District Representative (Alternate) for the San Diego Local Agency Formation Commission (SDLAFCO)

Living in San Diego County for almost 12 years, I have developed a deep appreciation for what makes San Diego County special, including its geographic diversity, rich natural resources, critical habitats, and a strong regional economy.

My passion for public service is driven by my desire to promote informed policymaking that balances the diverse needs of stakeholders and the public, and reflects the principles of good governance. I bring a broad background in public policy, communications, and research to my role in public service.

Since being appointed as a Director for Mission Resource Conservation District in 2019, I've worked diligently to deepen collaborations within the district, expand public outreach, and support adaptation to meet changing organizational and district needs due to the COVID-19 pandemic.

Having served as a District Director with the California State Assembly, I worked collaboratively with local, state, and federal leaders on legislation and projects focused on transportation and addressing climate change in the region and statewide. In addition to legislative experience, I bring experience in research across various policy topics, including agriculture, water conservation, and sustainable development, which gives me a deeper understanding of key local issues. This framework allows me to analyze complex, multi-faceted issues and develop creative solutions that meet specific goals and fit within the "bigger picture."

Public service also requires strong community connections, which I have developed through community volunteerism, including working to address homelessness, and supporting native habitats and sustainable landscaping practices. I also promote and support effective science communication, specializing in science communication for policy and public engagement in science. My community connections, combined with my statewide perspective, provide a strong local focus.

I hold a Master of Public Administration (M.P.A.) from the University of Southern California, School of Policy, Planning, and Development; a Master of Arts (M.A.) in Political Science from the University of California at Riverside; and a Bachelor of Arts (B.A.) in Communication from the University of California at Davis. Currently, I am completing my Ph. D. at Claremont Graduate University, specializing in research methods.

In serving as the Special District Representative (Alternate) for the San Diego Local Agency Formation Commission (SDLAFCO), I will provide forward-thinking leadership to further the Commission's goals of benefiting residents, landowners, and the public in San Diego County.

I respectfully ask for your vote.

ATTACHMENT A

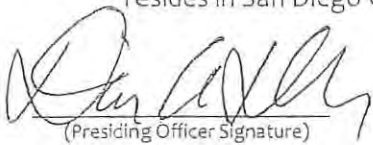
NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE  
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION  
ALTERNATE MEMBER

The Rincon del Diablo Municipal Water Dist. is pleased to nominate David A. Drake as a  
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as an alternate special district member with a term expiring in 2023.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.



(Presiding Officer Signature)

David A. Drake  
(Print name)

President  
(Print Title)

March 23, 2021  
(Date)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form

RECEIVED  
MAR 24 2021  
SAN DIEGO LAFCO

March 24, 2021

Dear Special District Members,

LAFCO provides a critical function for the management of public services in San Diego County. The Special Districts in the County have a unique and compelling mission to provide those services for the benefit of our citizens. The boundary and service issues we face require close attention to detail and a broad scope view of the mission.

My experience with the Rincon del Diablo Municipal Water District, since 2006, has been an excellent environment for understanding the complexities and achievements of public service. I am currently the President of the Board of Directors and have served as Vice President and Treasurer. My public service includes chairing the Escondido Planning Commission and serving as an Executive Committee member of the Association of California Water Agencies Joint Powers Insurance Authority. Previously, I represented the City of Escondido on the Board of Directors of the San Diego County Water Authority for nine years. I didn't just learn about public service, I lived it for 30 years.

LAFCO is a key part in the dynamic management of our service domain. Our environment is under continuous change and we must understand these changes and respond to them with effective solutions. My commitment to you is honesty, integrity, and hard work to assure that all of our constituents are treated with equity and fairness.

I seek your support for the Alternate Special Districts Member on the Local Agency Formation Commission.

Sincerely,

A handwritten signature in black ink, appearing to read "David Drake". The signature is fluid and cursive, with a large initial "D" and "D".

David A. Drake  
President, Board of Directors  
Rincon del Diablo Municipal Water District  
daviddrake@rinconwater.org



**David A. Drake**  
**Qualifications for Alternate Special Districts Member of**  
**the Local Agency Formation Commission (LAFCO)**



**Current Responsibilities**

Mr. Drake has served the Rincon del Diablo MWD (Rincon Water) ratepayers since 2006 as the Director for Division 2. He currently serves and previously served from 2014-2016 as the President of the Board for Rincon Water, and is also a member of Sewer Committee and the Engineering and Long-Range Planning Committee, in addition to previously serving on the Audit Committee.

Director Drake has represented Rincon Water to the ACWA/JPIA since 2006, and currently serves on the JPIA Executive Committee and the Workers Compensation Committee. As an Executive Committee member, he has championed more detailed analysis and reconciliation of large health care invoices, thereby avoiding unnecessary expenses. In addition, he has submitted improvements for the Liability Program's application process and has promoted the development of an "early warning system" for districts at risk. Director Drake is also a founding member of the California Water Insurance Fund.

**Past Service**

- As a member of the Rincon Water Ad Hoc Committee, assisted in the negotiations for adjusting health care coverage, and reducing overall District costs, for current and retired Rincon employees
- Past Chair of the City of Escondido Planning Commission
- Served on the City of Escondido's Franchise Commission and General Plan Committee
- Represented the City of Escondido to the San Diego County Water Authority for nine years, wherein he served on the SDCWA Engineering and Administrative/Finance Committees
- Served as the San Diego FBI InfraGard President during 2004-2006

**Employment**

Currently, Chief Innovation Officer of Hadronex, Inc., in Escondido focusing on water system risk and cost reduction. In February 2021, Hadronex will be celebrating sixteen years of service to the water and wastewater industries. During this time Hadronex purchased over \$300,000 in commercial insurance.

- Pointsource Technologies, Inc. - Vice President of Engineering 2001-2005
- SAIC - Internet Services Architect 1997-2001
- Mitchell International - Vice President and Chief Information Officer 1993-1997
- Digital Equipment Corporation - San Diego Software Unit Manager 1985-1993
- Oak Industries - Manager of Engineering 1979-1985
- Caltech/NASA Jet Propulsion Laboratory – Member of the Technical Staff 1974-1979

**Education and Recognition**

- BS in Engineering, Caltech 1974, MSEE University of Southern California 2017
- Holds fourteen U.S. and five foreign patents
- Named by Water and Waste Digest as 2020 Industry Icon
- Member of the AWWA, AAAS, and Life Member of the IEEE
- Extra Class Radio Amateur AC6OA
- Graduate of the FBI and Justice Department Citizens Academy
- Mr. Drake has lived in Escondido since 1979 and has been married to Virginia for 37 years

**Statement**

LAFCO provides a critical function for the management of public services in San Diego County. The Special Districts in the County have a unique and compelling mission to provide those services for the benefit of our citizens. The boundary and service issues we face require close attention to detail and a broad scope view of the mission. My commitment to you is to serve with honesty, integrity, and hard work to assure that all constituents are treated with equity and fairness.

ATTACHMENT A

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE  
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION  
ALTERNATE MEMBER

The North County Fire Protection District is pleased to nominate Jeff Ekgan as a  
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as an alternate special district member with a term expiring in 2023.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

John van Doorn  
(Presiding Officer Signature)

John van Doorn  
(Print name)

President, Board of Directors  
(Print Title)

March 23, 2021  
(Date)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form

RECEIVED  
APR 26 2021  
SAN DIEGO LAFCO

# Jeff Egkan

## PROFESSIONAL SUMMARY

Skilled team player with proven ability to communicate and work with varied groups within the community. Long-standing experience on political campaigns, including bond measures.

## SKILLS

- Operations management
- Sales and marketing
- Business marketing
- Client relationship building
- Budgeting and cost control

## EXPERIENCE

**OWNER-OPERATOR, INTOTHEWOODS LLC, JUNE 2020 - CURRENT, BIG BEAR CITY, CA**  
Developed wedding/event venue concept.

- Met with prospective clients to present company offerings, discuss products, and manage calendar of events.

**Owner-Operator, Egkan Family Farm, Jul 2013 - Current, Fallbrook, CA**  
Purchased existing, struggling avocado grove and made it a viable, producing grove.

**Shop Steward, Western Conference of Teamsters, Aug 1998 - Dec 2013, San Diego, CA**  
Represented 100 union members in labor/management relations.  
Negotiated two supplemental contracts on behalf of members.

**Driver, United Parcel Service, Mar 1980 - Dec 2013, San Diego, CA**  
Worked for company in various capacities in multiple locations including: Los Angeles, Ontario and San Diego.

## EDUCATION

Associate of Science, Political Science May 1980  
**Cerritos College - Norwalk, CA**

Pre-Law, **California State University Fullerton - Fullerton, CA**

# Jeff Egkan

## CIVIC ENGAGEMENT

Director, North County Fire Protection District, November 2020-Present

Labor Outreach Coordinator, KateForAssembly2020, February 2020-November 2020  
Obtained and facilitated state-wide Labor Union endorsements and campaign contributions.

Vice-President, Voters Against Wasteful School Bonds, a state registered ballot committee, 2017-2018  
Formulated ballot campaign strategy and served as media/social media Director.

Media/Social Media Director, CATE (Citizens for Accountability and Taxation in Education), 2016-2017  
Formulated political strategy and messaging for ballot campaign.

Director of Tijuana Mission Outreach, St. Peter and St. Paul Catholic Church, Jan 1991 - Dec 1994, Rancho Cucamonga, CA  
Planned and managed bi-annual trips to schools and clinics in Tijuana, Mexico B.C. Solicited and collected recurring monthly donations, raising \$50k/year and helping fund educational and medical facilities in Tijuana.

ATTACHMENT A

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE  
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION  
ALTERNATE MEMBER

The Rainbow Municipal Water District is pleased to nominate Hayden Hamilton as a  
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as an alternate special district member with a term expiring in 2023.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

  
(Presiding Officer Signature)

Hayden Hamilton  
(Print name)

Board President  
(Print Title)

April 13, 2021  
(Date)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form

RECEIVED

APR 13 2021

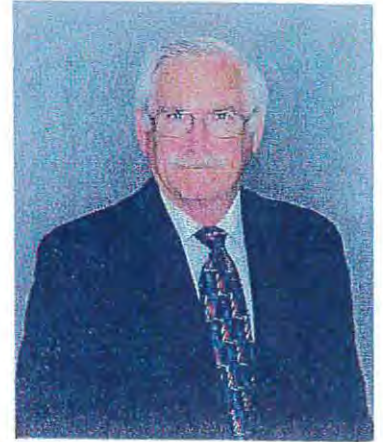
SAN DIEGO LAFCO

## C. Hayden Hamilton

Email: hhamilton@rainbowmwd.com

### Education

Bachelor of Science, Aerospace Engineering from The University of Texas at Austin  
Masters of Science, Engineering Sciences from The University of Texas at Austin  
Postgraduate Studies in Engineering and Business Administration



### Professional Experience

20 years in Engineering software development and marketing  
5 years in Document Management software development and marketing  
10 years Consultant in Product Management and Product Marketing

### Public Service

Elected to the Rainbow Municipal Water District (RMWD) Board of Directors 2016  
Re-elected to the RMWD Board of Directors 2020

President of the RMWD Board of Directors – currently

I serve on an RMWD ad hoc committee working through the process with LAFCO to allow RMWD to contract with the Eastern Municipal Water District to be our wholesale water supplier. In LAFCO terms, to detach from the San Diego Water Authority and join Eastern. This move will save the district's ratepayers more than \$6 million per year and is critical to the district's existing agrobusiness. In this capacity, I have attended numerous LAFCO meeting in the last year and a half, and had the opportunity to address the LAFCO Board on one occasion.

### Relevant Organizations Membership

California Special District Association (CSDA), 2017-Current

Association of California Water Agencies (ACWA), 2017-Current

Have been an active member in both these agencies including taking a series of CSDA leadership courses, participating in ACWA legislative days, and working with the General Manager to assure RMWD earned the CSDA District of Distinction Award.

### Other

My wife and I have lived in north San Diego County for the past 37 years  
(15 in Carlsbad, 22 in Bonsall)

ATTACHMENT A

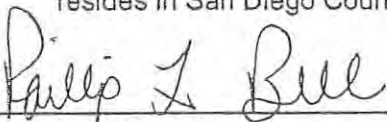
NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE  
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION  
ALTERNATE MEMBER

The Valley Center Fire Protection District s pleased to nominate Regina Roberts as a  
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as an alternate special district member with a term expiring in 2023.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.



(Presiding Officer Signature)

Phillip L. Bell

(Print Name)

President, Board of Directors of VCFPD

(Print Title)

03/10/2021

(Date)

PLEASE ATTACH RESUME FOR NOMINEE –

- Limit two-pages
- Must be submitted with Nomination Form

RECEIVED

MAR 16 2021

SAN DIEGO LAFCO

## Regina W. Roberts

Currently serving as a Member of the Board of Directors of the Valley Center Fire Prot. District. I feel I would be an asset to LAFCO bringing my analytical, innovative and team building abilities. Engineering, Design, Mechanical, Electrical, Manufacturing, Patents, Composites, Materials and Processes, Management, Contracts, Schedules, Cost Accounting, Science and Mathematics instruction are some of my areas of expertise.

### **Summary of Qualifications:**

**-Successfully manager.** Responsible for many complex and technically challenging projects while meeting or exceeding commitments for quality, schedule, and cost.

**-Experienced leader.** Leads groups of 6 to 40 people.

-Sales generator. Creates enthusiasm in internal and external customers to support and fund projects.

**-Published author, lead engineer, and leader** in the application of manufacturing process computer control.

**-Enjoys mastery of the design, installation, troubleshooting and certification of automation and processing equipment.**

### **Employment History, Relevant Skills, and Experience:**

2001 to 2020 (Retired) Owner/Chief Engineer - Roberts and Roberts Eng Services, LLC  
Contract work on new machine design, chemical processes, machine maintenance, general design and computer control contracting. Manufacturing and Machine Assembly. Operator training.

2016 - Present

Senior Engineering Specialist - Product Design, Dynapac Design Group, Carlsbad, CA 92010.  
Subcontractor (Roberts & Roberts (R & R) Engineering) for engineering design and manufacture of mechanical, optical, and electrical assemblies for new products, designed the control system for a multi-locker dispensing system and several other small design and manufacturing projects.

2013 - Present

Senior Engineering Specialist - Machine Design, Project Manager, Sandbags, LLC, Las Vegas NV. Subcontractor (R & R Engineering) and direct employee for product mechanical, electrical, and control design, and manufacturing of mobile sandbag factories, responsible for all electrical design and all mechanical in support of the electrical design. Traveled to the field to provide on-site support and training. Implemented a control system that was accessible on the internet while the machine was located in the field. Designed, retrofitted and built three different types of machines. Provided Technician support to manufacture the units. Currently providing on-call field support.

2005 - 2012

Manager of Engineering, Let's Go Robotics Inc. Carlsbad, CA 92008

Managed and trained several young engineers to work on multiple projects to support the development and manufacturing of robotic systems for the Biotech industry. Personally responsible for all manufacturing, design, integration, and software for all products. Prepared all system design and quotations for automation projects and often completed the final start up tasks when multiple disciplines were required.

2003 - 2005

Director of Operations RoboDesign International Inc. Carlsbad, CA 92008

Started as a Senior Engineering Project Manager working on new products, promoted to Operations Director and assumed responsible for all aspects of the operations and customer service departments.

1998 - 2015

Roberts & Roberts Engineering, Valley Center, CA 92082

Self-employed maintaining and providing design support for the Sulfuric Acid Reprocessor customers who were abandoned by the closure of IPEC-Athens. Extensive contract software and engineering support on projects for various other customers.

1993-1998

Engineering Manager: IPEC/Clean-Athens Corp. Oceanside, CA

Applied unique and different materials in the area of purification of Sulfuric Acid for semiconductor fabrication applications. Solved manufacturing, design, and scheduling problems for quartzware



## **Regina W. Roberts**

distillation equipment used in sulfuric acid and other reprocessing. Designed quartzware for two new products and implemented into vendor production on schedule and at improved cost. Provided engineering lead for two new \$500,000 product start-ups. Managed interdisciplinary group of 20 Engineers and 3 Lab Technicians.

1979-1993

Mfg. Engineering Specialist Sr. Hughes Missile System Company, formerly General Dynamics Convair Division.

### **Summary of Experience**

-Led the start-up of several classified programs in low observable and composites manufacturing for Department of Defense. Led design efforts for several new machine designs for commercial industry, in Reprocessing, Material Handling and Biotech automation. Typical tasks included coordination of design, planning, tooling, training, first article inspection, process validation, and computer control where applicable.

-Hand-picked to lead various on-site start-up teams due to wide-ranging knowledge of machines and processes. These start-ups were all over the world and required the overcoming of language barriers, differing work ethics, and measuring systems. All projects were completed on budget and on schedule.

-Managed a myriad of technical issues and sub-contractors to create a new composite manufacturing facility.

-Developed and implemented a plan for the integration of the composites facility into a single cohesive business unit in order to improve competitiveness and process control through automation, improved methods, and training, including construction of the facility, selection of equipment and certifying processes in a classified environment.

-Heavily involved in new program proposals including brain-storming, proposal activities, and/or prototype manufacturing of new products for 15 new programs.

-Initiated and managed research, development, and production contracts with budgets from \$25,000 to \$1,500,000 per year. These projects required the selection of all staff members, budgeting, scheduling, conflict resolution, problem solving, customer interface and technical oversight in order to ensure successful completion.

-Prepared proposals and cost estimates to procure new contracted research and development projects.

-Prepared numerous cost analyses for the justification of projects and equipment.

-Highly knowledgeable in the control of chemical and manufacturing processes, and programming of Computers and Programmable Logic Controllers.

-Highly skilled in the use of EXCEL, MS-WORD, SolidWorks, ACAD, MS-PROJECT, etc. to maximize personal and organizational efficiency.

### **Education:**

-B. A. Chemistry, Minor in Economics University of California, San Diego, Revelle College

-Numerous Design and analysis classes attended at San Diego State University.

-Several Management and Accounting Classes at National University

### **Inventions:**

-Co-Inventor on Patent 8038940 for "Automated machine for transferring solution from a source microwell plate to a destination microwell plate" issued October 18, 2011


-Co-Inventor on unissued patent for "Material Handling Machine" Docket Number 382329-000008 dated September 4, 2014

-Co-inventor on five other submitted patents, one for composites, two for processing of Sulfuric Acid and two for the digestion of extremely toxic materials and wastes with Sulfuric Acid. All patents applications were suspended when each of the businesses were sold.

### **Security Clearances:**

Currently Inactive Top Secret Special Access Clearance at Hughes Missile Systems and General Dynamics Convair Division.

**MEMORANDUM**

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** CSDA Board of Directors 2021 Election

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**RECOMMENDATION:**

1. Discuss and take action as appropriate.

**DISCUSSION:**

LWD recently received a California Special Districts Association (CSDA) electronic ballot for the 2021 election. There is one seat (Seat A) open for the southern network region. The candidates are the following:

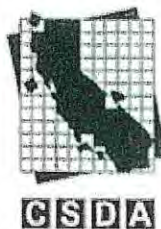
- Jo MacKenzie, Vista Irrigation District (incumbent)
- Jan Bissell, Valley-Wide Recreation and Park District
- Kelly Greg, Hesperia Recreation and Park District
- Rickey Manbahal, West Valley Water District
- Jo-Anne Martin, Placentia Library District
- Paulina Martinez-Perez, South Bay Irrigation District
- Rachel Mason, Fallbrook Regional Health District
- David Raley, San Bernardino Valley Water Conservation District
- John Skerbelis, Rubidoux Community Services District

Attached for your review are copies of the CSDA electronic ballot information and the candidate statements (Attachment A). The electronic ballot is due by 5:00PM on Friday, July 16, 2021.

This item has been placed on the agenda for discussion and action by the Board of Directors. Staff has no recommendation on this matter. Staff will cast the electronic vote based on the Board's recommendation by the due date.

Attachment

tb:PJB



- Home
- How It Works
- Logout **Paul Bushee**

## CSDA Board of Directors Election Ballot - Term 2022-2024; Seat A - Southern Network

**Please vote for your choice**

Choose one of the following candidates:

- Jo MacKenzie\*
- Jan Bissell
- Kelly Gregg
- Rickey Manbahal
- Jo-Anne Martin
- Paulina Martinez-Perez
- Rachel Mason
- David E. Raley
- John Skerbelis

\*Incumbent

Jo MacKenzie\*    [\[view details\]](#)

Jan Bissell    [\[view details\]](#)

Kelly Gregg    [\[view details\]](#)

Rickey Manbahal    [\[view details\]](#)

Jo-Anne Martin    [\[view details\]](#)

**Paulina Martinez-Perez** [\[view details\]](#)

**Rachel Mason** [\[view details\]](#)

**David E. Raley** [\[view details\]](#)

**John Skerbelis** [\[view details\]](#)

**Continue**

**Cancel**

This is the online voting system of CSDA. Powered by [Simply Voting](#).



## **RE-ELECT JO MACKENZIE**

### **PROVEN EXPERIENCE LEADING SPECIAL DISTRICTS**

- Dedicated
- Fiscally Responsible
- Committed to Special Districts

It has been a privilege to serve on the CSDA Board of Directors representing the Southern Network. I am honored that three years ago you elected me to serve your district. I am asking for your vote again in this election.

I am committed to continue building on the present foundation of CSDA's educational programs, state and federal legislative advocacy, and public outreach. As you know, this year ALL webinars are free to our members. The Special District Leadership Foundation Board has eliminated budget limits for scholarships. This allows all districts to apply for scholarships to attend workshops and conferences in 2021. I serve on both boards and I'm proud that the collaboration between the two boards allows all special districts to take advantage of CSDA's programs.

Serving on the Board of Directors and CSDA committees takes dedication and commitment, and especially a commitment of time. I have a proven record of leadership as both a Board member, a committee member and a chair. I was the PublicCEO Special District Official of the Year 2011 and CSDA Legislative Advocate of the Year 2010.

My proven leadership and public service experience, commitment to fiscal responsibility, and my comprehensive LAFCO and special district knowledge make me the most qualified candidate to represent the Southern Network.

With a passion for and proven experience in leading special districts, I would be honored to continue serving on the CSDA Board of Directors as your Southern Network Director.

✓ **Your district's vote will be greatly appreciated!**

**Last day to vote: July 16, 2021**



## JAN BISSELL

FOR

**CSDA BOARD OF DIRECTORS, SEAT A  
SOUTHERN NETWORK**

Hello, my name is Jan Bissell and I am the Vice President of the Valley-Wide Recreation and Park District Board of Directors. I am proud to say that for over 45 years, I have been involved with Valley-Wide Recreation as a volunteer in many capacities from coaching, officiating, organizing fundraisers and being an ambassador of Recreation in the community. My background is in business, but I also had the opportunity to serve as a Recreation Supervisor for 5 years and I was fortunate that both jobs kept me in direct contact with my community.

Last year, I had the honor of being recognized as an Outstanding Board Member for the California Association of Recreation and Park Districts. It is an honor I share with my fellow Board members as it is a reflection of our collective work to ensure the growth and sustainability of our District. With over 80 Parks and community centers and more than 250,000 residents to serve, my focus is on making sure the core of our services continue to reflect and fill the needs of our community.

- **Valley-Wide Recreation and Park District Board Member for 15 years (current)**
- **CIF and Recreation coach and sports official for 40+ years**
- **Outstanding Board Member CARPD 2020**
- **First Baptist Church Board of Trustees for 8 years**
- **First Baptist School Board Member for 4 years**
- **Member of the CIF Board for 25 years**

I am a husband, father, grandfather and a fearless advocate for our community. It is my hope that with your support, I can also be a fearless advocate for your special District.

On Behalf of our Board of Directors and entire Valley-Wide Recreation staff, I respectfully request your District's vote for the nomination to the Board of Directors of the California Special District Association (CSDA).

Kelly J Gregg, Director  
Hesperia Recreation and Park District

I have been a lifelong resident of Hesperia since 1971. I served as the voice of the community, and taxpayers on the HRPD Governing Board from 2010-2014 and 2016-current.

- Serves as Director of the Hesperia Recreation and Park District and on several committees: Finance (chair), Tri-Agency (chair), Personnel (v-chair).
- Served as President of the Hesperia Recreation and Park District and on several committees: Budget (chair), Safety and Security (chair), Foundation, and Golf Course.
- Serves on Hesperia City Council Safety Committee (chair).
- Fiscal responsibility and transparency are two main platform goals that take priority when making decisions for any agency or civic organization.

Kelly J Gregg is available to you at (760)985.1193 or by email [directorgregg@hesperiaparks.com](mailto:directorgregg@hesperiaparks.com)

Please Vote: Kelly J Gregg for CSDA Director Southern Network

### **CANDIDATE STATEMENT**

When Mr. Manbahal was hired, WVWD was in a state of financial and administrative turmoil. Under his leadership, WVWD enacted ten major reforms to resolve financial issues, address the numerous negative findings in a previous California State Controller's office audit and deliver greater accountability and savings for ratepayers, resulting in WVWD's receiving of the Special District Leadership Foundation Transparency Certificate of Excellence. As a result of his efforts, including the implementation of the Cal-Card purchasing card program to minimize fraud, WVWD's most recent state audit found no material deficiencies with WVWD's internal controls, management and records.

Even in the face of a decline in revenue due to COVID-19, Manbahal's strong leadership produced a responsible fiscal year 2020-2021 budget that generated \$416,000 in cost savings without raising rates for ratepayers. Recently, Manbahal led WVWD's effort to apply for and secure a U.S. Environmental and Protection Agency loan for capital improvements worth nearly \$25 million.

Before his tenure at WVWD, Manbahal served as director of finance, assistant financial services director and interim finance director for localities throughout California. Prior to that, Manbahal worked as an internal auditor for the County of Los Angeles. Manbahal earned his Master's degree in Public Administration from California State University Northridge and a bachelor's degree in accounting. He also serves as a part-time lecturer at UCLA Extension, leading intensive courses in auditing, accounting and business management.

Given his extensive experience in turning around municipal finances and management, we have no doubt Mr. Manbahal will be a valuable addition to CSDA leadership. Without any reservation, we strongly urge you to consider Mr. Manbahal for the position of CSDA Board of Director Seat A — Southern Network in the coming election. If you have any questions or concerns, please contact Mr. Manbahal directly at [smanbahal@wvwd.org](mailto:smanbahal@wvwd.org) or (909) 820-3706.

*Rickey S. Manbahal, MPA  
Interim General Manager  
Chief Financial & Administrative Officer*





March 15, 2021

President Jo-Anne Martin's background is in aerospace defense, operations and business. She has a bachelor's degree in biopsychology from Vassar College, and a master's degree in Systems Management from the State University of New York at Binghamton.

Jo-Anne Martin served in the US Air Force for 21 years as an Air Battle Manager. During this time she commanded 2 Air Force units, served as a Mission Crew Commander in both the US and NATO Airborne Warning and Control System (AWACS) and was the Pacific Regional Air Defense Commander. President Martin commanded an AWACS crew during the first Gulf War, accumulating over 200 combat flying hours and was awarded an Air Medal for her accomplishments. She is the first female graduate of the USAF Fighter Weapons (Top Gun) School. Her last assignment was at the Pentagon where she directed Congressional, budget and program integration for a \$28 billion portfolio of communications and computer programs. She routinely briefed Congressional staffers, Air Force senior leadership and media.

After retiring from the Air Force, Jo-Anne Martin spent 10 years in the aerospace defense industry. She was a Director of Business Development for The Boeing Company with extensive international as well as domestic responsibilities. Her international experiences span Asia, the Middle East and Europe with multiple tours in South Korea.

President Martin is very active in the local community serving as Associate Director on the Financial Partner's Credit Union Board of Directors, Secretary for Alta Vista's Women's Golf Association, an Elder of the Placentia Presbyterian Church, and as a literacy volunteer at the Placentia Library District. President Martin also regularly volunteers at Charity's Closet and is a past chair and board member of the Homeless Intervention Shelter.

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### BOARD OF TRUSTEES

Jo-Anne Martin  
President

Gayle Carline  
Secretary

Sherri Dahl  
Trustee

Hilaire Shioura  
Trustee

Al Shkoler  
Trustee

Jeanette Contreras, M.L.S.  
Library Director

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### PLACENTIA LIBRARY DISTRICT

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www.placentialibrary.org



Jo-Anne Martin  
President  
Placentia Library District  
Board of Trustees

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The vision of the Placentia Library District is to inspire exploration, open minds, and bring people together.



SOUTH BAY IRRIGATION DISTRICT  
505 GARRETT AVENUE, POST OFFICE BOX 2328  
CHULA VISTA, CALIFORNIA 91912-2328  
(619) 420-1413 FAX (619) 425-7469  
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BOARD OF DIRECTORS  
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DIVISION 1  
PAULINA MARTINEZ-PEREZ  
DIVISION 2  
JOSE PRECIADO  
DIVISION 3  
HECTOR MARTINEZ  
DIVISION 4  
JOSIE CALDERON-SCOTT  
DIVISION 5

**Candidate Statement:**

I am pleased to share with you my interest in being part of the Board of Directors representing the Southern Network. The Board of Directors for the California Special Districts Association has six major beliefs and I believe I would be an excellent addition that would support the board in being a leading and passionate voice for all special districts.

In order to raise awareness and understanding of what special districts are, the CSDA established the "Districts Make The Difference" campaign. This campaign focuses on creating more visibility and outreach to the public. With its new logos, videos, student contents, etc. the CSDA is demonstrating a newfound commitment to revolutionize, and modernize its efforts. Electing me as the representative of the Southern Network would align with CSDA's most recent push in revitalizing and revamping its efforts to outreach the public.

Undoubtedly, the members of the current Board of Directors are committed to strengthening and supporting the special districts that make up California. However, the strength of a fresh perspective cannot be overstated. As a newly elected Director the South Bay Irrigation District, and the youngest member ever elected, I have been able to bring a new perspective to our governing board. As part of the Board of Directors I would focus on being a member that promotes the ability to look at what can be done, and not only at what has been done.

Professionally, I am a graduate of the University of California, Los Angeles (UCLA) with a major in Political Science and minored in Society and Genetics as well as Biological Anthropology. I also possess a master's degree from Johns Hopkins University and I am currently a public high school biology teacher.

Please feel free to reach me directly at [pmp.sbid@gmail.com](mailto:pmp.sbid@gmail.com) or 619.361.1647.

Thank you for your time.

Respectfully,

Paulina Martinez-Perez

*March 11, 2021*

California Special Districts Association

RE: 2021 Board of Directors Election Candidate Statement

To Whom it May Concern,

I respectfully submit this nomination form for consideration to represent the Southern Network of CSDA. My tenure with the Fallbrook Regional Health District has been short in duration, yet I feel that these last two years have been the most rewarding of my professional career. My initial professional life was in the nonprofit industry, so when I switched to a Governmental role, I found a new vocabulary, new rules of operations, and a new ability to provide deep service to my community. Upon entry to this position, I was immediately directed by the Board of Directors, the District's legal counsel and our long-time staffers to engage with CSDA for trainings, education and support. I have been impressed with the education and advocacy provided to members from CSDA and have benefitted from these resources. I believe that while I may be still be considered new to this industry, my broad professional experience and collaboration building abilities could benefit CSDA, my home District and our shared communities.



Rachel A. Mason, M.A., M.S.  
Chief Executive Officer  
Fallbrook Regional Health District

Director, SBV Water Conservation District/ Retired Credit Union CEO, Retired Colonel

I have demonstrated my leadership and organizational commitment in rising from Aviation Cadet to a Colonel in the US Air Force. I demonstrated the same skills when I was elected to the Conservation District Board against a 16 year talented and effective Board Member.

My leadership skills and financial expertise have ensured cost effective protection of critical ground water resources in the San Bernardino Valley Water Conservation District.

I am a Vietnam Pilot Combat Veteran and a retired USAF Colonel after enlisting as an Aviation Cadet with a Trade High School Diploma.

As your Representative I will use these same skills and commitment to maintain and enhance the operation of the CSDA Board of Directors, Seat A, Southern Network Representative

I have continued to insist the District had effective fiscal controls to build and maintain a permanent strong financial position that ensures the viability of the District and its important endeavors.

"Helping Nature Store Our Water" is our Water District's motto. I have actively promoted and supported projects to enhance water capture and to ensure all the available State Project water is stored in the Bunker Hill Basin.

I have provided significant contributions to our District's effort to protect endangered species, public access to trails so all can enjoy the community's upper Santa Ana River resources and local aggregate supplies in support of the local economy.

Qualifications: Master's Degree in Business Administration from Arizona State University, President/CEO, Norton (Alta Vista) Credit Union, President, Crafton Hills College Foundation, Redlands Police Civilian Patrol, 3 years as Chairman of the Volunteer Governing Committee, City of Redlands Technical and Professional Volunteer of the Year and President of the San Bernardino Valley Conservation Trust.

I ask for your vote.

Thank you.

909.798.9248

## CANDIDATE STATEMENT

### JOHN SKERBELIS

Unique to Rubidoux Community Services District (“Rubidoux”) is its history as the state of California’s first community services district, formed in 1952. Rubidoux was within an unincorporated area of western Riverside County and now provides approximately 35,000 people with water, sewer, fire protection, trash, weed abatement, and street light services. These services in part helped enable the area to develop and grow, eventually leading into the incorporation of the area as the City of Jurupa Valley on July 1, 2011. Rubidoux continues to provide services consistent with its formation in 1952 and as a CSDA Member appreciates the support CSDA provides in many ways.


John Skerbelis is a Director on Rubidoux’s Board of Directors and currently the Board President. He is seeking election to CSDA’s Board of Directors and is asking for support from fellow CSDA Southern Network Members.

Examples of Director Skerbelis’ local community service experience include -

- Elected to Board of Directors of Rubidoux in 2007 and past Board President twice
- Member of Riverside County Solid Waste Management Advisory Council – 7 years
- Recognized by Riverside County Board of Supervisors for outstanding performance related to the illegal dumping task force (AB 1822 and AB 1924)
- Worked for Riverside County Department of Environmental Health - 8 years
- Local business owner
- Coordinated with Congressman Calvert and Takano to secure FEMA funds for Rubidoux

With his experience and diversity of public service, Director Skerbelis would be a meaningful member of CSDA’s Board of Directors. When submitting your vote in the upcoming vote for CSDA Board of Director Seat A – Southern Network, it is requested you consider John Skerbelis for your vote. Thank you.

## MEMORANDUM

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** Clean Energy Alliance (CEA) Electric Rate Option

**RECOMMENDED:**

Staff recommends that the Board of Directors:

1. Discuss the 6 CEA Rate Tariffs for applicable Leucadia Wastewater District (LWD) facilities and select the desired tariff for each; or
2. Direct staff to “opt-out” of any or all of the CEA Programs and remain with San Diego Gas & Electric (SDG&E).

**DISCUSSION:**

The CEA is a community choice energy program that was established in April 2019 to provide alternate clean energy choices for consumers in its service area. CEA is a public joint powers authority consisting of the Cities of Carlsbad, Del Mar and Solana Beach and representatives from each of the respective city councils serve as the CEA’s Board of Directors.

CEA developed its implementation plan in December 2019 and subsequently established the following rate tariffs:

- Option 1 – Clean Impact – 50% Renewable Energy
- Option 2 – Clean Impact Plus – 50% Renewable Energy/75% Carbon Free
- Option 3 – Green Impact – 100% Renewable Energy

On May 1, 2021, the CEA rate program went live and consumers were automatically defaulted into Option 2 – Clean Impact Plus. For LWD, the CEA rates *only* apply to our six facilities located within Carlsbad, which include: Leucadia Pump Station, LWD Headquarters, Encina Effluent Pump Station, Rancho Verde Pump Station, La Costa Pump Station, and Saxony Pump Station. If the Board chooses to “opt-out” and remain with SDG&E, LWD must notify CEA by June 29<sup>th</sup>. Should the Board choose to go with one of CEA options, LWD would have the ability to “opt-out” of the CEA after a period of one year.

For ease of implementation, the rate tariffs were designed to mimic the current SDG&E rate tariffs. LWD staff has coordinated with CEA staff and they have developed a comparison estimate of SDG&E’s energy costs relative to CEA’s energy cost structures for each applicable LWD facility. The CEA costs are very competitive and can offer a slight savings to slight increase depending on which option is selected. A summary of the cost comparison can be found in the following table:

## Estimated Annual Renewable Energy Cost Savings Summary

Electric Service Charge	Clean Impact (50%)	Clean Impact Plus (50% / 75%)	Green Impact 100% Renewable
	Savings	Savings	Savings
LWD Admin Office	\$1,437.08	\$1,352.39	\$801.90
Leucadia PS	\$1,680.73	\$782.80	\$(4,753.75)
Encina Effluent PS	\$174.32	\$85.44	\$(492.33)
Rancho Verde PS	\$15.28	\$7.18	\$(45.45)
La Costa PS	\$113.55	\$53.97	\$(333.30)
Saxony PS	\$89.73	\$44.41	\$(250.18)
<b>ANNUAL SAVINGS</b>	<b>\$3,510.69</b>	<b>\$2,326.19</b>	<b>-\$5,073.11</b>

**Please Note: Negative amounts reflect an increase in cost over SDG&E costs. Positive numbers denote savings.**

As can be seen, LWD can realize an estimated savings of approximately \$3,500 per year under the Clean Impact Tariff, approximately \$2,300 per year under Clean Impact Plus; and an increase of approximately \$5,100 under the Green Impact Plan. To provide some perspective, LWD currently pays approximately \$206,000 per year in electricity for these facilities under SDG&E with Leucadia Pump Station being the largest user at approximately \$128,000 per year.

*Board of Director Options:*

The Board has a number of options available to it and they include the following:

1. Elect to have all of the facilities fall into the Clean Impact Plan, or
2. Elect to have all of the facilities fall into the Clean Impact Plus Plan, or
3. Elect to have all of the facilities fall into the Green Impact Plan, or
4. Direct staff to "opt-out" of the CEA and remain on the SDG&E rate structure, or
5. Select a hybrid plan, where each facility can either go on one of the CEA plans or opt out to SDG&E.

Staff is seeking Board direction as to which approach it would like to take relative to the options available. Staff anticipates that sufficient funding is available in the Fiscal Year 2022 Budget to cover any of the options that the Board chooses.

PJB

**MEMORANDUM**

**DATE:** June 3, 2021  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager  
**SUBJECT:** Director Vacancy Letters of Interest

**RECOMMENDED:**

Staff recommends that the Board of Directors:

1. Review the one letter of interest for the vacant Board of Directors position and provide direction as to how the Board would like to proceed.

**DISCUSSION:**

At the May 2021 Board Meeting, the Board of Directors directed staff to notice the Board vacancy in accordance with California regulations. The Board also decided to consider potential candidates at its June 9, 2021 Board Meeting and tentatively scheduled Special Board Meetings on June 16, 2021 and June 23, 2021 for potential follow-up activities.

As directed, Staff posted a "Notice of Vacancy" in three conspicuous places within Electoral District 1. The notice was also published in the San Diego Union Tribune on May 16<sup>th</sup>, the Coast News on May 21<sup>st</sup>, and placed on the District's website and Facebook page. As a result, LWD received 1 letter of interest (attached) by the June 2<sup>nd</sup> deadline from the following candidate:

1. Mr. Chris Roesink

Staff has confirmed that the candidate currently resides within district boundaries and is a registered voter at the listed address.

Staff recommends that the Board of Directors review the attached letter of interest and provide direction as to whether the Board would like to either: 1) make a selection based on the application submitted; 2) interview the candidate prior to selection; or 3) take other action.

tb:PJB

Attachment



Chris Roesink

RECEIVED  
JUN - 1 2021  
BY: 3

7509 Solano Street, Carlsbad, CA 92009 | 760.703.2474 | Chris.Roesink@HunterIndustries.com

May 29, 2021

Board of Directors and General Manager Paul Bushee  
Leucadia Wastewater District

Dear Board of Directors,

I am interested in the pursuing the vacant Board of Directors position for District 1. I am a 15-year resident of La Costa and very eager to learn more about our local infrastructure and contribute to future of our regions water supply and wastewater system.

My wife Raegan Matthews is the incoming President of the Carlsbad Hi-Noon Rotary Club and we have two daughters Nixon (8) and Brighton (5) who attend La Costa Heights Elementary School. For the past 19 years I have had the amazing opportunity to work for locally based Hunter Industries, a global leader in irrigation and lighting products. I have served the water industry as an advisor on San Diego County Water Authority SDCWA Conservation Action Committee and consulted with many of their member agencies on drought strategies. I am an instructor for the Qualified Water Efficient Landscape Program for the SDCWA and currently a member of California Department of Water Resources Landscape Stakeholder Advisory Group. With this group I have contributed to Assembly Bill AB1881. As a Regional Specification Sales Manager I have consulted on Residential / Commercial / Golf Irrigation infrastructure and water conservation conversion projects. During my time at Hunter Industries I have grown sales exponentially in building distribution and serving on our marketing new product development team. My primary focus is technical specification for landscape architects, national home builders, local developers and public agencies.

I have past experience as Vice President of Sea Point Tennis Club HOA for 8 years, Tree San Diego BOD 5 years, California Landscape Contractors Association BOD 4 years. I currently serve on the American Society of Landscape Architects San Diego Chapter Affiliate BOD and Corona La Costa HOA BOD and serve on the Architectural Review Committee.

I am a motivated and a goal-oriented strategic leader who works well with others, and I have been recognized for my unique ability to develop and nurture deep relationships with colleagues and clients. Given my experience in the industry I believe I may be a good candidate for a Leucadia Wastewater BOD position. I hope that you will instill your trust in me to serve my community in this role. I'm looking forward to any training and or learning pathways you have to offer.

Fun facts: I am a third generation San Diegan. I started my first company at age 11 and sold it when I was 22 years old. I am a professional photographer and also have a passion for golf and gardening.

My resume is attached.

Sincerely,



Chris Roesink

# Chris Roesink

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7509 Solano Street, Carlsbad, CA 92009 | 760.703.2474 | Chris.Roesink@HunterIndustries.com

## Professional Experience

### **SPECIFICATION SALES MANAGER | HUNTER INDUSTRIES | NOVEMBER 2014 – PRESENT**

- Business Development territory focused in Southern California solidifying Hunter FX product specification on various construction projects ranging from municipal infrastructure to builder and residential sites.
- Assist Hunter Marketing team with creation of technical content including catalog photography, presentations, site studies and market strategy.
- Hunter Product Advisory Group- strategic team advising Marketing and Engineering on new product development

### **PROFESSIONAL PHOTOGRAPHER | ROESINK PHOTOGRAPHY | NOVEMBER 2008 – PRESENT (PART TIME)**

- Photographer for corporate events and products for NATAS Emmys, Microsoft / X box and Hunter Industries

### **DISTRIBUTION SALES MANAGER | HUNTER INDUSTRIES | MAY 2002 – OCTOBER 2014**

- Exponentially grew Hunter's market share introducing new products to Los Angeles, County, Ventura County and Kern County via strategic product promotions while providing sales forecasting to CA Regional Management.
- Guided distributor ownership and purchasing teams through annual buy programs typically exceeding 30% growth year over year

### **OWNER | PROFESSIONAL IMAGE LANDSCAPE | JUNE 1990 – May 2002**

- Started lawn care and sprinkler repair business at age 11 and built it to a portfolio of 75 elite residential, estate and commercial landscapes while attending college at SDSU
- Managed a four person staff with minimal turnover, 95 percent customer retention exceeding \$200K sales
- Sold Professional Image Landscape in May of 2002 when recruited by Hunter Industries as Irrigation Sales Manger

## Skills & Abilities

### **COMMUNICATION**

- Business communication skills with strong ability to collaborate and delegate in a team environment
- A polished presenter with the ability to communicate effectively to large audiences and proficient in Spanish

### **LEADERSHIP**

- Vice President of Sea Point Tennis Club HOA for 5 years. Responsible for a 330 unit/ 52 acre condominium complex. Managed a \$1.3 Million dollar annual operating budget. My direct contributions resulted in a 40% reduction of landscape water usage, saving over \$100,000 in water expenses annually while secured \$126,000 in rebates. recognized for water conservation by Olivenhain Water Agency in 2013.
- Tree San Diego Board of Directors 2013 - 2018

## Educational Background

### **BACHELOR OF ARTS | MAY 2002 | SAN DIEGO STATE UNIVERSITY**

- Major: Public Administration
- Related coursework: Business Administration, Accounting, Business Communication, Computer Science, Economics, Finance, Marketing, Management of State, Federal, Public Personnel Administration and Statistics

### **CERTIFIED LEAN SIX SIGMA - BLACK BELT | MAY 2013 | CALIFORNIA STATE UNIVERSITY SAN MARCOS**

- Understanding of Lean Six Sigma business objectives and statistics through projects and coursework

The following [Irrigation Association Certifications](#)

- Certified Irrigation Consultant – Irrigation Association
- Certified Landscape Irrigation Auditor – Irrigation Association
- Certified Landscape Irrigation Contractor – Irrigation Association
- Certified Water Conservation Manager – Irrigation Association
  
- Qualified Water Efficient Landscape QWEL- Instructor – San Diego County Water Authority

Leucadia Wastewater District  
1960 La Costa Avenue  
Carlsbad, CA 92009

May 25, 2021

Dear Board of Directors,

I am writing to introduce myself as a nominee for the Special District Representative (Alternate) position on the San Diego Local Agency Formation Commission (SDLAFCO).

I am running for the Special District Representative (Alternate) seat to bring a fresh perspective to San Diego LAFCO to support policymaking that is informed, thoughtful, and balances the diverse needs of the public(s) served by special districts throughout San Diego County. I recognize that decisions made by the Commission are often permanent, thus impacting the long-term delivery and accessibility of critical services to the people who rely on those services. I take this responsibility seriously.

Now more than ever, the unique functions of special districts are essential for maintaining the health, safety, and well-being of the public. In serving as a Director for Mission Resource Conservation District, I have a deep understanding of the key roles that special districts play in addressing critical issues impacting our region, including water conservation, fire mitigation, natural resource conservation, and agriculture, as resource conservation districts serve as a nexus for addressing such issues.

San Diego LAFCO plays a significant role in shaping how San Diego County as a whole, as well as individual special districts, address the challenges of climate change and the COVID-19 pandemic. In promoting a more economically thriving, sustainable, and equitable region, my priorities include:

- Making sure the needs of special districts are heard in the Commission's decision-making processes.
- Recognizing the importance of local control to support cost-effective, efficient, high-quality, and accessible services to benefit the public.
- Considering the unique needs of the broader North County area in urban water management, land, and conservation decisions.
- Championing equity and environmental justice in SDLAFCO's policies and practices.

My commitment to public service, combined with my experience and education, will bring a fresh perspective to San Diego LAFCO to be able to find fair and creative solutions to challenging issues. My broad background in public policy, including legislative experience and policy-related research, provides me with an "on the ground" understanding of local issues, along with the necessary skills to balance the diverse needs of various stakeholders. Additionally, my substantial experience and training in research (specializing in research methods) allows me to critically analyze data, identify gaps, and offer guidance on data collection and reporting to support the Commission's work.

I look forward to talking with you about your needs, ideas, and vision for the future. Please feel free to reach out to me at (530) 219-8805 (cell) or heather.conklin@gmail.com. I am also happy to attend a meeting for further conversation.

I greatly appreciate your Board's consideration and support. I'm looking forward to talking with you soon!

Best regards,



Heather Conklin, M.A., M.P.A.  
Nominee for Special District Representative (Alternate) for San Diego LAFCO  
Director, Mission Resource Conservation District  
12+ year resident of Oceanside



1391 Engineer Street • Vista • California 92081-8840  
Phone: (760) 597-3100 • Fax: (760) 598-8757  
www.vidwater.org

**Board of Directors**

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Brett L. Hodgkiss  
*General Manager*  
Lisa R. Soto  
*Board Secretary*  
David B. Cosgrove  
*General Counsel*

May 18, 2021

**Re: Jo MacKenzie for CSDA Board of Directors, Southern Network, Seat A**

Dear Board President:

On February 17, 2021, the Vista Irrigation District (VID) Board nominated Jo MacKenzie to the California Special Districts Association (CSDA) Board of Directors for the Southern Network, Seat A. As President of the Board, I'm requesting that your Board cast its vote for Jo MacKenzie, CSDA Board of Directors. The electronic balloting starts on May 28.

Jo's enthusiasm, commitment, and comprehensive knowledge of special districts have brought a high level of experience to the CSDA Board of Directors. Jo believes it is important that CSDA continue to be the voice of all special districts and build on the present foundation of legislative advocacy, educational programs, and public outreach.

Currently serving on the CSDA Board as a Past President (President, 2011), Jo serves on the CSDA Legislative Committee: she served as the Committee Chair from 2006-2010 and in 2012 and was named Legislative Advocate of the Year in 2010. Jo currently serves as President of the CSDA Finance Corporation, and Treasurer of the Special District Leadership Foundation. She also serves on the CSDA Membership Committee and is very active with the San Diego Chapter of CSDA, serving as its President 1998-2000.

Jo was elected to the VID Board of Directors in 1992 and has since served as President eight times. She is currently a Commissioner on the San Diego Local Agencies Formation Commission (LAFCO) and served as Chair in 2019-2020; Jo has continuously served in various capacities on LAFCO since 1994. She also serves on the California Association LAFCO Board of Directors and is on its Legislative Committee. Jo is a past Board Director for the Association of California Water Agencies and currently serves on its Membership Committee.

Jo is active in her local community, having served on the City of San Marcos Planning Commission, Traffic/Safety Commission, Budget Review Committee and Affordable Housing Task Force. She has also been active in the San Marcos Chamber of Commerce for 30 years, serving as a Board Member and a Life Member Ambassador.

Jo is extremely active and engaged in all aspects of California special districts and her wealth of experience makes her the obvious choice for the Southern Network, Seat A. I urge your Board to vote for Jo MacKenzie to continue her service as Seat A Director for the Southern Network. Thank you for your support!

Very truly yours,

Patrick H. Sanchez  
President, Board of Directors

# Directors' Conferences

Presented by Directors Omsted & Sullivan

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## Conference

2021 Virtual CSDA Legislative Days

## Dates and Location

May 18 – May 19, 2021

Virtual Conference

## List of Attendees

President Donald Omsted

Director Elaine Sullivan

The above mentioned Board members virtually attended meetings to gain insights on the COVID pandemic, climate adaptation, policy changes impacting agencies, and to hear from federal and state policy leaders.

# Directors' Meetings

Presented by Directors Omsted, Hanson, and Sullivan

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## Conference

CSDA Virtual Quarterly Meeting

## Dates and Location

May 20, 2021 @ 5:30pm via Zoom

## List of Attendees

President Donald Omsted

Vice President Judy Hanson

Director Elaine Sullivan

The above mentioned Board members heard a presentation from representatives from the County of San Diego's Low Income Assistance Programs. There was also a LAFCO Special District's Representative Candidate Forum.