



BOARD OF DIRECTORS
SPECIAL BOARD MEETING

Pursuant to the State of California Executive Order N-25-20, 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: (669) 900-6833
Meeting ID: 865 5059 2406 **Password:** 454608

Public Participation/Comment: Members of the public can participate in the meeting by emailing comments to the Executive Assistant at tbaity@lwwd.org by 9:00 a.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: Monday, May 9, 2022
TIME: 1:00 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.

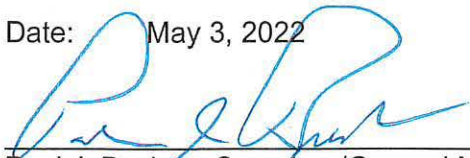
1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**

- 4. General Public Comment Period**
- 5. Approval of Agenda**
- 6. Overview of Recommended Fiscal Year 2023 (FY23) Budget**
 - A. Review and discuss the recommended FY23 Budget. (Page 5, Enclosure)
- 7. Closed Session**
 - A. Meet with District Representatives General Manager Bushee and Director of Finance and Administration Green to discuss the FY23 Informal Input Process and provide direction regarding salaries, salary schedules and employee benefits, as authorized under Government Code Section 54957.6. (Confidential Enclosure)
- 8. 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: May 3, 2022



Paul J. Bushee, Secretary/General Manager


Board of Directors' Code of Conduct

- ◆ *I will openly communicate during Board meetings and voice my views, in the meetings, on all matters regarding the District.*
- ◆ *I will support the decisions of the Board once they are voted on.*
- ◆ *I will concentrate on issues of governance and strategic import to the District and will expect support from staff on issues of operational import and detail.*
- ◆ *I will treat fellow Board members with dignity and respect.*
- ◆ *I will be prepared to discuss Board issues and agree to spend the necessary time and attention to Board matters.*
- ◆ *If I have concerns or questions, I will ask. If I need clarification of Board agenda items, I will call ahead and discuss with the General Manager.*
- ◆ *I will support the general manager as the primary spokesperson for the district.*
- ◆ *I will conduct myself in the highest ethical manner and comply with all appropriate government regulations.*

Role of Staff

- ◆ *Implement policies of LWD Board*
- ◆ *Create tactics and action plans that address how policies should be implemented*
- ◆ *Provide technical competence in addressing issues of how tactics should be implemented*
- ◆ *Provide relevant facts and recommendations*
- ◆ *Provide effective leadership*
- ◆ *Administer day-to-day operations of the district*
- ◆ *Respond to reasonable board requests for information*

MEMORANDUM

DATE: May 3, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Overview of Proposed Fiscal Year 2023 (FY23) Budget

RECOMMENDATION:

1. Review and provide direction as appropriate.

DISCUSSION:

Enclosed please find the proposed FY23 Budget for your review. Staff will present an overview of the proposed budget at the upcoming Special Board Meeting. Highlights of the budget include:

- 1) The proposed budget assumes an increase in the Wastewater Service Charge for FY23. The proposed rate will increase from \$378.04/EDU/YR to \$415.84/EDU/YR.
- 2) Expenses are allocated to the following primary programs:
 - a. Leucadia Wastewater Facilities
 - b. Batiquitos Joint Facilities
 - c. Recycled Water Operations
 - d. Capital Program
- 3) Administrative service costs have been allocated to the four programs above as overhead.
- 4) Development services have been included as a separate program.
- 5) The FY23 Capital Improvement Program Budget includes new appropriations for the following projects:
 - Capital Acquisitions
 - Asset Management Plan Update
 - Village Park 7 Pump Rehabilitation
 - FY23 Gravity Pipeline Rehabilitation
 - Rancho Verde Pump Station Rehabilitation
 - Miscellaneous Pipeline/Manhole Rehabilitation
 - Lateral Reimbursement Program
 - Batiquitos Pump Station Emergency Basin Inspection
 - Encina Joint System Capital Improvement Projects
 - North SD Water Reuse Coalition Project
 - B1 Force Main - North Section Replacement

Staff will incorporate any feedback from the Board, during this Special Board Meeting, into the final recommended budget. The Board will then consider the final recommended budget at the June 8, 2022 Regular Board Meeting.

reg:PBJ

Enclosure