



**BOARD OF DIRECTORS
REGULAR MEETING
AND
PUBLIC HEARINGS TO CONSIDER THE FISCAL YEAR 2023 COLLECTION OF
WASTEWATER SERVICE CHARGES ON THE COUNTY TAX ROLL
AND
THE ADOPTION OF AN ORDINANCE APPROVING A REIMBURSEMENT AGREEMENT
FOR SEWER BETWEEN LEUCADIA WASTEWATER DISTRICT AND PETER LAGASSE**

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: 863 4443 2175 **Password:** 627424

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

DATE: Wednesday, June 8, 2022

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. **Adopt Resolution No. 2372 - Authorizing Remote Teleconference Meetings Due to the Declared State Emergency Resulting From the COVID-19 Pandemic (Pages 7-10)**
5. **General Public Comment Period**
6. **Approval of Agenda**
7. **Presentation and Awards**
None.

CONSENT CALENDAR

Items 8-13 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.

8. **Approval of Board and Committee Minutes**
Minutes of the following meetings:

 May 9, 2022 Special Board Meeting (Pages 11-14)
 May 11, 2022 Regular Board Meeting (Pages 15-19)
 June 1, 2022 Engineering Committee Meeting (Pages 20-22)
9. **Approval of Demands for May/June 2022**
This item provides for Board of Directors approval of all demands paid from LWD during the month of May and a portion of June 2022. (Pages 23-31)
10. **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 FY21 to FY22, flows by sub-basin, and staff training. (Pages 32-38)
11. **Finance Report**
This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY22 budget and discloses monthly investments. (Pages 39-46)
12. **Disclosure of Reimbursements**
This report discloses travel expense reimbursements for the month of May 2022. (Pages 47-48)
13. **Establishing an Appropriations Limit of the LWD for Fiscal Year 2023 (FY23)**
Adopt Resolution No. 2370 Establishing an Appropriations Limit of the Leucadia Wastewater District (LWD) for the Fiscal Year 2023 (July 1, 2022 to June 30, 2023) Pursuant to Article XIII (B) of the California Constitution. (Pages 49-53)

EWA REPORTS

14. Encina Wastewater Authority Reports

- A. A regular EWA Board Meeting was held on May 25, 2022 via videoconference – report by Director Omsted. (Page 54)
- B. An Encina Member Agencies Manager's (MAM) Meeting was held on June 7, 2022 – report by GM Bushee. (Verbal)

COMMITTEE REPORTS

15. Committee Reports

- An Engineering Committee meeting was held on June 1, 2022 via videoconference – report by Director Roesink. (Page 55)

PUBLIC HEARING

16. Public Hearings to consider the following:

- A. A Proposal to Consider Collecting the District's Wastewater Service Charge for Fiscal Year 2023 (FY23) on the San Diego County Tax Roll. (Page 56)
- B. A Proposal to Adopt an Ordinance Approving a Reimbursement Agreement for Sewer between Leucadia Wastewater District and Peter Lagasse. (Page 57)

ACTION ITEMS

17. Collection of Wastewater Service Charges on the County Tax Roll for Fiscal Year 2023 (FY23)

- Adopt Resolution No. 2373 Adopting and Approving the Report for the Collection of Wastewater Service Charges on the County Tax Roll for the Fiscal Year July 1, 2022 – June 30, 2023. (Pages 58-60)

18. Adopt Ordinance No. 145 - Approving A Reimbursement Agreement for Sewer between Leucadia Wastewater District and Peter Lagasse (Pages 61-69)

19. Adopt the Fiscal Year 2023 (FY23) Budget (Page 70, Enclosure 19)

20. Unrepresented Employees Salary and Benefits Resolution

- Adopt Resolution No. 2371 setting forth salaries, benefits and other working conditions for unrepresented employees for the period July 1, 2022 to June 30, 2023. (Pages 71-79)

21. Contract Amendment No. 1 to MSC Janitorial Services, Inc.

- Authorize the General Manager to execute a contract Amendment No. 1 with MSC Janitorial Services, Inc. (MSC) for Janitorial Services for an additional two years in an amount not to exceed \$60,400. (Pages 80-81)

22. Adoption of the 2019 Integrated Regional Water Management Plan.

- Approve Resolution No. 2374 - Adopting the 2019 Integrated Regional Water Management (IRWM) Plan (Pages 82-85)

23. CSDA Board of Directors 2022 Elections – Seat B (Pages 86-92)

INFORMATION ITEMS

24. Project Status Updates and Other Informational Reports

A. Support Letter for Don Bartz, General Manager of Phelan Pinon Hills Community Services District, for CSDA Board of Directors – Seat B. (Page 93)

B. CASA 67th Annual Conference will be held August 10 - 12, 2022 at the Resort at Squaw Creek in Lake Tahoe, CA. (Pages 94-95)

C. 2022 CSDA Annual Conference will be held August 22 - August 25, 2022 at the J.W. Marriott in Palm Desert, CA. (Pages 96-97)

25. Directors' Meetings and Conference Reports

2022 CSDA Legislative Days Conference was held May 17 - 18, 2022. (Page 98)

26. General Manager's Report

27. General Counsel's Report

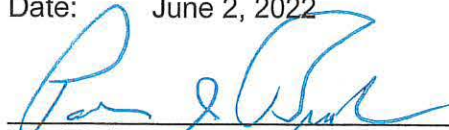
28. Board of Directors' Comments

29. 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 2, 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: June 2, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Adopt Resolution No. 2372– Authorizing Remote Teleconference Meetings Due to the Declared State of Emergency Resulting from the COVID-19 Pandemic**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2372 – Authorizing Remote Teleconference Meetings Due to the Declared State of Emergency Resulting from the COVID-19 Pandemic;
2. Discuss and take other action, as appropriate.

DISCUSSION:

On September 30, 2021 the Executive Orders authorizing virtual or teleconference meetings without full compliance with the Brown Act expired. On September 16, 2021, Governor Newsom signed Assembly Bill 361, which took effect immediately, and amends provisions of the Ralph M. Brown Act (Cal. Gov. Code 54950 *et seq.*) to provide local agencies with authority to continue virtual meetings during a state of emergency proclaimed by the Governor.

The authority provided by AB 361 is not automatic. For Leucadia Wastewater District to continue virtual meetings:

1. There must be a proclaimed state of emergency pursuant to section 8625 of the California Emergency Services Act (Cal. Gov. Code, § 52953(e)(4).); and
2. The Board of Directors must hold a meeting and adopt a resolution finding, by a majority vote, that, as a result of the emergency, meeting in person presents imminent risks to the health or safety of attendees. (Cal. Gov. Code, § 52953(e)(1).)

On March 4, 2020, Governor Newsom proclaimed a state of emergency pursuant to Section 8625 of the California Emergency Services Act, and it remains in place today. Thus, the Board of Directors has authority to adopt an AB 361 resolution extending virtual meetings. Resolutions approving virtual meetings pursuant to AB 361 automatically expire after 30 days unless renewed. (Cal. Gov. Code, § 52953(e)(3).)

The Board has adopted complying resolutions at its October through December 2021 and January through May 2022 meetings and staff is recommending the Board adopt Resolution No. 2372 in order to hold its June 8th meeting virtually.

PJB:dwb

Attachment

RESOLUTION NO. 2372

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LEUCADIA
WASTEWATER DISTRICT AUTHORIZING REMOTE TELECONFERENCE
MEETINGS DUE TO THE DECLARED STATE EMERGENCY RESULTING FROM
THE COVID-19 PANDEMIC**

WHEREAS, the Leucadia Wastewater District is committed to ensuring public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the Leucadia Wastewater District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconference meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), during a proclaimed state of emergency, subject to specified conditions; and

WHEREAS, on March 4, 2020, the Governor of California issued a Proclamation declaring a state of emergency pursuant to Government Code section 8625 due to the COVID-19 pandemic; and

WHEREAS, COVID-19 can result in serious illness or death; and

WHEREAS, COVID-19 spreads effectively in indoor settings when multiple people are present,

**NOW, THEREFORE, THE BOARD OF DIRECTORS FOR THE LEUCADIA
WASTEWATER DISTRICT HEREBY FINDS AND RESOLVES AS FOLLOWS:**

1. The above recitations are true and correct.
2. As a result of the COVID-19 pandemic state of emergency, the risk of serious illness or death from the disease, and the ability of the disease to spread efficiently when multiple people are present, the Board finds that meeting in person would present imminent risks to the health and safety of attendees.
3. Accordingly, the Board elects to continue holding legislative meetings telephonically pursuant to the alternative procedures authorized by Government Code section 54953(e).
4. The General Manager is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

5. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) July 8, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of LEUCADIA WASTEWATER DISTRICT may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED at a meeting of the Board of Directors of LEUCADIA WASTEWATER DISTRICT held June 8, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson, President

ATTEST:

Paul J. Bushee, General Manager

(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Special Board Meeting
 Tuesday, May 9, 2022

A special meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Tuesday, May 9, 2022 at 1:00 p.m. via teleconference.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Hanson, Sullivan, Brown, Roesink, Omsted

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Director of Technical Services 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

Director Brown led the pledge of allegiance.

4. Public Comment

No public comment was received.

5. Approval of Agenda

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

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

6. Overview of Recommended Fiscal Year 2023 (FY23) Budget

A. Review and discuss the recommended FY23 Budget.

GM Bushee introduced the item and thanked staff for their work on the Budget. He then introduced DFA Green to provide the highlights of the FY23 Budget. FY23 Budget highlights included the following items:

- Principal Budget Objectives;
- Summary of Revenue Increases;
- Budget Organization; and
- Summary of Operating Expenses

DFA Green stated that there is a projected net increase in overall revenues of 8%, for a total of a \$1.086 million.

DFA Green then introduced ASsup Hill to present the administrative services budget.

ASsup Hill stated that the projected administrative expenses total approximately \$2.4 million including non-labor expenses of \$978K. ASsup Hill summarized the administrative expenses indicating that total administrative expenses will increase \$73K and non-labor expenses will increase \$23K. She noted that key Budget drivers include a Financial Plan update expense of \$50K, salary and benefit survey expense of \$30K, an insurance expense increase of \$46K, and an election expense of \$60K.

Director Brown asked where the Financial Plan expense is located in the Budget. ASsup Hill answered it is located within Accounting Services.

ASsup Hill 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 \$7.5 million with the Encina Treatment Plant expenses accounting for \$2.3 million of that total. He summarized the field services expenses indicating that Repairs and Maintenance will decrease \$24K, Fuel will increase \$6K, Permits will increase \$4K, Electricity will increase \$5K, and GIS Cloud License/Firewall will increase \$7K. For the Batiquitos facilities, he noted that total operating expenses are projected to be \$523K which represents a 14% increase over the FY22 Budget. For the Recycled Water Enterprise, FSS Stecker indicated that the proposed operating expenses are \$288K which is a decrease of 12% over the FY22 Budget. He noted that Professional Services will decrease 41%, or \$15K and Repairs and Maintenance will decrease 56% or \$40K.

Director Brown asked if the firewall for the Batiquitos Pump Station is located at that pump station. FSS Stecker answered affirmatively. Director Brown also asked if the District pump stations are on the green community energy plan with SDG&E. GM Bushee answered affirmatively.

Director Roesink asked if there has been a reduction in recycled water usage for the South Golf Course at the Omni Resort. FSS Stecker answered no and that due to the recent dry winter, LWD is producing 800-900K gallons of recycled water per day to keep up with demand from the golf course.

FSS Stecker then introduced FSSpec Riffel to present the development budget.

FSSpec Riffel noted that the total operating expenses for development are projected at \$90K and that development pays for development. He noted that this is a decrease of 1%, or \$1K, from the FY22 Budget.

Director Omsted asked if the District covers the cost of development and then is reimbursed by the project owner or developer. FSSpec Riffel answered that the District collects a deposit before the plan check is started.

FSSpec Riffel then introduced DTS Morishita to present the capital budgets.

DTS 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 \$7.6 million, with a proposed capital acquisition budget of \$576K and a capital improvement budget of \$7 million. He further explained that the majority of the capital acquisition budget will go towards retrofitting the CCTV truck with Envirosight equipment, replacing carpet on the 1st floor of the District headquarters building, the purchase of a spare side stream pump for

the ECO2 system, the purchase of a spare conditioning pump for the Batiquitos Pump Station, a SCADA and Sharepoint Upgrade, and the replacement of other critical sewer maintenance equipment.

Vice President Sullivan asked what is the square footage of the area being recarpeted. GM Bushee answered 7K square feet. FSSpec Riffel noted that the recarpeting cost also involves moving all the office furniture.

Director Brown asked if there are software costs associated with the office equipment upgrades to SCADA and Sharepoint. GM Bushee answered that software costs are capitalized with the purchase but the upgrades and support fall under the Administrative Budget. Director Brown asked what SCADA system the District uses. FSS Stecker answered WIN-911 and Wonderware.

DTS 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 \$7.1 million. He noted the key components include: the asset Management Plan Update (\$150K), Village Park 7 Pump Station Replacement project (\$502K), the FY 2023 Gravity Pipeline Rehabilitation project (\$682K), and the Rancho Verde Pump Station Rehabilitation Project (\$419K). He stated that the capital budget also includes jointly owned facilities costs of \$35K and Encina capital improvement costs of \$4.1 million.

Director Omsted asked if grinder pumps can be used in every pump station. DTS Morishita answered only in E1 pump stations.

Director Brown asked where the 2023 Gravity Pipeline Rehabilitation Project is located. DTS Morishita responded it is located on various lines throughout the District.

DFA Green then concluded the FY23 Proposed Budget Overview by presenting Reserve Contributions and noting that \$800K is projected to be pulled from the Reserves to help fund the Wastewater program. He said stated that the Recycled Water Program will add \$146K to the Reserves.

Vice President Sullivan asked if the District still has the lowest wastewater rate in the County. DFA Green answered affirmatively.

Director Brown suggested removing the photo of the server room from the Budget. GM Bushee stated staff would make this change.

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

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

General Counsel Brechtel stated that the Board will meet in closed session with District representatives General Manager Bushee and Director of Finance and Administration Green to discuss the FY23 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 Hanson adjourned the meeting at 2:47 p.m.

Judy Hanson, President

Paul J. Bushee
Secretary/General Manager (SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 May 11, 2022

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, May 11, 2022 at 5:00 p.m. via teleconference.

1. Call to Order

President Hanson called the meeting to order at 5:07 p.m.

2. Roll Call

DIRECTORS PRESENT: Hanson, Brown, Roesink, and Omsted

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Director of Technical Services Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, and Kathleen Heitt from Dexter Wilson Engineering

3. Pledge of Allegiance

Director Brown led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

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

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

6. Presentations and Awards

None.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

April 20, 2022 Regular Board Meeting

April 25, 2022 Investment and Finance Committee Meeting

8. Approval of Demands for April / May 2022

Payroll Checks numbered 220420-1 to 220504-18; General Checking Checks numbered 56887-56978

9. Operations Report (A copy was included in the original May 11, 2022 Agenda)

10. Finance Report (A copy was included in the original May 11, 2022 Agenda)

11. Quarterly Treasurer’s Report

This report discloses investments for the quarter ending March 31, 2022.

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of April 2022.

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

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

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority (EWA) Reports

A. A regular EWA Board Meeting was held on April 27, 2022.

Director Omsted reported on EWA’s Board Meeting.

B. An Encina Member Agency Manager’s (MAM) Meeting was held on May 3, 2022.

GM Bushee reported on EWA’s MAM Meeting.

Vice President Sullivan entered the meeting at 5:15 p.m.

14. Committee Reports

A. Investment and Finance Committee (IFC) Meeting was held on April 25, 2022.

Director Brown reported that the IFC received updates on the following:

- Financial Plan;
- Actuarial Valuations of LWD’s Pension Plan; and
- Actuarial Valuation of LWD’s Retiree Health Program

These items were for informational purposes only. The IFC concurred with staff to present these items to the Board of Directors and they will be discussed later in the agenda.

ACTION ITEMS

15. Approving the Recommended Encina Wastewater Authority Fiscal Year 2023 (FY23) Budget
Adopt Resolution No. 2369 - Approving the Recommended Encina Wastewater Authority Fiscal Year 2023 (FY23) Operating, Capital, and Pension Funding Policy Budgets.

DFA Green presented the recommendation to approve the EWA FY23 Budget. He noted the Operating Budget is approximately \$19.5M and the Capital Budget is approximately \$27M. He noted the District's share is approximately \$2.3M for operating costs and \$4.2M for capital costs.

Upon a motion duly made by Director Omsted, seconded by Director Brown, and unanimously carried, the Board of Directors adopted Resolution No. 2369 - Approving the Recommended Encina Wastewater Authority Fiscal Year 2023 (FY23) Operating and Capital Budgets by the following vote:

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

INFORMATION ITEMS

16. Project Status Updates and Other Informational Reports

A. Financial Updates.

DFA Green introduced the item noting it was reviewed by the Investment and Finance Committee at its April 25th meeting. DFA Green explained the purpose of the Financial Plan. He stated that LWD updates its Financial Plan every 5 years because financial conditions and assumptions change over time. He noted that the most recent Financial Plan Update was completed in 2018 and staff does an internal update of the Financial Plan on an annual basis to see how actual results are tracking with the original projections.

DFA Green stated the financial plan model looks out over 20 years. He then provided an overview on the following topics.

- Key Assumptions;
- Comparison of projected and actual revenues and expenditures;
- Comparison of projected and updated reserve balances;
- Monthly Sewer Service Rate Comparison; and
- Updated reserve balances with EWA's latest figures through FY37

DFA Green concluded that the District's finances remain strong, while maintaining low rates, and the District is tracking well with the Financial Plan. DFA Green also noted that the largest concern is the Encina Wastewater Authority's future capital plan and staff will continue to monitor LWD's finances closely.

Vice President Sullivan asked if the updated reserve balances for the EWA projection assumes that EWA is making recycled water with no outside funding. DFA Green answered that the projection does not include a pure water project or the costs associated with such a project. GM Bushee noted that no potable reuse project is factored into these figures.

Director Brown asked when the next sewer rate schedule is up for discussion. GM Bushee answered most likely around April of 2023.

Vice President Sullivan asked GM Bushee if LWD's budget questions regarding the EWA Budget are answered at the EWA MAM Meetings. GM Bushee answered affirmatively.

Director Roesink asked if the 3% inflation rate used in the Financial Plan's capital improvement projections could actually be higher than anticipated due to the rising costs of materials. DFA Green answered that 3% was the initial assumption in the 2018 Financial Plan and GM Bushee noted that it would be adjusted and increased in the next Financial Plan.

Director Roesink asked the age of the EWA Plant. GM Bushee answered it is about 60 years old.

DFA Green introduced the next item and provided background information on the actuarial valuation of LWD's Pension Plan. He stated that CalPERS publishes two actuarial reports in August every year for LWD: one report is for Classic members (employees hired before Jan. 1, 2013) and the other is for PEPRA members (employees hired after Jan. 1, 2013).

DFA Green presented an overview of the recent actuarial valuation and the following topics:

- Pension Updates;
- UAL (Unfunded Accrued Liability) Background;
- Pension Assets, Liabilities, and UAL;
- UAL Balance; and
- Actual and Projected Employer PERS Contribution by Cost Category

Director Roesink asked if Encina has it's own, separate UAL. GM Bushee answered affirmatively.

Lastly, DFA Green provided background information on the actuarial valuation of LWD's Retiree Health Program. He stated that in August 2021, LWD staff contracted with Nyhart Company to perform the required actuarial valuation for June 30, 2022 (measured at June 30, 2021).

DFA Green presented an overview of the recent actuarial valuation. He noted that the District's Net OPEB Liability is actually a Net OPEB Asset of \$246,761 and the District's Plan Fiduciary Net Position investments managed by the California Employees' Retiree Benefit Trust (CERBT) were greater than the District's OPEB liability.

These items were for informational purposes and no action was taken.

B. 2022 Annual Employee Luncheon is scheduled for July 14, 2022.

EA Baity announced the date and time of the Annual Employee Luncheon.

17. Directors' Meetings and Conference Reports

None.

18. General Manager's Report

GM Bushee reported on the following:

- Staff and Board Pizza Luncheon in recognition of receiving the CWEA State Award is scheduled for May 25, 2022; and

- Continuation of District meetings virtually for June 2022

19. General Counsel's Report

GC Brechtel reported on the following:

- Assembly Bill 1944 – is still going through legislation

20. Board of Directors' Comments

Vice President Sullivan apologized for being late to the meeting.

Director Roesink asked if there is a virtual tour of EWA. GM Bushee stated he would ask EWA and get back to him.

Director Brown asked if anyone attended the San Dieguito Water District Centennial Anniversary. The Board members stated they did not attend.

Director Roesink asked if the Proofpoint quarantine emails can be sent weekly instead of daily. DTS Morishita stated he would ask DataNet and get back to him.

21. Adjournment

President Hanson adjourned the meeting at 6:26 p.m.

Judy Hanson, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 June 1, 2022

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held on Wednesday, June 1, 2022 at 10:00 a.m. via video conference.

1. Call to Order

Director Brown called the meeting to order at 10:07 a.m.

2. Roll Call

DIRECTORS PRESENT: Roesink, Brown

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee; Director of Technical Services Robin Morishita; Field Services Superintendent Jeffery Stecker; Field Services Supervisor Marvin Gonzalez; Field Services Specialist Ian Riffel; and District Engineer Dexter Wilson

3. Public Comment

None.

4. New Business

A. Adopt Ordinance No. 145 approving a reimbursement Agreement for sewer between the District and Peter Lagasse.

Field Services Specialist (FSSpec) Riffel presented this item to the EC. He stated that Ordinance No. 145 establishes a Reimbursement Agreement (Agreement) between the District and Peter Lagasse (Developer). He continued that the Agreement was developed by the District Engineer and has been reviewed by District staff, including District Counsel, and now requires Board approval to take effect.

FSSpec Riffel described the project. He stated that the public sewer line extension was completed in March 2022 and dedicated to the District. He said the Developer requested the Agreement. FSSpec Riffel continued that the Agreement provides for cost reimbursement by adjacent properties to the Developer for the actual cost to design, permit, and construct new sewer facilities, less the portion servicing the Developer's property. He said that the sewer facilities were designed and constructed to accommodate sewer connections from the properties adjacent to the new sewer facilities, however, they are not required to connect to the public sewer. FSSpec Riffel continued that if they do decide to connect in the future, the Agreement requires payment of a reimbursement fee equivalent to the property's fair share contribution towards the new sewer improvements. He explained that the Agreement is for a 10-year term. He stated that the District administers the Agreement and will charge an administrative fee of five percent (5%) of the reimbursement fee when property owners connect to the collection system.

Director Brown asked about the 10 year term of the Agreement and what happens after the ten years have passed. FSSpec Riffel explained that if the reimbursements occur after the ten year term no reimbursements are allowed. However, the

Agreement can be extended for an additional ten year term, upon Board approval, for a total period of 20 years. GM Bushee stated that as time goes by, it becomes increasingly difficult to maintain contact with the developer or their heirs to issue the reimbursement. GM Bushee also stated that the District has no legal obligation to provide an Agreement and provides this service as a courtesy.

Following discussion, the EC concurred with staff to recommend that the Board of Directors adopt Ordinance No. 145 approving a Reimbursement Agreement for sewer between the District and Peter Lagasse.

B. Approve Resolution No. 2374 adopting the 2019 Integrated Regional Water Management Plan.

DTS Morishita presented this item to the EC. He provided background on the San Diego Regional Water Management Group (RWMG), the San Diego Integrated Regional Water Management (IRWM) Program and the 2019 IRWM Plan. He stated that the IRWM is supported by Propositions 1, 50 and 84 which provide bond funding to the California Department of Water Resources (DWR). DTS Morishita said that the funding is for grants for projects that improve integration and management of water resources. He continued that in the past the District has received over \$400K in grant funding through Proposition 84 and would like to maintain eligibility for future grants. He stated that to maintain this eligibility, the District must adopt the 2019 San Diego IRWM Plan to fulfill new requirements established by the DWR.

DTS Morishita stated that the District is applying for a Proposition 1 (Prop 1) grant through the North San Diego Water Reuse Coalition (NSDWRC) for the Secondary Effluent (B1) Force Main North Section Replacement Project (Project). He explained that the grant could provide funding for up to fifty percent (50%) of the project's construction cost, estimated at \$565K. DTS Morishita said that the Project has been approved to receive a twenty five percent (25%) Water Infrastructure for Improvements to the Nation (WIIN) 2021 federal grant for project construction which is currently waiting for appropriation. He stated that approval of the Prop 1 Grant would provide additional funding for Project construction.

Director Brown asked why the B1 Replacement Project required the realignment of the force main. GM Bushee and DTS Morishita answered that the realignment made construction easier, placed the force main in the public right-of-way and avoided construction through the storm channel.

Chairperson Roesink asked if Encina was a member of NSDWRC. GM Bushee stated that Encina was not a member of the coalition.

Director Brown asked who is the lead agency of NSDWRC. GM Bushee answered that the Olivenhain Municipal Water District is the Administrator and Woodard & Curran provides engineering support and completes and submits the grant applications.

Following discussion, the EC concurred with staff to recommend that the Board of Directors adopt Resolution No. 2374 the 2019 IRWM Plan.

5. Information Items

A. Development Projects Summary

DTS Morishita presented this item to the EC for comments and questions.

Director Brown requested that the development projects be displayed on a District map to help the EC visualize the locations of the projects. FSSpec Riffel stated that he would accommodate that request.

B. Encinitas Estates Pump Station Replacement Project Update

DTS Morishita presented this item to the EC. He reviewed the project location, layout and design. He described the finishing of the SDG&E gas meter installation, the installation of the resident fencing and finishing of the pump station site. DTS Morishita continued that Pacific Hydrotech is working on punch list items to complete the project.

6. Directors' Comments

Chairperson Roesink stated that he attended the EUSD Ecoliteracy Exhibition on May 18th. The classes that were support by our Teacher Grant Program participated in the Exhibition. He said that he was impressed by the students and that it demonstrated the success and impact of our Teacher Grant Program.

Director Brown mentioned that if Governor Newsom enacts mandatory water restrictions due to the worsening drought, it will be interesting to see the impact on wastewater collection systems.

7. General Manager's Comments

GM Bushee stated that in the near future a 10 year Agreement to provide recycled water to Omni La Costa Resort for golf course irrigation will be presented to the Board for consideration.

8. Adjournment

Chairperson Roesink adjourned the meeting at approximately 10:56 a.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
DEMANDS SUMMARY
June 8, 2022

Disbursement Period May 6, 2022 Through June 2, 2022

GENERAL CHECKING	
Operating	\$ 165,732.19
Capital	\$ 130,866.05
TOTAL GENERAL CHECKS	<u>\$ 296,598.24</u>
PAYROLL CHECKS	\$ 161,654.77
TOTAL DEMANDS	<u>\$ 458,253.01</u>

**LEUCADIA WASTEWATER DISTRICT
EMPLOYEE/BOARD PAYROLL CHECKS**

June 8, 2022

Disbursement Period May 6, 2022 Through June 2, 2022

<u>Description</u>	<u>Check Date</u>	<u>Check #'s</u>	<u>Amount</u>
Biweekly Payroll Checks	5/4/2022	220504-1 to 220504-18	\$ 53,398.85
Biweekly Payroll Checks	5/18/2022	220518-1 to 220518-18	\$ 52,899.29
Board Payroll Checks	6/1/2022	220601-1 to 220601-5	\$ 2,111.05
Biweekly Payroll Checks	6/1/2022	220601-6 to 220601-23	\$ 53,250.58

TOTAL PAYROLL CHECKS			\$ 161,654.77
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Leucadia Wastewater District
 Check/Voucher Register - Demand Summary for Board
 1001 - PPB (Opus) General Checking Account
 From 5/6/2022 Through 6/2/2022

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
56979	5/12/2022	ADS LLC	4,655.00	Flow Metering / Data Analysis - April 2022
	5/12/2022	ADS LLC	1,340.00	Meter Maintenance / Data Delivery ECHO - April 2022
56980	5/12/2022	AIRGAS USA LLC	1,383.99	Liquid Oxygen Contract 04/29/22
	5/12/2022	AIRGAS USA LLC	800.00	Liquid Oxygen Contract Monthly Fee
56981	5/12/2022	BURTECH PIPELINE, INC	75,544.01	FY2020 Gravity Sewer Repair Project - Sept 2021-April 2022
56982	5/12/2022	CONCENTRA	238.00	DOT Physical/Recertification-S Krason
56983	5/12/2022	COSCO FIRE PROTECTION	270.00	Quarterly Fire Sprinkler Inspection
56984	5/12/2022	CWEA	101.00	CWEA CSM Grade 3 Certification Renewal FY2022 - R Rodriguez
56985	5/12/2022	GRAINGER, INC	330.84	Axial Fans (2)
	5/12/2022	GRAINGER, INC	38.58	D Handle Lock Cylinder
	5/12/2022	GRAINGER, INC	1,097.94	Truck Box Chest (Tool Box)
56986	5/12/2022	HAAKER EQUIPMENT CO	3,835.90	Anti-Blast Nozzle
	5/12/2022	HAAKER EQUIPMENT CO	134.69	Pole Carrier
	5/12/2022	HAAKER EQUIPMENT CO	2,483.34	WINCNA Annual Support Plan
56987	5/12/2022	JOHNSON CONTROLS FIRE PROTECTI...	1,350.00	LWD Main Building Fire Alarm Panel Repair
56988	5/12/2022	KONECRANES, INC	595.00	Quarterly Crane Inspection - April 2022
56989	5/12/2022	L&L PRINTERS	6,655.42	LWD Spring 2022 Newsletter - Printing & Mailing
56990	5/12/2022	MALLORY SAFETY AND SUPPLY	334.03	Flood Fire Box
	5/12/2022	MALLORY SAFETY AND SUPPLY	687.68	Safety Supplies-Disposable Gloves
56991	5/12/2022	OLIVENHAIN MUNICIPAL WATER DIS...	68.93	Recycled Water @ Travelling
	5/12/2022	OLIVENHAIN MUNICIPAL WATER DIS...	417.97	Water @ Traveling
	5/12/2022	OLIVENHAIN MUNICIPAL WATER DIS...	375.01	Water @ Traveling 2
56992	5/12/2022	PRUDENTIAL OVERALL SUPPLY	110.01	Weekly Uniform/Laundry Service 05/05/22
56993	5/12/2022	RANCHO SANTA FE SECURITY SYSTEMS	10.00	Added Security Code - N Torres Garcia
	5/12/2022	RANCHO SANTA FE SECURITY SYSTEMS	258.00	Burglar/Fire Alarm System Qtrly Billing 05/01/22-07/31/22
56994	5/12/2022	READY LINE FLEET SERVICE INC	153.35	Service on Vehicle # 159
	5/12/2022	READY LINE FLEET SERVICE INC	153.35	Service on Vehicle # 161
	5/12/2022	READY LINE FLEET SERVICE INC	153.35	Service on Vehicle # 170
56995	5/12/2022	RISING TIDE PARTNERS	4,018.24	Public Outreach Services - April 2022
56996	5/12/2022	SAN DIEGUITO WATER DISTRICT	150.80	Water @ BPS
	5/12/2022	SAN DIEGUITO WATER DISTRICT	86.06	Water @ Tanker 1
	5/12/2022	SAN DIEGUITO WATER DISTRICT	172.12	Water @ Tanker 2
56997	5/12/2022	SHARP ELECTRONICS CORP DBA SHA...	20.47	Copier Fees 01/31/22-04/28/22
56998	5/12/2022	SOUTH BAY FOUNDRY	4,848.75	Manhole Frames & Covers (3 LWD Special Fit)
56999	5/12/2022	TERMINIX PROCESSING CENTER	82.00	Pest Control 04/11/22
57000	5/12/2022	THE HOME DEPOT CRC/GECF	95.12	Broom/Cleaner/Trash Bags/Pipe Supplies/Spray Bottle
	5/12/2022	THE HOME DEPOT CRC/GECF	898.72	Operating Tools/Supplies
	5/12/2022	THE HOME DEPOT CRC/GECF	(291.70)	Operating Tools/Supplies Returned
57001	5/12/2022	VERIZON WIRELESS	21.27	Telemetry for Cell Phones 03/24/22-04/23/22
57002	5/12/2022	WORDEN WILLIAMS LLP	1,323.00	Legal Services - April 2022
57003	5/19/2022	AIRGAS USA LLC	1,364.58	Liquid Oxygen Contract 05/09/22

Leucadia Wastewater District
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Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
57004	5/19/2022	AT&T	209.33	Phone Service-BPS 04/10/22-05/09/22
57005	5/19/2022	BRAX COMPANY, INC	13,772.18	Repair & Rebuild Vaughan Submersible Chopper Pump-Saxony PS
57006	5/19/2022	CORODATA	84.89	File Storage - April 2022
57007	5/19/2022	CWEA	192.00	CWEA Membership Renewal FY2022-E Sullivan
	5/19/2022	CWEA	192.00	CWEA Membership Renewal FY2022-J Hanson
57008	5/19/2022	DATA NET SOLUTIONS GROUP	1,384.50	Managed Service Monthly Services - April 2022
57009	5/19/2022	DEXTER WILSON ENGINEERING	171.00	Development Services-1109 Lagasse Annexation-395 Sunset
	5/19/2022	DEXTER WILSON ENGINEERING	342.00	Development Services-1135 Woodside Dev-La Costa Ave
	5/19/2022	DEXTER WILSON ENGINEERING	115.00	Development Services-1145 128 W Glaucus St
	5/19/2022	DEXTER WILSON ENGINEERING	499.00	Development Services-1149 Chipotle 242 N El Camino Real
	5/19/2022	DEXTER WILSON ENGINEERING	750.00	Development Services-1150 Total Wine & More 1018 N El Camino
	5/19/2022	DEXTER WILSON ENGINEERING	399.00	Development Services-1151 Omni La Costa Resort/Spa
	5/19/2022	DEXTER WILSON ENGINEERING	228.00	Development Services-1153 Thai One On 7750 Rancho Santa Fe
	5/19/2022	DEXTER WILSON ENGINEERING	7,229.00	General Engineering 103-500 April 2022
57010	5/19/2022	GOLDEN BELL PRODUCTS, INC	3,925.00	Sewer Roach Control Service
57011	5/19/2022	ICMA RETIREMENT-303979	5,679.92	Deferred Comp for PPE 05/15/22
57012	5/19/2022	IWATER, INC	5,280.00	InfraMAP Cloud Base Software Upgrade
57013	5/19/2022	MSC JANITORIAL SERVICE, INC	2,206.66	Janitorial Services - April 2022
57014	5/19/2022	PLANT PEOPLE, INC	158.00	Office Plant Maintenance - March 2022
	5/19/2022	PLANT PEOPLE, INC	168.00	Office Plant Maintenance - May 2022
57015	5/19/2022	PRUDENTIAL OVERALL SUPPLY	110.01	Weekly Uniform/Laundry Service 05/12/22
57016	5/19/2022	QUADIENT LEASING	180.07	Postage Meter Machine Lease 06/18/22-09/17/22
57017	5/19/2022	Quench USA Inc	129.30	RO Tank Rental 02/16/22-02/15/23
57018	5/19/2022	SAN DIEGO UNION TRIBUNE	158.79	Newspaper Subscription through 08/02/22
57019	5/19/2022	SPACELINK/I2B NETWORK	160.00	Webcam @ BPS 05/14/22-06/13/22
57020	5/19/2022	VERIZON WIRELESS	940.51	Cell Phones 04/08/22-05/07/22
57021	5/19/2022	VORTEX INDUSTRIES, LLC	876.00	Preventive Maintenance on Various Doors
	5/19/2022	VORTEX INDUSTRIES, LLC	288.00	Preventive Maintenance on Gate - BPS
	5/19/2022	VORTEX INDUSTRIES, LLC	288.00	Preventive Maintenance on Gate - Saxony PS
57022	5/26/2022	ADS LLC	4,655.00	Flow Metering / Data Analysis - May 2022
	5/26/2022	ADS LLC	1,340.00	Meter Maintenance / Data Delivery ECHO - May 2022
57023	5/26/2022	CHARLES ULMER DBA: CHUCKS TIRE ...	1,531.12	Tire - Vactor Truck # 159
	5/26/2022	CHARLES ULMER DBA: CHUCKS TIRE ...	30.00	Tire Repair: Loose Tire-Dismount & Mount

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57024	5/26/2022	DONALD OMSTED	26.10	2022 CSDA Legislative Days-Expense Reimbursement
57025	5/26/2022	ENCINITAS FORD	83.14	Service on Vehicle # 168
57026	5/26/2022	ESRI	1,200.00	ArcGIS Online Viewer/Creator Lease 02/2022 to 02/2023
57027	5/26/2022	EWING IRRIGATION PRODUCTS	603.39	Hedge Trimmer
57028	5/26/2022	EXTREME SAFETY INC	677.00	SCBA Tanks Flow Tests/Fit Tests/Hydro Tests of Cylinders
57029	5/26/2022	FEDERAL EXPRESS CORPORATION	283.28	Freight Shipping 05/18/22 (Diamond Fiberglass)
57030	5/26/2022	FEDERAL EXPRESS CORPORATION	121.30	Shipping 05/11/22
57031	5/26/2022	GABRIEL MENDEZ	43.56	Safety Boots - FY2022 - G Mendez
57032	5/26/2022	KING OF THE PAINTERS, INC	7,475.00	AWT Exterior Painting Services (Deposit)
57033	5/26/2022	LA COSTA LOGO, LLC	1,979.06	LWD Logo Shirts & Hats
57034	5/26/2022	LEE'S LOCK & SAFE	487.27	Padlocks (31 locks)
57035	5/26/2022	MALLORY SAFETY AND SUPPLY	544.69	Safety Supplies / Staff PPE
57036	5/26/2022	NAPA AUTO	37.69	Low Beam Light Bulb - Vehicle # 155
57037	5/26/2022	OLIN CORPORATION	4,946.98	Check Run 05/26/22
57038	5/26/2022	OLIVENHAIN MUNICIPAL WATER DIS...	56.10	Water @ VP5 PS
57039	5/26/2022	PACIFIC RIM MECHANICAL	1,179.00	Suction Line Insulation Replacement (4 Condensing Units)-BPS
57040	5/26/2022	PLUMBERS DEPOT, INC	206.88	Nozzle Extensions (2)
57041	5/26/2022	PRUDENTIAL OVERALL SUPPLY	121.40	Weekly Uniform/Laundry Service 05/19/22
57042	5/26/2022	READY LINE FLEET SERVICE INC	1,282.93	Service on Vehicle # 159
57043	5/26/2022	SAN DIEGO GAS & ELECTRIC	3,063.59	Electric @ Admin
	5/26/2022	SAN DIEGO GAS & ELECTRIC	107.10	Electric @ Avocado PS
	5/26/2022	SAN DIEGO GAS & ELECTRIC	2,012.51	Electric @ AWT
	5/26/2022	SAN DIEGO GAS & ELECTRIC	16,386.75	Electric @ BPS
	5/26/2022	SAN DIEGO GAS & ELECTRIC	361.24	Electric @ Diana PS
	5/26/2022	SAN DIEGO GAS & ELECTRIC	1,152.74	Electric @ La Costa PS
	5/26/2022	SAN DIEGO GAS & ELECTRIC	7,565.41	Electric @ LPS
	5/26/2022	SAN DIEGO GAS & ELECTRIC	125.19	Electric @ RV PS
	5/26/2022	SAN DIEGO GAS & ELECTRIC	650.70	Electric @ Saxony PS
	5/26/2022	SAN DIEGO GAS & ELECTRIC	322.88	Electric @ VP5 PS
	5/26/2022	SAN DIEGO GAS & ELECTRIC	157.85	Electric @ VP7 PS
57044	5/26/2022	SOUTHERN CONTRACTING COMPANY	760.00	Gas @ Admin
	5/26/2022	SOUTHERN CONTRACTING COMPANY	860.00	New Washer/Dryer Outlet-Conduit from Power Panel
	5/26/2022	SOUTHERN CONTRACTING COMPANY	860.00	Pull wire & terminate panel, outlet, & washer dryer
57045	5/26/2022	STAPLES	(85.66)	Credit on Invoice # 3505876448
	5/26/2022	STAPLES	472.99	Office Supplies
57046	5/26/2022	TERMINIX PROCESSING CENTER	62.20	Pest Control 05/09/22
57047	5/26/2022	UNIFIRST FIRST AID CORP	101.63	First Aid Supplies
57048	6/1/2022	AIRGAS USA LLC	1,338.27	Liquid Oxygen Contract 05/20/22
57049	6/1/2022	ALPHAGRAPHICS	574.17	2023 Budget Books
57050	6/1/2022	ATEL COMMUNICATIONS, INC	1,950.21	NEC SV9100 Phone System - 3 year Support Agreement
57051	6/1/2022	AZTEC LEASING, INC	530.88	Copier Lease - May 2022
57052	6/1/2022	BAJA POOL AND SPA SERVICE	160.00	Weekly Fountain Maintenance - June 2022

Leucadia Wastewater District
 Check/Voucher Register - Demand Summary for Board
 1001 - PPB (Opus) General Checking Account
 From 5/6/2022 Through 6/2/2022

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
57053	6/1/2022	BOOT WORLD, INC	193.93	FST Safety Boots - S Krason
57054	6/1/2022	Brightview Landscape Services Inc	319.00	Landscape Maintenance @ Encintas Creek-March 2022
57055	6/1/2022	CITY OF CARLSBAD	376.05	Water @ 1900 La Costa Ave
	6/1/2022	CITY OF CARLSBAD	164.09	Water @ 1960 La Costa Ave
	6/1/2022	CITY OF CARLSBAD	31.92	Water @ Fire Line
57056	6/1/2022	COLONIAL LIFE INS	169.72	Accident/Critical Illness Insurance-05/04/22 & 05/18/22
57057	6/1/2022	CONFIDENCE CONSULTING	800.00	Assessment Exercises-FSTs
	6/1/2022	CONFIDENCE CONSULTING	4,648.34	Leadership/Development Training & Travel Expenses
57058	6/1/2022	COX COMMUNICATIONS SAN DIEGO	1,050.00	Internet Service 05/22/22-06/21/22
	6/1/2022	COX COMMUNICATIONS SAN DIEGO	521.89	Phone Service 05/18/22-06/17/22
57059	6/1/2022	DKF SOLUTIONS GROUP, LLC	300.00	MSO Subscription - June 2022
57060	6/1/2022	ERIK HANSEN	3,000.00	Lateral Reimbursement: 7129 Alicante Rd, Carlsbad CA 92009
57061	6/1/2022	EXTREME SAFETY INC	7.13	SCBA Tanks Flow Tests/Fit Tests/Hydro Tests of Cylinders-Tax
57062	6/1/2022	FEDERAL EXPRESS CORPORATION	137.10	Shipping 05/19/22
57063	6/1/2022	HAAKER EQUIPMENT CO	933.12	CCTV Vehicle # 173 Maintenance/Service
57064	6/1/2022	HUMANA DENTAL INS.	3,394.24	Dental Insurance - June 2022
57065	6/1/2022	ICMA RETIREMENT-303979	5,690.14	Deferred Comp for PPE 05/29/22
57066	6/1/2022	INFRASTRUCTURE ENGINEERING CORP	187.50	FY2022 Gravity Sewer Repairs Project - April 2022
	6/1/2022	INFRASTRUCTURE ENGINEERING CORP	20,695.00	VP7 PS Replace Project - April 2022
57067	6/1/2022	MALLORY SAFETY AND SUPPLY	592.63	Safety Supplies - Blower w/ Duct in Canister
	6/1/2022	MALLORY SAFETY AND SUPPLY	118.53	Safety Supplies - Disposable Earplugs
57068	6/1/2022	MARCON PRODUCTS INC.	233.75	Concrete
57069	6/1/2022	Matthew Rubba	1,650.00	Lateral Reimbursement: 2225 Pamplona Way, Carlsbad CA 92009
57070	6/1/2022	MES VISION	387.63	Vision Insurance - June 2022
57071	6/1/2022	MUTUAL OF OMAHA	1,279.51	Disability Insurance - June 2022
57072	6/1/2022	NAPA AUTO	44.16	Oil Filters
	6/1/2022	NAPA AUTO	174.40	Oil/Oil Filters/Blue Def/Car Wash
57073	6/1/2022	nfpACCOUNTING TECHNOLOGIES	2,413.00	nfpAccounting MIP Premier Support 07/01/22-06/30/23
57074	6/1/2022	OLIVENHAIN MUNICIPAL WATER DIST	9,750.00	BlueWater Strategies Consulting Fee 04/01/22-09/30/22
	6/1/2022	OLIVENHAIN MUNICIPAL WATER DIST	402.81	Woodard & Curran NSDCRRWP 2020 Grant Admin Costs
57075	6/1/2022	PACIFIC PIPELINE SUPPLY	527.03	Groove Hinge Flange - Avocado PS
	6/1/2022	PACIFIC PIPELINE SUPPLY	147.70	Valve Brass Balls (2)
57076	6/1/2022	PALOMAR RESEARCH SERVICES,LLC	140.00	Background Check - New Employee
57077	6/1/2022	PRUDENTIAL OVERALL SUPPLY	112.32	Weekly Uniform/Laundry Service 05/26/22
57078	6/1/2022	SAN DIEGO GAS & ELECTRIC	808.76	Electric/Gas @ E Estates PS
57079	6/1/2022	SMITHERS MSE INC	356.00	Carbon Sampling - BPS
57080	6/1/2022	STAPLES	28.23	Office Supplies
57081	6/1/2022	TIM BESTAMENTE	346.93	Plumbing Work at Main Building

Leucadia Wastewater District
 Check/Voucher Register - Demand Summary for Board
 1001 - PPB (Opus) General Checking Account
 From 5/6/2022 Through 6/2/2022

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
57082	6/1/2022	U.S. BANK	3,709.67	Cal Card Purchases - Statement Dated 05/23/22
57083	6/1/2022	UNIFIRST FIRST AID CORP	295.66	First Aid Supplies
57084	6/1/2022	VERIZON WIRELESS	21.27	Telemetry for Cell Phones 04/24/22-05/23/22
57085	6/1/2022	WASTE MANAGEMENT	225.29	Trash Service - May 2022
Report Total			296,598.24	

Leucadia Wastewater District
Vendor Activity - Supplemental Credit Card Report
From 5/6/2022 Through 6/2/2022

Vendor Name	Tra... Sou...	Effective Date	Check/Voucher Number	Expenses	GL Code	GL Title	Transaction Description
U.S. BANK	API	5/23/2022	57082	2.59	4330	BOARD CONFERENCES	CSDA Legislative Days Breakfast-DO
U.S. BANK	API	5/23/2022	57082	476.84	4330	BOARD CONFERENCES	CSDA Legislative Days Hotel-DO
U.S. BANK	API	5/23/2022	57082	9.78	4330	BOARD CONFERENCES	CSDA Legislative Days Lunch-DO
U.S. BANK	API	5/23/2022	57082	192.64	4910	OFFICE SUPPLIES	Tab Folders from TAB
U.S. BANK	API	5/23/2022	57082	20.00	4930	SUBSCRIPTIONS	eNewsletter
U.S. BANK	API	5/23/2022	57082	9.99	4950	Computer Software/Srvc/Support/Hardware	iCloud
U.S. BANK	API	5/23/2022	57082	1,291.91	4950	Computer Software/Srvc/Support/Hardware	Meeting Camera OWL
U.S. BANK	API	5/23/2022	57082	32.31	4950	Computer Software/Srvc/Support/Hardware	Wireless Mouse
U.S. BANK	API	5/23/2022	57082	40.00	4950	Computer Software/Srvc/Support/Hardware	Zoom
U.S. BANK	API	5/23/2022	57082	60.80	5211	DESIGN & OFFICE ENGINEERING	Recycled Water Lunch w/ Al Lau
U.S. BANK	API	5/23/2022	57082	500.00	5540	VEHICLES	CCTV Van Lift Kit
U.S. BANK	API	5/23/2022	57082	102.95	5710	TRAINING, EDUCATION & CONFERNC	Interview FST Breakfast
U.S. BANK	API	5/23/2022	57082	90.40	5710	TRAINING, EDUCATION & CONFERNC	TriState Hotel Deposit-MA
U.S. BANK	API	5/23/2022	57082	90.40	5710	TRAINING, EDUCATION & CONFERNC	TriState Hotel Deposit-MG
U.S. BANK	API	5/23/2022	57082	90.40	5710	TRAINING, EDUCATION & CONFERNC	TriState Hotel Deposit-RE
U.S. BANK	API	5/23/2022	57082	99.00	5710	TRAINING, EDUCATION & CONFERNC	TriState Registration-MA
U.S. BANK	API	5/23/2022	57082	99.00	5710	TRAINING, EDUCATION & CONFERNC	TriState Registration-MG
U.S. BANK	API	5/23/2022	57082	99.00	5710	TRAINING, EDUCATION & CONFERNC	TriState Registration-RE
U.S. BANK	API	5/23/2022	57082	8.75	5710	TRAINING, EDUCATION & CONFERNC	WateReuse Meeting-Parking-PB
U.S. BANK	API	5/23/2022	57082	197.91	5735	EMPLOYEE RECOGNITION	Admin Day Lunch
U.S. BANK	API	5/23/2022	57082	40.00	5910	TELEPHONE	Web/Domain
U.S. BANK	API	5/23/2022	57082	125.00	5910	TELEPHONE	Webhosting
U.S. BANK	API	5/23/2022	57082	30.00	5910	TELEPHONE	Wifi
Transaction Total				<u>3,709.67</u>			

Leucadia Wastewater District
 Vendor Activity - Supplemental Credit Card Report
 From 5/6/2022 Through 6/2/2022

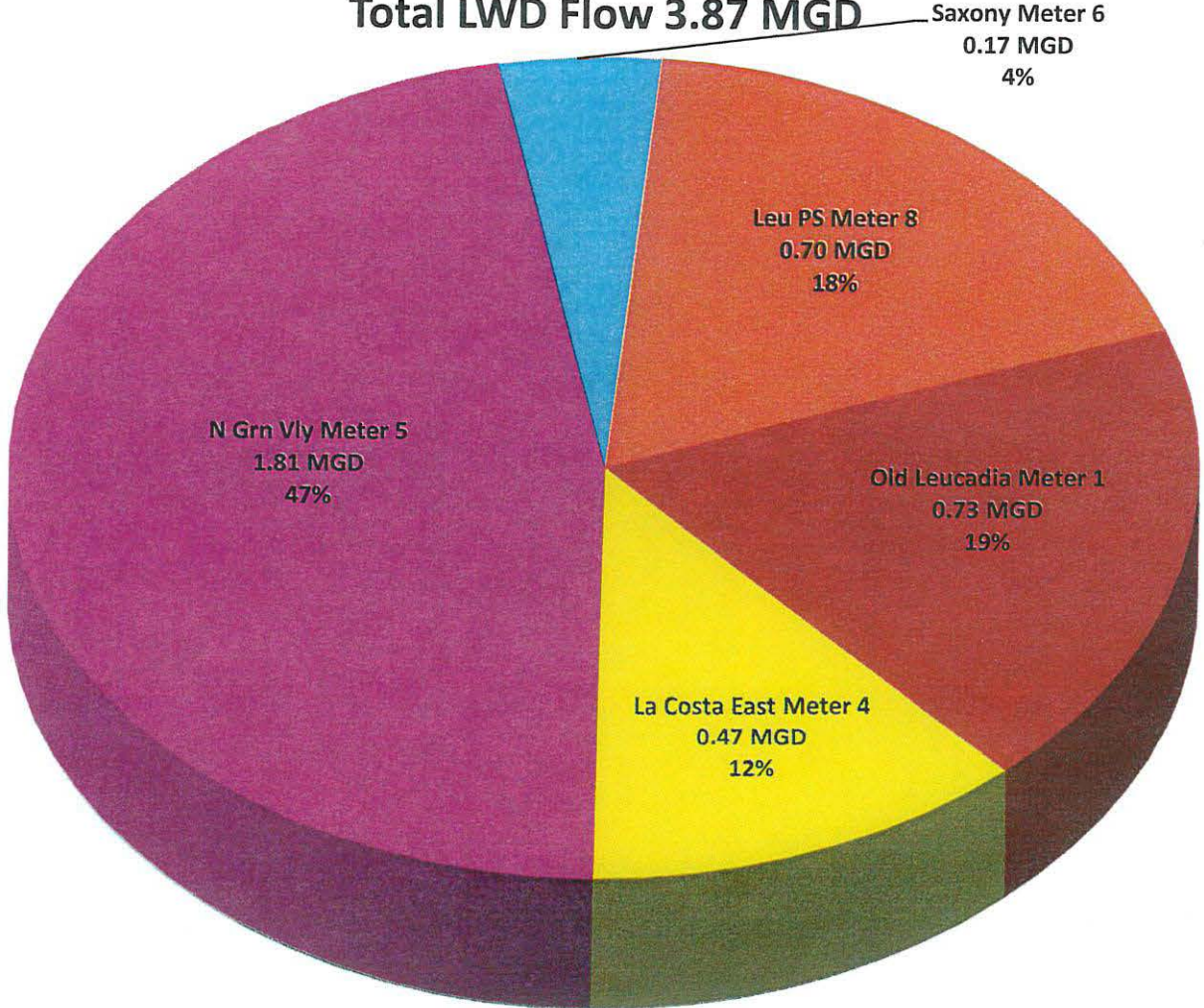
Vendor Name	Tra... Sou...	Effective Date	Check/Voucher Number	Expenses	GL Code	GL Title	Transaction Description
Report Opening/Current Balance							
Report Transaction Totals				3,709.67			
Report Current Balances							

**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2022 (July 2021 - June 2022)**

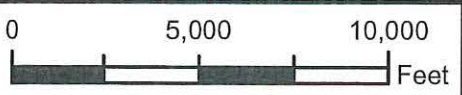
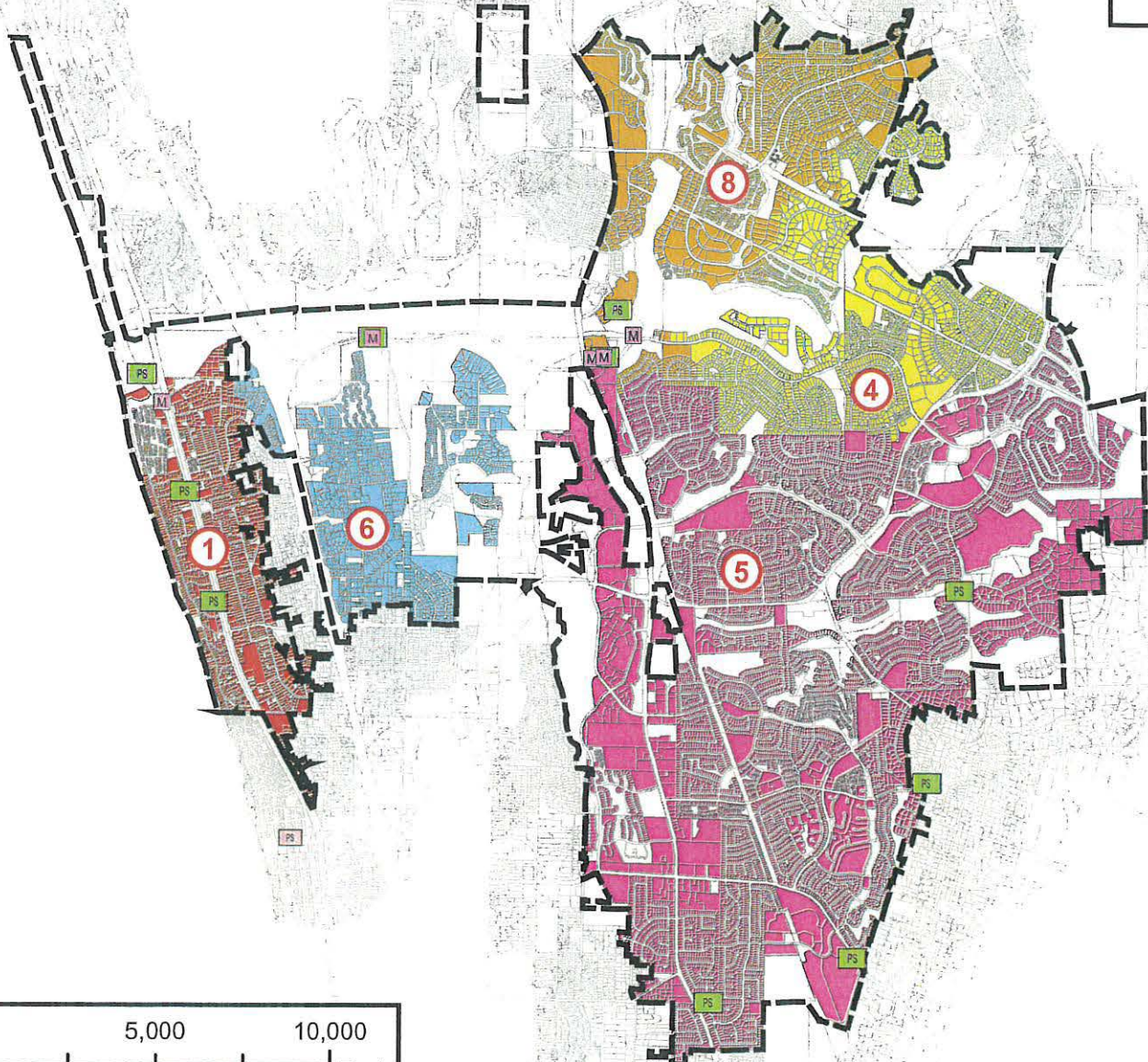
CURRENT MONTH - May 2022							FY 2021
Period	Total Rain Inches	Total Flow MG	Added EDU's 28,774.34	LWD ADF (MGD)	GPD/EDU	RECLAIMED Total (ac-ft/mo)	LWD ADF (MGD)
JULY	0.16	117.49	19.70	3.79	131.80	47.70	3.95
YTD			28,754.64				
AUGUST	0.11	118.11	6.00	3.81	132.47	47.70	4.01
YTD			28,760.64				
SEPTEMBER	0.11	112.20	0.00	3.74	130.04	33.07	3.78
YTD			28,760.64				
OCTOBER	1.34	111.91	1.25	3.61	125.51	14.49	3.81
YTD			28,761.89				
NOVEMBER	0.00	113.40	1.25	3.78	131.42	19.15	3.88
YTD			28,763.14				
DECEMBER*	3.21	122.45	0.00	3.95	137.33	4.09	3.76
YTD			28,763.14				
JANUARY	0.47	117.80	3.00	3.80	132.10	0.00	3.65
YTD			28,766.14				
FEBRUARY	0.28	100.80	4.00	3.60	125.13	10.71	3.63
YTD			28,770.14				
MARCH	1.66	115.32	2.50	3.72	129.29	10.91	3.89
YTD			28,772.64				
APRIL	0.11	110.40	2.45	3.68	127.89	20.37	3.90
YTD			28,775.09				
MAY	0.02	112.84	5.00	3.64	126.48	36.79	3.90
YTD			28,780.09				
JUNE							3.85
YTD							
YTD Totals	7.47	1252.72	45.15			244.98	
Mo Average	0.68	113.88	4.10	3.74	129.95	22.27	3.83

**LWD Flows by Sub-Basin
May 2022**

Total LWD Flow 3.87 MGD



LEUCADIA WASTEWATER DISTRICT

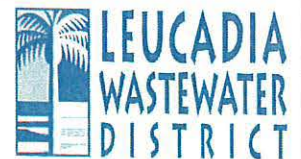


LEGEND

Parcels by Basin

- 1 - Old Leucadia
- 4 - La Costa East
- 5 - North Green Valley
- 6 - Saxony
- 8 - Leucadia PS

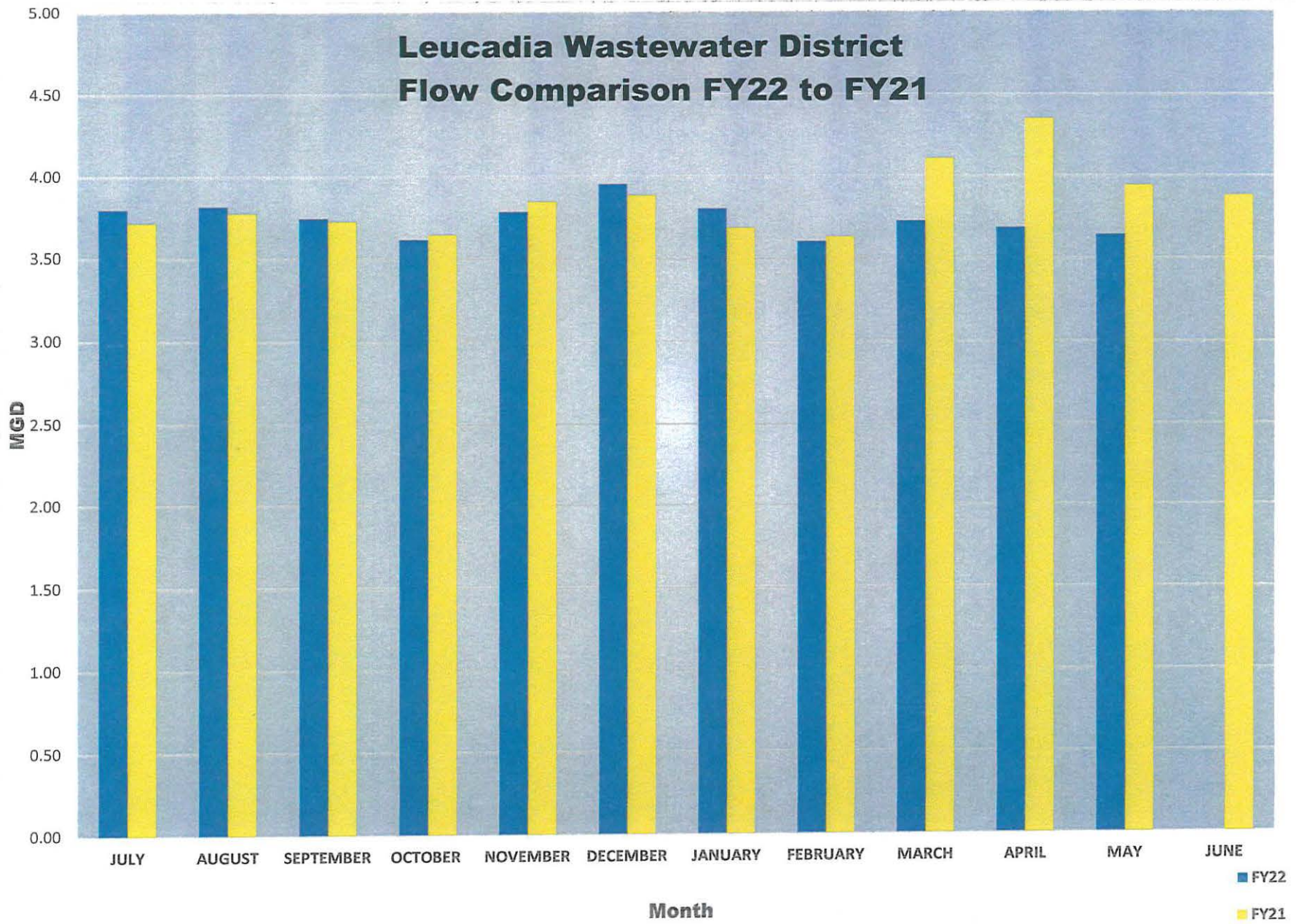
- Meter Locations
- LWD Pump Stations
- Encinitas Pump Stations
- LWD Boundary



DEXTER WILSON ENGINEERING, INC.
CONSULTING ENGINEERS
(760) 438-4422

SEWER COLLECTION SYSTEM BY SUB-BASIN

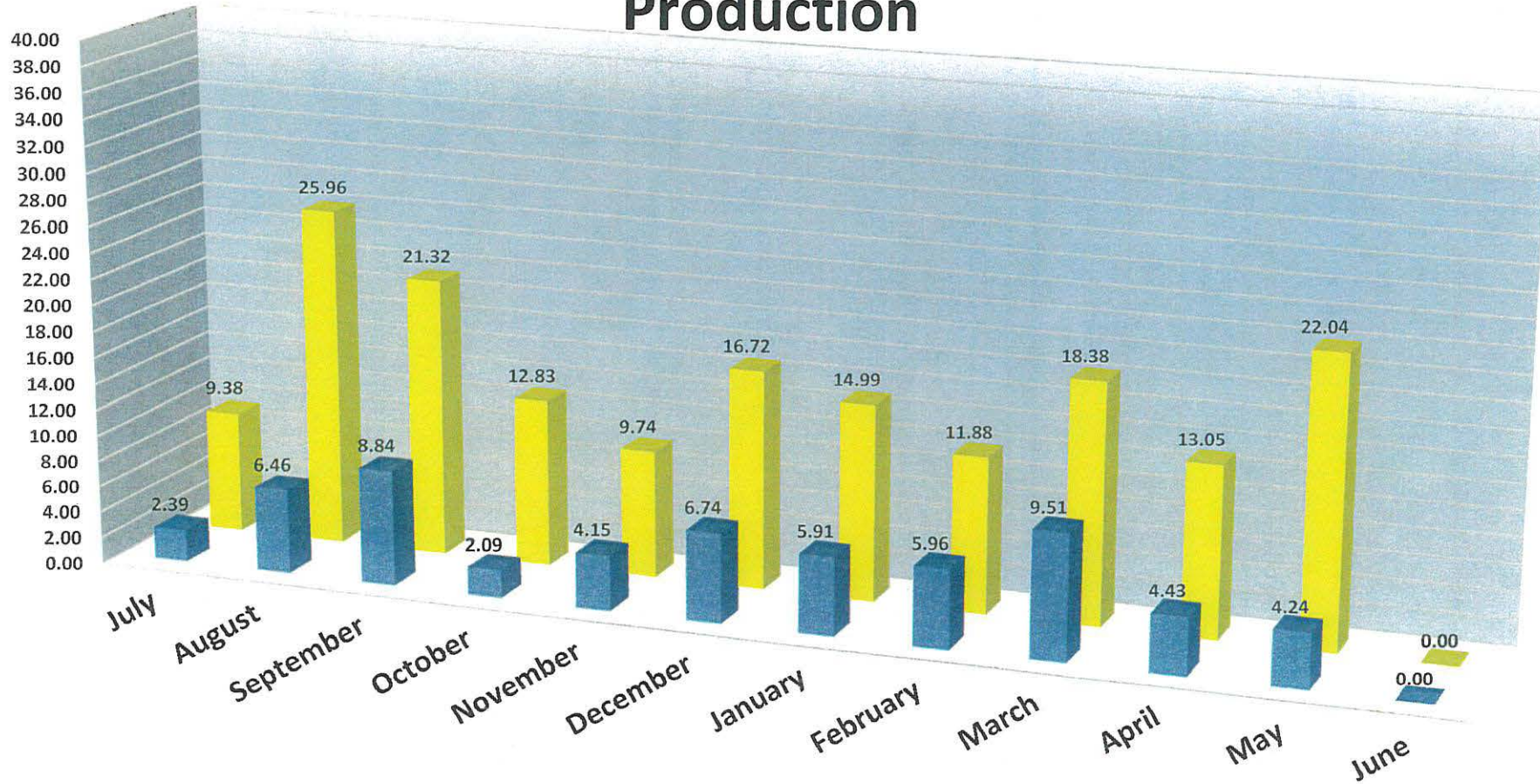
Leucadia Wastewater District Flow Comparison FY22 to FY21



35

FY-22 CCTV Inspections & Hydro Cleaning Production

36



Monthly Target Mileage

Hydro-Cleaning: 15 Miles/Month

CCTV Inspections: 6.3 Miles/Month

■ CCTV Inspections (YTD 60.7 Miles)

■ Hydro Cleaning (YTD 176.3 Miles)



LEADERS IN
ENVIRONMENTAL
PROTECTION

**Operations and Administration Training Report
May 2022**

Training & Safety Events for the month of May 2022

Hours

Description	Ops	Admin	Total
Bloodborne Pathogens	1.00	0.50	1.50
COVID-19 Exposure Control & Disease Preparedness Response	0.00	1.00	1.00
Cyber Security	0.50	1.00	1.50
Emergency Action Plan	0.00	1.00	1.00
Fire Extinguisher Training	0.00	1.00	1.00
Fire Prevention Plan Training	0.00	1.00	1.00
Hazard Communication	0.00	1.00	1.00
Injury & Illness Prevention Program	0.00	1.00	1.00
Respiratory Protection: Safe Selection, Use and Maintenance	2.00	0.00	2.00
Total Training Hours	3.50	7.50	11.00

Conferences/Webinars/Seminars for the month of May 2022

Attendees

Description	Ops	Admin	Total
CASA	2	0	2
CSDA SDLA Module 4: Board's Role in HR	0	3	3
CSRMA/SCORE/NCCSIF Webinar: Cyber Security Table Top Drills- Test Y	0	1.5	1.5
Davis Farr: Capital Assets: Common Questions and Best Practices	0	1.5	1.5
LCW's Webinar: Nuts & Bolts: Navigating Common Legal Risks for the F	0	4	4
SCAP	2	0	2
SDRWQCB	3	0	3
State WRCBWC	3.5	0	3.5
Total Attended Conferences	10.5	10	20.5

Notes:

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



**Operations and Administration Training Report
Summary for Fiscal Year 2022**

Training		Hours		
Month	Ops	Admin	Total	
Jul-21	35.50	7.00	42.50	
Aug-21	14.00	12.00	26.00	
Sep-21	91.50	5.00	96.50	
Oct-21	30.00	7.50	37.50	
Nov-21	10.00	5.00	15.00	
Dec-21	1.00	8.00	9.00	
Jan-22	14.75	8.00	22.75	
Feb-22	15.00	10.00	25.00	
Mar-22	27.00	12.50	39.50	
Apr-22	8.50	12.25	20.75	
May-22	3.50	7.50	11.00	
Jun-22	0.00	0.00	0.00	
YTD Totals	250.75	94.75	345.50	

Conferences		Attendees		
Month	Ops	Admin	Total	
Jul-21	0.00	0.00	0.00	
Aug-21	4.00	5.00	9.00	
Sep-21	0.00	0.00	0.00	
Oct-21	2.00	0.00	2.00	
Nov-21	0.00	0.00	0.00	
Dec-21	0.00	0.00	0.00	
Jan-22	0.00	0.00	0.00	
Feb-22	1.00	2.00	3.00	
Mar-22	0.00	10.00	10.00	
Apr-22	5.00	0.00	5.00	
May-22	10.50	10.00	20.50	
Jun-22	0.00	0.00	0.00	
YTD Total	22.50	27.00	49.50	

Notes:

Trainings include web-based, classroom, and tailgates

Conferences include CASA, CWEA, CSDA, CSRMA, CSFMO

Leucadia Wastewater District

Balance Sheet

As of 5/31/2022

	<u>Amount</u>
Assets	
Cash & Investments	28,984,019.01
Accounts Receivables	71,416.03
Net OPEB Asset	73,376.00
Prepaid Expense	160,377.34
Funds held with Encina Wastewater Authority	2,041,200.00
Capital Assets	184,268,092.64
Less Accumulated Depreciation	<u>(64,311,774.48)</u>
Total Assets	<u>151,286,706.54</u>
Deferred Outflows	
PERS Pension Deferred Outflows	1,344,994.00
OPEB Health Deferred Outflows	86,509.00
Total Deferred Outflows	<u>1,431,503.00</u>
Total Assets & Deferred Outflows	<u>152,718,209.54</u>
Liabilities	
Accounts Payable & Accrued Expenses	629,889.81
Developer Deposits	118,070.09
Net Pension Liability	4,523,924.00
Total Liabilities	<u>5,271,883.90</u>
Deferred Inflows	
PERS Pension Deferred Inflows	181,483.00
OPEB Health Deferred Inflows	6,794.00
Total Deferred Inflows	<u>188,277.00</u>
Net Position	
Beginning Net Position (as of June 30, 2021)	
Investment in Capital Assets	119,956,318.25
Reserves	<u>26,711,648.62</u>
Total Beginning Net Position (as of June 30, 2021)	<u>146,667,966.87</u>
Current Change In Net Position	
Other	590,081.77
Total Current Change In Net Position	<u>590,081.77</u>
Total Net Position	<u>147,258,048.64</u>
Total Liabilities, Deferred Inflows & Net Position	<u>152,718,209.54</u>

Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses
From 7/1/2021 Through 5/31/2022

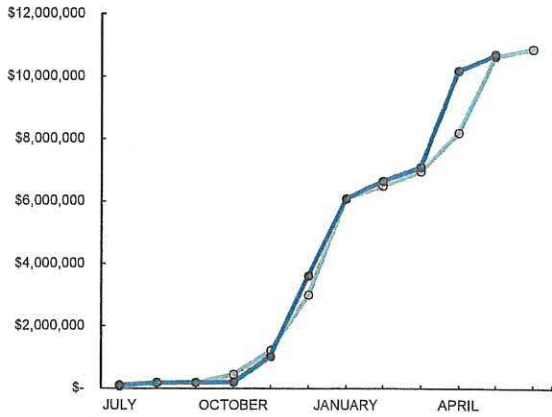
Account Title	YTD Actual	Total Annual Budget	Remaining Budget	Percentage Total Budget Used
OPERATING REVENUES				
3110 Sewer Service Fees	\$10,696,478.77	\$10,879,991.00	\$ 183,512.23	98.3%
3150 Recycled Water Sales	344,387.61	350,000.00	5,612.39	98.4%
3100 Misc. Operating Revenue	70,452.02	180,599.00	110,146.98	39.0%
TOTAL OPERATING REVENUES	\$11,111,318.40	\$11,410,590.00	\$ 299,271.60	97.4%
OPERATING EXPENSES				
4100 Salaries	\$ 1,769,335.50	\$ 2,063,646.00	\$ 294,310.50	85.7%
4200 Employee Benefits	1,336,117.18	1,561,018.00	224,900.82	85.6%
4300 Directors Expense	64,620.07	129,100.00	64,479.93	50.1%
4400 Election Expense	15,000.00	30,000.00	15,000.00	50.0%
4600 Gas, Oil & Fuel	35,935.45	45,000.00	9,064.55	79.9%
4700 Insurance Expense	184,809.69	179,800.00	(5,009.69)	102.8%
4800 Memberships	35,125.89	36,925.00	1,799.11	95.1%
4900 Office Expense	136,928.03	169,500.00	32,571.97	80.8%
5000 Operating Supplies	98,622.60	147,500.00	48,877.40	66.9%
5200 Professional Services	385,880.32	600,000.00	214,119.68	64.3%
5300 Printing & Publishing	30,204.91	29,600.00	(604.91)	102.0%
5400 Rents & Leases	33,787.75	24,200.00	(9,587.75)	139.6%
5500 Repairs & Maintenance	381,986.57	559,100.00	177,113.43	68.3%
5600 Monitoring & Permits	65,181.68	74,300.00	9,118.32	87.7%
5700 Training & Development	32,732.15	49,500.00	16,767.85	66.1%
5900 Utilities	402,149.10	468,900.00	66,750.90	85.8%
6100 LAFCO Operations	7,257.17	7,700.00	442.83	94.2%
6200 Encina Operating Expense	1,934,148.65	2,677,900.00	743,751.35	72.2%
6900 Admin O/H alloc to Capital	(146,923.52)	(192,796.00)	(45,872.48)	76.2%
TOTAL OPERATING EXPENSES	\$ 6,802,899.19	\$ 8,660,893.00	\$ 1,857,993.81	78.5%
NON-OPERATING REVENUES				
3130 Capacity Fees	\$ 129,769.50	\$ 162,848.00	\$ 33,078.50	79.7%
3220 Property Taxes	1,903,369.15	1,988,000.00	84,630.85	95.7%
3250 Investment Income	231,580.87	316,000.00	84,419.13	73.3%
3290 Misc. Non Op Revenue	47,414.62	127,300.00	79,885.38	37.2%
TOTAL NON-OPERATING REVENUES	\$ 2,312,134.14	\$ 2,594,148.00	\$ 282,013.86	89.1%

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

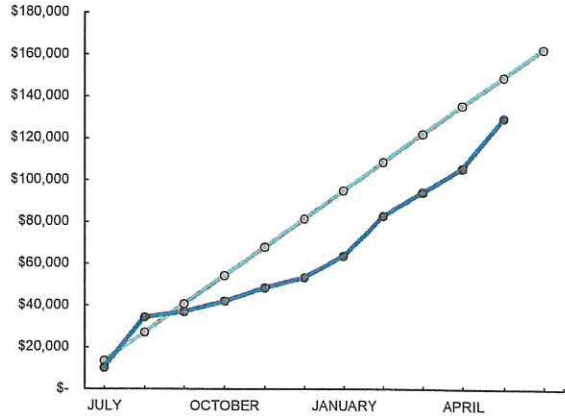
Leucadia Wastewater District Revenue FY2022

YTD through May 31, 2022

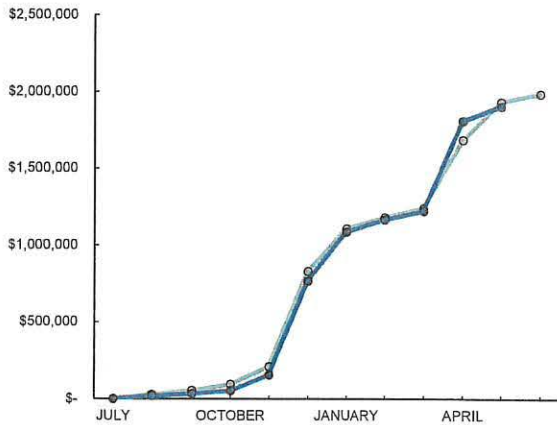
Sewer Service Fees



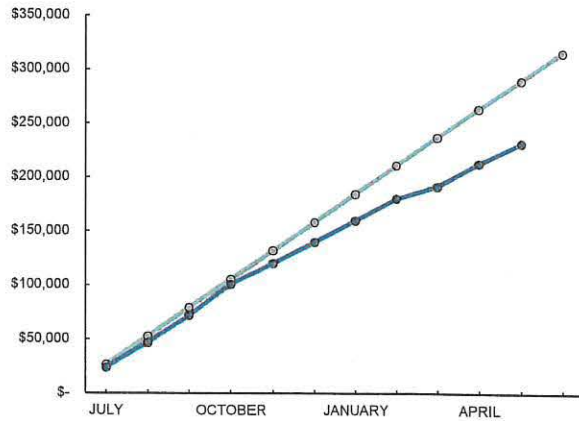
Capacity Charges



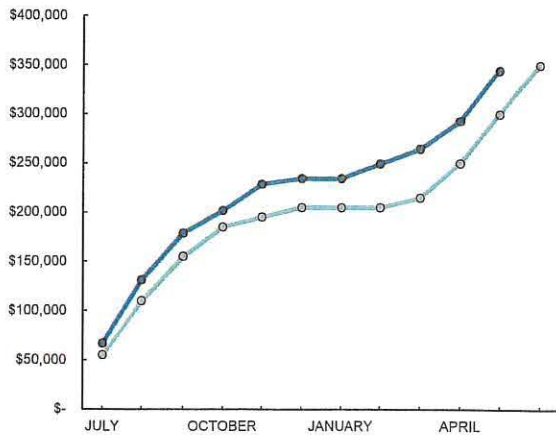
Property Taxes



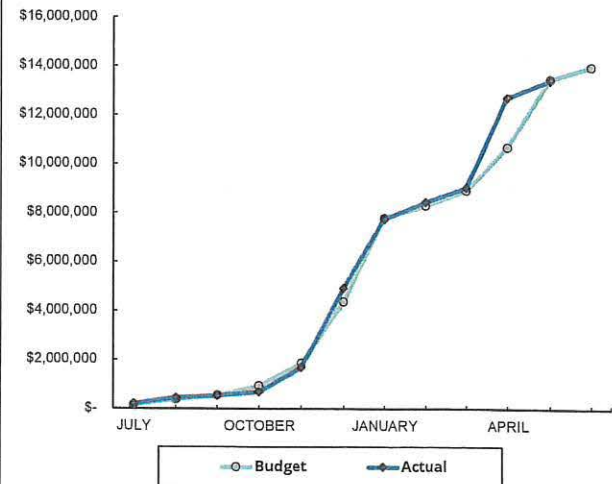
Investment Income



Recycled Wastewater Sales



Total Revenue



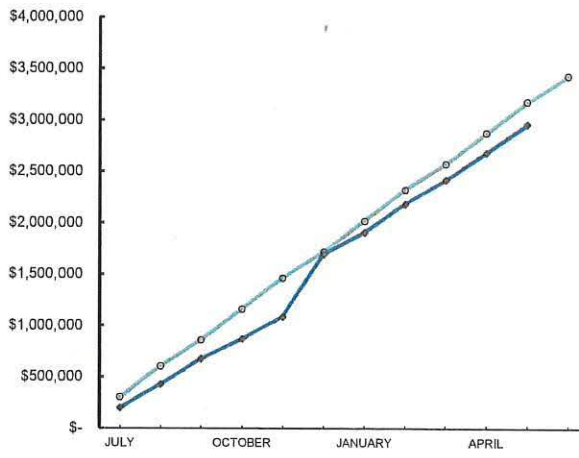
○ Budget ● Actual

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

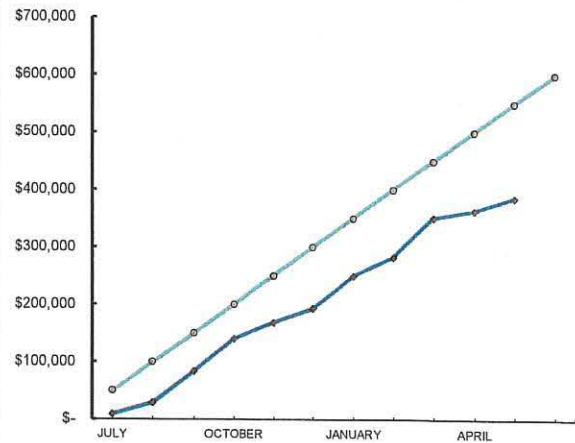
Leucadia Wastewater District Operating Expenses FY2022

YTD through May 31, 2022

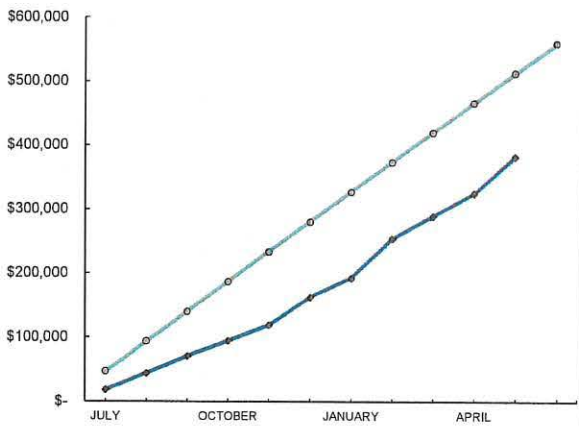
Salaries and Benefits



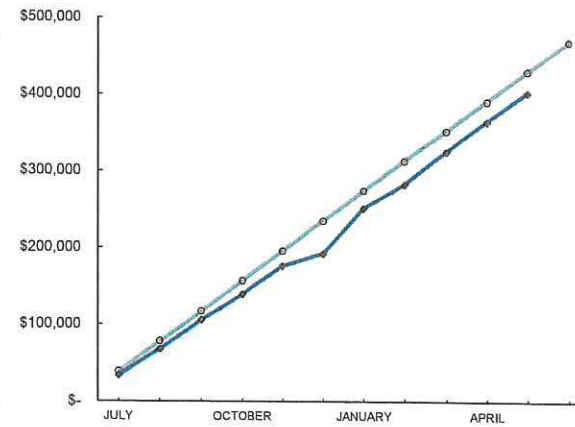
Professional Services



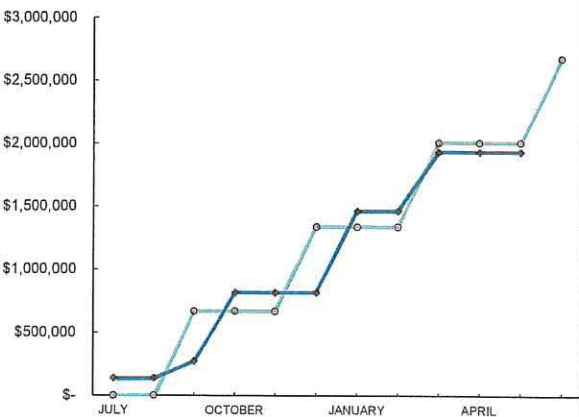
Repairs & Maintenance



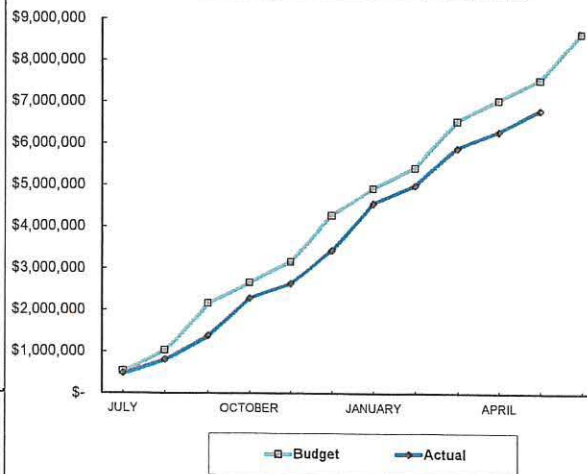
Utilities



Encina M&O



Total Operating Expenses -
Before Depreciation & Replacement

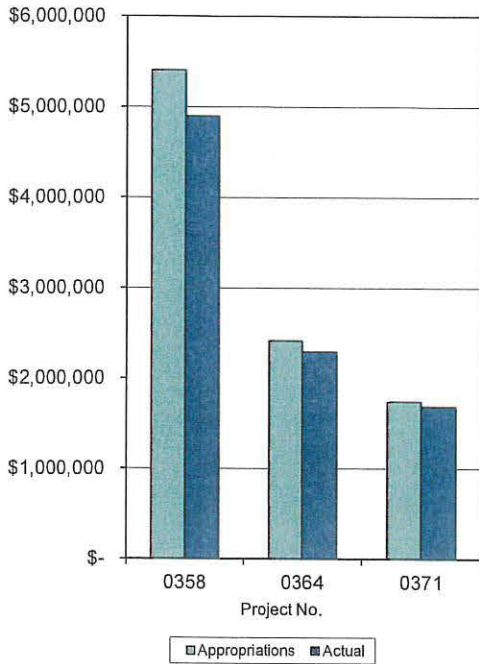


* Preliminary: subject to future review, reconciliation, accruals, and audit

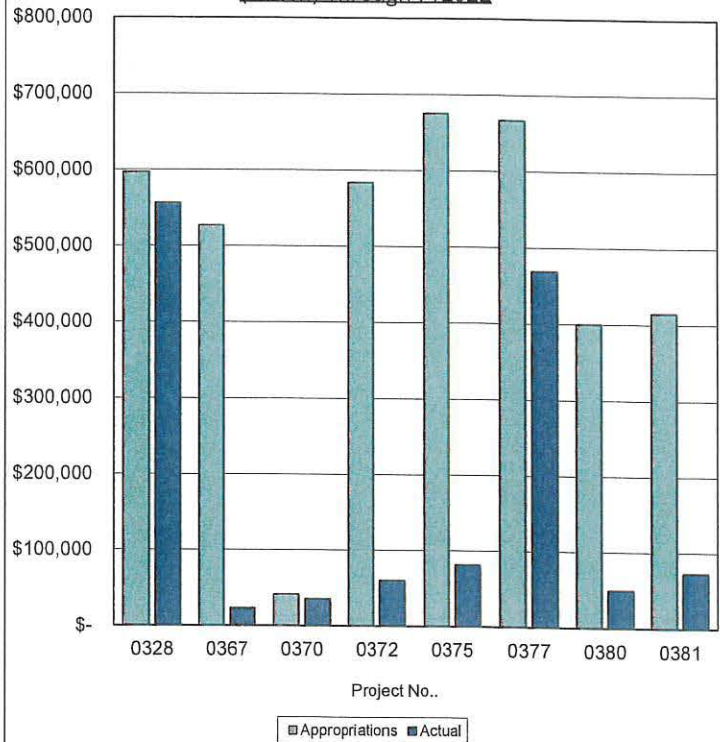
Leucadia Wastewater District Capital Expenditures

As of May 31, 2022

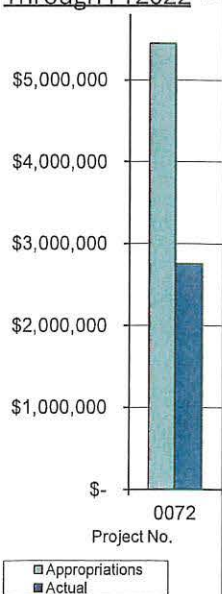
District Multi Year Capital Expenditures
by Project
(>\$1M) Through FY2022



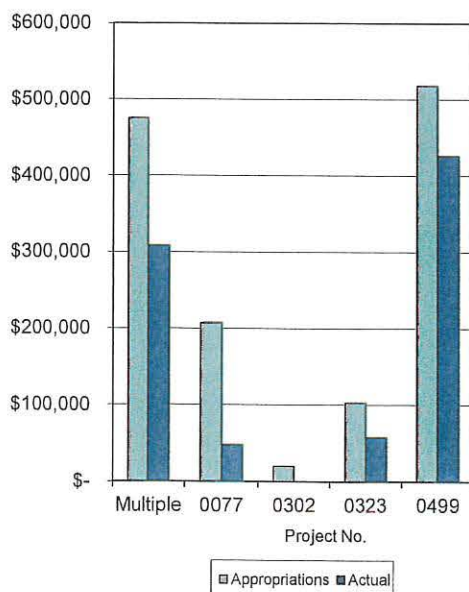
District Multi Year Capital Expenditures by Project
(≤\$1M) Through FY2022



District's Share of
Encina WPCF
Capital Exp
Through FY2022



Single Year Capital
Expenditures by Project FY2022



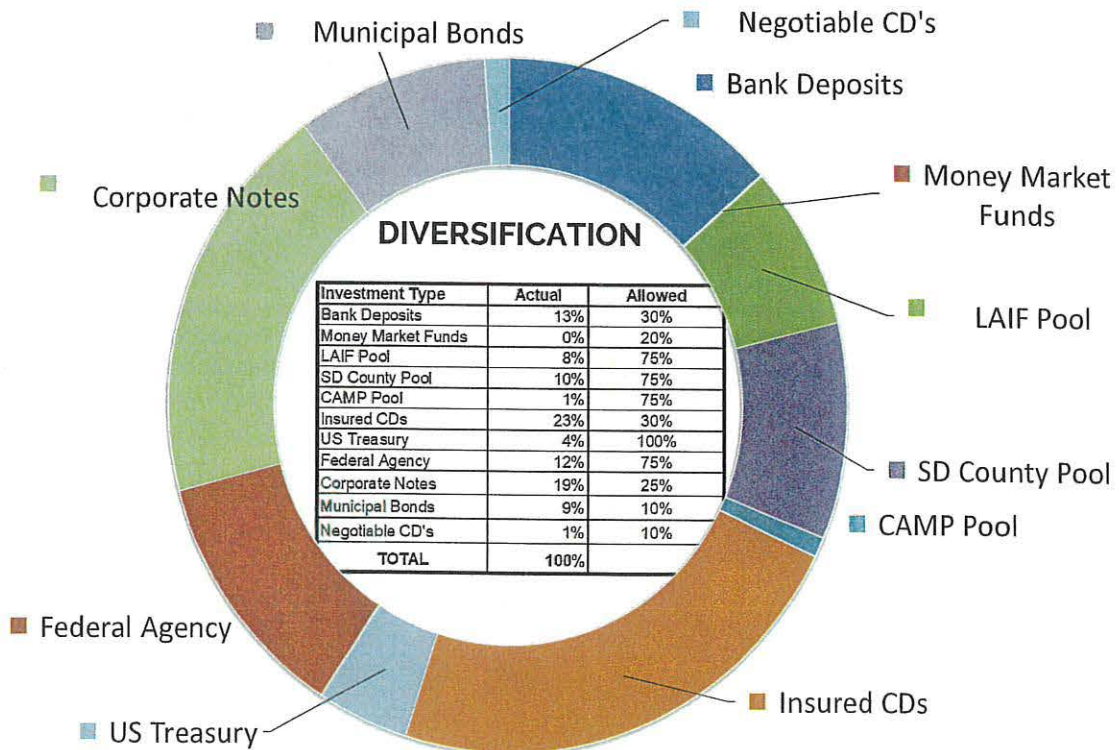
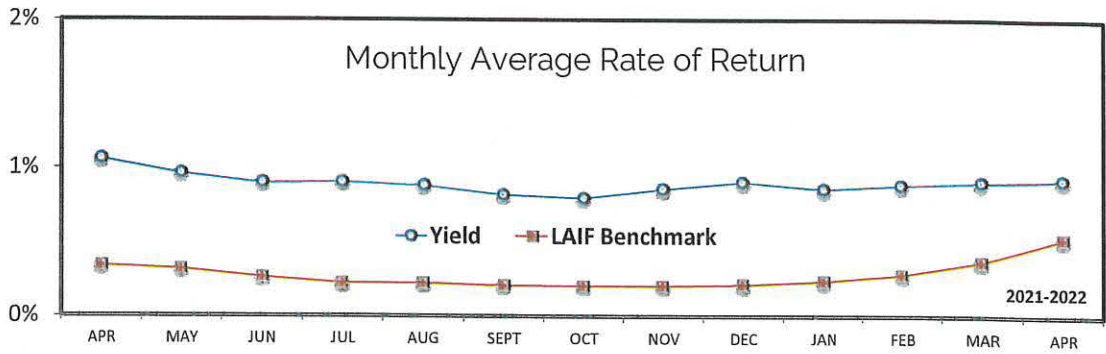
Project Legend

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
B1 Force Main - North Section Rplcmnt	0367
Pump Station Assessment	0370
FY20 Gravity Line Rehab/Quebrada Rlgn	0371
Diana Pump Station Upgrade	0372
Batiquitos PS Emergency Basin Upgrade	0375
FY2021 Gravity Pipeline Rehabilitation	0377
FY2022 Gravity Pipeline Rehabilitation	0380
Village Park 7 Pump Station Rehabilitation	0381
Single Year Capital Projects	
	No.
Equipment - Capital Acquisitions	Multiple
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

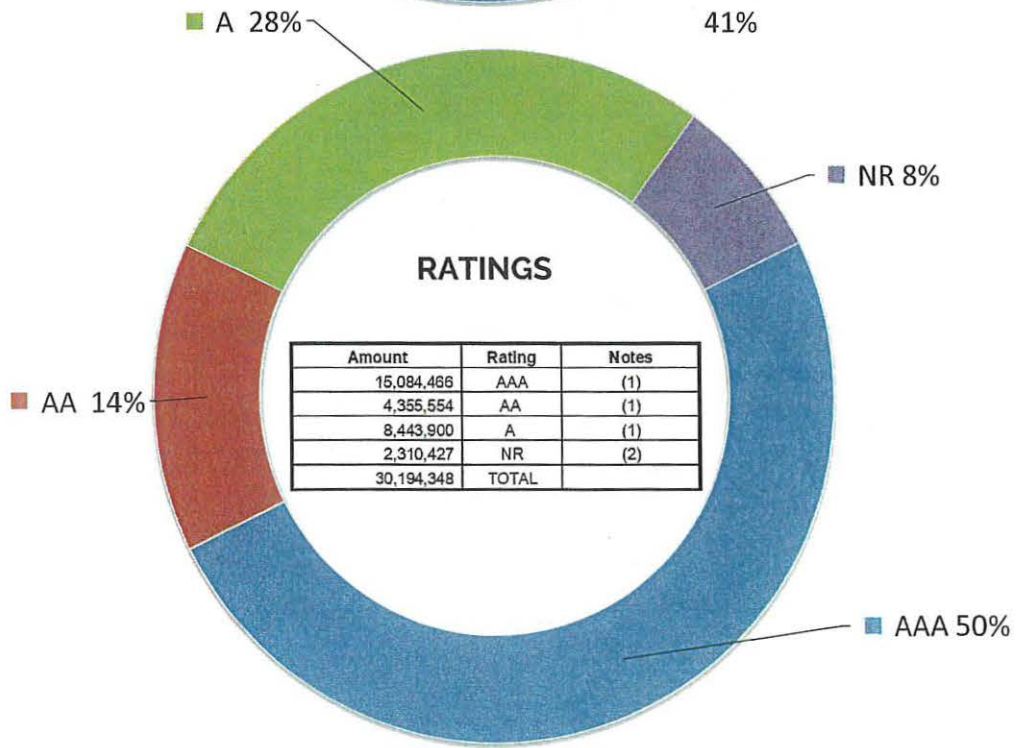
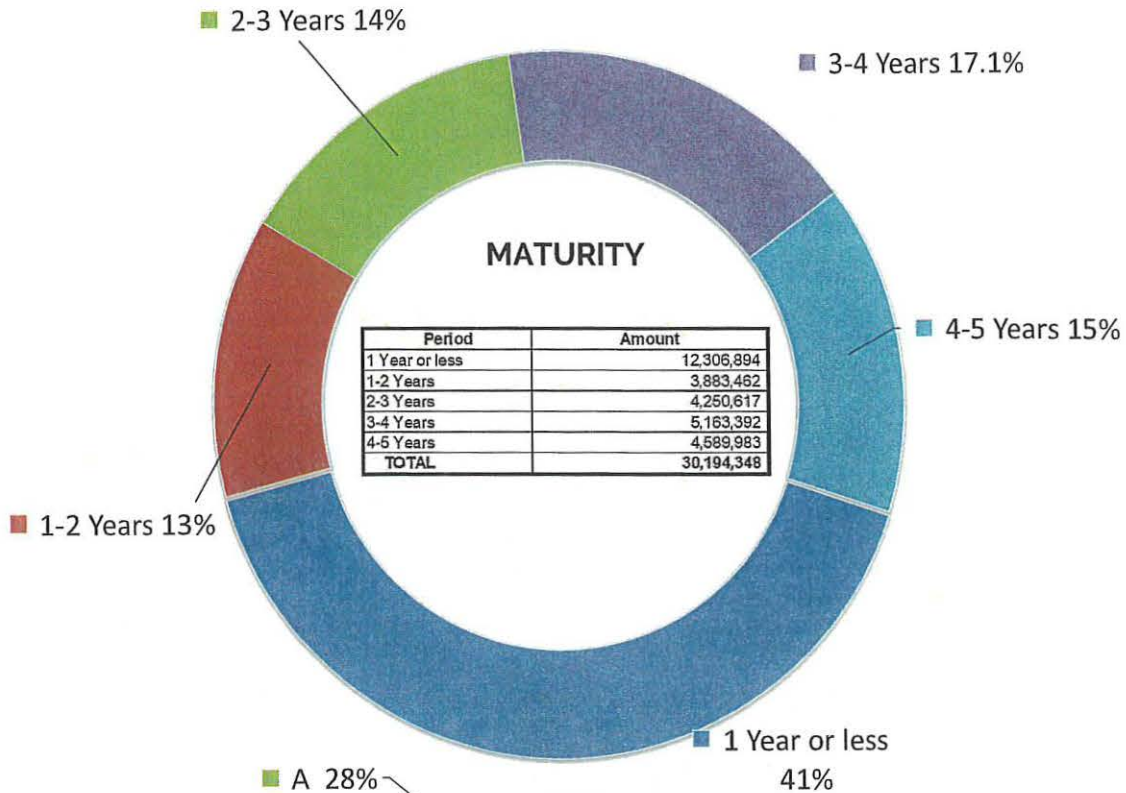
LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
April 30, 2022

Cash Equivalents & Investments	Principal (Original Cost)		April Interest	Average Rate
	Mar 31, 2022	Apr 30, 2022		
Pacific Premier Bank Reserves	\$ 1,385,750	\$ 4,045,141	\$ 14	0.010%
TVI Dreyfus Money Market	17,912	17,913	0	0.030%
LAIF Pool	2,308,595	2,310,427	1,007	0.523%
SD County Pool	3,031,084	3,035,946	2,225	0.880%
CAMP Pool	278,126	278,880	114	0.538%
Certificates of Deposit - Insured	6,872,000	6,872,000	7,612	1.330%
US Treasury Notes	1,311,275	1,311,275	936	0.984%
Federal Agency Notes	3,547,052	3,547,052	2,723	0.975%
Municipal Bonds	2,751,889	2,751,889	2,183	0.900%
Corporate Bonds/Notes	5,172,930	5,673,824	4,562	1.297%
Negotiable CD's	350,000	350,000	540	1.850%
Totals	\$ 27,026,613	\$ 30,194,348	\$ 21,915	0.919%



LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
April 30, 2022

(Continued)

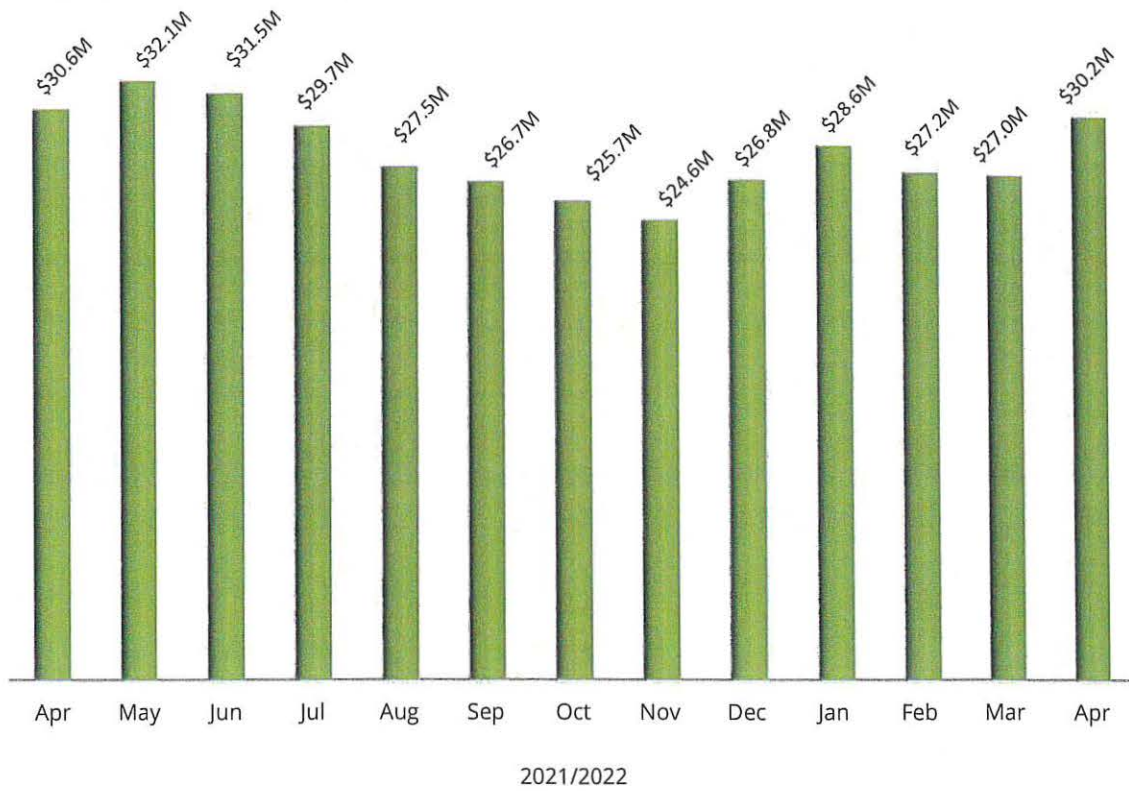


(1) CAMP Pool & SD County Pool, are rated by Standard & Poors. Investments are rated by Moody's.
 (2) LAIF is not rated.

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
April 30, 2022

(Continued)

CASH & INVESTMENT FUNDS BY MONTH



INVESTMENT TRANSACTIONS

Investment	Purchases	Sales & Maturities	Maturity Date	CUSIP	YTM at Cost	Notes
Amazon	250,894		4/13/2027	023135CF1	3.25%	
Bank of America Corp Note	250,000		4/29/2027	06048WV23	4.10%	
TOTAL	\$ 500,894	\$ -				

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

MEMORANDUM

DATE: June 2, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **May 2022 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 2022.

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 2022 for your review.

tb:PJB


Attachment

**Leucadia Wastewater District
Disclosure of Reimbursements Report
May 1-31, 2022**

Conference Date	Description	Director	Director	Director	Director	Director	GM	TSM	ASsup	FSS
		J. Hanson	E. Sullivan	D. Omsted	C. Roesink	M. Brown	P. Bushee	R. Morishita	T. Hill	J. Stecker
CSDA Legislative Days May 17-18, 2022 Sacramento, CA	Registration			275.00						
	Hotel			476.84						
	Airfare			287.96						
	Meals			12.37						
	Baggage									
	Parking/Shuttle/Coaster			10.25						
	Tips			10.00						
	Fuel/mileage/rental car			5.85						
	Total		0.00	0.00	1,078.27	0.00	0.00	0.00	0.00	0.00
	Registration									
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips/Baggage									
	Fuel/mileage/taxi/uber									
	Total		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Registration									
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips/Baggage									
	Fuel/mileage/taxi/uber									
	Total		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Registration									
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips/Baggage									
	Fuel/mileage/taxi/uber									
	Total		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Notes: :

MEMORANDUM

DATE: June 2, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Adopt Resolution No. 2370 Establishing an Appropriations Limit of the Leucadia Wastewater District (LWD) for the Fiscal Year 2022 (July 1, 2022 to June 30, 2023) Pursuant to Article XIII (B) of the California Constitution**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2370 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 FY23 has been calculated at \$100,514,371. The planned District appropriations subject to the statutory limitation are \$2,085,832. Per Government Code Section 7910, the document used to develop the Appropriations Limit was made available to the public.

Proposed Resolution No. 2370 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. 2370 as presented.

reg:PJB

Attachment

RESOLUTION NO. 2370

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
ESTABLISHING APPROPRIATIONS LIMIT OF THE DISTRICT
FOR THE FISCAL YEAR JULY 1, 2022 - JUNE 30, 2023 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 Leucadia Wastewater District for the Fiscal Year July 1, 2022 - June 30, 2023 pursuant to Article XIII (B) of the California Constitution is hereby established as \$100,514,371.

Section 2. This Resolution is effective June 8, 2022 and supersedes Resolution No. 2347.

PASSED AND ADOPTED by the Board of Directors at a meeting of the LWD, held June 8, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Judy Hanson, President

Paul J. Bushee, General Manager

(SEAL)

**LEUCADIA WASTEWATER DISTRICT
APPROPRIATIONS LIMIT
FISCAL YEAR 2022-2023**

FISCAL YEAR	POPULATION FACTOR	GPI/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)
2021-22	1.0043	1.0573	1.0619	93,644,939	2,033,892	(91,611,047)
2022-23	0.9980	1.0755	1.0734	100,514,371	2,085,832	(98,428,539)

**LEUCADIA WASTEWATER DISTRICT
 APPROPRIATIONS SUBJECT TO LIMIT WORKSHEET
 FISCAL YEAR 2022-2023**

Fiscal Year	Total Appropriations	Amount
2022-2023	General District	\$ 8,333,440
	Current Construction/Capital	7,529,947
	Other Debt & Reserves Exp.	-
	Reserves	25,886,771
	Subtotal	41,750,158
	Less: Prior Reserves (Limited to above reserves)	26,711,655
	(Difference)	(824,884)
	Less: Voter Approved Debt Service	0
	Total Available	15,863,387
	Non-Proceeds of Taxes	13,777,555
Appropriations Subject to Limit		\$ 2,085,832

Fiscal Year	Revenues	Total Revenue	Tax Revenue	Non Tax Revenue
2022-2023	Service Charges	\$ 12,337,350	\$ -	\$ 12,337,350
	Other Operating Income	193,750	-	193,750
	Property Taxes	2,038,700	2,038,700	-
	Other Non-Opererating Income	180,070	-	180,070
	Debt Service	-	-	-
	Less Voter Approved Debt Service	-	-	-
	Subtotal	14,749,870	2,038,700	12,711,170
	Interest Income	341,000	47,132	293,868
	Other Reserve Income	772,517	-	772,517
	Total Revenues	\$ 15,863,387	\$ 2,085,832	\$ 13,777,555

Interest Income Allocation

Tax Revenue	\$ 2,038,700
Total Revenue Before Interest	/ 14,749,870
%	= 13.8218167%
Interest Income	* 341,000
Interest Allocated to Tax Revenue	= \$ 47,132

**LEUCADIA WASTEWATER DISTRICT
APPROPRIATIONS LIMIT WORKSHEET
FISCAL YEAR 2022-2023**

	(2)		% of City	% of District
	Total (1) 4/1/2020	Within District 1/1/2020		
Carlsbad	114,746	32,202	28.1%	54.1%
Encinitas	61,655	27,292	44.3%	45.9%
Total		59,494	(to below)	100.0%

(1) The Cities of Carlsbad & Encinitas population figures are per the 2020 Census. Regional Estimates for 01/01/2021 were not yet available.

(2) District population figures per special request from National Demographics Corp. Estimates for Jan 2021 are not yet available.

		2020-2021		2021-2022	
		Total cities (3) 1/1/2021	Total district (Calc) 1/1/2021	Total cities (3) 1/2/2022	Total district (Calc) 1/2/2022
Population	%				
Carlsbad	28.1%	115,680	32,464	115,585	32,437
Encinitas	44.3%	61,724	27,323	61,515	27,230
Total	(from above)	177,404	59,787	177,100	59,667
Percentage change				-0.171%	-0.199%

FISCAL YEAR 2022-2023

<u>Adjustment factor calculation</u>	<u>% CHANGE</u>	<u>FACTOR</u>
1 Population change calculation	-0.199%	0.9980
2 Per capita personal income - (3)	7.550%	1.0755
Adjustment Factor		1.0734

(3) Per California Department of Finance letter and attachments, dated May 2022. Also found here: <https://dof.ca.gov/forecasting/demographics/estimates/>

Encina Wastewater Authority Report
Regular Board Meeting
May 25, 2022

EWA Board of Directors – Director Omsted Reporting

1. AB 361 Findings to Continue Virtual or Telephonic Board Meetings

The Board of Directors authorized the continuation of virtual meetings under Assembly Bill 361.

2. Adopting a new Member Agency Billing Methodology

The Board of Directors adopted Resolution No. 2022-08 adopting a new Member Agency billing methodology and Resolution No. 2022-09 amending EWA's Financial Reserve Policy.

Executive Session

3. Conference with Legal Counsel – Anticipated Litigation Related to two matters Pursuant to Government Code

4. Public Employee Performance Evaluation Pursuant to Government Code

There was no reportable action.

Engineering Committee Meeting Report

Presented by Director Roesink

Meeting held June 1, 2022

1. The Engineering Committee (EC) reviewed the following recommendations:

- Adopt Ordinance No. 145 approving a reimbursement Agreement for sewer between the Leucadia Wastewater District and Peter Lagasse; and
- Approve Resolution No. 2374 adopting the 2019 Integrated Regional Water Management Plan; and


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 also received updates on the following:

- Development Projects Summary; and
- Encinitas Estates Pump Station Replacement Project.

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

MEMORANDUM

DATE: June 2, 2022
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 2023 (FY23) 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 FY23 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 26, 2022. It was also published in the San Diego Union Tribune on May 26, 2022 and on June 2, 2022.

BACKGROUND:


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 FY23. 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 2, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Public Hearing on a Proposal to Adopt an Ordinance Approving a Reimbursement Agreement Between Leucadia Wastewater District and Peter Lagasse**

The purpose of this public hearing is to allow the Leucadia Wastewater District (District) Board of Directors (Board) to receive and consider public comment on the following:

1. A proposal to adopt Ordinance No. 145 approving a Reimbursement Agreement for sewer between the District and Peter Lagasse (Developer).

The notice of this public hearing was posted at the District on June 2, 2022. It was also published in the San Diego Union Tribune on June 2, 2022.

DISCUSSION:

This Reimbursement Agreement was developed by the District Engineer in accordance with the Standard Specifications. It has been reviewed by District staff, including District Counsel, and now requires Board approval to take effect. The sewer facilities were designed and constructed, pursuant to District Policy, to accommodate sewer connections to separate properties adjacent to the new sewer facilities. These benefited properties are not required to connect to the public sewer system. However, if they decide to connect in the future, the Reimbursement Agreement requires payment of a reimbursement fee equivalent to the property's fair share contribution towards the new sewer improvements.

The proposed Ordinance No. 145 approves the Reimbursement Agreement established between the District and the Developer.

It is necessary for the Board to consider all objections or protests to the proposed Ordinance. To date, no objections or protests have been filed with the District.

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.

ier:PJB

MEMORANDUM

DATE: June 2, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Collection of Wastewater Service Charges on the County Tax Roll for Fiscal Year 2023**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2373 approving the report for the collection of wastewater service charges on the county tax roll for the fiscal year July 1, 2022 to June 30, 2023.
2. Discuss and take other action as appropriate.

DISCUSSION:

Leucadia Wastewater District'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 2023 (FY23). Prior to this item, the Board of Directors will have conducted a public hearing regarding the collection of the FY23 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 FY23. The charges in the report are based on the FY23 wastewater service charge of \$415.84 per year per equivalent dwelling unit (EDU).

Staff recommends that the Board adopt Resolution No. 2373 (attached) as presented, and/or take other action as appropriate.

th:PJB

Attachment

RESOLUTION NO. 2373

**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, 2022 – JUNE 30, 2023**

WHEREAS, the Board of Directors of the Leucadia Wastewater District (LWD) has elected to have wastewater service fees for the Fiscal Year July 1, 2022 – June 30, 2023 (FY23) 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 \$378.04 per year (Existing Wastewater Service Fee); and

WHEREAS, the Board of Directors has determined that the FY23 Wastewater Service Fee for each EDU shall increase from \$378.04 to \$415.84 effective July 1, 2022; and

WHEREAS, a written report was prepared and filed with the General Manager of this District, which 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 FY23 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, 2022 – June 30, 2023 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, 2022 this Resolution supersedes Resolution No. 2349.

PASSED AND ADOPTED by the Board of Directors at a meeting of LWD held June 8, 2022
by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson, President

ATTEST:

Paul J. Bushee, Secretary/Manager

(SEAL)

MEMORANDUM

DATE: June 2, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **A Proposal to Adopt an Ordinance Approving a Reimbursement Agreement Between Leucadia Wastewater District and Peter Lagasse**

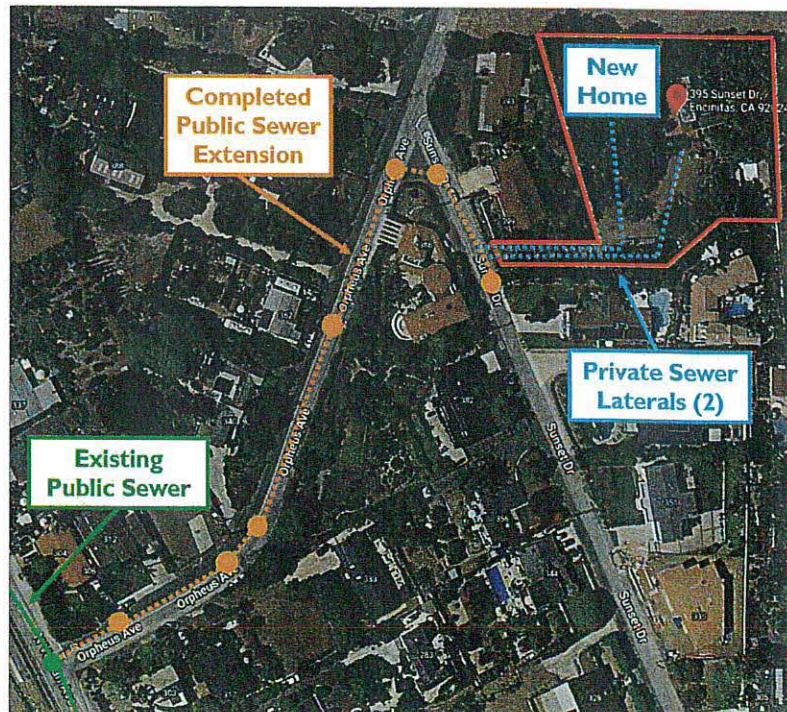
Staff and the Engineering Committee (EC) recommend that the Leucadia Wastewater District (District) Board of Directors:

1. Adopt Ordinance No. 145 approving a Reimbursement Agreement for sewer between the District and Peter Lagasse (Developer); and
2. Discuss and take other action, as appropriate.

DISCUSSION:

Ordinance No. 145 establishes a Reimbursement Agreement between the District and Developer. This Reimbursement Agreement was developed by the District Engineer in accordance with the Standard Specifications. It has been reviewed by District staff, including District Counsel, and now requires Board approval to take effect.

In December 2020, the Developer commenced a project to construct a public sewer line extension from Sunset Drive to an existing District public sewer line on Vulcan Avenue to provide sewer service to two parcels owned by the developer (see picture). The public sewer line extension was completed in March 2022 and dedicated to the District. During that period, the Developer requested that a Reimbursement Agreement be established for the project. A Reimbursement Agreement provides for cost reimbursement by adjacent properties to the Developer for the actual cost to design, permit, and construct new sewer facilities, less the portion attributable to providing sewer service to the Developer's property. The District Engineer has reviewed a summary of Developer costs and receipts and has determined they are reasonable.



The District Engineer has reviewed a summary of Developer costs and receipts and has determined they are reasonable.

The sewer facilities were designed and constructed, pursuant to District Policy, to accommodate sewer connections to separate properties adjacent to the new sewer facilities. These benefited properties are not required to connect to the public sewer system. However, if they decide to connect in the future, the Reimbursement Agreement requires payment of a reimbursement fee equivalent to the property's fair share contribution towards the new sewer improvements. The proposed Ordinance approves the Reimbursement Agreement established between the District and Developer for a 10-year term with an option to extend the Agreement an additional 10-years. Reimbursement Agreements are an accommodation to the Developer and not a guarantee or promise of full or partial payment. The District administers the Agreement and will charge an administrative fee of five percent (5%) of the reimbursement fee when property owners connect to the public collection system.

Staff and the EC recommend that the District Board of Directors adopt Ordinance No. 145 approving a Reimbursement Agreement for sewer between the District and Developer.

Ordinance No. 145 and the Reimbursement Agreement are attached for your review.

FISCAL IMPACT:

There is no direct fiscal impact associated with this recommendation.

ier:PJB

Attachments

ORDINANCE NO. 145

**AN ORDINANCE OF THE LEUCADIA WASTEWATER DISTRICT
APPROVING REIMBURSEMENT AGREEMENT FOR
PETER LAGASSE**

BE IT ORDAINED by the Board of Directors of the Leucadia Wastewater District as follows:

Section 1. Approval. The Reimbursement Agreement by and between the Leucadia Wastewater District and Peter Lagasse, attached hereto as Exhibit A ("Reimbursement Agreement), is approved by the District Board of Directors.

Section 2. Reimbursement Connection Fee. A Reimbursement Connection Fee in accordance with the terms of the Reimbursement Agreement is hereby approved.

Section 3. Execution and Implementation. The General Manager shall execute the Reimbursement Agreement of behalf of the District and take all other actions necessary to carry out its terms.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Leucadia Wastewater District held June 8, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson
President

ATTEST:

Paul J. Bushee
General Manager

REIMBURSEMENT AGREEMENT

THIS AGREEMENT is entered into by and between the Leucadia Wastewater District, a County Water District, organized and existing under Division 12 of the California Water Code ("DISTRICT") and Peter Lagasse ("DEVELOPER"), an individual.

R-E-C-I-T-A-L-S

1. DEVELOPER owns property in San Diego County within the service jurisdiction of DISTRICT: 395 Sunset Drive, Encinitas, CA 92024.
2. DEVELOPER desires service to its property from DISTRICT. As a condition of providing service, DISTRICT required that DEVELOPER extend existing facilities and/or oversize facilities to meet DISTRICT standards for sewer service and provide for service to other property owners within the area near DEVELOPER's property.
3. DEVELOPER has constructed facilities pursuant to DISTRICT direction and the Leucadia Wastewater District Agreement to Improve Subdivision Sewers dated September 1, 2021 ("Agreement to Improve Sewers") between DISTRICT and DEVELOPER as shown on the plans and specifications prepared by Lawrence W. Walsh, RCE 46316, of Walsh Engineering & Surveying, Inc. and identified as City of Encinitas, Improvement Plan For: 8" Sewer in Orpheus Avenue and Sunset Drive, Drawing No. LDEV-014425-2021.
4. DISTRICT and DEVELOPER, by this Agreement, desire to enter into a reimbursement contract in accordance with the provisions of the DISTRICT's Standard Specifications for Privately Constructed Wastewater Facilities ("Standard Specifications").

C-O-V-E-N-A-N-T-S

5. Conditions Precedent to Execution of Agreement. The sewer facilities subject to this Agreement ("new facilities") shall be completed in accordance with the Agreement to Improve Sewers and all other DISTRICT rules and regulations prior to execution of this Agreement. As a further condition precedent to DISTRICT's obligation to execute this Agreement, DEVELOPER agrees to provide in a form acceptable to DISTRICT all documents DISTRICT deems necessary for acceptance and acquisition of facilities that are intended for dedication to DISTRICT. Documents shall include, but are not limited to: Easements, grants of fee interests, subordination agreements and recorded notices of completion. Notices of completion shall be recorded by DEVELOPER.
6. Administrative Costs. Concurrent with execution of this Agreement, DEVELOPER shall pay the DISTRICT all administrative costs attributable to the establishment of this Agreement, including, but not limited to, engineering, legal and administrative staff time to calculate reimbursement amounts and finalized the terms of this Agreement. These Administrative costs shall not be reimbursed, and DEVELOPER shall not be required to pay the DISTRICT any additional administrative fees for this Agreement.
7. Reimbursable Costs. Reimbursable costs consist of the actual cost to design and construct the new facilities ("Project Costs"), less the portion attributable to providing sewer

service to DEVELOPER's property ("Reimbursable Costs"), as determined by the DISTRICT and shown on Exhibit A ("Location Map") and Exhibit B ("Reimbursable Costs"), attached hereto. Reimbursable Costs are limited to costs the DISTRICT has determined are reasonably related to new facilities.

8. Term. The term of this Agreement and DISTRICT's obligation to reimburse DEVELOPER shall expire ten (10) years from the Agreement's Effective Date. Thereafter, DISTRICT shall have no further obligation to reimburse DEVELOPER. During the last year of the initial Agreement term, DEVELOPER may request an extension of the Agreement term in accordance with the general District Ordinance governing reimbursement agreements, Ordinance 117, as may be amended from time to time. The request must be in writing and be received by the District at least ninety (90) days before the expiration date of the Agreement. The District will consider the request in good faith taking into consideration, among other things, whether DEVELOPER has complied with the terms of the AGREEMENT during the initial term, the administrative burden of prior reimbursement fee collection and distribution efforts, and the likelihood that additional reimbursement payments would be made during an extended term.

9. Reimbursement. During the ten (10) year term of this Agreement, and if extended, during the extended term of this Agreement, subject to DISTRICT's actual ability to collect such costs, DISTRICT shall charge property owners who utilize the new facilities their proportionate share of the Reimbursable Costs plus three percent (3%) interest per annum from the effective date of this Agreement ("Reimbursement Fee"). The Reimbursement Fee for each property owner has been determined by the DISTRICT, using its best estimate of the number of parcels and equivalent dwelling units ("EDUs") that could utilize the new facilities. The DISTRICT's determination of what properties will be subject to a Reimbursement Fee and the estimated amount each will be charged is set forth on Exhibit B. The DISTRICT shall also charge an administrative fee equivalent to 5% of the Reimbursement Fee charged to a property owner, which shall be paid to the DISTRICT. The Reimbursement Fee and administrative fee shall be in addition to the standard fees charged by the DISTRICT for new service. Reimbursement Fees actually collected shall then be distributed to DEVELOPER. Reimbursement Fees paid to the DISTRICT shall not accrue additional interest. Payment of interest to DEVELOPER shall be limited to interest received from property owners as part of their Reimbursement Fee. In the event DISTRICT reimburses DEVELOPER its share of the total Reimbursable Costs prior to the end of the Agreement term, DISTRICT's obligation to reimburse the DEVELOPER shall terminate.

10. Termination. In the event of termination of this Agreement, DEVELOPER shall have no further interest or right of reimbursement from DISTRICT and all revenues subsequently received by DISTRICT shall be the sole property of DISTRICT.

11. Records. DEVELOPER warrants that DEVELOPER has kept accurate records of the actual construction costs, according to accepted engineering and accounting principles. DEVELOPER has provided such records to the DISTRICT offices for inspection as requested by DISTRICT.

12. Warranties. DEVELOPER further warrants that there are no liens, stop notices or claims against the project; that the legal time for filing any such claims, notices or liens has expired; and agrees to defend, indemnify and hold DISTRICT harmless for any or all such liens, notices or claims.

13. Reimbursement Payments. Reimbursement checks shall be hand delivered or be mailed to DEVELOPER at the address provided pursuant to Paragraph 15.8 of this Agreement within ninety (90) days of receipt by DISTRICT. In the event a reimbursement check is not cashed within ninety (90) days of hand delivery or mailing, it shall be deemed unclaimed and the DISTRICT shall have the right to retain the payment and shall have no further obligation to pay the DEVELOPER. Further, if a payment mailed to the most current address provided to the DISTRICT in accordance with Paragraph 15.8 is returned to the DISTRICT because the address is no longer valid and the DEVELOPER fails to provide a change of address in accordance with Paragraph 15.8 or personally appear at the DISTRICT office to claim the payment within an additional ninety (90) days, the DISTRICT shall have the right to retain the payment and shall have no further obligation to pay the DEVELOPER.

14. No Guarantees. DEVELOPER understands and acknowledges that that DISTRICT will not compel property owners to utilize the sewer facilities. Further DISTRICT cannot guarantee that DISTRICT will be able to collect Reimbursable Costs from all property owners who connect to the facilities. DISTRICT agrees to make reasonable efforts to collect costs from new connections. Further, DEVELOPER understands that the Reimbursement Fee calculated by DISTRICT may not reflect the number of properties that will ultimately utilize the sewer facilities. The number of users could be more or less than DISTRICT estimates, and DISTRICT does not warrant or promise that DEVELOPER will recover all Reimbursable Costs.

15. Miscellaneous Provision.

15.1 Applicable Law. This Agreement and any disputes relating to this Agreement shall be construed under the laws of the State of California.

15.2 Venue. In the event of any legal or equitable proceeding to enforce or interpret the terms or conditions of this Agreement, the parties agree that venue shall lie only in the federal or state courts in or nearest to the North County Judicial District, County of San Diego, State of California.

15.3 Attorney's Fees. In the event a lawsuit to enforce or interpret the terms of this Agreement is brought by either party, the prevailing party shall be entitled to all reasonable attorney's fees and costs in addition to any other relief granted by law.

15.4 Assignment. DEVELOPER shall not be entitled to assign all or any portion of its respective rights or obligations as specified in the Agreement without obtaining the prior written consent of the DISTRICT. Any purported assignment without the DISTRICT's prior written consent shall be void.

15.5 Entire Agreement. This Agreement, together with all exhibits attached hereto, contains all representations and the entire understanding regarding reimbursement between the parties. No other representations are intended or shall be implied. Any prior correspondence, memoranda or agreements, whether or not such correspondence, memoranda or agreements are in conflict with this Agreement, are intended to be replaced in total by this Agreement and any exhibits to this Agreement. However, this Agreement does not supersede other DISTRICT ordinances and agreements relating to DEVELOPER's construction of sewer facilities, including among other things, the DISTRICT Standard Specifications and the Agreement to Improve Sewers.

15.6 Personal Nature of Agreement and Binding Effect. This Agreement is personal and does not run with the land. The transfer or sale of any DEVELOPER property does not alter the DEVELOPER's right of reimbursement. Further the terms of this Agreement are binding on all successors, heirs and assigns, and they must also comply with the terms of this Agreement, including provisions regarding assignment in Paragraph 15.4 and Notice in Paragraph 15.8.

15.7 Unenforceable Provision. The terms, conditions and covenants of this Agreement shall be construed whenever possible as consistent with all applicable laws and regulations. To the extent that any provisions of the Agreement as so interpreted are held to violate any applicable law or regulation, the remaining provisions shall nevertheless be carried into full force and effect and remain enforceable.

15.8 Notices. All reimbursements, letters, statements or notices required pursuant to this Agreement shall be deemed effective upon posting in the United States mail to the following addresses:

TO DISTRICT:

Attention: General Manager
Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, CA 92009

TO DEVELOPER:

Peter Lagasse
395 Sunset Drive
Encinitas, CA 92024

The addresses above shall be presumed correct, unless a party is notified in writing of a change. Any change of address notice shall clearly state that it is intended to replace the address set forth in Paragraph 15.8 of this Agreement. Further, notice of an address change shall not be valid unless it has been delivered personally to the DISTRICT or by way of certified mail that has been signed and acknowledged by the DISTRICT.

15.9 Effective Date. This Agreement and the Reimbursement Fees it authorizes shall become effective as of June 8, 2022, upon the adoption of a DISTRICT ordinance approving the Agreement and its execution by the parties.

"DISTRICT"

"DEVELOPER"

BY: _____

BY: _____

BY: _____

BY: _____

NOTARY REQUIRED

EXHIBIT A REIMBURSEMENT AGREEMENT FOR 395 SUNSET DRIVE LOCATION MAP




**EXHIBIT B
REIMBURSEMENT AGREEMENT FOR 395 SUNSET DRIVE
REIMBURSEMENT TABLE**

Development Property (Parcel A) Address: 395 Sunset Drive						
Project Costs: \$356,357.09						
Reimbursable Costs: \$296,964.24						
Exhibit A Parcel	Assessor Parcel No	Encinitas Zoning	Approx. Acres	Est. EDU's	Share of Project Cost	Amount to Reimburse Parcel A
A	256-31-453	R3	1.03	2	\$59,392.85	-
B	256-31-450	R3	0.22	1	\$29,696.42	\$29,696.42
C	256-40-039	R3	0.28	1	\$29,696.42	\$29,696.42
D	256-40-044	R3	0.22	1	\$29,696.42	\$29,696.42
E	256-40-043	R3	0.23	1	\$29,696.42	\$29,696.42
F	256-40-049	R3	0.39	1	\$29,696.42	\$29,696.42
G	256-30-011	R3	0.89	1	\$29,696.42	\$29,696.42
H	256-30-012	R3	0.24	1	\$29,696.42	\$29,696.42
I	256-30-013	R3	0.61	1	\$29,696.42	\$29,696.42
J	256-03-014	R8	0.23	1	\$29,696.42	\$29,696.42
K	256-30-015	R8	0.24	1	\$29,696.42	\$29,696.42
Total	-	-	4.58	12	\$356,357.09	\$296,964.24

Notes:

- (1) The Estimated Reimbursement Fee is calculated by dividing the Reimbursable Portion of the Project Costs by the assumed number of EDUs per parcel that could connect to the new facilities. Current calculations assume a total of 12 eligible EDUs.
- (2) Reimbursement Fees shall include interest at the rate of three percent (3%) per annum from the Effective Date
- (3) Once a Reimbursement Fee has been paid, it is final and not subject to adjustment. However, if during the term of this Agreement, the number of eligible EDUs increases due to a parcel split or other circumstance, then the Reimbursement Fee may be adjusted for new connections by dividing the balance of unpaid Reimbursable Costs by the revised estimate of eligible EDUs that still could connect to the sewer system. Such adjustments shall only be made for new connections to the sewer system. No adjustments to past reimbursements will be made.

MEMORANDUM

DATE: June 2, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Adoption of Fiscal Year 2023 (FY23) Budget

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt the FY23 Leucadia Wastewater District (LWD) Budget as presented.
2. Discuss and take other action as appropriate.

DISCUSSION:

On May 9, 2022, the Board of Directors conducted a special board meeting to review the proposed FY23 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 FY23 operating and capital budgets.

The final budget is enclosed for the Board's review. Staff recommends that the Board of Directors adopt LWD's FY23 Budget.

reg:PJB

Enclosure

MEMORANDUM

DATE: June 2, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Unrepresented Employees Salary and Benefits Resolution**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2371 setting forth employee salary, benefits and other working conditions for unrepresented employees beginning July 1, 2022.
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 2022. On May 9, 2022, the Board of Directors considered staff recommendations related to the informal input process. The Board’s direction has been incorporated into the proposed, attached resolution.

The proposed resolution specifies salaries, benefits, and other working conditions approved for the unrepresented employees. The FY23 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 Directors adopt Resolution No. 2371 setting forth salaries, benefits and other working conditions for unrepresented employees beginning July 1, 2022.

th:PJB

Attachment

RESOLUTION NO. 2371

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE LEUCADIA WASTEWATER DISTRICT
ADOPTING EMPLOYEE SALARY, BENEFITS AND
OTHER WORKING CONDITIONS FOR UNREPRESENTED
EMPLOYEES BEGINNING JULY 1, 2022**

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, 2022.

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 Supervisor	Field Services Technician I
Executive Assistant	Field Services Technician II
Field Services Specialist	Field Services Technician III

2. Exempt Management Classifications

Director of Finance & Administration
Director of Technical Services
Field Services Superintendent

B. General Salary Adjustment

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

C. Salary Range Adjustment

Effective July 1, 2022, a new salary range schedule for all employee classifications, excluding the General Manager, shall be adjusted by five percent (5%), as indicated in Attachment 1.

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. Director of Finance & Administration
- b. Director of Technical Services
- 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-7:00 AM) and \$0.75 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 hours of overtime on any day.

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 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 2023, 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 2023, 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 6.75%.

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 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.

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

Passed and Adopted by the Board of Directors of the Leucadia Wastewater District this 8th day of June 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attest:

Judy Hanson, President

Paul J. Bushee, Secretary /Manager

(SEAL)

Attachment 1

**LEUCADIA WASTEWATER DISTRICT
FY 2023 SALARY SCHEDULE**

Position	Salary Range	Annual		Hourly	
		Minimum	Maximum	Minimum	Maximum
Vacant	1	\$ 38,051	\$ 47,564	\$ 18.29	\$ 22.87
Vacant	2	\$ 39,954	\$ 49,942	\$ 19.21	\$ 24.01
Vacant	3	\$ 41,951	\$ 52,439	\$ 20.17	\$ 25.21
Vacant	4	\$ 44,049	\$ 55,061	\$ 21.18	\$ 26.47
Vacant	5	\$ 46,251	\$ 57,814	\$ 22.24	\$ 27.80
Vacant	6	\$ 48,564	\$ 60,705	\$ 23.35	\$ 29.18
Vacant	7	\$ 50,992	\$ 63,740	\$ 24.52	\$ 30.64
Vacant	8	\$ 53,542	\$ 66,927	\$ 25.74	\$ 32.18
Vacant	9	\$ 56,219	\$ 70,273	\$ 27.03	\$ 33.79
Vacant	10	\$ 59,030	\$ 73,787	\$ 28.38	\$ 35.47
Field Services Technician-in-Training Administrative Services Specialist I	11	\$ 61,981	\$ 77,476	\$ 29.80	\$ 37.25
Vacant	12	\$ 65,080	\$ 81,350	\$ 31.29	\$ 39.11
Field Services Technician I Administrative Services Specialist II	13	\$ 68,334	\$ 85,418	\$ 32.85	\$ 41.07
Vacant	14	\$ 71,751	\$ 89,689	\$ 34.50	\$ 43.12
Field Services Technician II Accounting Technician	15	\$ 75,338	\$ 94,173	\$ 36.22	\$ 45.28
Vacant	16	\$ 79,105	\$ 98,882	\$ 38.03	\$ 47.54
Field Services Technician III	17	\$ 83,061	\$ 103,826	\$ 39.93	\$ 49.92
Field Services Specialist Executive Assistant	18	\$ 87,214	\$ 109,017	\$ 41.93	\$ 52.41
Vacant	19	\$ 91,574	\$ 114,468	\$ 44.03	\$ 55.03
Vacant	20	\$ 96,153	\$ 120,191	\$ 46.23	\$ 57.78
Vacant	21	\$ 100,961	\$ 126,201	\$ 48.54	\$ 60.67
Field Services Supervisor Administrative Services Supervisor	22	\$ 106,009	\$ 132,511	\$ 50.97	\$ 63.71
Vacant	23	\$ 111,309	\$ 139,136	\$ 53.51	\$ 66.89
Vacant	24	\$ 116,875	\$ 146,093	\$ 56.19	\$ 70.24
Vacant	25	\$ 122,718	\$ 153,398	\$ 59.00	\$ 73.75
Field Services Superintendent	26	\$ 128,854	\$ 161,068	\$ 61.95	\$ 77.44
Vacant	27	\$ 135,297	\$ 169,121	\$ 65.05	\$ 81.31
Vacant	28	\$ 142,062	\$ 177,577	\$ 68.30	\$ 85.37
Vacant	29	\$ 149,165	\$ 186,456	\$ 71.71	\$ 89.64
Vacant	30	\$ 156,623	\$ 195,779	\$ 75.30	\$ 94.12
Director of Technical Services Director of Finance & Administration	31	\$ 164,454	\$ 205,568	\$ 79.06	\$ 98.83
Vacant	32	\$ 172,677	\$ 215,846	\$ 83.02	\$ 103.77

Notes:

1. Approved and adopted by LWD Board of Directors June 9, 2022
2. Effective date: July 1, 2022
3. Revisions: N/A
4. Time base for salary amounts indicated is "annual"

Attachment 2

LEUCADIA WASTEWATER DISTRICT SCHEDULE OF BENEFITS

MEDICAL INSURANCE: Paid by LWD; available through CalPERS.
DENTAL AND VISION INSURANCE: Paid by LWD; available through Humana Ins. Co.
LIFE INSURANCE: Paid by LWD; available through Hartford.
SHORT-TERM AND LONG-TERM DISABILITY: Paid by LWD; available through Mutual of Omaha Ins. Co.
CalPERS RETIREMENT PROGRAM: 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.
SOCIAL SECURITY/MEDICARE: LWD pays 100% of employer FICA and Medicare contributions; employee contributions are paid by employee.
DEFERRED COMPENSATION (Optional) LWD matches up to 2% of base bi-weekly salary up to 2% of Social Security annual limit.
VACATION: Per Human Resources Policy Manual (HRPM). Based on time of service. Maximum 300-hour limit.
SICK LEAVE: Per HRPM. Maximum 272-hour limit. Sick leave in excess of 176 hours is paid at 75% of employee's rate of pay.
BEREAVEMENT LEAVE: 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.
HOLIDAYS: Twelve (12) paid Holidays annually per HRPM.
LEAVE WITHOUT PAY: Per HRPM.
STAND-BY/ON-CALL PAY: \$35 per day. \$70/day if a designated holiday. Weekly rate of \$245.00
SHIFT DIFFERENTIAL: \$1.00 per hour (AM shift) and \$0.75 per hour (PM shift).
ADMINISTRATIVE LEAVE: Exempt management employees receive 40 hours per fiscal year on July 1st.
EDUCATIONAL ASSISTANCE: \$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.
UNIFORMS: Provided and laundered by LWD as required.
SAFETY SHOE/BOOTS: \$300 per fiscal year for Field Service employees.

Note: See Resolution for detailed benefit information and restrictions.

MEMORANDUM

Ref: 22-7904

DATE: June 2, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Contract Amendment No. 1 to MSC Janitorial Services, Inc. for Janitorial Services**

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Authorize the General Manager to execute contract Amendment No. 1 with MSC Janitorial Services, Inc. (MSC) for Janitorial Services for an additional two years in an amount not to exceed \$60,400.

DISCUSSION:

In March 2021, the District authorized a one-year contract with MSC for janitorial services and the contract will expire on June 30, 2022. The terms of agreement include an option to extend for an additional two-year period. These terms were selected for efficiency and to allow for continuity of services beyond the initial term, should it be justified.

MSC has submitted a proposal for their services for the next two fiscal years. Their proposal includes a six percent increase for the first year, then their cost will remain flat for the second year. Their proposal is acceptable per the initial agreement's terms, and the increase is reasonable based on current inflation percentages listed by the consumer price index as well as increases in California's minimum wage.

MSC has been providing above average janitorial services to the District since 2015 and staff believes continuing with their services is in the best interest of the District. The proposed Amendment No.1, is attached for the Board's review.

Staff recommends that the Board authorize the General Manager to execute contract Amendment No. 1 to MSC Janitorial Services, Inc. in an amount not to exceed \$60,400. Staff will request sufficient funds each year during the budget process to cover the janitorial service fees for that fiscal year.

th:PJB

Attachments

**AMENDMENT NO. 1
TO THE JANITORIAL SERVICES AGREEMENT
BETWEEN THE LEUCADIA WASTEWATER DISTRICT
AND MSC JANITORIAL SERVICES, INC. FOR JANITORIAL SERVICES**

This Amendment No. 1 to the AGREEMENT is made and entered into this 1ST day of July, 2022 between the LEUCADIA WASTEWATER DISTRICT, hereinafter referred to as DISTRICT, and MSC JANITORIAL SERVICES, INC.

WHEREAS, the DISTRICT and CONTRACTOR entered into an AGREEMENT on March 1, 2021 for janitorial services; and

WHEREAS, the AGREEMENT allows for an additional two-year extension; and

WHEREAS, the DISTRICT has determined that a two-year extension is in the best interest of the District.

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

ARTICLE 3: TIME OF PERFORMANCE

The time of performance shall be amended to include janitorial services for an additional two-year period from July 1, 2022 to June 30, 2024.

ARTICLE 4: COMPENSATION

Compensation for all work performed under Amendment No. 1 shall be as described in Attachment A – Work Standards. Compensation for the services described in this AMENDMENT shall not exceed \$30,200.00 for the first year and \$30,200.00 the second year, for a total two-year cost of \$60,400.00. This amount shall be added to the previous amount to bring the total not to exceed amount for the AGREEMENT to \$92,811.24. This amount shall not be exceeded unless there is a change in scope of work, in writing and agreed to by both parties.

All other terms and conditions of the Agreement shall remain unchanged.

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

LEUCADIA WASTEWATER DISTRICT

MSC JANITORIAL SERVICES, INC.

By: _____
Paul J. Bushee,
General Manager

By: _____
Nolbert Navarro,
General Manager

MEMORANDUM

DATE: June 2, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Adoption of the 2019 Integrated Regional Water Management Plan

RECOMMENDATION:

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

1. Adopt Resolution No. 2374 the 2019 Integrated Regional Water Management Plan.
2. Discuss and take other action, as appropriate.

DISCUSSION:

The San Diego Regional Water Management Group (RWMG) consists of the San Diego County Water Authority, County of San Diego and City of San Diego. In 2007 the RWMG published the San Diego Integrated Regional Water Management (IRWM) Plan (Plan). The Plan has been periodically updated with the most recent update completed in 2019. The Plan seeks to improve the reliability and sustainability of regional supplies and protect water quality, watersheds, and natural resources within the region.

The IRWM Plan goals are:

1. Improve the reliability and sustainability of regional water supplies
2. Protect and enhance water quality.
3. Protect and enhance water sheds and natural resources.
4. Enhance resiliency to climate change for local water resources.
5. Promote and support sustainable integrated water resources management.

To achieve these goals the IRWM is supported by Proposition 50 (2002), Proposition 84 (2006) and Proposition 1 (2014), which provide bond funding to the California Department of Water Resources (DWR). This funding is for grants for projects that improve integration and management of water resources. In the past District has received over \$400,000 in grant funding through Proposition 84 and would like to maintain eligibility for future grants.

The District is applying for a Proposition 1 (Prop 1) grant through the North San Diego Water Reuse Coalition (NSDWRC) for the Secondary Effluent (B1) Force Main North Section Replacement Project. This grant could provide funding for up to fifty percent (50%) of the project's construction cost. The project's estimated construction cost is \$565K. To apply for the Prop 1 grant and to maintain eligibility for future grants, the District must adopt the 2019 San Diego IRWM Plan to fulfill new requirements established by the DWR. Resolution No. 2374 is attached for review.

Therefore, staff and the EC recommend that the Board adopt Resolution No. 2374 the 2019 Integrated Regional Water Management Plan.

FISCAL IMPACT:

Through NSDWRC, the Project has been approved to receive a twenty five percent (25%) Water Infrastructure for Improvements to the Nation (WIIN) 2021 federal grant funding for project construction which is currently waiting for appropriation. If approved, the IRWM Prop 1 grant would add up to an additional fifty percent (50%) of State funding for project construction.

rym:PJB

Attachment

RESOLUTION NO. 2374

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE LEUCADIA WASTEWATER DISTRICT
ADOPTING THE 2019 SAN DIEGO INTEGRATED REGIONAL WATER
MANAGEMENT PLAN**

WHEREAS, the Leucadia Wastewater District (District) strongly supports integrated water management within the San Diego Region; and

WHEREAS, the San Diego Integrated Regional Water Management (IRWM) Program was established in 2005 by the San Diego Regional Water Management Group (RWMG) which consists of the San Diego County Water Authority, the City of San Diego, and the County of San Diego; and

WHEREAS, the 2019 San Diego IRWM Plan seeks to improve the reliability and sustainability of regional supplies and protect water quality, watersheds, and natural resources within the region; and

WHEREAS, the IRWM Plan, first published in 2007 and updated periodically with the most recent update in 2019; and

WHEREAS, the IRWM Program is supported by Proposition 50 (2002), Proposition 84 (2006) and Proposition 1 (2014), which provide bond funding to the California Department of Water Resources (DWR) for grants for projects that improve water resources integration and management; and

WHEREAS, District has received over \$400,000 in grant funding through Proposition 84 and would like to maintain eligibility for future grants; and

WHEREAS, District must adopt the 2019 San Diego IRWM Plan to fulfill new requirements established by DWR to maintain eligibility for future grants.

**NOW, THEREFORE, THE BOARD OF DIRECTORS FOR THE LEUCADIA
WASTEWATER DISTRICT HEREBY FINDS AND RESOLVES AS FOLLOWS:**

1. The Board of Directors hereby adopts the 2019 San Diego Integrated Regional Water Management Plan.
2. Supports the development and implementation of the Plan to support water resources management in the San Diego Region.

PASSED AND ADOPTED at a meeting of the Board of Directors of LEUCADIA WASTEWATER DISTRICT held June 8, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson, President

ATTEST:

Paul J. Bushee, General Manager

(SEAL)

MEMORANDUM

DATE: June 2, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: CSDA Board of Directors 2022 Election



RECOMMENDATION:

1. Discuss and take action as appropriate.

DISCUSSION:

LWD recently received a California Special Districts Association (CSDA) electronic ballot for the 2022 election. There is one seat (Seat B) open for the southern network region. The candidates are the following:

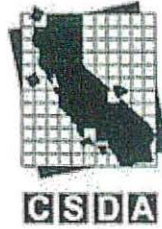
- Don Bartz, Phelan Pinon Hills Community Services District, (incumbent)
- Ken Eldter, Fallbrook Public Utility District
- Beverli Marshall, Valley Sanitary District

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 8, 2022.

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 action by the due date.

Attachment

tb:PJB



[Home](#) [How It Works](#) [Logout **Tianne Baity**](#)

CSDA Board of Directors Election Ballot - Term 2023-2025; Seat B - Southern Network

Please vote for your choice

Choose **one** of the following candidates:

- Don Bartz, Phelan Pinon Hills Community Services District*
- Ken Eldter, Fallbrook Public Utility District
- Beverli Marshall, Valley Sanitary District

*Incumbent

Don Bartz* [\[view details\]](#)

Ken Eldter [\[view details\]](#)

Beverli Marshall [\[view details\]](#)

[Continue](#) [Cancel](#)



California Special
Districts Association
Districts Stronger Together

2022 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Don Bartz

District/Company: Phelan Pinon Hills Community Services District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 14 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I currently hold the CSDM designation through CSDA and I was appointed to my position on the CSDA Board in 2020. I attend most CSDA conferences and events.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

ACWA, AWWA, CPRA, CalRural Water

Institute for Local Government

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

LAFCo, ASBCSD (local chapter of CSDA) High Desert Mountain Water Association

4. List civic organization involvement:

I serve as a commissioner on the Hesperia Planning Commission

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 31, 2022 will not be included with the ballot.**

DON BARTZ

GENERAL MANAGER



CANDIDATE STATEMENT

It is an honor to be considered for election to CSDA's Seat B - Southern Network to continue my service as a member of the Board of Directors. I have been active with CSDA for over 20 years during my time as General Manager for three different Southern Network agencies. I hold the Certified Special District Manager designation through CSDA and I understand just how valuable membership in CSDA is for special districts. Special districts often do not have a voice with our legislators and CSDA advocates for us. Most recently, when special districts were completely overlooked in regard to state and federal COVID-19 funds, CSDA worked with our legislators to provide COVID-19 funding for special districts.

I have been the General Manager of the Phelan Pinon Hills Community Services District ("District") since it formed 14 years ago. Our District has utilized CSDA's education and legislative programs to educate both District directors and staff in order to establish sound governance and best practices for our authorized services. I have served on CSDA's Professional Development and Membership Committees and recommend all special districts join CSDA to strengthen our coalition and bring recognition to our unique districts.

Because my District provides water, parks and recreation, solid waste, and street lighting services, I will bring a variety of experience and understanding of the needs of special districts in our region. As a regular attendee of CSDA conferences and workshops, I am willing to attend meetings and conferences. As a regular panelist on CSDA's, "So You Want to be a General Manager," workshop, I understand the role CSDA plays in helping general managers manage special districts and how CSDA is essential in training the next generation of managerial staff.

I currently serve as CSDA's representative for the Institute of Local Government and I also serve as an appointed planning commissioner for the City of Hesperia. I understand the land use and other hurdles special districts face when developing projects. I will utilize my legislative relationships for the benefit of CSDA members to advocate for special districts and to ensure we have a voice in the legislature and are considered for funding and grants. I would be honored to receive your agency's vote.

CONTACT INFORMATION

📞 760-868-1212 x306

✉️ dbartz@pphcsd.org

📍 4176 Warbler Road • Phelan, CA 92371



California Special
Districts Association
Districts Stronger Together

2022 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Ken Endter

District/Company: Fallbrook Public Utility District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 4 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Workshops and events

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

ACWA workshops and events

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

San Diego County Emergency Preparedness, Supervisor District #14

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 31, 2022 will not be included with the ballot.**



**California Special
Districts Association**
Districts Stronger Together

2022 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Beverli A. Marshall

District/Company: Valley Sanitary District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 2.5 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I am currently on the Professional Development and Membership Services committees. I have served on various committees over the past 10 years.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

I am a member of CSMFO, CASA, CWEA, CalPELRA, and Cal-ICMA. I am also a member of NACWA, AWWA, ICMA, WEF, and WateReuse.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

I serve on the Advisory Board of the UCSB Professional & Continuing Education Women in Leadership Executive Program and am Chairman for the Water Sector Management Committee for the Desert Region Apprenticeship Program.

4. List civic organization involvement:

I am President of Indio Sunrise Rotary club, Parliamentarian of the Woman's Club of Indio, a member of the Daughters of the American Revolution, and my application is being processed for the Mayflower Society.

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 31, 2022 will not be included with the ballot.**

Beverli A. Marshall

General Manager
Valley Sanitary District

Candidate - Southern Network (Seat B)



ABOUT ME

I have worked in public agencies for over 20 years and, for the past 13 years, served in management positions at special districts. I am an outspoken advocate for the critical work that districts do for their communities every day.

EDUCATION



Doctoral Candidate - 2022

Business Administration

MPA - 1996

Public Administration

Bachelor of Arts - 1994

Sociology

CSDA

Professional Development, Legislative, Elections & Bylaws, Fiscal, and Membership Services committees

Mt. View Sanitary District

Board Member

CSRMA

Board Member

Indio Sunrise Rotary Club

Board President

Woman's Club of Indio

Board Parliamentarian

BOARD EXPERIENCE



AWWA

Workforce Strategies Committee

CWEA

DEI Task Force

CSMFO

Budget Award Review

VOLUNTEER



SDLF

Certified Special District Manager

SDLF

Special District Governance

ICMA

Credentialed Manager

CERTIFICATION

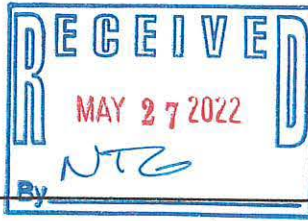


VOTE



If elected, I will serve the Southern Network ethically, responsibly, and enthusiastically. Remember - ballots will be sent out electronically before June 2 and are due July 8.

Vote for Beverli A. Marshall ₉₂ Southern Network (Seat B)



A. 4176 Warbler Road
P.O. Box 294049
Phelan, CA 92329
P. (760) 868-1212
F. (760) 868-2323
W. www.pphcsd.org

May 23, 2022

Executive Assistant Tianne Baity
Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, CA 92009-6810

RE: CSDA's Seat B – Southern Network Election

Dear Executive Assistant Baity,

It is an honor to be considered for election to CSDA's Seat B - Southern Network to continue my service as a member of the Board of Directors. I have been active with CSDA for over 20 years during my time as General Manager for three different Southern Network agencies. I hold the Certified Special District Manager designation through CSDA and I understand just how valuable membership in CSDA is for special districts. Special districts often do not have a voice with our legislators and CSDA advocates for us. Most recently, when special districts were completely overlooked in regard to state and federal COVID-19 funds, CSDA worked with our legislators to provide COVID-19 funding for special districts.

I have been the General Manager of the Phelan Pinon Hills Community Services District ("District") since it formed 14 years ago. Our District has utilized CSDA's education and legislative programs to educate both District directors and staff in order to establish sound governance and best practices for our authorized services. I have served on CSDA's Professional Development and Membership Committees and recommend all special districts join CSDA to strengthen our coalition and bring recognition to our unique districts.

Because my District provides water, parks and recreation, solid waste, and street lighting services, I will bring a variety of experience and understanding of the needs of special districts in our region. As a regular attendee of CSDA conferences and workshops, I am willing to attend meetings and conferences. As a regular panelist on CSDA's, "So You Want to be a General Manager," workshop, I understand the role CSDA plays in helping general managers manage special districts and how CSDA is essential in training the next generation of managerial staff.

I currently serve as CSDA's representative for the Institute of Local Government and I also serve as an appointed planning commissioner for the City of Hesperia. I understand the land use and other hurdles special districts face when developing projects. I will utilize my legislative relationships for the benefit of CSDA members to advocate for special districts and to ensure we have a voice in the legislature and are considered for funding and grants. I would be honored to receive your vote.

Sincerely,

Don Bartz, General Manager



CASA is pleased to announce that we will be hosting our Annual Conference as an in-person event this year on August 10th - 12th at the R... This years' Annual Conference theme reflects one of the clean water sector's most impressive and enduring traits: resiliency. The Confere... speakers covering important topics, including the impending drought, California's push for electrification, the changing nature of work, ger... equity in the workforce, communicating with diverse constituencies, and much more! Of course your health and safety is our first concern... registration, hotel and COVID related information that will be in place as part of this event. Hope to see you there!

Conference Information

[PRELIMINARY PROGRAM](#) (as of 5/16/22)

[REGISTER HERE](#)

Registration Fees:

- Member Full Conference: \$625
- One Day rates available on Registration Form
- Member Guest (includes all meal functions): \$170
- NonMember Fee: \$1,200

Cancellation Policy: \$75 Cancellation fee

on or before Monday, Aug. 1, 2022.

No refund for late cancellations after Monday, Aug. 1, 2022.

Please notify CASA via email of a cancellation, refund

Hotel Information

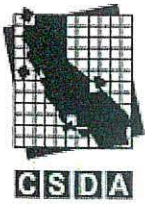
[RESERVE A ROOM](#)

Reservations: (800) 404-5544

- Special Room Rate: \$269/night + taxes/resort fees – A deposit equal to one night's stay is required to hold each individual's reservation.
- Deposits are refundable if notice is received at least 14 days prior to arrival and a cancellation number is obtained.
- Cut-off Date: July 20, 2022
- Early Departure Fee: the equivalent of an attendee's entire stay will apply if a guest checks out prior to the confirmed checkout date.
- Parking: \$25/day self parking; \$??/day valet parking.

[CSRMA Registration Form](#): Separate registration is required.
(CSRMA Training will be on 8/10 at 8:00 am)

Line Resort at Squaw Creek
400 Squaw Creek Road
Olympic Valley, CA 96146



**California Special
Districts Association**
Districts Stronger Together

2022 Annual Conference & Exhibitor Showcase

The leadership conference for special districts.

The CSDA Annual Conference and Exhibitor Showcase is the one conference special district leaders can't afford to miss! It is the most densely packed educational and networking experience available to special districts.

Come together with other special district leaders from across the state to meet with industry suppliers, hear from the best in special district-specific topics with over 30 breakout session options, network with your peers, and more at the leadership conference for special districts.

For more information and conference schedule visit the conference website.

Eligible for SDRMA Credit Incentive Points.

\$650 Early / \$725 CSDA Member

\$975 Early / \$1085 Non-member

Early bird registration is available through Friday, July 22, 2022

Need help paying for this Conference? Scholarship

Sign In

Username

Password

Keep me signed in

SIGN IN

[Forgot username?](#) |

[Forgot password?](#)

funds are available from the Special District Leadership Foundation (SDLF). There's no district budget limit and you do not need to be a CSDA member to receive funds.

Apply [here](#)

HOTEL ROOM RESERVATIONS: The CSDA room rate at the JW Marriott is \$139 plus tax. Rooms are also subject to a \$15.00 + tax daily discounted Resort charge. You will receive a link to make your hotel reservation AFTER you have registered for the conference. The room reservation cut-off is July 22, 2022; however, space is limited and may sell out before this date.

Cancellation Policy:

Cancellations must be in writing and received by CSDA no later than July 22, 2022. All cancellations received by this date will be refunded less a \$75 processing fee. There will be no refunds for cancellations made after July 22, 2022. Substitutions are acceptable and must be done in writing no than later August 12, 2022. Please submit any cancellation notice or substitution request to meganh@csda.net or fax to 916-520-2465.

[Exhibitor Terms and Conditions](#)

When 8/22/2022 - 8/25/2022

Where JW Marriott
74-855 Country Club Drive
Palm Desert 92260

Directors' Meetings

Presented by Director Omsted

Conference

CSDA Legislative Days

Dates and Location

May 17-18, 2022

The Sheraton Grand Sacramento
Sacramento, CA

List of Attendees

Director Omsted

The above mentioned Board member attended meetings to gain insights on policy changes impacting agencies and to meet with legislators on key issue experts and California's policy leaders.

The conference also included keynotes from California's highest office-holders, moderated panel discussions with the state's leading experts and issue-specific roundtable conversations covering the most pertinent issues facing each type of district.