



BOARD OF DIRECTORS REGULAR MEETING

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

To join this meeting via Zoom Teleconference please dial: 1 (669) 900-6833
Meeting ID: 825 0004 4002 **Passcode:** 011269

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, August 17, 2022
TIME: 5:00 p.m.
PLACE: VIA VIDEOCONFERENCE ONLY

AGENDA

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

Any writings or documents provided to a majority of the members of Leucadia Wastewater District regarding any item on this Agenda will be made available for public inspection in the Administration Office located at 1960 La Costa Avenue, Carlsbad, CA 92009 during normal business hours. In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the Executive Assistant at (760) 753-0155. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Adopt Resolution No. 2380 - Authorizing Remote Teleconference Meetings Due to the Declared State Emergency Resulting From the COVID-19 Pandemic (Pages 6-9)**

5. General Public Comment Period

6. Approval of Agenda

7. Presentation and Awards

A. Achievement of Individual Awards – Professional Achievement Awards for Johnny Montoya (Pages 10-12)

B. Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ended June 30, 2021 (Pages 13-14)

CONSENT CALENDAR

Items 8-14 will be enacted in one motion in accordance with the recommendation unless removed from the Consent Calendar by the Board of Directors, Staff or Public. If a member of the public wishes to remove an item, they should submit a "Request to Address the LWD Board of Directors" form to the Board Secretary prior to the meeting. Items removed from the Consent Calendar will be considered in the original agenda order immediately following adoption of the Consent Calendar.

8. Approval of Board and Committee Minutes

Minutes of the following meetings:

July 13, 2022 Regular Board Meeting (Pages 15-24)

July 25, 2022 Community Affairs Committee Meeting (Pages 25-26)

9. Approval of Demands for July/August 2022

This item provides for Board of Directors approval of all demands paid from LWD during the month of July and a portion of August 2022. (Pages 27-38)

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 FY22 to FY23, flows by sub-basin, and staff training. (Pages 39-44)

11. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY23 budget and discloses monthly investments. (Pages 45-52)

12. Quarterly Treasurer's Investment Report

This report discloses investments for the quarter ending June 30, 2022. (Pages 53-54, Enclosure 12)

13. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of July 2022. (Pages 55-56)

14. Fiscal Year 2023 (FY23) Pay Schedules

Adopt Resolution No. 2381 - Approving the FY23 pay schedules. (Pages 57-59)

EWA REPORTS

15. Encina Wastewater Authority Reports

A regular EWA Board Meeting was held on July 27, 2022 via video conference – report by Director Omsted. (Page 60)

COMMITTEE REPORTS

16. Committee Reports

Community Affairs Committee meeting was held on July 25, 2022 via videoconference – report by Director Roesink. (Page 61)

ACTION ITEMS

17. Revised Conflict of Interest Code

Adopt Resolution No. 2377 – Approving LWD's Revised Conflict of Interest Code. (Pages 62-67)

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

A. CSDA Quarterly Dinner Meeting is scheduled for Thursday, August 18, 2022 at the 94th Aero Squadron in Kearny Mesa, CA (Page 68)

B. Flu Shot Clinic is scheduled for Thursday, September 15, 2022. (Page 69)

19. Directors' Meetings and Conference Reports

2022 CASA Annual Conference was held August 10 - 12, 2022 in Olympic Valley, CA. (Page 70)

20. General Manager's Report

21. General Counsel's Report

22. Board of Directors' Comments

23. Closed Session

A. Conference with Legal Counsel to discuss exposure to litigation pursuant to California Government Code 54956.9(d)(2)

B. Meet with District Representative General Manager Bushee to discuss and provide direction regarding salaries, salary schedule and employee benefits, as authorized under Government Code 54957.6

24. Adjournment

AFFIDAVIT OF POSTING

I, Paul J. Bushee, Secretary of the Leucadia Wastewater District, hereby certify that I posted a copy of the foregoing agenda in the lobby of the District office at 1960 La Costa Avenue, Carlsbad, California and on the District website www.lwwd.org at least 72 hours prior to the meeting, in accordance with Govt. Code Section 54954.2(a).

Date: August 11, 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: August 11, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Adopt Resolution No. 2380 – 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. 2380 – 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 July 2022 meetings and staff is recommending the Board adopt Resolution No. 2380 in order to hold its August 17th meeting virtually.

PJB:dwb

Attachment

RESOLUTION NO. 2380

**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) September 16, 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 August 17, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:


Judy Hanson, President

ATTEST:

Paul J. Bushee, General Manager

(SEAL)

MEMORANDUM

DATE: August 11, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Presentation and Awards – Achievement of Individual Award**

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

State Water Resources Control Board Water Treatment Operator Grade T1 – Johnny Montoya

Field Services Technician In-Training Johnny Montoya recently received his Water Treatment Operator Grade T1 certification from the State Water Resources Control Board. Johnny has been working for the District since September 2021 and this is his first certification since his employment at the District. Johnny has worked hard on his own time for this achievement while maintaining his full time position at LWD. This accomplishment reflects Johnny's desire to excel through continued professional development. As a result of this certification, Johnny is eligible for an Individual Incentive Award of \$500.

California Water Environment Association (CWEA) Collection System Maintenance Grade 1 Certification – Johnny Montoya

Field Services Technician In-Training Johnny Montoya recently received his Grade 1 Collection System Maintenance certification from CWEA. Johnny has been working for the District since September 2021 and this is his second certification since his employment at the District. Johnny has worked hard on his own time for this achievement while maintaining his full time position at LWD. This accomplishment reflects Johnny's desire to excel through continued professional development. As a result of this certification, Johnny is eligible for an Individual Incentive Award of \$500.

Please join me in congratulating Johnny for these outstanding accomplishments.

tb:PJB

State of California

State Water Resources Control Board

IN ACCORDANCE WITH DIVISION 104, PART 1, CHAPTER 4, ARTICLE 3 OF THE
HEALTH AND SAFETY CODE

Johnny G. Montoya


IS AUTHORIZED TO OPERATE OR SUPERVISE THE OPERATION OF A WATER TREATMENT FACILITY FOR
PRODUCTION OF WATER FOR DOMESTIC USE AND IS HEREBY GRANTED THIS CERTIFICATE FOR

Water Treatment Operator

Grade T1

Operator Number: 45281

Issued June 2022


E. Joaquin Esquivel
Chair



CWEA

TECHNICAL
CERTIFICATION
PROGRAM

Certificate of Competence

This is to certify

Johnny Montoya

Having submitted acceptable evidence of qualifications by education, training and experience, this individual is hereby granted this certification of competency in

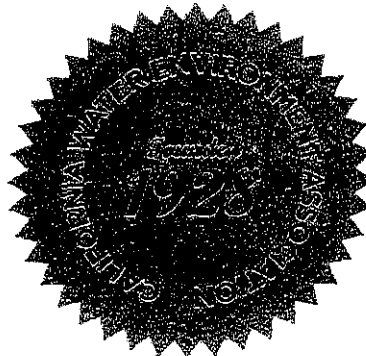
COLLECTION SYSTEM MAINTENANCE GRADE 1

Certificate number: 1308233335

Expires: 7/31/2023



Arvind Akela, President
California Water Environment Association



Abigail Gomez, Chair
Technical Certification Program



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

7/29/2022

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
Email: mlevine@gfoa.org

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **Leucadia Wastewater District** for its annual comprehensive financial report for the fiscal year ended June 30, 2021. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.

203 NORTH LASALLE STREET, SUITE 2700, CHICAGO, ILLINOIS 60601-1210



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Leucadia Wastewater District
California**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2021

Christopher P. Morrell

Executive Director/CEO

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting
July 13, 2022

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, July 13, 2022 at 5:00 p.m. via teleconference.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Hanson, Brown, Roesink, and Omsted
 DIRECTORS ABSENT: Sullivan
 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 District Engineer Dexter Wilson

3. Pledge of Allegiance

Director Omsted led the pledge of allegiance.

4. Adopt Resolution No. 2375 - Authorizing Remote Teleconference Meetings Due to the Declared State Emergency Resulting From the COVID-19 Pandemic

GM Bushee presented the item and provided background information on AB 361. Staff is recommending the Board adopt Resolution No. 2375 in order to hold its July 13th meeting virtually.

Upon a motion duly made by Director Omsted, seconded by Director Roesink, and unanimously carried, the Board of Directors adopted Resolution No. 2375 - Authorizing Remote Teleconference Meetings Due to the Declared State Emergency Resulting From the COVID-19 Pandemic by the following vote:

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

5. General Public Comment Period

None.

6. Approval of Agenda

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

- 7. Presentations and Awards**
None.

CONSENT CALENDAR

8. Approval of Board and Committee Minutes

Minutes of the following meetings:

- June 8, 2022 Regular Board Meeting
- July 5, 2022 Investment and Finance Committee Meeting
- July 6, 2022 Engineering Committee Meeting

9. Approval of Demands for June/July 2022

Payroll Checks numbered 220615-1 to 220701-5; General Checking Checks numbered 57118-57199

10. Operations Report (A copy was included in the original July 13, 2022 Agenda)

11. Finance Report (A copy was included in the original July 13, 2022 Agenda)

12. Disclosure of Reimbursements

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

Upon a motion duly made by Director Brown, seconded by Director Roesink, 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 June 22, 2022.

Director Omsted reported on EWA's June 22, 2022 Board Meeting.

- B. An Encina Member Agency Manager's (MAM) Meeting was held on July 5, 2022.

GM Bushee reported on EWA's July 5, 2022 MAM meeting.

14. Committee Reports

A. Investment and Finance Committee (IFC) Meeting was held on July 5, 2022.

Director Brown reported that the IFC participated in the Financial Audit Entrance meeting with staff and Garden Duran from Rogers, Anderson, Malody & Scott, LLP. There was no action taken.

Director Brown also reported that the IFC reviewed the following recommendations:

- Resolution No. 2376 amending the LWD Procurement Policy; and
- Redelegate authority to manage LWD's investment program to the General Manager effective September 1, 2022 through August 31, 2023 and to adopt Resolution No. 2378 amending the LWD Investment Policy.

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

B. Engineering Committee (EC) Meeting was held on July 6, 2022.

Director Roesink reported that the EC reviewed the following recommendations:

- Authorize the General Manager to execute a sole source three-year base professional services agreement with Dexter Wilson Engineering, Incorporated for District Engineer Consulting Services in an amount not to exceed \$360,000 with an option for two additional years; and
- Authorize the General Manager to execute a sole source Engineering Services contract to update the District's Asset Management Plan with Dexter Wilson Engineering, Incorporated in an amount not to exceed \$127,146.

The EC also reviewed the following three recommendations regarding the Village Park No. 7 Replacement Project Award:

- Authorize the General Manager to execute a change order to the Contract to construct the Encinitas Estates Pump Station Replacement Project with Pacific Hydrotech Corporation for the construction of the Village Park No. 7 Pump Station Replacement Project in an amount not to exceed \$795,500;
- Waive the requirements of Section 8, Formal Procurements for Goods, Construction Services and Other Services (\$60,000.10 and over), of the Procurement Policy as allowed under Section 3.9; and
- Authorize an additional appropriation of \$275K for project construction to cover construction costs and a 10% contingency.

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

Director Roesink reported that the EC also received an update on the Development Projects Summary. This item was for information purposes and there was no action taken.

ACTION ITEMS

15. Revised Procurement Policy

Adopt Resolution No. 2376 approving LWD's revised Procurement Policy.

DFA Green presented the item and provided background information on the Procurement Policy noting it was most recently updated in 2021. He stated that staff has reviewed the policy and is recommending the following changes:

- Replacing the requirement to publish public notices inviting bids, proposals, or qualifications "in a newspaper of general circulation at least 10 days prior to the bid opening date" with a requirement to publish public notices inviting bids "in a relevant professional journal, publication, newspaper of general circulation and/or the District's website at least once, ten (10) days prior to the bid opening date to attract a sufficient number of qualified firms."
- Minor administrative changes such as formatting and grammar.

Upon a motion duly made by Director Brown, seconded by Director Omsted, and unanimously carried, the Board of Directors adopted Resolution No. 2376 approving LWD's revised Procurement Policy by the following vote:

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

16. Update of LWD's Investment Policy

Redelegate authority to manage LWD's investment program to the General Manager effective September 1, 2022 through August 31, 2023, adopt Resolution No. 2378 amending LWD's Investment Policy.

DFA Green presented the item and provided background information on the Investment Policy noting it was most recently updated in 2021. He noted that staff recently reviewed the Policy to determine if any amendments are warranted. DFA Green then reviewed the following changes to the Investment Policy:

- Section 8.2 "Permitted investments" – including registered treasury notes or bonds of any of the other 49 states outside of California (Other 49 States Debt). This type of investment is permissible under the California government code and would be an additional option to consider when diversifying the LWD's investment portfolio. There are assets available for investment and it is common for other governmental organizations to invest in these asset classes. This type of investment would be limited to 5% of the portfolio.
- Section 8.2 "Permitted investments" – removing Repurchase Agreements as a permissible investment type. While these investments are allowable under the California government code and provide LWD with another option for diversification, the complexities and limitations are such that staff has no intention to invest in these types of assets.
- Minor administrative changes such as formatting and grammar.

EA Baity noted that there was a typo on the Resolution number and this Resolution number should be 2378 not 2375.

Following discussion, upon a motion duly made by Director Brown, seconded by Director Roesink, and unanimously carried, the Board of Directors redelegated authority to manage LWD's investment program to the General Manager effective September 1, 2022 through August 31, 2023, adopted Resolution No. 2378 amending LWD's Investment Policy, and received and filed the annual review of the Investment Policy by the following vote:

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

17. Dexter Wilson Engineering Incorporated Contract Extension for District Engineer Services

Authorize the General Manager to execute a sole source three-year base professional services agreement with Dexter Wilson Engineering, Incorporated for District Engineer Consulting Services in an amount not to exceed \$360,000 with an option for two additional years.

DTS Morishita presented the item. He explained that Dexter Wilson has been the District Engineer for five years and his staff at Dexter Wilson Engineering, Incorporated (DWEI) provides support to DE Wilson and District staff. He stated that to maintain continuity, staff requests authorization to execute a sole source professional services agreement with DWEI for a three year base period, from July 1, 2022 to June 30, 2025, at \$120K per year with an option to extend the agreement for two additional years.

DTS Morishita stated that DWEI has gained a unique working knowledge and technical expertise regarding District infrastructure and the operation and maintenance of the collection system. He stated that staff believes it is in the best interest of the District that DWEI continues as District Engineer. He stated that due to DWEI's unique and in depth knowledge and for continuity of service, the procurement of the District Engineer services satisfies the criteria for sole sourcing allowed under Section 11.1, Sole Source Procurement, of the District's Procurement Policy.

Following discussion, upon a motion duly made by Director Brown, seconded by Director Roesink, and unanimously carried, the Board of Directors authorized the General Manager to execute a sole source three-year base professional services agreement with Dexter Wilson Engineering, Incorporated for District Engineer Consulting Services in an amount not to exceed \$360,000 with an option for two additional years by the following vote:

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

18. Update of the Asset Management Plan

Authorize the General Manager to execute a sole source Engineering Services contract to update the District's Asset Management Plan with Dexter Wilson Engineering, Incorporated in an amount not to exceed \$127,146.

DTS Morishita presented this item and provided background information on the Asset Management Plan (AMP). DTS Morishita stated that staff believes it is prudent to update the District's AMP to document the general condition of District assets, recommend capital improvements and provide an estimated cost for the recommended future projects. He continued that, typically, the AMP is updated on a 5 year cycle and that the cost data is used in the update of the District's Financial Plan.

DTS Morishita said DWEI was asked to submit a proposal because 1) DWEI worked closely with staff to develop the initial AMP and all updates; 2) DWEI developed the predictive failure model used for assessing gravity lines and manholes; 3) DWEI has in depth knowledge of the District's operations from their work on developing and auditing the District's Sewer System Management Plan (SSMP); 4) it provides continuity in the AMP process; and 5) it is the most efficient way to update the AMP. He continued that those same reasons satisfy the criteria for sole sourcing the services to DWEI.

Following discussion, upon a motion duly made by Director Roesink, seconded by Director Omsted, and unanimously carried, the Board of Directors executed a sole source Engineering Services contract to update the District's Asset Management Plan with Dexter Wilson Engineering, Incorporated in an amount not to exceed \$127,146 by the following vote:

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

19. Village Park No. 7 Replacement Project

Recommendation 1: Authorize the General Manager to execute a change order to the Contract to construct the Encinitas Estates Pump Station Replacement Project with Pacific Hydrotech Corporation for the construction of the Village Park No. 7 Pump Station Replacement Project in an amount not to exceed \$795,500.

Recommendation 2: Waive the requirements of Section 8, Formal Procurements for Goods, Construction Services and Other Services (\$60,000.10 and over), of the Procurement Policy as allowed under Section 3.9.

Recommendation 3: Authorize an additional appropriation of \$275K for project construction to cover construction costs and a 10% contingency.

DTS Morishita presented this item and provided background information on the Village Park No. 7 (VP7) Pump Station and the recommendation to replace the pump station. He noted that Recommendation 2 had a typo and should state \$60,000.01 and over, not \$60,000.10.

DTS Morishita said that Pacific Hydrotech Corporation (PHC) is completing construction of the Encinitas Estates Pump Station (EEPS) Replacement Project. He continued that during EEPS, PHC

demonstrated exceptional skill and expertise constructing the complex submersible pump station in a confined area. He stated that the skill set to replace VP7 with E/One (civil, mechanical and electrical) is the same as demonstrated by PHC during construction of EEPS.

DTS Morishita explained why a Change Order was recommended as opposed to a new contract. He continued that the coincidental timing of the two pump station replacement projects, project similarities and a unique opportunity to reduce project costs without sacrificing quality of construction are contributing factors. He stated that this unconventional approach benefits both the District and PHC by reducing administrative / overhead burden and risk. DTS Morishita explained that due to the current construction market, continued supply chain issues and rate of inflation, staff believes this approach is in the best interest of the District.

DTS Morishita stated that PHC was asked to provide a quote for the Change Order. He said that PHC submitted a quote of \$795.5K and that staff determined this quote to be fair and reasonable. The engineer's estimate for the project was \$810K. He continued that issuing the change order will require a waiver of the Formal Procurement requirement in the Procurement Policy. DTS Morishita explained that the Board has the authority, at its sole discretion, to waive any part of the Procurement Policy.

Director Roesink thanked DTS Morishita for his presentation and work on the project.

Following discussion, upon a motion duly made by Director Brown, seconded by Director Roesink, and unanimously carried, the Board of Directors authorized the General Manager to execute a change order to the Contract to construct the Encinitas Estates Pump Station Replacement Project with Pacific Hydrotech Corporation for the construction of the Village Park No. 7 Pump Station Replacement Project in an amount not to exceed \$795,500; waived the requirements of Section 8, Formal Procurements for Goods, Construction Services and Other Services (\$60,000.01 and over), of the Procurement Policy as allowed under Section 3.9.; and authorized an additional appropriation of \$275K for project construction to cover construction costs and a 10% contingency by the following vote:

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

20. Receive and file the Fiscal Year 2022 (FY22) Tactics and Action Plan Report

GM Bushee presented the item stating that the District has accomplished over 114 goals. He provided the highlights of the Plan, which included the following:

- No sewer spills for 2.5 years;
- Hiring of Rogers, Anderson, Malody & Scott, LLP (RAMS) to provide financial auditing;
- Recruitment of three new employees;
- Staff Team Building;
- Live Virtual Tour;
- Teacher Grant Program;
- Leucadia Pump Station Project; and
- FY 21/22 Pipeline Replacement Projects

Vice President Sullivan entered the meeting at 5:46 p.m.

Following discussion, upon a motion duly made by Vice President Sullivan, seconded by Director Omsted, and unanimously carried, the Board of Directors received and filed the FY22 Tactics and Action Plan by the following vote:

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

Director Brown noted it was a great year with a great team. Director Roesink agreed with Director Brown.

Vice President Sullivan thanked Paul for his leadership.

21. Adopt the Fiscal Year 2023 (FY23) Tactics and Action Plan

GM Bushee presented the item stating the Plan includes 78 tactical goals. He provided the highlights of the Plan, which included the following:

- Asset Management Plan Update;
- Financial Plan Update;
- Encinitas and VP7 Pump Station Projects; and
- Strategic Plan Update

Director Brown asked for clarification on the detachment of service areas. GM Bushee provided clarification.

Following discussion, upon a motion duly made by Director Omsted, seconded by Director Brown, and unanimously carried, the Board of Directors adopted the FY23 Tactics and Action Plan by the following vote:

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

INFORMATION ITEMS

22. Project Status Updates and Other Informational Reports

CASA Election of Officers Fiscal Year 2022/2023 and Approval of Dues Resolution for Calendar Year 2023.

EA Baity noted there are two business items that will be addressed during the CASA Annual

Conference in August. She provided information on the CASA Election of Directors and the approval of the Dues Resolution. She noted that this year President Hanson is the CASA voting member.

Following discussion, upon a motion duly made by Vice President Sullivan, seconded by Director Omsted, and unanimously carried, the Board of Directors approved the CASA Election of Officers Fiscal Year 2022/2023 and Approval of Dues Resolution for Calendar Year 2023 by the following vote:

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

23. Directors' Meetings and Conference Reports

None.

24. General Manager's Report

GM Bushee reported on the following:

- Employee Luncheon is scheduled for tomorrow at 12 noon

25. General Counsel's Report

GC Brechtel reported on the following:

- Assembly Bill 1944; and
- Assembly Bill 2449

26. Board of Directors' Comments

None.

27. Closed Session

Personnel matters as authorized by Government Code §54957 to review General Manager Performance.

The Board of Directors met in Closed Session. General Counsel Brechtel reported that the Board of Directors reviewed GM Bushee's performance. He stated that the Board agreed that the General Manager's performance was overall excellent.

The Board then reviewed the General Manager's compensation in open session.

Upon a motion duly made by Director Brown, seconded by Director Roesink, and carried, the Board of Directors approved a 4% salary increase from \$252,909.72 to \$263,026.11 by the following vote:

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

Upon a motion duly made by Director Brown, seconded by Vice President Sullivan, and carried, the Board of Directors approved a one time bonus of \$2,500 by the following vote:

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

28. Adjournment

President Hanson adjourned the meeting at approximately 6:50 p.m.

Judy Hanson, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
Minutes of a Community Affairs Committee Meeting
July 25, 2022

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Monday, July 25, 2022 at 1:30 p.m. via video conference.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Roesink and Sullivan

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, Director of Finance and Administration Ryan Green, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, Corinne Naliboff and Neal Bloom with Rising Tide Partners (RTP)

3. Public Comment

No public comment was received.

4. New Business

A. Discussion of Fall 2022 Newsletter Proposed Article Topics and Production Schedule.

ASsup Hill presented the subject item noting it is a FY 2023 Tactical Goal. She then introduced Mr. Neal Bloom of Rising Tide Partners (RTP) to provide a brief summary of the proposed newsletter article topics.

Mr. Bloom presented the list of newsletter articles and how they could be positioned in the layout form. The CAC discussed the articles and agreed to include them in the newsletter. Director Roesink suggested showing a diagram of the sewer treatment process including the Encina Outfall and the return of recycled water to the Omni La Costa Resort and Golf Course. Vice President Sullivan agreed with Director Roesink. Staff and RTP stated they would add a diagram to the newsletter depicting this.

Following discussion, the CAC authorized staff and RTP to proceed with the newsletter articles under the proposed production schedule. The next CAC meeting was scheduled for September 14th at 1:00 p.m.

Mr. Bloom also provided an update on the Surf Cam.

5. Information Items

None.

6. Directors' Comments

None.

7. General Manager's Comments

None.

8. Adjournment

Chairperson Roesink adjourned the meeting at 2:20 p.m.

Paul J. Bushee
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
DEMANDS SUMMARY
August 17, 2022

Disbursement Period July 8, 2022 Through August 4, 2022

GENERAL CHECKING

Operating	\$ 1,026,423.70
Encina Reserve Reimbursement	\$ (1,596,000.00)
Capital	\$ 1,847,137.56
TOTAL GENERAL CHECKS	\$ 1,277,561.26

PAYROLL CHECKS	\$ 113,836.32
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TOTAL DEMANDS	\$ 1,391,397.58
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**LEUCADIA WASTEWATER DISTRICT
EMPLOYEE/BOARD PAYROLL CHECKS
August 17, 2022**

Disbursement Period July 8, 2022 Through August 4, 2022

<u>Description</u>	<u>Check Date</u>	<u>Check #'s</u>	<u>Amount</u>
Biweekly Payroll Checks	7/13/2022	220713-1 to 220713-19	\$ 54,675.75
Incentive Payroll Check	7/18/2022	220718-1	\$ 2,122.95
Biweekly Payroll Checks	7/27/2022	220727-1 to 220727-19	\$ 55,126.42
Board Payroll Checks	8/1/2022	220801-1 to 220801-5	\$ 1,911.20

TOTAL PAYROLL CHECKS	\$ 113,836.32
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Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 7/8/2022 Through 8/4/2022

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
23204	7/14/2022	ADS LLC	4,655.00	Flow Metering / Data Analysis - June 2022
	7/14/2022	ADS LLC	1,340.00	Meter Maintenance / Data Delivery ECHO - June 2022
23205	7/14/2022	ADT/PROTECTION 1	165.00	Monthly Security Camera Maintenance 07/17/22-08/16/22
23206	7/14/2022	AIRGAS USA LLC	1,503.66	Liquid Oxygen Contract 06/15/22
	7/14/2022	AIRGAS USA LLC	1,576.50	Liquid Oxygen Contract 06/28/22
	7/14/2022	AIRGAS USA LLC	800.00	Liquid Oxygen Contract Monthly Fee - July 2022
23207	7/14/2022	ALLIANT INSURANCE SERVICES INC	556.00	Crime Insurance Premium for FY 2023
	7/14/2022	ALLIANT INSURANCE SERVICES INC	12,172.00	Vehicles Insurance Premium July 2022 - June 2023
23208	7/14/2022	AT&T	344.23	Phone Service - Elevator 05/25/22-06/24/22
23209	7/14/2022	AYALA ENGINEERING	8,300.00	Rehab Manhole 11-1715 Altiva St & 11-0120 Golf Course
	7/14/2022	AYALA ENGINEERING	16,800.00	Rehab Manholes on ECR (09-0950 & 09-0940) Frames&Covers
23210	7/14/2022	AZTEC LEASING, INC	530.88	Copier Lease - June 2022
23211	7/14/2022	BAJA POOL AND SPA SERVICE	180.00	Water Fountain Weekly Maintenance - July 2022
23212	7/14/2022	Brightview Landscape Services Inc	3,900.28	New Mulch-Admin Building Front Planters
23213	7/14/2022	CITY OF CARLSBAD	432.47	Water @ 1900 La Costa Ave
	7/14/2022	CITY OF CARLSBAD	164.09	Water @ 1960 La Costa Ave
	7/14/2022	CITY OF CARLSBAD	27.58	Water @ Fire Line
23214	7/14/2022	CORODATA	84.89	File Storage - June 2022
23215	7/14/2022	COUNTY OF SAN DIEGO	633.00	Facility Permit Fee-Batiquitos PS 07/31/22-07/31/23
	7/14/2022	COUNTY OF SAN DIEGO	548.00	Facility Permit Fee-La Costa PS 07/31/22-07/31/23
	7/14/2022	COUNTY OF SAN DIEGO	548.00	Facility Permit Fee-Saxony PS 07/31/22-07/31/23
23216	7/14/2022	COUNTY OF SAN DIEGO	7,958.20	LAFCO Fees - FY2023
23217	7/14/2022	COX COMMUNICATIONS SAN DIEGO	1,050.00	Internet Service 06/22/22-07/21/22
	7/14/2022	COX COMMUNICATIONS SAN DIEGO	504.88	Phone Service 06/18/22-07/17/22
23218	7/14/2022	CSDA- SAN DIEGO CHAPTER	150.00	CSDA Membership FY 2023
23219	7/14/2022	CSRMA	31,787.53	Property Insurance FY 2023
	7/14/2022	CSRMA	58,198.00	Workers Comp FY2023
23220	7/14/2022	DATA NET SOLUTIONS GROUP	386.82	Adobe Acrobat Windows Licensensing FY2023
	7/14/2022	DATA NET SOLUTIONS GROUP	2,269.00	Citrix Virtual App & Access Gateway Renewal
	7/14/2022	DATA NET SOLUTIONS GROUP	(1,407.45)	Credit for PM Services Overcharge for 2021-Shane Chrisman
	7/14/2022	DATA NET SOLUTIONS GROUP	1,369.00	Managed Services Monthly Service-June 2022
	7/14/2022	DATA NET SOLUTIONS GROUP	2,551.40	Monthly IT Services - April 2024
	7/14/2022	DATA NET SOLUTIONS GROUP	2,847.55	Monthly IT Services - June 2022
	7/14/2022	DATA NET SOLUTIONS GROUP	3,934.65	Monthly IT Services - May 2022

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	7/14/2022	DATA NET SOLUTIONS GROUP	1,270.00	Watchguard M370 Security Suite Renewal
23221	7/14/2022	DEXTER WILSON ENGINEERING	114.00	Development Services-0943 Leucadia Streetscape
23222	7/14/2022	DKF SOLUTIONS GROUP, LLC	300.00	Monthly MSO Subscription - July 2022
23223	7/14/2022	ENCINA WASTEWATER AUTHORITY	864.00	Quarterly Lab Testing April 2022-June 2022
23224	7/14/2022	FEDERAL EXPRESS CORPORATION	220.56	Shipping 06/24/22 & 06/28/22
23225	7/14/2022	FIDELITY SECURITY LIFE INSURANCE...	410.41	Vision Insurance - July 2022
23226	7/14/2022	HAAKER EQUIPMENT CO	122.75	Push Button Cover
23227	7/14/2022	HARTFORD LIFE & ACCIDENT INS.	475.82	Life Insurance - July 2022
23228	7/14/2022	HUMANA DENTAL INS.	3,697.34	Dental Insurance - July 2022
23229	7/14/2022	ICMA RETIREMENT-303979	5,810.62	Deferred Comp for PPE 07/10/22
23230	7/14/2022	INFRASTRUCTURE ENGINEERING CORP	655.00	FY2022 Gravity Sewer Repairs Project - May 2022
23231	7/14/2022	LA COSTA LOGO, LLC	1,223.46	Employee LWD Logo Sweatshirts
23232	7/14/2022	MAVTECK	1,000.00	Const Management-E Estates PS Project-June 2022
	7/14/2022	MAVTECK	7,375.00	Const Management-FY2022 Gravity Sewer Repairs-June 2022
	7/14/2022	MAVTECK	10,500.00	Const Management-FY2022 Gravity Sewer Repairs-May 2022
23233	7/14/2022	MSC JANITORIAL SERVICE, INC	2,536.66	Janitorial Services & Quarterly Floor Service - May 2022
	7/14/2022	MSC JANITORIAL SERVICE, INC	2,206.66	Janitorial Services - June 2022
23234	7/14/2022	MUTUAL OF OMAHA	1,279.51	Disability Insurance - July 2022
23235	7/14/2022	Professional Exchange Service Corpora...	92.50	Phone Answering Service - June 2022
23236	7/14/2022	PRUDENTIAL OVERALL SUPPLY	119.54	Weekly Uniform/Laundry Service 06/30/22
23237	7/14/2022	Quench USA Inc	136.85	Office Drinking Water Monthly Service 06/19/22-07/18/22
23238	7/14/2022	RISING TIDE PARTNERS	2,541.00	Public Outreach - June 2022
23239	7/14/2022	SAN DIEGO EMPLOYERS ASSOCIATION	790.80	SDEA Annual Membership Renewal FY 2023
23240	7/14/2022	SAN DIEGO GAS & ELECTRIC	70,770.10	Electric @ LPS (Includes annual True-Up)
23241	7/14/2022	San Diego Society for HR Management	229.00	Annual Membership for SD SHRM for FY 2023
23242	7/14/2022	SAN DIEGO UNION TRIBUNE	3,240.12	Public Notices: SDT17483357/SDT796907/SDT801539
23243	7/14/2022	SAN DIEGO UNION TRIBUNE	160.00	Newspaper subscription through 09/27/22
23244	7/14/2022	SAN ELIJO JOINT POWERS AUTHORITY	666.67	North San Diego Water Reuse Coalition 2022
23245	7/14/2022	STAPLES	(39.86)	Credit on Invoice 3511045707
	7/14/2022	STAPLES	216.38	Office Supplies
23246	7/14/2022	T.S. INDUSTRIAL SUPPLY	1,554.70	Hoses / Camlocks / Operating Supplies
23247	7/14/2022	TIANNE BAITY	30.00	Reimbursement: Notary Fee for filing of Public Oath
23248	7/14/2022	U.S. BANK	12,624.61	Cal Card Purchases - Statement Dated 06/22/22
23249	7/14/2022	UNIFIRST FIRST AID CORP	109.67	First Aid Supplies

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23250	7/14/2022	VERIZON WIRELESS	21.27	Telemetry for Cell Phones 05/24/22-06/23/22
23251	7/14/2022	WATER ENVIRONMENT FEDERATION	332.00	Membership Renewal FY2023 - P Bushee
23252	7/14/2022	WORDEN WILLIAMS LLP	1,620.00	Legal Services - June 2022
23253	7/21/2022	AT&T	209.43	Phone Service-BPS 06/10/22-07/09/22
23254	7/21/2022	Atlas Technical Consultants LLC	989.50	GeoTech Svcs-FY 2022 Gravity Sewer Repairs Project-June 2022
23255	7/21/2022	Brightview Landscape Services Inc	900.00	Landscape Maintenance Services @ Admin - July 2022
	7/21/2022	Brightview Landscape Services Inc	319.00	Vegetation Cleanup (Line Maintenance) - July 2022
23256	7/21/2022	C & B Air Power	1,123.10	Service 2 CPS Compressors (Labor/Parts)
23257	7/21/2022	CITY OF CARLSBAD	297.17	Water for Vactor 1
	7/21/2022	CITY OF CARLSBAD	298.71	Water for Vactor 2
23258	7/21/2022	CWEA	96.00	Certification Renewal-CSM Grade 2-S Krasen
23259	7/21/2022	DEXTER WILSON ENGINEERING	228.00	Development Services-1115 555 & 571 N Vulcan Ave
	7/21/2022	DEXTER WILSON ENGINEERING	114.00	Development Services-1157 7942 Grado El Tupelo ADU Priv PS
	7/21/2022	DEXTER WILSON ENGINEERING	6,032.00	General Engineering 103-500 June 2022
23260	7/21/2022	ELLIOTT ASSOCIATES	464.76	Process/Prepare Sewer Assessment File
23261	7/21/2022	FEDERAL EXPRESS CORPORATION	38.96	Shipping 07/08/22
23262	7/21/2022	INTERSTATE BATTERIES OF SAN DIEGO	135.17	Battery
23273	7/21/2022	SAN DIEGUITO WATER DISTRICT	194.13	Water @ BPS
	7/21/2022	SAN DIEGUITO WATER DISTRICT	6.62	Water @ Tanker 2
23274	7/21/2022	SOUTHERN CONTRACTING COMPANY	580.00	Change Parameter Pump 1 - VP5 PS
23275	7/21/2022	SPACELINK/12B NETWORK	160.00	Webcam @ BPS 07/14/22-08/13/22
23276	7/21/2022	TERMINIX PROCESSING CENTER	82.00	Pest Control 06/13/22
23277	7/21/2022	THE HOME DEPOT CRC/GEFC	9.02	Goof Off Aerosol
	7/21/2022	THE HOME DEPOT CRC/GEFC	162.49	Misc Operating Supplies
	7/21/2022	THE HOME DEPOT CRC/GEFC	855.02	Misc Operating Supplies - Tools
23278	7/21/2022	UNDERGROUND SERVICE ALERTS/C	303.70	Monthly Underground Alarm Service
	7/21/2022	UNDERGROUND SERVICE ALERTS/C	67.76	Monthly Underground State Fees
23279	7/21/2022	V&A CONSULTING ENGINEERS	2,000.00	Quarterly SM Creek Flow Measurements
23280	7/21/2022	VERIZON WIRELESS	973.10	Cell Phones 06/08/22-07/07/22
23281	7/21/2022	WASTE MANAGEMENT	225.29	Trash Service - June 2022
23282	7/21/2022	KEN GRODY FORD	202.09	Vehicle Service - Vehicle # 161
23283	7/21/2022	MALLORY SAFETY AND SUPPLY	684.12	Safety Supplies / Staff PPE - Disposable Gloves
	7/21/2022	MALLORY SAFETY AND SUPPLY	108.83	Safety Supplies / Staff PPE - Earplugs
23284	7/21/2022	MITSUBISHI ELECTRIC US, INC	354.78	Elevator Maintenance - July 2022
23285	7/21/2022	NAPA AUTO	87.86	Blue Def (6)
	7/21/2022	NAPA AUTO	120.53	Fuel Filters (14)
	7/21/2022	NAPA AUTO	135.64	Omni Lube Green Grease (12)
	7/21/2022	NAPA AUTO	148.03	Vactor & CCTV Truck Supplies
23286	7/21/2022	OLIVENHAIN MUNICIPAL WATER DIS...	68.93	Recycled Water @ Traveling
	7/21/2022	OLIVENHAIN MUNICIPAL WATER DIS...	51.15	Water @ Encinitas Estates PS
	7/21/2022	OLIVENHAIN MUNICIPAL WATER DIS...	367.85	Water @ Traveling
	7/21/2022	OLIVENHAIN MUNICIPAL WATER DIS...	332.05	Water @ Traveling 2
	7/21/2022	OLIVENHAIN MUNICIPAL WATER DIS...	56.10	Water @ VP5 PS

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	7/21/2022	OLIVENHAIN MUNICIPAL WATER DIS...	56.10	Water @ VP7 PS
23287	7/21/2022	PLANT PEOPLE, INC	168.00	Office Plant Maintenance - July 2022
23288	7/21/2022	PLUMBERS DEPOT, INC	1,163.33	CCTV Van Misc Repairs / Maintenance
	7/21/2022	PLUMBERS DEPOT, INC	1,363.04	Piranha Sewer Hose 1/2" 500 Feet 4,000 PSI
23289	7/21/2022	PRUDENTIAL OVERALL SUPPLY	119.54	Weekly Uniform/Laundry Service 07/07/22
	7/21/2022	PRUDENTIAL OVERALL SUPPLY	119.54	Weekly Uniform/Laundry Service 07/14/22
23290	7/21/2022	READY LINE FLEET SERVICE INC	155.00	Quarterly Maintenance - Vehicle # 159
	7/21/2022	READY LINE FLEET SERVICE INC	155.00	Quarterly Maintenance - Vehicle # 161
	7/21/2022	READY LINE FLEET SERVICE INC	155.00	Quarterly Maintenance - Vehicle # 170
	7/21/2022	READY LINE FLEET SERVICE INC	312.92	Replaced Air Fitting on Primary Air Tank-Vehicle # 159
23291	7/21/2022	SAN DIEGO GAS & ELECTRIC	11.88	Gas @ Admin
23292	7/28/2022	AIRGAS USA LLC	1,471.09	Liquid Oxygen Contract 07/11/22
23293	7/28/2022	AWSS INC	6,021.17	Vehicle Fuels 05/16/22-06/16/22
23294	7/28/2022	C & B Air Power	374.35	Qweikpure 25 Cartridge/Indicator Light
23295	7/28/2022	COLONIAL LIFE INS	315.06	Accident/Critical Illness Ins-07/13/22 & 07/27/22
23296	7/28/2022	CORE & MAIN LP	10,407.38	Parsom Inflodome (Includes valves/gasket/strap)
23297	7/28/2022	CSMFO	110.00	Municipal CSMFO Membership
23298	7/28/2022	D&H WATER SYSTEMS, INC	126.60	Connector Tubes
23299	7/28/2022	DATA NET SOLUTIONS GROUP	3,308.20	Dell Latitude 5530 Laptops (2) & Accessories-65% Down Pymt
	7/28/2022	DATA NET SOLUTIONS GROUP	5,811.96	Dell Optiplex 5000 Desktop Computers (4) - 65% Down Payment
	7/28/2022	DATA NET SOLUTIONS GROUP	15,016.04	POWEREDGE R750 8-Core Servers (2)-65% Down Payment
23300	7/28/2022	IAN RIFFEL	274.74	Employee Safety Boots FY 2023 - I Riffel
23301	7/28/2022	ICMA RETIREMENT-303979	5,823.85	Deferred Comp for PPE 07/24/22
23302	7/28/2022	INFRASTRUCTURE ENGINEERING CORP	3,305.00	Design Services for VP7 Replace Project
	7/28/2022	INFRASTRUCTURE ENGINEERING CORP	250.00	FY2022 Gravity Sewer Repairs Project - June 2022
23303	7/28/2022	JOHNNY MONTOYA	180.00	Reimbursement: CWEA CSM-1 Exam Certification / Membership
23304	7/28/2022	OLIN CORPORATION	5,048.48	Sodium Hypochlorite
23305	7/28/2022	PRUDENTIAL OVERALL SUPPLY	119.54	Weekly Uniform/Laundry Service 07/21/22
23306	7/28/2022	RANCHO SANTA FE SECURITY SYSTEMS	258.00	Burgler/Fire Alarm Qtrly Billing 08/01/22-10/31/22
23307	7/28/2022	SAN DIEGO GAS & ELECTRIC	162.40	Electric @ Avocado PS
	7/28/2022	SAN DIEGO GAS & ELECTRIC	2,160.32	Electric @ AWT
	7/28/2022	SAN DIEGO GAS & ELECTRIC	572.71	Electric @ Diana PS
	7/28/2022	SAN DIEGO GAS & ELECTRIC	1,141.37	Electric @ La Costa PS
	7/28/2022	SAN DIEGO GAS & ELECTRIC	172.15	Electric @ RV PS
	7/28/2022	SAN DIEGO GAS & ELECTRIC	901.08	Electric @ Saxony PS
	7/28/2022	SAN DIEGO GAS & ELECTRIC	456.63	Electric @ VP5 PS
	7/28/2022	SAN DIEGO GAS & ELECTRIC	213.88	Electric @ VP7 PS
	7/28/2022	SAN DIEGO GAS & ELECTRIC	875.22	Electric/Gas @ E Estates PS
23308	7/28/2022	SAN DIEGUITO TROPHY	34.48	name plaques

Leucadia Wastewater District
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23309	7/28/2022	TERMINIX PROCESSING CENTER	62.20	Pest Control 07/11/22
23310	7/28/2022	TIANNE BAITY	56.00	Reimbursement: Notary Oath & Bond Filing 2023
23311	8/4/2022	ADS LLC	4,655.00	Flow Metering / Data Analysis - July 2022
	8/4/2022	ADS LLC	1,340.00	Meter Maintenance / Data Delivery ECHO - July 2022
23312	8/4/2022	AIRGAS USA LLC	1,363.33	Liquid Oxygen Contract 07/22/22
23313	8/4/2022	AMERICAS FINEST FIRE	1,145.28	Annual Fire Extinguisher Service
23314	8/4/2022	AZTEC LEASING, INC	530.88	Copier Lease - July 2022
23315	8/4/2022	BAJA POOL AND SPA SERVICE	410.00	Water Fountain Weekly Maintenance - August 2022
23316	8/4/2022	BAY CITY ELECTRIC WORKS, INC	737.44	Generator Service/Load Test/Fuel Polish-Saxony
	8/4/2022	BAY CITY ELECTRIC WORKS, INC	682.84	Generator Service/Load Test/Fuel Polish-VP5
23317	8/4/2022	Brightview Landscape Services Inc	900.00	Landscape Maintenance Services @ Admin - August 2022
	8/4/2022	Brightview Landscape Services Inc	319.00	Vegetation Cleanup (Line Maintenance) - August 2022
23318	8/4/2022	BURTECH PIPELINE, INC	21,441.30	FY2020 Gravity/Quebrada Realignment Project
23319	8/4/2022	BURTECH PIPELINE, INC	203,775.00	FY2022 Gravity Sewer Repairs Project
23320	8/4/2022	CITY OF CARLSBAD	336.99	Water @ 1900 La Costa Ave
	8/4/2022	CITY OF CARLSBAD	164.09	Water @ 1960 La Costa Ave
	8/4/2022	CITY OF CARLSBAD	27.58	Water @ Fire Line
	8/4/2022	CITY OF CARLSBAD	227.73	Water for Vactor 1
	8/4/2022	CITY OF CARLSBAD	294.37	Water for Vactor 2
23321	8/4/2022	COX COMMUNICATIONS SAN DIEGO	1,050.00	Internet Service 07/22/22-08/21/22
	8/4/2022	COX COMMUNICATIONS SAN DIEGO	509.76	Phone Service 07/18/22-08/17/22
23322	8/4/2022	DKF SOLUTIONS GROUP, LLC	300.00	Monthly MSO Subscription - August 2022
23323	8/4/2022	ENCINA WASTEWATER AUTHORITY	1,537,108.51	4th Quarter FY 2022 Billing - Capital
	8/4/2022	ENCINA WASTEWATER AUTHORITY	665,776.17	4th Quarter FY 2022 Billing - O/M
	8/4/2022	ENCINA WASTEWATER AUTHORITY	(1,596,000.00)	FY2022 Reserve Contribution Capital Adjustment
23324	8/4/2022	EWING IRRIGATION PRODUCTS	202.38	Reclaimed Water Signs (4)
23325	8/4/2022	FEDERAL EXPRESS CORPORATION	44.14	Shipping 07/18/22
	8/4/2022	FEDERAL EXPRESS CORPORATION	44.14	Shipping 07/20/22
23326	8/4/2022	GOVERNMENT FINANCE OFFICER ASS...	160.00	In Base Membership Renewal-Ryan Green #300241573 09/22-08/23
23327	8/4/2022	HAAKER EQUIPMENT CO	307.93	1" Pirahn Menders (10)
23328	8/4/2022	HUMANA DENTAL INS.	3,810.18	Dental Insurance - August 2022
23329	8/4/2022	MITSUBISHI ELECTRIC US, INC	354.78	Elevator Maintenance - August 2022
23330	8/4/2022	MUTUAL OF OMAHA	1,329.38	Disability Insurance - August 2022
23331	8/4/2022	OLIVENHAIN MUNICIPAL WATER DIS...	68.93	Recycled Water @ Travelling
	8/4/2022	OLIVENHAIN MUNICIPAL WATER DIS...	51.15	Water @ Encinitas Estates PS
	8/4/2022	OLIVENHAIN MUNICIPAL WATER DIS...	604.13	Water @ Traveling
	8/4/2022	OLIVENHAIN MUNICIPAL WATER DIS...	382.17	Water @ Traveling 2
	8/4/2022	OLIVENHAIN MUNICIPAL WATER DIS...	51.15	Water @ VP7 PS
23332	8/4/2022	PRUDENTIAL OVERALL SUPPLY	119.54	Weekly Uniform/Laundry Service 07/28/22
23333	8/4/2022	SAN DIEGO GAS & ELECTRIC	3,731.17	Electric @ Admin

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 7/8/2022 Through 8/4/2022

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
	8/4/2022	SAN DIEGO GAS & ELECTRIC	13,657.97	Electric @ BPS
	8/4/2022	SAN DIEGO GAS & ELECTRIC	7,246.06	Electric @ LPS
23334	8/4/2022	STAPLES	285.57	Office Supplies
23335	8/4/2022	U.S. BANK	5,510.57	Cal Card Purchases - Statement Dated 07/22/22
23336	8/4/2022	UNDERGROUND SERVICE ALERTS/C	260.25	Monthly Underground Alarm Service
	8/4/2022	UNDERGROUND SERVICE ALERTS/C	72.26	Monthly Underground State Fees
23337	8/4/2022	VERIZON WIRELESS	21.27	Telemetry for Cell Phones
23338	8/4/2022	VORTEX INDUSTRIES, LLC	<u>1,620.43</u>	Weatherproof Door - BPS
Report Total			<u>1,277,561.26</u>	

Leucadia Wastewater District
Vendor Activity - Supplemental Credit Card Report
From 6/23/2022 Through 8/4/2022

Vendor Name	Tra... Sou...	Effective Date	Check/Voucher Number	Expenses	GL Code	GL Title	Transaction Description
U.S. BANK	API	6/26/2022	23335	86.19	4910	OFFICE SUPPLIES	Coffee Maker
U.S. BANK	API	6/27/2022	23335	406.22	4910	OFFICE SUPPLIES	Blackstone Grill
U.S. BANK	API	6/27/2022	23335	32.29	4910	OFFICE SUPPLIES	Blackstone Grill Cover
U.S. BANK	API	6/28/2022	23335	56.53	5040	Safety Supplies & Services	Drink Mix Packets (Field Staff)
U.S. BANK	API	6/30/2022	23335	40.00	4950	Computer Software/Srvc/Support/Hardware	Zoom Cloud Recorings
U.S. BANK	API	6/30/2022	23335	9.75	5040	Safety Supplies & Services	Datco June
U.S. BANK	API	7/22/2022	23335	(357.90)	4330	BOARD CONFERENCES	CASA Conference-Hotel Refund-E Sullivan
U.S. BANK	API	7/22/2022	23335	(550.00)	4330	BOARD CONFERENCES	CASA Conference-Registration Partial Refund-E Sullivan
U.S. BANK	API	7/22/2022	23335	17.23	4910	OFFICE SUPPLIES	Blackstone Grill Drip Trays
U.S. BANK	API	7/22/2022	23335	10.76	4910	OFFICE SUPPLIES	Rubber Door Trim
U.S. BANK	API	7/22/2022	23335	20.00	4930	SUBSCRIPTIONS	eNewsletter
U.S. BANK	API	7/22/2022	23335	9.99	4950	Computer Software/Srvc/Support/Hardware	iCloud Storage
U.S. BANK	API	7/22/2022	23335	292.50	5040	Safety Supplies & Services	Datco July-September
U.S. BANK	API	7/22/2022	23335	19.22	5510	LINE MAINTENANCE	Computer Charger
U.S. BANK	API	7/22/2022	23335	33.98	5510	LINE MAINTENANCE	iPhone Charger & Case
U.S. BANK	API	7/22/2022	23335	129.29	5530	BUILDINGS & GROUNDS	Costco Folding Table
U.S. BANK	API	7/22/2022	23335	2,262.32	5530	BUILDINGS & GROUNDS	Costco Folding Tables & Chairs
U.S. BANK	API	7/22/2022	23335	(129.29)	5530	BUILDINGS & GROUNDS	Costco Folding Tables Refund
U.S. BANK	API	7/22/2022	23335	215.49	5530	BUILDINGS & GROUNDS	Folding Table & Chair Cart
U.S. BANK	API	7/22/2022	23335	10.00	5580	TREATMENT PLANT R&M	Ice Packs
U.S. BANK	API	7/22/2022	23335	600.00	5710	TRAINING, EDUCATION & CONFERNC	CSDA Conference-Registration-R Green
U.S. BANK	API	7/22/2022	23335	222.80	5710	TRAINING, EDUCATION & CONFERNC	TriState Seminar-Hotel Deposit-M Avalos
U.S. BANK	API	7/22/2022	23335	222.80	5710	TRAINING, EDUCATION & CONFERNC	TriState Seminar-Hotel Deposit-M Gonzalez
U.S. BANK	API	7/22/2022	23335	222.80	5710	TRAINING, EDUCATION & CONFERNC	TriState Seminar-Hotel Deposit-R Easton
U.S. BANK	API	7/22/2022	23335	137.38	5735	EMPLOYEE RECOGNITION	Disposable Tablecloths
U.S. BANK	API	7/22/2022	23335	1,335.22	5735	EMPLOYEE RECOGNITION	Employee Luncheon
U.S. BANK	API	7/22/2022	23335	125.00	5910	TELEPHONE	Web Hosting

Leucadia Wastewater District
Vendor Activity - Supplemental Credit Card Report
From 6/23/2022 Through 8/4/2022

Vendor Name	Tra... Sou...	Effective Date	Check/Voucher Number	Expenses	GL Code	GL Title	Transaction Description
U.S. BANK	API	7/22/2022	23335	30.00	5910	TELEPHONE	Wifi
Transaction Total				5,510.57			
Report Opening/Current Balance							
Report Transaction Totals				5,510.57			
Report Current Balances							

Leucadia Wastewater District
Vendor Activity - Supplemental Credit Card Report
From 6/22/2022 Through 6/22/2022

Vendor Name	Tra... Sou...	Effective Date	Check/Voucher Number	Expenses	GL Code	GL Title	Transaction Description
U.S. BANK	API	6/22/2022		186.99	4330	BOARD CONFERENCES	CASA Conference-Flight-D Omsted
U.S. BANK	API	6/22/2022		233.96	4330	BOARD CONFERENCES	CASA Conference-Flight-E Sullivan
U.S. BANK	API	6/22/2022		24.98	4330	BOARD CONFERENCES	CASA Conference-Flight-J Hanson
U.S. BANK	API	6/22/2022		301.81	4330	BOARD CONFERENCES	CASA Conference-Hotel Deposit-C Roesink
U.S. BANK	API	6/22/2022		357.90	4330	BOARD CONFERENCES	CASA Conference-Hotel Deposit-D Omsted
U.S. BANK	API	6/22/2022		357.90	4330	BOARD CONFERENCES	CASA Conference-Hotel Deposit-E Sullivan
U.S. BANK	API	6/22/2022		357.90	4330	BOARD CONFERENCES	CASA Conference-Hotel Deposit-J Hanson
U.S. BANK	API	6/22/2022		625.00	4330	BOARD CONFERENCES	CASA Conference-Registration-C Roesink
U.S. BANK	API	6/22/2022		625.00	4330	BOARD CONFERENCES	CASA Conference-Registration-D Omsted
U.S. BANK	API	6/22/2022		625.00	4330	BOARD CONFERENCES	CASA Conference-Registration-E Sullivan
U.S. BANK	API	6/22/2022		650.00	4330	BOARD CONFERENCES	CASA Conference-Registration-J Hanson
U.S. BANK	API	6/22/2022		650.00	4330	BOARD CONFERENCES	CSDA Conference-Registration-D Omsted
U.S. BANK	API	6/22/2022		650.00	4330	BOARD CONFERENCES	CSDA Conference-Registration-E Sullivan
U.S. BANK	API	6/22/2022		625.00	4330	BOARD CONFERENCES	CSDA Conference-Registration-J Hanson
U.S. BANK	API	6/22/2022		20.00	4930	SUBSCRIPTIONS	eNewsletter

Leucadia Wastewater District
Vendor Activity - Supplemental Credit Card Report
From 6/22/2022 Through 6/22/2022

Vendor Name	Tra... Sou...	Effective Date	Check/Voucher Number	Expenses	GL Code	GL Title	Transaction Description
U.S. BANK	API	6/22/2022		9.99	4950	Computer Software/Srvc/Support/Hardware	iCloud Storage-P Bushee
U.S. BANK	API	6/22/2022		40.00	4950	Computer Software/Srvc/Support/Hardware	Zoom
U.S. BANK	API	6/22/2022		129.28	5030	TOOLS	Soldering Station
U.S. BANK	API	6/22/2022		172.24	5530	BUILDINGS & GROUNDS	Battery
U.S. BANK	API	6/22/2022		3,381.36	5540	VEHICLES	Lift Kit for CCTV Van
U.S. BANK	API	6/22/2022		290.95	5710	TRAINING, EDUCATION & CONFERNC	CASA Conference-Flight-P Bushee
U.S. BANK	API	6/22/2022		301.81	5710	TRAINING, EDUCATION & CONFERNC	CASA Conference-Hotel Deposit-P Bushee
U.S. BANK	API	6/22/2022		625.00	5710	TRAINING, EDUCATION & CONFERNC	CASA Conference-Registration-P Bushee
U.S. BANK	API	6/22/2022		560.00	5710	TRAINING, EDUCATION & CONFERNC	CWEA FOG Training-Field Staff
U.S. BANK	API	6/22/2022		200.00	5710	TRAINING, EDUCATION & CONFERNC	CWEA Training-Field Staff
U.S. BANK	API	6/22/2022		75.00	5710	TRAINING, EDUCATION & CONFERNC	HR Webinar
U.S. BANK	API	6/22/2022		90.40	5710	TRAINING, EDUCATION & CONFERNC	TriState-Hotel Deposit-H Gonzalez
U.S. BANK	API	6/22/2022		99.00	5710	TRAINING, EDUCATION & CONFERNC	TriState-Registration-H Gonzalez
U.S. BANK	API	6/22/2022		13.40	5735	EMPLOYEE RECOGNITION	Staff Lunch - Drinks
U.S. BANK	API	6/22/2022		189.74	5735	EMPLOYEE RECOGNITION	Staff Lunch - Pizza
U.S. BANK	API	6/22/2022		125.00	5910	TELEPHONE	Webhosting
U.S. BANK	API	6/22/2022		30.00	5910	TELEPHONE	Wifi

Transaction Total 12,624.61

Report
Opening/Current
Balance

Report Transaction
Totals

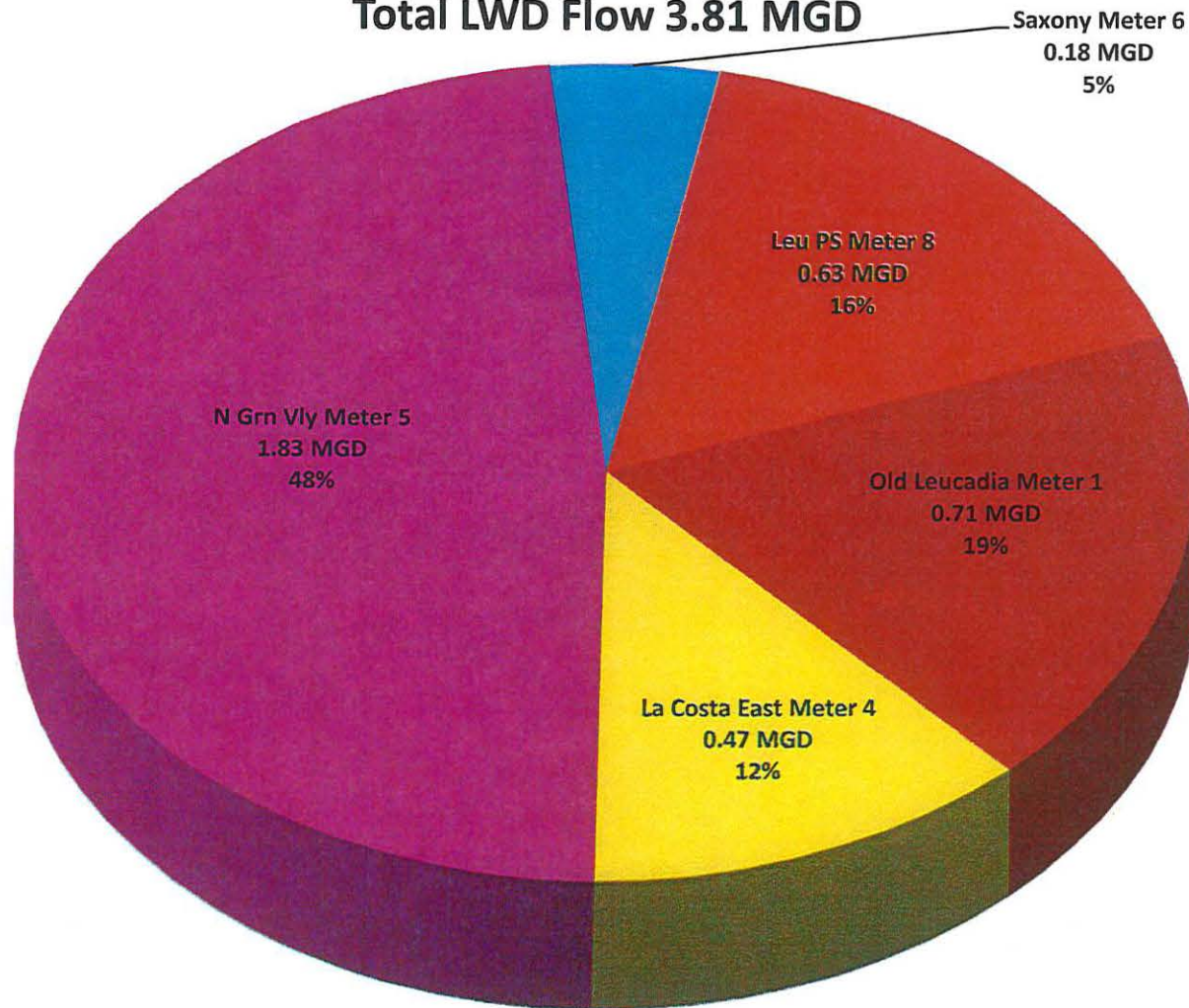
Report Current Balances

12,624.61

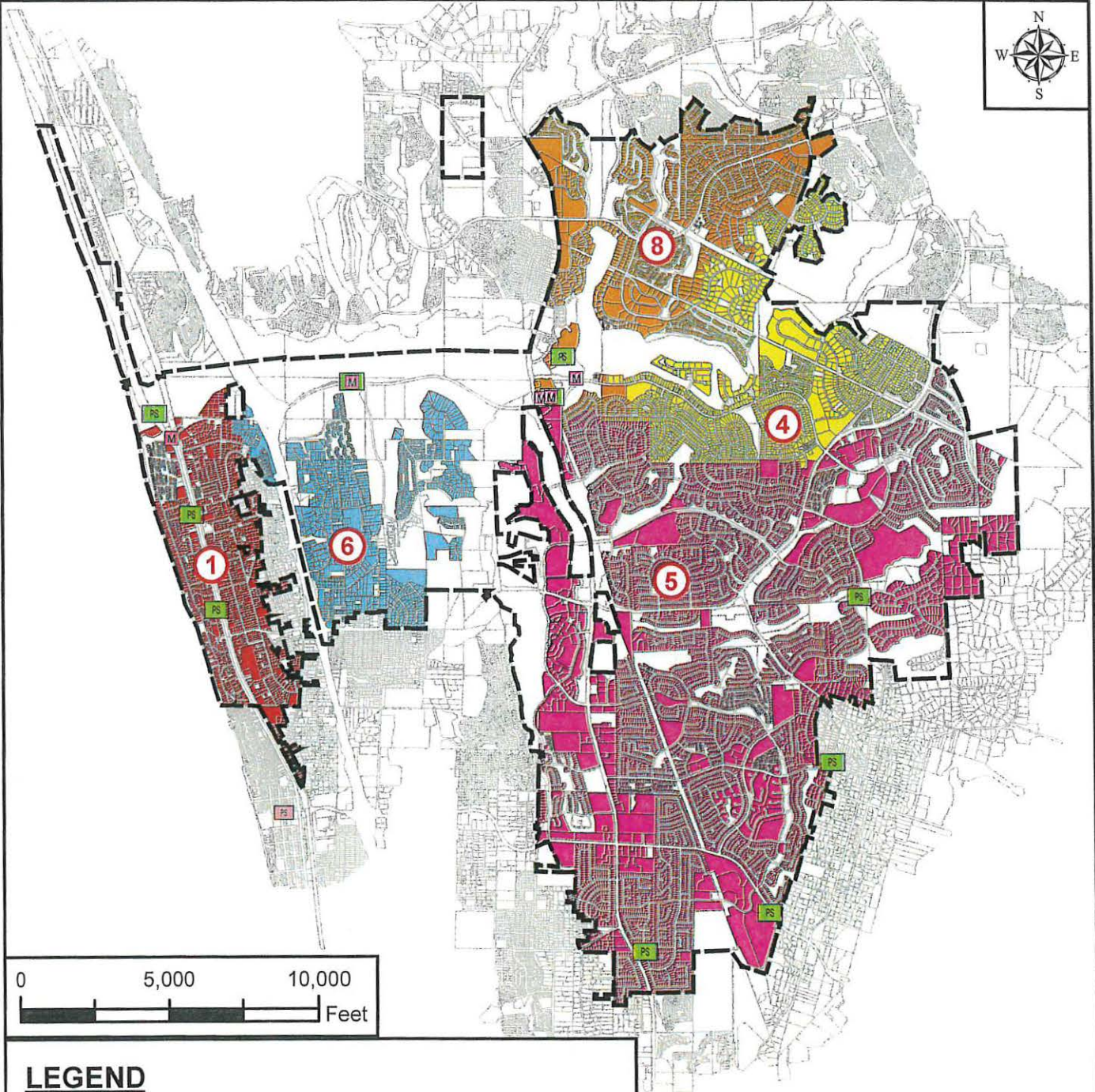
**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2023 (July 2022 - June 2023)**

CURRENT MONTH - July 2022							FY 2022 LWD ADF (MGD)
Period	Total Rain Inches	Total Flow MG	Added EDU's 28,782.09	LWD ADF (MGD)	GPD/EDU	RECLAIMED Total (ac-ft/mo)	
JULY	0.00	118.11	1.00	3.81	132.37	46.48	3.79
YTD			28,783.09				
AUGUST							3.81
YTD							
SEPTEMBER							3.74
YTD							
OCTOBER							3.61
YTD							
NOVEMBER							3.78
YTD							
DECEMBER							3.95
YTD							
JANUARY							3.80
YTD							
FEBRUARY							3.60
YTD							
MARCH							3.72
YTD							
APRIL							3.68
YTD							
MAY							3.64
YTD							
JUNE							3.86
YTD							
YTD Totals	0.00	118.11	1.00			46.48	
Mo Average	0.00	118.11	1.00	3.81	132.37	46.48	3.75

**LWD Flows by Sub-Basin
July 2022
Total LWD Flow 3.81 MGD**



LEUCADIA WASTEWATER DISTRICT



LEGEND

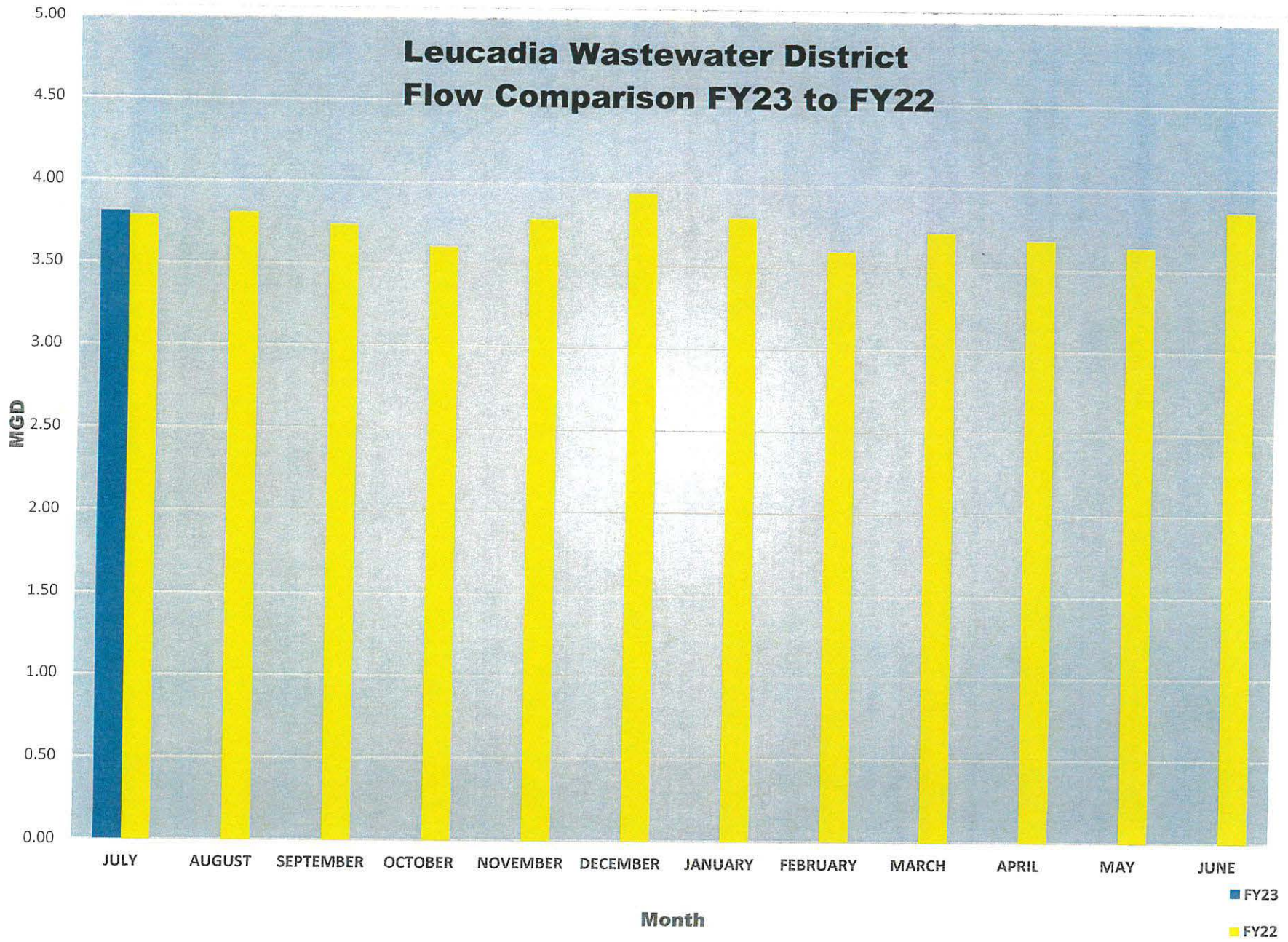
Parcels by Basin

- | | |
|--|--|
| 1 - Old Leucadia | Meter Locations |
| 4 - La Costa East | LWD Pump Stations |
| 5 - North Green Valley | Encinitas Pump Stations |
| 6 - Saxony | LWD Boundary |
| 8 - Leucadia PS | |

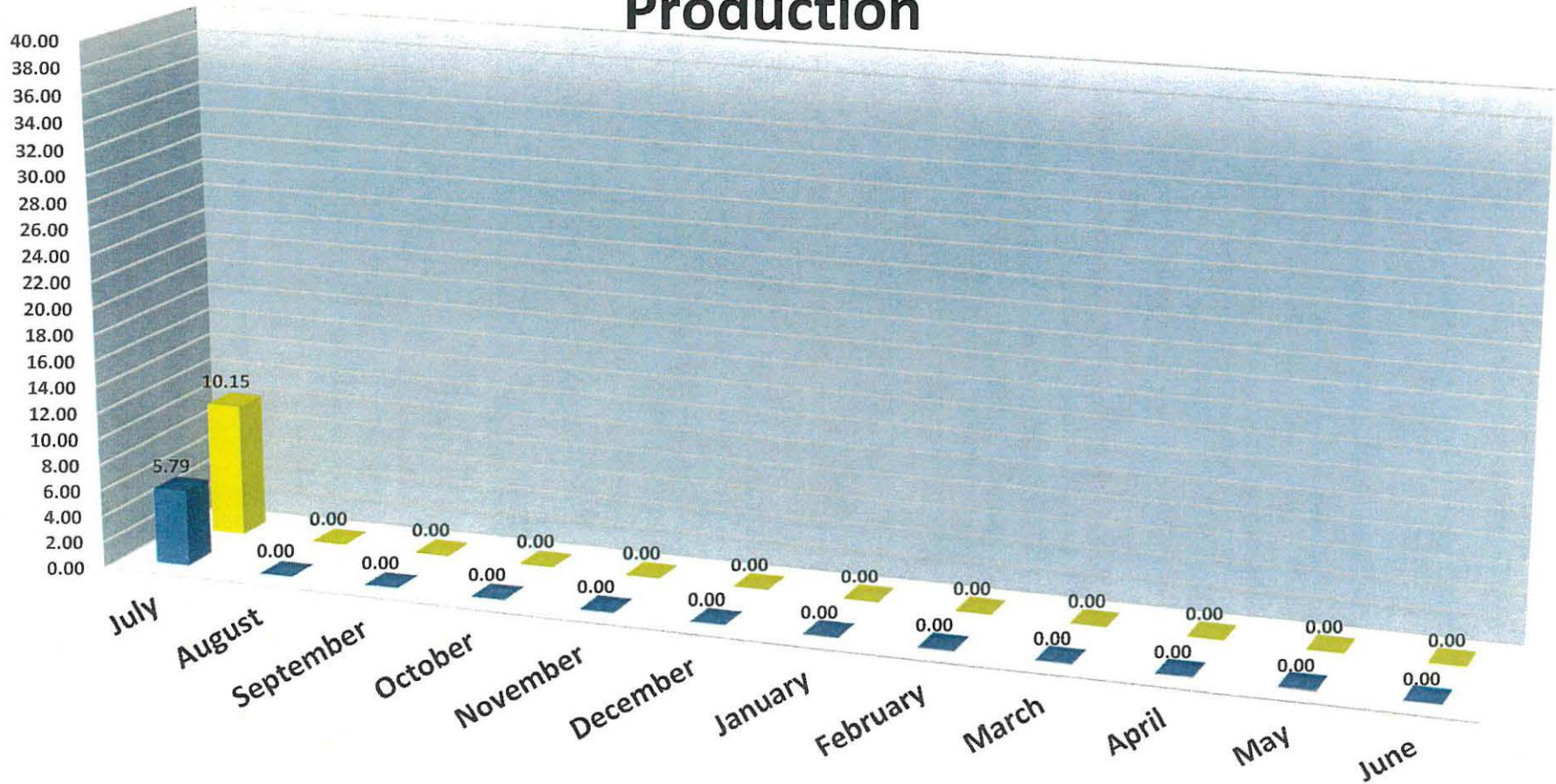


DEXTER WILSON ENGINEERING, INC.
CONSULTING ENGINEERS
(760) 438-4422

SEWER COLLECTION SYSTEM BY SUB-BASIN



FY-23 CCTV Inspections & Hydro Cleaning Production



Monthly Target Mileage

Hydro-Cleaning: 15 Miles/Month

CCTV Inspections: 6.3 Miles/Month

■ CCTV Inspections (YTD 5.8 Miles)

■ Hydro Cleaning (YTD 10.1 Miles)

**Operations and Administration Training Report
July 2022**

Training & Safety Events for the month July 2022

Description	Hours		
	Ops	Admin	Total
Bloodborne Pathogens	0.50	0.00	0.50
Emergency Action Plan	1.00	0.00	1.00
Fall Protection	4.00	0.00	4.00
Fire Extinguisher Training	1.00	0.00	1.00
Fire Prevention Plan Training	1.00	0.00	1.00
Good Password Practices	0.00	0.50	0.50
Hazard Communication	1.00	0.00	1.00
HAZWOPER (Advanced: Modules 1- 4)	2.00	0.00	2.00
Hearing Conservation	1.00	0.00	1.00
Heat Illness	3.00	0.00	3.00
Hotwork	0.50	0.00	0.50
Injury & Illness Prevention Program	1.00	0.00	1.00
Public Agency Risk Management	0.00	1.00	1.00
Respiratory Protection	3.00	0.00	3.00
CSRMA COVID-19 Exposure Control and Disease Preparedness	1.00	0.00	1.00
DataNet Cyber Security	0.00	0.50	0.50
DataNet Introduction to Phishing	0.00	0.50	0.50
DataNet Good Password Practices	0.00	0.50	0.50
DataNet Physical Office Security Training	0.00	1.00	1.00
DataNet What is PHI/ePHI	0.00	1.00	1.00
CSRMA CalOSHA Record Keeping	0.00	1.00	1.00
TVI Behind the Numbers	0.00	1.00	1.00
Water Industry Asbestos Awareness	1.00	0.00	1.00
Total Training Hours	21.00	7.00	28.00

Conferences/Webinars/Seminars for the month of June 2022

Description	Attendees		
	Ops	Admin	Total
CalPERS Employer Leadership Dialogue	0	1	1
CASA Collection Systems Working Group Meeting	0	1	1
NASSCO Manhole Assessment Certification Program (MHCP)	1	0	1
NASSCO Pipeline Assessment Certification Program (PACP)	1	0	1
Total Attended Conferences	2	2	4

Notes:

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

Leucadia Wastewater District

Balance Sheet

As of 7/31/2022

	Amount
Assets	
Cash & Investments	25,888,245.91
Accounts Receivables	172,070.47
Net OPEB Asset	246,761.00
Prepaid Expense	572,096.18
Funds held with Encina Wastewater Authority	445,200.00
Capital Assets	184,526,682.21
Less Accumulated Depreciation	(64,329,624.48)
Total Assets	<u>147,521,431.29</u>
Deferred Outflows	
PERS Pension Deferred Outflows	1,274,038.00
OPEB Health Deferred Outflows	74,182.00
Total Deferred Outflows	<u>1,348,220.00</u>
Total Assets & Deferred Outflows	<u>148,869,651.29</u>
Liabilities	
Accounts Payable & Accrued Expenses	1,384,999.41
Developer Deposits	139,351.49
Lease Liability	13,018.57
Net Pension Liability	2,094,667.00
Total Liabilities	<u>3,632,036.47</u>
Deferred Inflows	
PERS Pension Deferred Inflows	176,126.00
PERS Projected/Actual Earnings Difference	1,828,534.00
OPEB Health Deferred Inflows	146,751.00
Total Deferred Inflows	<u>2,151,411.00</u>
Net Position	
Beginning Net Position (as of June 30, 2022)	
Investment in Capital Assets	119,956,318.25
Reserves	26,711,648.62
Undesignated Net Position	(1,427,376.87)
Total Beginning Net Position (as of June 30, 2022)	<u>145,240,590.00</u>
Current Change In Net Position	
Other	(2,154,386.18)
Total Current Change In Net Position	<u>(2,154,386.18)</u>
Total Net Position	<u>143,086,203.82</u>
Total Liabilities, Deferred Inflows & Net Position	<u>148,869,651.29</u>

Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses

From 7/1/2022 Through 7/31/2022

Account Title	YTD Actual	Total Annual Budget	Remaining Budget	Percentage Total Budget Used
---------------	------------	---------------------	------------------	------------------------------

OPERATING REVENUES

3110 Sewer Service Fees	\$ 136,769.09	\$11,980,350.00	\$11,843,580.91	1.1%
3150 Recycled Water Sales	-	357,000.00	357,000.00	0.0%
3100 Misc. Operating Revenue	-	194,150.00	194,150.00	0.0%
TOTAL OPERATING REVENUES	\$ 136,769.09	\$12,531,500.00	\$12,394,730.91	1.1%

OPERATING EXPENSES

4100 Salaries	\$ 127,782.76	\$ 2,161,260.00	\$ 2,033,477.24	5.9%
4200 Employee Benefits	119,590.72	1,583,432.00	1,463,841.28	7.6%
4300 Directors Expense	7,352.17	137,400.00	130,047.83	5.4%
4400 Election Expense	-	60,000.00	60,000.00	0.0%
4600 Gas, Oil & Fuel	-	51,000.00	51,000.00	0.0%
4700 Insurance Expense	122,501.53	225,425.00	102,923.47	54.3%
4800 Memberships	2,599.30	38,425.00	35,825.70	6.8%
4900 Office Expense	25,874.86	173,800.00	147,925.14	14.9%
5000 Operating Supplies	5,582.44	148,800.00	143,217.56	3.8%
5200 Professional Services	300.11	528,900.00	528,599.89	0.1%
5300 Printing & Publishing	-	30,000.00	30,000.00	0.0%
5400 Rents & Leases	1,847.48	22,900.00	21,052.52	8.1%
5500 Repairs & Maintenance	22,500.59	509,000.00	486,499.41	4.4%
5600 Monitoring & Permits	4,085.67	84,300.00	80,214.33	4.8%
5700 Training & Development	5,990.95	49,000.00	43,009.05	12.2%
5900 Utilities	40,266.03	506,680.00	466,413.97	7.9%
6100 LAFCO Operations	7,958.20	7,700.00	(258.20)	103.4%
6200 Encina Operating Expense	593,783.00	2,274,600.00	1,680,817.00	26.1%
6900 Admin O/H alloc to Capital	-	(209,032.00)	(209,032.00)	0.0%
TOTAL OPERATING EXPENSES	\$ 1,088,015.81	\$ 8,383,590.00	\$ 7,295,574.19	13.0%

NON-OPERATING REVENUES

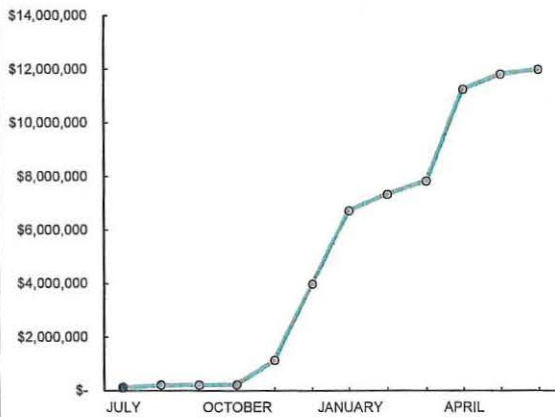
3130 Capacity Fees	\$ 2,544.50	\$ 152,670.00	\$ 150,125.50	1.7%
3220 Property Taxes	-	2,038,700.00	2,038,700.00	0.0%
3250 Investment Income	25,192.00	341,000.00	315,808.00	7.4%
3290 Misc. Non Op Revenue	-	27,400.00	27,400.00	0.0%
TOTAL NON-OPERATING REVENUES	\$ 27,736.50	\$ 2,559,770.00	\$ 2,532,033.50	1.1%

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

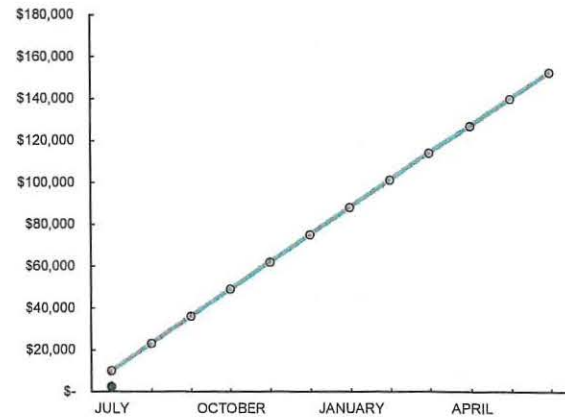
Leucadia Wastewater District Revenue FY2023

YTD through July 31, 2022

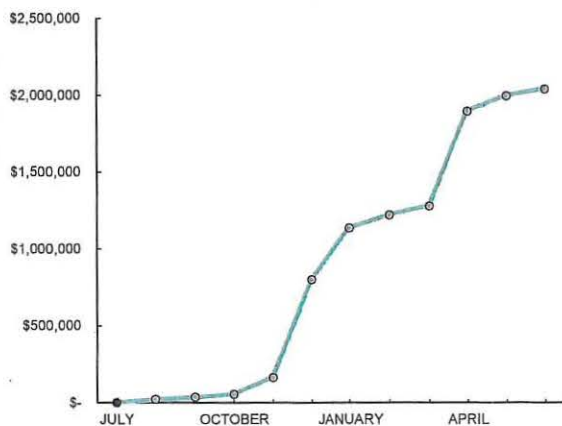
Sewer Service Fees



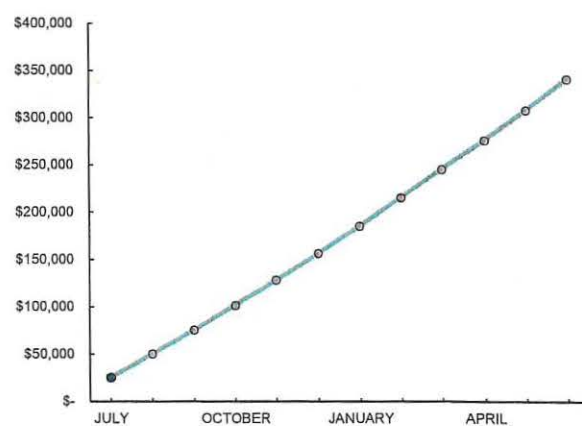
Capacity Charges



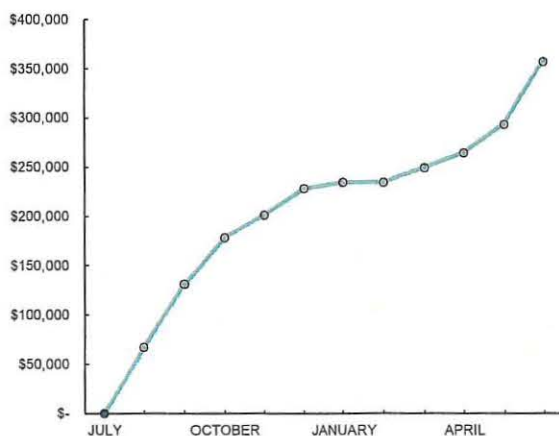
Property Taxes



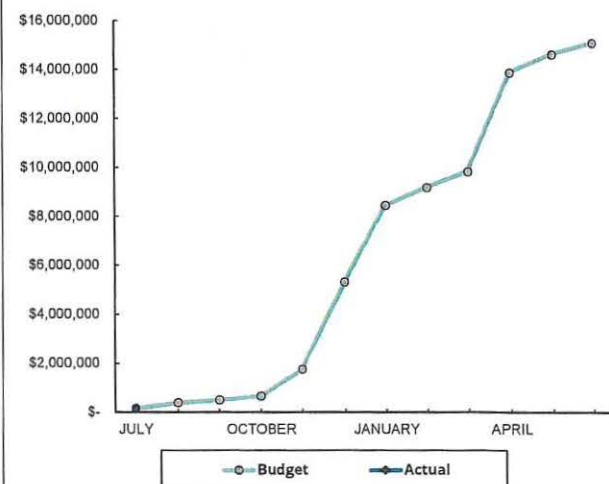
Investment Income



Recycled Wastewater Sales



Total Revenue

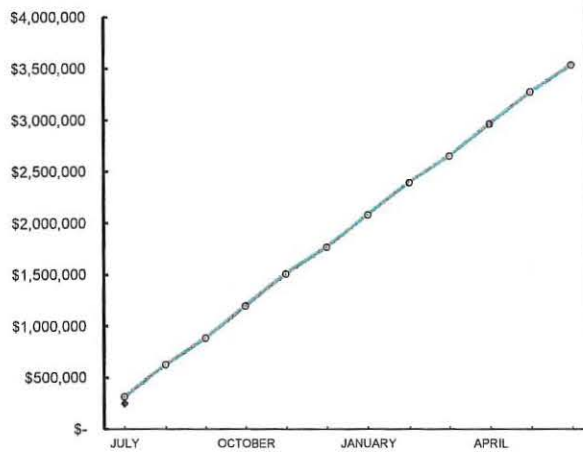


* Preliminary: subject to future review, reconciliation, accruals, and audit

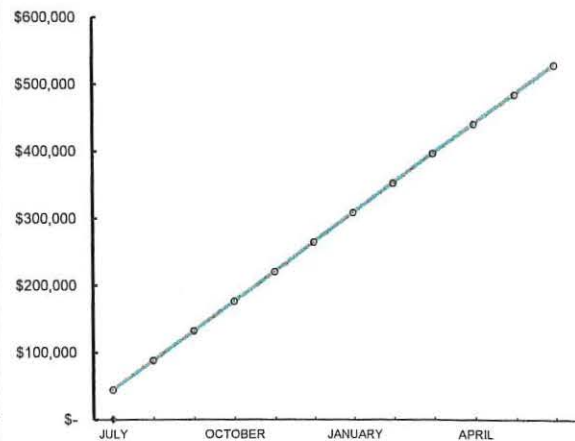
Leucadia Wastewater District Operating Expenses FY2023

YTD through July 31, 2022

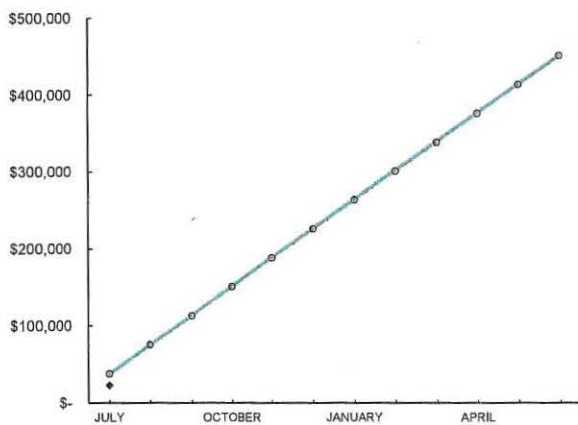
Salaries and Benefits



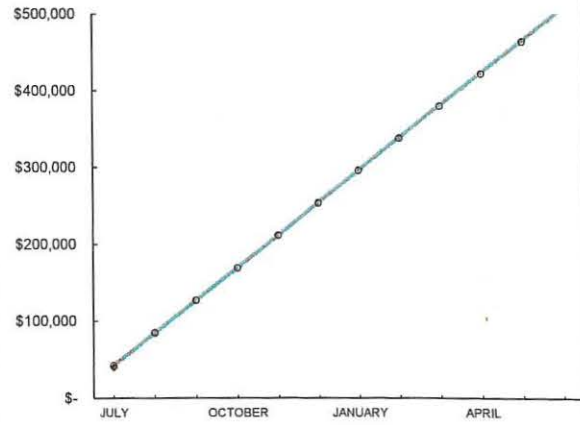
Professional Services



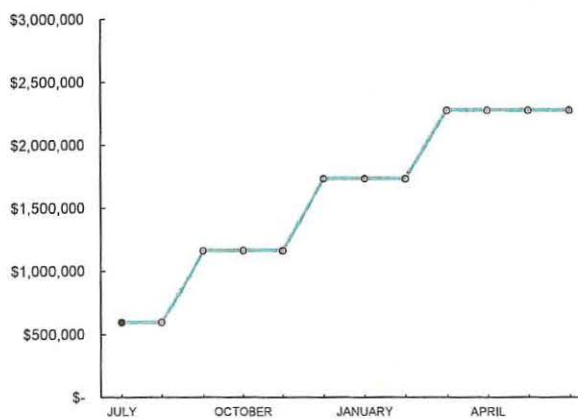
Repairs & Maintenance



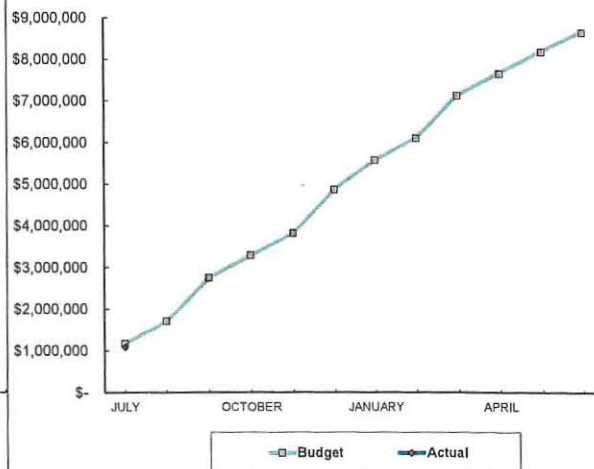
Utilities



Encina M&O



Total Operating Expenses -
Before Depreciation & Replacement

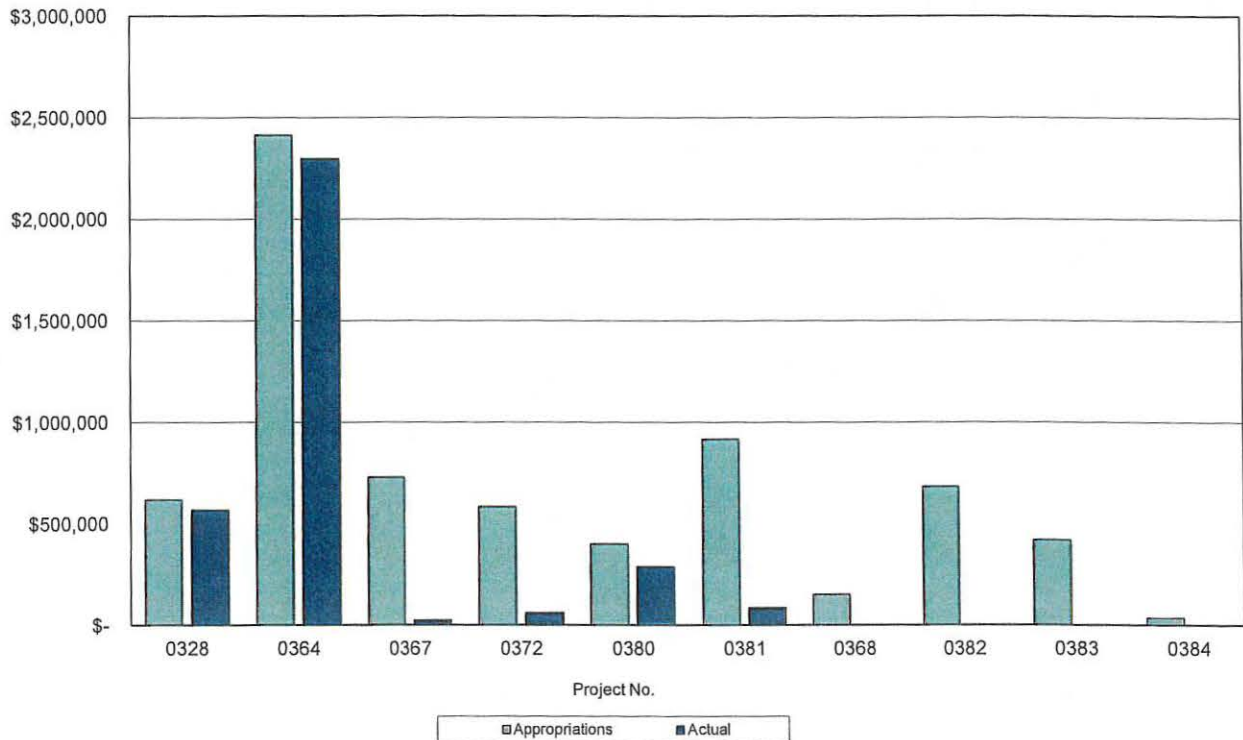


* Preliminary: subject to future review, reconciliation, accruals, and audit

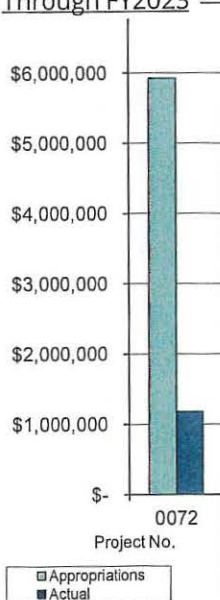
Leucadia Wastewater District Capital Expenditures

As of July 31, 2022

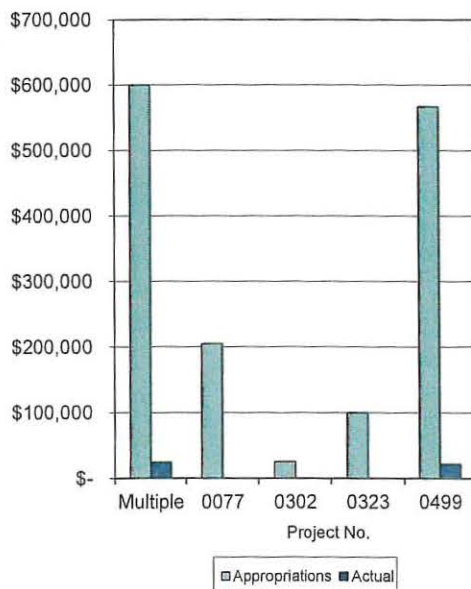
District Multi Year Capital Expenditures by Project Through FY2023



District's Share of Encina WPCF Capital Exp Through FY2023



Single Year Capital Expenditures by Project FY2023



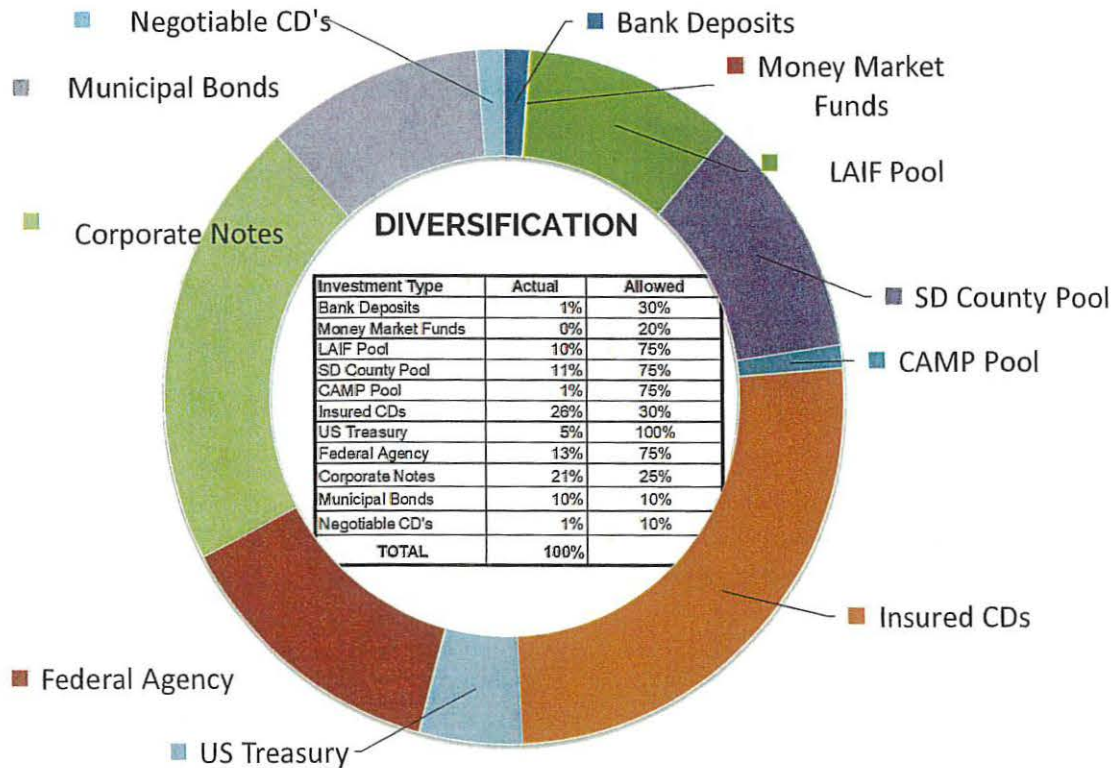
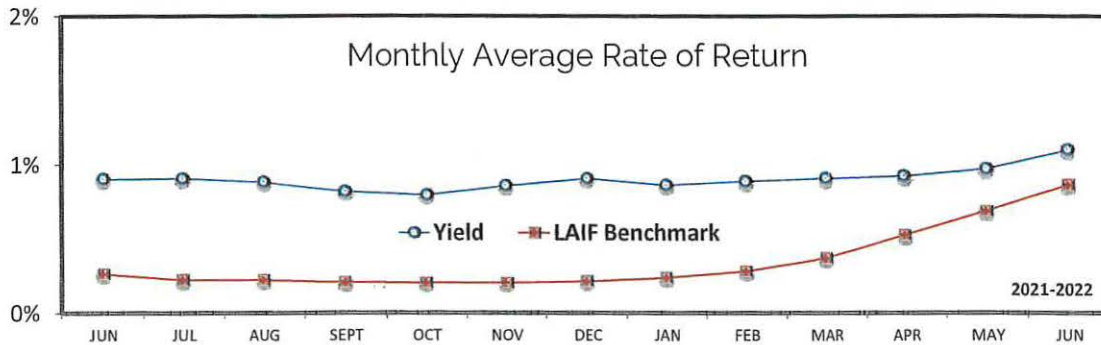
Project Legend

Multi-Year Capital Projects		No.
Encina Joint Facility Capital Projects		0072
North SD Water Reuse Coalition Project		0328
Encinitas Estates Pump Station Rplcmnt		0364
B1 Force Main - North Section Rplcmnt		0367
Asset Management Plan Update		0368
Diana Pump Station Upgrade		0372
FY2022 Gravity Pipeline Rehabilitation		0380
FY2023 Gravity Pipeline Rehabilitation		0382
Village Park 7 Pump Station Rehabilitation		0381
Rancho Verde Pump Station		0383
Batiquitos Emergency Basin Inspection		0384
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

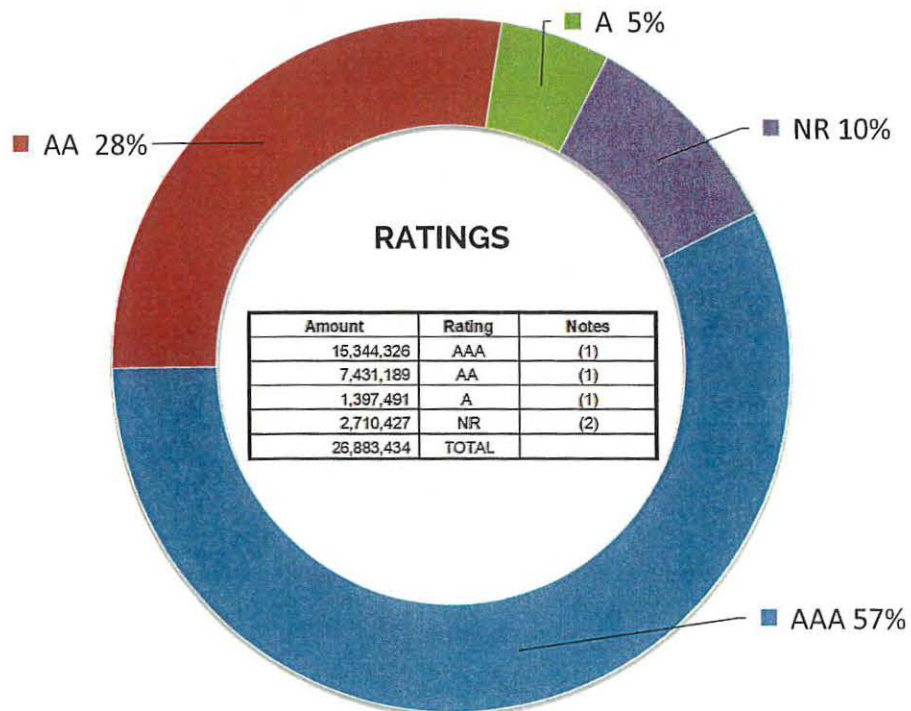
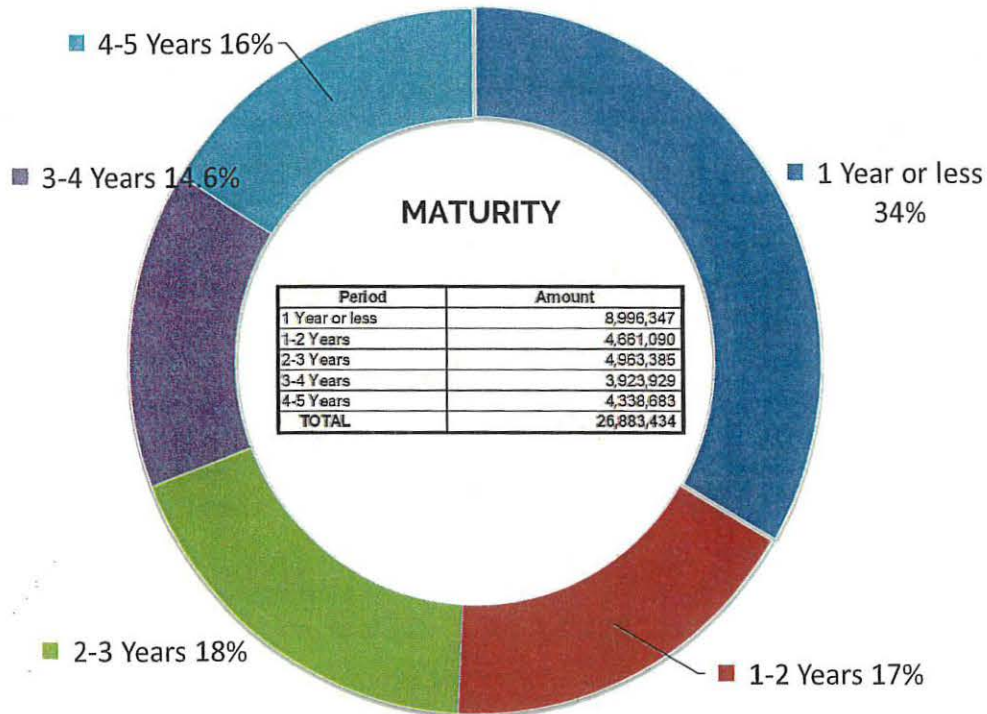
LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
June 30, 2022

Cash Equivalents & Investments	Principal (Original Cost)		June Interest	Average Rate
	May 31, 2022	Jun 30, 2022		
Pacific Premier Bank Reserves	\$ 1,109,449	\$ 321,734	\$ 3	0.010%
TVI Dreyfus Money Market	19,356	20,269	13	0.770%
LAIF Pool	4,010,427	2,710,427	2,411	0.861%
SD County Pool	3,035,946	3,035,946	2,859	1.130%
CAMP Pool	289,510	289,384	271	1.140%
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	5,673,457	5,673,457	6,050	1.297%
Negotiable CD's	350,000	350,000	540	1.850%
Totals	\$ 28,970,363	\$ 26,883,434	\$ 25,600	1.100%



LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
June 30, 2022

(Continued)

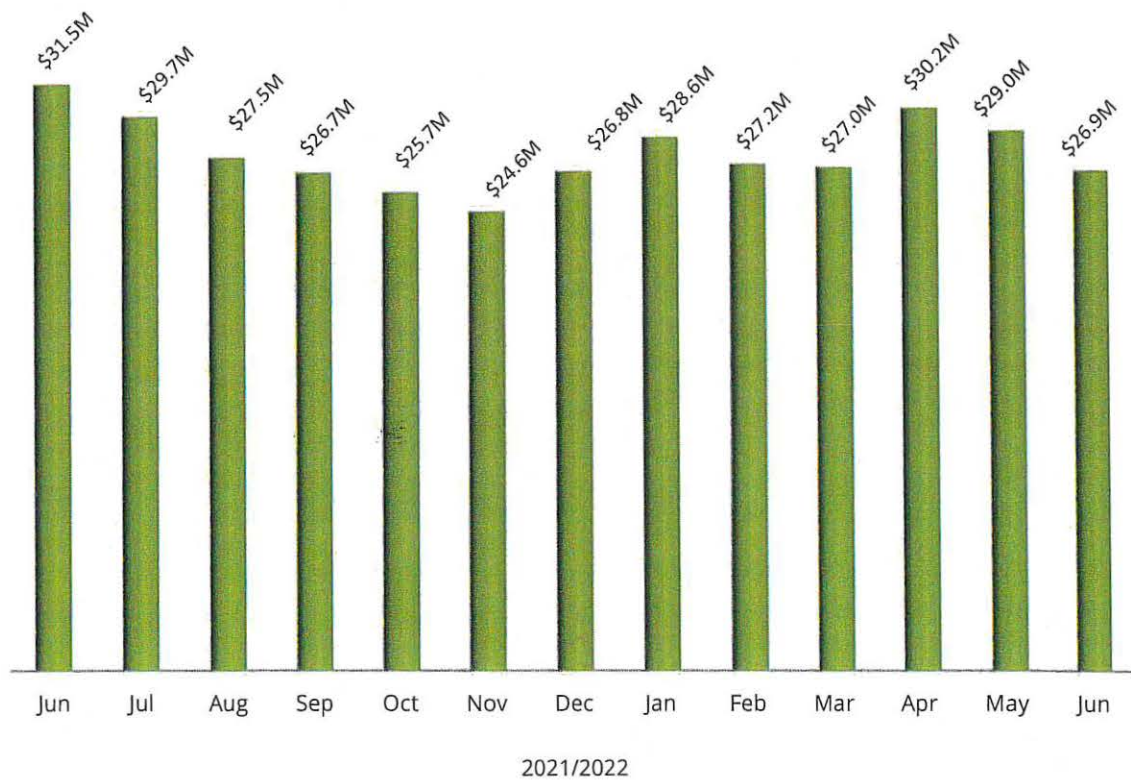


(1) CAMP Pool & SD County Pool, are rated by Standard & Poors. Investments are rated by Moody's.
 (2) LAIF is not rated.

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
June 30, 2022

(Continued)

CASH & INVESTMENT FUNDS BY MONTH




INVESTMENT TRANSACTIONS

Investment	Purchases	Sales & Maturities	Maturity Date	CUSIP	YTM at Cost	Notes
TOTAL	\$ -	\$ -				

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

Ref: 23-8131

DATE: August 11, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: LWD QUARTERLY TREASURER'S INVESTMENT REPORT

RECOMMENDATION:

Staff requests that the Board of Directors:

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

DISCUSSION:

In accordance with California Government Code Section #53646 LWD is encouraged to render the Quarterly Treasurer's Investment Report to the Board of Directors for its consideration. For your convenience, staff has developed a one-page summary of LWD's investments for the quarter ending June 30, 2022 (see attached). A copy of the full Quarterly Treasurer's Investment Report has been enclosed for your review.

reg:PJB







Attachment

LEUCADIA WASTEWATER DISTRICT


QUARTERLY TREASURER'S REPORT SUMMARY

06-30-2022

SUMMARY OF CASH & INVESTMENTS at June 30, 2022					
SEE QUARTERLY TREASURER'S REPORT FOR DETAILS					
ASSETS	PAR VALUE 6/30/2022	AMORTIZED COST 6/30/2022	% OF TOTAL		MARKET VALUE 6/30/2022
			Actual	Allowed	
CASH IN BANK (Checking/Reserve Accts)	\$ 321,734	\$ 321,734	1%	30%	\$ 321,734
MONEY MARKET FUNDS	\$ 20,269	\$ 20,269	0%	20%	\$ 20,269
LAIF - STATE INVESTMENT POOL	\$ 2,710,427	\$ 2,710,427	10%	75%	\$ 2,675,532
SAN DIEGO COUNTY INVESTMENT POOL	\$ 3,035,946	\$ 3,035,946	11%	75%	\$ 2,956,000
CAMP - JPA INVESTMENT POOL	\$ 289,384	\$ 289,384	1%	75%	\$ 289,384
FEDERAL AGENCY SECURITIES	\$ 3,550,000	\$ 3,547,052	13%	75%	\$ 3,339,514
US TREASURY BONDS/NOTES	\$ 1,300,000	\$ 1,311,275	5%	100%	\$ 1,231,583
CORPORATE NOTES	\$ 5,550,000	\$ 5,673,457	21%	25%	\$ 5,238,446
NEGOTIABLE CERTIFICATES OF DEPOSIT	\$ 350,000	\$ 350,000	1%	10%	\$ 349,946
MUNICIPAL BONDS	\$ 2,670,000	\$ 2,751,889	10%	10%	\$ 2,534,166
INSURED CERTIFICATES OF DEPOSIT	\$ 6,872,000	\$ 6,872,000	26%	30%	\$ 6,554,717
TOTAL CASH & INVESTMENTS	\$ 26,669,760	\$ 26,883,434	100%		\$ 25,511,291

As of June 30, 2022		QUARTERLY RESULTS			
					
Cash & Investments	Avg Days to Maturity	Change in Cash & Inv	Interest Earned	Average Return	LAIF Benchmark
\$25.5M	720	-\$86K	\$72K	1.0%	0.7%

MEMORANDUM

DATE: August 11, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: July 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 July 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 July 2022 for your review.

tb:PJB

Attachment

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

Conference Date	Description	Director J. Hanson	Director E. Sullivan	Director D. Omsted	Director C. Roesink	Director M. Brown	GM P. Bushee	TSM R. Morishita	ASsup T. Hill	FSS J. Stecker
	Registration									
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips									
	Fuel/mileage/taxi/uber									
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Registration									
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips/Baggage									
	Fuel/mileage/taxi/uber									
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Registration									
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips/Baggage									
	Fuel/mileage/taxi/uber									
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Registration									
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips/Baggage									
	Fuel/mileage/taxi/uber									
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Notes : There were no conferences for the month of July 2022.

MEMORANDUM

DATE: August 11, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Fiscal Year 2023 (FY23) Pay Schedules



RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2381 approving the FY23 pay schedules.
2. Discuss and take other action, as appropriate.

DISCUSSION:

The purpose of this agenda item is to present proposed Resolution No. 2381 to the Board of Directors for consideration. This resolution approves pay schedules for all employee classifications, including the General Manager classification for FY23 in accordance with CalPERS regulations and by California Code of Regulations (CCR) §570.5(a).

Staff recommends that the Board of Directors adopt Resolution No. 2381 approving the FY23 pay schedules to comply with CCR §570.5(a) and CalPERS regulations.

reg:PJB

RESOLUTION NO. 2381

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE LEUCADIA WASTEWATER DISTRICT
ADOPTING THE FISCAL YEAR 2023 PAY SCHEDULE**

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 authorized a classification adjustment for all positions, except the General Manager, on June 8, 2022 to be effective July 1, 2022; and,

Whereas, the LWD Board of Directors authorized a 4% salary adjustment for the LWD General Manager, adjusting compensation from \$252,909.72 to \$263,026.11 effective July 13, 2022; and,

Whereas, the LWD Board of Directors desires to establish, adopt and publish the FY 2023 Pay Schedule for all LWD employees including the General Manager in accordance with CalPERS requirements and by California Code of Regulations (CCR) §570.5(a).

NOW, THEREFORE, it is resolved as follows:

1. The LWD Board of Directors hereby adopts the LWD Fiscal Year 2023 Pay Schedule attached hereto as Attachment "1" and directs that it be posted and maintained in accordance with CalPERS requirements and CCR §570.5(a).
2. This Resolution supersedes Resolution No. 2352.

Passed and Adopted by the Board of Directors of the Leucadia Wastewater District this 17th day of August, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson, President

Attest:

Paul J. Bushee, Secretary /Manager

(SEAL)

**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
General Manager	n/a	\$263,026.11	\$263,026.11	\$126.45	\$126.45

Notes:

1. Approved and adopted by LWD Board of Directors June 8, 2022
2. Effective date: July 1, 2022
July 13, 2022 - General Manager salary until changed by the Board of Directors
3. Time base for salary amounts indicated is "annual"

Encina Wastewater Authority Report
Regular Board Meeting
July 27, 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. Adopt Resolution 2022-10 Appropriating Funds for Fiscal Year 2023 Operating and Capital Program Budgets and Establishing Controls Theron

The Board of Directors appropriated and authorized expenditures of \$20,346,774 in operating funds and \$27,005,586 in capital funds for the fiscal year ending June 30, 2023.

Executive Session

4. Conference with Legal Counsel – Anticipated Litigation Pursuant to Government Code, 2 Potential Cases

There was no reportable action.

Community Affairs Committee Meeting Report

Presented by Director Roesink

Meeting held July 25, 2022

The CAC reviewed the following recommendation:

1. 2022 Fall Newsletter


The CAC reviewed the proposed newsletter topics, along with the production schedule. The CAC suggested some minor edits. Staff agreed to make those edits and the CAC directed staff to move forward with the newsletter and the proposed production schedule.

The next CAC meeting was scheduled for September 14, 2022 at 1:00 p.m.

Mr. Bloom of Rising Tide Partners provided an update on the Surf Cam.

MEMORANDUM

DATE: August 11, 2022
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: **Conflict of Interest Code**



RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2377 updating and revising Leucadia Wastewater District's Conflict of Interest Code.
2. Discuss and take other action, as appropriate.

DISCUSSION:

On September 13, 1995, Leucadia Wastewater District approved Resolution No. 2027 adopting the Fair Political Practices Commission's Standard Model Conflict of Interest Code. Since then, the Board has periodically updated the Code as required. The District last amended the Code and Appendix A on August 19, 2020 when the Board adopted Resolution No. 2336.

The Leucadia Wastewater District (LWD) is required by California Code to biennially review its Conflict of Interest Code (COIC). Following review of the COIC, staff is recommending the following changes:

- Updating Designated Positions – change the title of Technical Services Manager to Director of Technical Services to reflect the current title for this position;
- Updating Designated Positions – change the title of Administrative Services Manager to Director of Finance and Administration to reflect the current title for this position;
- Updating Designated Positions – adding Field Services Specialist;
- Updating Designated Positions: Under Consultants – adding Construction Manager;
- Updating Designated Positions: Under Consultants – adding Category 4 as a Disclosure Category to Engineering Consultants; and
- Minor changes to formatting and grammar

Resolution No. 2377 (Attachment 2) and a strike out version of LWD's proposed Conflict of Interest Code (Attachment 3) are attached for the Board's review. If approved, Resolution No. 2377 will rescind all previously adopted resolutions approving LWD Conflict of Interest Codes and adopt in their place the proposed code contained in Attachment 3. LWD Counsel has reviewed both attachments.

Staff therefore recommends that the Board of Directors adopt Resolution No. 2377 updating and revising LWD's Conflict of Interest Code.

tb:PJB

Attachments

RESOLUTION NO. 2377

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
ADOPTING A CONFLICT OF INTEREST CODE**

WHEREAS, Leucadia Wastewater District (LWD) Resolution No. 2027, approved on September 13, 1995, adopted the Fair Political Practices Commission's Standard Model Conflict of Interest Code; and

WHEREAS, LWD Resolution No. 2336, approved on August 19, 2022 last amended the Conflict of Interest Code; and

WHEREAS, LWD has completed a review of its Conflict of Interest Code and determined that changes are required to update the titles of certain designated positions Pursuant to Section 2 of the Standard Code;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Leucadia Wastewater District does hereby rescind all previously adopted resolutions approving Leucadia Wastewater District Conflict of Interest Codes and re-adopts in their place and stead the Fair Political Practices Commission's Standard Model Conflict of Interest Code and Appendix "A" attached hereto.

PASSED AND ADOPTED by the Board of Directors at a meeting of the Leucadia Wastewater District held August 17, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Judy Hanson, President

ATTEST:

Paul J. Bushee, Secretary/Manager

(SEAL)

**CONFLICT OF INTEREST CODE
OF THE
LEUCADIA WASTEWATER DISTRICT**

Ref: ~~21-722023-8100~~

The Political Reform Act of 1974 (Government Code Section 81000, et seq.) requires each state and local government agency to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission (FPPC) has adopted a regulation, California Code of Regulations, Title 2, Division 6, Section 18730 (hereinafter "CCR 18730"), which contains the terms of a standard conflict of interest code. It can be incorporated by reference as an agency's code. After public notice and hearing, the regulation may be amended by the FPPC to conform to amendments in the Political Reform Act.

Therefore, the terms of Title 2, Division 6 of the California Code of Regulations Section 18730 and any future amendments to it duly adopted by the FPPC are hereby adopted and incorporated herein by reference. This regulation and the Appendix attached hereto designating officials and employees and establishing disclosure categories shall constitute the Conflict of Interest Code of the Leucadia Wastewater District.

Pursuant to Section 4 of the standard code, individuals holding designated positions shall file their statements of economic interests with the Leucadia Wastewater District, which will make the statements available for public inspection and reproduction (Gov. Code Sec 81008). All statements will be retained by the Leucadia Wastewater District for a period of seven (7) years.

Adopted by the Board of Directors of the Leucadia Wastewater District on the ~~19th~~ 17th day of August 20220.

Judy Hanson, President

ATTEST:

Paul J. Bushee, Secretary/Manager

APPENDIX A

AMENDED CONFLICT OF INTEREST CODE OF LEUCADIA WASTEWATER DISTRICT DESIGNATED POSITIONS

All District officials who manage the investment of public funds are included in and governed by this Conflict of Interest Code only with respect to its disqualification provisions. For purposes of disclosure, all District officials who manage the investment of public funds are governed by the statutory conflict of interest provisions of Article 2 of Chapter 7 of the Political Reform Act of 1974. (Government Code Section 87200, et seq.)

The persons holding positions listed below are "designated employees" who are subject to the provisions of this Code. Each such designated employee is required to disclose interests only in those categories set forth, which are identified by the numbers following his or her title.

Disclosure Categories

The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property that the designated employee must disclose for each disclosure category to which he or she is assigned.

Category 1: All investments and business positions in, and sources of income from, all business entities that do business or own real property in the District, plan to do business or own real property in the District within the next year or have done business or owned real property in the District within the past two years.

Category 2: All interest in real property which is located in whole or in part within, or not more than two (2) miles outside, the boundaries of the District.

Category 3: All investments and business positions in, and sources of income from, business entities subject to the regulatory, permit or licensing authority of the Designated Employee's Department, will be subject to such authority within the next year or have been subject to such authority within the past two years.

Category 4: All investments in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property in the District, plan to engage in such activities in the District within the next year or have engaged in such activities in the District within the past two years.

Category 5: All investments and business positions in, and sources of income from, business entities that are banking, savings and loan or other financial institutions.

Category 6: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery or equipment of a type purchased or leased by the District.

Category 7: All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery or equipment of a type used or administered by the Designated Employee's Department.

<u>Designated Positions</u>	<u>Disclosure Categories</u>
<u>Director of Technical Services</u> Manager	6, 7
Field Services Superintendent	6, 7
Field Services Supervisor	6, 7
Administrative Services Supervisor	6, 7
<u>Field Services Specialist</u>	<u>6, 7</u>

<u>Consultants*</u>	<u>Disclosure Categories</u>
<u>Construction Manager</u>	<u>1, 2, 4, 6, 7</u>
Financial Consultants	1, 2, 4, 5, 6
Engineering Consultants	1, 2, <u>4</u> , 6
Public Relations Consultants	1, 2, 6

The following positions are *not* covered by the code because they must file under Government Code Section 87200, and, therefore, are listed for informational purposes only:

Board of Directors

General Manager

Director of Finance and Administrative Administration ~~Services Manager~~

General Counsel, Attorney

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations.

* Consultants shall not be required to file disclosure statements where they: (a) conduct research and arrive at conclusions with respect to rendition of information, advice, recommendation or counsel independent of control and direction of the agency or any agency official other than normal contract monitoring; and (b) possess no authority with respect to any agency decision beyond the rendition of information, advice, recommendation or counsel. The determination as to whether a consultant shall be required to file a disclosure statement shall be made by the General Manager or his or her designee.



San Diego Chapter

California Special Districts Association

July 29, 2022

To: San Diego Chapter CSDA Member Agencies
From: Al Lau, San Diego Chapter President
Subject: San Diego Chapter CSDA Quarterly Dinner Meeting
Event Date: **Thursday, August 18, 2022**
Time: **6:00 pm to 9:00 pm – Dinner served at 6:45 pm**

Board of Directors

President
Albert C. Lau
Santa Fe Irrigation District

First Vice-President
Jack Bebee
Fallbrook Public Utility
District

Second Vice-President
Elaine Sullivan
Leucadia Wastewater
District

Treasurer
Richard Stevenson
Sweetwater Authority

Secretary
Jose Martinez
Otay Water District

Past President
Tom Kennedy
Rainbow Municipal Water
District

State CSDA Director
Jo MacKenzie
Vista Irrigation District

Location: **94th Aero Squadron**
8885 Balboa Avenue, San Diego - (858) 560-6771
<https://94thsandiego.com/>

Join us for a dynamic, interactive and educational evening as SDCSDA presents:

Jennifer Williamson - SANDAG

Ms. Williamson, a Principal Transportation Planner, oversees the transit development and service planning section for SANDAG. She has been working in public transportation for 25 years and has overseen corridor projects and studies such as the Purple Line Trolley study, the development of the South Bay Rapid project and the overall implementation of the Rapid network of services. Most recently Jennifer has been the lead planner for the Airport Connectivity study and the Regional Vision.

Be sure to read your Summer San Diego Chapter CSDA Newsletter for more great info!

Dinner Menu Selections – \$65 per person (\$75 non-member)

Public is invited to attend the dinner at the \$75 non-member price

Prime Rib of Beef - 8 oz. slow-roasted, creamy horseradish, roasted garlic mashed potatoes, seasonal vegetables

Seared Salmon - goat cheese, alfalfa sprouts, balsamic syrup, pesto grains, seasonal vegetables

Seasonal Pasta with parmesan cream sauce, asiago, fresh herbs & vegetables

White Balsamic Vinaigrette Salad

NY Cheesecake with Strawberries

Registration deadline is: Thursday, August 11, 2022

We look forward to seeing all agencies and guests attending this event. If you have any questions or need further information, please call Kim Johnson, Chapter Administrator, at (858) 227-5797, kjohnson@sfdwater.org, or Rich Stevenson at (619) 409-6711; rstevenson@sweetwater.org

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

Get a free flu shot.*

With most insurance.

Plus, get
10% Off
a grocery
purchase up
to \$200**

Date: Thursday, September 15, 2022

Time: 3:30 - 4:30 pm

Location: District Office

**Additional
Information:** Insurance card required

Shots administered by the Pharmacy Team from your neighborhood



*No co-payment unless required by your plan.

**Restrictions apply. Visit pharmacy for details.

Directors' Meetings

Presented by Directors Hanson, Roesink, and Omsted

Conference

2022 CASA Annual Conference

Dates and Location

August 10-12, 2022

Resort at Squaw Creek

Olympic Valley, CA

List of Attendees

President Hanson

Director Roesink

Director Omsted

The above mentioned Board members attended various sessions regarding governance and management of wastewater operations.