



**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: 815 3221 1295 **Passcode:** 054730

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, January 11, 2023
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. 2390 - 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**
Achievement of Organizational Performance Objective – Three Years No Spills.
(Pages 10-12)

CONSENT CALENDAR

Items 8-13 will be enacted in one motion in accordance with the recommendation unless removed from the Consent Calendar by the Board of Directors, Staff or Public. If a member of the public wishes to remove an item, they should submit a "Request to Address the LWD Board of Directors" form to the Board Secretary prior to the meeting. Items removed from the Consent Calendar will be considered in the original agenda order immediately following adoption of the Consent Calendar.

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

December 14, 2022 Regular Board Meeting (Pages 13-20)
January 4, 2023 Engineering Committee Meeting (Pages 21-22)
9. **Approval of Demands for December 2022/January 2023**
This item provides for Board of Directors approval of all demands paid from LWD during the month of December 2022 and a portion of January 2023. (Pages 23-29)
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 30-35)
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 36-43)
12. **Disclosure of Reimbursements**
This report discloses travel expense reimbursements for the month of December 2022. (Pages 44-45)
13. **Status Update on the Fiscal Year 2023 (FY23) LWD Tactics and Action Plan**
(Pages 46-51)

EWA REPORTS

14. **Encina Wastewater Authority Reports**
A regular EWA Board Meeting was held on December 12, 2022 via video conference – report by Director Omsted. (Page 52)

COMMITTEE REPORTS

15. Committee Reports

Engineering Committee meeting was held on January 4, 2023 via videoconference – report by Director Roesink. (Page 53)

ACTION ITEMS

16. 2023 Board of Directors Committee Assignments (Pages 54-57)

17. Fiscal Year 2023 Cured-in-Place Pipe Lining Project

Authorize the General Manager to execute an Agreement with Nu Line Technologies, LLC for construction services to complete the Fiscal Year 2023 Cured-in-Place Pipe Lining Project in an amount not to exceed \$439,715. (Pages 58-64)

18. Call for Nominations for the Local Agency Formation Commission (LAFCO) (Pages 65-69)

INFORMATION ITEMS

19. Project Status Updates and Other Informational Reports

2023 CWEA San Diego Section Awards Banquet is scheduled for January 21, 2023 from 4pm - 9pm at Harrah's Resort & Casino in Valley Center, CA. (Verbal)

20. Directors' Meetings and Conference Reports

None.

21. General Manager's Report

22. General Counsel's Report

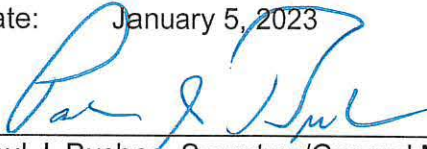
23. Board of Directors' Comments

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: January 5, 2023



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: January 5, 2023
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Adopt Resolution No. 2390 – 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. 2390 – 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 and 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. **Please note that on October 17, 2022 Governor Newsom announced that the COVID State of Emergency will end on February 28, 2023.** Therefore, the Board of Directors has authority to adopt an AB 361 resolution extending virtual meetings and will have the discretion to do so until February 28, 2023. 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 December 2022 meetings and staff is recommending the Board adopt Resolution No. 2390 in order to hold its January 11th meeting virtually.

PJB:dwb

Attachment

RESOLUTION NO. 2390

**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) February 10, 2023, 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 January 11, 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Elaine Sullivan, President

ATTEST:

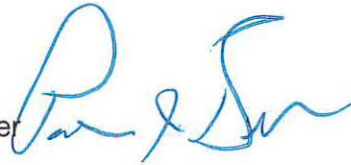
Paul J. Bushee, General Manager

(SEAL)

MEMORANDUM

Ref: 23-8284

DATE: January 5, 2023
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: **Three Years No Spills**



At the December Board meeting, staff reported that there were two leaks in the treated secondary effluent pipeline located at the Encina Water Pollution Control Facility site. The leaks occurred on November 9th and 16th, respectively, and both leaks reached Encinas Creek. As a precaution, staff reported both leaks as wastewater spills on the State Water Resource Control Board's (SWRCB) online database.

Upon closer inspection of the State's regulation governing spills, staff found that because the leaks involved treated secondary water, they did not meet the definition of a spill, which involves untreated raw wastewater. Staff contacted SWRCB staff with this finding and they subsequently agreed with the District's position on this issue. SWRCB staff also indicated that they would expunge the two secondary leaks from the District's spill record (see attached).

Based on this information, it is my pleasure to announce that the District achieved an Organizational Performance Objective under the Incentive Program. The achievement is as follows:

Achieve highest number of consecutive year(s) without a reportable spill

One of the District's organizational goals is to protect our local environment, private and personal property, and public assets. To achieve this goal, the District must not have a sewer spill for one year or for multiple consecutive years. As of November 28, 2022, the District has achieved this goal by not having a spill for more than three years.

Under the Incentive Program, staff is eligible for an incentive award of \$1,500 per employee for this accomplishment.

Please join me in congratulating LWD for this outstanding accomplishment.

tb:PJB

Attachment

Robin Morishita

From: Mobley, Walter@Waterboards <Walter.Mobley@Waterboards.ca.gov>
Sent: Friday, December 23, 2022 9:09 AM
To: Robin Morishita
Subject: RE: Diagram of B1 Force Main

Good morning Robin,

Thank you for contacting me, I was able to speak with Brandon Bushnell. I will be deleting the two spill reports before the new year. Thank you for your continued attention to detail and compliance.

Happy Holidays!

Walter Mobley

Water Resource Control Engineer
Division of Water Quality, NPDES Wastewater Unit
Walter.Mobley@waterboards.ca.gov

From: Robin Morishita <RMorishita@lwwd.org>
Sent: Friday, December 23, 2022 8:41 AM
To: Mobley, Walter@Waterboards <Walter.Mobley@Waterboards.ca.gov>
Subject: RE: Diagram of B1 Force Main

EXTERNAL:

Good Morning Walter,

It was nice to see you on our recent Zoom calls. I was wondering if you had a chance to discuss with your team the removal of our SSO reports (Event # 884194 and Event # 884323) from CIWQS for our B1 Force Main Secondary Effluent discharges. Our WDID is 9SSO11210. We are hoping to start the new year off with a clean slate. Again, thank you for your time and consideration. Hope you and your family have a safe and happy Holiday Season!

Regards, Robin

From: Mobley, Walter@Waterboards [<mailto:Walter.Mobley@Waterboards.ca.gov>]
Sent: Friday, December 2, 2022 3:33 PM
To: Robin Morishita <RMorishita@lwwd.org>
Subject: RE: Diagram of B1 Force Main

Thank you Robin. I will be in contact with you next week.

Walter Mobley

Water Resource Control Engineer
Division of Water Quality, NPDES Wastewater Unit
Walter.Mobley@waterboards.ca.gov

From: Robin Morishita <RMorishita@lwwd.org>
Sent: Friday, December 2, 2022 10:48 AM
To: Mobley, Walter@Waterboards <Walter.Mobley@Waterboards.ca.gov>
Subject: Diagram of B1 Force Main

EXTERNAL:

Good Morning Walter,

It was nice talking to you this morning. Thank you for taking your valuable time to discuss our situation regarding the B1 failure reporting in CIWQS.

Attached is the diagram of the area you requested. Hopefully it will clarify the description of the situation in my original email. Please contact me via email or phone, 760.753.0155 x 3007, if you have any questions or need additional information. Thank you for your support in working towards a favorable determination on our behalf. Stay safe and have a great (relaxing, if possible) weekend.

Regards, Robin

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 December 14, 2022

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, December 14, 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, Sullivan, Roesink, Saldana, and Omsted

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Director of Technical Services Robin Morishita, Field Services Superintendent Jeff Stecker, Field Services Supervisor Marvin Gonzalez, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, Field Services Specialist Ian Riffel, Field Services Technician III Gabe Mendez, District Engineer Dexter Wilson, District Resident Matt Brown, District Resident Leslie Kulchin Saldana, Cielo Mendez, Grant Sippel, Cameron Sippel

3. Pledge of Allegiance

Director Omsted led the pledge of allegiance.

4. Board of Directors Oath of Office

GC Brechtel administered the Oath of Office to Vice President Sullivan, Director Roesink, and Director Saldana.

5. Adopt Resolution No. 2387 - 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. 2387 in order to hold its December 14th meeting virtually. GM Bushee noted that on October 17, 2022 Governor Newsom announced that the COVID State of Emergency will end on February 28, 2023. Therefore, the Board of Directors has authority to adopt an AB 361 resolution extending virtual meetings and will have the discretion to do so until February 28, 2023.

Upon a motion duly made by Vice President Sullivan, seconded by Director Omsted, and unanimously carried, the Board of Directors adopted Resolution No. 2387 - 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	Yes
Director Roesink	Yes
Director Saldana	Yes
Director Omsted	Yes

Vice President Sullivan stated she would like the January meeting to continue as a virtual meeting. Director Omsted agreed with Vice President Sullivan. Following discussion, the Board of Directors unanimously agreed to hold the January 2023 Board Meeting virtually.

6. General Public Comment Period

Former Board Member Matt Brown welcomed Director Saldana to the Board. He stated that he wanted to say goodbye to retiring FSS Stecker and acknowledge FST III Mendez for his award. Mr. Brown also stated it has been a pleasure being a part of the LWD Board.

7. Approval of Agenda

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

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

8. Presentations and Awards

A. Achievement of Individual Award – Professional Achievement Award for Gabe Mendez.

GM Bushee introduced Field Services Technician III Gabe Mendez stating that Gabe recently received his Grade 4 Collection System Maintenance certification from CWEA. He noted that Gabe is eligible for a \$500 incentive award under the District's incentive program.

The Board congratulated Gabe and thanked him for his efforts.

B. Adopt Resolution No. 2389 – In Appreciation of Matthew Brown For His Outstanding Service and Commitment to the Leucadia Wastewater District.

GM Bushee presented Mr. Matthew Brown with the Resolution of Appreciation, noting Matt's accomplishments during his time with the District. The Board and staff congratulated Matt and thanked him for his hard work and contribution to the District.

Upon a motion duly made by Director Roesink, seconded by Director Omsted, and unanimously carried, the Board of Directors adopted Resolution No. 2389 – In Appreciation of Matthew Brown For His Outstanding Service and Commitment to the Leucadia Wastewater District by the following vote:

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

C. Adopt Resolution No. 2388 – In Appreciation of Jeffery M. Stecker For His Outstanding Service and Commitment to the Leucadia Wastewater District.

GM Bushee presented FSS Stecker with the Resolution of Appreciation, noting Jeff's accomplishments throughout his career at the District. The Board and staff congratulated Jeff on his upcoming retirement and thanked him for his hard work and contribution to the District.

Upon a motion duly made by Director Omsted, seconded by Director Saldana, and unanimously carried, the Board of Directors adopted Resolution No. 2388 – In Appreciation of Jeffery M. Stecker For His Outstanding Service and Commitment to the Leucadia Wastewater District by the following vote:

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

CONSENT CALENDAR

9. Approval of Board and Committee Minutes

Minutes of the following meetings:

- November 9, 2022 Regular Board Meeting
- December 5, 2022 Community Affairs Committee Meeting
- December 6, 2022 Engineering Committee Meeting

10. Approval of Demands for November/December 2022

Payroll Checks numbered 221110-1 – 221201-5; General Checking Checks numbered 23687-23803

11. Operations Report (A copy was included in the original December 14, 2022 Agenda)

12. Finance Report (A copy was included in the original December 14, 2022 Agenda)

13. Disclosure of Reimbursements

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

Upon a motion duly made by Director Omsted, 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	Yes
Director Roesink	Yes
Director Saldana	Yes
Director Omsted	Yes

EWA and COMMITTEE REPORTS

14. Encina Wastewater Authority (EWA) Reports

A. A regular EWA Board Meeting was held on November 16, 2022.

Director Omsted reported on EWA's November 16, 2022 Board Meeting.

B. An Encina Member Agency Manager's (MAM) Meeting was held on December 6, 2022.

GM Bushee reported on EWA's December 6, 2022 MAM meeting.

15. Committee Reports

A. Community Affairs Committee (CAC) Meeting was held on December 5, 2022.

Director Roesink reported that the CAC reviewed four teacher grant applications and agreed with staff to present the applications to the Board of Directors. This item will be discussed later in the agenda.

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

Director Roesink reported that the EC reviewed the following recommendations:

- Authorize the General Manager to execute an Agreement with DXP Enterprise, Inc. for the refurbishment of the Batiquitos Pump Station Number 2 Pump and Motor at a cost not to exceed \$51,451.81 and;
- Authorize the General Manager to execute an Agreement with Howard's Rug Company for carpet replacement and furniture moving services for the Leucadia Wastewater District headquarters building at a cost not to exceed \$48,639

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

The EC also received updates on the Development Projects Summary and the Batiquitos (B1) Force Main Secondary Effluent Discharge. These items were for information purposes and there was no action taken.

ACTION ITEMS

16. Board of Directors Election of Officers

GM Bushee presented the item stating that LWD's current policy calls for the Board to elect a President and Vice President.

Upon a motion duly made by Director Omsted, seconded by Director Saldana, and carried, the Board of Directors elected Vice President Sullivan as the Board President for Calendar Year 2023 by the following vote:

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

Upon a motion duly made by Director Omsted, seconded by Director Saldana, and carried, the Board of Directors elected Director Roesink as the Board Vice President for Calendar Year 2023 by the following vote:

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

17. Award of an Agreement for the Batiquitos Number 2 Pump & Motor Refurbishment

Authorize the General Manager to execute an Agreement with DXP Enterprise, Inc. for the refurbishment of the Batiquitos Pump Station Number 2 Pump and Motor at a cost not to exceed \$51,451.81.

FSSup Gonzalez introduced the item and provided background information noting that this item is a tactical goal and it was reviewed by the Engineering Committee (EC) at its December 6th meeting.

FSSup Gonzalez stated staff has determined that the Number 2 pump and motor at BPS has fallen below acceptable performance levels. He said that the pump has accrued 13,429 run hours since it was last rebuilt in May 2016. He noted that mechanical wear of the pump has reduced its maximum pumping capacity and overall efficiency. FSSup Gonzalez said that the pump and motor need to be rebuilt to restore the pump's capacity and efficiency.

FSSup Gonzalez stated that quotes were solicited from three repair shops and quotes were received from DXP Enterprise, Inc. (DXP) and Brax Company. He said DXP submitted the low quote at \$51,451.81. FSSup Gonzalez continued that reference checks were completed and it was determined that DXP was the lowest responsive and responsible firm.

Director Omsted asked what is the percentage covered by the City of Encinitas? FSS Stecker answered approximately 22%.

Following discussion, upon a motion duly made by Director Roesink, seconded by Director Saldana and unanimously carried, the Board of Directors authorized the General Manager to execute an Agreement with DXP Enterprise, Inc. for the refurbishment of the Batiquitos Pump Station Number 2 Pump and Motor at a cost not to exceed \$51,451.81 by the following vote:

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

18. Carpet Replacement and Furniture Moving Services Contract

Authorize the General Manager to execute an Agreement with Howard's Rug Company for carpet replacement and furniture moving services for the Leucadia Wastewater District headquarters building at a cost not to exceed \$48,639.

FSSpec Riffel introduced the item and provided background information noting that this item is a tactical goal and it was reviewed by the Engineering Committee (EC) at its December 6th meeting.

He stated that the carpet on the first floor has endured well over the past 13 years, however, it is now beginning to show its age and requires replacement. FSSpec Riffel continued that staff solicited quotes from local vendors and he explained that the carpet replacement services, included removal and disposal of the old carpeting and moving furniture during installation. He continued that additionally, the work on this project would be completed during District non-working hours.

FSSpec Riffel stated that after quotes were distributed to five vendors, only one quote was received from Howard's Rug Company (Howard's Rug). He continued that reference checks were conducted for Howard's Rug with the results that their service was outstanding, professional and responsive.

Following discussion, upon a motion duly made by Director Omsted, seconded by Vice President Sullivan and unanimously carried, the Board of Directors authorized the General Manager to execute an Agreement with Howard's Rug Company for carpet replacement and furniture moving services for the Leucadia Wastewater District headquarters building at a cost not to exceed \$48,639 by the following vote:

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

19. Award of Teacher Grants

ADS Hill introduced the item and provided background information noting that this item was reviewed by the Community Affairs Committee (CAC) at its December 5th meeting. ADS Hill stated the District received four applications by the deadline. She noted that all four schools qualified for the grants and the grants totaled \$5,535.00.

Following discussion, upon a motion duly made by Director Roesink, seconded by Vice President Sullivan and unanimously carried, the Board of Directors awarded three Teacher Grants totaling \$5,535.00 by the following vote:

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

20. Report on the Batiquitos Force Main Secondary Effluent Discharge

DTS Morishita gave a presentation on this item. He described the secondary treated effluent discharges that happened on November 9th and 16th. He explained that the B1 failures were a result of internal corrosion of the ductile iron pipe. DTS Morishita continued that because the November 16th failure occurred right after and near to the spot repair of the November 9th failure, staff decided to replace the entire section with a new polyvinyl chloride pipe force main on an emergency basis. He stated that the new force main will be placed in a new alignment in Avenida Encinas to simplify construction and shorten the construction period.

Director Saldana asked if the area that failed is the oldest part of the force main. GM Bushee stated that there are areas on La Costa Avenue and near the railroad tracks that are approximately the same age.

This item was for information purposes and there was no action taken.

INFORMATION ITEMS

21. Project Status Updates and Other Informational Reports

TPO Magazine Article – “An Educational Video Features No Actors – Only Professional Operations Personnel” by Sandra Buettner.

GM Bushee reported the TPO Magazine did a profile on LWD’s virtual tour. He acknowledged ADS Hill for her work with TPO Magazine on the article.

22. Directors’ Meetings and Conference Reports

The CSDA Quarterly Dinner Meeting was held Thursday, November 17, 2022 at The Butcher Shop in San Diego, CA.

Vice President Sullivan stated that the meeting had a good turn-out and that the meeting location had returned to the Butcher Shop. She noted that CSDA held their elections.

23. General Manager’s Report

GM Bushee reported on the following:

- Director Saldana’s Board Orientation will be held on December 20th;
- LAFCO Special District Advisory Committee Meeting is on December 16th at the District Office;
- Thanked President Hanson for a great year; and
- FSS Stecker’s Retirement Luncheon is tomorrow

24. General Counsel’s Report

None.

25. Board of Directors' Comments

Vice President Sullivan thanked President Hanson for her work this year. She wished everyone a happy holiday season.

Director Roesink concurred with Vice President Sullivan.

Director Saldana thanked the Board and stated he is looking forward to working with the Board.

FSS Stecker thanked the Board for all their support.

26. Closed Session

Meet in Closed Session pursuant to California Government Code Sec. 54956.8 with negotiators GM Bushee and GC Brechtel for the potential sale of a vacant lot on the corner of Vulcan Avenue and La Costa Avenue to the City of Encinitas.

There was no reportable action.

27. Adjournment

President Hanson adjourned the meeting at approximately 6:30 p.m.

Judy Hanson, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 January 4, 2023

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held on Wednesday, January 4, 2023 at 9:30 a.m. via video conference.

1. Call to Order

Chairperson Roesink called the meeting to order at 9:30 a.m.

2. Roll Call

DIRECTORS PRESENT: Roesink, Saldana

DIRECTORS ABSENT: None

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

3. Public Comment

None.

4. New Business

- A. Authorize the General Manager to execute an Agreement with Nu Line Technologies, LLC for construction services to complete the Fiscal Year 2023 Cured-in-Place Pipe Lining Project in an amount not to exceed \$439,715.

FSSpec Riffel presented this item to the EC. He provided background on the District's Repair Priority List process for gravity pipeline repair, replacement and rehabilitation. He continued to describe the specific work to be completed during the Fiscal Year 2023 (FY23) Cured-In-Place Pipe Lining Project including the lining of 34 gravity sewer pipeline sections.

FSSpec said that Water Works Engineers (WWE) completed project design in October with an estimated construction cost estimate of \$552K. He continued that bids were solicited on November 7, 2022 and were due on December 6th. He stated that the District received four (4) bids with Nu Line Technologies, LLC (Nu Line) submitting the lowest bid of \$439,715. FSSpec Riffel said that WWE reviewed the bids and that Nu Line has constructed several similar projects for the District with good results. He said that Nu Line's bid was \$112K less than the cost estimate and that WWE recommended that Nu Line be awarded the contract as the lowest responsible and responsive bidder.

Director Saldana asked if there were other factors for Nu Line's lower bid besides completing prior projects and familiarity with the District. FSSpec Riffel answered that Nu Line is based out of Encinitas which reduces mobilization costs. DE Wilson supported the answer noting the prices of Bid Item 1. GM Bushee added that the District's Construction Manager has cultivated a positive working relationship with Nu Line and that the District pays in a timely manner reducing financial risk for Nu Line.

Chairperson Roesink mentioned the significant price difference between bidders for Bid Item 7, the Alga Road Easement. FSSpec Riffel mentioned that Nu Line is familiar with the area and was the only contractor that attended the pre-bid Conference. This possibly could result in a lower bid due to reduced risk from knowing the actual field conditions.

Following discussion, the EC concurred with staff to recommend that the Board of Directors authorize the General Manager to execute an Agreement with Nu Line for the construction of the FY23 Cured-In-Place Pipe Lining Project.

5. Information Items

A. Development Projects Summary

FSSpec Riffel presented this item to the EC. He noted that after the EC Agenda was distributed he received notification of a possible development on El Camino Real north of Garden View Road which could consist of 87 units.

Chairperson Roesink asked when will the District get confirmation of the 87 unit development on El Camino Real. GM Bushee answered that it is hard to predict the timing of private development.

Chairperson Roesink asked if the new Medical Facility constructed on El Camino Real north of Garden View Road has been occupied. FSSpec Riffel answered that he has not received status on tenant occupancy.

6. Directors' Comments

Chairperson Roesink asked how much capacity does the District have at the south end of our service area. DE Wilson answered that the collection system has a lot of capacity based on the planning number of Equivalent Dwelling Units (EDUs) used for system design. GM Bushee added that 215 gallons per EDU was the design criteria used for system design while the actual flow is approximately 130 gallons per EDU. FSSpec Riffel added that any development over 50 EDUs requires a capacity study be completed to ensure adequate system capacity.

7. General Manager's Comments

GM Bushee stated that the State Water Resources Control Board (SWRCB) has agreed to remove the two secondary effluent spills from the B1 Force Main that occurred on November 9th and 16th from the District's record in the California Integrated Water Quality System data base. The SWRCB agreed with the District's position that the secondary treated effluent spills were not sanitary sewer overflows of untreated / partially treated wastewater.

8. Adjournment

Chairperson Roesink adjourned the meeting at approximately 10:07 a.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

**LEUCADIA WASTEWATER DISTRICT
DEMANDS SUMMARY
January 11, 2023**

Disbursement Period December 9, 2022 Through January 5, 2023

GENERAL CHECKING

Operating		\$	951,657.81
Capital		\$	702,312.61
TOTAL GENERAL CHECKS		\$	1,653,970.42

VOIDED CHECKS

Check # 23347	Operating	Check dated 08/11/22	\$	(1.26)
Check # 23351	Operating	Check dated 08/11/22	\$	(205.42)
Check # 23373	Operating	Check dated 08/11/22	\$	(181.35)
Check # 23857	Operating	Check dated 12/22/22	\$	(173.93)

PAYROLL CHECKS	\$	126,624.06
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TOTAL DEMANDS	\$	1,780,032.52
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**LEUCADIA WASTEWATER DISTRICT
EMPLOYEE/BOARD PAYROLL CHECKS
January 11, 2023**

Disbursement Period December 9, 2022 Through January 5, 2023

<u>Description</u>	<u>Check Date</u>	<u>Check #'s</u>	<u>Amount</u>
Biweekly Payroll Checks	12/14/2022	221214-1 to 221214-19	\$ 56,782.92
Incentive Payroll - G Mendez	12/14/2022	221214-20 to 221214-20	\$ 461.75
Biweekly Payroll Checks	12/28/2022	221228-1 to 221228-19	\$ 56,258.42
Final Payroll - J Stecker	12/29/2022	221229-1 to 221229-1	\$ 11,390.87
Board Payroll Checks	1/3/2023	230103-1 to 230103-6	\$ 1,730.10

TOTAL PAYROLL CHECKS			\$ 126,624.06
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Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 12/9/2022 Through 1/5/2023

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
23804	12/15/2022	ADT/PROTECTION 1	165.00	Monthly Security Camera Maintenance 12/17/22-01/16/23
23805	12/15/2022	AIRGAS USA LLC	1,613.85	Liquid Oxygen Contract 11/28/22
	12/15/2022	AIRGAS USA LLC	800.00	Liquid Oxygen Contract Monthly Fee
23806	12/15/2022	AT&T	188.68	Phone Service-BPS 11/10/22-12/09/22
23807	12/15/2022	AWSS INC	4,494.78	Vehicle Fuel 10/21/22-11/14/22
23808	12/15/2022	BRIDGESTONE HOSEPOWER LLC	1,077.78	Vactor Hose Repairs/Replacements - Vehicle # 170
23809	12/15/2022	CONFIDENCE CONSULTING	4,709.89	Leadership Development & Training / Travel Expenses
23810	12/15/2022	CORODATA	131.65	File Storage - November 2022
23811	12/15/2022	COUNTY OF SAN DIEGO APCD	615.00	District Fees for APCD2003-SITE-05084 January 2023-2024
23812	12/15/2022	COUNTY OF SAN DIEGO APCD	564.00	District Fees for APCD2004-SITE-05094 January 2023-2024
23813	12/15/2022	CWEA	110.00	Certification Renewal-CSM Grade 4-I Riffel
	12/15/2022	CWEA	95.00	Certification Renewal-PMT Grade 1-S Krason
	12/15/2022	CWEA	202.00	CWEA Membership Renewal-FY2023-G Mendez
23814	12/15/2022	DATA NET SOLUTIONS GROUP	1,781.33	Dell Latitude 5530 Laptops (2) & Accessories/Labor
	12/15/2022	DATA NET SOLUTIONS GROUP	3,129.52	Dell Optiplex 5000 Desktop Computers (4) & Labor
	12/15/2022	DATA NET SOLUTIONS GROUP	1,552.00	Managed Services Monthly Service November 2022
	12/15/2022	DATA NET SOLUTIONS GROUP	1,230.00	VMWARE Essentials Support Renewal-Quote DNSQ15301
23815	12/15/2022	DEXTER WILSON ENGINEERING	128.00	Development Services-1114 1143 Eolus Av Pub Sewer Improv
	12/15/2022	DEXTER WILSON ENGINEERING	64.00	Development Services-1166 214 N El Camino Real A&B
	12/15/2022	DEXTER WILSON ENGINEERING	558.00	Development Services-1167 Board & Brew-119 A El Camino Real
	12/15/2022	DEXTER WILSON ENGINEERING	320.00	Development Services-1168 810 Hermes Ave-New SFD
	12/15/2022	DEXTER WILSON ENGINEERING	750.00	Development Services-1169 The Lullabar-7750 El Camino Real
	12/15/2022	DEXTER WILSON ENGINEERING	128.00	Development Services-1170 Happy Lemon-165 A El Camino Real
	12/15/2022	DEXTER WILSON ENGINEERING	725.00	Prepare District's FY-22 SSMP Audit-November 2022
23816	12/15/2022	ENCINA WASTEWATER AUTHORITY	(625,584.00)	FY2023 Q1 Refund
	12/15/2022	ENCINA WASTEWATER AUTHORITY	1,236,194.00	Quarterly Capital Program Projection-FY2023 Q3
	12/15/2022	ENCINA WASTEWATER AUTHORITY	623,504.00	Quarterly O&M Projection-FY2023 Q3
23817	12/15/2022	ENCINITAS FORD	168.92	Maintenance/Service - Vehicle # 164
23818	12/15/2022	HAAKER EQUIPMENT CO	1,139.09	Repairs / Maintenance for Vactors
23819	12/15/2022	HI-WAY SAFETY, INC	980.00	Traffic Control Cones 28 inch / Stenciling on Cones

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 1001 - PPB (Opus) General Checking Account
 From 12/9/2022 Through 1/5/2023

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
23820	12/15/2022	IB CONSULTING LLC	4,050.00	Financial Planning Contract - November 2022
23821	12/15/2022	MALLORY SAFETY AND SUPPLY	447.90	Safety Supplies - Disposable Gloves
	12/15/2022	MALLORY SAFETY AND SUPPLY	249.66	Safety Supplies - Master Locks
23822	12/15/2022	MAVTECK	7,425.00	CM Services for B1 Emergency Repair - November 2022
23823	12/15/2022	MISSION SQUARE	5,813.47	Deferred Comp for PPE 12/11/22
23824	12/15/2022	PACIFIC PIPELINE SUPPLY	15.97	Gaskets (6)
23825	12/15/2022	Premier Chevrolet of Carlsbad	1,228.67	Vehicle Service / Maintenance - Vehicle # 155
	12/15/2022	Premier Chevrolet of Carlsbad	176.40	Vehicle Service / Maintenance - Vehicle # 165
23826	12/15/2022	PROFORMA PRINT & PROMOTIONS	514.70	AP Check Stock Order (qty 1,000)
23827	12/15/2022	PRUDENTIAL OVERALL SUPPLY	162.23	Weekly Uniform/Laundry Service 12/13/22
23828	12/15/2022	REWARD STRATEGY GROUP INC	5,190.00	Salary Study - November 2022
23829	12/15/2022	SAN DIEGO UNION TRIBUNE	1,330.31	Advertisement for FY23 CuredInPlace Pipe Lining Project
23830	12/15/2022	SAN DIEGUITO WATER DISTRICT	13.24	Water @ Tanker 1
	12/15/2022	SAN DIEGUITO WATER DISTRICT	33.10	Water @ Tanker 2
23831	12/15/2022	SOUTHERN CONTRACTING COMPANY	2,200.00	Replace Lighting Fixtures in AWT MCC
23832	12/15/2022	SPACELINK/I2B NETWORK	160.00	Webcam @ BPS 12/14/22-01/13/23
23833	12/15/2022	STAPLES	328.90	Office Supplies
23834	12/15/2022	STATE WATER RESOURCES CONTROL...	24,687.00	FY23 Permit Fee - Gafner Facility 9 00000206
23835	12/15/2022	STATE WATER RESOURCES CONTROL...	18,512.00	FY23 Permit Fee - LWD Facility 9SSO11210
23836	12/15/2022	TERMINIX PROCESSING CENTER	90.00	Monthly Pest Control Services 11/15/22
23837	12/15/2022	WORDEN WILLIAMS LLP	1,925.80	Legal Services - November 2022
23838	12/22/2022	ACACIA GASOLINE & CAR WASH OF E...	245.20	Vehicle Fuel 08/25/22-08/29/22
23839	12/22/2022	AGUA HEDIONDA LAGOON FOUNDATI...	1,000.00	2023 Bronze Sponsorship
23840	12/22/2022	AIRGAS USA LLC	1,610.40	Liquid Oxygen Contract 12/12/22
23841	12/22/2022	CAPRI PTA	2,000.00	Capri Elementary Teacher Grant - Nancy Jois
23842	12/22/2022	DANIEL AVAN	1.26	Fee Refund for Project 1137-1023 Neptune Ave
23843	12/22/2022	DATA NET SOLUTIONS GROUP	300.00	Watchguard Access Points Renewal
23844	12/22/2022	DETECTION INSTRUMENTS CORP	842.54	Calibrations @ BPS
23845	12/22/2022	DEXTER WILSON ENGINEERING	2,315.00	Asset Management Plan Update FY2023 - November 2022
	12/22/2022	DEXTER WILSON ENGINEERING	4,186.00	General Engineering 103-500 FY2023 - November 2022
23846	12/22/2022	ECC PTA	735.00	El Camino Creek Teacher Grant - Kristie Mahln
23847	12/22/2022	ECC PTA	800.00	El Camino Creek Teacher Grant - Katie Oberman
23848	12/22/2022	EVERBOWL, LLC	205.42	Fee Refund for Project 1084-Everbowl 7670 ECR #103
23849	12/22/2022	LCC FOUNDATION	2,000.00	La Costa Canyon HS Teacher Grant - June Honsberger
23850	12/22/2022	OLIVENHAIN MUNICIPAL WATER DIS...	51.15	Water @ VP5 PS
23851	12/22/2022	PLUMBERS DEPOT, INC	596.85	Carbide Nozzle Assy (12)

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Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
	12/22/2022	PLUMBERS DEPOT, INC	108.74	Grabber, 4 Prong offset Fork w/ Quick Connect
23852	12/22/2022	PRUDENTIAL OVERALL SUPPLY	146.55	Weekly Uniform/Laundry Service 12/20/22
23853	12/22/2022	RISING TIDE PARTNERS	2,813.25	Public Outreach Services - November 2022
23854	12/22/2022	SAN DIEGO FREIGHTLINER DBA LOS ...	1,989.98	Vector Repairs - Vehicle # 170
23855	12/22/2022	SAN DIEGO GAS & ELECTRIC	3,945.36	Electric @ Admin
	12/22/2022	SAN DIEGO GAS & ELECTRIC	1,178.11	Electric @ La Costa PS
	12/22/2022	SAN DIEGO GAS & ELECTRIC	11,196.81	Electric @ LPS
	12/22/2022	SAN DIEGO GAS & ELECTRIC	150.39	Electric @ RV PS
	12/22/2022	SAN DIEGO GAS & ELECTRIC	656.11	Electric @ Saxony PS
	12/22/2022	SAN DIEGO GAS & ELECTRIC	359.60	Electric @ VP5 PS
	12/22/2022	SAN DIEGO GAS & ELECTRIC	159.78	Electric @ VP7 PS
	12/22/2022	SAN DIEGO GAS & ELECTRIC	374.02	Gas @ Admin
23856	12/22/2022	SAN DIEGO UNION TRIBUNE	182.79	Newspaper Subscription through 03/08/23
23857	12/22/2022	SAN DIEGUITO TROPHY	173.93	Retirement Award - J Stecker
23858	12/22/2022	STAPLES	(5.84)	Credit on Invoice # 3524730938
	12/22/2022	STAPLES	112.15	Office Supplies
23859	12/22/2022	T.S. INDUSTRIAL SUPPLY	919.33	Green Ball Markers for Wastewater
	12/22/2022	T.S. INDUSTRIAL SUPPLY	172.14	Green Marking Flags / Green Construction Marking Paint
23860	12/22/2022	TERMINIX PROCESSING CENTER	62.20	Monthly Pest Control Services 12/08/22
23861	12/22/2022	TKS RESTAURANTS LLC-THE KEBAB S...	181.35	Fee Refund for Project 1124-The Kebab Shop
23862	12/22/2022	VERIZON WIRELESS	989.90	Cell Phones 11/08/22-12/07/22
23863	12/29/2022	CITY OF CARLSBAD	493.23	Water @ 1900 La Costa Ave
	12/29/2022	CITY OF CARLSBAD	164.09	Water @ 1960 La Costa Ave
	12/29/2022	CITY OF CARLSBAD	27.58	Water @ Fire Line
23864	12/29/2022	CWEA	105.00	Certification Renewal-CSM Grade 3-C Russell
	12/29/2022	CWEA	110.00	Certification Renewal-CSM Grade 4-M Gonzalez
23865	12/29/2022	DATA NET SOLUTIONS GROUP	486.55	Samsung Monitors (2)
23866	12/29/2022	ENCINITAS FORD	168.92	Vehicle Service / Maintenance - Vehicle # 172
23867	12/29/2022	EWING IRRIGATION PRODUCTS	25.95	Sandbags/PVC Cap/Teflon Tape
23868	12/29/2022	GARY MARX	1,809.00	Lateral Reimbursement: 8070 Sitto Toledo, Carlsbad CA 92009
23869	12/29/2022	HAAKER EQUIPMENT CO	40.19	Repairs / Maintenance for Vectors - Parts
23870	12/29/2022	KONECRANES, INC	677.00	Quarterly Crane inspection @ LPS - December 2022
23871	12/29/2022	MISSION SQUARE	5,702.59	Deferred Comp for PPE 12/25/22
23872	12/29/2022	NAPA AUTO	90.99	Cable Ties / Handle Pliers
	12/29/2022	NAPA AUTO	103.31	Fuel Filters (12)
23873	12/29/2022	PETTY CASH	341.62	Petty Cash 12/07/22-12/27/22
23874	12/29/2022	PRUDENTIAL OVERALL SUPPLY	139.73	Weekly Uniform/Laundry Service 12/27/22
23875	12/29/2022	SAN DIEGO COUNTY VECTOR CONTROL	8.37	Mosquito and Vector Disease Control Assessment FY2023
23876	12/29/2022	SAN DIEGO GAS & ELECTRIC	123.22	Electric @ Avocado PS

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 From 12/9/2022 Through 1/5/2023

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
	12/29/2022	SAN DIEGO GAS & ELECTRIC	828.75	Electric @ AWT
	12/29/2022	SAN DIEGO GAS & ELECTRIC	14,711.49	Electric @ BPS
	12/29/2022	SAN DIEGO GAS & ELECTRIC	339.87	Electric @ Diana PS
23877	12/29/2022	SITE ONE LANDSCAPE SUPPLY, LLC	145.51	Straw Wattle Rolls (4)
23878	12/29/2022	TERMINIX PROCESSING CENTER	62.20	Monthly Pest Control Services 11/15/22
23879	12/29/2022	WATER WORKS ENGINEERING LLC	7,157.10	BPS Emergency Basin Inspection - November 2022
	12/29/2022	WATER WORKS ENGINEERING LLC	1,911.00	FY2023 Cured In Place Pipe Line Project
	12/29/2022	WATER WORKS ENGINEERING LLC	20,012.52	Preliminary Design-Rancho Verde PS Rehab-December 2022
23880	12/29/2022	XYLEM WATER SOLUTIONS USA INC	8,045.84	Maintenance Service on 5 Pumps & Motors @ LPS
23881	1/5/2023	ADT/PROTECTION 1	165.00	Monthly Security Camera Maintenance 01/17/23-02/16/23
23882	1/5/2023	AZTEC LEASING, INC	530.88	Copy Machine Lease - December 2022
23883	1/5/2023	BAJA POOL AND SPA SERVICE	150.00	Water Fountain Weekly Maintenance - January 2023
23884	1/5/2023	COLONIAL LIFE INS	315.04	Accident/Critical Illness Insurance 12/14/22 & 12/28/22
23885	1/5/2023	COX COMMUNICATIONS SAN DIEGO	1,050.00	Internet Service 12/22/22-01/21/23
	1/5/2023	COX COMMUNICATIONS SAN DIEGO	507.59	Phone Service 12/18/22-01/17/23
23886	1/5/2023	CSRMA	161,830.00	Pooled Liability Insurance for 12/31/2022-2023
23887	1/5/2023	DKF SOLUTIONS GROUP, LLC	300.00	Monthly MSO Subscription - January 2023
23888	1/5/2023	FEDERAL EXPRESS CORPORATION	36.44	Shipping 12/23/22
23889	1/5/2023	GRAINGER, INC	12.95	Air Safety Valve
23890	1/5/2023	HAAKER EQUIPMENT CO	34.39	Vactor Supplies - Straight, Air, Push
23891	1/5/2023	HARTFORD LIFE & ACCIDENT INS.	462.17	Life Insurance - January 2023
23892	1/5/2023	HUMANA DENTAL INS.	3,797.05	Dental Insurance - January 2023
23893	1/5/2023	INFRASTRUCTURE ENGINEERING CORP	607.50	FY2022 Gravity Sewer Repairs - November 2022
23894	1/5/2023	MAVTECK	13,365.00	CM Services for B1 Emergency Repair - December 2022
23895	1/5/2023	MISSION SQUARE	17,648.00	Deferred Comp Retirement Catch-up - J Stecker
23896	1/5/2023	MINITUBISHI ELECTRIC US, INC	366.73	Elevator Maintenance - January 2023
23897	1/5/2023	MSC JANITORIAL SERVICE, INC	2,880.83	Janitorial Services - December 2022 & Qtrly Floor Service
23898	1/5/2023	MUTUAL OF OMAHA	1,329.38	Disability Insurance - January 2023
23899	1/5/2023	OLIVENHAIN MUNICIPAL WATER DIS...	68.93	Recycled Water @ Travelling
	1/5/2023	OLIVENHAIN MUNICIPAL WATER DIS...	56.10	Water @ Encinitas Estate PS
	1/5/2023	OLIVENHAIN MUNICIPAL WATER DIS...	303.41	Water @ Travelling
	1/5/2023	OLIVENHAIN MUNICIPAL WATER DIS...	303.41	Water @ Travelling 2
	1/5/2023	OLIVENHAIN MUNICIPAL WATER DIS...	61.05	Water @ VP7 PS
23900	1/5/2023	Professional Exchange Service Corpora...	90.00	Monthly Phone Answering Services - December 2022
23901	1/5/2023	PRUDENTIAL OVERALL SUPPLY	143.21	Weekly Uniform/Laundry Service 01/03/23
23902	1/5/2023	QUADIENT FINANCE USA, INC	200.00	Postage
23903	1/5/2023	Quench USA Inc	136.85	Office Drinking Water Monthly Service 12/19/22-01/18/23

Leucadia Wastewater District
 Check/Voucher Register - Demand Summary for Board
 1001 - PPB (Opus) General Checking Account
 From 12/9/2022 Through 1/5/2023

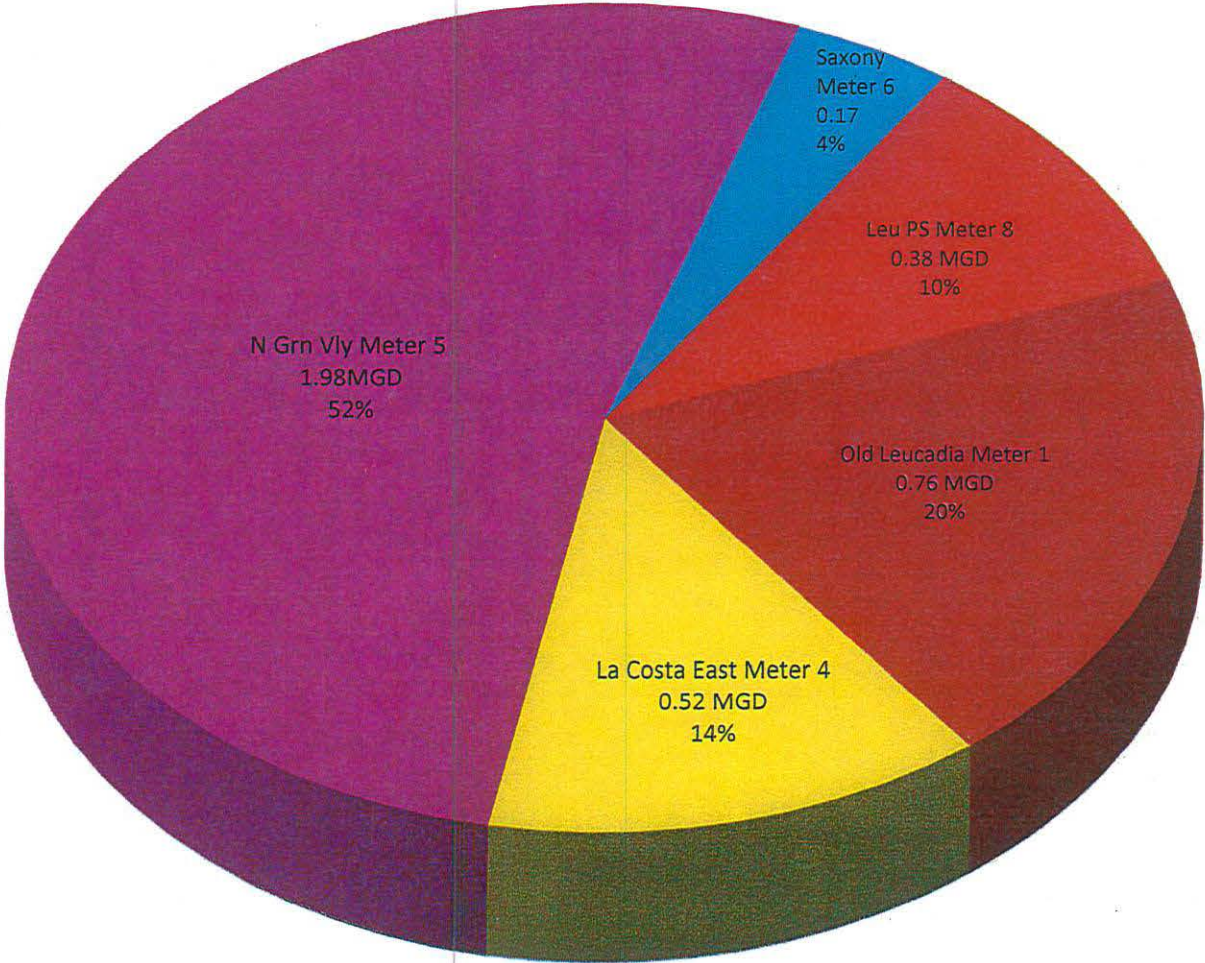
Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
23904	1/5/2023	READY LINE FLEET SERVICE INC	410.00	Vehicle Service / Maintenance - Vehicle # 170
23905	1/5/2023	REPUBLIC SERVICES #661	376.91	Waste Services - December 2022
23906	1/5/2023	STEPHEN NEWBEGIN	3,000.00	Lateral Reimbursement: 7974 Los Pinos Circle, Carlsbad
23907	1/5/2023	T.S. INDUSTRIAL SUPPLY	359.12	Hoses / Clamps
23908	1/5/2023	UNDERGROUND SERVICE ALERTS/C	192.00	Monthly Underground Alarm Service
	1/5/2023	UNDERGROUND SERVICE ALERTS/C	72.26	Monthly Underground State Fees
23909	1/5/2023	UNIFIRST CORPORATION	<u>131.29</u>	First Aid Supplies
Report Total			<u>1,653,970.42</u>	

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

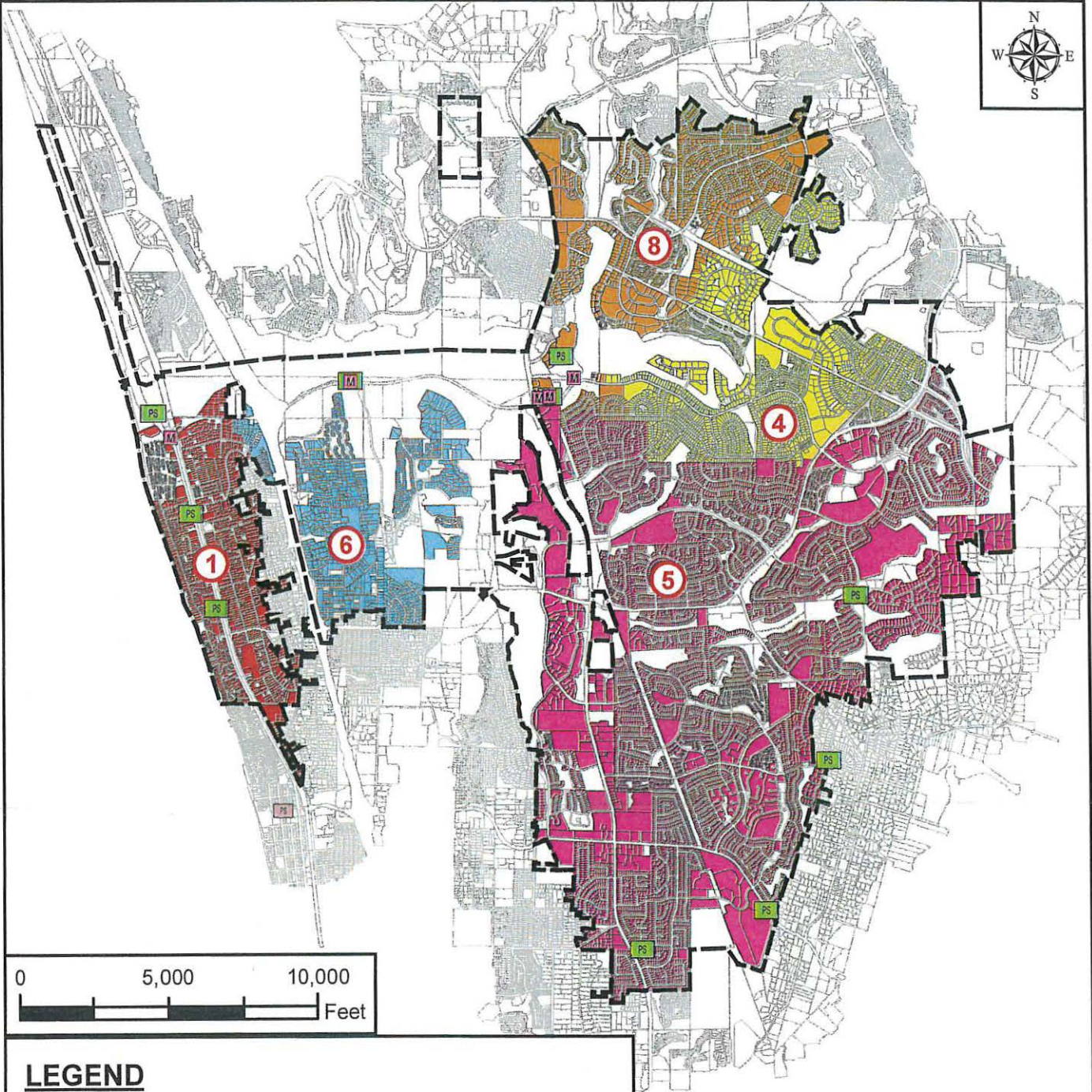
CURRENT MONTH - December 2022							FY 2022
Period	Total Rain Inches	Total Flow MG	Added EDU's 28,782.09	LWD ADF (MGD)	GPD/EDU	RECLAIMED Total (ac-ft/mo)	LWD ADF (MGD)
JULY	0.00	118.11	1.00	3.81	132.37	46.48	3.79
YTD			28,783.09				
AUGUST	0.00	122.76	4.64	3.96	137.56	48.02	3.81
YTD			28,787.73				
SEPTEMBER	0.29	117.30	18.25	3.91	135.74	33.03	3.74
YTD			28,805.98				
OCTOBER	0.06	116.56	1.00	3.76	130.52	21.73	3.61
YTD			28,806.98				
NOVEMBER	1.20	116.10	1.25	3.87	134.34	2.36	3.78
YTD			28,808.23				
DECEMBER	0.72	117.80	74.25	3.80	131.57	0.00	3.95
YTD			28,882.48				
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	2.27	708.63	100.39			151.62	
Mo Average	0.38	118.11	16.73	3.85	133.68	25.27	3.75

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**LWD Flows by Sub-Basin
December 2022
Total LWD Flow 3.80 MGD**



LEUCADIA WASTEWATER DISTRICT



LEGEND

Parcels by Basin

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

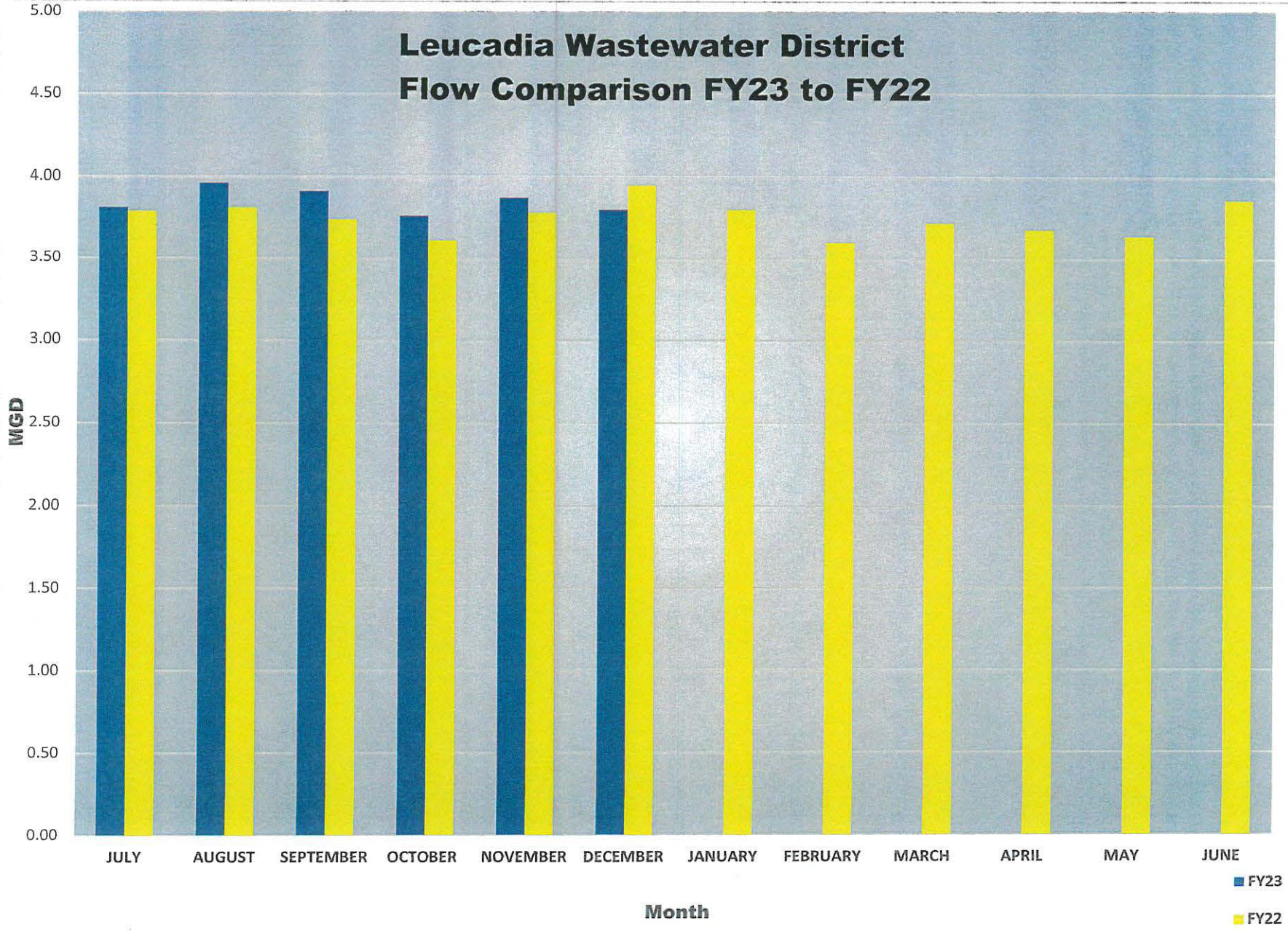
- M Meter Locations
- PS LWD Pump Stations
- PS Encinitas Pump Stations
- LWD Boundary



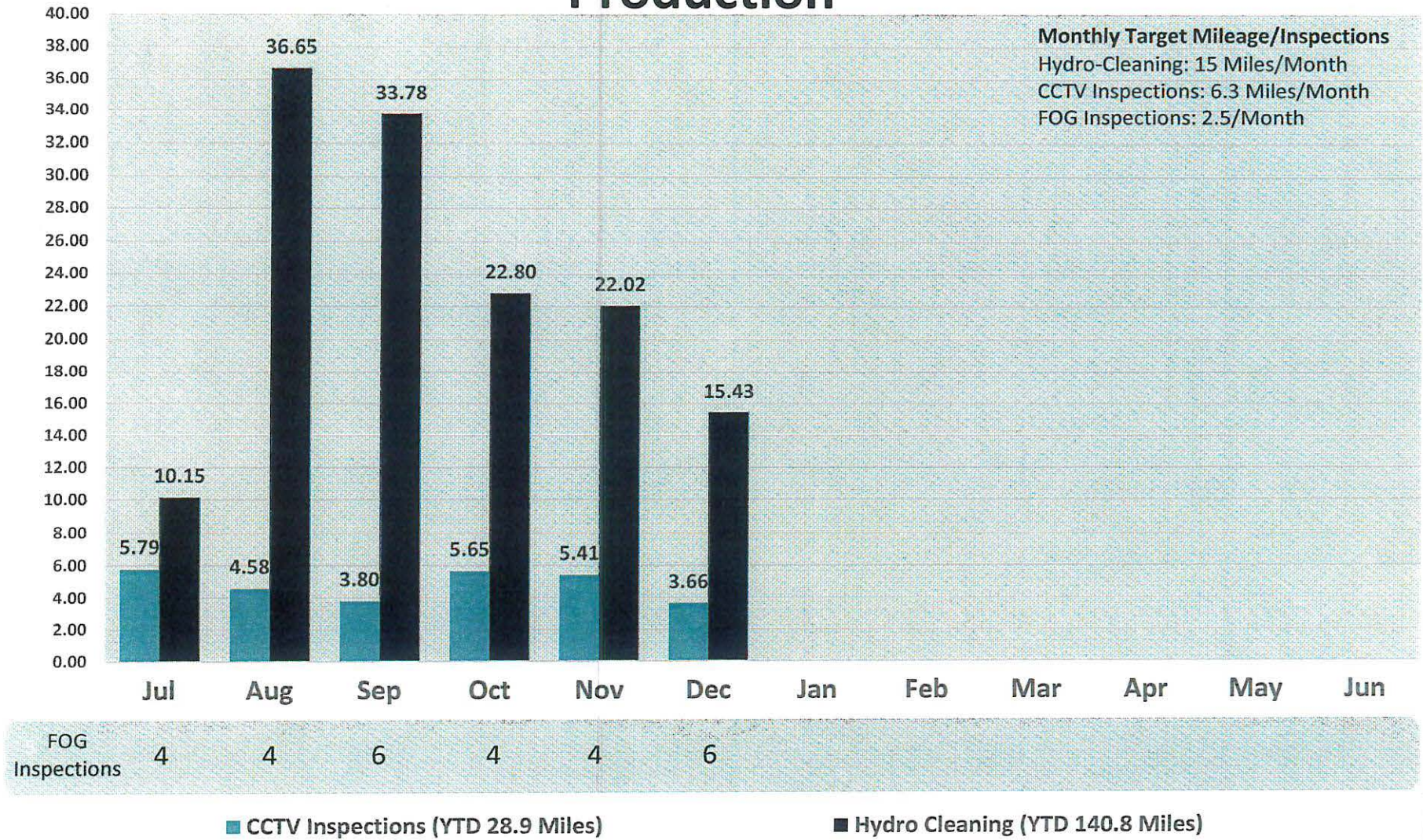
DEXTER WILSON ENGINEERING, INC.
CONSULTING ENGINEERS
(760) 438-4422

SEWER COLLECTION SYSTEM BY SUB-BASIN

Leucadia Wastewater District Flow Comparison FY23 to FY22



FY-23 CCTV Inspections & Hydro Cleaning Production



**Operations and Administration Training Report
December 2022**

Training & Safety Events for the month December 2022

Hours

Description	Ops	Admin	Total
Operation of Hitachi H65 Demolition Hammer Tailgate	9.0	0.0	9.0
Personal Protective Equipment	1.0	0.0	1.0
CDL Entry Level Driver Training	23.0	0.0	23.0
CSRMA Field Ergonomics	1.0	0.0	1.0
DataNet Cyber Security	1.0	0.0	1.0
DataNet Data Protection	0.5	0.0	0.5
DataNet Data Encryption	0.0	0.5	0.5
DataNet Introduction to Phishing	0.0	0.0	0.0
DataNet EU GDPR: Important Definitions	0.0	0.5	0.5
DataNet Good Password Practices	0.0	1.0	1.0
DataNet Malware Awareness	0.0	0.5	0.5
Water Industry Radiation Safety	1.0	0.0	1.0
Water Industry Storm Water Pollution	7.0	0.0	7.0
Total Training Hours	43.50	2.50	46.00

Conferences/Webinars/Seminars for the month of December 2022

Attendees

Description	Ops	Admin	Total
Alliant State of the Insurance Market	0	1	1
CASA SSS WDR Workshop	1	0	1
CSRMA Legislative Roundup	0	1	1
PFM The Economic Outlook for 2023 and Beyond	0	1	1
State Water Resource Control Board	1	0	1
Total Attended Conferences	7	3	10

Notes:

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

Conferences include CASA, CWEA, CSDA, CSRMA, CSMFO

Leucadia Wastewater District

Balance Sheet

As of 12/31/2022

	Amount
Assets	
Cash & Investments	23,499,541.64
Accounts Receivables	94,821.46
Net OPEB Asset	246,761.00
Prepaid Expense	319,888.28
Funds held with Encina Wastewater Authority	445,200.00
Capital Assets	187,983,392.07
Less Accumulated Depreciation	<u>(65,265,622.75)</u>
Total Assets	<u>147,323,981.70</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>148,672,201.70</u>
Liabilities	
Accounts Payable & Accrued Expenses	461,208.38
Developer Deposits	89,051.74
Lease Liability	13,018.57
Net Pension Liability	2,094,667.00
Total Liabilities	<u>2,657,945.69</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, 2021)	
Investment in Capital Assets	122,704,750.01
Reserves	23,651,323.22
Total Beginning Net Position (as of June 30, 2021)	<u>146,356,073.23</u>
Current Change In Net Position	
Other	<u>(2,493,228.22)</u>
Total Current Change In Net Position	<u>(2,493,228.22)</u>
Total Net Position	<u>143,862,845.01</u>
Total Liabilities, Deferred Inflows & Net Position	<u>148,672,201.70</u>

Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses

From 7/1/2022 Through 11/30/2022

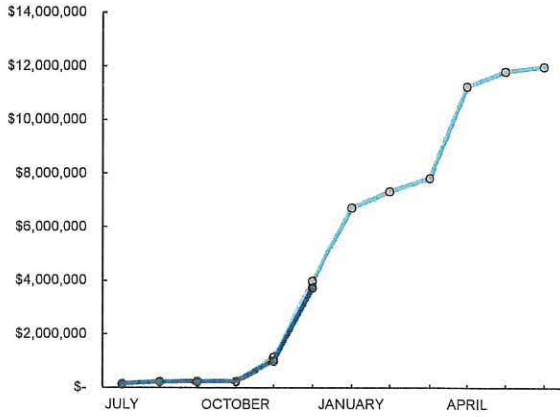
Account Title	YTD Actual	Total Annual Budget	Remaining Budget	Percentage Total Budget Used
OPERATING REVENUES				
3110 Sewer Service Fees	\$ 3,724,720.38	\$11,980,350.00	\$ 8,255,629.62	31.1%
3150 Recycled Water Sales	211,369.28	357,000.00	145,630.72	59.2%
3100 Misc. Operating Revenue	28,995.52	194,150.00	165,154.48	14.9%
TOTAL OPERATING REVENUES	\$ 3,965,085.18	\$12,531,500.00	\$ 8,566,414.82	31.6%
OPERATING EXPENSES				
4100 Salaries	\$ 1,081,693.97	\$ 2,165,419.01	\$ 1,083,725.04	50.0%
4200 Employee Benefits	755,677.91	1,579,273.19	823,595.28	47.8%
4300 Directors Expense	43,520.40	137,400.00	93,879.60	31.7%
4400 Election Expense	-	60,000.00	60,000.00	0.0%
4600 Gas, Oil & Fuel	29,534.58	51,000.00	21,465.42	57.9%
4700 Insurance Expense	126,032.68	225,425.00	99,392.32	55.9%
4800 Memberships	24,994.07	38,425.00	13,430.93	65.0%
4900 Office Expense	67,517.90	173,800.00	106,282.10	38.8%
5000 Operating Supplies	54,289.43	148,800.00	94,510.57	36.5%
5200 Professional Services	156,408.17	528,900.00	372,491.83	29.6%
5300 Printing & Publishing	16,563.64	30,000.00	13,436.36	55.2%
5400 Rents & Leases	7,005.32	22,900.00	15,894.68	30.6%
5500 Repairs & Maintenance	194,024.12	509,000.00	314,975.88	38.1%
5600 Monitoring & Permits	56,645.72	84,300.00	27,654.28	67.2%
5700 Training & Development	19,655.93	49,000.00	29,344.07	40.1%
5900 Utilities	249,604.75	506,680.00	257,075.25	49.3%
6100 LAFCO Operations	7,958.20	7,700.00	(258.20)	103.4%
6200 Encina Operating Expense	1,808,641.00	2,274,600.00	465,959.00	79.5%
6900 Admin O/H alloc to Capital	(46,396.10)	(209,032.00)	(162,635.90)	22.2%
TOTAL OPERATING EXPENSES	\$ 4,653,371.69	\$ 8,383,590.20	\$ 3,730,218.51	55.5%
NON-OPERATING REVENUES				
3130 Capacity Fees	\$ 499,994.25	\$ 152,670.00	\$ (347,324.25)	327.5%
3220 Property Taxes	854,118.34	2,038,700.00	1,184,581.66	41.9%
3250 Investment Income	150,977.00	341,000.00	190,023.00	44.3%
3290 Misc. Non Op Revenue	10,067.04	27,400.00	17,332.96	36.7%
TOTAL NON-OPERATING REVENUES	\$ 1,515,156.63	\$ 2,559,770.00	\$ 1,044,613.37	59.2%

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

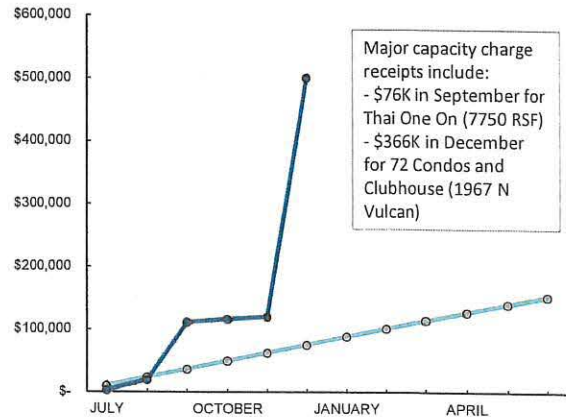
Leucadia Wastewater District Revenue FY2023

YTD through December 31, 2022

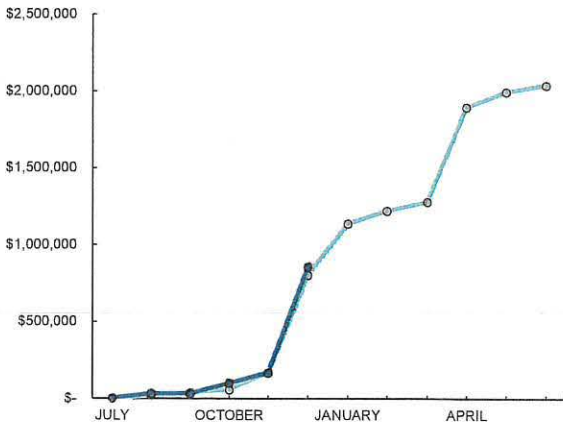
Sewer Service Fees



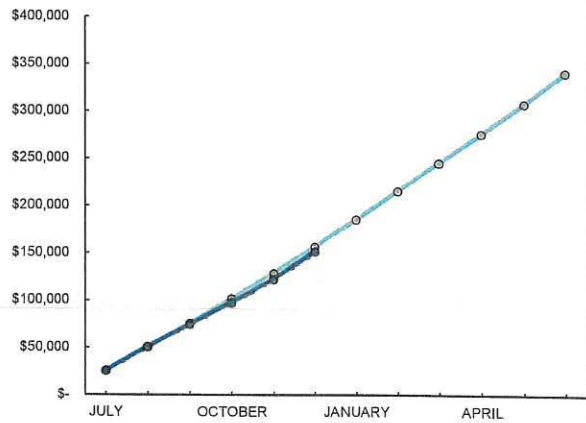
Capacity Charges



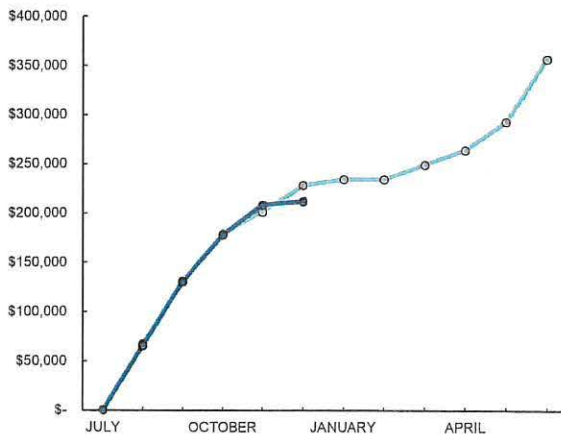
Property Taxes



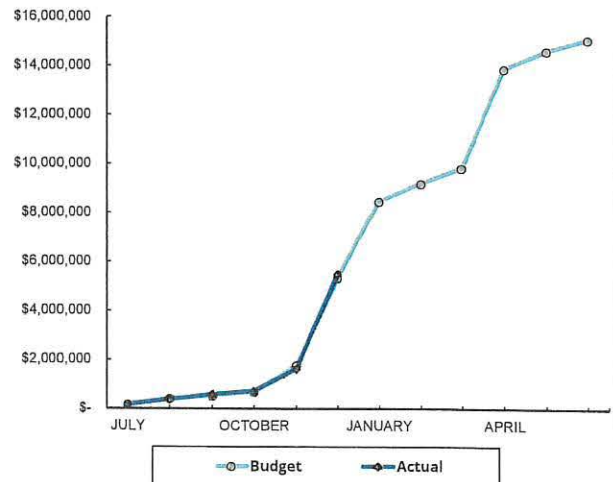
Investment Income



Recycled Wastewater Sales



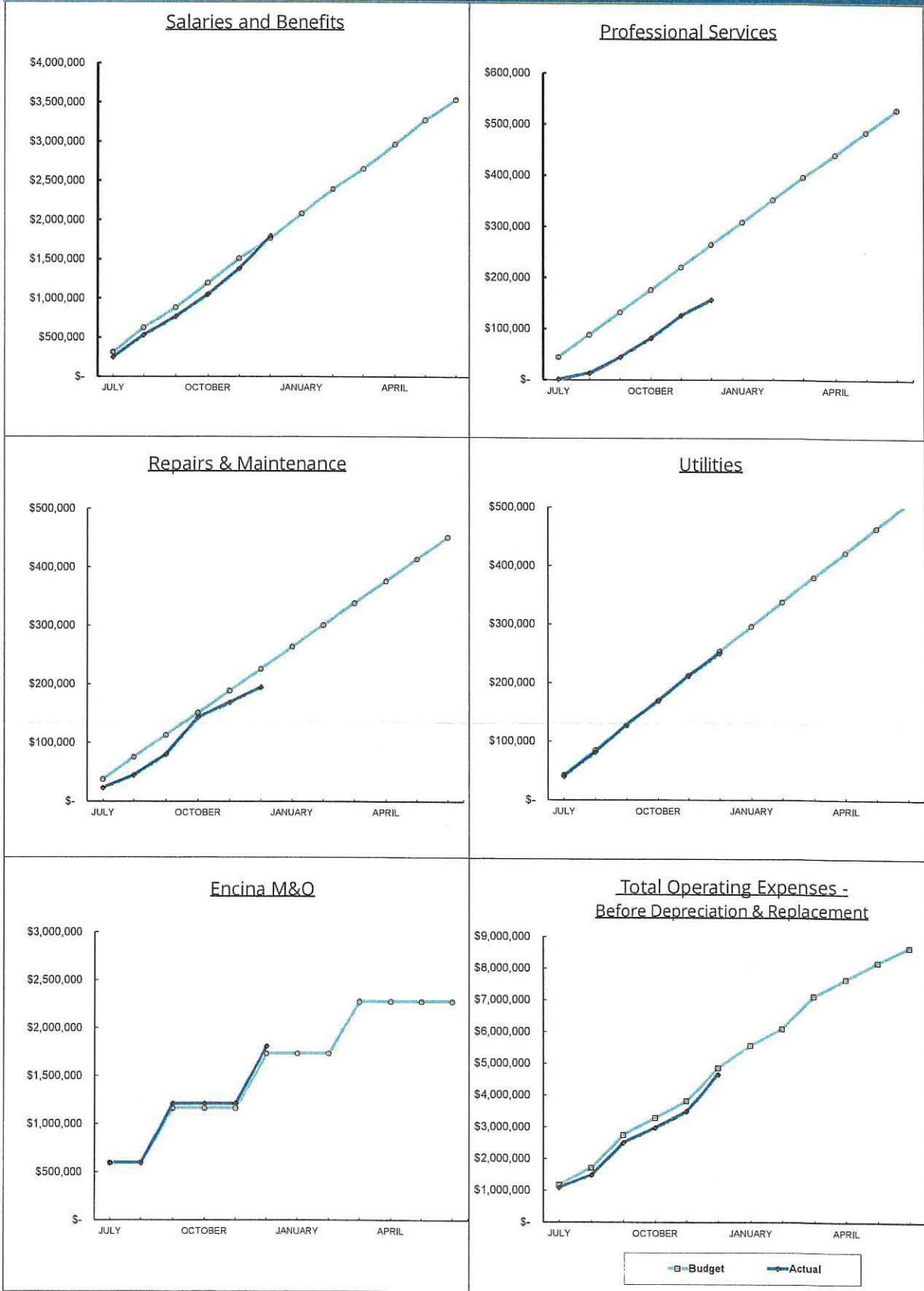
Total Revenue



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

Leucadia Wastewater District Operating Expenses FY2023

YTD through December 31, 2022

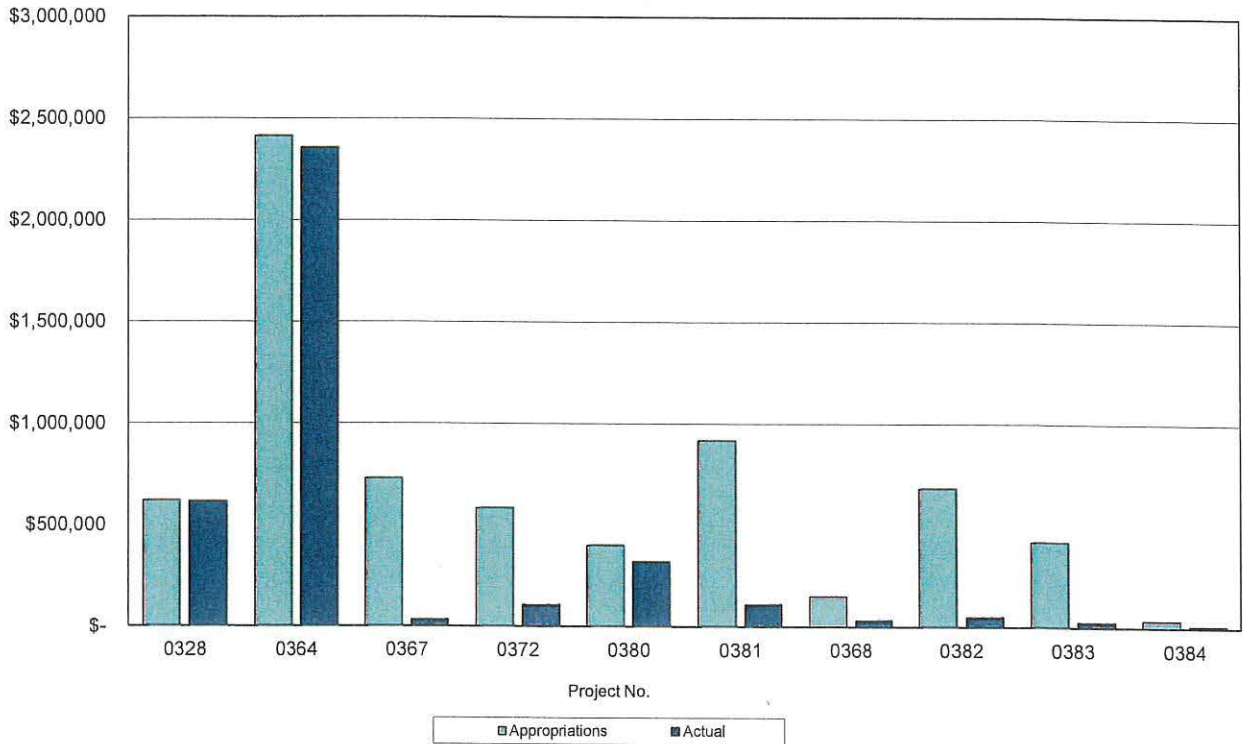


* Preliminary: subject to future review, reconciliation, accruals, and audit

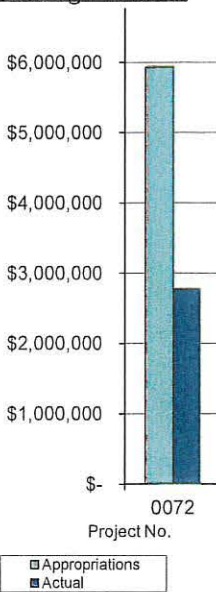
Leucadia Wastewater District Capital Expenditures

As of December 31, 2022

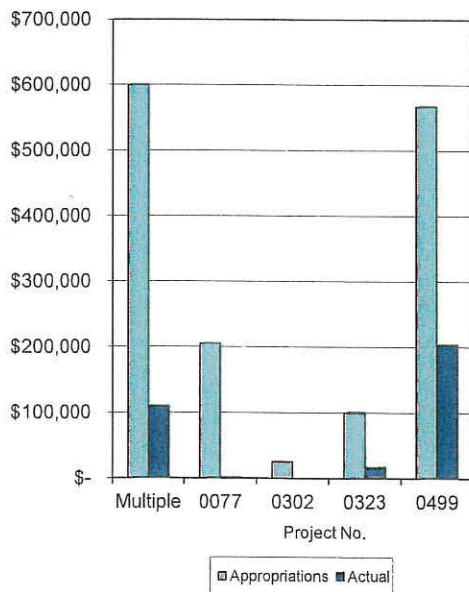
District Multi Year Capital Expenditures by Project Through FY2023



District's Share of Encina WPCF Capital Exp Through FY2023



Single Year Capital Expenditures by Project FY2023



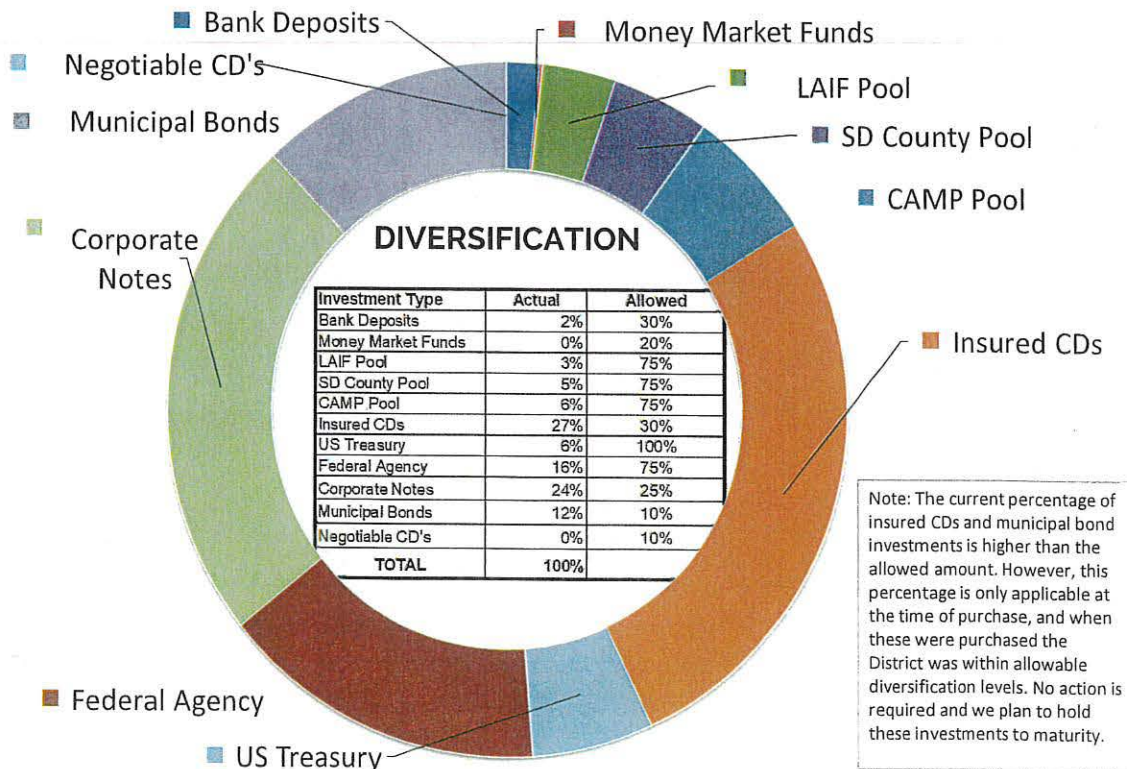
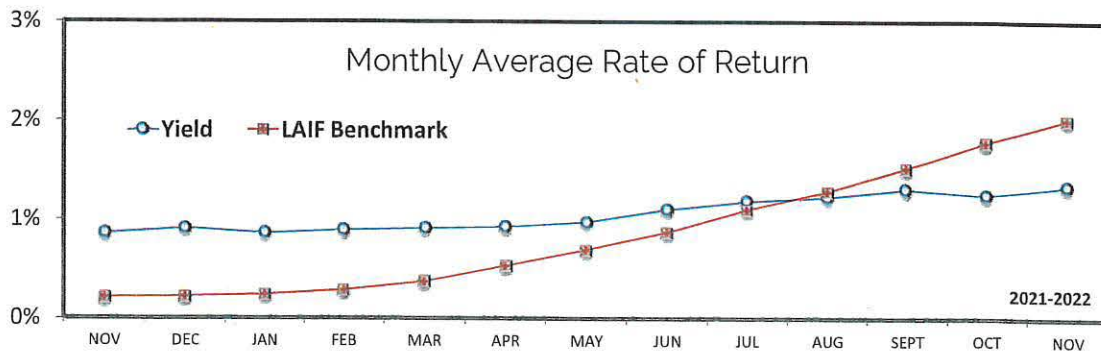
Project Legend

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

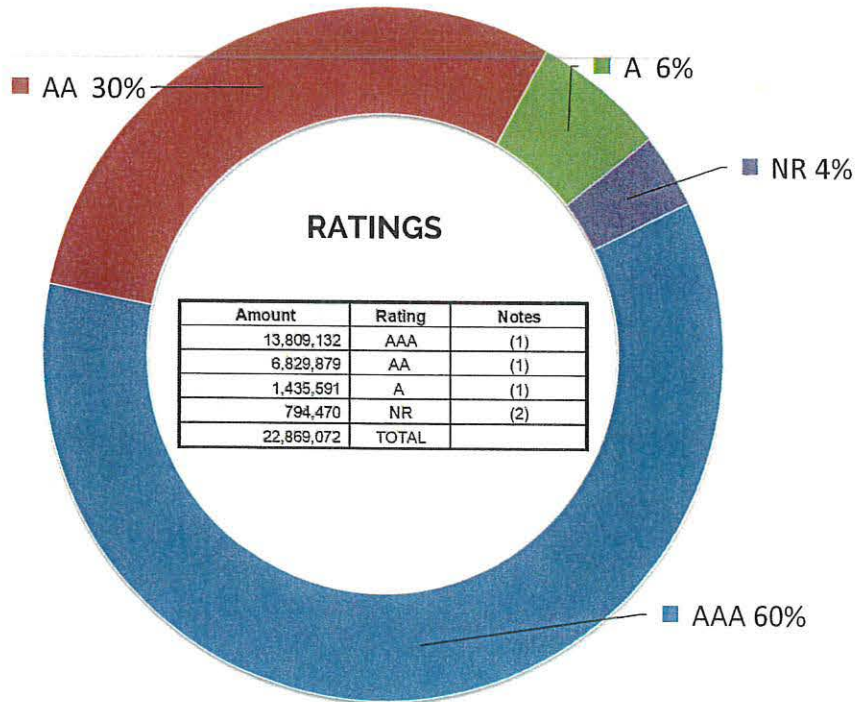
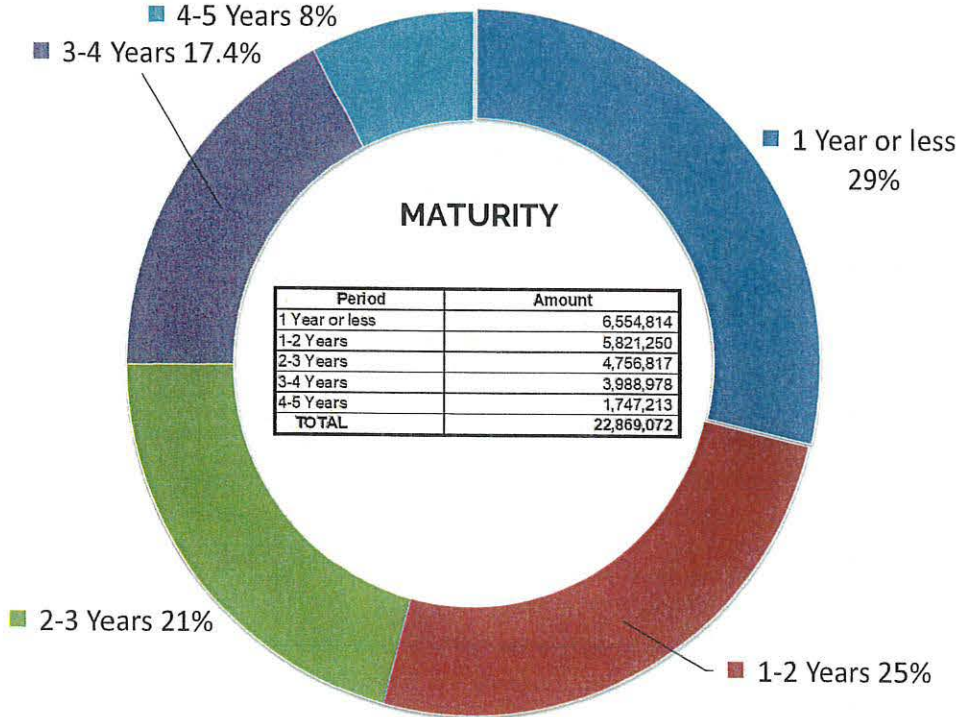
LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
November 30, 2022

Cash Equivalents & Investments	Principal (Original Cost)		November Interest	Average Rate
	Oct 31, 2022	Nov 30, 2022		
Pacific Premier Bank Reserves	\$ 414,811	\$ 359,833	\$ 3	0.010%
TVI Dreyfus Money Market	30,623	32,147	88	3.350%
LAIF Pool	969,470	794,470	1,475	2.007%
SD County Pool	1,048,282	1,048,282	1,922	2.200%
CAMP Pool	919,342	1,435,976	3,827	3.900%
Certificates of Deposit - Insured	6,166,000	6,166,000	6,457	1.254%
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	5,422,147	5,422,147	5,690	1.276%
Negotiable CD's	-	-	-	-
Totals	\$ 22,580,892	\$ 22,869,072	\$ 25,304	1.336%



LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
November 30, 2022

(Continued)

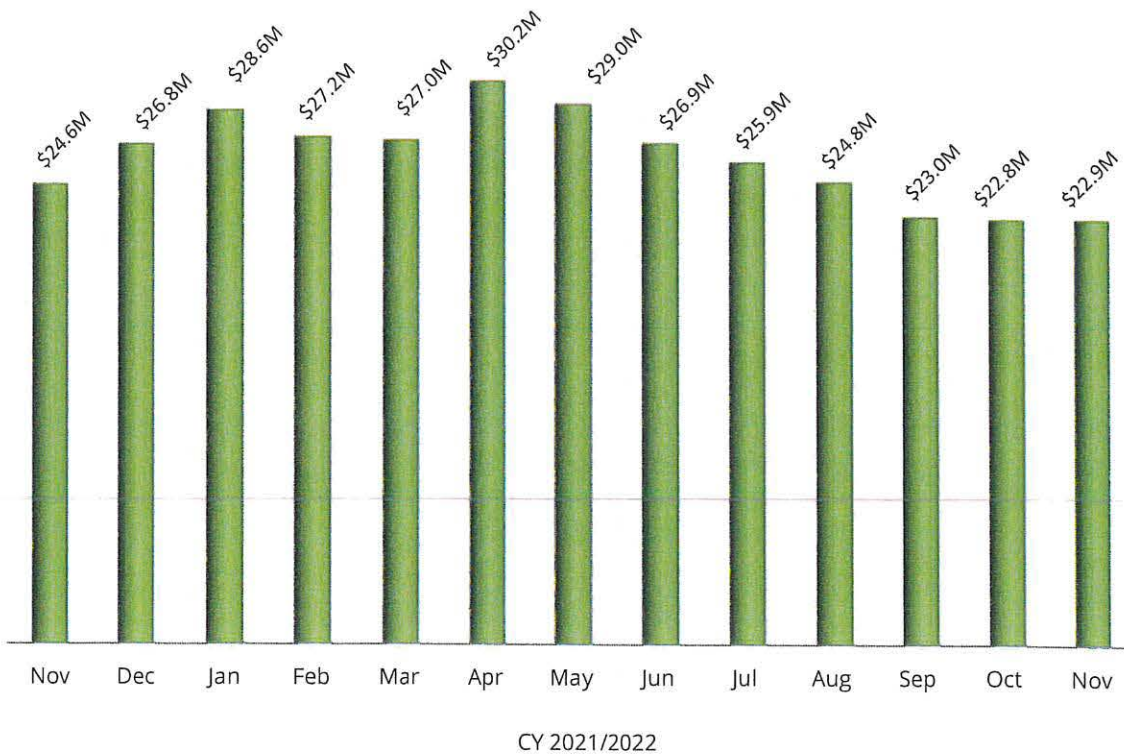


(1) CAMP Pool & SD County Pool, are rated by Standard & Poors. Investments are rated by Moody's.
 (2) LAIF is not rated.

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
November 30, 2022

(Continued)

CASH & INVESTMENT FUNDS BY MONTH



INVESTMENT TRANSACTIONS

Investment	Purchases	Sales & Maturities	Maturity Date	CUSIP	YTM at Cost	Notes
None						
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

DATE: January 5, 2023
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **December 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 December 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 December 2022 for your review.

tb:PJB

Attachment

**Leucadia Wastewater District
Disclosure of Reimbursements Report
December 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. Green	ASsup T. Hill	FSS J. Stecker
	Registration									
	Hotel									
	Airfare									
	Meals									
	Rental Car									
	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									
	Rental Car									
	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									
	Rental Car									
	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									
	Rental Car									
	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 December.

MEMORANDUM

DATE: January 5, 2023
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Status Update - Fiscal Year 2023 (FY 23) LWD Tactics and Action Plan

RECOMMENDED:

1. No action is required.

DISCUSSION:

During the July 13, 2022 Board meeting, the Board of Directors adopted the LWD FY 23 Tactics and Action Plan. Attached, for the Board's review, is the FY 23 Tactics and Action Plan's quarterly status report with an ending date of December 31, 2022. The report indicates which goals are in progress, have been completed, have been postponed and have not been started.

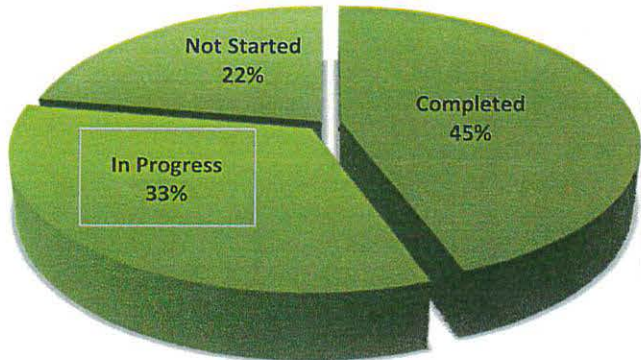
th:PJB

Attachments

FY 2023 Tactics and Action Plan Status Report

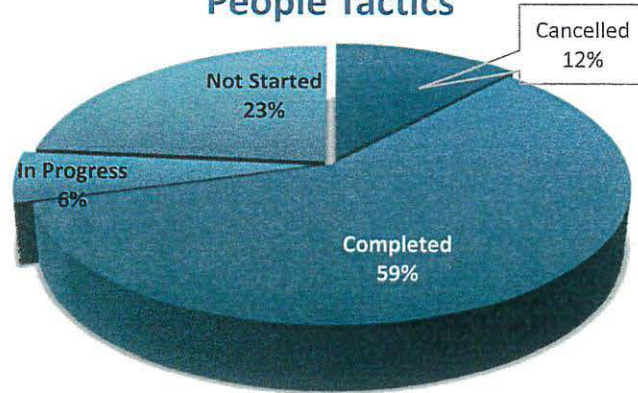
October 1 - December 31, 2022

Financial Tactics



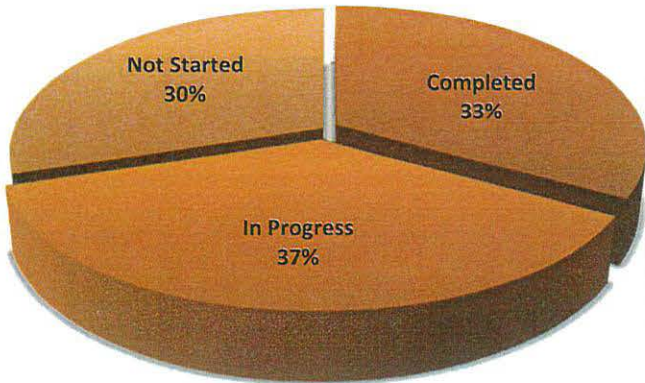
- Cancelled
- Completed
- In Progress
- Not Started
- Postponed
- Scheduled

People Tactics



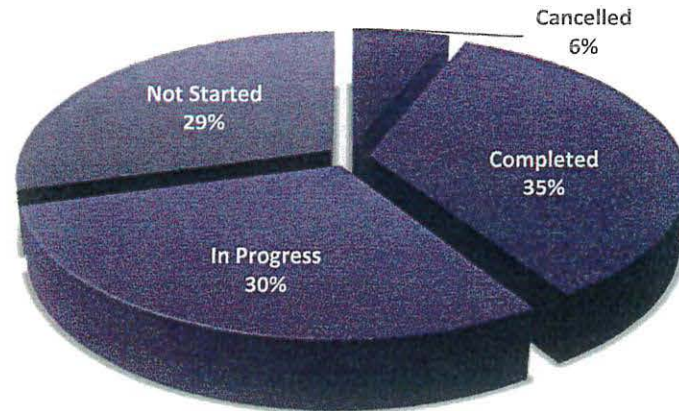
- Cancelled
- Completed
- In Progress
- Not Started
- Postponed
- Scheduled

Services Tactics



- Cancelled
- Completed
- In Progress
- Not Started
- Postponed
- Scheduled

Infrastructure and Technology Tactics



- Cancelled
- Completed
- In Progress
- Not Started
- Postponed
- Scheduled

**Leucadia Wastewater District
Fiscal Year 2023
Tactics & Action Plans**

1. Financial

Assure fiscal stability and growth by effectively monitoring and forecasting District finances in order to provide competitive rates and avoid abrupt rate adjustments.

Tactics	Leader	Team	Start Date	Completion Date	Status/Comments
FY 2023 Audit					
Close Books, Prepare Trial Balance & Supporting Schedules	DFA	AT, ADS	Jul-22	Sep-22	Completed
Coordinate with & Respond to Auditors	DFA	AT, ADS, EA, GM	Jul-22	Dec-22	Completed
Audit Report to Board	DFA	GM, ADS, AS	Dec-22	Dec-22	Completed
FY 2024 Budget					
Initial Data Collection	DFA	DTS, FSS, EA, ADS, FSSup, FSSpec	Jan-23	Mar-23	In Progress
Board Workshop	DFA	GM, DTS, FSS, EA, ADS, FSSup, FSSpec	May-23	May-23	Not Started
Budget Approval	DFA	GM	Jun-23	Jun-23	Not Started
Finance Policy Reviews					
Procurement Policy	DFA	DTS, GM, ADS, EA	Aug-22	Aug-22	Completed
Investment Policy	DFA	ADS, GM, EA	Jul-22	Aug-22	Completed
Reserve Policy	DFA	ADS, GM, EA	Feb-23	Feb-23	In Progress
Amending the Conflict of Interest Code	EA		Aug-22	Oct-22	Completed
Financial Process Review					
Evaluate the pros and cons of paying vendors via EFT	DFA	AT	Sep-22	Jan-23	In Progress
Financial Awards					
Apply for GFOA Financial Reporting Award	DFA	AT	Dec-22	Jan-23	Completed
Banking Services Review					
Consider alternative service providers	DFA	AT, GM, EA	Nov-22	Feb-23	In Progress
Comprehensive Wastewater Financial Plan Update					
RFP Process	DFA	ADS, DTS, EA	Sep-22	Dec-22	Completed
Update Financial Plan	DFA	ADS, DTS, EA	Jan-23	Mar-23	In Progress
Financial Plan Presentation and Approval	DFA	ADS, DTS, EA	Apr-23	Jun-23	Not Started
GASB 75 OPEB Liability Accrual Valuation Roll-forward					
Coordinate with Actuary to Complete OPEB Roll-forward Valuation	DFA	AT	Jan-23	Apr-23	In Progress
Complete Deferral Schedules and Record in Accounting	DFA	AT	May-23	Jun-23	Not Started

2. People

Assure the highest qualified work force by optimizing training opportunities; promoting an excellent safety culture; and providing competitive compensation in order to recruit and retain high quality employees.

Tactics	Leader	Team	Start Date	Completion Date	Status/Comments
Conduct Employee Benefits Briefing	DFA	ADS, Pickering Ins Brokers	May-23	May-23	Not Started
Employee Training					
Conduct Annual Confined Space Entry Training	FSS	FSSup, FS Staff	Oct-22	Feb-23	Completed
Conduct Annual Traffic Control Training	FSS	FSSup, FS Staff	Sep-22	Jan-23	Completed
CPR/First Aid/AED Refresher Training	ADS	All Staff	Jul-22	Sep-22	Completed
Conduct Biennial Flagger Training	FSS	FSSup, FS Staff	Sep-22	Jan-23	Completed
Administration Policy Updates/Annual Reviews					
Board Policy Binders	EA	AS	Jul-22	Nov-22	Completed
Board Staff Relations Policy	DFA	GM, ADS	Nov-22	Jan-23	Not Started
Records Retention Policy	ADS	DFA, EA, AS	Jan-23	Mar-23	Not Started
Compensation Study	GM	DFA, ADS	Aug-22	Nov-22	In Progress
Conduct Team Building Workshop	GM	DFA, EA, ADS	Oct-22	Dec-22	Cancelled (leader coaching in lieu)
Emergency Response					
Conduct an Emergency Response Drill/Training	ADS	DFA, FSS, FSSup, FS Staff, AS	Sep-22	Nov-22	Completed
LWD's Safety Program					
Review existing Safety Programs & Policies	DFA	GM, DTS, FSS, FSSup, Safety Committee	Jul-22	Jan-23	Completed
Update existing Safety Programs & Policies	DFA	GM, DTS, FSS, FSSup, Safety Committee	Jan-23	Jun-23	Completed
Conduct Employee Interviews					
General Manager Check-in	GM	DFA, ADS	Oct-22	Dec-22	Completed
Compensation	GM	DFA, ADS	May-23	Jun-23	Not Started
Leadership Coaching	GM	Management Staff	Jul-22	Jun-23	In Progress
Employee Recognition					
Annual Employee BBQ	EA	ADS, AS	Jul-22	Jul-22	Completed
Holiday Function	EA	ADS, AS	Aug-22	Dec-22	Cancelled

3. Services

Provide exceptional services to our customers by safely collecting and transporting wastewater in order to ensure the highest level of environmental protection; educating customers on our services; pursuing viable water recycling opportunities; and pursuing strategic alliances with other organizations.

Tactics	Leader	Team	Start Date	Completion Date	Status/Comments
Upgrade SCADA System	FSS	FSSup, FS Staff	Oct-22	Dec-22	In Progress
Telephone Emergency Lines	DFA	DTS, FSS, FSSup, ADS	Jul-22	Dec-22	Completed
Review options for Elevator fire suppression/burglary/SCADA phone lines	DFA	DTS, FSS, FSSup, ADS	Jul-22	Dec-22	Completed
Purchases					
Purchase Side Stream Pump (LOXSystem)	FSS	FSSup, FS Staff	Jul-22	Sep-22	Completed
Purchase Spare Conditioning Pump (Batiqitos)	FSS	FSSup, FS Staff	Aug-22	Dec-22	In Progress
Retrofit CCTV Van	FSS	FSSup, FS Staff	Oct-22	Dec-22	Completed
Smoke Testing in Old Town Area	FSSup	FSS, FS Staff	Mar-23	May-23	Not Started
FOG Inspections - Complete 30	FSSup	FSSpec, FS Staff	Jul-22	Jun-23	In Progress
Hydro Clean and CCTV La Costa Ave (cancelled: Clean Batiqitos Influent in lieu)	FSSup	FSS, FS Staff	Sep-22	Sep-22	Not Started
Hydro Clean and CCTV Rancho Santa Fe Rd. (cancelled: Lanakai Lines in lieu)	FSSup	FSS, FS Staff	Oct-22	Nov-22	Not Started
Rehab Pump & Motor (Batiqitos)	FSS	FSSup, FS Staff	Sep-22	Dec-22	In Progress
Replace Landscape Irrigation Supply Pumps (AWT)	FSS	FSSup, FS Staff	Aug-22	Feb-23	Not Started
Administration Building and Facility Updates					
Carpet Replacement (1st Floor)	FSSpec	FSSup, FS Staff	Jul-22	Oct-22	In Progress
By-Pass Pumping Drills					
Batiqitos Pump Station	FSSup	FSS, FS Staff	Oct-22	Oct-22	Not Started
Leucadia Pump Station	FSSup	FSS, FS Staff	Sep-22	Sep-22	Not Started
Village Park 5 Pump Station	FSSup	FSS, FS Staff	Jan-23	Oct-22	Completed
Saxony Pump Station	FSSup	FSS, FS Staff	Mar-23	Mar-23	Not Started
Detachment of Service Areas (currently being serviced by Carlsbad)					
Treviso Community (near Poinsettia bridge)	FSSpec	DFA, DTS	Jul-22	Dec-22	In Progress
Ponto State Beach Area	FSSpec	DFA, DTS	Jan-22	Jun-22	In Progress
Host Emergency Drill with Local Agencies	FSS	FSSup, FS Staff	Nov-22	Dec-22	Not Started
Execute New Recycled Water Agreement	GM	DFA, EA	Jul-22	Dec-22	Completed
SSMP Audit	FSS	FSSup, FSSpec	Sep-22	Nov-22	Completed
Public Outreach Services					
Develop Relevant FaceBook Content	ADS	RTP, GM, DFA, FSSup, FS Staff	Jul-22	Jun-23	In Progress
LWD Teacher Grant Program	ADS	AS, RTP	Aug-22	Nov-22	In Progress
Write, Design, Print & Mail 2022 Fall Newsletter	ADS	AS, RTP	Jul-22	Nov-22	Completed
Write, Design, Print & Mail 2023 Spring Newsletter	ADS	GM, DFA, EA, AS, RTP	Jan-23	Apr-23	Not Started
Continue to Review and Post New Videos to Website	ADS	RTP, GM, DFA, DTS, FSSup, EA, AS	Jul-22	Jun-23	In Progress
Research/Benchmark TikTok use in industry	RTP	DFA, GM, ADS	Jul-22	Dec-22	In Progress
Awards					
Apply for CWEA Awards	FSS	DTS, DFA, FSSup	Oct-22	Nov-22	Completed
Records Retention					
Review stored records and destroy those past retention period	EA	AS	Aug-22	Oct-22	Completed

4. Infrastructure and Technology

Protect the long-term viability of the District by proactively improving and replacing the infrastructure prior to failure. Pursue technological innovation and excellence to enhance the District's infrastructure and operations to ensure maximum efficiency and cost effectiveness.

Tactics		Leader	Team	Start Date	Completion Date	Status/Comments
Diana Pump Station Upgrade	Obtain Easement	DTS	GM, FSS, DE	Jul-22	Oct-22	Cancelled
	Project Design	DTS	GM, FSS, DE	Nov-22	Apr-23	Not Started
	Environmental	DTS	GM, FSS, DE	May-23	Oct-23	Not Started
FY2022 Gravity Pipeline Rehabilitation	Construction	DTS	GM, FSS, DE	Jul-22	Aug-22	Completed
Village Park No. 7 PS Replacement	Bid Project	DTS	GM, FSS, DE	Jul-22	Sep-22	Completed
	Construction	DTS	GM, FSS, DE	Oct-22	May-23	In Progress
FY23 Gravity Pipeline Rehabilitation	Design	DTS	GM, FSS, DE	Jul-22	Sep-22	Complete
	Bid Project	DTS	GM, FSS, DE	Oct-22	Dec-22	Complete
	Construction	DTS	GM, FSS, DE	Jan-23	Jun-23	Not Started
Rancho Verde Pump Station Rehabilitation	Design	DTS	GM, FSS, DE	Oct-22	Jan-23	In Progress
	Bid Project	DTS	GM, FSS, DE	Feb-23	Apr-23	Not Started
	Construction	DTS	GM, FSS, DE	May-23	Dec-23	Not Started
Batiqitos PS Emergency Basin Inspection	Obtain Quotes	DTS	GM, FSS, DE	Aug-22	Aug-22	Completed
	Execute Agreement	DTS	GM, FSS, DE	Sep-22	Sep-22	Completed
	Conduct Inspection	DTS	GM, FSS, DE	Oct-22	Oct-22	In Progress
Asset Management Plan Update	Update Plan	DTS	GM, FSS, DE	Jul-22	Dec-22	In Progress
Replace Network Equipment	Purchase	DTS	EA, ADS	Jul-22	Aug-22	Completed
	Install	DTS	EA, ADS	Sep-22	Sep-22	Completed
Board and Committee Hybrid Meeting Setup	Setup, Test and Refine Hybrid Meeting Capabilities	DFA	EA, AS	Jul-22	Dec-22	In Progress

Encina Wastewater Authority Report
Regular Board Meeting
December 12, 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. Election of Officers for Calendar Year 2023

The Board of Directors conducted elections for the 2023 Encina Joint Advisory Committee and Encina Wastewater Authority Board of Directors Chair, Vice-Chair and Secretary and appointed an EWA Auditor and Treasurer for 2023. The results are as follows:

- Chair – Joy Lyndes
- Vice Chair – Jim Hernandez
- Secretary – Jennifer Basco
- Auditor & Treasurer – Jennifer Sabine

3. Fiscal Year 2022 (FY22) Comprehensive Annual Financial Report (CAFR)

The Board of Directors received and filed the FY22 CAFR.

4. Water Reuse Pilot Project Update Amendment

The Board of Directors authorized the General Manager to award a contract amendment to Trussell Technologies in the amount of \$1,301,499 for Biological Treatment Pilot Water Reuse and Purification.

The Board also authorized the budget transfer of available funds from remaining capital budget appropriations to the Water Reuse Strategic Plan account to continue to fund the pilot study and other water reuse efforts.

Engineering Committee Meeting Report

Presented by Director Roesink

Meeting held January 4, 2023

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

- Authorize the General Manager to execute an Agreement with Nu Line Technologies, LLC for construction services to complete the Fiscal Year 2023 Cured-in-Place Pipe Lining Project in an amount not to exceed \$439,715.

The EC concurred with staff to present this recommendation to the Board of Directors and it will be discussed later in the agenda.

2. The EC also received an update on the following:

- Development Projects Summary; and

This item was for information purposes and there was no action taken.

MEMORANDUM

DATE: January 5, 2023
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **2023 Board of Directors Committee Assignments**

RECOMMENDATION:

1. Discuss and take action as appropriate.

DISCUSSION:

Resolution No. 2355 establishes the policy for the election of Board officers, the identification of standing committees, and the selection of committee members. The Policy calls for the annual selection of committee members at the Board's regularly scheduled meeting in January each year.

Under the policy, the Leucadia committees rotate automatically each year while the Encina representatives are appointed annually by the Board President. The Leucadia committee appointments and President Sullivan's Encina appointments for calendar year 2023 are as follows:

Engineering Committee

Director Donald Omsted, Chair
Director Rolando Saldana

Investment & Finance Committee

Director Donald Omsted, Chair
Director Judy Hanson

Community Affairs Committee

President Elaine Sullivan, Chair
Director Rolando Saldana

Human Resource Committee

Director Judy Hanson, Chair
Vice President Chris Roesink

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

- President Elaine Sullivan
- Vice President Chris Roesink
- General Manager Paul Bushee (Alternate)

Under the Policy, the Board President's selections require no action or vote by the Board. The policy does contain a provision that allows the Board to overrule the Board President's selections if it chooses to do so. This item is placed on the agenda for the Board's review and discussion. Attached please find a copy of the 2022 Board assignments for comparison purposes.

Attachment

tb:PJB



Board of Directors' Committee Assignments

Engineering Committee

Director Chris Roesink, Chair

Director Matthew Brown

Investment & Finance Committee

Director Matthew Brown, Chair

Director Donald Omsted

Community Affairs Committee

Director Chris Roesink, Chair

Vice President Elaine Sullivan

Human Resource Committee

Vice President Elaine Sullivan, Chair

President Judy Hanson



LEADERS IN
ENVIRONMENTAL
PROTECTION

Board of Directors' and Manager Appointments and Assignments

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

- President Judy Hanson
- Director Donald Omsted
- General Manager Paul Bushee (Alternate)

Other Assignments:

President Judy Hanson

- CSRMA Board of Directors Board Member
- EWA Committee Member

Vic President Elaine Sullivan

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

Director Donald Omsted

- EWA Committee Member

General Manager Paul Bushee

- Encina Wastewater Authority Member Agency Managers Committee
- San Diego LAFCO Special District Advisory Committee
- CSRMA Board of Directors (Alternate)

MEMORANDUM

Ref: 23-8288

DATE: January 5, 2023
 TO: Board of Directors
 FROM: Paul J. Bushee, General Manager 
 SUBJECT: Award of the District's Fiscal Year 2023 Cured-in-Place Pipe Lining Project Construction Contract

RECOMMENDATION:

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

1. Authorize the General Manager to execute an Agreement with Nu Line Technologies, LLC for construction services to complete the Fiscal Year 2023 (FY 23) Cured-in-Place Pipe Lining Project in an amount not to exceed \$439,715.
2. Discuss and take other action as appropriate.

BACKGROUND:

Tactical Goal: Infrastructure and Technology / FY 23 Gravity Pipeline Rehabilitation

This item was reviewed by the EC at their January 4th meeting and the EC concurred with staff to present this item for the Board's consideration.

In July 2022 staff executed a Task Order with Water Works Engineers (WWE) to design the FY 23 Cured-In-Place Pipe Lining Project. The goal of the FY 23 Project is to repair sewer pipelines that require a trenchless method of construction known as Cured-In-Place Pipe (CIPP) lining. In 2018, the District decided to separate projects that require construction using the CIPP lining method from the open trench method due to high bids received on projects that included a combination of both methods of construction. As a result, staff has implemented a system of alternating Fiscal Year projects between the CIPP and open trench methods.

Staff uses a Repair Priority List, populated and prioritized with results of Closed-Circuit Television inspections, to maintain a priority listing of gravity pipeline and manhole defects requiring repair or rehabilitation. The FY 23 Project consists of lining thirty-four (34) gravity sewer pipeline sections, rehabilitating nine (9) sewer lateral connections with top hat liners, the installation of one (1) new sewer manhole with an epoxy spray liner, and the installation of one (1) sewer cleanout.

DISCUSSION:

WWE completed project design in October 2022. The project was advertised for bids on November 7, 2022. Bids were due on December 6, 2022. Four (4) bids were received as follows:

<u>Construction Firm</u>	<u>Bid Submitted</u>
Nu Line Technologies, LLC (Nu Line)	\$439,715
Nor-Cal Pipeline Services	\$587,546
Sancon Technologies, Inc.	\$610,074
Southwest Pipeline & Trenchless Corp.	\$694,250

The bids were reviewed by Tim Lewis and Brett Husa at WWE. As a result of their evaluation, WWE determined Nu Line Technologies, LLC (Nu Line) to be the lowest responsive and responsible bidder. The WWE bid review memorandum is attached for your review. Nu Line's bid of \$439,715 is almost \$112K or 20% less than the engineer's opinion of probable cost of \$552K. Nu Line has successfully completed a number of the pipeline rehabilitation projects for the District over the past several years and staff's experience with Nu Line has been positive.

Therefore, staff and the EC concur with WWE's recommendation and request that the Board of Directors award the contract to Nu Line Technologies, LLC as the lowest responsive and responsible bidder in an amount not to exceed \$439,715.

FISCAL IMPACT:

The FY 23 Gravity Pipeline Project contains \$525k for project construction, therefore there are sufficient appropriations available to cover the recommended contract amount.

ier:PJB

Attachment

Leucadia Wastewater District FY23 Cured-In-Place Pipe Lining Project Bid Review Memorandum



Date: December 15, 2022
Prepared by: Brett Husa, EIT
Checked by: Tim Lewis, PE

Purpose

The purpose of this memorandum is to summarize Water Works' evaluation of the bid results and the responsiveness of the submitted bids to Leucadia Wastewater District (District) for the Fiscal Year 2023 Cured-In-Place Pipe (CIPP) Lining Project.

Bid Results

Four (4) Bids were received and opened December 6th, 2022. The Bids are summarized in Table 1 attached below. Characteristics of the bids are as follows along with the Engineer's Opinion of Probable Construction Cost (OPCC):

Apparent Low Bid:	\$439,715
Second Lowest Bid:	\$587,546
High Bid:	\$694,250
Engineer's OPCC:	\$551,668

Nu Line Technologies, LLC (NuLine) submitted the lowest bid, \$111,953 less than the Engineer's OPCC.

Review of Lowest Bidder

Contractor's License

The Contractor holds the required Class A License (No. 997520). The license is current and active.

Business Information	
NULINE TECHNOLOGIES LLC 1325 PIPELINE DRIVE VISTA, CA 92081 Business Phone Number: (760) 634-5153	
Entity	Ltd Liability
Issue Date	10/10/2014
Expire Date	10/31/2024
License Status	
This license is current and active.	
All information below should be reviewed.	
Classifications	
A - GENERAL ENGINEERING	

<https://www.cslb.ca.gov/onlineservices/checklicenseII/checklicense.aspx>

Bid Bond

A bid bond in the amount of ten percent (10%) of the bid amount was submitted with Nationwide Mutual Insurance Company as surety.

Signatures

NuLine partner Dominic Burtech, signed the Closing Statement, Bidder’s Bond, Non-Collusion Affidavit, and Local Preference Certification. Other company partners were listed.

Experience Data

NuLine responded to all the Experience Data questions satisfactorily and no claims have been filed against them in the last five (5) years.

Experience Requirements – CIPP Lining

The bid documents require the Contractor to submit three (3) project references, completed in the previous five (5) years, where the Contractor was required to install at least three hundred (300) linear feet of CIPP lining into pipe with a minimum diameter of eight (8) inches. NuLine submitted three project references in the required format, including several for the District and many others dated from 2014 to present. Water Works reviewed the project references, finding that NuLine meets and exceeds the experience requirements of CIPP lining.

Experience Requirements – Tophat Installation

The bid documents require the Contractor to submit three (3) project references, completed in the previous five (5) years, where the Contractor was required to install at least five (5) “top-hat” lateral reinstatements or installations into an eight (8) inch or greater diameter pipe. NuLine submitted more than three project references that meet the requirements. Water Works reviewed the project references, finding that NuLine meets and exceeds the experience requirements of Tophat Installation.

References

Water Works called two listed public agency references provided in the bid documents, both of which recommended NuLine.

Registration with the Department of Industrial Relations (DIR)

As of 03/01/2015 contractors and their subcontractors are required to be registered with the DIR prior to bidding a public works project. Water Works confirmed that both NuLine and its listed subcontractor, DB Pipeline Inc., are registered with the DIR.

Contractor Legal name	Registration #	Registration Date	Expiration Date
Nu Line Technologies, LLC	1000003808	7/1/2022	6/30/2024
DB Pipeline, Inc.	1000062288	7/1/2022	6/30/2024

<https://www.dir.ca.gov/public-works/Contractors.html>

Bid Item Review

NuLine had price per linear foot for CIPP lining ranging from \$39 to \$43, lower than the Engineer’s OPCC, and there does not appear to be any significant pricing deviation that may indicate the Contractor is frontloading particular bid items or may not understand the scope of work delineated in the bid item. In general, it is Water

Works opinion that NuLine's bid is competitive and is indicative of their experience and familiarity with District standards and practices and demonstrates an overall interest in the work.

Final Opinion

Water Works takes no exception to and considers NuLine to be the lowest responsive bidder, as required by the Bidding Documents.

Attachments

Attachment A: Bid Summary

Attachment B: Bid Comparison to Engineer

Table 1

Leucadia Wastewater District
 Fiscal Year 2023 Cured-In-Place Pipe Lining Project
 Attachment A
 Prepared By: Brett Husa
 Checked By: Tim Lewis
 Date: 12/15/2022
 WWE Project #22-038



Bid Opening: December 6, 2022

Item No.	Description	Unit	Qty.	ENGINEER	Bidder No. 1 Nor-Cal Pipeline	Bidder No. 2 Nu-Line	Bidder No. 3 Sancon	Bidder No. 4 Southwest Pipeline	Average of 4 Bidders
				ITEM TOTAL	ITEM TOTAL	ITEM TOTAL	ITEM TOTAL	ITEM TOTAL	ITEM TOTAL
1	Mobilization, Bonds, Permits, Cleanup, and Demobilization	LS	1	\$ 16,068	\$ 49,500	\$ 10,000	\$ 11,193.80	\$ 54,250	\$ 31,236
2	Segment 1 (Abejorro Rd): Cured-in-Place- Pipe Lining and Associated Improvements	LS	1	\$ 11,025	\$ 9,575	\$ 7,800	\$ 12,530.00	\$ 13,000	\$ 10,726
3	Segment 2 (Corintia St Easement): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 10,807	\$ 14,236	\$ 11,760	\$ 27,594.65	\$ 18,000	\$ 17,898
4	Segment 3 (El Fuerte): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 18,638	\$ 12,000	\$ 13,225	\$ 14,340.75	\$ 16,000	\$ 13,891
5	Segment 4 (Cazadero St): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 18,716	\$ 20,436	\$ 10,025	\$ 27,036.75	\$ 18,000	\$ 18,874
6	Segment 5 (Caleta Ct): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 8,033	\$ 8,730	\$ 12,425	\$ 11,934.35	\$ 13,000	\$ 11,522
7	Segment 6 (Alga Rd Easement): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 21,131	\$ 57,240	\$ 19,320	\$ 39,217.50	\$ 58,000	\$ 43,444
8	Segment 7 (Almaden Ln): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,903	\$ 12,330	\$ 13,060	\$ 14,163.75	\$ 15,000	\$ 13,638
9	Segment 8 (Babilonia Easement #1): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 12,322	\$ 19,436	\$ 13,305	\$ 25,981.30	\$ 18,000	\$ 19,181
10	Segment 9 (Babilonia Easement #2): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 14,285	\$ 12,000	\$ 10,925	\$ 21,345.90	\$ 16,000	\$ 15,068
11	Segment 10 (Obelisco Cir): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 13,440	\$ 10,200	\$ 9,800	\$ 13,010.70	\$ 13,000	\$ 11,503
12	Segment 11 (El Fuerte Easement): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 9,455	\$ 9,750	\$ 6,800	\$ 16,912.90	\$ 13,000	\$ 11,616
13	Segment 12 (Sereno Ct): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 11,655	\$ 11,900	\$ 8,360	\$ 12,655.40	\$ 13,000	\$ 11,479
14	Segment 13 (La Costa Easement #1): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 10,870	\$ 20,536	\$ 11,660	\$ 29,824.45	\$ 20,000	\$ 20,505
15	Segment 14 (La Costa Easement #2): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 21,919	\$ 19,000	\$ 17,550	\$ 20,892.50	\$ 26,000	\$ 20,861
16	Segment 15 (Romeria St): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 10,290	\$ 9,000	\$ 6,950	\$ 12,279.20	\$ 14,000	\$ 10,557
17	Segment 16 (Levante St): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 14,175	\$ 10,275	\$ 9,860	\$ 13,052.50	\$ 14,000	\$ 11,797
18	Segment 17 (Range St): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 26,702	\$ 52,456	\$ 33,075	\$ 51,089.40	\$ 53,000	\$ 47,405
19	Segment 18 (Noma Ln): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,325	\$ 11,300	\$ 13,805	\$ 9,444.00	\$ 16,000	\$ 12,637
20	Segment 19 (Leora Ln): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 15,225	\$ 10,800	\$ 12,625	\$ 9,026.00	\$ 16,000	\$ 12,113
21	Segment 20 (Caudor St): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 18,900	\$ 11,800	\$ 11,050	\$ 14,097.50	\$ 16,000	\$ 13,237
22	Segment 21 (Burgundy Rd Easement #1): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 5,817	\$ 12,936	\$ 8,380	\$ 24,748.20	\$ 20,000	\$ 16,516
23	Segment 22 (Burgundy Rd Easement #2): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 7,718	\$ 12,350	\$ 7,320	\$ 16,786.25	\$ 13,000	\$ 12,364
24	Segment 23 (Piraeus St #1): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 18,900	\$ 11,000	\$ 16,450	\$ 10,975.00	\$ 15,000	\$ 13,356
25	Segment 24 (Piraeus St #2): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 16,065	\$ 10,530	\$ 9,705	\$ 10,367.50	\$ 14,000	\$ 11,151
26	Segment 25 (Saxony Rd): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 21,525	\$ 16,200	\$ 13,805	\$ 17,277.50	\$ 16,000	\$ 15,821
27	Segment 26 (Wishbone Wy Easement): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 5,891	\$ 12,330	\$ 5,050	\$ 15,885.90	\$ 22,000	\$ 13,816
28	Segment 27 (Encinitas Village): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,850	\$ 15,420	\$ 13,420	\$ 13,993.00	\$ 16,000	\$ 14,708
29	Segment 28 (Encinitas Blvd): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 23,310	\$ 22,260	\$ 10,650	\$ 17,144.50	\$ 24,000	\$ 18,514
30	Segment 29 (N Willowspring Dr): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,115	\$ 11,820	\$ 19,100	\$ 14,282.50	\$ 15,000	\$ 15,051
31	Segment 30 (Witham Rd #1): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,325	\$ 15,500	\$ 15,880	\$ 11,232.00	\$ 17,000	\$ 14,903
32	Segment 31 (Witham Rd #2): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 24,413	\$ 18,500	\$ 14,785	\$ 14,535.25	\$ 19,000	\$ 16,705
33	Segment 32 (Witham Rd #3): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,325	\$ 11,300	\$ 13,605	\$ 9,339.50	\$ 14,000	\$ 12,061
34	Segment 33 (Doris Dr): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 21,158	\$ 13,400	\$ 15,050	\$ 11,994.85	\$ 18,000	\$ 14,611
35	Segment 34 (S Willowspring Dr): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 18,375	\$ 11,500	\$ 13,135	\$ 13,888.50	\$ 18,000	\$ 14,131
TOTAL :				\$ 551,668	\$587,546	\$439,715	\$610,073.75	\$694,250	\$ 582,896
Delta to ENG				\$ -	\$35,878	-\$111,953	\$58,406.00	\$142,582	\$ 31,228

3

Leucadia Wastewater District
 Fiscal Year 2023 Cured-In-Place Pipe Lining Project
 Attachment B
 Prepared By: Brett Husa
 Checked By: Tim Lewis
 Date: 12/6/2022
 WWE Project #22-038



Bid Opening: December 6, 2022

Item No.	Description	Unit	Qty.	ENGINEER ITEM TOTAL	Bidder No. 1 Nor-Cal Pipeline		Bidder No. 2 Nu-Line (APPARENT LOW BIDDER)		Bidder No. 3 Sancon		Bidder No. 4 Southwest Pipeline		Average of 4 Bidders ITEM TOTAL
					ITEM TOTAL	% to ENG diff	ITEM TOTAL	% to ENG diff	ITEM TOTAL	% to ENG diff	ITEM TOTAL	% to ENG diff	
1	Mobilization, Bonds, Permits, Cleanup, and Demobilization	LS	1	\$ 16,068	\$ 49,500	209%	\$ 10,000	-38%	\$ 11,193.80	-90%	\$ 54,250	238%	\$ 31,236
2	Segment 1 (Abejorro Rd): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 11,025	\$ 9,575	-13%	\$ 7,800	-29%	\$ 12,530.00	14%	\$ 13,000	18%	\$ 10,726
3	Segment 2 (Corintia St Easement): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 10,807	\$ 14,236	32%	\$ 11,760	9%	\$ 27,594.65	155%	\$ 18,000	67%	\$ 17,898
4	Segment 3 (El Fuerte): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 18,638	\$ 12,000	-36%	\$ 13,225	-29%	\$ 14,340.75	-23%	\$ 16,000	-14%	\$ 13,891
5	Segment 4 (Cazadero St): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 18,716	\$ 20,436	9%	\$ 10,025	-46%	\$ 27,036.75	44%	\$ 18,000	-4%	\$ 18,874
6	Segment 5 (Caleta Ct): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 8,033	\$ 8,730	9%	\$ 12,425	55%	\$ 11,934.35	49%	\$ 13,000	62%	\$ 11,522
7	Segment 6 (Alga Rd Easement): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 21,131	\$ 57,240	171%	\$ 19,320	-9%	\$ 39,217.50	86%	\$ 58,000	174%	\$ 43,444
8	Segment 7 (Almaden Ln): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,903	\$ 12,330	-31%	\$ 13,060	-27%	\$ 14,163.75	-21%	\$ 15,000	-16%	\$ 13,638
9	Segment 8 (Babilonia Easement #1): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 12,322	\$ 19,436	58%	\$ 13,305	8%	\$ 25,981.30	111%	\$ 18,000	46%	\$ 19,181
10	Segment 9 (Babilonia Easement #2): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 14,285	\$ 12,000	-16%	\$ 10,925	-24%	\$ 21,345.90	49%	\$ 16,000	-12%	\$ 15,068
11	Segment 10 (Obelisco Cir): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 13,440	\$ 10,200	-24%	\$ 9,800	-27%	\$ 13,010.70	-3%	\$ 13,000	-3%	\$ 11,503
12	Segment 11 (El Fuerte Easement): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 9,455	\$ 9,750	3%	\$ 6,800	-28%	\$ 16,912.90	79%	\$ 13,000	37%	\$ 11,616
13	Segment 12 (Serenio Ct): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 11,655	\$ 11,900	2%	\$ 8,360	-28%	\$ 12,655.40	9%	\$ 13,000	12%	\$ 11,479
14	Segment 13 (La Costa Easement #1): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 10,870	\$ 20,536	89%	\$ 11,660	7%	\$ 29,824.45	174%	\$ 20,000	84%	\$ 20,505
15	Segment 14 (La Costa Easement #2): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 21,919	\$ 19,000	-13%	\$ 17,550	-20%	\$ 20,892.50	-5%	\$ 26,000	19%	\$ 20,861
16	Segment 15 (Romeria St): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 10,290	\$ 9,000	-13%	\$ 6,950	-32%	\$ 12,279.20	19%	\$ 14,000	36%	\$ 10,557
17	Segment 16 (Levante St): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 14,175	\$ 10,275	-28%	\$ 9,860	-30%	\$ 13,052.50	-8%	\$ 14,000	-1%	\$ 11,797
18	Segment 17 (Range St): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 26,702	\$ 52,466	96%	\$ 33,075	24%	\$ 51,089.40	91%	\$ 53,000	98%	\$ 47,405
19	Segment 18 (Noma Ln): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,325	\$ 11,300	-35%	\$ 13,805	-20%	\$ 9,444.00	-45%	\$ 16,000	-8%	\$ 12,637
20	Segment 19 (Leora Ln): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 15,225	\$ 10,800	-29%	\$ 12,625	-17%	\$ 9,026.00	-41%	\$ 16,000	5%	\$ 12,113
21	Segment 20 (Caudor St): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 18,900	\$ 11,800	-38%	\$ 11,050	-42%	\$ 14,097.50	-25%	\$ 16,000	-15%	\$ 13,237
22	Segment 21 (Burgundy Rd Easement #1): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 5,817	\$ 12,936	122%	\$ 8,380	44%	\$ 24,748.20	325%	\$ 20,000	244%	\$ 16,516
23	Segment 22 (Burgundy Rd Easement #2): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 7,718	\$ 12,350	60%	\$ 7,320	-5%	\$ 16,786.25	118%	\$ 13,000	68%	\$ 12,364
24	Segment 23 (Piraeus St #1): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 18,900	\$ 11,000	-42%	\$ 16,450	-13%	\$ 10,975.00	-42%	\$ 15,000	-21%	\$ 13,356
25	Segment 24 (Piraeus St #2): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 16,065	\$ 10,530	-34%	\$ 9,705	-40%	\$ 10,367.50	-35%	\$ 14,000	-13%	\$ 11,151
26	Segment 25 (Saxony Rd): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 21,525	\$ 16,200	-26%	\$ 13,805	-36%	\$ 17,277.50	-20%	\$ 16,000	-26%	\$ 15,821
27	Segment 26 (Wishbone Wy Easement): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 5,891	\$ 12,330	109%	\$ 5,050	-14%	\$ 15,885.90	170%	\$ 22,000	273%	\$ 13,816
28	Segment 27 (Encinitas Village): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,850	\$ 15,420	-14%	\$ 13,420	-25%	\$ 13,993.00	-22%	\$ 16,000	-10%	\$ 14,708
29	Segment 28 (Encinitas Blvd): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 23,310	\$ 22,260	-5%	\$ 10,650	-54%	\$ 17,144.50	-26%	\$ 24,000	3%	\$ 18,514
30	Segment 29 (N Willow Spring Dr): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,115	\$ 11,820	-31%	\$ 19,100	12%	\$ 14,282.50	-17%	\$ 15,000	-12%	\$ 15,051
31	Segment 30 (Witham Rd #1): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,325	\$ 15,500	-11%	\$ 15,880	-8%	\$ 11,232.00	-35%	\$ 17,000	-2%	\$ 14,903
32	Segment 31 (Witham Rd #2): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 24,413	\$ 18,500	-24%	\$ 14,785	-39%	\$ 14,535.25	-40%	\$ 19,000	-22%	\$ 16,705
33	Segment 32 (Witham Rd #3): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 17,325	\$ 11,300	-35%	\$ 13,605	-21%	\$ 9,339.50	-46%	\$ 14,000	-19%	\$ 12,061
34	Segment 33 (Doris Dr): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 21,158	\$ 13,400	-37%	\$ 15,050	-29%	\$ 11,994.85	-43%	\$ 18,000	-15%	\$ 14,611
35	Segment 34 (S Willow Spring Dr): Cured-in-Place Pipe Lining and Associated Improvements	LS	1	\$ 18,375	\$ 11,500	-37%	\$ 13,135	-29%	\$ 13,888.50	-24%	\$ 18,000	-2%	\$ 14,131
TOTAL :				\$ 551,668	\$587,546		\$439,715		\$610,073.75		\$694,250		

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MEMORANDUM

DATE: January 5, 2023
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Call for Nominations for the Local Agency Formation Commission (LAFCO) - Two Commissioner Positions Available**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Discuss and take action as appropriate.

DISCUSSION:

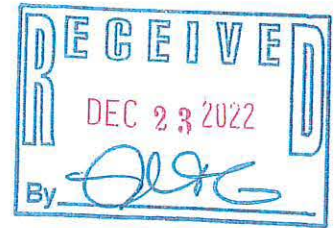
Leucadia Wastewater District recently received notification that LAFCO is soliciting nominations for one regular and one alternate commissioner position. The terms of the following incumbents, Barry Willis (regular district member) and David Drake (alternate district member) are expected to seek nomination and run for a new term.

San Diego LAFCO Commissioners serve four year terms. The new term of the regular member and the alternate member commences May 1, 2023. The deadline for receipt of all commission nominations is Tuesday, February 21, 2023. After nominations are received, LAFCO anticipates that a candidate's forum will be held on in conjunction with the California Special Districts Association Quarterly Dinner with confirmation being provided under separate/future cover.

Staff has no recommendation on this matter and is seeking direction from the Board of Directors. Included are LAFCO's notification letter and the nomination/resume form (Attachment A).

tb:PJB

Attachments



CALL FOR NOMINATIONS

December 19, 2022

TO: Independent Special Districts in San Diego County

FROM: Tamaron Lockett, Commission Clerk

SUBJECT: Call for Nominations |
 Regular and Alternate Special District Member Election on LAFCO

This notice serves as a call to nominations pursuant to Government Code Section 56332(1) to solicit (a) one regular and (b) one alternate special district member to serve on the San Diego Local Agency Formation Commission (LAFCO). The term is four years and commences on May 1, 2023. The incumbent holders – Barry Willis, regular with Alpine Fire Protection District and David Drake, alternate with Rincon del Diablo Municipal Water District are expected to seek nomination and run for a new term. Additional details follow.

- **Eligibility**
 Candidates eligible for election must be members of the legislative body of an independent special district who reside within San Diego County but may not be members of the legislative body of a city or county.
- **Authorized Nominations**
 State Law specifies only the presiding officer or their alternate as designated by the governing board must sign the nomination form. Attached are nomination forms for the LAFCO regular special district member (**Attachment A**) and LAFCO alternate special district member (**Attachment B**).
- **Submittal Process and Deadline**
 Signed nominations and a limited **two-page** resume indicating the candidate’s District and LAFCO experience must be returned to San Diego LAFCO **no later than Tuesday, February 21, 2023**. Nominations received after this date will be invalid. Nominations

Administration Keene Simonds, Executive Officer 2550 Fifth Avenue, Suite 725 San Diego, California 92103-6624 T 619.321.3380 F 619.404.6508 www.sdlafco.org	Chair Jim Desmond County of San Diego	Vacant City Representative	Vacant City representative	Jo MacKenzie Vista Irrigation	Andy Vanderlaan General Public
	Joel Anderson County of San Diego	Vacant City Representative	Marni von Wilpert, Alt. City of San Diego	Barry Willis Alpine Fire Protection	Harry Mathis, Alt. General Public
	Nora Vargas, Alt. County of San Diego	Kristi Becker, Alt. City of Solana Beach		David A. Drake, Alt. Rincon del Diablo	

and resumes may be mailed to San Diego LAFCO Office at 2550 Fifth Avenue, Suite 725, San Diego, CA 92103-6624 or email to tamaron.luckett@sdcounty.ca.gov, include **“Special District Call for Nominations 2023”** and your **“District Name”** in the subject title, if necessary to meet the submission deadline, but the original form must be submitted.

After nominations and resumes are received it is anticipated a candidate’s forum will be held in conjunction with the California Special Districts Association Quarterly Dinner with confirmation being provided under separate/future cover. Election materials will be mailed out **no later than Friday, February 24, 2023** unless otherwise communicated by the LAFCO Executive Officer. Should you have any questions, please contact me at 619-321-3380.

Attachments:

- 1) Nomination form – LAFCO regular and alternate special district member

ATTACHMENT A

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

The _____ is pleased to nominate _____ as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular special district member with a term expiring 2027.

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

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

(Presiding Officer Signature)

(Print name)

(Print Title)

(Date)

PLEASE ATTACH RESUME FOR NOMINEE

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

ATTACHMENT B

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

The _____ is pleased to nominate _____ as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as an alternate special district member with a term expiring 2027.

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

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

(Presiding Officer Signature)

(Print name)

(Print Title)

(Date)

PLEASE ATTACH RESUME FOR NOMINEE

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