

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting
October 11, 2017

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, October 11, 2017 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Hanson, Sullivan, Kulchin, Juliussen, and Omsted

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Administrative Services Manager Richard Duffey, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, District Engineer Dexter Wilson, Field Services Technician Todd Amos, Jared Criscuolo of Rising Tide Partners, Marie Fawcett and Jane Costello of Infrastructure Engineering Corporation, and Robert Budd a District Resident

3. Pledge of Allegiance

President Hanson led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

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

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Yes
Director Omsted	Yes

6. Presentations and Awards

A. 5 Year Service Award - Todd Amos

GM Bushee introduced FST III Todd Amos stating he recently passed his 5 year anniversary at the District. He provided background information about Todd and noted under LWD's incentive program Todd is eligible for a \$100 incentive award.

President Hanson presented Todd with his certificate and the Board of Directors congratulated Todd for his efforts.

B. Achieve Highest Number of Consecutive Work Days Without a Lost Time Injury

GM Bushee reported that on September 12, 2017 staff completed six years without a lost time injury accident. This achievement meets an organizational objective under the incentive program. He noted each employee is eligible for a \$1,200 compensation award. He stated this award reflects staff's excellent attention to safety.

The Board congratulated staff for their efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

September 13, 2017 Regular Board Meeting
October 4, 2017 Engineering Committee Meeting

8. Approval of Demands for September/October 2017

Payroll Checks numbered 19451 - 19509; General Checking – Checks numbered 50181-50294

9. Operations Report (A copy was included in the original October 11, 2017 Agenda)

10. Finance Report (A copy was included in the original October 11, 2017 Agenda)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of September 2017.

12. Status Update on the Fiscal Year 2018 (FY18) LWD Tactics and Action Plan

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

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Yes
Director Omsted	Yes

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority (EWA) Reports

EWA Board Report – Meeting held on September 27, 2017.

Director Juliussen reported on EWA's September 27, 2017 Board meeting.

14. Committee Reports

Engineering Committee (EC) Meeting was held on October 4, 2017.

Director Juliussen reported the EC reviewed the following recommendation:

- Authorize the General Manager to execute Amendment No. 3 to Task Order No. 29 to the Engineering Design Services Agreement with Infrastructure Engineering Corporation (IEC) for the Preliminary Design Report for the Leucadia Pump Station Rehabilitation Project in an amount not to exceed \$86,592.

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

The EC also received updates on the Notice of Violation – San Diego Air Pollution Control District and the Poinsettia Station Gravity Pipeline Project. These items were for informational purposes and no action was taken.

ACTION ITEMS

15. Leucadia Pump Station Rehabilitation Project – Engineering Design Services

Authorize the General Manager to execute Amendment No. 3 to Task Order No. 29 to the Engineering Design Services Agreement with Infrastructure Engineering Corporation (IEC) for the Preliminary Design Report for the Leucadia Pump Station Rehabilitation Project in an amount not to exceed \$86,592.

TSM Morishita presented this item indicating it is a FY18 tactical goal and it was reviewed by the EC at their October 4th meeting. He provided background information on this item stating IEC completed the Pump Station Assessment in April 2014. He stated based on that assessment, the Board authorized the execution of Task Order 29 to commence project design in September 2016. TSM Morishita described the scope of the original project design.

TSM Morishita noted staff recently discovered very high levels of Hydrogen Sulfide (H₂S) at the discharge end of the Leucadia (L2) Force Main. Staff has determined that the high sulfide levels are due, in part, to the size of the pumps and the type of valves at the Leucadia Pump Station. He added that these items were not included in the original design and that the entire mechanical system must be reevaluated. TSM Morishita described IEC's proposal for the expanded project scope and stated the proposal is fair and reasonable.

President Hanson asked if the sulfide issue was due to the pumps being too large for the amount of flow. GM Bushee stated the size of the pump was a contributing factor to the sulfide problem and therefore new design criteria is needed.

Vice President Sullivan asked what percentage of LWD's pipes are still ductile iron. TSM Morishita replied that there is a section of ductile iron pipe adjacent to the railroad bridge at the west end of La Costa Avenue, the B3 force main is ductile iron, and L1 from the District office to west of I-5 is also ductile iron.

Following discussion, upon a motion duly made by Director Kulchin, seconded by Vice President Sullivan, and unanimously carried, the Board of Directors authorized the General Manager to execute Amendment No. 3 to Task Order No. 29 to the Engineering Design Services Agreement with IEC for the Preliminary Design Report for the Leucadia Pump Station Rehabilitation Project in an amount not to exceed \$86,592 by the following vote:

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Yes
Director Omsted	Yes

INFORMATION ITEMS

16. Project Status Updates and Other Informational Reports

A. 2017 Open House Event Overview

ASsup Hill presented the subject item and provided background information on the September 23 Open House Event. She stated that in February 2017 the Open House was a Strategic Planning topic and in March 2017 the Board directed staff to plan, budget, and host an Open House Event.

ASsup Hill then provided an overview of the following items:

- Approved Budget;
- Planning Efforts;
- Day of the Event;
- Final Accounting; and
- Feedback & Comments

ASsup Hill noted the final cost of the Open House Event was \$54K. She explained that since the District was unable to secure a food sponsor for lunch, the District had to pay to bring in a lunch vendor. The lunch vendor expense along with the costs for printing large display signs and banners increased the Open House estimated budget of \$48K by an additional \$6K.

ASsup Hill summarized the Open House Event, noting it was a success with over 400 attendees, and stated the District's goal of providing information to customers and members of the public on District services had been achieved.

Director Kulchin asked how many people attended the 2011 Open House. ASsup Hill answered that it was 200-250 people.

Vice President Sullivan asked what was the cost of the 2011 Open House. ASsup Hill answered \$47K.

Vice President Sullivan commented that the level of staff engagement was incredible. She stated there should be more demos and more tours at future events. She noted the lunch vendor was worth the money since there were no lines for food and the food was good.

Director Omsted commented LWD staff presented themselves well.

Director Kulchin and Director Juliussen thanked staff for a fabulous job.

This item was for informational purposes and no action was taken.

B. Recycled Water Update

GM Bushee presented the item noting the last Recycled Water Update was provided at the March 2017 Board Meeting.

GM Bushee provided background information on the North San Diego Water Reuse Coalition and the Title XVI funding efforts.

He also reviewed LWD's current Recycled Water Program noting that the 5 year agreement with the City of Carlsbad to provide recycled water to the Omni La Costa South Golf Course expires in September 2018. He stated that in March 2017 the Board authorized staff to negotiate directly with Omni La Costa. GM Bushee stated staff has met twice with Omni La Costa and they are very interested in a direct agreement with LWD.

Vice President Sullivan asked if the City of Carlsbad could disrupt the possible agreement with Omni La Costa. GM Bushee answered he doesn't anticipate any problems.

President Hanson asked if there is a direct agreement between LWD and Omni La Costa will the City of Carlsbad receive a rebate from the Water Authority. GM Bushee answered the City would not receive a rebate.

GM Bushee reviewed a proposal from RMC Woodard & Curran for a sub-regional recycled water study involving the Santa Fe Irrigation District, Olivenhain Municipal Water District, San Dieguito Water District and the San Elijo Joint Powers Authority. He stated that the North County Coalition Sub-Region has requested LWD's participation in this study. The total cost of the study is approximately \$290K, and LWD's share would be 6.2% or \$18K. GM Bushee stated that staff's perspective is that the pros of the study outweigh the cons since the study would layout potential costs of recycled water improvements and formalize where LWD would deliver recycled water.

Director Juliussen stated LWD should maximize recycled water efforts in order to recuperate LWD's initial investment in the Gafner Plant.

GM Bushee reviewed LWD's recycled water program expenditures since 2010 and stated that it is worth participating in the study since the District costs are relatively small. He noted that LWD's cost of the study is within his signature authority. Following discussion, the Board concurred with GM Bushee that LWD should participate in the study.

Director Juliussen asked what is the size of the Olivenhain Municipal Water District abandoned water line. GM Bushee answered that he believes it is an 8 inch line.

This item was for informational purposes and no action was taken.

C. LWD Annual Holiday Luncheon is scheduled for Thursday, December 14, 2017 at Bistro West in Carlsbad

EA Baity announced the date, time and location of the Annual Holiday Luncheon.

17. Directors' Meetings and Conference Reports

CSDA Annual Conference was held September 25-28, 2017 at the Marriott Monterey in Monterey, CA.

Director Kulchin stated it was a great conference.

Vice President Sullivan stated it was well attended and well organized.

President Hanson stated the keynote speakers and exhibit hall were excellent and she enjoyed the breakout sessions.

ASM Duffey stated it was a great conference and he learned new things at the breakout sessions that he will apply at the District.

18. General Manager's Report

GM Bushee reported on the following items:

- Letter to the Board of Directors from Shirley E. Forbing, Ed.D.; and
- Notice of Violation from the San Diego Air Pollution Control District

19. General Counsel's Report

GC Brechtel reported on the following items:

- 2017 Little Hoover Commission Report

20. Board of Directors' Comments

Director Omsted stated the Batiquitos Lagoon Foundation Resiliency Plan Stakeholder Meeting is on October 19th.

Director Juliussen stated he is proud of Field Services and their safety record. He also thanked staff for an outstanding job at the Open House.

Director Kulchin stated the book by Brent Ives titled "52 Ways To Be A Better Board" should be a required read for all new Board members.

Vice President Sullivan concurred with Director Juliussen.

21. Adjournment

President Hanson adjourned the meeting at approximately 6:29 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Judy Hanson, President