



**BOARD OF DIRECTORS
REGULAR MEETING**

DATE: Wednesday, April 17, 2019
TIME: 5:00 p.m.
PLACE: Leucadia Wastewater District
1960 La Costa Avenue, Carlsbad, CA 92009

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 or unanimous vote of the Board.

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

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. General Public Comment Period**
- 5. Approval of Agenda**
- 6. Presentation and Awards**
 - A. Achievement of Individual Award – Curney Russell (Pages 5-6)
 - B. CWEA State 2018 Award – Community Engagement & Outreach Best Use of Social Media Award (Page 7)

CONSENT CALENDAR

Items 7-12 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.

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

March 13, 2019 Regular Board Meeting (Pages 8-13)

8. Approval of Demands for March/April 2019

This item provides for the Board of Directors approval of all demands paid from LWD during the month of March and a portion in April 2019. (Pages 14-35)

9. 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 FY18 to FY19, flows by sub-basin, and staff training. (Pages 36-42)

10. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY19 budget and discloses monthly investments. (Pages 43-50)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of March 2019. (Pages 51-52)

12. Status Update on the Fiscal Year 2019 (FY19) LWD Tactics and Action Plan

(Pages 53-58)

EWA REPORTS

13. Encina Wastewater Authority Reports

A. A regular EWA Board Meeting was held on March 27, 2019 – report by Director Sullivan. (Page 59)

B. An Encina Member Agencies Manager's Meeting was held on April 2, 2019 – report by GM Bushee. (Verbal)

COMMITTEE REPORTS

14. Committee Reports

None.

ACTION ITEMS

15. Spectrum Enterprise Service Agreement for Telephone and Internet Services

Authorize the General Manager to execute a Service Agreement with Spectrum Enterprise to provide phone and internet service in an amount not to exceed \$15,287.88 (plus taxes) per year, for a three-year contract totaling \$45,863.64 (plus taxes); and, a one-time installation charge in an amount not to exceed \$349.00. (Pages 60-61)

16. Board of Directors Compensation Adjustment. (Pages 62-63)

17. Local Agency Formation Commission (LAFCO) Call for Nominations to the Consolidated Redevelopment Oversight Board. (Pages 64-76)

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

A. CSDA Legislative Days is scheduled for May 21-22, 2019 in Sacramento, CA. (Verbal)

19. Directors' Meetings and Conference Reports

A. The 2019 WaterReuse CA Annual Conference was held March 17-19, 2019 at the Hyatt Regency Orange County in Garden Grove, CA. (Page 77)

B. The 2019 CWEA Annual Conference was held April 9-12, 2019 at the Palm Springs Convention Center in Palm Springs, CA. (Page 78)

20. General Manager's Report

21. General Counsel's Report

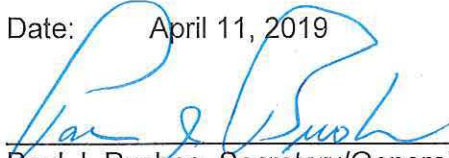
22. Board of Directors' Comments

23. Adjournment

AFFIDAVIT OF POSTING


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

Date: April 11, 2019



Paul J. Bushee, Secretary/General Manager

MEMORANDUM

DATE: April 11, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Achievement of an Individual Award – Curney Russell

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

California Water Environment Association (CWEA) Collection System Maintenance Grade 2 Certification – Curney Russell

Field Services Technician I Curney Russell recently received his Grade 2 Collection System Maintenance certification from CWEA. Curney has been working for LWD since April 2016 and this is his third certification since his employment at the District. Curney has worked hard on his own time for this achievement while maintaining his fulltime position at LWD. This accomplishment reflects Curney's desire to excel through continued professional development. As a result of this certification, Curney is eligible for an Individual Incentive Award of \$500.

Please join me in congratulating Curney for his outstanding accomplishment.

tb:PJB

CALIFORNIA WATER ENVIRONMENT ASSOCIATION

Certification of Competence

THIS IS TO CERTIFY THAT

Curney Russell

HAVING SUBMITTED ACCEPTABLE EVIDENCE OF QUALIFICATIONS
BY EDUCATION, TRAINING AND EXPERIENCE IS HEREBY
GRANTED THIS CERTIFICATION OF COMPETENCY IN

Collection System Maintenance
Grade 2

Expires: 3/31/2020



Constance Leonard, President
California Water Environment Association



Certificate Number 1308218167



Tony Pirondini, Chair
Technical Certification Program

MEMORANDUM

Ref: 19-6599

Date: April 11, 2019
To: Board of Directors
From: Paul J. Bushee, General Manager
Subject: **CWEA State 2018 Award**



It is my pleasure to announce that the Leucadia Wastewater District (LWD) continued its success by winning the California Water Environment Association (CWEA) Community Engagement & Outreach Best Use of Social Media Award for the state of California. CWEA will present the award at the annual conference on Friday, April 12th in Palm Springs, CA. A brief summary of the award follows:

Community Engagement & Outreach Best Use of Social Media Award

This award recognizes LWD's achievements in promoting awareness and understanding of water quality issues through social media campaigns. Due to a decline in the amount of Teacher Grant applications received during the past two years, LWD developed a Teacher Grant Program social media campaign with the goal to increase public awareness about the program and increase the number of grant submissions through the use of LWD's Facebook.

The Teacher Grant program Facebook campaign targeted specific messages towards the schools, teachers, and parents of students in LWD's service area. The campaign's strategy included the following details:

- Post a minimum of five Facebook posts geared towards the target audience;
- Include a direct link to LWD's Teacher Grant website page;
- Use content about previous grant winners to encourage participation;
- Use image-rich posts with specific tagged local organizations to help amplify the reach;
- Tag each school within the District's boundary, city governments, professional organizations, and non-profits; and
- Use ads and 'boosted' posts as needed

As a result of the Teacher Grant Facebook campaign, LWD received five teacher grant submissions for the 2018/2019 school year. With increased community engagement online using Facebook, the teacher grant submissions increased 150%.

The Community Engagement & Outreach Best Use of Social Media Award qualifies as a state award under the organization objectives of the LWD's Incentive Program; therefore, staff is eligible for a \$300 incentive award.

tb:PJB

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 March 13, 2019

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, March 13, 2019 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Kulchin, Omsted, Hanson, and Sullivan
 DIRECTORS ABSENT: Juliussen
 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, District Engineer Dexter Wilson, Jared Criscuolo of Rising Tide Partners, and Barry Willis of Alpine Fire Protection District

3. Pledge of Allegiance

President Kulchin led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

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

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

6. Presentations and Awards

GM Bushee presented the item stating that LWD's incentive program authorizes a 50% cost sharing of the CSRMA dividend payment. CSRMA recently issued a dividend to LWD in the amount of \$23,066.00. He stated that this dividend reflects the District's excellent safety record. He noted that each employee is eligible to receive an incentive award of \$607.

The Board members congratulated LWD staff for their efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

February 12, 2019 Community Affairs Committee Meeting
February 13, 2019 Regular Board Meeting
February 21, 2019 Special Board Meeting
March 7, 2019 Engineering Committee Meeting
March 7, 2019 Community Affairs Committee Meeting

8. Approval of Demands for February/March 2019

Payroll Checks numbered 2116-21229; General Checking – Checks numbered 52543-52634

9. Operations Report (A copy was included in the original March 13, 2019 Agenda)

10. Finance Report (A copy was included in the original March 13, 2019 Agenda)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of February 2019.

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

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

EWA and COMMITTEE REPORTS

12. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting held on February 27, 2019.

Director Sullivan reported on EWA's February 27, 2019 Board meeting.

B. EWA Member Agency Manager's (MAM) - Meeting held on March 5, 2019.

GM Bushee reported on EWA's MAM March 5, 2019 meeting.

13. Committee Reports

A. Community Affairs Committee (CAC) Meeting was held on February 12, 2019.

Director Sullivan reported that the CAC and staff reviewed and commented on the draft layout of the 2019 Winter newsletter.

The CAC directed staff to move forward with the production of the newsletter and forward the final to the Board for their review prior to printing.

The CAC also received an update on LWD's public outreach performance from years 2016 through 2018. This item was for information only and no action was taken.

B. Community Affairs Committee (CAC) Meeting was held on March 7, 2019.

Director Sullivan reported that the CAC reviewed a one year contract amendment with Rising Tide Partners (RTP) for Public Information Services Agreement in an amount not to exceed \$44,910.00.

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

C. Engineering Committee (EC) Meeting was held on March 7, 2019.

President Kulchin reported that the EC received updates on the Orchard Wood Road Gravity Pipeline Alternatives and the La Coruna Place Offset Joint Repair.

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

ACTION ITEMS

14. Fiscal Year 2020 (FY20) Budget Development Schedule

ASM Duffey presented the item stating that staff is in the process of preparing the FY20 Budget. He noted that a special meeting to review the Preliminary FY20 Budget has been scheduled for Tuesday, May 14, 2019 at 9:00 a.m.

Director Sullivan stated she would not be able to attend the meeting on May 14, 2019.

Following discussion, the Board of Directors agreed to reschedule the review of the Preliminary FY20 Budget for Tuesday, May 7, 2019 at 12:00 p.m.

15. Board of Directors Compensation Adjustment

ASM Duffey presented the item indicating the date of the last Board stipend increase was May 2016 and that government code allows for a 5% adjustment per calendar year following the last adjustment. He noted that the Board is eligible for up to a 15% adjustment or \$28.50 increase.

GM Bushee explained that this item is for the Board to consider whether to direct staff to prepare and notice for a public hearing at the April Board Meeting, after which it could take action on a proposed a Board compensation adjustment.

Following discussion, the Board of Directors decided to reconsider this item at the April Board Meeting. There was no action taken.

At 5:20 p.m. Mr. Barry Willis of Alpine Fire Protection District entered the Boardroom

GM Bushee stated that a member of the public arrived for the meeting and would like to speak but had missed the Public Comment period. The Board agreed to hear Mr. Barry Willis' comments.

Mr. Barry Willis introduced himself and stated he is running for the Regular LAFCO Special District Member position.

The Board thanked Mr. Willis for attending the meeting.

16. Contract Amendment No. 2 to Rising Tide Partners for Public Information Services
Authorize the General Manager to execute a one year Amendment to the Rising Tide Partners (RTP) Public Information Services Agreement in an amount not to exceed \$44,910.00.

ASM Duffey presented the item and provided background information on the contract with RTP noting that LWD entered into a three-year contract with Rising Tide Partners (RTP) on March 9, 2016.

ASM Duffey stated that services to be provided in the proposed one year amendment are part of LWD's ongoing outreach efforts.

Director Sullivan noted that the District recently won the CWEA Social Media Award.

Upon a motion duly made by Director Sullivan, seconded by Director Hanson, and carried, the Board of Directors authorized the General Manager to execute a one year Amendment to the Rising Tide Partners (RTP) Public Information Services Agreement in an amount not to exceed \$44,910.00 by the following vote:

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

President Kulchin thanked Mr. Criscuolo of RTP.

17. LAFCO 2019 Special Districts Election

EA Baity presented the item stating that LAFCO is requesting that the Board vote on two available positions, one regular district member and one alternate district member. She noted that included in the agenda is LAFCO nominating committee's report along with their recommendations. She stated that Director Hanson is currently an alternate member and is running again for the same position.

Upon a motion duly made by Director Sullivan, seconded by Director Omsted, and carried, the Board of Directors voted for Judy Hanson for the Alternate LAFCO Special District member by the following vote:

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

Upon a motion duly made by Director Hanson, seconded by Director Kulchin, and carried, the Board of Directors voted for Edmund K. Sprague for the Regular LAFCO Special District Member by the following vote:

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

18. Call for Nominations to the CSDA Board of Directors Seat B

EA Baity presented the item stating that CSDA is seeking nominations for its Board of Directors Seat B. She stated staff has no recommendation on this matter.

Director Sullivan stated she was interested in being nominated for Seat B but wanted to know if Mr. Bill Nelson of Orange County Cemetery District was going to run for re-election. GM Bushee stated that the District would follow up with CSDA.

GM Bushee asked Director Sullivan to notify staff prior to the April 17th deadline should she choose to follow through with the nomination.

Upon a motion duly made by Director Omsted, seconded by President Kulchin, and carried, the Board of Directors nominated Director Sullivan for the CSDA Board of Directors Seat B, contingent upon Director Sullivan's desire to do so, by the following vote:

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

19. Board of Directors Strategic Planning Workshop Report

Receive and file the February 21, 2019 Strategic Planning Workshop report from Tamayo Group, Inc.

GM Bushee presented the item stating that it is a follow up from the Board's Strategic Planning workshop. He added that Ms. Tamayo completed a report summarizing the planning session.

Following discussion, upon a motion duly made by Director Hanson, seconded by Director Omsted and carried, the Board of Directors received and filed the February 21, 2019 Strategic Planning Workshop Report from Tamayo Group, Inc. by the following vote:

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

INFORMATION ITEMS

20. Project Status Updates and Other Informational Reports

A. New Public Outreach Videos

ASM Duffey presented the new LWD staff video RTP created for Facebook.

The Board was pleased with the video and thanked Mr. Criscuolo of RTP.

B. CSDA Legislative Days is scheduled for May 21-22, 2019 at the Sacramento Convention Center in Sacramento, CA.

EA Baity reviewed the date and location for the upcoming conference.

21. Directors' Meetings and Conference Reports

None.

22. General Manager's Report

GM Bushee reported on the following items:

- Reminder that the April Board Meeting was pushed back a week due to the 2019 CWEA Annual Conference. The April Board Meeting is scheduled for April 17th; and
- Recovery of a lost wedding ring from the sewer by the field services staff

23. General Counsel's Report

None.

24. Board of Directors' Comments

Director Omsted thanked AS Mark Brechbiel for assisting the League of Women Voters during their meetings.

Director Omsted thanked the District for allowing the Batiquitos Lagoon Foundation to use the District Boardroom for their Strategic Planning Meeting on February 22, 2019.


25. Adjournment

President Kulchin adjourned the meeting at approximately 5:46 p.m.

David Kulchin, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

MEMORANDUM

DATE: April 11, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Approval of March/April Demands

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve checks and electronic payments totaling \$ **500,635.52**.
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the period March 7, 2019 through April 10, 2019.

Operating expenses totaled **\$260,581.44**, Capital Improvement Program expenses totaled **\$71,582.46** and Payroll expense for District Employees and the Board totaled **\$168,471.62**.

Attachment 1	Summary of Demands by Account March 7 – April 10, 2019
Attachment 2	Accounts Payable Check Register dated March 7, 2019
Attachment 3	Payroll Check Register dated March 13, 2019
Attachment 4	Payroll Check Register dated March 14, 2019
Attachment 5	Accounts Payable Register dated March 20, 2019
Attachment 6	Payroll Check Register dated March 27, 2019
Attachment 7	Accounts Payable Check Register dated April 1, 2019
Attachment 8	Board Payroll Check Register dated April 1, 2019
Attachment 9	Payroll Check Register dated April 10, 2019
Attachment 10	Accounts Payable Check Register dated April 10, 2019

DEMANDS SUMMARY
April 17, 2019

1. Demands

<u>Category</u>	<u>Check #'s</u>	<u>Amount</u>	<u>Total</u>
Payroll Check -3/13/2019	21230 - 21248	\$51,813.59	
Payroll Check -3/14/2019	21249 - 21267	\$10,416.54	
Payroll Check - 3/27/2019	21268 - 21286	\$51,760.52	
Board Payroll Check - 4/1/2019	21287 - 21291	\$2,330.71	
Payroll Check - 4/10/2019	21292 - 21310	<u>\$52,150.26</u>	
	Total	\$168,471.62	
General Checking -3/7/2019	52635 - 52666	\$ 99,073.05	
General Checking - 3/20/2019	52667 - 52708	\$ 96,091.80	
General Checking - 4/1/2019	52709 - 52737	\$ 52,495.43	
General Checking - 4/10/2019	52738 - 52778	<u>\$ 84,503.62</u>	
	Total	\$ 332,163.90	
			GRAND TOTAL
			\$500,635.52

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 3/7/2019 Through 3/7/2019

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
ANN RUSS	52635	3/7/2019	<u>3,000.00</u>	LATERAL REIMBURSEMENT
	Total 52635		3,000.00	
ARROW PIPELINE REPAIR, INC	52636	3/7/2019	<u>99.00</u>	REPAIR KITCHEN SINK
	Total 52636		99.00	
BAY CITY ELECTRIC WORKS, INC	52637	3/7/2019	210.00	ANNUAL SERVICE TO BPS
BAY CITY ELECTRIC WORKS, INC		3/7/2019	415.00	ANNUAL SERVICE TO ENCINITAS ESTATES PS
BAY CITY ELECTRIC WORKS, INC		3/7/2019	872.12	BATTERY CHARGER-#142
	Total 52637		<u>1,497.12</u>	
BIGTUNA INTERACTIVE	52638	3/7/2019	<u>480.00</u>	WEB DEVELOPMENT
	Total 52638		480.00	
CARLSBAD FUELS CORPORATION	52639	3/7/2019	1,644.15	VEHICLE GAS
	Total 52639		<u>1,644.15</u>	
CITY OF CARLSBAD	52640	3/7/2019	27.06	WATER @ FIRE LINE
CITY OF CARLSBAD		3/7/2019	<u>409.95</u>	WATER @ PLANT/ADM
	Total 52640		437.01	
COLONIAL LIFE INS	52641	3/7/2019	<u>279.04</u>	ACCIDENT/CRITICAL CARE INS-FEB
	Total 52641		279.04	
DATA NET SOLUTIONS GROUP	52642	3/7/2019	<u>651.10</u>	IS MAINT AND SUPPORT
	Total 52642		651.10	
HACH COMPANY	52643	3/7/2019	<u>7,127.00</u>	CALIBRATION SERVICES FOR AWT
	Total 52643		7,127.00	
HAROLD MORTENSEN	52644	3/7/2019	<u>3,000.00</u>	LATERAL REIMBURSEMENT
	Total 52644		3,000.00	
L&L PRINTERS	52645	3/7/2019	<u>4,016.72</u>	POSTAGE FOR NEWSLETTER
	Total 52645		4,016.72	
MITSUBISHI ELECTRIC US, INC	52646	3/7/2019	<u>308.81</u>	ELEVATOR MAINT AND SERVICE
	Total 52646		308.81	
NAPA AUTO	52647	3/7/2019	<u>90.38</u>	FUEL FILTERS
	Total 52647		90.38	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 3/7/2019 Through 3/7/2019

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
OFFICE DEPOT	52648	3/7/2019	197.13	SUPPLIES FOR STRATEGIC PLANNING SESSION
	Total 52648		197.13	
OFFICE DEPOT, INC.	52649	3/7/2019	294.99	OFFICE SUPPLIES
	Total 52649		294.99	
OLIVENHAIN MUNICIPAL WATER DISTRICT	52650	3/7/2019	45.21	WATER @ E. ESTATES
OLIVENHAIN MUNICIPAL WATER DISTRICT		3/7/2019	550.25	WATER @ TRAVELING
OLIVENHAIN MUNICIPAL WATER DISTRICT		3/7/2019	620.00	WATER @ TRAVELING 2
OLIVENHAIN MUNICIPAL WATER DISTRICT		3/7/2019	45.21	WATER @ VP5 PS
OLIVENHAIN MUNICIPAL WATER DISTRICT		3/7/2019	45.21	WATER @ VP7
	Total 52650		1,305.88	
PAUL BUSHEE	52651	3/7/2019	1,793.64	REIMBURSE FOR CASA DC CONF
	Total 52651		1,793.64	
PLANT PEOPLE, INC	52652	3/7/2019	158.00	MAINT OF LIVE PLANTS @ OFFICE-MARCH
	Total 52652		158.00	
RICHARD STINSON	52653	3/7/2019	11,130.00	CONSTRUCTION MANAGEMENT-JAN/FEB
	Total 52653		11,130.00	
RISING TIDE PARTNERS	52654	3/7/2019	4,942.50	PUBLIC INFORMATION-FEB
	Total 52654		4,942.50	
SAN DIEGUITO WATER DISTRICT	52655	3/7/2019	131.02	WATER @ BPS
SAN DIEGUITO WATER DISTRICT		3/7/2019	5.61	WATER @ TANKER 2
	Total 52655		136.63	
SHENKMAN & HUGHES, PC	52656	3/7/2019	30,000.00	EXPENSE RELATED TO CVR CLAIM
	Total 52656		30,000.00	
SOUTHERN CONTRACTING COMPANY	52657	3/7/2019	8,625.00	REPLACEMENT OF EXTERIOR WALL LIGHT FIXTURES
	Total 52657		8,625.00	
TAMAYO GROUP, INC	52658	3/7/2019	10,000.00	CONSULTING SERVICES FOR STRATEGIC PLANNING

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 3/7/2019 Through 3/7/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
	Total 52658		10,000.00	
THE HOME DEPOT CRC/GECF	52659	3/7/2019	<u>371.59</u>	SUPPLIES
	Total 52659		371.59	
UNDERGROUND SERVICE ALERT OF	52660	3/7/2019	89.20	FEES
UNDERGROUND SERVICE ALERT OF		3/7/2019	203.05	UNDERGROUND ALARM SERVICE
	Total 52660		292.25	
UNIFIRST CORPORATION	52661	3/7/2019	<u>227.37</u>	LAUNDRY SERVICE-W/E 2/27/19
	Total 52661		227.37	
CONCENTRA	52662	3/7/2019	<u>31.00</u>	PHYSICALS-T. AMOS-AUDIO
	Total 52662		31.00	
SAN DIEGO FREIGHTLINER	52663	3/7/2019	<u>6,598.39</u>	MAINT/REPAIR -VACTOR #159
	Total 52663		6,598.39	
VERIZON WIRELESS	52664	3/7/2019	<u>21.27</u>	CELL PHONE TELEMETRY
	Total 52664		21.27	
WASTE MANAGEMENT	52665	3/7/2019	<u>214.19</u>	TRASH SERVICE
	Total 52665		214.19	
WESELOH CHEVROLET	52666	3/7/2019	<u>102.89</u>	MAINT/REPAIR #153
	Total 52666		102.89	
Report Total			<u>99,073.05</u>	

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: March 13, 2019

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
21230 - 21248	3/13/2019	\$51,813.59

**LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT**

Payroll Date: **March 14, 2019**
 Incentive

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
21249 - 21267	3/14/2019	\$10,416.54

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 3/20/2019 Through 3/20/2019

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
AIR POLLUTION CONTROL DISTRICT	52667	3/20/2019	330.00	PERMIT FEES FOR BY PASS PUMP #135
	Total 52667		330.00	
AT&T	52668	3/20/2019	127.72	PHONE SERVICE @ BPS
	Total 52668		127.72	
BATIQUITOS LAGOON FOUNDATION	52669	3/20/2019	1,000.00	MEMBERSHIP RENEWAL-ANNUAL-2019
	Total 52669		1,000.00	
BOOT WORLD, INC	52670	3/20/2019	193.93	SAFETY BOOTS FOR C. RUSSELL
	Total 52670		193.93	
PETTY CASH	52671	3/20/2019	301.34	MEETINGS/SUPPLIES-PETTY CASH
	Total 52671		301.34	
CINTAS FIRST AID AND SAFETY	52672	3/20/2019	109.01	REFILL FIRST AID CABINET
	Total 52672		109.01	
CITY OF CARLSBAD	52673	3/20/2019	235.12	WATER @ VACTOR
CITY OF CARLSBAD		3/20/2019	293.17	WATER @ VACTOR 2
	Total 52673		528.29	
CORODATA	52674	3/20/2019	73.19	STORAGE-FEB
	Total 52674		73.19	
COSCO FIRE PROTECTION	52675	3/20/2019	506.00	REPLACE BATTERIES IN PANEL
	Total 52675		506.00	
CSRMA	52676	3/20/2019	2,940.00	WC PAYROLL AUDIT-FINAL-17/18
	Total 52676		2,940.00	
CWEA	52677	3/20/2019	188.00	RENEWAL FOR A. JULIUSSEN
CWEA		3/20/2019	188.00	RENEWAL FOR E. SULLIVAN
CWEA		3/20/2019	188.00	RENEWAL FOR J. HANSEN
	Total 52677		564.00	
DATA NET SOLUTIONS GROUP	52678	3/20/2019	28.75	IS MAINT AND SUPPORT
DATA NET SOLUTIONS GROUP		3/20/2019	300.00	WATCHGUARD SUPPORT
	Total 52678		328.75	
DEXTER WILSON ENGINEERING	52679	3/20/2019	300.00	2019-SSMP-FEB
DEXTER WILSON ENGINEERING		3/20/2019	12,800.00	GENERAL ENG SERVICES-FEB
	Total 52679		13,100.00	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 3/20/2019 Through 3/20/2019

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
DRAGER SAFETY, INC.	52680	3/20/2019	693.84	QUANTITIVE FIT TESTING
	Total 52680		693.84	
EVOQUA WATER TECHNOLOGIES, LLC	52681	3/20/2019	5,582.32	CHECMICAL FERROUS
	Total 52681		5,582.32	
GOLDEN BELL PRODUCTS, INC	52682	3/20/2019	3,840.00	TREAT SEWER MANHOLES WITH PESTICIDE
	Total 52682		3,840.00	
HEAVILAND ENTERPRISES, INC	52683	3/20/2019	840.00	LANDSCAPE MAINTENANCE-MARCH
HEAVILAND ENTERPRISES, INC		3/20/2019	295.00	MONTHLY CLEANUP-MARCH
	Total 52683		1,135.00	
HI-WAY SAFETY, INC	52684	3/20/2019	82.47	SAFETY ITEMS-LANE CLOSED
HI-WAY SAFETY, INC		3/20/2019	951.02	SAFETY ITEMS-SIGNS, ETC
	Total 52684		1,033.49	
ICMA RETIREMENT-303979	52685	3/20/2019	5,255.27	DEFERRED COMP
	Total 52685		5,255.27	
LEE'S LOCK & SAFE	52686	3/20/2019	21.39	KEYS
	Total 52686		21.39	
L&L PRINTERS	52687	3/20/2019	4,922.49	WINTER NEWSLETTER
	Total 52687		4,922.49	
MALLORY SAFETY AND SUPPLY	52688	3/20/2019	300.59	NITRILE GLOVES
	Total 52688		300.59	
NAPA AUTO	52689	3/20/2019	96.31	PARTS/SUPPLIES
	Total 52689		96.31	
NATIONWIDE RETIREMENT SOLUTIONS	52690	3/20/2019	289.85	DEFERRED COMP
	Total 52690		289.85	
NEOPOST, INC	52691	3/20/2019	201.11	POSTAGE METER/SHIPMENTS
	Total 52691		201.11	
NORTH COUNTY TRANSIT DISTRICT	52692	3/20/2019	1,800.00	BALANCE OWED ON ANNUAL LICENSE FEES
	Total 52692		1,800.00	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 3/20/2019 Through 3/20/2019

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
PEP BOYS	52693	3/20/2019	83.39	PARTS AND CREDIT
PEP BOYS		3/20/2019	<u>42.48</u>	SUPPLIES AND PARTS
	Total 52693		125.87	
PURE WATER PARTNERS, LLC	52694	3/20/2019	<u>135.77</u>	FILTERED WATER AT OFFICE
	Total 52694		135.77	
SAN DIEGO GAS & ELECTIRC	52695	3/20/2019	2,601.87	ELECTRIC @ ADM OFFICE
SAN DIEGO GAS & ELECTIRC		3/20/2019	92.95	ELECTRIC @ AVOCADO PS
SAN DIEGO GAS & ELECTIRC		3/20/2019	11,369.08	ELECTRIC @ BPS
SAN DIEGO GAS & ELECTIRC		3/20/2019	353.16	ELECTRIC @ DIANA PS
SAN DIEGO GAS & ELECTIRC		3/20/2019	638.40	ELECTRIC @ E. ESTATES
SAN DIEGO GAS & ELECTIRC		3/20/2019	885.67	ELECTRIC @ LCPS
SAN DIEGO GAS & ELECTIRC		3/20/2019	9,818.60	ELECTRIC @ LPS
SAN DIEGO GAS & ELECTIRC		3/20/2019	143.27	ELECTRIC @ RV PS
SAN DIEGO GAS & ELECTIRC		3/20/2019	617.68	ELECTRIC @ SPS
SAN DIEGO GAS & ELECTIRC		3/20/2019	317.30	ELECTRIC @ VP5
SAN DIEGO GAS & ELECTIRC		3/20/2019	131.16	ELECTRIC @ VP7
SAN DIEGO GAS & ELECTIRC		3/20/2019	242.18	GAS @ ADM OFFICE
SAN DIEGO GAS & ELECTIRC		3/20/2019	<u>3.27</u>	NATURAL GAS @ EE
	Total 52695		27,214.59	
SOUTHERN CONTRACTING COMPANY	52696	3/20/2019	540.00	ELECTRICAL WORK @ BPS
SOUTHERN CONTRACTING COMPANY		3/20/2019	740.00	REPAIR LIGHT IN BOARDROOM
	Total 52696		1,280.00	
SPACELINK/I2B NETWORK	52697	3/20/2019	<u>160.00</u>	WEBCAM @ BPS-MAR-APRIL
	Total 52697		160.00	
STAPLES BUSINESS ADVANTAGE	52698	3/20/2019	234.65	FST PRINTER
	Total 52698		234.65	
TERMINIX	52699	3/20/2019	<u>60.00</u>	PEST CONTROL-FEB
	Total 52699		60.00	
TIM BESTAMENTE	52700	3/20/2019	<u>322.45</u>	REPAIR WALLS
	Total 52700		322.45	
UNIFIRST CORPORATION	52701	3/20/2019	223.48	LAUNDRY SERVICE-W/E 3/13/19
UNIFIRST CORPORATION		3/20/2019	<u>219.18</u>	LAUNDRY SERVICE-W/E 3/6/2019
	Total 52701		442.66	
U.S. BANK	52702	3/20/2019	<u>9,499.34</u>	OFFICE SUPPLIES/CONFS/TRAVEL/MEETI...

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 3/20/2019 Through 3/20/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
	Total 52702		9,499.34	
CONCENTRA	52703	3/20/2019	<u>99.00</u>	PHYSICALS-G. MENDEZ
	Total 52703		99.00	
VERIZON WIRELESS	52704	3/20/2019	<u>913.87</u>	CELL PHONES
	Total 52704		913.87	
VORTEX INDUSTRIES, INC	52705	3/20/2019	4,758.60	REPAIRS TO MAIN GATE
VORTEX INDUSTRIES, INC		3/20/2019	<u>950.00</u>	REPAIRS TO ROLLING STEEL SERVICE DOORS
	Total 52705		5,708.60	
WAGeworks, INC	52706	3/20/2019	<u>140.00</u>	SEC 125 FLEX PLAN-FEB
	Total 52706		140.00	
WESELOH CHEVROLET	52707	3/20/2019	<u>423.41</u>	MAINT ON TRUCK #155
	Total 52707		423.41	
WORDEN WILLIAMS LLP	52708	3/20/2019	<u>4,057.70</u>	LEGAL FEES-FEB
	Total 52708		4,057.70	
Report Total			<u><u>96,091.80</u></u>	

Leucadia Wastewater District
 Vendor Activity - Supplemental Credit Card Report
 From 3/18/2019 Through 3/20/2019

Vendor Name	Tra... Sou...	Effective Date	Check/Voucher Number	Expenses	GL Code	GL Title	Transaction Description
U.S. BANK	API	3/18/2019	52702	55.00	4330	BOARD CONFERENCES	CASA WINTER CONF-D.O.
U.S. BANK	API	3/18/2019	52702	567.37	4330	BOARD CONFERENCES	CASA WINTER CONF-E.S.
U.S. BANK	API	3/18/2019	52702	625.05	4330	BOARD CONFERENCES	CASA WINTER CONF-D.O.
U.S. BANK	API	3/18/2019	52702	1,160.00	4330	BOARD CONFERENCES	CWEA REG-D.K./J.H.-BRD
U.S. BANK	API	3/18/2019	52702	1,160.00	4330	BOARD CONFERENCES	CWEA REG-D.O./E.S.
U.S. BANK	API	3/18/2019	52702	110.00	4810	MEMBERSHIP & DUES	CSFMO MEMBERSHIP
U.S. BANK	API	3/18/2019	52702	435.00	4810	MEMBERSHIP & DUES	GFOA APP-FINANCIAL AWARD-R.D.
U.S. BANK	API	3/18/2019	52702	7.79	4910	OFFICE SUPPLIES	PHONE CASE
U.S. BANK	API	3/18/2019	52702	678.24	5030	TOOLS	MAGNETIC SPOT LOCATOR
U.S. BANK	API	3/18/2019	52702	41.48	5227	MANAGEMENT SUPPORT SERVICES	LUNCH-M. TAMAYO
U.S. BANK	API	3/18/2019	52702	80.96	5260	PUBLIC INFORMATION	LUNCH W/RTP-R.D.
U.S. BANK	API	3/18/2019	52702	89.18	5540	VEHICLES	TRUCK #152 REPAIR
U.S. BANK	API	3/18/2019	52702	695.00	5710	TRAINING, EDUCATION & CONFERNC	CASA DC CONF-REG-P.B.
U.S. BANK	API	3/18/2019	52702	436.06	5710	TRAINING, EDUCATION & CONFERNC	CASA WINTER CONF-P.B.
U.S. BANK	API	3/18/2019	52702	208.35	5710	TRAINING, EDUCATION & CONFERNC	CASA WINTER CONF-R.D.
U.S. BANK	API	3/18/2019	52702	1,260.00	5710	TRAINING, EDUCATION & CONFERNC	CWEA REG-J.S/G.M.
U.S. BANK	API	3/18/2019	52702	1,260.00	5710	TRAINING, EDUCATION & CONFERNC	CWEA REG-M.G./R.E.
U.S. BANK	API	3/18/2019	52702	450.00	5710	TRAINING, EDUCATION & CONFERNC	WATERUSE REG-P.B.
U.S. BANK	API	3/18/2019	52702	125.00	5910	TELEPHONE	WEB HOSTING
U.S. BANK	API	3/18/2019	52702	30.00	5910	TELEPHONE	WIFI
U.S. BANK	API	3/18/2019	52702	24.86	6320	BLDGS AND GROUNDS	LANDSCAPE-R.D.

Transaction Total 9,499.34

Report
Opening/Current
Balance

Report Transaction
Totals 9,499.34

Report Current Balances

**LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT**

Payroll Date: **March 27, 2019**

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
21268 - 21286	3/27/2019	\$51,760.52

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 4/1/2019 Through 4/1/2019

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
AT&T	52709	4/1/2019	<u>205.26</u>	PHONE SERVICE
	Total 52709		205.26	
AUTO PLUS	52710	4/1/2019	<u>11.01</u>	STEERING FLUID-#154
	Total 52710		11.01	
AYALA ENGINEERING	52711	4/1/2019	2,150.00	INSTALLATION OF COMPOSITE FRAME/COVERS @HWY 101
AYALA ENGINEERING		4/1/2019	8,970.00	MANHOLE REHAB OF 2 MANHOLES
AYALA ENGINEERING		4/1/2019	<u>10,725.00</u>	MANHOLE REHABS
	Total 52711		21,845.00	
BAJA POOL AND SPA SERVICE	52712	4/1/2019	<u>140.00</u>	MONTHLY FEE FOR FOUNTAIN MAINT-APRIL
	Total 52712		140.00	
CARLSBAD FUELS CORPORATION	52713	4/1/2019	<u>1,693.60</u>	VEHICLE FUELS
	Total 52713		1,693.60	
CARLSON & BEAULOYE	52714	4/1/2019	<u>1,478.16</u>	SERVICE FOR LPS/AWT COMPRESSORS
	Total 52714		1,478.16	
COLONIAL LIFE INS	52715	4/1/2019	<u>279.04</u>	ACCIDENT/CRITICAL CARE INS-FEB
	Total 52715		279.04	
CWEA	52716	4/1/2019	<u>188.00</u>	RENEWAL-C. RUSSELL
	Total 52716		188.00	
DATA NET SOLUTIONS GROUP	52717	4/1/2019	795.00	IS MAINT AND SUPPORT
DATA NET SOLUTIONS GROUP		4/1/2019	<u>1,058.00</u>	MS SERVER/USER LICENSE
	Total 52717		1,853.00	
DETECTION INSTRUMENTS CORP	52718	4/1/2019	222.99	CALIBRATION @ BPS
DETECTION INSTRUMENTS CORP		4/1/2019	<u>335.05</u>	CALIBRATIONS @ LPS
	Total 52718		558.04	
DEXTER WILSON ENGINEERING	52720	4/1/2019	55.00	GE/1049/FEB/CREPE ESCAPE
DEXTER WILSON ENGINEERING		4/1/2019	2,115.00	GE/FEB/0566/LEUCADIA HILLS
DEXTER WILSON ENGINEERING		4/1/2019	180.00	GE/FEB/0969/7601 ROMERIA ST
DEXTER WILSON ENGINEERING		4/1/2019	180.00	GE/FEB/0970/7603 ROMERIA ST
DEXTER WILSON ENGINEERING		4/1/2019	180.00	GE/FEB/0971/7605 ROMERIA ST
DEXTER WILSON ENGINEERING		4/1/2019	4,235.00	GE/FEB/0996/ENCINITAS BEACH
DEXTER WILSON ENGINEERING		4/1/2019	165.00	GE/FEB/1015/VULCAN AVE
DEXTER WILSON ENGINEERING		4/1/2019	<u>710.00</u>	GE/FEB/1037/RYAN ANNEX

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 4/1/2019 Through 4/1/2019

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
DEXTER WILSON ENGINEERING		4/1/2019	180.00	GE/FEB/1039/LOT 213 LA COSTA
DEXTER WILSON ENGINEERING		4/1/2019	165.00	GE/FEB/1051/SAXONY RD
DEXTER WILSON ENGINEERING		4/1/2019	107.50	GE/FEB/1054/OMNI LA COSTA
DEXTER WILSON ENGINEERING		4/1/2019	55.00	GE/FEB/1058/EL CAMINO REAL
DEXTER WILSON ENGINEERING		4/1/2019	55.00	GE/FEB/1062/ENCINITAS BLVD
DEXTER WILSON ENGINEERING		4/1/2019	165.00	GE/FEB/1064/VISTOSA PLACE
DEXTER WILSON ENGINEERING		4/1/2019	<u>165.00</u>	GE/FEB/1066/HILLCREST AVE
	Total 52720		8,712.50	
DONALD OMSTED	52721	4/1/2019	<u>12.96</u>	REIMBURSE FOR WATERUSE CONF
	Total 52721		12.96	
ELAINE SULLIVAN	52722	4/1/2019	<u>95.20</u>	REIMBURSE FOR WATERUSE CONF
	Total 52722		95.20	
GREAT AMERICA FINANCIAL SERVICES	52723	4/1/2019	788.97	COPIER LEASE
	Total 52723		788.97	
ICMA RETIREMENT-303979	52724	4/1/2019	<u>5,253.81</u>	DEFERRED COMP
	Total 52724		5,253.81	
JOHN W. SMITH	52725	4/1/2019	<u>180.00</u>	BACKFLOW PREVENTERS @ VP5/EE/VP7
	Total 52725		180.00	
JUDY HANSON	52726	4/1/2019	<u>506.56</u>	REIMBURSE FOR WATERUSE CONF
	Total 52726		506.56	
MES VISION	52727	4/1/2019	<u>414.12</u>	VISION INS-APRIL
	Total 52727		414.12	
MSC JANITORIAL SERVICE, INC	52728	4/1/2019	<u>1,976.00</u>	MARCH JANITORIAL SERVICE
	Total 52728		1,976.00	
MUTUAL OF OMAHA	52729	4/1/2019	<u>1,185.76</u>	DISABILITY INS-APRIL
	Total 52729		1,185.76	
NATIONWIDE RETIREMENT SOLUTIONS	52730	4/1/2019	289.85	DEFERRED COMP
	Total 52730		289.85	
OFFICE DEPOT, INC.	52731	4/1/2019	<u>356.17</u>	OFFICE SUPPLIES
	Total 52731		356.17	
PLUMBERS DEPOT, INC	52732	4/1/2019	<u>113.31</u>	BATTERY

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 4/1/2019 Through 4/1/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
	Total 52732		113.31	
SAN DIEGO GAS & ELECTIRC	52733	4/1/2019	363.98	ELECTRIC @ EEPS
	Total 52733		363.98	
TERMINIX	52734	4/1/2019	32.00	MONTHLY BAIT SERVICE-MARCH
	Total 52734		32.00	
THE GUARDIAN	52735	4/1/2019	3,426.58	DENTAL INS-APRIL
	Total 52735		3,426.58	
SOLANA PALM LLC	52736	4/1/2019	90.00	ANSWERING SERVICE-MAR-APRIL
	Total 52736		90.00	
UNIFIRST CORPORATION	52737	4/1/2019	227.37	LAUNDRY SERVICE-W/E 3/27/2019
UNIFIRST CORPORATION		4/1/2019	219.18	LAUNDRY W/E 3/20/19
	Total 52737		446.55	
Report Total			52,495.43	

**LEUCADIA WASTEWATER DISTRICT
BOARD PAYROLL CHECK REPORT**

Payroll Date: April 1, 2019

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>
21287 - 21291	4/1/2019	\$2,330.71

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: April 10, 2019

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
21292 - 21310	4/10/2019	\$52,150.26

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 4/10/2019 Through 4/10/2019

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
ADS LLC	52738	4/10/2019	1,190.00	DEPTH METER MAINT-MARCH
ADS LLC		4/10/2019	<u>4,340.00</u>	FLOW METERING-MARCH
	Total 52738		5,530.00	
ALPHAGRAPHICS	52739	4/10/2019	<u>285.53</u>	ANNUAL BUDGET TABS
	Total 52739		285.53	
AYALA ENGINEERING	52740	4/10/2019	<u>1,625.00</u>	REPLACE FRAME/COVER
	Total 52740		1,625.00	
BAY CITY ELECTRIC WORKS, INC	52741	4/10/2019	995.32	ELECTRICAL WORK ON UNIT 146
	Total 52741		995.32	
CARLSBAD FUELS CORPORATION	52742	4/10/2019	1,852.68	VEHICLE FUELS
	Total 52742		1,852.68	
CINTAS FIRST AID AND SAFETY	52743	4/10/2019	<u>100.33</u>	REFILL FIRST AID CABINET
	Total 52743		100.33	
CITY OF CARLSBAD	52744	4/10/2019	473.25	WATER @ ADM BLDG/PLANT
CITY OF CARLSBAD		4/10/2019	27.06	WATER @ FIRE LINE
CITY OF CARLSBAD		4/10/2019	252.49	WATER @ VACTOR
CITY OF CARLSBAD		4/10/2019	<u>266.52</u>	WATER @ VACTOR 2
	Total 52744		1,019.32	
CORODATA	52745	4/10/2019	<u>75.62</u>	STORAGE-MARCH
	Total 52745		75.62	
COX COMMUNICATIONS SAN DIEGO	52746	4/10/2019	1,475.75	INTERNET/PHONE SERVICE
	Total 52746		1,475.75	
DATA NET SOLUTIONS GROUP	52747	4/10/2019	<u>801.25</u>	IS MAINT AND SUPPORT
	Total 52747		801.25	
DEPT OF CONSUMER AFFAIRS	52748	4/10/2019	<u>120.00</u>	CPA LICENSE RENEWAL-R. DUFFEY
	Total 52748		120.00	
DKF SOLUTIONS GROUP, LLC	52749	4/10/2019	300.00	MONTHLY SAFETY SUBSCRIPTION-APRIL
	Total 52749		300.00	
EVOQUA WATER TECHNOLOGIES, LLC	52750	4/10/2019	12,113.21	CHEMICAL FERROUS

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 4/10/2019 Through 4/10/2019

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
	Total 52750		12,113.21	
HAAKER EQUIPMENT CO	52751	4/10/2019	66.03	DRAIN PLUG
	Total 52751		66.03	
HARTFORD LIFE & ACCIDENT INS.	52752	4/10/2019	445.13	LIFE INS-APRIL
	Total 52752		445.13	
HEAVILAND ENTERPRISES, INC	52753	4/10/2019	1,748.25	PLANTING OF SMALL SLOPE AREA
	Total 52753		1,748.25	
HI-WAY SAFETY, INC	52754	4/10/2019	217.35	CONE BARS
	Total 52754		217.35	
INFRASTRUCTURE ENGINEERING CORP	52755	4/10/2019	5,745.00	B3 FORCE MAIN REPAIR-FEB
INFRASTRUCTURE ENGINEERING CORP		4/10/2019	980.00	FY 2018 GRAVITY SEWER-FEB
INFRASTRUCTURE ENGINEERING CORP		4/10/2019	9,052.50	LPS REHAB PROJECT-FEB
INFRASTRUCTURE ENGINEERING CORP		4/10/2019	13,434.96	ORCHARD WOOD SEWER REPORT-FEB
	Total 52755		29,212.46	
JEFF BILLS	52756	4/10/2019	4,561.94	CONSULTING FEES-MARCH
	Total 52756		4,561.94	
MINUTEMAN PRESS	52757	4/10/2019	161.17	ENVELOPES
	Total 52757		161.17	
MIRA MESA WINDOW CLEANING	52758	4/10/2019	875.00	WINDOWS AND SOLAR PANELS CLEANING
	Total 52758		875.00	
MITSUBISHI ELECTRIC US, INC	52759	4/10/2019	308.81	MAINT SERVICE FOR ELEVATOR
	Total 52759		308.81	
NATIONWIDE RETIREMENT SOLUTIONS	52760	4/10/2019	289.85	DEFERRED COMP
	Total 52760		289.85	
OFFICE DEPOT, INC.	52761	4/10/2019	198.29	OFFICE SUPPLIES
	Total 52761		198.29	
OLIVENHAIN MUNICIPAL WATER DISTRICT	52762	4/10/2019	45.21	WATER @ E. ESTATES PS

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 4/10/2019 Through 4/10/2019

Vendor Name	Check Number	Effective Date	Check Amount	Transaction Description
OLIVENHAIN MUNICIPAL WATER DISTRICT		4/10/2019	549.54	WATER @ TRAVELING
OLIVENHAIN MUNICIPAL WATER DISTRICT		4/10/2019	302.47	WATER @ TRAVELING 2
OLIVENHAIN MUNICIPAL WATER DISTRICT		4/10/2019	45.21	WATER @ VP5 PS
OLIVENHAIN MUNICIPAL WATER DISTRICT		4/10/2019	45.21	WATER @ VP7 PS
	Total 52762		987.64	
PACIFIC RIM MECHANICAL	52763	4/10/2019	1,016.97	ADM BLDG BOILER REPAIR
PACIFIC RIM MECHANICAL		4/10/2019	2,056.77	FAN COIL IN LUNCH ROOM
PACIFIC RIM MECHANICAL		4/10/2019	1,981.25	HVAC QTRLY MAINTENANCE
	Total 52763		5,054.99	
PLANT PEOPLE, INC	52764	4/10/2019	158.00	APRIL-LIVE PLANTS MAINT
	Total 52764		158.00	
PLUMBERS DEPOT, INC	52765	4/10/2019	128.72	PARTS
PLUMBERS DEPOT, INC		4/10/2019	1,299.89	SERVICE/[PARTS FOR CCTV
	Total 52765		1,428.61	
PURE WATER PARTNERS, LLC	52766	4/10/2019	135.77	FILTERED WATER FOR ADM BLDG
	Total 52766		135.77	
RICHARD STINSON	52767	4/10/2019	7,770.00	CONSTRUCTION MGMT-MARCH
	Total 52767		7,770.00	
CURNEY RUSSELL	52768	4/10/2019	185.00	REIMBURSE FOR CLASS
	Total 52768		185.00	
SAN DIEGUITO WATER DISTRICT	52769	4/10/2019	123.42	WATER @ TANKER
	Total 52769		123.42	
SOUTHERN CONTRACTING COMPANY	52770	4/10/2019	735.00	ELECTRICAL WORK @ BPS
SOUTHERN CONTRACTING COMPANY		4/10/2019	325.00	ELECTRICAL WORK @ LPS
	Total 52770		1,060.00	
THE HOME DEPOT CRC/GECF	52771	4/10/2019	214.53	SUPPLIES
	Total 52771		214.53	
UNDERGROUND SERVICE ALERT OF	52772	4/10/2019	212.95	UNDERGROUND ALARM SERVICE
	Total 52772		212.95	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 4/10/2019 Through 4/10/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
UNIFIRST CORPORATION	52773	4/10/2019	<u>290.30</u>	LAUNDRY SERVICE-W/E 4/3/2019
	Total 52773		290.30	
SAN DIEGO UNION TRIBUNE	52774	4/10/2019	<u>112.94</u>	NEWSPAPER DELIVERY
	Total 52774		112.94	
V&A CONSULTING ENGINEERS	52775	4/10/2019	<u>1,500.00</u>	QTRLY S.M. CREEK FLOW MEASUREMENT
	Total 52775		1,500.00	
WAGeworks, INC	52776	4/10/2019	<u>140.00</u>	SEC 125 FLEX PLAN FOR MARCH
	Total 52776		140.00	
WASTE MANAGEMENT	52777	4/10/2019	<u>251.18</u>	TRASH SERVICE FOR MARCH
	Total 52777		251.18	
WOODYS CRANE SERVICE	52778	4/10/2019	<u>500.00</u>	CRANE SERVICE @ LPS
	Total 52778		500.00	
Report Total			<u><u>84,503.62</u></u>	

**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2019 (July 2018 - June 2019)**

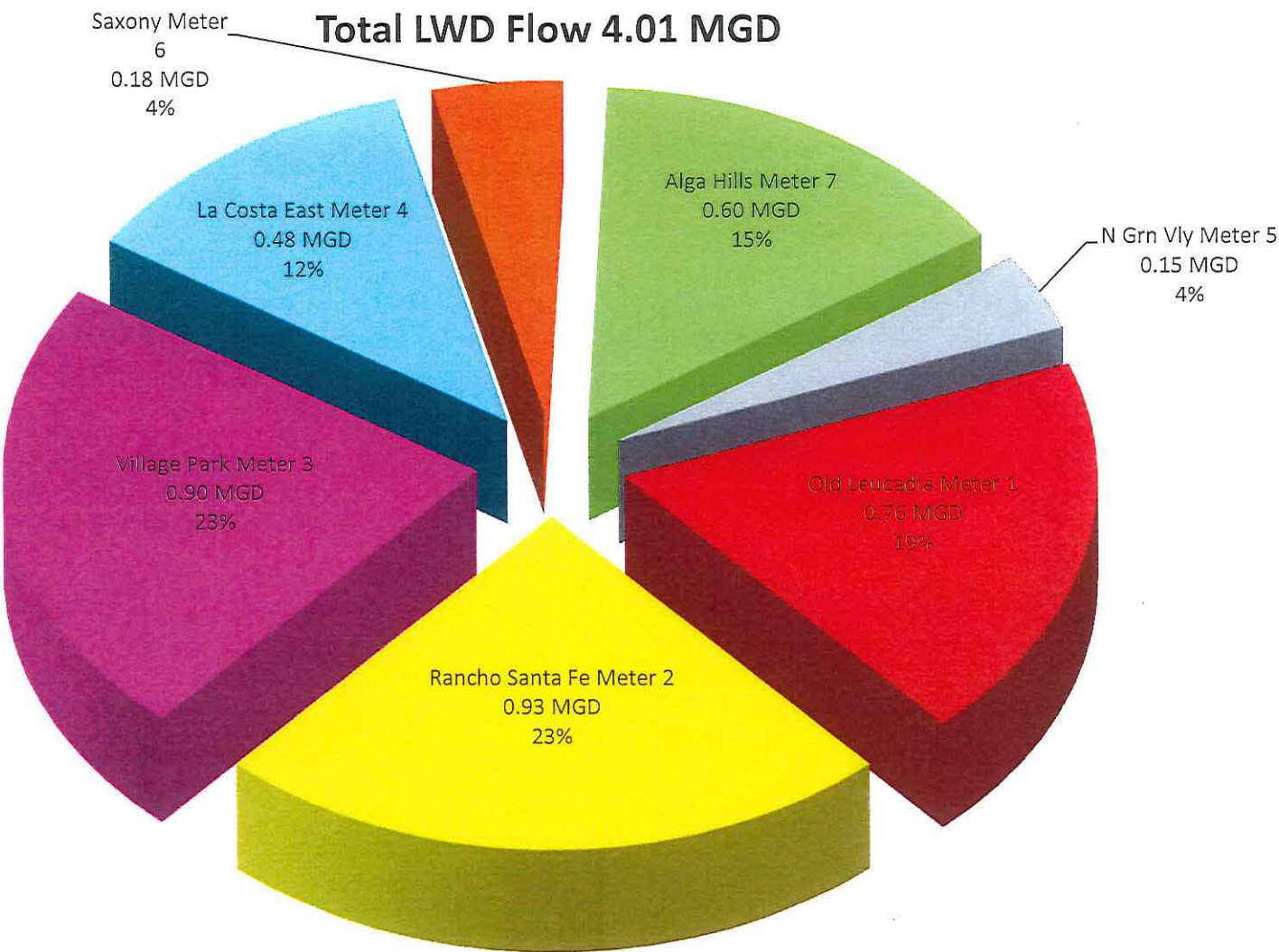
CURRENT MONTH - February 2019							FY 2018
Period	Total Rain Inches	Total Flow MG	Added EDU's 28,561.74	LWD ADF (MGD)	GPD/EDU	RECLAIMED Total (ac-ft/mo)	LWD ADF (MGD)
JULY	0.03	118.42	1.00	3.82	134	52.17	3.88
YTD			28,562.74				
AUGUST	0.00	115.63	2.00	3.73	131	22.20	3.87
YTD			28,564.74				
SEPTEMBER	0.00	112.80	-8.70	3.76	132	35.10	3.76
YTD			28,556.04				
OCTOBER	0.38	114.08	3.30	3.68	129	36.33	3.67
YTD			28,559.34				
NOVEMBER	0.74	115.80	1.50	3.86	135	5.31	3.81
YTD			28,560.84				
DECEMBER	2.82	115.01	3.50	3.71	130	0.00	3.76
YTD			28,564.34				
JANUARY	2.94	116.56	15.00	3.76	132	0.00	3.69
YTD			28,579.34				
FEBRUARY	5.65	111.16	118.90	3.97	138	0.00	3.69
YTD			28,698.24				
MARCH	1.16	117.18	2.00	3.78	132	0.00	3.76
YTD			28,700.24				
APRIL							3.71
YTD							
MAY							3.75
YTD							
JUNE							3.81
YTD							
YTD Totals	13.72	1036.64	138.50			151.11	
Mo Average	1.52	115.18	15.39	3.79	132.39	16.79	3.76

36

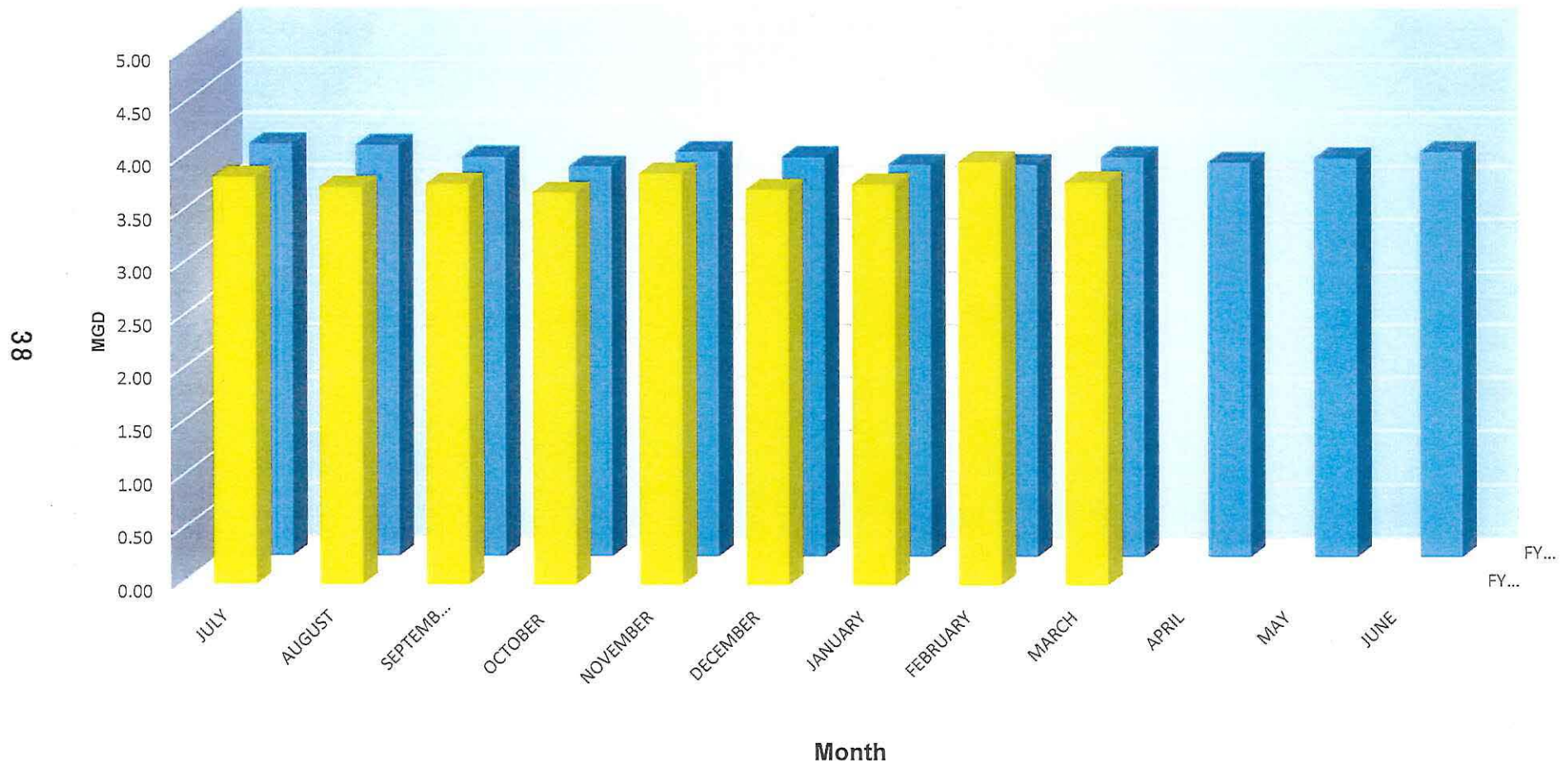
LWD Flows by Sub-Basin

March 2019

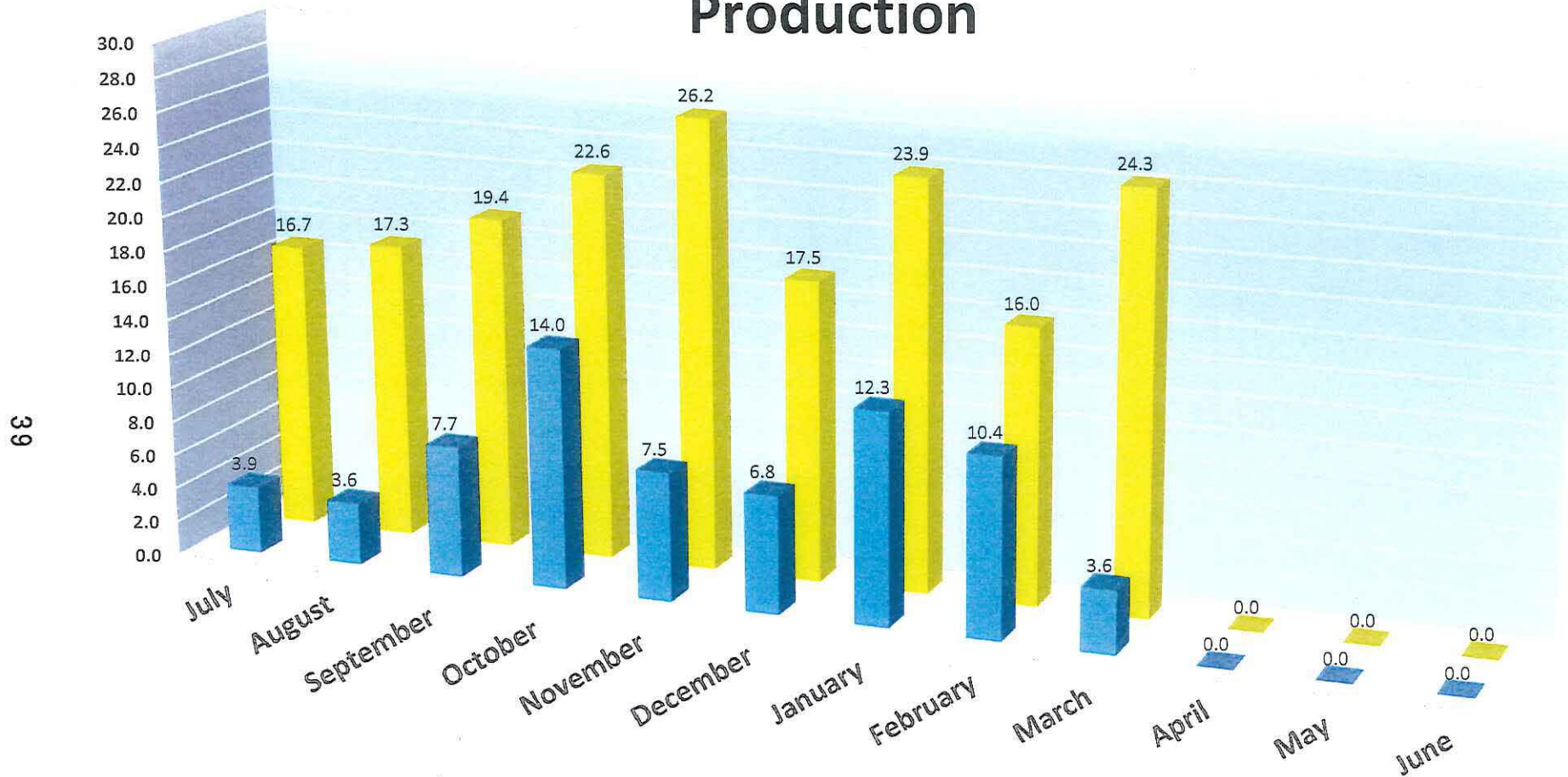
Total LWD Flow 4.01 MGD



Leucadia Wastewater District Flow Comparison FY18 to FY19



FY-19 CCTV Inspections & Hydro Cleaning Production



Monthly Target Mileage

Hydo-Cleaning: 15 Miles/Month

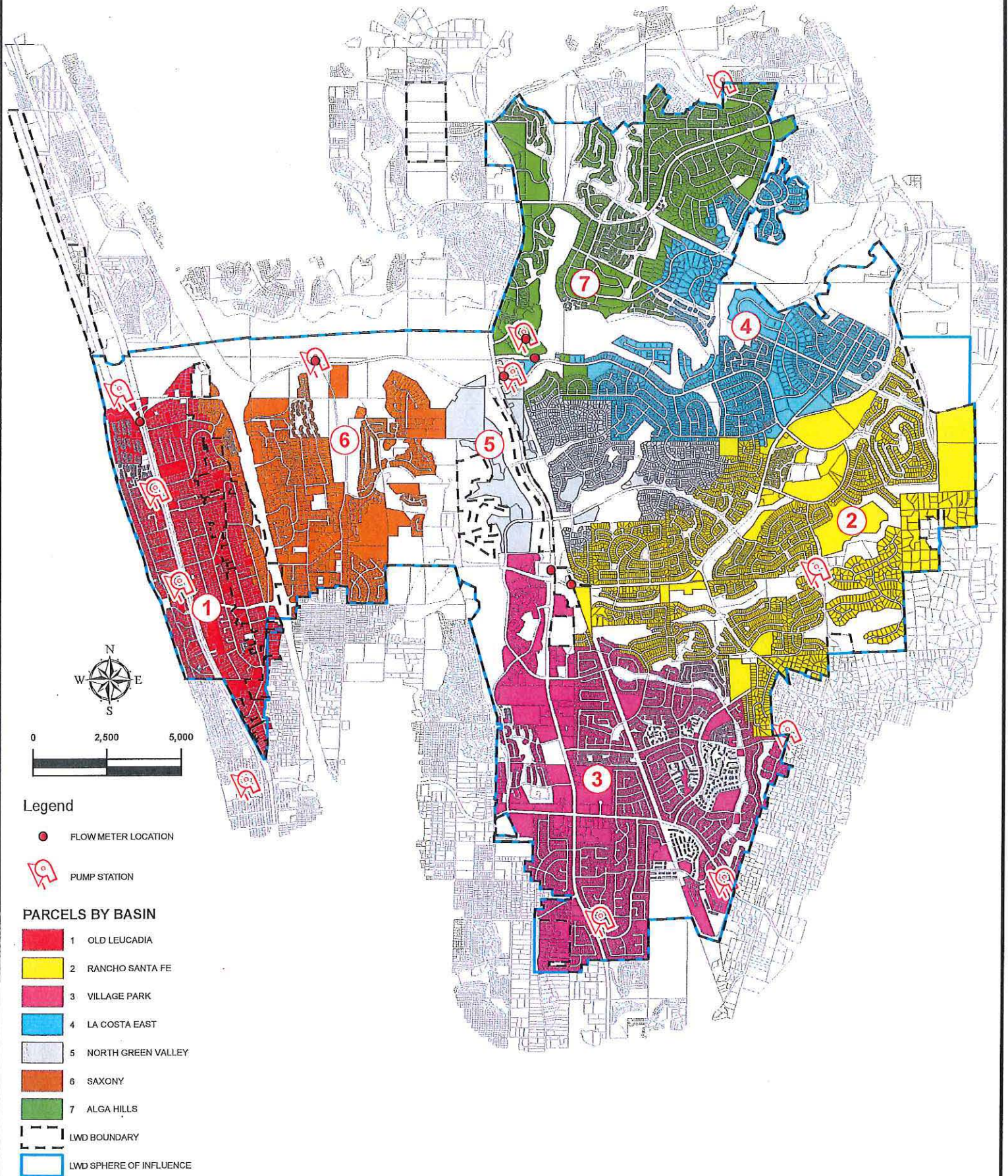
CCTV Inspections: 6.3 Miles/Month

NOTE: CCTV inspections down due to Golf Course inspections

■ CCTV Inspections

■ Total Hydro Cleaning

LEUCADIA WASTEWATER DISTRICT





LEADERS IN
ENVIRONMENTAL
PROTECTION

**Operations and Administration Training Report
March 2019**

Training & Safety Events for the month March 2019

Hours

Description	Ops	Admin	Total
Collection System Maintenance Duties	5	0	5
Hearing Conservation	2	0	2
	0	0	0
Total Training Hours	7	0	7

YTD Monthly Avg

47.33

YTD Totals

426

Conferences for the month of March 2019

Attendees

Description	Ops	Admin	Total
CWEA	3	0	3
Total Attended Conferences	3	0	3

Notes:

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



LEADERS IN
ENVIRONMENTAL
PROTECTION

Operations and Administration Training Report Summary for Fiscal Year 2019

Training		Hours		
Month	Ops	Admin	Total	
Jul-18	55	0	55	
Aug-18	35	3	38	
Sep-18	27	0	27	
Oct-18	54	10	64	
Nov-18	13	6	19	
Dec-18	35	12	47	
Jan-19	83	32	115	
Feb-19	46	12	55	
Mar-19	7	0	7	
Apr-19				
May-19				
Jun-19				
YTD Totals	355	74	426	
YTD Monthly Avg	39.44	8.22	47.33	

Conferences		Attendees		
Month	Ops	Admin	Total	
Jul-18	0	0	0	
Aug-18	0	2	2	
Sep-18	3	2	5	
Oct-18	2	1	3	
Nov-18	0	0	0	
Dec-18	0	0	0	
Jan-19	0	3	3	
Feb-19	0	2	2	
Mar-19	3	0	0	
Apr-19				
May-19				
Jun-19				
YTD Total	8	10	15	
YTD Monthly Avg	0.89	1.11	1.67	

Notes:

Trainings include web-based, classroom, and tailgates

Conferences include CASA, CWEA, CSDA, CSRMA, CSFMO

Leucadia Wastewater District

Balance Sheet

As of 3/31/2019

	Amount
Assets	
Cash & Investments	35,900,435.76
Accounts Receivables	184,340.27
Net OPEB Asset	123,127.00
Prepaid Expense	100,602.05
Funds held with Encina Wastewater Authority	2,041,200.00
Capital Assets	164,254,378.99
Less Accumulated Depreciation	(55,698,965.17)
Total Assets	146,905,118.90
Deferred Outflows	
PERS Pension Deferred Outflows	1,323,002.00
OPEB Health Deferred Outflows	21,235.00
Total Deferred Outflows	1,344,237.00
Total Assets & Deferred Outflows	148,249,355.90
Liabilities	
Accounts Payable & Accrued Expenses	383,692.52
Developer Deposits	118,710.93
Net Pension Liability	4,074,562.00
Total Liabilities	4,576,965.45
Deferred Inflows	
PERS Pension Deferred Inflows	348,638.00
OPEB Health Deferred Inflows	9,880.00
Total Deferred Inflows	358,518.00
Net Position	
Beginning Net Position (as of June 30, 2018)	
Investment in Capital Assets	108,555,413.82
Reserves	34,000,805.07
Total Beginning Net Position (as of June 30, 2018)	142,556,218.89
Current Change In Net Position	
Other	757,653.56
Total Current Change In Net Position	757,653.56
Total Net Position	143,313,872.45
Total Liabilities, Deferred Inflows & Net Position	148,249,355.90

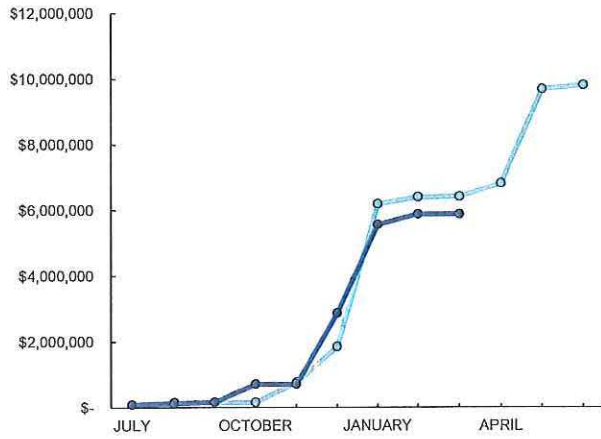
Leucadia Wastewater District
Statement of Revenues and Operating Expenditures
From 7/1/2018 Through 3/31/2019

	YTD Actual	Annual Budget	Remaining Budget	% Remaining
Revenue				
Sewer Service Fees	5,883,766.31	9,813,782.00	(3,930,015.69)	(40.05)%
Capacity Charges	652,918.70	381,675.00	271,243.70	71.07%
Recycled Water Sales	206,490.94	295,000.00	(88,509.06)	(30.00)%
Misc Operating Income	56,333.97	312,120.00	(255,786.03)	(81.95)%
Property Taxes	997,308.92	1,700,000.00	(702,691.08)	(41.33)%
Investment Income	486,405.64	489,000.00	(2,594.36)	(0.53)%
Misc Non-Operating Income	12,989.61	0.00	12,989.61	0.00%
Total Revenue	<u>8,296,214.09</u>	<u>12,991,577.00</u>	<u>(4,695,362.91)</u>	<u>(36.14)%</u>
Total Revenue	<u>8,296,214.09</u>	<u>12,991,577.00</u>	<u>(4,695,362.91)</u>	<u>(36.14)%</u>
Expenses				
Salaries	1,440,464.63	1,924,859.00	484,394.37	25.17%
Benefits	746,261.43	1,064,235.00	317,973.57	29.88%
Directors Expense	82,683.25	144,800.00	62,116.75	42.90%
Election Expense	402.76	30,000.00	29,597.24	98.66%
Gasoline, Oil & Fuel	27,444.20	41,000.00	13,555.80	33.06%
Insurance	88,076.98	114,500.00	26,423.02	23.08%
Memberships	29,638.44	29,400.00	(238.44)	(0.81)%
Office Expense	120,791.57	155,600.00	34,808.43	22.37%
Operating Supplies	123,683.71	189,500.00	65,816.29	34.73%
Professional Services	252,963.92	449,300.00	196,336.08	43.70%
Printing & Publishing	22,238.73	29,500.00	7,261.27	24.61%
Rents & Leases	15,829.36	17,400.00	1,570.64	9.03%
Repairs & Maintenance	286,243.99	486,600.00	200,356.01	41.17%
Monitoring & Permitting	49,418.45	59,900.00	10,481.55	17.50%
Training & Development	33,282.39	47,000.00	13,717.61	29.19%
Utilities	311,083.10	432,600.00	121,516.90	28.09%
LAFCO	7,517.38	7,500.00	(17.38)	(0.23)%
Encina Treatment Expense	846,959.56	1,887,300.00	1,040,340.44	55.12%
Allocated Overhead	(112,422.84)	(159,684.00)	(47,261.16)	29.60%
Total Expenses	<u>4,372,561.01</u>	<u>6,951,310.00</u>	<u>2,578,748.99</u>	<u>37.10%</u>
Total Expenditures	<u>4,372,561.01</u>	<u>6,951,310.00</u>	<u>2,578,748.99</u>	<u>37.10%</u>
Revenue over Expenditures	<u>3,923,653.08</u>	<u>6,040,267.00</u>	<u>(2,116,613.92)</u>	<u>(35.04)%</u>

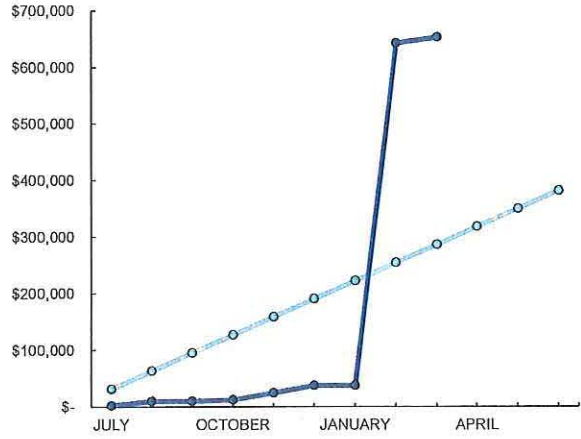
Leucadia Wastewater District Revenue FY2019

YTD through March 31, 2019

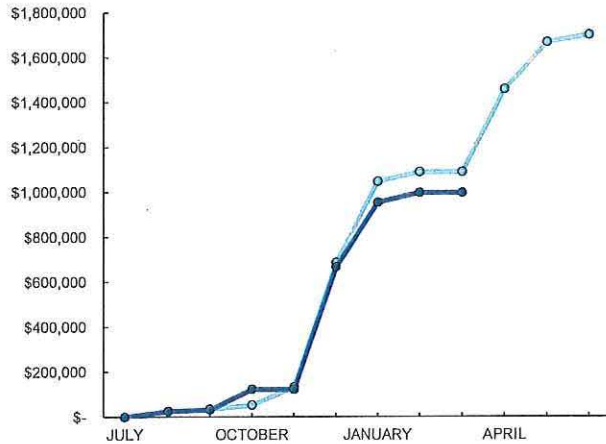
Sewer Service Fees



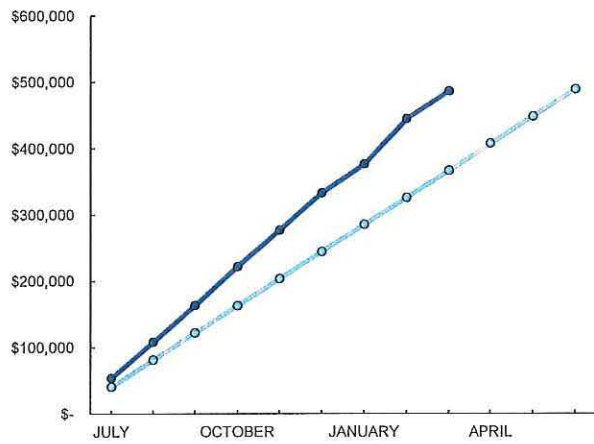
Capacity Charges



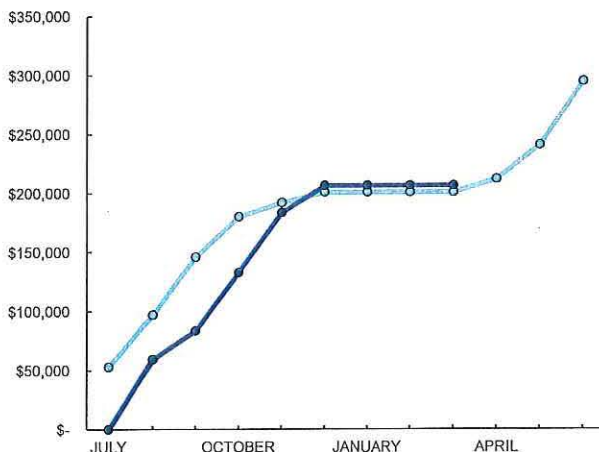
Property Taxes



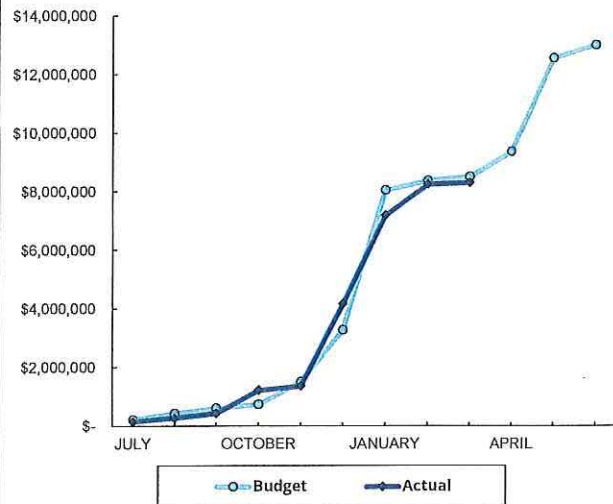
Investment Income



Recycled Wastewater Sales



Total Revenue



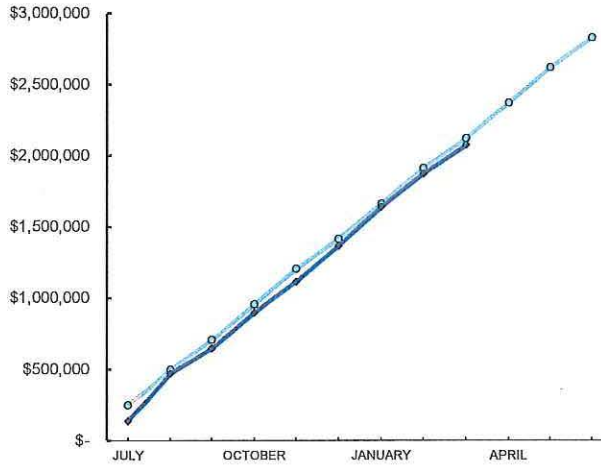
○ Budget ● Actual

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

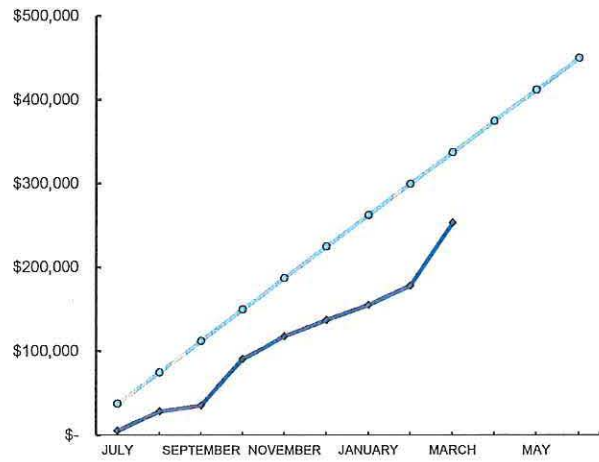
Leucadia Wastewater District Operating Expenses FY2019

YTD through March 31, 2019

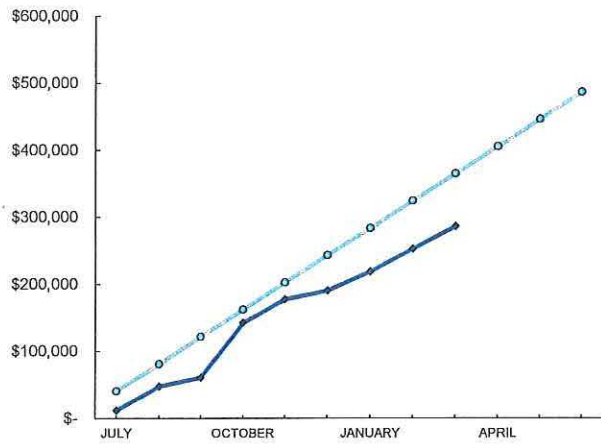
Salaries and Benefits



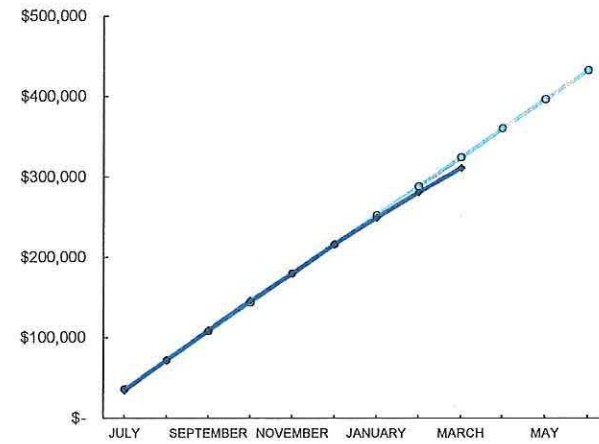
Professional Services



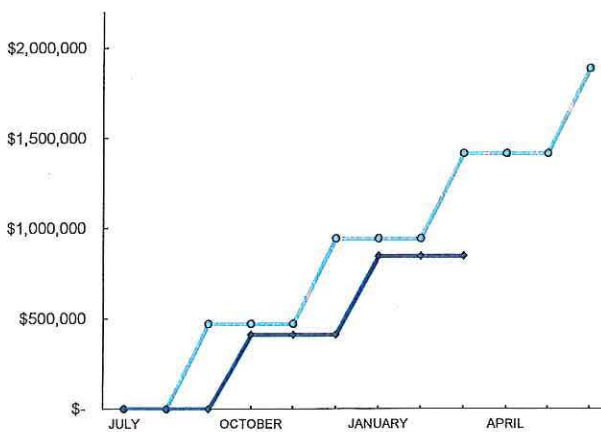
Repairs & Maintenance



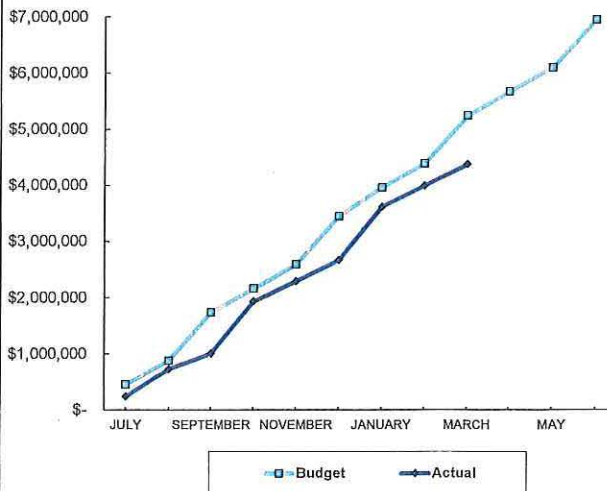
Utilities



Encina M&O



Total Operating Expenses -
Before Depreciation & Replacement



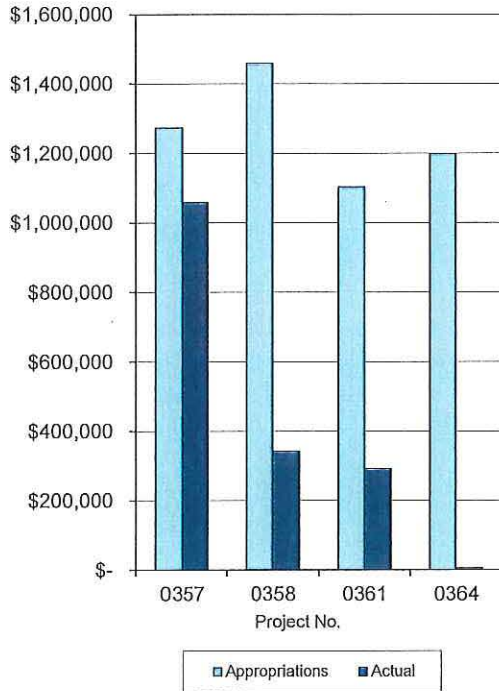
Legend: □ = Budget, ◆ = Actual

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

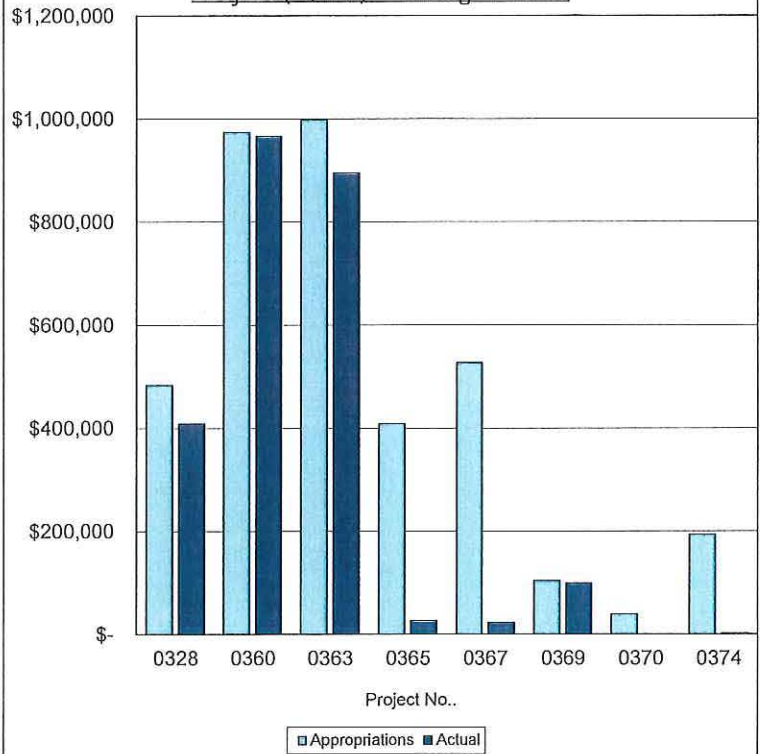
Leucadia Wastewater District Capital Expenditures

As of March 31, 2019

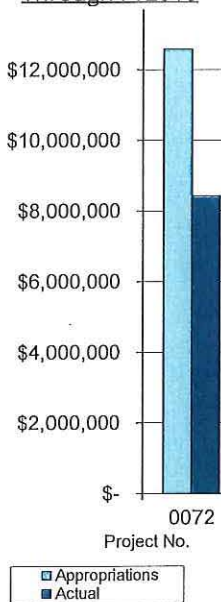
District Multi Year Capital Expenditures
by Project
(>\$1M) Through FY2018



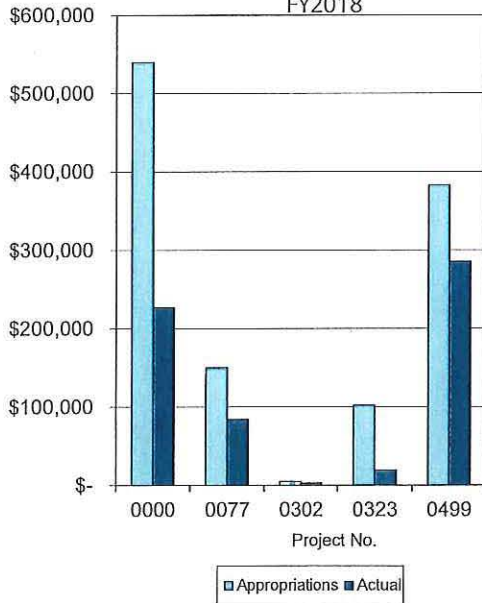
District Multi Year Capital Expenditures by
Project (<\$1M) Through FY2018



District's Share of
Encina WPCF
Capital Exp
Through FY2018



Single Year Capital Expenditures by
Project
FY2018



Project Legend

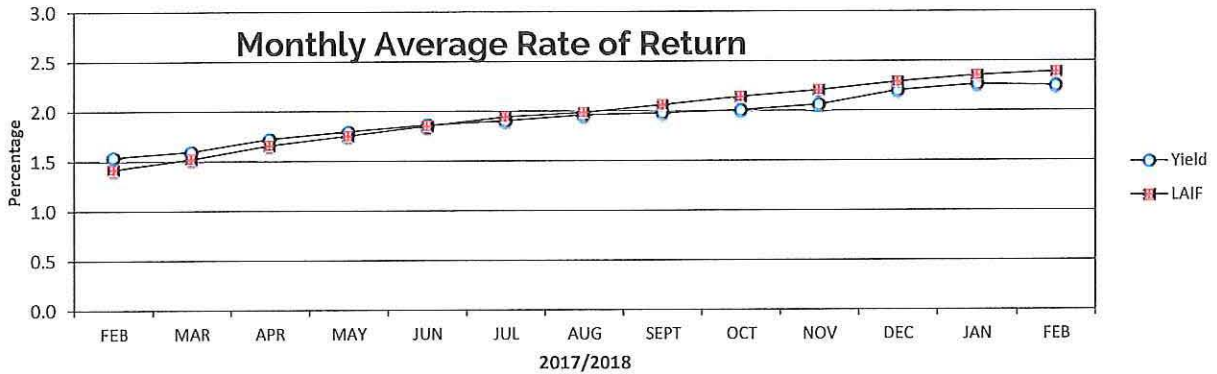
Multi-Year Capital Projects	No.
Encina Joint Facility Capital Projects	0072
North SD Water Reuse Coalition Project	0328
La Costa Golf Course Gravity Line Improv	0357
Leucadia Pump Station Rehabilitation	0358
Gafner AWT Improvements	0360
Poinsettia Station Gravity Pipeline Rehab	0361
FY2018 Gravity Pipeline Rehabilitation	0363
Encinitas Estates Pump Station Replcmnt	0364
Orchard Wood Rd Sewer Rehab	0365
B1 Force Main - North Section Replcmnt	0367
HQ Electric Meter Installation	0369
Pump Station Assessment	0370
Bat FM (B3) Discharge Section Replacem	0374

Single Year Capital Projects	No.
Equipment - Capital Acquisitions	0000
Misc. Pipeline Rehabilitation	0077
District Engineering Services	0302
Lateral Replace/Backflow Prevention	0323
LWD Gen'l Cap Labor & O/H Allocation	0499

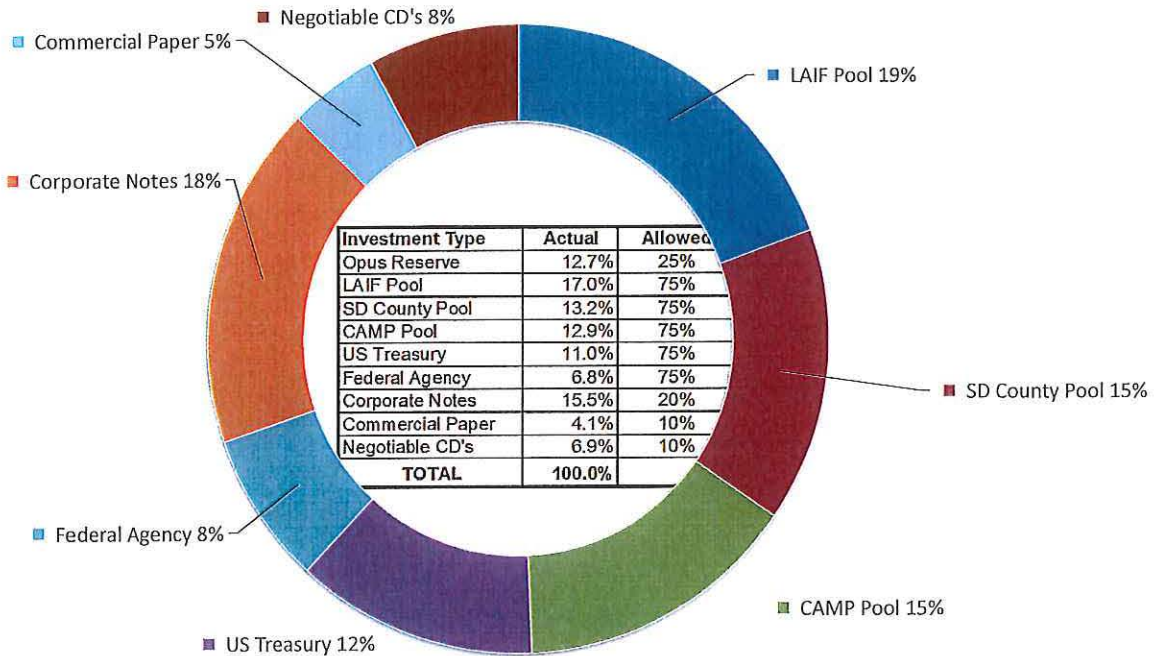
* Preliminary: subject to future review, reconciliation, accruals, and audit

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
February 28, 2019

Cash Equivalents & Investments	Principal (Original Cost)		February Interest	Average Rate
	Jan 31, 2019	Feb 28, 2019		
Opus Bank Reserve	\$ 4,869,351	\$ 4,601,874	\$ 7,620	2.430%
LAIF Pool	6,157,671	6,157,671	\$ 12,274	2.392%
SD County Pool	4,794,350	4,794,350	9,832	2.461%
CAMP Pool	4,127,505	4,668,198	8,561	2.640%
CAMP Portfolio				
US Treasury Notes	3,992,719	3,992,719	6,151	1.850%
Federal Agency Mortgage-Backed Securities	5,064	5,024	31	7.370%
Federal Agency Notes	2,978,975	2,480,465	5,040	2.240%
Corporate Bonds/Notes	5,623,183	5,611,126	9,830	2.210%
Commerical Paper	1,478,424	1,478,424	3,215	2.610%
Negotiable CD's	2,499,883	2,499,883	4,993	2.400%
Total Camp Portfolio	16,578,249	16,067,641	29,260	2.190%
Totals	\$ 36,527,125	\$ 36,289,734	\$ 67,548	2.253%



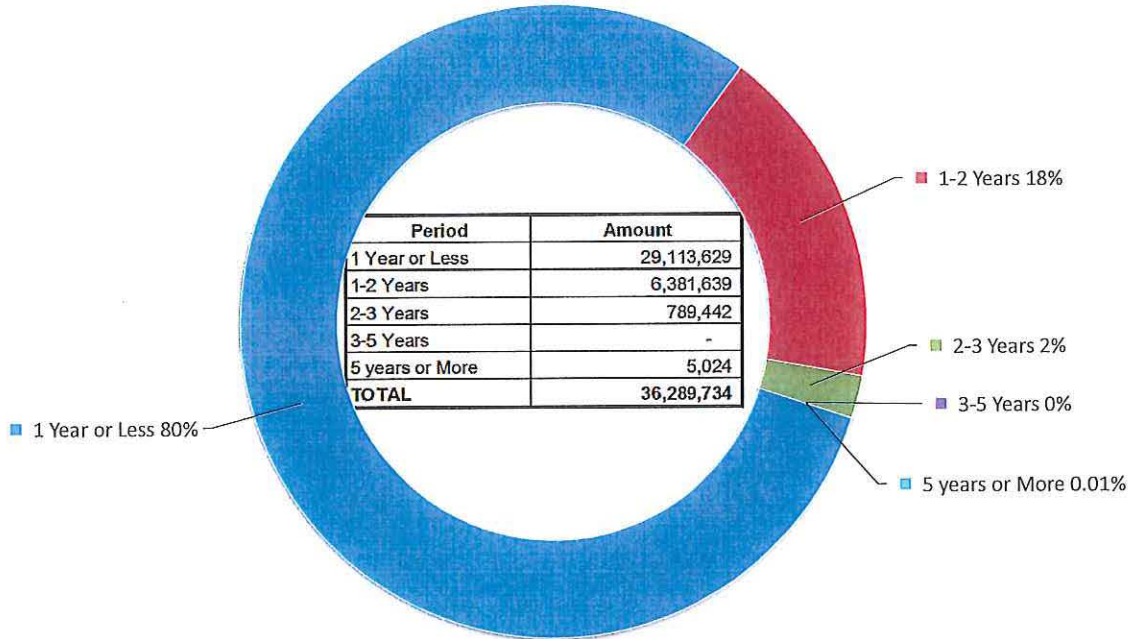
INVESTMENT DISTRIBUTION BY CATEGORY



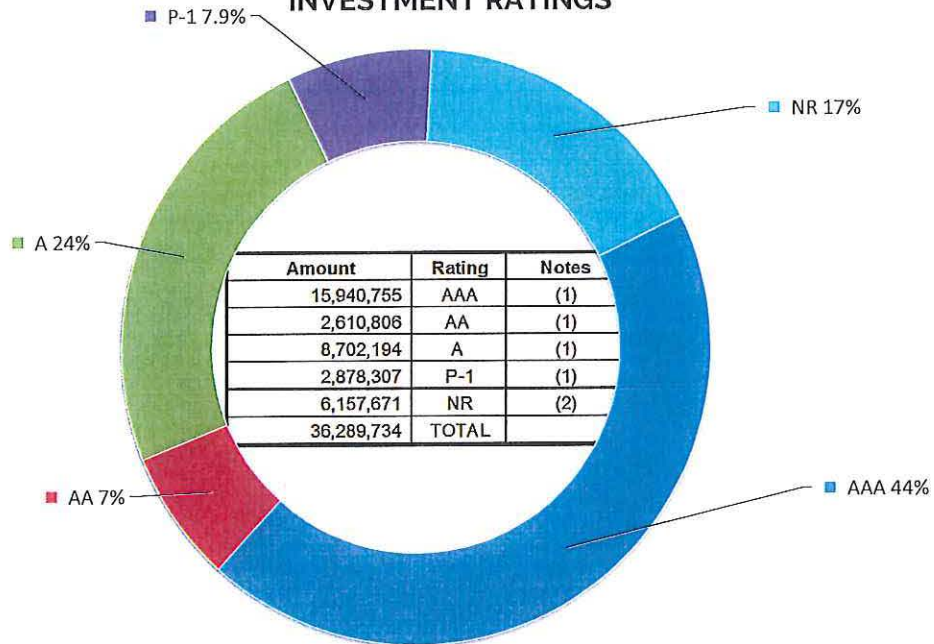
LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
 February 28, 2019

(Continued)

REMAINING MATURITY



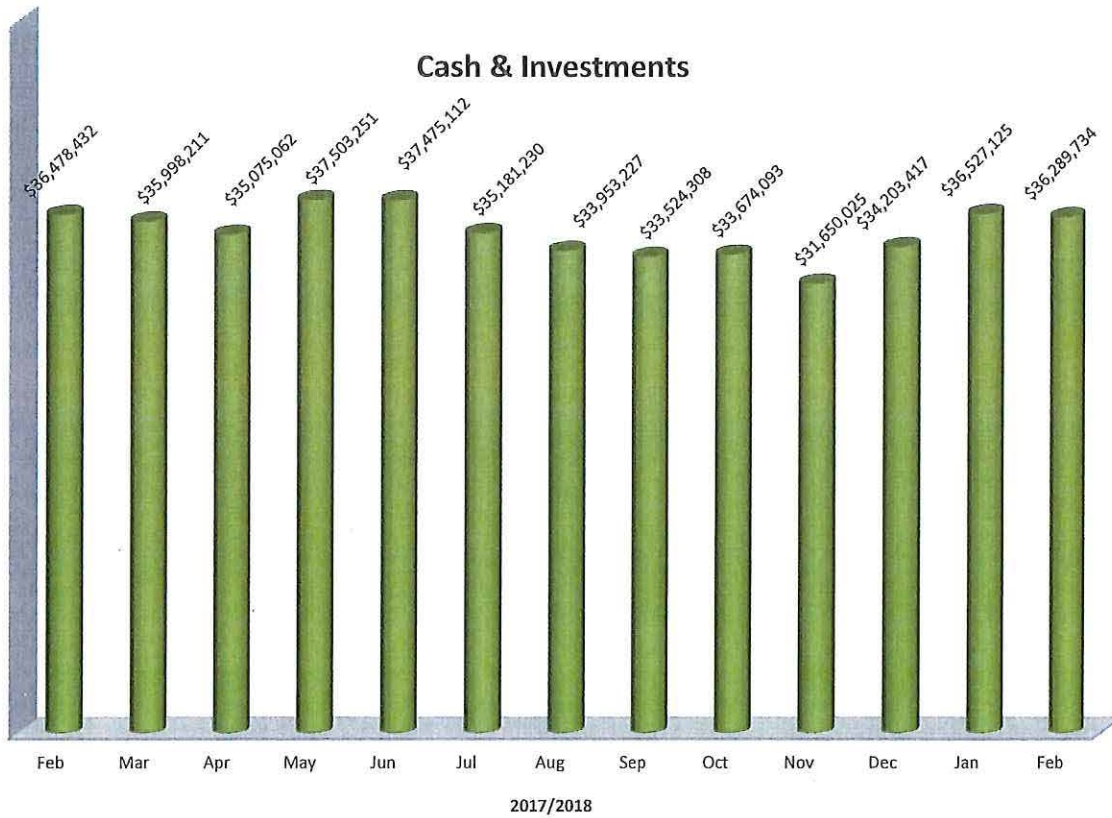
INVESTMENT RATINGS



(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
February 28, 2019

(Continued)



INVESTMENT TRANSACTIONS
For the months of February, 2019

Investment	Purchases	Maturities	Sales	Notes	YTM at Cost
GNMA MBS 30-yr Pool		\$ 40		(3)	7.37%
FNMA Benchmark Note		\$ 500,000			1.10%
American Honda Finance Corp Note		\$ 300,000			1.26%
American Honda Finance Corp Note	\$ 291,057				2.93%
TOTAL	\$ 291,057	\$ 800,040	\$ -		

(3) Monthly principal payments from mortgage pool

Investment transactions above do not include transfers between checking a/c's and cash equivalents (pools)

MEMORANDUM

Ref: 19-6593

DATE: April 11, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **March 2019 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 March 2019.

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 March 2019 for your review.

tb:PJB

Attachment

Leucadia Wastewater District
Disclosure of Reimbursements Report
March 1-31, 2019

Conference Date	Description	Director J. Hanson	Director E. Sullivan	Director D. Omsted	Director D. Kulchin	Director A. Juliussen	GM P. Bushee	ASM R. Duffey	Fssup M. Gonzalez	ASsup T. Hill
2019 WateReuse CA										
2019 WateReuse CA Conference March 17-19, 2019 Garden Grove, CA	Registration	450.00	450.00	450.00						
	Hotel	420.72	420.72	420.72						
	Airfare									
	Meals	7.66		7.66						
	Rental Car									
	Parking		72.00	24.00						
	Tips/Baggage		14.00	6.00						
	Fuel/mileage/taxi/uber	85.84	81.20	6.96						
	Total	964.22	1,037.92	915.34	0.00	0.00	0.00	0.00	0.00	0.00
	2019 WateReuse CA									
	Registration									
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking									
	Tips									
	Fuel/mileage/taxi/uber									
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	2019 WateReuse CA									
	Registration									
	Hotel									
	Airfare									
	Meals									
	Rental Car									
	Parking									
	Tips									
	Fuel/mileage/taxi/uber									
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	2019 WateReuse CA									
	Registration									
	Hotel									
	Airfare									
	Meals									
	Rental Car									
	Parking									
	Tips									
	Fuel/mileage/taxi/uber									
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Notes:
DO drove to JH house and JH drove to conference

MEMORANDUM

DATE: April 11, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Status Update - Fiscal Year 2019 (FY19) LWD Tactics and Action Plan**

RECOMMENDED:

1. No action is required.

DISCUSSION:

During the July 12, 2018 Board meeting, the Board of Directors adopted the LWD FY19 Tactics and Action Plan. At that meeting, the Board of Directors directed staff to include a quarterly status report of the Tactics and Action Plan in the agenda.

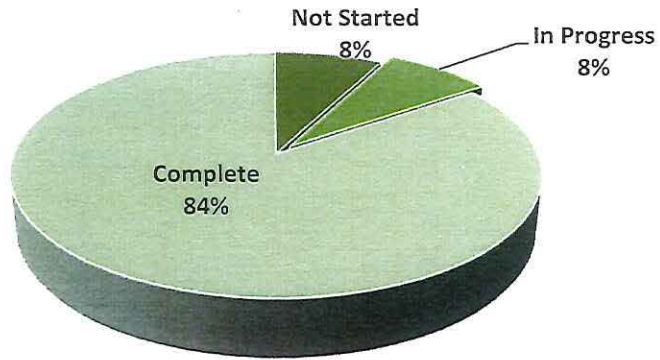
Attached for the Board's review, is the FY19 Tactics and Action Plan's quarterly status report with an ending date of March 31, 2019. The report indicates which goals are in progress, have been completed, and have not been started.

th:PJB

Attachments

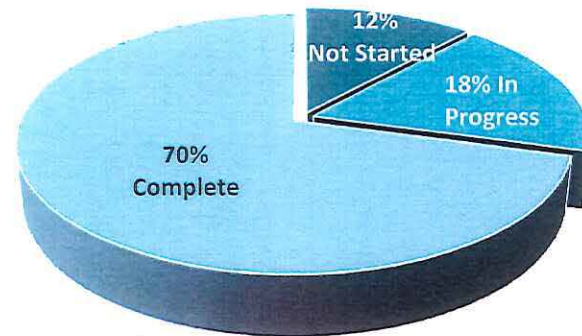
FY 2019 Tactics and Action Plan Status Report January 1 - March 31, 2019

Financial Tactics



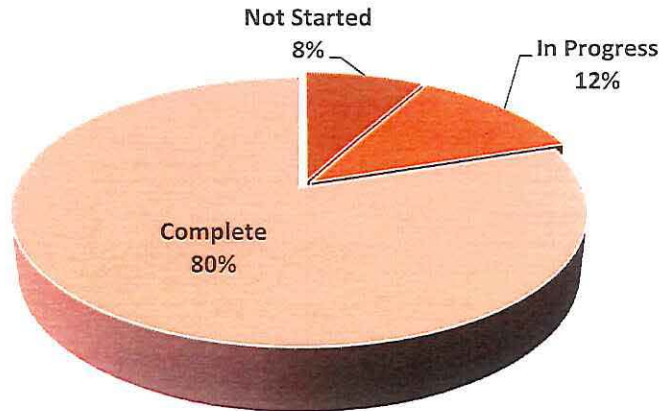
■ Not Started ■ In Progress ■ Complete

People Tactics



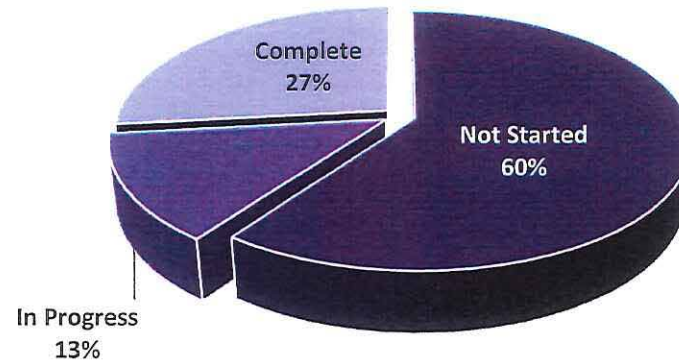
■ Not Started ■ In Progress ■ Complete

Services Tactics



■ Not Started ■ In Progress ■ Complete

Infrastructure & Technology Tactics



■ Not Started ■ In Progress ■ Complete

**Leucadia Wastewater District
Fiscal Year 2019
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.

<u>Tactics</u>		<u>Leader</u>	<u>Team</u>	<u>Start Date</u>	<u>Completion Date</u>	<u>Status/Comments</u>
FY 2020 Budget	Initial Data Collection	ASM	TSM, FSS, EA, ASSup TSM, FSS, EA, ASSup TSM, FSS, ASSup	Jan-19	Mar-19	In Progress
	Board Workshop	ASM		May-19	May-19	Scheduled
	Budget Approval	ASM		Jun-19	Jun-19	Not Started
FY 2018 Audit	Data Collection & Report Preparation	ASM	AT, ASSup AT, ASSup, EA, GM ASSup	Jul-18	Nov-18	Completed
	Coordinate with & Respond to Auditors	ASM		Jul-18	Dec-18	Completed
	Audit Report to Board	ASM		Dec-18	Dec-18	Completed
Finance Policy Reviews	Procurement Policy	ASM	TSM, GM, ASSup, EA ASSup, GM, EA ASSup, GM, EA	Aug-18	Aug-18	Completed
	Investment Policy	ASM		Sep-18	Sep-18	Completed
	Reserve Policy	ASM		Feb-19	Feb-19	Completed
Finance Awards	Apply for CSMFO Financial Reporting Award	ASM		Dec-18	Jan-19	Completed
District Banking	Evaluate need to change banks	ASM	Assup, AT	Jul-18	Dec-18	Completed
Section 125 Cafeteria Plan	Procure new Sect. 125 Cafeteria Plan	ASSup	ASM	Jul-18	Jan-19	Completed
PERS Unfunded Accrual Liability (UAL)	Evaluate District UAL Valuation	ASM	GM, ASSup GM, ASSup	Oct-18	Nov-18	Completed
	Present Potential Options to the Board	ASM		Jan-19	Jun-19	Completed

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	ASM	Pickering Ins Brokers	Nov-18	Jan-19	Completed
Employee Training Conduct Annual Flagger Training Conduct Annual Confined Space Entry Training	FSSup FSS	TSM, FSS FSSup, FS Staff	Mar-19 Jun-19	Apr-19 Jul-19	In Progress Not Started
Administration Policy Updates/Annual Reviews Board Staff Relations Policy Board Policy Binders Review and Update No Harassment Policy Review and Update HRPM Evaluate existing Human Resources procedures and/ programs	ASM EA ASsup ASsup ASsup	GM, ASsup AS GM, ASM, EA GM, ASM, EA GM, ASM, EA	Nov-18 Jul-18 Oct-18 Nov-18 Jan-19	Jan-19 Feb-19 Nov-18 Jan-19 Jun-19	Completed Completed Completed Completed In Progress
Conduct Strategic Planning Workshop	GM	Board	Oct-18	Feb-19	Completed
Emergency Response Conduct an Emergency Response Training	ASsup	ASM, FSS, FSSup, FST III	Dec-18	Jun-19	Completed
LWD's Safety Program Review existing Safety Programs & Policies Update existing Safety Programs & Policies Add new Programs & Policies as required	ASM ASM ASM	GM, TSM, ASsup, FSS, FSSup, GM, TSM, ASsup, FSS, FSSup, GM, TSM, ASsup, FSS, FSSup,	Jul-18 Jan-19 Mar-19	Jan-19 Apr-19 Jun-19	Completed Completed In Progress
Conduct Employee Interviews General Employee Interviews Compensation	GM GM	ASM ASM	Nov-18 May-19	Dec-18 Jun-19	Completed Not Started
Employee Recognition Annual Employee BBQ Holiday Function	EA EA	ASsup, AS ASsup, AS	Jul-18 Aug-18	Jul-18 Dec-18	Completed Completed

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
SSMP Audit	FSS	TSM, FSSup	Oct-18	Jan-19	Completed
Update Standard Operating Procedures (SOPs)	FSS	TSM, FSSup	Oct-18	Jan-19	Completed
Update LWD Standard Specifications	DE DE	GM, TSM, FSSpec, DC GM, TSM, FSSpec, DC	Jan-19 Apr-19	Mar-19 Apr-19	In Progress Not Started
Participate in North County Water Recycling Lobbying Effort	GM	TSM, DE	Jul-18	Jun-19	In Progress
Purchases Utility Golf cart 3/4 Pickup Truck (2) Portable Emergency Generators Emergency By-Pass Pump to Replace Big Blue RFB to lease new copy machines	FSS FSS FSS FSS ASsup	FSS, FS Staff FSS, FS Staff FSS, FS Staff FSSup, DE EA, AS	Jul-18 Aug-18 Nov-18 Oct-18 May-19	Nov-18 Jan-19 Apr-19 Jun-19 Jun-19	Completed Completed Postponed Postponed Completed
Vaughan Chopper Pump & Control Panel for Batiquitos Pump Station	FSS	FSSup, FS Staff	Aug-18	Dec-18	Completed
Chemical Metering Pump (AWT)	FSS	FSSup, FS Staff	Jul-18	Oct-18	Completed
Administration Building and Facility Updates Repainting Buildings Repainting AWT Handrails and equipment HVAC Rehabilitation	FSS FSS FSSpec	FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff	Jul-18 Jul-18 Sep-18	Dec-18 Dec-18 Feb-19	Postponed Postponed Completed
By-Pass Pumping Drills Batiquitos Pump Station Leucadia Pump Station	FSSup FSSup	FSS, FS Staff FSS, FS Staff	Jan-19 Feb-19	Mar-19 Apr-19	Completed Completed
Host Emergency Drill with Local Agencies	FSS	FSSup, FS Staff	Jul-18	May-19	In Progress
Public Outreach Services Update Website Build Facebook Audience Evaluate Teacher Grant Program LWD Teacher Grant Participate in CSDA (Video Contest) Complete 2018 Summer Newsletter Write, Design, Print, & Mail 2019 Winter Newsletter	ASsup ASsup ASsup ASsup ASsup ASsup ASsup	GM, ASM, EA, AS GM, ASM, FSSup, FS Staff GM, ASM, EA, AS AS AS GM, ASM, EA, AS GM, ASM, EA, AS	Jul-18 Jul-18 Jul-18 Aug-18 Aug-18 Jul-18 Dec-18	Jun-19 Jun-19 Mar-19 Nov-18 Dec-18 Aug-18 Mar-19	Completed Completed Completed Completed Completed Completed Completed
Awards Apply for CWEA Awards Apply for CSDA District of Distinction	FSS EA	TSM, ASM, FSSup EA	Sep-18 Jul-18	Nov-18 Sep-18	Completed Completed
Pursue Presentation Opportunities @ CWEA, SCAP, etc.	GM	FSS, TSM, ASM	Jul-18	Jun-19	Not Started
Landscape Maintenance Agreement RFP Process Select Landscape Maint Co., Complete Contract, & Start	FSS FSS	ASM, FSSup, ASM, FSSup,	Jul-18 Aug-18	Jul-18 Oct-18	Postponed Postponed
Records Retention Review stored records destroy those past retention period	EA	AS	Aug-18	Oct-18	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
Leucadia Pump Station Rehabilitation					
Complete Project Design	TSM	GM, FSS, DE	Jul-18	Oct-18	In Progress
Bid Project	TSM	GM, FSS, DE	Nov-18	Feb-19	Not Started
Construction	TSM	GM, FSS, DE	Mar-19	Mar-20	Not Started
Poinsettia Station Gravity Pipeline (SANDAG)					
Complete Construction	TSM	GM, FSS, DE	Jan-18	Aug-18	Completed
FY18 Gravity Pipeline Rehabilitation					
Complete Construction	TSM	GM, FSS, DE	Apr-18	Aug-18	Completed
Orchard Wood Road Pipeline Replacement					
Complete Project Design	TSM	GM, FSS, DE	Jul-18	Nov-18	In Progress
Bid Project	TSM	GM, FSS, DE	Dec-18	Feb-19	Not Started
Construction	TSM	GM, FSS, DE	Apr-19	Aug-19	Not Started
Encintas Estates Pump Station Replacement					
Project Design	TSM	GM, FSS, DE	Dec-18	Jun-19	Not Started
Bid Project	TSM	GM, FSS, DE	Sep-19	Jan-20	Not Started
Construction	TSM	GM, FSS, DE	TBD	TBD	Not Started
La Costa Golf Course Line / Quebrada Realignment					
Bid Project	TSM	GM, FSS, DE	Jul-18	Sep-18	Completed
Construction	TSM	GM, FSS, DE	Oct-18	Dec-18	Completed
Batiquitos (B3) Force Main Discharge Section Replace					
Project Design	TSM	GM, FSS, DE	Nov-18	Feb-19	In Progress
Bid Project	TSM	GM, FSS, DE	Mar-19	May-19	Not Started
Construction	TSM	GM, FSS, DE	Jun-19	Sep-19	Not Started

Encina Wastewater Authority Report
Regular Board Meeting
March 27, 2019

EWA Board of Directors - President Sullivan Reporting

1. Cogeneration Building Structural Repair Project Award

The Board of Directors authorized the General Manager to execute contracts for the Cogeneration Building Structural Repair Project Award for Construction, Engineering Services, and Construction Management totaling \$1,348,880.

2. Opposition to Senate Bill 332 (Hertzberg and Wiener)

The Board of Directors authorized the General Manager to oppose Senate Bill 332 unless amended.

3. Salary and Terms of Employment for the EWA General Manager

The Board of Directors adopted Resolution 2019-01 establishing the salary and terms of employment for the EWA General Manager.

Executive Session

4. The Board of Directors met in closed session to discuss:

Conference with Legal Counsel – existing litigation as authorized by Government Code section §54956.9(d)(1) – one case: In the Matter of Statement of Issues Against Encina Wastewater Authority.

Public Employment, Performance Evaluation: General Manager as authorized per Government Code section §54957.

There was no reportable action.

MEMORANDUM

Date: April 11, 2019
To: Board of Directors
From: Paul J. Bushee, General Manager 
Subject: **Spectrum Enterprise Service Agreement for Telephone and Internet Services**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Authorize the General Manager to execute a Service Agreement with Spectrum Enterprise to provide phone and internet service in an amount not to exceed \$15,287.88 (plus taxes) per year, for a three-year contract totaling \$45,863.64 (plus taxes); and,
2. A one-time installation charge in an amount not to exceed \$349.00
3. Discuss and take other action as appropriate.

DISCUSSION:

Cox Communication currently provides the District with internet and phone services. Recently, Data Net Solutions Group, the District's IT consultant recommended that the District look into increasing its "bandwidth" because this affects how the District's information system is backed-up. The District increased its bandwidth approximately four years ago when the District switched internet/phone providers from TelePacific to Cox Communication. During that time, the District's internet and phone services went from the use of a 3 MEG to a 10 MEG fiber-optic line.

Per the District's procurement procedures, staff, with the assistance of Atel Communications, requested quotes from local internet and phone service providers to include the use of a 100 MEG fiber-optic line, along with Voice (PRI) Service for the District's phone service.

Staff received the following the quotes:

<i>Telephone & Internet Service Provider</i>	<i>Received Quotes</i>
1. Spectrum Enterprise	\$1,273.99/Month (plus taxes)
2. Cox Business (Cox)	\$1,400.00/Month (plus taxes)
3. NextLevel	\$1,317.50/Month (plus taxes)
4. TPX Communications (TelePacific)	\$1,381.51/Month (plus taxes)
5. AT&T	\$1,333.52/Month (plus taxes)

The District currently pays approximately \$1,475/month for these services. The proposed new contract will save approximately \$2,500 over the three-year contract period for an increased bandwidth that will provide faster internet for the District. In addition, this will improve how the District's information system is backed-up.

Therefore, staff recommends that the Board authorize the General Manager to execute an agreement with Spectrum Enterprise to provide telephone and internet service in an amount not to exceed \$15,287.88 (plus taxes) per year, for a three-year contract totaling \$45,863.64 (plus taxes).

FISCAL IMPACT:

Funds will be included in the FY20 budget to cover internet and phone services costs.

th:PJB

MEMORANDUM

Ref: 19-6600

DATE: April 11, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Board of Director Compensation Adjustment

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Provide direction to staff as to whether the Board desires to schedule a public hearing to consider a Board compensation increase.

DISCUSSION:

This item was reviewed by the Board at last month's meeting and the Board opted to defer consideration of this item until its April 2019 meeting so that the full Board would be available to consider this item.

The Board last increased its compensation in April 2016 when it approved Ordinance No. 134. The Board's compensation increased from \$180 to \$190 per meeting at that time and it has remained at the latter amount since then.

Under the California Water Code (CWC), the Board is eligible to increase its compensation to a maximum of 5% per year. Since the Board last increased its compensation three years ago in 2016, the Board is eligible for a maximum increase of 15%. It is at the Board's discretion whether to increase its compensation to the maximum or some portion thereof. To assist the Board in its decision, staff has attached a survey of Board compensation amounts for San Diego area agencies.

The CWC also specifies that the Board's compensation must be set by ordinance, which requires that a public hearing be held prior to consideration of the ordinance. This correlates to a two-step process for LWD where, first, the Board must determine whether to schedule a public hearing for a compensation increase and, second, conduct the public hearing which is typically followed by the actual consideration of the ordinance.

The item before the Board today is the first step in the process in that staff is seeking direction as to whether the Board wishes to schedule a public hearing for May to consider an increase. If the Board determines that it wants to schedule a public hearing, the Board must also designate the amount of the increase so that staff can include that information in the required public hearing notice. If the Board opts *not* to schedule a public hearing, the Board's compensation would remain at \$190 per meeting.

In summary, staff is seeking direction as to whether the Board is interested in scheduling a public hearing for a potential compensation increase.

PJB

Attachment

**BOARD OF DIRECTORS
PER DIEM COMPENSATION COMPARISON
FEBRUARY 2019**

	DISTRICT	Feb 2018	Feb 2019
1	Carlsbad MWD	\$100.00	\$100.00
2	Eastern MWD	\$223.00	\$223.00
3	Elsinore Valley MWD	\$221.43	\$221.43
4	Encina Wastewater Authority	\$200.00	\$206.00
5	Fallbrook PUD	\$100.00	\$100.00
6	Helix Water District	\$200.00	\$225.00
7	Lakeside Water District	\$125.00	\$125.00
8	Leucadia Wastewater	\$190.00	\$190.00
9	Olivenhain MWD	\$150.00	\$150.00
10	Otay Water District	\$100.00	\$145.00
11	Padre Dam MWD	\$137.00	\$140.00
12	Rainbow MWD	\$150.00	\$150.00
13	Ramona MWD	\$100.00	\$100.00
14	Rancho California Water District	\$200.00	\$200.00
15	Rincon Del Diablo MWD	\$160.00	\$160.00
16	SDCWA Directors/Officers	\$150/\$180	\$150/\$180
17	San Dieguito Water District	\$100.00	\$100.00
18	Santa Fe Irrigation District	\$150.00	\$150.00
19	South Bay Irrigation District	\$100.00	\$100.00
20	Sweetwater Authority	\$150.00	\$150.00
21	Vallecitos Water District	\$200.00	\$200.00
22	Valley Center MWD	\$100.00	\$100.00
23	Vista Irrigation District	\$200.00	\$200.00
24	Yuima MWD	\$206.00	\$206.00

The **average** per diem is **\$158.86**

The **median** per diem is **\$150.00**

MEMORANDUM

DATE: April 11, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **San Diego County Local Agency Formation Commission (LAFCO) Call for Nominations to the Consolidated Redevelopment Oversight Board**

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Discuss and take action as appropriate.

DISCUSSION:

Leucadia Wastewater District recently received notification that San Diego County LAFCO is calling an election by mail to appoint an eligible representative to serve on the San Diego County Consolidated Redevelopment Oversight Board. The election is necessitated by the recent resignations of the regular and alternate members previously elected to represent special districts on the Oversight Board. This election is specific to appointing one regular member to a four-year term; no alternate will be seated. The deadline for receipt of all nominations is Friday, May 17, 2019 at 5:00 p.m.

At the close of the nomination period San Diego LAFCO will work with the Special District Advisory Committee (SDAC) in establishing additional dates and deadlines going forward in completing the appointment process.

Attached are the following documents from LAFCO:

- LAFCO's notification letter;
- Adopted Bylaws of the Consolidated Redevelopment Oversight Board (Attachment One);
- List of all eligible independent special districts allowed to participate in nominating eligible candidates (Attachment Two);
- List of all special districts enrolled in the Redevelopment Property Tax Trust Fund (Attachment Three); and
- LAFCO Nomination Form (Attachment Four)

Staff has no recommendation on this matter and is seeking direction from the Board of Directors.

tb:PJB

Attachments



San Diego County
Local Agency Formation Commission
 Regional Service Planning | Subdivision of the State of California

CALL FOR NOMINATIONS

April 5, 2019

TO: General Managers, Independent Special Districts

FROM: Keene Simonds, Executive Officer

SUBJECT: **Start of Nomination Period |**
Appointment to Consolidated Redevelopment Oversight Board



This communication serves as formal notice the San Diego County Local Agency Formation Commission (LAFCO) is calling an election by mail among all independent special districts. The election is to appoint an eligible representative to serve on the San Diego County **Consolidated Redevelopment Oversight Board**. The call for election is necessitated by the recent resignations of the regular and alternate members previously elected to represent special districts on the Oversight Board due to scheduling conflicts. **This election is specific to appointing one regular member to a four-year term**; no alternate will be seated. Additional information regarding the Oversight Board – including responsibilities, duties, and meeting dates – is provided as Attachment One.

With the preceding in mind, San Diego LAFCO is now commencing with the **nomination period**. To this end, the presiding officers and/or their delegated alternates for all independent special districts in San Diego County are encouraged to submit nominations to LAFCO no later than Friday, May 17, 2019. A listing of all independent special districts allowed to participate in nominating an eligible candidate is provided in Attachment Two. In considering making potential nominations please note all of the following:

- As referenced all 59 independent special districts are eligible to make one nomination through their presiding officer or authorized delegate. Nominations must be signed.

Administration
 Keene Simonds, Executive Officer
 County Operations Center
 9335 Hazard Way, Suite 200
 San Diego, California 92123
 T 858.614.7755 F 858.614.7766
 www.sdlafco.org

Jim Desmond
 County of San Diego

Dianne Jacob
 County of San Diego

Greg Cox, Alternate
 County of San Diego

Catherine Blakespear
 City of Encinitas

Bill Wells
 City of El Cajon

Serge Dedina, Alternate
 City of Imperial Beach

Mark Kersey
 City of San Diego

Chris Cate, Alternate
 City of San Diego

Chair Jo MacKenzie
 Vista Irrigation

Vice Chair Ed Sprague
 Olivenhain Municipal Water

Judy Hanson, Alternate
 Leucadia Wastewater

Andy Vanderlaan
 General Public

Harry Mathis, Alternate
 General Public

- To be eligible nominees must be an elected or appointed member of the legislative body of one of the 19 independent special districts that are enrolled in the Redevelopment Property Tax Trust Fund (RPTTF). A listing of all enrolled independent special districts is provided in Attachment Three.
- Nominations must be received by San Diego LAFCO no later than by 5:00 p.m. on **Friday, May 17, 2019**. Nominations received after this date/time will be invalid.
- Nominations may be submitted by mail, courier, or hand-delivered to the San Diego LAFCO office at 9335 Hazard Way, Suite 200 in San Diego. Additionally, and as an encouraged alternative, nominations may be submitted by e-mail and directed to Executive Assistant Tammy Lockett at tamaron.lockett@sdcounty.ca.gov. Nominations received by e-mail will be confirmed by LAFCO and taken as consent to transmit subsequent communications – including ballots – by e-mail unless otherwise specified.

At the close of the nomination period San Diego LAFCO will work with the Special District Advisory Committee (SDAC) in establishing additional dates and deadlines going forward in completing the appointment process.

Should you have any questions or related follow up, please do not hesitate to contact me directly via e-mail at keene.simonds@sdcounty.ca.gov or telephone at 858.614.7755.

Thank you.

Keene Simonds
Executive Officer

Attachments:

1. Adopted Bylaws of the Consolidated Redevelopment Oversight Board
2. List of the 59 Special Districts Eligible to Make a Nomination
3. List of the 19 Special Districts Enrolled in RPTTF Whose Board Members are Eligible for Nominations
4. Nomination Form

cc: Jon Baker, County of San Diego
SDAC Members

BYLAWS
COUNTYWIDE REDEVELOPMENT SUCCESSOR AGENCY OVERSIGHT BOARD
COUNTY OF SAN DIEGO

ARTICLE I - THE OVERSIGHT BOARD

Section 1. Name of Oversight Board

The name of the Oversight Board shall be the "Countywide Redevelopment Successor Agency Oversight Board" (hereinafter referred to as the "Oversight Board").

Section 2. Purpose

The Oversight Board shall perform the duties described in Chapter 4 (commencing with Section 34179) of Part 1.85 of Division 24 of the Health and Safety Code in connection with the winding down of the affairs of the former Redevelopment Agencies of the San Diego County area (hereinafter the "former Redevelopment Agencies") by the San Diego County area successor agencies (hereinafter the "Successor Agencies") of the former Redevelopment Agencies. To the extent there is any inconsistency between the Bylaws and the statutory provisions, the statutory provisions shall control.

a. Duties and Responsibilities

The duties and responsibilities of the Oversight Board are to direct the Successor Agencies to do all of the following:

1. Dispose of all assets and properties of the former Redevelopment Agencies that were funded by tax increment revenues expeditiously and in a manner aimed at maximizing value; provided, however, that the Oversight Board may instead direct the Successor Agencies to transfer ownership of those assets that were constructed and used for a governmental purpose to the appropriate public jurisdiction pursuant to any existing agreements relating to the construction or use of such an asset, with any compensation for the asset governed by the agreements relating to the construction or use of that asset;
2. Cease performance in connection with and terminate all existing agreements that do not qualify as enforceable obligations, as that term is defined in subdivision (d) of Section 34171 of the Health and Safety Code;
3. Transfer housing responsibilities and all rights, powers, duties and obligations related thereto to entities designated pursuant to Section 34176 of the Health and Safety Code;
4. Terminate any agreement between the former Redevelopment Agencies and any public entity located in the County of San Diego that obligates the former Redevelopment Agencies to provide funding for any debt service obligations of the public entity or for the construction or operation of facilities owned or operated by such public entity, in any instance where the Oversight Board finds that early termination would be in the best interests of the taxing entities; and
5. Determine whether any contracts, agreements or other arrangements between the former Redevelopment Agencies and any private parties should be terminated or renegotiated to

reduce liabilities and increase net revenues to the taxing entities, and present proposed termination or amendment agreements to the Oversight Board for consideration and approval; the Oversight Board may approve any amendments to or early termination of such agreements where it finds that amendments or early termination would be in the best interests of the taxing entities.

b. Approvals Required

The following actions of the Successor Agencies shall first be approved by the Oversight Board:

1. The establishment of new repayment terms for outstanding loans where the terms have not been specified prior to February 1, 2012;
2. Refunding of outstanding bonds or other debt of the former Redevelopment Agencies by the Successor Agencies in order to provide for savings or to finance debt service spikes; provided, however, that no additional debt is created and debt service is not accelerated;
3. Setting aside of amounts in reserves as required by indentures, trust indentures, or similar documents governing the issuance of outstanding bonds of the former Redevelopment Agencies;
4. Merging of project areas of the former Redevelopment Agencies;
5. Continuing the acceptance of federal or state grants, or other forms of financial assistance from either public or private sources, where assistance is conditioned upon the provision of matching funds by the Successor Agencies, as successors to the former Redevelopment Agencies, in an amount greater than five percent (5%);
6. Agreements between the Cities and other taxing entities permitting the Cities to retain properties of the former Redevelopment Agencies in exchange for compensation as determined by subdivision (f) of Section 34180 of the Health and Safety Code;
7. Establishment of the recognized obligation payment schedule pursuant to Section 34177 of the Health and Safety Code;
8. Requests by the Successor Agencies to enter into agreements with the Cities that formed the redevelopment agencies they are succeeding pursuant to Section 34178 of the Health and Safety Code; and
9. Requests by the Successor Agencies or taxing entities to pledge, or to enter into an agreement for the pledge of, property tax revenues pursuant to subdivision (b) of Section 34178 of the Health and Safety Code.

c. Review by State Department of Finance

The State Department of Finance (hereinafter "DOF") may review any action of the Oversight Board. The Community Services Group Executive Office of the Oversight Board shall be the contact between the Oversight Board and DOF and shall provide their telephone and email contact information to DOF. Actions taken by the Oversight Board shall not be effective for five (5) business days, pending a request for review by DOF. In the event that DOF requests review of an action taken

by the Oversight Board, DOF shall have forty (40) days from the date of its request to approve the action or return it to the Oversight Board for reconsideration, with suggested modifications. In the event that DOF returns the action to the Oversight Board for reconsideration, the Oversight Board shall consider the modified action, and resubmit the modified action to DOF for approval; the modified action shall not become effective until approved by DOF.

Section 3. Membership/Duration

a. Total Membership/Appointment

The total membership of the Oversight Board shall be seven (7), selected as follows:

1. One member appointed by the County of San Diego Board of Supervisors;
2. One member appointed by the City Selection Committee established pursuant to Section 50270 of the Government Code;
3. One member appointed by the independent special district selection committee established pursuant to Section 56332 of the Government Code, for the types of special districts that are eligible to receive property tax revenues pursuant to Section 34188 of the Health and Safety Code;
4. One member appointed by the County Board of Education;
5. One member appointed by the Chancellor of the California Community Colleges;
6. One member of the public appointed by the County Board of Supervisors; and
7. One member appointed by the recognized employee organization representing the largest number of successor agency employees in the county.

Following its initial formation, the Oversight Board shall report the names of its officers and other members to DOF. The members shall serve without compensation and without reimbursement for expenses. Each member shall serve at the pleasure of the entity that appointed such member.

b. Duration

The Oversight Board shall be and remain established until the sooner of (1) the date that all indebtedness of the former Redevelopment Agencies has been repaid, or (2) the date on which the Oversight Board shall be dissolved by law.

Section 4. Local Entity

Pursuant to subdivision (e) of Section 34179 of the Health and Safety Code, the Oversight Board shall be deemed to be a local entity for purposes of the Ralph M. Brown Act, the California Public Records Act, and the Political Reform Act of 1974.

Section 5. Personal Immunity

Oversight Board members shall have personal immunity from suit for their actions taken within the

scope of their responsibilities as members of the Oversight Board.

Section 6. Fiduciary Responsibilities

Oversight Board members shall have fiduciary responsibilities to holders of enforceable obligations, as that term is defined in subdivision (d) of Section 34171 of the Health and Safety Code, and the taxing entities that benefit from distributions of property tax and other revenues pursuant to Section 34188 of the Health and Safety Code.

Section 7. Resignation

Any Oversight Board member may resign at any time by giving written notice to the Chairperson, who shall forward such notice to the County of San Diego Community Services Group Executive Office and to DOF. Any such resignation will take effect upon receipt or upon any date specified therein. The acceptance of such resignation shall not be necessary to make it effective.

Section 8. Filling of Vacancies

In the event of a vacancy on the Oversight Board, the appointing entity for the vacant seat shall select a member to fill such vacancy as soon as reasonably practicable, provided, however, that the Governor may appoint individuals to fill any member position that remains vacant for more than sixty (60) days.

Section 9. Staff

The Oversight Board may direct the staff of the County of San Diego Community Services Group Executive Office to perform work in furtherance of the duties and responsibilities of the Oversight Board. The County of San Diego Community Services Group Executive Office shall pay for all of the administrative costs of the meetings of the Oversight Board and may be reimbursed for those administrative costs in accordance with Section 34179(c) of the Health and Safety Code.

ARTICLE II - OFFICERS

Section 1. Officers

The officers of the Oversight Board shall consist of a Chairperson, a Vice Chairperson and a Secretary, who shall be elected in the manner set forth in this Article II.

Section 2. Chairperson

The Chairperson shall preside at all meetings of the Oversight Board, and shall submit such agenda, recommendations and information at such meetings as are reasonable and proper for the conduct of the business affairs and policies of the Oversight Board. The Chairperson or, in his/her absence or unavailability the Vice Chairperson, shall sign all documents necessary to carry out the business of the Oversight Board.

Section 3. Vice Chairperson

The Vice Chairperson shall perform the duties of the Chairperson in the absence or unavailability of the Chairperson. In the event of the death, resignation or removal of the Chairperson, the Vice

Chairperson shall assume the Chairperson's duties until such time as the Oversight Board shall elect a new Chairperson.

Section 4. Secretary

The Community Services Group Executive Office Staff shall keep the records of the Oversight Board and shall prepare minutes and keep a record of the meetings in a journal of proceedings. The Secretary shall attest to and/or countersign all documents of the Oversight Board.

Section 5. Additional Duties

The officers of the Oversight Board shall perform such other duties and functions as may from time to time be required by the Oversight Board, these Bylaws, or other rules and regulations, or which duties and functions are incidental to the office held by such officers.

Section 6. Election

The Chairperson, Vice Chairperson and Secretary shall be elected from among the members of the Oversight Board at the first regular meeting of the Oversight Board. Thereafter, the Chairperson, Vice Chairperson and Secretary shall be elected from among the members of the Oversight Board at its regular meeting. Each officer shall hold office until his/her successor is elected and in office. Any such office shall be held for a maximum of (1) year at a time, and no person shall be elected as for the same office for more than (1) term.

Section 7. Vacancies

Should the office of the Chairperson, Vice Chairperson or Secretary become vacant, the Oversight Board shall elect a successor from among the Oversight Board members at the next regular or special meeting, and such office shall be held for the unexpired term of said office.

ARTICLE III - MEETINGS

Section 1. Regular Meetings

The Oversight Board shall meet regularly on the third Thursday of each month, at the hour of 10a.m., at 1600 Pacific Highway, San Diego, California. In the event that the regular meeting date shall be a legal holiday, then any such regular meeting shall be held on the next business day thereafter ensuing that is not a legal holiday. In the event that the meeting location or time must be changed for any reason, such changes shall be provided to all Oversight Board members at least seven calendar days prior the newly located or scheduled meeting. A notice, agenda and other necessary documents shall be delivered to the members either personally, by mail, or by e-mail at least seventy-two (72) hours prior to any regular meeting.

Section 2. Special Meetings

Special meetings may be held upon call of the Chairperson, or an affirmative vote by a majority of the members of the Oversight Board at a regular or special meeting of the Oversight Board at which a quorum is present, for the purpose of transacting any business designated in the call, after notification of all members of the Oversight Board by written notice personally delivered or by mail or e-mail at least twenty-four (24) hours before the time specified notice for a special meeting. At

such special meeting, no business other than that designated in the call shall be considered.

Section 3. Adjourned Meetings

Any meeting of the Oversight Board may be adjourned to an adjourned meeting without the need for notice requirements of a special meeting, provided the adjournment indicates the date, time and place of the adjourned meeting. Oversight Board members absent from the meeting at which the adjournment decision is made shall be notified by the Chairperson of the adjourned meeting.

Section 4. All Meetings to be Open and Public

All meetings of the Oversight Board shall be open and public to the extent required by law. All persons shall be permitted to attend any such meetings, except as otherwise provided by law.

Section 5. Posting Agendas/Notices

The Secretary, or his/her authorized representative, shall post an agenda for each regular Oversight Board meeting or a notice for each special Oversight Board meeting containing a brief description of each item of business to be transacted or discussed at the meeting together with the time and location of the meeting. Agendas/notices shall be posted at the intended meeting site (primarily 1600 Pacific Highway, San Diego, California, at a location readily accessible to the public) at least seventy-two (72) hours in advance of each regular meeting and at least twenty-four (24) hours in advance of each special meeting.

All notices required by law for proposed actions by the Oversight Board shall also be posted on the Oversight Board's internet web site.

Section 6. Right of Public to Appear and Speak

At every regular meeting, members of the public shall have an opportunity to address the Oversight Board on matters within the Oversight Board subject matter jurisdiction. Public input and comment on matters on the agenda, as well as public input and comment on matters not otherwise on the agenda, shall be made during the time set aside for public comment; provided, however, that the Oversight Board may direct that public input and comment on matters on the agenda be heard when the matter regularly comes up on the agenda or prior to that time.

The Chairperson may limit the total amount of time allocated for public discussion on particular issues and/or the time allocated for each individual speaker.

Section 7. Non-Agenda Items

Matters brought before the Oversight Board at a regular meeting which were not placed on the agenda of the meeting shall not be acted upon by the Oversight Board at that meeting unless action on such matters is permissible pursuant to the Ralph M. Brown Act (Gov. Code §54950 et seq.). Those non-agenda items brought before the Oversight Board which the Oversight Board determines will require consideration and action and where Oversight Board action at that meeting is not so authorized shall be placed on the agenda for the next regular meeting.

Section 8. Quorum

The powers of the Oversight Board shall be vested in the members thereof in office from time to time. A majority of the total membership of the Oversight Board shall constitute a quorum for the purpose of conducting the business of the Oversight Board, exercising its powers and for all other purposes, but less than that number may adjourn the meeting from time to time until a quorum is obtained. An affirmative vote by a majority of the total membership of the Oversight Board shall be required for approval of any questions brought before the Oversight Board.

Section 9. Unexcused Absences

If a member shall be absent from three (3) meetings, whether regular or special, within six (6) consecutive calendar months, such absence shall result in the termination of the membership of the absenting member. A member's absence shall be excused if, prior to the meeting from which said member will be absent, said member notifies the staff of the Community Services Group Executive Office of his or her intent to be absent and the reasons therefor; provided, however, that a member shall be entitled to only two (2) excused absences within twelve (12) consecutive calendar months. At each meeting, after the roll has been called, staff shall report to the Oversight Board the name of any member who has so notified him or her of his or her intent to be absent and the reason for such absence.

Section 10. Order of Business

All business and matters before the Oversight Board shall be transacted in conformance with Rosenberg's Rules of Order, Revised.

Section 11. Minutes

Minutes of the meetings of the Oversight Board shall be prepared in writing by Community Services Group Executive Office staff. Copies of the minutes of each Oversight Board meeting shall be made available to each member of the Oversight Board and the Successor Agencies. Approved minutes shall be filed in the official record of minutes of the Oversight Board. A member shall be permitted to vote on a motion pertaining to the minutes of a meeting at which that member was not present.

ARTICLE IV - REPRESENTATION BEFORE PUBLIC BODIES

Any official representations on behalf of the Oversight Board before the Successor Agencies, the County of San Diego Auditor & Controller, the State Controller, DOF, or any other public body shall be made by the Chairperson or his/her designee.

ARTICLE V - AMENDMENTS

These Bylaws may be amended upon an affirmative vote by a majority of the total membership of the Oversight Board, but no such amendment shall be adopted unless at least seven (7) days written notice thereof has previously been given to all members of the Oversight Board. Notice of the amendment shall identify the section or sections of these Bylaws proposed to be amended. The Successor Agencies shall be notified of any amendments to these Bylaws.

Attachment Two

Independent Special Districts in San Diego County

- Eligible to Make a Nomination for Appointment to Oversight Board -

Alpine Fire Protection District	Rancho Santa Fe Fire Protection
Bonita-Sunnyside Fire Protection	Resource Conservation District of San Diego County
Borrego Springs Fire Protection	Rincon Del Diablo Muni Water District
Borrego Water District	Rincon Ranch Community Services District
Canebrake County Water District	San Luis Rey Municipal Water District
Cuyamaca Water District	San Miguel Consolidated Fire Protection District
Deer Springs Fire Protection	Santa Fe Irrigation District
Descanso Community Services District	South Bay Irrigation District
Fairbanks Ranch Community Services District	Tri City Hospital District
Fallbrook Healthcare District	Upper San Luis Rey Resource Conservation District
Fallbrook Public Utility District	Vallecitos Water District
Grossmont Healthcare District	Valley Center Cemetery District
Helix Water District	Valley Center Parks & Recreation
Jacumba Community Services District	Valley Center Fire Protection
Julian Community Services District	Valley Center Municipal Water District
Julian-Cuyamaca Fire Protection	Vista Fire Protection District
Lake Cuyamaca Recreation & Park	Vista Irrigation District
Lakeside Fire Protection District	Whispering Palms Community Services District
Lakeside Water District	Wynola Water District
Leucadia Wastewater District	Yuima Municipal Water District
Lower Sweetwater Fire Protection	
Majestic Pines Community Services District	
Mission Resource Conservation	
Mootamai Municipal Water District	
Morro Hills Community Services District	
North County Cemetery District	
North County Fire Protection	
Olivenhain Municipal Water District	
Otay Water District	
Padre Dam Municipal Water District	
Palomar Health Care District	
Pauma Municipal Water District	
Pauma Valley Community Services District	
Pomerado Cemetery District	
Questhaven Municipal Water District	
Rainbow Municipal Water District	
Ramona Cemetery District	
Ramona Municipal Water District	
Rancho Santa Fe Community Services District	

Attachment Three

Independent Special Districts in San Diego County | Enrolled in Redevelopment Property Tax Trust Fund (RPTTF)

- Elected or Appointed Board Members are Eligible for Nomination to Oversight Board -

Grossmont Healthcare District
Lakeside Fire Protection District
Lakeside Water District
Leucadia Wastewater District
Lower Sweetwater Fire Protection District
North County Cemetery District
Olivenhain Municipal Water District
Otay Water District
Padre Dam Municipal Water District
Palomar Healthcare District
Pomerado Cemetery District
Resource Conservation District of Greater San Diego County
Rincon del Diablo Municipal Water District
San Marcos Fire Protection District
San Miguel Consolidated Fire Protection District
Santa Fe Irrigation District
Tri-City Healthcare District
Vallecitos Water District
Vista Irrigation District

Attachment Four

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE TO THE REDEVELOPMENT OVERSIGHT BOARD

The _____ is
(Name of Independent Special District)

pleased to nominate _____ as a candidate for
(Name of Candidate)

appointment as the SPECIAL DISTRICT REPRESENTATIVE

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 with territory within the boundary of the particular RDA Oversight Board to which the individual seeks appointment.

(Signature)

(Print Name)

(Date)

(Print Title)

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT FOR NOMINEE

- Limit two pages
- Must be submitted with Nomination Form

Directors' Meetings

Presented by Directors Omsted, Hanson, Sullivan

Conference

2019 WaterReuse CA Annual Conference

Dates and Location

March 17-19, 2019

Hyatt Regency Orange County

Garden Grove, CA

List of Attendees

Director Omsted

Director Hanson

Director Sullivan

The above mentioned Board member attended various sessions regarding the design, management, operations, and use of water recycling and/or desalination facilities and projects in California.

Directors' Meetings

Presented by Directors Omsted, Hanson, and Sullivan

Conference

2019 CWEA Annual Conference

Dates and Location

April 9-12, 2019

Palm Springs Convention Center

Palm Springs, CA

List of Attendees

Director Omsted

Director Hanson

Director Sullivan

The above mentioned Board member attended various sessions regarding wastewater and recycled water issues.