



**BOARD OF DIRECTORS
REGULAR MEETING**

DATE: Wednesday, October 9, 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. Achieve Highest Number of Consecutive Work Days Without a Lost Time Injury. (Page 5)
 - B. Certificate of Achievement for Excellence in Financial Reporting from The Government Finance Officers Association (GFOA). (Pages 6-7)
 - C. Investment Policy Certification from The California Municipal Treasurers Association (CMTA). (Pages 8-9)

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

September 11, 2019 Regular Board Meeting (Pages 10-13)
October 2, 2019 Engineering Committee Meeting (Pages 14-16)

8. Approval of Demands for September/October 2019

This item provides for Board of Directors approval of all demands paid from LWD during the month of September and a portion in October 2019. (Pages 17-33)

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 FY19 to FY20, flows by sub-basin, and staff training. (Pages 34-40)

10. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY20 budget and discloses monthly investments. (Pages 41-48)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of September 2019. (Pages 49-50)

12. Status Update on the Fiscal Year 2020 (FY20) LWD Tactics and Action Plan

(Pages 51-56)

EWA REPORTS

13. Encina Wastewater Authority Reports

- A. A regular EWA Board meeting was held on September 25, 2019 – report by Director Sullivan. (Page 57)
- B. An Encina Member Agencies Manager's Meeting was held on October 8, 2019 – report by GM Bushee. (Verbal)

COMMITTEE REPORTS

14. Committee Reports

- A. Engineering Committee (EC) Meeting was held October 2, 2019 - report by Director Juliussen. (Page 58)

ACTION ITEMS

- 15. Award of Purchase Agreement for Two (2) Portable Emergency Generators**
Authorize the General Manager to execute an agreement with Pacific Sun Systems (PSS) for the purchase of two (2) Portable Emergency Generators in an amount not to exceed \$151,161.99. (Pages 59-63)
- 16. Award of Purchase Agreement - HVAC Rehabilitation**
Authorize the General Manager to execute a sole source purchase Agreement with Pacific Rim Mechanical for the purchase of a new air-cooled chiller in an amount not to exceed \$57,480.00. (Pages 64-70)
- 17. LAFCO San Diego County Consolidated Redevelopment Oversight Board Call for Ballots – 60 Day Extension** (Pages 71-73)

INFORMATION ITEMS

- 18. Project Status Updates and Other Informational Reports**
 - A. LWD Annual Holiday Luncheon is scheduled for Thursday, December 12, 2019 at The Crossings in Carlsbad. (Page 74)
 - B. REAL ID Act Requirements. (Pages 75-77)
- 19. Directors' Meetings and Conference Reports**
 - A. The CSDA Annual Conference was held September 25-28, 2019 at the Anaheim Marriott in Anaheim, CA. (Page 78)
- 20. General Manager's Report**
- 21. General Counsel's Report**
- 22. Board of Directors' Comments**
- 23. Closed Session**
Conference with Legal Counsel to discuss exposure to litigation pursuant to California Government Code Sec. 54956.9(d)(2) – City of Carlsbad Cease and Desist Notice. (Verbal)
- 24. Adjournment**

AFFIDAVIT OF POSTING

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

Date: October 3, 2019



Paul J. Bushee, Secretary/General Manager

MEMORANDUM

DATE: October 3, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Achieve Highest Number of Consecutive Work Days Without a Lost Time Injury**

I am pleased to report that the Leucadia Wastewater District (LWD) recently achieved an organizational objective under the District's Incentive Program.


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

On September 12, 2019, LWD staff completed eight years without a lost time injury accident. This achievement represents a significant accomplishment since workplace injuries result in lost productivity, low morale, and increased workers' compensation costs. Consequently, avoiding workplace injuries is one of the most important accomplishments LWD staff can achieve. By reaching this goal, each employee is eligible for a \$1,200 incentive compensation award.

Please join me in congratulating LWD for this accomplishment.

tb:PJB

MEMORANDUM

DATE: October 3, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Presentation and Awards – Financial Award**

I am pleased to report that the Leucadia Wastewater District (LWD) recently received a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).

GFOA recently notified the District that its Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2018 qualified to receive the award for Excellence in Financial Reporting. This award recognizes that the District has met all GFOA required criteria and established professional standards for financial reporting.

Please join me in congratulating LWD for receiving this award.

rad:PJB

Attachment



The Government Finance Officers Association
of the United States and Canada

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Richard Duffey

Administrative Services Manager

Leucadia County Wastewater District, California




The award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the individual(s) designated as instrumental in their government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director

Christopher P. Morrell

Date September 13, 2019

MEMORANDUM

DATE: October 3, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Presentation and Awards – Financial Award**

I am pleased to report that the Leucadia Wastewater District (LWD) recently received an Investment Policy Certification from the California Municipal Treasurers Association (CMTA).

The CMTA reviewed LWD's recently revised investment policy and, on September 23, 2019, certified that LWD's investment policy complies with the current State statues governing the investment practices of local government entities located within the State of California.

Please join me in congratulating LWD for receiving this certification.

rad:PJB

Attachment

California Municipal Treasurers Association



Investment Policy Certification

Issued on 9/23/2019



Leucadia Wastewater District

The California Municipal Treasurers Association certifies that the investment policy of the Leucadia Wastewater District complies with the current State statutes governing the investment practices of local government entities located within the State of California.



President

9/23/19

Date

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 September 11, 2019

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, September 11, 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, Field Services Superintendent Jeff Stecker, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, District Engineer Dexter Wilson, Field Services Specialist Ian Riffel, Field Services Technician III James Hoyett, and Field Services Technician II Ryan Rodriguez

3. Pledge of Allegiance

Director Omsted led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

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

A. Achievement of Individual Award – James Hoyett

GM Bushee stated that Field Services Technician III, James Hoyett, recently passed his 30th year anniversary at the District but was not able to attend the August Board meeting. He provided background information about James and noted that under LWD's incentive program James is eligible for a \$750 incentive award.

The Board of Directors congratulated James for his efforts.

B. Achievement of Individual Award – Ryan Rodriguez

GM Bushee introduced Field Services Technician II Ryan Rodriguez stating that Ryan recently received his Certificate of Achievement in Wastewater Technology Education from Palomar College. He also presented background information about Ryan. He noted that Ryan is eligible for a \$500 incentive award under the District's incentive program.

GM Bushee also stated that Ryan recently received his Associate Degree in Science in Wastewater Technology Education from Palomar College. He noted that Ryan is eligible for a \$750 incentive award for the Associate Degree under the District's incentive program.

President Kulchin presented Ryan with his certificates and the Board of Directors congratulated Ryan for his efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

August 14, 2019 Regular Board Meeting

8. Approval of Demands for August/September 2019

Payroll Checks numbered 21514-21576; General Checking – Checks numbered 53164-53288

9. Operations Report (A copy was included in the original September 11, 2019 Agenda)

10. Finance Report (A copy was included in the original September 11, 2019 Agenda)

11. Disclosure of Reimbursements

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

Upon a motion duly made by Director Sullivan, seconded by Director Omsted, 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 August 28, 2019.

Director Sullivan reported on EWA's August 28, 2019 Board meeting.

Director Omsted asked what will be done with the South Parcel. Director Sullivan stated nothing has been decided yet but it will not be sold.

GM Bushee added that there is outside interest in the property but the caveat with the South Parcel is that no permanent construction is permitted per Encina policy.

B. EWA Member Agency Manager's (MAM) - Meeting held on September 3, 2019.

GM Bushee reported on EWA's MAM September 3, 2019 meeting.

13. Committee Reports

None.

ACTION ITEMS

14. Call for Nominations to the Local Agency Formation Commission (LAFCO) Special Districts Advisory Committee

EA Baity presented the item stating that LAFCO is requesting nominations for eight special district members to serve on the Special District Advisory Committee. EA Baity stated that it is a four-year term expiring in October 2023 and the number of candidates representing the same agency shall be limited to one. She indicated that the deadline to receive nominations is September 23, 2019 at 5:00 p.m.

Following discussion, the Board of Directors chose not to submit a nomination.

INFORMATION ITEMS

15. Project Status Updates and Other Informational Reports

A. Encinitas Beach Hotel Development Update.

FSSpec Riffel presented an update on the Encinitas Beach Hotel Development Project. He provided background information on the project including location, hotel amenities, and sewer lateral connections.

President Kulchin asked what the annual sewer service fee would be for the hotel. FSSpec Riffel stated that the hotel is charged for 93 EDUs which equates to approximately \$33K per year.

The Board thanked Ian for his presentation.

B. Flu Shot Clinic is scheduled for Thursday, September 19, 2019 from 3:00 - 4:00 p.m.

EA Baity announced the date, time, and location of the Flu Shot Clinic.

C. The 2019 CSDA Annual Conference is scheduled for September 25 - 28, 2019 at the Anaheim Marriot in Anaheim, CA.

EA Baity announced the date, time, and location of the 2019 CSDA Annual Conference.

16. Directors' Meetings and Conference Reports

A. The 64th Annual CASA Conference was held August 21-23, 2019 at the Manchester Grand Hyatt San Diego in San Diego, CA.

Director Omsted asked if the District contributes to the CASA Scholarship Program. GM Bushee stated that the District does contribute to the program and the District contributed \$1K last year.

President Kulchin stated it was a great conference. Director Sullivan agreed with President Kulchin. Director Hanson stated she enjoyed the CSRMA portion of the conference.

B. The 34th Annual WaterReuse Symposium was held September 8-11, 2019 at the San Diego Marriot Marquis in San Diego, CA.

Director Sullivan stated it was an incredible conference with sold out attendance. She also stated the conference had great speakers from around the world.

17. General Manager's Report

GM Bushee reported on the following items:

- He will be out of the office from September 19th - 25th at the WEFTEC Conference; and
- There is no Closed Session tonight and the recycled water issue with the City of Carlsbad will be addressed at a LAFCO Special Districts Advisory Committee meeting on October 11th

18. General Counsel's Report

GC Brechtel reported on the following items:

- City of Oroville v. Superior Court – inverse condemnation liability in sewage backup;
- Assembly Bill 1184 – California public agency email retention; and
- California Prevailing Wage

19. Board of Directors' Comments

None.

20. Closed Session

A. Conference with Legal Counsel to discuss exposure to litigation pursuant to California Government Code Sec. 54956.9(d)(2) – City of Carlsbad Cease and Desist Notice.

There was no Closed Session.

21. Adjournment

President Kulchin adjourned the meeting at approximately 5:35 p.m.

David Kulchin, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 October 2, 2019

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held on Wednesday, October 2, 2019 at 12:00 p.m., at the LWD Administration Office located at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

Chairperson Juliussen called the meeting to order at 12:05 p.m.

2. Roll Call

DIRECTORS PRESENT: Juliussen and Kulchin

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee; Technical Services Manager Robin Morishita; Field Services Superintendent Jeff Stecker; Field Services Supervisor Marvin Gonzalez; Field Services Specialist Ian Riffel; District Engineer Dexter Wilson; and Administrative Specialist Mark Brechbiel

3. Public Comment

None.

4. New Business

- A. Authorize the General Manager to execute an Agreement with Pacific Sun Systems for the purchase of two (2) Portable Emergency Generators in an amount not to exceed \$157,161.99.

Field Services Superintendent (FSS) Stecker gave a presentation outlining the necessity to purchase two Portable Emergency Generators to provide power to pump stations in power outage events.

He began by giving a background on the District's current generators, their age and how they are beyond the 10-year replacement age. He also indicated that as of January 1, 2020 they will no longer be in compliance with San Diego County Air Pollution Control District (APCD) regulations.

FSS Stecker stated rather than rebuilding the existing generators to be in compliance, at a considerable cost, staff is requesting to purchase two new generators from Pacific Sun Systems (PSS) in an amount not to exceed \$157,161.99 and sell the old generators at auction.

President Kulchin asked if the existing generators were in compliance when LWD first purchased them. FSS Stecker answered affirmatively.

Chairperson Juliussen asked if the two existing generators are still in good working order. FSS Stecker answered affirmatively. However, if LWD were to use them after January 1, 2020 the District would face potential fines.

President Kulchin asked what the compliance regulations are based on. FSS Stecker indicated the regulations are based on exhaust emissions during operation, similar to that of a motor vehicle.

FSS Stecker indicated that a request for bids was sent out to six different generator suppliers and six bids were received. Upon opening of the bids, PSS was the apparent low bidder. Before proceeding, the bids were sent over to the Dexter Wilson Engineering Inc. (DWEI) for review. Upon review, DWEI recommended LWD proceed with awarding the purchase to PSS as the lowest responsive and responsible bidder.

President Kulchin asked how much [money] does staff expects to get for the old generators. FSS Stecker and Field Services Supervisor (FSSup) Gonzalez indicated that someone from the Field Services staff would research comparable generators and determine the approximate minimum resale value when they are sold at auction.

The EC thanked FSS Stecker for his presentation.

Following discussion, the EC agreed with staff to forward this recommendation to the Board of Directors.

- B. Authorize the General Manager to execute a sole source purchase Agreement with Pacific Rim Mechanical for the purchase of a new air-cooled chiller in an amount not to exceed \$57,480.00.

Field Services Specialist (FSSpec) Riffel gave a presentation outlining how and why the purchase and install of a new chiller is necessary for the LWD Admin building.

He gave background information that led up to where the project is now. He indicated that in January of 2018 LWD was informed by its previous HVAC company that the chiller was due to be replaced. Staff was not satisfied with the HVAC maintenance services being provided. Therefore, in February 2018 LWD staff requested quotes from three companies for maintenance services and the replacement of the equipment. Ultimately, Pacific Rim Mechanical (Pac Rim) was selected. In addition, Pac Rim provided the lowest quote for a new replacement chiller.

FSSpec Riffel indicated the current chiller is beyond its 10-year useful life.

He also stated that since the initial bid in early 2018, the industry standard has changed with respects to how chillers are built. Instead of copper being used for the cooling coils, aluminum is now the industry standard. Therefore, the updated quote received in 2019 from Pac Rim is approximately \$6,000 less.

Chairperson Juliussen commented how aluminum tends to deteriorate due to the salt air close to the coast. FSSpec Riffel indicated that the aluminum coils are coated with an epoxy, thus prolonging the life of the coils.

Chairperson Juliussen asked if the warranty is the same as the currently installed chiller. FSSpec Riffel replied affirmatively (10 years).

The EC thanked FSSpec Riffel for his presentation.

Following discussion, the EC agreed with staff to forward this recommendation to the Board of Directors.

5. Information Items

A. Batiquitos (B3) Discharge Section Replacement Project Update (Verbal)

Technical Services Manager (TSM) Morishita gave an update on the replacement of the discharge section of the B3 Force Main.

He showed images of the project taking place along Coast Highway 101. The images included the clearing of plants at the construction site, an uncovered utility box that held unmarked fiber optic lines, images of the heavy equipment being used to excavate as well as images of the shoring used to safely secure the trench.

He indicated that the discovery of the fiber optic line slightly slowed down the progress of the project. However, once the proper parties were notified, the line was moved and the project proceeded.

He showed images of the Ductile Iron Pipe (DIP) that had been removed which showed a section, from the northern discharge end of the pipe, that had severe internal corrosion.

The EC thanked TSM Morishita for his presentation and the hard work being put forth by all on this project.

6. Directors' Comments

Chairperson Juliussen stressed his concern for the safety of all during projects especially to those taking place on major roadways. He urged staff to keep safety as the number one priority. He again commended all for their hard work and commented on how valuable everyone is.

7. General Manager's Comments


None.

8. Adjournment

Chairperson Juliussen adjourned the meeting at approximately 12:55 p.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

MEMORANDUM

DATE: October 3, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Approval of September/October Demands**

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve checks and electronic payments totaling **\$ 287,694.05**.
2. Discuss and take other action as appropriate.

DISCUSSION:

Attached are check registers describing all payments made by LWD for the period September 6, 2019 through October 3, 2019.

Operating expenses totaled **\$ 154,042.86** Capital Improvement Program expenses totaled **\$ 20,798.68** and Payroll expense for District Employees and the Board totaled **\$ 112,852.51**.

Attachment 1	Summary of Demands by Account September 6–October 3, 2019
Attachment 2	Payroll Check Register dated September 11, 2019
Attachment 3	Payroll Check Register dated September 11, 2019
Attachment 4	Accounts Payable Check Register dated September 12, 2019
Attachment 5	Accounts Payable Check Register dated September 23, 2019
Attachment 6	Payroll Check Register dated September 25, 2019
Attachment 7	Board Payroll Check Register dated September 30, 2019
Attachment 8	Accounts Payable Check Register dated October 1, 2019
Attachment 9	Accounts Payable Check Register dated October 1, 2019

DEMANDS SUMMARY
October 9, 2019

1. Demands

<u>Category</u>	<u>Check #'s</u>		<u>Amount</u>	<u>Total</u>
Payroll Check -9/11/2019	21577 - 21595		\$54,822.46	
Payroll Check - 9/11/2019	21596	Incentive	\$1,002.55	
Payroll Check -9/25/2019	21597 - 21615		\$53,902.18	
Board Payroll Check -9/30/ 2019	21616 - 21619		<u>\$3,125.32</u>	
		Total		\$112,852.51
General Checking -9/12/2019	53289 - 53331		\$ 45,379.15	
General Checking - 9/23/2019	53332 - 53359		\$ 85,818.44	
General Checking - 10/1/2019	53360		\$ 1,129.75	
General Checking- 10/1/2019	53361 - 53377		<u>\$ 42,514.20</u>	
		Total	\$ 174,841.54	
		GRAND TOTAL		\$287,694.05
<u>VOIDED CHECK</u>	53341 Reissue			
	53359 Reissue			

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: September 11, 2019

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
21577 - 21595	9/11/2019	\$54,822.46

LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT

Payroll Date: September 11, 2019
Incentive

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
21596	9/11/2019	\$1,002.55

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 9/12/2019 Through 9/12/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
CHRIS BROWN dba:ALCHEMY CONSULTING GROUP	53289	9/12/2019	2,000.00	CONSULTING FEES-LAFCO PROCESS
	Total 53289		2,000.00	
AMERICAS FINEST FIRE	53290	9/12/2019	161.94	FIRE EXTINGUISHERS SERVICE
	Total 53290		161.94	
AT&T	53291	9/12/2019	220.27	PHONE SERVICE @ OFFICE/ELEVATORS
	Total 53291		220.27	
AZTEC LEASING, INC	53292	9/12/2019	605.88	NEW COPIER LEASE-AUG
	Total 53292		605.88	
CARLSBAD CHAMBER OF COMMERCE	53293	9/12/2019	849.00	MEMBERSHIP RENEWAL-2019-2020
	Total 53293		849.00	
CINTAS FIRST AID AND SAFETY	53294	9/12/2019	148.94	ADULT AED PADS
	Total 53294		148.94	
CITY OF CARLSBAD	53295	9/12/2019	235.61	WATER @ VACTOR
CITY OF CARLSBAD		9/12/2019	274.96	WATER @ VACTOR 2
	Total 53295		510.57	
CORODATA	53296	9/12/2019	79.54	STORAGE-AUG
	Total 53296		79.54	
DOANE AND HARTWIG WATER SYSTEMS, INC	53297	9/12/2019	12.00	FAST & TITE FITTING
	Total 53297		12.00	
DAVID KULCHIN	53298	9/12/2019	644.48	REIMBURSE FOR CASA CONF
	Total 53298		644.48	
DKF SOLUTIONS GROUP, LLC	53299	9/12/2019	300.00	SAFETY PROGRAM SUBS FEE-SEPT
	Total 53299		300.00	
ENCINITAS CHAMBER OF COMMERCE	53300	9/12/2019	295.00	MEMBERSHIP RENEWAL-2020
	Total 53300		295.00	
EVOQUA WATER TECHNOLOGIES, LLC	53301	9/12/2019	14,059.53	CHEMICAL FERROUS
	Total 53301		14,059.53	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 9/12/2019 Through 9/12/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
HARTFORD LIFE & ACCIDENT INS.	53302	9/12/2019	456.89	LIFE INS-SEPT
	Total 53302		456.89	
HEAVILAND ENTERPRISES, INC	53303	9/12/2019	840.00	LANDSCAPE MAINT.-SEPT.
	Total 53303		840.00	
INTERSTATE BATTERIES OF SAN DIEGO	53304	9/12/2019	112.09	BATTERY @ VP5
	Total 53304		112.09	
JOHN W. SMITH dba: NORTH COUNTY BACKFLOW	53305	9/12/2019	466.00	FIXED LEAK IN ASSEMBLY
	Total 53305		466.00	
L&L PRINTERS	53306	9/12/2019	4,975.80	BALANCE ON 2019 SUMMER NEWSLETTER PRINTING
	Total 53306		4,975.80	
MALLORY SAFETY AND SUPPLY	53307	9/12/2019	1,508.50	CARDI DEFIBRILLATOR
MALLORY SAFETY AND SUPPLY		9/12/2019	300.59	NITRILE GLOVES
	Total 53307		1,809.09	
NATIONWIDE RETIREMENT SOLUTIONS	53308	9/12/2019	294.31	DEFERRED COMP
	Total 53308		294.31	
NEOPOST, INC	53309	9/12/2019	177.23	POSTAGE AND POSTAGE METER RENTAL
	Total 53309		177.23	
OFFICE DEPOT, INC.	53310	9/12/2019	72.68	OFFICE SUPPLIES
	Total 53310		72.68	
OLIVENHAIN MUNICIPAL WATER DISTRICT	53311	9/12/2019	45.21	WATER @ E. ESTATES PS
OLIVENHAIN MUNICIPAL WATER DISTRICT		9/12/2019	294.50	WATER @ TRAVELING
OLIVENHAIN MUNICIPAL WATER DISTRICT		9/12/2019	414.05	WATER @ TRAVELING 2
OLIVENHAIN MUNICIPAL WATER DISTRICT		9/12/2019	45.21	WATER @ VP5
OLIVENHAIN MUNICIPAL WATER DISTRICT		9/12/2019	53.35	WATER @ VP7
	Total 53311		852.32	
OLIVENHAIN MUNICIPAL WATER DIST	53312	9/12/2019	861.65	RMC GRANT ADM COSTS

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 9/12/2019 Through 9/12/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
	Total 53312		861.65	
PLANT PEOPLE, INC	53313	9/12/2019	158.00	MAINTENANCE OF LIVE PLANTS @ OFFICE-SEPT
	Total 53313		158.00	
PLUMBERS DEPOT, INC	53314	9/12/2019	502.82	CABLE ASSY
PLUMBERS DEPOT, INC		9/12/2019	469.75	KIT, BATTERY
	Total 53314		972.57	
PROFESSIONAL CONTRACTOR SUPPLY	53315	9/12/2019	696.71	CAPITAL SAFETY/DBI SALA REPAIR SERVICE
	Total 53315		696.71	
PURE WATER PARTNERS, LLC	53316	9/12/2019	135.77	FILTERED WATER FOR OFFICE
	Total 53316		135.77	
RICK EASTON	53317	9/12/2019	232.73	SAFETY BOOTS FOR R. EASTON
	Total 53317		232.73	
RISING TIDE PARTNERS	53318	9/12/2019	5,812.50	PUBLIC INFORMATION-AUGUST
	Total 53318		5,812.50	
SAN DIEGO EMPLOYERS ASSOCIATION	53319	9/12/2019	149.00	EMPLOYEE ORIENTATION CLASS-T. HILL
	Total 53319		149.00	
SAN DIEGUITO WATER DISTRICT	53320	9/12/2019	138.91	WATER @ BPS
SAN DIEGUITO WATER DISTRICT		9/12/2019	5.97	WATER @ VACTOR 2
	Total 53320		144.88	
STAPLES	53321	9/12/2019	87.26	OFFICE SUPPLIES
	Total 53321		87.26	
SUNBELT RENTALS	53322	9/12/2019	597.08	TRACTOR RENTAL
	Total 53322		597.08	
TERMINIX	53323	9/12/2019	62.00	MONTHLY PEST SERVICE-AUG
	Total 53323		62.00	
THE HOME DEPOT CRC/GEFC	53324	9/12/2019	335.17	SUPPLIES
	Total 53324		335.17	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 9/12/2019 Through 9/12/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
UNDERGROUND SERVICE ALERT OF	53325	9/12/2019	89.20	DIG SAFE FEE
UNDERGROUND SERVICE ALERT OF		9/12/2019	244.30	UNDERGROUND ALARM SERVICE
	Total 53325		333.50	
UNIFIRST CORPORATION	53326	9/12/2019	236.00	LAUNDRY SERVICE W/E 9/4/2019
	Total 53326		236.00	
UNIFIRST FIRST AID	53327	9/12/2019	150.74	CARDIAC ADULT PADS
	Total 53327		150.74	
VERIZON WIRELESS	53328	9/12/2019	21.27	TELEMETRY-CELL PHONES
	Total 53328		21.27	
VORTEX INDUSTRIES, INC	53329	9/12/2019	523.30	REPAIRS TO GATE
	Total 53329		523.30	
WESELOH CHEVROLET	53330	9/12/2019	113.56	SERVICE/MAINT ON TRUCK #154
	Total 53330		113.56	
WORDEN WILLIAMS LLP	53331	9/12/2019	3,811.90	LEGAL FEES-AUGUST
	Total 53331		3,811.90	
Report Total			45,379.15	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 9/23/2019 Through 9/23/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
AT&T	53332	9/23/2019	<u>138.24</u>	LD PHONE SERVICE @BPS
	Total 53332		138.24	
AYALA ENGINEERING	53333	9/23/2019	<u>7,985.00</u>	SEWER MANHOLE REPAIRS
	Total 53333		7,985.00	
CARLSBAD FUELS CORPORATION	53334	9/23/2019	<u>4,222.82</u>	VEHICLE FUELS
	Total 53334		4,222.82	
PETTY CASH	53335	9/23/2019	<u>306.85</u>	PETTY CASH-AUG/SEPT
	Total 53335		306.85	
COUNTY OF SAN DIEGO	53336	9/23/2019	<u>484.00</u>	FACILITY PERMIT @ VP5 PS
	Total 53336		484.00	
CWEA	53337	9/23/2019	<u>192.00</u>	MEMBERSHIP RENEWAL FOR H. GONZALEZ
	Total 53337		192.00	
DOANE AND HARTWIG WATER SYSTEMS, INC	53338	9/23/2019	<u>19.40</u>	FAST AND TITE FITTING
	Total 53338		19.40	
DATA NET SOLUTIONS GROUP	53339	9/23/2019	<u>5,917.90</u>	IS MAINT AND SUPPORT
	Total 53339		5,917.90	
DEXTER WILSON ENGINEERING	53340	9/23/2019	<u>5,912.50</u>	GE/0996/AUG/ENCINITAS BEACH HOTEL
DEXTER WILSON ENGINEERING		9/23/2019	46.04	GE/1018/AUG/URANIA AVE
DEXTER WILSON ENGINEERING		9/23/2019	800.00	GE/1022/AUG/VULCAN AVE
DEXTER WILSON ENGINEERING		9/23/2019	270.00	GE/1041/AUG/BELLA AZUL CT
DEXTER WILSON ENGINEERING		9/23/2019	190.00	GE/1074/AUG/ENCINITAS MORNING/WOODSIDE LN
DEXTER WILSON ENGINEERING		9/23/2019	217.50	GE/1080/AUG/EUCALYPTUS AVE
DEXTER WILSON ENGINEERING		9/23/2019	110.00	GE/1081/AUG/CORTE ESPERANZA
DEXTER WILSON ENGINEERING		9/23/2019	485.00	GE/AUG/0929/CASCADA VERDE
DEXTER WILSON ENGINEERING		9/23/2019	<u>110.00</u>	GE/AUG/1048/WOOD AVE
	Total 53340		8,141.04	
ELAINE SULLIVAN	53341	9/23/2019	<u>0.00</u>	REIMBURSE FOR 34TH WATERUSE CONF
	Total 53341		0.00	
EWING IRRIGATION PRODUCTS	53342	9/23/2019	<u>13.10</u>	PARTS FOR BPS
	Total 53342		13.10	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 9/23/2019 Through 9/23/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
GRAINGER, INC	53343	9/23/2019	43.44	COMPRESSOR OIL @ BPS
	Total 53343		43.44	
HEAVILAND ENTERPRISES, INC	53344	9/23/2019	295.00	MONTHLY VEGETATION CLEANUP-SEPT
	Total 53344		295.00	
ICMA RETIREMENT-303979	53345	9/23/2019	5,511.14	DEFERRED COMP
	Total 53345		5,511.14	
MITSUBISHI ELECTRIC US, INC	53346	9/23/2019	308.81	ELEVATOR SERVICE AND MAINT
	Total 53346		308.81	
NAPA AUTO	53347	9/23/2019	109.88	SERPENTINE BELT FOR ON CALL TRUCK
	Total 53347		109.88	
SAN DIEGO UNION TRIBUNE	53348	9/23/2019	149.13	DAILY NEWSPAPER DELIVERY
	Total 53348		149.13	
SAN DIEGO GAS & ELECTIRC	53349	9/23/2019	3,160.03	ELECTRIC @ ADM OFFICE
SAN DIEGO GAS & ELECTIRC		9/23/2019	112.97	ELECTRIC @ AVOCADO PS
SAN DIEGO GAS & ELECTIRC		9/23/2019	13,476.38	ELECTRIC @ BPS
SAN DIEGO GAS & ELECTIRC		9/23/2019	435.07	ELECTRIC @ DIANA PS
SAN DIEGO GAS & ELECTIRC		9/23/2019	1,561.32	ELECTRIC @ EEP5
SAN DIEGO GAS & ELECTIRC		9/23/2019	769.06	ELECTRIC @ ENCINITAS ESTATES PS
SAN DIEGO GAS & ELECTIRC		9/23/2019	872.14	ELECTRIC @ LA COSTA PS
SAN DIEGO GAS & ELECTIRC		9/23/2019	10,577.60	ELECTRIC @ LPS
SAN DIEGO GAS & ELECTIRC		9/23/2019	149.08	ELECTRIC @ RANCHO VERDE PS
SAN DIEGO GAS & ELECTIRC		9/23/2019	691.34	ELECTRIC @ SAXONY PS
SAN DIEGO GAS & ELECTIRC		9/23/2019	341.61	ELECTRIC @ VP5
SAN DIEGO GAS & ELECTIRC		9/23/2019	163.49	ELECTRIC @ VP7
SAN DIEGO GAS & ELECTIRC		9/23/2019	10.00	GAS @ ADM OFFICE
	Total 53349		32,320.09	
SOUTHERN CONTRACTING COMPANY	53350	9/23/2019	8,759.69	LED BOLLARD LIGHT FIXTURES
	Total 53350		8,759.69	
SPACELINK/I2B NETWORK	53351	9/23/2019	160.00	MONTHLY WEB CAM @ BPS-9/14-10/13/19
	Total 53351		160.00	
SPECIALTY SEALS & ACCESSORIES, INC.	53352	9/23/2019	1,545.14	REFURBISHED 5' CURC@LPS
	Total 53352		1,545.14	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 9/23/2019 Through 9/23/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
STAPLES	53353	9/23/2019	409.97	OFFICE SUPPLIES
	Total 53353		409.97	
UNIFIRST CORPORATION	53354	9/23/2019	245.01	LAUNDRY SERVICE-W/E 9/11/2019
UNIFIRST CORPORATION		9/23/2019	236.00	LAUNDRY SERVICES W/E 9/18/19
	Total 53354		481.01	
U.S. BANK	53355	9/23/2019	4,634.37	CONFERENCES/MEETINGS/SUPPL...
	Total 53355		4,634.37	
VERIZON WIRELESS	53356	9/23/2019	1,129.22	CELL PHONES USAGE
	Total 53356		1,129.22	
VORTEX INDUSTRIES, INC	53357	9/23/2019	1,029.95	PREVENTIVE MAINT ON VARIOUS DOORS
	Total 53357		1,029.95	
WOODYS CRANE SERVICE	53358	9/23/2019	375.00	CRANE SERVICE @ LPS
	Total 53358		375.00	
ELAINE SULLIVAN	53359	9/23/2019	1,136.25	REIMBURSE FOR 34TH WATERUSE CONF
	Total 53359		1,136.25	
Report Total			85,818.44	

Leucadia Wastewater District
 Vendor Activity - Supplemental Credit Card Report
 From 9/17/2019 Through 9/23/2019

Vendor Name	Tra... Sou...	Effective Date	Check/Voucher Number	Expenses	GL Code	GL Title	Transaction Description
U.S. BANK	API	9/17/2019	53355	(700.00)	4330	BOARD CONFERENCES	REFUND-J.H.-WATERUSE
U.S. BANK	API	9/17/2019	53355	95.00	4810	MEMBERSHIP & DUES	CMTA DUES
U.S. BANK	API	9/17/2019	53355	41.10	4910	OFFICE SUPPLIES	OFFICE SUPPLIES-P.B.
U.S. BANK	API	9/17/2019	53355	20.00	4930	SUBSCRIPTIONS	EMAIL LWD NEWSLETTER
U.S. BANK	API	9/17/2019	53355	13.95	4950	Computer Software/Srvc/Support/Hardware	IPAD COVER-J.S.
U.S. BANK	API	9/17/2019	53355	13.95	4950	Computer Software/Srvc/Support/Hardware	IPAD COVER-T.H.
U.S. BANK	API	9/17/2019	53355	210.11	4950	Computer Software/Srvc/Support/Hardware	IPAD COVERS-BOARD
U.S. BANK	API	9/17/2019	53355	171.32	4950	Computer Software/Srvc/Support/Hardware	IPAD KEYBRD-J.S.
U.S. BANK	API	9/17/2019	53355	171.32	4950	Computer Software/Srvc/Support/Hardware	IPAD KEYBRD-T.H.
U.S. BANK	API	9/17/2019	53355	542.67	4950	Computer Software/Srvc/Support/Hardware	IPAD-J.S
U.S. BANK	API	9/17/2019	53355	542.67	4950	Computer Software/Srvc/Support/Hardware	IPAD-T.H.
U.S. BANK	API	9/17/2019	53355	1,797.49	4950	Computer Software/Srvc/Support/Hardware	IPADS-BOARD
U.S. BANK	API	9/17/2019	53355	603.25	4950	Computer Software/Srvc/Support/Hardware	PC-SOLID STATE DRIVES
U.S. BANK	API	9/17/2019	53355	319.70	5520	REPAIR & MAINT PUMP STATION	GLASS FOR LPS DOOR
U.S. BANK	API	9/17/2019	53355	151.96	5710	TRAINING, EDUCATION & CONFERNC	SEWER SUMMIT CONF-R.M.
U.S. BANK	API	9/17/2019	53355	154.96	5710	TRAINING, EDUCATION & CONFERNC	SEWER SUMMIT-I.R.
U.S. BANK	API	9/17/2019	53355	164.96	5710	TRAINING, EDUCATION & CONFERNC	SEWER SUMMIT-J.H.
U.S. BANK	API	9/17/2019	53355	164.96	5710	TRAINING, EDUCATION & CONFERNC	SEWER SUMMIT-J.S.
U.S. BANK	API	9/17/2019	53355	125.00	5910	TELEPHONE	WEB HOSTING
U.S. BANK	API	9/17/2019	53355	30.00	5910	TELEPHONE	WIFI
Transaction Total				<u>4,634.37</u>			

Report
 Opening/Current
 Balance

**LEUCADIA WASTEWATER DISTRICT
EMPLOYEE PAYROLL CHECK REPORT**

Payroll Date: **September 25, 2019**

<u>Check Nos.</u>	<u>Date</u>	<u>Amount</u>
21597 - 21615	9/25/2019	\$53,902.18

LEUCADIA WASTEWATER DISTRICT
BOARD PAYROLL CHECK REPORT

Payroll Date: September 30, 2019

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>
21616-21619	9/30/2019	\$3,125.32

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 10/1/2019 Through 10/1/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
ELAINE SULLIVAN	53360	10/1/2019	1,129.75	34th Annual WaterReuse Sumposium
	Total 53360		1,129.75	
Report Total			1,129.75	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 10/1/2019 Through 10/1/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
COLONIAL LIFE INS	53361	10/1/2019	<u>279.04</u>	ACCIDENT/ILLNESS INS-SEPT
	Total 53361		279.04	
CWEA	53362	10/1/2019	104.00	CERT RENEWAL-T. AMOS
CWEA		10/1/2019	<u>192.00</u>	RENEWAL MEMBERSHIP-M. AVALOS
	Total 53362		296.00	
DOANE AND HARTWIG WATER SYSTEMS, INC	53363	10/1/2019	4,991.50	MD-3 CHEMICAL FEED PUMP
	Total 53363		4,991.50	
HUMANA DENTAL INS.	53364	10/1/2019	<u>3,191.33</u>	DENTAL INS-OCT
	Total 53364		3,191.33	
ICMA RETIREMENT-303979	53365	10/1/2019	<u>5,357.50</u>	DEFERRED COMP
	Total 53365		5,357.50	
INFRASTRUCTURE ENGINEERING CORP	53366	10/1/2019	80.00	2018 CURED IN PLACE PIPE-AUG
INFRASTRUCTURE ENGINEERING CORP		10/1/2019	955.00	2019 PUMP STATION ASSESSMENTS-AUG
INFRASTRUCTURE ENGINEERING CORP		10/1/2019	2,565.21	B3 SEWER FORCE MAIN-AUG
INFRASTRUCTURE ENGINEERING CORP		10/1/2019	632.50	DIANA EMERGENCY GENERATOR-AUG
INFRASTRUCTURE ENGINEERING CORP		10/1/2019	490.00	E. ESTATES PS RREPL PROJECT-AUG
INFRASTRUCTURE ENGINEERING CORP		10/1/2019	1,497.50	FY20 GRAVITY SEWER -AUG
INFRASTRUCTURE ENGINEERING CORP		10/1/2019	7,575.00	LPS REHAB PROJECT-AUG
INFRASTRUCTURE ENGINEERING CORP		10/1/2019	5,254.60	ORCHARD WOOD SEWER REPORT-AUG
	Total 53366		19,049.81	
JUDY ADAMSON	53367	10/1/2019	<u>2,391.50</u>	LATERAL REIMBURSEMENT
	Total 53367		2,391.50	
MES VISION	53368	10/1/2019	<u>414.12</u>	VISION INS-OCT
	Total 53368		414.12	
MSC JANITORIAL SERVICE, INC	53369	10/1/2019	<u>2,227.40</u>	JANITORIAL SERVICES-SEPT
	Total 53369		2,227.40	
MUTUAL OF OMAHA	53370	10/1/2019	<u>1,201.25</u>	DISABILITY INS-OCT
	Total 53370		1,201.25	

Leucadia Wastewater District
 Check/Voucher Register - CHECK REGISTER
 1001 - Opus Bank General Checking
 From 10/1/2019 Through 10/1/2019

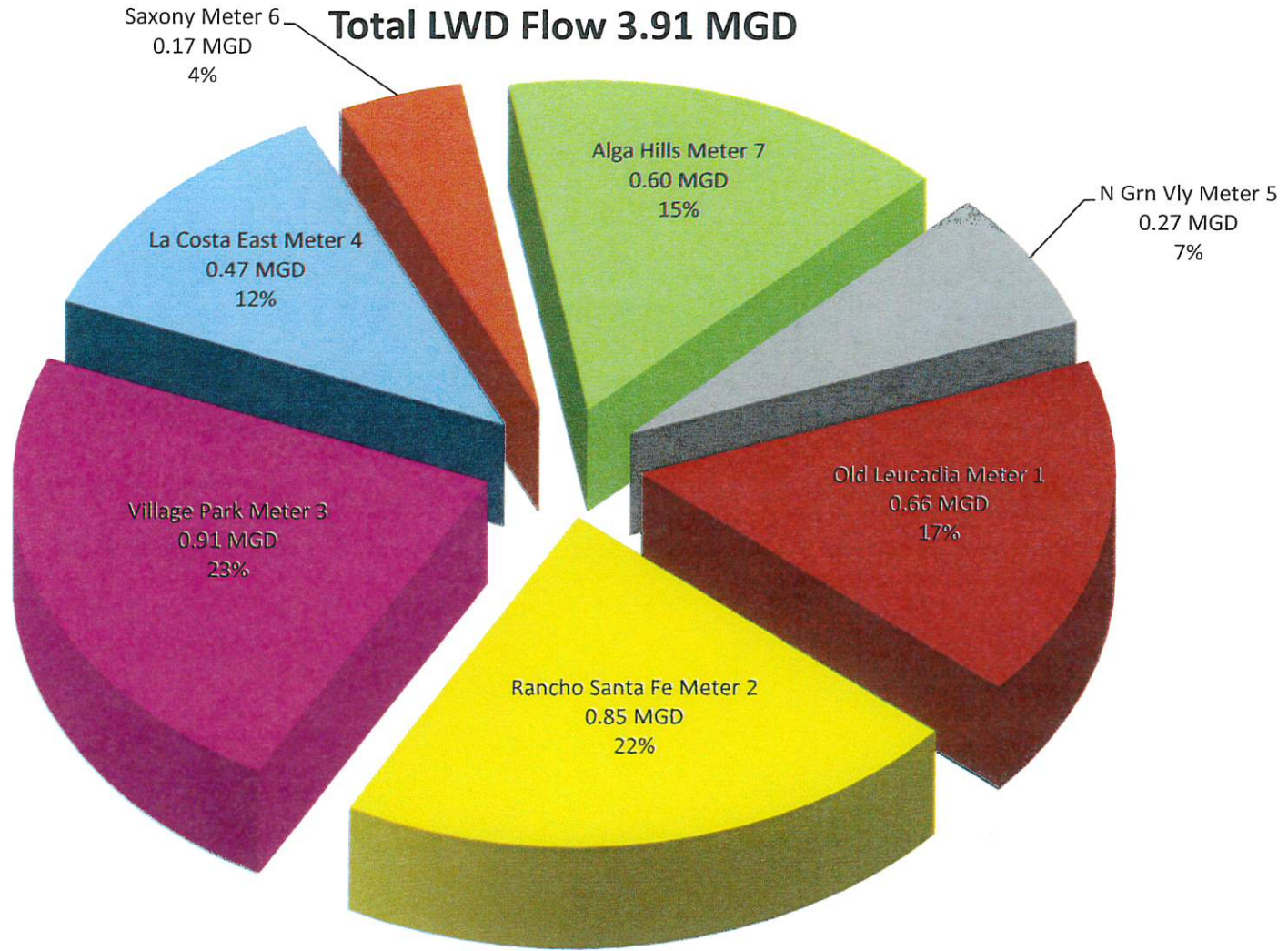
<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
NATIONWIDE RETIREMENT SOLUTIONS	53371	10/1/2019	150.00	DEFERRED COMP
	Total 53371		150.00	
OFFICE DEPOT, INC.	53372	10/1/2019	21.89	OFFICE SUPPLIES
	Total 53372		21.89	
SKC-WEST, INC	53373	10/1/2019	994.60	DSI SCBA-CARBON COMPOSITE
	Total 53373		994.60	
STAPLES	53374	10/1/2019	75.39	OFFICE SUPPLIES
	Total 53374		75.39	
TED UHLER	53375	10/1/2019	1,748.87	LATERAL REIMBURSEMENT
	Total 53375		1,748.87	
TERMINIX	53376	10/1/2019	34.00	MONTHLY BAIT PEST CONTROL-SEPT
	Total 53376		34.00	
SOLANA PALM LLC	53377	10/1/2019	90.00	ANSWERING SERVICE-SEPT-OCT
	Total 53377		90.00	
Report Total			42,514.20	

**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2020 (July 2019 - June 2020)**

CURRENT MONTH - September 2019							FY 2019
Period	Total Rain Inches	Total Flow MG	Added EDU's 28,721.44	LWD ADF (MGD)	GPD/EDU	RECLAIMED Total (ac-ft/mo)	LWD ADF (MGD)
JULY	0.00	115.01	1.00	3.71	129.17	41.87	3.82
YTD			28,722.44				
AUGUST	0.00	116.87	15.00	3.77	131.19	43.76	3.73
YTD			28,737.44				
SEPTEMBER	0.03	111.60	2.00	3.72	129.44	36.04	3.76
YTD			28,739.44				
OCTOBER							3.68
YTD							
NOVEMBER							3.86
YTD							
DECEMBER							3.71
YTD							
JANUARY							3.76
YTD							
FEBRUARY							3.97
YTD							
MARCH							3.78
YTD							
APRIL							3.88
YTD							
MAY							3.88
YTD							
JUNE							3.74
YTD							
YTD Totals	0.03	343.48	18.00			121.67	
Mo Average	0.01	114.49	6.00	3.73	129.93	40.56	3.76

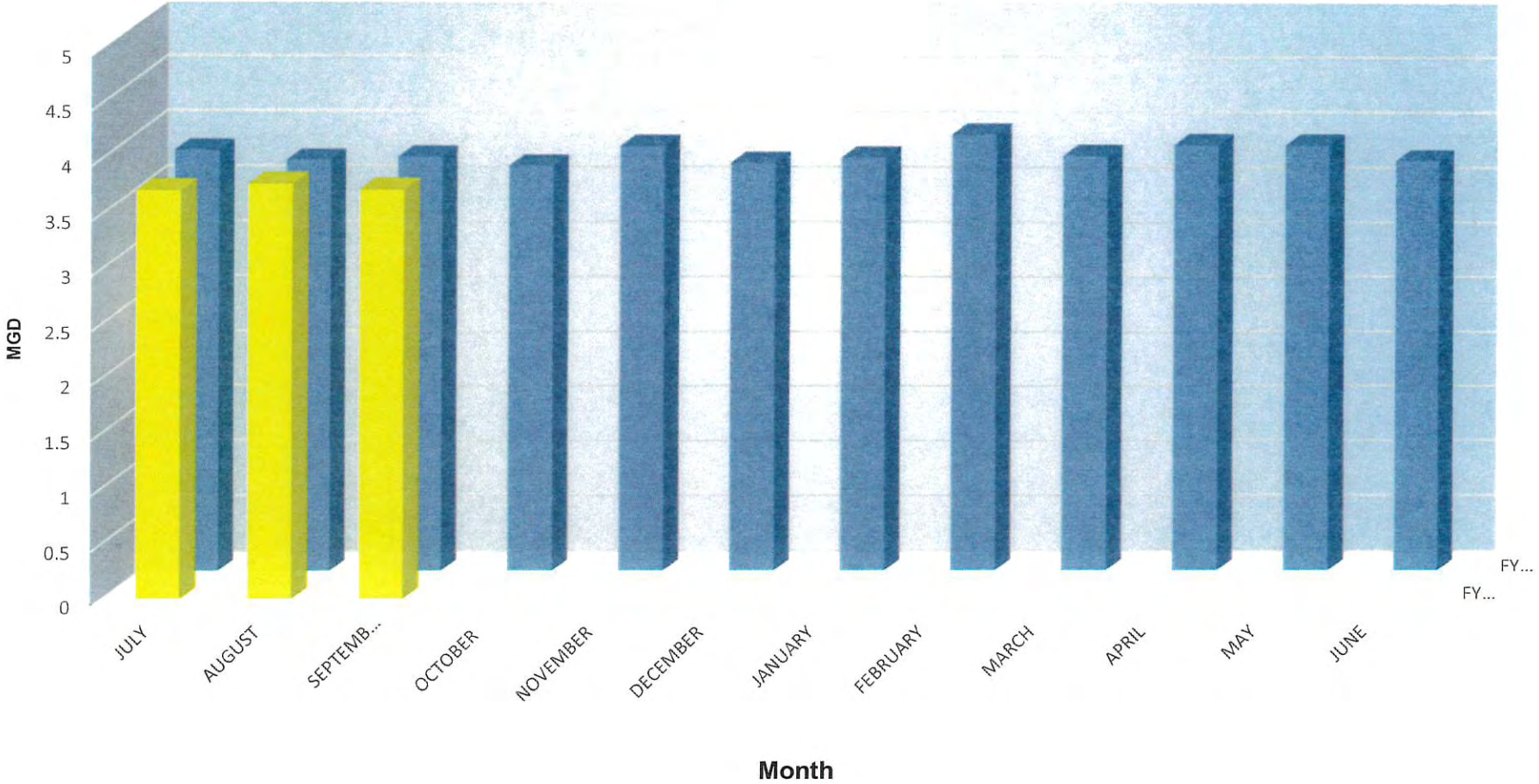
LWD Flows by Sub-Basin September 2019

Total LWD Flow 3.91 MGD

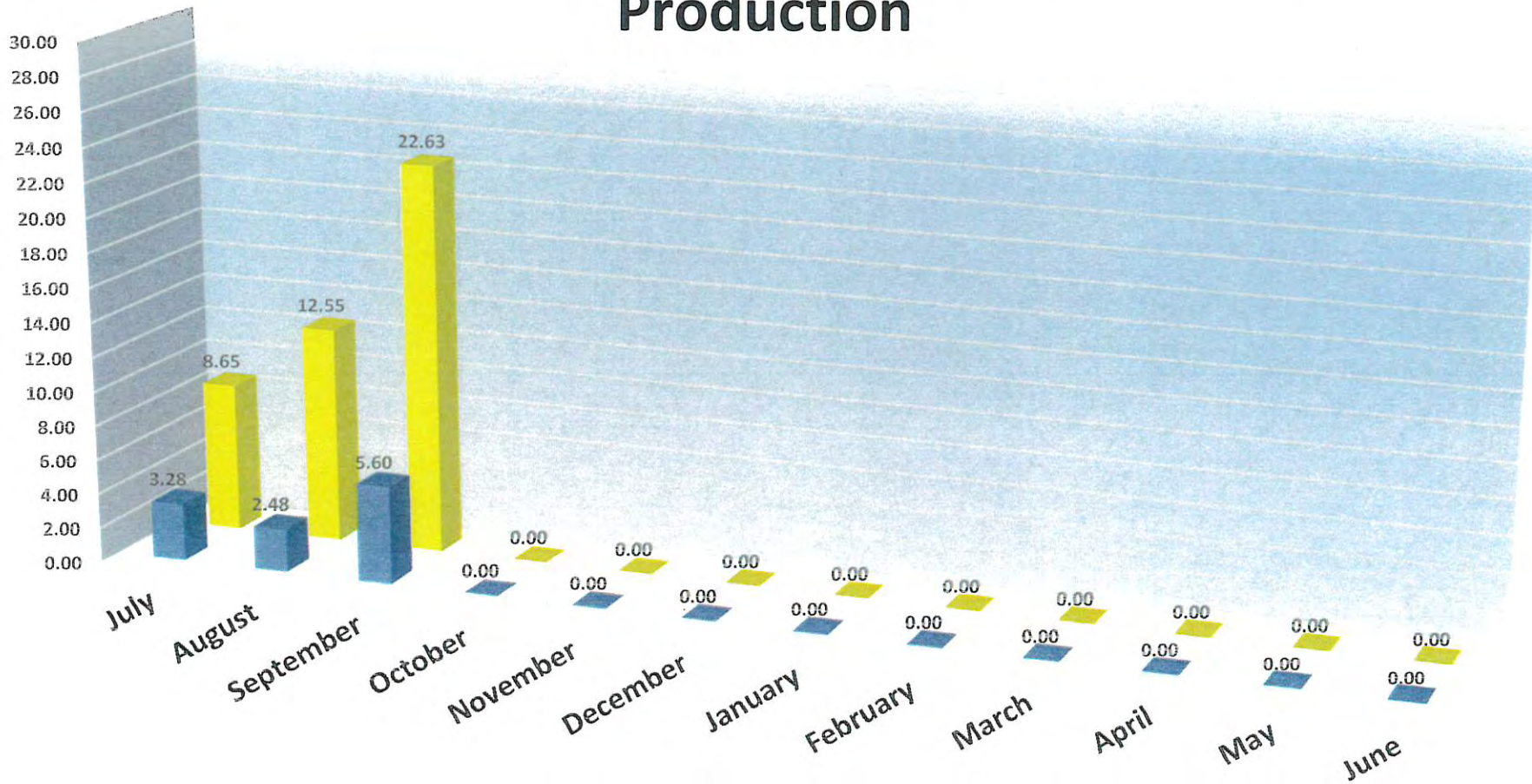


Leucadia Wastewater District Flow Comparison FY19 to FY20

36



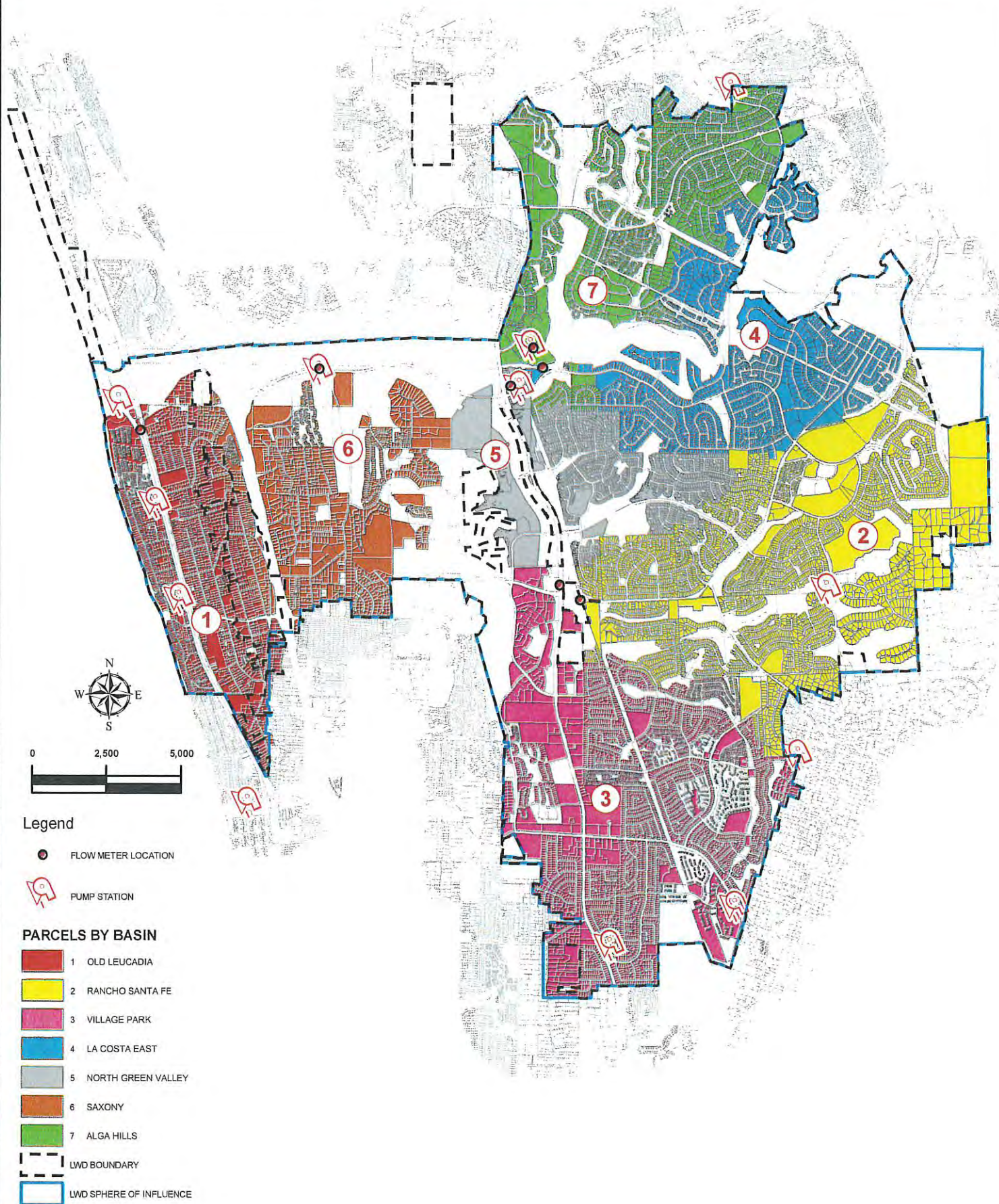
FY-20 CCTV Inspections & Hydro Cleaning Production



Monthly Target Mileage
 Hydro-Cleaning: 15 Miles/Month
 CCTV Inspections: 6.3 Miles/Month

■ CCTV Inspections (YTD 11.4 Miles)
 ■ Hydro Cleaning (YTD 43.8 Miles)

LEUCADIA WASTEWATER DISTRICT



Legend

● FLOW METER LOCATION

🏠 PUMP STATION

PARCELS BY BASIN

- 1 OLD LEUCADIA
- 2 RANCHO SANTA FE
- 3 VILLAGE PARK
- 4 LA COSTA EAST
- 5 NORTH GREEN VALLEY
- 6 SAXONY
- 7 ALGA HILLS

--- LWD BOUNDARY

▭ LWD SPHERE OF INFLUENCE



LEADERS IN
ENVIRONMENTAL
PROTECTION

Operations and Administration Training Report Summary for Fiscal Year 2020

Training		Hours		
Month	Ops	Admin	Total	
Jul-19	240	1	241	
Aug-19	37	10	47	
Sep-19	25	6	30	
Oct-19	0	0	0	
Nov-19	0	0	0	
Dec-19	0	0	0	
Jan-20	0	0	0	
Feb-20	0	0	0	
Mar-20	0	0	0	
Apr-20	0	0	0	
May-20	0	0	0	
Jun-20	0	0	0	
YTD Totals	302	17	317	
YTD Monthly Avg	25	1	26	

Conferences		Attendees		
Month	Ops	Admin	Total	
Jul-19	3	2	5	
Aug-19	4	2	6	
Sep-19	0	3	3	
Oct-19	0	0	0	
Nov-19	0	0	0	
Dec-19	0	0	0	
Jan-20	0	0	0	
Feb-20	0	0	0	
Mar-20	0	0	0	
Apr-20	0	0	0	
May-20	0	0	0	
Jun-20	0	0	0	
YTD Total	7	7	14	
YTD Monthly Avg	1	1	1	

Notes:

Trainings include web-based, classroom, and tailgates

Conferences include CASA, CWEA, CSDA, CSRMA, CSFMO


 LEADERS IN
ENVIRONMENTAL
PROTECTION

Operations and Administration Training Report September 2019

Training & Safety Events for the month September 2019

Hours

Description	Ops	Admin	Total
457 Plan Training - CSFMO	0	2	2
Corrosion Control	1	0	1
Distribution Service to Customers	1	0	0
Fall Protection	1	0	1
Ground Water Treatment	1	0	1
Human Resources Webinar	0	1	1
Hydraulics	1	0	1
Leadership Training	8	3	11
Recycled Water Site Supervisor Training	12	0	12
Total Training Hours	25	6	30

Conferences for the month of September 2019

Attendees

Description	Ops	Admin	Total
CSDA	0	1	1
CSMFO	0	1	1
WEFTEC	0	1	1
Total Attended Conferences	0	3	3

Notes:

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

Leucadia Wastewater District

Balance Sheet

As of 9/30/2019

	<u>Amount</u>
Assets	
Cash & Investments	35,256,696.88
Accounts Receivables	466,588.70
Net OPEB Asset	135,445.00
Prepaid Expense	420,797.13
Funds held with Encina Wastewater Authority	2,041,200.00
Capital Assets	169,719,937.04
Less Accumulated Depreciation	(59,239,580.98)
Total Assets	<u>148,801,083.77</u>
Deferred Outflows	
PERS Pension Deferred Outflows	1,171,962.00
OPEB Health Deferred Outflows	13,349.00
Total Deferred Outflows	<u>1,185,311.00</u>
Total Assets & Deferred Outflows	<u>149,986,394.77</u>
Liabilities	
Accounts Payable & Accrued Expenses	1,033,771.66
Developer Deposits	103,809.34
Net Pension Liability	4,000,889.00
Total Liabilities	<u>5,138,470.00</u>
Deferred Inflows	
PERS Pension Deferred Inflows	350,054.00
OPEB Health Deferred Inflows	10,456.00
Total Deferred Inflows	<u>360,510.00</u>
Net Position	
Beginning Net Position (as of June 30, 2018)	
Investment in Capital Assets	110,480,356.06
Reserves	34,973,631.83
Total Beginning Net Position (as of June 30, 2018)	145,453,987.89
Current Change In Net Position	
Other	(966,573.12)
Total Current Change In Net Position	<u>(966,573.12)</u>
Total Net Position	<u>144,487,414.77</u>
Total Liabilities, Deferred Inflows & Net Position	<u>149,986,394.77</u>

Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses

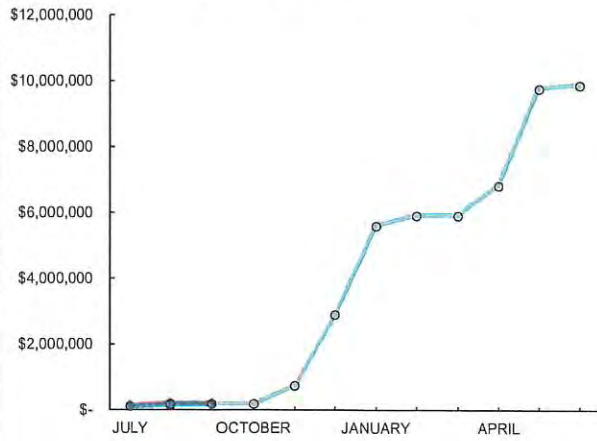
From 7/1/2019 Through 9/30/2019

Account Title	YTD Actual	Total Annual Budget	Remaining Budget	Percentage Total Budget Used
OPERATING REVENUES				
3110 Sewer Service Fees	\$ 177,126.36	\$ 9,868,771.00	\$ 9,691,644.64	1.8%
3150 Recycled Water Sales	119,900.39	350,000.00	230,099.61	34.3%
3100 Misc. Operating Revenue	-	189,043.00	189,043.00	0.0%
TOTAL OPERATING REVENUES	\$ 297,026.75	\$10,407,814.00	\$10,110,787.25	2.9%
OPERATING EXPENSES				
4100 Salaries	\$ 458,613.47	\$ 2,016,361.00	\$ 1,557,747.53	22.7%
4200 Employee Benefits	321,053.26	1,347,926.00	1,026,872.74	23.8%
4300 Directors Expense	25,895.38	142,400.00	116,504.62	18.2%
4400 Election Expense	-	-	-	0.0%
4600 Gas, Oil & Fuel	7,742.89	41,000.00	33,257.11	18.9%
4700 Insurance Expense	22,898.98	119,800.00	96,901.02	19.1%
4800 Memberships	5,665.00	30,200.00	24,535.00	18.8%
4900 Office Expense	28,317.29	154,900.00	126,582.71	18.3%
5000 Operating Supplies	42,346.81	198,200.00	155,853.19	21.4%
5200 Professional Services	53,878.41	408,400.00	354,521.59	13.2%
5300 Printing & Publishing	9,077.55	29,500.00	20,422.45	30.8%
5400 Rents & Leases	6,144.12	18,000.00	11,855.88	34.1%
5500 Repairs & Maintenance	74,716.08	492,260.00	417,543.92	15.2%
5600 Monitoring & Permits	4,880.50	65,200.00	60,319.50	7.5%
5700 Training & Development	13,248.18	46,800.00	33,551.82	28.3%
5900 Utilities	106,249.32	442,600.00	336,350.68	24.0%
6100 LAFCO Operations	7,323.45	7,700.00	376.55	95.1%
6200 Encina Operating Expense	136,907.00	2,554,800.00	2,417,893.00	5.4%
6900 Admin O/H alloc to Capital	(39,639.92)	(179,028.00)	(139,388.08)	22.1%
TOTAL OPERATING EXPENSES	\$ 1,285,317.77	\$ 7,937,019.00	\$ 6,651,701.23	16.2%
NON-OPERATING REVENUES				
3130 Capacity Fees	\$ 76,335.00	\$ 305,340.00	\$ 229,005.00	25.0%
3220 Property Taxes	35,830.48	1,790,000.00	1,754,169.52	2.0%
3250 Investment Income	208,128.50	735,000.00	526,871.50	28.3%
3290 Misc. Non Op Revenue	220.87	85,300.00	85,079.13	0.3%
TOTAL NON-OPERATING REVENUES	\$ 320,514.85	\$ 2,915,640.00	\$ 2,595,125.15	11.0%

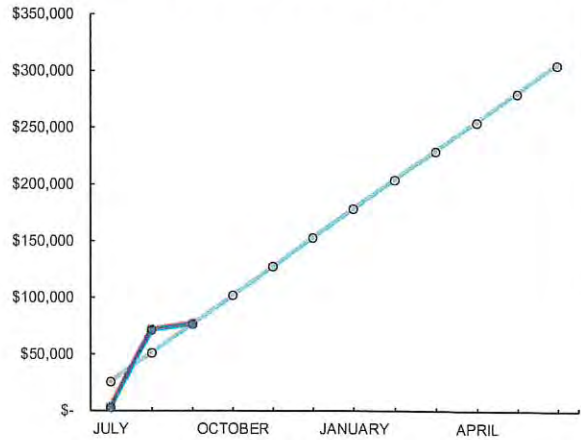
Leucadia Wastewater District Revenue FY2019

YTD through September 30, 2019

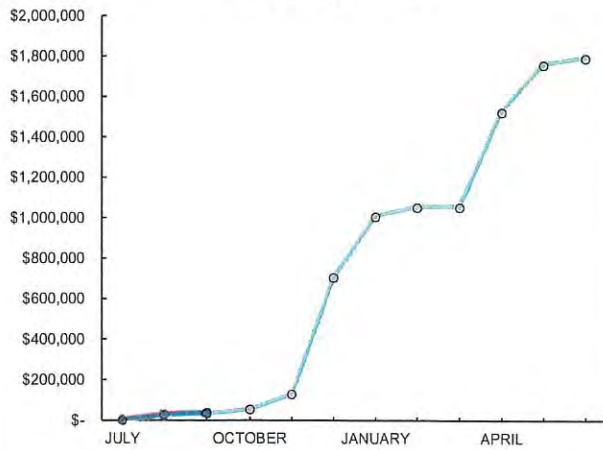
Sewer Service Fees



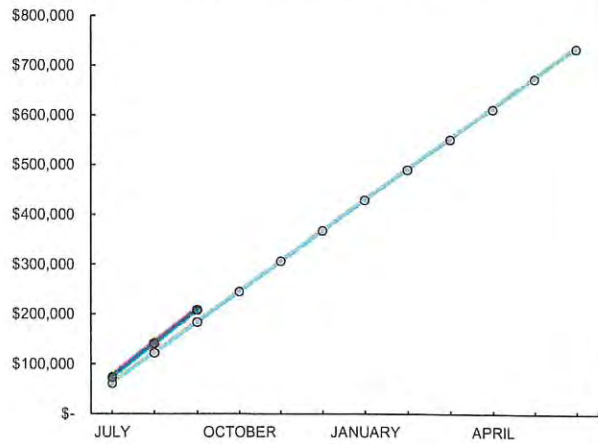
Capacity Charges



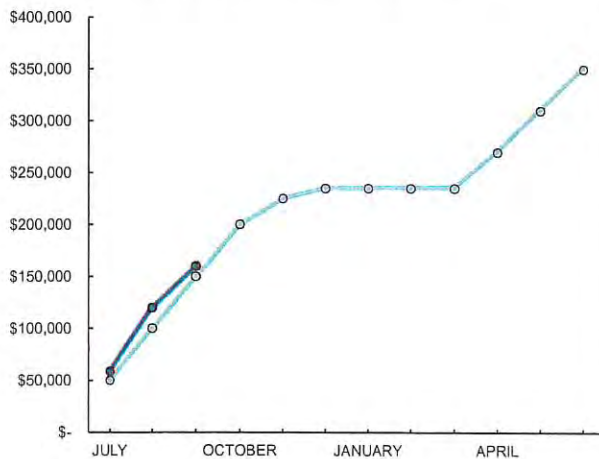
Property Taxes



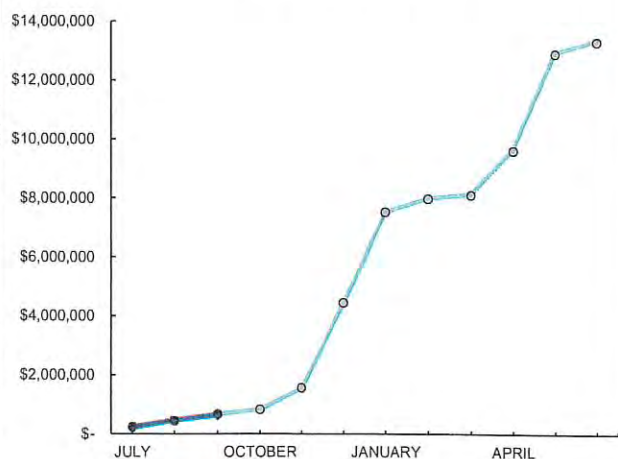
Investment Income



Recycled Wastewater Sales



Total Revenue



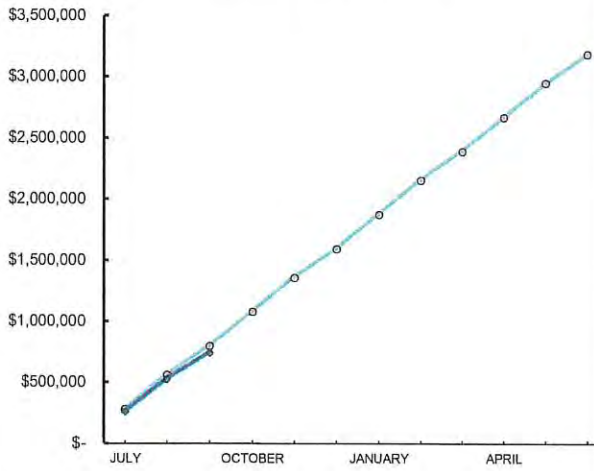
○ Budget ◆ Actual

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

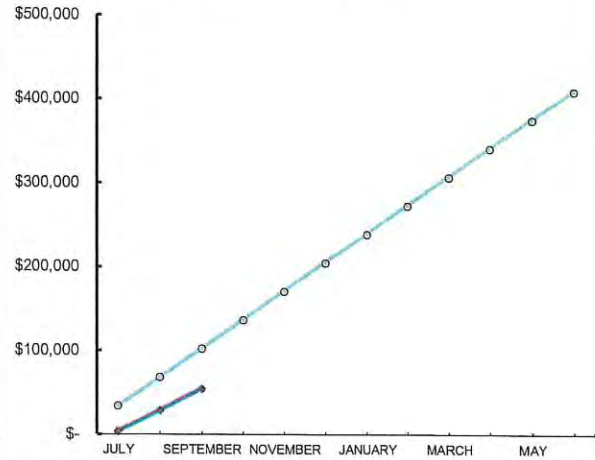
Leucadia Wastewater District Operating Expenses FY2019

YTD through September 30, 2019

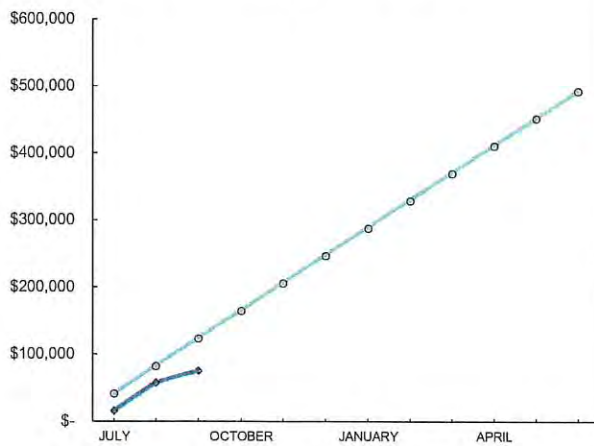
Salaries and Benefits



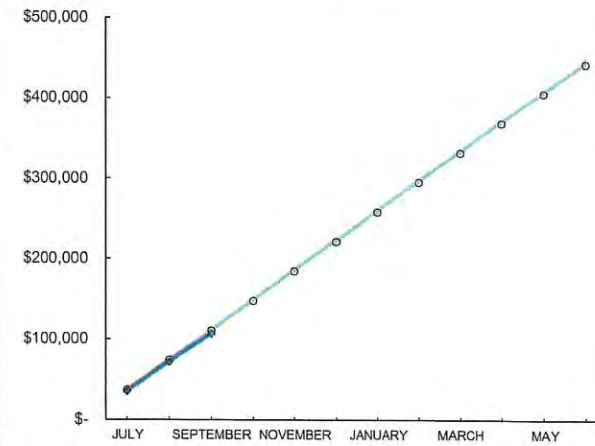
Professional Services



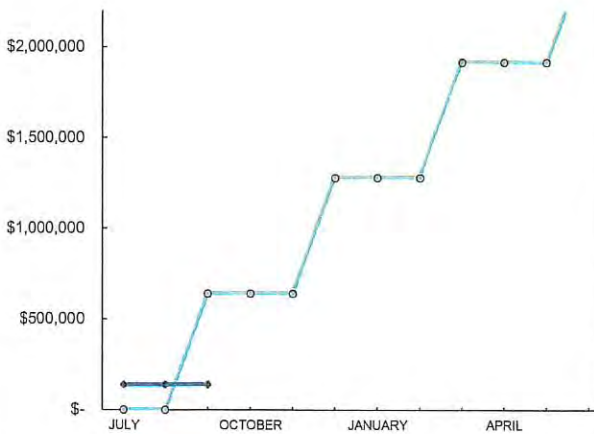
Repairs & Maintenance



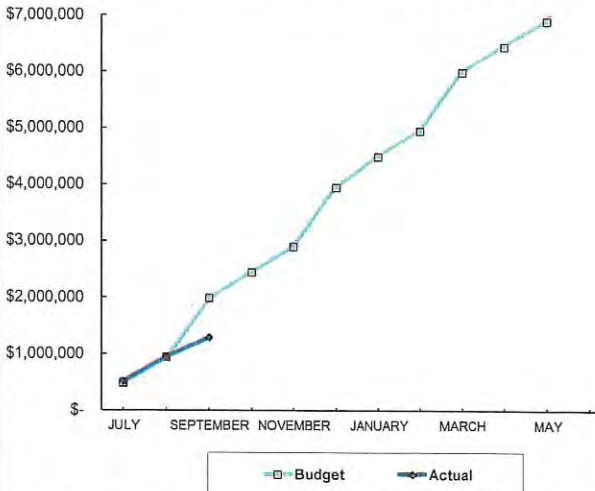
Utilities



Encina M&O



Total Operating Expenses - Before Depreciation & Replacement

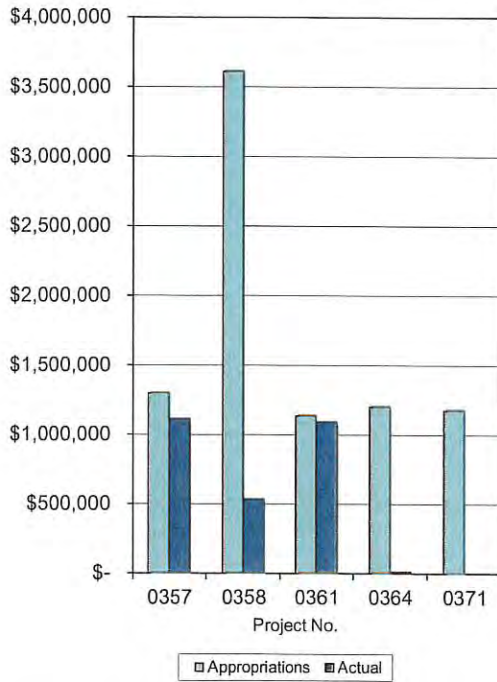


* Preliminary: subject to future review, reconciliation, accruals, and audit

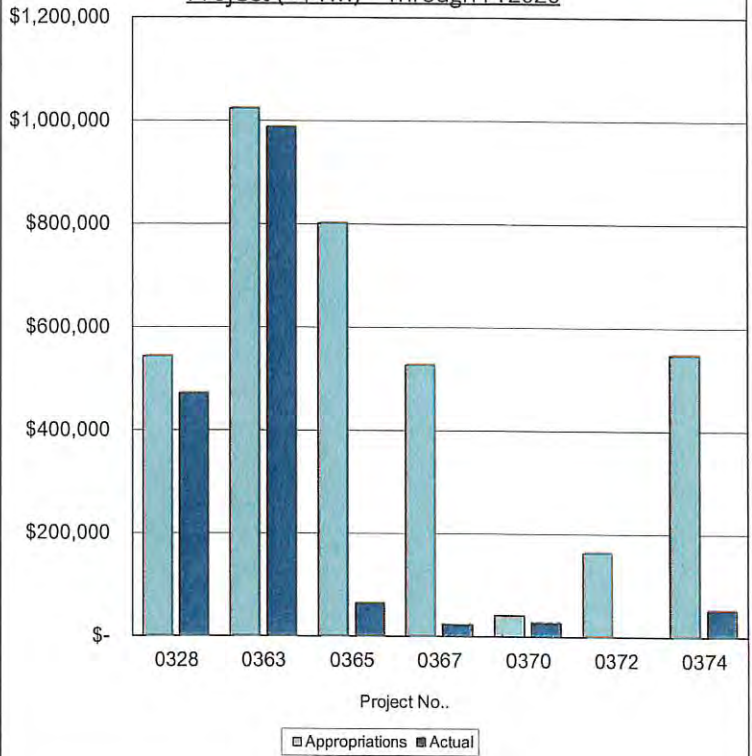
Leucadia Wastewater District Capital Expenditures

As of September 30, 2019

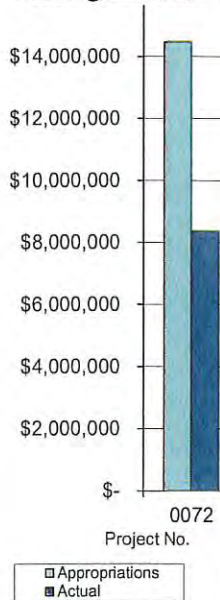
**District Multi Year Capital Expenditures
by Project
(>\$1M) Through FY2020**



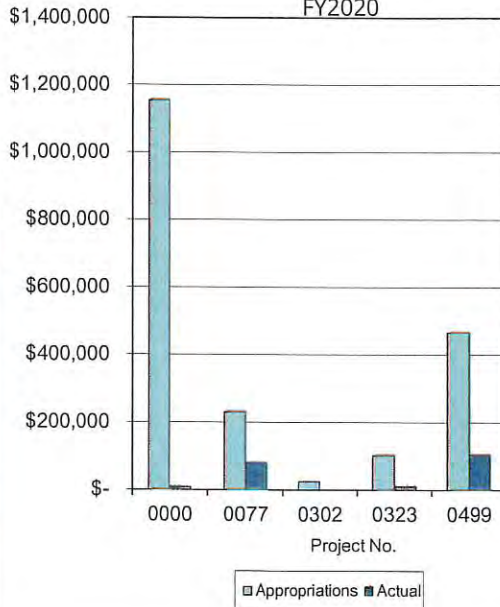
**District Multi Year Capital Expenditures by
Project (<\$1M) Through FY2020**



**District's Share of
Encina WPCF
Capital Exp
Through FY2020**



**Single Year Capital Expenditures by
Project
FY2020**



Project Legend

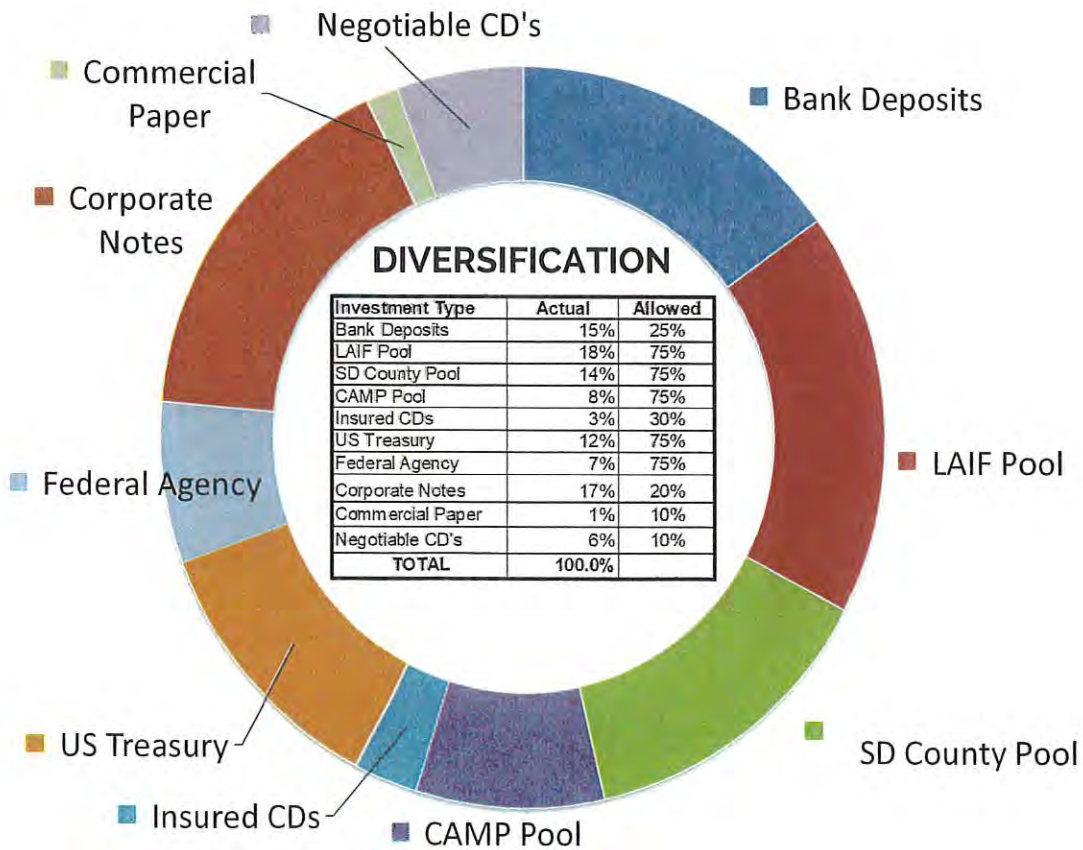
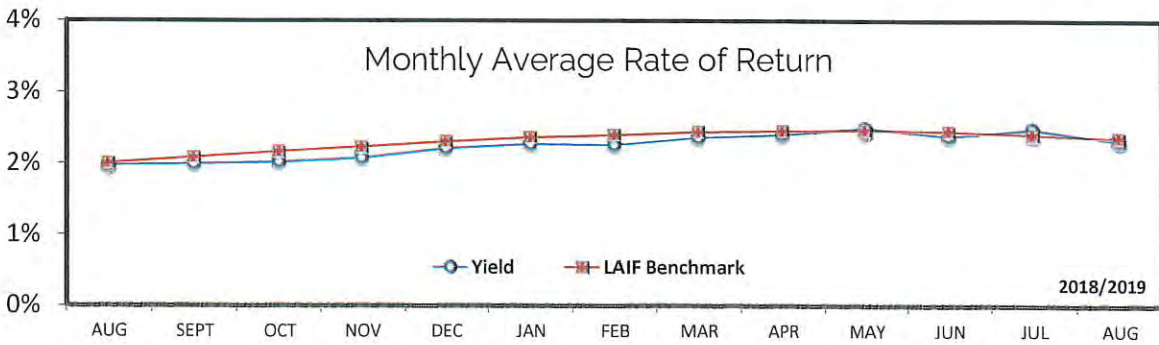
Multi-Year Capital Projects	No.
Encina Joint Facility Capital Projects	0072
North SD Water Reuse Coalition Project	0328
La Costa Golf Course Gravity Line Improv	0357
Leucadia Pump Station Rehabilitation	0358
Poinsettia Station Gravity Pipeline Rehab	0361
FY2018 Gravity Pipeline Rehabilitation	0363
Encinitas Estates Pump Station Rplcmnt	0364
Orchard Wood Rd Sewer Rehab	0365
B1 Force Main - North Section Rplcmnt	0367
Pump Station Assessment	0370
FY20 Gravity Line Rehab/Quebrada Rlgn	0371
Diana Pump Station Upgrade	0372
Bat FM (B3) Discharge Section Rplcmnt	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

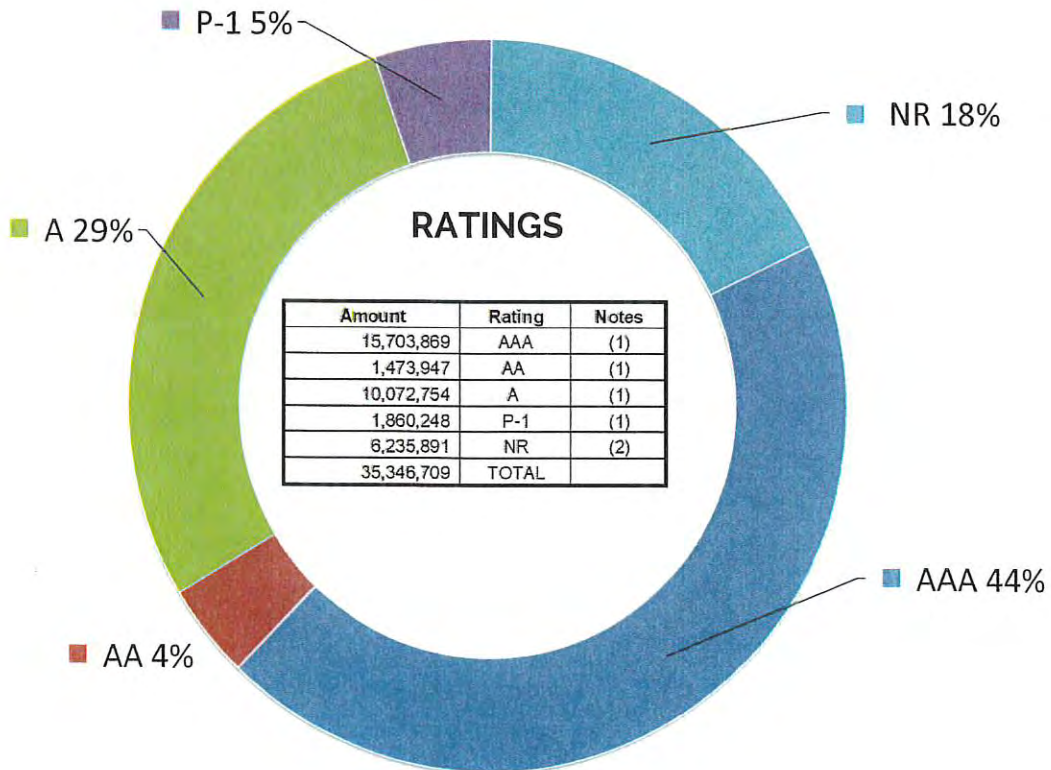
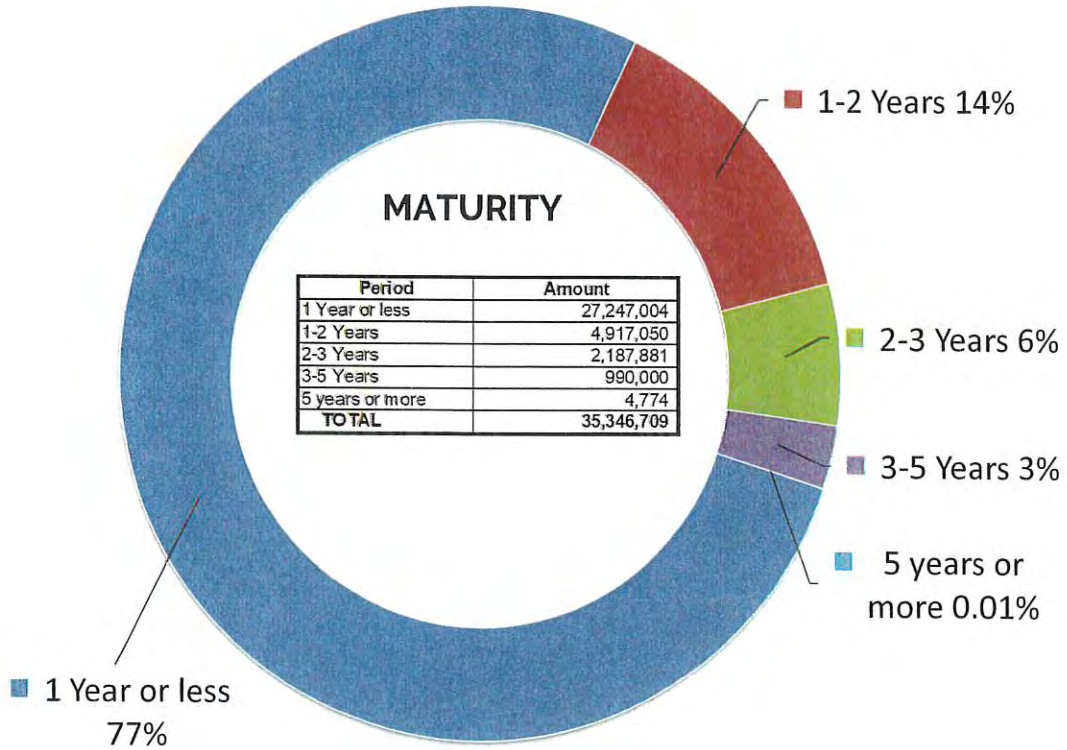
* Preliminary: subject to future review, reconciliation, accruals, and audit

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
August 31, 2019

Cash Equivalents & Investments	Principal (Original Cost)		August Interest	Average Rate
	Jul 31, 2019	Aug 31, 2019		
Opus Bank Reserve	\$ 3,528,183	\$ 5,331,384	\$ 10,622	2.610%
LAIF Pool	6,235,891	6,235,891	\$ 12,165	2.341%
SD County Pool	4,850,124	4,850,124	9,054	2.240%
CAMP Pool	6,255,032	2,948,431	8,834	2.280%
Certificates of Deposit - Insured	249,000	990,000	477	2.300%
CAMP Portfolio				
US Treasury Notes	3,992,625	4,178,766	6,824	2.070%
Federal Agency Mortgage-Backed Securities	4,815	4,774	29	7.370%
Federal Agency Notes	2,480,465	2,480,465	4,616	2.240%
Corporate Bonds/Notes	5,730,026	5,836,627	11,016	2.360%
Commercial Paper	490,248	490,248	1,091	2.670%
Negotiable CD's	1,949,883	2,000,000	3,650	2.490%
Total Camp Portfolio	14,648,062	14,990,878	27,226	2.290%
Totals	\$ 35,766,292	\$ 35,346,709	\$ 68,378	2.308%



LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
August 31, 2019
(Continued)

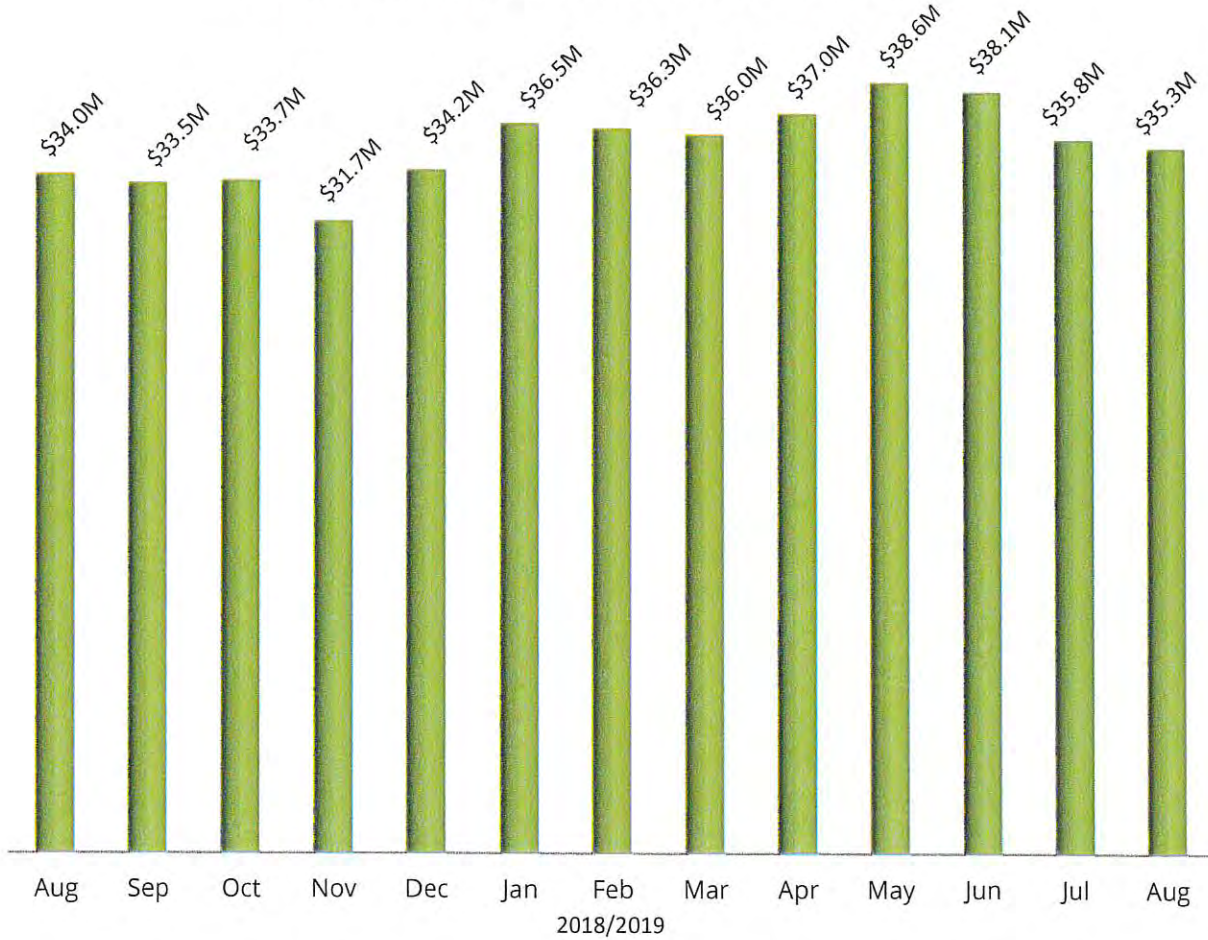


(1) CAMP Pool & SD County Pool, are rated by Standard & Poors. Investments are rated by Moody's.
 (2) LAIF is not rated

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
August 31, 2019

(Continued)

CASH & INVESTMENT RESERVES BY MONTH



INVESTMENT TRANSACTIONS

For the months of August, 2019

Investment	Purchases	Maturities	Sales	Notes	YTM at Cost
GNMA MBS 30-yr Pool		\$ 42		(3)	7.37%
Capital One Bank CD (FDIC Ins'd)	\$ 247,000				2.00%
Capital One NA CD (FDIC Ins'd)	\$ 247,000				2.00%
Raymond James Bk CD (FDIC Ins'd)	\$ 247,000				1.95%
US Treasury Note		\$ 800,000			1.34%
US Treasury Note	\$ 991,953				1.53%
Berkshire Hathaway Inc Corp Note		\$ 350,000			1.75%
Citigroup Inc Corp Note	\$ 200,000				2.05%
Exxon Mobil Corp Note	\$ 250,000				1.72%
Skandinav Ensklida Banken NY Neg CD		\$ 300,000			1.85%
Skandinav Ensklida Banken NY Neg CD	\$ 350,000				1.83%
TOTAL	\$ 2,532,953	\$ 1,450,042	\$ -		

(3) Monthly principal payments from mortgage pool

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

MEMORANDUM

DATE: October 3, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **September 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 September 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 September 2019 for your review.

tb:PJB

Attachment

**Leucadia Wastewater District
Disclosure of Reimbursements Report
August 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	FSS J. Stecker
34th Annual WateReuse Symposium										
34th Annual WateReuse Symposium September 8-11, 2019 San Diego, CA	Registration		775.00							
	Hotel		1,130.25							
	Airfare									
	Meals		9.64							
	Amtrack									
	Parking									
	Tips/Baggage		6.00							
	Fuel/mileage/taxi/uber		161.92							
	Total		0.00	2,082.81	0.00	0.00	0.00	0.00	0.00	0.00
92nd Annual WEFTEC Conference										
92nd Annual WEFTEC Conference September 22-25, 2019 Chicago, IL	Registration						725.00			
	Hotel						947.43			
	Airfare						417.96			
	Meals						110.34			
	Baggage						11.00			
	Parking/Coaster						51.12			
	Tips									
	Fuel/mileage/taxi/uber						101.38			
	Total		0.00	0.00	0.00	0.00	0.00	2,364.23	0.00	0.00
2019 CSDA Annual Conference										
2019 CSDA Annual Conference September 25-28, 2019 Anaheim, CA	Registration	625.00	625.00	625.00				655.00		
	Hotel	635.04	638.55	636.21				423.36		
	Airfare									
	Meals	4.79	18.86					34.30		
	Rental Car									
	Parking	30.00	62.00							
	Tips	8.00	13.00	15.00				5.00		
	Fuel/mileage/taxi/uber	83.52	85.84	6.96						
	Total	1,386.35	1,443.25	1,283.17	0.00	0.00	0.00	1,117.66	0.00	0.00
2019 CSDA Annual Conference										
	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:
 ES - UBER for WateReuse
 RD - CSDA registration included \$30 tour
 RD - CSDA hotel for only 2 nights
 DO - carpooled with JH to CSDA

MEMORANDUM

DATE: October 3, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Status Update - Fiscal Year 2020 (FY 20) LWD Tactics and Action Plan**

RECOMMENDED:

1. No action is required.

DISCUSSION:

During the July 10, 2019 Board meeting, the Board of Directors adopted the LWD FY 20 Tactics and Action Plan. At a previous Board 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 FY 20 Tactics and Action Plan's quarterly status report with an ending date of September 30, 2019. The report indicates which goals are in progress, have been completed, and have not been started.

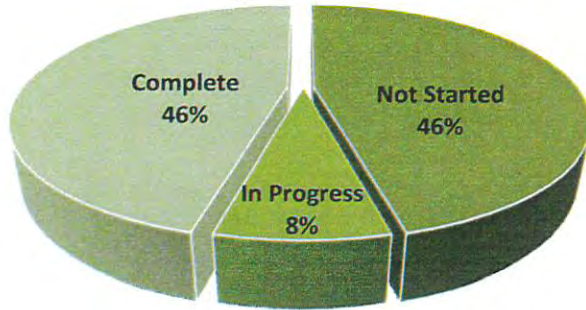
th:PJB

Attachments

FY 2020 Tactics and Action Plan Status Report

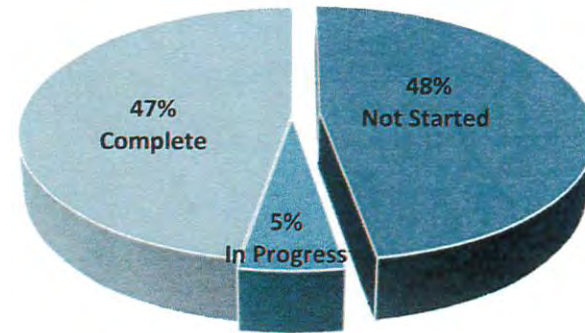
July 1 - September 30, 2019

Financial Tactics



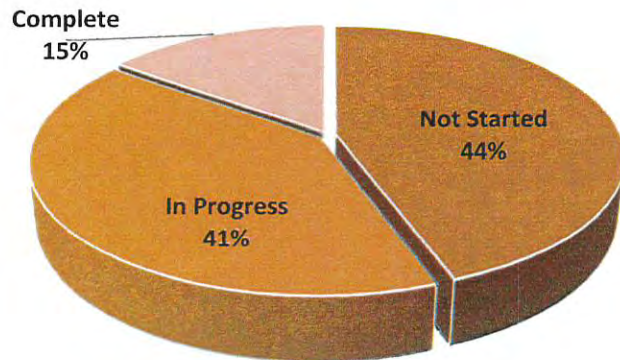
■ Not Started ■ In Progress ■ Complete

People Tactics



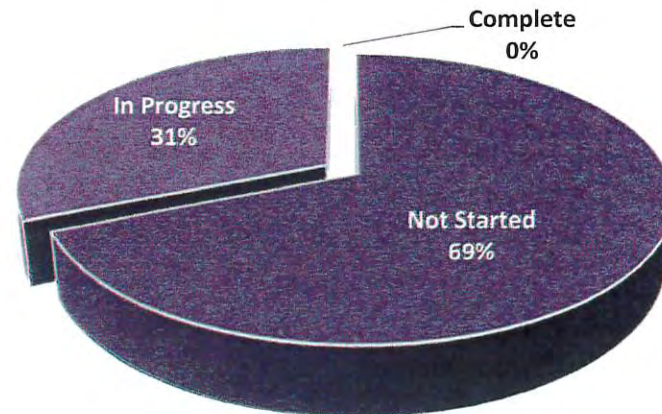
■ Not Started ■ In Progress ■ Complete

Services Tactics



■ Not Started ■ In Progress ■ Complete

Infrastructure & Technology Tactics



■ Not Started ■ In Progress ■ Complete

**Leucadia Wastewater District
Fiscal Year 2020
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 2021 Budget	Initial Data Collection Board Workshop Budget Approval	ASM ASM ASM	TSM, FSS, EA, ASsup TSM, FSS, EA, ASsup TSM, FSS, ASsup	Jan-20 May-20 Jun-20	Mar-20 May-20 Jun-20	Not Started Not Started Not Started
FY 2019 Audit	Close Books, Prepare Trial Balance & Supporting Schedules Coordinate with & Respond to Auditors Audit Report to Board	ASM ASM ASM	AT, ASsup AT, ASsup, EA, GM GM, ASsup	Jul-19 Jul-19 Dec-19	Sep-19 Dec-19 Dec-19	Completed Completed In Progress
Finance Policy Reviews	Procurement Policy Investment Policy Reserve Policy	ASM ASM ASM	TSM, GM, ASsup, EA ASSup, GM, EA ASSup, GM, EA	Aug-19 Sep-19 Feb-20	Sep-19 Sep-19 Feb-20	Completed Completed Not Started
Finance Awards	Apply for GFOA Financial Reporting Award	ASM		Dec-19	Jan-20	Completed
GASB 75 OPEB Liability Accrual Valuation	Coordinate with Actuary to Complete OPEB Valuation Complete Deferral Schedules and Record in Accounting	ASM ASM	ASsup	Mar-20 May-20	May-20 Jun-20	Not Started Not Started
PERS Unfunded Accrued Liability (UAL)	Implement Board approved 10 year option to paydown UAL	ASM	ASsup	Jul-19	Jul-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	Assup, Pickering Ins Brokers	Nov-19	Jan-20	Completed
Employee Training					
Conduct Annual Confined Space Entry Training	FSS	FSSup, FS Staff	Jun-19	Jul-19	Completed
EAP Refresher Training	ASsup	All Staff	Mar-20	Jun-20	Not Started
Fire Extinguisher Training	ASsup	All Staff	Nov-19	Nov-19	Not Started
CSRMA Ergonomic Training	ASsup	All Staff	Aug-19	Sep-19	Completed
SSO Response Training & RMC Presentation	FSSupt	FSSup, FS Staff	Feb-20	Apr-20	Completed
Administration Policy Updates/Annual Reviews					
Board Staff Relations Policy	ASM	GM, ASsup	Nov-19	Jan-20	Not Started
Board Policy Binders	EA	AS	Jul-19	Nov-19	Completed
Review Job Descriptions and revise as required	ASsup	GM, ASM, EA, TSM	Jan-20	Mar-20	Not Started
Review HRPM and revise as required	ASM	GM, ASsup, EA, TSM	Feb-20	Jun-20	Not Started
Review Records Retention Policy and revise as required	ASsup	EA, AS, GC	Sep-19	Dec-19	Completed
Conduct Team Building Workshop	GM	ASM, EA, ASsup	Oct-19	Nov-19	Scheduled
Emergency Response					
Conduct an Emergency Response Drill/Training	ASsup	ASM, FSS, FSSup, FST III	Mar-20	Jun-20	Not Started
LWD's Safety Program					
Review existing Safety Programs & Policies	ASM	GM, TSM, ASsup, FSS, FSSup,	Jul-19	Jan-20	Completed
Update existing Safety Programs & Policies	ASM	GM, TSM, ASsup, FSS, FSSup,	Jan-20	Apr-20	Completed
Add new Programs & Policies as required	ASM	GM, TSM, ASsup, FSS, FSSup,	Mar-20	Jun-20	Not Started
Conduct Employee Interviews					
Conduct Employee Satisfaction Survey	GM	ASM, ASsup	Oct-19	Dec-19	Not Started
Compensation	GM	ASM, ASsup	May-20	Jun-20	Not Started
Employee Recognition					
Annual Employee BBQ	EA	ASsup, AS	Jul-19	Jul-19	Completed
Holiday Function	EA	ASsup, AS	Aug-19	Dec-19	In Progress

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.

<u>Tactics</u>	<u>Leader</u>	<u>Team</u>	<u>Start Date</u>	<u>Completion Date</u>	<u>Status/Comments</u>
Replace ATS Switch at Village Park 5 Pump Station	FSS	FSS, FS Staff	Aug-19	Dec-19	In Progress
Rebuilt Muffin Monster Leucadia Pump Station	FSS	FSS, FS Staff	Nov-19	Feb-20	Not Started
Participate in North County Water Recycling Lobbying Effort	GM	TSM, DE	Jul-19	Jun-20	Not Started
Purchases					
Vactor Replacement Truck	FSS	FSS, FS Staff	Jul-19	Mar-20	In Progress
Replace 3/4 & 1/2 Pickup Trucks	FSS	FSS, FS Staff	Jul-19	Oct-19	In Progress
(2) Portable Emergency Generators	FSS	FSS, FS Staff	Aug-19	Dec-19	In Progress
Emergency By-Pass Pump to Replace Big Blue	FSS	FSSup, DE	Jul-19	Dec-19	In Progress
Smoke Testing in Old Town Area	FSS	FSSup, FS Staff	Aug-19	Dec-19	Not Started
Chemical Metering Pump (AWT)	FSS	FSSup, FS Staff	Jul-19	Oct-19	In Progress
Purchase & Install Deragger Controls for VP5 & Avocado PS	FSS	FSSup, FS Staff	Jan-20	Apr-20	Not Started
Administration Building and Facility Updates					
Replace Rain gutters	FSSpec	FSSup, FS Staff	Jul-19	Oct-19	Completed
HVAC Rehabilitation phase II	FSSpec	FSSup, FS Staff	Aug-19	Dec-19	In Progress
RFB Security Cameras and installation of cameras	ASSup	Safety Committee, TSM	Jul-19	Jan-20	In Progress
By-Pass Pumping Drills					
Batiquitos Pump Station	FSSup	FSS, FS Staff	Jan-20	Jun-20	Not Started
Leucadia Pump Station	FSSup	FSS, FS Staff	Aug-19	Nov-19	Not Started
Host Emergency Drill with Local Agencies	FSS	FSSup, FS Staff	Jul-19	May-20	Not Started
Public Outreach Services					
Regular Updates to District Website	ASSup	GM, ASM, EA, AS	Jul-19	Jun-20	In Progress
Continue to Build Facebook Audience	ASSup	GM, ASM, FSSup, FS Staff	Jul-19	Jun-20	In Progress
LWD Teacher Grant Program	ASSup	AS	Aug-19	Nov-19	In Progress
Participate in CSDA Video Contest (CSDA revised dates of program)	ASSup	AS	Jun-19	Dec-20	Completed
Complete 2019 Summer Newsletter	ASSup	GM, ASM, EA, AS	Jul-19	Aug-19	Completed
Write, Design, Print, & Mail 2020 Winter Newsletter	ASSup	GM, ASM, EA, AS	Dec-19	Mar-20	Not Started
RFP for Public Outreach Services	ASM	GM, ASSup, EA	Dec-19	Mar-20	Not Started
Awards					
Apply for CWEA Awards	FSS	TSM, ASM, FSSup	Sep-19	Nov-19	Not Started
Apply for CSDA District of Transparency	EA	EA	Feb-20	May-20	Not Started
Pursue Presentation Opportunities @ CWEA, SCAP, etc.	GM	FSS, TSM, ASM	Jul-19	Jun-20	Not Started
Records Retention					
Review stored records destroy those past retention period	EA	AS	Aug-19	Oct-19	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-19	In Progress
Bid Project	TSM	GM, FSS, DE	Nov-19	Feb-20	Not Started
Construction	TSM	GM, FSS, DE	Mar-20	Aug-21	Not Started
Orchard Wood Road Pipeline Replacement					
Complete Project Design	TSM	GM, FSS, DE	Dec-18	Aug-19	In Progress
Bid Project	TSM	GM, FSS, DE	Sep-19	Nov-19	Not Started
Construction	TSM	GM, FSS, DE	Dec-19	Mar-20	Not Started
Encinitas Estates Pump Station Replacement					
Project Design	TSM	GM, FSS, DE	May-19	Nov-19	In Progress
Bid Project	TSM	GM, FSS, DE	Dec-19	Mar-20	Not Started
Construction	TSM	GM, FSS, DE	Apr-20	Sep-20	Not Started
FY 2020 Gravity Pipeline Rehab / Quebrada Realignment					
Project Design	TSM	GM, FSS, DE	Jul-19	Sep-19	In Progress
Bid Project	TSM	GM, FSS, DE	Oct-19	Dec-19	Not Started
Construction	TSM	GM, FSS, DE	Jan-20	Apr-20	Not Started
Diana Pump Station Upgrade					
Project Design	TSM	GM, FSS, DE	Feb-20	Jun-20	In Progress
Bid Project	TSM	GM, FSS, DE	Jul-20	Sep-20	Not Started
Construction	TSM	GM, FSS, DE	Oct-20	Feb-21	Not Started
Batiquitos (B3) Force Main Discharge Section Replace					
Construction	TSM	GM, FSS, DE	Jul-19	Oct-19	In Progress
Purchase Back-up SCADA Server	FSSupt		Aug-19	Oct-19	Not Started

Encina Wastewater Authority Report
Regular Board Meeting
September 25, 2019

EWA Board of Directors - Director Sullivan Reporting

1. Cogeneration Building Structural Repair Project

The Board of Directors authorized the General Manager to engage J.R. Filanc Construction to begin the Emergency Cogeneration Building Repair activities.

There was no Executive Session.

Engineering Committee Meeting Report

Presented by Vice President Juliussen

Meeting held October 2, 2019

The Engineering Committee (EC) reviewed the following recommendations:

- 1. Authorize the General Manager to execute an Agreement with Pacific Sun Systems (PSS) for the purchase of two (2) Portable Emergency Generators in an amount not to exceed \$151,161.99 and;**
- 2. Authorize the General Manager to execute a sole source purchase Agreement with Pacific Rim Mechanical for the purchase of a new air-cooled chiller in an amount not to exceed \$57,480.00**

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

- 3. The EC also received an update on the Batiquitos (B3) Discharge Section Replacement Project.**

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

MEMORANDUM

DATE: October 3, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Award of Purchase Agreement for Two (2) Portable Emergency Generators

RECOMMENDATION:

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

1. Authorize the General Manager to execute an Agreement with Pacific Sun Systems (PSS) for the purchase of two (2) Portable Emergency Generators in an amount not to exceed \$157,161.99.
2. Discuss and take other action as appropriate.

DISCUSSION:**Tactical Goal: Services / Purchases / (2) Portable Emergency Generators**

This item was reviewed by the EC at its October 2nd meeting and the EC concurred with staff to present this item for the Board's consideration.

The Leucadia Wastewater District (District) currently owns and maintains two portable emergency generators (emergency generators) that are critical to the safe operation of the collection system. When a power outage occurs at a pump station, an emergency generator is towed to the affected station to provide an emergency source of electrical power until SDG&E power can be restored. This allows the pumps at the pump station to operate normally and prevent a sewer system overflow.

The District operates four satellite pump stations that do not have onsite emergency generators. During a power outage, flow through two of the pump stations can be controlled using Vactor combination trucks. The remaining two pump stations require emergency generators to operate the pump station and maintain flow. As a result, the District needs two emergency generators to operate the collection system in the event of a system wide power outage.

On January 1, 2020, the San Diego County Air Pollution Control District (APCD) will enforce stricter requirements of portable diesel engines. When this occurs, the current emergency generators will be out of compliance with APCD regulations. Therefore, the District needs to replace the current emergency generators. Additionally, the District's two emergency generators are 17 and 18 years old and have exceeded their useful life.

To procure the new emergency generators, the District prepared performance specifications and identified six (6) generator manufacturers that could meet the criteria. On August 20, 2019, the

District distributed a Request for Sealed Bid to the manufacturers. The bids were due on September 17, 2019. The District received six bids with the following results:

Supplier	Bid Submitted
Pacific Sun Systems	\$157,161.99
Yale Chase Materials	\$199,955.11
Southwest Products	\$239,569.00
Valley Power Systems - Blue Star	\$241,309.80
Valley Power Systems - Generac	\$258,720.29
Valley Power Systems - Atlas Copco	\$266,239.48

The bids were reviewed by Kathleen Heitt and Natalie Frascetti at Dexter Wilson Engineering Inc. (DWEI). The bid memorandum is attached for your review. Based on the review of the documents submitted with their bid, Pacific Sun Systems (PSS) has the requisite knowledge and experience to provide the generators. It is important to note the District will not trade in the current generators. Rather, they will be sold at public auction at a later date.

As a result of their evaluation, DWEI recommends that PSS be awarded the contract as the lowest responsive and responsible bidder. Staff and the EC concur with DWEI's assessment and recommends that the Board award the purchase of two (2) Portable Emergency Generators to Pacific Sun Systems in an amount not to exceed \$157,161.99.

FISCAL IMPACT:

The Fiscal Year 2020 Capital Acquisition Budget includes sufficient funding for the purchase of the two (2) Portable Emergency Generators.

jms:PJB

Attachment


DEXTER WILSON ENGINEERING, INC.

DEXTER S. WILSON, P.E.
ANDREW M. OVEN, P.E.
STEPHEN M. NIELSEN, P.E.
NATALIE J. FRASCHETTI, P.E.
STEVEN J. HENDERSON, P.E.

MEMORANDUM

103-500

TO: Jeff Stecker, Leucadia Wastewater District

FROM: Natalie Frascchetti, P.E., Dexter Wilson Engineering, Inc.
Kathleen Heitt, E.I.T., Dexter Wilson Engineering, Inc. 

DATE: September 23, 2019

SUBJECT: Towable Emergency Generator Bid Review

This memorandum provides a summary of our evaluation of bid results and the responsiveness of the low bid for Leucadia Wastewater District's (LWD or District) August 20th, 2019 Request for Bids for two, towable emergency generator systems.

Bid Results

Bids were opened September 17th, 2019 and six bids were received. The bids are summarized in Table 1 below.

Company Name	Bid Amounts
Pacific Sun Systems	\$157,161.99
Yale Chase Materials	\$199,955.11
Southwest Products	\$239,569.00
Valley Power Systems – Blue Star	\$241,309.80
Valley Power Systems – Generac	\$258,720.29
Valley Power Systems – Atlas Copco	\$266,239.48

Review of Apparent Lowest Bidder

Pacific Management Group LLC, the parent company of Pacific Sun Systems, submitted the apparent lowest bid. Dexter Wilson Engineering Inc. finds Pacific Sun Systems the lowest responsive bidder. The following reviews have been completed:

Bid Form. Zack Lippa, the General Manager, completed and signed the bid form on behalf of Pacific Sun Systems. The final bid including all options, sales tax, and delivery was priced at \$157,161.99. Relevant vendor information for Pacific Sun Systems including the address and contact information were also included.

Delivery Date. The delivery date on the bid form was stated as less than 16 weeks from the Notice of Award. This complies with the specified requirement that the delivery occur within 16 weeks or sooner of the Notice of Award.

Engine. The engines included in the bid have a standby capacity of 200 kW and an oversized alternator with a 250 kW capacity. This is greater than the specified minimum standby capacity of 175 kW. The engines and generators are manufactured by Perkins and are EPA Tier 4 certified.

Frame and Trailer. As specified, Pacific Sun Systems included a frame and trailer in their bid for both generators with all relevant Department of Transportation running lights, stop lights, reflectors, and license plate holders. The trailers are dual

axle and rated for a load of up to 12,000 pounds which is suitable for the generator sets which have a dry weight of 8,402 pounds and a wet weight of 9,945 pounds.

Enclosure. The enclosures of the generators will be steel with a grey powdercoat finish. Aluminum was specified in the original bid documents, but upon evaluation steel was determined to be of equal or greater value. The enclosures are also sound attenuated to 72 decibels at 7 meters which satisfies the requirement of a maximum 75 decibels at that distance.

Options Included. Pacific Sun Systems included all requested options in their bid including, but not limited to, exterior mounted LED work lights, engine battery charger, engine oil and coolant drain extensions, emergency stop button, and more.

Warranty. Pacific Sun Systems will include a 2 year or 2,000 running hour warranty for all equipment as specified. They did not include an option for an extended warranty. All services will be provided by certified Perkins technicians.

Company. Pacific Sun Systems is based out of Banning, California. In addition to generators they also sell batteries, solar panels, and other energy solutions. Perkins generators are one of many generator brands they carry.


Trailer/Engine Construction. The generator sets will be manufactured entirely by Perkins who has been manufacturing generators for more than 75 years. Pacific Sun Systems will coordinate the assembly of the generator and trailer package with a local third-party company prior to delivery to LWD.

Recommendation

Dexter Wilson Engineering Inc. recommends the purchase of the two towable emergency generator systems be awarded to Pacific Sun Systems as the lowest responsive bidder based on the bid amount and submitted documentation demonstrating their satisfaction of the bid documents.

NF:KH:ps

MEMORANDUM

DATE: October 3, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Award of Purchase Agreement – HVAC Rehabilitation

RECOMMENDATION:

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

1. Authorize the General Manager to execute a sole source purchase Agreement with Pacific Rim Mechanical for the purchase of a new air-cooled chiller in an amount not to exceed \$57,480.00.
2. Discuss and take other action as appropriate.

DISCUSSION:**Tactical Goal: Services / HVAC Rehabilitation**

This item was reviewed by the EC at its October 2nd meeting and the EC concurred with staff to present this item for the Board's consideration.

In January 2018, District staff was informed by Jackson & Blanc, the company providing Heating Ventilation and Air Conditioning (HVAC) maintenance services, that specific HVAC equipment serving the Administrative Building required replacement in the near future. At that time, staff was not satisfied with the level of service provided by Jackson & Blanc. Subsequently, in February 2018 District staff contacted three (3) companies to submit quotes for the HVAC maintenance service, as well as costs for the recommended equipment replacement in the upcoming fiscal years. During the selection process, each company was asked to attend an individual interview at the District to present and review the maintenance quote and future equipment replacement costs. As a result, the District selected Pacific Rim Mechanical (Pac Rim). The District found that while the maintenance quote from Pac Rim was not the lowest, the future equipment replacement costs were less. Additionally, staff was impressed with Pac Rim's presentation and pro-active approach during the interview. Pac Rim assumed HVAC maintenance duties on July 1, 2018. Staff has been very satisfied with the HVAC maintenance services provided by Pac Rim to date.

One piece of HVAC equipment that was identified to be replaced was the air-cooled chiller (chiller) which has operated for over ten years, exceeding its useful life. The chiller serves a vital function in the HVAC system because it provides chilled water to the cooling part of the system. This allows the HVAC system to maintain a comfortable working environment in the building for staff. The replacement chiller will be a retrofit unit equipped with aluminum coils coated with epoxy to help deter corrosion from the salt air environment.

In February 2018, the District received the following HVAC chiller replacement costs:

HVAC Chiller Replacement Costs		
Pacific Rim Mechanical	Jackson & Blanc	Ontario Refrigeration
\$ 63,455.00	\$ 68,000.00	\$ 80,000.00

The quotes provided to the District in 2018 are used to show that Pac Rim provided the lowest quote at the time. Since 2018 the industry standards for chiller units have changed. Aluminum has replaced copper as the metal used in the chiller. Considering Pac Rim's quote was nearly 7% lower than the next competitor, staff believes Pac Rim's updated proposal is fair and reasonable and represents the lowest cost given the material change. Additionally, the use of aluminum has resulted in a further reduction in price for the chiller to \$57,480 (see attached proposal). A savings of \$5,975.

The winter season is the most ideal time to replace the chiller because of the reduced demand for chilled water by the HVAC system during the colder months. Since the new chiller has a lead time of 12-14 weeks, the equipment needs to be purchased now in order to meet an anticipated installation date in January 2020.

The purchase of the chiller meets the sole source procurement requirements specified in Paragraph 10.1, Sole Source Procurement, of the District's Procurement Policy. That paragraph allows sole source purchases if a vendor or firm possesses unique knowledge of LWD or is providing continuance of service. Therefore, staff and the EC requests Board authorization for the sole source purchase of the air-cooled chiller from Pacific Rim Mechanical in an amount not to exceed \$57,480.00. The purchase price includes the total cost for the material and labor.

FISCAL IMPACT:

The Fiscal Year 2020 Capital Acquisition Budget includes sufficient funding to cover the purchase and installation of the new chiller.

ier:PJB

Attachment

Proposal #
P46516
Project Name
P46516 Chiller Replacement

Project Type
Project
Proposal Date
May 17, 2019

Project Proposal

Quoted To
Ian Riffel
Leucadia Wastewater District

Location
Leucadia Wastewater District
1960 La Costa Avenue

Carlsbad, CA 92009

Bill To
Leucadia Wastewater District
1960 La Costa Avenue

Carlsbad, CA 92009

Contact
Beth Pires
bpires@prmech.com
619-333-9654

Area Service Manager
Chad Chapman
cchapman@prmech.com

Customer Service Representative
Veronica Sanchez
vsanchez@prmech.com

Technician
Kyle Hatfield
khatfield@prmech.com

Fax Number
858-974-6501



Scope of Services

Dear Mr. Riffel,

Pacific Rim Mechanical is pleased to provide this proposal to replace the existing air-cooled chiller at the Leucadia Waste Water District located at 1960 La Costa Avenue, Carlsbad.

Existing Chiller: M#AGZ035CHSNN-ERIO, S#STNU090100083

SCOPE:

- Chiller lead time is 12-14 weeks from order date.
- Check in with on-site contact and review scope.
- Secure existing McQuay Chiller unit electrically and lockout power system.
- Remove electrical power source at disconnect.
- Recover, recycle, or reclaim refrigerant charge according to EPA regulations, section 608 of the federal clean air act.
- Recover and recycle system oil charge.
- Pacific Rim assumes responsibility for waste oil disposal under its California State EPA recycling authorization.
- Remove existing McQuay Chiller unit and dispose of properly. Chiller to have epoxy coated aluminum fin microchannel condenser coils.
- Provide and install one (1) new Daikin Chiller M#AGZ035E.
- Reconnect and modify as required the system's supply and return water lines.
- Level the equipment. Anchor chiller to existing cement pad.
- Reconnect system line voltage wiring.
- Reconnect system control voltage circuitry and test. Controls programming and changes performed by others.
- Start, test, and check system operations by factory trained technician.
- Record all system operating parameters on start-up file.
- Review proper operational settings with occupants.
- Complete warranty start-up documents to ensure manufacturer's warranty obligation.
- Provide full one-year parts and labor guarantee on new equipment.
- **Work to be performed AFTER regular PRM business hours.**
- Prevailing wage rates included.



Pricing

The total cost for the above work including labor, material and taxes: **\$57,480.00**

Clarifications & Exclusions

1. This proposal is valid for 30-days from the date of the proposal.
2. Building Management Systems (BMS) and HVAC digital controls are excluded.
3. The repair, upgrade, replacement or installation of fire life safety systems is excluded.
4. Installation is based on accessibility in all work areas; relocation of furniture and equipment is excluded.
5. Plans, permits, fees, structural engineering and or modifications are excluded.
6. Demolition and replacement of drywall and or framing on walls and hard lid ceilings is excluded.
7. Removal, replacement or modifications to architectural structures and or designs is excluded.
8. Accessible parking to work area will be provided by owner without cost to contractor.
9. Providing or installing access doors that are necessary to access equipment are excluded.
10. Air and Water Balance is excluded.
11. Relocation of services such as plumbing, electrical, lighting and/or sprinkler piping is excluded.
12. Price does not include demo, concrete coring, saw cutting, underground conduits, trenching, backfilling, cutting, patching, painting of the ceilings, walls or roof, etc.
13. We do not warrant proper operation of existing isolation valves that may be used for the repair or replacement of a specific item.
14. The repair, upgrade, replacement or installation of electrical feeds, circuits or circuit breakers is not included.
15. Schedules and lead times may be affected by material availability, equipment manufacturing lead times, and the present work load of Pacific Rim Mechanical.
16. Pricing for Design Build Projects are based on preliminary design. Pricing may change based on plan check, more in depth engineering, etc..

 Customer

 Authorized Signature


 Name / Title

 Date

 Purchase Order #

Pacific Rim Mechanical

 Contractor



 Beth Pires, Sr. Project Engineer

 5/17/19

 Date



Repair Terms & Conditions

1. Pacific Rim Mechanical will be permitted free and timely access to all areas and equipment requiring service, and will be permitted to start and to stop equipment as necessary to perform the contracted services. All of the work performed under this agreement will be performed during Pacific Rim Mechanical's normal working hours.
2. Pacific Rim Mechanical guarantees its service labor for 30 days. Additional warranties can be established for equipment covered by maintenance service contract.
3. Our customer agrees to pay all invoices within ten (10) days of receipt. If payments for service become thirty (30) days, or more, delinquent, Pacific Rim Mechanical may stop all work under this agreement without notice and / or cancel this contract for services. The entire contract amount shall then become payable upon demand. If Pacific Rim Mechanical must commence legal action to recover amounts payable under this contract, our customer will be liable for all court and attorney costs.
4. For projects over \$50,000 with duration of less than four months Pacific Rim Mechanical will invoice 40% of the contract value upon receipt of the signed contract or purchase order and will invoice 60% upon completion. For projects over \$50,000 and/or a duration of longer than four months Pacific Rim Mechanical will progress bill based on equipment and/or materials purchased and work performed. Customer will promptly pay invoices in full within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Pacific Rim Mechanical reserves the right to stop all work under this Agreement without notice and/or cancel this Agreement, and all amounts owed for work performed to date will become immediately due and payable.
5. Alterations or deviations from this agreement involving additional services, materials or labor will become an extra charge over and above the sum of this contract. Customer shall be responsible for all taxes applicable to additional services or materials.
6. Pacific Rim Mechanical cannot be liable for any loss, damage, or delay caused by availability of equipment, materials or machinery, shipping delays, labor actions, lockouts, civil authority, insurrections or riot, action of the elements, nature, or any other force beyond its control. Pacific Rim Mechanical will in no way be responsible for loss of use, loss of profit, increased operating or maintenance expenses, claims of customers' tenants or clients, or for any special, indirect, consequential damages.
7. Pacific Rim Mechanical's total liability for any and all injuries, claims, losses, expenses or damages arising out of or in any way related to this project or this agreement, from any cause or causes including, but not limited to, negligence, errors, omissions, strict liability, breach of contract or warranty shall not exceed the total amount of this contract or \$50,000, whichever is greater. Legal actions relating to this agreement must be commenced within a one (1) year period from the date the work was performed.
8. Pacific Rim Mechanical must be supplied with all pertinent Material Safety Data Sheets (MSDS) according to OSHA's hazard communication standard. Pacific Rim Mechanical requires notification from our customer about any areas in the subject facility which may present a hazard of any type to our company representatives.
9. Pacific Rim Mechanical's obligation under this agreement does not include identification, removal, or abatement of any asbestos products or other hazardous substances. If encountered, our sole obligation will be to notify our customer of its existence. Pacific Rim Mechanical will have the right to suspend its work until such products or materials and the resultant hazards are removed.
10. Customer shall, to the fullest extent permitted by law, indemnify and hold harmless Pacific Rim Mechanical and its employees from and against all claims, damages, losses, expenses, and attorney's fees arising out of or resulting from performance of work under this agreement, provided that such claim, damage or loss is caused in whole or in part by any active or passive act or omission by our customer, employees or agents of our customer, or anyone whose acts customer may be liable for, regardless whether the cause may partially involve Pacific Rim Mechanical or its employees.
11. This service agreement includes any refrigerant recovery procedures required to perform the maintenance services covered under this contract. Pacific Rim Mechanical will fully comply with the federal regulations mandated by section 608 of the 1992 Federal Clean Air Act.

THANKS FOR THE OPPORTUNITY TO SERVE YOU!



Equipment Installation Terms & Conditions

Ca. License No. 814462

1. Pacific Rim Mechanical warrants that the workmanship on new equipment installations shall be free from defects for one year from date of service. If any replacement part or item of equipment proves defective, Pacific Rim Mechanical will extend to Customer the benefits of any warranty received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty but outside the time frame of Pacific Rim Mechanical's warranty, will be at Customer's expense and at the rates then in effect.
2. Customer shall permit Pacific Rim Mechanical free and timely access to areas and equipment, and allow Pacific Rim Mechanical to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during Pacific Rim Mechanical normal working hours.
3. For projects over \$50,000 with duration of less than four months Pacific Rim Mechanical will invoice 40% of the contract value upon receipt of the signed contract or purchase order and will invoice 60% upon completion. For projects over \$50,000 and/or a duration of longer than four months Pacific Rim Mechanical will progress bill based on equipment and/or materials purchased and work performed. Customer will promptly pay invoices in full within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Pacific Rim Mechanical reserves the right to stop all work under this Agreement without notice and/or cancel this Agreement, and all amounts owed for work performed to date will become immediately due and payable.
4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
5. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount to be negotiated or on a time-and-material basis at Pacific Rim Mechanical rates then in effect) over the sum stated in this Agreement.
6. In the event Pacific Rim Mechanical must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Pacific Rim Mechanical all court costs and attorneys' fees incurred by Contractor.
7. Pacific Rim Mechanical's total liability for any and all injuries, claims, losses, expenses or damages arising out or in any way related to this project or this agreement, from any cause or causes including, but not limited to negligence, errors, omissions, strict liability, breach of contract or warranty shall not exceed the total amount of this contract or \$50,000, whichever is greater. Legal action relating to this agreement must be commenced within a one (1) year period from the date the work was performed.
8. Pacific Rim Mechanical shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Pacific Rim Mechanical employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Pacific Rim Mechanical, its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by any active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Pacific Rim.
10. Customer shall make available to Pacific Rim Mechanical personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
11. Pacific Rim Mechanical's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of any asbestos products, mold, or other hazardous substances. In the event such products or substances are encountered, Pacific Rim Mechanical's sole obligation will be to notify the Owner of the existence of such products and materials. Pacific Rim Mechanical shall have the right thereafter to suspend its work until such products or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
13. Included in this agreement, if applicable is the cost to recover and recycle the refrigerant in the equipment listed in this proposal, in compliance with the Clean Air Act of 1990. Pacific Rim Mechanical will comply with regulations that prohibit intentional venting of Hydro chlorofluorocarbons (HCFC's) and Chlorofluorocarbons (CFC's) which took effect July 1, 1992.

THANKS FOR THE OPPORTUNITY TO SERVE YOU!

MEMORANDUM

DATE: October 3, 2019
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **LAFCO San Diego County Consolidated Redevelopment Oversight Board Call for Ballots - 60 Day Extension**

RECOMMENDATION:

1. Discuss and take action as appropriate.

DISCUSSION:

LAFCO has extended the call for ballots for the San Diego County Consolidated Redevelopment Oversight Board. The deadline has been extended to Wednesday, October 30th since a quorum of ballots was not received by Friday, August 30th, the close of the initial deadline.

There is one seat open and all independent special districts in San Diego County are eligible to cast one vote through their presiding officers or their alternates as designed by the governing bodies.

The candidates are the following:

- William R. (Bob) Ayres, Grossmont Healthcare District
- Mark Baker, Lakeside Fire Protection District
- Mitch Thompson, Otay Water District

The LAFCO Special Districts Advisory Committee's Nominating Committee believes all three candidates are equally qualified and recommends each special district proceed with voting as they see fit.

This item has been placed on the agenda for discussion and action by the Board of Directors. Staff has no recommendation on this matter. Staff will forward the Board's recommendation to LAFCO by the due date.

Attachments

tb:PJB



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



MEMORANDUM

September 4, 2019

TO: Independent Special Districts

FROM: Tamaron Luckett, Executive Assistant

SUBJECT: 60-Day Extension to Elect a Special District Representative to the San Diego County Consolidated Redevelopment Oversight Board

This memorandum serves as notice the deadline to return signed ballots to the San Diego County Local Agency Formation Commission (LAFCO) for the election of a special district representative to the San Diego County Consolidated Redevelopment Oversight Board has been extended to **Wednesday, October 30th**. The extension provides an additional 60 days and has been necessitated under statute given a quorum of ballots – 30 – was not received by LAFCO at the close of the initial deadline set for Friday, August 30th.

San Diego LAFCO encourages **ALL** independent special districts to submit a ballot ahead of the extended deadline to help ensure special districts have an elected representative on the Oversight Board. State law specifies the presiding officer or their alternates as designated by the governing board must take action on the ballot. Accordingly, if time constraints prevent the item getting placed on an agenda for full board discussion and action, the presiding officer or alternate should complete and return the ballot to LAFCO in order to make the election deadline. A ballot received without a signature will not be counted. Attached is the ballot form – candidate statements – can be found on our website at www.sdlafco.org. All signed ballots can be emailed to tamaron.luckett@sdcounty.ca.gov.

Should you have any questions, please contact me at (858) 614-7755.

Attachment:

- 1. Ballot Form

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, Vice Chair
 County of San Diego

Greg Cox, Alternate
 County of San Diego

Mary Casillas Salas
 City of Chula Vista

Bill Wells
 City of El Cajon

Paul McNamara, Alternate
 City of Escondido

Mark Kersey
 City of San Diego

Chris Cate, Alternate
 City of San Diego

Jo MacKenzie, Chair
 Vista Irrigation

Barry Willis
 Alpine Fire Protection

Erin Lump, Alternate
 Rincon del Diablo MWD

Andy Vanderlaan
 General Public

Harry Mathis, Alternate
 General Public

ATTACHMENT A

**SAN DIEGO COUNTY CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD
ELECTION BALLOT and VOTE CERTIFICATION**

VOTE FOR ONLY ONE NOMINEE

William R. (Bob) Ayres (Grossmont Healthcare District)	[]
Mark Baker (Lakeside Fire Protection District)	[]
Mitch Thompson (Otay Water District)	[]

I hereby certify that I cast the votes of the _____
(Name of District)

for the Consolidated Redevelopment Oversight Board Election as:

[] the presiding officer, or
[] the duly-appointed alternate board member.

(Signature)

(Print name)

(Title)

(Date)

NOTE: The Nominating Committee believes all three candidates are equally qualified and recommends each special district proceed with voting as they see fit. Deadline to submit Ballot and Vote Certification Form is **Wednesday, October 30, 2019**.

Return Ballot and Vote Certification Form to:
San Diego LAFCO
Taron Lockett
9335 Hazard Way, Suite 200
San Diego, CA 92123
(858) 614-7755 (office) • (858) 614-7766 (FAX)
Email: taron.lockett@sdcounty.ca.gov



LEUCADIA WASTEWATER DISTRICT

Cordially invites you to the

2019 Holiday Luncheon

THURSDAY, DECEMBER 12, 2019

12:00 to 2:00 P.M.

(lunch served 12:15 P.M.)



5800 The Crossings Drive
Carlsbad, CA 92008
(760) 444-1800

Please RSVP with
Tianne by
December 4th

FAST FACTS ABOUT FEDERAL REAL ID ACT REQUIREMENTS



What is REAL ID?

Beginning October 1, 2020, the federal government will require your driver license or ID card to be REAL ID compliant if you wish to use it as identification to board a domestic flight or enter secure federal facilities that require identification. The California DMV now offers federal compliant REAL ID driver licenses or ID cards.

Do I Need a REAL ID?

Starting October 1 2020, you will need a REAL ID or other federally approved identification (passport, military ID) to pass TSA airport checkpoints nationwide or visit secure facilities.

NOTE: Check the TSA website for a complete list of approved identification: <https://www.tsa.gov/travel/security-screening/identification>

You do not need a REAL ID if...

- you know you will not be boarding a domestic flight or visiting a secure federal facility, such as a military base
- OR will use other approved documents as identification.

If you don't choose a REAL ID, you will receive a Federal Non-Compliant Card with the phrase "Federal Limits Apply." Those under 18 are not required to have a REAL ID to fly.

What Does a REAL ID Look Like?

A REAL ID driver license and ID card has a special marking in the top right corner with a bear and star.

Federal requirements go into effect 10/1/2020



If I Don't apply for a REAL ID, What Card Will I Receive?

You will receive a federal non-compliant driver license or ID card, which has the phrase "Federal Limits Apply."



Who is Eligible for a REAL ID?

U.S. citizens and all legal residents of the United States can apply for a REAL ID driver license or ID card.



How to Get a REAL ID:

In order to get a REAL ID you must go to a DMV office and bring proof of:

- 1 Identity
- 2 Social Security number
- 3 California address

NOTE: Name change document is required if the name on your identity document is different than your current legal name.

PLAN AHEAD!

- Make an appointment for your REAL ID visit
- Complete the online driver license/ID card application before you go
- Bring the application fee: \$35 for Driver License or \$30 for ID Card

Find more information on REAL ID, an interactive document checklist, and answers to FAQ at REALID.dmv.ca.gov





Do I need a "REAL ID"?



Do you travel by airplane or visit federal facilities?

YES

NO



Do you have a valid passport, military ID or other federally approved document?

NO

YES

You **DO NOT** need a REAL ID.

However, you will need to use your federally approved document to board a domestic flight or enter secure facilities.

You **WILL NEED** a "REAL ID"

You need to visit a DMV office with the required documents.

SAVE TIME: Fill out your driver license application online before you visit!



You will receive a Federal "Non-Compliant" card:

- is **NOT** allowed for boarding a plane starting October 1, 2020.
- is **NOT** allowed to enter a secure federal facility starting October 1, 2020.
- May require showing further evidence of legal presence to purchase a firearm.



For more information visit REALID.dmv.ca.gov

Know Before You Go



What's the Real Difference Between "REAL ID" and "Non-Compliant"?

"REAL ID" Driver License/ ID Card

- You must go to a DMV office and bring proof of:
 1. Identity
 2. Social Security number
 3. California address
- Use it to board a plane.
- Use it to enter a secure federal facility (such as a military base).

Federal Non-Compliant Driver License / ID

- May be able to renew online without going to a DMV office.*
- NOT** allowed for boarding a plane starting October 1, 2020.
- NOT** allowed to enter a secure federal facility starting October 1, 2020.
- May require showing further evidence of legal presence to purchase a firearm.
- Has text on the front that says "FEDERAL LIMITS APPLY"



If you do not choose a REAL ID, you will be issued the Federal Non-Compliant license or ID card.

For more information visit REALID.dmv.ca.gov

*Certain customers may be required to renew in person, check your renewal paperwork to see if this applies.

Directors' Meetings

Presented by Directors Omsted, Hanson, Sullivan

Conference

2019 CSDA Annual Conference

Dates and Location

September 25-28, 2019

Anaheim Marriott, Anaheim, CA

List of Attendees

Director Omsted

Director Hanson

Director Sullivan

The above mentioned Board members attended various sessions such as; Board best practices, special district technology, management practices, legal trends, and other breakout sessions.