



**BOARD OF DIRECTORS  
REGULAR MEETING  
AND  
PUBLIC HEARING ON A PROPOSAL TO CONSIDER THE ADOPTION OF AN  
ORDINANCE EXTENDING THE TERM OF A REIMBURSEMENT AGREEMENT**

DATE: Wednesday, October 11, 2023  
 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 vote of the Board. All agenda materials can be accessed at the District website at <https://www.lwwd.org/agendas/board> and are also 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**

Teleconference with Director Omsted at the following location:  
 89632 Sea Breeze Drive  
 Warrenton, OR 97146

**2. Roll Call**

**3. Pledge of Allegiance**

**4. General Public Comment Period**

**5. Approval of Agenda**

**6. Director Vacancy Interviews (Pages 6-13)**

Interview and consider candidates for the Board of Director's vacant position.

1) Mr. Robert Pacilio: 5:05pm - 5:25pm

2) Mr. Nicholas Hunter: 5:25pm - 5:45pm

7. **Presentation and Awards** (Pages 14-18)
  - A. Adopt Resolution No. 2408 In Appreciation of Judy K. Hanson for Her Outstanding Service and Commitment to the District
  - B. Bachelor of Arts in Business Administration – Kelly Gil
  - C. 10 Year Service Award – Hugo Gonzalez
  - D. 10 Year Service Award – Rick Easton

## **CONSENT CALENDAR**

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

8. **Approval of Board and Committee Minutes**

Minutes of the following meetings:

September 12, 2023 Community Affairs Committee Meeting (Page 19)

September 13, 2023 Regular Board Meeting (Pages 20-26)

October 3, 2023 Engineering Committee Meeting (Pages 27-30)

9. **Approval of Demands for September/October 2023**

This item provides for Board of Directors approval of all demands paid from LWD during the month of August and a portion of October 2023. (Pages 31-41)

10. **Operations Report**

This report discloses the year-to-date and monthly flow, rainfall, EDU’s and reclaimed water averages; along with MGD flow comparisons from FY23 to FY24, flows by sub-basin, and staff training. (Pages 42-48)

11. **Finance Report**

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY24 budget and discloses monthly investments. (Pages 49-56)

12. **Disclosure of Reimbursements**

This report discloses travel expense reimbursements for the month of August and September 2023. (Pages 57-58)

13. **Status Update on the Fiscal Year 2024 (FY24) LWD Tactics and Action Plan**

(Pages 59-64)

## **EWA REPORTS**

14. **Encina Wastewater Authority Reports**

A regular EWA Board Meeting was held on September 27, 2023. (Page 65)

## **COMMITTEE REPORTS**

### **15. Committee Reports**

An Engineering Committee meeting was held on October 3, 2023. (Page 66)

## **PUBLIC HEARING**

### **16. Public Hearing to Consider the Following:**

Proposal to Consider an Ordinance extending the term of a Reimbursement Agreement between Leucadia Wastewater District and Marquee Enterprises, LLC. (Page 67)

## **ACTION ITEMS**

### **17. Reimbursement Agreement for Marquee Enterprises, LLC**

Adopt Ordinance 147 – Extending the term of the Reimbursement Agreement for construction of public sewer between the Leucadia Wastewater District and Marquee Enterprises, LLC. (Pages 68-78)

### **18. Batiquitos Pump Station Number One Pump Repair**

Authorize the General Manager to execute an Agreement for professional services with DXP Enterprises, Inc. for the rebuild of the Batiquitos Pump Station Pump Number One at a cost not to exceed \$44,980. (Pages 79-82)

### **19. Fiscal Year 2024 Manhole Rehabilitation Project**

Authorize the General Manager to execute a sole source Agreement with Ayala Engineering Inc. for construction services to complete the Fiscal Year 2024 Manhole Rehabilitation Project in an amount not to exceed \$396,200. (Pages 83-86)

## **INFORMATION ITEMS**

### **20. Project Status Updates and Other Informational Reports**

None.

### **21. Directors' Meetings and Conference Reports**

None.

### **22. General Manager's Report**

### **23. General Counsel's Report**

### **24. Board of Directors' Comments**

### **25. Adjournment**

AFFIDAVIT OF POSTING

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

Date: October 5, 2023

  
\_\_\_\_\_  
Paul J. Bushee, Secretary/General Manager



### Board of Directors' Code of Conduct

- ◆ *I will openly communicate during Board meetings and voice my views, in the meetings, on all matters regarding the District.*
- ◆ *I will support the decisions of the Board once they are voted on.*
- ◆ *I will concentrate on issues of governance and strategic import to the District and will expect support from staff on issues of operational import and detail.*
- ◆ *I will treat fellow Board members with dignity and respect.*
- ◆ *I will be prepared to discuss Board issues and agree to spend the necessary time and attention to Board matters.*
- ◆ *If I have concerns or questions, I will ask. If I need clarification of Board agenda items, I will call ahead and discuss with the General Manager.*
- ◆ *I will support the general manager as the primary spokesperson for the district.*
- ◆ *I will conduct myself in the highest ethical manner and comply with all appropriate government regulations.*

### Role of Staff

- ◆ *Implement policies of LWD Board*
- ◆ *Create tactics and action plans that address how policies should be implemented*
- ◆ *Provide technical competence in addressing issues of how tactics should be implemented*
- ◆ *Provide relevant facts and recommendations*
- ◆ *Provide effective leadership*
- ◆ *Administer day-to-day operations of the district*
- ◆ *Respond to reasonable board requests for information*

**MEMORANDUM**

**DATE:** October 5, 2023  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager  
**SUBJECT:** Director Vacancy Letters of Interest

**RECOMMENDED:**

Staff recommends that the Board of Directors:

1. Review the two (2) letters of interest for the vacant Board of Directors position and provide direction as to how the Board would like to proceed.

**DISCUSSION:**

At the September 13, 2023 Board Meeting, the Board of Directors directed staff to notice the Board vacancy in accordance with California regulations. The Board also decided to consider potential candidates at its October 11, 2023 Board Meeting and a possible appointment of a new Director at a future Special Board Meeting prior to November 5, 2023.

As directed, Staff posted a "Notice of Vacancy" in more than three conspicuous places. The notice was also published in the San Diego Union Tribune on September 20<sup>th</sup>, the Coast News on September 22<sup>nd</sup>, and placed on the District's website, Instagram, and Facebook page. As a result, LWD received 2 letters of interest (attached) by the October 2<sup>nd</sup> deadline from the following candidates:

1. Mr. Robert Pacilio
2. Mr. Nicholas Hunter

Staff has confirmed that the candidates currently reside within District 5 boundaries and are registered voters at the listed addresses.

Staff recommends that the Board of Directors review the attached letters of interest and conduct interviews of the two candidates. The interviews are scheduled for 20 minutes each, the first at 5:05pm and the second at 5:25pm. Based on the interviews, the Board can decide to appoint the preferred candidate at the meeting or schedule a Special Board Meeting to do so. The Board has until November 5, 2023 to appoint a new Director.

tb:PJB

Attachment

**Mr. Robert Pacilio**

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**Letter of Interest and Resume**

Robert Pacilio

Letter of Interest to the Leucadia Wastewater District

September 26, 2023

To the Leucadia Wastewater District Directors:

My name is Robert Pacilio. I have lived in San Diego since 1977 and moved to Encinitas in 2014. I was encouraged to put my name forward recently when I was volunteering at the Friends of the Library in Encinitas during a conversation with Don Omsted, a member of the board of directors.

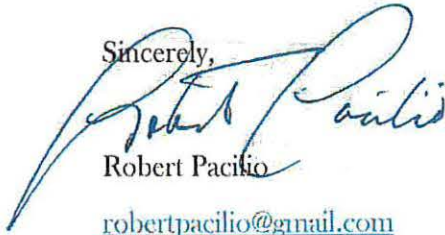
I was intrigued with the opportunity to become civically engaged. I experienced that feeling of making a difference when I volunteered to be a poll watcher during the 2020 election (at the height of COVID-19). I felt the appreciation of so many people who came to vote that year and who thanked me for stepping forward.

I have some knowledge of the importance of the wetlands, as I taught about the subject to students; however, other than that, my exposure to the topic of wastewater is fairly limited. I am a quick learner and, I hope, a good listener. I think I can make fair decisions as needed.

After discussing the time commitment with Paul Bushee by phone recently, I can be counted on to be at all meetings. Being retired has its benefits.

If there are other questions, please feel free to contact me. I have enclosed my current resume. Thank you for your consideration.

Sincerely,



Robert Pacilio

Robert Pacilio

[robertpacilio@gmail.com](mailto:robertpacilio@gmail.com)

446 Countrywood Lane, Encinitas CA 92024

858-774-8803





# ROBERT PACILIO

446 Countrywood Lane, Encinitas CA 92024 | 858-774-8803 | robertpacilio@gmail.com

## OBJECTIVE

Seeking the position for the Board of Directors of Leucadia Wastewater District

## SKILLS PROFILE

- 18 years of on ground and Online experience with college graduate courses in education, both at National and Alliant (Formerly USIU) University.
- Presentation Experience: a regular presenter at the California Teachers of English Conference and the California Teachers Association.
- 32 years as an English and Speech/ Debate teacher at Mount Carmel High School in San Diego. English chairperson. 1977-2010.
- Currently, a volunteer at the Friends of the Library of Encinitas.

## AWARDS AND RECOGNITION

- 1999 San Diego County "Teacher of the Year"
- 2000 DisneyHand's Top 100 Teachers
- 2000 National Board Certified (English)
- 2006 Honorary Commission: Congressional Youth Leadership Council
- 2000 San Diego Masons "Teacher of the Year"
- 1998 Wal-Mart's "Teacher of the Year"
- 1999 *San Diego Magazine's* "Top Ten Teachers to Watch"
- 2006 California Association of Teachers of English –Professional Writing Essay Winner
- 2000 *Creative Communication's* -Top Ten Teacher Poets Award
- 1991 Coach of State Champions in Debate –Mt Carmel High School
- 2010 Author debut novel *Meetings at the Metaphor Café*
- 2010 *Claes Nobel Educator of Distinction: National Society of High School Scholars*
- 1997-2000 Mentor Teacher Poway Unified; Mentor Selection Committee 1995-1996

## EDUCATION

**United States International University** 1987  
*Masters in Education*

**University of California, Irvine** 1977  
*Teaching credential in Secondary Education*

**California State University, Fullerton**  
*Major Speech Communications- English minor*

1973-1977

**EMPLOYMENT HISTORY**

**Mt. Carmel High School, Poway Unified School  
District**

*9550 Carmel Mt Road, San Diego, CA*

1977-2010

**National University- Core Adjunct**

1995-2018

**United States International University- Core Adjunct**

1999-2002

**Mr. Nicholas S. Hunter**

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**Letter of Interest and Resume**

# Nicholas S. Hunter

Nikh760@gmail.com · 1826 Stonebrook Ln, Encinitas, CA 92024 · (760) 525-2552

October 2, 2023

To the Board of the Leucadia Wastewater District,

I am writing to share my intent to represent District 5 on the LWD Board.

As an engineer and steward of the environment, I believe that I can be helpful in representing our community to make sure that our infrastructure is maintained and that we are at the forefront of sustainable practices. As an engineer I make data-driven decisions everyday regarding critical spacecraft structures. Growing up in this area I have always had appreciation for the scarcity of water and the human impact on our natural environment. I am very much interested in maintaining the ecological balance of our waterways, while at the same time adapting to the growing needs of the community.

I look forward to your consideration.

Sincerely,

Nicholas Hunter

(760) 525-2552

RECEIVED  
OCT - 2 2023  
BY: 3



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# Nicholas S. Hunter

Nikh760@gmail.com · 1826 Stonebrook Ln, Encinitas, CA 92024 · (760) 525-2552

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## OBJECTIVE

To become a technical expert in structural dynamics. I will accomplish this by constantly solving new problems while continuously developing my technical capabilities and communication skills.

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## EDUCATION

CALIFORNIA POLYTECHNIC STATE UNIVERSITY SAN LUIS OBISPO, CA  
B.S. & M.S. Mechanical Engineering (Simultaneously conferred, GPA BS:3.46 & MS:3.64) June 2007

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## WORK EXPERIENCE

AEROJET ROCKETDYNE CANOGA PARK, CA  
Staff Engineer, Structural Dynamics Nov 2007 – Nov 2019, Nov 2022 - Present

- Structural dynamics engineer for RL-10. Include hotfire data support, engine vibration testing, and FEA of engine system model.
- Structural dynamics engineer for RS-25 program. Includes generating and maintaining engine vibration environments, generating dynamic loads, and assessing hot-fire data for engine health. This also includes coordinating work for three engineers.
- Extensive experience with FEA of engine system models and detailed components, including construction and analysis (modal-based response analyses including random, sine, and shock).
- Coordinate and present dynamic data reviews of large liquid rocket engine hot-fire testing. Includes utilizing a variety of frequency and time domain analysis tools to assess engine health based on accelerometer and strain gage data. Over twenty data reviews supported.
- Structural dynamics engineer for the RS-25 Engine Control Unit (ECU). Provide support from design through qualification and production. This includes electronics and chassis dynamic analysis, Design Verification Testing (DVT) and qualification testing, and NCR resolution. Testing encompasses random vibration, sine-on-random vibration, shock (shaker), and acoustic testing. DVT vibration test failures led to in-depth failure analysis and successful resolution.

GENERAL ATOMICS ELECTROMAGNETIC SYSTEMS RANCHO BERNARDO, CA  
Engineer, Advanced Structures Nov 2019 – Nov 2022

- Develop innovative solutions for structural analysis, structural test, and instrumentation of marine and space systems.
- Perform high frequency data analysis and support component testing of advanced arresting gear follower nut (aircraft carrier)
- Perform structural analysis and develop structural verification plans for small satellites (~400 lbs)

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## ACTIVITIES/AWARDS

- EIT/FE Certified
- SFV Engineer's Council Distinguished Project Achievement 2010 – J-2X GG Instability Resolution
- FIRST FRC Robotics Mentor
- SAE Mini-Baja Team Member
- Eagle Scout

**MEMORANDUM**

**DATE:** October 5, 2023  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **Resolution No. 2408 in Appreciation of Judy K. Hanson for Her Outstanding Service and Commitment to the Leucadia Wastewater District**

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**RECOMMENDATION:**

Staff recommends that the Board of Directors:

1. Recognize the distinguished service of Director Judy K. Hanson.
2. Adopt Board Resolution No. 2408 as presented.

**DISCUSSION:**

On August 25, 2023, Director Judy Hanson submitted her resignation effective September 6, 2023 from the Board of Directors following 40 years of dedicated service to the staff, Board and rate payers of Leucadia Wastewater District. Appointed to the Board in 1983, Judy faithfully and professionally represented LWD in numerous capacities, including working at LWD as a secretary prior to being appointed then elected to the Board.

During her service, the District saw a period of rapid growth and expansion. Yet, because of her guidance and the Board's direction, LWD consistently met the critical challenges associated with this growth in an efficient, cost-effective manner. In recognition of her outstanding support, it is only proper that staff and the Board of Directors recognize her passion for environmental excellence and professional service to the Leucadia Wastewater District.

Attached for your consideration is Board Resolution No. 2408, expressing appreciation to Judy for her outstanding service to the District and the community.

:PJB

Attachment

**RESOLUTION NO. 2408**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
LEUCADIA WASTEWATER DISTRICT  
IN RECOGNITION AND APPRECIATION OF JUDY K. HANSON  
FOR HER EXEMPLARY SERVICE AND COMMITMENT  
TO THE LEUCADIA WASTEWATER DISTRICT**

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**WHEREAS**, Judy Hanson has dedicated her time, expertise, and unwavering commitment to the Leucadia Wastewater District (LWD) for an impressive span of four decades, having served on the LWD Board of Directors from 1983 to September 6, 2023; and

**WHEREAS**, Ms. Hanson's leadership and steadfastness guided the District through numerous transformations and challenges, ensuring the uninterrupted provision of essential wastewater services to the residents of Leucadia and beyond; and

**WHEREAS**, Judy Hanson served as the District's Board President in 2003, 2007, 2012, 2017, and 2022, demonstrating exceptional leadership and skill in steering the District towards its goals; and

**WHEREAS**, during her tenure as a Director, Ms. Hanson represented the District on various influential boards, including the California Sanitation Risk Management Authority Board of Directors and the Encina Wastewater Authority (EWA) Board of Directors, contributing to regional cooperation and advancement in wastewater management; and

**WHEREAS**, Judy Hanson's diligent service extended beyond the confines of the boardroom, as she volunteered at Scripps Memorial Hospital in Encinitas and served as Treasurer of the Friends of the Encinitas Library, exemplifying her dedication to community betterment; and

**WHEREAS**, Ms. Hanson's distinguished career began as a Secretary at the Leucadia Wastewater District as one of the District's earliest employees, and included her role as Finance Supervisor at the San Dieguito Water District/City of Encinitas, where she utilized her financial acumen to contribute to the efficient operation of these organizations; and

**WHEREAS**, Ms. Hanson's legacy is further enriched by her extensive involvement in District-affiliated organizations, such as her tenure as a committee member of the San Diego LAFCO Special Districts Advisory Committee, and her role as Past President of the California Special Districts Association-San Diego Chapter; and

**WHEREAS**, Judy Hanson's contributions have been recognized by esteemed awards, including the Al Wrigley Memorial Award in 2011 from the California Water Environment Association for 28 years of dedicated service and the Golden Shovel Award in 2015 from the same association; and

**WHEREAS**, Ms. Hanson's exemplary leadership, dedication, and countless contributions have significantly shaped the Leucadia Wastewater District's success and reputation;

**NOW, THEREFORE**, be it hereby resolved that the Board of Directors of the Leucadia Wastewater District, on behalf of the District and its constituents, extends its deepest gratitude and recognition to Judy Hanson for her Exceptional Service and Unwavering Dedication to the Leucadia Wastewater District, and wishes her a fulfilling retirement that she so richly deserves.

**BE IT FURTHER RESOLVED** that this resolution be presented to Judy Hanson and be made a permanent part of the official records of the Leucadia Wastewater District.

PASSED AND ADOPTED this 11<sup>th</sup> day of October 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Elaine Sullivan, President

\_\_\_\_\_  
Chris Roesink, Vice President

\_\_\_\_\_  
Donald F. Omsted, Director

\_\_\_\_\_  
Rolando Saldana, Director

\_\_\_\_\_  
Paul J. Bushee, General Manager  
(SEAL)

**MEMORANDUM**

**DATE:** October 5, 2023  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager  
**SUBJECT:** **Achievement of Individual Awards**

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

**California State University Fullerton Bachelor of Arts in Business Administration – Kelly Gil**

Please join me in congratulating Accounting Technician Kelly Gil who recently received a Bachelor of Arts in Business Administration from California State University Fullerton. Kelly has been working for LWD since March 2021. Kelly has worked hard on her own time for this achievement while maintaining her fulltime position at LWD. This accomplishment reflects Kelly's desire to excel through continued professional development. As a result of this certification, Kelly is eligible for an Individual Incentive Award of \$1,000.

Please join me in congratulating Kelly for her outstanding accomplishment.

**10 Year Service Award – Hugo Gonzalez**

Field Services Technician III, Hugo Gonzalez, passed his 10<sup>th</sup> anniversary of employment at LWD on September 23, 2023. This milestone is a tribute to Hugo's hard work, dedication, and commitment to LWD. Hugo's exceptional milestone also meets one of the individual objectives under LWD's Incentive Program. Hugo is eligible for an incentive award of \$200.

Please join me in congratulating Hugo for his outstanding accomplishment.

**10 Year Service Award – Rick Easton**

Field Services Technician III, Rick Easton, passed his 10<sup>th</sup> anniversary of employment at LWD on September 30, 2023. This milestone is a tribute to Rick's hard work, dedication, and commitment to LWD. Rick's exceptional milestone also meets one of the individual objectives under LWD's Incentive Program. Rick is eligible for an incentive award of \$200.

Please join me in congratulating Rick for his outstanding accomplishment.

tb:PJB

# California State University, Fullerton

The Trustees of the California State University  
on recommendation of the faculty have conferred upon

**Kelly Gil**

the degree of

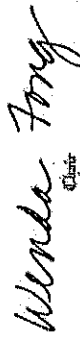
**Bachelor of Arts**

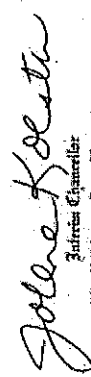
**Business Administration - Professional Business Concentration**


with all the rights and privileges pertaining thereto.

Given at Fullerton, this fourth day of August, two thousand and twenty-three.

  
President of California  
State University, Fullerton

  
Chair  
Board of Trustees

  
Interim Chancellor  
The California State University

  
President  
California State University, Fullerton



**LEUCADIA WASTEWATER DISTRICT**  
 Minutes of a Community Affairs Committee Meeting  
 September 12, 2023

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Tuesday, September 12, 2023 at 2:00 p.m.

**1. Call to Order**

Chairperson Sullivan called the meeting to order at 2:00 p.m.

**2. Roll Call**

DIRECTORS PRESENT: Sullivan and Saldana

DIRECTORS ABSENT: None

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

**3. Public Comment**

No public comment was received.

**4. Fall 2023 Newsletter Draft Text Review**

ASsup Hill provided background on the newsletter. She introduced Mr. Bloom from RTP to provide an overview of the newsletter draft text. Mr. Bloom provided an overview and the CAC was pleased with the draft text. The CAC selected option #2, proper fruit sticker disposal fact, for the Did You Know article.

Mr. Bloom reviewed the production schedule and timeline with the CAC. Following discussion, the CAC authorized staff and RTP to proceed with the draft layout of the newsletter.

**5. Information Items**

None.

**6. Directors' Comments**

None.

**7. General Manager's Comments**

GM Bushee reported on the illegal dumping by a carpet cleaning business.

He also reported on a possible joint venture for a wastewater/water career fair between local high school students, LWD, and Olivenhain Municipal Water District (OMWD).

**8. Adjournment**

Chairperson Sullivan adjourned the meeting at 2:36 p.m.

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Paul J. Bushee  
 Secretary/Manager  
 (Seal)

**LEUCADIA WASTEWATER DISTRICT**

Minutes of a Regular Board Meeting

September 13, 2023

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, September 13, 2023 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

**1. Call to Order**

GM Bushee called the meeting to order at 5:00 p.m.

**2. Roll Call**

DIRECTORS PRESENT: Sullivan, Roesink (via teleconference), Saldana, Omsted

DIRECTORS ABSENT:

OTHERS PRESENT:

General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Director of Technical Services Robin Morishita, Field Services Superintendent Marvin Gonzalez, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, Project Coordinator Ian Riffel, Field Services Supervisor Mauricio Avalos, District Engineer Dexter Wilson

**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 President Sullivan, seconded by Director Omsted, and unanimously carried, the Board of Directors approved the agenda by the following vote:

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

**6. Presentations and Awards**

None.

**CONSENT CALENDAR**

**7. Approval of Board and Committee Minutes**

Minutes of the following meetings:

August 16, 2023 Regular Board Meeting

September 5, 2023 Engineering Committee Meeting



**8. Approval of Demands for August/September 2023**

Payroll Checks numbered 230817-1 – 230906-18; General Checking Checks numbered 24702-24781

**9. Operations Report** (A copy was included in the original September 13, 2023 Agenda)

**10. Finance Report** (A copy was included in the original September 13, 2023 Agenda)

**11. Disclosure of Reimbursements**

This report discloses travel expense reimbursements for the month of August 2023.

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

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

**EWA and COMMITTEE REPORTS**

**12. Encina Wastewater Authority (EWA) Reports**

A. EWA Board Report – Meeting held on August 23, 2023.

GM Bushee reported on EWA's August 23, 2023 Board meeting.

B. An Encina Member Agencies Manager's (MAM) Meeting was held on September 5, 2023.

GM Bushee reported on EWA's September 5, 2023 MAM meeting.

**13. Committee Reports**

A. An Engineering Committee meeting was held on September 5, 2023.

Director Saldana reported that the Engineering Committee (EC) reviewed the following recommendations:

- Authorize the General Manager to execute a Sourcewell Cooperative Purchase Agreement with National Auto Fleet Group for the purchase of a new 2024 Chevrolet 3500HD Traffic Control Truck in an amount not to exceed \$105,994;
- Authorize the General Manager to execute an Agreement with Howard's Rug Company for carpet replacement and furniture moving services for the Leucadia Wastewater District Administrative building at a cost not to exceed \$48,724; and
- Authorize the General Manager to execute a Professional Services Agreement with 5 North Media to replace the Leucadia Wastewater District's Audio / Visual System in an amount not to exceed \$140,003.

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

B. A Community Affairs Committee meeting was held on September 12, 2023.

Director Saldana reported that the Community Affairs Committee (CAC) reviewed and commented on the draft text of the 2023 Fall newsletter. The CAC selected option #2, proper fruit sticker disposal fact, for the Did You Know article.

Following discussion, the CAC authorized staff and RTP to proceed with the draft layout of the newsletter.

### ACTION ITEMS

#### 14. Vehicle Purchase

Authorize the General Manager to execute a Sourcewell Cooperative Purchase Agreement with National Auto Fleet Group for the purchase of a new 2024 Chevrolet 3500HD Traffic Control Truck in an amount not to exceed \$105,994.

FSSup Avalos presented this item and provided background information noting it is a tactical goal. He stated that 5 years and 60,000 miles or 7 year and any miles is the Vehicle Replacement Policy for a medium duty vehicle. FSSup Avalos stated that the existing traffic control truck is 12 years old and has 49,971 miles, which meets the replacement threshold. He continued that the traffic control truck has experienced an increase in maintenance frequency and the associated costs.

FSSup Avalos stated the District's Procurement Policy permits the use of cooperative purchasing programs. He said the purchase of the new traffic control truck will be through Sourcewell Cooperative (Sourcewell). He continued that Sourcewell is a self-supported government agency, therefore, the traffic control truck purchase has already been vetted through the competitive pricing process by Sourcewell. He stated that National Auto Fleet Group (NAFG), a Sourcewell participant, is an authorized Southern California dealer that provided staff with a quote.

Vice President Roesink entered the Boardroom at 5:18 p.m.

Following discussion, upon a motion duly made by Director Omsted, seconded by Director Saldana, and unanimously carried, the Board of Directors authorized the General Manager to execute a Sourcewell Cooperative Purchase Agreement with National Auto Fleet Group for the purchase of a new 2024 Chevrolet 3500HD Traffic Control Truck in an amount not to exceed \$105,994 by the following vote:

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

#### 15. Carpet Replacement and Furniture Moving Services Contract

Authorize the General Manager to execute an Agreement with Howard's Rug Company for carpet replacement and furniture moving services for the Leucadia Wastewater District Administrative building at a cost not to exceed \$48,724.

PC Riffel presented this item and provided background information noting it is a tactical goal. He said that the Administrative building construction was completed in 2009 and the carpet has

endured well against daily foot traffic over the past 14 years, however it is now beginning to show its age and requires replacement. PC Riffel continued that in 2022, staff planned to replace the carpet in the Administrative building, except for the Board Room, in two phases over two consecutive fiscal years. The first phase, which included the carpet on the first floor, was completed in May 2023 during FY23. The second phase, which includes the carpet on the second floor and the elevator, will be completed in FY24.

PC Riffel stated that Howard's Rug Company (Howard's Rug) completed phase 1 and the District was very pleased with the quality of work. PC Riffel stated that the carpet replacement agreement meets the criteria for sole source procurement under Section 11.1, Sole Source Procurement, in the Purchasing Policy because:

1. It is allowed for continuing services where a vendor or firm has satisfactorily completed one phase of a project and the General Manager, or as may be required by this Policy, the Board of Directors, determines that it is in the best interest to retain the vendor or firm for a subsequent phase of work.

PC Riffel stated that staff requested a quote from Howard's Rug for the phase two work. Staff evaluated the quote and was satisfied that it meets the carpet replacement and furniture moving requirements.

Following discussion, upon a motion duly made by Director Saldana, seconded by President Sullivan and unanimously carried, the Board of Directors authorized the General Manager to execute an Agreement with Howard's Rug Company for carpet replacement and furniture moving services for the Leucadia Wastewater District Administrative building at a cost not to exceed \$48,724 by the following vote:

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

#### 16. AV System Purchase

Authorize the General Manager to execute a Professional Services Agreement with 5 North Media to replace the Leucadia Wastewater District's Audio / Visual System in an amount not to exceed \$140,003.

DTS Morishita presented this item and provided background information noting it is a tactical goal. He stated that the District's current system is over 14 years old and it requires an upgrade, which includes interactive video displays and liquid crystal (LCD) panels with video communication capabilities, in order to keep up with new technological advancements.

DTS Morishita stated that staff contacted two A/V Consultants to do a site visit and discuss their services in order to generate a bid specification. Out of three A/V consultants that were contacted for a bid, only 5 North Media (5 North) submitted a bid by the August 17<sup>th</sup> deadline. 5 North's bid was \$140,003.

DTS Morishita stated that staff reviewed 5 North's bid and determined it satisfies the bid specifications. 5 North has over 42 years of experience and clients include Agua Caliente Council Chamber, Palm Desert City Council, Naval Base Coronado, and Camp Pendleton.

Director Saldana stated that wireless connectivity should be disabled so that the District is not open to cyberattack. DTS Morishita stated that the District's IT consultant, Data Net, will coordinate with 5 North to ensure system security.

Vice President Roesink asked if the District had used 5 North previously. DTS Morishita answered no. Vice President Roesink asked various questions regarding the 5 North pricing. DTS Morishita answered his questions.

Following discussion, upon a motion duly made by Director Saldana, seconded by Director Omsted, and unanimously carried, authorized the General Manager to execute a Professional Services Agreement with 5 North Media to replace the Leucadia Wastewater District's Audio / Visual System in an amount not to exceed \$140,003 by the following vote:

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

#### 17. Division 5 Board of Directors Vacancy

GM Bushee stated that on August 25, 2023 Director Hanson submitted a notice of retirement letter effective September 6, 2023. As a result, there is a vacant seat on the Board of Directors. He noted that under County Water District regulations, the District has the following options for filling the vacant position:

1. Appointment of a New Director
2. Call for an Election

GM Bushee then provided background information on both options. GM Bushee stated that should the Board choose to appointment a new Director the candidate must live in District 5 and be a registered voter. He also stated that should the Board decide to notice the vacancy it must be noticed in three conspicuous places.

Director Omsted asked if the notice of vacancy can be advertised in the fall newsletter. GM Bushee that it can be but it may not meet the 60 day appointment deadline of November 5<sup>th</sup>, set by Government Code. Director Omsted asked if there would be an article on Director Hanson in a future newsletter. GM Bushee answered affirmatively.

Vice President Roesink stated he would like to see the District advertise the vacancy and move forward with the appointment of a new Director. President Sullivan agreed with Vice President Roesink.

Director Saldana stated he would like to move forward with the appointment process sooner than later.

Following a lengthy discussion, the Board of Directors reached consensus to appoint a new Director and directed staff to notice the vacancy in accordance with California regulations.

## INFORMATION ITEMS

### 18. Project Status Updates and Other Informational Reports

Flu Shot Clinic is scheduled for Thursday, September 14, 2023.

EA Baity announced the date and time of the flu shot clinic.

### 19. Directors' Meetings and Conference Reports

A. CSDA Local Section Quarterly Dinner was held on August 17, 2023 at The Butcher Shop in Kearny Mesa, CA.

President Sullivan stated the meeting was robust and she enjoyed the speaker.

B. 2023 CSDA Annual Conference was held August 28 - 31, 2023 at the Monterey Conference Center in Monterey, CA.

President Sullivan stated it was a great conference and she enjoyed the speaker from Pixar. Director Omsted agreed with President Sullivan.

Director Omsted stated he enjoyed the Brent Ives session. He noted that he also completed his AB 1825 and AB 1234 training at the conference.

### 20. General Manager's Report

GM Bushee reported on the following:

- He attended an Encinitas Chamber of Commerce Environmental Sustainability Committee meeting;
- Possible partnership with Olivenhain Municipal Water District (OMWD) for a future hands-on career fair for local high school students; and
- Schedule a Special Board Meeting to review Recycled Water

Following discussion, the Board of Directors agreed to hold a Special Board Meeting on October 11, 2023 at 3:00 p.m. to discuss recycled water.

### 21. General Counsel's Report

None.

### 22. Board of Directors' Comments

President Sullivan stated the conferences have been extra special lately.

Vice President Roesink stated he will be attending the Special District Leadership Foundation Academy in October. He also noted that he completed his AB 1815 and AB 1234 training online.

### 23. Closed Session

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

The Board of Directors unanimously voted to reject the claim presented by Cari McCormick.

- B. Meet with Legal Counsel to discuss California Government Code Section 54956.8 for the potential sale of a vacant lot on the corner of Vulcan Avenue and La Costa Avenue to the City of Encinitas.

The Board of Directors provided direction to staff on the sale of the Vulcan parcel to the City of Encinitas. There was no other reportable action.

**24. Adjournment**

President Sullivan adjourned the meeting at approximately 6:40 p.m.

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Elaine Sullivan, President

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Paul J. Bushee  
Secretary/General Manager  
(SEAL)

**LEUCADIA WASTEWATER DISTRICT**  
 Minutes of an Engineering Committee Meeting  
 October 3, 2023

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A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD) was held on Tuesday, October 3, 2023 at 9:00 a.m., at the LWD Administration Office located at 1960 La Costa Avenue, Carlsbad, California.

**1. Call to Order**

Director Omsted called the meeting to order at 9:01 a.m.

**2. Roll Call**

DIRECTORS PRESENT: Saldana (via video conference), Omsted  
 DIRECTORS ABSENT: None  
 OTHERS PRESENT: General Manager Paul Bushee; Director of Technical Services Robin Morishita; Field Services Superintendent Marvin Gonzalez; Field Services Supervisor Gabe Mendez; Field Services Supervisor Mauricio Avalos; Project Coordinator Ian Riffel; District Engineer Dexter Wilson; and FST III Rick Easton.

**3. Public Comment**

None.

**4. New Business**

- A. Authorize the General Manager to execute an Agreement for professional services with DXP Enterprises, Inc. for the rebuild of the Batiquitos Pump Station Pump Number One at a cost not to exceed \$44,980.

FST III Easton presented this item to the EC. He provided background information on the Batiquitos Pump Station (BPS). He continued that as part of pump station maintenance, Field Service Staff conducts routine pump checks and performance evaluations. FST III Easton stated that as a result, staff has determined that the Number 1 pump and motor at BPS has fallen below acceptable performance levels. He said that the pump has accrued 20,372 run hours since it was last rebuilt in March 2013. He continued that mechanical wear of the pump has reduced its maximum pumping capacity and overall efficiency. FST III Easton said that the pump and motor need to be rebuilt to restore the pump's capacity and efficiency.

FST III Easton stated that quotes were solicited from three repair shops and quotes were received from DXP Enterprise, Inc. (DXP), Sloan Electric, and Brax Company. He said DXP submitted the low quote at \$44,980.00. FST III Easton said that in May 2023, DXP completed the rebuild for the Batiquitos Pump Station Pump Number Two in a professional, competent, and responsive manner.

Chairperson Saldana asked if the pump's operation can be monitored on the SCADA system. FST III Easton answered, yes, and listed the equipment related to the pump's operation that can be monitored on SCADA. Chairperson Saldana asked if the monitoring aspect would be affected as a result of the pump rebuild. FST III Easton answered the monitoring system would not be affected. Chairperson Saldana asked

about the costs to rebuild Pump No. 1 which was completed last May 2023. FSSup Gonzalez answered \$75K.

Director Omsted how long the pump rebuild will take. FSSup Gonazlez answered 3-4 months. Director Omsted inquired about the use of epoxy on the impellor. District staff answered the question.

Following discussion, the EC concurred with staff to recommend that the Board of Directors authorize the General Manager to execute an Agreement with DXP to refurbish the Number 1 pump and motor at BPS.

B. Adopt Ordinance No. 147 extending the term of the Reimbursement Agreement for construction of public sewer between the Leucadia Wastewater District and Marquee Enterprises, LLC.

PC Riffel presented this item to the EC. He stated that Ordinance No. 147 establishes extending the term of an existing Reimbursement Agreement (Agreement) between the District and Marquee Enterprises, LLC (Developer). He continued that the Agreement was developed by the District Engineer and has been reviewed by District staff, including District Counsel, and now requires Board approval to take effect.

PC Riffel described the project. He stated that the public sewer line extension was completed in May 2012 and dedicated to the District. He said the Developer requested the Agreement. PC Riffel continued that the Agreement provides for cost reimbursement by adjacent properties to the Developer for the actual cost to design, permit, and construct new sewer facilities, less the portion servicing the Developer's property. He said that the sewer facilities were designed and constructed to accommodate sewer connections from the properties adjacent to the new sewer facilities, however, they are not required to connect to the public sewer. PC Riffel continued that if they do decide to connect in the future, the Agreement requires payment of a reimbursement fee equivalent to the property's fair share contribution towards the new sewer improvements. He explained the Agreement is for a 10-year term and is an accommodation to the Developer and not a guarantee or promise of full or partial payment. He stated that the District administers the Agreement and will charge an administrative fee of five percent (5%) of the reimbursement fee when property owners connect to the collection system.

PC Riffel stated that during the initial 10-year term of the Agreement, one property connected to the public sewer extension in June 2020 and, therefore, was required to pay the Developer a Reimbursement Connection Fee.

PC Riffel stated that the original Agreement, Ordinance No. 127, expired on February 13, 2023. He said the Developer requested a 10-year extension. If approved, the extension would be effective as of February 14, 2023 and automatically terminate on February 14, 2033. The Developer would not be eligible for any additional extensions.

Director Omsted asked if the District notifies the Developer before the Agreement expires. PC Riffel answered no.

Following discussion, the EC concurred with staff to recommend that the Board of Directors adopt Ordinance No. 147 approving extending the term of the Reimbursement Agreement for sewer between the District and Marquee Enterprises,



LLC.

- C. Authorize the General Manager to execute a sole source Agreement with Ayala Engineering Inc. for construction services to complete the Fiscal Year 2024 Manhole Rehabilitation Project in an amount not to exceed \$396,200.

PC Riffel presented this item to the EC. He provided background information and said that Water Works Engineers (WWE) started project design in July 2023. He stated that the goal of the Fiscal Year 2024 Manhole Rehabilitation Project is to repair sewer manholes that require an epoxy liner. He also stated that this is the first capital project focused specifically on manhole rehabilitation.

PC Riffel described the specific work to be completed during the FY24 Manhole Rehabilitation Project which includes the epoxy lining of 59 sewer manholes, 16 frame and cover replacements, and the required traffic control plans. He added that 27 manholes are located in easement areas which are more difficult to access and the frame and cover replacements are located in high traffic areas.

Chairperson Saldana asked where the epoxy is applied inside the manhole. District staff answered that the manhole shaft and the bench will be epoxied, but the channel will not be epoxied.

Director Omsted asked if the infiltration is sealed near the base of the manhole. FS Sup Mendez answered that any manhole with infiltration will be repaired by injecting grout in the joints. District staff explained the manhole components. Director Omsted asked if spark testing is performed. PC Riffel answered affirmatively. Director Omsted asked how a spark test is performed. DE Wilson answered the question.

PC Riffel explained that manhole rehabilitation is a specialty service and only a few contractors perform this work. He said that staff has worked with two contractors in the past 10-15 years and has continually had a positive experience with one of those contractors, Ayala Engineering Inc. (Ayala). He stated that Ayala has been the primary subcontractor on multiple District capital projects and, additionally, Ayala has completed around 80 manhole rehabilitations for the District from miscellaneous work. He stated that Ayala has performed excellent work and, as a result, the District believes it is in the best interest to sole source the FY24 Manhole Rehabilitation Project to Ayala.

Director Omsted asked if Ayala's 5 year warranty is common. PC Riffel answered no, the industry standard is a 1 year warranty. Chairperson Saldana asked if there is a way to measure the level of quality of reliability by inspecting previous work, including any necessary warranty work, completed by Ayala. FS Sup Gonzalez answered that manholes repaired around 10 years ago by Ayala are still in good condition. He continued that Ayala has repaired manholes outside of their warranty without any questions. Staff explained that a typical epoxied manhole is expected to have a life expectancy of around 20 years.

Following discussion, the EC concurred with staff to recommend that that Board of Directors authorize the General Manager to award a sole source Agreement with Ayala Engineering Inc.

**5. Information Items**

DTS Morishita provided an update on the Diana Pump Station Generator and Upgrade Project.

Chairperson Saldana asked if the Preliminary Design Review (PDR) can be continued even though the final project location has not been determined. DTS Morishita answered affirmatively. He explained one important aspect of the PDR is the generator size, which is determined by the pump size, to better understand how large of an easement the District requires from adjacent property owners. GM Bushee stated the District is continuing to work with District Counsel and adjacent property owners for an easement.

**6. Directors' Comments**

Director Omsted praised staff for doing a good job.

**7. General Manager's Comments**

GM Bushee provided an update on the Division 5 Director seat. He said the District received letters from two candidates. He continued that the plan is to have the Board interview both candidates at the Board Meeting on October 11, 2023. GM Bushee said the recycled water meeting is still scheduled before the Board Meeting at 3 pm.

Director Omsted asked if the Board will vote on a candidate at the Board Meeting. GM Bushee answered that the Board will have that option.

**8. Adjournment**

Director Omsted adjourned the meeting at approximately 9:54 a.m.

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Paul J. Bushee,  
Secretary/Manager  
(Seal)

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

**Disbursement Period**                      September 8, 2023 Through October 5, 2023

<b>PAYROLL PAYMENTS</b>	\$	111,098.95
<b>PAYROLL EXPENSE REIMBURSEMENTS</b>	\$	138.77
<b>GENERAL CHECKS</b>		
Operating	\$	735,498.39
Capital	\$	1,566,005.06
<b>TOTAL GENERAL CHECKS</b>	<b>\$</b>	<b>2,301,503.45</b>
 <b>ELECTRONIC PAYMENTS</b>		
Operating	\$	128,993.31
Capital	\$	-
<b>TOTAL ELECTRONIC PAYMENTS</b>	<b>\$</b>	<b>128,993.31</b>
<b>TOTAL DEMANDS</b>	<b>\$</b>	<b>2,541,734.48</b>

**LEUCADIA WASTEWATER DISTRICT  
EMPLOYEE/BOARD PAYROLL CHECKS  
October 11, 2023**

**Disbursement Period**                      September 8, 2023 Through October 5, 2023

<u>Description</u>	<u>Check Date</u>	<u>Check #'s</u>	<u>Amount</u>
Biweekly Payroll Checks	9/20/2023	230920-1 to 230920-18	\$ 54,541.50
Board Payroll Checks	10/2/2023	231002-1 to 231002-4	\$ 1,555.10
Biweekly Payroll Checks	10/4/2023	231004-1 to 231004-18	\$ 55,002.35
<b>TOTAL PAYROLL CHECKS</b>			<b>\$ 111,098.95</b>

**Leucadia Wastewater District**  
Check/Voucher Register - Demand Summary for Board  
1001 - PPB (Opus) General Checking Account  
From 9/8/2023 Through 10/5/2023

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
24782	9/14/2023	AIRGAS USA LLC	800.00	Liquid Oxygen Contract - Monthly Fee
	9/14/2023	AIRGAS USA LLC	1,552.40	Liquid Oxygen Contract 08/23/23
24783	9/14/2023	AT&T	215.64	Phone Service-BPS 08/10/23-09/09/23
24784	9/14/2023	AWSS INC	2,007.10	Vehicle Fuel 07/17/23-07/31/23
	9/14/2023	AWSS INC	2,051.08	Vehicle Fuel 08/01/23-08/15/23
	9/14/2023	AWSS INC	2,766.61	Vehicle/Generator Fuel 08/16/23-08/28/23
24785	9/14/2023	Brightvlew Landscape Services Inc	1,035.00	Landscape Maintenance Services @ Admin - September 2023
	9/14/2023	Brightview Landscape Services Inc	367.00	Vegetation Cleanup (Line Maintenance) - September 2023
24786	9/14/2023	CABLE, PIPE & LEAK DETECTION, Inc	545.00	Utility Location & Markouts
24787	9/14/2023	CITY OF CARLSBAD	300.26	Water for Vactor 1
	9/14/2023	CITY OF CARLSBAD	300.26	Water for Vactor 2
24788	9/14/2023	CORODATA RECORDS MANAGEMENT ...	163.88	File Storage - August 2023
24789	9/14/2023	FEDERAL EXPRESS CORPORATION	60.41	Shipping 08/31/23
24790	9/14/2023	FIDELITY SECURITY LIFE INSURANCE...	433.02	Vision Insurance - September 2023
24791	9/14/2023	GENE S KIRA	3,000.00	Lateral Reimbursement: 7986 Amargosa Dr, Carlsbad CA 92009
24792	9/14/2023	GRAINGER, INC	80.70	Compressor Oil Coolant
	9/14/2023	GRAINGER, INC	53.72	Fuse
	9/14/2023	GRAINGER, INC	22.93	O-Ring
24793	9/14/2023	HAAKER EQUIPMENT CO	2,251.58	Maintenance/Repairs-Transporter for CCTV Van
24794	9/14/2023	HACH COMPANY	238.01	Replacement Sensor for Pocket Pro+
24795	9/14/2023	JENNY BURNS	3,000.00	Lateral Reimbursement: 177 Phoebe St, Encinitas CA 92024
24796	9/14/2023	mitsubishi electric us inc - MEU...	366.73	Elevator Maintenance - September 2023
24797	9/14/2023	NORTH COUNTY TRANSIT DISTRICT	2,880.36	Easement License: 235.70-0708-PL-LCWD/235.3-0708-PL...
24798	9/14/2023	OLIVENHAIN MUNICIPAL WATER DIS...	83.67	Recycled Water @ Traveling
	9/14/2023	OLIVENHAIN MUNICIPAL WATER DIS...	619.74	Water @ Traveling 2
24799	9/14/2023	PACIFIC RIM MECHANICAL	337.00	Quarterly HVAC Services-AWT 08/31/23
	9/14/2023	PACIFIC RIM MECHANICAL	687.00	Quarterly HVAC Services-BPS 08/31/23
	9/14/2023	PACIFIC RIM MECHANICAL	186.50	Quarterly HVAC Services-EEPS 08/31/23
	9/14/2023	PACIFIC RIM MECHANICAL	684.00	Quarterly HVAC Services-LPS 08/31/23
	9/14/2023	PACIFIC RIM MECHANICAL	2,694.50	Quarterly HVAC Services-LWD Admin Building 09/07/23
24800	9/14/2023	Premier Chevrolet of Carlsbad	104.49	Vehicle Service/Maintenance - Vehicle # 165
24801	9/14/2023	READY LINE FLEET SERVICE INC	619.19	Vehicle Service/Maintenance - Vehicle #159
	9/14/2023	READY LINE FLEET SERVICE INC	620.99	Vehicle Service/Maintenance - Vehicle #161
	9/14/2023	READY LINE FLEET SERVICE INC	1,176.41	Vehicle Service/Maintenance - Vehicle #170
24802	9/14/2023	REPUBLIC SERVICES #661	395.76	Waste Service - August 2023
24803	9/14/2023	SAN DIEGUITO WATER DISTRICT	323.02	Water @ BPS
24804	9/14/2023	SOUTHERN CONTRACTING COMPANY	3,625.00	UPS Power & Communication Upgrade-Diana PS
24805	9/14/2023	THE HOME DEPOT CRC/GEFC	96.01	3" Caps
	9/14/2023	THE HOME DEPOT CRC/GEFC	(96.01)	3" Caps Returned

**Leucadia Wastewater District**  
 Check/Voucher Register - Demand Summary for Board  
 1001 - PPB (Opus) General Checking Account  
 From 9/8/2023 Through 10/5/2023

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
	9/14/2023	THE HOME DEPOT CRC/GECF	66.05	4" Caps
	9/14/2023	THE HOME DEPOT CRC/GECF	154.13	Pipe Wrench (4) / Plier (2) / Mounting Tape
	9/14/2023	THE HOME DEPOT CRC/GECF	53.70	Sheathing
24806	9/14/2023	WILLIAMS LLP	4,158.00	Legal Services - August 2023
24807	9/21/2023	AIRGAS USA LLC	1,541.88	Liquid Oxygen Contract 09/05/23
24808	9/21/2023	COUNTY OF SAN DIEGO APCD	620.00	District Fees for APCD2005-SITE-05750 October 2023-2024
24809	9/21/2023	BASE 9 CONSULTING INC	45,000.00	EEPS PLC Upgrade
	9/21/2023	BASE 9 CONSULTING INC	1,175.00	SCADA Support Services
24810	9/21/2023	BAY CITY EQUIPMENT INDS INC	1,890.92	Generator Service/Maintenance-Portable # 166
24811	9/21/2023	COLONIAL LIFE INS	252.04	Accident/Critical Illness Insurance 08/09/23 & 08/23/23
24812	9/21/2023	COSCO FIRE PROTECTION	532.00	Quarterly Inspection & Repairs
24813	9/21/2023	COUNTY OF SAN DIEGO	564.00	Facility Permit Fee-VP5 PS October 2023-2024
24814	9/21/2023	DATA NET SOLUTIONS GROUP	6,099.20	Monthly IT Services (August) / New Workstations
	9/21/2023	DATA NET SOLUTIONS GROUP	2,610.00	Monthly Managed Services - August 2023
24815	9/21/2023	DEXTER WILSON ENGINEERING	64.00	Development Services-0943 Leucadia Streetscape
	9/21/2023	DEXTER WILSON ENGINEERING	1,186.00	Development Services-1032 Weston Subdivision
	9/21/2023	DEXTER WILSON ENGINEERING	256.00	Development Services-1115 555 & 571 N Vulcan Ave
	9/21/2023	DEXTER WILSON ENGINEERING	320.00	Development Services-1158 For Giving LLC Annex-936 Hymettus
	9/21/2023	DEXTER WILSON ENGINEERING	122.00	Development Services-1172 392 E Glaucus Encroachment Permit
	9/21/2023	DEXTER WILSON ENGINEERING	298.50	Development Services-1180 Starbucks 1560 Leucadia Blvd
	9/21/2023	DEXTER WILSON ENGINEERING	238.00	Development Services-1184 Chick N Hawk 145 Leucadia Blvd
	9/21/2023	DEXTER WILSON ENGINEERING	234.50	Development Services-1186 Omni La Costa Drivign Range Expan
	9/21/2023	DEXTER WILSON ENGINEERING	64.00	Development Services-1187 Omni La Costa Drivign Range Expan
	9/21/2023	DEXTER WILSON ENGINEERING	64.00	Development Services-1188 Peace Ples-133 Daphne St
	9/21/2023	DEXTER WILSON ENGINEERING	400.00	Development Services-1189 Wilsone Ave New SFD
	9/21/2023	DEXTER WILSON ENGINEERING	128.00	Development Services-1190 150 Cerro St-ADU Private PS
	9/21/2023	DEXTER WILSON ENGINEERING	128.00	Development Services-1191 Marquee Reimb Agrmt-905 Orpheus
24816	9/21/2023	DXP ENTERPRISES INC	1,402.85	Baldor Motor @ AWT
24817	9/21/2023	LA COSTA GREENVIEW HOA	3,000.00	Lateral Reimbursement: La Costa Greenview HOA
24818	9/21/2023	MAVTECK	2,430.00	Construction Management - VP7 PS Replacement - August 2023

**Leucadia Wastewater District**  
 Check/Voucher Register - Demand Summary for Board  
 1001 - PPB (Opus) General Checking Account  
 From 9/8/2023 Through 10/5/2023

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
	9/21/2023	MAVTECK	6,615.00	FY 2023 Cured-In-Place Pipe Lining Project - August 2023
24819	9/21/2023	MISSION SQUARE	5,710.10	Deferred Comp for PPE 09/17/23
24820	9/21/2023	NU LINE TECHNOLOGIES LLC	212,621.40	FY 2023 Cured-In-Place Pipe Lining Project-July 2023
24821	9/21/2023	OLIVENHAIN MUNICIPAL WATER DIS...	52.68	Water @ VP5 PS
24822	9/21/2023	PRUDENTIAL OVERALL SUPPLY	131.91	Weekly Uniform/Laundry Services 09/05/23
	9/21/2023	PRUDENTIAL OVERALL SUPPLY	131.91	Weekly Uniform/Laundry Services 09/12/23
	9/21/2023	PRUDENTIAL OVERALL SUPPLY	131.91	Weekly Uniform/Laundry Services 09/19/23
24823	9/21/2023	Quench USA Inc	136.85	Office Drinking Water 09/19/23-10/18/23
24824	9/21/2023	SAN DIEGUITO WATER DISTRICT	14.04	Water @ Tanker 1
	9/21/2023	SAN DIEGUITO WATER DISTRICT	14.04	Water @ Tanker 2
24825	9/21/2023	SAN DIEGO GAS & ELECTRIC	1,568.44	Electric @ La Costa PS
	9/21/2023	SAN DIEGO GAS & ELECTRIC	220.98	Electric @ RV PS
	9/21/2023	SAN DIEGO GAS & ELECTRIC	1,263.06	Electric @ Saxony PS
	9/21/2023	SAN DIEGO GAS & ELECTRIC	522.21	Electric @ VP5 PS
	9/21/2023	SAN DIEGO GAS & ELECTRIC	403.37	Electric @ VP7 PS
24826	9/21/2023	THE SHERWIN-WILLIAMS CO INC	93.87	Stairs Handrail Project Paint
24827	9/21/2023	I2B NETWORKS INC DBA SPACELINK	160.00	Webcam @ BPS 09/14/23-10/13/23
24828	9/21/2023	TERMINIX PROCESSING CENTER	95.10	Pest Control 08/07/23
24829	9/21/2023	UNIFIRST FIRST AID CORP	105.01	First Aid Supplies
24830	9/21/2023	U.S. BANK	3,848.91	Cal Card Purchases made on Statement Dated 08/22/23
24831	9/21/2023	VERIZON WIRELESS	1,025.72	Cell Phones 08/08/23-09/07/23
24832	9/28/2023	ADS CORP DBA ADS ENVIRONMENTAL...	4,655.00	Flow Metering / Data Analysis - September 2023
	9/28/2023	ADS CORP DBA ADS ENVIRONMENTAL...	1,340.00	Meter Maintenance / Data Delivery (ECHO) - September 203
24833	9/28/2023	AIRGAS USA LLC	1,506.17	Liquid Oxygen Contact 09/15/23
24834	9/28/2023	AT&T	130.95	Phone Service - Elevator 08/25/23-09/24/23
24835	9/28/2023	C W E A	113.00	CWEA CSM Grade 4 Cert Renewal-FY2024-G Mendez
	9/28/2023	C W E A	221.00	CWEA Membership Renewal-FY2024-H Gonzalez
	9/28/2023	C W E A	221.00	CWEA Membership Renewal-FY2024-M Avalos
	9/28/2023	C W E A	221.00	CWEA Membership Renewal-FY2024-M Gonzalez
24836	9/28/2023	CITY OF CARLSBAD	167.31	Water @ 1960 La Costa
	9/28/2023	CITY OF CARLSBAD	28.14	Water @ Fire Line
	9/28/2023	CITY OF CARLSBAD	392.57	Water @1900 La Costa
24837	9/28/2023	COLONIAL LIFE INS	252.04	Accident/Critical Illness Insurance 09/06/23 & 09/20/23
24838	9/28/2023	DATA NET SOLUTIONS GROUP	329.40	Update / Create New Windows 2019 Server
	9/28/2023	DATA NET SOLUTIONS GROUP	900.00	Upgrade / Create New 2019 Windows Server

**Leucadia Wastewater District**  
 Check/Voucher Register - Demand Summary for Board  
 1001 - PPB (Opus) General Checking Account  
 From 9/8/2023 Through 10/5/2023

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
	9/28/2023	DATA NET SOLUTIONS GROUP	1,860.00	Watchguard M290-SCADA T80-BPS Renewals-Effective 9/22/23
24839	9/28/2023	DEXTER WILSON ENGINEERING	620.00	FY23 SSMP Audit - August 2023
	9/28/2023	DEXTER WILSON ENGINEERING	4,749.50	General Engineering 103-500 - August 2023
24840	9/28/2023	DUKE'S ROOT CONTROL INC	11,000.00	Foaming Root Control Treatment (5,557 ft sewer lines)
24841	9/28/2023	ENCINA WASTEWATER AUTHORITY	1,791,463.00	Quarterly Capital - FY 2024 Q2 Projection
24842	9/28/2023	FEDERAL EXPRESS CORPORATION	132.81	Shipping 9/18/23
24843	9/28/2023	HAAKER EQUIPMENT CO	186.35	Light, Clearance, LED (4) / Shipping Fees - Vactor #159
24844	9/28/2023	PRUDENTIAL OVERALL SUPPLY	134.39	Weekly Uniform/Laundry Services 9/26/23
24845	9/28/2023	RPM METAL FABRICATION	18,483.52	Staircase Handrails & Gaurd Rails @ AWT
24846	9/28/2023	SAN DIEGO GAS AND ELECTRIC	153.16	Electric @ Avocado PS
24847	9/28/2023	SAN DIEGO GAS AND ELECTRIC	1,281.02	Electric/Gas @ E Estates PS
24848	9/28/2023	SAN DIEGO GAS AND ELECTRIC	19,342.65	Electric @ BPS
24849	9/28/2023	SAN DIEGO GAS AND ELECTRIC	652.46	Electric @ Diana PS
24850	9/28/2023	SAN DIEGO GAS AND ELECTRIC	19,364.60	Electric @ LPS
24851	9/28/2023	SAN DIEGO GAS AND ELECTRIC	4,941.60	Electric @ Admin
24852	9/28/2023	SAN DIEGO GAS AND ELECTRIC	1,601.73	Electric @ AWT
24853	9/28/2023	SAN DIEGO GAS AND ELECTRIC	10.00	Gas @ Admin
24854	9/28/2023	SAN ELIJO JOINT POWERS AUTHORITY	1,900.00	Chief Plant Operator Services - Oct 2023
24855	9/28/2023	SIGNA MECHANICAL	225.42	W PVC Station Tool (2) - Shipping - VP7
24856	9/28/2023	SOUTHERN CONTRACTING COMPANY	2,500.00	Breaker Replacement- Rancho Verde PS/Replace Transducer- LPS
	9/28/2023	SOUTHERN CONTRACTING COMPANY	580.00	Pump #1 Fault Codes #15/Open Bypass C /Truck and Tools - VP5
24857	9/28/2023	SPARLING INSTRUMENTS LLC	4,922.20	Sensor Replacement @ VP5 PS
24858	9/28/2023	THE COAST NEWS	348.75	Legal Notice of Board of Director Vacancy w/Map
24859	10/5/2023	AZTEC LEASING INC	530.88	Copy Machine Lease - September 2023
24860	10/5/2023	BAJA POOL AND SPA SERVICE	190.00	Water Fountain Weekly Maintenance - October 2023
24861	10/5/2023	BASE 9 CONSULTING INC	750.00	VFD Number 1 Faults Problem
24862	10/5/2023	CONFIDENCE CONSULTING	5,443.34	Leadership Development & Training 09/20/23 & Travel Expenses
24863	10/5/2023	COX COMMUNICATIONS SAN DIEGO	1,564.06	Phone / Internet Services 09/22/23-10/21/23
24864	10/5/2023	D&H WATER SYSTEMS, INC	23.62	AWT Supplies - Grab Ring / Connector Tube
24865	10/5/2023	DATA NET SOLUTIONS GROUP	2,610.00	Monthly Managed Services - September 2023
24866	10/5/2023	DKF SOLUTIONS GROUP, LLC	300.00	Monthly MSO Subscription - October 2023
24867	10/5/2023	FEDERAL EXPRESS CORPORATION	121.99	Shipping 09/21/23
24868	10/5/2023	FIDELITY SECURITY LIFE INSURANCE...	424.19	Vision Insurance - October 2023
24869	10/5/2023	GRAINGER, INC	54.01	Quick Release Pin 4"
24870	10/5/2023	HUMANA DENTAL INS.	4,238.77	Dental Insurance - October 2023



**Leucadia Wastewater District**  
 Check/Voucher Register - Demand Summary for Board  
 1001 - PPB (Opus) General Checking Account  
 From 9/8/2023 Through 10/5/2023

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
24871	10/5/2023	INFRASTRUCTURE ENGINEERING CORP	1,822.50	VP7 PS Replacement Project - August 2023
	10/5/2023	INFRASTRUCTURE ENGINEERING CORP	2,557.50	VP7 PS Replacement Project - July 2023
	10/5/2023	INFRASTRUCTURE ENGINEERING CORP	1,195.00	VP7 PS Replacement Project - May 2023
24872	10/5/2023	LA COSTA LOGO, LLC	239.19	Crystal Vase w/ etched logo & text - Judy gift
24873	10/5/2023	MISSION SQUARE	5,710.45	Deferred Comp for PPE 10/01/23
24874	10/5/2023	MITSUBISHI ELECTRIC US INC - MEU...	366.73	Elevator Maintenance - October 2023
24875	10/5/2023	MUTUAL OF OMAHA	1,325.03	Disability Insurance - October 2023
24876	10/5/2023	NAPA AUTO	(172.36)	Credit on Invoice # 692367
	10/5/2023	NAPA AUTO	3.35	Miniature Light Bulbs
	10/5/2023	NAPA AUTO	177.45	Oil
24877	10/5/2023	OLIVENHAIN MUNICIPAL WATER DIS...	83.67	Recycled Water @ Traveling
	10/5/2023	OLIVENHAIN MUNICIPAL WATER DIS...	52.68	Water @ Encinitas Estates PS
	10/5/2023	OLIVENHAIN MUNICIPAL WATER DIS...	744.63	Water @ Traveling
	10/5/2023	OLIVENHAIN MUNICIPAL WATER DIS...	653.04	Water @ Traveling 2
	10/5/2023	OLIVENHAIN MUNICIPAL WATER DIS...	52.68	Water @ VP7 PS
24878	10/5/2023	PACIFIC PIPELINE SUPPLY	1,024.83	Ball Valve - LPS
24879	10/5/2023	PROFESSIONAL EXCHANGE	90.00	Monthly Phone Answering Services - September 2023
24880	10/5/2023	PRUDENTIAL OVERALL SUPPLY	132.17	Weekly Uniform/Laundry Service 10/03/23
24881	10/5/2023	REPUBLIC SERVICES #661	395.76	Waste Services - September 2023
24882	10/5/2023	RISING TIDE PARTNERS	4,191.00	Public Information Services - August 2023
	10/5/2023	RISING TIDE PARTNERS	5,618.25	Public Information Services - September 2023
24883	10/5/2023	SKC-WEST, INC	357.94	Probe / Case / Filter
24884	10/5/2023	STAPLES	(6.72)	Credit on Invoice # 3547155141
	10/5/2023	STAPLES	(4,740.96)	Credit on Invoice # 3547155153 - Return Surface Pro8 Tablets
	10/5/2023	STAPLES	(26.33)	Credit on Invoice # 3547618051
	10/5/2023	STAPLES	647.81	Office Supplies
	10/5/2023	STAPLES	4,740.96	Surface Pro 8 Tablets (4)
	10/5/2023	STAPLES	785.72	Surface Pro 9 - Slim Pens & Cases (4)
24885	10/5/2023	UNDERGROUND SERVICE ALERTS/C	295.25	Monthly Underground Alarm Service
	10/5/2023	UNDERGROUND SERVICE ALERTS/C	76.07	Monthly Underground State Fee
24886	10/5/2023	VORTEX INDUSTRIES, LLC	550.00	Preventative Maintenance on Sliding Gate @ BPS
24887	10/5/2023	XYLEM WATER SOLUTIONS USA INC	8,954.40	Flygt Pump Rehabs - LPS
	10/5/2023	XYLEM WATER SOLUTIONS USA INC	<u>3,855.92</u>	Flygt Pump Rehabs - VP5 PS
Report Total			<u>2,301,503.45</u>	

**Leucadia Wastewater District**  
 Posted General Ledger Transactions - CD Transactions for Demands

Session ID	Document Number	Effective Date	Name	Transaction Description	Debit	Credit	F.. C..	D.. C..	Lo... Code	GL Code	GL Short Title
CD1070	BankFee091...	9/13/2023	Pacific Premier Bank	Misc Bank Fee - Analysis Activity	69.97		01	45	0000	5250	BANK CHARGES
Total CD1070					69.97	0.00					
CD1071	2703664353...	9/21/2023	United States Treasury	Payroll Taxes for Checks Dated 09/20/23-Federal W/H	10,106.31		01			2170	FICA & Med Payb
		9/21/2023	United States Treasury	Payroll Taxes for Checks Dated 09/20/23-Federal FICA	9,386.98		01			2170	
		9/21/2023	United States Treasury	Payroll Taxes for Checks Dated 09/20/23-Federal Medicare	2,603.26		01			2170	
	7353855	9/21/2023	EMPLOYMENT DEVELOPME... DEPT	Payroll Taxes for Checks Dated 09/20/23-State	3,639.37		01			2171	CA Income ta
Total CD1071					25,735.92	0.00					
CD1072	Nation-09/20...	9/21/2023	NATIONWIDE RETIREMENT SOLUTIONS	Nationwide Deferred Comp for Payroll on 09/20/23	1,358.13		01			2136	PAYB NATIONWIDE
Total CD1072					1,358.13	0.00					
CD1073	1002457735	10/2/2023	CALPERS	CalPERS Health Insurance-October 2023-Staff	36,578.04		01			2151	Health Ins Payb
		10/2/2023	CALPERS	CalPERS Health Insurance-October 2023-Admin	128.05		01	45	0000	4220	Medical Ins

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**Leucadia Wastewater District**  
 Posted General Ledger Transactions - CD Transactions for Demands

Session ID	Document Number	Effective Date	Name	Transaction Description	Debit	Credit	F.. C..	D.. C..	Lo... Code	GL Code	GL Short Title
		10/2/2023	CALPERS	CalPERS Health Insurance-October 2023-Retiree	755.00		01	45	0000	4241	Retirement Heal
	1002457736	10/2/2023	CALPERS	CalPERS Health Insurance-October 2023-Board	2,872.21		01			2151	Health Ins Payb
		10/2/2023	CALPERS	CalPERS Health Insurance-October 2023-Admin	9.19		01	45	0000	4320	BOARD BENEFITS
					40,342.49	0.00					
Total CD1073											
CD1074	1002457730	9/19/2023	CALPERS	CalPERS Retirement for Payroll on 09/20/23-Classic EE	4,022.73		01			2150	PAYABLES PERS
		9/19/2023	CALPERS	CalPERS Retirement for Payroll on 09/20/23-Classic ER	8,679.00		01			2150	
	1002457731	9/19/2023	CALPERS	CalPERS Retirement for Payroll on 09/20/23-PEPRA EE	2,440.82		01			2150	PAYABLES PERS
		9/19/2023	CALPERS	CalPERS Retirement for Payroll on 09/20/23-PEPRA ER	2,418.75		01			2150	
					17,561.30	0.00					
Total CD1074											
CD1075	2703676721...	10/3/2023	United States Treasury	Board Payroll Taxes for Payroll on 10/02/23-Federal W/H	284.70		01			2170	FICA & Med Payb
		10/3/2023	United States Treasury	Board Payroll Taxes for Payroll on 10/02/23-Federal FICA	198.40		01			2170	

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**Leucadia Wastewater District**  
 Posted General Ledger Transactions - CD Transactions for Demands

Session ID	Document Number	Effective Date	Name	Transaction Description	Debit	Credit	F.. C..	D.. C..	Lo... Code	GL Code	GL Short Title
		10/3/2023	United States Treasury	Board Payroll Taxes for Payroll on 10/02/23-Federal MC	58.00		01			2170	
Total CD1075					541.10	0.00					
CD1076	2703678321...	10/5/2023	United States Treasury	Payroll Taxes for Checks Dated 10/04/23-Federal W/H	10,220.72		01			2170	FICA & Med Payb
		10/5/2023	United States Treasury	Payroll Taxes for Checks Dated 10/04/23-Federal FICA	8,620.68		01			2170	
		10/5/2023	United States Treasury	Payroll Taxes for Checks Dated 10/04/23-Federal Medicare	2,606.66		01			2170	
	7382663	10/5/2023	EMPLOYMENT DEVELOPME... DEPT	Payroll Taxes for Checks Dated 10/04/23-State	3,694.09		01			2171	CA Income ta
Total CD1076					25,142.15	0.00					
CD1077	Nation-10/04...	10/5/2023	NATIONWIDE RETIREMENT SOLUTIONS	Nationwide Deferred Comp for Payroll on 10/04/23	1,358.13		01			2136	PAYB NATIONWIDE
Total CD1077					1,358.13	0.00					
CD1078	302620	9/29/2023	IGOE-FLEX BENEFIT	iGOE Admin Fee - September 2023	100.00		01	45	0000	4245	SECTION 125
Total CD1078					100.00	0.00					

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**Leucadia Wastewater District**  
 Posted General Ledger Transactions - CD Transactions for Demands

Session ID	Document Number	Effective Date	Name	Transaction Description	Debit	Credit	F.. C..	D.. C..	Lo... Code	GL Code	GL Short Title
CD1080	1002465998	10/2/2023	CALPERS	CalPERS Retirement for Board Payroll on 10/02/23 EE	32.00		01			2150	PAYABLES PERS
		10/2/2023	CALPERS	CalPERS Retirement for Board Payroll on 10/02/23 ER	69.04		01			2150	
Total CD1080					101.04	0.00					
CD1081	1002468432	10/4/2023	CALPERS	CalPERS Retirement for Payroll on 10/05/23-Classic EE	4,022.73		01			2150	PAYABLES PERS
		10/4/2023	CALPERS	CalPERS Retirement for Payroll on 10/05/23-Classic ER	8,679.01		01			2150	
	1002468433	10/4/2023	CALPERS	CalPERS Retirement for Payroll on 10/05/23-PEPRA EE	1,999.71		01			2150	PAYABLES PERS
		10/4/2023	CALPERS	CalPERS Retirement for Payroll on 10/05/23-PEPRA ER	1,981.63		01			2150	
Total CD1081					16,683.08	0.00					
Report Total					128,993.31	0.00					

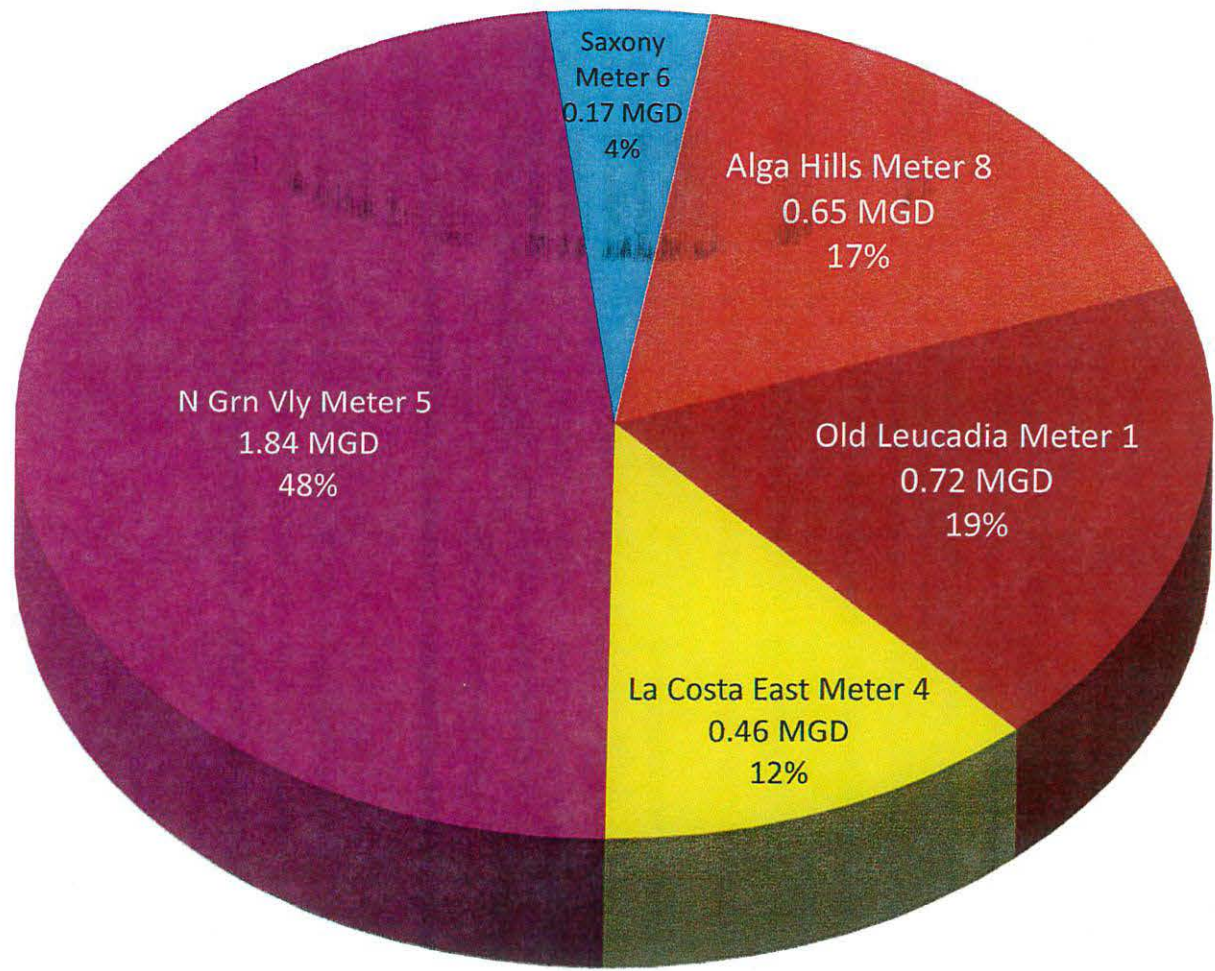
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**LEUCADIA WASTEWATER DISTRICT  
OPERATIONS REPORT  
FISCAL YEAR 2024 (July 2023 - June 2024)**

CURRENT MONTH Sep-23							FY 2023
Period	Total Rain Inches	Total Flow MG	Added EDU's 28,936.03	LWD ADF (MGD)	GPD/EDU	RECLAIMED Total (ac-ft/mo)	LWD ADF (MGD)
JULY	0.00	116.56	24.75	3.76	129.83	36.08	3.81
YTD			28,960.78				
AUGUST	2.56	118.73	4.46	3.83	132.22	19.08	3.96
YTD			28,965.24				
SEPTEMBER	0.08	115.20	2.25	3.70	127.73	22.89	3.91
YTD			28,967.49				
OCTOBER							3.76
YTD							
NOVEMBER							3.87
YTD							
DECEMBER							3.80
YTD							
JANUARY							4.00
YTD							
FEBRUARY							3.63
YTD							
MARCH							3.86
YTD							
APRIL							3.82
YTD							
MAY							3.99
YTD							
JUNE							3.67
YTD							
<b>YTD Totals</b>	2.64	350.49	31.46			78.05	
<b>Mo Average</b>	0.88	29.21	10.49	3.76	32.48	26.02	3.84

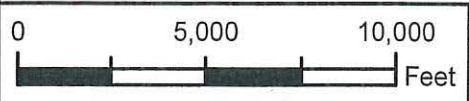
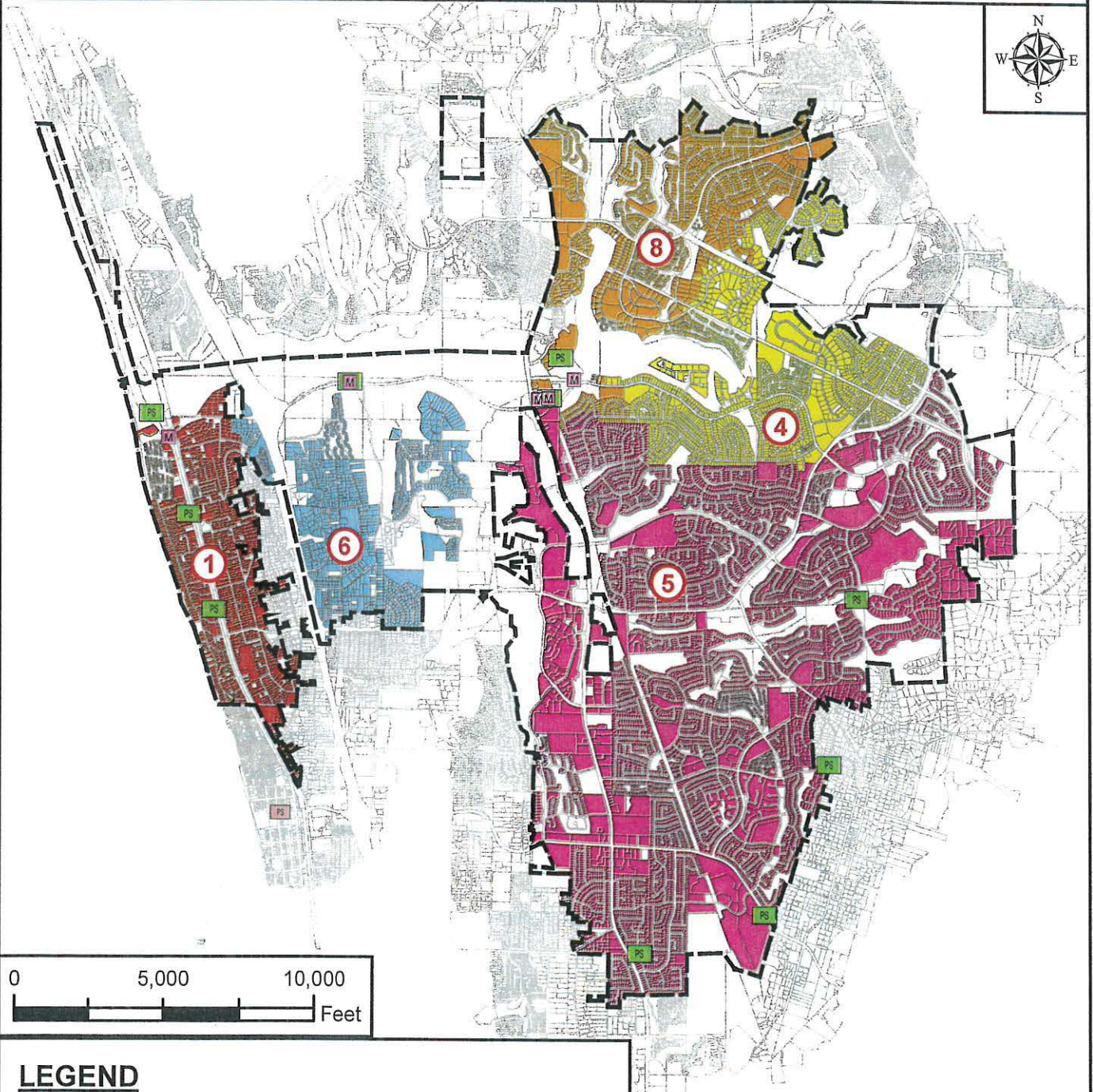
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**LWD Flows by Sub-Basin  
September 2023  
Total LWD Flow 3.84 MGD**





# LEUCADIA WASTEWATER DISTRICT

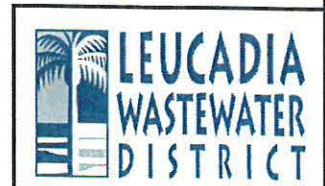


## LEGEND

### Parcels by Basin

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

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

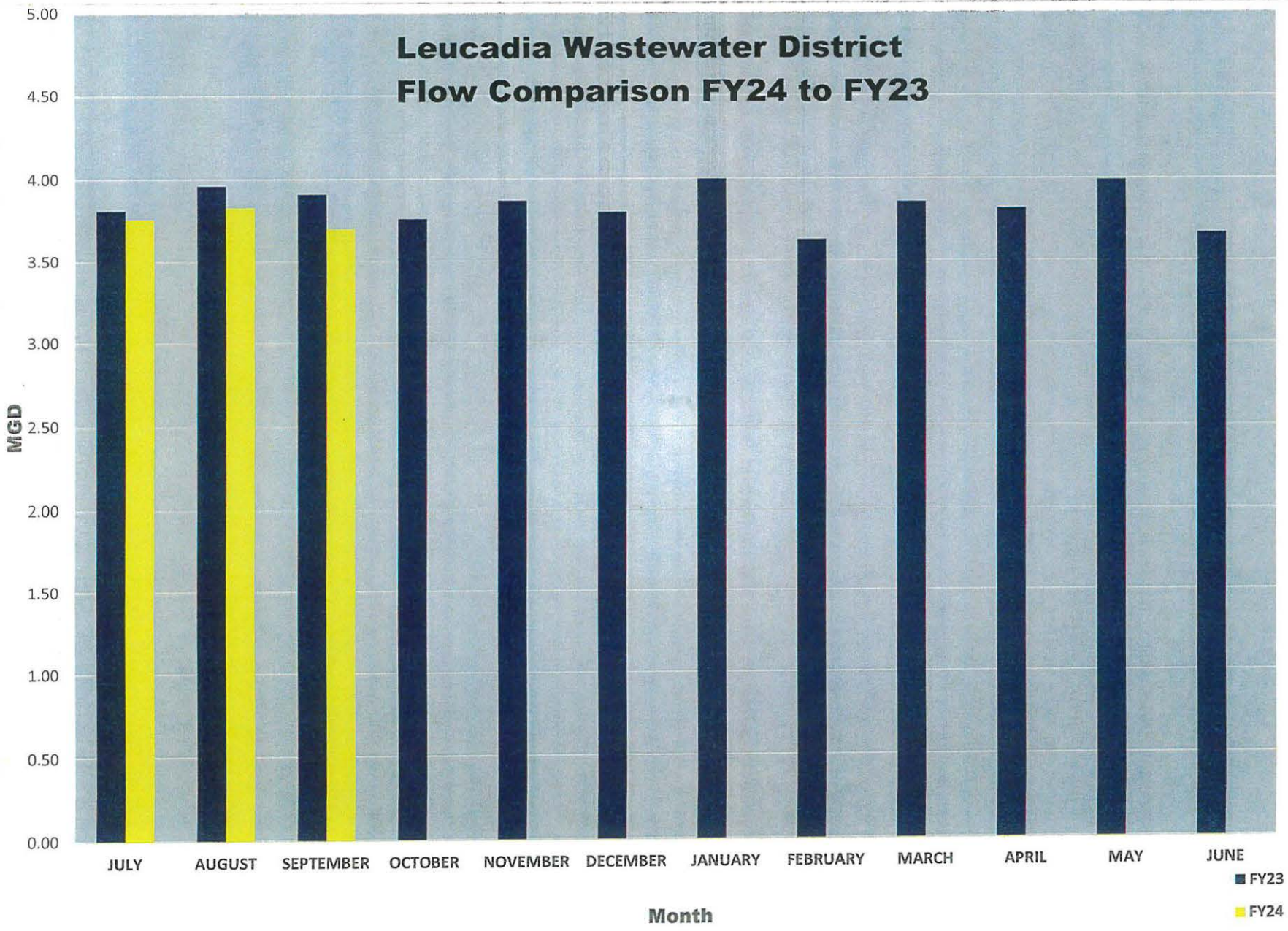


DEXTER WILSON ENGINEERING, INC.  
CONSULTING ENGINEERS  
(760) 438-4422

## SEWER COLLECTION SYSTEM BY SUB-BASIN



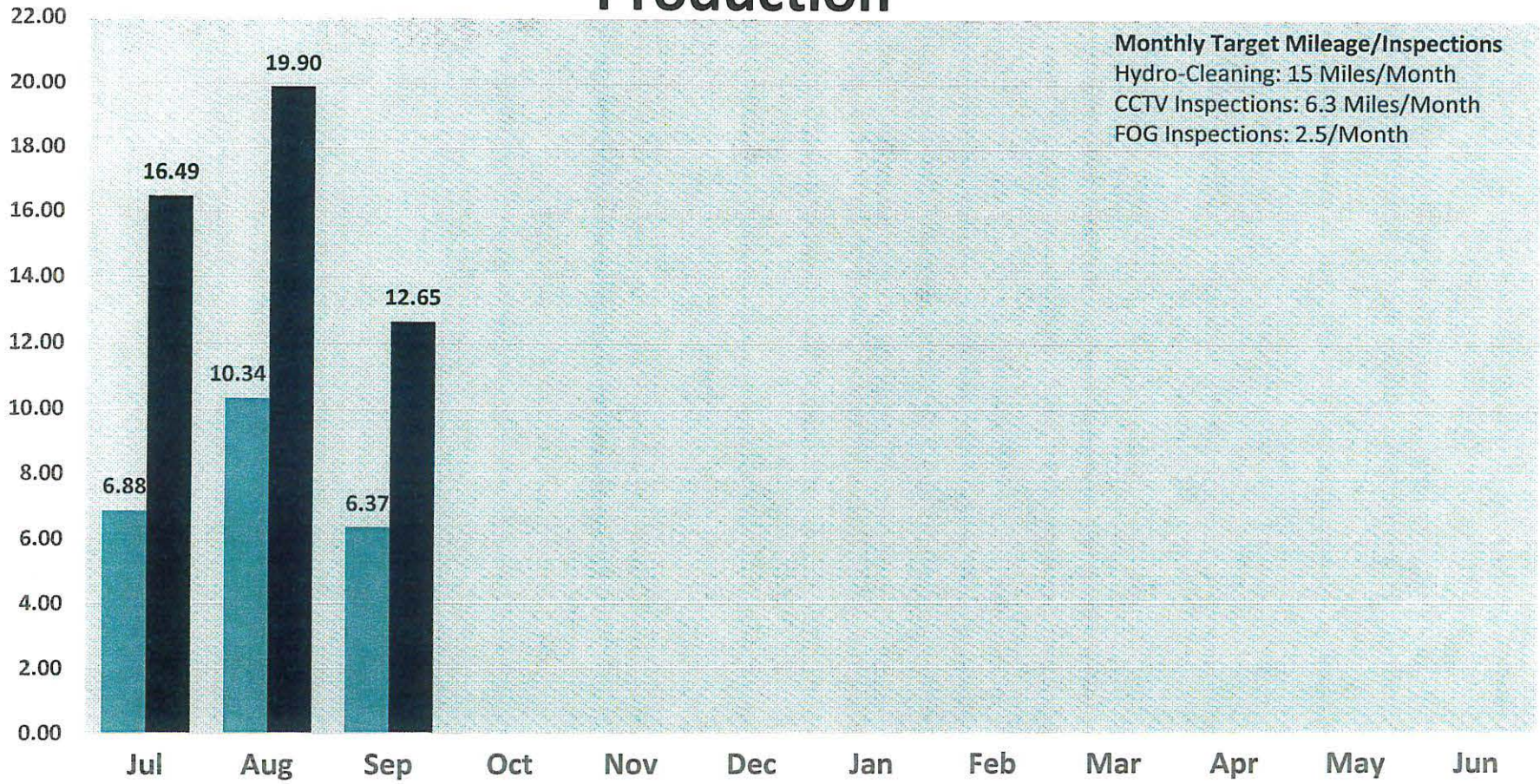
# Leucadia Wastewater District Flow Comparison FY24 to FY23



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# FY-24 CCTV Inspections & Hydro Cleaning Production



Month	FOG Inspections
Jul	2
Aug	2
Sep	2
Oct	
Nov	
Dec	
Jan	
Feb	
Mar	
Apr	
May	
Jun	

■ CCTV Inspections (YTD 23.6 Miles)

■ Hydro Cleaning (YTD 49 Miles)



**Operations and Administration Training Report  
September 2023**

**Training & Safety Events for the month September 2023**

Description	Hours		
	Ops	Admin	Total
Diana UPS Bypass Training Tailgate	8.0	0.0	8.0
LPS Test Emergency Overflow Pump & Test Portable Generator Tailgate	12.0	0.0	12.0
Sewer Spills & Backups: Emergency Response Preparedness	33.0	6.0	39.0
Table Top Training at Encina Tailgate	10.5	0.0	10.5
Bloodborne Pathogens	1.0	2.0	3.0
DataNet Introduction to Business Email Compromise (BEC)	0.5	1.5	2.0
DataNet Insider Risk: Spotting Malicious Insiders	0.5	0.5	1.0
DataNet Introduction to Vishing/Smishing	0.5	0.5	1.0
DataNet Data Protection: Data Destruction	0.5	0.5	1.0
DataNet Credential Exposure How to Protect Credentials Brand Impersonation	0.5	1.0	1.5
DataNet PIPEDA: The 10 Principles	0.0	1.0	1.0
DataNet Physical Office Security	0.5	1.5	2.0
DataNet Internet of Things (IoT) Awareness	0.0	1.5	1.5
<b>Total Training Hours</b>	<b>67.5</b>	<b>16.0</b>	<b>83.5</b>

**Conferences/Webinars/Seminars for the month of September 2023**

Description	Attendees		
	Ops	Admin	Total
TVI Behind the Numbers	0	1	1
CalPERS 2023 Open Enrollment Employer Webinar	0	2	2
CalPERS 2022-23 Investment Returns	0	1	1
LCW Managing the Marginal Employee	0	2	2
<b>Total Attended Conferences</b>	<b>0</b>	<b>6</b>	<b>6</b>

*Notes:*
*Trainings include web-based, classroom, tailgates and safety events*



**LEUCADIA**  
WASTEWATER  
DISTRICT

LEADERS IN  
ENVIRONMENTAL  
PROTECTION

**Operations and Administration Training Report  
Summary for Fiscal Year 2024**

Training		Hours		
Month	Ops	Admin	Total	
Jul-23	27.0	13.0	40.0	
Aug-23	28.0	10.0	38.0	
Sep-23	67.5	16.0	83.5	
Oct-23	0.0	0.0	0.0	
Nov-23	0.0	0.0	0.0	
Dec-23	0.0	0.0	0.0	
Jan-24	0.0	0.0	0.0	
Feb-24	0.0	0.0	0.0	
Mar-24	0.0	0.0	0.0	
Apr-24	0.0	0.0	0.0	
May-24	0.0	0.0	0.0	
Jun-24	0.0	0.0	0.0	
<b>YTD Totals</b>	<b>122.5</b>	<b>39.0</b>	<b>161.5</b>	

Conferences		Attendees		
Month	Ops	Admin	Total	
Jul-23	0.0	2.0	2.0	
Aug-23	6.0	8.0	14.0	
Sep-23	0.0	6.0	6.0	
Oct-23	0.0	0.0	0.0	
Nov-23	0.0	0.0	0.0	
Dec-23	0.0	0.0	0.0	
Jan-24	0.0	0.0	0.0	
Feb-24	0.0	0.0	0.0	
Mar-24	0.0	0.0	0.0	
Apr-24	0.0	0.0	0.0	
May-24	0.0	0.0	0.0	
Jun-24	0.0	0.0	0.0	
<b>YTD Total</b>	<b>6.0</b>	<b>16.0</b>	<b>22.0</b>	

*Notes:*

*Trainings include web-based, classroom, and tailgates*

*Conferences include CASA, CWEA, CSDA, CSRMA, CSFMO*

## Leucadia Wastewater District

Balance Sheet

As of 9/30/2023

(In Whole Numbers)

	Amount
<b>Assets</b>	
Cash & Investments	21,712,930
Accounts Receivables	148,926
Net OPEB Asset	149,103
Prepaid Expense	425,372
Funds held with Encina Wastewater Authority	445,200
Capital Assets	191,971,167
Less Accumulated Depreciation	(67,725,713)
Total Assets	147,126,985
<b>Deferred Outflows</b>	
PERS Pension Deferred Outflows	2,452,372
OPEB Health Deferred Outflows	111,455
Total Deferred Outflows	2,563,827
Total Assets & Deferred Outflows	149,690,812
<b>Liabilities</b>	
Accounts Payable & Accrued Expenses	572,764
Developer Deposits	84,099
Lease Liability	6,818
Net Pension Liability	4,848,371
Total Liabilities	5,512,051
<b>Deferred Inflows</b>	
PERS Pension Deferred Inflows	247,136
OPEB Health Deferred Inflows	77,393
Total Deferred Inflows	324,529
<b>Net Position</b>	
Beginning Net Position (as of June 30, 2023)	
Investment in Capital Assets	124,238,637
Reserves	24,508,862
Undesignated Net Position	(0)
Total Beginning Net Position (as of June 30, 2023)	148,747,499
Current Change In Net Position	
Other	(4,893,268)
Total Current Change In Net Position	(4,893,268)
Total Net Position	143,854,231
Total Liabilities, Deferred Inflows & Net Position	149,690,812

## Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses

From 7/1/2023 Through 9/30/2023

Account Title	YTD Actual	Total Annual Budget	Remaining Budget	Percentage Total Budget Used
<b>OPERATING REVENUES</b>				
3110 Sewer Service Fees	\$ 220,917.83	\$13,213,949.00	\$12,993,031.17	1.7%
3150 Recycled Water Sales	120,046.04	403,000.00	282,953.96	29.8%
3100 Misc. Operating Revenue	-	190,824.00	190,824.00	0.0%
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 340,963.87</b>	<b>\$13,807,773.00</b>	<b>\$13,466,809.13</b>	<b>2.5%</b>
<b>OPERATING EXPENSES</b>				
4100 Salaries	\$ 448,622.11	\$ 2,230,802.00	\$ 1,782,179.89	20.1%
4200 Employee Benefits	354,768.47	1,577,047.00	1,222,278.53	22.5%
4300 Directors Expense	22,266.65	130,600.00	108,333.35	17.0%
4600 Gas, Oil & Fuel	8,573.60	61,000.00	52,426.40	14.1%
4700 Insurance Expense	142,902.85	237,500.00	94,597.15	60.2%
4800 Memberships	13,094.97	40,000.00	26,905.03	32.7%
4900 Office Expense	52,584.05	179,280.00	126,695.95	29.3%
5000 Operating Supplies	25,738.71	154,400.00	128,661.29	16.7%
5200 Professional Services	44,192.51	464,050.00	419,857.49	9.5%
5300 Printing & Publishing	1,129.49	32,000.00	30,870.51	3.5%
5400 Rents & Leases	6,883.50	22,900.00	16,016.50	30.1%
5500 Repairs & Maintenance	105,152.79	555,135.00	449,982.21	18.9%
5600 Monitoring & Permits	8,081.00	93,600.00	85,519.00	8.6%
5700 Training & Development	11,503.49	52,000.00	40,496.51	22.1%
5900 Utilities	153,321.53	578,600.00	425,278.47	26.5%
6100 LAFCO Operations	7,344.11	9,050.00	1,705.89	81.2%
6200 Encina Operating Expense	1,209,214.00	2,884,000.00	1,674,786.00	41.9%
6900 Admin O/H alloc to Capital	(50,528.41)	(210,060.00)	(159,531.59)	24.1%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 2,564,845.42</b>	<b>\$ 9,091,904.00</b>	<b>\$ 6,527,058.58</b>	<b>28.2%</b>
<b>NON-OPERATING REVENUES</b>				
3130 Capacity Fees	\$ 171,638.12	\$ 152,670.00	\$ (18,968.12)	112.4%
3220 Property Taxes	47,504.48	2,213,000.00	2,165,495.52	2.1%
3250 Investment Income	142,043.50	485,000.00	342,956.50	29.3%
3290 Misc. Non Op Revenue	321.41	535,400.00	535,078.59	0.1%
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 361,507.51</b>	<b>\$ 3,386,070.00</b>	<b>\$ 3,024,562.49</b>	<b>10.7%</b>

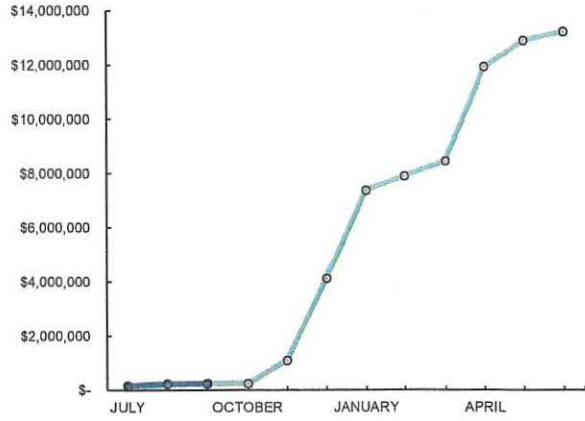
Preliminary: subject to future review, reconciliation, accruals and audit



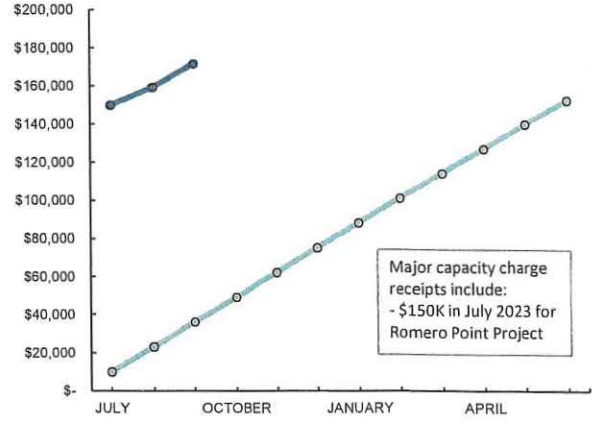
# Leucadia Wastewater District Revenue FY2024

YTD through September 30, 2023

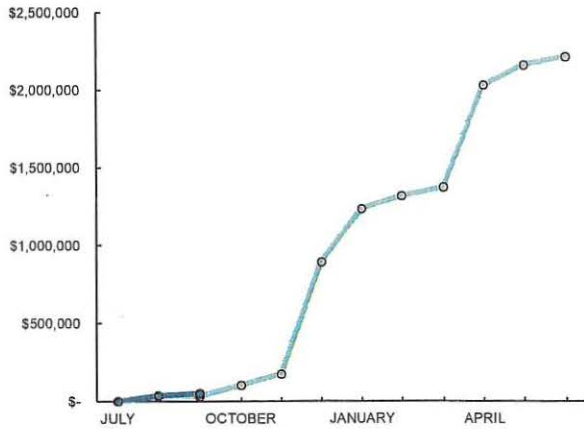
### Sewer Service Fees



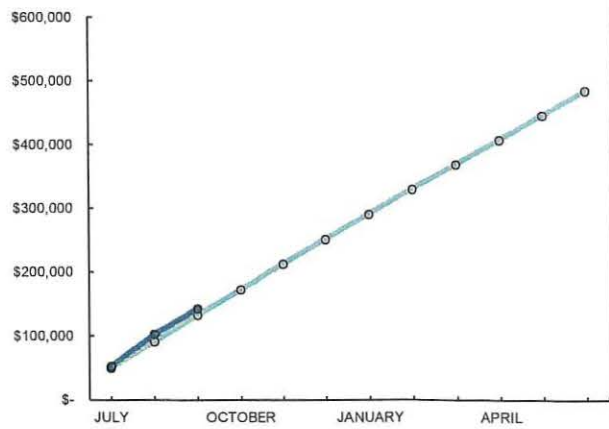
### Capacity Charges



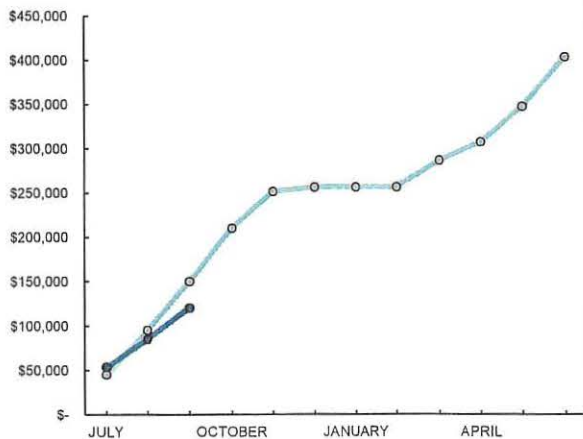
### Property Taxes



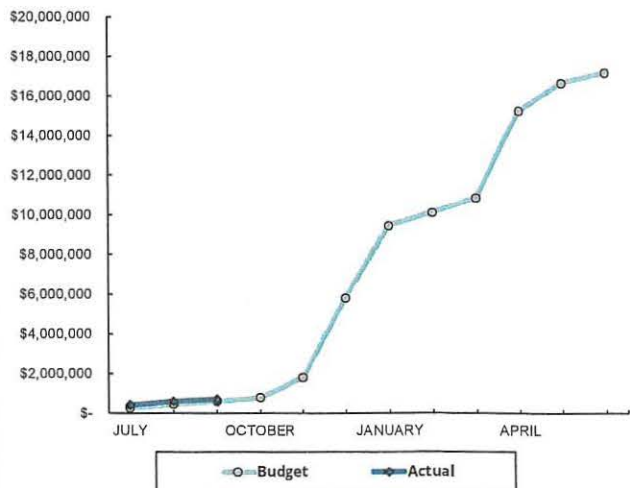
### Investment Income



### Recycled Wastewater Sales



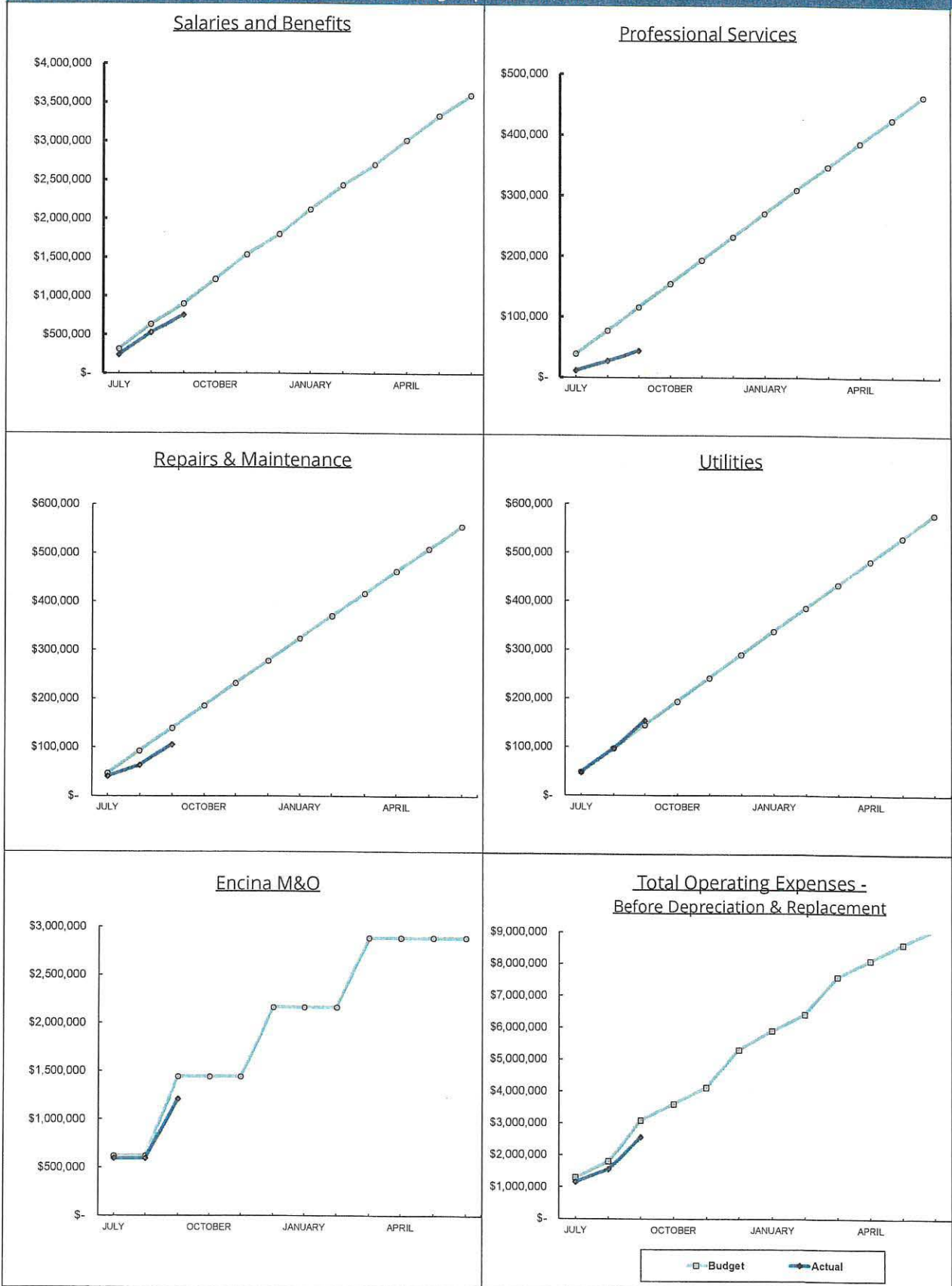
### Total Revenue



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

# Leucadia Wastewater District Operating Expenses FY2024

YTD through September 30, 2023



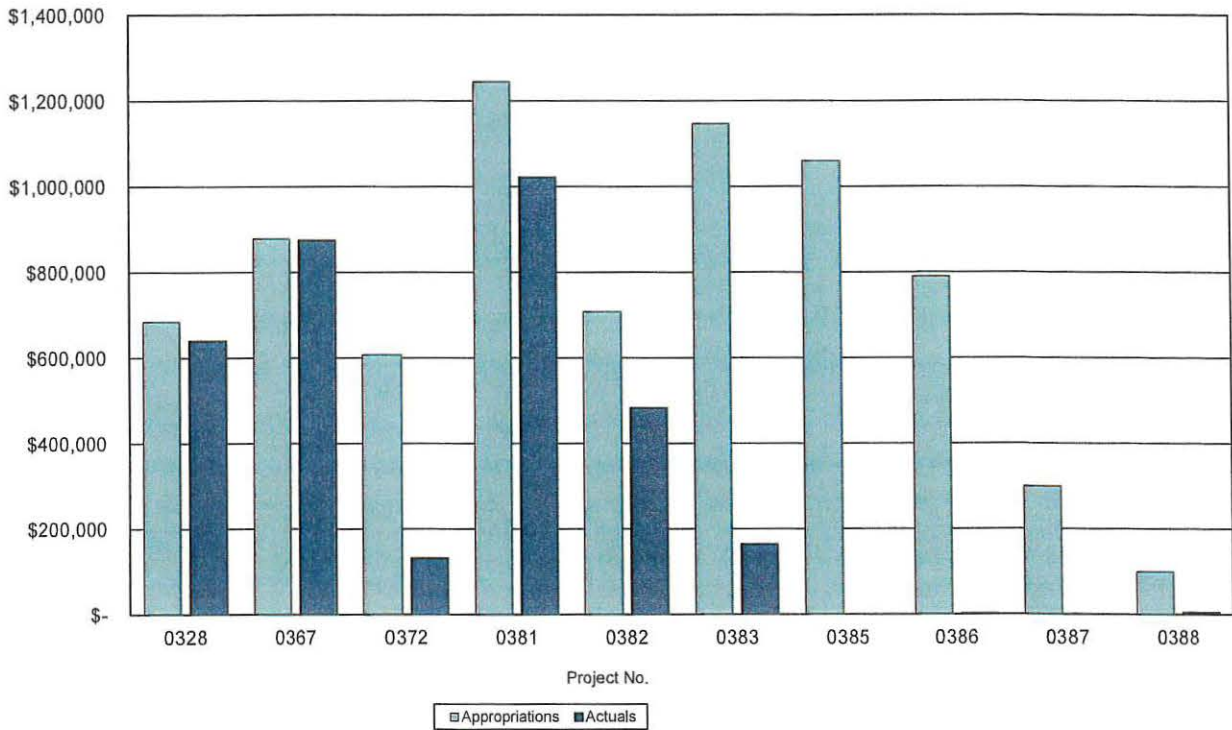
\* Preliminary: subject to future review, reconciliation, accruals, and audit



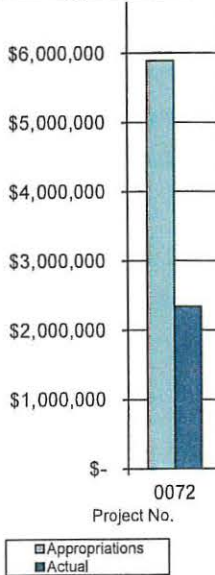
# Leucadia Wastewater District Capital Expenditures

As of September 30, 2023

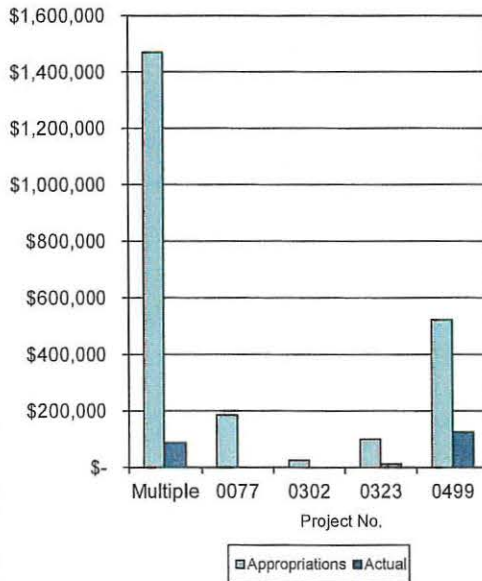
District Multi Year Capital Expenditures by Project Through FY2024



District's Share of Encina WPCF Capital Exp Through FY2024



Single Year Capital Expenditures by Project FY2024



Project Legend

Multi-Year Capital Projects	No.
Encina Capital	0072
Water Recycling Group	0328
B1 Force Main - N. Section Replacement	0367
Diana Pump Station Upgrade	0372
Village Park 7 Pump Station Rehabilitation	0381
FY2023 Gravity Pipeline Rehabilitation	0382
Rancho Verde Pump Station	0383
Batiquitos Emergency Basin Project	0385
FY2024 Gravity Pipeline Rehabilitation	0386
L1 Condition Assessment	0387
San Marcos Creek Crossing Repair	0388

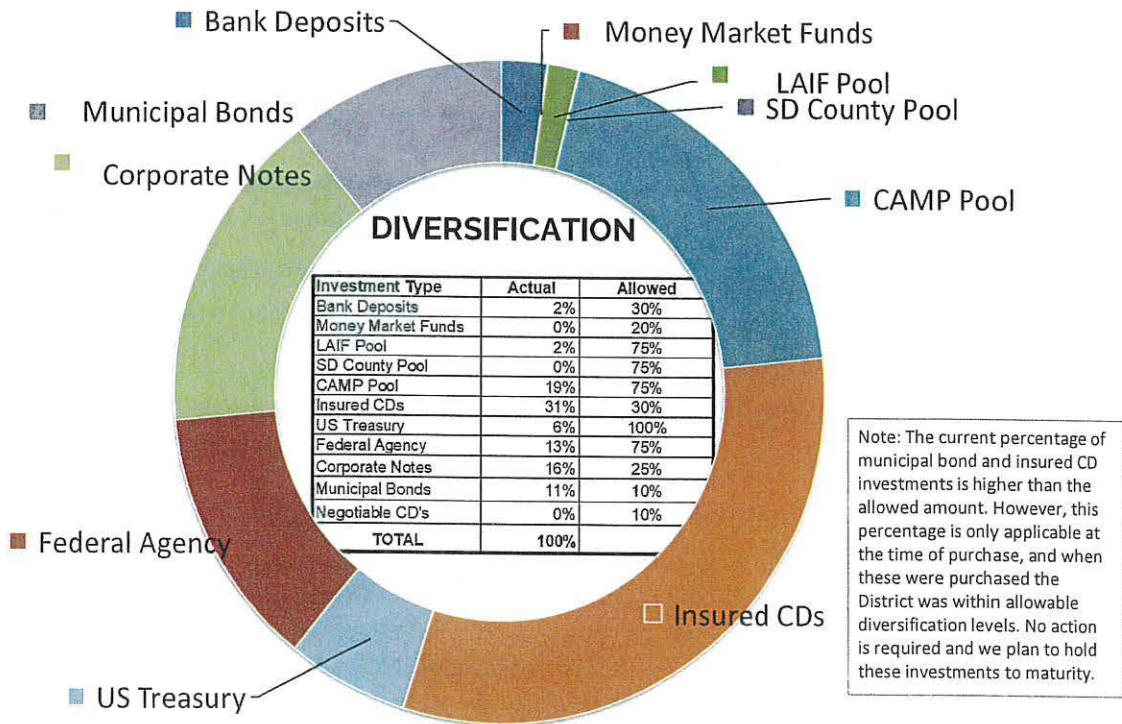
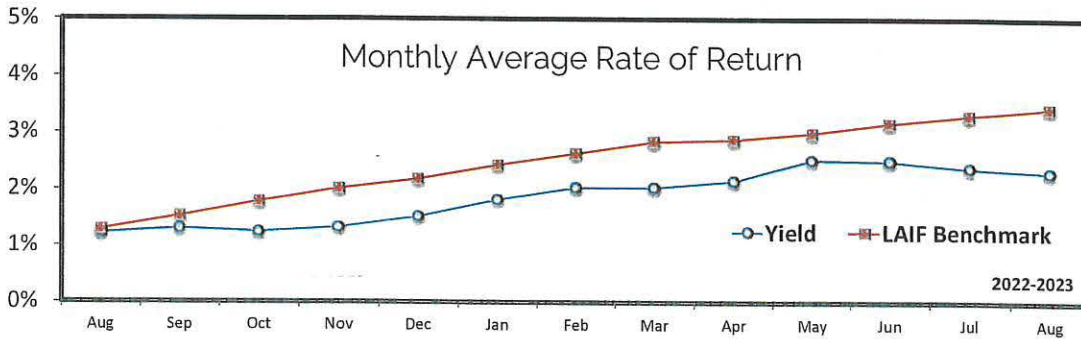
  

Single Year Capital Projects	No.
Equipment - Capital Acquisitions	Multiple
Misc. Pipeline Rehabilitation	0077
District Engineering Services	0302
Lateral Replace/Backflow Prevention	0323
LWD Gen'l Cap Labor & O/H Allocation	0499

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

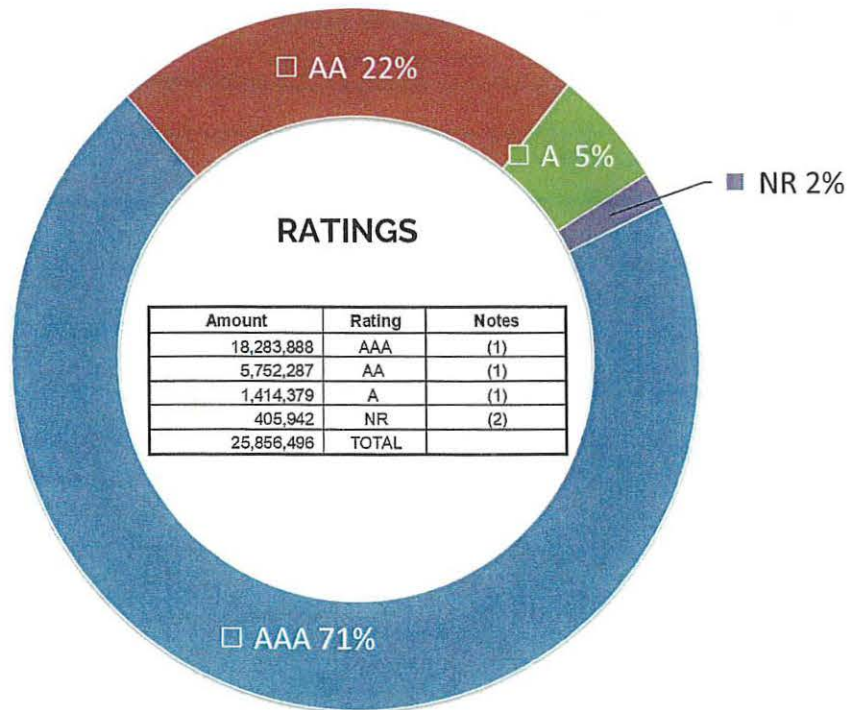
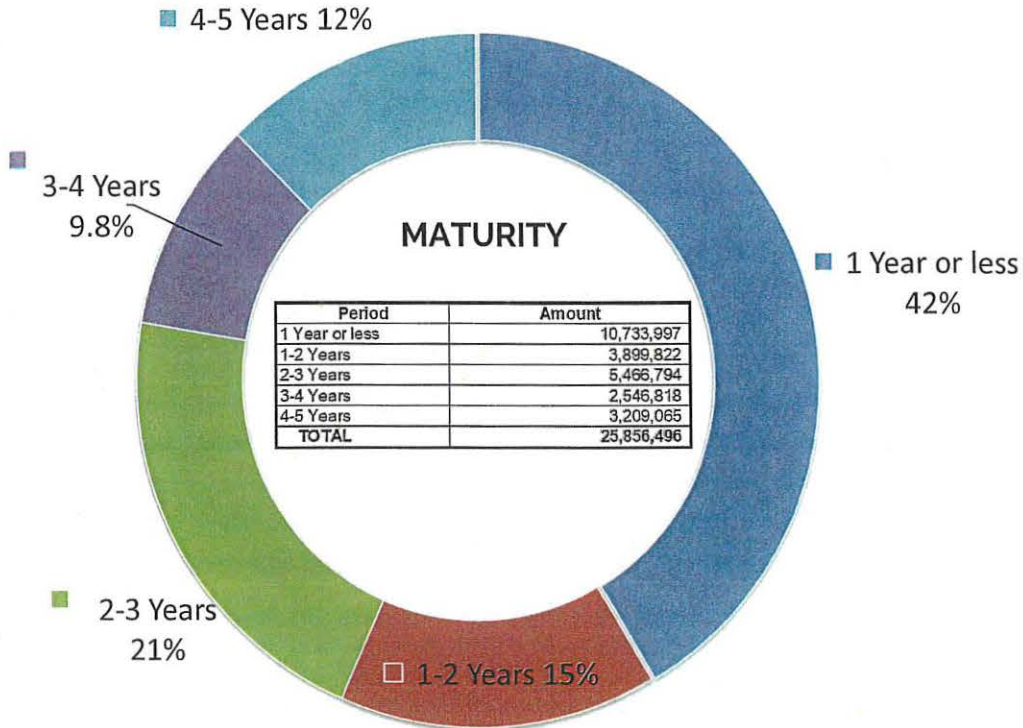
**LEUCADIA WASTEWATER DISTRICT**  
**Monthly Investment Summary**  
**August 31, 2023**

Cash Equivalents & Investments	Principal (Original Cost)		August Interest	Average Rate
	Jul 31, 2023	Aug 31, 2023		
Pacific Premier Bank Reserves	\$ 822,321	\$ 589,339	\$ 6	0.010%
TVI Dreyfus Money Market	4,764	9,386	32	5.423%
LAIF Pool	405,942	405,942	1,162	3.434%
SD County Pool	10,430	10,430	30	3.430%
CAMP Pool	5,248,059	5,007,645	23,588	5.520%
Certificates of Deposit - Insured	8,386,000	8,139,000	14,619	2.291%
US Treasury Notes	1,557,340	1,557,340	1,757	1.588%
Federal Agency Notes	3,044,687	3,291,687	2,314	1.400%
Municipal Bonds	2,751,889	2,751,889	2,183	0.900%
Corporate Bonds/Notes	4,351,103	4,093,838	4,700	1.338%
<b>Totals</b>	<b>\$ 26,582,535</b>	<b>\$ 25,856,496</b>	<b>\$ 50,390</b>	<b>2.306%</b>



**LEUCADIA WASTEWATER DISTRICT**  
**Monthly Investment Summary**  
**August 31, 2023**

(Continued)



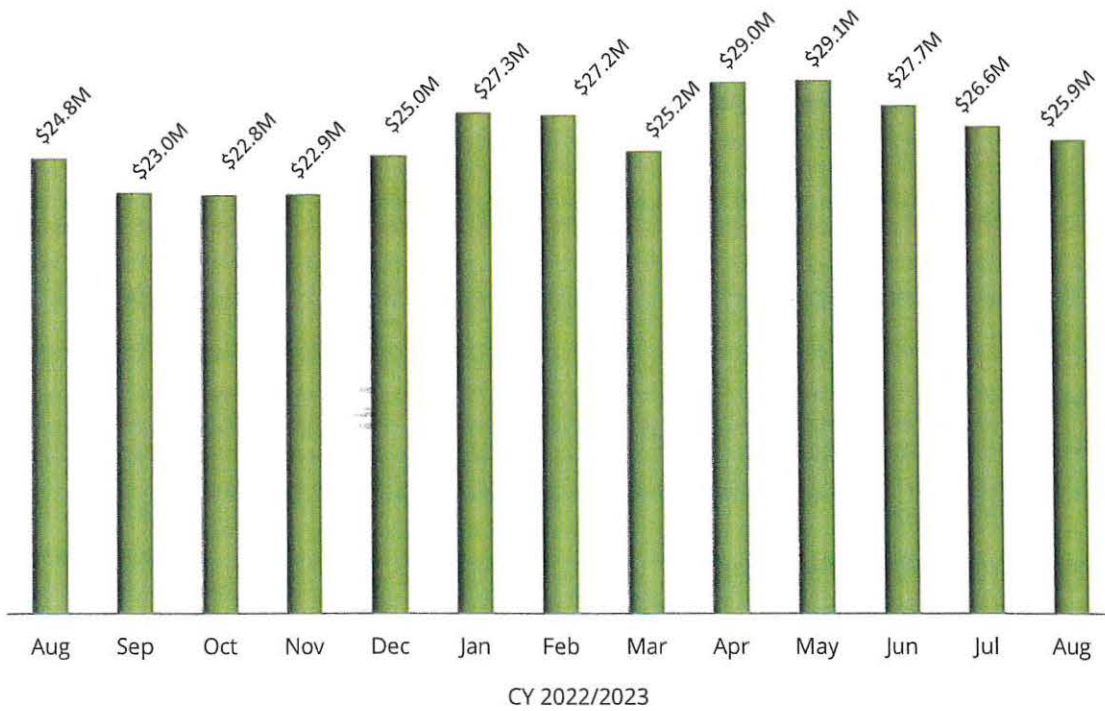
(1) CAMP Pool & SD County Pool are rated by Standard & Poors. Investments are rated by Moody's or another rating agency.  
 (2) LAIF is not rated.



**LEUCADIA WASTEWATER DISTRICT**  
**Monthly Investment Summary**  
**August 31, 2023**

(Continued)

**CASH & INVESTMENT FUNDS BY MONTH**



**INVESTMENT TRANSACTIONS**

Investment	Purchases	Sales & Maturities	Maturity Date	CUSIP	YTM at Cost
FHLN (callable)	247,000		8/28/2028	3134H1AT0	6.25%
Toyota Motor Credit Corp		257,265	8/25/2023	89236THA6	1.35%
Raymond James Bk CD		247,000	8/23/2023	75472RAD3	1.95%
<b>TOTAL</b>	<b>\$ 247,000</b>	<b>\$ 504,265</b>			

Notes

Investment transactions above are investment purchases, sales, and maturities during the month. They do not include internal transfers between District's checking accounts and cash equivalents (pools/reserves).

**MEMORANDUM**

**DATE:** October 5, 2023  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **August/September 2023 Board Disclosure of Reimbursements Report**

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**RECOMMENDATION:**

Staff requests that the Board of Directors:

1. Receive and file the Board Disclosure of Reimbursement Report for the months ending August and September 2023.

**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 August and September 2023 for your review.

tb:PJB

Attachment

**Leucadia Wastewater District  
Disclosure of Reimbursements Report  
August and September 2023**

Conference Date	Description	GM	Director	Director	Director	Director	DFA	DTS	FSS	ADS
		P. Bushee	E. Sullivan	D. Omsted	C. Roesink	R. Saldana	R. Green	R. Morishita	M. Gonzalez	T. Hill
CASA Annual Conference August 9-11, 2023 San Diego, CA	Registration	675.00	675.00	675.00		675.00	540.00	640.00		675.00
	Hotel									
	Airfare									
	Meals	33.94				33.93	33.93			23.41
	Baggage									
	Parking/Coaster	35.00	70.00	19.50		44.84	50.00	100.00		62.00
	Tips									
	Fuel/mileage/taxi/uber		125.37	9.83		85.15				80.43
<b>Total</b>	<b>743.94</b>	<b>870.37</b>	<b>704.33</b>	<b>0.00</b>	<b>838.92</b>	<b>623.93</b>	<b>740.00</b>	<b>0.00</b>	<b>840.84</b>	
2023 Tri State Seminar August 7-10, 2023 Las Vegas, NV	Registration								99.00	
	Hotel								330.15	
	Airfare									
	Meals								148.39	
	Baggage									
	Parking/Coaster								20.00	
	Tips									
	Fuel/mileage/taxi/uber								80.75	
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>678.29</b>	<b>0.00</b>	
2023 CSDA Annual Conference August 28-31, 2023 Monterey, CA	Registration	675.00	675.00	675.00						
	Hotel	555.82	952.38	833.73						
	Airfare	177.97	688.00	378.00						
	Meals	153.37	84.19	9.91						
	Baggage		60.00	60.00						
	Parking/Rental Car/Taxi	457.38		27.97						
	Tips	8.00	20.00	10.00						
	Fuel/mileage	25.14	143.96	6.55						
<b>Total</b>	<b>2,052.68</b>	<b>2,623.53</b>	<b>2,001.16</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	Registration									
	Hotel									
	Airfare									
	Meals									
	Baggage									
	Parking/Coaster									
	Tips/Baggage									
	Fuel/mileage/taxi/uber									
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

Notes: : CASA - TH, RM, RS and PB attended Aug 9-10,  
CASA - RG attended Aug 9  
CASA - DO and ES attended Aug 9-11  
CSDA - PB attended Aug 28-30, flew to SJ and rented car  
Have included ES travel for CSDA Annual in this report.  
There were no conferences in the month of September 2023

**MEMORANDUM**

**DATE:** October 5, 2023  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** Status Update - Fiscal Year 2024 (FY 24) LWD Tactics and Action Plan

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**RECOMMENDED:**

1. No action is required.

**DISCUSSION:**

During the July 12, 2023 Board meeting, the Board of Directors adopted the LWD FY 24 Tactics and Action Plan. Attached, for the Board's review, is the FY 24 Tactics and Action Plan's quarterly status report with an ending date of September 30, 2023. The report indicates which goals are in progress, have been completed, have been postponed and have not been started.

th:PJB

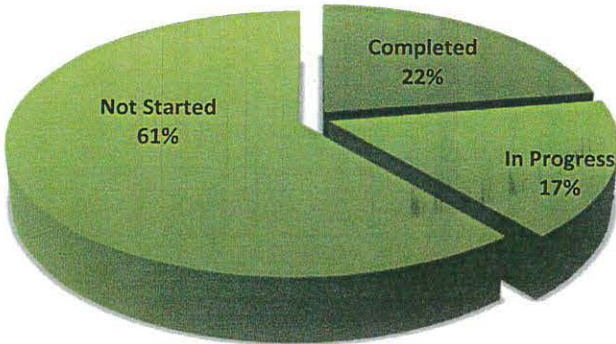
Attachments



# FY 2024 Tactics and Action Plan Status Report

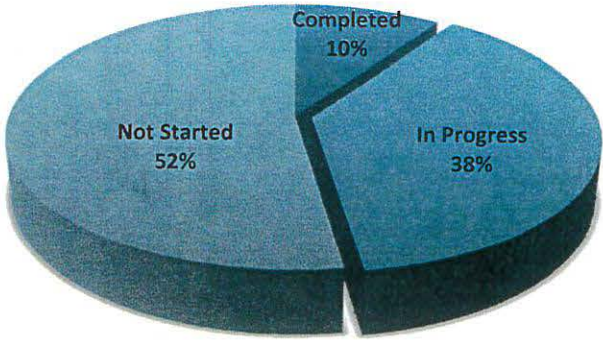
## July 1 - September 30, 2023

### Financial Tactics



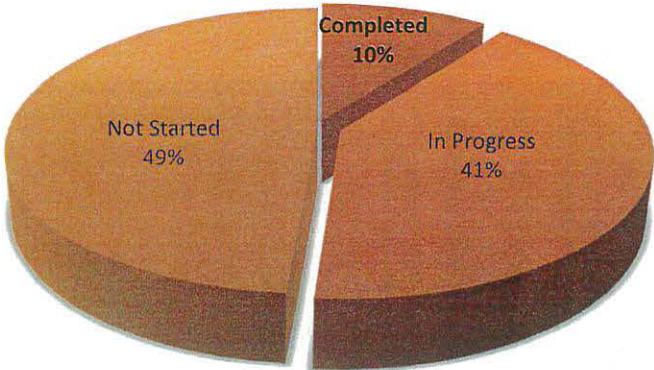
- Cancelled    ■ Completed    ■ In Progress
- Not Started    ■ Postponed    ■ Scheduled

### People Tactics



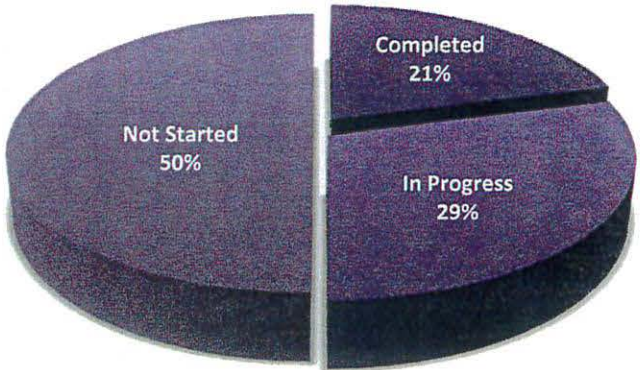
- Cancelled    ■ Completed    ■ In Progress
- Not Started    ■ Postponed    ■ Scheduled

### Services Tactics



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

### Infrastructure and Technology Tactics



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



**Leucadia Wastewater District  
Fiscal Year 2024  
Tactics & Action Plans**

**1. Financial**

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

Tactics	Leader	Team	Start Date	Completion Date	Status/Comments
FY 2024 Audit Close Books, Prepare Trial Balance & Supporting Schedules Coordinate with & Respond to Auditors Audit Report to Board	DFA DFA DFA	AT, ADS AT, ADS, EA, GM GM, ADS, AS	Jul-23 Jul-23 Dec-23	Sep-23 Dec-23 Dec-23	Completed In Progress Not Started
FY 2025 Budget Initial Data Collection Board Workshop Budget Approval	DFA DFA DFA	DTS, FSS, EA, ADS, FSSup, PC GM, DTS, FSS, EA, ADS, FSSup, PC GM	Jan-24 May-24 Jun-24	Mar-24 May-24 Jun-24	Not Started Not Started Not Started
Finance Policy Reviews Procurement Policy Investment Policy Reserve Policy	DFA DFA DFA	DTS, GM, ADS, EA ADS, GM, EA ADS, GM, EA	Aug-23 Jul-23 Feb-24	Aug-23 Aug-23 Feb-24	Completed Completed Not Started
Sewer Rate Increase Notification & Hearing Issue Notification in Compliance with Prop 218 Review Written Protests Hold Public Hearing in Compliance with Prop 218	DFA DFA DFA	ASsup, AS, RTP GM, ASsup ASsup, EA, AS	Feb-24 Mar-24 Jun-24	Mar-24 Apr-24 Jun-24	Not Started Not Started Not Started
Financial Awards Apply for GFOA Financial Reporting Award	DFA	AT	Dec-23	Jan-24	Not Started
Financial Plan Tracking Update Community Choice Aggregation (Electricity) Update Internally Update District's Financial Plan Recycled Water Workshop	DFA DFA GM	FSS GM DFA	Jul-23 Nov-23 Aug-23	Jul-23 Feb-24 Dec-23	Completed Not Started In Progress
CalPERS Actuarial Valuation & Associated Liabilities Coordinate with Actuary to Complete OPEB Valuation Complete Deferral Schedules and Record in Accounting Provide Update on CalPERS	DFA DFA DFA	AT AT AT	Jan-24 May-24 Apr-24	Apr-24 Jun-24 Jun-24	In Progress Not Started Not Started

## 2. People

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

Tactics	Leader	Team	Start Date	Completion Date	Status/Comments
Conduct Employee Benefits Briefing	DFA	ADS, Pickering Ins Brokers	May-24	May-24	Not Started
Employee Training					
Conduct Annual Confined Space Entry Training	FSS	FSSup, FS Staff	Oct-23	Feb-24	Not Started
Conduct Annual Traffic Control Training	FSS	FSSup, FS Staff	Sep-23	Jan-24	Not Started
Fire Extinguisher Training	FSS	All Staff	Jul-23	Aug-23	Completed
Conduct Sewer Spill Estimation Training	FSS	FSSup, FS Staff	May-24	Jun-24	Not Started
Administration Policy Updates/Annual Reviews					
Board Policy Binders	EA	AS	Sep-23	Nov-23	In Progress
Board Staff Relations Policy	DFA	GM, ADS	Nov-23	Jan-24	Not Started
Workplace Violence Prevention Policy	DFA	GM, ADS, DTS, EA	Aug-23	Nov-23	In Progress
Review Integrated Travel Authorization and Expense Reimbursement Policy	DFA	GM, ADS, DTS, EA	Sep-23	Dec-23	In Progress
Human Resources Policy Manual	DFA	GM, ADS, DTS, EA	Jan-24	Apr-24	Not Started
Conduct Salary Survey (In-house)	DFA	ADS, AS	Jan-24	Apr-24	Not Started
Conduct Team Building Workshop	GM	DFA, EA, ADS	Oct-23	Dec-23	In Progress
Conduct Strategic Planning Workshop	GM	Board, DFA	Nov-23	Mar-24	Not Started
Emergency Response					
Conduct an Emergency Response Drill/Training	ADS	All Staff	Sep-23	Nov-23	Not Started
LWD's Safety Program					
Review existing Safety Programs & Policies	DFA	GM, DTS, FSS, FSSup, Safety Committee	Jul-23	Jan-24	In Progress
Update existing Safety Programs & Policies	DFA	GM, DTS, FSS, FSSup, Safety Committee	Jan-24	Jun-24	In Progress
Conduct Employee Interviews					
Conduct Employee Satisfaction Survey	GM	DFA, ADS	Nov-23	Dec-23	Not Started
Compensation	GM	DFA, ADS	May-24	Jun-24	Not Started
Leadership Coaching	GM	Management Staff	Jul-23	May-24	In Progress
Employee Recognition					
Annual Employee BBQ	EA	ADS, AS	Jul-23	Jul-23	Completed
Holiday Function	EA	ADS, AS	Aug-23	Dec-23	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.

Tactics	Leader	Team	Start Date	Completion Date	Status/Comments
Smoke Testing	FSSup	FSS, FS Staff	Mar-24	Jun-24	Not Started
FOG Inspections - Complete 30	PC	PC, FS Staff	Jul-23	Jun-24	In Progress
Hydro Clean and CCTV La Costa Ave	FSSup	FSS, FS Staff	May-24	May-24	Not Started
Vector Control	FSSup	FSS, FS Staff	May-24	May-24	Not Started
Root Control	FSSup	FSS, FS Staff	May-24	May-24	Completed
Rehab Pump & Motor (Batiqitos)	FSS	FSSup, FS Staff	Sep-23	Apr-24	Not Started
Exercise FM and Air Vacs Valves	FSS	FSSup, FS Staff	Sep-23	Sep-23	Not Started
Test Overflow Basin pump at Leucadia Pump Station	FSS	FSSup, FS Staff	Aug-23	Aug-23	Completed
Conduct Backflow Testing at Omni La Costa Resort	FSS	DTS, FSSup	Jul-23	Oct-23	Completed
Reporting					
Submit Quarterly Recycled Water Reports	FSS	DTS, FSSup	Jul-23	Jun-24	In Progress
Submit Collection System Annual Report	FSS	DTS, FSSup	May-24	Jun-24	Not Started
Submit Stormwater Annual Report	FSS	DTS, FSSup	May-24	Jun-24	Not Started
Bypass Pumping Drills					
Batiqitos Pump Station	FSSup	FSS, FS Staff	Oct-23	Oct-23	Not Started
Leucadia Pump Station	FSSup	FSS, FS Staff	Sep-23	Sep-23	Not Started
Village Park 5 Pump Station	FSSup	FSS, FS Staff	Jan-24	Jan-24	Not Started
Encinitas Estates Pump Station	FSSup	FSS, FS Staff	Mar-24	Mar-24	Not Started
Detachment of Service Areas (currently being serviced by Carlsbad)					
Treviso Community (near Poinsettia bridge)	PC	DFA, DTS	Jul-23	Mar-24	In Progress
Ponto State Beach Area	PC	DFA, DTS	Jul-23	Mar-24	In Progress
Black Skimmer Drive Community	PC	DFA, DTS	Jul-23	Mar-24	In Progress
Host Emergency Drill with Local Agencies	FSS	FSSup, FS Staff	Nov-23	Dec-23	Not Started
Office Equipment					
Execute Copy Machine Lease	ADS	EA, AS	Feb-24	Jun-24	Not Started
Dispose of Obsolete IT Equipment	DFA	ADS, AS	Jun-23	Dec-23	In Progress
SSMP Audit	FSS	FSSup, PC	Sep-23	Nov-23	In Progress
Public Outreach Services					
Develop Relevant Social Media Content	ADS	RTP, GM, DFA, FSSup, FS Staff	Jul-23	Jun-24	In Progress
LWD Teacher Grant Program	ADS	AS, RTP	Aug-23	Nov-23	In Progress
Write, Design, Print & Mail 2023 Fall Newsletter	ADS	AS, RTP	Jul-23	Oct-23	In Progress
Write, Design, Print & Mail 2024 Spring Newsletter	ADS	GM, DFA, EA, AS, RTP	Jan-24	May-24	Not Started
Continue to Review and Post New Videos to Website	ADS	RTP, GM, DFA, DTS, FSSup, EA, AS	Jul-23	Jun-24	In Progress
Evaluate the development of photo contest for grades 7th - 12th	ADS	DFA, AS, RTP	Jan-24	Mar-24	Not Started
al. Option to Provide On-Site Hydro/CCTV Vehicle Demos to Local Schools	DFA	FS Staff, ADS, AS, RTP	Jul-23	Jun-24	In Progress
Awards					
Apply for CWEA Awards	FSS	DTS, DFA, FSSup	Oct-23	Nov-23	In Progress
Apply for CSDA District of Transparency	EA		Apr-24	Jun-24	Not Started
Apply for CSDA District of Distinction	EA		Apr-24	Jun-24	Not Started
Records Retention					
Review Stored Records and Destroy Those Past Retention Period	EA	AS, ADS	Jul-23	Oct-23	Completed
Evaluate Electronically Storing Accounts Payable Documentation	DFA	AT	Jul-23	Jun-24	Completed

#### 4. Infrastructure and Technology

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

Tactics	Leader	Team	Start Date	Completion Date	Status/Comments	
Diana Pump Station Upgrade	Obtain Easement Project Design Environmental Bid Project	DTS DTS PC PC	GM, PC, FSS, DE GM, PC, FSS, DE GM, DTS, FSS, DE GM, FSS, DE	Jul-23 Oct-23 Jan-24 May-24	Sep-23 Jan-24 Apr-24 Jun-24	In Progress In Progress Not Started Not Started
FY2023 Gravity Pipeline Rehabilitation	Construction	PC	GM, DTS, FSS, DE	Jul-23	Aug-23	In Progress
Village Park No. 7 PS Replacement	Construction	DTS	GM, FSS, DE	Jul-23	Aug-23	Completed
FY24 Gravity Pipeline Rehabilitation (Manholes)	Design Bid Project Construction	PC PC PC	GM, DTS, FSS, DE GM, DTS, FSS, DE GM, DTS, FSS, DE	Jul-23 Oct-23 Dec-23	Sep-23 Nov-23 Jun-24	Completed In Progress Not Started
Rancho Verde Pump Station Rehabilitation	Design Bid Project Construction	PC PC PC	GM, DTS, FSS, DE GM, DTS, FSS, DE GM, DTS, FSS, DE	Jul-23 Sep-23 Nov-23	Aug-23 Oct-23 Jun-24	In Progress Not Started Not Started
Leucadia PS (L1) Force Main Condition Assessment	Design Bid Project Construction	PC PC PC	GM, DTS, FSS, DE GM, DTS, FSS, DE GM, DTS, FSS, DE	Oct-23 Dec-23 Feb-24	Nov-23 Jan-24 Jun-24	Not Started Not Started Not Started
San Marcos Creek Crossing Repair Evaluation	Execute Agreement for Monitoring Data Collection Evaluation	PC PC PC	GM, DTS, FSS, DE GM, DTS, FSS, DE GM, DTS, FSS, DE	Jul-23 Jul-23 Jun-24	Jul-23 May-24 Jun-24	Completed In Progress Not Started
Batiquitos PS Emergency Basin Project	Design Bid Project Construction	PC PC PC	GM, DTS, FSS, DE GM, DTS, FSS, DE GM, DTS, FSS, DE	Nov-23 Apr-24 Jun-24	Mar-24 May-24 Jun-24	Not Started Not Started Not Started
Purchases	Purchase Traffic Control Truck Purchase Spare Conditioning Pump (Leucadia) Purchase New Vactor Truck Purchase Reclaim Water Supply Pump	FSS FSS FSS FSS	FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff	Aug-23 Oct-23 Aug-23 Oct-23	Feb-24 Dec-23 May-24 Dec-23	In Progress Not Started In Progress Not Started
Administration Building and Facility Updates	Carpet Replacement (2nd Floor)	PC	FSSup, FS Staff	Jul-23	Jan-24	In Progress
Replace Audio and Visual Equipment	Purchase Install	DTS DTS	GM, DFA, ADS, EA GM, DFA, ADS, EA	Jul-23 Sep-23	Aug-23 Nov-23	In Progress Not Started
Replace Network Equipment	Purchase Install	DTS DTS	EA, ADS EA, ADS	Jul-23 Sep-23	Aug-23 Oct-23	Completed Completed

**Encina Wastewater Authority Report**  
**Regular Board Meeting**  
**September 27, 2023**

**EWA Board of Directors** – Vice President Roesink Reporting

**1. Revised Purchasing Policy**

The Board of Directors adopted an Amended Purchasing Policy.

**2. Automate Main Electrical Circuit Breakers Project Final Acceptance**

The Board of Directors took final acceptance of a task order with SS Mechanical Construction Corporation for the Automate Main Electrical Circuit Breakers Project and directed staff to record a Notice of Completion with the San Diego County Recorder.

**3. Legal Services Contract Award**

The Board of Directors authorized the General Manager to execute an Agreement with Best Best & Krieger LLP to provide Encina with legal services.

**Executive Session**

**4. Conference with Legal Counsel (Pursuant to Government Code)  
– Fetu v. Encina Wastewater Authority**

There was no reportable action.

# Engineering Committee Meeting Report

Presented by Director Saldana

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## **Meeting held October 3, 2023**

### **1. The Engineering Committee (EC) reviewed the following recommendations:**

- Authorize the General Manager to execute an Agreement for professional services with DXP Enterprises, Inc. for the rebuild of the Batiquitos Pump Station Pump Number One at a cost not to exceed \$44,980;
- Adopt Ordinance No. 147 extending the term of the Reimbursement Agreement for construction of public sewer between the Leucadia Wastewater District and Marquee Enterprises, LLC.; and
- Authorize the General Manager to execute a sole source Agreement with Ayala Engineering Inc. for construction services to complete the Fiscal Year 2024 Manhole Rehabilitation Project in an amount not to exceed \$396,200.

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

The EC also received an update on the Diana Pump Station Generator and Upgrade Project. This item was for information purposes and there was no action taken.



**MEMORANDUM**

**DATE:** October 5, 2023  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **Public Hearing on a Proposal to Adopt an Ordinance Extending Term of a Reimbursement Agreement with Marquee Enterprises, LLC**

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The purpose of this public hearing is to allow the Leucadia Wastewater District (District) Board of Directors (Board) to receive and consider public comment on the following:

1. A proposal to adopt Ordinance No. 147 which extends the term of the Reimbursement Agreement for public sewer between the District and Marquee Enterprises, LLC (Developer).

The notice of this public hearing was posted at the District on October 5, 2023. It was also published in the San Diego Union Tribune on October 5, 2023.

**DISCUSSION:**

On February 13, 2013, Ordinance No. 127 became effective which established a Reimbursement Agreement between the District and the Developer for a 10-year term. A Reimbursement Agreement provides for cost reimbursement by adjacent properties to the Developer for the actual cost to design, permit, and construct new sewer facilities, less the portion attributable to providing sewer service to the Developer's property. The District Engineer reviews the Developer costs and receipts to ensure they are reasonable.


The proposed Ordinance No. 147 approves extending the term of the Reimbursement Agreement established between the District and the Developer for an additional 10-years.

It is necessary for the Board to consider all objections or protests to the proposed Ordinance. To date, no objections or protests have been filed with the District.

After receiving public testimony, the Board will close the public hearing and may consider action on the proposed item during the regular meeting immediately following this public hearing.

ier:PJB

## MEMORANDUM

**DATE:** October 5, 2023  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** A Proposal to Adopt an Ordinance Extending Term of the Reimbursement Agreement with Marquee Enterprises, LLC

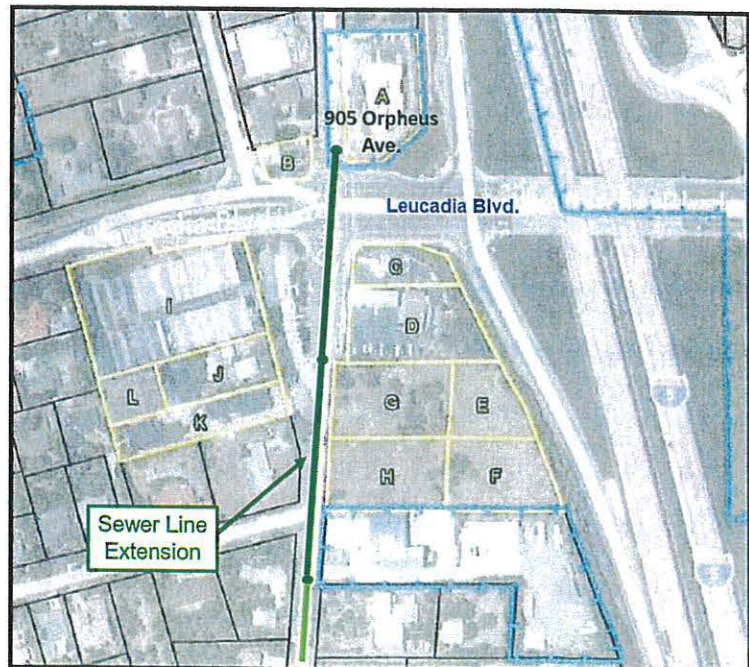
Staff and the Engineering Committee (EC) recommend that the Leucadia Wastewater District Board of Directors:

1. Adopt Ordinance No. 147 extending the term of the Reimbursement Agreement for construction of public sewer between the Leucadia Wastewater District (District) and Marquee Enterprises, LLC (Developer); and
2. Discuss and take other action, as appropriate.

**BACKGROUND:**

This item was reviewed by the EC at their October 3<sup>rd</sup> meeting and the EC concurred with staff to present this item for the Board's consideration.

In February 2012, Developer commenced a project to construct a sewer line extension from 905 Orpheus Avenue to connect to an existing District public sewer line further south on Orpheus Avenue. The extension was needed to provide sewer service to the parcel owned by Developer. The Developer's sewer line extension (see photo) was completed in May 2012 and dedicated to District. Subsequently, Developer requested that a Reimbursement Agreement be established for the project. On February 13, 2013, Ordinance No. 127 became effective which established a Reimbursement Agreement between District and Developer for a 10-year term.



A Reimbursement Agreement provides for cost reimbursement by adjacent properties (outlined in yellow on photo) to the Developer for the actual cost to design, permit, and construct new public sewer facilities. The District Engineer reviews the Developer costs and receipts to ensure they are reasonable.



The sewer facilities were designed and constructed, pursuant to District Policy, to accommodate sewer connections to separate properties adjacent to the new public sewer facilities. These benefited properties are not required to connect to the public sewer system. However, if they decide to connect in the future, the Reimbursement Agreement requires payment of a reimbursement fee equivalent to the property's fair share contribution towards the new public sewer improvements. Reimbursement Agreements are an accommodation to the Developer and not a guarantee or promise of full or partial payment. District administers the Agreement and charges an administrative fee of five percent (5%) of the reimbursement fee when property owners connect to the public sewer system.

During the 10-year initial term of the Reimbursement Agreement, one property (parcels C and D) connected to the public sewer extension in June 2020. As a result, the property owner paid the Developer a Reimbursement Connection Fee and the Reimbursement Cost Schedule was updated accordingly.

**DISCUSSION:**

The original Reimbursement Agreement, Ordinance No. 127 expired on February 13, 2023. The Developer has requested to extend the Reimbursement Agreement for an additional 10-year term. This extension would be effective as of February 14, 2023 and continue to February 14, 2033 when it will automatically terminate with no option for further extensions. Ordinance No. 147 simply extends the existing Reimbursement Agreement. It has been reviewed by District staff, including District Counsel, and now requires Board approval to take effect.

Ordinance No. 147, which includes the original Reimbursement Agreement (Ordinance No. 127), the Updated Location Map and the Updated Reimbursement Cost Schedule, is attached for your review.

Therefore, staff and the EC recommend that the Board of Directors adopt Ordinance No. 147 which extends the term of the Reimbursement Agreement for public sewer between the District and Developer for a 10-year term.

**FISCAL IMPACT:**

There is no direct fiscal impact associated with this recommendation.

ier:PJB

Attachment

**ORDINANCE NO. 147**

**AN ORDINANCE OF THE LEUCADIA WASTEWATER DISTRICT  
EXTENDING TERM OF REIMBURSEMENT AGREEMENT WITH  
MARQUEE ENTERPRISES, LLC**

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**WHEREAS**, the Leucadia Wastewater District (District) Board of Directors adopted Ordinance No. 127 on February 13, 2013 approving the Reimbursement Agreement by and between the Leucadia Wastewater District and Marquee Enterprises, LLC ("Marquee"), attached hereto as Exhibit A ("Reimbursement Agreement");

**WHEREAS**, the Reimbursement Agreement had an initial term of ten years that expires as of February 13, 2023 unless extended by the Board;

**WHEREAS**, during the initial term of the Reimbursement Agreement some, but not all, eligible properties have connected to the sewer facilities subject to the Reimbursement Agreement and paid a Reimbursement Connection Fee as shown on the updated location map and reimbursement cost schedule attached to Exhibit A;

**WHEREAS**, Marquee has requested a ten year extension of the Reimbursement Agreement;

**WHEREAS**, the Board of Directors has considered Marquee's request and finds that there is a reasonable possibility of additional connections to the facilities subject to the Reimbursement Agreement and that the administrative burden of an extended term is not unreasonable,

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Directors of the Leucadia Wastewater District as follows:

**Section 1. Approval.** The Reimbursement Agreement by and between the Leucadia Wastewater District and Marquee Enterprises, LLC, attached hereto as Exhibit A is extended for an additional ten-year term effective as of February 14, 2023 and continuing to February 14, 2033 when it shall automatically terminate.

**Section 2. Reimbursement Connection Fee.** A Reimbursement Connection Fee in accordance with the terms of the Updated Reimbursement Schedule and the Reimbursement Agreement is hereby approved.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of Leucadia Wastewater District held October 11, 2023 by the following vote:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

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Elaine Sullivan  
President

**ATTEST:**

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Paul J. Bushee  
General Manager

**ORDINANCE NO. 127**

**AN ORDINANCE OF THE LEUCADIA WASTEWATER DISTRICT  
APPROVING REIMBURSEMENT AGREEMENT FOR  
MARQUEE ENTERPRISES, LLC SEWER**

BE IT ORDAINED by the Board of Directors of the Leucadia Wastewater District as follows:

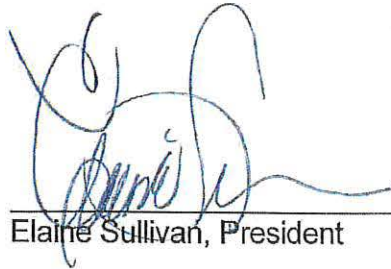
Section 1. Approval. The Reimbursement Agreement by and between the Leucadia Wastewater District and Marquee Enterprises, LLC, attached hereto as Exhibit A ("Reimbursement Agreement"), is approved by the District Board of Directors.

Section 2. Reimbursement Connection Fee. A Reimbursement Connection Fee in accordance with the terms of the Reimbursement Agreement is hereby approved.


Section 3. Execution and Implementation. The General Manager shall execute the Reimbursement Agreement of behalf of the District and take all other actions necessary to carry out its terms.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of Leucadia Wastewater District held February 13, 2013 by the following vote:

AYES: Sullivan, Kulchin, Juliusen, Omsted and Hanson  
NOES: None  
ABSENT: None  
ABSTAIN: None

  
\_\_\_\_\_  
Elaine Sullivan, President

ATTEST:

  
\_\_\_\_\_  
Paul J. Bushee, Secretary/Manager

## REIMBURSEMENT AGREEMENT

THIS AGREEMENT is entered into by and between the Leucadia Wastewater District, a County Water District, organized and existing under Division 12 of the California Water Code ("DISTRICT") and Marquee Enterprises, LLC ("DEVELOPER").

### R-E-C-I-T-A-L-S

1. DEVELOPER owns the following property in San Diego County within the service jurisdiction of DISTRICT: 905 Orpheus Avenue Encinitas, CA 92024.
2. DEVELOPER desires service to the property from DISTRICT. As a condition of providing service, DISTRICT required that DEVELOPER extend existing facilities and/or oversize facilities to meet DISTRICT standards for sewer service and provide service to other property owners within the area near DEVELOPER'S property.
3. DEVELOPER has constructed facilities pursuant to DISTRICT direction and the Leucadia Wastewater District Agreement to Improve Subdivision Sewers dated February 13, 2012, ("Agreement to Improve Sewers") between DISTRICT and DEVELOPER as shown on the plans prepared by Brian Ardolino, RCE 71651, of Pasco Laret Sulter & Associates and identified as City of Encinitas, 905 Orpheus Avenue, Drawing No. 11112-I.
4. DISTRICT and DEVELOPER, by this Agreement, desire to enter into a reimbursement contract in accordance with the provisions of the DISTRICT's Standard Specifications for Privately Constructed Wastewater Facilities ("Standard Specifications").

### C-O-V-E-N-A-N-T-S

5. Conditions Precedent to Execution of Agreement. The sewer facilities subject to this Agreement ("new facilities") shall be completed in accordance with the Agreement to Improve Sewers and all other DISTRICT rules and regulations prior to execution of this Agreement. As a further condition precedent to DISTRICT's obligation to execute this Agreement, DEVELOPER agrees to provide in a form acceptable to DISTRICT all documents DISTRICT deems necessary for acceptance and acquisition of facilities that are intended for dedication to DISTRICT. Documents shall include, but are not limited to, a Notice of Completion recorded by DEVELOPER.
6. Administrative Costs. Prior to execution of this Agreement, DEVELOPER reimbursed the DISTRICT for administrative costs attributable to the establishment of this Agreement. DEVELOPER shall not be required to pay the DISTRICT any additional administrative fees for this Agreement.
7. Reimbursable Construction Costs. Reimbursable construction costs consist of the actual cost to design and construct the new facilities, less the portion attributable to providing sewer service to DEVELOPER'S property, as determined by the DISTRICT and shown on Exhibit A attached hereto ("Location Map") and Exhibit B, attached hereto ("Reimbursable Costs"). Reimbursable Costs are limited to costs the DISTRICT has determined are reasonably related to new facilities.
8. Term. The term of this Agreement and DISTRICT's obligation to reimburse DEVELOPER shall expire ten (10) years from the Agreement's effective date. Thereafter, DISTRICT shall have no further obligation to reimburse DEVELOPER. During the last year of the

Initial Agreement term, DEVELOPER may request an extension of the Agreement term in accordance with District Ordinance 117. The request must be in writing and be received by the District at least ninety (90) days before the expiration date of the Agreement. The District will consider the request in good faith taking into consideration, among other things, whether DEVELOPER has complied with the terms of the AGREEMENT during the initial term, the administrative burden of prior reimbursement fee collection and distribution efforts, and the likelihood that additional reimbursement payments would be made during an extended term.

9. Reimbursement. During the ten (10) year term of this Agreement, and if extended, during the extended term of this Agreement, subject to DISTRICT's actual ability to collect such costs, DISTRICT shall charge property owners who utilize the new facilities their proportionate share of the Reimbursable Construction Costs plus 3 percent (3%) interest per annum from the effective date of this Agreement ("Reimbursement Fee"). The Reimbursement Fee for each property owner shall be determined by the DISTRICT, using its best estimate of the number of parcels that could utilize the new facilities. The DISTRICT's determination of what properties would be subject to a Reimbursement Fee and the amount each would be charged is set forth on Exhibit B. The DISTRICT shall also charge an administrative fee equivalent to 5% of the pro rata share charged to a property owner, which shall be paid to the DISTRICT. The Reimbursement Fee and administrative fee shall be in addition to the standard fees charged by the DISTRICT for new service. Reimbursement Fees actually collected shall then be distributed to DEVELOPER. Reimbursement Fees paid to the DISTRICT shall not accrue additional interest. Payment of interest to DEVELOPER shall be limited to interest received from property owners as part of their Reimbursement Fee. In the event DISTRICT reimburses DEVELOPER its share of the total Reimbursable Construction Costs prior to the end of the Agreement term, DISTRICT's obligation to reimburse the DEVELOPER shall terminate.

10. Termination. In the event of termination of this Agreement, DEVELOPER shall have no further interest or right of reimbursement from DISTRICT and all revenues subsequently received by DISTRICT shall be the sole property of DISTRICT.

11. Records. DEVELOPER warrants that DEVELOPER has kept accurate records of the actual construction costs, according to accepted engineering and accounting principles. DEVELOPER has provided such records to the DISTRICT offices for inspection as requested by DISTRICT.

12. Warranties. DEVELOPER further warrants that there are no liens, stop notices or claims against the project; that the legal time for filing any such claims, notices or liens has expired; and agrees to defend, indemnify and hold DISTRICT harmless for any or all such liens, notices or claims.

13. Reimbursement Payments. Reimbursement checks shall be hand delivered or be mailed to DEVELOPER at the address provided pursuant to Paragraph 15.8 of this Agreement within ninety (90) days of receipt by DISTRICT. In the event a reimbursement check is not cashed within ninety (90) days of hand delivery or mailing, it shall be deemed unclaimed, and the DISTRICT shall have the right to retain the payment and shall have no further obligation to pay the DEVELOPER. Further, if a payment mailed to the most current address provided to the DISTRICT in accordance with Paragraph 15.8 is returned to the DISTRICT because the address is no longer valid and the DEVELOPER fails to provide a change of address in accordance with Paragraph 15.8 or personally appear at the DISTRICT office to claim the payment within an additional ninety (90) days, the DISTRICT shall have the right to retain the DEVELOPER's proportionate share and shall have no further obligation to pay DEVELOPER.

14. No Guarantees. DEVELOPER understands and acknowledges that that DISTRICT will not compel property owners to utilize the sewer facilities. Further DISTRICT cannot guarantee that DISTRICT will be able to collect Reimbursable Costs from all property owners who connect to the facilities. DISTRICT agrees to make reasonable efforts to collect costs from new connections. Further, DEVELOPER understands that the Reimbursement Fee calculated by DISTRICT may not reflect the number of properties that will ultimately utilize the sewer facilities. The number of Equivalent Dwelling Units (EDUs) could be more or less than 19 (nineteen), including 5 (five) EDUs for the DEVELOPER property at 905 Orpheus.

15. Miscellaneous Provision.

15.1 Applicable Law. This Agreement and any disputes relating to this Agreement shall be construed under the laws of the State of California.

15.2 Venue. In the event of any legal or equitable proceeding to enforce or interpret the terms or conditions of this Agreement, the parties agree that venue shall lie only in the federal or state courts in or nearest to the North County Judicial District, County of San Diego, State of California.

15.3 Attorney's Fees. In the event a lawsuit to enforce or interpret the terms of this Agreement is brought by either party, the prevailing party shall be entitled to all reasonable attorney's fees and costs in addition to any other relief granted by law.

15.4 Assignment. DEVELOPER shall not be entitled to assign all or any portion of their respective rights or obligations as specified in the Agreement without obtaining the prior written consent of the DISTRICT. Any purported assignment without the DISTRICT's prior written consent shall be void.

15.5 Entire Agreement. This Agreement, together with all exhibits attached hereto, contains all representations and the entire understanding regarding reimbursement between the parties. No other representations are intended or shall be implied. Any prior correspondence, memoranda or agreements, whether or not such correspondence, memoranda or agreements are in conflict with this Agreement, are intended to be replaced in total by this Agreement and any exhibits to this Agreement. However, this Agreement does not supersede other DISTRICT ordinances and agreements relating to DEVELOPER'S construction of sewer facilities, including among other things, the DISTRICT Standard Specifications and the Agreement to Improve Sewers.

15.6 Personal Nature of Agreement and Binding Effect. This Agreement is personal and does not run with the land. The transfer or sale of any DEVELOPER property does not alter the DEVELOPER's right of reimbursement. Further, the terms of this agreement are binding on all successors, heirs and assigns, and they must comply with the terms of this Agreement, including provisions regarding assignment in Paragraph 15.4 and Notice in Paragraph 15.8.

15.7 Unenforceable Provision. The terms, conditions and covenants of this Agreement shall be construed whenever possible as consistent with all applicable laws and regulations. To the extent that any provisions of the Agreement as so interpreted are held to violate any applicable law or regulation, the remaining provisions shall nevertheless be carried into full force and effect and remain enforceable.

15.8 Notices. All reimbursements, letters, statements or notices required pursuant to this Agreement shall be deemed effective upon posting in the United States mail to the following addresses:

TO DISTRICT:

Attention: General Manager  
Leucadia Wastewater District  
1960 La Costa Avenue  
Carlsbad, CA 92009

TO DEVELOPER:

Marquee Enterprises, LLC  
C/O Sean Pourteymour  
9255 Towne Centre, Suite 950  
San Diego, CA 92121

The addresses above shall be presumed correct, unless a party is notified in writing of a change. Any change of address notice shall clearly state that it is intended to replace the address set forth in Paragraph 15.8 of this Agreement. FURTHER, notice of an address change shall not be valid unless it has been delivered personally to the DISTRICT or by way of certified mail that has been signed and acknowledged by the DISTRICT.

15.9 Effective Date. This Agreement shall become effective as of February 13, 2013, upon execution by the parties.

"DISTRICT"

BY:  \_\_\_\_\_

BY: \_\_\_\_\_




"Marquee Enterprises, LLC"

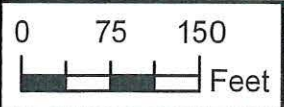
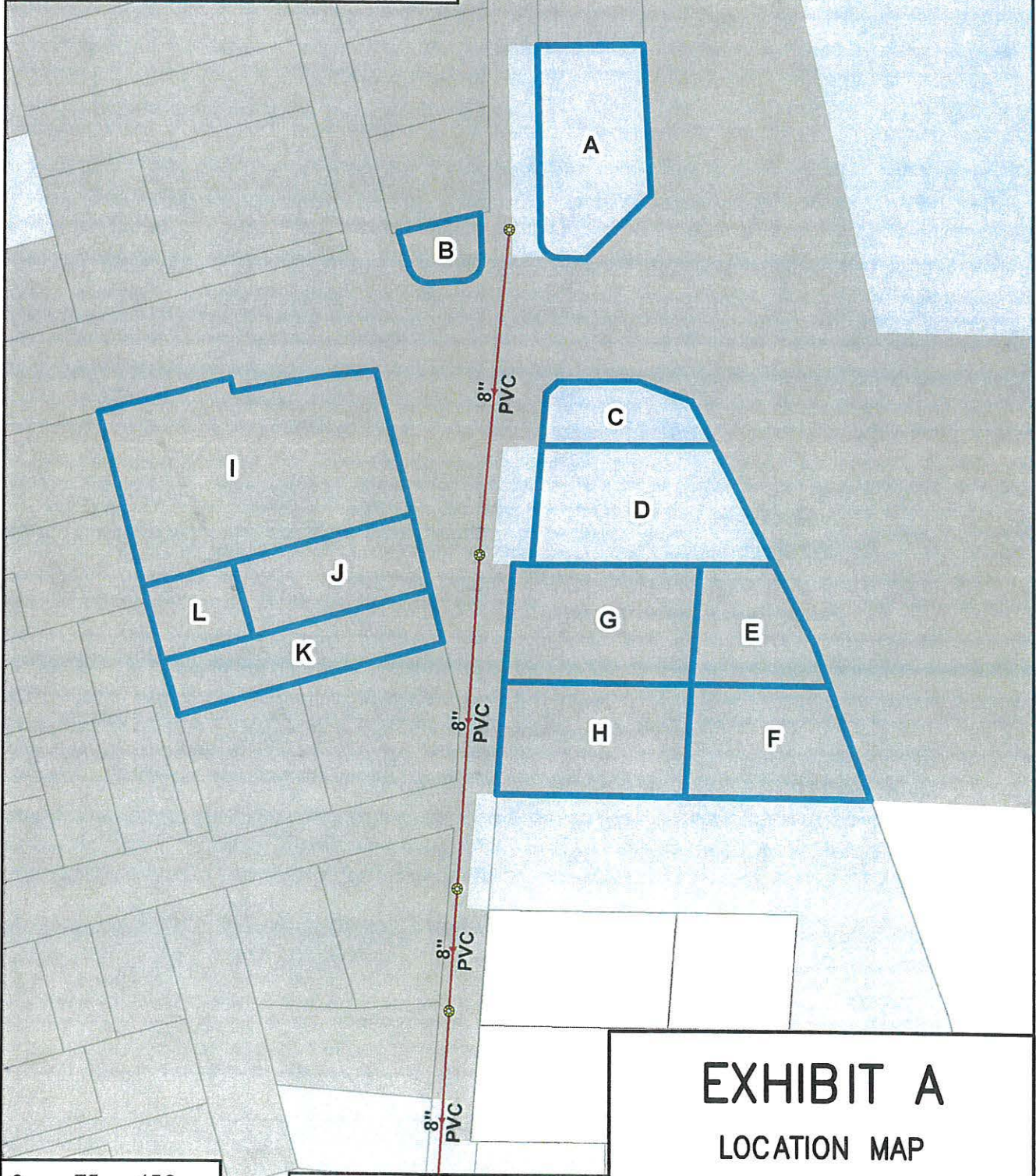
BY:  \_\_\_\_\_

BY: \_\_\_\_\_



**LEGEND**

-  Reimbursement Agreement Parcels
-  Parcels within LWD Boundary
-  Parcels within LWD Sphere of Influence



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

**EXHIBIT A**  
**LOCATION MAP**  
**REIMBURSEMENT AGREEMENT FOR**  
**905 ORPHEUS AVENUE**

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**Exhibit B - Revised on 8/19/21**  
**Reimbursement Agreement for 905 Orpheus Avenue**  
**Updated Reimbursement Cost Schedule**

905 Orpheus Avenue Sewer Extension Reimbursement Area (1)							
Exhibit A Parcel	Assessor Parcel No	Encinitas Zoning	Approx. Acres	Est. EDU's	Share of \$218,981.25 Cost	Amount to Reimburse Parcel A	Notes
A	254-270-18	VSC	0.59	5	\$57,626.64	\$57,626.64	Original 2012 share of cost - does not change
A1	254-270-18	VSC	0.59	1			Update Parcel A from 5.0 total EDU's to 6.0 total EDU's
B	256-243-14	R3	0.33	1	\$9,491.45	\$9,491.45	Est. EDU's remain unchanged - update cost share
C	256-121-34	VSC	0.14	6	\$56,948.68	\$56,948.68	Update Parcel C + D from 3.0 total EDUs to 6.0 total EDU's
D	256-121-29	VSC	0.66				
E	256-121-04	R3	0.31	1	\$9,491.45	\$9,491.45	Est. EDU's remain unchanged - update cost share
F	256-121-05	R3	0.49	1	\$9,491.45	\$9,491.45	Est. EDU's remain unchanged - update cost share
G	256-121-03	R3	0.54	1	\$9,491.45	\$9,491.45	Est. EDU's remain unchanged - update cost share
H	256-121-06	R3	0.56	1	\$9,491.45	\$9,491.45	Est. EDU's remain unchanged - update cost share
I	256-242-52	R3	1.25	3	\$28,474.34	\$28,474.34	Est. EDU's remain unchanged - update cost share
J	256-242-32	R3	0.33	1	\$9,491.45	\$9,491.45	Est. EDU's remain unchanged - update cost share
K	256-242-57	R3	0.41	1	\$9,491.45	\$9,491.45	Est. EDU's remain unchanged - update cost share
L	256-242-58	R3	0.17	1	\$9,491.45	\$9,491.45	Est. EDU's remain unchanged - update cost share
<b>Total</b>				23	\$218,981.25	\$104,405.93	Change EDU total from 22.0 to 23.0 and keep the original cost by Parcel A the same

(1) The reimbursement fee is calculated by dividing the Reimbursable Construction Costs by the assumed number of EDUs per parcel that could connect to the new facilities. Current calculations assume a total of 11 eligible EDUs. Once a reimbursement fee has been paid, it is final and not subject to adjustment. However, if during the term of this Agreement, the number of eligible EDUs changes due to a parcel split or other circumstance, then the reimbursement fee may be adjusted for new connections by dividing the balance of unpaid Reimbursable Construction Costs by the revised estimate of eligible EDUs that still could connect to the sewer system. Such adjustments shall only be made for new connections to the sewer system. No adjustment to past reimbursement will be made.

**MEMORANDUM**

**Date:** October 5, 2023  
**To:** Board of Directors  
**From:** Paul J. Bushee, General Manager   
**Re:** **Award of Professional Services Agreement for the Rebuild of Batiquitos Number One Pump**

**RECOMMENDATION:**

Staff and the Engineering Committee recommend that the Leucadia Wastewater District Board of Directors:

1. Authorize the General Manager to execute an Agreement for professional services with DXP Enterprises, Inc. for the rebuild of the Batiquitos Pump Station Pump Number One at a cost not to exceed \$44,980.
2. Discuss and take other action, as appropriate.

**DISCUSSION:**

**Tactical Goal: Services / Rehab Pump & Motor (Batiquitos Pump Station)**

This item was reviewed by the EC at their October 3<sup>rd</sup> meeting and the EC concurred with staff to present this item for the Board's consideration.

The Leucadia Wastewater District (District) maintains and operates the Batiquitos Pump Station (BPS) in which four large pumps pump a daily average of 6.5 million gallons of raw sewage to the regional treatment plant for treatment. Typically, two pumps are on duty at a time. One in lead and the second as a backup. BPS is District's largest pump station.

Through Field Service Staff's routine checks and performance evaluations, it has been determined that the Batiquitos Pump Station Pump No. 1 has fallen below acceptable performance levels. This pump has accrued 20,372 run hours since its replacement in March 2013. The mechanical wear the pump has experienced over those run hours has reduced its maximum gallons per minute output and overall efficiency. To restore its pumping capacity and efficiency the pump, including its electric motor, requires rebuilding. The restoration will bring pump performance back to an acceptable level.

To complete the restoration, staff solicited quotes from three pump and motor repair companies. The quotes received were as follows:

<u>Company</u>	<u>Total Cost</u>
1. DXP	\$44,980.00
2. Sloan	\$45,701.36
3. Brax	\$57,930.71

Staff has evaluated the quotes submitted by all three companies. As a result, staff has determined that DXP Enterprises, Inc. is the lowest responsive responsible bidder, quote attached for review. Additionally, in May 2023 DXP successfully completed a similar rebuild of BPS Pump No. 2. Staff found DXP to be professional, competent and responsive during that pump rebuild. Based on that prior experience with DXP, staff is confident that DXP has the requisite knowledge and expertise to complete this work.

Therefore, staff and the EC recommend that the Board of Directors authorize the General Manager to execute a professional service agreement with DXP Enterprises, Inc. in the amount of \$44,980.00 for the rebuild of BPS Pump No. 1.

**FISCAL IMPACT:**

The FY 24 Capital Acquisition Budget includes a \$76K appropriation for the rebuild of BPS Pump No.1. It should be noted that the appropriation requested for this rebuild takes into consideration that additional repairs may be needed when the pump and motor are fully disassembled.

mg:PJB

Attachment





DXP Enterprises, Inc.  
**THE INDUSTRIAL DISTRIBUTION EXPERTS**

September 22, 2023

Q-11112

Leucadia Wastewater District  
Attn: Rick Easton

Project Pump Station – Pump # 1

**Work scope:**

- Lock out Tag out
- Disconnect electrical
- Supply Crane for Removal and Installation of Pump and Motor
- Remove Pump and Motor
- Disassemble Pump
- Sand Blast parts as needed
- Recondition motor to include steam clean bake rotor and shaft
- Replace Shaft Sleeve
- Replace Deflector
- Machine new impeller wear ring
- Replace All Lip Seals
- Replace All O Rings
- Replace All Bearings
- Replace Impeller Screw
- Balance Impeller
- Epoxy Coat Impeller with Fusion Bond Epoxy
- Machine New Volute Wear Ring
- Assemble Pump
- Make ready to Install
- Drive Pump and Motor Back to Job Site
- Install Pump Make up Flanges
- Set Motor, connect electrical
- Check Rotation
- Couple up Pump to Motor

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1340 North Jefferson Street • Anaheim, CA 92807  
Phone 714-779-0911 • Fax 714-693-1715





DXP Enterprises, Inc.  
**THE INDUSTRIAL DISTRIBUTION EXPERTS**

- Check Shaft Run out is with in Tolerance of **(.002)**
- Set New Mechanical Seal
- Remove Locks and Tags
- Standby to run

Total: \$ 44,980.00

**Tax Included**

**Quote Is Valid For 15 Days.**

Freight charges are not included.

**Once the Motor gets Disassembled and Inspected, we will send an Updated Quote to Customer for a Change Order if Needed.**

**Once the Pump is Disassembled if we find anything other then what we Quoted with the Pump there could be Additional Cost.**

**Any Delays on the System Not Being Ready Could Accrue Additional Cost**

We appreciate your business and the opportunity to serve your needs. Please call at any time for any reason. We are here to help.

Thank you,  
Mark Fox  
Service Manager  
Cortech Engineering a DXP Company  
714-353-0988

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**MEMORANDUM**

**DATE:** October 5, 2023  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **Award of Sole Source Agreement to Ayala Engineering Inc. for the District's Fiscal Year 2024 Manhole Rehabilitation Project Construction Contract**

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**RECOMMENDATION:**

Staff requests and the Engineering Committee recommend that the Board of Directors:

1. Authorize the General Manager to execute a sole source Agreement with Ayala Engineering Inc. (Ayala) for construction services to complete the Fiscal Year 2024 (FY 24) Manhole Rehabilitation Project in an amount not to exceed \$396,200.
2. Discuss and take other action as appropriate.

**BACKGROUND:****Tactical Goal: Infrastructure and Technology / FY 2024 Manhole Rehabilitation Project**

This item was reviewed by the EC at their October 3<sup>rd</sup> meeting and the EC concurred with staff to present this item for the Board's consideration.

In July 2023 staff executed a Task Order with Water Works Engineers (WWE) to develop specifications for the FY 24 Manhole Rehabilitation Project (FY 24 Project). The goal of the FY 24 Project is to repair sewer manholes that require rehabilitation with an epoxy manhole liner. Typically, the fiscal year projects are for the rehabilitation of gravity pipelines and typically include some manhole rehabilitations. However, given the high number of manholes in need of rehabilitation, staff elected to focus on manholes instead of gravity lines for FY 24. Manhole rehabilitation is a specialty service and pipeline companies have historically subcontracted these services on District projects.

**DISCUSSION:**

The FY 24 Project consists of fifty-nine (59) gravity sewer manholes that require an epoxy liner and sixteen (16) sewer manhole frame and cover replacements. Out of the fifty-nine (59) manholes, twenty-seven (27) are located in easement areas which are more difficult to access to complete the work. Included in the project are the necessary traffic control plans and the personnel and equipment to implement those plans.

*Why Sole Source?*

As previously mentioned, manhole rehabilitation is a specialty service and there are relatively few contractors who perform this work in our area. Staff is aware of three such companies and has utilized two over the past ten to fifteen years. Of the two, the District has had a very positive experience with Ayala and not so positive experience with the other company. Ayala has been the primary subcontractor on the District's pipeline projects over the past several years and the District has utilized Ayala to rehabilitate 80 manholes over the past 10 years as part of the District's Miscellaneous Pipeline and Manhole Repair budget work. Over this period, Ayala has provided excellent workmanship and very competitive pricing.

Based on this, staff believes that it is in the best interests of the District to sole source the FY 24 work to Ayala. Please note that staff does not typically sole source District construction projects, however, we believe that it is warranted in this case. It is important to note that the District, unlike most public agencies, is not subject to the California Public Contract Code which allows a lot of flexibility in how we procure goods and services. The District is bound by its own Procurement Policy which has provisions to waive the policy when it is in the best interests of the District.

There are several reasons staff is recommending sole source procurement to Ayala. First, Ayala has performed high quality work over an extended period of time with reasonable pricing. Second, staff's experience with Ayala is they have demonstrated the ability to perform condition assessments which is typically done by the design engineer. In a conventional design, bid, build approach, the cost for WWE to perform this work is \$50,000 which the District thereby saves under this sole source. Lastly, given the District's experience with manhole rehabilitation, staff believes that there would be limited to no savings if the project was advertised for bid.

WWE's construction estimate for the FY 24 project is \$485,000. Staff has negotiated a not to exceed price of \$396,200 to complete the Project, including permitting and providing traffic control. Attached please find Ayala's scope of work and price quote for your review. The quote is \$89K or 18% less than the Engineer's Cost estimate. After evaluating Ayala's proposal, staff has determined that the proposal satisfies the project requirements and is fair and reasonable.

For these reasons, staff and the EC are recommending that the Board authorize the General Manager to execute this sole source Agreement with Ayala.

**FISCAL IMPACT:**

The FY 24 Budget appropriation for the construction of the FY 24 Manhole Rehabilitation Project is \$605K. Therefore, there is sufficient appropriation in the FY 24 Budget to cover project construction costs.

ier:PJB

Attachment



# Ayala Engineering Inc.

LICENSE #959385

UNION CONTRACTOR

DIR#1000005012

8482 E. Meadowridge St

Anaheim CA. 92808

September 22, 2023

Location: Leucadia Water District – FY24 Manhole Rehabilitation Project

Attn: Ian Riffel

Scope: Based on information provided in LWD spreadsheet

Bid Item #	Description	Unit	Unit Price	QTY	Total
1	Allowance for Permits, Traffic Control Plans, and Bonds	LS	\$30,000.00	1	\$30,000.00
2	Application of Sauereisen 210 XHB Epoxy at 125 Mils in Easement	LF	\$6,400.00	27	\$172,800.00
3	Application of Sauereisen 210 XHB Epoxy at 125 Mils in Public ROW.	EA	\$3,850.00	32	\$123,200.00
4	Frame and Cover Replacement – District to Provide Covers	EA	\$2,400.00	16	\$38,400.00
5	One Lane Closure – Traffic Control per Location	EA	\$1,900.00	2	\$3,800.00
6	Two Lane Closure – Traffic Control per Location	EA	\$2,100.00	5	\$10,500.00
7	Intersection – Traffic Control per Location	EA	\$3,500.00	5	\$17,500.00

**TOTAL: \$396,200.00**

## Assumptions:

- Working hours 7 AM – 4 PM
- District to provide a water source for manhole rehab
- City to provide access to easements
- Any permits required, 15% markup to invoice will be billed
- Performance bonds to be obtain once a contact is awarded.

## Inclusions:

- Certified Payroll / Prevailing Wages / DIR Reporting & Compliance
- Mobilization of all Labor and Equipment
- All Crew Members Trained in Confined Space Entry, CPR & First Aid. Foreman Trained in OSHA 30
- Seal any infiltration with Avanti 202 Grout
- Water blast the manhole at 5,000 PSI to remove any loose debris
- Rebuild manhole to original dimensions using RapidSet Motar Mix.
- Application of epoxy at 125 mills from invert to 1” below frame and cover.
- Application performed by Certified and Trained Applicators
- Spark testing to ensure no pinholes.
- Manufacture and Contractor Warranty on installation for 5 year.
- Traffic Control per WATCH

## Exclusions:

- City or County Encroachment Permit/Railroad Permits/Caltrans Permits.
- Third party inspection or any adhesion testing.

- Landscape modifications/sidewalk modifications
- Coating of any interior hardware of piping & any exterior waterproofing
- Installation of new manhole steps, pull rings, stops log, diversion gates.
- Any monitoring or replacement to hardware inside manholes.

**Sincerely,**

*James McPherson*

[James@ayalaengineering.com](mailto:James@ayalaengineering.com)