



BOARD OF DIRECTORS REGULAR MEETING

DATE: Wednesday, April 9, 2025

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**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **General Public Comment Period**
5. **Approval of Agenda**
6. **Presentation and Awards**
 - A. Teacher Grant Recipients. (Verbal)
 - B. Achievement of Organizational Objective – Three Years No Vehicle Accidents
(Page 6)

CONSENT CALENDAR

Items 7-12 will be enacted in one motion in accordance with the recommendation unless removed from the Consent Calendar by the Board of Directors, Staff or Public. If a member of the public wishes to remove an item, they should submit a "Request to Address the LWD Board of Directors" form to the Board Secretary prior to the meeting. Items removed from the Consent Calendar will be considered in the original agenda order immediately following adoption of the Consent Calendar.

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

March 12, 2025 Regular Board Meeting (Pages 7-12)

March 31, 2025 Engineering Committee Meeting (Pages 13-15)

8. Approval of Demands for March and April 2025

This item provides for Board of Directors approval of all demands paid from LWD during a portion of March and a portion of April 2025. (Pages 16-25)

9. Operations Report

This report discloses the year-to-date and monthly flow, rainfall, EDU's and reclaimed water averages; along with MGD flow comparisons from FY24 to FY25, flows by sub-basin, and staff training. (Pages 26-32)

10. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY25 budget and discloses monthly investments. (Pages 33-40)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of March 2025. (Pages 41-42)

12. Status Update on the Fiscal Year 2025 (FY25) LWD Tactics and Action Plan

(Pages 43-48)

EWA REPORTS

13. Encina Wastewater Authority Reports

A. A regular EWA Board Meeting was held on March 26, 2025. (Pages 49-50)

B. An Encina Member Agency Manager's (MAM) Meeting was held on April 1, 2025. (Verbal)

COMMITTEE REPORTS

14. Committee Reports

A. An Engineering Committee meeting was held on March 31, 2025. (Page 51)

ACTION ITEMS

15. Board of Directors Compensation Adjustment (Pages 52-53)

16. Revision of Leucadia Wastewater District Standard Specifications and Procedures for Wastewater Facility Projects

Adopt Resolution No. 2427 revising Leucadia Wastewater District Standard Specifications and Procedures for Wastewater Facility Projects. (Pages 54-58)

17. Resolution No. 2428 Requesting LAFCO to Take Proceedings for the Miller & Hall Change of Organization

Adopt Resolution No. 2428, Miller & Hall Annexation, as presented. (Pages 59-63)

18. Leucadia Wastewater District Fiscal Year 2025 Pump Station Condition Assessment Report

Receive and file the Leucadia Wastewater District Fiscal Year 2025 Pump Station Condition Assessment Report completed by Water Works Engineers, LLC. (Page 64-68)

INFORMATION ITEMS

19. Project Status Updates and Other Informational Reports

Overview of the Encina Wastewater Authority Cogeneration Low-Emission Augmentation and Retrofit (CLEAR) Project. (Verbal)

20. Directors' Meetings and Conference Reports

None.

21. General Manager's Report

22. General Counsel's Report

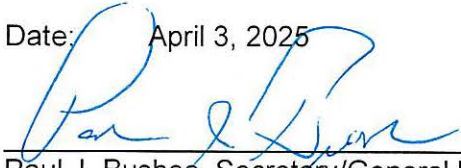
23. Board of Directors' Comments

24. Adjournment

AFFIDAVIT OF POSTING

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

Date: April 3, 2025



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: April 3, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: **Three Years No Vehicle Accidents**



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

Achieve Highest Number of Consecutive Days Without a Vehicle Accident

Under the Incentive Program, an Organizational Objective is met if the District achieves the highest number of consecutive days without a vehicle accident. On March 17, 2025, LWD staff achieved three complete years without a vehicle accident. Vehicle accidents result in economic impacts due to lost productivity, damaged public and private property, workers compensation costs, and undermines employee morale. As a result of this achievement, each employee is eligible for an incentive compensation award in the amount of \$500.

Please join me with congratulating all staff for going three years without a vehicle accident.

tb:PJB

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting
 March 12, 2025

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, March 12, 2025 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Saldana, Brown, Pacilio, Sullivan, Roesink (via teleconference)

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Administrative Services Supervisor Trisha Hill, Field Services Superintendent Marvin Gonzalez, Executive Assistant Tianne Baity, Capital Project Manager Ian Riffel, District Engineer Dexter Wilson, and Angela Ceja and Grant Aukland with Water Works Engineers, LLC

3. Pledge of Allegiance

President Saldana led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

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

Director	Vote
President Saldana	Yes
Vice President Brown	Yes
Director Pacilio	Yes
Director Sullivan	Yes
Director Roesink	Yes

6. Presentations and Awards

None.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

February 12, 2025 Regular Board Meeting
February 19, 2025 Community Affairs Committee Meeting
March 4, 2025 Engineering Committee Meeting

8. Approval of Demands for February / March 2025

Payroll Checks numbered 250212-1 – 250205-20; General Checking Checks numbered 26630 - 26757

9. Operations Report (A copy was included in the original March 12, 2025 Agenda)

10. Finance Report (A copy was included in the original March 12, 2025 Agenda)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of February 2025.

Upon a motion duly made by Director Roesink, seconded by Vice President Brown, and unanimously carried, the Board of Directors approved the Consent Calendar by the following vote:

Director	Vote
President Saldana	Yes
Vice President Brown	Yes
Director Pacilio	Yes
Director Sullivan	Yes
Director Roesink	Yes

EWA and COMMITTEE REPORTS

12. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting held on February 26, 2025.

President Saldana reported on EWA's February 26, 2025 Board meeting.

Vice President Brown asked if there is a dependency on grants for the CLEAR Project. President Saldana answered that there is about \$14M of the Project budget which is relying on Federal grants. Vice President Brown asked if the CLEAR Project will receive the grants. President Saldana answered that it is not known at this time if the CLEAR Project will receive the grants.

The Board asked various questions regarding the CLEAR Project. Following a lengthy discussion, GM Bushee offered to give a brief overview of the CLEAR Project, the grant funding, and the impacts of this Project on the District at the April Board Meeting. The Board agreed.

B. An Encina Member Agency Manager's (MAM) Meeting was held on March 4, 2025.

GM Bushee reported on EWA's March 4, 2025 MAM meeting.

13. Committee Reports

A. A Community Affairs Committee (CAC) meeting was held on February 19, 2025.

Vice President Brown reported that the CAC reviewed and commented on the draft text of the 2025 Spring newsletter. The CAC suggested some minor edits and staff stated they would make the changes.

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

B. An Engineering Committee (EC) meeting was held on March 4, 2025.

Director Pacilio reported that the EC reviewed the recommendations:

- Authorize the General Manager to execute a two-year extension to the Water Works Engineers, LLC contract for as-needed engineering design services;
- Authorize the General Manager to execute an Agreement with Palm Engineering Construction Company, Inc. for construction services to complete the Fiscal Year 2025 Gravity Pipeline Replacement Project in an amount not to exceed \$793,052.80; and
- Authorize an additional appropriation of \$270k for project construction.

Director Pacilio noted these items will be discussed later in the agenda.

ACTION ITEMS

14. Fiscal Year 2026 (FY26) Budget Development Schedule

DFA Green presented the item stating that staff is in the process of preparing the FY26 Budget. He provided the recommended dates for the Special Board Meeting to review the Preliminary FY26 Budget.

Following discussion, the Board of Directors agreed to schedule the Special Board Meeting for Monday, May 5, 2025 from 2:00 p.m. to 4:00 p.m.

No action was taken.

15. Water Works Engineers Contract Extension for As-Needed Engineering Design Services

Authorize the General Manager to execute a two-year extension to the Water Works Engineers, LLC contract for as-needed engineering design services.

CPM Riffel presented the item and provided background information. He stated that the original three-year agreement is expiring and includes a two-year extension option to maintain efficiency and continuity of service. CPM Riffel highlighted that over the past three years, Water

Works designed nine capital projects and provided construction support for six, including the successful completion of the San Marcos Creek Crossing Diversion Project and the L1 Force Main Bridge Emergency Repair. CPM Riffel continued that the District is satisfied with Water Works performance and recommends the two-year extension. He further clarified the agreement does not establish a fixed compensation amount; instead, individual task orders are negotiated as necessary and Board approval is required for amounts exceeding the General Manager’s signature authority.

Following discussion, upon a motion duly made by Director Sullivan, seconded by Director Roesink, and unanimously carried, the Board of Directors authorized the General Manager to execute a two-year extension to the Water Works Engineers, LLC contract for as-needed engineering design services by the following vote:

Director	Vote
President Saldana	Yes
Vice President Brown	Yes
Director Pacilio	Yes
Director Sullivan	Yes
Director Roesink	Yes

16. Fiscal Year 2025 Gravity Pipeline Replacement Project – Award of Construction Contract and Authorize Additional Appropriation

Recommendation 1: Authorize the General Manager to execute an Agreement with Palm Engineering Construction Company, Inc. for construction services to complete the Fiscal Year 2025 Gravity Pipeline Replacement Project in an amount not to exceed \$793,052.80.

Recommendation 2: Authorize an additional appropriation of \$270k for project construction.

CPM Riffel presented the item noting that this is a FY25 tactical goal. He then provided a brief background and the location of the project.

CPM Riffel said that in July 2024, the Board authorized final design services with Water Works. Water Works completed design in December and staff advertised for bids in January. The estimated construction cost was \$1.09M. CPM Riffel reported that the District received two bids by the February 11th deadline. However, the lowest bidder, Blue Pacific Engineering, withdrew their bid the following day due to a clerical error. He continued that staff accepted the bid withdrawal, making Palm Engineering Construction Company, Inc. (Palm Construction) the next lowest bidder at \$296k below the engineer’s estimate.

CPM Riffel reviewed staff’s actions to ensure the bid was competitive. Based on this analysis, and the District’s recent positive project history with Palm Construction, staff recommends awarding the bid to Palm Construction.

President Saldana stated that the bid amount was lower than the engineer’s estimate yet an appropriation was still needed. He asked how can the District reduce appropriations in the future. CPM Riffel stated that staff uses the Repair Priority List to make a high level estimate of the project costs and that is refined as the project nears finalization. He noted that the District has an allocated budget amount of around \$600K for construction costs but during the project there are sometimes changes to the design which can increase the costs and require an additional appropriation.

GM Bushee stated that staff will recommend increasing the budget amount in the future due to inflationary pressures in the construction market.

Following discussion, upon a motion duly made by Director Sullivan, seconded by Director Pacilio, and unanimously carried, the Board of Directors authorized the General Manager to execute an agreement with Palm Engineering Construction Company, Inc. for construction services to complete the Fiscal Year 2025 Gravity Pipeline Replacement Project in an amount not to exceed \$793,052.80 and authorized an additional appropriation of \$270k for project construction by the following vote:

Director	Vote
President Saldana	Yes
Vice President Brown	Yes
Director Pacilio	Yes
Director Sullivan	Yes
Director Roesink	Yes

17. Proposed Resolution No. 2425 - Board of Directors Election of Officers, Establishment of Committees, and Selection of Committee Members

DFA Green introduced the item and provided background information noting that at the February 12th Board meeting, the Board directed staff to amend the policy to combine the Human Resources Committee (HRC) with the Investment and Finance Committee (IFC) and amend the committee appointment section to reflect that EWA representatives would not participate on LWD standing committees. DFA Green stated that Resolution No. 2425 amending the Board of Directors Election of Officers, Establishment of Committees, and Selection of Committee Members Policy has been included in the agenda for the Board’s consideration. He noted that if approved, Resolution 2425 would take effect in January 2026. DFA Green then turned the item over to the Board for discussion.

Following discussion, upon a motion duly made by Director Roesink, seconded by Director Pacilio, and unanimously carried, the Board of Directors adopted amended Resolution No. 2425 - Board of Directors Election of Officers, Establishment of Committees, and Selection of Committee Members Policy by the following vote:

Director	Vote
President Saldana	Yes
Vice President Brown	Yes
Director Pacilio	Yes
Director Sullivan	Yes
Director Roesink	Yes

18. Call for Nominations to the California Special District Association (CSDA) Seat B

EA Baity presented the item stating that CSDA is seeking nominations for its Board of Directors for Seat B. She provided information regarding the nomination process and noted that the incumbent, Don Bartz, is running for re-election and that staff has no recommendation on this matter.

The Board of Directors chose not to submit a nomination.

INFORMATION ITEMS

19. Project Status Updates and Other Informational Reports

2025 CSDA Legislative Days is scheduled for May 20 - 21, 2025, in Sacramento, CA.

EA Baity announced the date and location of the 2025 CSDA Legislative Days.

20. Directors' Meetings and Conference Reports

The CSDA Quarterly Dinner was held on February 27, 2025 at The Butcher Shop Steakhouse in San Diego, CA.

Director Sullivan provided a summary of the meeting. Director Sullivan stated the speakers from local fire districts were looking for support regarding the Senate Bill for Zero-Emission Vehicles (ZEV) mandates. GM Bushee noted that the District recently sent a letter supporting a bill that would revise the Zero-Emission Vehicles (ZEV) mandates. Director Sullivan thanked GM Bushee.

21. General Manager's Report

GM Bushee provided an update on the vactor fire and the insurance claims. He thanked DFA Green for his work with the insurance adjusters and the claimants.

GM Bushee also noted that the new vactor was delivered to the District last week and the Field Services team has been receiving training on the new vactor.

22. General Counsel's Report

None.

23. Board of Directors' Comments

President Saldana thanked Director Roesink for attending the meeting remotely.

24. Adjournment

President Saldana adjourned the meeting at 6:09 p.m.

Rolando Saldana, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 March 31, 2025

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD or District) was held on Monday, March 31, 2025 at 11:00 a.m., at the LWD Administration Office located at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

Chairperson Pacilio called the meeting to order at 11:01 a.m.

2. Roll Call

DIRECTORS PRESENT: Pacilio, Brown (via zoom)

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee; Field Services Supervisor Gabe Mendez; Field Services Supervisor Mauricio Avalos; District Engineer Dexter Wilson; Capital Project Manager Ian Riffel; Tim Lewis from Water Works Engineers; and Kathleen Noel from Dexter Wilson Engineering

3. Public Comment

None.

4. Revision of Leucadia Wastewater District Standard Specifications and Procedures for Wastewater Facility Projects.

Adopt Resolution No. 2427 revising Leucadia Wastewater District Standard Specifications and Procedures for Wastewater Facility Projects.

CPM Riffel introduced this item to the EC. He provided a brief background on the District's Standard Specifications and Procedures for Wastewater Facility Projects (Standard Spec). He noted that maintaining current Design and Performance Provisions is a required component of the District's Sewer System Management Plan. CPM Riffel then introduced Kathleen Noel from Dexter Wilson Engineering, Inc. (DWEI) to present an overview of the proposed updates.

Ms. Noel explained that the Standard Spec serves as a key guidance document for sewer construction projects. She noted that an update is necessary to align the Standard Notes and Drawings with new industry standards, legislation, and the 2024 revision of the Greenbook (Standard Specifications for Public Works Construction).

Ms. Noel then reviewed the proposed principle changes and updates to the Standard Spec, including revisions related to sewage flow generation factors, manhole adjustments and paving requirements, and material availability for manhole frames and covers.

Director Brown asked if the Standard Spec update is intended to ensure that future development infrastructure aligns with current industry standards. Staff answered affirmatively. He then inquired whether the updated standards had revealed any deficiencies within the existing public sewer system. Ms. Noel replied that the Standard Spec did not but the 2023 Asset Management Plan assesses system capacity. She added that the 2023 Asset Management Plan determined that there is adequate sewer capacity throughout the entire system.

Director Brown asked about the update to manhole paving requirements. Staff explained that the update will ensure all manholes are adjusted in accordance with the applicable city standards.

Following discussion, the EC concurred with staff to forward the recommendation to the Board.

5. Resolution No. 2428 Requesting LAFCO to Take Proceedings for the Miller & Hall Change of Organization

Adopt Resolution No. 2428, Miller & Hall Annexation, as presented.

CPM Riffel presented this recommendation to the EC. He provided the project location and a brief overview of the District's Island Area. He explained that the Island Area is comprised of approximately 400 single family homes currently served by septic systems and is located in San Diego LAFCO's Sphere of Influence, which allows the District to provide sewer service subject to LAFCO approval.

CPM Riffel clarified that a public sewer extension is not necessary for this annexation since there is an existing public sewer line in Vulcan Avenue directly in front of the property.

Chairperson Pacilio asked if the homes in the Island Area are located within the District's boundaries. Staff clarified that the homes are located within the District's Sphere of Influence and require LAFCO approval before they can be included in the District's service area.

CPM Riffel stated that the property has an existing single-family residence and proposes the construction for a new accessory dwelling unit (ADU). In accordance with City of Encinitas requirements, connection to the public sewer system is a condition for ADU construction.

Director Brown inquired whether the property would be subject to the applicable sewer capacity fees. Staff answered affirmatively.

Following discussion, the EC concurred with staff to forward the recommendation to the Board.

6. Leucadia Wastewater District Fiscal Year 2025 Pump Station Condition Assessment Report

Receive and file the Leucadia Wastewater District Fiscal Year 2025 Pump Station Condition Assessment Report completed by Water Works Engineers, LLC.

CPM Riffel introduced this item to the EC. He provided a brief background and that this assessment will prioritize and plan future pump station rehabilitation efforts which focuses on the Batiquitos and La Costa Pump Stations. He noted that assessment is the result of recommendations from the District's 2023 Asset Management Plan and incorporates recommendations from the 2021 Hazard Mitigation Plan. CPM Riffel then introduced Tim Lewis with Water Works Engineers to present an overview of the proposed updates.

Mr. Lewis stated that Water Works provided a comprehensive evaluation of the pump stations, which included the review of historical records, inspecting infrastructure, and consulting with staff to assess the age and condition of each system component. He said this assessment serves as the foundation for developing proposed rehabilitation plans and timelines.

Mr. Lewis continued by highlighting key findings from the report, including the condition of the Batiquitos Pump Station, which is the District's largest, where aging infrastructure necessitates both immediate and long-term attention. He noted structural repairs and additional condition assessment are recommended within the next year while a major rehabilitation project, estimated at \$7 million, is recommended within the next 3-5 years.

Chairperson Pacilio requested clarification regarding construction costs and project timeline. Staff explained that while a major rehabilitation is recommended in the 3-5 year timeframe, more

immediate work including structural concrete repairs and a surge tank assessment are recommended for completion within the next year.

Director Brown asked whether the assessment allows staff flexibility in determining the scope and timing of repairs. GM Bushee responded that Water Works provides the technical recommendations while staff determines the implementation schedules. The EC asked various questions regarding the assessment report and staff answered their questions.

Mr. Lewis continued that for the La Costa Pump Station, originally built in 1964, the report identifies severe corrosion, groundwater intrusion, and no remaining useful life. He added that replacement of the pump station is a high priority, with a preferred approach of relocation using trenchless tunneling. The estimated construction costs for replacement and relocation are \$4-5 million.

Chairperson Pacilio asked which pump station Water Works believes is a higher priority. GM Bushee answered the La Costa Pump Station which will take coordination with the Omni La Costa Resort. The EC asked several questions and staff answered their questions.

Following discussion, the EC concurred with staff to recommend the Board receive and file the assessment.

7. Information Items

CPM Riffel provided an update to the Batiquitos Pump Station Emergency Basin Rehabilitation Project. He reported that the project has been successfully completed, with the exception of the replacement of a submersible chopper pump, which is expected to arrive within 3-5 weeks. The EC asked several questions regarding the project and staff answered their questions.

8. Directors' Comments

Chairperson Pacilio thanked staff for their presentations.

9. General Manager's Comments

None.

10. Adjournment

Chairperson Pacilio adjourned the meeting at approximately 12:17 p.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

**LEUCADIA WASTEWATER DISTRICT
DEMANDS SUMMARY
April 9, 2025**

Disbursement Period March 7, 2025 through April 3, 2025

PAYROLL PAYMENTS	\$	118,131.45
PAYROLL EXPENSE REIMBURSEMENTS	\$	400.14
GENERAL CHECKS		
Operating	\$	227,739.16
Capital	\$	968,629.34
TOTAL GENERAL CHECKS	\$	1,196,368.50
VOIDED CHECK		
26778	\$	(2,200.00)
26547	\$	(2,000.00)
ELECTRONIC PAYMENTS		
Operating	\$	1,043,725.46
Capital	\$	1,094,603.00
TOTAL ELECTRONIC PAYMENTS	\$	2,138,328.46

TOTAL DEMANDS	\$	3,451,228.55
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**LEUCADIA WASTEWATER DISTRICT
EMPLOYEE/BOARD PAYROLL CHECKS
April 9, 2025**

Disbursement Period March 7, 2025 through April 3, 2025

<u>Description</u>	<u>Check Date</u>	<u>Check #'s</u>	<u>Amount</u>
Biweekly Payroll	3/19/2025 250319-1	250319-20	\$57,825.33
Board Payroll	4/1/2025 250401-1	250401-5	\$2,109.20
Biweekly Payroll	4/2/2025 250402-1	250402-20	\$58,196.92

TOTAL PAYROLL CHECKS	\$ 118,131.45
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Leucadia Wastewater District
 Check/Voucher Register - Demand Summary for Board
 1001 - PPB (Opus) General Checking Account
 From 3/7/2025 Through 4/9/2025

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
26758	3/13/2025	AIRGAS USA LLC	2,987.83	Liquid Oxygen Contract 03/03/25
	3/13/2025	AIRGAS USA LLC	800.00	Liquid Oxygen Contract Monthly Tank Rental Mar 2025
26759	3/13/2025	Atlas Technical Consultants LLC	6,812.00	Batiquitos Emergency Basin Rehab-Geotechnical Engineering
26760	3/13/2025	AT&T	218.65	Phone Service-BPS 02/10/25-03/09/25
26761	3/13/2025	Brightview Landscape Services Inc	1,098.00	Monthly Landscape Services District Main Site Mar 2025
	3/13/2025	Brightview Landscape Services Inc	389.00	Monthly Vegetation Cleanup Easement Trail Mar 2025
26762	3/13/2025	CAPRI PTA	2,000.00	Capri Elementary Teacher Grant - Nancy Jois
26763	3/13/2025	AWSS INC	2,402.90	Vehicle Fuels 01/16/25-01/29/25
	3/13/2025	AWSS INC	1,877.63	Vehicle Fuels 01/30/25-02/11/25
	3/13/2025	AWSS INC	2,020.85	Vehicle Fuels 02/18/25-03/03/25
26764	3/13/2025	CITY OF CARLSBAD	306.26	Water for Vactor 1
	3/13/2025	CITY OF CARLSBAD	306.26	Water for Vactor 2
26765	3/13/2025	COASTAL PLUMBING	205.00	Building 200 Sink Plumbing
26766	3/13/2025	COLLICUTT ENERGY SERVICES INC	560.00	Encinitas Estates PS Generator Service
	3/13/2025	COLLICUTT ENERGY SERVICES INC	140.00	Generator Service Portable Unit 135
	3/13/2025	COLLICUTT ENERGY SERVICES INC	1,078.00	Generator Service Portable Unit 166
	3/13/2025	COLLICUTT ENERGY SERVICES INC	1,078.00	Generator Service Portable Unit 167
	3/13/2025	COLLICUTT ENERGY SERVICES INC	140.00	Generator Service Portable Unit 174
	3/13/2025	COLLICUTT ENERGY SERVICES INC	1,826.67	Leucadia PS Generator Service
	3/13/2025	COLLICUTT ENERGY SERVICES INC	140.00	Saxony PS Generator Service
	3/13/2025	COLLICUTT ENERGY SERVICES INC	740.00	Village Park 5 PS Generator Service
26767	3/13/2025	CORODATA RECORDS MANAGEMENT ...	110.57	File Archive/Records Storage Services Feb 2025
26768	3/13/2025	DEXTER WILSON ENGINEERING	448.00	Development Services-1152-Piraeus Point-Piraeus-Plato
	3/13/2025	DEXTER WILSON ENGINEERING	272.00	Development Services-1205-1445-1447 Neptune Ave-Grading Perm
	3/13/2025	DEXTER WILSON ENGINEERING	234.50	Development Services-1212-139 & 149 Avocado Street
	3/13/2025	DEXTER WILSON ENGINEERING	64.00	Development Services-1215 --7500 Cadencia Street-New SFD
	3/13/2025	DEXTER WILSON ENGINEERING	9,818.00	General Engineering Services Jan 2025
26769	3/13/2025	EVERON LLC	165.00	Security Services 03/17/25-04/16/25
26770	3/13/2025	HAAKER EQUIPMENT CO	(1,319.48)	Credit on original invoice C1AEG9, wrong part
	3/13/2025	HAAKER EQUIPMENT CO	8.15	Pin, Groove (4)
	3/13/2025	HAAKER EQUIPMENT CO	1,705.43	Vactor Hydro Cleaning Nozzles
26771	3/13/2025	HARRINGTON INDUSTRIAL PLASTICS ...	756.09	8" Pipe P/E Clr PVC
26772	3/13/2025	JULIE GAMMELGARD	2,250.00	Lateral Reimbursement 2912 Corte Celeste Carlsbad CA
26773	3/13/2025	MALLORY SAFETY AND SUPPLY	64.65	Drivers Glove Grain Leather
26774	3/13/2025	MAVTECK	3,000.00	CM Services L1 Force Main Bridge Crossing Emergency Repair
26775	3/13/2025	McCalls Meter Sales Service	936.24	Meter Troubleshooting & Repair
26776	3/13/2025	McMASTER-CARR	42.25	26 piece 18-8 stainless steel slotted shim set
26777	3/13/2025	MINUTEMAN PRESS	155.47	Window Envelopes-Black Ink only

Leucadia Wastewater District
 Check/Voucher Register - Demand Summary for Board
 1001 - PPB (Opus) General Checking Account
 From 3/7/2025 Through 4/9/2025

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
26778	3/13/2025	MIRA MESA WINDOW CLEANING	2,200.00	Powerwash Roof
26779	3/13/2025	NAPA AUTO	75.32	Motor Oil
	3/13/2025	NAPA AUTO	48.47	Windshield Wiper Blades
26780	3/13/2025	NORTH COUNTY TRANSIT DISTRICT	955.86	235.10-2003-PL-LCWD Annual License Fee 3/1/25-2/28/26
26781	3/13/2025	OLIVENHAIN MUNICIPAL WATER DIS...	382.64	Recycled Water @ Traveling
	3/13/2025	OLIVENHAIN MUNICIPAL WATER DIS...	59.58	Water @ Encinitas Estates PS
	3/13/2025	OLIVENHAIN MUNICIPAL WATER DIS...	634.89	Water @ Traveling
	3/13/2025	OLIVENHAIN MUNICIPAL WATER DIS...	646.85	Water @ Traveling 2
	3/13/2025	OLIVENHAIN MUNICIPAL WATER DIS...	59.58	Water @ VP7
26782	3/13/2025	PRUDENTIAL OVERALL SUPPLY	48.49	Jacket-Slash Pocket
	3/13/2025	PRUDENTIAL OVERALL SUPPLY	172.43	Weekly Uniform/Laundry Services 03/11/25
26783	3/13/2025	RISING TIDE PARTNERS	4,653.00	Public Outreach Services Feb 2025
26784	3/13/2025	SAN DIEGUITO WATER DISTRICT	546.89	Water @ BPS
26785	3/13/2025	SAN ELIJO JOINT POWERS AUTHORITY	7,050.00	Quarterly Chief Plant Operator Services Q4FY25
26786	3/13/2025	SCW CONTRACTING CORP	313,937.29	Rehab of existng emergency basin at BPS
26787	3/13/2025	THE SHERWIN-WILLIAMS CO INC	40.96	Paint La Costa Pump Station
26788	3/13/2025	SOUTHERN CONTRACTING COMPANY	1,390.00	VP5 Replace AB relay MCC pump#1 & add jumper terminal
26789	3/13/2025	TERMINIX PROCESSING CENTER	102.00	Pest Control 02/03/25
26790	3/13/2025	PROFESSIONAL EXCHANGE	100.00	Answering Services February 2025
26791	3/13/2025	UNIFIRST FIRST AID CORP	437.41	First Aid Supplies 03/10/25
26792	3/13/2025	SAN DIEGO UNION TRIBUNE	710.63	Notice inviting bids for Janitor
26793	3/13/2025	VERVE CLOUD INC	1,846.67	Phone Service 01/16-02/28/25 & Install
	3/13/2025	VERVE CLOUD INC	144.99	Phone Service 03/01-03/31/25
26794	3/13/2025	WATCHMAN SAFETY CONSULTING	4,800.00	Traffic Control, Flagger, Space Training & Travel
26795	3/13/2025	WILLIAMS LLP	5,400.00	Legal Services February 2025
	3/13/2025	WILLIAMS LLP	1,410.00	Legal Services January 2025
26796	3/20/2025	COUNTY OF SAN DIEGO APCD	500.00	Carbon Media Odor Permit
26797	3/20/2025	COASTAL PLUMBING	257.00	Back Flow Testing
26798	3/20/2025	C W E A	239.00	CWEA Membership Renewal - FY2025 - C Russell
	3/20/2025	C W E A	239.00	CWEA Membership Renewal-FY2025-JC Ortega
26799	3/20/2025	DATA NET SOLUTIONS GROUP	1,528.70	Monthly IT Services February 2025
26800	3/20/2025	GRAINGER, INC	59.72	HXHD Screw & Washers
26801	3/20/2025	HAAKER EQUIPMENT CO	3,961.36	CCTV Van #160 Annual Service
	3/20/2025	HAAKER EQUIPMENT CO	(300.00)	Credit on Invoice E3A0GZ for pick up fee
	3/20/2025	HAAKER EQUIPMENT CO	13,014.50	Vactor Truck Rental
26802	3/20/2025	HI-WAY SAFETY, INC	142.62	Aluminum 12in Paddle, Stop & Slow
26803	3/20/2025	HUMANA DENTAL INS.	4,675.00	Dental Insurance April 2025
26804	3/20/2025	JOAKIM ERIK PARKER	1,570.00	Lateral Reimbursement: 3111 La Costa Ave, Carlsbad CA
26805	3/20/2025	McMASTER-CARR	23.52	316 Stainless Steel Split Lock Washer
26806	3/20/2025	MISSION SQUARE	8,089.75	Deferred Comp for PPE 03/19/25
26807	3/20/2025	MSC JANITORIAL SERVICE, INC	2,423.29	Janitorial Services Feb 2025
26808	3/20/2025	NAPA AUTO	113.76	Napa Motor Oil, Fuel Filter, Armorall
	3/20/2025	NAPA AUTO	25.99	Purple Power Car Wash

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 3/7/2025 Through 4/9/2025

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
26809	3/20/2025	NORTH COUNTY TRANSIT DISTRICT	3,228.00	233.10-0218-SEW-LWD Easement License & Admin Fee FY25
26810	3/20/2025	OLIVENHAIN MUNICIPAL WATER DIST	55.02	Rincon Consultants NSDWRC Grant Admin Prof Serv thru 2/21/25
	3/20/2025	OLIVENHAIN MUNICIPAL WATER DIST	133.18	Woodard & Curran NSDWRC Prop 1 RD 2 Grant Admin
26811	3/20/2025	Premier Chevrolet of Carlsbad	126.22	Service Vehicle #165
26812	3/20/2025	PRUDENTIAL OVERALL SUPPLY	185.20	Weekly Uniform/Laundry Service 03/18/25
26813	3/20/2025	SAN DIEGO GAS & ELECTRIC	4,358.59	Electric @ Admin
	3/20/2025	SAN DIEGO GAS & ELECTRIC	1,158.08	Electric @ La Costa PS
	3/20/2025	SAN DIEGO GAS & ELECTRIC	11,622.40	Electric @ LPS
	3/20/2025	SAN DIEGO GAS & ELECTRIC	162.22	Electric @ RV PS
	3/20/2025	SAN DIEGO GAS & ELECTRIC	726.65	Electric @ Saxony PS
	3/20/2025	SAN DIEGO GAS & ELECTRIC	342.47	Electric @ VP5 PS
	3/20/2025	SAN DIEGO GAS & ELECTRIC	200.65	Electric @ VP7 PS
	3/20/2025	SAN DIEGO GAS & ELECTRIC	874.29	Electric/Gas @ E Estates PS
	3/20/2025	SAN DIEGO GAS & ELECTRIC	304.79	Gas @ Admin
26814	3/20/2025	I2B NETWORKS INC DBA SPACELINK	160.00	Live Webcam Streaming Services-Webcam @ BPS 03/14-04/13/25
26815	3/20/2025	TERMINIX PROCESSING CENTER	77.08	Pest Control 03/03/25
26816	3/20/2025	T.S. INDUSTRIAL SUPPLY	1,725.93	150lb Rubber water suction hose
26817	3/20/2025	U.S. BANK	11,319.72	Cal Card Purchase on Statement Dated 02/24/25
26818	3/27/2025	AIRGAS USA LLC	2,723.03	Liquid Oxygen Contract 03/17/25
26819	3/27/2025	ALPHAGRAPHICS	147.76	Annual Budget Tabs FY26
26820	3/27/2025	AT&T	220.24	Phone Service-Elevator 02/25/25-03/24/25
26821	3/27/2025	BAJA POOL AND SPA SERVICE	190.00	Weekly Maintenance of Water Fountain 04/01/25-04/30/25
26822	3/27/2025	BIGTUNA INTERACTIVE	6,500.00	Web Support & Security Improvements/Updates to Website Q1-3
26823	3/27/2025	COLONIAL LIFE INS	184.16	Accident/Critical Illness Ins 03/05/25 & 03/19/25
26824	3/27/2025	ESCONDIDO GOLF CART CENTER, INC	199.34	Golf Cart Maintenance
26825	3/27/2025	FEDERAL EXPRESS CORPORATION	47.69	Shipping 01/15/25
	3/27/2025	FEDERAL EXPRESS CORPORATION	51.63	Shipping 01/31/25
	3/27/2025	FEDERAL EXPRESS CORPORATION	55.56	Shipping 02/24/25
	3/27/2025	FEDERAL EXPRESS CORPORATION	95.75	Shipping 03/03/25
	3/27/2025	FEDERAL EXPRESS CORPORATION	151.44	Shipping 03/07/25
	3/27/2025	FEDERAL EXPRESS CORPORATION	43.83	Shipping 03/13/25
26826	3/27/2025	GRAINGER, INC	17.72	Hitch Pin
	3/27/2025	GRAINGER, INC	132.89	Pintle Hook Mount & Pintle Hook Steel
26827	3/27/2025	HAAKER EQUIPMENT CO	543.06	6' Foam Filled PO
	3/27/2025	HAAKER EQUIPMENT CO	(237.93)	Returned 7C/B NL & Purchased 7X72 Alum Tub
	3/27/2025	HAAKER EQUIPMENT CO	3,506.24	Vactor Hydro Cleaning Nozzles
26828	3/27/2025	SAN DIEGO LAFCO	6,405.00	Project#1214-Miller & Hall Annexation
26829	3/27/2025	MESA REPROGRAPHICS	21.55	Diana Pump Station Upgrade Graphic Design

Leucadia Wastewater District
 Check/Voucher Register - Demand Summary for Board
 1001 - PPB (Opus) General Checking Account
 From 3/7/2025 Through 4/9/2025

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
26830	3/27/2025	MUTUAL OF OMAHA	1,512.76	Disability Insurance - April 2025
26831	3/27/2025	OLIVENHAIN MUNICIPAL WATER DIS...	59.58	Water @ VP5 PS
26832	3/27/2025	PALM ENGINEERING CONSTRUCTION	494,867.44	Check Run 03/27/25
26833	3/27/2025	PLUMBERS DEPOT, INC	199.70	Adapter, Bushing, Seal
26834	3/27/2025	Premier Chevrolet of Carlsbad	157.24	Oil Change Vehicle# 155
26835	3/27/2025	PROFORMA PRINT & PROMOTIONS	508.26	AP Check Printing
26836	3/27/2025	PRUDENTIAL OVERALL SUPPLY	253.41	Orange Nitrile Gloves
	3/27/2025	PRUDENTIAL OVERALL SUPPLY	169.60	Weekly Uniform/Laundry Service 03/25/25
26837	3/27/2025	Quench USA Inc	136.85	Office water tanks/filtered drinking water 03/19-04/18/25
26838	3/27/2025	SCW CONTRACTING CORP	32,661.00	Check Run 03/27/25
26839	3/27/2025	SAN DIEGO GAS & ELECTRIC	107.19	Electric @ Avocado PS
	3/27/2025	SAN DIEGO GAS & ELECTRIC	753.82	Electric @ AWT
	3/27/2025	SAN DIEGO GAS & ELECTRIC	14,191.78	Electric @ BPS
	3/27/2025	SAN DIEGO GAS & ELECTRIC	398.28	Electric @ Diana PS
26840	3/27/2025	SOUTHERN CONTRACTING COMPANY	990.00	VP5 Pump#2 Softstart failed, replace fuses
	3/27/2025	SOUTHERN CONTRACTING COMPANY	7,600.00	VP5-Replace Soft Start
26841	3/27/2025	STAPLES	(59.77)	Credit on invoice 6024926364
	3/27/2025	STAPLES	151.84	Office Supplies
26842	3/27/2025	VERIZON WIRELESS	1,568.98	Cell Phones 02/08/25-03/07/25
26843	4/3/2025	ADS CORP DBA ADS ENVIRONMENTA...	4,794.65	Flow Metering and Data Analysis March 2025
	4/3/2025	ADS CORP DBA ADS ENVIRONMENTA...	1,340.00	Meter Maintenance and Data Delivery March 2025
26844	4/3/2025	Brightview Landscape Services Inc	1,098.00	Monthly Landscape Services District Main Site April 25
	4/3/2025	Brightview Landscape Services Inc	389.00	Monthly Vegetation Cleanup Easement Trail April 25
26845	4/3/2025	CITY OF CARLSBAD	603.85	Water @ 1900 La Costa Ave
	4/3/2025	CITY OF CARLSBAD	170.60	Water @ 1960 La Costa Ave
	4/3/2025	CITY OF CARLSBAD	33.22	Water @ Fire Line
26846	4/3/2025	COX COMMUNICATIONS SAN DIEGO	1,050.00	Internet Services 3/22/25-4/21/25
26847	4/3/2025	CRANENETWORKS SOUTHWEST, INC	7,439.77	Crane Repair
26848	4/3/2025	C W E A	239.00	CWEA Membership Renewal-FY2025-E Sullivan
26849	4/3/2025	DATA NET SOLUTIONS GROUP	2,809.99	Monthly Managed Services March 25
26850	4/3/2025	EVERON LLC	165.00	Security Services 04/17/25-05/16/25
26851	4/3/2025	EWING IRRIGATION PRODUCTS	(646.49)	Credit on Returned Hedge Trimmer Og Invoice #25253172
	4/3/2025	EWING IRRIGATION PRODUCTS	1,325.30	Gas Hedge Trimmer
26852	4/3/2025	FIDELITY SECURITY LIFE INSURANCE...	420.36	Vision Insurance-April 2025
	4/3/2025	FIDELITY SECURITY LIFE INSURANCE...	8.83	Vision Insurance-April 2025-COBRA
26853	4/3/2025	FEDERAL EXPRESS CORPORATION	46.62	Shipping 03/19/25
26854	4/3/2025	HAAKER EQUIPMENT CO	3,344.54	CCTV Van Annual Service
	4/3/2025	HAAKER EQUIPMENT CO	4,701.65	Factor #170 Major yearly service
26855	4/3/2025	THE HARTFORD	615.72	Life Insurance - April 2025
26856	4/3/2025	HI-WAY SAFETY, INC	195.40	Cone Bar-Extendable Black & Yellow
26857	4/3/2025	CONFIDENCE CONSULTING	4,974.17	Consulting Services:Leadership & Development Trainings
26858	4/3/2025	MALLORY SAFETY AND SUPPLY	842.61	FPS 7000 P EPDM Mask

Leucadia Wastewater District
 Check/Voucher Register - Demand Summary for Board
 1001 - PPB (Opus) General Checking Account
 From 3/7/2025 Through 4/9/2025

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
26859	4/3/2025	MIRA MESA WINDOW CLEANING	2,200.00	Powerwash Roof
26860	4/3/2025	MISSION SQUARE	8,156.58	Deferred Comp for PPE 04/02/25
26861	4/3/2025	MITSUBISHI ELECTRIC US INC - MEU...	386.37	Elevator Maintenance 04/01/25-04/30/25
26862	4/3/2025	MMK MANAGEMENT GROUP LLC	6,203.52	LWD Sewer Service Fee Refund
26863	4/3/2025	OLIVENHAIN MUNICIPAL WATER DIST	29.72	Rincon Consultants NSDWRC Grant Admin Prof Serv thru 3/10/25
	4/3/2025	OLIVENHAIN MUNICIPAL WATER DIST	44.68	Woodard & Curran NSDWRC Prop 1 RD 2 Grant Admin
26864	4/3/2025	PACIFIC PIPELINE SUPPLY	730.57	Bonnet Gasket, Wedge AFC & Wedge Cover
	4/3/2025	PACIFIC PIPELINE SUPPLY	33.36	Gasket non ASB
26865	4/3/2025	PACIFIC RIM MECHANICAL	337.00	Quarterly HVAC Services AWT
	4/3/2025	PACIFIC RIM MECHANICAL	687.00	Quarterly HVAC Services BPS
	4/3/2025	PACIFIC RIM MECHANICAL	186.50	Quarterly HVAC Services EEPS
	4/3/2025	PACIFIC RIM MECHANICAL	684.00	Quarterly HVAC Services LPS
	4/3/2025	PACIFIC RIM MECHANICAL	2,931.50	Quarterly HVAC Services LWD Admin Building
26866	4/3/2025	PRUDENTIAL OVERALL SUPPLY	192.86	Weekly Uniform/Laundry Service 04/01/25
26867	4/3/2025	REPUBLIC SERVICES #661	412.59	Waste Services - March 2025
26868	4/3/2025	SAN DIEGUITO WATER DISTRICT	53.62	Water @ Tanker 1
	4/3/2025	SAN DIEGUITO WATER DISTRICT	7.66	Water @ Tanker 2
26869	4/3/2025	SCW CONTRACTING CORP	88,966.26	Rehab of exisitng emergency basin at BPS
26870	4/3/2025	SMITHERS MSE INC	386.00	Sulfur Analysis-Batiquitos
26871	4/3/2025	TOSHIBA AMERICA BUSINESS SOLUTI...	454.64	Copying Machine Lease Agreement 03/15-04/15/25
26872	4/3/2025	T.S. INDUSTRIAL SUPPLY	117.29	Green Sewer Marker Wire
26873	4/3/2025	WALTER KEUNG	2,962.50	Lateral Reimbursement: 536 Forrest Bluff Encinitas CA92024
Report Total			1,196,368.50	

Session ID	Document Number	Effective Date	Name	Debit	Transaction Description
CD1291	1002854972	3/7/2025	CALPERS	3,755.37	PERS Retirement dated for pay period 3.5.2025 Classic EE
		3/7/2025	CALPERS	8,135.11	PERS Retirement dated for pay period 3.5.2025 Classic ER
	1002854973	3/7/2025	CALPERS	3,417.92	PERS Retirement dated for pay period 3.5.2025 PEPRA EE
		3/7/2025	CALPERS	3,470.84	PERS Retirement dated for pay period 3.5.2025 PEPRA ER
Total CD1291				18,779.24	
CD1293	1002866148	3/21/2025	CALPERS	3,755.37	PERS Retirement dated for pay period 3.19.2025-Classic EE
		3/21/2025	CALPERS	8,135.11	PERS Retirement dated for pay period 3.19.2025-Classic ER
	1002866149	3/21/2025	CALPERS	3,416.07	PERS Retirement dated for pay period 3.19.2025-PEPRA EE
		3/21/2025	CALPERS	3,468.95	PERS Retirement dated for pay period 3.19.2025-PEPRA ER
Total CD1293				18,775.50	
CD1294	270547990190726	3/20/2025	United States Treasury	9,908.55	Staff Payroll Taxes for Checks dated 03/19/25-Federal W/H
		3/20/2025	United States Treasury	11,458.84	Staff Payroll Taxes for Checks dated 03/19/25-FICA
		3/20/2025	United States Treasury	2,679.90	Staff Payroll Taxes for Checks dated 03/19/25-Medicare
	8315907	3/20/2025	EMPLOYMENT DEVELOPMENT DEPT	4,073.75	Staff Payroll Taxes for Checks dated 03/19/25-State
Total CD1294				28,121.04	
CD1295	1002868031	4/1/2025	CALPERS	43,291.23	CalPERS Health Insurance-April 2025-Staff

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

		4/1/2025 CALPERS	111.00	CalPERS Health Insurance- April 2025-Admin Fee
		4/1/2025 CALPERS	632.00	CalPERS Health Insurance- April 2025-Retiree
1002868032		4/1/2025 CALPERS	4,104.35	CalPERS Health Insurance - April 2025-Board Health
		4/1/2025 CALPERS	9.85	CalPERS Health Insurance - April 2025-Admin Fee
Total CD1295			48,148.43	
CD1296	352296	3/26/2025 IGOE-FLEX BENEFIT	100.00	iGOE Admin Fee - March 2025
Total CD1296			100.00	
CD1297	2156806186	12/31/2024 ENCINA WASTEWATER AUTHORITY	(5,897.00)	EWA Wire-Q2 FY2024 Recon Operating
		12/31/2024 ENCINA WASTEWATER AUTHORITY	(25,806.00)	EWA Wire-Q2 FY2024 Recon Capital
		3/31/2025 ENCINA WASTEWATER AUTHORITY	887,705.00	EWA Wire-Q4 FY2024 Est Operating
		3/31/2025 ENCINA WASTEWATER AUTHORITY	1,120,409.00	EWA Wire-Q4 FY2024 Est Capital
Total CD1297			1,976,411.00	
CD1298	1002875253	4/4/2025 CALPERS	32.00	PERS Retirement Pay Period 3.1 - 3.31.2025 E. Sullivan- EE
		4/4/2025 CALPERS	69.32	PERS Retirement Pay Period 3.1 - 3.31.2025 E. Sullivan- ER
Total CD1298			101.32	

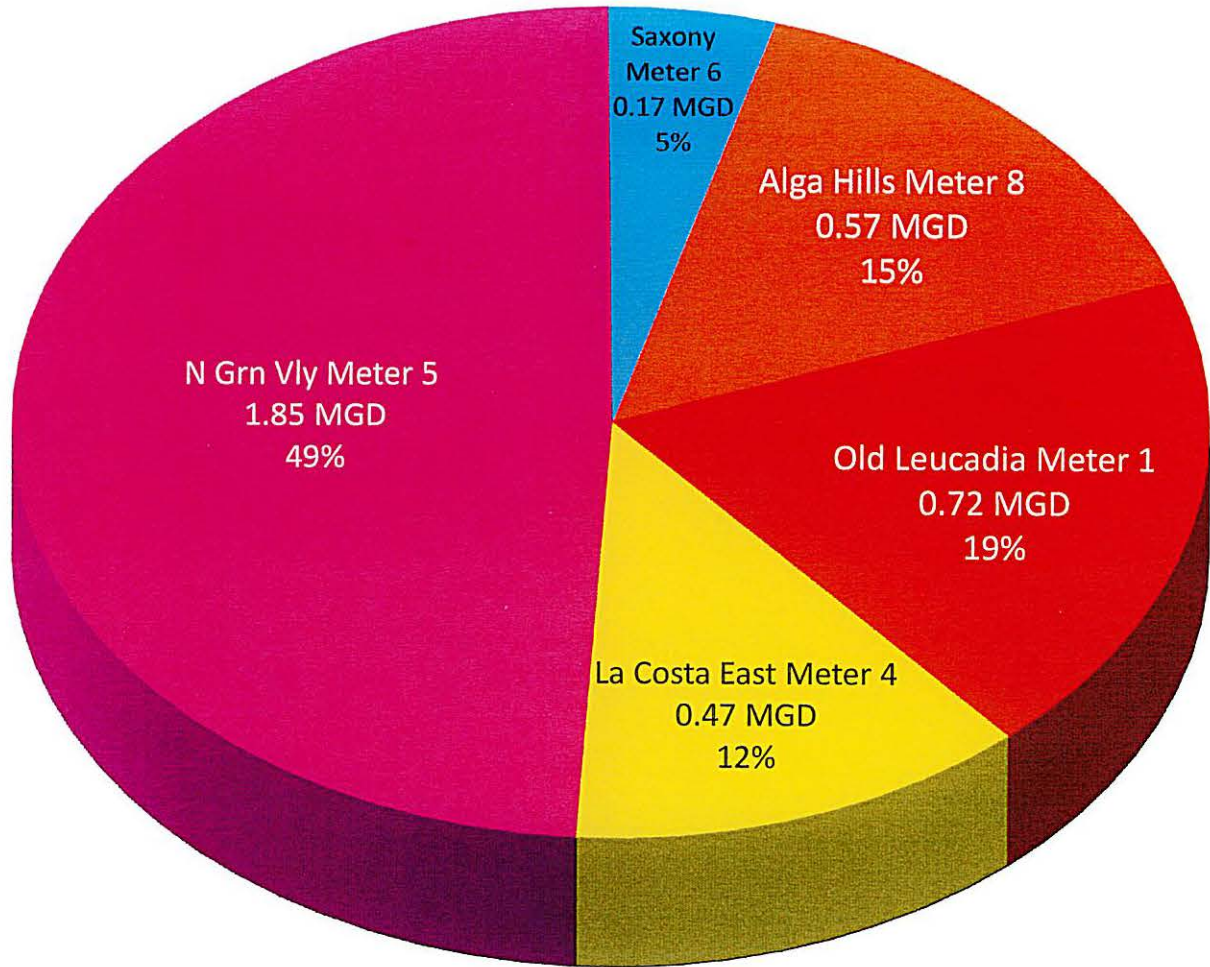
Posted General Ledger Transactions - CD Transactions for Demands

CD1299	1002875292	4/4/2025 CALPERS	3,755.37	PERS Retirement dated for pay period 4.2.2025-Classic EE
		4/4/2025 CALPERS	8,135.11	PERS Retirement dated for pay period 4.2.2025-Classic ER
	1002875293	4/4/2025 CALPERS	3,426.94	PERS Retirement dated for pay period 4.2.2025 PEPRA EE
		4/4/2025 CALPERS	3,479.99	PERS Retirement dated for pay period 4.2.2025 PEPRA ER
Total CD1299			18,797.41	
CD1300	270549290081571	4/2/2025 United States Treasury	100.00	Board Payroll Taxes for Checks dated 04/01/25-Federal W/H
		4/2/2025 United States Treasury	248.00	Board Payroll Taxes for Checks dated 04/01/25-FICA
		4/2/2025 United States Treasury	69.60	Board Payroll Taxes for Checks dated 04/01/25-Medicare
Total CD1300			417.60	
CD1301	270549363040671	4/3/2025 United States Treasury	10,173.01	Staff Payroll Taxes for Checks dated 04/02/25-Federal W/H
		4/3/2025 United States Treasury	11,583.02	Staff Payroll Taxes for Checks dated 04/02/25-FICA
		4/3/2025 United States Treasury	2,708.92	Staff Payroll Taxes for Checks dated 04/02/25-Medicare
	8330979	4/3/2025 EMPLOYMENT DEVELOPMENT DEPT	4,211.97	Staff Payroll Taxes for Checks dated 04/02/25-State
Total CD1301			28,676.92	
Report Total			2,138,328.46	

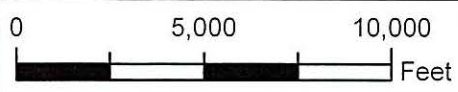
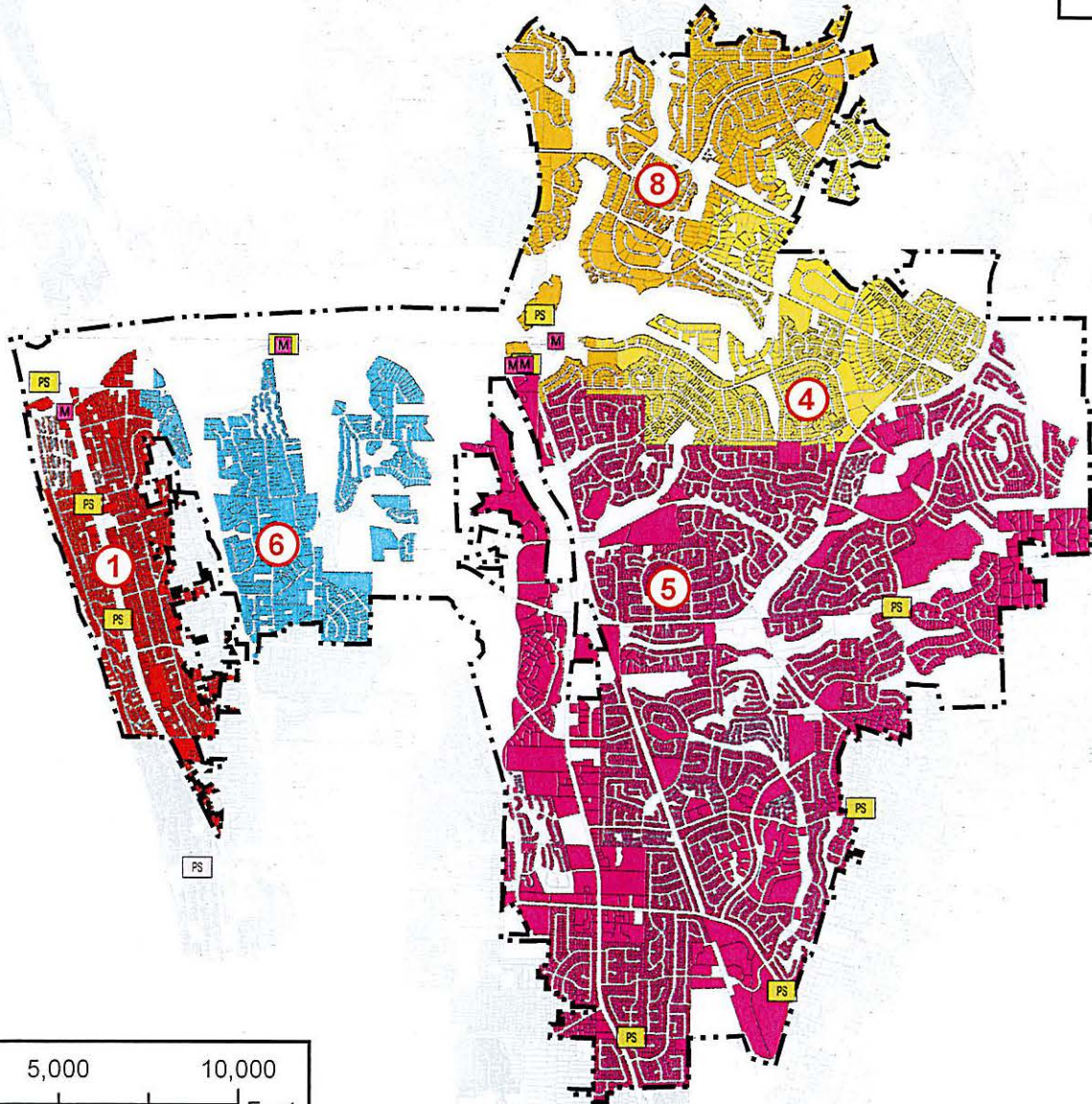
**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2025 (July 2024 - June 2025)**

CURRENT MONTH Mar-25							FY 2024
Period	Total Rain Inches	Total Flow MG	Added EDU's 28,986.78	LWD ADF (MGD)	GPD/EDU	RECLAIMED Total (ac-ft/mo)	LWD ADF (MGD)
JULY	0.00	119.35	2.25	3.85	132.81	42.28	3.76
YTD			28,989.03				
AUGUST	0.00	115.32	2.00	3.75	129.35	42.94	3.83
YTD			28,991.03				
SEPTEMBER	0.00	111.30	2.47	3.70	127.61	33.66	3.68
YTD			28,993.50				
OCTOBER	0.01	113.46	1.75	3.68	126.92	26.14	3.70
YTD			28,995.25				
NOVEMBER	0.13	108.90	1.50	3.70	127.60	15.53	3.68
YTD			28,996.75				
DECEMBER	0.00	114.39	0.25	3.78	130.36	10.29	3.62
YTD			28,997.00				
JANUARY	0.71	115.63	23.25	3.76	129.56	6.87	3.71
YTD			29,020.25				
FEBRUARY	1.74	104.44	98.00	3.77	129.47	3.54	4.12
YTD			29,118.25				
MARCH	3.00	117.18	2.25	3.81	130.83	0.00	3.80
YTD			29,120.50				
APRIL							3.73
YTD							
MAY							3.88
YTD							
JUNE							3.82
YTD							
YTD Totals	5.59	1019.97	133.72			181.25	
Mo Average	0.62	113.33	14.86	3.76	129.39	20.14	3.78

**LWD Flows by Sub-Basin
March 2025
Total LWD Flow 3.78 MGD**



LEUCADIA WASTEWATER DISTRICT



LEGEND

- | | |
|-------------------------|------------------------|
| Parcels by Basin | Meter Locations |
| 1 - Old Leucadia | LWD Pump Station |
| 4 - La Costa East | Encinitas Pump Station |
| 5 - North Green Valley | LWD Boundary |
| 6 - Saxony | |
| 8 - Leucadia PS | |

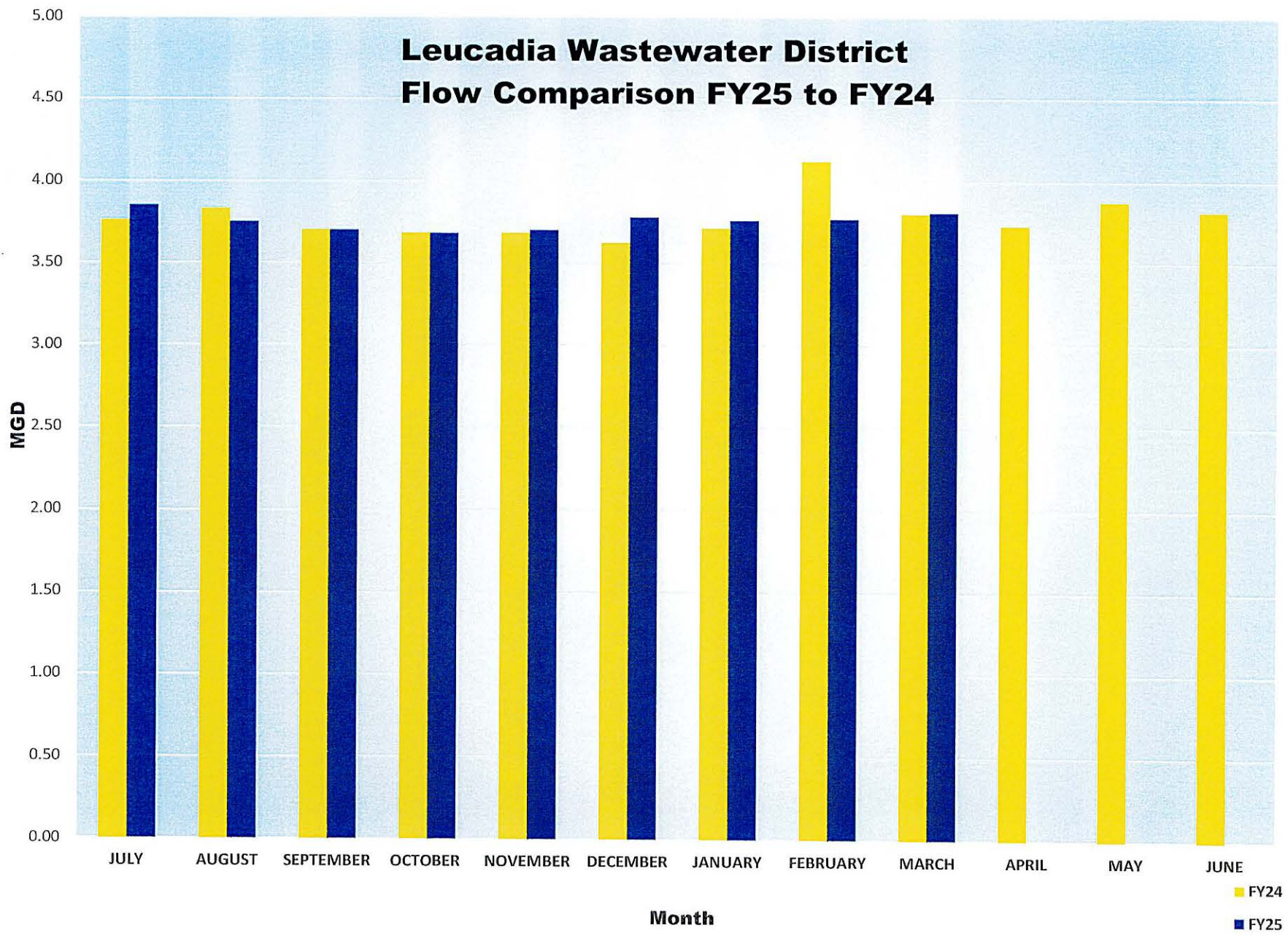


DEXTER WILSON ENGINEERING, INC.
CONSULTING ENGINEERS
(760) 438-4422

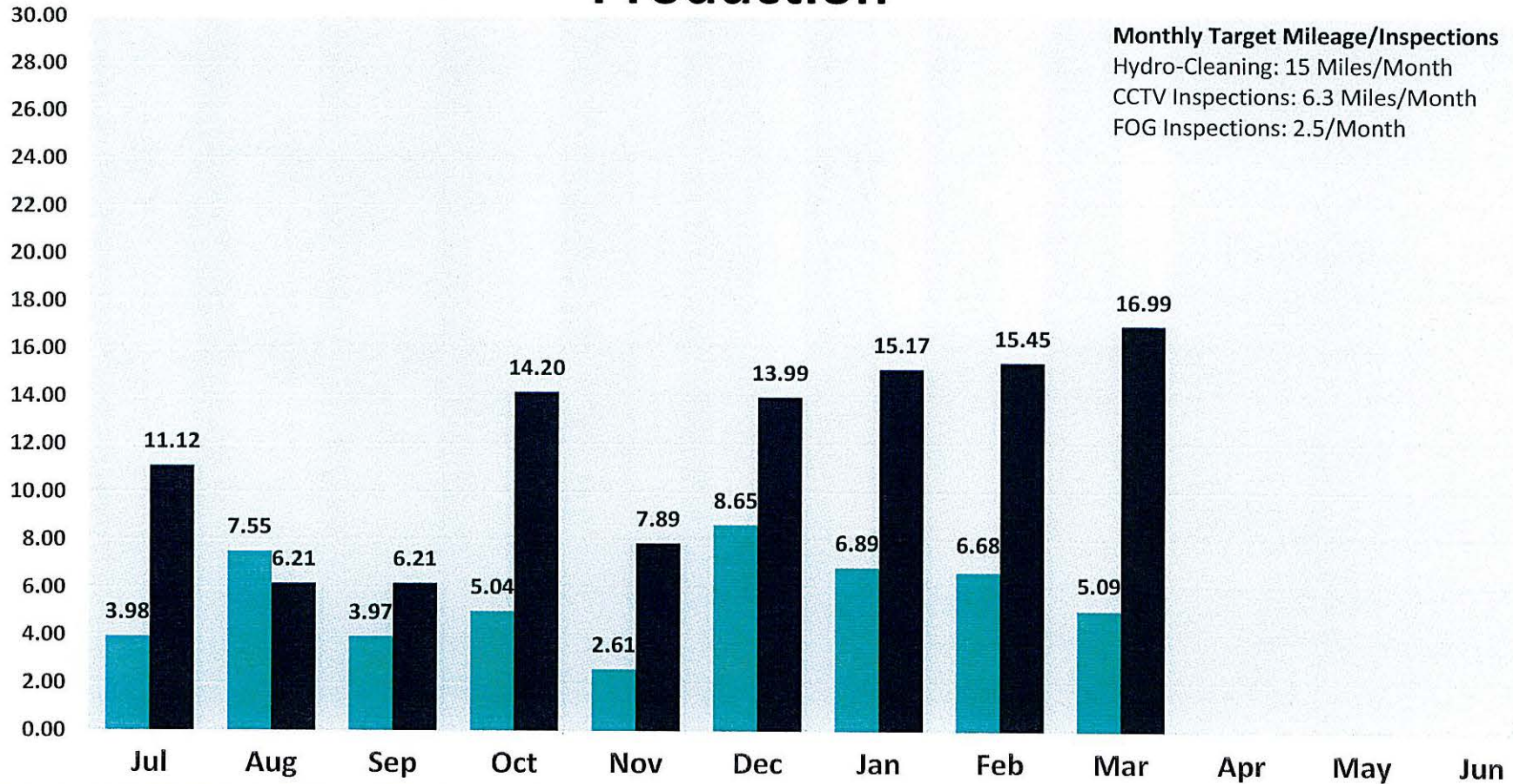
SEWER COLLECTION SYSTEM BY SUB-BASIN

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Leucadia Wastewater District Flow Comparison FY25 to FY24



FY-25 CCTV Inspections & Hydro Cleaning Production



Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FOG Inspections	1	5	1	1	4	0	4	4	5			

FOG (YTD 25) ■ CCTV Inspections (YTD 50.5 Miles) ■ Hydro Cleaning (YTD 107.2 Miles)


 LEADERS IN
ENVIRONMENTAL
PROTECTION

Operations and Administration Training Report Summary for Fiscal Year 2025

Training		Hours		
Month	Ops	Admin	Total	
Jul-24	48.0	14.5	62.5	
Aug-24	30.0	12.5	42.5	
Sep-24	24.0	11.0	35.0	
Oct-24	77.5	38.0	115.5	
Nov-24	16.5	9.5	26.0	
Dec-24	16.5	13.0	29.5	
Jan-25	53.5	7.0	60.5	
Feb-25	55.0	7.0	62.0	
Mar-25	77.0	0.0	77.0	
Apr-25	0.0	0.0	0.0	
May-25	0.0	0.0	0.0	
Jun-25	0.0	0.0	0.0	
YTD Totals	398.0	112.5	510.5	

Conferences		Attendees		
Month	Ops	Admin	Total	
Jul-24	1.0	2.0	3.0	
Aug-24	3.0	4.0	7.0	
Sep-24	3.0	6.0	9.0	
Oct-24	0.0	5.0	5.0	
Nov-24	4.0	1.0	5.0	
Dec-24	10.0	4.0	14.0	
Jan-25	3.0	6.0	9.0	
Feb-25	1.0	9.0	10.0	
Mar-25	3.0	12.0	15.0	
Apr-25	0.0	0.0	0.0	
May-25	0.0	0.0	0.0	
Jun-25	0.0	0.0	0.0	
YTD Totals	28.0	49.0	77.0	

Notes:

Trainings include web-based, classroom, and tailgates

Conferences include CASA, CWEA, CSDA, CSRMA, CSFMO

Operations and Administration Training Report
March 2025

Training & Safety Events for the month March 2025
Hours

Description	Ops	Admin	Total
Chemical Deliveries SOP	4.5	0.0	4.5
Confined Space Training	4.5	0.0	4.5
Confined Space Annual Review of Permits	1.0	0.0	1.0
Emergency Procedures for Air Release Valves SOP	6.0	0.0	6.0
Flagging / Traffic Control	4.5	0.0	4.5
Hazard Energy Control/LOTO Tailgate	5.5	0.0	5.5
F-750 Crane Operation	4.5	0.0	4.5
Hearing Conservation	5.0	0.0	5.0
Saxony Pump Station Bypass SOP	15.0	0.0	15.0
CSRMA Skid Steer Safety	1.0	0.0	1.0
Rating Repair lines /Manholes SOP	6.0	0.0	6.0
Respiratory FIT Testing	5.5	0.0	5.5
Vactor Training	5.0	0.0	5.0
Underground Utility	8.0	0.0	8.0
Water Industry Radiation Safety	1.0	0.0	1.0
Total Training Hours	77.0	0.0	77.0

Conferences/Webinars/Seminars for the month of March 2025
Attendees

Description	Ops	Admin	Total
COWU CSDA Metropolitan Water District Update	0	1	1
California CLASS Economic Update	0	2	2
SHRM 50 Days In : Policy Changes, Workforce Impact, and How HR Can Respond	0	1	1
Confidence Consulting	3	8	11
Total Attended Conferences	3	12	15

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

Leucadia Wastewater District

Balance Sheet

As of 3/31/2025

(In Whole Numbers)

	Amount
Assets	
Cash & Investments	26,624,628
Accounts Receivables	235,376
Net OPEB Asset	37,776
Prepaid Expense	309,110
Funds held with Encina Wastewater Authority	445,200
Capital Assets	195,381,273
Less Accumulated Depreciation	(70,024,112)
Total Assets	153,009,251
Deferred Outflows	
PERS Pension Deferred Outflows	2,342,470
OPEB Health Deferred Outflows	279,439
Total Deferred Outflows	2,621,909
Total Assets & Deferred Outflows	155,631,160
Liabilities	
Accounts Payable & Accrued Expenses	382,969
Developer Deposits	171,299
Lease Liability	528
Net Pension Liability	4,922,025
Total Liabilities	5,476,821
Deferred Inflows	
PERS Pension Deferred Inflows	253,714
OPEB Health Deferred Inflows	154,946
Total Deferred Inflows	408,660
Net Position	
Beginning Net Position (as of June 30, 2023)	
Investment in Capital Assets	125,356,434
Reserves	26,314,700
Total Beginning Net Position (as of June 30, 2023)	151,671,134
Current Change In Net Position	
Other	(1,925,455)
Total Current Change In Net Position	(1,925,455)
Total Net Position	149,745,678
Total Liabilities, Deferred Inflows & Net Position	155,631,160

Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses

From 7/1/2024 Through 03/31/2025

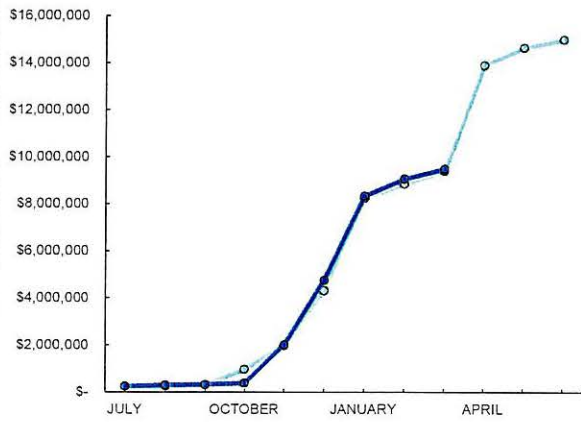
Account Title	YTD Actual	Total Annual Budget	Remaining Budget	Percentage Total Budget Used
OPERATING REVENUES				
3110 Sewer Service Fees	\$ 9,477,067	\$ 14,979,950	\$ 5,502,883	63.3%
3150 Recycled Water Sales	279,510	399,000	119,490	70.1%
3100 Misc. Operating Revenue	43,964	193,323	149,359	22.7%
TOTAL OPERATING REVENUES	\$ 9,800,542	\$ 15,572,273	\$ 5,771,731	62.9%
OPERATING EXPENSES				
4100 Salaries	\$ 1,631,688	\$ 2,277,968	\$ 646,280	71.6%
4200 Employee Benefits	1,216,009	1,758,571	542,562	69.1%
4300 Directors Expense	72,649	128,990	56,341	56.3%
4400 Election Expense	-	55,000	55,000	0.0%
4600 Gas, Oil & Fuel	32,076	66,000	33,924	48.6%
4700 Insurance Expense	306,173	264,000	(42,173)	116.0%
4800 Memberships	35,097	41,370	6,273	84.8%
4900 Office Expense	125,693	192,890	67,197	65.2%
5000 Operating Supplies	92,718	158,000	65,282	58.7%
5200 Professional Services	226,687	423,200	196,513	53.6%
5300 Printing & Publishing	15,735	33,000	17,265	47.7%
5400 Rents & Leases	11,482	20,600	9,118	55.7%
5500 Repairs & Maintenance	372,885	566,800	193,915	65.8%
5600 Monitoring & Permits	87,348	103,100	15,752	84.7%
5700 Training & Development	41,882	52,000	10,118	80.5%
5900 Utilities	407,077	623,200	216,123	65.3%
6100 LAFCO Operations	7,983	8,500	517	93.9%
6200 Encina Operating Expense	3,186,103	3,040,000	(146,103)	104.8%
6900 Admin O/H alloc to Capital	(39,125)	(224,007)	(184,882)	17.5%
TOTAL OPERATING EXPENSES	\$ 7,830,163	\$ 9,589,182	\$ 1,759,019	81.7%
NON-OPERATING REVENUES				
3130 Capacity Fees	\$ 820,560	\$ 187,200	\$ (633,360)	438.3%
3220 Property Taxes	1,373,902	2,321,600	947,698	59.2%
3250 Investment Income	640,371	795,000	154,629	80.5%
3290 Misc. Non Op Revenue	401,091	589,700	188,609	68.0%
TOTAL NON-OPERATING REVENUES	\$ 3,235,923	\$ 3,893,500	\$ 657,577	83.1%

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

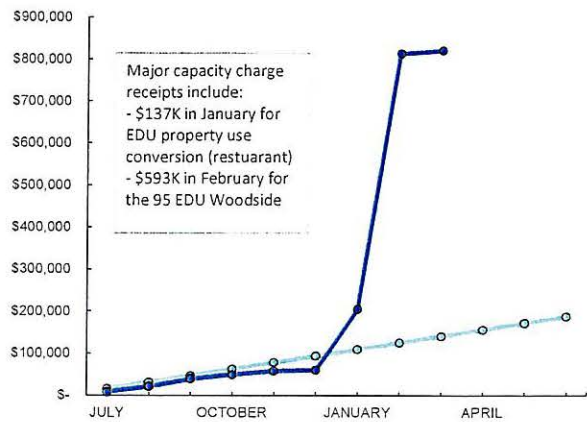
Leucadia Wastewater District Revenue FY2025

YTD through March 31, 2025

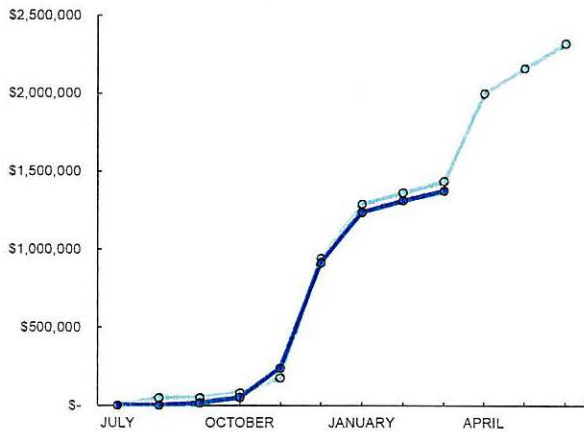
Sewer Service Fees



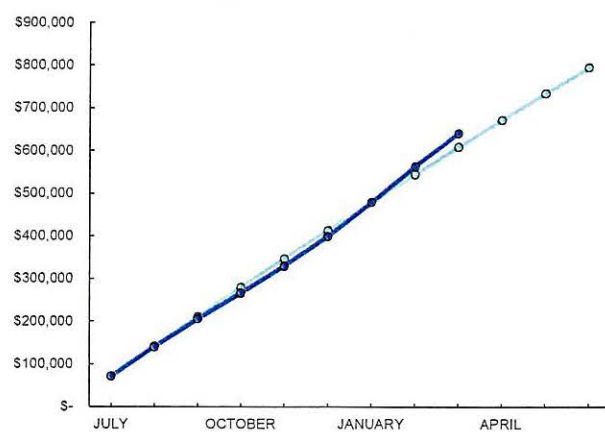
Capacity Charges



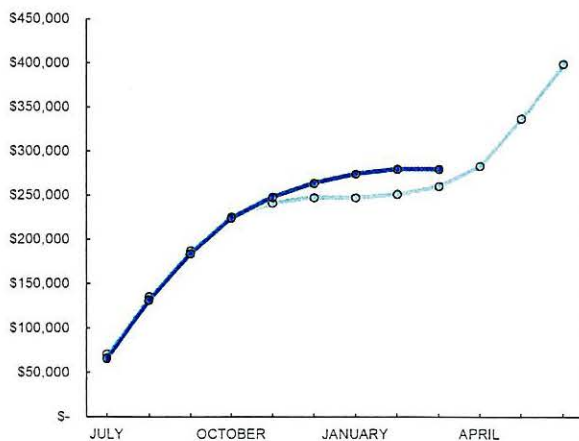
Property Taxes



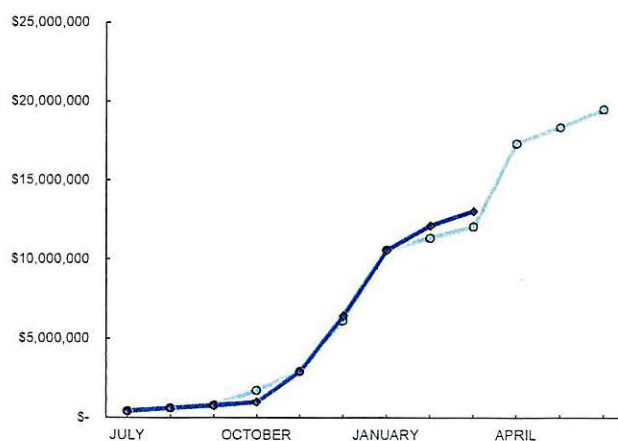
Investment Income



Recycled Wastewater Sales



Total Revenue



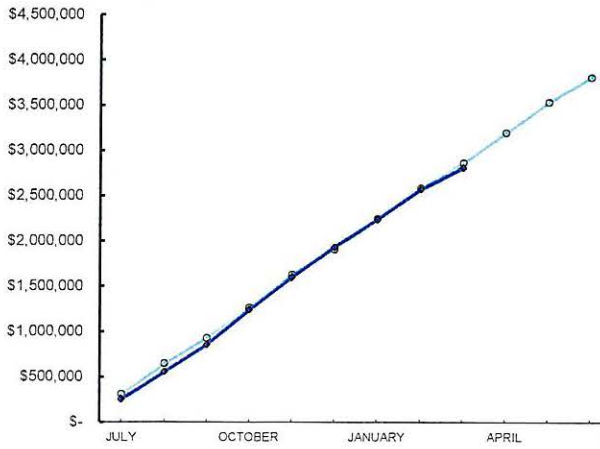
○ Budget ■ Actual

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

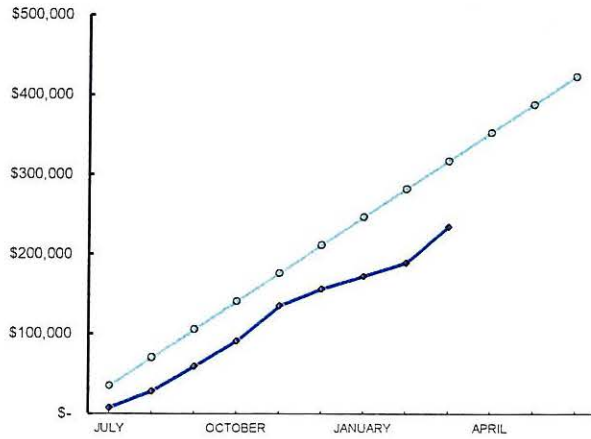
Leucadia Wastewater District Operating Expenses FY2025

YTD through March 31, 2025

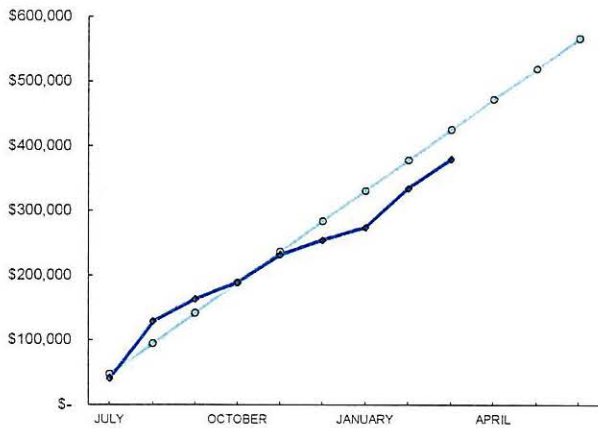
Salaries and Benefits



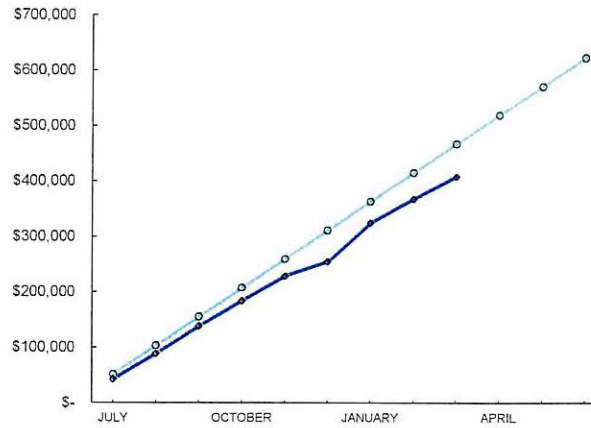
Professional Services



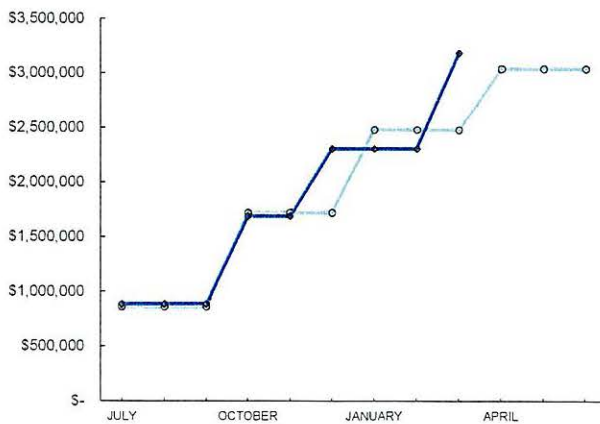
Repairs & Maintenance



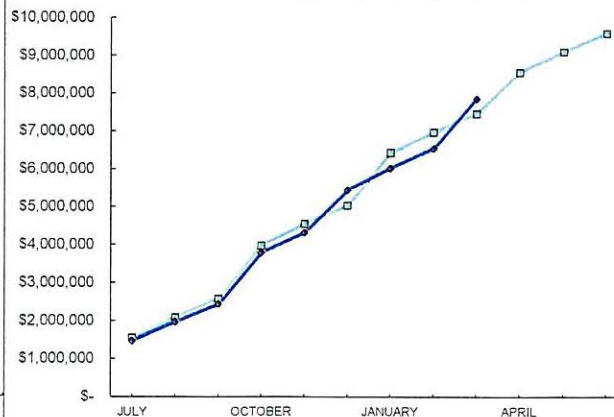
Utilities



Encina M&O



Total Operating Expenses -
Before Depreciation & Replacement



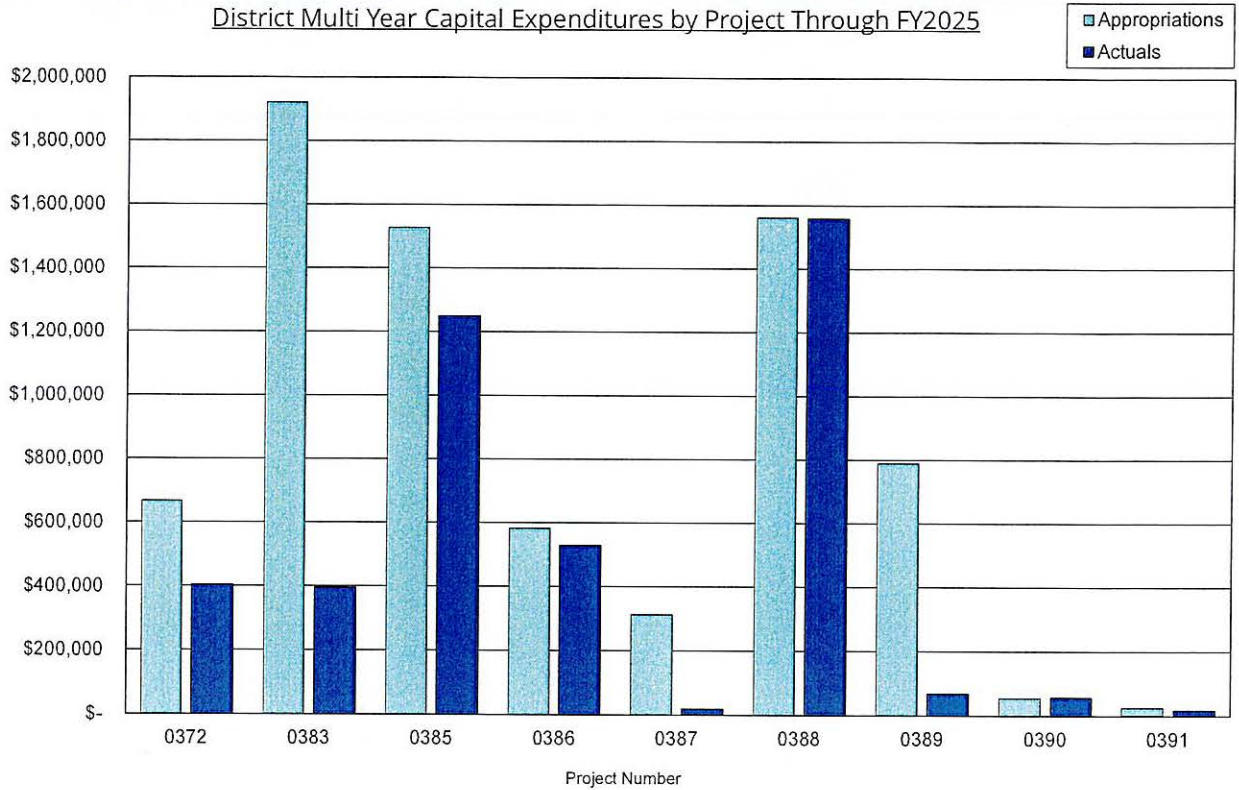
□ Budget
 ◆ Actual

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

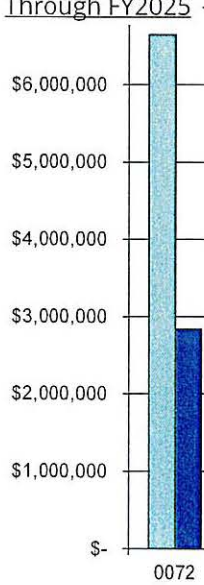
Leucadia Wastewater District Capital Expenditures

As of March 31, 2025

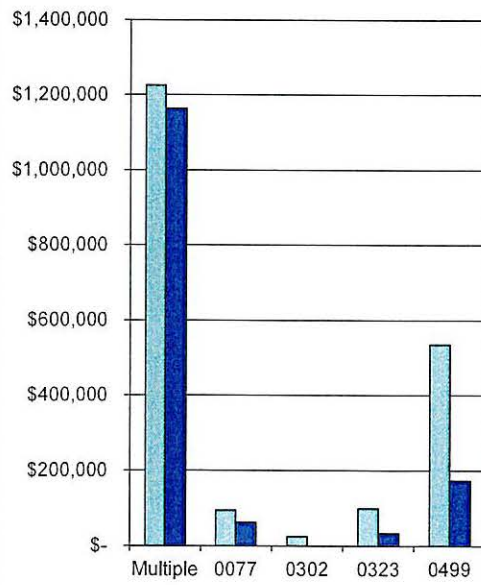
District Multi Year Capital Expenditures by Project Through FY2025



District's Share of Encina WPCF Capital Exp Through FY2025



Single Year Capital Expenditures by Project FY2025



Project Legend

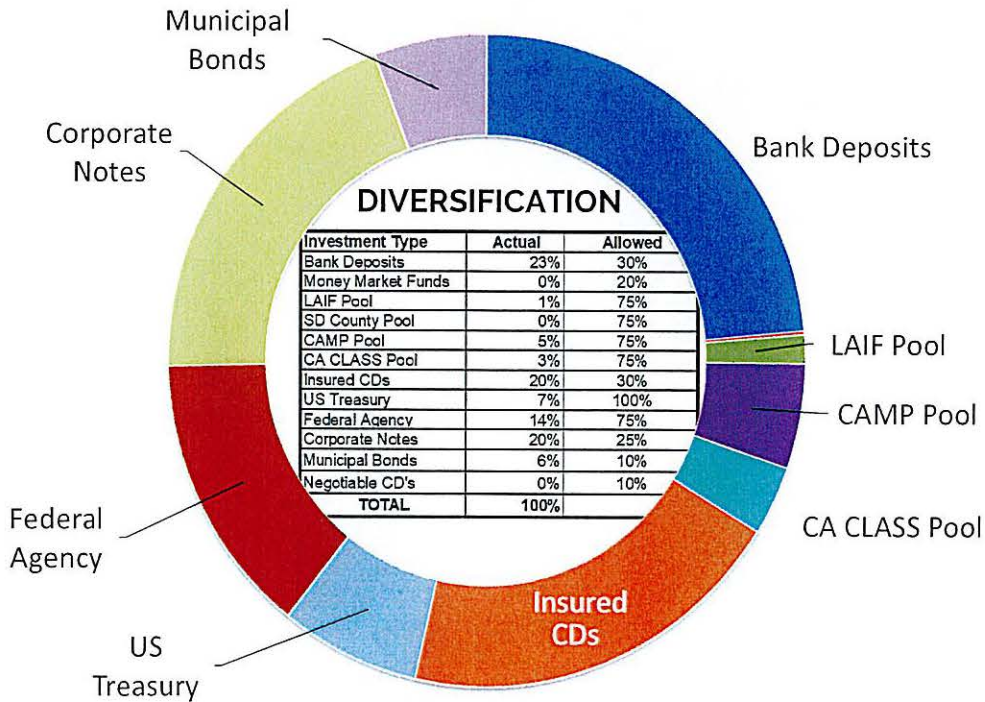
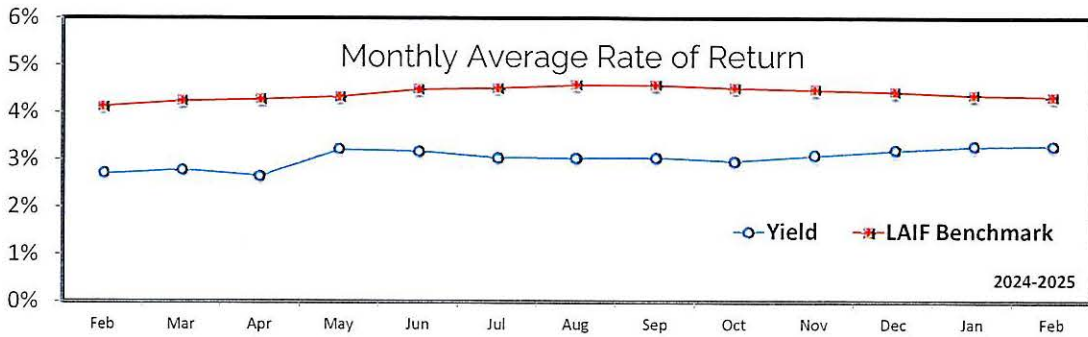
Multi-Year Capital Projects	No.
Encina Capital	0072
Diana Pump Station Upgrade	0372
Rancho Verde Pump Station	0383
Batiquitos Emergency Basin Project	0385
FY2024 Gravity Pipeline Rehabilitation	0386
L1 Condition Assessment	0387
San Marcos Creek Crossing Repair	0388
FY2025 Gravity Pipeline Project	0389
Pump Station Condition Assessment	0390
L1 Force Main Bridge Crossing Repair Project	0391

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

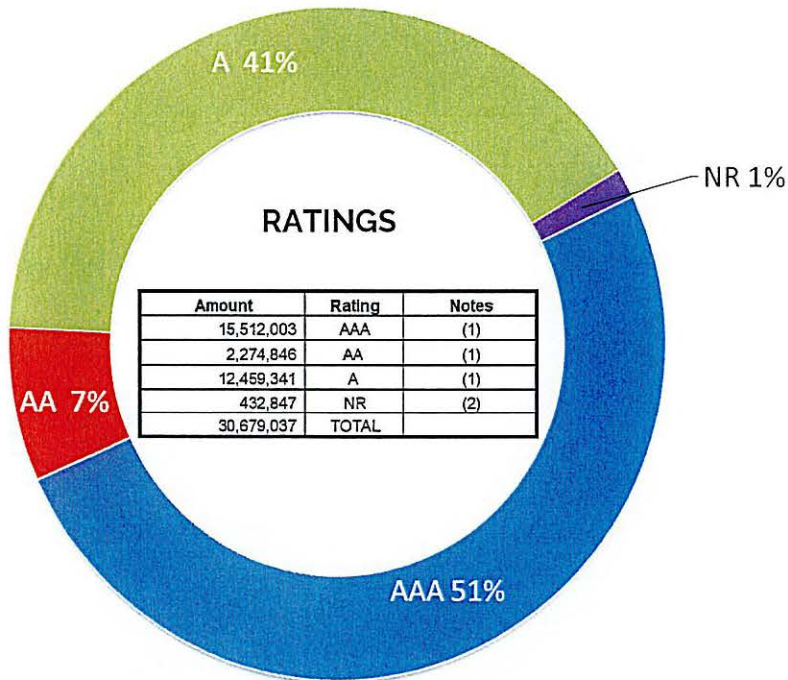
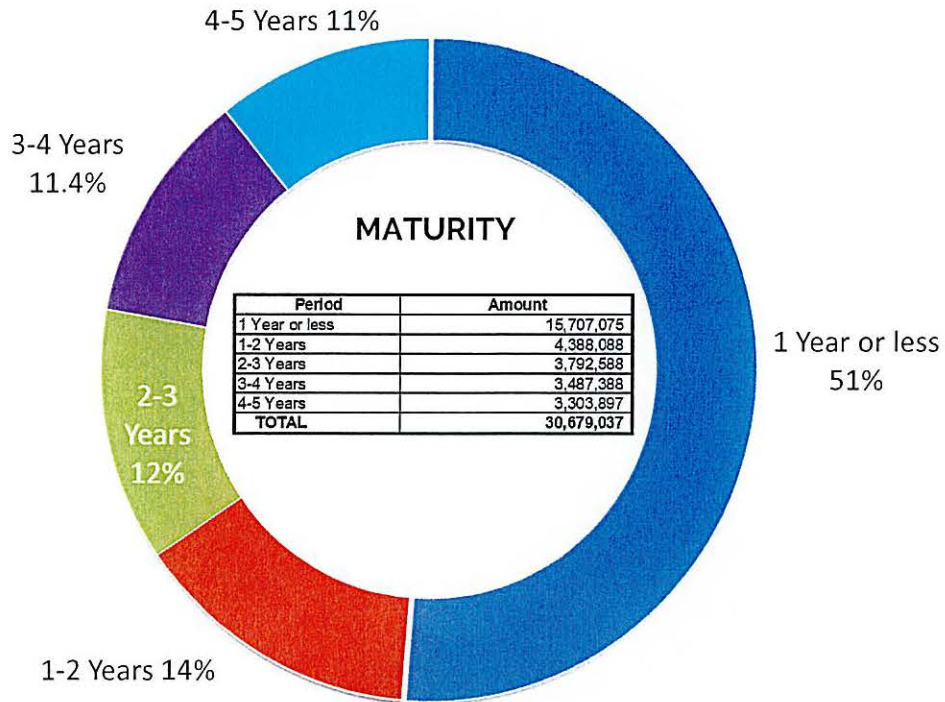
LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
February 28, 2025

Cash Equivalents & Investments	Principal (Original Cost)		February Interest	Average Rate
	Jan 31, 2025	Feb 28, 2025		
Pacific Premier Bank Reserves	\$ 7,115,977	\$ 7,207,509	\$ 25,795	4.322%
TVI Dreyfus Money Market	56,769	61,540	196	3.980%
LAIF Pool	432,847	432,847	1,563	4.333%
CAMP Pool	1,598,115	1,604,292	6,018	4.510%
CA CLASS Pool	1,042,964	1,046,495	3,842	4.413%
Certificates of Deposit - Insured	6,066,000	6,066,000	14,716	2.922%
US Treasury Notes	2,195,611	2,195,611	6,504	3.549%
Federal Agency Notes	4,293,064	4,293,064	8,460	2.473%
Municipal Bonds	1,756,629	1,756,629	1,405	0.922%
Corporate Bonds/Notes	6,015,049	6,015,049	15,742	3.166%
Totals	\$ 30,573,025	\$ 30,679,037	\$ 84,240	3.301%



LEUCADIA WASTEWATER DISTRICT
 Monthly Investment Summary
 February 28, 2025

(Continued)

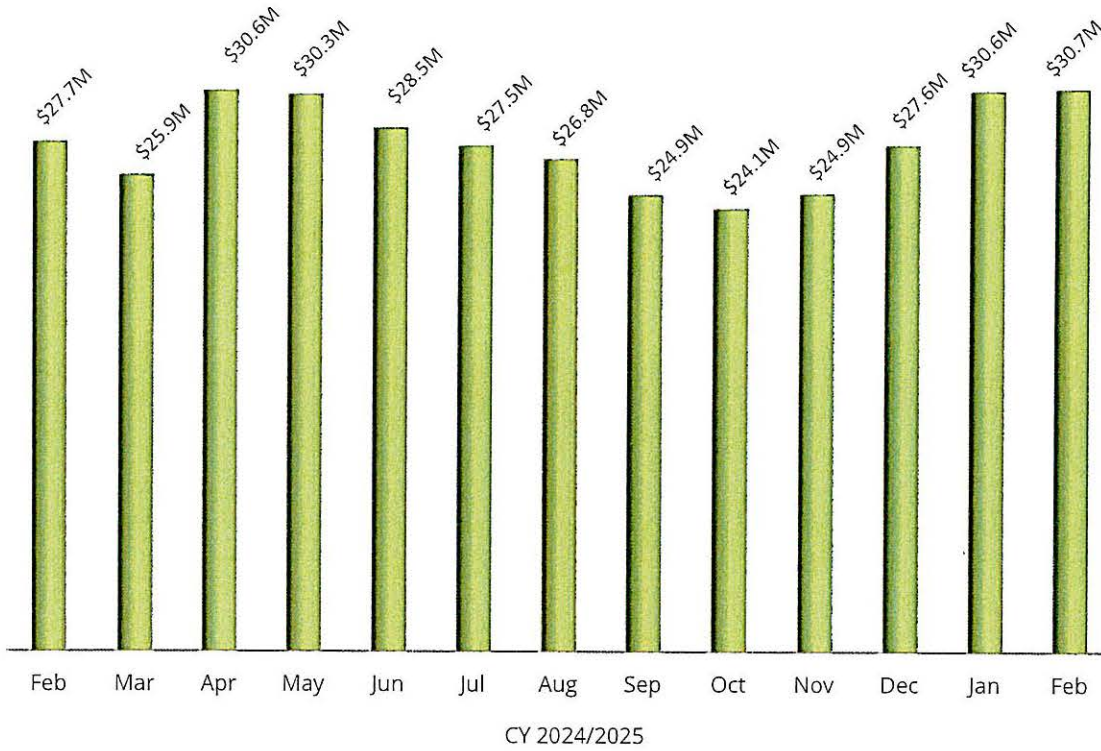


(1) CAMP Pool, CA CLASS & SD County Pool are rated by Standard & Poors. Investments are rated by Moody's or another rating agency.
 (2) LAIF is not rated.

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
February 28, 2025

(Continued)

CASH & INVESTMENT FUNDS BY MONTH



INVESTMENT TRANSACTIONS

Investment	Purchases	Sales & Maturities	Maturity Date	CUSIP	YTM at Cost	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: April 3, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **March 2025 Board Disclosure of Reimbursements Report**

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Receive and file the Board Disclosure of Reimbursement Report for the month ending March 2025.

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. 2405 – 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 March 2025 for your review.

tb:PJB

Attachment

Leucadia Wastewater District
Disclosure of Reimbursements Report
March 2025

Conference Date	Description	GM	Director		Director	Director	Director	Director	DFA	ADS	FSS
		P. Bushee	E. Sullivan	M. Brown	C. Roesink	R. Saldana	R. Pacilio	R. Green	T. Hill	M. Gonzalez	
	Registration										
	Hotel										
	Airfare										
	Meals										
	Parking										
	Rental Car										
	Tips/ Baggage										
	Fuel/mileage/taxi/uber										
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Registration										
	Hotel										
	Airfare										
	Meals										
	Parking										
	Rental Car										
	Tips										
	Fuel/mileage/taxi/uber										
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Registration										
	Hotel										
	Airfare										
	Meals										
	Parking										
	Rental Car										
	Tips/ Baggage										
	Fuel/mileage/taxi/uber										
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Registration										
	Hotel										
	Airfare										
	Meals										
	Parking										
	Rental Car										
	Tips/ Baggage										
	Fuel/mileage/taxi/uber										
	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Notes: There were no reimbursements to disclose for the month of March 2025.

MEMORANDUM

DATE: April 3, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Status Update - Fiscal Year 2025 (FY 25) LWD Tactics and Action Plan

RECOMMENDED:

No action is required.

DISCUSSION:

During the July 10, 2024 Board meeting, the Board of Directors adopted the LWD FY 25 Tactics and Action Plan. Attached, for the Board's review, is the FY 25 Tactics and Action Plan's quarterly status report with an ending date of March 31, 2025. The report indicates which goals are in progress, have been completed, have been postponed and have not been started.

th:PJB

Attachments

**Leucadia Wastewater District
Fiscal Year 2025
Tactics & Action Plans**

1. Financial

Maintain fiscal stability and growth with:

- Proactive monitoring and forecasting of District finances in order to provide competitive rates and avoid abrupt rate adjustments; and
- Effective oversight and communication with key partners, including the Encina Joint Powers Authority, to ensure cost effective capital and operating planning and consistency with District financial goals.

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-24 Jul-24 Dec-24	Sep-24 Dec-24 Dec-24	Completed Completed Completed
FY 2026 Budget Initial Data Collection	DFA	FSS, EA, ADS, FSSup, PC	Jan-25	Mar-25	In Progress
Board Workshop	DFA	GM, FSS, EA, ADS, FSSup, PC	May-25	May-25	Not Started
Budget Approval	DFA	GM	Jun-25	Jun-25	Not Started
Finance Policy Reviews Procurement Policy Investment Policy Reserve Policy Amending the Conflict of Interest Code	DFA DFA DFA EA	GM, ADS, EA ADS, GM, EA ADS, GM, EA	Aug-24 Jul-24 Feb-25 Aug-24	Jul-24 Mar-25 Feb-25 Aug-24	Completed Completed Completed Completed
Financial Awards Apply for GFOA Financial Reporting Award	DFA	AT	Dec-24	Jan-25	Completed
Financial Plan Tracking Update Internally Update District's Financial Plan	DFA	GM	Nov-24	Feb-25	Completed
Electricity Cost Monitoring Coordinate External Review of Electricity Plans to Obtain Lowest Cost	DFA	UCM (Contractor)	Jul-24	Dec-24	Completed
CalPERS Actuarial Valuation & Associated Liabilities Coordinate with Actuary to Complete OPEB Roll-forward Valuation Complete Deferral Schedules and Record in Accounting Provide Update on CalPERS	DFA DFA DFA	AT AT AT	Jan-25 May-25 Apr-25	Apr-25 Jun-25 Jun-25	Completed In Progress Not Started
EWA Meeting regularly with LWD EWA's Representatives to discuss capital and operating issues that impact LWD expenses	GM	DFA	Jul-24	Jun-25	In Progress

2. People

Employ the highest qualified work force by:

- Optimizing training and leadership development 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 and Open Enrollments	DFA	ADS, Pickering Ins Brokers	May-25	May-25	In Progress
Dental, Vision, and Other Benefits Open Enrollment	ADS	All Staff	Jun-25	Jun-25	Not Started
CalPERS Health Open Enrollment	ADS	All Staff	Sep-24	Oct-24	Completed
iGOE Section 125 Flexible Spending Open Enrollment	ADS	All Staff	Oct-24	Nov-24	Completed
Employee Training					
Conduct Annual Confined Space Entry Training	FSS	FSSup, FS Staff	Jan-25	Jun-25	Completed
Conduct Annual Traffic Control Training	FSS	FSSup, FS Staff	Jan-25	Jun-25	Completed
Conduct Annual Sewer Spill Estimation Training	FSS	FSSup, FS Staff	Mar-25	Jun-25	Not Started
CPR/First Aid Refresher Training	ADS	All Staff	Sep-24	Nov-24	Completed
Administration Policy Updates/Annual Reviews					
Board Policy Binders	EA	AS	Sep-24	Nov-24	Completed
Board Staff Relations Policy	DFA	GM, ADS, EA	Nov-24	Jan-25	Completed
Human Resources Policy Manual	ADS	GM, DFA, EA	Jan-25	Apr-25	Completed
Compensation Policy	ADS	GM, DFA, EA	Mar-25	May-25	In Progress
Field Services Technician In Training (FSTIT) Recruitment	FSSup	FSS, ADS, AS, FST III	Jun-24	Oct-24	Completed
FST IT Onboarding and New Employee Training	FSS	FSSup, ADS, AS, FST III	Oct-24	Oct-25	Completed
Conduct Salary Survey (In-house)	ADS	DFA, AS	Jan-25	Apr-25	Completed
Emergency Response					
Conduct an Emergency Response Drill/Training	ADS	All Staff	Sep-24	Nov-24	Completed
LWD's Safety Program					
Review existing Safety Programs & Policies	DFA	GM, FSS, FSSup, Safety Committee	Jul-24	Jan-25	Completed
Update existing Safety Programs & Policies	DFA	GM, FSS, FSSup, Safety Committee	Jan-25	Jun-25	Completed
Conduct Employee Interviews					
Mid-Year Check-In	GM	DFA, ADS	Nov-24	Dec-24	Completed
Compensation	GM	DFA, ADS	May-25	Jun-25	Not Started
Leadership Coaching	GM	Management Staff	Jul-24	Jun-25	In Progress
Employee Recognition					
Annual Employee BBQ	EA	ADS, AS	Jul-24	Jul-24	Completed
Holiday Function	EA	ADS, AS	Aug-24	Dec-24	Completed

3. Services

Provide exceptional services to our customers by:

- Safely collecting and transporting wastewater in order to provide 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-25	Jun-25	In Progress
FOG Inspections - Complete 30	FSSup	FSS, FS Staff	Jul-24	Jun-25	In Progress
Hydro Clean and CCTV Rancho Santa Fe RD	FSSup	FSS, FS Staff	May-25	May-25	Not Started
Vector Control	FSSup	FSS, FS Staff	May-25	May-25	In Progress
Root Control	FSSup	FSS, FS Staff	May-25	Sep-24	Completed
Rehab Pump & Motor (Saxony)	FSS	FSSup, FS Staff	Jul-24	Sep-24	Completed
Exercise FM and Air Vacs Valves	FSS	FSSup, FS Staff	Sep-24	Sep-24	Completed
Test Overflow Basin pump at Leucadia Pump Station	FSS	FSSup, FS Staff	Aug-24	Sep-24	Completed
Conduct Backflow Testing at Omni La Costa Resort	FSS	FSSup	Jul-24	Sep-24	Completed
Reporting					
Submit Quarterly Recycled Water Reports	FSS	FSSup	Jul-24	Jun-25	In Progress
Submit Collection System Annual Report	FSS	FSSup	May-25	Jun-25	Completed
Submit Stormwater Annual Report	FSS	FSSup	May-25	Jun-25	Not Started
Bypass Pumping Drills					
Batiquitos Pump Station	FSSup	FSS, FS Staff	Oct-24	Nov-24	Completed
Leucadia Pump Station	FSSup	FSS, FS Staff	Sep-24	May-25	Not Started
Village Park 7 Pump Station	FSSup	FSS, FS Staff	Jan-25	Jan-25	Completed
Saxony Pump Station	FSSup	FSS, FS Staff	Mar-25	Mar-25	Completed
Host Emergency Drill with Local Agencies	FSS	FSSup, FS Staff	Feb-25	Mar-25	Completed
Update LWD Standard Specifications					
Conduct Review	DE	GM, PC, DC	Aug-24	Mar-25	Completed
Board Approval	DE	GM, PC, DC	Apr-25	Apr-25	In Progress
SSMP Audit	FSS	FSSup, PC	Sep-24	Nov-24	Completed
Public Outreach Services					
Develop Relevant Social Media Content	ADS	RTP, GM, DFA, FSSup, FS Staff	Jul-24	Jun-25	In Progress
LWD Teacher Grant Program	ADS	AS, RTP	Aug-24	Nov-24	Completed
Write, Design, Print & Mail 2025 Fall Newsletter	ADS	AS, RTP	Jul-24	Oct-24	Completed
Write, Design, Print & Mail 2026 Spring Newsletter	ADS	GM, DFA, EA, AS, RTP	Jan-25	May-25	In Progress
Continue to Review and Post New Videos to Website	ADS	RTP, GM, DFA, FSSup, EA, AS	Jul-24	Jun-25	Completed
Evaluate District Website Layout	ADS	DFA, RTP, AS, EA	Dec-24	Feb-24	Completed
Launch new Photo Contest for Grades 7-12	ADS	DFA, AS, RTP	Aug-24	Mar-25	Completed
Coordinate and Participate in the Water Career Day Event	ADS	DFA, RTP, AS, FSSup, FST Ills, FSS	Jul-24	Oct-24	Completed
Awards					
Apply for CWEA Awards	FSS	DFA, FSSup	Oct-24	Nov-24	Completed
Records Retention					
Review Stored Records and Destroy Those Past Retention Period	EA	AS, ADS	Jul-24	Oct-24	Completed

4. Infrastructure and Technology

Protect the long-term viability of the District by:

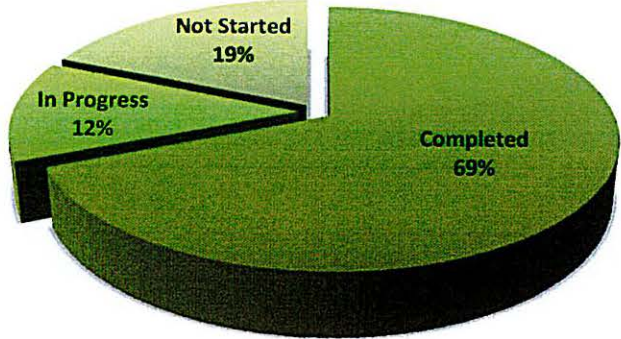
- Proactively improving and replacing the infrastructure prior to failure; and
- Pursuing technological innovation and excellence to enhance the District's infrastructure and operations to maximize efficiency and cost effectiveness.

Tactics	Leader	Team	Start Date	Completion Date	Status/Comments	
Diana Pump Station Upgrade	Project Design Bid Project Construction	PC PC PC	GM, FSS, DE GM, FSS, DE GM, FSS, DE	Jul-24 Apr-25 Jun-25	Mar-25 May-25 Jun-25	Completed In Progress Not Started
San Marcos Creek Diversion Project	Bid Project Construction	PC PC	GM, FSS, DE GM, FSS, DE	Jul-24 Aug-24	Jul-24 Jan-25	Completed Completed
FY25 Gravity Pipeline Rehabilitation	Design Bid Project Construction	PC PC PC	GM, FSS, DE GM, FSS, DE GM, FSS, DE	Jul-24 Dec-24 Feb-25	Dec-24 Jan-25 Jun-25	Completed Completed In Progress
Rancho Verde Pump Station Rehabilitation	Construction	PC	GM, FSS, DE	Jul-24	Jun-25	In Progress
Leucadia PS (L1) Force Main Condition Assessment	Bid Project Construction	PC PC	GM, FSS, DE GM, FSS, DE	Jul-24 Sep-24	Aug-24 Dec-24	Delayed Not Started
San Marcos Creek Crossing Repair Evaluation	Execute Agreement for Monitoring Data Collection Evaluation	PC PC PC	GM, FSS, DE GM, FSS, DE GM, FSS, DE	Jul-24 Jul-24 Jun-25	Jul-24 May-25 Jun-25	Completed In Progress Not Started
Batiquitos PS Emergency Basin Project	Design Bid Project Construction	PC PC PC	GM, FSS, DE GM, FSS, DE GM, FSS, DE	Jul-24 Sep-24 Nov-24	Sep-24 Oct-24 Feb-25	Completed Completed Completed
Pump Station Condition Assessment	Assessment Complete	PC	GM, FSS, DE	Jul-24	Jun-25	Completed
Pump Station Evaluation and Strategy Development	Batiquitos Pump Station Generator Relocation La Costa Pump Station Relocation	PC PC	GM, FSS, DE GM, FSS, DE	Jul-24 Jul-24	Jun-25 Jun-25	In Progress In Progress
Purchases	Purchase Traffic Control Truck Purchase Spare Conditioning Pump (Leucadia) Purchase New Vactor Truck Purchase Reclaim Water Supply Pump Purchase New CCTV Camera Head Replace LPS Grinder Purchase New Sand for AWT Sand Filter Purchase Supervisor Truck and Charger Reseal LWD Asphalt Parking Lot Batiquitos Pump Station AC Replacement Leucadia Pump Station - New Crane or Repairs	FSS FSS FSS FSS FSS FSS FSS FSS PC PC PC	FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff FSSup, FS Staff	Sep-24 Oct-24 Aug-24 Oct-24 Aug-24 Oct-24 Jul-24 Aug-24 Jul-24 Jul-24 Jul-24	Feb-25 Apr-25 Dec-24 Dec-24 Oct-24 Dec-24 Aug-24 Feb-25 Dec-24 Dec-24 Dec-24	Completed Completed Completed Completed Completed Completed Completed Completed Completed In Progress Cancelled
Administration Building and Facility	Janitorial Request for Bids Execute Contract	ADS GM	DFA, FSSup, FSS, AS DFA, ADS	Jan-25 May-25	Apr-25 Jun-25	Completed Not Started

FY 2025 Tactics and Action Plan Status Report

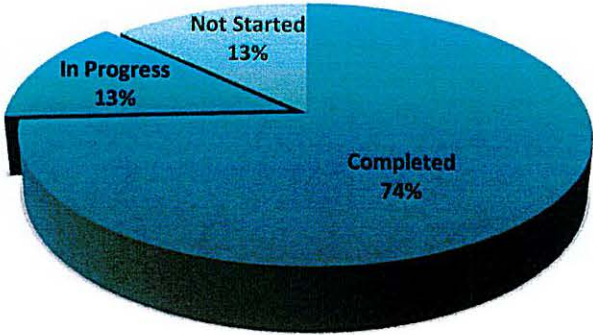
January 1 - March 31, 2025

Financial Tactics



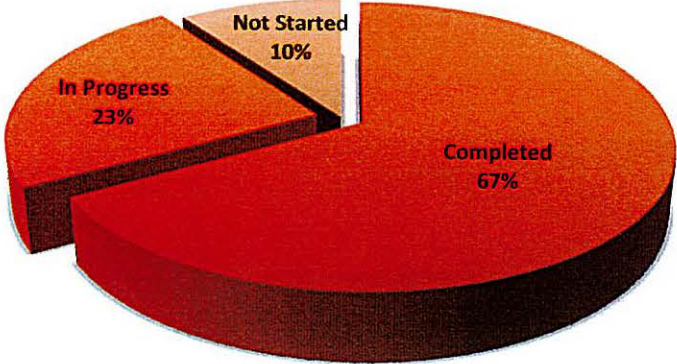
■ Completed ■ In Progress ■ Not Started

People Tactics



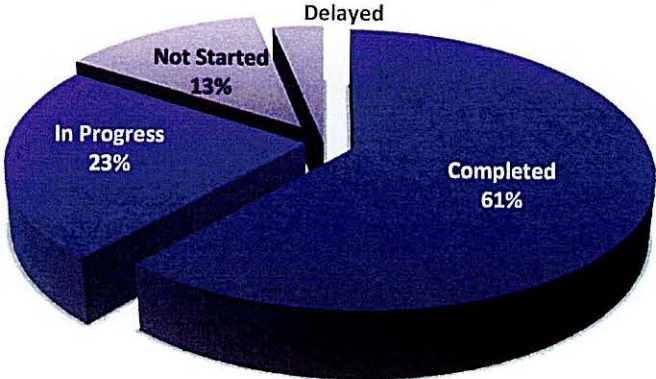
■ Completed ■ In Progress ■ Not Started

Services Tactics



■ Completed ■ In Progress ■ Not Started

Infrastructure and Technology Tactics



■ Completed ■ In Progress ■ Not Started ■ Delayed

Encina Wastewater Authority Report
Regular Board Meeting
March 26, 2025

EWA Board of Directors – Director Roesink Reporting

1. Primary Sedimentation Basin Rehabilitation Project Scope Expansion

The Board of Directors authorized the General Manager to execute a scope expansion change order to the construction contract between Encina and J.R. Filanc Construction Co., Inc. in the amount not to exceed \$142,000.

The Board of Directors also authorized the General Manager to approve a transfer of unexpended appropriations from the Capital Improvement Program budget in the amount of \$142,000 to the project.

2. Dewatering and Cogeneration Building Roofing and HVAC Improvement Project Phase 1 Pre-Construction Services Award

The Board of Directors authorized the General Manager to execute a Progressive-Design Build Agreement with West Coast Air Conditioning Co., in the amount of \$153,738.

3. Public Hearing on Encina Wastewater Authority Vacancies and Recruitment and Retention Efforts Pursuant to Assembly Bill 2561 and Govt. Code

The Board of Directors held a public hearing pursuant to Govt. Code.

4. Resolution Declaring Portion of South Parcel Exempt Surplus Land

The Board of Directors adopted a resolution pursuant to Govt. Code declaring that certain real property located at 6200 Avenida Encina in Carlsbad is exempt surplus land, and finding that such declaration is exempt from the California Environmental Quality Act (CEQA) under State CEQA Guidelines. This finding was necessary to execute a lease on a portion of the South Parcel.

5. Adoption of a New Member Agency Billing Methodology

The Board of Directors adopted the following:

- Resolution No. 2025-02 adopting a new member agency billing methodology;
- Resolution No. 2025-03 eliminating Encina's Financial Reserve Policy; and
- A Working Capital Policy.

6. Source Control Program Technology Update

The Board of Directors received and filed the Source Control Program Technology Update.

Engineering Committee Meeting Report

Presented by Director Pacilio

Meeting held March 31, 2025

The Engineering Committee (EC) reviewed the following recommendations:

- 1. Adopt Resolution No. 2427 revising the Leucadia Wastewater District Standard Specifications and Procedures for Wastewater Facility Projects;**
- 2. Adopt Resolution No. 2428 Requesting LAFCO to Take Proceedings for the Miller & Hall Change of Organization; and**
- 3. Receive and file the Leucadia Wastewater District Fiscal Year 2025 Pump Station Condition Assessment Report**

The EC concurred to forward these items for the Board's consideration and they will be discussed later in the agenda.

The EC also received an update on Batiquitos Pump Station Emergency Basin Rehabilitation Project. This item was for informational purposes only. No action was taken.

MEMORANDUM

Ref: 25-9072

DATE: April 3, 2025

TO: Board of Directors

FROM: Paul J. Bushee, General Manager



SUBJECT: Board of Director Compensation Adjustment

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Discuss and provide direction as appropriate.

DISCUSSION:

On June 12, 2019, after a noticed Public Hearing, the Board of Directors adopted Ordinance No. 140 which adjusted Director's compensation from \$190 to \$200 per service day. The Ordinance became effective 60 days after adoption in accordance with the California Water Code.

California Water Code Section 20202 allows for a 5% adjustment per calendar year following the operative date of the last adjustment. Since the last adjustment occurred in 2019, the Board is eligible for an adjustment not to exceed 30%. The exact amount of the increase, up to the limit, is at the Board's discretion.

A survey of Director's compensation for other agencies is attached.

This item is presented for the Board's consideration and staff has no recommendation on this matter. Staff requests that the board discuss this item and, if an increase is recommended, authorize staff to prepare, notice and schedule a public hearing concurrent with the May 2025 Board meeting.

reg:PJB

Attachment

**BOARD OF DIRECTORS
PER DIEM COMPENSATION COMPARISON
MAR 2025**

	DISTRICT	Mar 2024	Mar 2025	Comments
1	Carlsbad MWD	\$100.00	\$100.00	
2	Eastern MWD	\$258.00	\$267.00	
3	Elsinore Valley MWD	\$244.13	\$244.13	
4	Encina Wastewater Authority	\$240.62	\$252.00	Increase July 1, 2025 based on SD County CPI-W
5	Fallbrook PUD	\$134.00	\$134.00	Increase Apr 29, 2025 to \$140.70
6	Helix Water District	\$225.00	\$225.00	
7	Lakeside Water District	\$125.00	\$125.00	
8	Leucadia Wastewater	\$200.00	\$200.00	Consider increase Apr
9	Olivenhain MWD	\$150.00	\$150.00	
10	Otay Water District	\$165.00	\$173.00	Increase on July 1, 2025 to \$181.00
11	Padre Dam MWD	\$160.00	\$160.00	
12	Rainbow MWD	\$150.00	\$150.00	
13	Ramona MWD	\$100.00	\$100.00	
14	Rancho California Water District	\$200.00	\$245.00	
15	Rincon Del Diablo MWD	\$168.00	\$177.00	
16	SDCWA Directors/Officers	\$150/\$180	\$150/\$180	
17	San Dieguito Water District	\$100.00	\$100.00	
18	Santa Fe Irrigation District	\$150.00	\$150.00	Increase May 20, 2025 to \$175.00
19	South Bay Irrigation District	\$100.00	\$100.00	
20	Sweetwater Authority	\$200.00	\$200.00	
21	Vallecitos Water District	\$200.00	\$200.00	
22	Valley Center MWD	\$100.00	\$100.00	Consider increase in Apr
23	Vista Irrigation District	\$200.00	\$210.00	
24	Yuima MWD	\$100.00	\$100.00	

The **average** per diem is \$ **167.69**

The **median** per diem is \$ **160.00**

MEMORANDUM

DATE: April 3, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Revision of Leucadia Wastewater District Standard Specifications and Procedures for Wastewater Facility Projects

RECOMMENDATION:

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

1. Adopt Resolution No. 2427 revising Leucadia Wastewater District Standard Specifications and Procedures for Wastewater Facility Projects.
2. Discuss and take other action, as appropriate.

DISCUSSION:**Tactical Goal: Services / Update Standard Specifications**

This item was reviewed by the EC at its March 31st meeting and the EC concurred with staff to present this item for the Board's consideration.

The Leucadia Wastewater District (District) adopted its current Standard Specifications and Procedures for Wastewater Facility Projects (Standard Spec) in April 2022. Originally issued in November 2006, the Standard Spec has undergone five revisions to ensure compliance with District requirements and evolving regulations. This comprehensive document establishes the administrative and technical procedures for private parties connecting to the District's public sewer system. It has been a valuable resource for both staff and developers by providing guidance on collection system procedures, planning guidelines, and design standards. Additionally, maintaining up-to-date Design and Performance Provisions is a mandated component of the Sewer System Management Plan (SSMP) under Statewide Waste Discharge Requirements (WDR).

The District Engineer, General Counsel, and District staff have conducted a thorough review and revision of the Standard Spec to reflect current industry standards, legal requirements, and best practices. The key changes are as follows:

1. Adoption of the 2024 Greenbook (Standard Specifications for Public Works Construction) as the base reference for District sewer construction.
2. Legal and procedural updates to development processing procedures, including necessary revisions to Standard Agreements and related documents in the appendices.
3. Revisions to Standard Notes and Standard Drawings to reflect current engineering and construction standards.

A summary of the principal revisions is attached for reference.

District Engineer Dexter Wilson, or a representative from his firm, will present an overview of the revised Standard Spec at the meeting.

Resolution No. 2427 is attached for your review. A copy of the Standard Spec is available upon request.

FISCAL IMPACT:

There is no direct fiscal impact associated with this recommendation. All privately constructed wastewater facilities are funded by the responsible private party.

dsw:PJB

Attachment

LWD Standard Specifications, April 2025 - Changes and Updates

Division 1 - Sewer System Procedures, Planning, and Design

Part 1 Preparation and Processing of Wastewater Facility Projects by Developers

- 1 Minor updates to procedures to match current practices, such as electronic plan signing instead of mylar.

Part 2 Sewer System Planning Guidelines

- 1 Updated average flow generation factor to match current District decreased flows caused by water conservation. Peaking factors were updated accordingly to ensure they captured the magnitude of recent storms.

Part 3 Sewer System Design

- 1 Updated all rock used for pipe/lateral bedding to the same size per LWD Inspector recommendations for uniformity and ease of inspection.

Division 2 - Sewer System Standard Technical Specifications (Greenbook Modifications)

Part 1 General Provisions

- 1 Updated section numbering and titles to match 2024 Greenbook.
- 2 Clarified survey requirements after new manhole construction.

Part 2 Construction Materials

- 1 Updated section numbering and titles to match 2024 Greenbook.
- 2 Allowed for contractors to request manhole frames and covers from LWD in the case of material availability issues. Contractor will reimburse LWD or provide a replacement frame and cover.

Part 3 Construction Methods

- 1 Updated section numbering and titles to match 2024 Greenbook.

Part 4 Existing Improvements

- 1 Updated section numbering and titles to match 2024 Greenbook.

Part 5 Pipeline System Rehabilitation

- 1 Updated section numbering and titles to match 2024 Greenbook.

Part 8 Landscaping and Irrigation

- 1 Updated section numbering and titles to match 2024 Greenbook.

Division 3 - Standard Notes and Drawings

GN, LN, Minor updates for clarity and consistency with other Division changes.
& PN

S-6, Allowed for contractors to request manhole frames and covers from LWD in the case of
S-7, & S- material availability issues. Contractor will reimburse LWD or provide a replacement frame
28 and cover.

S-29 & S- Updated paving requirements around manhole lids to defer to local City and match current
30 inspection practices.

Appendix

A, B, C, Wording adjustments per legal counsel recommendations.

D, &H

K Updated to match current LAFCO forms.

W Updated per 2024 Greenbook.

RESOLUTION NO. 2427

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
REVISING THE STANDARD SPECIFICATIONS AND PROCEDURES FOR THE
WASTEWATER FACILITY PROJECTS**

WHEREAS, the Board of Directors of the Leucadia Wastewater District (LWD) desire to provide requirements and guidelines in the form of standard specifications for the processing of wastewater facility improvement plans and for the materials and methods of construction of such facilities;

WHEREAS, it is in the public interest to provide standard requirements to provide the public and LWD with well defined, concise, and understandable procedures for the processing of sewer improvement projects which, upon approval and acceptance by LWD will be owned and operated by LWD on behalf of District customers;

WHEREAS, Leucadia Wastewater District (LWD) Resolution No. 2368, approved on April 20, 2022 adopted standard specifications for the processing of privately constructed wastewater facilities; and

WHEREAS, LWD has completed a review of its standard specifications and determined that updates and changes are required;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LEUCADIA WASTEWATER DISTRICT AS FOLLOWS:

1. The Board of Directors of the Leucadia Wastewater District does hereby rescind Resolution No. 2368 and adopts in its place and stead the Standard Specifications for the Design and Construction of Privately Constructed Wastewater Facilities attached hereto as Exhibit A;

PASSED AND ADOPTED by the Board of Directors at a meeting of the Leucadia Wastewater District held April 9th, 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rolando Saldana, President

ATTEST:

Paul J. Bushee, Secretary/Manager
(SEAL)

MEMORANDUM

DATE: April 3, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Resolution No. 2428 Requesting LAFCO to Take Proceedings for the Miller & Hall Change of Organization

RECOMMENDATION:

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

1. Adopt Resolution No. 2428, Miller & Hall Annexation, as presented.
2. Discuss and take other action, as appropriate.

DISCUSSION:

This item was reviewed by the EC at its March 31st meeting and the EC concurred with staff to present this item for the Board's consideration.

The proposed Miller & Hall Annexation into the Leucadia Wastewater District (District) service area involves one parcel located at 327 North Vulcan Avenue in Encinitas. The parcel totals 0.23 acres and is located west of Interstate 5, north of Encinitas Boulevard, and east of N. Coast Highway 101.

This property lies within the District's sphere of influence and has an existing single-family residence served by a septic system. Per the City of Encinitas, the parcel is required to connect to the public sewer system to satisfy a permit condition for a proposed 798 square foot Accessory Dwelling Unit (ADU). The private sewer lateral for the parcel will connect to the existing public sewer system on North Vulcan Avenue.

Annexation into the District is necessary to provide sewer service to this parcel. Approval of Resolution No. 2428 would authorize the parcel's annexation into the District's service boundary. The District's existing wastewater collection and treatment systems have sufficient sewer capacity to accommodate both the existing single-family residence and the proposed ADU.

A copy of Resolution No. 2428 is attached for your review.

ier:PJB

Attachment

RESOLUTION NO. 2428

**A RESOLUTION OF APPLICATION BY THE
BOARD OF DIRECTORS OF LEUCADIA WASTEWATER DISTRICT
REQUESTING THE LOCAL AGENCY FORMATION COMMISSION
TO TAKE PROCEEDINGS FOR THE PROPOSED
MILLER & HALL CHANGE OF ORGANIZATION**

RESOLVED, by the Board of Directors of the Leucadia Wastewater District, that

WHEREAS, the Board of Directors of the LEUCADIA WASTEWATER DISTRICT (LWD), San Diego County, State of California, desires to initiate proceedings pursuant to the Cortese/Knox/Hertzberg Local Government Reorganization Act of 2000, Division 3, commencing with Section 56000 of the California Government Code for the proposed Miller & Hall Change of Organization; and

WHEREAS, the proposed Miller & Hall Change of Organization includes annexation of the Miller & Hall territory (**APN 256-300-40-00**) to the LWD; and

WHEREAS, the reasons for this proposed Change of Organization are as follows:

1. LWD is empowered to and is engaged in the collection, treatment, and disposal of wastewater and has existing facilities to provide wastewater service to the territory proposed to be annexed.
2. The owners of the territory desire to utilize the LWD facilities.
3. The territory to be annexed is within LWD's Sphere of Influence.

WHEREAS, the territory subject to the proposed Change of Organization is inhabited, and a description of the external boundary of the territory is set forth in Exhibit "A" and a map thereof is set forth in Exhibit "B", both attached hereto and by this reference incorporated herein; and

WHEREAS, LWD requests that the proposed Change of Organization be subject to the following terms and conditions:

1. The annexed property is thereafter subject to capacity fees, sewer service fees, and all other district-wide Ordinances and Resolutions of LWD.

WHEREAS, LAFCO is authorized to approve this proposed Change of Organization without notice or hearing and without an election. If no express effective date is indicated, the effective date of the Change of Organization shall be the date of recordation of the Certificate of Completion and Resolution ordering the change of organization by the County Recorder.

WHEREAS, the staff of LWD has reviewed this proposed Change of Organization under the California Environmental Quality Act (CEQA) and has found it to be categorically exempt from CEQA pursuant to Section 15319 (a) of the California Environmental Quality Act.

NOW, THEREFORE, this Resolution of Application is hereby approved and adopted by the Board of Directors of the LEUCADIA WASTEWATER DISTRICT. The Local Agency Formation Commission of San Diego County is hereby requested to take proceedings for the proposed Change of Organization that includes the territory as described in Exhibit "A" and shown in Exhibit "B", according to the terms and conditions stated above and in a manner provided by the Cortese/Knox/Hertzberg Local Government Reorganization Act of 2000.

PASSED AND ADOPTED at a Regular meeting of the Board of Directors held on April 9th, 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Rolando Saldana, President

ATTEST:

Paul J. Bushee, General Manager
(SEAL)

EXHIBIT "A"
MILLER EXHIBIT
ANNEXATION TO LEUCADIA WASTEWATER DISTRICT
GEOGRAPHIC DESCRIPTION

THE NORTHWESTERLY 50 FEET OF LOT 6, BLOCK "U" OF SEASIDE GARDENS ANNEX, IN THE CITY OF ENCINITAS, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 1801, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY, AUGUST 6, 1924, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 6;


THENCE (1) N61°26'30"E 200.00 FEET TO THE NORTHEAST CORNER OF SAID LOT 6;

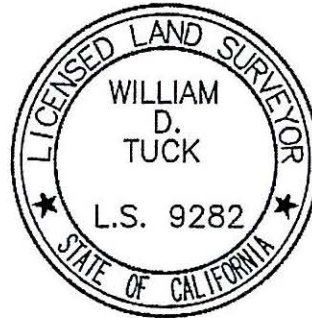
THENCE (2) ALONG THE NORTHEAST LINE OF SAID LOT 6 S28°33'30"E 50.00 FEET TO A POINT ON THE NORTHEAST LINE OF SAID LOT 6;

THENCE (3) LEAVING SAID NORTHEAST LINE OF LOT 6 S61°26'30"W 200.00 FEET TO A POINT ON THE SOUTHWEST LINE OF SAID LOT 6, SAID POINT LYING S28°33'30"W 50.00 FEET FROM THE POINT OF BEGINNING;

THENCE (4) ALONG THE SOUTHWEST LINE OF SAID LOT 6 N28°33'30"W 50.00 FEET TO THE POINT OF BEGINNING.

CONTAINS 0.23 ACRES OF LAND, MORE OR LESS.

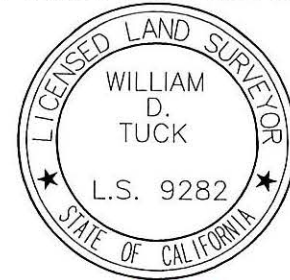

Digitally signed by William D Tuck
DN: C=US,
E=billtuck71@gmail.com,
O="Sphere Surveying and Mapping,
Inc.", OU=LS 9282, CN=William D
Tuck
Date: 2025.03.13 08:13:16-07'00'



WILLIAM D. TUCK, PLS 9282

EXHIBIT "B"
ANNEXATION PLAT

POR LOT 5
A.P.N. 256-300-19

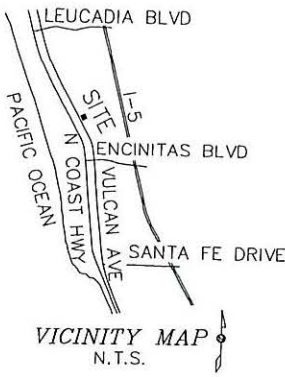


A.P.N. 256-300-18

POR LOT 5

Digitally signed by William D Tuck
DN: C=US,
E=willtuck71@gmail.com,
O=Sphere Surveying and
Mapping, Inc., OU=LS 9282,
CN=William D Tuck
Date: 2025.03.13 08:17:12-0700'

A.P.N. 256-300-13

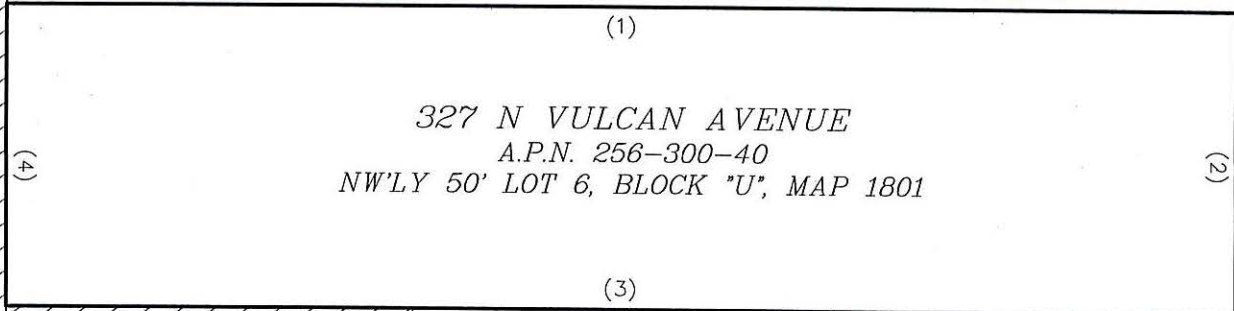


VICINITY MAP
N.T.S.

N.C.T.D. RIGHT-OF-WAY

VULCAN AVENUE

POINT OF BEGINNING



327 N VULCAN AVENUE
A.P.N. 256-300-40
NWLY 50' LOT 6, BLOCK "U", MAP 1801

A.P.N. 256-300-16
POR LOT 6

A.P.N. 256-300-15
POR LOT 6

A.P.N. 256-300-14
POR LOT 6

BEARINGS AND DISTANCES SHOWN HEREON ARE PER
MAP 1801, FILED IN THE OFFICE OF THE COUNTY
RECORDER OF SAN DIEGO COUNTY AUGUST 6, 1924.




LEGEND:
PROPOSED ANNEXATION BOUNDARY
EXISTING LEUCADIA WASTEWATER
DISTRICT BOUNDARY
PROPOSED ANNEXATION REGION

WITHIN LWD SPHERE OF
INFLUENCE & OUTSIDE LWD

ASSESSOR'S PARCEL NO. 256-300-40-00	LAFCO RESOLUTION NO.	ACREAGE 0.23	DATE 3/13/25	SCALE 1"=30'
LWD ANNEXATION NO. _____ BEING A PORTION OF LOT 6, BLOCK "U", MAP 1801.		SPHERE SURVEYING AND MAPPING, INC. 603 SEAGAZE DR. #1086 OCEANSIDE, CA. 92054 (760)803-9107		

MEMORANDUM

Ref: 25-9092

DATE: April 3, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Leucadia Wastewater District (LWD) Fiscal Year 2025 Pump Station Condition Assessment Report (FY25 Assessment)**

RECOMMENDATION:

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

1. Receive and file the FY25 Assessment completed by Water Works Engineers, LLC.
2. Discuss and take other action, as appropriate.

DISCUSSION:

Tactical Goal: Infrastructure and Technology / Pump Station Condition Assessment

This item was reviewed by the EC at its March 31st meeting and the EC concurred with staff to present this item for the Board's consideration.

The 2023 Asset Management Plan (AMP) recommended that LWD conduct a Pump Station Condition Assessment during FY25. The goal of this effort is to prioritize and plan future pump station rehabilitation efforts. The FY25 Assessment's purpose is to document the current condition of the La Costa and Batiquitos Pump Stations and provide recommended improvements, associated cost estimates, and implementation timelines. Additionally, the FY25 Assessment incorporates recommendations from the LWD's 2021 Hazard Mitigation Plan, which identifies potential natural hazard vulnerabilities and prioritizes hazard mitigation action items. This proactive approach ensures continued operational reliability and efficient allocation of LWD resources.

The AMP recommended the evaluation of the above referenced pump stations as well as the Saxony, Avocado, and Village Park 5 Pump Stations. However, LWD postponed the assessments for Saxony, Avocado, and Village Park 5 Pump Stations due to recent upgrades or a determination that an assessment was not required at this time.

The FY25 Assessment's executive summary is attached for review. The full assessment report, including detailed findings and recommendations, is available upon request. LWD staff and Water Works will present an overview of the assessment at the meeting.

FISCAL IMPACT:

There is no direct fiscal impact associated with this recommendation.

ier:PJB

Attachment

1 Executive Summary

Water Works Engineers (Water Works) serves as the as-needed civil engineering for Leucadia Wastewater District (LWD; District). In this FY 2025 Pump Station Condition Assessment Report, Water Works conducts a condition assessment of the LWD Batiquitos Pump Station and La Costa Pump Station. The primary goal of the effort is to document the condition of major site civil, structural, mechanical, electrical, instrumentation, and controls facilities for the individual pump stations and to recommend improvements, cost estimates, and timelines for implementing said improvements. The secondary goal of the effort is to incorporate District Staff comments and anecdotes and coordinate with and comment on recommendations made in the existing District planning documents 2021 Hazard Mitigation Plan (2021 HMP) and the 2023 Asset Management Plan (2023 AMP).

1.1 Batiquitos Pump Station

Background

Batiquitos Pump Station is one of LWD's largest and most important wastewater assets with a peak capacity of just under 20-million-gallons-per-day (mgd) when two pumps are on and two forcemains are open. It is located next to a beach and Batiquitos Lagoon off Carlsbad Blvd (Continuation of Hwy 101). The pump station collects flow from the entire District and pumps it to Encina Wastewater Pollution Control Facility. It was constructed in 1972 and has undergone many repair, rehabilitation, and upgrade projects, with one as recently as February 2025. Most major structural improvements are from 1972, 1986, and 2001. Most mechanical improvements are from 2001, 2006, and 2013. Most electrical, instrumentation, and controls improvements are from 2001. This is documented in Appendix A.

The pump station is exposed to several hazards that are primarily from flooding (e.g., tsunami, sea level rise, internal pump station flooding, etc.) and the 2021 HMP recommended strategies to mitigate external flooding risks. The 2023 AMP recommended an upgrade project in FY2025 that adopted some of the 2021 HMP recommendations and tackled pump replacement, generator replacement, and placement of new emergency basin pumps.

Recommendations

Water Works conducted a condition assessment of major site civil, structural, mechanical, electrical, instrumentation, and controls facilities and documented them in Appendix B and Appendix C and has made recommendations (action items) in coordination with District feedback and the 2021 HMP and 2023 AMP. The cost estimate for these improvements is detailed in Appendix D and is summarized in the table below.

Table 1: Batiquitos Pump Station Estimated Project Costs

Opinion of Probable Construction Cost (OPCC) (1,2)	\$ 6,239,000
Mobilization, Demobilization, Special Constraints & General Requirements <i>(For Single Major Upgrade Project)</i>	\$ 2,212,000
High Priority Improvements	\$ 3,541,637
Medium Priority Improvements	\$ 280,140
Low Priority Improvements	\$ 205,100
Typical Soft Costs	\$ 1,498,000
Design (10% OPCC)	\$ 623,900
Construction Management & Inspection (7% OPCC)	\$ 436,730
Engineering Services During Construction (3% OPCC)	\$ 124,780
Administration (1.5% OPCC)	\$ 187,170
Environmental Services Placeholder (2% OPCC) - Assumes NOE, Biological Tech Study, Coordination w/ CCC & Other Agencies, Revegetation Plan & Bird Watching	\$ 124,780
Total Estimated Project Cost (OPCC + Soft Costs)	\$ 7,737,000
(1) Rounded up to nearest \$1000 (CY2025 Dollars)	
(2) Includes 10% Construction Contingency	

The action items have been further separated into high, medium, and low priority improvements (See Appendix D). In general, a “high priority” improvement is needed, at a minimum, for facilities required for the continued primary operation of the pump station and are primarily structural, mechanical, and electrical, or where the consequence of failure (operational risk) is high. Alternatively, “medium priority” and “low priority” improvements are for lower priority systems that are primarily site civil or access related and are needed for the secondary operation of the pump station and where the consequence of failure is low.

Water Works generally recommends a single, efficient, large-scale upgrade project. If budget constraints dictate sequencing improvements into multiple, smaller phases of work constructed by different contractors over a longer period, this would likely increase the cost overall cost of the improvements. All actions requiring a complete shutdown of the pump station (and temporary bypass pumping) should be bundled together and limited to a single project, given the very high cost of temporary bypass pumping (\$8.4K+/- a day, or \$1.5M+/- for a 6 months). Most improvements that are recommended could likely be pushed back 3-5 years if District staff concur and can safely maintain and operate said unimproved existing facilities.

If the District elects to not conduct a single, major upgrade project in 2026, then it is recommended that at a minimum, the following action items be acted upon in 2026:

- 1) **Action Item A5.** Knocking back vegetated undergrowth (if permissible) and soil around the overflow weir curb and knocking out a section of curb to reduce risk of flooding to the switchgear / service entrance or monitor it closely and sandbag as necessary.
- 2) **Action Item 15A,16A,17A,18A.** Additional condition assessment of Wet Wells No 1 and 2.
- 3) **Action Item P17 and P18.** Additional condition assessment of the surge tank.

- 4) **Action Item P5.** Additional condition assessment (ultrasonic wall testing) of the 52-year old ductile iron pipe discharge header (See Action Item P5).
- 5) **Action Item P6 and P7.** Repairing the 39 year old Pump #1 assembly which has a slow leaking check valve. Monitor pump closely for performance issues.
- 6) **Action Item P22.** Repairing the pump room damaged wall/alcove/beam.

Remaining action items recommended to be acted upon in the next 3-5 (2028 to 2030) years consist of:

- 1) **A-1 through A-28 (Above Ground Improvements).** A sample of the major improvements include but are not limited to:
 - o Replace and relocate carbon scrubber tank and blower due to age
 - o Fill in air-plenum / air-well and create secondary emergency egress from pump room to mitigate flooding hazards and access risks
 - o Raise and replace SDGE service entrance, switchgear, and meter due to age and to mitigate flooding hazard
- 2) **P-1 through P-22 (Pump Room Improvements).** A sample of the major improvements include but are not limited to:
 - o Relocate and replace standby diesel generator and power distribution to electrical room due to age and to mitigate internal flooding hazards
 - o Replace pumps with submersibles and electrical distribution to pumps to age and to mitigate internal flooding hazards
 - o Replace pump discharge headers, inlets, discharge piping, valves, and appurtenances due to age
 - o Replace or rehabilitate surge tank system due to age
- 3) **E-1 through E-16 (Electrical Room Improvements).** A sample of the major improvements include but are not limited to:
 - o Replace or rehabilitate major electrical panels (i.e., VFDs, MCC, DSB, ATS, MTS, MSB, etc.) due to age and to accommodate new pumps and power distribution to/from pumps and standby generator

1.2 La Costa Pump Station

Background

La Costa Pump Station is a unique wastewater asset as it is the last package "Smith and Loveless" pump station left in the District's pump station inventory that has not been replaced yet. It uses an unconventional 32-feet deep "metal can" dry pit connected to a precast concrete wet well. It is located in Omni La Costa Resort and Spa next to center court, and has a 3.17 mgd peak capacity (1 pump, 1 forcemain).

The station was constructed in the 1964 and has undergone many repair, rehabilitation, and upgrade projects, with one as recently as 2020. The "metal can" dry pit is original, from 1964. Other major

structural improvements are from 1997, and 2013. Most mechanical improvements are from 2013. Most electrical, instrumentation, and controls improvements are from 1997 and 2013. The 2023 AMP recommended a major replace-in-place or relocation project in FY2028.

Recommendations

Water Works conducted a condition assessment and identified that major mechanical, structural, and electrical facilities have no remaining useful lifespan. The condition of the pump station is poor and District is at high operational risk due to the advanced corrosion and leaking, and risk of flooding, that is occurring in the original 1964 steel dry pit. Consequently, Water Works recommends the District start the pump station replacement project this year (2025) as the planning, design, and construction of the project will likely take 3 years in total.

Replacing the Pump Station in Place Conceptual Design

Replacing and installing the pump station back where it is currently is not preferred by the District (and potentially by other stakeholders) given its central location within the resort, and close proximity to center court, and other resort operations, amenities, and features. The District requires an expanded footprint, additional permanent easement, and permanent maintenance access with large vehicles to accommodate a District standard pump station facility. It is unknown if a station is compatible with the resort's planned improvements for the area, and this is the driving factor on why relocation of the pump station to the parking lot is preferred from the District's perspective. The cost of a new district pump station replaced in place is approximately \$3.0M to \$4.0M over 18 months. It will be impactful to resort operations

Replacing and Relocating the Pump Station Conceptual Design

Replacing and relocating the pump station to the parking lot is preferred as it will allow the pump station to be more readily accessible off of Costa Del Mar Road. Most the above ground facilities will be screened and close to existing walls and should not negatively impact sight lines. It is expected that the new facilities will substantially reduce District vehicular presence in the vicinity of the existing pump station and will allow the Resort to more readily alter the finished grade in the vicinity of the existing pump station. Increased fill material over existing gravity sewer pipelines would need to be checked by the District to make sure the pipelines could handle the long term dead and live loads, and sewer manholes could be replaced and raised in place relatively cost effectively.

The location of the valve vault and wet well would be inside the 100 year flood plain, but this could be readily mitigated with a subgrade floodproofed structure and raising the structure. Electrical infrastructure would be elevated, and outside the 100 year flood plain and located up against the existing wall closer to Costa Del Mar Road. The valve vault and wet well could also be located closer to the road, but this would add an additional \$100,000 to \$200,000 as it would require a new deep excavation.

The cost of a new district pump station replaced in a relocated location is approximately \$4.0M to \$5.0M over 18 months. It is approximately \$1M-\$1.5M costlier than replacing in place due to the trenchless crossing, added forcemain length, and increased abandonment activities required to accommodate the relocation.