



BOARD OF DIRECTORS REGULAR MEETING

DATE: Wednesday, December 11, 2024

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. Board of Directors Oath of Office**
General Counsel Brechtel will administer the oath of office to President Roesink, Director Brown, and Director Pacilio. (Pages 6-8)
- 5. General Public Comment Period**
- 6. Approval of Agenda**
- 7. Presentation and Awards**
 - A. Organizational Award – Five Years No Spills. (Page 9)
 - B. Adopt Resolution No. 2422 – In Appreciation of Donald F. Omsted For His Outstanding Service and Commitment to the Leucadia Wastewater District. (Pages 10-12)

CONSENT CALENDAR

Items 8-12 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.

8. Approval of Board and Committee Minutes

Minutes of the following meetings:

November 13, 2024 Regular Board Meeting (Pages 13-18)

9. Approval of Demands for November / December 2024

This item provides for Board of Directors approval of all demands paid from LWD during a portion of November and a portion of December 2024. (Pages 19-28)

10. Operations Report

This report discloses the year-to-date and monthly flow, rainfall, EDU's and reclaimed water averages; along with MGD flow comparisons from FY24 to FY25, flows by sub-basin, and staff training. (Pages 29-35)

11. 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 36-43)

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of November 2024. (Pages 44-45)

EWA REPORTS

13. Encina Wastewater Authority Reports

A. A regular EWA Board Meeting was held on November 20, 2024. (Page 46)

B. An Encina Member Agencies Manager's Meeting was held on December 3, 2024. (Verbal)

COMMITTEE REPORTS

14. Committee Reports

None.

ACTION ITEMS

15. Adopt Resolution 2423 – Check Signatory Authority Amounts

Adopt Resolution 2423 – Updating Check Signatory Authority Amounts for the General Manager, Director of Finance and Administration, and adding the Superintendent. (Pages 47-49)

16. Board of Directors Election of Officers (Page 50)

INFORMATION ITEMS

17. Project Status Updates and Other Informational Reports

None.

18. Directors' Meetings and Conference Reports

The CSDA Quarterly Dinner Meeting was held Thursday, November 21, 2024 at The Butcher Shop in San Diego, CA. (Page 51)

19. General Manager's Report

20. General Counsel's Report

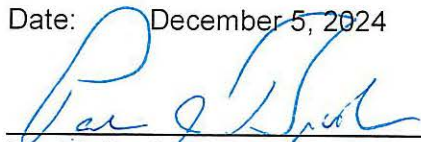
21. Board of Directors' Comments

22. 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: December 5, 2024



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*



Oath of Office

I, CHRISTOPHER ROESINK, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

CHRISTOPHER ROESINK

December 11, 2024
Date

Subscribed and sworn to me this 11th day of December, 2024.

Signature of Person Administering Oath

D. Wayne Brechtel
Printed name of Person Administering Oath

General Counsel
Title



Oath of Office

I, MATTHEW BROWN, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

MATTHEW BROWN

December 11, 2024
Date

Subscribed and sworn to me this 11th day of December, 2024.

Signature of Person Administering Oath

D. Wayne Brechtel
Printed name of Person Administering Oath

General Counsel
Title



Oath of Office

I, ROBERT PACILIO, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

ROBERT PACILIO

December 11, 2024
Date

Subscribed and sworn to me this 11th day of December, 2024.

Signature of Person Administering Oath

D. Wayne Brechtel

Printed name of Person Administering Oath

General Counsel

Title

MEMORANDUM

Ref: 25-8970

DATE: December 5, 2024
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Five Years No Spills



It is my pleasure to announce that the Leucadia Wastewater District recently achieved an Organizational Objective under the Incentive Program. The achievement is as follows:

Achieve highest number of a consecutive year(s) without a reportable spill

One of the District's organizational goals is to protect our local environment, private and personal property and public assets. To achieve this goal, the District must not have a sewer spill for one consecutive year or multiple consecutive years. As of November 27, 2024, the District has achieved this goal by not having a spill for more than five years.

Under the Incentive Program, staff is eligible for an incentive award of \$1,500 per employee for this accomplishment.

Please join me in congratulating LWD for this outstanding accomplishment.

tb:PJB

MEMORANDUM

DATE: December 5, 2024
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Resolution No. 2422 in Appreciation of Donald F. Omsted for His Outstanding Service and Commitment to the Leucadia Wastewater District

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Recognize the distinguished service of Director Donald (Don) F. Omsted.
2. Adopt Board Resolution No. 2422 as presented.

DISCUSSION:

Director Don Omsted has been an invaluable member of the Leucadia Wastewater District (LWD) Board of Directors, serving with dedication and distinction for a total of 22 years. Throughout his tenure, Don has devoted significant time and effort to supporting the Board, LWD staff, and the community of ratepayers.

As you are aware, Don has made the decision not to seek re-election in the upcoming year, marking the conclusion of his current term of service.

Don was first elected to the LWD Board of Directors in November 1982, serving a four-year term until 1986. Two decades later, in September 2006, he was appointed to fill an open seat on the Board, where he has faithfully served ever since. During his tenure, Don has been instrumental in guiding the District through numerous achievements and has contributed to the receipt of several prestigious industry awards.

In recognition of Don's remarkable commitment to environmental excellence and his professional service to the District, it is fitting that the Board of Directors and staff formally honor his legacy.

Attached for your consideration is Board Resolution No. 2422, expressing our appreciation to Don for his outstanding service to the District and the community at large.

:PJB

Attachment

RESOLUTION NO. 2422

A RESOLUTION OF THE BOARD OF DIRECTORS OF LEUCADIA WASTEWATER DISTRICT IN RECOGNITION AND APPRECIATION OF DONALD F. OMSTED FOR HIS EXEMPLARY SERVICE AND COMMITMENT TO THE LEUCADIA WASTEWATER DISTRICT

WHEREAS, Donald F. Omsted first joined the Leucadia Wastewater District (LWD) Board of Directors in 1982, served a four-year term, and rejoined in 2006, where he has faithfully served a total of 22 years to this day; and

WHEREAS, throughout his tenure, Mr. Omsted played a role in supporting significant capital improvements, such as the modernization of the District's headquarters building, major upgrades to LWD's two largest pump stations, and upgrades to LWD's key forcemains, positioning LWD as a leader in environmental protection by ensuring reliable and efficient operations; and

WHEREAS, under his leadership, the District made substantial advancements in water recycling, including construction of the Gafner Water Recycling Facility, helping to conserve potable water and enhancing regional water security; and

WHEREAS, he actively contributed to the District's governance through his work on committees and represented LWD on the Encina Wastewater Authority Board of Directors, strengthening regional partnerships and advancing wastewater management; and

WHEREAS, during his tenure, LWD maintained one of the lowest wastewater service rates in San Diego County while continuing to provide high-quality wastewater service and ensuring fiscal responsibility; and

WHEREAS, beyond his service to the District, Mr. Omsted has been a dedicated community member volunteering and serving on the Board of Directors for the Batiquitos Lagoon Foundation, volunteering at the Carlsbad Dove Library, and serving as a youth soccer referee, exemplifying his commitment to public service;

NOW, THEREFORE, be it resolved that the Board of Directors of the Leucadia Wastewater District extends its deepest gratitude to Donald F. Omsted for his outstanding service and contributions to the District;

BE IT FURTHER RESOLVED that this resolution be presented to Donald F. Omsted and be made a permanent part of the official records of the Leucadia Wastewater District.

PASSED AND ADOPTED this 11th day of December 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Chris Roesink, President

Rolando Saldana, Vice President

Matthew Brown, Director

Elaine Sullivan, Director

Robert Pacilio, Director

Paul J. Bushee, General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting
November 13, 2024

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, November 13, 2024 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Roesink, Saldana, Omsted, Pacilio, Sullivan

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, Natalie Fraschetti of Dexter Wilson Engineering, Demi Hite of Rogers, Anderson, Malody & Scott, LLP (RAMS), and Matthew Brown resident

3. Pledge of Allegiance

Director Pacilio led the pledge of allegiance.

4. General Public Comment Period

President Roesink stated there was one member of the public who requested to speak. He introduced resident Mr. Matthew Brown. Mr. Brown thanked staff and the Board for their work. He also thanked District 3 representative Director Omsted for his years of service.

Director Sullivan congratulated Mr. Brown on the election results and thanked him for running in the election. President Roesink concurred with Director Sullivan and stated he looks forward to having Mr. Brown on the Board. President Roesink also thanked Director Omsted for his years of service.

5. Approval of Agenda

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

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

6. Presentations and Awards

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

GM Bushee reported that on October 14, 2024 staff completed five years without a lost time injury accident. This achievement meets an organizational objective under the incentive program. He noted each employee is eligible for a \$1,200 compensation award. He stated this award reflects staff's excellent attention to safety.

The Board congratulated staff for their efforts and Directors Sullivan and Roesink thanked staff for their dedication and commitment to safety.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

October 9, 2024 Regular Board Meeting
November 4, 2024 Engineering Committee Meeting
November 5, 2024 Investment & Finance Committee Meeting

8. Approval of Demands for October/November 2024

Payroll Checks numbered 241009-1 – 241101-5; General Checking Checks numbered 26199-26324

9. Operations Report (A copy was included in the original November 13, 2024 Agenda)

10. Finance Report (A copy was included in the original November 13, 2024 Agenda)

11. Quarterly Treasurer's Investment Report

This report discloses investments for the quarter ending September 30, 2024.

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of October 2024.

13. Receive and file the Fiscal Year 2024 (FY24) Audit of the District's 2019 Sewer System Management Plan (SSMP) completed by Dexter Wilson Engineering, Inc.

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

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

EWA and COMMITTEE REPORTS

14. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting held on October 23, 2024.

Vice President Saldana reported on EWA's October 23, 2024 Board meeting.

B. EWA Resiliency Assessment Workshop Report – Meeting held on October 23, 2024.

Vice President Saldana reported on EWA's October 23, 2024 Special Board meeting.

C. An Encina Member Agency Manager's (MAM) Meeting was held on November 5, 2024.

GM Bushee reported on EWA's November 5, 2024 MAM meeting.

15. Committee Reports

A. An Engineering Committee (EC) meeting was held November 4, 2024.

Director Omsted reported that the EC reviewed the following recommendation:

- Receive and file the FY2024 Audit of the District's 2019 Sewer System Management Plan (SSMP) completed by Dexter Wilson Engineering, Incorporated.

The EC concurred with staff to receive and file the audit and it was included in tonight's Consent Calendar.

The EC also received an update on the San Marcos Creek Crossing Diversion Project and the L1 Force Main Bridge Crossing Emergency Repair. There was no action taken.

B. Investment & Finance Committee (IFC) meeting was held November 5, 2024.

Director Pacilio reported that the IFC reviewed a recommendation to receive and file the Fiscal Year 2024 Annual Comprehensive Financial Report.

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

Director Pacilio stated he received the 2024 Fall Newsletter in the mail. He thanked ADS Hill for an awesome and interesting newsletter.

Vice President Saldana gave kudos to staff for a great newsletter stating he has received positive feedback on the newsletter from his neighbors. President Roesink agreed with Directors Pacilio and Saldana.

ACTION ITEMS

16. Receive and file the Fiscal Year 2024 (FY24) Annual Comprehensive Financial Report conducted by Rogers, Anderson, Malody & Scott, LLP

DFA Green introduced Ms. Demi Hite from Rogers, Anderson, Malody & Scott, LLP (RAMS)

to provide a summary of the auditor's reports and auditing process.

Ms. Hite reviewed the responsibilities of the auditor and the audit process. She stated that the auditor's internal report indicated that the audit was a clean, unmodified opinion for the year ending FY24. She stated there were no instances of noncompliance with certain provisions of laws, regulations, contracts, and grant agreements that have a material effect on the determination of financial statement amounts.

In conclusion, Ms. Hite stated that staff was prepared for the audit, and the auditors had no recommended material audit adjustments and noted no material weaknesses or significant deficiencies in internal controls.

President Roesink asked for clarification on GASB. DFA Green provided clarification.

Vice President Saldana asked for clarification on Benford's Law. Ms. Hite provided clarification. Vice President Saldana also asked if there are any areas the District can automate or enhance. Ms. Hite stated there are no areas that she can see but the auditors are not necessarily looking at ways to improve future finances but rather looking at the controls, deficiencies and material weaknesses. She noted that the controls set up are well in place and there were no deficiencies found.

GM Bushee thanked the auditors, DFA Green, and staff for their work on the audit.

DFA Green then presented background information on the Annual Comprehensive Financial Report (ACFR). He provided a summary of the ACFR, highlighting the District's MD&A, FY24 Revenues and Expenses, Unrestricted Reserve Balances, and FY24 Budget to Actual Expenses.

Vice President Saldana thanked staff for their solid management of the District finances. Directors Pacilio and Sullivan agreed with Vice President Saldana.

Following discussion, the Board of Directors reached unanimous consensus to receive and file the Fiscal Year 2024 Annual Comprehensive Financial Report conducted by Rogers, Anderson, Malody & Scott, LLP.

17. Calendar Year 2025 Board of Directors' Meeting Schedule

Following discussion, upon a motion duly made by Vice President Saldana, seconded by Director Sullivan, and unanimously carried, the Board of Directors approved the CY25 Board of Directors' meeting schedule by the following vote:

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

18. 2024 Batiquitos Lagoon Foundation Board Members Election

EA Baity presented the item stating that the Batiquitos Lagoon Foundation is requesting its

members to vote for candidates for its 2024 Board Election. She noted the candidate's names and that staff has no recommendation.

The Board of Directors reached unanimous consensus to vote for Kevin Kienast (Incumbent), Jeff Regan (Incumbent), and Robert Rossi for the Batiquitos Lagoon Foundation Board.

INFORMATION ITEMS

19. Project Status Updates and Other Informational Reports

A. CSDA Quarterly Dinner Meeting is scheduled for Thursday, November 21, 2024 at The Butcher Shop in San Diego, CA.

EA Baity announced the date and time of the CSDA Quarterly Dinner Meeting.

B. LWD Holiday Dinner / Retirement Dinner is scheduled for Saturday, December 7, 2024 at the Green Dragon Tavern and Museum in Carlsbad, CA.

EA Baity announced the date and time of the Holiday Dinner / Retirement Dinner recognizing Director Omsted.

C. 2025 CASA Winter Conference is scheduled for January 29 – 31, 2025 at the Hilton Palm Springs in Palm Springs, CA.

EA Baity announced the date and time of the 2025 CASA Winter Conference.

20. Directors' Meetings and Conference Reports

None.

21. General Manager's Report

GM Bushee reported on the following:

- Thanked Director Omsted for his service to the District and noted Director Omsted will be receiving a Resolution of Appreciation at the December 11th Board Meeting.

22. General Counsel's Report

GC Brechtel reported on the following:

- AB 2257 - Proposition 218 protests;
- A Brown Act update on remote attendance for meetings; and
- SB 2561 – Vacant positions.

23. Board of Directors' Comments

Director Omsted stated that this is his last Board meeting as a Board member. He stated that he is happy to have Mr. Brown as his replacement. He thanked the Board and staff for all their work.

Vice President Saldana stated he was happy to see CPM Riffel at the Board meeting. The Board congratulated CPM Riffel on his recent promotion.

24. Adjournment

President Roesink adjourned the meeting at approximately 6:08 p.m.

Chris Roesink, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
DEMANDS SUMMARY
December 11, 2024

Disbursement Period November 8, 2024 through December 5th, 2024

PAYROLL PAYMENTS	\$	154,443.40
PAYROLL EXPENSE REIMBURSEMENTS	\$	224.06
GENERAL CHECKS		
Operating	\$	184,077.29
Capital	\$	165,243.86
TOTAL GENERAL CHECKS	\$	<u>349,321.15</u>
ELECTRONIC PAYMENTS		
Operating	\$	136,260.97
Capital	\$	-
TOTAL ELECTRONIC PAYMENTS	\$	<u>136,260.97</u>
TOTAL DEMANDS	\$	640,249.58

**LEUCADIA WASTEWATER DISTRICT
EMPLOYEE/BOARD PAYROLL CHECKS
December 11, 2024**

Disbursement Period November 8, 2024 through December 5th, 2024

<u>Description</u>	<u>Check Date</u>	<u>Check #'s</u>	<u>Amount</u>
Biweekly Payroll	11/13/2024 241113-1	241113-19	\$56,812.80
Incentive Payroll	11/13/2024 241113-1	241113-19	\$20,183.13
Sick Leave Payroll	11/27/2024 241127-1	241127-8	\$19,695.64
Biweekly Payroll	11/27/2024 241127-1	241127-19	\$56,015.63
Board Payroll	12/2/2024 241202-1	241202-5	\$1,736.20
TOTAL PAYROLL CHECKS			\$ 154,443.40

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 11/8/2024 Through 12/5/2024

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
26325	11/14/2024	AIRGAS USA LLC	2,019.86	Liquid Oxygen Contract 10/28/24
	11/14/2024	AIRGAS USA LLC	800.00	Liquid Oxygen Contract Monthly Tank Rental Nov 2024
26326	11/14/2024	AWSS INC	2,370.76	Vehicle & Generator Fuel 10/07/24-10/22/24
	11/14/2024	AWSS INC	1,507.46	Vehicle & Generator Fuel 10/22/24-11/01/24
26327	11/14/2024	C & B Air Power	1,615.40	Service Kits, Rotair Plus Oil
26328	11/14/2024	CHARLES ULMER DBA: CHUCKS TIRE ...	2,913.00	4 Tires, Mount and Balance, Disposal Vehicle #170
26329	11/14/2024	DATA NET SOLUTIONS GROUP	2,173.20	Monthly IT Services October 2024
	11/14/2024	DATA NET SOLUTIONS GROUP	2,809.99	Monthly Managed Services 10/01/24-10/31/24
	11/14/2024	DATA NET SOLUTIONS GROUP	150.00	Monthly onsite PM
26330	11/14/2024	DETECTION INSTRUMENTS CORP	2,059.92	ACR-SD-H2S-1000 Logger
	11/14/2024	DETECTION INSTRUMENTS CORP	142.75	Calibration
26331	11/14/2024	INTERSTATE BATTERIES OF SAN DIE...	314.55	SRM-31 Batteries
26332	11/14/2024	L&L PRINTERS	6,816.14	LWD Fall Newsletter Priniting & Mailing Services
26333	11/14/2024	MISSION SQUARE	7,257.37	Deferred Comp for PPE 11/13/24
26334	11/14/2024	NAPA AUTO	14.51	Automotive fuses
26335	11/14/2024	PACIFIC RIM MECHANICAL	1,105.00	Replaced damaged ball valve
26336	11/14/2024	PRUDENTIAL OVERALL SUPPLY	248.41	Weekly Uniform/Laundry Service 11/12/24
26337	11/14/2024	SANDAG	158,151.00	Poinsettia Station Improvement Project
26338	11/14/2024	SAN DIEGUITO WATER DISTRICT	153.20	Water @ Tanker 1
26339	11/14/2024	TERMINIX PROCESSING CENTER	102.00	Pest Control 10/07/24
26340	11/14/2024	VORTEX DOORS LLC	613.30	Repairs to Pedestrian Gate
26341	11/14/2024	WILLIAMS LLP	1,770.00	Legal Services - October 2024
26342	11/21/2024	AIRGAS USA LLC	1,567.65	Liquid Oxygen Contract 11/08/24
26343	11/21/2024	COUNTY OF SAN DIEGO APCD	664.00	District Fees for APCD1996-SITE-09551 12/2024-12/2025
26344	11/21/2024	AT&T	217.83	Phone Service-BPS 10/10/24-11/09/24
26345	11/21/2024	Brightview Landscape Services Inc	2,914.43	Water Clearance Trimming & Fence Line & Bike Lane Clearance
26346	11/21/2024	PETTY CASH	425.23	Petty Cash 09/27/24-11/13/24
26347	11/21/2024	DEXTER WILSON ENGINEERING	298.50	Development Services 1117- 155 W. Jason Street
	11/21/2024	DEXTER WILSON ENGINEERING	229.00	Development Services 1136-Wishbone Way APN 264-222-33
	11/21/2024	DEXTER WILSON ENGINEERING	298.50	Development Services 1207-Banzai Bowls-106 Leucadia Blvd
	11/21/2024	DEXTER WILSON ENGINEERING	192.00	Development Services 1211-Ernies Deli&Wine-114 N El Camino
	11/21/2024	DEXTER WILSON ENGINEERING	320.00	Development Services-0943 Leucadia Streetscape
	11/21/2024	DEXTER WILSON ENGINEERING	4,940.00	FY25 SSMP Audit October 2024
26348	11/21/2024	DUKE'S ROOT CONTROL INC	8,621.36	Root Control (Sewer)
26349	11/21/2024	FIDELITY SECURITY LIFE INSURANCE...	397.25	Vision Insurance - November 2024
	11/21/2024	FIDELITY SECURITY LIFE INSURANCE...	8.83	Vision Insurance COBRA-November 2024
26350	11/21/2024	GRAINGER, INC	513.73	3/4" Steel Gage

Date: 12/4/24 12:29:25 PM

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Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 11/8/2024 Through 12/5/2024

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
	11/21/2024	GRAINGER, INC	19.52	Reciprocating saw blade
	11/21/2024	GRAINGER, INC	243.69	Universal Knit Cap
26351	11/21/2024	HUMANA DENTAL INS.	4,475.56	Dental Insurance-December 2024
26352	11/21/2024	CONFIDENCE CONSULTING	1,900.00	Leadership Assessment/Hiring Assessment
26353	11/21/2024	KEN GRODY FORD	800.00	Replace Windshield CCTV Van
	11/21/2024	KEN GRODY FORD	434.09	Vehicle # 161 Service Circuit Breaker
26354	11/21/2024	LEE'S LOCK & SAFE	14.55	Fast Board Key & 5 Pin Key
26355	11/21/2024	MALLORY SAFETY AND SUPPLY	2,988.45	Storm Shield Jackets, Goretex Pants, Goretex Hoods
26356	11/21/2024	MSC JANITORIAL SERVICE, INC	2,880.83	Janitorial Services October 2024 & Quarterly Floor Services
26357	11/21/2024	MUTUAL OF OMAHA	1,356.46	Disability Insurance-December 2024
26358	11/21/2024	OLIVENHAIN MUNICIPAL WATER DIS...	61.37	Water @ VP5 PS
26359	11/21/2024	PACIFIC RIM MECHANICAL	1,903.90	AC Repair Downstairs Offices
26360	11/21/2024	PRUDENTIAL OVERALL SUPPLY	153.14	Weekly Uniform/Laundry Service 11/19/24
26361	11/21/2024	Quench USA Inc	136.85	Office water tanks/filtered drinking water 11/19-12/18/2024
26362	11/21/2024	QUADIENT FINANCE USA INC	180.07	Postage Machine Lease 12/18/24 - 03/17/25
26363	11/21/2024	ROGERS ANDERSON MALODY & SCOT...	7,070.00	Audit FYE 2024 October 2024
26364	11/21/2024	RISING TIDE PARTNERS	8,212.38	Public Outreach Services October 2024
26365	11/21/2024	SAN DIEGUITO TROPHY	172.66	Name Plates
26366	11/21/2024	SAN DIEGO GAS & ELECTRIC	4,520.67	Electric @ Admin
	11/21/2024	SAN DIEGO GAS & ELECTRIC	111.76	Electric @ Avocado PS
	11/21/2024	SAN DIEGO GAS & ELECTRIC	1,560.32	Electric @ AWT
	11/21/2024	SAN DIEGO GAS & ELECTRIC	473.30	Electric @ Diana PS
	11/21/2024	SAN DIEGO GAS & ELECTRIC	1,433.67	Electric @ La Costa PS
	11/21/2024	SAN DIEGO GAS & ELECTRIC	14,284.41	Electric @ LPS
	11/21/2024	SAN DIEGO GAS & ELECTRIC	177.60	Electric @ RV PS
	11/21/2024	SAN DIEGO GAS & ELECTRIC	844.45	Electric @ Saxony PS
	11/21/2024	SAN DIEGO GAS & ELECTRIC	392.26	Electric @ VP5 PS
	11/21/2024	SAN DIEGO GAS & ELECTRIC	235.94	Electric @ VP7 PS
	11/21/2024	SAN DIEGO GAS & ELECTRIC	928.96	Electric/Gas @ E Estates PS
	11/21/2024	SAN DIEGO GAS & ELECTRIC	244.52	Gas @ Admin
26367	11/21/2024	I2B NETWORKS INC DBA SPACELINK	160.00	Live Webcam Streaming Services-Webcam @ BPS 11/14-12/13/24
26368	11/21/2024	TERMINIX PROCESSING CENTER	77.08	Pest Control 11/04/24
26369	11/21/2024	TRITON HURD	3,000.00	Lateral Reimbursement: 1748 Caliban Dr, Encinitas CA 92024
26370	11/21/2024	UNIFIRST FIRST AID CORP	223.83	First Aid Supplies
26371	11/21/2024	VERIZON WIRELESS	1,204.54	Cell Phones 10/08/24-11/07/24
26372	11/21/2024	VISTA FENCE COMPANY INC	5,884.00	3 Gate Repairs
26373	11/21/2024	WEST COAST SAFETY SUPPLY INC	1,822.05	Hydrogen Sulfide Cylinder
26374	12/5/2024	ADS CORP DBA ADS ENVIRONMENTA...	4,794.65	Flow Metering and Data Analysis 11/1/24-11/30/24
	12/5/2024	ADS CORP DBA ADS ENVIRONMENTA...	1,340.00	Meter Maintenance and Data Delivery 11/1/24-11/30/24
26375	12/5/2024	AIRGAS USA LLC	1,542.93	Liquid Oxygen Contract 11/21/24
26376	12/5/2024	ALPHAGRAPHICS	241.13	Employee Badges

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Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 11/8/2024 Through 12/5/2024

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
26377	12/5/2024	AT&T	215.25	Phone Service-Elevator 10/25/24-11/24/24
26378	12/5/2024	BAJA POOL AND SPA SERVICE	190.00	Weekly Maintenance of Water Fountain 12/01/24-12/31/24
26379	12/5/2024	BARNHART REESE CONSTRUCTION INC	35.68	Refund for Developer Deposit-Barnhart-Reese Construction
26380	12/5/2024	BIRDSEYE KITCHEN	38.32	Refund for Developer Deposit-Birdseye Kitchen540/542 N Coast
26381	12/5/2024	Brightview Landscape Services Inc	1,066.00	Landscape Maintenance Services @ Admin Dec 2024
	12/5/2024	Brightview Landscape Services Inc	378.00	Vegetation Cleanup (Line Maintenance) Dec 2024
26382	12/5/2024	CASEY BENNETT	1.24	Refund for Developer Deposit-633 Sparta ADU
26383	12/5/2024	CITY OF CARLSBAD	427.57	Water @ 1900 La Costa Ave
	12/5/2024	CITY OF CARLSBAD	170.60	Water @ 1960 La Costa Ave
	12/5/2024	CITY OF CARLSBAD	28.70	Water @ Fire Line
	12/5/2024	CITY OF CARLSBAD	374.06	Water for Vactor 1
	12/5/2024	CITY OF CARLSBAD	437.34	Water for Vactor 2
26384	12/5/2024	CITY OF ENCINITAS	20.00	Refund for Developer Deposit - Jason Street Storm Drain
	12/5/2024	CITY OF ENCINITAS	4.02	Refund for Developer Deposit-101 Pedestrian Crossing
	12/5/2024	CITY OF ENCINITAS	3.28	Refund for Developer Deposit-Morning Sun & Woodside Lane
26385	12/5/2024	COLONIAL LIFE INS	184.16	Accident/Critical Illness Ins 11/13/24 & 11/27/24
26386	12/5/2024	CORODATA RECORDS MANAGEMENT ...	114.08	File Archive/Records Storage Services October 2024
26387	12/5/2024	COX COMMUNICATIONS SAN DIEGO	1,567.72	Phone / Internet Services 11/22/24-12/21/24
26388	12/5/2024	DALRADA FINANCIAL	51.66	Refund for Developer Deposit-Alejandra's Mexican Food
26389	12/5/2024	DEXTER WILSON ENGINEERING	5,246.00	General Engineering Services October 2024
26390	12/5/2024	ELECTRICAL SALES, INC.	332.37	11 Pin Timer
26391	12/5/2024	ESRI	5,650.00	ArcGIS Desktop Standard Single Use Subscription 2/25-2/26
26392	12/5/2024	STEVEN & LORI ESTRADA	82.50	Refund for Developer Deposit - 164 Edgeburt Dr
26393	12/5/2024	EVERON LLC	165.00	Security Services 12/17/24-1/16/25
26394	12/5/2024	FIDELITY SECURITY LIFE INSURANCE...	8.83	Vision Insurance COBRA-December 2024
	12/5/2024	FIDELITY SECURITY LIFE INSURANCE...	404.47	Vision Insurance-December 2024
26395	12/5/2024	FEDERAL EXPRESS CORPORATION	170.07	Shipping 11/19/24
26396	12/5/2024	GRAINGER, INC	248.07	Handheld Blower
26397	12/5/2024	THE HARTFORD	488.07	Life Insurance-December 2024
26398	12/5/2024	HEALTHY CREATIONS CAFE/NECTARI...	20.68	Refund for Developer Deposit-Healthy Creations 376 N ERC
26399	12/5/2024	JAMES JOSEPH GRADY JR TRUSTEE	7.68	Refund for Developer Deposit-7164-7166 Argonauta Way
26400	12/5/2024	JAMES PJ ARCHITECTS	81.67	Refund for Developer Deposit-Happy Lemon 165A N ElCaminoReal

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 11/8/2024 Through 12/5/2024

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
26401	12/5/2024	THE LULLABAR INC	30.83	Refund for Developer Deposit-The Lullabar-7750 El CaminoReal
26402	12/5/2024	MBN GROUP	2.50	Refund for Developer Deposit-Cadencia St APN 223-260-11
26403	12/5/2024	MISSION SQUARE	7,257.92	Deferred Comp for PPE 11/27/24
26404	12/5/2024	MITSUBISHI ELECTRIC US INC - MEU...	375.30	Elevator Maintenance 12/01/24-12/31/24
26405	12/5/2024	MSC JANITORIAL SERVICE, INC	2,334.58	Janitorial Services November 2024
26406	12/5/2024	NAPA AUTO	64.59	BlueDEF Diesel Exhaust Fluid
26407	12/5/2024	OLIVENHAIN MUNICIPAL WATER DIS...	76.41	Recycled Water @ Traveling
	12/5/2024	OLIVENHAIN MUNICIPAL WATER DIS...	61.37	Water @ Encinitas Estates PS
	12/5/2024	OLIVENHAIN MUNICIPAL WATER DIS...	519.47	Water @ Traveling
	12/5/2024	OLIVENHAIN MUNICIPAL WATER DIS...	377.38	Water @ Traveling 2
	12/5/2024	OLIVENHAIN MUNICIPAL WATER DIS...	55.70	Water @ VP7
26408	12/5/2024	OLIVENHAIN MUNICIPAL WATER DIST	97.63	Rincon Consultants NSDWRC Grant Admin Prof Serv thru11/14/24
	12/5/2024	OLIVENHAIN MUNICIPAL WATER DIST	24.43	Woodard & Curran NSDWRC Grant Admin Prof Serv thru 11/6/2024
26409	12/5/2024	PACIFIC PIPELINE SUPPLY	211.19	Insul Flange Kit
26410	12/5/2024	Peter Lagasse	14.45	Refund for Developer Deposit-Peter Lagasse
26411	12/5/2024	PLANT PEOPLE, INC	186.90	Monthly Maintenance of Office Plants November 2024
26412	12/5/2024	PRUDENTIAL OVERALL SUPPLY	167.73	Weekly Uniform/Laundry Service 11/26/24
	12/5/2024	PRUDENTIAL OVERALL SUPPLY	155.79	Weekly Uniform/Laundry Service 12/3/24
26413	12/5/2024	REPUBLIC SERVICES #661	412.59	Waste Services- November 2024
26414	12/5/2024	RICHARD PANTAROTTO	3,000.00	Lateral Reimbursement: 236 Sprucewood Dr, Encinitas CA 92024
26415	12/5/2024	RSI GROUP INC	33.95	Refund for Developer Deposit-Pitfire Pizza 7720 ElCaminoReal
26416	12/5/2024	Ryley Webb	54.42	Refund for Developer Deposit-FPC Residential-Removal of LWD
26417	12/5/2024	SAN DIEGO GAS & ELECTRIC	16,150.17	Electric @ BPS
26418	12/5/2024	SIGNA MECHANICAL	104.95	O-Ring Buna for Slide Face Receiver
26419	12/5/2024	SMITH & LOVELESS, INC	189.32	Gasket Volute
26420	12/5/2024	SOUTHERN CONTRACTING COMPANY	900.00	Troubleshoot Issues w Pumps Leucadia & Batiquitos
26421	12/5/2024	STAPLES	553.56	Office Supplies
	12/5/2024	STAPLES	(33.69)	Price Match Credit Invoice 6015456143
	12/5/2024	STAPLES	(16.97)	Price match discount original invoice 6017213578
	12/5/2024	STAPLES	(68.09)	Return Dixie Cups
	12/5/2024	STAPLES	(11.63)	Returned Envelopes
	12/5/2024	STAPLES	(1.94)	Returned unused envelopes
26422	12/5/2024	SUNBELT RENTALS, INC	324.86	Watt Balloon Light Rental
26423	12/5/2024	Theodore Basil Staros	89.85	Refund for Developer Deposit-2129 Alga Road Encroachment
26424	12/5/2024	TEMPORAL CYBERNETICS LLC	32.39	Refund for Developer Deposit-1052 California St ADU Lateral

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 11/8/2024 Through 12/5/2024

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
26425	12/5/2024	THAI ONE ON INCORPORATED	57.42	Refund for Developer Deposit-Thai One On 7750 RSF Road
26426	12/5/2024	TOSHIBA AMERICA BUSINESS SOLUTI...	454.64	Copying Machine Lease Agreement 11/15-12/15/24
26427	12/5/2024	UNDERGROUND SERVICE ALERTS/C	224.60	Monthly Underground Alarm Service
	12/5/2024	UNDERGROUND SERVICE ALERTS/C	115.97	Monthly Underground State Fee
26428	12/5/2024	VORTEX DOORS LLC	1,309.80	Repairs to Rolling Steel Doors
Report Total			349,321.15	

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

Session ID	Document Number	Effective Date	Name	Debit	Transaction Description
CD1248	270471913833466	11/14/2024	United States Treasury	803.75	Staff Incentive Payroll Taxes for Checks dtd 11/13/24-FedW/H
		11/14/2024	United States Treasury	2,529.60	Staff Incentive Payroll Taxes for Checks dtd 11/13/24-FICA
		11/14/2024	United States Treasury	672.00	Staff Incentive Payroll Taxes for Checks dtd 11/13/24-Medica
	8096640	11/14/2024	EMPLOYMENT DEVELOPMENT DEPT	206.92	Staff Incentive Payroll Taxes for Checks dtd 11/13/24-State
Total CD1248				4,212.27	
CD1249	270471994933055	11/14/2024	United States Treasury	9,657.87	Staff Payroll Taxes for Checks dated 11/13/24-Federal W/H
		11/14/2024	United States Treasury	8,376.54	Staff Payroll Taxes for Checks dated 11/13/24-FICA
		11/14/2024	United States Treasury	2,667.96	Staff Payroll Taxes for Checks dated 11/13/24-Medicare
	8096642	11/14/2024	EMPLOYMENT DEVELOPMENT DEPT	4,031.09	Staff Payroll Taxes for Checks dated 11/13/24-State
Total CD1249				24,733.46	
CD1250	1002775423	11/15/2024	CALPERS	3,609.18	PERS Retirement dated for pay period 11.13.2024-Classic EE
		11/15/2024	CALPERS	7,818.43	PERS Retirement dated for pay period 11.13.2024-Classic ER
	1002775424	11/15/2024	CALPERS	2,490.06	PERS Retirement dated for pay period 11.13.2024-PEPRA EE
		11/15/2024	CALPERS	2,528.60	PERS Retirement dated for pay period 11.13.2024-PEPRA ER
Total CD1250				16,446.27	
CD1251	1002779527	12/2/2024	CALPERS	37,578.10	CalPERS Health Insurance-Dec 2024-St
		12/2/2024	CALPERS	98.82	CalPERS Health Insurance-Dec 2024-Admin Fee

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

Session ID	Document Number	Effective Date	Name	Debit	Transaction Description
		12/2/2024	CALPERS	942.00	CalPERS Health Insurance-Dec 2024-Retiree
	1002779528	12/2/2024	CALPERS	2,020.64	CalPERS Health Insurance-December 2024-Board
		12/2/2024	CALPERS	4.85	CalPERS Health Insurance-December 2024-Admin Fee
Total CD1251				40,644.41	
CD1252	270473412773868	11/29/2024	United States Treasury	9,371.11	Staff Payroll Taxes for Checks dated 11/27/24-Federal W/H
		11/29/2024	United States Treasury	8,339.90	Staff Payroll Taxes for Checks dated 11/27/24-FICA
		11/29/2024	United States Treasury	2,682.42	Staff Payroll Taxes for Checks dated 11/27/24-Medicare
	8110640	11/29/2024	EMPLOYMENT DEVELOPMENT DEPT	3,879.25	Staff Payroll Taxes for Checks dated 11/27/24-State
Total CD1252				24,272.68	
CD1253	270473454210900	11/29/2024	United States Treasury	3,721.39	Staff Sick Leave BB Payroll Taxes for Check dtd 11/27/24
		11/29/2024	United States Treasury	2,348.34	Staff Sick Leave BB Payroll Taxes for Check dtd 11/27/24
		11/29/2024	United States Treasury	938.74	Staff Sick Leave BB Payroll Taxes for Check dtd 11/27/24
	8110636	11/29/2024	EMPLOYMENT DEVELOPMENT DEPT	1,795.92	Staff Sick Leave Buy Back Payroll Taxes for Checks dtd 11/27
Total CD1253				8,804.39	
CD1254	270473832604094	12/3/2024	United States Treasury	284.70	Board Payroll Taxes for Checks dated 12/02/24-Federal W/H
		12/3/2024	United States Treasury	198.40	Board Payroll Taxes for Checks dated 12/02/24-FICA

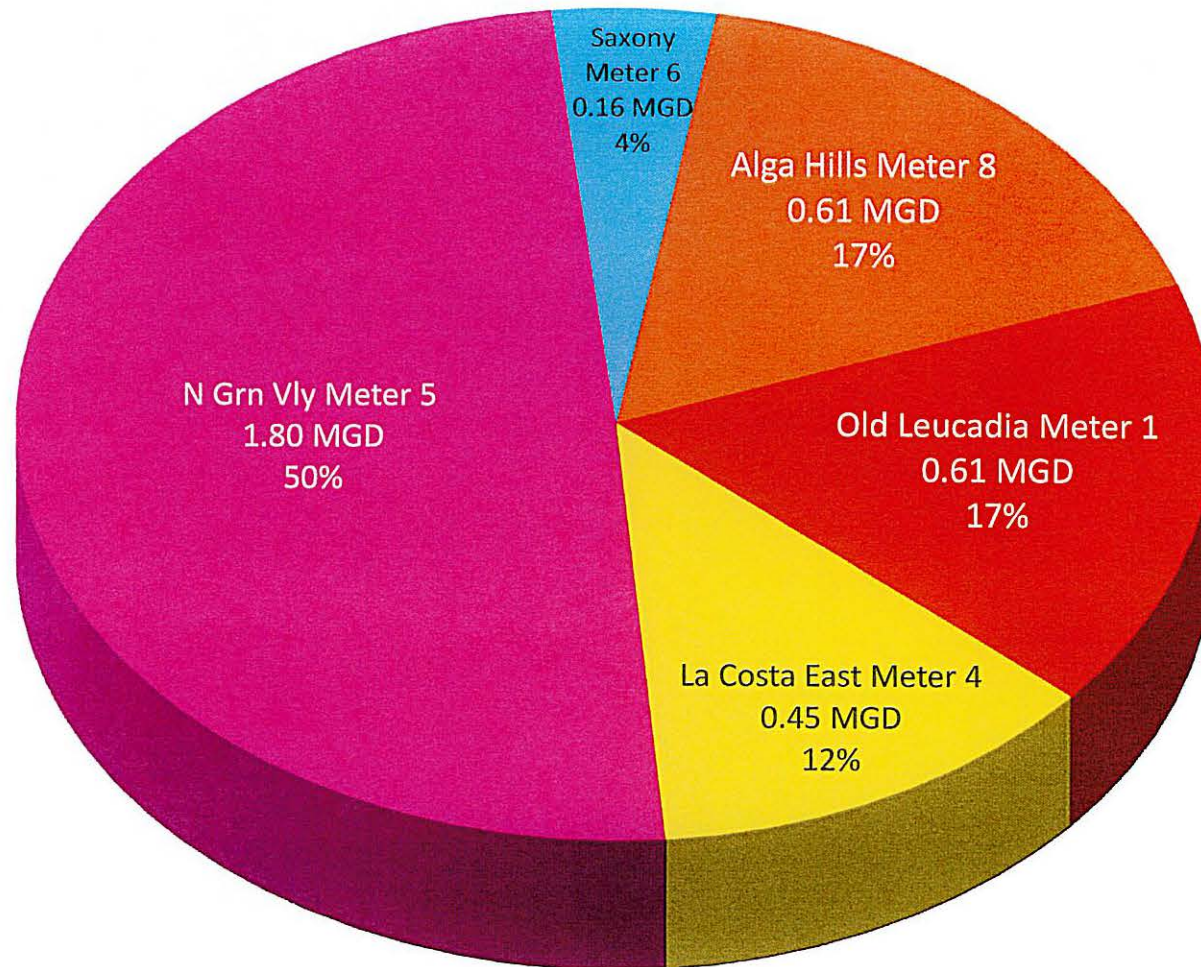
Leucadia Wastewater District
Posted General Ledger Transactions - CD Transactions for Demands

Session ID	Document Number	Effective Date	Name	Debit	Transaction Description
		12/3/2024	United States Treasury	63.80	Board Payroll Taxes for Checks dated 12/02/24-Medicare
Total CD1254				546.90	
CD1255	1002787315	12/3/2024	CALPERS	48.00	PERS Retirement Pay Period 11/1-11/30/2024 E Sullivan EE
		12/3/2024	CALPERS	103.98	PERS Retirement Pay Period 11/1-11/30/2024 E Sullivan ER
Total CD1255				151.98	
CD1256	1002787274	12/2/2024	CALPERS	3,609.42	PERS Retirement dated for pay period 11/27/2024 Classic EE
		12/2/2024	CALPERS	7,818.95	PERS Retirement dated for pay period 11/27/2024 Classic ER
	1002787275	12/2/2024	CALPERS	2,490.84	PERS Retirement dated for pay period 11/27/2024 PEPRA EE
		12/2/2024	CALPERS	2,529.40	PERS Retirement dated for pay period 11/27/2024 PEPRA ER
Total CD1256				16,448.61	
Report Total				136,260.97	

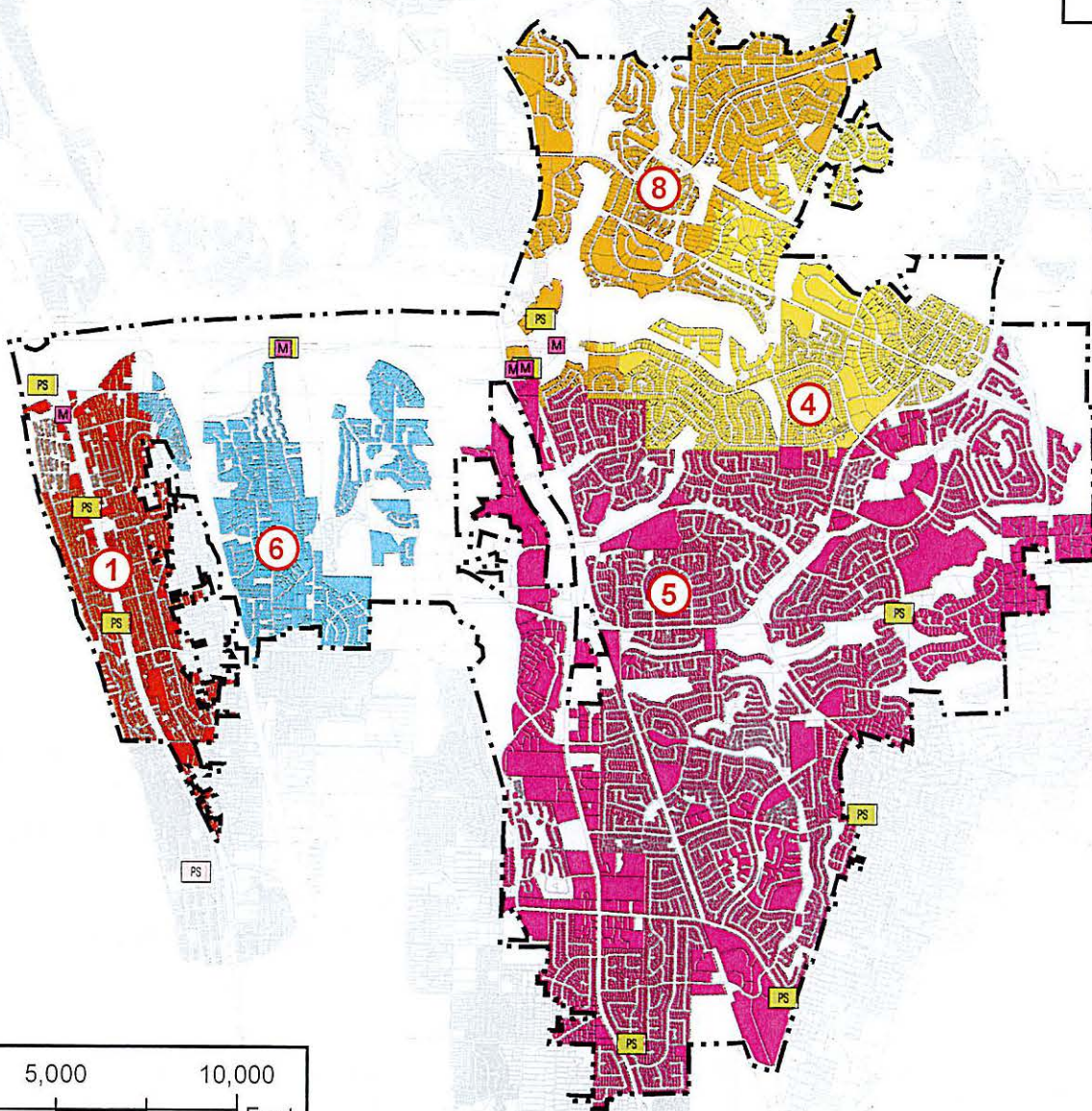
**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2025 (July 2024 - June 2025)**

CURRENT MONTH Nov-24								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								3.62
YTD								
JANUARY								3.71
YTD								
FEBRUARY								4.12
YTD								
MARCH								3.80
YTD								
APRIL								3.73
YTD								
MAY								3.88
YTD								
JUNE								3.82
YTD								
YTD Totals	0.14	568.33	9.97			160.55		
Mo Average	0.03	113.67	1.99	3.74	128.86	32.11		3.78

**LWD Flows by Sub-Basin
November 2024
Total LWD Flow 3.63 MGD**



LEUCADIA WASTEWATER DISTRICT



LEGEND

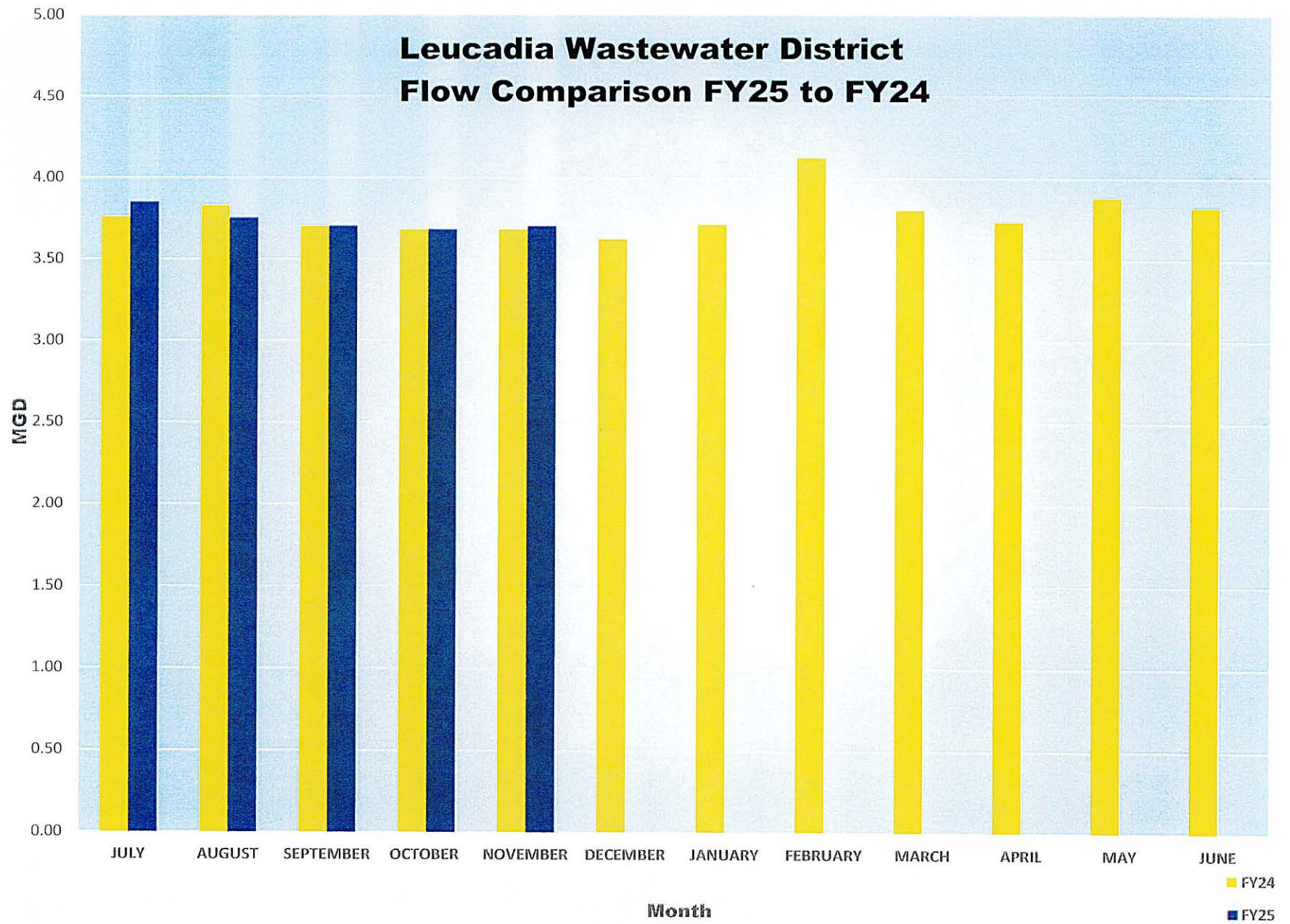
Parcels by Basin

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

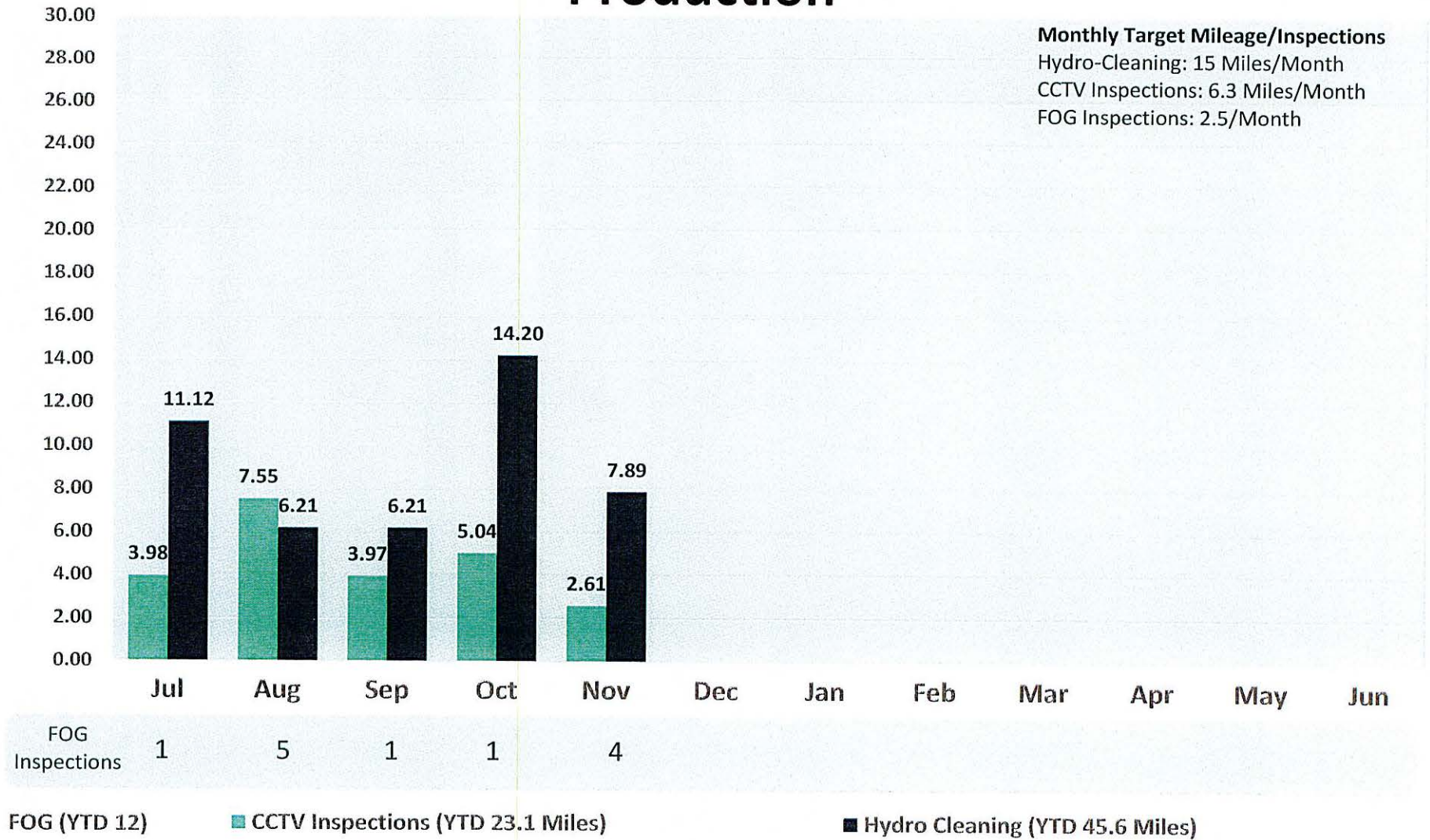


DEXTER WILSON ENGINEERING, INC.
CONSULTING ENGINEERS
(760) 438-4422

SEWER COLLECTION SYSTEM BY SUB-BASIN



FY-25 CCTV Inspections & Hydro Cleaning Production



Operations and Administration Training Report November 2024

Training & Safety Events for the month November 2024

Description	Hours		
	Ops	Admin	Total
DOT Drug and Alcohol Awareness for Employees	1.0	0.0	1.0
Defensive Driving	1.0	0.0	1.0
Fall Protection	3.0	0.0	3.0
Ladder Safety	0.5	0.0	0.5
Workplace Violence	0.0	1.0	1.0
Wastewater Collections Systems 101	1.0	0.0	1.0
DataNet What is an Insider Threat?	0.0	0.5	0.5
DataNet Phishing Scams: Cryptocurrency, Military and Romance	0.5	0.5	1.0
DataNet Brand Fraud & Spoofing v1	0.5	0.5	1.0
DataNet Bring Your Own Device Policy	2.0	0.5	2.5
DataNet Data Protection: Secure Data Storage	2.5	2.0	4.5
DataNet Security for Remote & Hybrid Workers	2.0	2.0	4.0
DataNet Physical Security: Loose Lips Sink Ships	2.0	2.0	4.0
DataNet Mobile Device Security: Mobile Device Management	0.5	0.5	1.0
Total Training Hours	16.5	9.5	26.0

Conferences/Webinars/Seminars for the month of November 2024

Description	Attendees		
	Ops	Admin	Total
Understanding your JPA Insurance Pool	0	1	1
Recycled Water Site Supervisor Training	4	0	4
Total Attended Conferences	4	1	5

Notes:

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



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	0.0	0.0	0.0
Jan-25	0.0	0.0	0.0
Feb-25	0.0	0.0	0.0
Mar-25	0.0	0.0	0.0
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	196.0	85.5	281.5

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	0.0	0.0	0.0
Jan-25	0.0	0.0	0.0
Feb-25	0.0	0.0	0.0
Mar-25	0.0	0.0	0.0
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	11.0	18.0	29.0

Notes:

Trainings include web-based, classroom, and tailgates

Conferences include CASA, CWEA, CSDA, CSRMA, CSFMO

Leucadia Wastewater District

Balance Sheet

As of 11/30/2024

(In Whole Numbers)

	Amount
Assets	
Cash & Investments	24,403,529
Accounts Receivables	196,305
Net OPEB Asset	37,776
Prepaid Expense	377,759
Funds held with Encina Wastewater Authority	445,200
Capital Assets	195,381,273
Less Accumulated Depreciation	(70,024,112)
Total Assets	150,817,730
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	153,439,639
Liabilities	
Accounts Payable & Accrued Expenses	283,550
Developer Deposits	160,207
Lease Liability	528
Net Pension Liability	4,922,025
Total Liabilities	5,366,309
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	(4,006,464)
Total Current Change In Net Position	(4,006,464)
Total Net Position	147,664,670
Total Liabilities, Deferred Inflows & Net Position	153,439,639

Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses

From 7/1/2024 Through 11/30/2024

Account Title	YTD Actual	Total Annual Budget	Remaining Budget	Percentage Total Budget Used
---------------	------------	---------------------	------------------	------------------------------

OPERATING REVENUES

3110 Sewer Service Fees	\$ 1,990,586	\$ 14,979,950	\$ 12,989,364	13.3%
3150 Recycled Water Sales	247,635	399,000	151,365	62.1%
3100 Misc. Operating Revenue	23,848	193,323	169,475	12.3%
TOTAL OPERATING REVENUES	\$ 2,262,070	\$ 15,572,273	\$ 13,310,203	14.5%

OPERATING EXPENSES

4100 Salaries	\$ 954,938	\$ 2,277,968	\$ 1,323,030	41.9%
4200 Employee Benefits	661,751	1,758,571	1,096,820	37.6%
4300 Directors Expense	38,606	128,990	90,384	29.9%
4400 Election Expense	-	55,000	55,000	0.0%
4600 Gas, Oil & Fuel	16,419	66,000	49,581	24.9%
4700 Insurance Expense	157,203	264,000	106,797	59.5%
4800 Memberships	31,213	41,370	10,157	75.4%
4900 Office Expense	73,136	192,890	119,754	37.9%
5000 Operating Supplies	50,664	158,000	107,336	32.1%
5200 Professional Services	130,797	423,200	292,403	30.9%
5300 Printing & Publishing	7,752	33,000	25,248	23.5%
5400 Rents & Leases	8,391	20,600	12,209	40.7%
5500 Repairs & Maintenance	226,631	566,800	340,169	40.0%
5600 Monitoring & Permits	17,342	103,100	85,758	16.8%
5700 Training & Development	20,823	52,000	31,177	40.0%
5900 Utilities	211,829	623,200	411,371	34.0%
6100 LAFCO Operations	7,983	8,500	517	93.9%
6200 Encina Operating Expense	1,686,850	3,040,000	1,353,150	55.5%
6900 Admin O/H alloc to Capital	(18,922)	(224,007)	(205,085)	8.4%
TOTAL OPERATING EXPENSES	\$ 4,283,405	\$ 9,589,182	\$ 5,305,777	44.7%

NON-OPERATING REVENUES

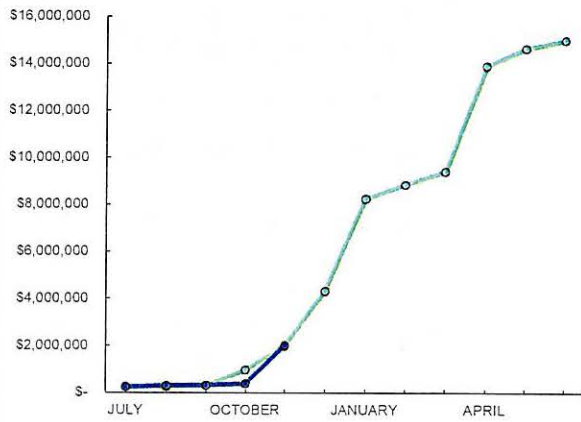
3130 Capacity Fees	\$ 57,720	\$ 187,200	\$ 129,480	30.8%
3220 Property Taxes	238,589	2,321,600	2,083,011	10.3%
3250 Investment Income	328,576	795,000	466,424	41.3%
3290 Misc. Non Op Revenue	11,224	589,700	578,476	1.9%
TOTAL NON-OPERATING REVENUES	\$ 636,109	\$ 3,893,500	\$ 3,257,391	16.3%

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

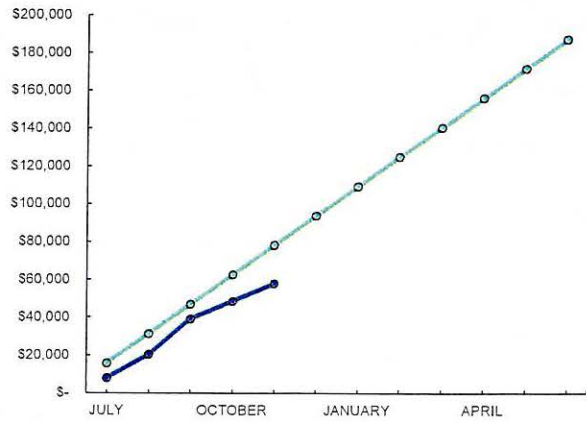
Leucadia Wastewater District Revenue FY2025

YTD through November 30, 2024

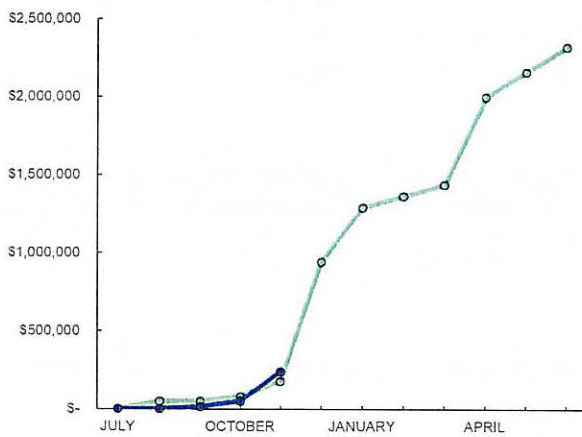
Sewer Service Fees



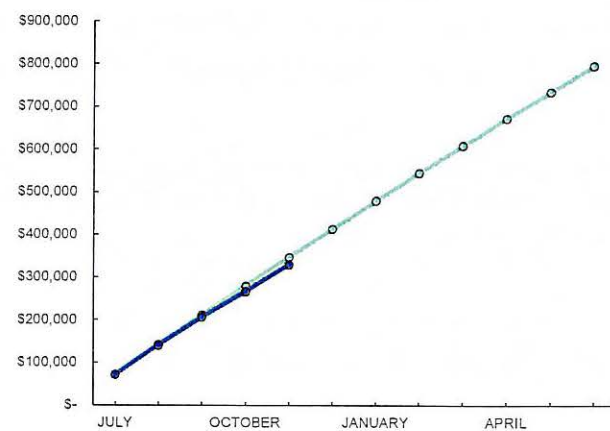
Capacity Charges



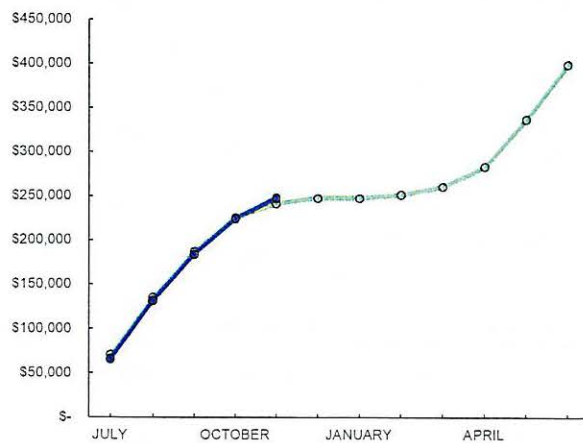
Property Taxes



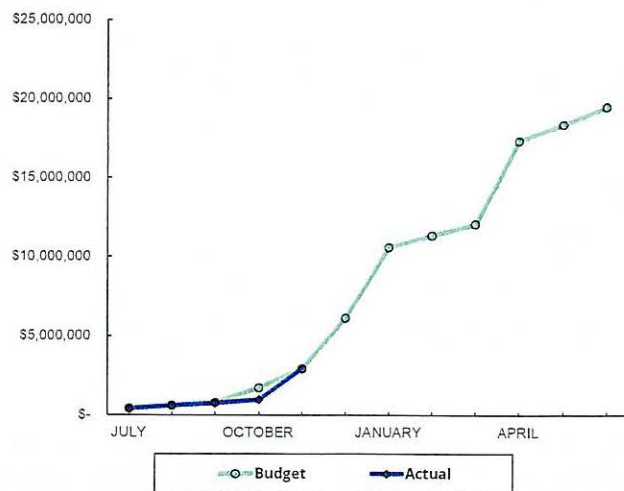
Investment Income



Recycled Wastewater Sales



Total Revenue

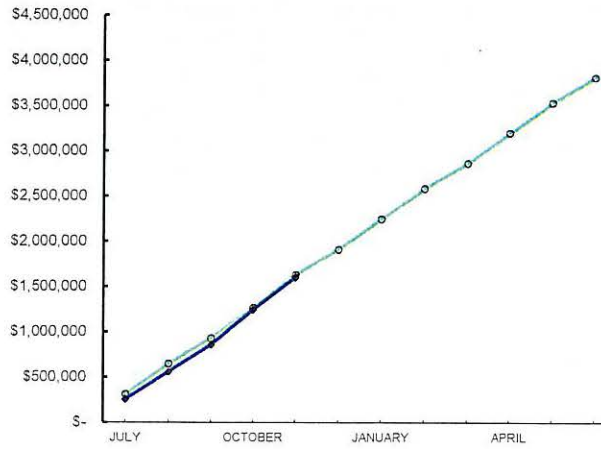


* Preliminary: subject to future review, reconciliation, accruals, and audit

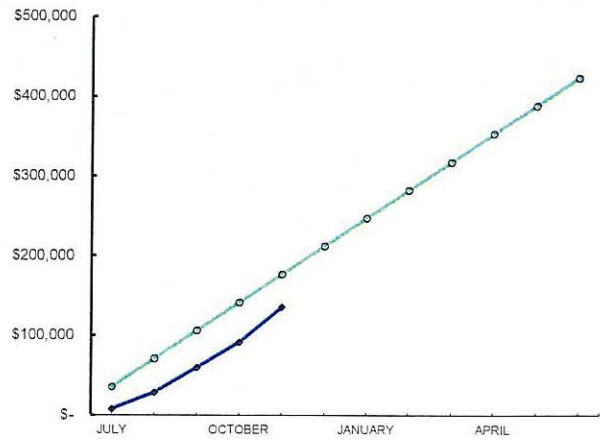
Leucadia Wastewater District Operating Expenses FY2025

YTD through November 30, 2024

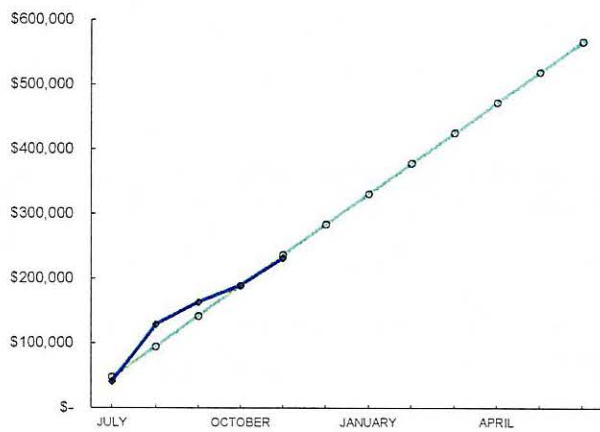
Salaries and Benefits



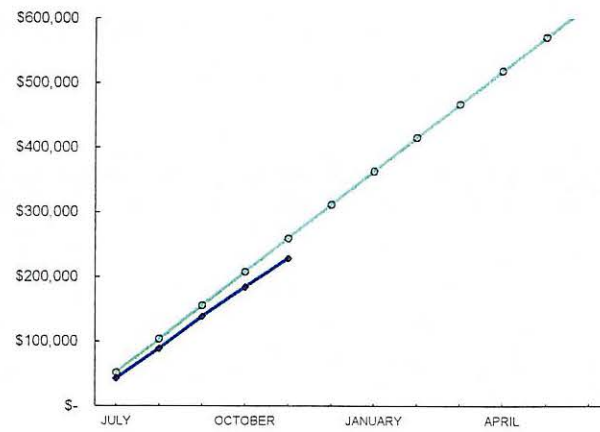
Professional Services



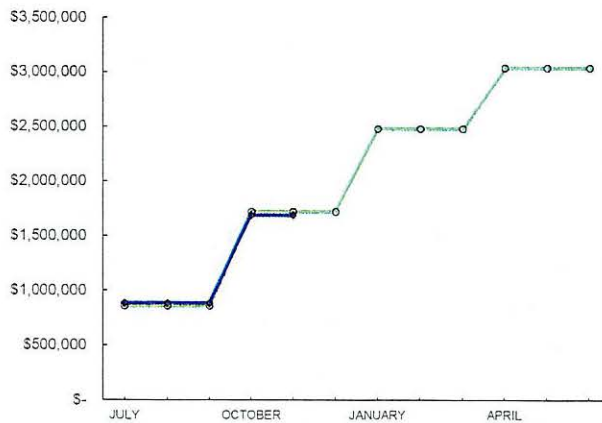
Repairs & Maintenance



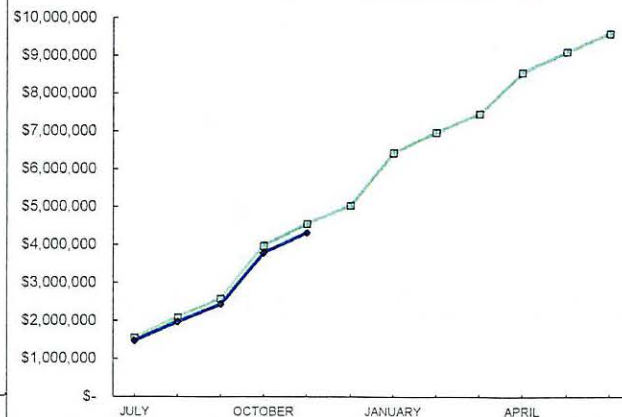
Utilities



Encina M&O



Total Operating Expenses -
Before Depreciation & Replacement



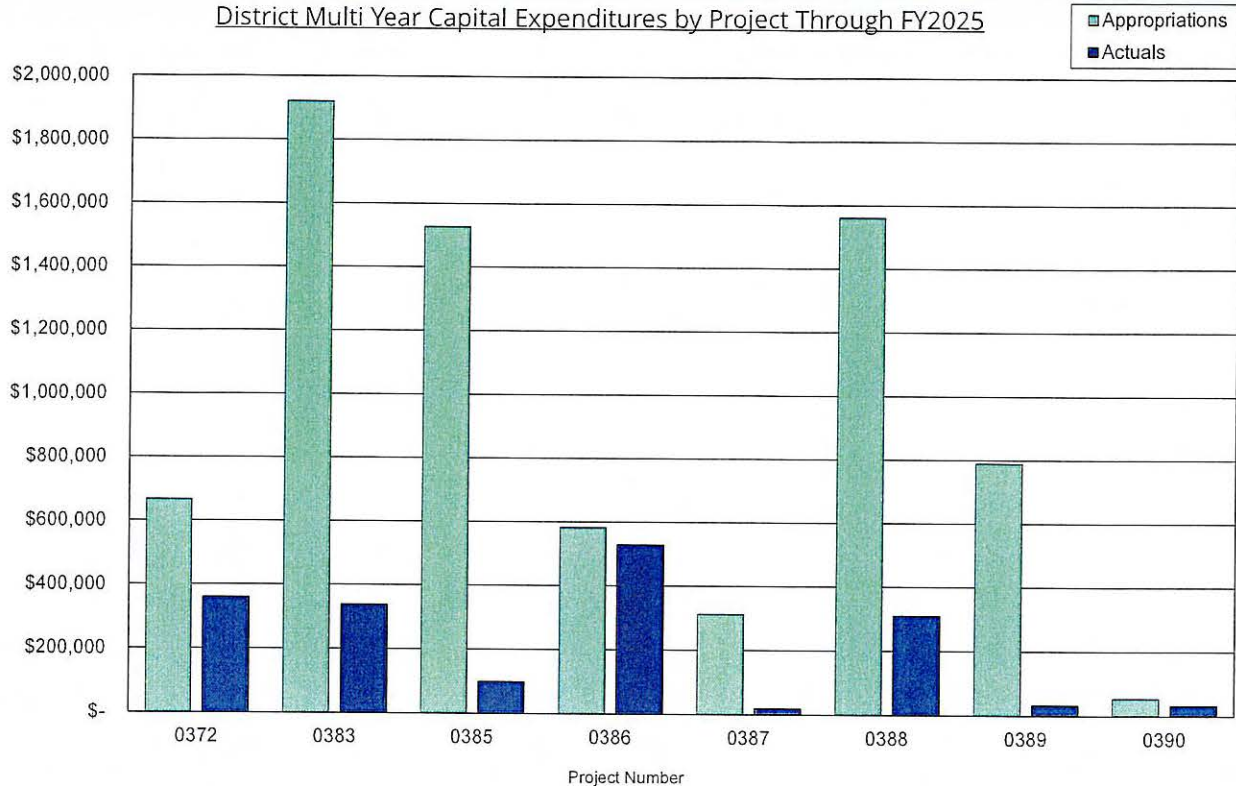
□ Budget ● Actual

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

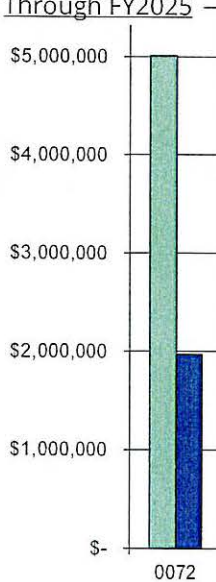
Leucadia Wastewater District Capital Expenditures

As of November 30, 2024

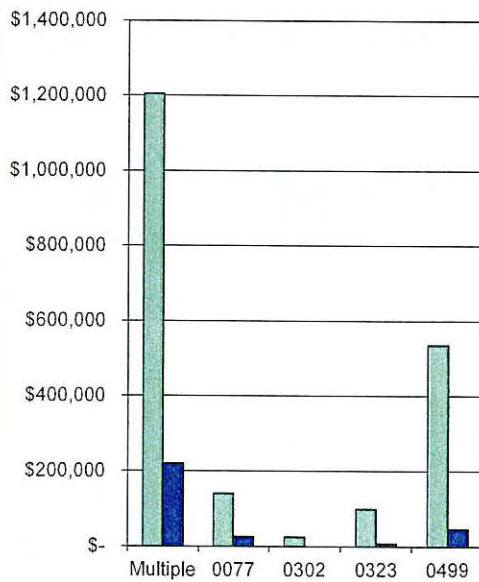
District Multi Year Capital Expenditures by Project Through FY2025



District's Share of
Encina WPCF
Capital Exp
Through FY2025



Single Year Capital
Expenditures by Project FY2025



Project Legend

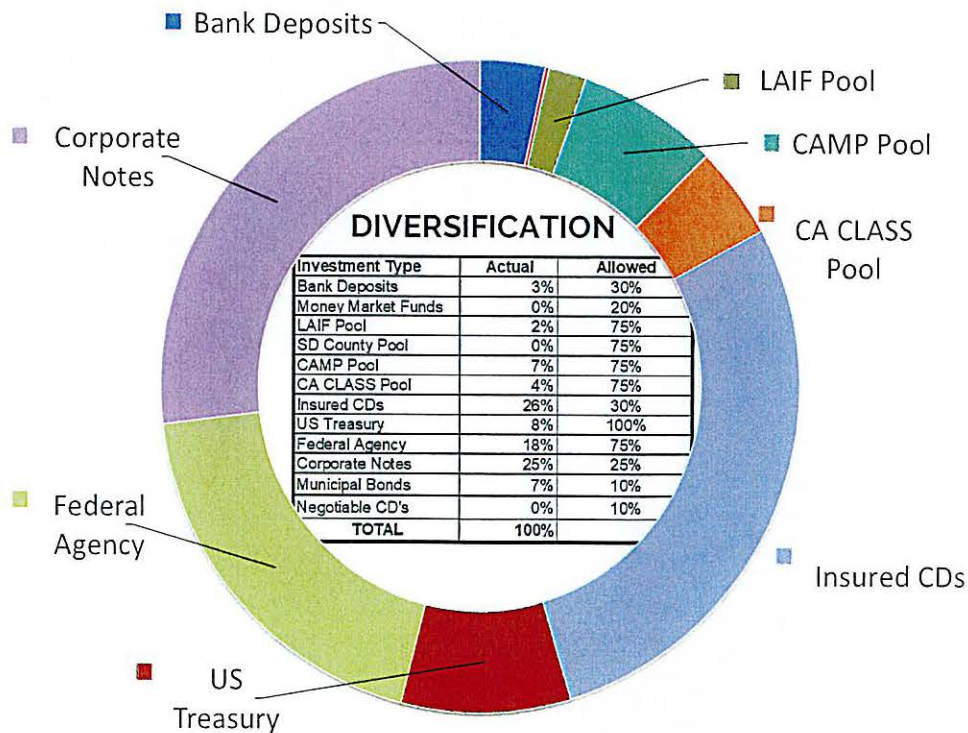
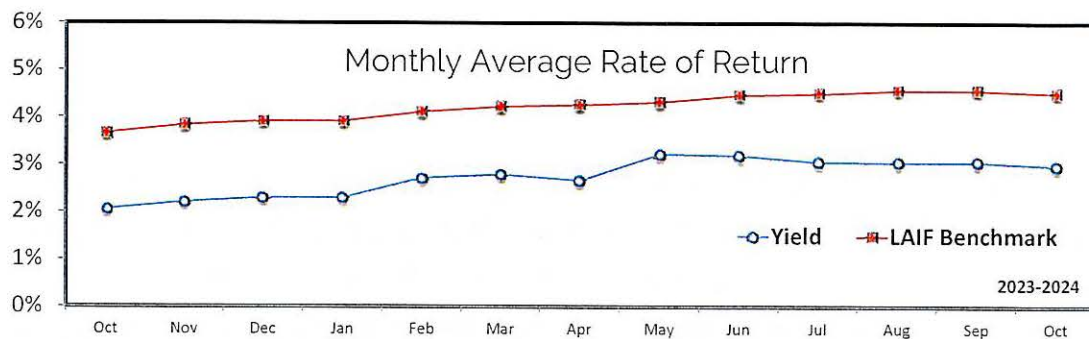
Multi-Year Capital Project	No.
Encina Capital	0072
Diana Pump Station Upgrade	0372
Rancho Verde Pump Station	0383
Batiquitos Emergency Basin Project	0385
FY2024 Gravity Pipeline Rehabilitation	0386
L1 Condition Assessment	0387
San Marcos Creek Crossing Repair	0388
FY2025 Gravity Pipeline Project	0389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

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

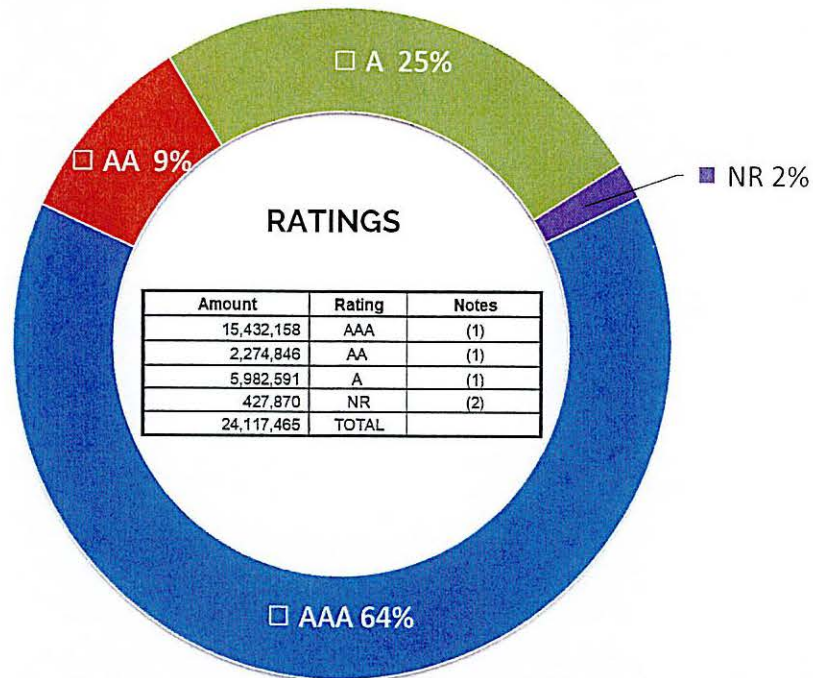
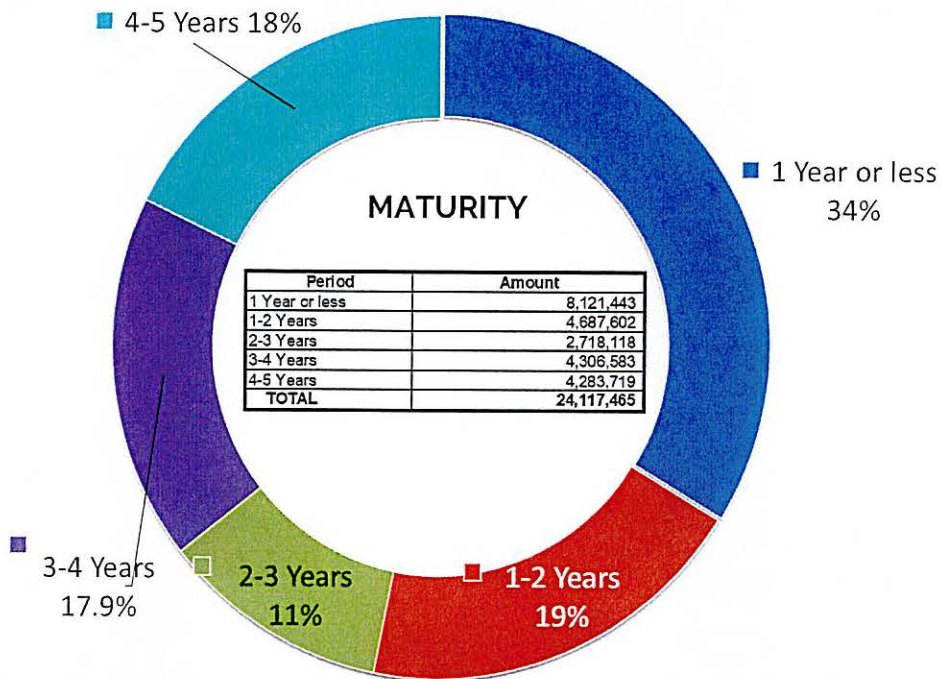
LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
October 31, 2024

Cash Equivalents & Investments	Principal (Original Cost)		October Interest	Average Rate
	Sep 30, 2024	Oct 31, 2024		
Pacific Premier Bank Reserves	\$ 1,311,222	\$ 730,759	\$ 3,002	3.529%
TVI Dreyfus Money Market	33,226	45,509	148	4.500%
LAIF Pool	422,856	427,870	1,601	4.518%
SD County Pool	135	-	0	3.660%
CAMP Pool	1,027,071	1,581,196	5,466	5.030%
CA CLASS Pool	1,026,564	1,030,915	4,290	5.004%
Certificates of Deposit - Insured	6,313,000	6,313,000	15,137	2.888%
US Treasury Notes	2,301,958	1,923,473	5,162	3.143%
Federal Agency Notes	4,293,064	4,293,064	8,460	2.473%
Municipal Bonds	1,928,703	1,756,629	1,408	0.910%
Corporate Bonds/Notes	6,015,049	6,015,049	15,690	3.166%
Totals	\$ 24,672,848	\$ 24,117,465	\$ 60,365	2.969%



LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
 October 31, 2024

(Continued)

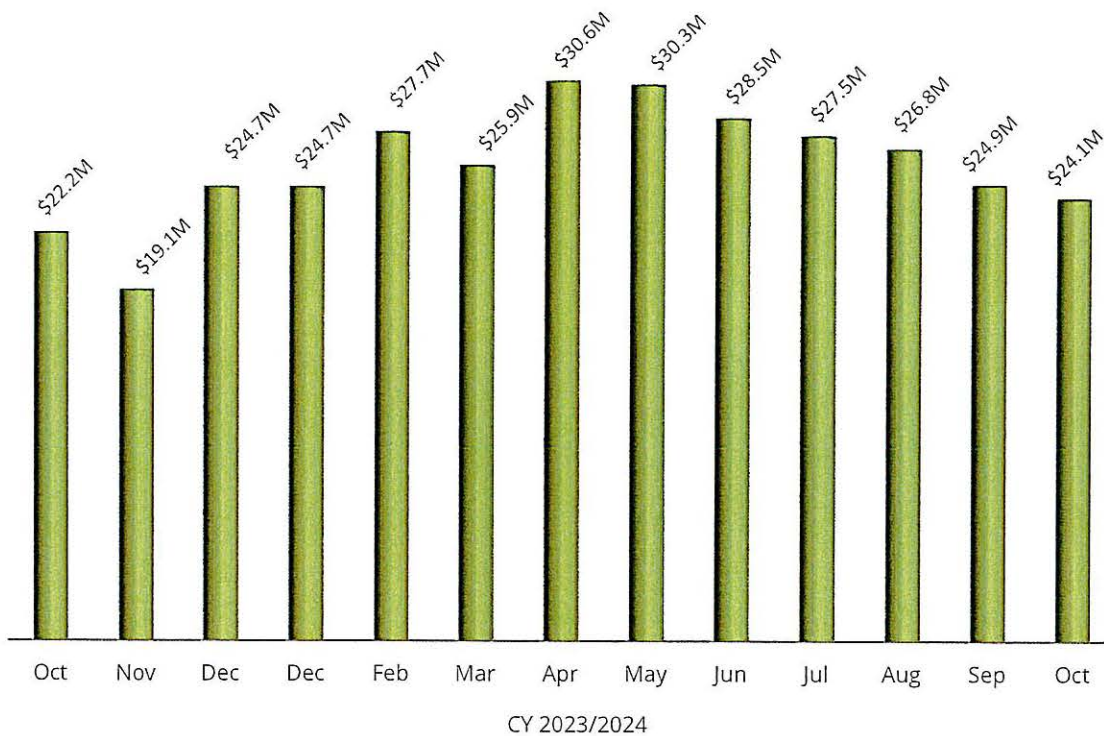


(1) CAMP Pool, CA CLASS & SD County Pool are rated by Standard & Poors. Investments are rated by Moody's or another rating agency.
 (2) LAIF is not rated.

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
October 31, 2024

(Continued)

CASH & INVESTMENT FUNDS BY MONTH



INVESTMENT TRANSACTIONS

Investment	Purchases	Sales & Maturities	Maturity Date	CUSIP	YTM at Cost	Notes
Palmdale Wtr District Rev Bd		172,074	10/1/2024	69674PAD6	0.85%	
US Treasury Note		569,852	10/31/2024	912828YM6	0.46%	
US Treasury Note	192,000		10/31/2029	91282CFT3	4.07%	
TOTAL	\$ 192,000	\$ 741,926				

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: December 5, 2024
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: November 2024 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 November 2024.

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 November 2024 for your review.

tb:PJB

Attachment

Leucadia Wastewater District
Disclosure of Reimbursements Report
November 2024

Conference Date	Description	GM P. Bushee	Director E. Sullivan	Director D. Omsted	Director C. Roesink	Director R. Saldana	Director R. Pacilio	DFA R. Green	CPM I. Riffel	FSS 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
	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
	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
	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

Notes: There were no conferences for the month of November 2024

Encina Wastewater Authority Report
Regular Board Meeting
November 20, 2024

EWA Board of Directors – Vice President Saldana Reporting

1. Key Performance Indicators

The Board of Directors received and filed the Key Performance Indicators Report.

2. Maintenance Annex Building Demolition Project Award

The Board of Directors authorized the General Manager to award a task order in the amount of \$211,095 to J.R. Filanc Construction Co., Inc. for demolition of the old Maintenance Annex Building.

3. Grant Funding Support Services

The Board of Directors authorized the General Manager to award a professional agreement to Baker Tilly Advisory Group in the amount of \$195,000 for Tax Consulting for Investment Tax Credits and Self-Generation Incentive Program related to the Cogeneration Low Emission Augmentation and Retrofit Project.

The Board also authorized the General Manager to approve the transfer of unexpended appropriations from the Capital Improvement Program budget in the amount of \$195,000.

Executive Session

4. Public Employee Performance Evaluation for the General Manager pursuant to Government Code

There was no reportable action.

MEMORANDUM

DATE: December 5, 2024
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Resolution No. 2423 Updating Check Signatory Authority Amounts and Titles

RECOMMENDATION:

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2423 updating check signatory authority amounts for the General Manager and the Director of Finance and Administration, and adding check signatory authority for the Superintendent.
2. Discuss and take other action as appropriate.

DISCUSSION:

At the September 18, 2024 Board Meeting, the Board adopted two Resolutions which increased the General Manager's spending authority from \$35,000 to \$50,000 and adopted a revised Procurement Policy.

The purpose of Resolution No. 2423 is to update the check signatory authority amounts to mirror the changes made in Resolution No. 2420 and Resolution No. 2421. The proposed check signatory authority changes for Resolution No. 2423 are listed below.

- Update the check signatory authority for the Leucadia Wastewater District (LWD) General Manager from \$35,000 to \$50,000 which will bring the General Manager's check signatory authority in line with his/hers purchasing authority of \$50,000;
- Replace the Administrative Services Manager, which is an old position/title not currently in use, with the Director of Finance and Administration, and increase the check signatory authority from \$25,000 to \$35,000 which will bring the Director of Finance and Administration's check signatory authority in line with his/hers purchasing authority of \$35,000; and
- Add check signatory authority for the LWD Superintendent in an amount not to exceed \$30,000.

Attached for your review is proposed Resolution No. 2423.

Board of Director's approval is required to establish the above actions.

Attachment

reg:PJB

RESOLUTION NO. 2423

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LEUCADIA WASTEWATER DISTRICT ESTABLISHING BOARD POLICY REGARDING CHECK SIGNATORY AUTHORITY

WHEREAS, the Board of Directors of Leucadia Wastewater District (LWD) meet only once a month and occasionally twice a month to transact business and it is often necessary and appropriate to execute checks for the purchase of goods, materials, supplies and services on a day-to-day basis; and

WHEREAS, the District desires to manage its funds in the best interest of the District;

WHEREAS, the District has established certain deposit accounts at financial institutions upon terms and conditions mutually agreed upon; and

WHEREAS, it is the purpose of this Resolution to establish Board Policy with respect to the execution of checks for payment for goods, materials, supplies, and services procured for District purposes and to provide specific authorization to the General Manager, the Director of Finance and Administration, and the Superintendent relative to the execution of checks for said purposes;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The General Manager is hereby authorized to execute checks for amounts not to exceed \$50,000 without specific prior Board approval, except in cases of emergency, for the purchase of District goods, materials, supplies, and services.

Section 2. The Director of Finance and Administration is hereby authorized to execute checks for amounts not to exceed \$35,000 without specific prior General Manager approval for the purchase of District goods, materials, supplies, and services.

Section 3. The Superintendent is hereby authorized to execute checks for amounts not to exceed \$30,000 without specific prior General Manager approval for the purchase of District goods, materials, supplies, and services.

Section 4. All checks in an amount over \$50,000 require execution by the District General Manager and one District Board Member.

Section 5. All checks shall be executed only for items and in amounts within the Board approved budget.

Section 6. The General Manager, the Director of Finance and Administration, and the Superintendent shall otherwise comply with all District policies and shall keep accurate written records of all checks executed on behalf of the District.

Section 7. Resolution No. 2295 is hereby rescinded.

PASSED AND ADOPTED by the Board of Directors at a meeting of the LWD, held December 11, 2024 by the following vote:

AYES

NOES

ABSENT

ABSTAIN

Chris Roesink, President


Attest:

Paul J. Bushee, General Manager

(SEAL)

MEMORANDUM

DATE: December 5, 2024
TO: Board of Directors
FROM: Paul J. Bushee, General Manager
SUBJECT: Board of Directors Election of Officers



RECOMMENDATION:

1. Discuss and take action, as appropriate.

DISCUSSION:

Leucadia Wastewater District's current policy calls for the Board of Directors to elect a President and Vice-President each December from among its members.

This item has been placed on the agenda for the Board of Directors' discussion and action, as appropriate.

tb:PJB

Directors' Meetings

Presented by Directors Roesink and Sullivan

Conference

CSDA Quarterly Meeting

Dates and Location

November 21, 2024 @ 6:00 p.m.

The Butcher Shop Steakhouse in San Diego, CA

List of Attendees

President Roesink

Director Sullivan

The above mentioned Board member heard a presentation from Mr. Alex Tardy, meteorologist with NOAA's National Weather Service, on weathering change and San Diego's climate future.