

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 July 9, 2025

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, July 9, 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, and Roesink

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Capital Project Manager Ian Riffel, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, Field Services Superintendent Marvin Gonzalez, District Engineer Dexter Wilson, and Steven Henderson of Dexter Wilson Engineering, Inc.

3. Pledge of Allegiance

Vice President Brown led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

Upon a motion duly made by Director Roesink, 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:

June 11, 2025 Regular Board Meeting

July 1, 2025 Engineering Committee Meeting

8. Approval of Demands for June/July 2025

Payroll Checks numbered 250611-1 – 250701-5; General Checking Checks numbered 27075-27220

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

10. Finance Report (A copy was included in the original July 9, 2025 Agenda)

11. Disclosure of Reimbursements

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

Upon a motion duly made by Director Roesink, seconded by Director Pacilio, and 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 regular EWA Board Meeting was held on June 25, 2025.

Director Roesink reported on EWA's Board meeting.

13. Committee Reports

Engineering Committee Meeting was held on July 1, 2025.

Director Pacilio reported that the EC reviewed the following:

- Adopt Ordinance No. 149 approving a Reimbursement Agreement for sewer between the Leucadia Wastewater District and Scott and Kathleen Aldern (Developer);
- Authorize the General Manager to execute a two-year extension to the Dexter Wilson Engineering, Incorporated Professional Services Agreement for engineering consulting services in an amount not to exceed \$240,000; and
- Adopt the 2025 Update of the District's SSMP completed by Dexter Wilson Engineering, Incorporated.

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

PUBLIC HEARING

14. A proposal to adopt an ordinance increasing the amount that may be paid to Directors and Officers of the Leucadia Wastewater District for service to the District.

President Saldana opened the public hearing for comments. No public comments were provided. President Saldana closed the public hearing.

15. A proposal to adopt an ordinance approving a Reimbursement Agreement for sewer between the Leucadia Wastewater District and Scott and Kathleen Aldern (Developer).

President Saldana opened the public hearing for comments. No public comments were provided. President Saldana closed the public hearing.

ACTION ITEMS

16. Board of Directors Compensation Adjustment

A proposal to adopt an ordinance increasing the amount that may be paid to Directors and Officers of the Leucadia Wastewater District for service to the District.

DFA Green presented this item stating at the June Board meeting the Board of Directors authorized staff to notice a public hearing for a proposed stipend increase from \$200 to \$205 per day of service. He stated that staff has fulfilled all the requirements for noticing of the proposed ordinance.

Upon a motion duly made by Director Pacilio, seconded by Vice President Brown, and carried, the Board of Directors adopted Ordinance No. 150 Increasing Compensation of Directors from \$200 to \$205 per day of service and confirming meetings that qualify for Director compensation by the following vote:

Director	Vote
President Saldana	Yes
Vice President Brown	Yes
Director Pacilio	No
Director Sullivan	Yes
Director Roesink	Yes

17. Adopt Ordinance 149 - Approving a Reimbursement Agreement for sewer between the Leucadia Wastewater District and Scott and Kathleen Aldern (Developer)

CPM Riffel presented the item and provided background information. CPM Riffel stated that Ordinance No. 149 establishes a Reimbursement Agreement (Agreement) between the District and Scott and Kathleen Aldern (Developer). He stated that the public sewer line extension was completed in November 2024 and that the Aldern's have requested a reimbursement agreement. The agreement would provide for a prorated cost reimbursement applicable to three nearby properties should they choose connect to the public sewer system. The Agreement is for a 10-year term and that the District would administer the agreement and would charge an administrative fee of five percent (5%).

Director Roesink asked if there was any feedback from the neighbors regarding the reimbursement agreement. CPM Riffel answered that the reimbursement agreement was advertised publicly in the newspaper and there was one neighbor that may be interested in connecting in the future.

Director Sullivan thanked CPM Riffel for his work.

Director Pacilio asked what happens if the Aldern's (Developer) move. CPM Riffel answered that the Aldern's would still receive the reimbursement for any future connections to the public sewer system.

Following discussion, upon a motion duly made by Vice President Brown, seconded by Director Pacilio, and unanimously carried, the Board of Directors adopted Ordinance 149 approving a Reimbursement Agreement for sewer between the Leucadia Wastewater District and Scott and Kathleen Aldern by the following vote:

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

18. Dexter Wilson Engineering, Incorporated Contract Extension for District Engineer Services

Authorize the General Manager to execute a two-year extension to the Dexter Wilson Engineering, Incorporated Professional Services Agreement for engineering consulting services in an amount not to exceed \$240,000.

CPM Riffel presented the item and provided background information noting that DWEI's three-year contract approved in 2022 expired on June 30th and that the contract has an option for a two-year extension.

CPM Riffel continued that DWEI has performed very well and provides engineering support for the District's operations, capital, and development programs. DWEI's has maintained the same billing rates for the last three years. This option includes an approximate 13% billing rate adjustment that will remain fixed for the two-year term. The overall cost for the extension is not to exceed \$120k per year for a two-year total of \$240k.

The Board of Directors thanked DE Wilson for his work.

Following discussion, upon a motion duly made by Vice President Brown, seconded by Director Roesink, and unanimously carried, the Board of Directors authorized the General Manager to execute a two-year extension to the Dexter Wilson Engineering, Incorporated Professional Services Agreement for engineering consulting services in an amount not to exceed \$240,000 by the following vote:

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

19. 2025 Update of the District's Sewer System Management Plan (SSMP)

Adopt the 2025 Update of the District's SSMP completed by Dexter Wilson Engineering, Incorporated.

FSS Gonzalez introduced this item, noting that the District's SSMP stems from the Statewide Waste Discharge Requirements (Statewide WDR) enacted in 2006. He added that the District's most recent Sanitary Sewer Management Plan (SSMP) Update was adopted in July 2019 and that Statewide WDR requires an update every six years. FSS Gonzales stated that the District retained Dexter Wilson Engineering, Incorporated (DWEI) to perform the 2025 SSMP Update.

Mr. Steven Henderson with DWEI presented background on the Sanitary Sewer Management Plan (SSMP). Steven Henderson from DWEI presented an overview of the SSMP Update. He reviewed the regulatory requirements and the past audits on the SSMP. Mr. Henderson stated that revisions to the SSMP were relatively minor and included the following:

- Incorporating updates from the District's Asset Management Plan (updated in April 2023) and Standard Specifications (updated in April 2025).
- Updating the District's spill history and spill trends.
- Updating contact list, standard operating procedures, and preventative maintenance activities.

Director Pacilio asked about the increased amount of line cleaning that was completed in June. FSS Gonzalez answered that earlier in the year the Field Services team was busy training new hires and they were not able to complete as much line cleaning as they normally do. He stated that the Field Services team wanted to meet their tactical goal of line cleaning for the year and worked really hard to complete that goal in June.

Vice President Brown asked for clarification on the new category of spills called category 4. Mr. Henderson stated that the new category 4 spill is for spills that are 50 gallons or less.

President Saldana asked if the SSMP is sent to the State. Mr. Henderson answered affirmatively noting that since the SSMP is also a public document, the District makes the document available to the public in the office and on the District website.

Following discussion, upon a motion duly made by Director Pacilio, seconded by Vice President Brown, and unanimously carried, the Board of Directors adopted the 2025 Update of the District's Sewer System Management Plan by the following vote:

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

20. Receive and file the Fiscal Year 2025 (FY25) Tactics and Action Plan Report

GM Bushee presented the item stating that the District has accomplished 130 goals. He provided the highlights of the Plan, which included the following:

- No sewer spills for 5.5 years;
- CWEA State Collections System of the Year Award;
- CWEA San Diego Local Section Community Engagement Award;
- Strong advocacy from the LWD Board at EWA;

- Recruitment of two Field Services Technicians;
- Vactor fire response;
- L1 Force Main emergency repair;
- San Marcos Creek Crossing Diversion Project; and
- Overflow basin rehabilitation at Batiquitos Pump Station;

President Saldana and Director Roesink thanked staff for their work.

Following discussion the Board of Directors received and filed the FY25 Tactics and Action Plan by the following vote:

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

21. Adopt the Fiscal Year 2026 (FY26) Tactics and Action Plan

GM Bushee presented the item stating the Plan includes 108 tactical goals. He provided the highlights of the Plan, which included the following:

- Student Water Career Day;
- Board strategic planning session;
- Staff team building and employee satisfaction survey;
- Rancho Verde Pump Station Rehab and Diana Pump Station Upgrade; and
- La Costa Pump Station Replacement

Vice President Brown asked questions regarding the merger of Pacific Premier Bank with Umpqua Bank and the migration of the email server to the Microsoft Cloud. DFA Green answered his questions.

Upon a motion duly made by Director Pacilio, seconded by Director Sullivan, and unanimously carried, the Board of Directors adopted the FY26 Tactics and Action Plan by the following vote:

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

22. CSDA Board of Directors 2025 Election – Seat B

EA Baity presented the item stating that CSDA is requesting its members to vote for a candidate for Seat B for the southern network region. The deadline for the receipt of ballots is July 25, 2025 and staff has no recommendation on this matter. EA Baity stated staff would cast the vote based on the Board's action.

Following discussion, the Board of Directors reached consensus to vote for Jason Dafforn of Valley Sanitary District for the CSDA Southern Network - Seat B.

23. CASA Election of Officers Fiscal Year 2025/2026 and Approval of Dues Resolution for Calendar Year 2026.

EA Baity noted there are two business items that will be addressed during the CASA Annual Conference in late July/August. She provided information on the CASA Election of Directors and the approval of the Dues Resolution. Following discussion, the Board of Directors reached consensus to approve the CASA Election of Officers for Fiscal Year 2025/2026 and Approval of Dues Resolution for Calendar Year 2026.

INFORMATION ITEMS

24. Directors' Meetings and Conference Reports

The Council of Water Utilities (COWU) Meeting was held June 17, 2025 at The Butcher Shop in San Diego, CA.

Director Sullivan stated she enjoyed the impassioned speaker from the California Avocado Commission.

25. General Manager's Report

GM Bushee reported on the following:

- The Annual Employee Luncheon is tomorrow at 12noon at the District; and
- The Fraud Questionnaire from Rogers, Anderson, Malody & Scott, LLP (RAMS)

26. General Counsel's Report

GC Brechtel reported on the following:

- Update on Proposed Senate Bill 707 – Open meetings: meeting and teleconference requirements.

27. Board of Directors' Comments

Vice President Brown stated there was a recent fire near his workplace in Laguna Beach. He stated to let the Board know if they can be of any help in what could be an active fire season.

President Saldana agreed with Vice President Brown stating there was a recent brush fire which came within a few hundred yards of his home.

28. Closed Session

The Board of Directors met in Closed Session. General Counsel Brechtel reported that the Board of Directors reviewed GM Bushee's performance. He stated that the Board agreed that the General Manager's performance was overall excellent.

The Board then reviewed the General Manager's compensation in open session.

Upon a motion duly made by Director Pacilio, seconded by Director Roesink, and carried, the Board of Directors approved a 6% salary increase from \$295,509.84 to \$313,239.84 by the following vote:

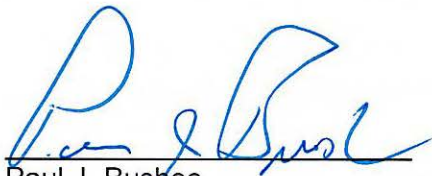
Director	Vote
President Saldana	Yes
Vice President Brown	Yes
Director Pacilio	Yes
Director Sullivan	Yes
Director Roesink	Yes

Upon a motion duly made by Director Pacilio, seconded by Director Roesink, and carried, the Board of Directors approved a one time bonus of \$10,000 by the following vote:

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

29. Adjournment

President Saldana adjourned the meeting at approximately 7:06 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Rolando Saldana, President