



BOARD OF DIRECTORS REGULAR MEETING

DATE: Wednesday, November 12, 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**
Achievement of Organizational Award – Achieve Highest Number of Consecutive Work Days Without a Lost Time Injury. (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:

October 8, 2025 Regular Board Meeting (Pages 7-12)
October 29, 2025 Community Affairs Committee Meeting (Page 13)
October 30, 2025 Human Resources Committee Meeting (Pages 14-15)
November 4, 2025 Engineering Committee Meeting (Pages 16-18)
November 5, 2025 Investment & Finance Committee Meeting (Pages 19-20)

8. Approval of Demands for October/November 2025

This item provides for Board of Directors approval of all demands paid from LWD during the month of October and a portion of November 2025. (Pages 21-30)

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 FY25 to FY26, flows by sub-basin, and staff training. (Pages 21-37)

10. Finance Report

This report discloses up-to-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY26 budget and discloses monthly investments. (Pages 38-45)

11. Quarterly Treasurer's Investment Report

This report discloses investments for the quarter ending September 30, 2025. (Pages 46-47, Enclosure 11)

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the months of October 2025. (Pages 48-49)

EWA REPORTS

13. Encina Wastewater Authority Reports

- A. A regular EWA Board Meeting was held on October 22, 2025. (Page 50)
- B. An Encina Member Agency Manager's (MAM) Meeting was held on November 4, 2025. (Verbal)

COMMITTEE REPORTS

14. Committee Reports

- A. A Community Affairs Committee Meeting was held October 29, 2025. (Page 51)
- B. A Human Resources Committee Meeting was held October 30, 2025. (Page 52)
- C. An Engineering Committee Meeting was held November 4, 2025. (Page 53)
- D. An Investment & Finance Committee Meeting was held November 5, 2025. (Page 54)

ACTION ITEMS

- 15. Receive and file the Fiscal Year 2025 (FY25) Annual Comprehensive Financial Report conducted by Rogers, Anderson, Malody & Scott, LLP**
(Pages 55-66, Enclosure 15)

16. FY26 Gravity Pipeline Rehabilitation Project – Final Design Services

Authorize the General Manager to execute Task Order No. 11 to the Engineering Design Services Agreement with Water Works Engineers for final design services for the FY26 Gravity Pipeline Rehabilitation Project in an amount not to exceed \$84,887. (Pages 67-80)

17. Batiquitos Pump Station Concrete Drywell Repair Project – Award of Sole Source Construction Contract

Authorize the General Manager to execute a sole source contract with SCW Contracting Corporation for the construction of the Batiquitos Pump Station Concrete Drywell Repair Project in an amount not to exceed \$520,000. (Pages 81-83)

18. Adopt Resolution No. 2436 – Updating LWD’s Compensation Policy (Pages 84-92)

19. Calendar Year 2026 Board of Directors’ Meeting Schedule (Pages 93-96)

20. 2025 Batiquitos Lagoon Foundation Board Members Election (Pages 97-99)

INFORMATION ITEMS

21. Project Status Updates and Other Informational Reports

A. CSDA Quarterly Dinner Meeting is scheduled for Thursday, November 20, 2025 at The Butcher Shop in San Diego, CA. (Pages 100-102)

B. LWD Holiday Dinner is scheduled for Saturday, December 6, 2025 at the Green Dragon Tavern and Museum in Carlsbad, CA. (Page 103)

C. 2026 CASA Winter Conference is scheduled for January 13 - 16, 2026 at the Renaissance Esmeralda Resort & Spa in Indian Wells, CA. (Verbal)

22. Directors’ Meetings and Conference Reports

None.

23. General Manager’s Report

24. General Counsel’s Report

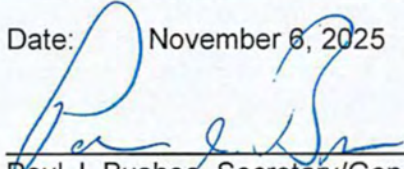
25. Board of Directors’ Comments

26. 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: November 6, 2025



Paul J. Bushee, Secretary/General Manager

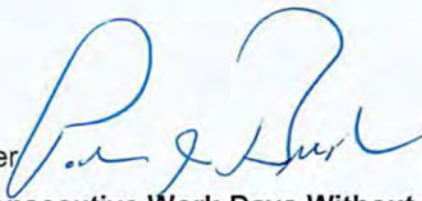
Board of Directors' Code of Conduct

- ♦ *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: November 6, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Achieve Highest Number of Consecutive Work Days Without a Lost Time Injury**

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

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

On October 14, 2025 LWD staff completed six years without a lost time injury accident. This achievement represents a significant accomplishment since workplace injuries result in lost productivity, low morale, and increased workers' compensation costs. Consequently, avoiding workplace injuries is one of the most important accomplishments LWD staff can achieve. By reaching this goal, each employee is eligible for a \$1,200 incentive compensation award.

Please join me in congratulating LWD for this accomplishment.

tb:PJB

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting
October 8, 2025

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, October 8, 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, and Sullivan

DIRECTORS ABSENT:

Roesink

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

3. Pledge of Allegiance

Director Pacilio 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	Absent

6. Presentations and Awards

Achievement of Organizational Award – Recycled Water Outreach / Education Program of the Year Award from the California Watereuse Association

GM Bushee introduced the item and presented background information noting that Watereuse presented this joint public outreach award to Leucadia Wastewater District, Olivenhain Municipal Water District, and San Elijo Joint Powers Authority at the 2025 CA Annual Watereuse Conference on Monday, September 22 at the Town and Country Hotel in San Diego. This joint organizational award was for the inaugural Student Water Career Day.

GM Bushee stated that this award meets an organizational objective of the LWD's Incentive Program; therefore, staff is eligible for a \$300 incentive award.

GM Bushee stated that Leucadia Wastewater District, Olivenhain Municipal Water District, and San Elijo Joint Powers Authority will host a second student Water Career Day this month on October 22.

The Board congratulated staff and thanked them for their efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

September 9, 2025 Community Affairs Committee Meeting
September 10, 2025 Regular Board Meeting
September 30, 2025 Engineering Committee Meeting

8. Approval of Demands for September / October 2025

Payroll Checks numbered 250917-1 – 251001-20; General Checking Checks numbered 27441 - 27541

9. Operations Report (A copy was included in the original October 8, 2025 Agenda)

10. Finance Report (A copy was included in the original October 8, 2025 Agenda)

11. Disclosure of Reimbursements

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

12. Status Update on the Fiscal Year 2026 (FY26) LWD Tactics and Action Plan.

Upon a motion duly made by Director Pacilio, 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	Absent

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority (EWA) Reports

A regular EWA Board Meeting was held on September 24, 2025.

President Saldana reported on EWA's Board Meeting.

14. Committee Reports

An Engineering Committee (EC) Meeting was held on September 30, 2025.

Vice President Brown reported that the EC reviewed the following recommendation:

- Authorize the General Manager to execute Amendment No. 1 to Task Order No. 12 to the Engineering Design Services Agreement with Water Works Engineers for final design services for the La Costa Pump Station Replacement Project in an amount not to exceed \$499,825.

The EC concurred to forward this recommendation to the Board for consideration and it will be discussed later in the agenda.

The EC also received an update on the Fiscal Year 2025 Gravity Pipeline Replacement Project. This item was for informational purposes only. No action was taken.

ACTION ITEMS

15. La Costa Pump Station Replacement Project – Final Design Services

Authorize the General Manager to execute Amendment No. 1 to Task Order No. 12 to the Engineering Design Services Agreement with Water Works Engineers for final design services for the La Costa Pump Station Replacement Project in an amount not to exceed \$499,825.

CPM Riffel presented the recommendation and provided background information noting it is a fiscal year 2026 tactical goal.

CPM Riffel explained that the District explored relocation options for the La Costa Pump Station (LCPS) and, in April, met with Omni La Costa Resort (Omni) staff who agreed to relocate the LCPS to a west parking lot on Omni's property. Water Works Engineer's (WWE) was retained to study pipeline alignment alternatives between the existing and proposed sites.

CPM Riffel noted that WWE completed the analysis in August. In September, the District reviewed the recommended alignment with Omni, who concurred. He then provided an overview of the alignment.

CPM Riffel stated that Water Works has submitted a proposal to complete project final design. He said the Engineer's Estimate is approximately \$6M and that Water Work's proposed fee is \$499,825 and staff believes the proposal is fair and reasonable given the size and complexity of the project.

Director Sullivan asked if Omni was in full agreement with the recommended alignment. CPM Riffel answered affirmatively.

Director Pacilio asked for clarification on when the project would be complete. CPM Riffel said the expected completion date is the end of 2028.

President Saldana asked if there could be potential issues with permitting or easements for the project. CPM Riffel answered that the Omni Resort is private property and that is why LWD wanted to have an open discussion with them regarding the easements and the relocation of the pump station. GM Bushee added that the District will be asking Omni for some new easements but we will also be quitclaiming about 20,000 square feet of existing easements, which will no longer be used, back to them. GM Bushee noted that the District is not subject to permitting by the City of Carlsbad and that the project is outside of the coastal development permit zone.

President Saldana asked if the Water Works Proposal location listed on the Scope Of Engineering Services was a typo. GM Bushee answered that it is a typo and the location should state Carlsbad, CA.

Following discussion, upon a motion duly made by Vice President Brown, seconded by Director Sullivan, and unanimously carried, the Board of Directors authorized the General Manager to execute Amendment No. 1 to Task Order No. 12 to the Engineering Design Services Agreement with Water Works Engineers for final design services for the La Costa Pump Station Replacement Project in an amount not to exceed \$499,825 by the following vote:

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

16. Amending LWD's Meeting Room Use Policy - Adopt Resolution No. 2435

ADS Hill presented the item and provided background information. She noted that back in June staff reported that the Clean Energy Alliance (CEA) was interested in using LWD's meeting room to hold its Board and committee meetings. At that time, a Board member inquired whether a formal meeting room policy was in place. Staff confirmed that a policy is in place, however, the policy has not been updated since 2009 and was not adopted by resolution. ADS Hill stated that for these reasons, staff recommends that the policy be updated and formally adopted.

ADS Hill then reviewed the revised Meeting Room Use Policy noting that the core policy remains unchanged and continues to provide safeguards to protect District property, while limiting costs and liability.

Director Sullivan asked if the District charges a fee for use of the room. ADS Hill answered that there is a section in the policy for possible charges. DFA Green clarified that there could be fees if the room is not left clean and orderly. GM Bushee added that there is no fee or fee structure to use the room.

Vice President Brown stated that if local cities or agencies, which we provide services to, are having a public meeting at the District he would like to be informed. GM Bushee stated staff can inform the Board if that happens.

GM Bushee stated that the organization most frequently holding meetings at the District office is the League of Women Voters. He also stated that in the past the Batiquitos Lagoon Foundation and CSRMA have met at the District. GM Bushee noted that today, Haaker, a distributor of large equipment, held an open house event on the property with 90 attendees and used the Board room for some training sessions.

Upon a motion duly made by Director Sullivan, seconded by Director Pacilio, and unanimously carried, the Board of Directors adopted Resolution No. 2435 – Amending LWD's Meeting Room Use Policy by the following vote:

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

17. CSDA Board of Directors Vacancy – Call for Nominations

EA Baity presented the item noting that LWD recently received a letter from the California Special Districts Association (CSDA) stating that CSDA is seeking nominations to fill Seat C for the remainder of the 2024-2026 term. The seat will be filled via CSDA Board appointment. EA Baity stated the deadline for receiving nominations is October 22, 2025 and the newly appointed Board member would assume office November 15, 2025. She stated that staff has no recommendation on this matter.

The Board of Directors chose not to submit a nomination.

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

Notice of Nomination Letter from Jason Dafforn, General Manager of Valley Sanitary District, for the CSDA Seat C – Southern Network.

19. Directors' Meetings and Conference Reports

A. The Council of Water Utilities (COWU) Meeting was held September 16, 2025 at The Butcher Shop in San Diego, CA.

Director Sullivan stated it was a political meeting with many agencies involved in the legislature regarding the delta tunnels issue.

B. The CA Annual WaterReuse Conference was held September 21 – 23, 2025 at The Town & Country Resort Hotel in San Diego, CA.

Director Pacilio stated he learned that sewer related issues and potable use related issues are very complicated. He noted that one session he attended was on how the general public has a sense of distrust with public workers. He added that people are being encouraged to stop using the words "potable water" and use the term "pure water".

Director Sullivan stated she enjoyed the panel with Sara Katz. She also enjoyed the keynote speaker presentation.

20. General Manager's Report

None.

21. General Counsel's Report

None.

22. Board of Directors' Comments

Vice President Brown asked GC Brechtel for clarification regarding the recent Senate Bill signed by the Governor. GC Brechtel stated that SB 707 was recently signed, however, this bill is mainly for large cities, counties, and districts and does not really impact LWD since we

are relatively small. GC Brechtel stated he would be reviewing the bill and any changes that could affect the District.

23. Adjournment

President Saldana adjourned the meeting at approximately 5:51 p.m.

Rolando Saldana, President

Paul J. Bushee
Secretary/General Manager
(SEAL)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Community Affairs Committee Meeting
 October 29, 2025

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Wednesday, October 29, 2025 at 3:00 p.m.

1. Call to Order

Chairperson Brown called the meeting to order at 3:00 p.m.

2. Roll Call

DIRECTORS PRESENT: Brown and Pacilio

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, Director of Finance and Administration Ryan Green, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity

3. Public Comment

No public comment was received.

4. Fall 2025 Newsletter Draft Layout Review

ADS Hill provided background on the newsletter and an overview of the newsletter draft layout. The CAC suggested some edits. Staff stated that they would make the changes.

Following discussion, the CAC directed staff to move forward with the production of the newsletter and forward the final to the Board for their review prior to printing.

5. Information Items

None.

6. Directors' Comments

None.

7. General Manager's Comments

GM Bushee stated that Water Career Day held on October 22 at the San Elijo Water Campus was a success. He noted that he will provide a report to the Board in the near future after the participating agencies hold a debrief meeting.

8. Adjournment

Chairperson Brown adjourned the meeting at 3:30 p.m.

Paul J. Bushee
 Secretary/Manager
 (Seal)

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Human Resources Committee Meeting
 October 30, 2025

A meeting of the Human Resources Committee (HRC) of the Leucadia Wastewater District (LWD) was held Thursday, October 30, 2025 at 1:00 p.m.

1. Call to Order

Chairperson Sullivan called the meeting to order at 1:02 p.m.

2. Roll Call

DIRECTORS PRESENT: Sullivan and Saldana

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, Director of Finance and Administration Ryan Green, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity

3. Public Comment

No public comment was received.

4. Review of LWD's Compensation Policy

GM Bushee presented the item and provided background information noting the policy was last updated in September 2018. GM Bushee stated that the current Incentive Compensation Program outlines several individual and organizational performance goals with corresponding award amounts, however, many of these amounts remain unchanged since 2003. He also noted that several awards are listed as "TBD." GM Bushee continued that the District is approaching one such threshold — six or more consecutive years without a reportable spill — for which no award amount has been defined. GM Bushee noted that establishing a value for this incentive would ensure consistency and timely recognition of this organizational achievement. He stated that staff recommends establishing a \$2,000 incentive amount for achieving 6+ consecutive years without a reportable spill.

GM Bushee then reviewed the remainder of the objectives for the Organizational Incentive Program and the Individual Incentive Program.

Following discussion, the HRC and staff agreed to make the following changes to the Compensation Policy:

- Update the award amount of 6+ years without a reportable spill from TBD to \$2,000;
- Update the competitive based local award amount from \$100 to \$200;
- Update the competitive based state award amount from \$300 to \$500;
- Update the highest number of consecutive years without a lost time injury from 10-14 years to 10+years with the amount of \$1,500 (remove 15+ years TBD);
- Update the highest number of consecutive years without a vehicle accident from 10-14 years to 10+years with the amount of \$1,000 (remove 15+ years TBD);
- Eliminate the Exceptional Service Award under the Individual Incentive Program;
- Increase each Years of Service milestone accomplishment by \$100;
- Increase each Professional Achievement accomplishment by \$100; and
- Make minor clerical and formatting updates.

GM Bushee stated that the updated Compensation Policy would be presented to the full Board at the November 12th Board Meeting.

5. Information Items

None.

6. Directors' Comments

None.

7. General Manager's Comments

GM Bushee stated that Water Career Day held on October 22 at the San Elijo Water Campus was a success. He noted that he will provide a report to the Board in the near future after the participating agencies hold a debrief meeting.

GM Bushee also reported that on October 28 staff participated in a half day team building session with Mr. Jeff Bills. GM Bushee noted that he received positive feedback from staff on the team building session.

8. Adjournment

Chairperson Sullivan adjourned the meeting at 1:52 p.m.

Paul J. Bushee
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Engineering Committee Meeting
 November 4, 2025

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD or District) was held on Tuesday, November 4, 2025 at 1:00 p.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 1:03 p.m.

2. Roll Call

DIRECTORS PRESENT: Pacilio

DIRECTORS ABSENT: Brown

OTHERS PRESENT: General Manager Paul Bushee; Field Services Superintendent Marvin Gonzalez; Field Services Supervisor Gabe Mendez; Field Services Supervisor Mauricio Avalos; District Engineer Dexter Wilson; Capital Project Manager Ian Riffel; and Tim Lewis from Water Works Engineers (Water Works)

3. Public Comment

None.

4. FY26 Gravity Pipeline Rehabilitation Project - Final Design Services

Authorize the General Manager to execute Task Order No. 11 to the Engineering Design Services Agreement with Water Works Engineers for final design services for the FY26 Gravity Pipeline Rehabilitation Project in an amount not to exceed \$84,887.

CPM Riffel presented the recommendation to the EC and provided project background.

CPM Riffel stated that the District uses a prioritized list of sewer pipelines and sewer manholes, known as the Repair Priority List, to form annual gravity rehabilitation projects that are grouped together based on the construction method.

CPM Riffel said that the goal of the FY26 Gravity Pipeline Rehabilitation Project (FY26 Project) is to repair defects that require open trench construction. He continued that staff would like to replace about 1,000 linear feet of 18-inch VCP trunk sewer due to a major sag and proximity to the eroding San Marcos Creek. He mentioned that the pipeline is located at an Omni La Costa Resort (Resort) parking lot on the south side of the creek. CPM Riffel noted that the District is coordinating with the Resort, whose main concern is ensuring the project doesn't limit future uses on the site.

Chairperson Pacilio clarified that the area is currently open space. Staff answered affirmatively.

CPM Riffel stated that Water Works' proposed cost to complete the preliminary and final design is \$84,887. The project is expected to take about 12 months to complete design and construction, which staff believes is fair when compared to the construction cost estimate of \$1M.

Chairperson Pacilio inquired about the timeline for selecting a relocation option. GM Bushee stated it will occur during design.

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

Vice President Brown entered the meeting at 1:13 p.m. via Zoom.

5. Batiquitos Pump Station Concrete Drywell Repair Project – Award of Sole Source Construction Contract

Authorize the General Manager to execute a sole source contract with SCW Contracting Corporation for the construction of the Batiquitos Pump Station Concrete Drywell Repair Project in an amount not to exceed \$520,000.

CPM Riffel presented the recommendation, noting that the project design was completed in October 2025. However, the project's unique structural repair and lack of a full condition assessment do not make this project a good traditional Design-Bid-Build project. Staff believe this approach would likely result in inflated bid prices due to the high level of contractor risk associated with the unknown subsurface conditions.

Staff also believe that a more cost effective and flexible approach is to proceed with a Time and Materials contract with a qualified contractor. He continued that the contract will be structured in two phases with a not to exceed amount.

CPM Riffel noted that SCW Contracting Corporation (SCW) is the recommended contractor and has successfully completed two recent capital projects for the District. SCW provided a proposal of \$520k which will be further broken down into two phases: Phase 1 will have a \$125k budget to cover mobilization, shoring, and light exploratory work. Phase 2 will have a \$395k budget to cover heavy demo, restoration, and new improvements.

Chairperson Pacilio asked why initial assessment was limited. Staff explained that a full assessment would require partial demolition of the ceiling beam and would require a full shoring system to be done safely.

Vice President Brown supported the phased approach and cited a potential for cost savings if the repair proves simpler than anticipated. Vice President Brown asked if the pump station will experience any downtime. Staff responded that no pump station downtime is anticipated. However, the emergency generator will be temporarily taken offline and a bypass pump will be set up to provide full redundancy.

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

6. Information Items

CPM Riffel provided an update to the Leucadia Pump Station L1/L2 and Batiquitos Pump Station B3 Force Mains Anode Replacement Projects. Vice President Brown asked several questions regarding the project and staff answered his questions.

7. Directors' Comments

Vice President Brown noted heavy ongoing construction and paving in northwest Leucadia, urging caution and the need to prioritize positive community relations for future District projects.

8. General Manager's Comments

None.

9. Adjournment

Chairperson Pacilio adjourned the meeting at approximately 1:44 p.m.

Paul J. Bushee,
Secretary/Manager
(Seal)

LEUCADIA WASTEWATER DISTRICT
 Minutes of an Investment & Finance Committee Meeting
 November 5, 2025

A meeting of the Investment & Finance Committee (IFC) of the Leucadia Wastewater District (LWD) was Wednesday, November 5, 2025 at 1:00 p.m.

1. Call to Order

Chairperson Sullivan called the meeting to order at 1:00 p.m.

2. Roll Call

DIRECTORS PRESENT: Roesink and Sullivan

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, Director of Finance and Administration Ryan Green, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity

3. Public Comment

None.

4. New Business

Receive and file the Fiscal Year 2025 (FY25) Annual Comprehensive Financial Report.

DFA Green presented background information on the Annual Comprehensive Financial Report (ACFR). He provided a summary of the ACFR, highlighting the Management's Discussion and Analysis (MD&A). DFA Green also discussed the District's FY25 Revenues and Expenses and FY25 Budget to Actual Expenses.

Mr. Scott Manno from Rogers, Anderson, Malody & Scott, LLP (RAMS) entered the meeting at 1:17 p.m.

DFA Green introduced Mr. Scott Mano from Rogers, Anderson, Malody & Scott, LLP (RAMS) to provide a summary of the auditor's reports and auditing process. Mr. Manno reviewed the responsibilities of the auditor and the audit process. He stated that the auditor's internal report indicated that the audit was a clean, unmodified opinion for the year ending FY25. He 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, Mr. Manno 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.

Following discussion, the IFC agreed with staff to recommend that the Board of Directors receive and file the FY25 Annual Comprehensive Financial Report.

5. Information Items

None.

6. **Directors' Comments**

None.

7. **General Manager's Comments**

GM Bushee thanked DFA Green and staff for their work on the ACFR.

Director Roesink also thanked staff and Mr. Manno for their presentations.

8. **Adjournment**

Chairperson Sullivan adjourned the meeting at 1:26 p.m.

Paul J. Bushee
Secretary/General Manager
(Seal)

**LEUCADIA WASTEWATER DISTRICT
DEMANDS SUMMARY**

November 12, 2025

Disbursement Period October 3, 2025 through November 6, 2025

PAYROLL PAYMENTS	\$	135,551.52
PAYROLL EXPENSE REIMBURSEMENTS	\$	-
GENERAL CHECKS		
Operating	\$	322,624.47
Capital	\$	346,196.90
TOTAL GENERAL CHECKS	\$	668,821.37
 VOIDED CHECK		
27122	\$	(201.02)
27187	\$	(191.36)
 ELECTRONIC PAYMENTS		
Operating	\$	451,086.74
Capital	\$	232,825.00
TOTAL ELECTRONIC PAYMENTS	\$	683,911.74
 TOTAL DEMANDS	\$	1,488,093.27

**LEUCADIA WASTEWATER DISTRICT
EMPLOYEE/BOARD PAYROLL CHECKS
November 12, 2025**

Disbursement Period

October 3, 2025 through November 6, 2025

<u>Description</u>	<u>Check Date</u>	<u>Check #'s</u>		<u>Amount</u>
Incentive Payroll	10/8/2025	251008-1	251008-20	\$ 5,564.74
Biweekly Payroll	10/15/2025	251015-1	251015-20	\$ 63,310.33
Final Pay	10/17/2025	27601	N/A	\$ 3,406.67
Biweekly Payroll	10/29/2025	251029-1	251029-19	\$ 61,298.37
Board Payroll	11/3/2025	251103-1	251103-4	\$ 1,971.41
TOTAL PAYROLL CHECKS				\$ 135,551.52

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 10/3/2025 Through 11/6/2025

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
27542	10/9/2025	AIRGAS USA LLC	2,585.41	Liquid Oxygen 09/22/25
27543	10/9/2025	COUNTY OF SAN DIEGO APCD	5,882.00	Modification of APCD Permit for Odor Control BPS
27544	10/9/2025	AVEVA SELECT CALIFORNIA	6,115.00	AVEVA HMI License Premium (SCADA)
	10/9/2025	AVEVA SELECT CALIFORNIA	930.00	AVEVA Top View Software Support
27545	10/9/2025	Brightview Landscape Services Inc	1,380.87	Master Valve Replacement
27546	10/9/2025	AWSS INC	2,053.74	Vehicle Fuels 08/28/25-09/11/25
	10/9/2025	AWSS INC	2,464.27	Vehicle Fuels 09/15/25-09/25/25
27547	10/9/2025	CHAMPION PERMITS INC	201.02	Refund for Developer Deposit- The Cottage Restaurant
27548	10/9/2025	CITY OF CARLSBAD	465.32	Water for Vactor 1
	10/9/2025	CITY OF CARLSBAD	497.18	Water for Vactor 2
27549	10/9/2025	CSRMA	46,749.10	Property Insurance FY 2026 - Premium/JPA Charge/Director Fee
27550	10/9/2025	DATA NET SOLUTIONS GROUP	2,178.82	Monthly Manager Services-Sept 2025
27551	10/9/2025	ELECTRICAL SALES, INC.	299.61	Splicing Kit
27552	10/9/2025	INNOVATIVE SIGN SYSTEMS	1,334.94	Refurbish Monument Sign(LWD Headquarters)
27553	10/9/2025	MALLORY SAFETY AND SUPPLY	96.98	Straw Lifeguard Hat
27554	10/9/2025	MSC JANITORIAL SERVICE, INC	2,720.97	Janitorial Services 09/01/2025-09/30/2025
27555	10/9/2025	OLIVENHAIN MUNICIPAL WATER DIS...	82.64	Recycled Water @ Traveling
	10/9/2025	OLIVENHAIN MUNICIPAL WATER DIS...	59.58	Water @ Encinitas Estates PS
	10/9/2025	OLIVENHAIN MUNICIPAL WATER DIS...	617.69	Water @ Traveling
	10/9/2025	OLIVENHAIN MUNICIPAL WATER DIS...	535.05	Water @ Traveling 2
	10/9/2025	OLIVENHAIN MUNICIPAL WATER DIS...	65.50	Water @ VP7
27556	10/9/2025	PACIFIC RIM MECHANICAL	347.00	Quarterly HVAC Services-AWT
	10/9/2025	PACIFIC RIM MECHANICAL	707.50	Quarterly HVAC Services-BPS
	10/9/2025	PACIFIC RIM MECHANICAL	192.00	Quarterly HVAC Services-EEPS
	10/9/2025	PACIFIC RIM MECHANICAL	704.50	Quarterly HVAC Services-LPS
	10/9/2025	PACIFIC RIM MECHANICAL	3,019.50	Quarterly HVAC Services-LWD Admin Building
27557	10/9/2025	PLANT PEOPLE, INC	190.00	Monthly Maintenance of Indoor Office Plants-Oct 2025
27558	10/9/2025	PLUMBERS DEPOT, INC	1,156.21	Nozzle Extension, Grabber, T Strainer
27559	10/9/2025	PRUDENTIAL OVERALL SUPPLY	170.18	Weekly Uniform/Laundry Service 07/15/25
	10/9/2025	PRUDENTIAL OVERALL SUPPLY	178.57	Weekly Uniform/Laundry Service 09/30/25
	10/9/2025	PRUDENTIAL OVERALL SUPPLY	170.77	Weekly Uniform/Laundry Service 10/07/25
27560	10/9/2025	REPUBLIC SERVICES #661	474.47	Waste Services - September 2025
27561	10/9/2025	RESTECX LLC	8,600.00	Annual Maintenance Service Hach Products
27562	10/9/2025	RISING TIDE PARTNERS	5,601.75	Public Outreach Services 09/01/2025-09/30/2025
27563	10/9/2025	ROCKWELL CONSTRUCTION SERVICE...	660.00	Inspection services for Rancho Verde Pump Station Rehab
27564	10/9/2025	SAN DIEGO ASSESSOR/RECORDER/C...	50.00	Document Filing Fee-Permitting for Diana Pump Station Upgrad
27565	10/9/2025	STAPLES	254.70	Office Supplies

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 10/3/2025 Through 11/6/2025

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
	10/9/2025	STAPLES	(33.45)	Price Match Discount Original Invoice 6042500433
27566	10/9/2025	TERMINIX PROCESSING CENTER	110.73	Pest Control 09/02/25
27567	10/9/2025	PROFESSIONAL EXCHANGE	100.00	Answering Services 09/01/25-09/30/25
27568	10/9/2025	THE HOME DEPOT CRC/GECF	84.36	Eye Bolt, Female Adapter, PVC Bushing, Cord Connector
	10/9/2025	THE HOME DEPOT CRC/GECF	21.53	Outlet Surge Wall Tap
	10/9/2025	THE HOME DEPOT CRC/GECF	144.37	PTC 1/4 Elbow, 500 Psi Hose
	10/9/2025	THE HOME DEPOT CRC/GECF	203.88	Swivel Grout Brush, Wing nut test plug, Contractor bags
	10/9/2025	THE HOME DEPOT CRC/GECF	4.26	Toggle Cover
27569	10/9/2025	UNDERGROUND SERVICE ALERTS/C	218.00	Monthly Underground Alarm Service
	10/9/2025	UNDERGROUND SERVICE ALERTS/C	103.24	Monthly Underground State Fee
27570	10/9/2025	OCCUPATIONAL HEALTH CENTERS OF...	126.00	DOT Physical J Ortega
27571	10/9/2025	VIZCARRA ENTERPRISES LLC DBA LO...	191.36	Refund for Developer Deposit- Lola 55-7720 El Camino Real
27572	10/9/2025	WILLIAMS LLP	1,500.00	Legal Services - September 2025
27573	10/16/2025	AIRGAS USA LLC	800.00	Tank Rental October 2025
27574	10/16/2025	AT&T	213.77	Phone Service-BPS 09/10/25-10/09/25
27575	10/16/2025	Brightview Landscape Services Inc	6,205.00	Irrigation Reconfiguration
	10/16/2025	Brightview Landscape Services Inc	1,098.00	Monthly Landscape Services District Main Site-Oct 2025
27576	10/16/2025	CORODATA RECORDS MANAGEMENT ...	220.70	File Archive/Records Storage Service 09/01/2025-09/30/2025
27577	10/16/2025	DANIEL P GOESE	2,750.00	Lateral Reimbursement: 7229 Almaden Lane Carlsbad CA 92009
27578	10/16/2025	DARREN CRAINE	3,000.00	Lateral Reimbursement: 870 Capri Rd Encinitas CA 92024
27579	10/16/2025	DATA NET SOLUTIONS GROUP	2,295.00	Cloud Migration Project: Sharepoint Migration
	10/16/2025	DATA NET SOLUTIONS GROUP	1,792.70	Routine Network Maintenance & Cloud Migration Project
27580	10/16/2025	DEXTER WILSON ENGINEERING	506.50	Development Services-1226 Saxony Road Grading Plan
	10/16/2025	DEXTER WILSON ENGINEERING	78.50	Development Services-1229 1177 Eolus Avenue Grading Plan
	10/16/2025	DEXTER WILSON ENGINEERING	7,206.50	General Engineering 07/01/25-08/31/2025
27581	10/16/2025	ENCINA WASTEWATER AUTHORITY	4,656.25	Lab Testing
27582	10/16/2025	EWING IRRIGATION PRODUCTS	41.09	40 PVC BE Pipe
27583	10/16/2025	GRAINGER, INC	608.38	Gear Oil, SHC Cibus 220, Pail 5 Gallon
27584	10/16/2025	THE HARTFORD	534.87	Life Insurance-October 2025
27585	10/16/2025	HUMANA DENTAL INS.	4,732.55	Dental Insurance-November 2025
27586	10/16/2025	SAN DIEGO LAFCO	100.00	CEQA Exemption-#1214 Miller & Hall Annexation
27587	10/16/2025	McMASTER-CARR	372.22	Standard Port 316 Stainless Steel Valve & Pipe
27588	10/16/2025	MISSION SQUARE	7,243.63	Deferred Comp for PPE 10/15/25
27589	10/16/2025	OLIVENHAIN MUNICIPAL WATER DIST	133.03	Woodard & Curran NSDWRC Prop 1 RD 2 Grant Admin
27590	10/16/2025	READY LINE FLEET SERVICE INC	467.31	Vehicle #170 New Power Steering Fluid & Filter

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 10/3/2025 Through 11/6/2025

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
27591	10/16/2025	SAN DIEGUITO WATER DISTRICT	17.16	Water @ Tanker 1
	10/16/2025	SAN DIEGUITO WATER DISTRICT	17.16	Water @ Tanker 2
27592	10/16/2025	SAN DIEGO GAS & ELECTRIC	319.80	Electric @ VP5 PS
	10/16/2025	SAN DIEGO GAS & ELECTRIC	1,084.55	Electric/Gas @ E Estates PS
27593	10/16/2025	I2B NETWORKS INC DBA SPACELINK	160.00	Live Webcam Streaming Services-WebCam @ BPS
27594	10/16/2025	STAPLES	529.20	Office Supplies
27595	10/16/2025	STATE BOARD OF EQUALIZATION	300.00	State Board Equalization Fee Proj#1214 Miller & Hall Annex
27596	10/16/2025	U.S. BANK	7,704.05	Cal Card Purchase on Statement Dated 09/22/25
27597	10/16/2025	V&A CONSULTING ENGINEERS	3,048.00	Quarterly SM Creek Flow Measurements
27598	10/16/2025	VERIZON WIRELESS	1,153.86	Cell Phones 09/08/25-10/07/25
27599	10/16/2025	WIRE WORKS DATA	334.33	Cloud Migration Project DMZ-Set 2 data cables & new cat6jack
27600	10/16/2025	WOODYS CRANE SERVICE	525.00	Crane Service
27602	10/23/2025	ADS CORP DBA ADS ENVIRONMENTA...	4,794.65	Flow Metering/Data Analysis-October 2025
	10/23/2025	ADS CORP DBA ADS ENVIRONMENTA...	1,575.00	Meter Maintenance/Data Delivery(ECHO)-October 2025
27603	10/23/2025	AIRGAS USA LLC	2,380.74	Liquid Oxygen 10/10/25
27604	10/23/2025	AT&T	667.30	Internet Services 10/07/25-11/06/25
27605	10/23/2025	BAJA POOL AND SPA SERVICE	230.00	Water Fountain Weekly Maintenance - November 2025
27606	10/23/2025	BOOT WORLD, INC	300.00	FST Safety Boot - Boot World - G Ortiz
	10/23/2025	BOOT WORLD, INC	233.78	FST Safety Boot - Boot World - H Gonzalez
	10/23/2025	BOOT WORLD, INC	263.00	FST Safety Boot - Boot World - J Pivaral
27607	10/23/2025	Brightview Landscape Services Inc	389.00	Monthly Vegetation Cleanup Easement Trail-October 25
27608	10/23/2025	CALIFORNIA SPECIAL DISTRICTS ASS...	10,012.00	CSDA Membership 01/01/26-12/31/26
27609	10/23/2025	C W E A	129.00	Certification Renewal-CSM Grade 4-I Riffel
	10/23/2025	C W E A	251.00	CWEA Membership Renewal-FY2026-M Avalos
	10/23/2025	C W E A	251.00	CWEA Membership Renewal-FY2026-M Gonzalez
27610	10/23/2025	GLASS MASTER	95.00	Glass Repair Tahoe
27611	10/23/2025	INNOVATIVE SIGN SYSTEMS	1,556.22	Renew Acrylic sign at Batiquitos
27612	10/23/2025	KONECRANES, INC	729.87	LPS Quarterly crane inspections & fuel charge Oct 25
27613	10/23/2025	MITSUBISHI ELECTRIC US INC - MEU...	386.37	Elevator Maintenance 08/01/25-08/31/25
	10/23/2025	MITSUBISHI ELECTRIC US INC - MEU...	386.37	Elevator Maintenance 09/01/25-09/30/25
	10/23/2025	MITSUBISHI ELECTRIC US INC - MEU...	386.37	Elevator Maintenance 10/01/25-10/31/25
27614	10/23/2025	OLIVENHAIN MUNICIPAL WATER DIS...	65.50	Water @ VP5 PS
27615	10/23/2025	PALM ENGINEERING CONSTRUCTION	8,550.00	Diana Pump Station Upgrade
	10/23/2025	PALM ENGINEERING CONSTRUCTION	58,724.72	San Marcos Creek Crossing Diversion Project Retention
27616	10/23/2025	POLYDYNE INC	29,721.55	29960 Gallons Full Bulk Poly Alum

Date: 11/6/25 08:49:38 AM

Page: 3

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 10/3/2025 Through 11/6/2025

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
27617	10/23/2025	Premier Chevrolet of Carlsbad	21.77	Bulb
	10/23/2025	Premier Chevrolet of Carlsbad	398.93	Vehicle# 155 replace fuel filter
27618	10/23/2025	PRUDENTIAL OVERALL SUPPLY	179.78	Weekly Uniform/Laundry Service 10/14/25
	10/23/2025	PRUDENTIAL OVERALL SUPPLY	177.98	Weekly Uniform/Laundry Service 10/21/25
27619	10/23/2025	Quench USA Inc	157.38	Office Water Tanks/Filtered Drinking Water 10/19-11/18/25
27620	10/23/2025	ROGERS ANDERSON MALODY & SCOT...	13,803.00	Audit FYE25-Sept Billing
27621	10/23/2025	ROCKWELL SOLUTIONS	37,811.26	Spare Chopper Pump-BPS Wetwell
27622	10/23/2025	SCW CONTRACTING CORP	61,461.95	Rehab of existng emergency basin at BPS-Retention
27623	10/23/2025	SAN DIEGO GAS & ELECTRIC	4,927.09	Electric @ Admin
	10/23/2025	SAN DIEGO GAS & ELECTRIC	58.78	Electric @ Avocado PS
	10/23/2025	SAN DIEGO GAS & ELECTRIC	2,044.23	Electric @ AWT
	10/23/2025	SAN DIEGO GAS & ELECTRIC	14,755.59	Electric @ BPS
	10/23/2025	SAN DIEGO GAS & ELECTRIC	435.57	Electric @ Diana PS
	10/23/2025	SAN DIEGO GAS & ELECTRIC	1,143.28	Electric @ La Costa PS
	10/23/2025	SAN DIEGO GAS & ELECTRIC	14,681.08	Electric @ LPS
	10/23/2025	SAN DIEGO GAS & ELECTRIC	102.87	Electric @ RV PS
	10/23/2025	SAN DIEGO GAS & ELECTRIC	936.24	Electric @ Saxony PS
	10/23/2025	SAN DIEGO GAS & ELECTRIC	173.48	Electric @ VP7 PS
	10/23/2025	SAN DIEGO GAS & ELECTRIC	102.73	Gas @ Admin
27624	10/23/2025	SOUTHERN CONTRACTING COMPANY	600.00	BPS-Switch Leads on chopper pump#2 to clear clog
	10/23/2025	SOUTHERN CONTRACTING COMPANY	600.00	Effluent Pump 1&2 Jumper Coils on relay for lead start
27625	10/23/2025	TERMINIX PROCESSING CENTER	82.12	Pest Control 10/06/25
27626	10/23/2025	WATEREUSE ASSOCIATION	3,273.44	Membership Renewal FY26
27627	10/30/2025	AT&T	219.01	Phone Service - Elevator 09/25/25-10/24/25
27628	10/30/2025	CALIFORNIA CHAMBER OF COMMERCE	195.09	CA Labor Law Poster and HR Pamphlets
27629	10/30/2025	C & B Air Power	1,176.11	Compressor Repair
27630	10/30/2025	CITY OF CARLSBAD	852.07	Water @ 1900 La Costa Ave
	10/30/2025	CITY OF CARLSBAD	193.64	Water @ 1960 La Costa Ave
	10/30/2025	CITY OF CARLSBAD	33.65	Water @ Fire Line
27631	10/30/2025	CMRS-PB	250.00	Postage Funds
27632	10/30/2025	COLONIAL LIFE INS	929.81	Accident/Critical Illness Ins 10/1/25, 10/15/25 & 10/29/25
27633	10/30/2025	C W E A	251.00	CWEA Membership Renewal-FY2026-H Gonzalez
27634	10/30/2025	EVERON LLC	165.00	Security Services 11/17/25-12/16/25
27635	10/30/2025	FIDELITY SECURITY LIFE INSURANCE...	427.09	Vision Insurance - November 2025
	10/30/2025	FIDELITY SECURITY LIFE INSURANCE...	8.83	Vision Insurance - November 2025-Cobra A Hill
27636	10/30/2025	FEDERAL EXPRESS CORPORATION	84.70	Shipping 10/16/25 & 10/20/25
27637	10/30/2025	HAAKER EQUIPMENT CO	129.30	1" Mender Pirahna
	10/30/2025	HAAKER EQUIPMENT CO	(440.60)	Swivel Joint Credit
	10/30/2025	HAAKER EQUIPMENT CO	496.00	Tube, 8"OD X 1/4W X 24"L
27638	10/30/2025	MISSION SQUARE	7,231.22	Deferred Comp for PPE 10/29/25
27639	10/30/2025	MUTUAL OF OMAHA	1,458.56	Disability Insurance - November 2025
27640	10/30/2025	NAPA AUTO	162.80	Car Washing Supplies

Date: 11/6/25 08:49:38 AM

Page: 4

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 10/3/2025 Through 11/6/2025

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
27641	10/30/2025	OLIVENHAIN MUNICIPAL WATER DIS...	145.61	Water @ Rancho Verde PS
27642	10/30/2025	OLIVENHAIN MUNICIPAL WATER DIST	31.95	Rincon Consultants NSDWRC Grant Admin Prof Serv thru 10/9/25
	10/30/2025	OLIVENHAIN MUNICIPAL WATER DIST	342.03	Woodard & Curran NSDWRC Prop 1 RD 2 Grant Admin
27643	10/30/2025	PACIFIC PIPELINE SUPPLY	1,526.13	Steel Flg X Flg Spool
27644	10/30/2025	PALM ENGINEERING CONSTRUCTION	160,704.66	FY25 Gravity Pipeline Replacement(Repair 3 sewer pipe lines)
27645	10/30/2025	SAN DIEGO EMPLOYERS ASSOCIATION	790.80	SDEA Annual Membership Renewal - FY 2026
27646	10/30/2025	TOSHIBA AMERICA BUSINESS SOLUTI...	454.64	Copying Machine Lease Agreement 10/15/25-11/15/25
27647	11/6/2025	COUNTY OF SAN DIEGO APCD	723.00	District Fees for APCD1996-SITE-09551 12/2025-12/2026
27648	11/6/2025	BRAX COMPANY, INC	1,400.00	Dry Pit Service Call Batiquitos
27649	11/6/2025	AWSS INC	2,252.18	Vehicle Fuels 09/29/25-10/09/25
	11/6/2025	AWSS INC	1,878.18	Vehicle Fuels 10/10/25-10/27/25
27650	11/6/2025	CHARLES ULMER DBA: CHUCKS TIRE ...	501.66	Mount and Balance 2 Tires Vehicle # 171
27651	11/6/2025	DATA NET SOLUTIONS GROUP	2,178.82	Monthly Manager Services-October 2025
27652	11/6/2025	DEXTER WILSON ENGINEERING	5,327.50	General Engineering 09/01/25-09/30/2025
27653	11/6/2025	DUKE'S ROOT CONTROL INC	12,902.32	Foaming Root Control Treatment of 5989 ft Sewer Lines
27654	11/6/2025	ESCONDIDO GOLF CART CENTER, INC	432.01	Sevice on Golf Cart-New Ball Joint
27655	11/6/2025	FEDERAL EXPRESS CORPORATION	62.83	Shipping 10/23/25
27656	11/6/2025	INDUSTRIAL METAL SUPPLY CO	110.25	Stainless Steel Sq Tube
27657	11/6/2025	CONFIDENCE CONSULTING	5,822.18	Team Building All Staff
27658	11/6/2025	MSC JANITORIAL SERVICE, INC	2,720.97	Janitorial Services 10/01/25-10/31/25
27659	11/6/2025	OLIVENHAIN MUNICIPAL WATER DIS...	82.64	Recycled Water @ Traveling
	11/6/2025	OLIVENHAIN MUNICIPAL WATER DIS...	65.50	Water @ Encinitas Estates PS
	11/6/2025	OLIVENHAIN MUNICIPAL WATER DIS...	462.89	Water @ Traveling
	11/6/2025	OLIVENHAIN MUNICIPAL WATER DIS...	423.25	Water @ Traveling 2
	11/6/2025	OLIVENHAIN MUNICIPAL WATER DIS...	59.58	Water @ VP7
27660	11/6/2025	PLANT PEOPLE, INC	190.00	Monthly Maintenance of Indoor Office Plants-Nov 25
27661	11/6/2025	PRUDENTIAL OVERALL SUPPLY	170.18	Weekly Uniform/Laudry Service 11/04/25
	11/6/2025	PRUDENTIAL OVERALL SUPPLY	180.82	Weekly Uniform/Laundry Services 10/28/25
27662	11/6/2025	REPUBLIC SERVICES #661	474.47	Waste Services - October 2025
27663	11/6/2025	RIISING TIDE PARTNERS	3,044.25	Public Outreach Services 10/01/25-10/31/25
27664	11/6/2025	SAN DIEGUITO WATER DISTRICT	340.68	Water @ BPS
27665	11/6/2025	STAPLES	(49.55)	Credit for Item not Delivered on Original Invoice 6044597577
	11/6/2025	STAPLES	409.41	Office Chair
	11/6/2025	STAPLES	305.33	Office Supplies
	11/6/2025	STAPLES	(13.57)	Price Match Discount Original Invoice 6044597577
	11/6/2025	STAPLES	(21.82)	Price Match Discount Original Invoice 6045555113

Leucadia Wastewater District
Check/Voucher Register - Demand Summary for Board
1001 - PPB (Opus) General Checking Account
From 10/3/2025 Through 11/6/2025

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
27666	11/6/2025	PROFESSIONAL EXCHANGE	90.00	Answering Services 10/01/25-10/31/25
27667	11/6/2025	THE HOME DEPOT CRC/GECF	56.85	Clear Poly Sheeting, Weather Tape
	11/6/2025	THE HOME DEPOT CRC/GECF	79.30	Passing Link Chain
	11/6/2025	THE HOME DEPOT CRC/GECF	43.06	Propane Exchange
	11/6/2025	THE HOME DEPOT CRC/GECF	125.59	Tape, Lime/Rust Remover, Simple Green
27668	11/6/2025	UNDERGROUND SERVICE ALERTS/C	276.00	Monthly Underground Alarm Service
	11/6/2025	UNDERGROUND SERVICE ALERTS/C	103.24	Monthly Underground State Fee
27669	11/6/2025	UNIFIRST FIRST AID CORP	161.14	First Aid Supplies
27670	11/6/2025	U.S. BANK	4,807.91	Cal Card Purchase on Statement Dated 10/22/25
Report Total			668,821.37	

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

Session ID	Document Number	Effective Date	Name	Debit	Transaction Description
CD1368	1003015799	10/3/2025	CALPERS	82.00	PERS Retirement Pay Period 9.1 - 9.30.2025 E. Sullivan EE
		10/3/2025	CALPERS	178.25	PERS Retirement Pay Period 9.1 - 9.30.2025 E. Sullivan ER
Total CD1368				260.25	
CD1369	1003024366	10/7/2025	CALPERS	160.00	FY2026 Social Security Admin 218 Annual Fee
Total CD1369				160.00	
CD1370	270568293732186	10/9/2025	United States Treasury	10.76	Staff Incentive Payroll Taxes for Checks dtd 10/08/25-FedW/H
		10/9/2025	United States Treasury	669.60	Staff Incentive Payroll Taxes for Checks dtd 10/08/25-FICA
		10/9/2025	United States Treasury	176.70	Staff Incentive Payroll Taxes for Checks dtd 10/08/25-Medi
Total CD1370				857.06	
CD1371	270568965080757	10/16/2025	United States Treasury	11,081.19	Staff Payroll Taxes for Checks dated 10/15/25-Federal W/H
		10/16/2025	United States Treasury	9,558.18	Staff Payroll Taxes for Checks dated 10/15/25-
		10/16/2025	United States Treasury	2,950.89	Staff Payroll Taxes for Checks dated 10/15/25-Medicare
	8669345	10/16/2025	EMPLOYMENT DEVELOPMENT DEPT	4,468.51	Staff Payroll Taxes for Checks dated 10/15/25-State
Total CD1371				28,058.77	
CD1372	1003028468	10/17/2025	CALPERS	3,836.59	PERS Retirement dated for pay period 10.15.2025-Classic EE
		10/17/2025	CALPERS	8,339.80	PERS Retirement dated for pay period 10.15.2025-Classic ER
	1003028469	10/17/2025	CALPERS	2,923.82	PERS Retirement dated for pay period 10.15.2025-PEPRA EE
Total CD1372				18,103.26	
CD1373	BankFee101525	10/15/2025	Pacific Premier Bank	137.43	Misc. bank fee - analysis activity
Total CD1373				137.43	
CD1375	270569422100914	10/21/2025	United States Treasury	758.29	Staff Payroll Taxes for Checks dated 10/17/25-Federal W/H
		10/21/2025	United States Treasury	626.30	Staff Payroll Taxes for Checks dated 10/17/25-
		10/21/2025	United States Treasury	146.48	Staff Payroll Taxes for Checks dated 10/17/25-Medicare
	8673909	10/21/2025	EMPLOYMENT DEVELOPMENT DEPT	331.43	Staff Payroll Taxes for Checks dated 10/17/25-State
Total CD1375				1,862.50	
CD1376	1003029761	11/3/2025	CALPERS	44,239.76	CalPERS Health Insurance- November 2025-Staff
		11/3/2025	CALPERS	38.11	CalPERS Health Insurance- November 2025-Admin
		11/3/2025	CALPERS	790.00	CalPERS Health Insurance- November 2025-Retiree
	1003029762	11/3/2025	CALPERS	4,104.35	CalPERS Health Insurance- November 2025-Board
		11/3/2025	CALPERS	3.28	CalPERS Health Insurance- November 2025-Admin Fee
Total CD1376				49,175.50	
CD1377	270570362136615	10/30/2025	United States Treasury	10,741.99	Staff Payroll Taxes for Checks dated 10/29/25-Federal W/H
		10/30/2025	United States Treasury	9,191.28	Staff Payroll Taxes for Checks dated 10/29/25-
		10/30/2025	United States Treasury	2,866.99	Staff Payroll Taxes for Checks dated 10/29/25-Medicare
	8683181	10/30/2025	EMPLOYMENT DEVELOPMENT DEPT	4,328.87	Staff Payroll Taxes for Checks dated 10/29/25-State
Total CD1377				27,129.13	
CD1378	690755300	9/30/2025	ENCINA WASTEWATER AUTHORITY	306,126.00	EWA Wire September Operating
		9/30/2025	ENCINA WASTEWATER AUTHORITY	232,825.00	EWA Wire September Capital
		10/30/2025	ENCINA WASTEWATER AUTHORITY	594.40	Verve Payment-October 2025
Total CD1378				539,545.40	
CD1379	270570811974075	11/4/2025	United States Treasury	100.00	Board Payroll Taxes for Checks dated 11/03/25-Federal W/H

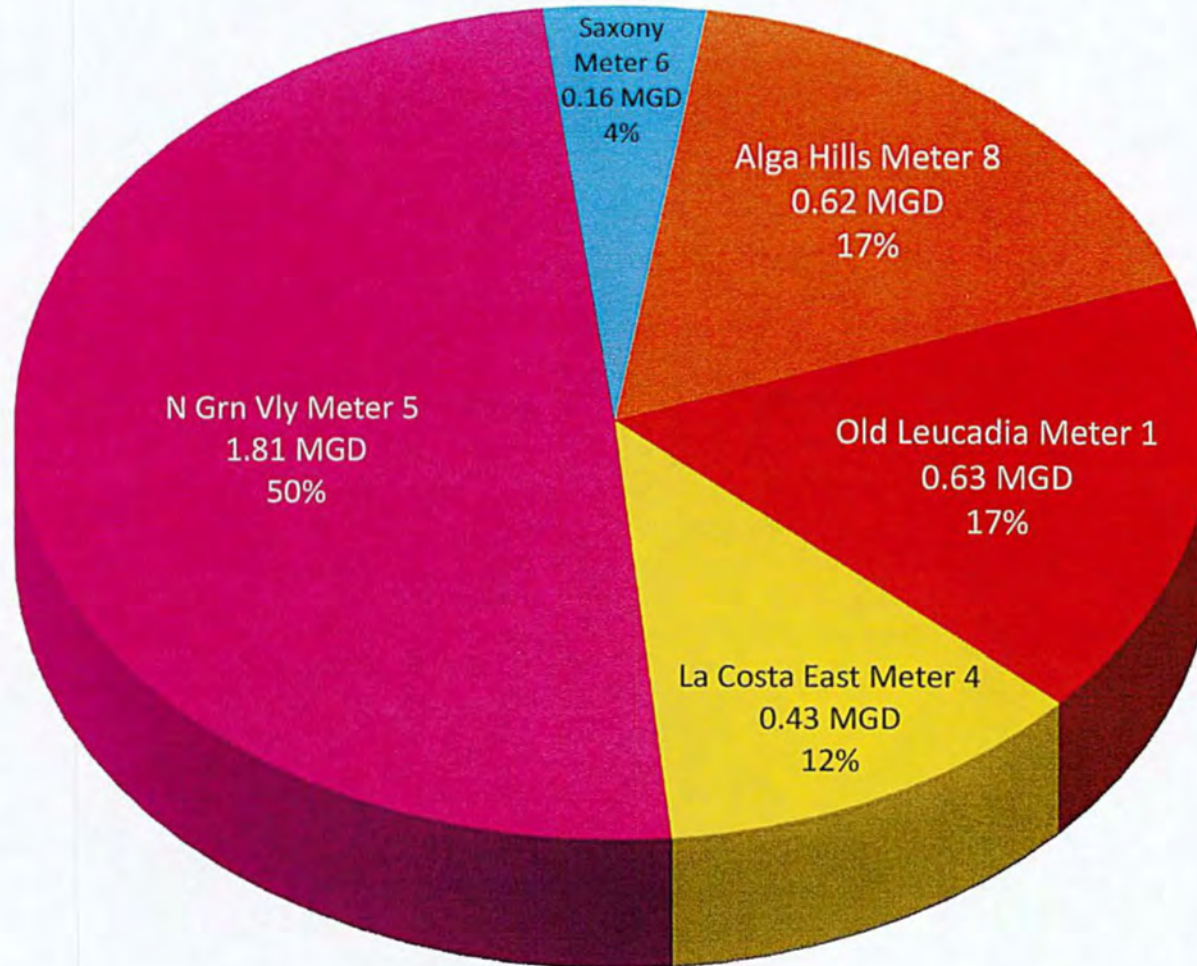
Leucadia Wastewater District
Posted General Ledger Transactions - CD Transactions for Demands

		11/4/2025 United States Treasury	203.36	Board Payroll Taxes for Checks dated 11/03/25-FICA
		11/4/2025 United States Treasury	65.42	Board Payroll Taxes for Checks dated 11/03/25-Medicare
Total CD1379			368.78	
CD1380	1003038358	10/31/2025 CALPERS	3,854.84	PERS Retirement dated for pay period 10.29.2025-Classic EE
		10/31/2025 CALPERS	8,379.46	PERS Retirement dated for pay period 10.29.2025-Classic ER
	1003038359	10/31/2025 CALPERS	2,843.08	PERS Retirement dated for pay period 10.29.2025-PEPRA EE
		10/31/2025 CALPERS	2,920.13	PERS Retirement dated for pay period 10.29.2025-PEPRA ER
Total CD1380			17,997.51	
CD1381	1003040153	11/6/2025 CALPERS	49.20	PERS Retirement Pay Period 10.1 - 10.31.2025 E. Sullivan EE
		11/6/2025 CALPERS	106.95	PERS Retirement Pay Period 10.1 - 10.31.2025 E. Sullivan ER
Total CD1381			156.15	
CD1382	373254	10/31/2025 IGOE-FLEX BENEFIT	100.00	IGOE Admin Fee - October 2025
Total CD1382			100.00	
Report Total			683,911.74	

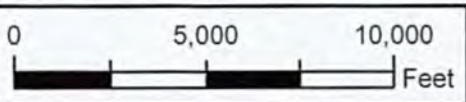
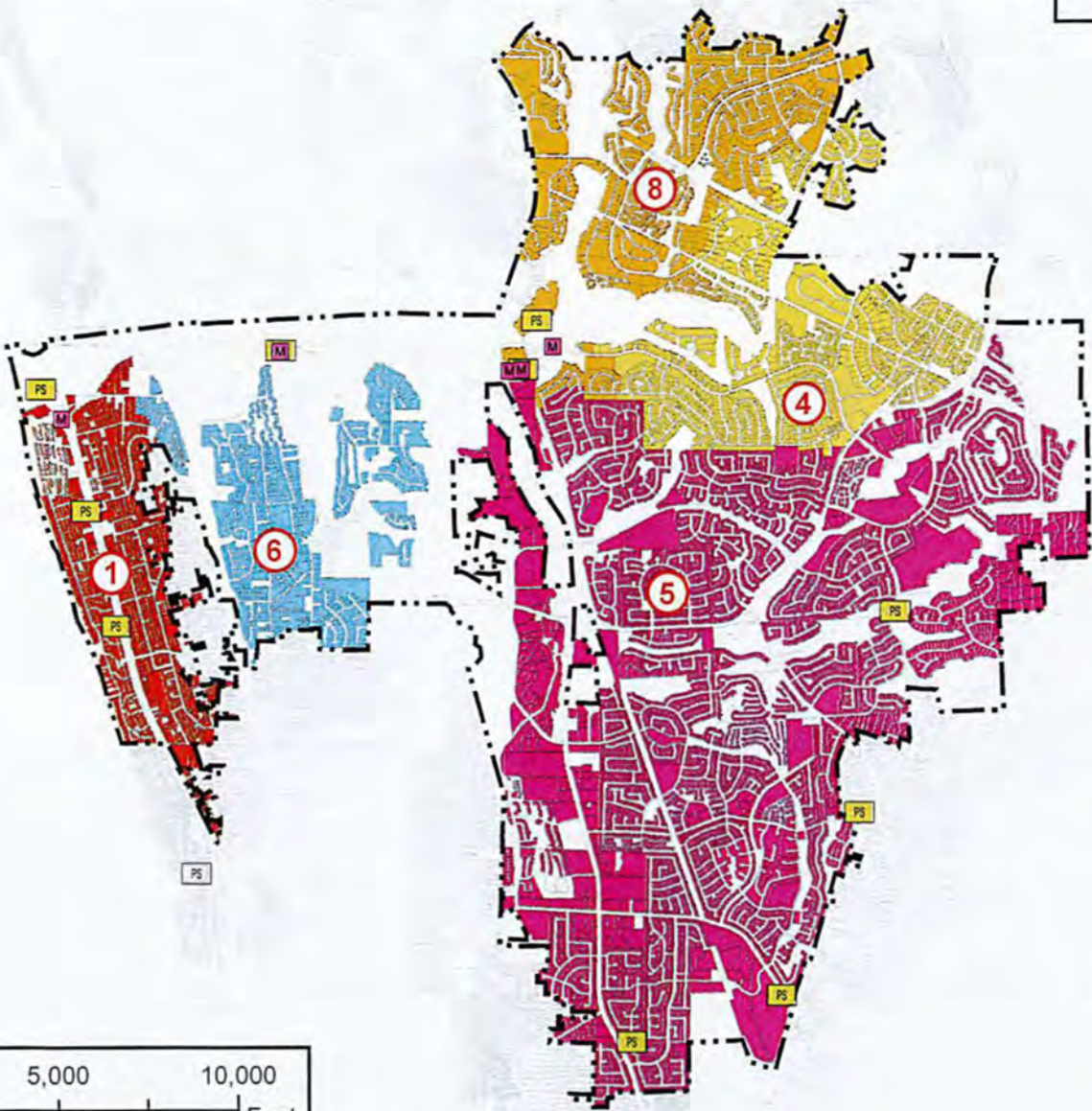
**LEUCADIA WASTEWATER DISTRICT
OPERATIONS REPORT
FISCAL YEAR 2026 (July 2025 - June 2026)**

CURRENT MONTH Oct-25							FY 2025 LWD ADF (MGD)
Period	Total Rain Inches	Total Flow MG	Added EDU's 29,127.50	LWD ADF (MGD)	GPD/EDU	RECLAIMED Total (ac-ft/mo)	
JULY	0.07	116.56	1.75	3.83	131.48	39.87	3.85
YTD			29,129.25				
AUGUST	0.04	118.42	0.50	3.87	132.85	39.09	3.75
YTD			29,129.75				
SEPTEMBER	0.24	112.80	0.75	3.82	131.13	28.53	3.68
YTD			29,130.50				
OCTOBER	0.00	113.15	2.25	3.74	128.38	24.71	3.70
YTD			29,132.75				
NOVEMBER							3.70
YTD							
DECEMBER							3.78
YTD							
JANUARY							3.76
YTD							
FEBRUARY							3.77
YTD							
MARCH							3.81
YTD							
APRIL							3.86
YTD							
MAY							3.88
YTD							
JUNE							3.82
YTD							
YTD Totals	0.35	460.93	5.25			132.20	
Mo Average	0.09	115.23	1.31	3.82	130.96	33.05	3.78

**LWD Flows by Sub-Basin
October 2025
Total LWD Flow 3.65 MGD**



LEUCADIA WASTEWATER DISTRICT



LEGEND

Parcels by Basin

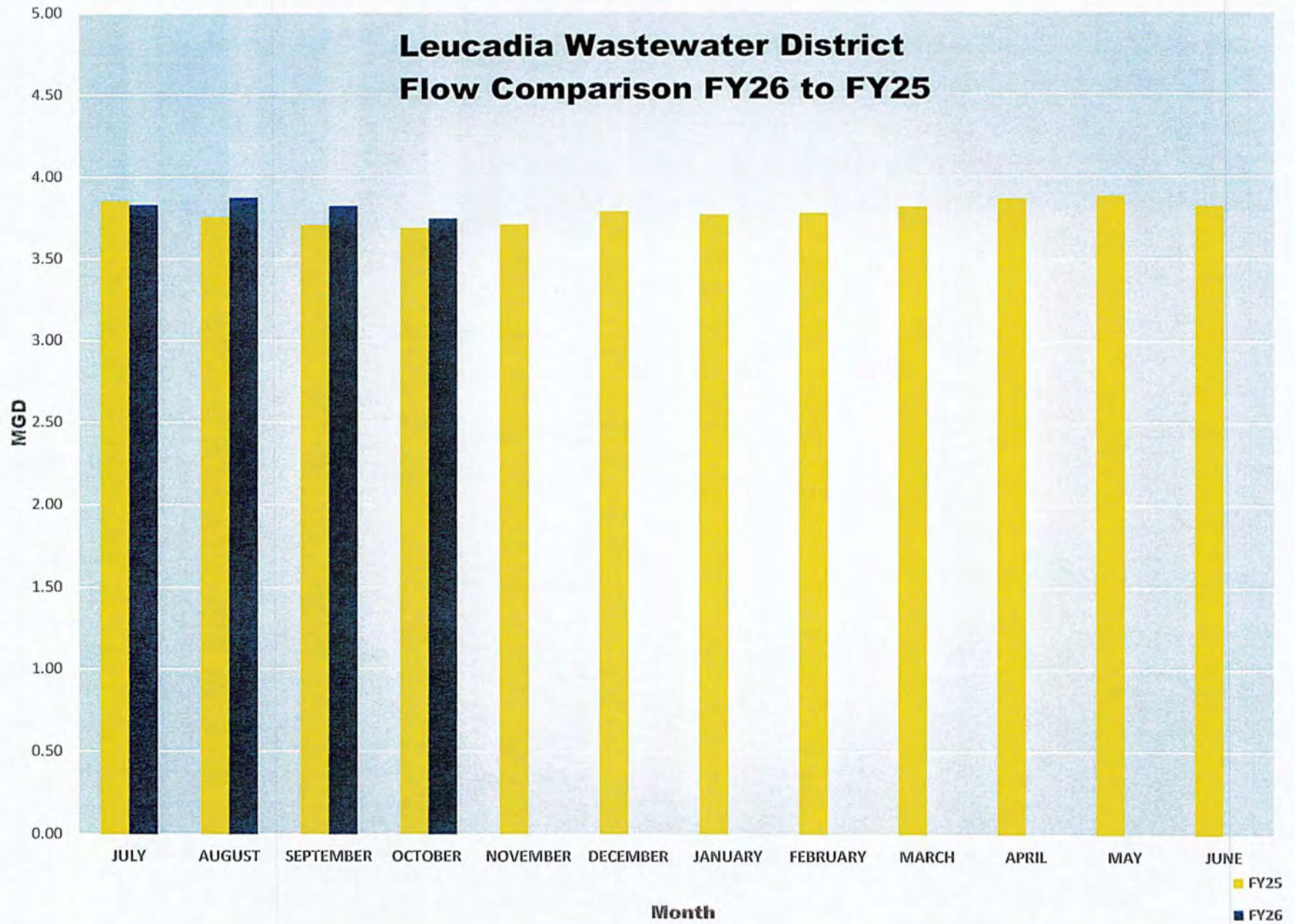
- 1 - Old Leucadia
- 4 - La Costa East
- 5 - North Green Valley
- 6 - Saxony
- 8 - Leucadia PS

- M Meter Locations
- PS LWD Pump Station
- PS Encinitas Pump Station
- LWD Boundary



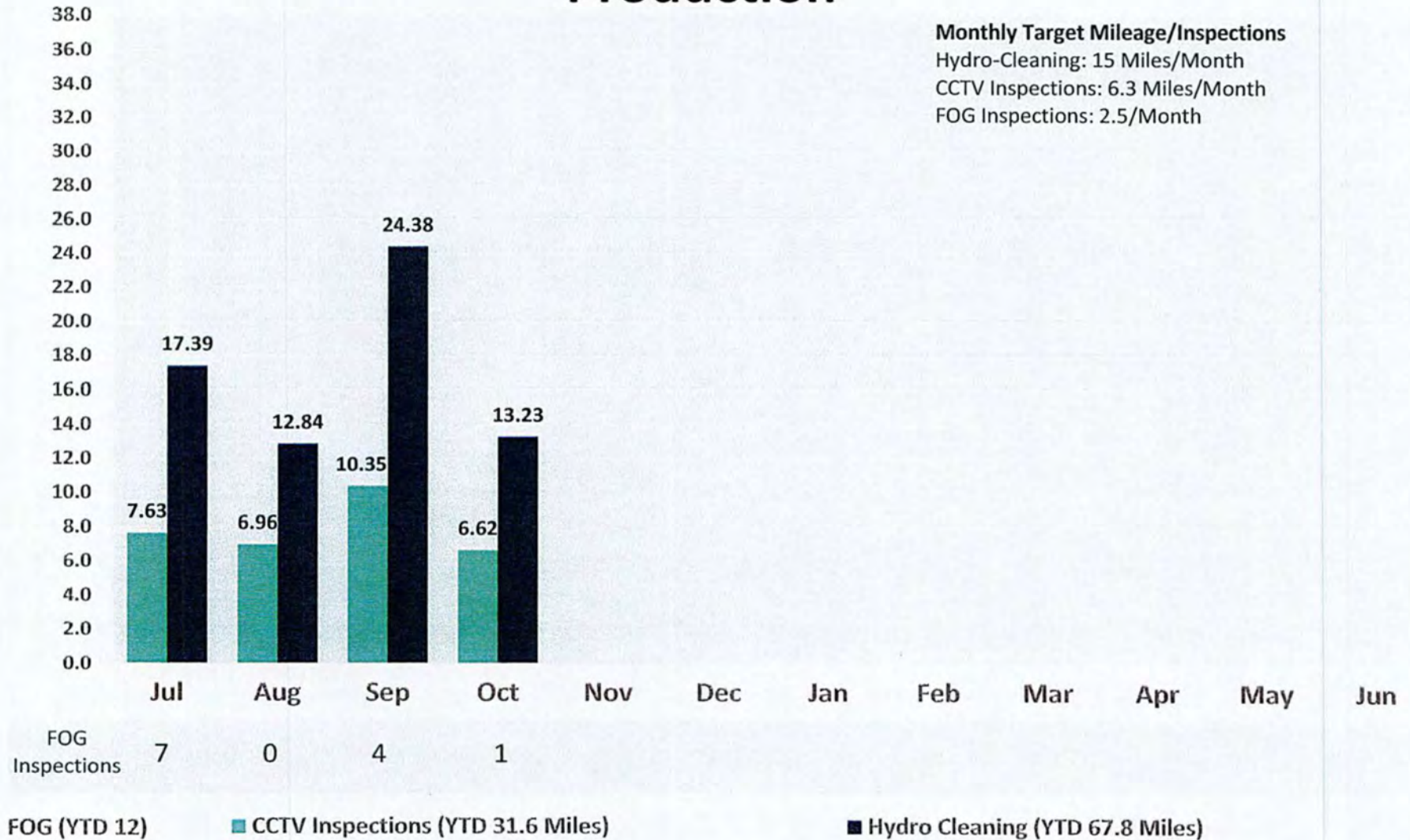
DEXTER WILSON ENGINEERING, INC.
CONSULTING ENGINEERS
(760) 438-4422

SEWER COLLECTION SYSTEM BY SUB-BASIN



FY-25 CCTV Inspections & Hydro Cleaning Production

Monthly Target Mileage/Inspections
Hydro-Cleaning: 15 Miles/Month
CCTV Inspections: 6.3 Miles/Month
FOG Inspections: 2.5/Month



Operations and Administration Training Report October 2025

Training & Safety Events for the month October 2025

Hours

Description	Ops	Admin	Total
Water Industry Stormwater Pollution Prevention	6.0	0.0	6.0
SCADA Alarms & Cellular Response	6.0	0.0	6.0
Harassment Prevention (SB1343)	1.0	1.0	2.0
Water Industry Welding Safety	1.0	0.0	1.0
All Hands Team Building	48.0	24.0	72.0
DataNet Introduction to Vishing/Smishing	2.0	2.5	4.5
DataNet How to Avoid Phishing Scams	0.5	2.5	3.0
DataNet Phishing Scams: Cryptocurrency, military and Romance	1.5	2.0	3.5
Total Training Hours	66.0	32.0	98.0

Conferences/Webinars/Seminars for the month of October 2025

Attendees

Description	Ops	Admin	Total
CAMP Cybersecurity Webinar	0	1	1
Endsight Cybersecurity Webinar	0	1	1
Stormwater Sewer Summit	1	0	1
Total Attended Conferences	1	2	3

Notes:

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

Operations and Administration Training Report Summary for Fiscal Year 2026

Training		Hours	
Month	Ops	Admin	Total
Jul-25	36.5	9.5	46.0
Aug-25	18.0	9.0	31.5
Sep-25	82.0	5.0	87.0
Oct-25	66.0	32.0	98.0
Nov-25	0.0	0.0	0.0
Dec-25	0.0	0.0	0.0
Jan-26	0.0	0.0	0.0
Feb-26	0.0	0.0	0.0
Mar-26	0.0	0.0	0.0
Apr-26	0.0	0.0	0.0
May-26	0.0	0.0	0.0
Jun-26	0.0	0.0	0.0
YTD Totals	202.5	55.5	262.5

Conferences		Attendees	
Month	Ops	Admin	Total
Jul-25	0.0	6.0	6.0
Aug-25	8.0	21.0	29.0
Sep-25	4.0	4.0	8.0
Oct-25	1.0	2.0	3.0
Nov-25	0.0	0.0	0.0
Dec-25	0.0	0.0	0.0
Jan-26	0.0	0.0	0.0
Feb-26	0.0	0.0	0.0
Mar-26	0.0	0.0	0.0
Apr-26	0.0	0.0	0.0
May-26	0.0	0.0	0.0
Jun-26	0.0	0.0	0.0
YTD Totals	13.0	33.0	46.0

Notes:

Trainings include web-based, classroom, and tailgates

Conferences include CASA, CWEA, CSDA, CSRMA, CSFMO

Leucadia Wastewater District

Balance Sheet

As of 10/31/2025

(In Whole Numbers)

	Amount
Assets	
Cash & Investments	24,900,756
Accounts Receivables	232,302
Net OPEB Asset	63,596
Prepaid Expense	464,129
Capital Assets	202,054,904
Less Accumulated Depreciation	(74,494,805)
Total Assets	153,220,882
Deferred Outflows	
PERS Pension Deferred Outflows	1,845,228
OPEB Health Deferred Outflows	220,797
Total Deferred Outflows	2,066,025
Total Assets & Deferred Outflows	155,286,907
Liabilities	
Accounts Payable & Accrued Expenses	409,923
Developer Deposits	116,976
Net Pension Liability	4,552,992
Total Liabilities	5,079,891
Deferred Inflows	
PERS Pension Deferred Inflows	218,119
OPEB Health Deferred Inflows	141,753
Total Deferred Inflows	359,872
Net Position	
Beginning Net Position (as of June 30, 2023)	
Investment in Capital Assets	127,422,471
Reserves	28,609,744
Total Beginning Net Position (as of June 30, 2023)	156,032,216
Current Change In Net Position	
Other	(6,185,072)
Total Current Change In Net Position	(6,185,072)
Total Net Position	149,847,144
Total Liabilities, Deferred Inflows & Net Position	155,286,907

Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses
From 7/1/2025 Through 10/31/2025

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

OPERATING REVENUES

3110 Sewer Service Fees	\$ 339,427	\$ 16,881,903	\$ 16,542,476	2.0%
3150 Recycled Water Sales	242,536	397,000	154,464	61.1%
3100 Misc. Operating Revenue	-	195,877	195,877	0.0%
TOTAL OPERATING REVENUES	\$ 581,962	\$ 17,474,780	\$ 16,892,818	3.3%

OPERATING EXPENSES

4100 Salaries	\$ 782,320	\$ 2,471,802	\$ 1,689,482	31.6%
4200 Employee Benefits	573,443	1,840,269	1,266,826	31.2%
4300 Directors Expense	37,625	137,300	99,675	27.4%
4600 Gas, Oil & Fuel	12,983	64,000	51,017	20.3%
4700 Insurance Expense	178,606	313,000	134,394	57.1%
4800 Memberships	27,954	42,400	14,446	65.9%
4900 Office Expense	76,650	200,700	124,050	38.2%
5000 Operating Supplies	74,159	184,900	110,741	40.1%
5200 Professional Services	100,409	467,500	367,091	21.5%
5300 Printing & Publishing	309	34,000	33,691	0.9%
5400 Rents & Leases	7,474	21,400	13,927	34.9%
5500 Repairs & Maintenance	176,198	656,890	480,692	26.8%
5600 Monitoring & Permits	16,098	107,530	91,432	15.0%
5700 Training & Development	14,154	53,500	39,346	26.5%
5900 Utilities	193,499	603,600	410,101	32.1%
6100 LAFCO Operations	6,561	8,500	1,939	77.2%
6200 Encina Operating Expense	1,660,356	3,415,000	1,754,644	48.6%
6900 Admin O/H alloc to Capital	(43,431)	(227,574)	(184,143)	19.1%
TOTAL OPERATING EXPENSES	\$ 3,895,368	\$ 10,394,717	\$ 6,499,349	37.5%

NON-OPERATING REVENUES

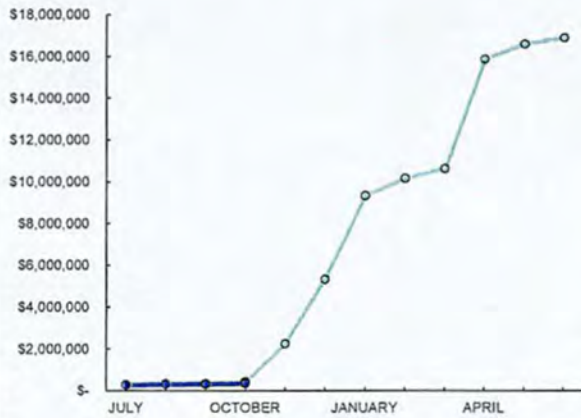
3130 Capacity Fees	\$ 29,640	\$ 218,400	\$ 188,760	13.6%
3220 Property Taxes	87,536	2,410,800	2,323,264	3.6%
3250 Investment Income	323,637	1,048,000	724,363	30.9%
3290 Misc. Non Op Revenue	3,190	324,900	321,710	1.0%
TOTAL NON-OPERATING REVENUES	\$ 444,002	\$ 4,002,100	\$ 3,558,098	11.1%

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

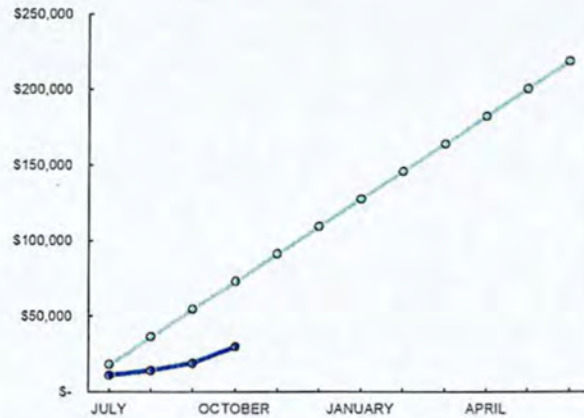
Leucadia Wastewater District Revenue FY2026

YTD through October 31, 2025

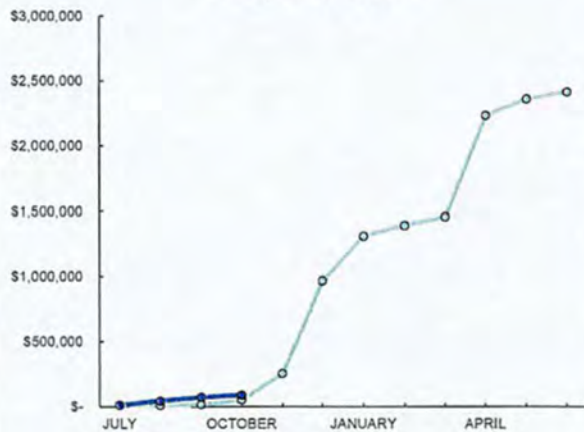
Sewer Service Fees



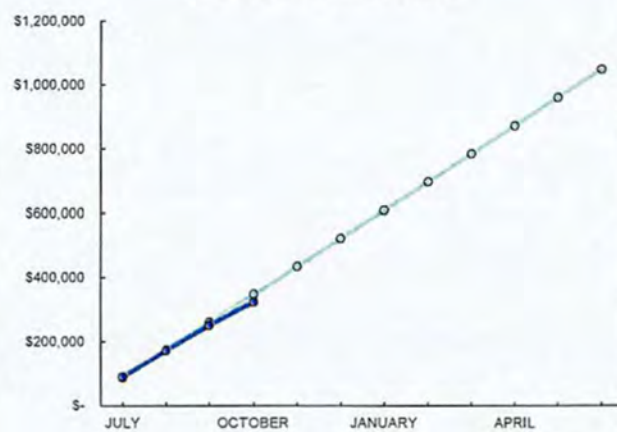
Capacity Charges



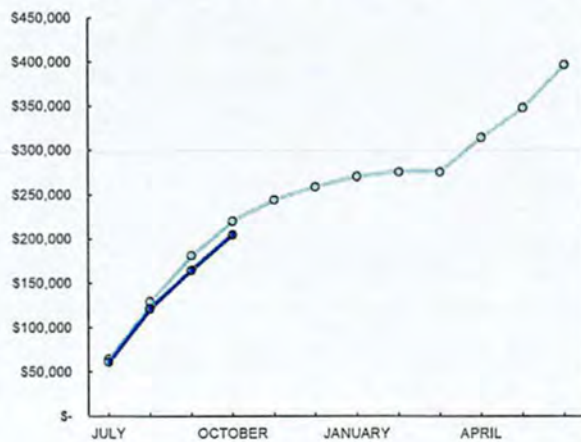
Property Taxes



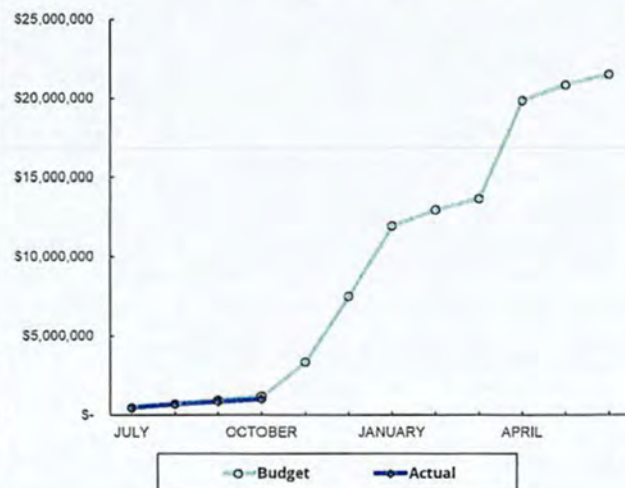
Investment Income



Recycled Wastewater Sales



Total Revenue

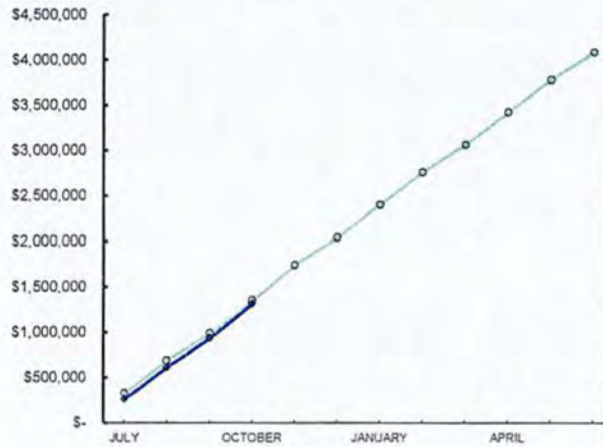


* Preliminary: subject to future review, reconciliation, accruals, and audit

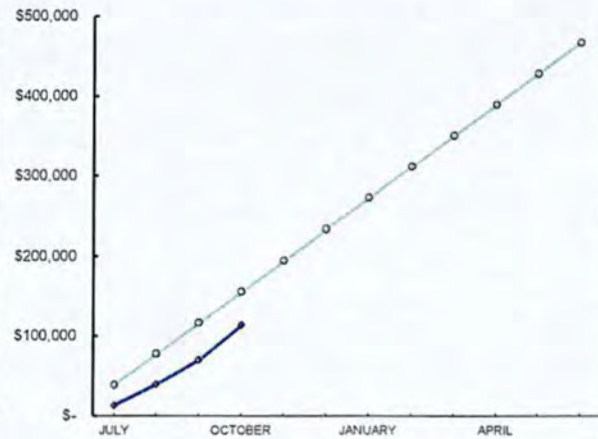
Leucadia Wastewater District Operating Expenses FY2026

YTD through October 31, 2025

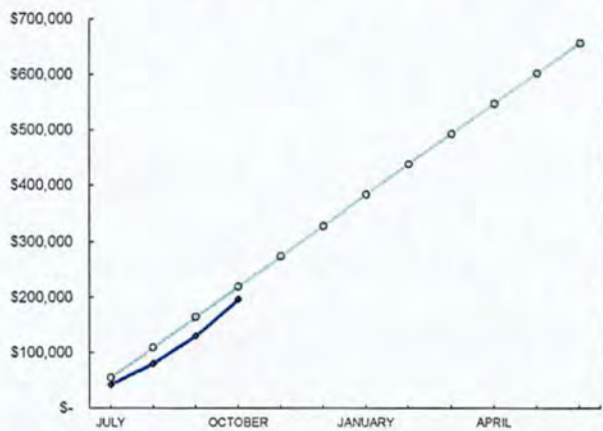
Salaries and Benefits



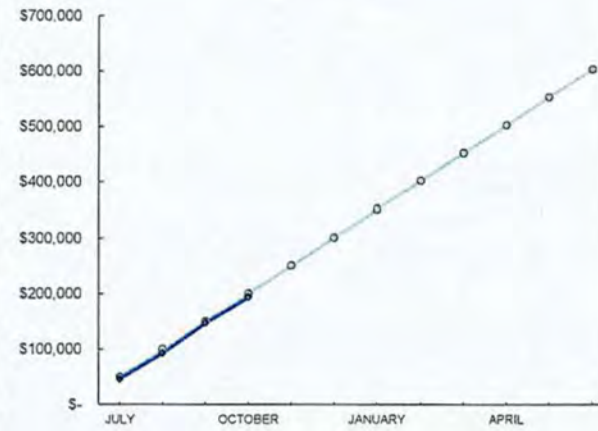
Professional Services



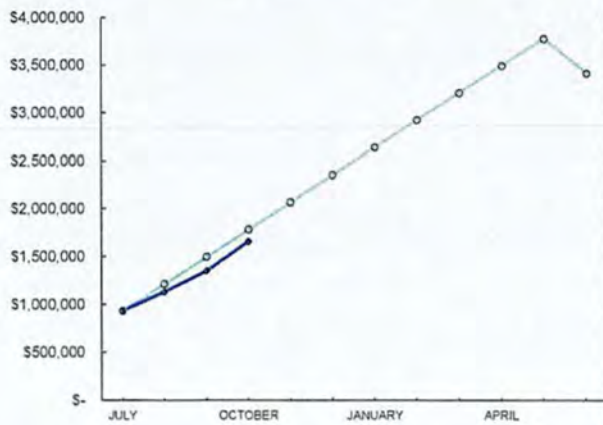
Repairs & Maintenance



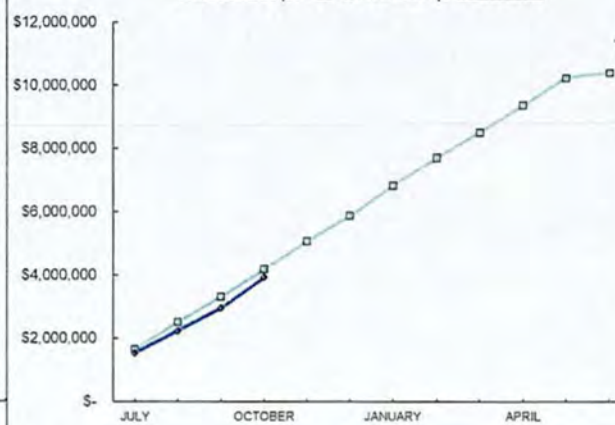
Utilities



Encina M&O



Total Operating Expenses -
Before Depreciation & Replacement



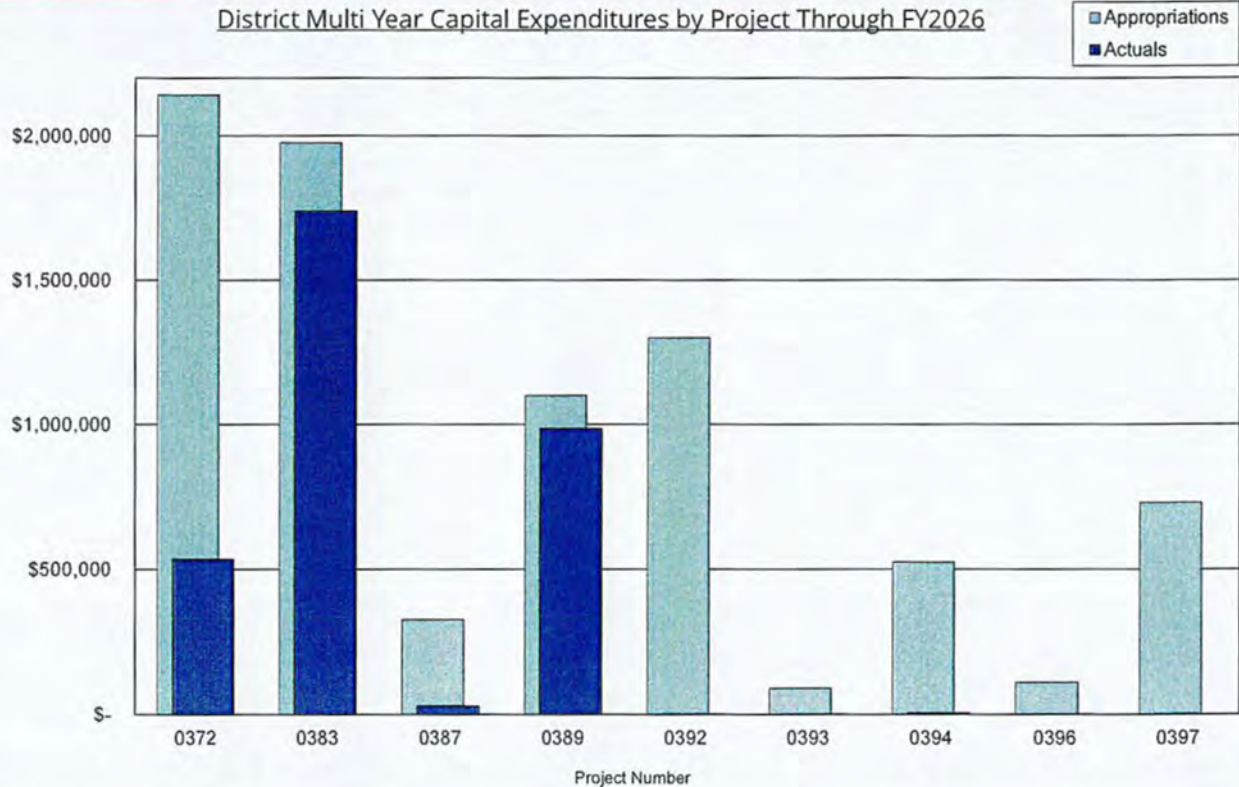
□ Budget ◆ Actual

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

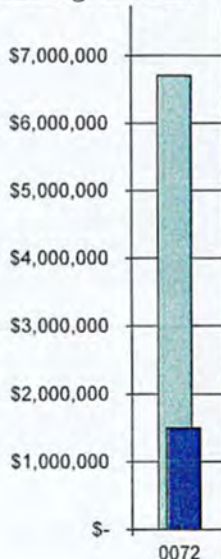
Leucadia Wastewater District Capital Expenditures

As of October 31, 2025

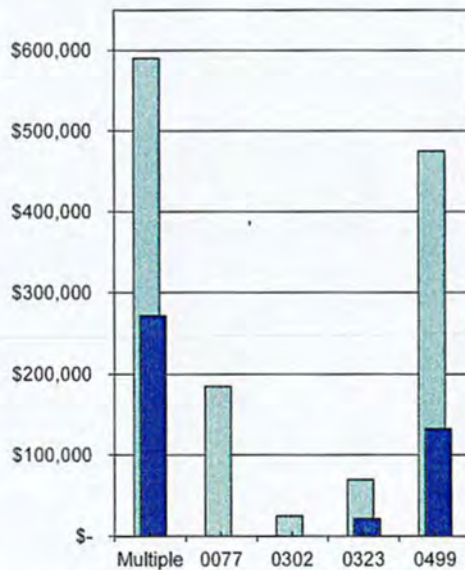
District Multi Year Capital Expenditures by Project Through FY2026



District's Share of
Encina WPCF
Capital Exp
Through FY2026



Single Year Capital
Expenditures by Project FY2026



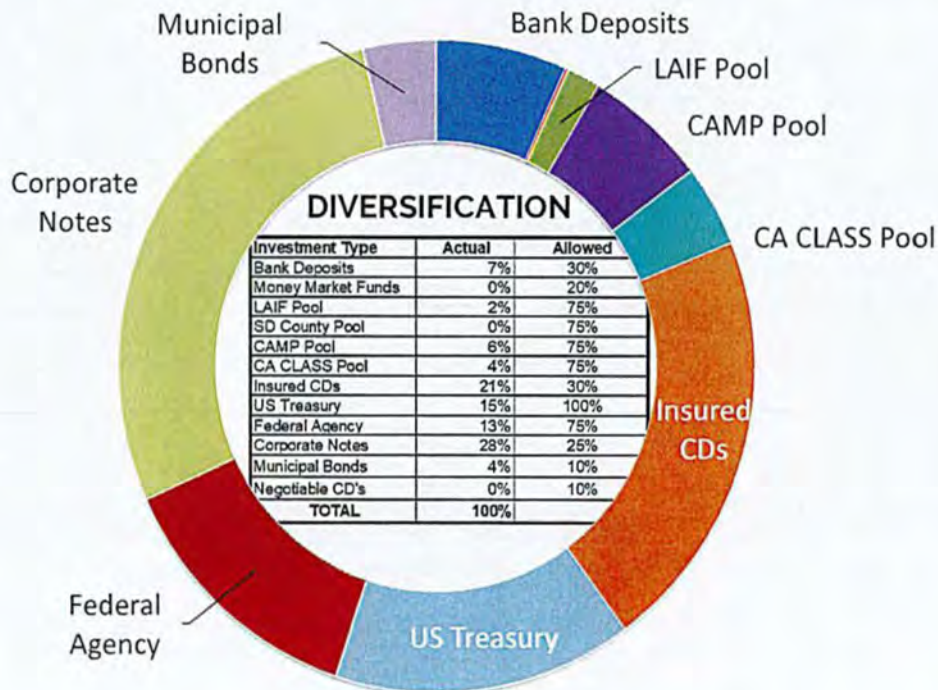
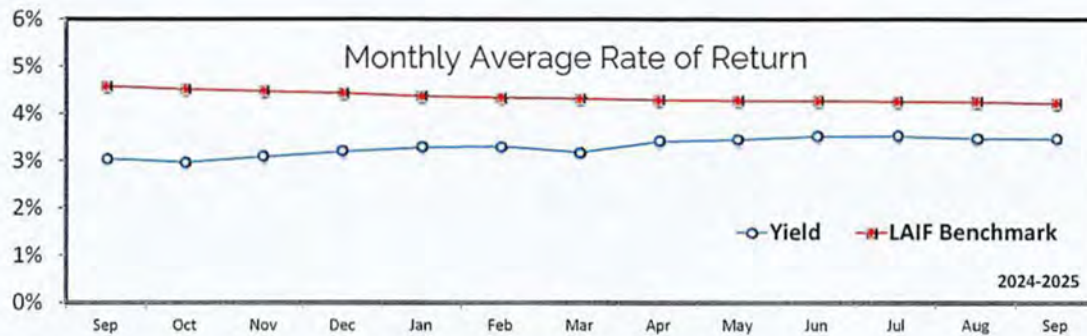
Project Legend

Multi-Year Capital Projects		No.
Encina Capital		0072
Diana Pump Station Upgrade		0372
Rancho Verde Pump Station		0383
L1 Condition Assessment		0387
FY2025 Gravity Pipeline Project		0389
FY 2026 Gravity Pipeline Project		0392
Anode Replacement		0393
La Costa Pump Station Replacement		0394
Anode Replacement Batiquitos		0396
Batiquitos Pump Station Drywell Concrete Repair		0397
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

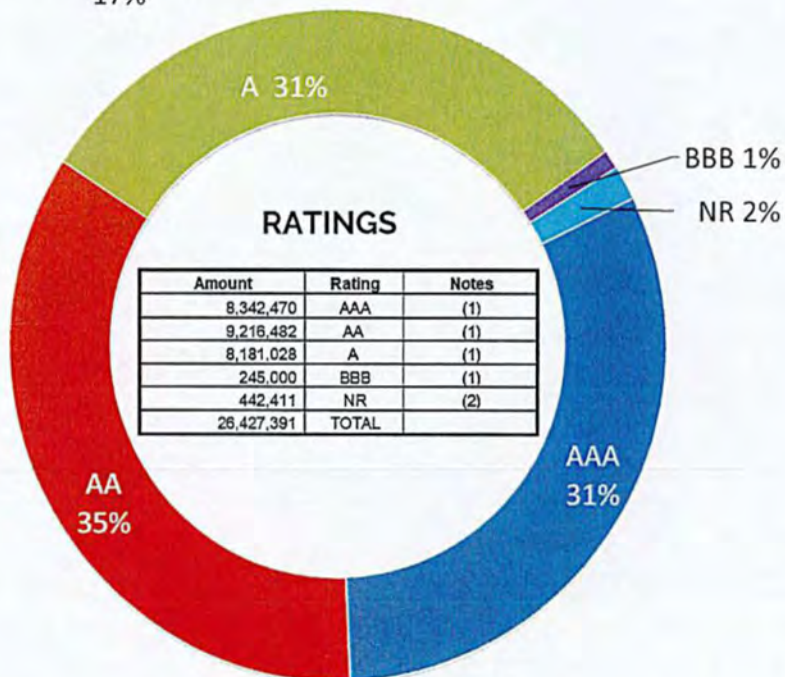
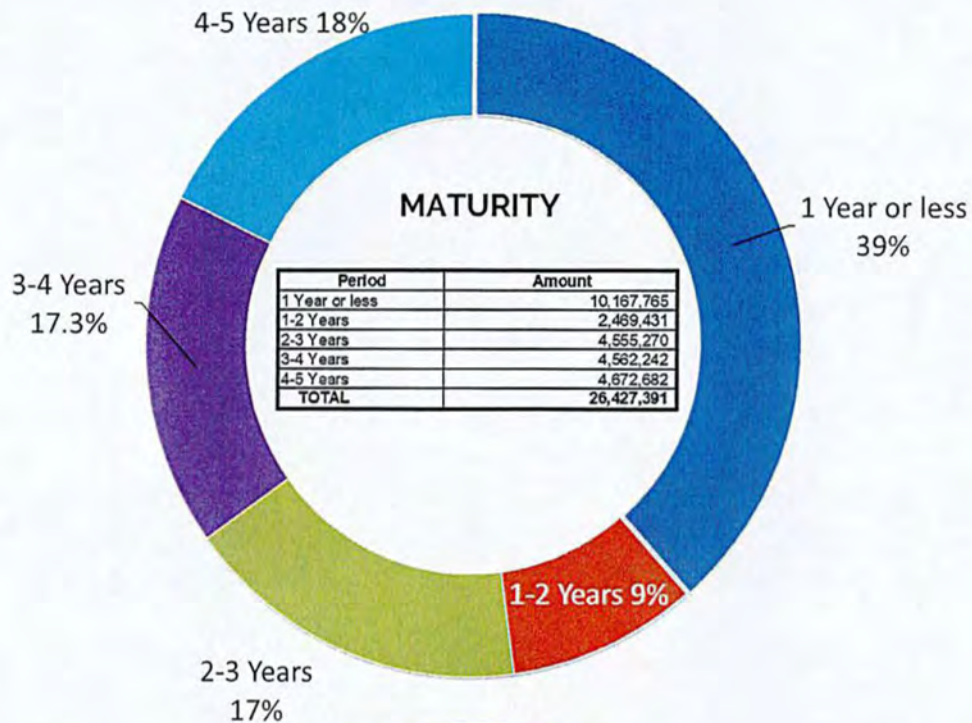
LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
September 30, 2025

Cash Equivalents & Investments	Principal (Original Cost)		September Interest	Average Rate
	Aug 31, 2025	Sep 30, 2025		
Pacific Premier Bank Reserves	\$ 2,983,277	\$ 1,753,283	\$ 7,730	3.917%
TVI Dreyfus Money Market	37,971	46,003	144	4.110%
LAIF Pool	442,411	442,411	1,553	4.212%
CAMP Pool	1,646,107	1,652,007	5,992	4.360%
CA CLASS Pool	1,069,704	1,073,460	3,815	4.273%
Certificates of Deposit - Insured	5,571,000	5,571,000	15,507	3.343%
US Treasury Notes	3,456,650	4,017,534	12,285	3.681%
Federal Agency Notes	3,989,900	3,490,100	8,287	2.615%
Municipal Bonds	1,067,318	975,416	1,895	3.463%
Corporate Bonds/Notes	7,406,178	7,406,178	20,958	3.402%
Totals	\$ 27,670,515	\$ 26,427,391	\$ 78,166	3.468%



LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
September 30, 2025

(Continued)

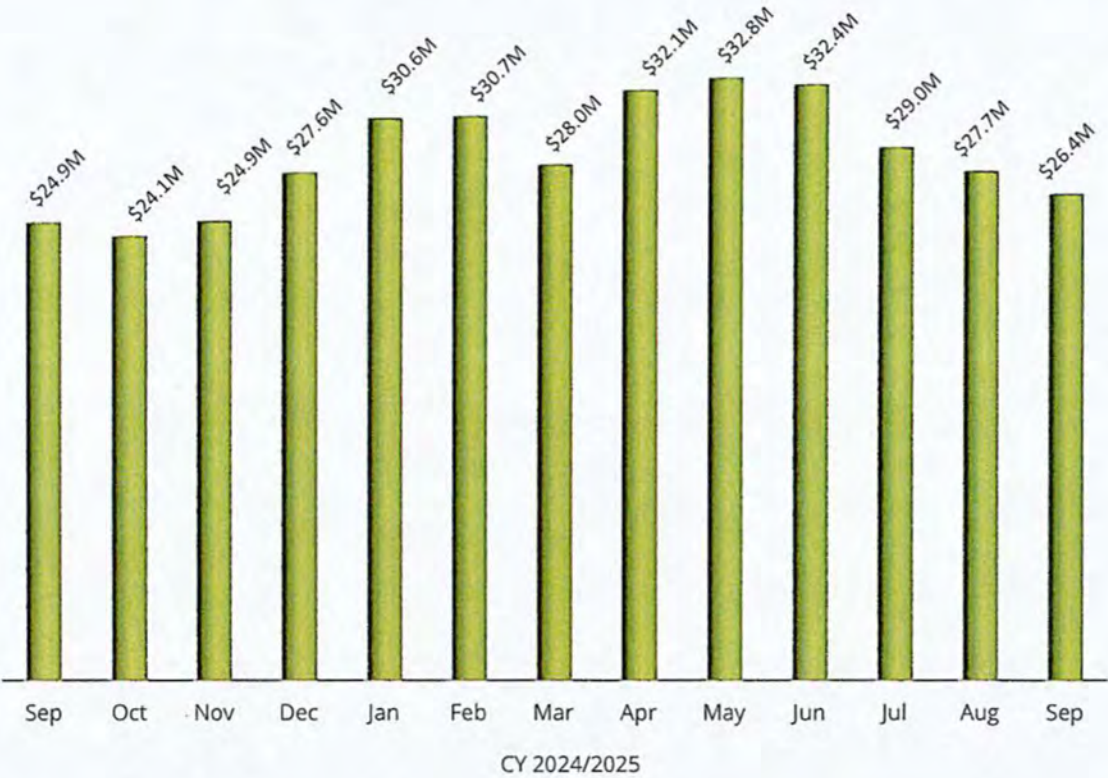


(1) CAMP Pool, CA CLASS & SD County Pool are rated by Standard & Poors. Investments are rated by Moody's or another rating agency.
 (2) LAIF is not rated.

LEUCADIA WASTEWATER DISTRICT
Monthly Investment Summary
September 30, 2025

(Continued)

CASH & INVESTMENT FUNDS BY MONTH



INVESTMENT TRANSACTIONS

Investment	Purchases	Sales & Maturities	Maturity Date	CUSIP	YTM at Cost	Notes
San Marcos PFA Tax Rev Bds		565,998	9/1/2025	79876AER9	1.30%	
FFCB (callable)		499,800	9/29/2025	3133EMBJ0	0.53%	
US Treasury Note	560,884		8/31/2030	91282CHW4	3.69%	
Allegheny Cnty PA Hgr Edu Bldg	474,095		3/1/2029	01728RNF2	4.06%	
TOTAL	\$ 1,034,979	\$ 1,065,798				

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

Ref: 26-9298

DATE: November 6, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: QUARTERLY TREASURER'S INVESTMENT REPORT

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Receive and file Leucadia Wastewater District's Quarterly Treasurer's Investment Report

DISCUSSION:

In accordance with California Government Code §53646 LWD is encouraged to render the Quarterly Treasurer's Investment Report to the Board of Directors for its consideration. For your convenience, staff has developed a one-page summary of LWD's investments for the quarter ending September 30, 2025 (see attached). A copy of the full Quarterly Treasurer's Investment Report has been enclosed for your review.

reg:PJB

Attachment

LEUCADIA WASTEWATER DISTRICT

QUARTERLY TREASURER'S REPORT SUMMARY

09-30-25

SUMMARY OF CASH & INVESTMENTS at September 30, 2025

SEE QUARTERLY TREASURER'S REPORT FOR DETAILS

ASSETS	PAR VALUE 9/30/2025	AMORTIZED COST 9/30/2025	% OF TOTAL		MARKET VALUE 9/30/2025
			Actual	Allowed	
CASH IN BANK (Checking/Reserve Accts)	\$ 1,761,185	\$ 1,761,185	7%	30%	\$ 1,761,185
MONEY MARKET FUNDS	\$ 38,101	\$ 38,101	0%	20%	\$ 38,101
LAIF - STATE INVESTMENT POOL	\$ 442,411	\$ 442,411	2%	75%	\$ 443,265
CAMP - JPA INVESTMENT POOL	\$ 1,652,007	\$ 1,652,007	6%	75%	\$ 1,652,007
CA CLASS - JPA INVESTMENT POOL	\$ 1,073,460	\$ 1,073,460	4%	75%	\$ 1,073,460
FEDERAL AGENCY SECURITIES	\$ 3,495,000	\$ 3,490,100	13%	75%	\$ 3,499,273
US TREASURY BONDS/NOTES	\$ 4,124,000	\$ 4,017,534	15%	100%	\$ 4,100,031
CORPORATE NOTES	\$ 7,465,000	\$ 7,406,178	28%	25%	\$ 7,436,851
MUNICIPAL BONDS	\$ 1,065,000	\$ 975,416	4%	10%	\$ 985,154
INSURED CERTIFICATES OF DEPOSIT	\$ 5,571,000	\$ 5,571,000	21%	30%	\$ 5,619,442
TOTAL CASH & INVESTMENTS	\$ 26,687,163	\$ 26,427,391	100%		\$ 26,608,769

As of September 30, 2025

QUARTERLY RESULTS



Cash & Investments

\$26.6M



Avg Days to Maturity

770



Change in Cash & Inv



Interest Earned

\$250K



Average Return

3.5%



LAIF Benchmark

4.2%

MEMORANDUM

DATE: November 6, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: October 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 of October 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 October 2025 for your review.

tb:PJB

Attachment

**Leucadia Wastewater District
Disclosure of Reimbursements Report
October 2025**

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

Notes: There were no travel reimbursements for the month of October.

Encina Wastewater Authority Report
Regular Board Meeting
October 22, 2025

EWA Board of Directors – Director Roesink Reporting

1. South Parcel Utilization Development Plan

The Board of Directors discussed Encina's south parcel and the need to assess potential uses of the parcel that would benefit Encina's member agencies through revenue generation.

2. Adopt a Real Estate Policy

The Board of Directors rescinded Resolution 2018-10 establishing a policy for review and approval of leases, easements, and licenses. The Board of Directors adopted Resolution 2025-5 establishing a Real Estate Policy.

3. As-Needed Professional Services for SCADA Systems Integration and Support Award

The Board of Directors authorized the General Manager to award a professional services agreement to Enterprise Automation for as needed Supervisory Control and Data Acquisition (SCADA) system integration and support for a five-year period.

Community Affairs Committee Meeting Report

Presented by Vice President Brown

Meeting held October 29, 2025

The Community Affairs Committee (CAC) reviewed the following:

1. Review the final draft layout of the Fall 2025 newsletter

The CAC reviewed and commented on the final draft layout of the fall 2025 newsletter. The CAC suggested some minor edits and staff stated they would make the changes.

The CAC directed staff to move forward with the production of the newsletter and forward the final draft to the Board for their review prior to printing.

Human Resources Committee Meeting Report

Presented by Director Sullivan

Meeting held October 30, 2025

The Human Resources Committee (HRC) reviewed the following:

1. LWD's Compensation Policy

The HRC reviewed and commented on LWD's Compensation Policy.

The HRC suggested changes to the objectives for the Organizational Incentive Program and the Individual Incentive Program as well as some minor clerical updates.

The HRC concurred to forward this recommendation to the Board for consideration and it will be discussed later in the agenda.

Engineering Committee Meeting Report

Presented by Director Pacilio

Meeting held November 4, 2025

The EC reviewed the following recommendations:

- Authorize the General Manager to execute Task Order No. 11 to the Engineering Design Services Agreement with Water Works Engineers for final design services for the FY26 Gravity Pipeline Rehabilitation Project in an amount not to exceed \$84,887; and
- Authorize the General Manager to execute a sole source contract with SCW Contracting Corporation for the construction of the Batiquitos Pump Station Concrete Drywell Repair Project in an amount not to exceed \$520,000.

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

The EC also received updates on the Leucadia and Batiquitos Force Mains Anode Replacement Project. These items were for informational purposes only. No action was taken.

Investment & Finance Committee Meeting Report

Presented by Director Sullivan

Meeting held November 5, 2025

The Investment & Finance Committee (IFC) reviewed the following recommendation:

- 1. Receive and file the Fiscal Year 2025 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.

MEMORANDUM

Ref: 26-9259

DATE: November 6, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Fiscal Year 2025 (FY25) Annual Comprehensive Financial Report

RECOMMENDATION:

Staff and the Investment and Finance Committee (IFC) recommend that the Board of Directors:

1. Receive and file the FY25 Annual Comprehensive Financial Report.
2. Discuss and take other action, as appropriate.

DISCUSSION:

Tactical Goal: Financial / FY25 Audit

This item was reviewed by the IFC at its November 5th meeting and the IFC concurred with staff to present this item to the Board.

State law requires the Leucadia Wastewater District (LWD) to prepare a complete set of financial statements in conformance with generally accepted accounting principles (GAAP). The law also requires that the financial statements be audited in accordance with generally accepted auditing standards. For LWD, these documents collectively take the form of LWD's annual financial audit.

LWD prepares a more comprehensive financial report, formally referred to as the Annual Comprehensive Financial Report, or ACFR. This year's Annual Comprehensive Financial Report includes the following sections:

- Introductory section which is comprised of the Letter of Transmittal, Organizational Chart, List of Principal Officials, and award for outstanding financial reporting in FY24.
- Financial section that is made up of the Independent Auditor's Report, Management's Discussion and Analysis, Basic Financial Statements with notes, and Supplementary Information.
- Statistical section that includes cost and revenue comparisons and other LWD statistics for the past 10 years.

The accounting firm of Rogers, Anderson, Malody & Scott, LLP has completed its audit of LWD's FY25 ACFR. Staff is pleased to report that the auditors found that the financial statements present fairly, in all material respects, LWD's financial position and is in conformance with GAAP.

Attached for the Board's review is the Auditor's information letter which reports on any significant audit findings as a result of their audit, and the Auditor's Report on Internal Controls, Compliance, and Other Matters. Also provided is a copy of the full Annual Comprehensive Financial Report for your review.

Staff along with Scott Manno, Partner of Rogers, Anderson, Malody & Scott, LLP, will present an overview of the Annual Comprehensive Financial Report at the upcoming meeting.

reg:PJB

Enclosure

October 29, 2025

To the Board of Directors
Leucadia Wastewater District
Carlsbad, California

We have audited the financial statements of the Leucadia Wastewater District (the entity) as of and for the year ended June 30, 2025, and have issued our report thereon dated October 29, 2025. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated March 26, 2025, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of the system of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the system of internal control of the entity solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

We have evaluated whether certain nonattest services performed by our firm during the audit have created a significant threat to our independence in relation to the entity. We have identified a threat to our independence (preparation of the entity's financial statements, creating a self-review threat) that if not reduced to an acceptable level, would impair our independence. In order to reduce the threat to an acceptable level, we have applied the following safeguard:

Prior to the issuance of the entity's financial statements, another partner or manager, independent of the engagement, will review the financial statements.

Significant Risks Identified

We have identified the possibility of the following significant risks:

Management's override of internal controls over financial reporting – Management override of internal controls is the intervention by management in handling financial information and making decisions contrary to internal control policy.

Revenue recognition – Revenue recognition is a generally accepted accounting principle that refers to the conditions under which an entity can recognize a transaction as revenue. Auditing standards indicate that recognizing revenue is a presumed fraud risk and usually classified as a significant risk in most audits.

These significant risks are presumptive in most audits and merit attention by the auditors due to the direct impact over financial reporting and internal control processes. Although identified as significant risks, we noted no matters of management override of controls or deviations from generally accepted accounting principles which caused us to modify our audit procedures or any related matters which are required to be communicated to those charged with governance due to these identified risks.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the entity is included in Note 1 to the financial statements. There have been no initial selection of accounting policies or their application during 2025. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates and Related Disclosures

Accounting estimates and related disclosures are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the entity's financial statements are:

Management's estimate of the net pension liability and related deferred inflows and outflows of resources are based on actuarial reports by independent actuaries. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Management's estimate of the liability for other post-employment benefits (OPEB) and related deferred inflows and outflows of resources are based on actuarial reports provided by independent actuaries. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users.

The most sensitive disclosures affecting the entity's financial statements relate to:

The disclosure of fair value of investments in the basic financial statements represents amounts susceptible to market fluctuations.

The disclosure of capital assets (and related accumulated depreciation) in the basic financial statements is based on historical information which could differ from actual useful lives of each capitalized item.

The disclosure of net pension liability and related deferred inflows and outflows of resources in the basic financial statements is based on actuarial assumptions. Actual future liabilities and actuarial deferred inflows and outflows may vary from disclosed estimates.

The disclosures of the other post-employment benefits (OPEB) liability and related deferred inflows and outflows of resources in the basic financial statements is based on actuarial assumptions. Actual future liabilities and actuarial deferred inflows and outflows may vary from disclosed estimates.

The disclosure of lease liabilities, right-to-use assets, and asset amortization in the basic financial statements is based on certain terms and assumptions in the agreements which could differ from actual amounts.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. There were no uncorrected misstatements noted.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. There were none.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the entity's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the attached letter dated October 29, 2025.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the entity, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the entity's auditors.

Other Information Included in Annual Reports

Pursuant to professional standards, our responsibility as auditors for other information, whether financial or nonfinancial, included in the entity's annual reports, does not extend beyond the information identified in the audit report, and we are not required to perform any procedures to corroborate such other information. However, in accordance with such standards, we have:

Read the transmittal letter and statistical section and considered whether a material inconsistency existed between the other the information and the basic financial statements, or the other information otherwise appears to be materially misstated. Our opinion on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

This report is intended solely for the information and use of the Board of Directors and management of the entity and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Rogers, Anderson, Malachy & Scott, LLP.

October 29, 2025



LEADERS IN ENVIRONMENTAL PROTECTION

BOARD OF DIRECTORS
Rolando A. Saldana, President
Matthew S. Brown, Vice President
Robert Pacilio, Director
Elaine Sullivan, Director
Chris Roesink, Director
Paul Bushee, General Manager

October 29, 2025

Rogers, Anderson, Malody & Scott, LLP
735 Carnegie Drive Ste. 100
San Bernardino, CA 92408

Ref: 26-9304

This representation letter is provided in connection with your audit of the basic financial statements of Leucadia Wastewater District (the entity) as of June 30, 2025 and for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion on whether the basic financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows, of the entity in accordance with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information such that, in the light of surrounding circumstances, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of October 29, 2025:

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated March 26, 2025, for the preparation and fair presentation of the financial statements referred to above in accordance with U.S. GAAP.
- The financial statements referred to above have been fairly presented in accordance with U.S. GAAP and include all properly classified funds, required supplementary information, and notes to the basic financial statements.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- We acknowledge our responsibility for compliance with the laws, regulations, and provisions of contracts and grant agreements.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes.
- We have identified and communicated to you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- The methods, data and significant assumptions used by us in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in the context of U.S. GAAP.

- All related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- All component units, as well as joint ventures with an equity interest, if any, are included and other joint ventures and related organizations are properly disclosed.
- All components of net position, net investment in capital assets, restricted, and unrestricted are properly classified and, if applicable, approved.
- Our policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available is appropriately disclosed and net position is properly recognized under the policy.
- Special items and extraordinary items have been properly classified and reported.
- Deposit and investment risks have been properly classified and fully disclosed.
- Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
- All required supplementary information is measured and presented within the prescribed guidelines.
- We have evaluated all of our lease and subscription agreements and have given you our assessment as to whether each agreement is subject to GASB Statement No. 87, *Leases* and GASB Statement No. 96, *Subscription Based Information Technology Arrangements*.
- With regard to investments and other instruments reported at fair value:
 - The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - The disclosures related to fair values are complete, adequate, and in accordance with U.S. GAAP.
 - There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- With regard to pensions and OPEB:
 - We believe that the actuarial assumptions and methods used to measure pension and OPEB liabilities and costs for financial accounting purposes are appropriate in the circumstances.
 - We are unable to determine the possibility of a withdrawal liability from the plan, of which we are a sponsor and are not currently contemplating withdrawing from the plan.
 - Increases in benefits, elimination of benefits and all similar amendments have been disclosed in accordance with U.S. GAAP and are included in the most recent actuarial valuation or disclosed as a subsequent event.
- We have conducted a comprehensive risk assessment and disclosed all material concentrations and constraints in accordance with GASB Statement No. 102, *Certain Risk Disclosures*. These disclosures provide sufficient detail to enable users of financial statements to understand the nature of the circumstances disclosed and the government's vulnerability to the risk of a substantial impact associated with the concentration or constraint, if applicable.
- We have evaluated the concentrations and constraints, including those that occur subsequent to the statement of net position date but before the financial statements are issued and have been properly disclosed in the financial statements as subsequent events.
- With respect to preparation of the financial statements, we have performed the following:
 - Made all management decisions and performed all management functions;
 - Assigned a competent individual to oversee the services;
 - Evaluated the adequacy of the services performed;
 - Evaluated and accepted responsibility for the result of the service performed; and
 - Established and maintained internal controls, including a process to monitor the system of internal controls.

- There have been no changes or updates to legal information disclosed to you by our attorney(s) since the date of such legal response and now.

Information Provided

- We have provided you with:
 - Access to all information of which we are aware that is relevant to the preparation and fair presentation of the financial statements referred to above, such as records, documentation, meeting minutes, and other matters;
 - Additional information that you have requested from us for the purpose of the audit;
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - A written acknowledgement of all the documents that we expect to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
 - A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.
- The financial statements and any other information included in the annual report are consistent with one another, and the other information does not contain any material misstatements.
- All information provided in electronic form are true representations of the original documents.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have provided to you our evaluation of the entity's ability to continue as a going concern, including significant conditions and events present, and we believe that our use of the going concern basis of accounting is appropriate.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any instances, that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance, whether communicated by employees, former employees, vendors (contractors), analysts, regulators, or others.
- We have no knowledge of any instances that have occurred or are likely to have occurred of noncompliance with provisions of contracts and grant agreements that has a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- We have no knowledge of any instances that have occurred or are likely to have occurred of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
- There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
- The entity has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We are not aware of any pending or threatened litigation, claims, or assessments, or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with GASB Statement No. 62 (GASB-62), Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements

(FASB Accounting Standards Codification (ASC) 450, Contingencies), and we have not consulted a lawyer concerning litigation, claims, or assessments.

- We have disclosed to you all nonexchange financial guarantees, under which we are obligated and have declared liabilities and disclosed properly in accordance with GASB Statement No. 70, Accounting and Financial Reporting for Nonexchange Financial Guarantees, for those guarantees where it is more likely than not that the entity will make a payment on any guarantee.
- We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB Statement No. 62 (GASB-62), Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.
- We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
- There are no:
 - Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB 62.
 - Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB 62.
 - Continuing disclosure consent decree agreements or filings with the Securities and Exchange Commission and we have filed updates on a timely basis in accordance with the agreements (Rule 240, 15c2-12).
- The entity has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- We have a process to track the status of audit findings and recommendations.

Use of a Specialist

- We agree with the findings of specialists in evaluating the entity's net pension and net other post-employment benefit liabilities and related deferred amounts and have adequately considered the qualifications of the specialist in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of the specialists.
- We believe that the actuarial assumptions and methods used to measure pension and other postemployment benefit liabilities and costs for financial accounting purposes are appropriate in the circumstances.

Cybersecurity

- There have been no cybersecurity breaches or other cyber events whose effects should be considered for disclosure in the financial statements, as a basis for recording a loss contingency, or otherwise considered when preparing the financial statements.

Supplementary Information in Relation to the Financial Statements as a Whole

- With respect to the supplementary information accompanying the financial statements:
 - We acknowledge our responsibility for the presentation of the supplementary information in accordance with accounting principles generally accepted in the United States of America.
 - We believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America.
 - The methods of measurement or presentation have not changed from those used in the prior period.
 - We believe any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
 - When the supplementary information is not presented with the audited financial statements, management will make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by the entity of the supplementary information and the auditor's report thereon.
 - We acknowledge our responsibility to include the auditor's report on the supplementary information in any document containing the supplementary information and that indicates the auditor reported on such supplementary information.
 - We acknowledge our responsibility to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by the entity of the supplementary information and the auditor's report thereon.

Required Supplementary Information

- With respect to the various required supplementary information accompanying the financial statements:
 - We acknowledge our responsibility for the presentation of the required supplementary information in accordance with U.S. GAAP.
 - We believe the required supplementary information, including its form and content is measured and fairly presented in accordance with U.S. GAAP.
 - The methods of measurement or presentation have not changed from those used in the prior period.
 - We believe the significant assumptions or interpretations underlying the measurement or presentation of the required supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.

Signature: _____

Paul Bushee, General Manager

Signature: _____

Ryan Green, Director of Finance and Administration

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Independent Auditor's Report

To the Board of Directors
Leucadia Wastewater District
Carlsbad, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*) and the State Controller's *Minimum Audit Requirements for California Special Districts*, the financial statements of the business-type activities of Leucadia Wastewater District (the entity), as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the entity's basic financial statements, and have issued our report thereon dated October 29, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the entity's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we do not express an opinion on the effectiveness of the entity's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the entity's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

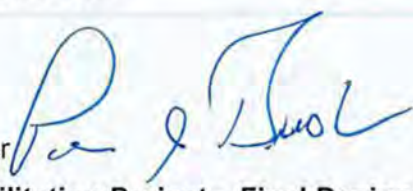
Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Rogers, Anderson, Malachuk & Scott, LLP.

San Bernardino, California
October 29, 2025

MEMORANDUM

DATE: November 6, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: FY2026 Gravity Pipeline Rehabilitation Project – Final Design Services

RECOMMENDATION:

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

1. Authorize the General Manager to execute Task Order No. 11 to the Engineering Design Services Agreement with Water Works Engineers for final design services for the FY2026 Gravity Pipeline Rehabilitation Project in an amount not to exceed \$84,887.
2. Discuss and take other action as appropriate.

BACKGROUND:

Tactical Goal: Infrastructure & Technology / FY2026 Gravity Rehabilitation Project

This item was reviewed by the EC at their November 4th meeting and the EC concurred with staff to present this item for the Board's consideration.

In April 2023, the Board adopted the Leucadia Wastewater District's (District) 2023 Asset Management Plan Update which recommended that the District continue to implement its Annual Gravity Pipeline and Manhole Rehabilitation Projects in order to keep the District's pipelines and manholes in excellent working order. Staff maintains a Repair Priority List using data from Closed-Circuit Television (CCTV) inspections. This list prioritizes pipeline and manhole defects which are then grouped for repair using one of three methods: open trench construction, Cured-In-Place Pipe (CIPP) Lining, or Cured-In-Place Manhole Lining.

DISCUSSION:

The goal of the FY2026 Gravity Pipeline Rehabilitation Project (FY2026 Project) is to replace a sewer pipeline that requires the open trench construction method. This project will replace about 1,000 linear feet of 18-inch vitrified clay pipe (VCP) trunk sewer. This replacement is critical due to a major sag in the pipeline and the pipeline's proximity to the San Marcos Creek which is experiencing erosion. The pipeline is located in a parking lot owned by the Omni La Costa Resort (Resort) on the south side of the Creek.

The next step in the process is to initiate the project's design. As such, Water Works Engineer's (WWE) submitted a proposal for final design services. WWE's proposed fee is \$84,887 and includes subconsultant support services, such as geotechnical investigation and survey work. The preliminary construction cost estimate for the project is \$1M and WWE's proposed fee represents a soft cost loading of approximately 8.5% which staff believes is fair and reasonable. Staff will present an overview of the project's scope of work at the upcoming meeting and it has been attached for your review. The overall timeline for completion of the project design and construction is estimated to be 12 months.

FISCAL IMPACT:

Staff appropriated \$1.3M in the FY 26 Capital Budget for this project. Therefore, the budget contains sufficient funds to complete this contract.

ier:PJB

Attachment

10/27/2025

Mr. Ian Riffel
Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, CA 92009

RE: TO No. 11 La Costa Trunk Sewer Relocation Engineering Services Proposal

Dear Mr. Riffel,

Water Works Engineers (Water Works) is pleased to submit to Leucadia Wastewater District (District) a proposal for engineering services for Task Order No. 11 La Costa Trunk Sewer Relocation.

Sincerely,

Tim Lewis, PE
Project Manager



7777 Alvarado Rd, Suite 300, La Mesa, CA 91942
619-833-6955 (Direct Office)
619-919-3880 (Cell)
timl@wwengineers.com / www.wwengineers.com

Scope of Engineering Services

Water Works Engineers, LLC. and Leucadia Wastewater District

Task Order No. 11 La Costa Trunk Sewer Relocation Engineering Services Proposal

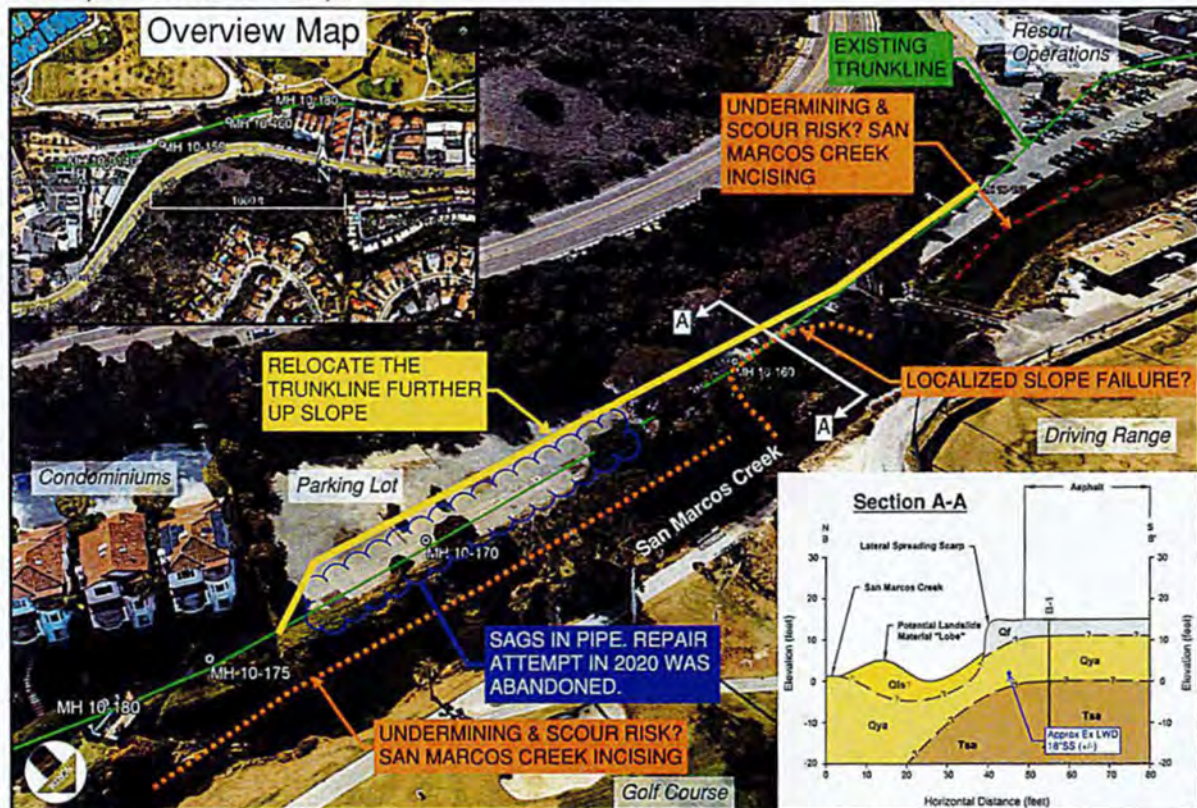
Project Description

The project description and specifics are defined in the following table:

Location	Omni La Costa Resort (Resort), Carlsbad, CA
Facilities	Existing gravity trunk sewer (located in easement, on Resort property)
Project Objectives	Replacement and relocation of approximately 1000-LF or less of 18" Trunk Sewer further upslope to reduce the risk of failure related to potential hazards (slope failure and creek incising/scour due to the proximity of San Marcos Creek) and also eliminate the sags that occurred in the existing alignment.
Background	The District previously attempted repair/replacement work in 2020 due to a sag in the pipe. This effort was abandoned after construction crews identified that the sag limits were more extensive than previously thought and may incorporate a wide swathe of pipeline, including a manhole. In addition, localized slope failure and scouring in close proximity to the trunk that has caused the paved access road maintained by the Resort to narrow has been observed and monitored very closely. This is suspected to be a product of long-term changes to San Marcos Creek. For instance, rip-rap armoring of the north embankments around Resort may have shifted higher velocity stream flow to the south bank, exacerbating long-term scour of the south bank. In addition, it is suspected from historical imagery that San Marcos Creek used to operate in a wider, more shallow capacity. It is suspected that long-term restoration and dredging work on downstream Batiquitos Lagoon has reduced "backwatering" effects, and has contributed to channel bed degradation which is exacerbated by recent large storms. Due to the pipeline existing condition and potential long-term risk of failure if San Marcos Creek erodes the slope any further, the District considers that pipeline replacement and relocation further upslope a high priority.
Task Order Objective	The objective of this task order is to produce the Preliminary Design and Final Design of the Project improvements (75%, 100%) and Plat & Legal

	Descriptions for new easements required from the Resort. It is CONSULTANTS intention to utilize the parallel Task Order No 12 La Costa Pump Station Relocation Project to realize shared efficiencies to provide the District with good value.
Existing Documentation & Data Request	1. Record Drawings 2. CCTV Data 3. Survey Data 4. Buildout Peak Wet Weather flow data from DWEI 5. Other data requested by CONSULTANT identified in Scope of Services

Site specific design considerations and constraints are depicted in the following conceptual overview map.



LA COSTA TRUNK RELOCATION PROJECT

Scope of Services

ENGINEER will provide engineering design services to meet the Project objectives. Services will be split into the following tasks.

Subtasks	Title
1	Project Management and Administration
2	Geotechnical Support Services
3	Survey Support Services



4	Preliminary Design
5	Final Design

Subtask 1: Project Management and Administration

Under this subtask, ENGINEER shall monitor and track the project budget and schedule to ensure that all deadlines are met and that the project budget is not exceeded. ENGINEER will coordinate with the project team to address items such as project schedule, project budget, and current issues of concern. ENGINEER shall also monitor progress and coordinate the activities being performed by all sub-consultants associated with the project and submit monthly progress reports to the CONSULTANT. The following will be performed under this subtask:

- 1) Project Kickoff Meeting (to be conducted in person)
 - a) CONSULTANT introductions to District staff and Resort representative
 - b) Familiarize CONSULTANT with all project facilities
 - c) Gather operational data
 - d) Agree on Project Objectives
 - e) Agree on Project Components
- 2) Project Communication and Control
 - a) Coordination of all project team activities
 - b) Communication of project progress and issues to District staff
 - c) Project schedule maintenance and control of project tasks to keep project schedule on track
 - d) Cost tracking of all engineering activities and active cost control of fees.
- 3) Quality Assurance/Quality Control.
 - a) Plan and implement Quality Assurance/ Quality Control Policy with the entire project team
- 4) Design Team Access Coordination.
 - a) Notifications to District who will inform Resort staff about geotechnical, survey, and utility investigation mobilizations to site.
- 5) One (1x) Field Meetings with Resort Representatives
- 6) One (1x) Presentation Meetings with Resort Management

Meetings	• Project Kickoff Meeting (in-person)
Deliverables	• Kickoff Meeting Notes (Elec.; .pdf) • Monthly Progress Reports (via email)

Subtask 2: Geotechnical Services

A geotechnical investigation report (ATLAS 2020) that was procured for the effort focused on typical pipeline repair and replacement information and provided valuable site specific boring information, but the report itself requires interpreting and adaptation for a pipeline relocation conceptual design. CONSULTANT has brought on board teaming partner and

subconsultant Bajada Geosciences to conduct a focused review of available geotechnical information to better define the risks present at the project site and assistance with how to reduce overall risk as the pipeline is relocated upslope to an undetermined location. Under this subtask subconsultant BAJADA shall conduct the following work:

Data Compilation and Review

BAJADA will compile selected, available geotechnical and geologic information that is pertinent to the proposed project. Those data include:

- Open-source LiDAR data;
- Regional geologic information;
- Soils information reported by the NRCS's Soil Conservation Service; Subsurface information available through searches of the State's Geotracker and EnviroStor databases;
- Subsurface information available through the State's Well Completion Report application;
- Pertinent, selected, nearby geotechnical reports that might be present in LWD's files;
- Groundwater information available through the State's Water Library; and
- Geoenvironmental data obtained through a search of Environmental Data Resources database.

Data Analysis

Data compiled and reviewed will be used to evaluate estimated soil, rock, and groundwater conditions and preliminary potential construction constraints for the proposed alignment alternatives. Those potential constraints will include:

- The presence of geologic hazards such as mass wasting (landslides, debris flows, rockfalls, etc.), liquefaction, lateral spreading, faulting, and regional subsidence;
- Estimated locations where shallow rock might be present along the alignment;
- Estimated depths and thicknesses of compressible soils;
- Estimated consistency and thicknesses of artificial fill;
- General variations in consistency of soils along the pipeline alignments;
- Estimated concentrations and sizes of oversize clasts such as cobbles and boulders;
- Estimated depths to underlying bedrock;
- Estimated depths to groundwater;
- Geotechnical constructability issues; and
- Potential geoenvironmental (hazardous materials and contaminants) issues that could be encountered during construction.

Preliminary (Desktop) Geotechnical Memorandum

The results of the preliminary geotechnical analyses will be presented in a Preliminary Geotechnical Data Memorandum (Desktop Study). That memorandum will include:

- References compiled and reviewed;

- A description of estimated geologic conditions along the alignments with a description of potential geologic hazards such as mass wasting, liquefaction, fault rupture, and ground shaking;
- An estimate regarding depths to groundwater and bedrock;
- Anticipated soil types and soil consistency along the alignments;
- An opinion regarding potential geoenvironmental impacts to the project segments; and
- An opinion regarding geologic and geotechnical constraints that might impact construction of the project.

Meetings	• None
Deliverables	• Geotechnical Data memorandum (Electronic; PDF)

Subtask 3: Survey Support Services

Under this subtask, surveying subconsultant Calvada Surveying (CALVADA) shall provide:

- Drone photography across general site
- Topographical supplemental survey selectively applied where required for improvements (paved areas + 5 feet beyond paved limits)
- Easement procurement support in retracing pertinent property lines, pulling preliminary title reports (1x PTRs)

Meetings	• None
Deliverables	• Survey data • 3x PTRs • 2x Plats and Legals

Subtask 4: Preliminary Engineering

Under this subtask, CONSULTANT shall conduct preliminary design services that is centered on a collaborative design workshop presentation.

4.1 Preliminary Design Workshop

CONSULTANT will prepare material, present on material, and host a collaborative design workshop (2-3 hours target duration) with District staff and engineer focused on preliminary design:

- Geotechnical Risks and Hazards
- Trunk Pipeline Design Criteria
 - Hydraulics (size, depths, slopes)
 - Materials (Pipe and manholes)
- Likely Constraints and Design Considerations
 - Geotechnical hazards/constraints
 - Easements/Right of Way



- Key stakeholders
- Bypassing/Sequencing
- Relocated alignment development
- 30% Design Plan and Profile

CONSULTANT and District will then check-in with Resort representatives and provide a design progression update meeting.

Meetings	• Preliminary Design Draft Workshop with District (in person) • Design Progression Update Meeting with Resort Representative (virtual)
Deliverables	• Workshop Presentation Material & Notes

Subtask 5: Final Design

Under this subtask, CONSULTANT shall conduct produce plans, technical specifications, and cost estimates (PS&E) for the improvements listed in the project description.

5.1 75% Design PS&E

- Cover
- General Sheets (5x sheets)
- Civil and District General Notes (2x sheets)
- Key Map (1x sheet)
- Horizontal Control Plan (1x sheet)
- Plan and Profiles Civil sheets (3x)
- Draft Civil Details (2x)
- Draft Tech Specs
- Construction Cost Estimate

5.2 100% Design PS&E

- Nearly bid-ready set of drawings and technical specifications that incorporates comments from District staff on the 75% submittal as well as the results of CONSULTANT internal QA/QC reviews, geotechnical recommendations, and final detailing. All technical specifications will be complete and the construction cost estimate will be updated.
- Technical Specifications (assume CONSULTANT, District, and Greenbook)
- Standard Details/Drawings

CONSULTANT and District will then check-in with Resort representatives and provide a design progression update meeting.

Meetings	• 75% Design Review Meeting (as-needed; in-person or virtual) • 100% Design Review Meeting (as-needed; in-person or virtual) • Design Progression Update Meeting with Resort Representative (virtual)
-----------------	---



Deliverables	• 75% PS&E (Elec.; pdf) • 100% PS&E (Elec.; pdf)
---------------------	--

5.3 Presentation to Omni La Costa Resort

CONSULTANT will prepare material and collaboratively host a presentation with District staff (1 hour target duration) for Resort senior management to listen to any questions and concerns for the District to review with CONSULTANT regarding major improvements.

- Provide background on need for project.
- Discuss Resort design collaboration to date.
- Discuss basics of major improvements, and highlight District standards that are guiding the design.
- Provide update on design progression
- Review potential temporary impacts to Resort utilities and operations
- Discuss project sequencing and draft schedule
- Review revised reality rendering and project brochure
- Review easement procurement needs
- Summarize District requests (memorandum of understanding, easements and updates to agreements, etc.)

Meetings	• Presentation (in person)
Deliverables	• Presentation Material and project brochure

This will conclude Task Order No 11. It is assumed that the District will then secure easements and stakeholder approval necessary for the project, confirm CEQA compliance strategy approach, confirm if the trunkline is a standalone project versus combined with the pump station relocation, and will then direct CONSULTANT to develop an amendment for Bidding Support (Bid Docs, Bidding) and Engineering Services During Construction (ESDC) and any necessary CEQA-related environmental services.



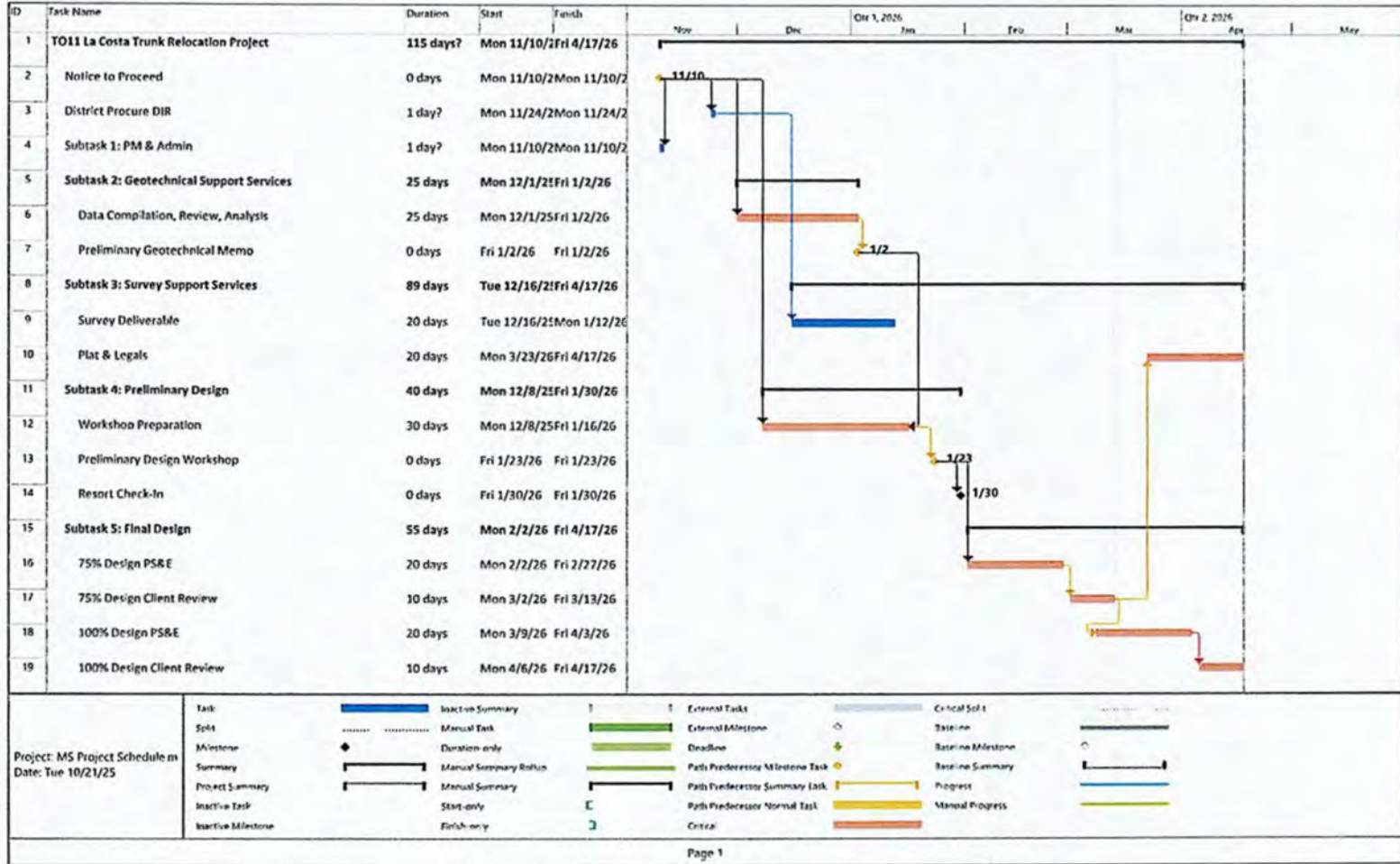
ASSUMPTIONS

The following assumptions have been made in the development of this Scope of Services. Additional Task Orders would be required to perform any of the work which is not listed in this scope or has been specifically identified as out of scope in the assumptions below:

- This Scope of Engineering Services is issued by Leucadia Wastewater District (herein referred to as CONSULTANT or District) and accepted by Water Works Engineers LLC (herein referred to as ENGINEER or CONSULTANT) pursuant to the mutual promises, covenants, and conditions contained in the most current As Needed Engineering Design Services Agreement between Leucadia Wastewater District and Water Works Engineers LLC.
- District shall provide:
 - Rights of entry for design team (engineering, geotechnical, survey, environmental) and provide point of contact at Resort.
 - Review of submittals within 10-working days (extended reviews may delay subsequent deliverables)
 - DIR number within 10-working days of NTP so that survey can be scheduled
 - Right-of-way procurement services (assessments, negotiations, quit claiming, etc. as needed) based on Consultant-provided plat and legals.
- Not in Scope:
 - Quit claiming
 - New easements
 - Open channel hydraulic modeling, hydrological assessment, prediction of additional long-term bank scour, creek migration/incising, quantification of risks and any other analysis for San Marcos Creek.
 - Tree removal permits, arborist study/report.
 - Trenchless assessment
 - Utility verification
 - Completion of documentation required for CEQA compliance.
 - Right of way / easement procurement
 - Public outreach
 - Bid Documents & Bidding Support
 - Engineering services during construction & construction
 - Observation/Inspection
- To provide good value to the District and reduce schedule burdens on Resort staff, shared efficiencies have been realized by conducting TO11 (La Costa Trunkline Relocation) and TO12 (La Costa Pump Station Relocation) on a parallel timeline, given its proximity within a shared La Costa Resort property. If one project is delayed and is effectively disconnected from the other, then there may be a loss of efficiencies and additional scope of work may be required for the delayed project due to an increase in meetings, site visits, and mobilizations.

SCHEDULE

The proposed schedule is listed below:





PAYMENT

Payment will be on a Time and Expense, Not-to-Exceed basis and invoiced in accordance with the Hourly Wage Rates in the following table, per the most current As Needed Engineering Services Agreement.

Payment will be on a Time and Expense, Not-to-Exceed basis and invoiced in accordance with the Hourly Wage Rates in the following table, per the most current As Needed Engineering Services Agreement.

Hourly Rates and Fees^{1,2,3}

Classification	Title	CY25	CY26	CY27
AA1	Administrative Assistant	\$86.33	\$86.33	\$86.33
AA2	Senior Administrative Assistant	\$121.29	\$121.29	\$121.29
E0	Engineering Assistant	\$121.29	\$121.29	\$121.29
E1	Staff Engineer	\$151.89	\$151.89	\$151.89
E2	Associate Engineer	\$185.76	\$185.76	\$185.76
E3	Project Engineer	\$208.71	\$208.71	\$208.71
E4	Senior PE / Project Manager	\$241.49	\$241.49	\$241.49
E5	Principal Engineer	\$279.74	\$279.74	\$279.74
I1	Field Inspector	\$162.82	\$162.82	\$162.82
I2	Senior Inspector	\$182.49	\$182.49	\$182.49
I3	Supervising Inspector	\$202.15	\$202.15	\$202.15
T1	CADD Tech 1 (Drafter/Jr. Technician)	\$102.72	\$102.72	\$102.72
T2	CADD Tech 2 (Designer/Sr. Technician)	\$137.68	\$137.68	\$137.68
T3	CADD Tech 3 (Senior Designer)	\$167.19	\$167.19	\$167.19

Notes:

- 1 A markup of 10% will be applied to all project related Direct Costs and Expenses
- 2 An additional premium of 25% will be added to the above rates for Expert Witness and Testimony Services.
- 3 Pursuant to CONSULTANT and DISTRICT communications dated 07/14/25, hourly rates listed herein shall be effective through April 21, 2027. Rate effective through December 31st of each respective year, a 3% increase will be added for any services performed in each year thereafter, pursuant to the Master Engineering Services Agreement.

Total Budget for each subtask will be as follows and is detailed in Attachment 1.

Subtask	Title	Budget
1	Project Management and Administration	\$3,641
2	Geotechnical Support Services	\$9,900
3	Survey Support Services	\$22,000
4	Preliminary Design	\$15,423
5	Final Design	\$33,922
Project Total Budget		\$84,887



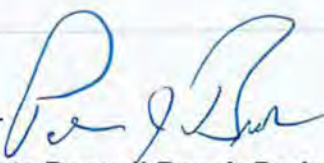
ATTACHMENTS

Attached to this Scope for reference are the following:

1	Fee Basis Spreadsheet
----------	-----------------------

MEMORANDUM

Ref: 26-9309

DATE: November 6, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Batiquitos Pump Station Concrete Drywell Repair Project – Award of Sole Source Construction Contract

RECOMMENDATION:

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

1. Authorize the General Manager to execute a sole source contract with SCW Contracting Corporation for the construction of the Batiquitos Pump Station Concrete Drywell Repair Project in an amount not to exceed \$520,000.
2. Discuss and take other action as appropriate.

BACKGROUND:

Tactical Goal: Infrastructure & Technology / Batiquitos Pump Station Concrete Drywell Repair Project

This item was reviewed by the EC at their November 4th meeting and the EC concurred with staff to present this item for the Board's consideration.

The Leucadia Wastewater District's (District) Fiscal Year 2025 Pump Station Condition Assessment Report (FY25 PSCA Report) recommended an expedited repair to the structural concrete located in the Batiquitos Pump Station (Batiquitos PS) drywell. The Batiquitos PS is the District's largest pump station, located next to the Batiquitos Lagoon, and pumps approximately 5 million gallons of wastewater daily.

In July 2023, staff discovered cracks in the drywell, specifically in a concrete beam below the air well and a masonry wall that houses the generator's radiator. In May 2024, the District and Water Works Engineers (WWE) conducted a preliminary site investigation which determined the damage was more extensive than initially observed. Consequently, as part of the FY25 PSCA Report completed in March 2025, WWE conducted a structural assessment which confirmed the need for an expedited repair to restore the structural integrity of the pump station. In July 2025, staff executed a Task Order with WWE for final design services.

DISCUSSION:

WWE completed the project design in October 2025. Given the unique structural repair and the lack of a full condition assessment which would require a shoring system in place, a traditional Design-Bid-Build delivery method is not recommended. This conventional approach would likely result in inflated bid prices due to the high level of contractor risk associated with the unknown subsurface conditions.

Instead, staff believes a more cost effective and flexible approach is to proceed with a Time and Materials (T&M) contract with a qualified contractor that has a positive history with the District. This contract will be structured in two phases and include a not to exceed amount.

SCW Contracting Corporation (SCW) is the recommended contractor for this specialized work based on their positive history with the District which includes the successful recent completion of the Batiquitos Pump Station Emergency Basin Rehabilitation Project and the Rancho Verde Pump Station Rehabilitation Project.

For budgetary planning, the District requested a proposal from SCW which totaled \$520k. The proposal has been attached for your review and is broken down into two phases:

- Phase 1 - \$125k – covers mobilization, shoring, and light exploratory work.
- Phase 2 - \$395k – covers heavy demo, restoration, and new improvements.

Given the unique and sensitive requirements of this structural repair, the District has determined that publicly bidding the project would not provide an economic benefit to the public. Therefore, the recommended contract award to SCW is consistent with the sole source provisions of the District's Procurement Policy.

FISCAL IMPACT:

Staff appropriated \$730k in the FY26 Capital Budget for this project. To date, \$45k has been spent or allocated for the design work. Therefore, the budget contains sufficient funds to complete this contract.

ier:PJB

Attachment

SCW Contracting Corporation
2525 N. Old Hwy 395, Fallbrook, CA 92028
Tel +1.760.728.1308 Fax +1.760.728.2517
CA Lic# 630435



October 30, 2025

Leucadia Wastewater District

Mr. Ian Riffel
Capital Project Manager
1960 La Costa Ave,
Carlsbad, CA

Re: ROM Estimate

Project: Batiquitos Pump Station Drywell Concrete Repair Project

Reference Plans and Technical Specifications: October 2025, 100% Submittal

Dear Mr. Riffel:

We are pleased to offer our Rough Order of Magnitude estimate ("ROM") for the Batiquitos Pump Station Drywell Concrete Repair project in Carlsbad, CA:

Phase 1: Job Setup, Mobilization, Field Investigation, Temp Shoring	\$125,000.00
Phase 2: Heavy Demo, Restoration, and New Improvements	\$395,000.00.
Total:	\$520,000.00

The pricing provided herein is a ROM prepared solely for budgeting purposes. The ROM amount is based on information and scope details available to SCW at the time of this proposal. Actual costs may vary once the full scope, site conditions, and project requirements are confirmed.

All work associated with this proposal will be performed on a Time and Material (T&M) basis in accordance with SCW's standard labor and equipment rates, plus the cost of materials and any applicable markups. The final total cost of the work will be determined by the actual time, materials, and resources expended to complete the work and may be higher or lower than the ROM amount.

The ROM does not represent a lump sum or guaranteed maximum price and should not be interpreted as such.

We thank you for the opportunity and look forward to working with you on this project. Please contact me with any questions regarding this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter Kogler", is written over a horizontal line.

Peter Kogler - Division Manager | Water Infrastructure
CSLB Lic Number 630435 A, C60, C51 exp 10/31/2027
CA DIR PWC 1000001579 exp 06/30/2028

MEMORANDUM

Ref: 25-9311

DATE: November 6, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Leucadia Wastewater District (LWD) Compensation Policy

RECOMMENDATION:

Staff and the Human Resources Committee (HRC) recommend that the Board of Directors:

1. Adopt Resolution No. 2436 – Updating LWD's Compensation Policy
2. Discuss and provide direction, as appropriate.

BACKGROUND:

LWD's Compensation Policy was last updated in September 2018. That update consolidated the 2003 Compensation Policy and the 2015 Incentive Program into a single document reflecting the District's compensation principles and practices. Before 2018, the most significant changes occurred between 2003 to 2006, during which its current structure, objectives, and award values were established to align with the District's strategic goals.

DISCUSSION:

Tactical Goal: Administration Policy Updates/Compensation Policy

This item was reviewed at the October 30th HRC meeting and the HRC concurred with staff to present this item for the Board's consideration.

The current Incentive Compensation Program outlines several individual and organizational performance goals with corresponding award amounts. However, many of these amounts remain unchanged since 2003, and several awards are listed as "TBD." The District is approaching one such threshold — six or more consecutive years without a reportable spill — for which no award amount has been defined.

During the October 30th HRC meeting, staff recommended to establish a \$2,000 incentive amount for achieving 6+ consecutive years without a reportable spill. This amount would maintain a consistent incremental increase (\$500) between milestones for this particular incentive. The HRC concurred with staff's recommendation, as well as, update the program with the following changes:

- Update the competitive based local award amount from \$100 to \$200;
- Update the competitive based state award amount from \$300 to \$500;
- Update the highest number of consecutive years without a lost time injury from 10-14 years to 10+years with the amount of \$1,500 (remove 15+ years TBD);
- Update the highest number of consecutive years without a vehicle accident from 10-14 years to 10+years with the amount of \$1,000 (remove 15+ years TBD);
- Eliminate the Exceptional Service Award under the Individual Incentive Program;
- Increase each Years of Service milestone accomplishment by \$100;
- Increase each Professional Achievement accomplishment by \$100; and
- Make minor clerical and formatting updates.

Resolution No. 2436 is attached with a strike out version of LWD's Compensation Policy for the Board's review. If approved, Resolution No. 2436 will rescind all previously adopted resolutions approving LWD's Compensation Policy.

PJB:

Attachment

Exhibit A

Compensation Policy

RESOLUTION NO. 2436

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE LEUCADIA WASTEWATER DISTRICT
ADOPTING THE UPDATED COMPENSATION POLICY**

Whereas, the Leucadia Wastewater District (LWD) Board of Directors last updated the Compensation Policy on September 12, 2018; and,

Whereas, the Board of Directors has identified "People – Assure the highest qualified work force ..." as one its top strategic priorities; and

Whereas, the Board of Directors recognizes that employee compensation should be consistent with the intent of LWD's mission and vision statements, which encourage exceptional LWD performance; and

Whereas, the Board of Directors desires to update the Compensation Policy to reflect LWD's current compensation concepts and practices.

NOW, THEREFORE, it is hereby resolved as follows:

The Board of Directors of the Leucadia Wastewater District does hereby rescind Resolution No. 2304 and adopts in its place the updated Compensation Policy attached hereto as Exhibit "A" and directs that it be implemented consistent with all applicable laws and related District policies;

Passed and Adopted by the Board of Directors of the Leucadia Wastewater District this 12th day of November 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rolando Saldana, President

Attest:

Paul J. Bushee, Secretary /Manager

**LEUCADIA WASTEWATER DISTRICT
COMPENSATION POLICY**Ref: [~~19-632926-9296~~](#)**I. PURPOSE**

The Leucadia Wastewater District's (LWD) compensation program is intended to recruit, retain, and motivate the best possible work force. This policy shall be consistent with the intent of LWD's mission and vision statements, which is to encourage exceptional District performance.

II. COMPENSATION PROGRAM

The employee compensation program is designed to compensate each employee at a salary that is commensurate with the skills and aptitude needed to perform each job classification based on the competitive job market in the San Diego area. The compensation program includes the following three primary elements:

- 1) Base Salary - wages paid for a job performed.
- 2) Employee Benefits - health & welfare, time away from work, retirement and related items.
- 3) Incentive Pay - additional incentive payments when specific goals, objectives and/or standards are achieved. Incentive pay may be in the form of individual and organizational awards.

The Board of Directors shall approve the total compensation budget as part of LWD's annual budget process. The General Manager shall be responsible for implementing the approved annual compensation budget.

III. GUIDELINES FOR EMPLOYEE'S COMPENSATION**1) Base Salary**

- ✓ Salary ranges shall exist for all classifications and shall be approved by the Board of Directors by Resolution each fiscal year.
- ✓ The salary ranges shall be based on the target goal of 10% above the competitive market mean. The market mean shall be established by comparing the top of the range of each comparable classification with the top of the range of each LWD salary range.
- ✓ The competitive market shall consist of the 19 San Diego Region public agencies listed in Attachment A. LWD salary ranges and job classifications shall be compared to similar job classifications and salary ranges amongst the 19 agencies.
- ✓ Every position at LWD will have a salary range that identifies the minimum and maximum rate of pay for all positions in that range. The salary range spread shall be 25 percent from the maximum to minimum.

- ✓ Every position at LWD will have an accurate job description detailing the major duties and responsibilities of the position and qualifications for entry into the position.
- ✓ Each employee will be paid a base salary within the established salary range of their position.
- ✓ Base wage adjustments shall be based on performance as assessed by the employee's supervisor and available funding in the compensation budget. Employee performance shall be evaluated annually as a minimum.
- ✓ The Board will consider periodic salary range adjustments in order to stay in line with the target market-based salary objective (10% above mean).
- ✓ Salary range adjustments shall not constitute a general wage adjustment. Base wage adjustments shall be based on merit and performance.
- ✓ Any general wage adjustments shall be at the Board of Director's sole discretion.

2) Employee Benefits

LWD will assess and make available a package of employee benefits including legislated and discretionary benefit programs in line with District objectives.

LWD will provide each employee with all required legal documentation and supplementary information on the employee benefits for which they are eligible.

Benefit programs may include the major benefit categories of health and welfare, time away from work, and retirement among other related areas, as appropriate.

An economic evaluation of the cost of each employee benefit program may be made to determine the continuance of the program and the degree to which LWD and/or the employee will contribute to funding of the program(s).

3) Incentive Compensation Program

The purpose of LWD's Incentive Program (Program) is to encourage performance that is above and beyond. The program is "at risk" and incentives are awarded only when objectives of the program are achieved.

Incentive compensation will be awarded for both individual and organizational accomplishments when specific targeted objectives or performance standards have been met. Employees eligible for incentive compensation will be informed in writing of the terms and conditions pertaining to the specific program.

A. Individual Incentive Program is designed to promote individual professional development and outstanding performance.

The program consists of the following ~~three~~two objectives and awards:

~~Objective No. 1: Exceptional Service Award – Award recognizing outstanding service and dedication. Criteria for award and evaluation are determined by General Manager, and may vary from year to year. Recipients will be recognized by the Board of Directors and receive a one-time \$500 incentive award.~~

Objective No. 21: Service Award - ~~The Service Award~~This award recognizes years of service as an employee. ~~Award of a service award~~The award requires approval of the General Manager. Recipients will be recognized by the Board of Directors and receive one-time award in accordance with the following schedule:

Years of Service	Amount of Award
5 yrs	\$100 <u>200</u>
10 yrs	\$200 <u>300</u>
15 yrs	\$300 <u>400</u>
20 yrs	\$400 <u>500</u>
25 yrs	\$500 <u>600</u>
30 yrs	\$750 <u>850</u>
35 yrs	\$1000 <u>1100</u>
40 yrs	\$1500 <u>1600</u>

Objective No. 32: Professional Achievement Award - ~~The Professional Achievement Award~~This award recognizes individual accomplishments in the area of work—related professional development, such as education or technical certification. Eligibility for ~~the Professional Achievement Award~~this award will be determined by the General Manager. Recipients will be recognized by the Board of Directors and receive a one-time award in accordance with the following schedule:

Achievement	Amount of Award
Professional certification	\$500 <u>600</u>
Associates Degree (AA)	\$750 <u>850</u>
Bachelor's Degree (BA/BS)	\$1,000 <u>100</u>
Master's Degree (MA/MS/MBA)	\$2,000 <u>100</u>

B. Organizational Incentive Program is designed to achieve the following objectives:

- ✓ Protection of the environment
- ✓ Maintain a safe and health workplace
- ✓ Protection of public assets
- ✓ Protection of private and personal property
- ✓ Promotes staff development

The program consists of the following five objectives and awards:

Objective No. 1: Achieve the highest number of consecutive years without a reportable spill. The achievement levels are as follows:

Achievement Levels

1 Year	1-2 Years	3 – 5 Years	6+ Years
Award amount: \$1,000	Award amount: \$1,000	Award amount: \$1,500	TBD <u>\$2,000</u>

Objective No. 2: Cost sharing of CSRMA's Liability and Workers' compensation retrospective refunds or dividends. The incentive award is fifty percent (50%) of the total amount refunded to LWD, divided between the number of LWD employees.

Objective No. 3: The District receives recognition or awards from external or members agencies, such as, CWEA, CASA, and CSDA. The incentive award is based on the specific type of award. If the District receives a competitive based **local** award and receives the 1st place award, then each employee is eligible for an ~~\$100-200~~ incentive award. If the District receives a competitive based **state** award and receives 1st place, then each employee is eligible for a ~~\$300-500~~ incentive award.

Objective No. 4: Achieve highest number of consecutive years without a lost time injury. The achievement levels are as follows:

Achievement Levels

1 Year	2 Years	3-4 Years	5-9 Years	10 + -14 Years	15+ Years
Award Amount: \$300	Award Amount: \$500	Award Amount: \$1,000	Award Amount: \$1,200	Award Amount: \$1,500	Award Amount:- TBD

Objective No. 5: Achieve highest number of consecutive years without a vehicle accident. The achievement levels are as follows:

Achievement Levels

1 Year	2 Years	3-4 Years	5-9 Years	10 + -14 Years	15+ Years
Award Amount: \$250	Award Amount: \$375	Award Amount: \$500	Award Amount: \$750	Award Amount: \$1,000	Award Amount:- TBD

IV. LIMITATIONS

No provisions of this Policy shall be deemed to constitute an agreement by LWD to retain any person in its employment for any period of time.

V. DELEGATION OF AUTHORITY

The Board of Directors has sole authority to amend or revise this Compensation Policy.

ATTACHMENT A

List of Comparator Agencies

Agency
1. City of Carlsbad
2. City of Encinitas
3. City of Escondido
4. City of Oceanside
5. City of Vista
6. Eastern Municipal Water District
7. Encina Wastewater Authority
8. Fallbrook Public Utility District
9. Helix Water District
10. Olivenhain Municipal Water District
11. Otay Water District
12. Padre Dam Municipal Water District
13. Rainbow Municipal Water District
14. Ramona Municipal Water District
15. San Elijo Joint Powers Authority
16. Santa Fe Irrigation District
17. Vallecitos Water District
18. Valley Center Municipal Water District
19. Vista Irrigation District

MEMORANDUM

Ref: 26-9288

DATE: November 6, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Calendar Year 2026 Board of Directors' Meeting Schedule

RECOMMENDATION:

Staff requests that the Board of Directors:

1. Approve the calendar year 2026 Board of Directors' meeting schedule.
2. Discuss and take other action, as appropriate.

DISCUSSION:

During November 2009, the Board of Directors adopted Resolution No. 2205 establishing the date, time and place for regular meetings of the Board.

The proposed Board of Directors' Meeting Schedule for calendar year 2026 can be found in the table below. Also attached is the updated 2026 conference schedule that staff has prepared for coordinating with the proposed Board meeting dates. To avoid conflict with holidays or conferences of professional organizations in which the District is affiliated, the date indicated in **blue** below has been changed from the second Wednesday of the month to the third Wednesday of the month. The conflicting meeting is indicated next to the revised date.

2026 Board of Directors' Meeting Schedule	
January 21, 2026 * (CASA Winter Conference)	July 8, 2026
February 11, 2026	August 12, 2026
March 11, 2026	September 9, 2026
April 15, 2026 ** (CWEA Conference and CSDA Leg Days)	October 14, 2026
May 13, 2026	November 18, 2026 *** (Veterans Day Holiday)
June 10, 2026	December 9, 2026

In accordance with the Resolution, staff requests that the Board of Directors approve the calendar year 2026 Board of Directors' meeting schedule (above) and take other action, as appropriate.

tb:PJB

Attachments



Board of Directors

2026 Calendar Year Board Meeting Schedule	
January 21, 2026 *	July 8, 2026
February 11, 2026	August 12, 2026
March 11, 2026	September 9, 2026
April 15, 2026 **	October 14, 2026
May 13, 2026	November 18, 2026 ***
June 10, 2026	December 9, 2026

* January Meeting moved back one week due to CASA Conference January 13-16

** April Meeting moved back one week due to CSDA Legislative Days April 7-8 and CWEA Conference April 7-10

*** November Meeting moved back one week due to Veterans Day November 11

UPCOMING 2026 CONFERENCES

CASA Conferences

CASA Winter Conference

Date: **January 13 - 16, 2026**

LWD Board Meeting: January 21, 2026 (pushed back due to conference)

Location: Renaissance Esmeralda Resort, Indian Wells, CA

Conference website: <https://casaweb.org/calendar/>

CASA Annual Conference

Date: **August 4 – 7, 2026**

LWD Board Meeting: August 12, 2026

Location: The Meritage Resort & Spa, Napa, CA

Conference website: <https://casaweb.org/calendar/>

CWEA Conferences

CWEA Annual Conference

Date: **April 7 - 10, 2026**

LWD Board Meeting: April 15, 2026 (pushed back due to conference)

Location: Sacramento, CA

Conference website: <https://www.cwea.org/conferences/cwea-annual-conference/>

CSDA Conferences

CSDA Legislative Days

Date: **April 7 – 8, 2026**

LWD Board Meeting: April 15, 2026 (pushed back due to conference)

Location: SAFE Credit Union Convention Center, Sacramento, CA

Conference website: <https://legislativedays.csda.net/home>

CSDA Annual Conference

Date: **August 24-27, 2026**

LWD Board Meeting: August 12, 2026

Location: Indian Wells, CA

Conference website: <https://www.csda.net/annualconference/home>

Wateruse Conference

2026 WaterReuse California Annual Conference

Date: **September 2026 (Dates TBA)**

LWD Board Meeting: September 9, 2026

Location: San Francisco, CA

Conference website: <https://watereuse.org/news-events/conferences/>

WEF TEC Conference

99th Annual Water Environment Federation Conference

Date: **September 26 – 30, 2026**

LWD Board Meeting: October 14, 2026

Location: Ernest N. Morial Convention Center, New Orleans, LA

Conference website: <http://www.weftec.org>

MEMORANDUM

DATE: November 6, 2025
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: 2025 Batiquitos Lagoon Foundation Board Members Election

RECOMMENDATION:

1. Discuss and take action as appropriate.

DISCUSSION:

LWD received the Batiquitos Lagoon Foundation (BLF) ballot for their 2025 election. There are three seats available. The candidates are the following:

- Chris Ross (Incumbent);
- Deb Mossa (Incumbent); and
- Joe Hull (Incumbent)

Attached for your review are the candidate's statements and a copy of the BLF election ballot. The ballot is due at the BLF by noon, Tuesday, November 18, 2025.

Staff has no recommendation on this matter. The ballot will be forwarded to the BLF by the due date with the Board's recommendation.

tb:PJB

Attachment



2025 Annual Meeting of the Batiquitos Lagoon Foundation (BLF)

Wednesday, Nov. 18, 2025 at 4:30 p.m.

Batiquitos Nature Center

7380 Gabbiano Ln, Carlsbad Ca 92011

~ Agenda ~

- *Meeting of Batiquitos Lagoon Foundation members*
 - *Meet board candidates*
 - *Election of three board members*
 - *Regular board meeting*

Ballot

Eligible voters: All BLF members current on their dues as of Oct. 18, 2025.

Board seats: BLF has nine board members serving 3-year terms. Each year, three seats are elected.

Voting: Complete this page, insert it into the enclosed envelope, then drop it in the mail or bring it to the Batiquitos Lagoon Nature Center any day between 9am-3pm and put in the designated ballot box.

All ballots must be received by noon on November 18, 2025 to be counted.

Vote for no more than three

☐ Chris Ross (incumbent)

☐ Joe Hull (incumbent)

☐ Deb Mossa (incumbent)

☐

Signature

Print name

Date

Please be sure to sign your ballot! - Unsigned ballots will not be counted

2025 BLF Board Candidates

Deborah Mossa

BLF Membership Tenure: 13 years

BLF Roles:

Vice President, Board Member, Environmental Education Committee, Docent, Nature Center Host

Candidate Statement: Upon retiring after 38 years in the corporate world I first became involved with the Batiquitos Lagoon Foundation as a host. Today I remain actively involved in recruiting volunteer hosts and docents as well as continuing to lead walks and give presentations to various groups. I maintain the nature center displays and visitor areas as well as sharing information about our Lagoon with our many visitors. I am a certified naturalist and enjoy engaging the public, especially children in the wonders of our ecological reserve. We host many visitors to our nature center and on our docent walks. We are constantly working on and around the Nature Center to keep it refreshed and inviting.

Chris Ross

BLF Membership Tenure: 6 years

BLF Roles:

President, Board Member, Trail Extensions Committee, Finance, Admin and Grants Committee

Candidate Statement:

Professionally, I am a seasoned executive with over 30 years of experience leading global operations. This includes roles as a C-level officer at three publicly traded high-tech companies. I am originally from New Jersey, and I hold bachelor's and master's degrees in electrical engineering. I am a Certified California Naturalist through UC Davis. I strongly believe in the mission of the Batiquitos Lagoon Foundation, and I remain committed to applying my experience and skills to support it.

Joe Hull

BLF Membership Tenure: 1 year

BLF Roles:

Board Member, Trails Extension Committee

Candidate Statement: I earned a B.S. in Civil Engineering from San Diego State University, and I am a Registered Civil Engineer and Traffic Engineer in the State of California. I retired in 2022 from Caltrans-District 11 after a long career spanning 36 years. My most recent role was Deputy Director, Program and Project Management.

I have lived in the Spinnaker Hill neighborhood of South Carlsbad for many years and have always enjoyed this beautiful coastal wetland which is only a short walk from my house. I run the Batiquitos Lagoon north shore trail almost every day.

I have witnessed the positive impact BLF has on the community and want to become even more involved to help preserve and protect our open space.



San Diego Chapter

California Special Districts Association

November 4, 2025

To: San Diego Chapter CSDA Member Agencies

From: Jose Martinez, San Diego Chapter President

Subject: San Diego Chapter CSDA Quarterly Dinner Meeting

Date: **Thursday, November 20, 2025**

Time: **5:45 pm to 9:00 pm** (Dinner served at 6:45 pm)

Location: **The Butcher Shop Steakhouse – Kearny Mesa**
5255 Kearny Villa Road, San Diego – (858) 565-2272
<http://www.butchershopsd.signonsandiego.com>

Join us for a dynamic, interactive, and educational evening
as SD Chapter CSDA presents:

“How San Diego’s Largest Philanthropic Partner is Impacting our Region”

Mark Stuart, President and CEO
San Diego Foundation

(Speaker bio on page 4)

\$80 per person (\$90 non-member/public)

Dinner Menu Selections:

Flatiron Steak

with Port Wine Demi, Buttermilk Chive Mashed Yukon Golds,
Seasonal Vegetables

Grilled Tofino River Salmon

with Saffron Cream Sauce, Parmesan Risotto, Seasonable Vegetables

Fettuccini Alfredo

Registration deadline is: Thursday, November 13, 2025

We look forward to seeing all agencies and guests attending this event. If you have any questions or need further information, please contact Jenny Diaz, Chapter Administrator, at (619) 670-2296 or jenny.diaz@otaywater.gov; or Rich Stevenson at (619) 409-6711 or rstevenson@sweetwater.org.

Directions: The Butcher Shop Steakhouse – Kearny Mesa

5255 Kearny Villa Road, San Diego - (858) 565-2272

<http://www.butchershopsd.signonsandiego.com>

Located just off HWY 163 & Clairemont Mesa Blvd.

From South: Take 163 North to Clairemont Mesa Blvd East. Take the first two rights. We are on the left side of the street.

From North: Take 163 South to Clairemont Mesa Blvd East. Cross the 163 overpass and take the first right. Once again, we are on the left side of the street.





A fundraising and community-building professional for 36 years, **Mark Stuart** has devoted his career to helping donors and communities realize their hopes, dreams, and aspirations. Since joining San Diego Foundation as President and CEO in May 2019, SDF has grown its assets under management from \$850 million to \$1.7 billion, and total grantmaking has grown to more than \$100mm each year. In 2022, Mark secured the largest unrestricted legacy gift ever in San Diego, \$111 million. Jay Kahn's bequest was the third-largest unrestricted estate gift ever made to a US community foundation.

In 2021, SDF launched its first-ever, multi-year grantmaking and fundraising campaign to celebrate its 50th anniversary. The Fifty & Forward campaign goals include granting out \$500mm in the areas of education, children & families, and the environment while securing \$1 billion in new investments. Mark's proudest accomplishment is having SDF earn a Best Place to Work Award by *The San Diego Union-Tribune* for five years in a row.

Before joining SDF, Mark led the San Diego Zoo Wildlife Alliance's fundraising, membership, and government relations efforts. Over 13 years, \$1 billion was secured to advance the organization's mission and vision.

Mark serves on the Boards of the League of California Community Foundations, San Diego Housing Fund, San Diego Regional Policy & Innovation Center, and San Diego Symphony Foundation.

Mark and his husband, Tim, live in the Bankers Hill neighborhood near Balboa Park.



**LEUCADIA WASTEWATER
DISTRICT**

2025

Holiday Dinner

SATURDAY, DECEMBER 6, 2025

6:00 – 9:00 P.M.



GREEN DRAGON
★ TAVERN & MUSEUM ★

6115 Paseo Del Norte
Carlsbad, CA 92011
(Pilgrims Room)

Please RSVP
Tianne by
November 25

