



**BOARD OF DIRECTORS REGULAR MEETING  
AND  
A PUBLIC HEARING ON LEUCADIA WASTEWATER DISTRICT VACANCIES AND  
RECRUITMENT AND RETENTION EFFORTS**

DATE: Wednesday, May 13, 2026

TIME: 5:00 p.m.

PLACE: Leucadia Wastewater District, 1960 La Costa Avenue, Carlsbad, CA 92009

[Link to the Zoom Meeting](#)

Meeting ID: 831 2927 5523

Passcode: 077623

**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**  
None.

**PUBLIC HEARING**

- 7. Public Hearing to consider the following:**  
Employee Vacancies, Recruitment and Retention Efforts at Leucadia Wastewater District.  
(Page 6)

## CONSENT CALENDAR

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

### 8. Approval of Board and Committee Minutes

Minutes of the following meetings:

April 15, 2026 Regular Board Meeting (Pages 7-11)

April 20, 2026 Community Affairs Committee Meeting (Pages 12-13)

April 28, 2026 Special Board Meeting (Pages 14-16)

May 4, 2026 Engineering Committee Meeting (Page 17)

### 9. Approval of Demands for April and May 2026

This item provides for Board of Directors approval of all demands paid from LWD during a portion of April and a portion of May 2026. (Pages 18-25)

### 10. Operations Report

This report discloses the year-to-date and monthly flow, rainfall, EDU's and reclaimed water averages; along with MGD flow comparisons from FY25 to FY26, flows by sub-basin, and staff training. (Pages 26-32)

### 11. 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 33-40)

### 12. Quarterly Treasurer's Report

This report discloses investments for the quarter ending March 31, 2026. (Pages 41-42, Enclosure 12)

### 13. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of April 2026. (Pages 43-44)

## EWA REPORTS

### 14. Encina Wastewater Authority Reports

A. A regular EWA Board Meeting was held on April 22, 2026. (Page 45)

B. An Encina Member Agency Manager's (MAM) Meeting was held on May 5, 2026. (Verbal)

## COMMITTEE REPORTS

### 15. Committee Reports

A. A Community Affairs Committee meeting was held on April 20, 2026. (Page 46)

B. An Engineering Committee meeting was held on May 4, 2026. (Page 47)

## **ACTION ITEMS**

- 16. Rising Tide Partners Agreement Extension for Public Information Services (Pages 48-54)**
  - A. Authorize the General Manager to execute a two-year extension to the Rising Tide Partners (RTP) agreement for Public Information Services; and
  - B. Authorize the General Manager to execute Tak Order No. 4 to the Rising Tide Partners Public Information Services Agreement in the amount no to exceed \$55,000 for services through June 30, 2027.
- 17. Approving the Recommended Encina Wastewater Authority Fiscal Year 2027 (FY27) Budget**

Adopt Resolution No. 2438 - Approving the Recommended Encina Wastewater Authority Fiscal Year 2027 (FY27) Operating and Capital Budgets. (Pages 55-57)
- 18. Batiquitos Pump Station Drywell Concrete Repair Project Status Report.** (Verbal)
- 19. CalPERS Pension & OPEB Updates** (Pages 58-59)

## **INFORMATION ITEMS**

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

The 2026 Annual Employee Luncheon is scheduled for July 9, 2026 at 12noon at the District office. (Verbal)
- 21. Directors' Meetings and Conference Reports**

None.
- 22. General Manager's Report**
- 23. General Counsel's Report**
- 24. Board of Directors' Comments**
- 25. Adjournment**

AFFIDAVIT OF POSTING

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

Date: May 7, 2026

/s/ 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:** May 7, 2026  
**TO:** Board of Directors  
**FROM:** /s/ Paul J. Bushee, General Manager  
**SUBJECT:** **Public Hearing on Employee Vacancies, Recruitment and Retention Efforts at Leucadia Wastewater District**

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

- 1) The status of job vacancies at the District and the District’s recruitment and retention efforts.

**BACKGROUND:**

Assembly Bill 2561 was signed into law and became effective on January 1, 2025. The law added a requirement for public agencies to annually present the status of vacancies, and recruitment and retention efforts to their Board of Directors.

**DISCUSSION:**

In accordance with AB 2561 (Gov. code §3502.3), staff will present a verbal report on the District’s vacancies, recruitment and retention efforts that occurred during calendar year 2025. This annual report must be presented to the Board during a public hearing and before the adoption of the District’s annual budget. Following the presentation, the Board will hear public comments relating to the report.

While a detailed verbal report will be provided during the meeting, the following is brief summary:

During calendar year 2025, the District experienced one (1) employee vacancy.

- One vacancy resulted from involuntary separation.

After receiving public testimony, the Board of Directors will close the public hearing and may consider the following recommendation on the proposed report immediately following this public hearing.

**RECOMMENDATION:**

Staff requests that the Board of Directors receive and file the report to fulfill the District’s compliance obligations under AB 2561.

th:PJB

**LEUCADIA WASTEWATER DISTRICT**

Minutes of a Regular Board Meeting

April 15, 2026

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, April 15, 2026 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

**1. Call to Order**

President Brown called the meeting to order at 5:02 p.m.

**2. Roll Call**

DIRECTORS PRESENT: Brown, Pacilio, Sullivan, Saldana  
 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, Field Services Superintendent Marvin Gonzalez, Field Services Supervisor Mauricio Avalos, Field Services Technician III Curney Russell, Kathleen Noel of Dexter Wilson Engineering, Neal Bloom of Rising Tide Partners, June Honsberger and Alyson Thile of La Costa Canyon High School, Nancy Jois and parents and students of Capri Elementary, Barbara Larson of the Encinitas Educational Foundation and students from Park Dale Lane Elementary School

**3. Pledge of Allegiance**

Ian, a student from Park Dale Lane Elementary School, led the pledge of allegiance.

**4. General Public Comment Period**

None.

**5. Approval of Agenda**

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

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

**6. Presentations and Awards**

**A. Achievement of Individual Award – 10 Year Service Award for Curney Russell**

GM Bushee introduced FST III Curney Russell, stating that he recently passed his 10<sup>th</sup> year anniversary at the District. He provided background information about Curney and noted that under LWD’s incentive program that Curney is eligible for a \$300 incentive award.

The Board of Directors congratulated Curney for his efforts.

**B. Teacher Grant Awards**

ADS Hill introduced Ms. Nancy Jois of Capri Elementary School to provide a brief update on her school's project funded by the District's teacher grant program. Ms. Jois and students shared a public service announcement video on the No Wipes Down the Pipes project.

Director Roesink entered the meeting at 5:15 p.m.

ADS Hill then introduced Ms. Barbara Larson from the Encinitas Educational Foundation and students from Park Dale Lane Elementary School to provide a brief update on her school's project funded by the District's teacher grant program. Ms. Larson shared an update on the Rainwater Harvesting project.

ADS Hill introduced Ms. June Honsberger and Ms. Alyson Thile of La Costa Canyon High School to provide a brief update on her school's project funded by the District's teacher grant program. Ms. Honsberger and Ms. Thile shared an update on the Pollinators and Plant Species Outdoor Laboratory project.

The Board stated they were impressed with the projects and they thanked the teachers and students for attending the meeting.

The Board took a ten minute recess for photos of the Teacher Grant Program participants.

**C. 2025 CWEA State Awards**

GM Bushee presented the item and stated that the District received the 2025 CWEA State Community Engagement & Outreach Program of the Year – Small Agency 1<sup>st</sup> Place award at the CWEA Annual Conference on Thursday, April 9<sup>th</sup> in Sacramento. This award recognized the District for Water Career Day which was held on October 22, 2025 and was a joint effort between Leucadia Wastewater District (LWD), San Elijo Joint Powers Authority (SEJPA), and Olivenhain Municipal Water District (OMWD).

GM Bushee noted that this award qualifies as a state award under the organizational objectives of the LWD's Incentive Program; therefore, staff is eligible for a \$500 incentive award.

The Board congratulated staff for their accomplishment and thanked them for their efforts.

**D. Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ended June 30, 2025.**

GM Bushee stated that LWD received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ended June 30, 2025. GM Bushee acknowledged DFA Green for his work on the Annual Comprehensive Financial Report (ACFR).

The Board congratulated staff for their efforts.

**CONSENT CALENDAR**

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

Minutes of the following meetings:

March 11, 2026 Board Meeting Minutes  
March 17, 2026 Community Affairs Committee Meeting

**8. Approval of Demands March / April 2026**

Payroll Checks numbered 260311-1 – 260401-19; General Checking Checks numbered 28076-28205

**9. Operations Report** (A copy was included in the original April 15, 2026 Agenda)

**10. Finance Report** (A copy was included in the original April 15, 2026 Agenda)

**11. Disclosure of Reimbursements**

This report discloses travel expense reimbursements for the month of March 2026.

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

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

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

**EWA and COMMITTEE REPORTS**

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

A. An EWA Board Budget Workshop was held on March 18, 2026.

Director Saldana reported on the EWA Board Budget Workshop.

B. An EWA CLEAR Project Workshop was held March 25, 2026.

Director Saldana reported on the EWA CLEAR Project Workshop.

C. An Encina Members Agency Manager's (MAM) Meeting was held on April 7, 2026.

GM Bushee reported on the EWA MAM Meeting.

**14. Committee Reports**

A Community Affairs Committee (CAC) Meeting was held March 17, 2026.

The CAC reviewed and commented on the draft text of the 2026 Spring newsletter. The CAC suggested some minor edits and staff stated they would make the changes.

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

## ACTION ITEMS

### 15. Board of Directors Compensation Adjustment

DFA Green presented the item indicating the date of the last Board stipend increase was July 2025 and at that time the stipend was increased from \$200 to \$205 per day. He stated that government code allows for a 5% adjustment per calendar year following the last adjustment and the Board is eligible for an adjustment not to exceed 5%. DFA Green explained that this item is for the Board to consider whether to direct staff to prepare and notice for a public hearing at the May Board Meeting, after which it could take action on a proposed a Board compensation adjustment.

DFA Green then provided some board per diem analytics on local wastewater and water agencies.

Director Sullivan advocated for a \$10 increase to \$215.

Following discussion, Director Sullivan made a motion to increase the Board per diem to \$215. There was no second and the motion did not carry.

### 16. Receive and File the Board Strategic Planning Summary Report

GM Bushee presented the item and provided background information noting that the Board Strategic Planning Workshop was held on February 26, 2026. He then reviewed the Board Strategic Planning Report prepared by Mr. Jeff Bills.

Upon a motion duly made by Director Sullivan, seconded by Director Roesink, and unanimously carried, the Board of Directors received and filed the Board strategic Planning Summary Report by the following vote:

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

## INFORMATION ITEMS

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

A. The 2026 CASA Annual Conference will be held August 5 - 7, 2026 at The Meritage Resort and Hotel in Napa, CA.

GM Bushee stated the date and the location of the conference.

B. The 2026 CSDA Annual Conference will be held August 24 - 27, 2026 at the J.W. Marriott in Palm Desert, CA.

GM Bushee stated the date and the location of the conference.

### 18. Directors' Meetings and Conference Reports

The 2026 CWEA Annual Conference was held April 7 – 10, 2026 in Sacramento, CA.

Director Sullivan stated it was a well attended conference and on behalf of the District she accepted the 2025 CWEA State Community Engagement & Outreach Program of the Year Award.

**19. General Manager's Report**

GM Bushee provided an update on the following:

- LWD has submitted a letter to the California Air Resources Board (CARB) as part of a 15 day comment period to exempt specialized wastewater utility vehicles and support vehicles necessary to respond to emergencies from clean fleets regulation;
- The LWD Board Budget Workshop is scheduled for April 28, 2026 from 2pm-4pm;
- LWD Field Services staff prevented a near spill during a recent power outage at Diana Pump Station; and
- LWD Field Services staff found debris in a manhole near Orchard Wood Park and found even more debris after checking an upstream manhole. GM Bushee stated LWD field services staff avoided a potential spill by removing all the debris.

**20. General Counsel's Report**

None.

**21. Board of Directors' Comments**

Vice President Pacilio stated he took a tour of the LWD pump stations with FSSup Avalos and FSS Gonzalez and stated he was very impressed. He said this tour inspired him to write an essay on the experience which will be featured in the April 17, 2026 edition of the Encinitas Advocate.

The Board thanked Vice President Pacilio and asked him to forward the article to the Board.

**22. Adjournment**

President Brown adjourned the meeting at approximately 6:43 p.m.

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Matthew Brown, President

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Paul J. Bushee  
Secretary/General Manager  
(SEAL)

**LEUCADIA WASTEWATER DISTRICT**  
 Minutes of a Community Affairs Committee Meeting  
 April 20, 2026

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Monday, April 20, 2026 at 12:00 p.m.

**1. Call to Order**

Chairperson Pacilio called the meeting to order at 11:58 a.m.

**2. Roll Call**

DIRECTORS PRESENT: Brown (via Zoom) 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, Neal Bloom from Rising Tide Partners (RTP)

**3. Public Comment**

No public comment was received.

**4. Spring 2026 Newsletter Draft Layout Review**

The CAC and staff reviewed 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. Rising Tide Partners (RTP) Agreement Extension for Public Information**

**A. Authorize the General Manager to execute a two-year extension to the RTP agreement for Public Information Services.**

ADS Hill introduced the item and stated that In March 2023, the Leucadia Wastewater District (LWD) entered into an agreement with RTP to provide public information services. She noted that the agreement concludes on June 30, 2026 and the agreement included an option to extend the agreement for two additional years through June 30, 2028. ADS Hill stated this agreement structure was designed for efficiency and to maintain continuity of service if deemed beneficial by both LWD staff and RTP.

As the initial term approaches its expiration, staff has been satisfied with RTP's performance and recommends executing the two-year contract extension option to extend the agreement through June 30, 2028.

Following discussion, the CAC agreed with staff to present this item at the May Board meeting.

**B. Authorize the General Manager to execute Task Order No. 4 to the Rising Tide Partners Public Information Services Agreement in the amount no to exceed \$54,972 for services through June 30, 2027.**

ADS Hill introduced the item. She reviewed Task Order No. 4 noting it has been designed to

cover services for the remainder of FY26 through FY27, which ends in June 2027. She stated staff has negotiated a scope of work for Task Order No. 4 and associated fees. She then reviewed the task order specifics.

DFA Green stated that the total proposed fee for these services is \$54,972.00, which reflects a 10 percent increase from the prior year. He noted that while this is an increase, RTP's fees have remained relatively stable over the past several fiscal years.

Following discussion, the CAC agreed with staff to present this item at the May Board meeting.

**6. Information Items**

Staff and the CAC watched a 2 minute video created by RTP which showcased the Field Services Team visiting Capri Elementary School. The CAC enjoyed the video and thanked RTP.

**7. Directors' Comments**

None.

**8. General Manager's Comments**

None.

**9. Adjournment**

Chairperson Pacilio adjourned the meeting at 12:27 p.m.

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Paul J. Bushee  
Secretary/Manager  
(Seal)

**LEUCADIA WASTEWATER DISTRICT**  
 Minutes of a Special Board Meeting  
 Tuesday, April 28, 2026

A special meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Tuesday, April 28, 2026 at 2:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

**1. Call to Order**

President Brown called the meeting to order at 2:00 p.m.

**2. Roll Call**

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

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, Field Services Superintendent Marvin Gonzalez, Field Services Supervisors Mauricio Avalos and Rick Easton, Capital Project Manager Ian Riffel, Accounting Technician Ashley Bobb, and District Engineer Dexter Wilson

**3. Pledge of Allegiance**

Director Saldana led the pledge of allegiance.

**4. General Public Comment**

No public comment was received.

**5. Approval of Agenda**

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

Director	Vote
<b>President Brown</b>	Yes
<b>Vice President Pacilio</b>	Yes
<b>Director Sullivan</b>	Yes
<b>Director Roesink</b>	Yes
<b>Director Saldana</b>	Yes

**6. Overview of Recommended Fiscal Year 2027 (FY27) Budget**

Review and discuss the recommended FY27 Budget.

GM Bushee introduced the item and thanked staff for their work on the Budget. He then introduced DFA Green to provide the highlights of the FY27 Budget. FY27 Budget highlights included the following items:

- Principal Budget Objectives;
- Summary of Revenue Increases;
- Budget Organization; and
- Summary of Operating Expenses

DFA Green stated that there is a proposed operating budget increase of 3%.

The Board asked various questions regarding the revenue increases and staff answered their questions.

DFA Green then introduced ADS Hill to present the administrative services budget.

ADS Hill stated that the projected administrative expenses total approximately \$2.8 million including non-labor expenses of \$1,003K. ADS Hill summarized the administrative expenses indicating that total administrative expenses will increase \$109K and non-labor expenses will increase \$31K. She noted that the primary drivers of the increase are insurance cost increases and election expenses. She noted that the FY27 Budget does not include Board strategic planning and staff team building events.

ADS Hill then introduced FSS Gonzalez to present an overview of the operating expenses for the LWD Facilities.

FSS Gonzalez stated that the operating expenses for the LWD facilities are projected to be \$9.7 million and non-labor expenses will increase \$358K. He summarized the non-labor expenses indicating that ADS flow monitoring will increase \$6K to \$80K, CCTV equipment will increase slightly to \$26K, and buildings and grounds will increase \$8K. FSS Gonzalez stated that Encina Treatment Plant expenses account for \$3.6 million of the \$9.7 million total. He summarized Encina expenses indicating that they will increase 6% or \$210K.

FSS Gonzalez then introduced FSSup Avalos to present an overview of the operating expenses for the Batiquitos Facilities.

FSSup Avalos noted that total operating expenses for the Batiquitos Facilities are projected to be \$538K which represents a 7% decrease over the FY26 Budget. He summarized the non-labor expenses indicating that they will decrease 14% or \$57K. He stated that the odor control system will decrease \$26K and the surge tank condition assessment will decrease \$15K. FSSup Avalos noted that the main non-labor expense is for SDG&E Utilities, \$215K, which is 3% reduction.

FSSup Avalos then introduced FSSup Easton to present an overview of the Recycled Water Enterprise.

For the Recycled Water Enterprise, FSSup Easton indicated that the proposed operating expenses are \$398K which is an increase of 2% over the FY26 Budget. He noted that non-labor expenses total \$228K and operating supplies will increase 17%, or \$10K, Repairs and Maintenance will decrease 16%, or \$7K, and SCADA will decrease 38% or \$2K.

FSSup Easton then introduced CPM Riffel to present the development budget.

CPM Riffel noted that the total operating expenses for development are projected at \$83K and that development pays for development.

CPM Riffel then presented the capital budgets.

CPM Riffel presented an overview of the capital budget for the wastewater program and the recycled water program. He added that capital acquisition items typically cost more than \$10,000 and have a life expectancy greater than one year whereas capital improvement projects are for infrastructure improvements that carry over multiple years. He noted the proposed capital budget total is a little over \$14.2 million, with a proposed capital acquisition budget of \$1.2 million and a capital

improvement budget of \$13 million.

CPM Riffel provided detailed information on the capital improvement budget by reviewing Leucadia's multi-year capital improvement projects, Leucadia's ongoing rehabilitation projects, and other major projects which have a projected cost of \$7.9 million. He noted the key components include: the La Costa Pump Station Replacement (\$7,045,000), the FY27 Gravity Pipeline Rehabilitation Project (\$790K), the Hazard Mitigation Plan Update (\$25K), the Leucadia Pump Station Force Mains Anode Replacement (\$70K), and the Misc. Pipeline/Manhole/Pump Station Rehab (\$185K).

CPM Riffel stated that the capital budget also included the Batiquitos jointly owned facilities costs of \$250K with the key components being the Batiquitos Force Main Anode Replacement for \$150K and the Batiquitos Force Main Condition Assessment for \$100K. CPM Riffel stated that the Encina capital improvement costs are \$4 million.

CPM Riffel then introduced FSS Gonzalez to present the capital acquisitions budget.

FSS Gonzalez stated the proposed capital acquisitions for the Leucadia Facilities total \$1.1 million. He noted that this included the purchase of a vactor and a CCTV van to replace aged equipment and vehicles. FSS Gonzalez also noted that capital acquisitions for the Batiquitos Pump station is \$81K and Recycled Water is \$98K.

DFA Green then concluded the FY27 Proposed Budget Overview by presenting Reserve Contributions and noting that \$726.5K is budgeted to be transferred to the Capital Reserves to cover future Wastewater capital expenditures. In addition, approximately \$49K is budgeted to be transferred to the Water Recycling Reserve for future needs.

Director Sullivan thanked staff for a great presentation.

## **7. Closed Session**

Meet with District representatives General Manager Bushee and Director of Finance and Administration Green to discuss the FY27 Informal Input Process and provide direction regarding salaries, salary schedules and employee benefits, as authorized under Government Code Section 54957.6

General Counsel Brechtel stated that the Board will meet in closed session with District representatives General Manager Bushee and Director of Finance and Administration Green to discuss the FY27 informal input process regarding salaries, salary schedules and employee benefits, as authorized under Government Code Section 54957.6.

The Board of Directors met in closed session and provided direction to the District's representatives. There was no other reportable action.

## **8. Adjournment**

President Brown adjourned the meeting at 4:28 p.m.

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Matthew Brown, President

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Paul J. Bushee  
Secretary/General Manager (SEAL)

**LEUCADIA WASTEWATER DISTRICT**  
 Minutes of an Engineering Committee Meeting  
 May 4, 2026

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A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD or District) was held on Monday, May 4, 2026 at 12:30 p.m., at the LWD Administration Office located at 1960 La Costa Avenue, Carlsbad, California.

**1. Call to Order**

Chairperson Brown called the meeting to order at 12:31 p.m.

**2. Roll Call**

DIRECTORS PRESENT: Brown (via zoom), Roesink (via zoom)

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee; Field Services Superintendent Marvin Gonzalez; Field Services Supervisor Rick Easton; Field Services Supervisor Mauricio Avalos; District Engineer Dexter Wilson; Field Services Technician Angel Hinojosa, Field Services Technician Gonzalo Ortiz; and Capital Project Manager Ian Riffel

**3. Public Comment**

None.

**4. Information Items**

A. Batiquitos Pump Station Drywell Concrete Repair

CPM Riffel provided an update to the Batiquitos Pump Station Drywell Concrete Repair Project and provided background information and photos of the project. He noted the project was completed on May 1, 2026 and under budget for the construction. The EC asked several questions regarding the project and staff answered their questions. At the request of the EC, this information item will be presented at the upcoming Board meeting.

B. Olivenhain Road Early Morning Project

FST's Hinojosa and Ortiz provided background information and photos of rocks and a tree branch that were discovered in the LWD sewer system during routine maintenance conducted in the early morning. They continued to outline the District's corrective measures in order to prevent similar issues in the future. The EC asked several questions regarding the situation and staff answered their questions.

**5. Directors' Comments**

None.

**6. General Manager's Comments**

None.

**7. Adjournment**

Chairperson Brown adjourned the meeting at approximately 1:17 p.m.

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Paul J. Bushee,  
 Secretary/Manager  
 (Seal)

**LEUCADIA WASTEWATER DISTRICT  
DEMANDS SUMMARY  
May 13, 2026**

**Disbursement Period**                      April 10, 2026 through May 7, 2026

<b>PAYROLL PAYMENTS</b>	\$	120,249.10
<b>PAYROLL EXPENSE REIMBURSEMENTS</b>	\$	4,740.59
<b>GENERAL CHECKS</b>		
Operating	\$	214,166.74
Capital	\$	168,433.95
<b>TOTAL GENERAL CHECKS</b>	<b>\$</b>	<b>382,600.69</b>
<b>ELECTRONIC PAYMENTS</b>		
Operating	\$	400,875.80
Capital	\$	293,431.00
<b>TOTAL ELECTRONIC PAYMENTS</b>	<b>\$</b>	<b>694,306.80</b>

<b>TOTAL DEMANDS</b>	<b>\$</b>	<b>1,201,897.18</b>
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**LEUCADIA WASTEWATER DISTRICT  
EMPLOYEE/BOARD PAYROLL CHECKS  
May 13, 2026**

**Disbursement Period**                      April 10, 2026 through May 7, 2026

<u>Description</u>	<u>Check Date</u>		<u>Check #'s</u>	<u>Amount</u>
Biweekly Payroll	4/15/2026	260415-1	260415-18	\$ 58,684.18
Biweekly Payroll	4/29/2026	260429-1	260429-18	\$ 58,472.37
Board Payroll	4/30/2026	260430-1	260430-5	\$ 3,092.55

<b>TOTAL PAYROLL CHECKS</b>	<b>\$ 120,249.10</b>
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**Leucadia Wastewater District**  
Check/Voucher Register - Demand Summary for Board  
1001 - Columbia General Checking Account  
From 4/10/2026 Through 5/7/2026

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
28206	4/16/2026	AIRGAS USA LLC	2,761.18	Liquid Oxygen 04/06/26
28207	4/16/2026	AT&T	20.15	Phone Service-BPS 03/10/26-04/09/26
28208	4/16/2026	BADGER METER, INC	9,306.86	Yearly Contract Renewal H2S Sensors-FM L1&L2 & -Bat Wetwell
28209	4/16/2026	CORODATA RECORDS MANAGEMENT ...	116.37	File Archive/Records Storage Service 03/01/2026-03/31/2026
28210	4/16/2026	DATA NET SOLUTIONS GROUP	2,178.82	Monthly Manager Services-March 2026
28211	4/16/2026	FEDERAL EXPRESS CORPORATION	21.97	Shipping 04/01/26
28212	4/16/2026	MISSION SQUARE	8,376.42	Deferred Comp for PPE 04/15/26
28213	4/16/2026	OLIVENHAIN MUNICIPAL WATER DIST	9.82	Rincon Consultants NSDWRC Grant Admin Prof Serv thru 04/03/2
28214	4/16/2026	PRUDENTIAL OVERALL SUPPLY	174.16	Weekly Uniform/Laundry Service 04/14/26
28215	4/16/2026	RISING TIDE PARTNERS	5,313.00	Public Outreach Services 03/01/2026-03/31/2026
28216	4/16/2026	SCW CONTRACTING CORP	136,944.82	Structural Concrete Repair in the Batiquitos PS Drywell
28217	4/16/2026	I2B NETWORKS INC DBA SPACELINK	160.00	Live Webcam Streaming Services-WebCam @ BPS-04/14-05/13/26
28218	4/16/2026	TERMINIX PROCESSING CENTER	110.73	Pest Control 03/03/26
28219	4/16/2026	V&A CONSULTING ENGINEERS	3,048.00	Quarterly SM Creek Flow Measurements
28220	4/16/2026	WATCHMAN SAFETY CONSULTING	5,600.00	Traffic Control, Confined Space Training, & Sewer Overflow
28221	4/23/2026	ADS CORP DBA ADS ENVIRONMENTA...	4,794.65	Flow Metering/Data Analysis-April 2026
	4/23/2026	ADS CORP DBA ADS ENVIRONMENTA...	1,575.00	Meter Maintenance/Data Delivery(ECHO)-April 2026
28222	4/23/2026	AT&T	667.30	Internet Services 04/07/26-05/06/26
28223	4/23/2026	BAJA POOL AND SPA SERVICE	190.00	Water Fountain Weekly Maintenance - May 2026
28224	4/23/2026	AWSS INC	2,797.04	Vehicle Fuels 02/25/26-03/13/26
	4/23/2026	AWSS INC	2,547.61	Vehicle Fuels 03/16/26-03/31/26
28225	4/23/2026	PETTY CASH	311.84	Petty Cash 03/16/26-04/22/26
28226	4/23/2026	CHARLES ULMER DBA: CHUCKS TIRE ...	426.35	TPMS Sensor Replacement Vehicle #165
28227	4/23/2026	COLLICUTT ENERGY SERVICES INC	1,030.00	Troubleshoot alarms on Generator 166 & 167
28228	4/23/2026	C W E A	124.00	Certification Renewal-Collection System Main Grd 3-H Gonzale
28229	4/23/2026	DEXTER WILSON ENGINEERING	294.00	Development Services-1219-2081 Sheridan Road Grading Plan
	4/23/2026	DEXTER WILSON ENGINEERING	78.50	Development Services-1238-3466 Corte Sonrisa Private PS
	4/23/2026	DEXTER WILSON ENGINEERING	157.00	Development Services-1239 Ralphs-7660 El Camino Real
	4/23/2026	DEXTER WILSON ENGINEERING	3,222.00	General Engineering 03/01/26-03/31/26
28230	4/23/2026	ENCINA WASTEWATER AUTHORITY	2,295.25	Lab Testing
28231	4/23/2026	FEDERAL EXPRESS CORPORATION	34.40	Shipping 04/09/26
28232	4/23/2026	HAAKER EQUIPMENT CO	6,023.23	Rack Mount Computer Windows for CCTV Truck & Media Card
28233	4/23/2026	HUMANA DENTAL INS.	4,130.54	Dental Insurance-May 2026
28234	4/23/2026	JOHN TOOMEY	3,000.00	Lateral Reimbursement: 8041 Camino Montego, Carlsbad CA

**Leucadia Wastewater District**  
Check/Voucher Register - Demand Summary for Board  
1001 - Columbia General Checking Account  
From 4/10/2026 Through 5/7/2026

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
28235	4/23/2026	McMASTER-CARR	409.56	Belt Tension Gauge, Glass Tube Cutter, Pry Bar Set
28236	4/23/2026	NAPA AUTO	94.57	Headlight, Blue Def
28237	4/23/2026	OLIVENHAIN MUNICIPAL WATER DIS...	106.98	Water @ Rancho Verde PS
	4/23/2026	OLIVENHAIN MUNICIPAL WATER DIS...	65.49	Water @ VP5 PS
28238	4/23/2026	PACIFIC PIPELINE SUPPLY	514.98	Wrench Op Nut 6'-11' long
28239	4/23/2026	PRUDENTIAL OVERALL SUPPLY	209.47	Weekly Uniform/Laundry Service 04/21/26
28240	4/23/2026	Quench USA Inc	157.38	Office Water Tanks/Filtered Drinking Water 04/19-05/18-26
28241	4/23/2026	SAN DIEGO GAS & ELECTRIC	4,267.47	Electric @ Admin
	4/23/2026	SAN DIEGO GAS & ELECTRIC	75.69	Electric @ Avocado PS
	4/23/2026	SAN DIEGO GAS & ELECTRIC	1,340.58	Electric @ AWT
	4/23/2026	SAN DIEGO GAS & ELECTRIC	15,525.51	Electric @ BPS
	4/23/2026	SAN DIEGO GAS & ELECTRIC	425.78	Electric @ Diana PS
	4/23/2026	SAN DIEGO GAS & ELECTRIC	1,083.60	Electric @ La Costa PS
	4/23/2026	SAN DIEGO GAS & ELECTRIC	12,807.36	Electric @ LPS
	4/23/2026	SAN DIEGO GAS & ELECTRIC	107.16	Electric @ RV PS
	4/23/2026	SAN DIEGO GAS & ELECTRIC	735.93	Electric @ Saxony PS
	4/23/2026	SAN DIEGO GAS & ELECTRIC	295.57	Electric @ VP5 PS
	4/23/2026	SAN DIEGO GAS & ELECTRIC	156.49	Electric @ VP7 PS
	4/23/2026	SAN DIEGO GAS & ELECTRIC	897.88	Electric/Gas @ E Estates PS
	4/23/2026	SAN DIEGO GAS & ELECTRIC	28.25	Gas @ Admin
28242	4/23/2026	SMITHERS MSE INC	397.00	Sulfur Analysis
28243	4/23/2026	TERMINIX PROCESSING CENTER	82.12	Pest Control 04/08/26
28244	4/23/2026	OCCUPATIONAL HEALTH CENTERS OF...	252.00	FS Technicians OSHA Respirator Questionnaire
28245	4/23/2026	UTILITY COST MANAGEMENT LLC	10,178.36	SDG&E Electricity Service
28246	4/23/2026	VERIZON WIRELESS	6,061.58	Cell Phones 03/08/26-04/07/26
28247	4/23/2026	WILLIAMS LLP	4,065.00	Legal Services-March 2026
28248	4/30/2026	ALPHAGRAPHICS	306.01	Annual Budget Tabs
28249	4/30/2026	AT&T	221.56	Phone Service - Elevator 03/25/26-04/24/26
28250	4/30/2026	CALIFORNIA DEPARTMENT OF TAX A...	659.74	Hazardous Waste Generation & Handling Fee
28251	4/30/2026	CITY OF CARLSBAD	470.89	Water @ 1900 La Costa Ave
	4/30/2026	CITY OF CARLSBAD	463.29	Water @ 1960 La Costa Ave
	4/30/2026	CITY OF CARLSBAD	31.18	Water @ Fire Line
28252	4/30/2026	COLONIAL LIFE INS	896.67	Accident/Critical Illness Ins 04/01/26, 04/15/26, & 04/29/26
28253	4/30/2026	DATA NET SOLUTIONS GROUP	3,149.60	Routine Network Maintenance-March 2026
28254	4/30/2026	ESCONDIDO GOLF CART CENTER, INC	85.91	Repairs to Golf Cart-lower left A-Arm
28255	4/30/2026	EVERON LLC	165.00	Security Services 05/17/26-06/16/26
28256	4/30/2026	FIDELITY SECURITY LIFE INSURANCE...	365.97	Vision Insurance-May 2026
	4/30/2026	FIDELITY SECURITY LIFE INSURANCE...	8.83	Vision Insurance-May 2026-COBRA A Hill
28257	4/30/2026	GRAINGER, INC	139.33	Chemical Resistant Gloves
	4/30/2026	GRAINGER, INC	334.79	Glass Rod Kit
	4/30/2026	GRAINGER, INC	116.62	Interlocking Snap Steel, Utility Rope, Gloves
28258	4/30/2026	HAAKER EQUIPMENT CO	6,084.55	8" Grit QC Wheel
28259	4/30/2026	THE HARTFORD	476.13	Life Insurance-May 2026

**Leucadia Wastewater District**  
 Check/Voucher Register - Demand Summary for Board  
 1001 - Columbia General Checking Account  
 From 4/10/2026 Through 5/7/2026

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
28260	4/30/2026	INSPECTION DETECTION CONNECTION	415.00	Lobby Bathroom Repairs/ Install New Faucet Upstairs
28261	4/30/2026	MISSION SQUARE	8,382.79	Deferred Comp for PPE 04/29/26
28262	4/30/2026	MUTUAL OF OMAHA	1,262.35	Disablility Insurance - May 2026
28263	4/30/2026	PATREA POST	3,000.00	Lateral Reimbursement: 355 Hillcrest Dr, Encinitas CA 92024
28264	4/30/2026	PRUDENTIAL OVERALL SUPPLY	167.81	Weekly Uniform/Laundry Service 04/28/26
28265	4/30/2026	RANCHO SANTA FE SECURITY SYSTEMS	412.50	Headquarters Burglar & Fire Alarm System 05/01-07/31/26
28266	4/30/2026	SOUTH WEST SCAFFOLDING, INC	3,000.00	Construct Scaffolding in LPS Drywell
28267	4/30/2026	TOSHIBA AMERICA BUSINESS SOLUTI...	454.64	Copying Machine Lease Agreement 04/15/26-05/15/26
28268	4/30/2026	T.S. INDUSTRIAL SUPPLY	383.53	Truck Fill Hose, Global Shank, Bandit Clamp
28269	4/30/2026	OCCUPATIONAL HEALTH CENTERS OF...	168.00	FSTs OSHA Respirator Questionnaire
28270	5/7/2026	AIRGAS USA LLC	2,487.11	Liquid Oxygen 04/22/26
28271	5/7/2026	Atlas Technical Consultants LLC	7,099.75	Geotechnical Engineering-BPS Drywell Concrete Repair
28272	5/7/2026	Brightview Landscape Services Inc	1,120.00	Monthly Landscape Services District Main Site-May 2026
	5/7/2026	Brightview Landscape Services Inc	397.00	Monthly Vegetation Cleanup Easement Trail-May 2026
28273	5/7/2026	C & B Air Power	1,283.91	Service Compressors
28274	5/7/2026	CHARLES ULMER DBA: CHUCKS TIRE ...	40.00	Patch Loose Tire
28275	5/7/2026	DUKE'S ROOT CONTROL INC	25,000.00	Smoke Testing
28276	5/7/2026	FEDERAL EXPRESS CORPORATION	73.11	Shipping 4/20/26 & 4/28/26
28277	5/7/2026	HACH COMPANY	18.68	Cap Plug
	5/7/2026	HACH COMPANY	225.26	Pocket Pro Sensor
	5/7/2026	HACH COMPANY	134.55	Process Vial
	5/7/2026	HACH COMPANY	(766.11)	Return DR300 Colorimeter
	5/7/2026	HACH COMPANY	200.03	Sample Cell
	5/7/2026	HACH COMPANY	358.87	Tot Chlorine
	5/7/2026	HACH COMPANY	51.23	Tot Chlorine
28278	5/7/2026	MITSUBISHI ELECTRIC US INC - MEU...	402.86	Elevator Maintenance - May 2026
28279	5/7/2026	MSC JANITORIAL SERVICE, INC	2,880.97	Janitorial Services 04/01/2026-04/30/2026
28280	5/7/2026	OLIVENHAIN MUNICIPAL WATER DIS...	90.58	Recycled Water @ Traveling
	5/7/2026	OLIVENHAIN MUNICIPAL WATER DIS...	65.49	Water @ Encinitas Estates PS
	5/7/2026	OLIVENHAIN MUNICIPAL WATER DIS...	824.40	Water @ Traveling
	5/7/2026	OLIVENHAIN MUNICIPAL WATER DIS...	877.34	Water @ Traveling 2
	5/7/2026	OLIVENHAIN MUNICIPAL WATER DIS...	65.49	Water @ VP7
28281	5/7/2026	OLIVENHAIN MUNICIPAL WATER DIST	172.93	Woodard & Curran NSDWRC Prop 1 RD 2 Grant Admin
28282	5/7/2026	PACIFIC PIPELINE SUPPLY	201.01	Bolt nut set, Washer, & Gasket
28283	5/7/2026	PLANT PEOPLE, INC	195.00	Monthly Maintenance of Indoor Office Plants-May 2026
28284	5/7/2026	PROGENT	1,850.00	Firewall Penetration Testing
28285	5/7/2026	PRUDENTIAL OVERALL SUPPLY	176.40	Weekly Uniform/Laudry Service 05/05/26
28286	5/7/2026	RANCHO SANTA FE SECURITY SYSTEMS	840.00	Install new reader
	5/7/2026	RANCHO SANTA FE SECURITY SYSTEMS	270.00	Install new wire on keypad

**Leucadia Wastewater District**  
Check/Voucher Register - Demand Summary for Board  
1001 - Columbia General Checking Account  
From 4/10/2026 Through 5/7/2026

Check Number	Effective Date	Vendor Name	Check Amount	Transaction Description
	5/7/2026	RANCHO SANTA FE SECURITY SYSTEMS	125.00	Service Visit for Keypad
28287	5/7/2026	REPUBLIC SERVICES #661	474.47	Waste Service - April 2026
28288	5/7/2026	ROCKWELL CONSTRUCTION SERVICE...	1,295.00	Inspection Services-Diana Pump Station Upgrade
28289	5/7/2026	SAN DIEGUITO WATER DISTRICT	725.63	Water @ BPS
28290	5/7/2026	CLEAN WATER SoCAL	1,066.00	Clean Water So Cal Membership Renewal 07/01/2026-06/30/2027
28291	5/7/2026	SHAPE INCORPORATED	4,552.31	EONE Grinder Pump
28292	5/7/2026	SOUTHERN CONTRACTING COMPANY	3,150.00	IR Scanning AWT/Encina
	5/7/2026	SOUTHERN CONTRACTING COMPANY	3,150.00	IR Scanning Batiquitos
	5/7/2026	SOUTHERN CONTRACTING COMPANY	5,650.00	IR Scanning Leucadia & Remote PS
28293	5/7/2026	STAPLES	(32.27)	Credit on original invoice 6059626200
	5/7/2026	STAPLES	406.13	Office Supplies
28294	5/7/2026	PROFESSIONAL EXCHANGE	90.00	Check Run 05/07/26
28295	5/7/2026	THE HOME DEPOT CRC/GECF	261.35	Conduits, Adapters, Simple Green, Tools, Locking Hitch Pin
	5/7/2026	THE HOME DEPOT CRC/GECF	15.04	Epoxy
	5/7/2026	THE HOME DEPOT CRC/GECF	43.39	Faucets & PVC Cap
	5/7/2026	THE HOME DEPOT CRC/GECF	53.21	Mortar, Bit, Sealant
	5/7/2026	THE HOME DEPOT CRC/GECF	57.09	Pin Clips, Clevis Pin, Lumber
	5/7/2026	THE HOME DEPOT CRC/GECF	54.76	Sealant
	5/7/2026	THE HOME DEPOT CRC/GECF	30.61	Sealant & Bit
	5/7/2026	THE HOME DEPOT CRC/GECF	21.51	Simple Green
28296	5/7/2026	UNDERGROUND SERVICE ALERTS/C	216.40	Monthly Underground Alarm Service
	5/7/2026	UNDERGROUND SERVICE ALERTS/C	103.24	Monthly Underground State Fee
28297	5/7/2026	U.S. BANK	13,935.50	Cal Card Purchase on Statement Dated 04/22/26
28298	5/7/2026	VORTEX DOORS LLC	715.00	Gate Maintenance at BPS
Report Total			382,600.69	

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

Session ID	Document Number	Effective Date	Name	Debit	Transaction Description
CD1444	1003265522	4/16/2026	CALPERS	3,968.57	PERS Retirement Pay Period 3/30 - 4/12/2026-Classic EE
		4/16/2026	CALPERS	8,626.67	PERS Retirement Pay Period 3/30 - 4/12/2026-Classic ER
	1003265523	4/16/2026	CALPERS	3,324.69	PERS Retirement Pay Period 3/30 - 4/12/2026-PEPRA EE
		4/16/2026	CALPERS	3,414.80	PERS Retirement Pay Period 3/30 - 4/12/2026-PEPRA ER
Total CD1444			19,334.73		
CD1445	270650645773510	4/16/2026	United States Treasury	10,395.89	Staff Payroll Taxes for Checks dated 04/15/26-Federal W/H
		4/16/2026	United States Treasury	11,717.06	Staff Payroll Taxes for Checks dated 04/15/26-FICA
		4/16/2026	United States Treasury	2,740.26	Staff Payroll Taxes for Checks dated 04/15/26-Medicare
	8944087	4/16/2026	EMPLOYMENT DEVELOPMENT DEPT	4,064.88	Staff Payroll Taxes for Checks dated 04/15/26-State
Total CD1445			28,918.09		
CD1446	270650685501755	4/16/2026	United States Treasury	73.00	Staff Incentive Payroll Taxes for Checks dtd 04/15/26-Fed WH
		4/16/2026	United States Treasury	1,153.20	Staff Incentive Payroll Taxes for Checks dtd 04/15/26-FICA
		4/16/2026	United States Treasury	269.70	Staff Incentive Payroll Taxes for Checks dtd 04/15/26-Medica
	8944084	4/16/2026	EMPLOYMENT DEVELOPMENT DEPT	6.39	Staff Incentive Payroll Taxes for Checks dtd 04/15/26-State
Total CD1446			1,502.29		
CD1447	1003269071	5/1/2026	CALPERS	47,138.71	CalPERS Health Insurance- May 2026-Staff
		5/1/2026	CALPERS	40.79	CalPERS Health Insurance- May 2026-Admin
		5/1/2026	CALPERS	810.00	CalPERS Health Insurance- May 2026-Retirees
	1003269072	5/1/2026	CALPERS	3,532.02	CalPERS Health Insurance- May 2026-Board
		5/1/2026	CALPERS	2.83	CalPERS Health Insurance- May 2026-Admin
Total CD1447			51,524.35		
CD1448	1927449152	3/31/2026	ENCINA WASTEWATER AUTHORITY	249,789.00	EWA Wire March Payment
		3/31/2026	ENCINA WASTEWATER AUTHORITY	293,431.00	EWA Wire March Payment
	1927449152-A	4/29/2026	VERVE CLOUD INC	610.14	March Verve Payment
Total CD1448			543,830.14		
CD1449	1003275932	4/30/2026	CALPERS	3,968.57	PERS Retirement Pay Period 4/13 - 4/26/2026-Classic EE
		4/30/2026	CALPERS	8,626.67	PERS Retirement Pay Period 4/13 - 4/26/2026-Classic ER
	1003275933	4/30/2026	CALPERS	3,333.01	PERS Retirement Pay Period 4/13 - 4/26/2026-PEPRA EE
		4/30/2026	CALPERS	3,423.34	PERS Retirement Pay Period 4/13 - 4/26/2026-PEPRA ER
Total CD1449			19,351.59		

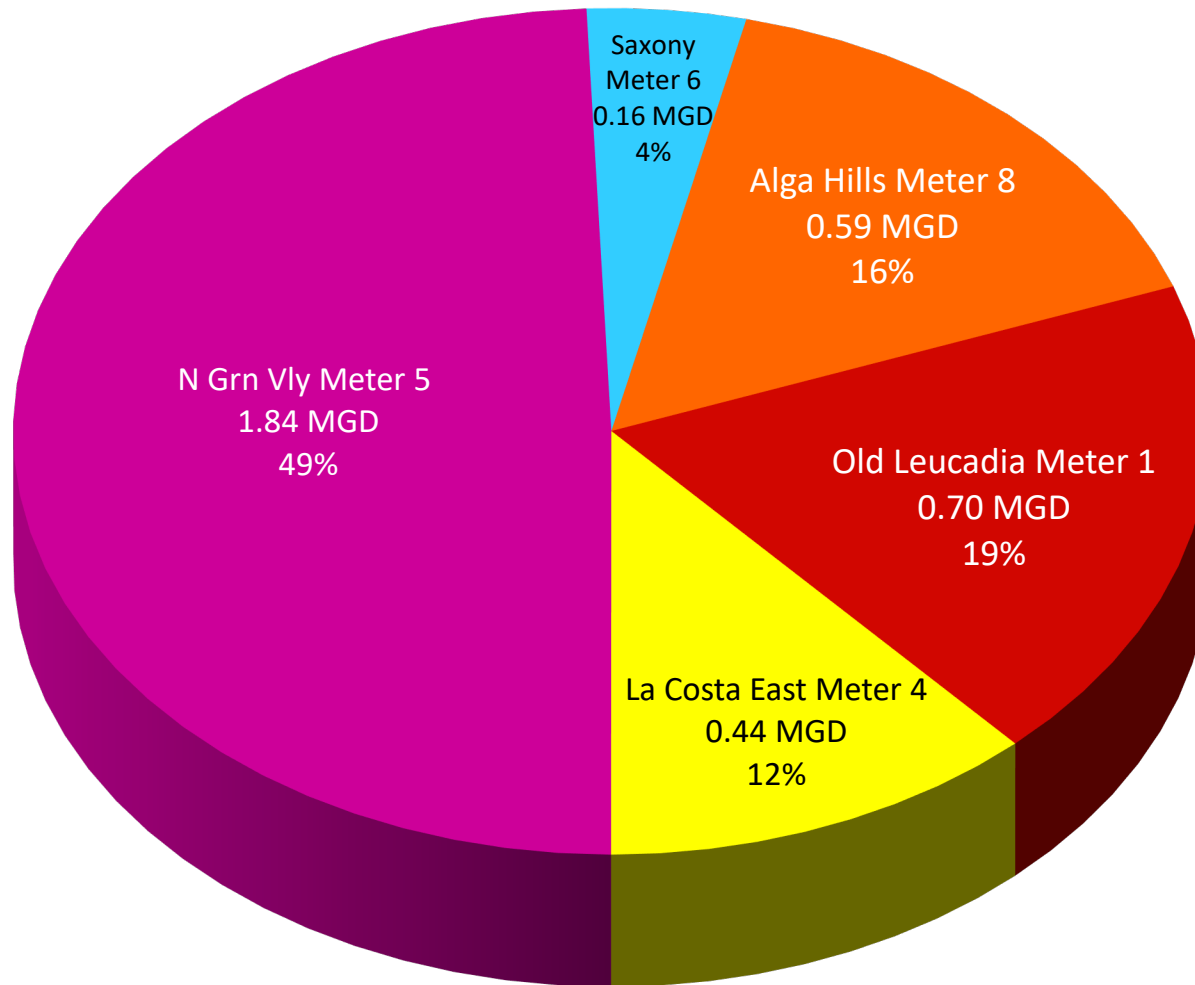
Leucadia Wastewater District  
Posted General Ledger Transactions - CD Transactions for Demands

CD1450	1003276073	4/29/2026 CALPERS	114.80	PERS Retirement Pay Period 4.1 - 4.30.2026 E. Sullivan EE
		4/29/2026 CALPERS	249.55	PERS Retirement Pay Period 4.1 - 4.30.2026 E. Sullivan ER
Total CD1450			364.35	
CD1451	391667	4/27/2026 IGOE-FLEX BENEFIT	100.00	iGOE Admin Fee - April 2026
Total CD1451			100.00	
CD1452	270652080115205	4/30/2026 United States Treasury	10,413.15	Staff Payroll Taxes for Checks dated 04/29/26- Federal W/H
		4/30/2026 United States Treasury	11,693.36	Staff Payroll Taxes for Checks dated 04/29/26-FICA
		4/30/2026 United States Treasury	2,734.72	Staff Payroll Taxes for Checks dated 04/29/26- Medicare
	8964352	5/1/2026 EMPLOYMENT DEVELOPMENT DEPT	4,069.73	Staff Payroll Taxes for Checks dated 04/29/26- State
Total CD1452			28,910.96	
CD1453	270652173899869	5/1/2026 United States Treasury	100.00	Board Payroll Taxes for Checks dated 04/30/26- Federal W/H
		5/1/2026 United States Treasury	254.20	Board Payroll Taxes for Checks dated 04/30/26- FICA
		5/1/2026 United States Treasury	101.10	Board Payroll Taxes for Checks dated 04/30/26- Medicare
Total CD1453			455.30	
CD1454	BankFee043026	4/30/2026 COLUMBIA BANK		Misc. bank fee - maintenance fee
		4/30/2026 COLUMBIA BANK	15.00	Misc. bank fee - maintenance fee
Total CD1454			15.00	
Report Total			694,306.80	

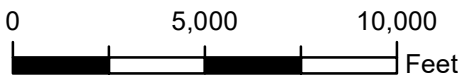
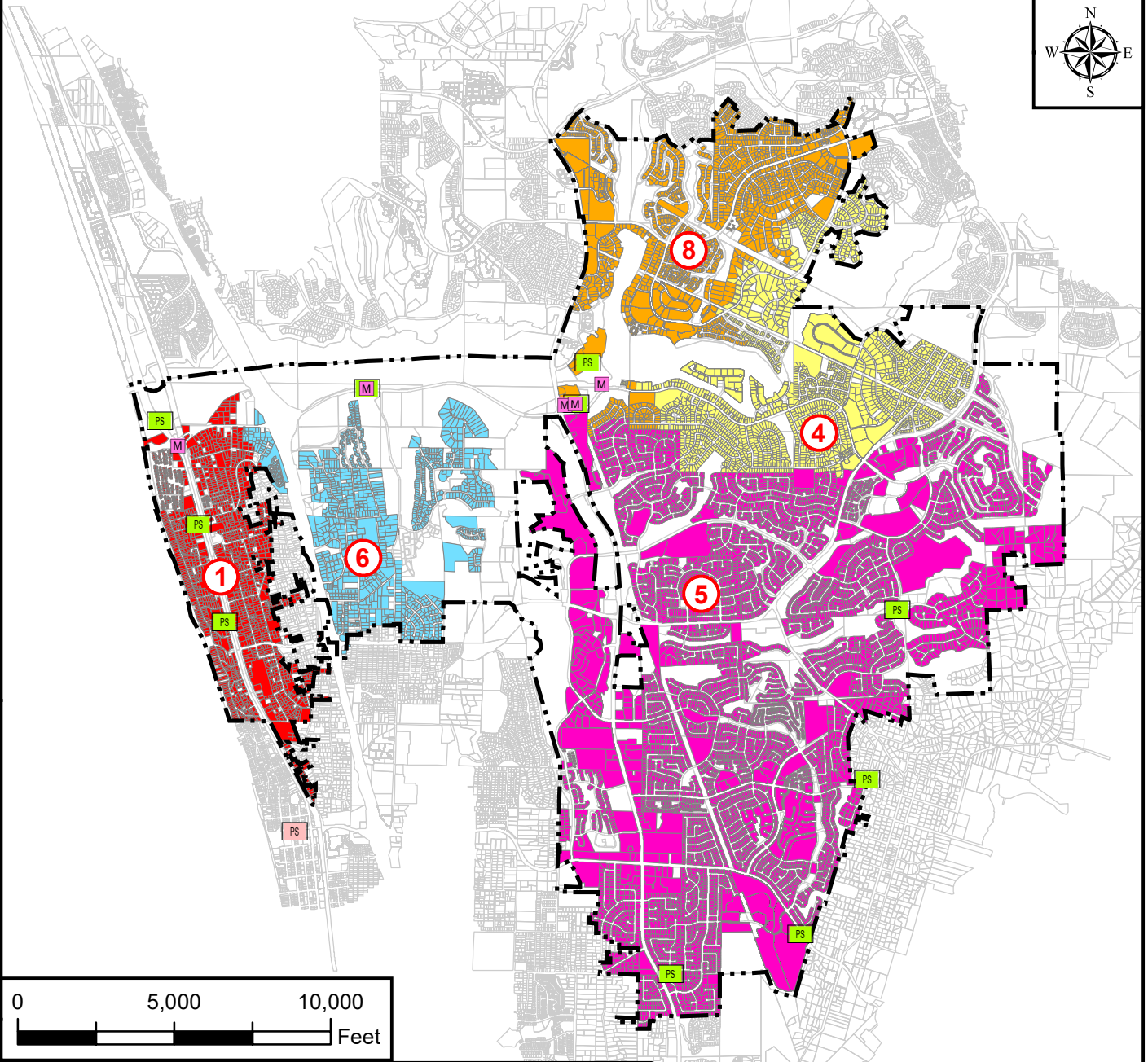
**LEUCADIA WASTEWATER DISTRICT  
OPERATIONS REPORT  
FISCAL YEAR 2026 (July 2025 - June 2026)**

<b>CURRENT MONTH Apr-26</b>							<b>FY 2025</b>
<b>Period</b>	<b>Total Rain Inches</b>	<b>Total Flow MG</b>	<b>Added EDU's 29,127.50</b>	<b>LWD ADF (MGD)</b>	<b>GPD/EDU</b>	<b>RECLAIMED Total (ac-ft/mo)</b>	<b>LWD ADF (MGD)</b>
<b>JULY</b>	0.07	116.56	1.75	3.83	131.48	39.87	3.85
<b>YTD</b>			29,129.25				
<b>AUGUST</b>	0.04	118.42	0.50	3.87	132.85	39.09	3.75
<b>YTD</b>			29,129.75				
<b>SEPTEMBER</b>	0.24	112.80	0.75	3.82	131.13	28.53	3.68
<b>YTD</b>			29,130.50				
<b>OCTOBER</b>	0.00	113.15	2.25	3.74	128.38	24.71	3.70
<b>YTD</b>			29,132.75				
<b>NOVEMBER</b>	3.60	113.70	0.00	3.85	132.15	6.28	3.70
<b>YTD</b>			29,132.75				
<b>DECEMBER</b>	1.33	117.80	0.50	3.82	131.12	5.54	3.78
<b>YTD</b>			29,133.25				
<b>JANUARY</b>	2.43	119.35	0.25	3.85	132.15	0.00	3.76
<b>YTD</b>			29,133.50				
<b>FEBRUARY</b>	2.50	106.96	-5.00	3.84	131.83	8.49	3.77
<b>YTD</b>			29,128.50				
<b>MARCH</b>	0.00	117.49	0.13	3.79	130.11	18.39	3.81
<b>YTD</b>			29,128.63				
<b>APRIL</b>	0.31	111.90	0.56	3.70	127.02	21.06	3.86
<b>YTD</b>			29,129.19				
<b>MAY</b>							3.88
<b>YTD</b>							
<b>JUNE</b>							3.82
<b>YTD</b>							
<b>YTD Totals</b>	10.52	1148.13	1.69			191.96	
<b>Mo Average</b>	1.05	114.81	0.17	3.81	130.82	19.20	3.78

**LWD Flows by Sub-Basin  
April 2026  
Total LWD Flow 3.73MGD**



# LEUCADIA WASTEWATER DISTRICT



## LEGEND

### Parcels by Basin

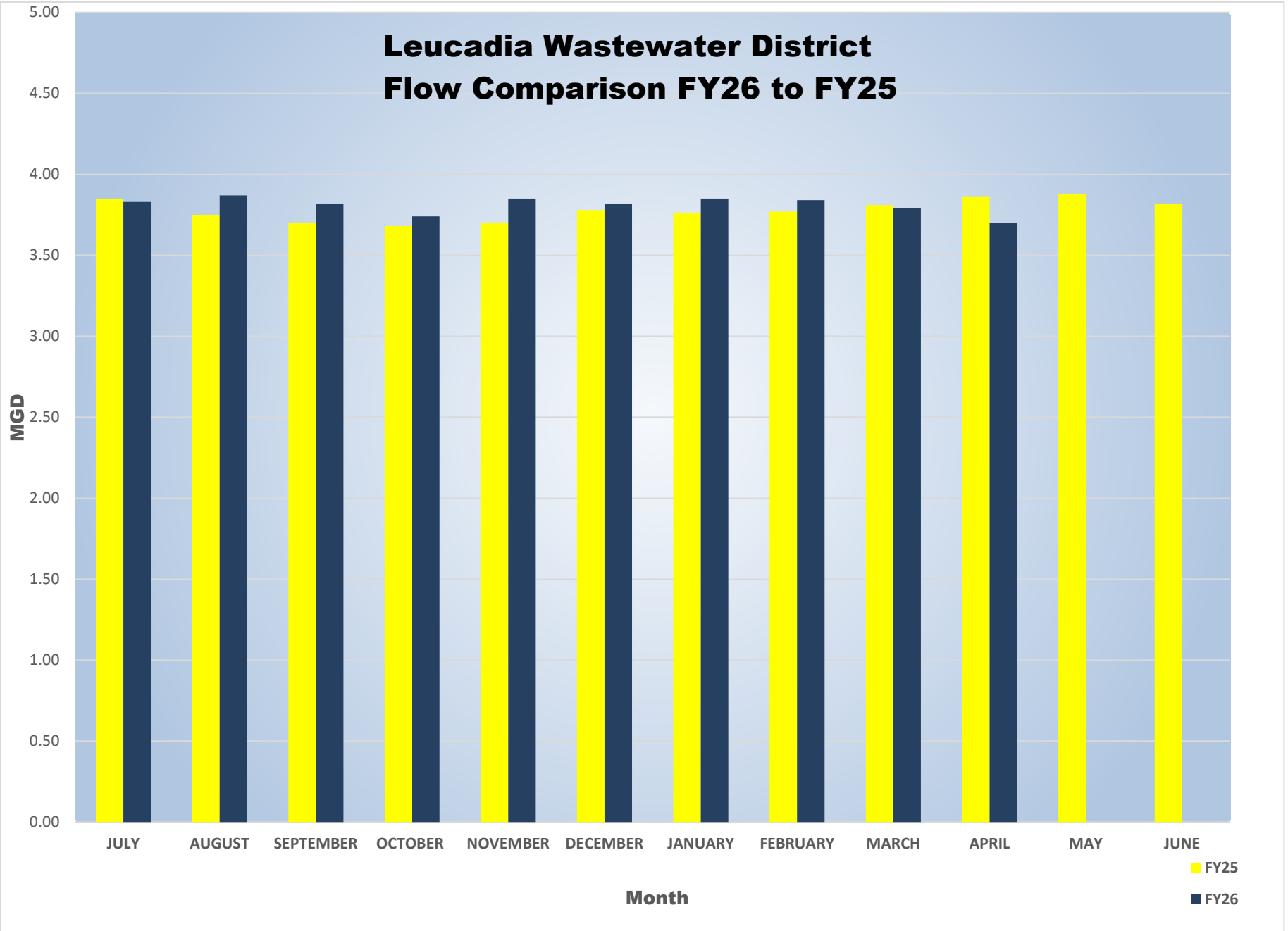
- 1 - Old Leucadia
  - 4 - La Costa East
  - 5 - North Green Valley
  - 6 - Saxony
  - 8 - Leucadia PS
- Meter Locations
  - LWD Pump Station
  - Encinitas Pump Station
  - LWD Boundary



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

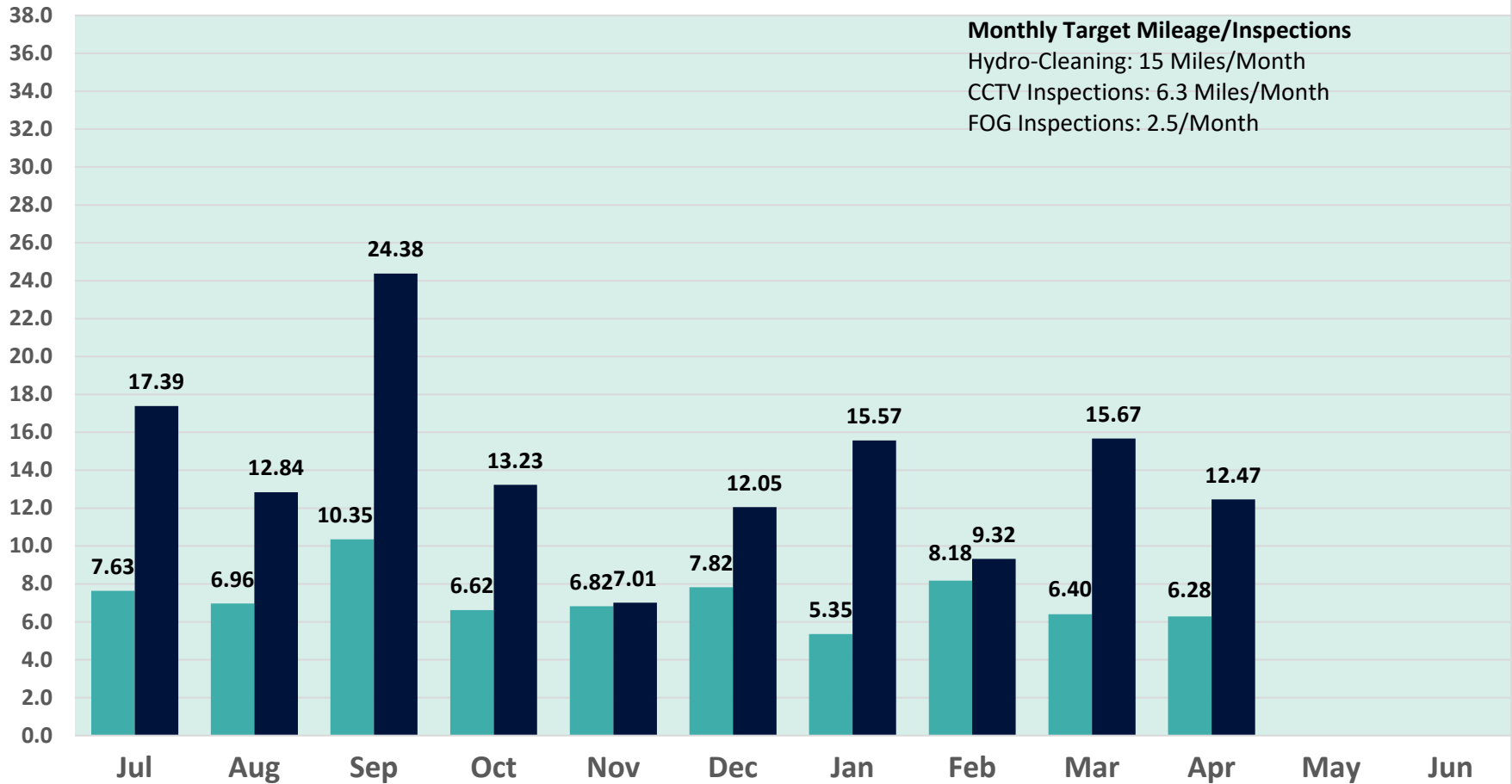
## SEWER COLLECTION SYSTEM BY SUB-BASIN

## Leucadia Wastewater District Flow Comparison FY26 to FY25



# FY-26 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



Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FOG Inspections	7	0	4	1	0	4	1	2	4	2		

■ FOG (YTD 25)     
 ■ CCTV Inspections (YTD 72.4 Miles)     
 ■ Hydro Cleaning (YTD 139.9 Miles)

## Operations and Administration Training Report Summary for Fiscal Year 2026

### Trainings

Month	Ops	Admin	Total Hrs.
Jul-25	36.5	9.5	46.0
Aug-25	22.5	9.0	31.5
Sep-25	82.0	5.0	87.0
Oct-25	66.0	32.0	98.0
Nov-25	24.0	5.0	29.0
Dec-25	47.5	8.5	56.0
Jan-26	34.5	13.5	48.0
Feb-26	34.0	12.0	46.0
Mar-26	139.0	7.0	146.0
Apr-26	28.5	12.5	41.0
May-26	0.0	0.0	0.0
Jun-26	0.0	0.0	0.0
<b>YTD Totals</b>	<b>514.5</b>	<b>114.0</b>	<b>628.5</b>

### Conferences

Month	Ops	Admin	Total Hrs.
Jul-25	0.0	6.0	6.0
Aug-25	8.0	21.0	29.0
Sep-25	4.0	5.0	9.0
Oct-25	1.0	2.0	3.0
Nov-25	0.0	6.0	6.0
Dec-25	0.0	8.0	8.0
Jan-26	0.0	9.0	9.0
Feb-26	0.0	6.0	6.0
Mar-26	7.0	10.0	17.0
Apr-26	7.0	6.0	13.0
May-26	0.0	0.0	0.0
Jun-26	0.0	0.0	0.0
<b>YTD Totals</b>	<b>27.0</b>	<b>79.0</b>	<b>106.0</b>

*Notes:*

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

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

**Operations and Administration Training Report  
April 2025**

**Training & Safety Events for the month April 2025**

Description	Ops	Admin	Total Hrs.
Cal/OSHA Respiratory Protection	5.0	0.0	5.0
CSRMA Water Quality Monitoring Plan	1.0	0.0	1.0
CSRMA Underground Utility Locating	1.0	0.0	1.0
DKF Solutions Sewer Backup Response	12.0	6.0	18.0
Emergency Procedures for Air Release Valve	4.5	0.0	4.5
DataNet: Introduction to Protecting Credentials	2.0	2.0	4.0
DataNet: Introduction to Password Security	2.0	2.5	4.5
DataNet: Good Password Practices	1.0	2.0	3.0
<b>Total Training Hours</b>	<b>28.5</b>	<b>12.5</b>	<b>41.0</b>

**Conferences/Webinars/Seminars for the month of April 2025**

Description	Ops	Admin	Total Attendees
TVIs Behind the Numbers	0	1	1
PFMs Cashflows, Diversification, and Earnings Projections	0	1	1
CASA/CWEAs Catch the Wave: Building the Future Workforce	3	2	5
Notary Public Training	0	1	1
Endsight's Cybersecurity Office + Q&A	0	1	1
CWEA Annual Conference	4	0	4
<b>Total Attended Conferences</b>	<b>7</b>	<b>6</b>	<b>13</b>

*Notes:*

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

# Leucadia Wastewater District

## Balance Sheet

As of 4/30/2026

	Amount
<b>Assets</b>	
Cash & Investments	35,079,833
Accounts Receivables	274,650
Net OPEB Asset	63,596
Prepaid Expense	1,300,905
Capital Assets	202,054,904
Less Accumulated Depreciation	(74,494,805)
Total Assets	164,279,084
<b>Deferred Outflows</b>	
PERS Pension Deferred Outflows	1,845,228
OPEB Health Deferred Outflows	220,797
Total Deferred Outflows	2,066,025
Total Assets & Deferred Outflows	166,345,109
<b>Liabilities</b>	
Accounts Payable & Accrued Expenses	430,073
Developer Deposits	155,776
Net Pension Liability	4,552,992
Total Liabilities	5,138,841
<b>Deferred Inflows</b>	
PERS Pension Deferred Inflows	218,119
OPEB Health Deferred Inflows	141,753
Total Deferred Inflows	359,872
<b>Net Position</b>	
Beginning Net Position (as of June 30, 2023)	
Investment in Capital Assets	127,392,763
Reserves	28,639,452
Total Beginning Net Position (as of June 30, 2023)	156,032,216
Current Change In Net Position	
Other	4,814,180
Total Current Change In Net Position	4,814,180
Total Net Position	160,846,396
Total Liabilities, Deferred Inflows & Net Position	166,345,109

# Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses

From 7/1/2025 Through 04/30/2026

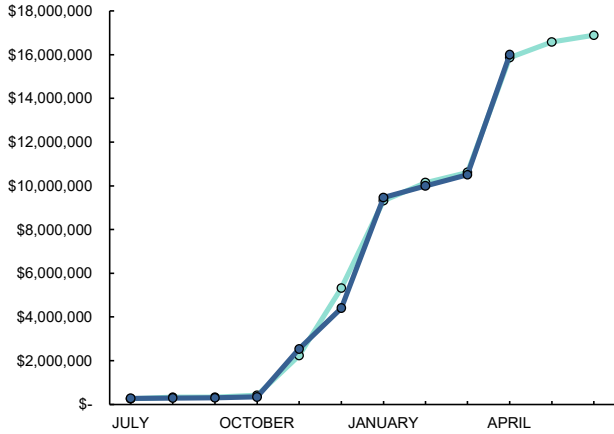
Account Title	YTD Actual	Total Annual Budget	Remaining Budget	Percentage Total Budget Used
<b>OPERATING REVENUES</b>				
3110 Sewer Service Fees	\$ 15,998,396	\$ 16,881,903	\$ 883,508	94.8%
3150 Recycled Water Sales	296,156	397,000	100,844	74.6%
3100 Misc. Operating Revenue	45,551	195,877	150,326	23.3%
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 16,340,103</b>	<b>\$ 17,474,780</b>	<b>\$ 1,134,677</b>	<b>93.5%</b>
<b>OPERATING EXPENSES</b>				
4100 Salaries	\$ 2,054,227	\$ 2,471,802	\$ 417,575	83.1%
4200 Employee Benefits	1,456,521	1,840,269	383,748	79.1%
4300 Directors Expense	97,968	137,300	39,332	71.4%
4600 Gas, Oil & Fuel	36,454	64,000	27,546	57.0%
4700 Insurance Expense	356,406	313,000	(43,406)	113.9%
4800 Memberships	39,855	42,400	2,545	94.0%
4900 Office Expense	150,510	200,700	50,190	75.0%
5000 Operating Supplies	137,576	184,900	47,324	74.4%
5200 Professional Services	278,138	467,500	189,362	59.5%
5300 Printing & Publishing	16,602	34,000	17,398	48.8%
5400 Rents & Leases	18,770	21,400	2,630	87.7%
5500 Repairs & Maintenance	592,782	656,890	64,108	90.2%
5600 Monitoring & Permits	85,946	107,530	21,584	79.9%
5700 Training & Development	50,708	53,500	2,792	94.8%
5900 Utilities	477,891	603,600	125,709	79.2%
6100 LAFCO Operations	6,561	8,500	1,939	77.2%
6200 Encina Operating Expense	2,853,200	3,415,000	561,800	83.5%
6900 Admin O/H alloc to Capital	(148,475)	(227,574)	(79,099)	65.2%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 8,561,641</b>	<b>\$ 10,394,717</b>	<b>\$ 1,833,076</b>	<b>82.4%</b>
<b>NON-OPERATING REVENUES</b>				
3130 Capacity Fees	\$ 51,480	\$ 218,400	\$ 166,920	23.6%
3220 Property Taxes	2,238,386	2,410,800	172,414	92.8%
3250 Investment Income	858,303	1,048,000	189,697	81.9%
3290 Misc. Non Op Revenue	210,819	324,900	114,081	64.9%
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 3,358,988</b>	<b>\$ 4,002,100</b>	<b>\$ 643,112</b>	<b>83.9%</b>

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

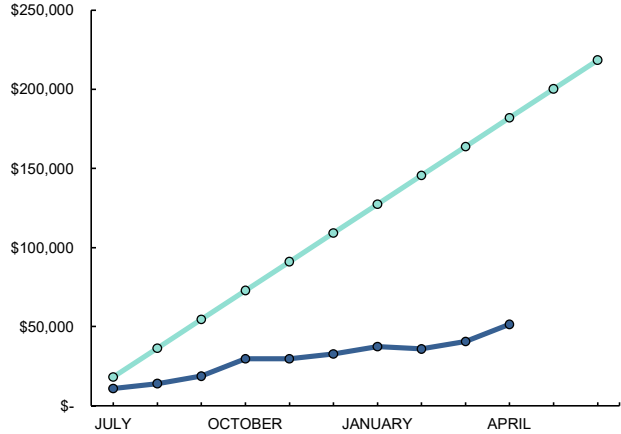
# Leucadia Wastewater District Revenue FY2026

YTD through April 30, 2026

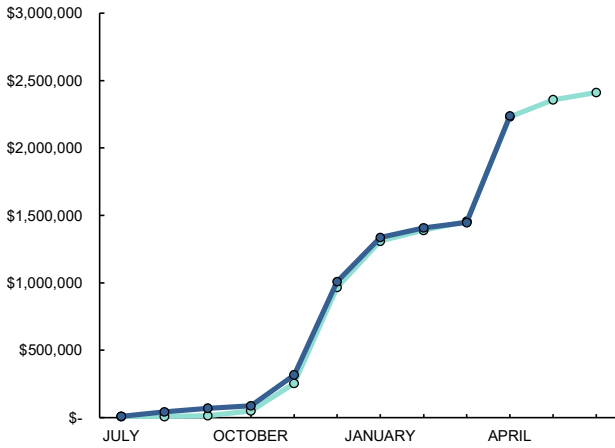
### Sewer Service Fees



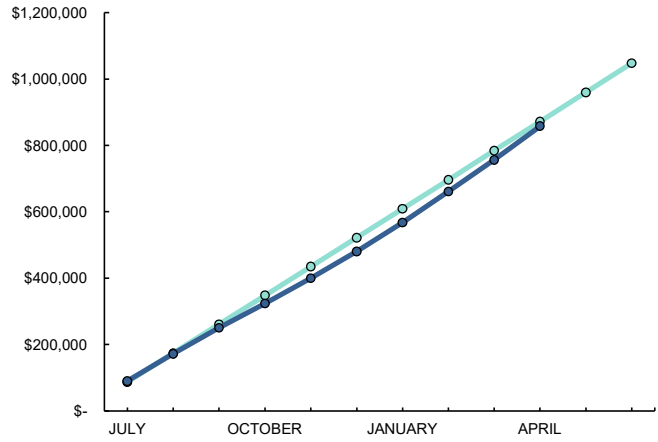
### Capacity Charges



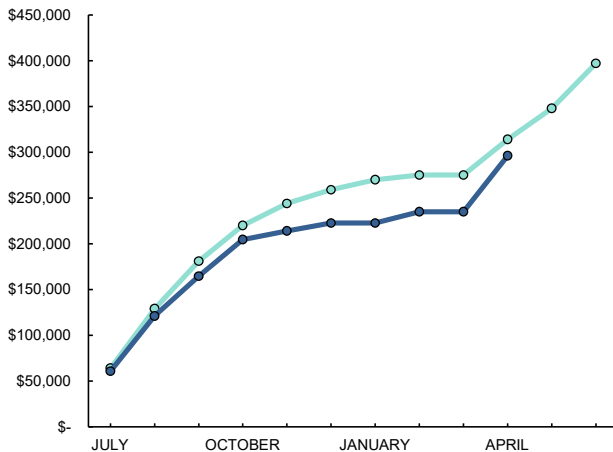
### Property Taxes



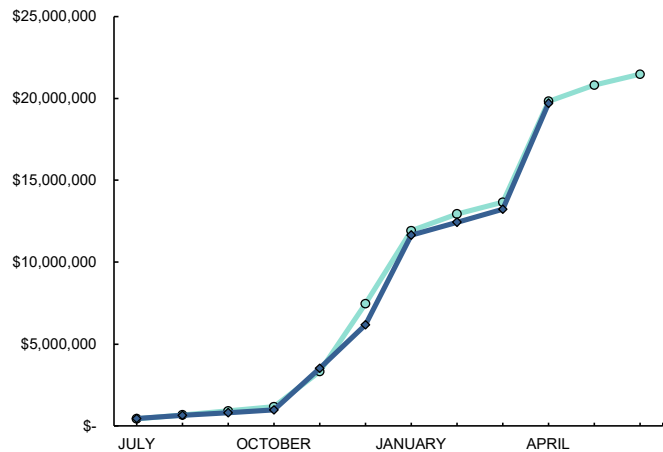
### Investment Income



### Recycled Wastewater Sales



### Total Revenue



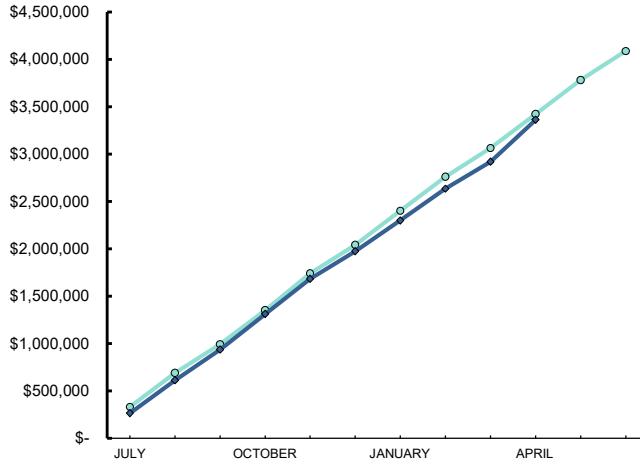
○ Budget      ◆ Actual

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

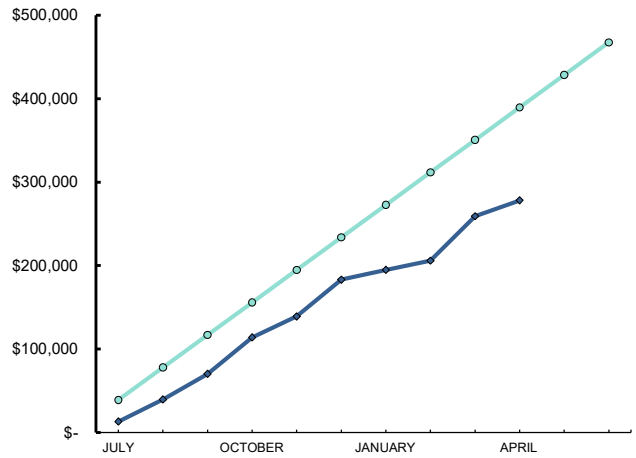
# Leucadia Wastewater District Operating Expenses FY2026

YTD through April 30, 2026

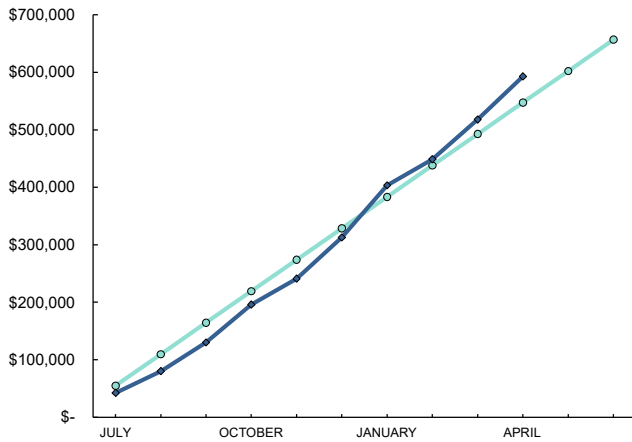
Salaries and Benefits



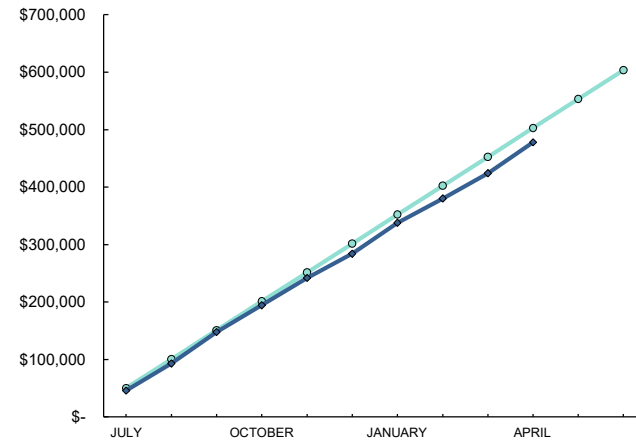
Professional Services



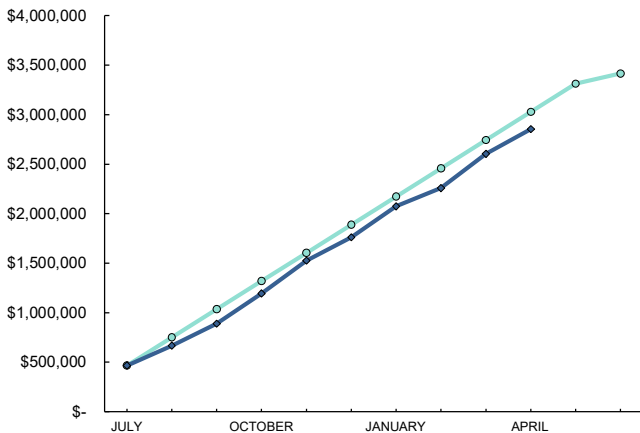
Repairs & Maintenance



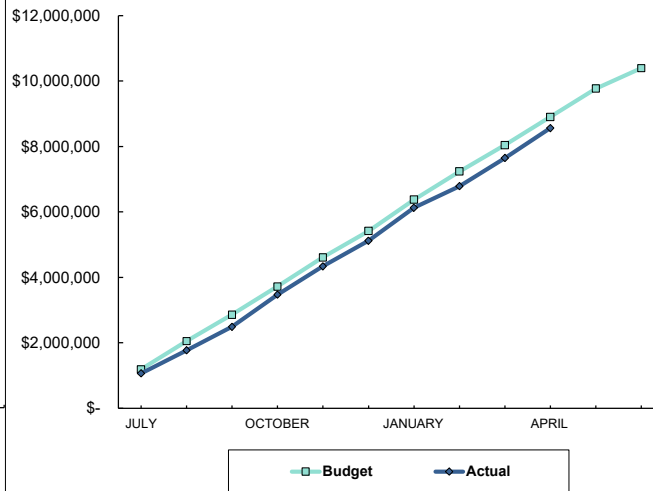
Utilities



Encina M&O



Total Operating Expenses -  
Before Depreciation & Replacement

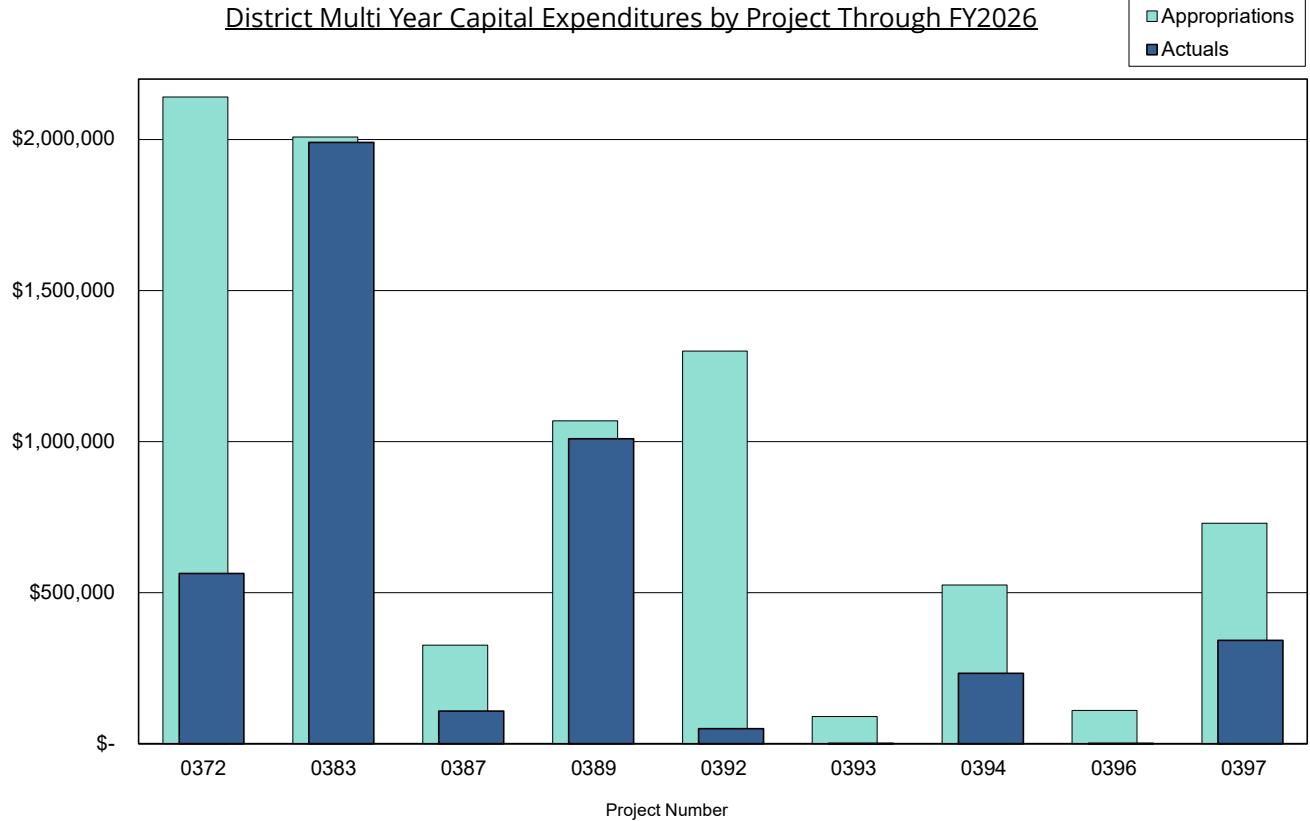


\* Preliminary: subject to future review, reconciliation, accruals, and audit

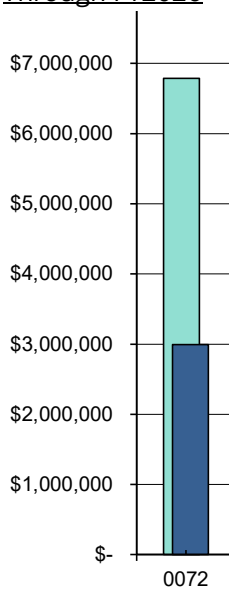
# Leucadia Wastewater District Capital Expenditures

As of April 30, 2026

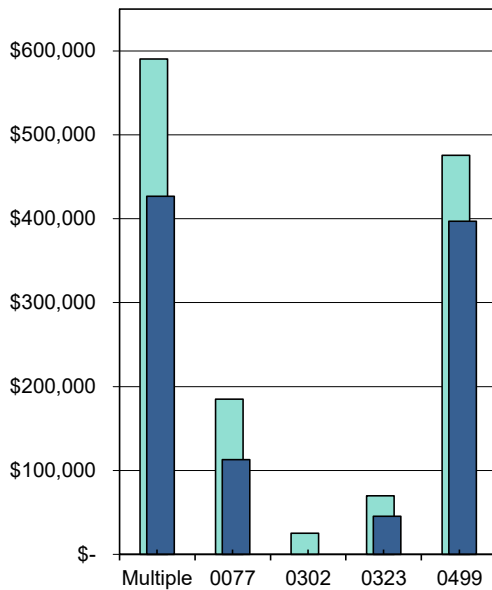
District Multi Year Capital Expenditures by Project Through FY2026



District's Share of Encina WPCF Capital Exp Through FY2026



Single Year Capital Expenditures by Project FY2026



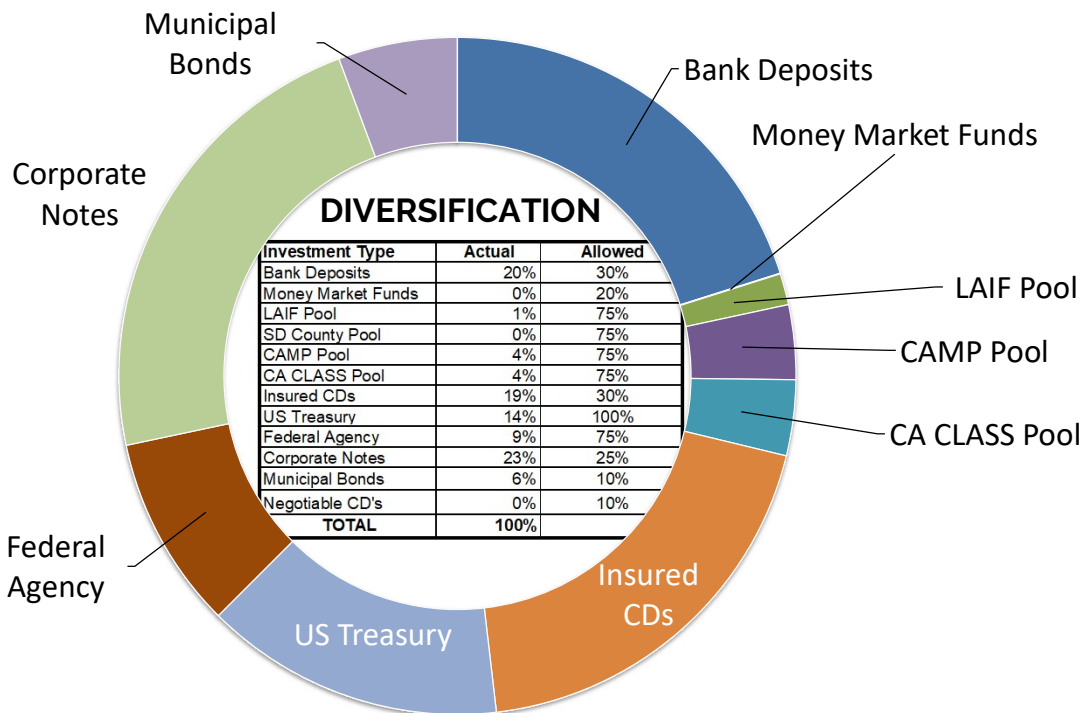
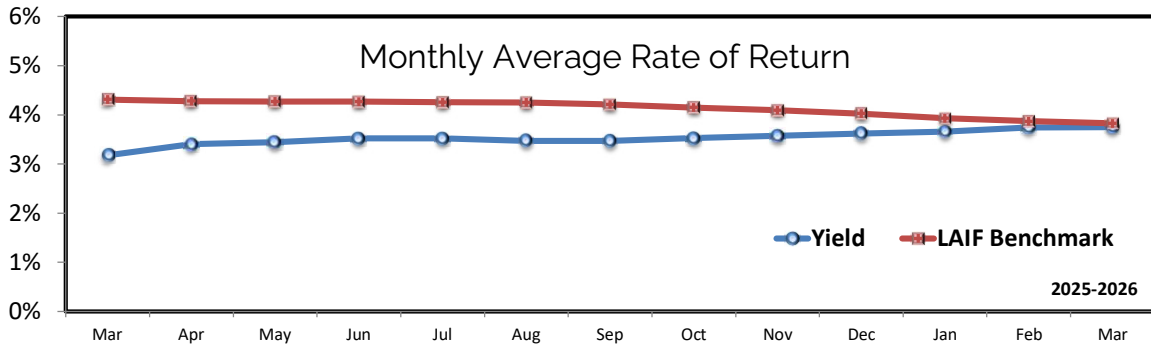
Project Legend

Multi-Year Capital Projects	No.
Encina Capital	0072
Diana Pump Station Upgrade	0372
Rancho Verde Pump Station (Complete)	0383
L1 Condition Assessment (Complete)	0387
FY2025 Gravity Pipeline Proj. (Complete)	0389
FY2026 Gravity Pipeline Project	0392
Anode Replacement (Delayed)	0393
La Costa Pump Station Replacement	0394
Anode Replacement Batiquitos (Delayed)	0396
BPS Drywell Concrete Repair (Complete)	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

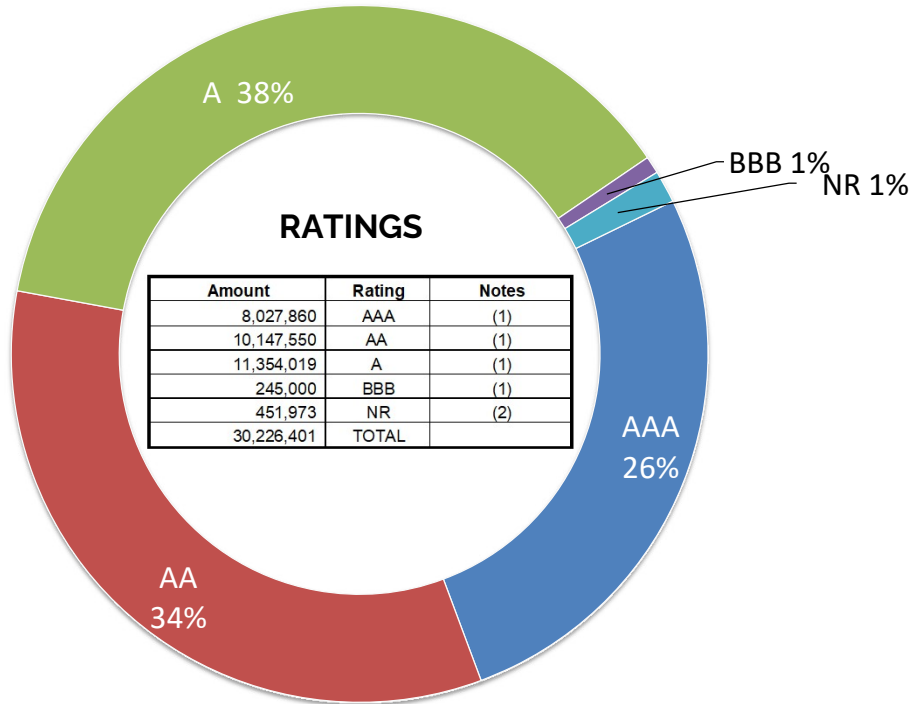
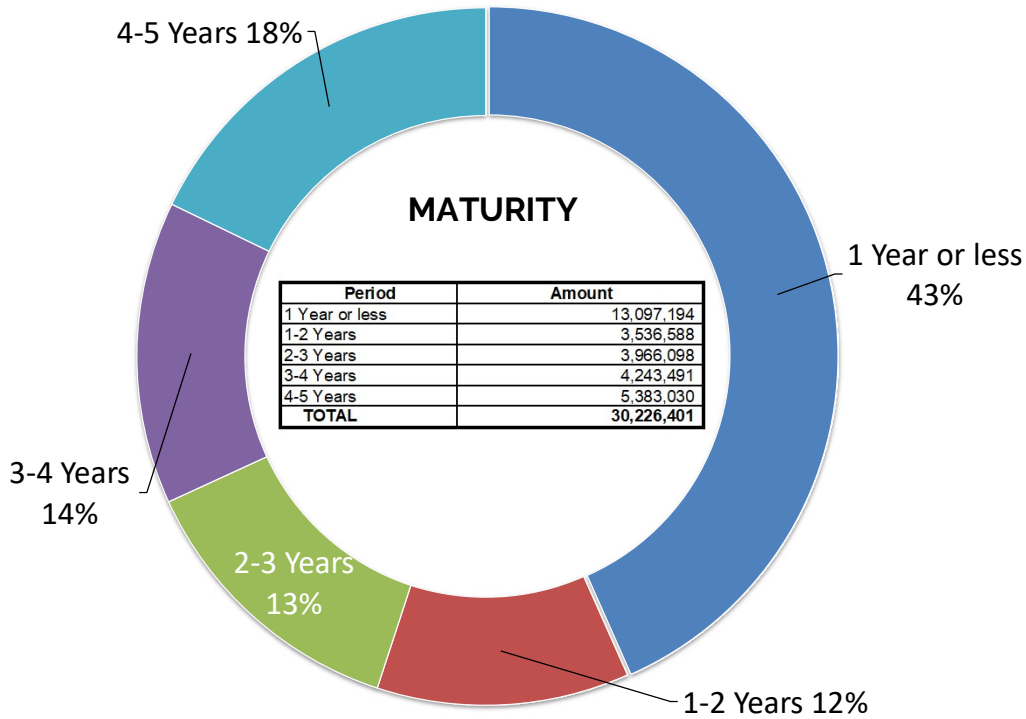
**LEUCADIA WASTEWATER DISTRICT**  
**Monthly Investment Summary**  
**March 31, 2026**

Cash Equivalents & Investments	Principal (Original Cost)		March Interest	Average Rate
	Feb 28, 2026	Mar 31, 2026		
Columbia Bank Reserves	\$ 6,619,272	\$ 6,076,273	\$ 21,340	4.034%
TVI Dreyfus Money Market	8,053	10,375	24	3.160%
LAIF Pool	451,973	451,973	1,441	3.826%
CAMP Pool	1,071,585	1,075,040	3,399	3.800%
CA CLASS Pool	1,091,021	1,094,445	3,365	3.696%
Certificates of Deposit - Insured	6,097,000	5,848,000	17,642	3.506%
US Treasury Notes	4,326,602	4,326,602	13,447	3.677%
Federal Agency Notes	2,793,901	2,793,901	7,692	3.214%
Municipal Bonds	1,721,073	1,721,073	5,826	4.109%
Corporate Bonds/Notes	6,578,720	6,828,720	21,169	3.753%
<b>Totals</b>	<b>\$ 30,759,199</b>	<b>\$ 30,226,401</b>	<b>\$ 95,346</b>	<b>3.752%</b>



**LEUCADIA WASTEWATER DISTRICT**  
**Monthly Investment Summary**  
**March 31, 2026**

(Continued)

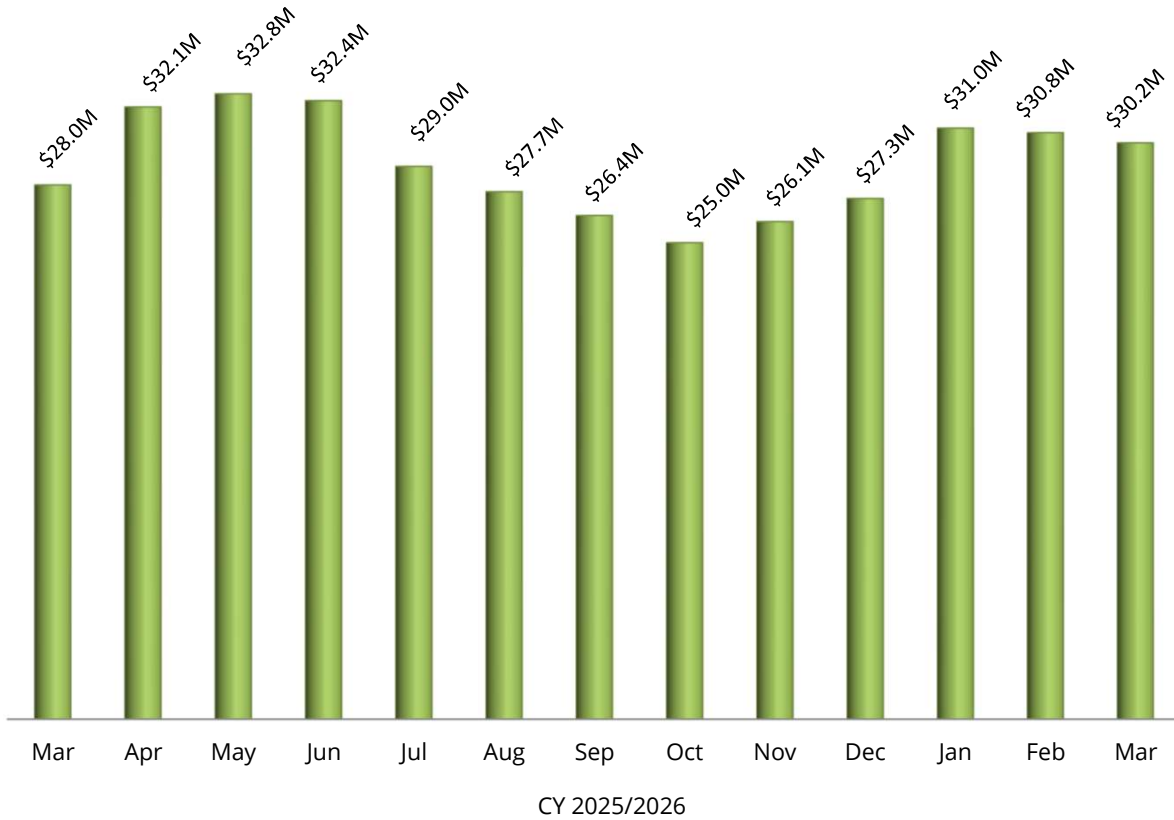


(1) CAMP Pool, CA CLASS & SD County Pool are rated by Standard & Poors. Investments are rated by Moody's or another rating agency.  
 (2) LAIF is not rated.

**LEUCADIA WASTEWATER DISTRICT**  
**Monthly Investment Summary**  
**March 31, 2026**

(Continued)

**CASH & INVESTMENT FUNDS BY MONTH**



**INVESTMENT TRANSACTIONS**

Investment	Purchases	Sales & Maturities	Maturity Date	CUSIP	YTM at Cost
Greenstate CrUn Iowa		249,000	3/12/2026	39573LAY4	0.70%
Bank of Montreal (Callable)	249,000		3/12/2031	06376JWP2	4.10%
<b>TOTAL</b>	<b>\$ 249,000</b>	<b>\$ 249,000</b>			

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: 26-9540

**DATE:** May 7, 2026

**TO:** Board of Directors

**FROM:** /s/ 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 March 31, 2026 (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

03-31-26

### SUMMARY OF CASH & INVESTMENTS at March 31, 2026

SEE APPENDIX FOR DETAILS

ASSETS	PAR VALUE 3/31/2026	AMORTIZED COST 3/31/2026	% OF TOTAL		MARKET VALUE (1) 3/31/2026
			Actual	Allowed	
CASH IN BANK (Checking/Reserve Accts)	\$ 6,077,711	\$ 6,077,711	20%	30%	\$ 6,077,711
MONEY MARKET FUNDS	\$ 8,938	\$ 8,938	0%	20%	\$ 8,938
LAIF - STATE INVESTMENT POOL	\$ 451,973	\$ 451,973	1%	75%	\$ 451,964
CAMP - JPA INVESTMENT POOL	\$ 1,075,040	\$ 1,075,040	4%	75%	\$ 1,075,040
CA CLASS - JPA INVESTMENT POOL	\$ 1,094,445	\$ 1,094,445	4%	75%	\$ 1,094,445
FEDERAL AGENCY SECURITIES					
FFCB Systemwide Bonds	\$ 1,005,000	\$ 994,001			\$ 1,014,377
FAMC Notes	\$ 245,000	\$ 246,007			\$ 247,769
FHLB Notes	\$ 1,545,000	\$ 1,553,893			\$ 1,536,611
Total Federal Agency Securities	\$ 2,795,000	\$ 2,793,901	9%	75%	\$ 2,798,757
US TREASURY BONDS/NOTES	\$ 4,433,000	\$ 4,326,602	14%	100%	\$ 4,394,516
CORPORATE NOTES	\$ 6,925,000	\$ 6,828,720	23%	25%	\$ 6,848,915
MUNICIPAL BONDS	\$ 1,815,000	\$ 1,721,073	6%	10%	\$ 1,730,201
INSURED CERTIFICATES OF DEPOSIT	\$ 5,848,000	\$ 5,848,000	19%	30%	\$ 5,874,047
<b>TOTAL CASH &amp; INVESTMENTS</b>	<b>\$ 30,524,106</b>	<b>\$ 30,226,401</b>	<b>100%</b>		<b>\$ 30,354,533</b>

As of March 31, 2026

QUARTERLY RESULTS



Cash & Inv.

**\$30.4M**



Avg. Days to Maturity

**677**



Change in Cash & Inv.

**\$2,928K**



Interest Earned

**\$281K**



Average Return

**3.7%**



LAIF Benchmark

**3.9%**

(1) The sources for the market values of the Pools are from the Pools themselves  
The sources for the market values of the securities are from third party safekeeping services

**MEMORANDUM**

**DATE:** May 7, 2026  
**TO:** Board of Directors  
**FROM:** /s/ Paul J. Bushee, General Manager  
**SUBJECT:** **April 2026 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 April 2026.

**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 April 2026.

tb:PJB

Attachment

**Leucadia Wastewater District  
Disclosure of Reimbursement Report  
April 2026**

<b>2026 CWEA Annual Conference: April 7 - 10, 2026 Sacramento, CA</b>			
	<b>Director Sullivan</b>	<b>FSS M. Gonzalez</b>	<b>FSSup R. Easton</b>
<b>Description</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>
Registration	\$ 940.00	\$ 1,030.00	\$ 1,030.00
Hotel	\$ 977.22	\$ 976.32	\$ 976.32
Airfare	\$ 317.79	\$ 328.80	\$ 328.80
Meals	\$ 79.76	\$ 171.11	\$ 235.58
Baggage	\$ -	\$ -	\$ -
Parking	\$ -	\$ 84.00	\$ -
Tips	\$ 35.00	\$ -	\$ -
Fuel/Mileage/Uber/Taxi	\$ 132.79	\$ 49.97	\$ 46.20
<b>TOTAL</b>	<b>\$ 2,482.56</b>	<b>\$ 2,640.20</b>	<b>\$ 2,616.90</b>

**Encina Wastewater Authority Report**  
**Regular Board Meeting**  
**April 22, 2026**

**EWA Board of Directors** – GM Bushee Reporting

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

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

**2. Informal Group of Unrepresented Employees Salary and Benefits**

The Board of Directors adopted Resolution 2026-02 adopting salary, benefits, and other working conditions for the informal group of unrepresented employees for FY 2026-27, FY 2027-28, and FY 2028-29.

**3. Extension of New Member Agency Billing Methodology and Working Capital Policy Revision**

The Board of Directors adopted Resolution 2026-01 extending the new member agency billing methodology and adopted a revised Working Capital Policy.

**4. Adoption of Fiscal Year 2026-27 Operating and Capital Budgets**

The EWA Board and the Encina Joint Advisory Committee adopted the FY27 proposed Operations, Maintenance, and Administration Budget and the FY27 proposed Capital Program Budget and forwarded the recommended budgets to the Member Agencies.

**5. Plant Water Systems Evaluation Study Award**

The Board of Directors authorized the General Manager to execute a professional services agreement with GHD in the amount of \$129,800 for engineering services associated with the Plant Water Systems Evaluation Study.

**6. Artificial Intelligence Implementation Plan**

The Board of Directors received and filed Encina's Artificial Intelligence Implementation Plan.

# **Community Affairs Committee Meeting Report**

Presented by President Brown

---

## **Meeting held April 20, 2026**

**The Community Affairs Committee (CAC) reviewed the following recommendations:**

### **1. Spring 2026 Newsletter Draft Layout Review**

The CAC and staff reviewed 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.

### **2. Rising Tide Partners Agreement Extension for Public Information Services.**

The CAC reviewed a two-year extension to the RTP agreement for Public Information Services. The CAC agreed with staff to present this item at the May Board meeting and it will be discussed later in the agenda.

The CAC also reviewed Task Order No. 4 to the Rising Tide Partners Public Information Services Agreement in the amount not to exceed \$54,972 for services through June 30, 2027. The CAC agreed with staff to present this item at the May Board meeting and it will be discussed later in the agenda.

### **3. Information Items**

Staff and the CAC watched a 2 minute video created by RTP which showcased the Field Services Team visiting Capri Elementary School. The CAC enjoyed the video and thanked RTP. This item was for informational purposes only.

# **Engineering Committee Meeting Report**

Presented by Director Roesink

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## **Meeting held May 4, 2026**

**The Engineering Committee (EC) received updates on the following information items:**

- Batiquitos Pump Station Drywell Concrete Repair Project; and
- Olivenhain Road Early Morning Project

These items were for informational purposes only. No action was taken. The EC requested that the Batiquitos Drywell Concrete Repair Project be presented to the Board and it will be discussed later in the agenda.

## MEMORANDUM

**DATE:** April 16, 2026  
**TO:** Community Affairs Committee (CAC)  
**FROM:** /s/ Paul J. Bushee, General Manager  
**SUBJECT:** **Rising Tide Partners Agreement Extension for Public Information Services**

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### RECOMMENDATION:

Staff requests that the Community Affairs Committee (CAC) recommend that the Board of Directors:

1. Authorize the General Manager to execute a two-year extension to the Rising Tide Partners (RTP) agreement for Public Information Services, and
2. Authorize the General Manager to execute Task Order No. 4 to the Rising Tide Partners Public Information Services Agreement in the amount no to exceed \$54,972.00 for services through June 30, 2027.
3. Discuss and take action, as appropriate.

### DISCUSSION:

In March 2023, the Leucadia Wastewater District (LWD) entered into an agreement with RTP to provide public information services. The period of this agreement was for three years and twelve weeks, which concludes on June 30, 2026. The agreement included an option to extend the agreement for two additional years through June 30, 2028. This structure was designed for efficiency and to maintain continuity of service if deemed beneficial by both LWD staff and RTP.

As the initial term approaches its expiration, staff has been satisfied with RTP's performance and recommends executing the two-year contract extension option to extend the agreement through June 30, 2028.

Consistent with the terms of the original agreement, the extension does not establish a predetermined compensation amount. Instead, RTP's tasks will continue to be issued through task orders with a negotiated compensation limit.

#### Task Order No. 4

Staff has negotiated a scope of work for Task Order No. 4 and associated fees for the upcoming fiscal year 2026/2027. It includes similar services as the prior agreement. The agreement's specific tasks include the following:

- ❖ Draft newsletter ideas and graphic design work for the District's biannual newsletters;
- ❖ Assist staff with maintaining and updating LWD's social media accounts as required;
- ❖ Assist staff with the Teacher Grant Program;
- ❖ Assist staff with Public Outreach events;
- ❖ Develop project outreach materials, as required; and
- ❖ Develop, create, and edit video content for LWD's use on social media/website.

**FISCAL IMPACT:**

The total proposed fee for these services is \$54,972.00, which reflects a 10 percent increase from the prior year. While this is an increase, RTP's fees have remained relatively stable over the past several fiscal years. Funding for these services would be included in the FY2027 budget.

Staff believes it is in LWD's best interest to continue these services and has been very pleased with RTP's public outreach services. RTP has provided valuable support in helping keep the District's public information efforts current and in enhancing LWD's ability to provide timely and effective communication to the public.

The proposed agreement extension and Task Order No. 4 are attached for the CAC's review.

th:PJB  
Attachments

**AMENDMENT NO. 1**

**TO THE AGREEMENT BETWEEN  
THE LEUCADIA WASTEWATER DISTRICT  
AND RISING TIDE PARTNERS  
FOR PUBLIC INFORMATION SERVICES**

This Amendment No. 1 to the AGREEMENT is made and entered into this 1<sup>st</sup> day of July 2026 by and between the LEUCADIA WASTEWATER DISTRICT, hereinafter referred to as DISTRICT, and RISING TIDE PARTNERS (CONSULTANT), an independent contractor, with a principal place of business in San Diego, California.

WHEREAS, the DISTRICT and CONSULTANT entered into an AGREEMENT on March 8, 2023 for public information services to supplement the DISTRICT’s resources;

WHEREAS, the DISTRICT has determined it would be most efficient to amend the AGREEMENT to allow CONSULTANT to continue to provide public information services to the DISTRICT.

NOW THEREFORE, in consideration of their mutual promises, obligations and covenants hereinafter contained, the DISTRICT and CONSULTANT agree to amend the AGREEMENT as follows:

**ARTICLE 1: TERM OF CONTRACT**

Amendment No. 1 became effective on July 1, 2026, and extends the term of the AGREEMENT to June 30, 2028, unless terminated under the provisions of Article 7 of the AGREEMENT.

All other provisions of the original AGREEMENT shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto caused this Amendment to be executed the day and year first written above.

**LEUCADIA WASTEWATER DISTRICT**

**RISING TIDE PARTNERS**

By: \_\_\_\_\_  
Paul J. Bushee, General Manager

By: \_\_\_\_\_  
Neal Bloom, Chief Executive Officer

**TASK ORDER NO. 4  
TO THE AGREEMENT BETWEEN  
THE LEUCADIA WASTEWATER DISTRICT  
AND RISING TIDE PARTNERS (RTP)  
FOR PROVIDING PUBLIC INFORMATION SERVICES**

Ref: 26-9529

This Task Order No. 4 to the AGREEMENT is made and entered into this 1<sup>st</sup> day of July, 2026 by and between the LEUCADIA WASTEWATER DISTRICT, hereinafter referred to as the DISTRICT, and RISING TIDE PARTNERS, hereinafter referred to as CONSULTANT.

WHEREAS, the DISTRICT and CONSULTANT extended their initial three-year and twelve-week agreement for two additional years via Amendment No. 1 to the AGREEMENT for Public Information Services; and

NOW THEREFORE, in consideration of their mutual promises, obligations and covenants hereinafter contained, the DISTRICT and CONSULTANT agree to amend the AGREEMENT as follows:

**ARTICLE 2: SERVICES TO BE PERFORMED BY CONSULTANT**

The Scope of Work is for the period July 1, 2026 to June 30, 2027 shall include the services described in Attachment A.

**ARTICLE 4: COMPENSATION**

Compensation for all work performed under Task Order No. 4 shall be calculated on a time and material basis. Compensation for the services described in Attachment A shall not exceed fifty-four thousand nine hundred and seventy-two dollars (\$54,972.00) unless there is a change in the scope of work and/or additional authorization by the DISTRICT, in writing, and agreed to by both parties.

All other provisions of the original AGREEMENT shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto caused this Task Order No. 4 to be executed the day and year first written above.

**RISING TIDE PARTNERS**

**LEUCADIA WASTEWATER DISTRICT**

By: \_\_\_\_\_  
Neal Bloom,  
Chief Executive Officer

By: \_\_\_\_\_  
Paul J. Bushee,  
General Manager

## **ATTACHMENT A**

### **SCOPE OF WORK FOR PUBLIC INFORMATION SERVICES**

**July 1, 2026 – June 30, 2027**

#### **DESCRIPTION OF SERVICES**

The services included within this scope of work consist of the design and development of certain public information elements important to Leucadia Wastewater District. These services include a focus on LWD's commitment to environmental protection, financial stability, and excellent customer services, staying abreast of technology, low sewer service rates, and efficiencies in operations. The services included are those specifically required by the District.

#### **I. SCOPE OF SERVICES**

Based on our experience with similar public information projects, the following scope of services describes the tasks anticipated for LWD's Public Information Program in fiscal year 2027:

##### **TASK 1 - NEWSLETTER**

1. Draft newsletter ideas and manage the graphic design, printing, and mailing of *up to* three District newsletter(s).
2. Meet with Community Affairs Committee for each newsletter.

##### **TASK 2 – UPDATE SOCIAL MEDIA ACCOUNTS**

1. Continue to build social media audience and focus on engaging community members.
2. Develop creative taglines for social media ads; generate content/posts and schedule posts to ensure communications reflect current and relevant information.

##### **TASK 3 – PROJECT OUTREACH**

1. Draft and conduct outreach such as media alerts to residents adjacent to major construction projects and other pipeline installations.
2. Assist with the Teacher Grant Program.
3. Develop written and visual components to creative assets including but not limited to maps, fliers, door hangers, signs, or other as needed media for print and digital publication.

##### **TASK 4 – VIDEO OUTREACH**

1. Script and develop video(s) for LWD's website, Facebook, Instagram and other outreach channels.
2. Create short videos to cover a variety of issues including but not limited to blockages, improper disposal, maintenance and field services work, capital improvement projects, personalities, and development of small-scale "hands on" assets about the plant.

## **II. FEES AND CONDITIONS**

The Services described in Section I above will be provided on an hourly rate basis in accordance with the current RISING TIDE PARTNERS, LLC Standard Rate Schedule (Attachment B) with a not to exceed upper limit of \$54,972.00.



Fiscal Year 2027

Task Order	Task Subcategories	Hourly Rate	Annual Hours	Budget Total
Task 1 Newsletters				\$14,976.00
	Public Outreach Strategist	\$108.00	22.00	\$2,376.00
	Copy Editor	\$180.00	30.00	\$5,400.00
	Graphic Design	\$144.00	50.00	\$7,200.00
Task 2 Maintain Website and Update Facebook/Instagram				\$22,536.00
	Public Outreach Strategist	\$108.00	40.00	\$4,320.00
	Content Research, Generation and Scheduling	\$72.00	248.00	\$17,856.00
	Web and Online Map Updates	\$72.00	5.00	\$360.00
Task 3 LWD Project Outreach				\$14,580.00
	Public Outreach Strategist	\$108.00	65.00	\$7,020.00
	Research	\$72.00	20.00	\$1,440.00
	Copy Editor	\$180.00	18.00	\$3,240.00
	Graphic Design/Layout	\$144.00	20.00	\$2,880.00
Task 4 Video				\$2,880.00
	Public Outreach Strategist	\$108.00	8.00	\$864.00
	Editing	\$144.00	14.00	\$2,016.00
<b>Total RTP Task Order Budget</b>				<b>\$54,972.00</b>

**MEMORANDUM**

**DATE:** May 7, 2026  
**TO:** Board of Directors  
**FROM:** /s/ Paul J. Bushee, General Manager  
**SUBJECT:** **Adopt Resolution No. 2438 – A Resolution of the Board of Directors of the Leucadia Wastewater District (LWD) Approving the Recommended Encina Wastewater Authority (EWA) Fiscal Year 2027 Operating and Capital Budgets**

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**RECOMMENDATION:**

Staff recommends that the Board of Directors:

1. Adopt Resolution No. 2438 as presented.
2. Discuss and take other action as appropriate.

**DISCUSSION:**

The EWA Revised Basic Agreement (RBA) and Revised Establishment Document (RED) require that the governing body of each EWA member agency take action on the proposed annual budget. The recommended fiscal year 2027 budget was approved by the EWA Board of Directors and the Joint Advisory Committee on April 22, 2026 and has been forwarded to LWD for consideration. The costs breakdown of follows:

**EWA Fiscal Year 2027 Budgets**

Operating Budget	Capital Budget
\$29,879,155	\$25,294,979

These budget figures include funding for all *joint and non-joint* facilities operated by EWA. A copy of EWA’s Recommended Budget is available at [www.encinajpa.com/transparency/fiscal-responsibility](http://www.encinajpa.com/transparency/fiscal-responsibility). LWD’s estimated share of EWA’s fiscal year 2027 operating budget is \$3,625,259, an increase of 6.2% over the FY26 EWA operating budget. LWD’s share of the proposed FY27 EWA capital budget is \$4,056,568, an increase of 4% over the FY26 EWA capital budget.

Director Saldana and Director Sullivan served on this year’s EWA Board, which reviewed the EWA budget. Furthermore, staff has reviewed the recommended budget documents in detail and is prepared to answer any questions the Board may have.

Resolution No. 2438 (attached) approves the EWA operating and capital budgets as required by EWA’s RBA and RED. Staff recommends that the Board of Directors adopt the resolution as presented, and/or take other action as appropriate.

reg:PJB

Attachment

**RESOLUTION NO. 2438**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LEUCADIA WASTEWATER DISTRICT  
APPROVING THE ENCINA WASTEWATER AUTHORITY  
FISCAL YEAR 2027 OPERATING AND CAPITAL BUDGETS**

**WHEREAS**, the City of Vista, City of Carlsbad, Buena Sanitation District, Vallecitos Water District, Leucadia Wastewater District and City of Encinitas are the “member agencies” of the Encina Wastewater Authority (EWA), a California joint powers authority; and

**WHEREAS**, the EWA member agencies are authorized and empowered to contract for the joint exercise of powers under the Government Code of the State of California for the operation, maintenance and administration of their jointly owned wastewater system, the Encina Joint System; and

**WHEREAS**, the member agencies recognize the need to operate, maintain and administer the Encina Joint System on a cooperative basis for the collection, transmission, treatment and disposal of wastewater, and the management of wastewater treatment byproducts; and

**WHEREAS**, Leucadia Wastewater District (LWD) is party to certain documents entitled the Revised Basic Agreement and the Revised Establishment Document which establish the ownership, operation, maintenance and administration of the Encina Joint System and the EWA, respectively; and

**WHEREAS**, the Revised Basic Agreement governs the administration of the EWA and requires the preparation and approval by each of the member agencies of estimated Operating and Capital Improvement Program Budgets on an annual basis; and

**WHEREAS**, the fiscal year 2027 EWA Operating and Capital Budgets were approved by the EWA Joint Advisory Committee and the EWA Board of Directors on April 22, 2026, in the following amounts: Operating Budget – \$29,879,155; and Capital Budget – \$25,294,979.

**WHEREAS**, the EWA Joint Advisory Committee and the EWA Board of Directors recommend member agency approval of the fiscal year 2027 EWA Operating and Capital Budgets in the aforementioned amounts; and

**WHEREAS**, copies of the fiscal year 2027 EWA Operating and Capital Budgets were available for review by the LWD Board of Directors at its May 13, 2026 Board of Directors meeting;

**NOW, THEREFORE, THE BOARD OF DIRECTORS FOR THE LEUCADIA**

**WASTEWATER DISTRICT HEREBY FINDS AND RESOLVES AS FOLLOWS:**

Section 1. Approval of the recommended FY27 Encina Wastewater Authority Operating Budget as presented in the following amount: \$29,879,155.

Section 2. Approval of the recommended FY27 Encina Wastewater Authority Capital Budgets in the following amount: \$25,294,979.

**PASSED AND ADOPTED** by the Board of Directors at a meeting of the Leucadia Wastewater District held May 13, 2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Matthew Brown, President

ATTEST:

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

(SEAL)

## MEMORANDUM

Ref: 26-9525

**DATE:** May 7, 2026

**TO:** Board of Directors

**FROM:** /s/ Paul J. Bushee, General Manager

**SUBJECT:** CalPERS Pension & OPEB Updates

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### RECOMMENDATION:

This item is presented for information purposes only.

### DISCUSSION:

Staff will present these updates to the full Board for review.

#### 1) Actuarial Valuations of LWD's Pension Plan

LWD employees participate in a defined benefit pensions plan administered by the California Public Employees' Retirement System (CalPERS). An actuarial valuation of the LWD's pension is required every year to determine its pension liability. CalPERS used to publish two actuarial reports in August every year for LWD: one report is for Classic members (employees hired before Jan. 1, 2013) and the other is for PEPRA members (employees hired after Jan. 1, 2013). However, in 2025 CalPERS began combining the reports and only produces one report for Leucadia. LWD currently has 8 employees on the Classic plan and 10 PEPRA members.

This financial update item presents the results of the most recent CalPERS actuarial valuation. Based on this most recent report, the District's total Net Pension Liability is \$5,149,138. The District's Plan Fiduciary Net Position (investments managed by CalPERS) of \$19,284,223 were less than the District's Pension liability of \$24,433,361.

Excerpts from the latest valuation report are attached. The first page highlights the District's required payments for fiscal year 2027; the second shows the funded status as of June 30, 2024; and the last page shows the additional discretionary payment options. The Board previously approved a 10-year discretionary payment plan in fiscal year 2019. The full reports are available on CalPERS' website or from staff upon request. Staff will present an overview of the pension plan actuarial valuation.

#### 2) Actuarial Valuation of LWD's Retiree Health Program

##### **Tactical Goal: Financial/OPEB Valuation**

LWD is a member of CalPERS Health, which requires employers contribute to health benefits of all qualified retirees if they elect to continue CalPERS health coverage. In February 2009, the Board approved the establishment of a trust through California Employees' Retiree Benefit Trust (CERBT) to fund these future costs.

A full actuarial valuation of the District's retiree health program is required every two years to determine LWD's Other Postemployment Benefits (OPEB) liability. In the off years, the valuation is rolled forward, making minor changes to the valuation to reflect updated information. LWD staff

contracted with Actuarial Retirement Consulting, Inc. to perform the required actuarial valuation for June 30, 2026 (measured at June 30, 2025).

This financial update item, which is a fiscal year 2026 tactical goal, presents the results of this recent actuarial valuation. Based on this most recent report, the District's Net OPEB Liability is \$82,877. The District's OPEB liability of \$767,442 was greater than the District's plan fiduciary net position [investments managed by the California Employees' Retiree Benefit Trust (CERBT)] of \$684,565.

An excerpt from Actuarial Retirement Consulting, Inc.'s actuarial valuation roll-forward report is attached. The full report is available upon request. Staff will present an overview of the OPEB actuarial valuation.

reg:PB

Attachments (2)