LEUCADIA WASTEWATER DISTRICT | LEADERS IN ENVIRONMENTAL PROTECTION

**BOARD OF DIRECTORS**

**REGULAR MEETING**

DATE: Wednesday, November 18, 2026

TIME: 5:00 p.m.

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

Link to Meeting
Meeting ID: 279 893 289 819 603 7
Passcode: K3dD6yE3

# AGENDA

Items on the agenda may be taken out of sequential order as their priority is determined by the Board of Directors. In the case of an emergency, items may be added to the Agenda by a majority vote of the Board of Directors. Also, items that arise after posting of the Agenda may be added, per Government Code Section 54954.2, by a 2/3 vote of the Board. All agenda materials can be accessed at the District website at https://www.lwwd.org/agendas/board and are also available for public inspection in the Administration Office located at 1960 La Costa Avenue, Carlsbad, CA 92009 during normal business hours.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the Executive Assistant at (760) 753-0155. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **General Public Comment Period**
5. **Approval of Agenda**
6. **Presentation and Awards**
   A. Achievement of Individual Award – Jeffrey Pivaral (Pages 6-7)

   B. Achievement of Organizational Award – Achieve Highest Number of Consecutive Work Days Without a Lost Time Injury. (Page 8)

## 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 14, 2026 Regular Board Meeting (Pages 9-14)
   November 4, 2026 Engineering Committee Meeting (Pages 15-16)

8. **Approval of Demands for October and November 2026**
   This item provides for Board of Directors approval of all demands paid from LWD during a portion of October and a portion of November 2026. (Pages 17-26)

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 FY26 to FY27, flows by sub-basin, and staff training. (Pages 27-33)

10. **Finance Report**
    This report discloses up-to]-date schedule of assets, liabilities, net assets and compares fiscal year-to-date expenditures to the FY27 budget and discloses monthly investments. (Pages 34-41)

11. **Quarterly Treasurer's Investment Report**
    This report discloses investments for the quarter ending September 30, 2026.
    (Pages 42-43, Enclosure 11)

12. **Disclosure of Reimbursements**
    This report discloses travel expense reimbursements for the month of October 2026. (Pages 44-45)

## EWA REPORTS

13. **Encina Wastewater Authority Reports**
    A regular EWA Board Meeting was held on October 28, 2026. (Page 46)

## COMMITTEE REPORTS

14. **Committee Reports**
    A. An Engineering Committee meeting was held on November 4, 2026. (Page 47)

    B. A Finance and Personnel Committee Meeting was held November 12, 2026. (Verbal)

## ACTION ITEMS

15. **Receive and file the Fiscal Year 2026 (FY26) Annual Comprehensive Financial Report conducted by Rogers, Anderson, Malody & Scott, LLP**
    (Page 48, Enclosure 15)

16. **Award of Sole Source Purchase Agreement to Misco Water for the Tube Settler and Scum Pipe Bracket Furnish and Installation**
    Authorize the General Manager to execute a sole source purchase agreement with Misco Water to furnish and install a new Tube Settler and Scum Pipe Bracket in an amount not to exceed $94,274. (Pages 49-63)

17. **Receive and File the Fiscal Year 2026 (FY26) Audit of the District's 2025 Sewer System Management Plan completed by Dexter Wilson Engineering, Incorporated** (Pages 64-73)

18. **Adopt Resolution No. 2447 – Approving LWD's Revised Public Records Act (PRA) Request Policy** (Pages 74-88)

19. **Calendar Year 2027 Board of Directors' Meeting Schedule** (Pages 89-91)

## INFORMATION ITEMS

20. **Project Status Updates and Other Informational Reports**
    A. CSDA Quarterly Dinner Meeting is scheduled for Thursday, November 19, 2026 at The Butcher Shop in San Diego, CA. (Pages 92-95)

    B. LWD Holiday Luncheon is scheduled for Wednesday, December 16, 2026 at 12 noon at the Green Dragon Tavern and Museum in Carlsbad, CA. (Verbal)

    C. 2027 CASA Winter Conference is scheduled for January 27 - 29, 2027 at the Renaissance Esmeralda Resort & Spa in Indian Wells, CA. (Verbal)

    D. 2026 Student Water Career Day - Articles from Local Newspapers. (Pages 96-102)

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 at least 72 hours prior to the meeting, in accordance with Govt. Code Section 54954.2(a).

Date: November 12, 2026

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 polices 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*

Ref. 27-9706

**MEMORANDUM**

**DATE:** November 12, 2026

**TO:** Board of Directors

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

**SUBJECT:** **Presentation and Awards – Achievement of Individual Award**

---

It is my pleasure to announce that a Leucadia Wastewater District (LWD) staff member has met an individual performance objective under LWD's Incentive Program. The individual achievement is as follows:

California Water Environment Association (CWEA) Collection System Maintenance Grade 3 Certification – Jeffrey Pivaral

Field Services Technician III Jeffrey Pivaral recently received his Grade 3 Collection System Maintenance certification from CWEA. This is his fourth certification since his employment at the District. Jeffrey has worked hard on his own time for this achievement while maintaining his full time position at LWD. This accomplishment reflects Jeffrey's desire to excel through continued professional development. As a result of this certification, Jeffrey is eligible for an Individual Incentive Award of $600.

Please join me in congratulating Jeffrey for these outstanding accomplishments.

tb:PJB

CWEA TECHNICAL CERTIFICATION PROGRAM

# *Certificate of Competence*

This is to certify

# Jeffrey Pivaral

Having submitted acceptable evidence of qualifications by education, training and experience, this

## COLLECTION SYSTEM MAINTENANCE GRADE 3

Certificate number: 1308241471 Expires: 10/31/2027

Howard Brewen, President
California Water Environment Association

CALIFORNIA WATER ENVIRONMENT ASSOCIATION Founded 1928

Kevin Street, Chair
Technical Certification Program

7

Ref: 27-9688

**MEMORANDUM**

**DATE:** November 12, 2026

**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, 2026 LWD staff completed seven 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 14, 2026

---

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, October 14, 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 5:04 p.m.

2. **Roll Call**
   DIRECTORS PRESENT: Brown, Pacilio, Sullivan, Roesink (via Teams), Saldana
   DIRECTORS ABSENT:
   OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Capital Project Manager Ian Riffel, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, Field Services Superintendent Marvin Gonzalez, Field Services Technician III Gabe Mendez, Field Services Supervisor Mauricio Avalos, District Engineer Dexter Wilson, Kristin Norton of Titan Engineering & Consulting LLC

3. **Pledge of Allegiance**
   Director Sullivan led the pledge of allegiance.

4. **General Public Comment Period**
   None.

5. **Approval of Agenda**
   Upon a motion duly made by Director Saldana, seconded by Vice President Pacilio, 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** | Yes |
| **Director Saldana** | Yes |

6. **Presentations and Awards**
   Achievement of Individual Award – 15 Year Service Award for Gabriel Mendez

   GM Bushee introduced Field Services Supervisor, Gabriel Mendez (Gabe), stating that he recently passed his 15th anniversary of employment at LWD on September 12, 2026. He provided background information about Gabe and noted that under LWD's Incentive Program Gabe is eligible for a $400 incentive award.

   The Board congratulated Gabe for his efforts.

## CONSENT CALENDAR

7. **Approval of Board and Committee Minutes**
   Minutes of the following meetings:

   September 9, 2026 Regular Board Meeting
   October 5, 2026 Community Affairs Committee Meeting
   October 7, 2026 Engineering Committee Meeting

8. **Approval of Demands September/October 2026**
   Payroll Checks numbered 260916-1 – 260930-19; General Checking Checks numbered 28731 - 28826

9. **Operations Report** (A copy was included in the original October 14, 2026 Agenda)

10. **Finance Report** (A copy was included in the original October 14, 2026 Agenda)

11. **Disclosure of Reimbursements**
    This report discloses travel expense reimbursements for the month of August/September 2026.

12. **Status Update on the Fiscal Year 2027 (FY27) LWD Tactics and Action Plan.**

Upon a motion duly made by Vice President Pacilio, seconded by Director Sullivan, 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**
    An Encina Member Agency Manager's (MAM) Meeting was held on October 6, 2026.

GM Bushee reported on EWA's October 6, 2026 MAM meeting.

14. **Committee Reports**
    A. A Community Affairs Committee (CAC) meeting was held on October 5, 2026.

Vice President Pacilio reported that the CAC reviewed and commented on the draft layout of the 2026 Fall newsletter. The CAC suggested some minor edits and staff stated 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.

B. An Engineering Committee (EC) Meeting was held October 7, 2026.

Director Roesink reported that the EC reviewed a recommendation to receive and file the 2026 Update of the Hazard Preparedness and Mitigation Plan completed by Titan Engineering & Consulting, LLC. The EC concurred with staff to present this item to the Board of Directors and it will be discussed later in the agenda.

The EC also received updates on the Diana Pump Station Upgrade Project and the La Costa Pump Station Replacement Project. These items were for informational purposes only and no action was taken.

## ACTION ITEMS

**15. Update of the District's Hazard Preparedness and Mitigation Plan**

Receive and file the 2026 Update of the Hazard Preparedness and Mitigation Plan completed by Titan Engineering & Consulting, LLC.

CPM Riffel presented the item and provided background noting that this item is a Fiscal Year 2027 tactical goal. He then introduced Ms. Kristin Norton of Titan Engineering & Consulting, LLC.

Ms. Norton reviewed the overall plan goals and objectives, the plan update process, identified hazards, and hazard profiles for each pump station.

Ms. Norton then reviewed the vulnerability assessment pertaining to direct damage, loss of function, and environmental impact on LWD's infrastructure. She further reviewed the mitigation and preparedness strategies for the identified vulnerabilities.

Vice President Pacilio asked for clarification on the FEMA Value. Ms. Norton provided clarification.

Director Saldana asked if the Hazard Preparedness and Mitigation Plan impacts the District's insurance rates. GM Bushee answered that he is not aware that this plan has any impact on District insurance rates. He noted that CSRMA is very active in risk management and one of the things they want to do to minimize risks is to encourage their members to have a plan such as this to avoid enormous losses. DFA Green added that CSRMA sends questionnaires asking if the District has identified risks and if mitigations for those risks have also been identified.

Director Saldana asked why the wild fire threat area did not include the Rancho Verde area. Ms. Norton stated the data was developed by Cal Fire and the information is uploaded into the SanGIS database and the information from that database is how the Hazard Preparedness and Mitigation Plan is developed. Director Saldana asked if the District could look into the Rancho Verde area more. GM Bushee stated that the Rancho Verde area did not fall into the hazard zone for Cal Fire but the District can certainly look into it.

Vice President Pacilio asked for clarification on the relocation of the generator at the Batiquitos Pump Station. CPM Riffel stated that in fiscal year 2028 or 2029 the plan is to move the generator, currently located in the dry well below grade, to a raised location above projected sea level rise.

Upon a motion duly made by Vice President Pacilio, seconded by Director Sullivan and unanimously carried, the Board of Directors received and filed the 2026 Update of the Hazard

Preparedness and Mitigation Plan completed by Titan Engineering & Consulting, LLC by the following vote:

| Director | Vote |
|---|---|
| **President Brown** | Yes |
| **Vice President Pacilio** | Yes |
| **Director Sullivan** | Yes |
| **Director Roesink** | Yes |
| **Director Saldana** | Yes |

The Board thanked Ms. Norton for her presentation.

**16. Adoption of Resolution 2446 - Electronic Device and Artificial Intelligence (AI) Policy**

DFA Green presented the item and provided background noting that this item is a Fiscal Year 2027 tactical goal.

DFA Green stated Leucadia Wastewater District's current Electronic Media Usage Policy was developed as a supplement policy to LWD's Human Resources Policy Manual during January 2011 and later revised in October 2013 and November 2019. The primary changes relate to the addition of requirements governing the use of Artificial Intelligence (AI).

DFA Green then reviewed the following revisions to the policy:

- Minor grammatical updates throughout, and updated definitions, terminology and references to reflect current District technology;
- Establishment of the principle of AI;
- Prohibition of employees entering sensitive information into AI tools and makes employees responsible for information provided to an AI system;
- Requirement of employees to review AI-generated information before it is used and makes the employee responsible for the resulting work product;
- Requirement of General Manager approval before an AI tool may be provided access to the District's network or large District data sets;
- Identification of appropriate uses; and
- Clarification of responsibility for authorizing software installations.

Director Sullivan stated she is more excited and comfortable with AI after attending numerous conference sessions on the topic.

Director Saldana asked if there would be a separate, secondary document which specifies which AI tools are being approved and used. GM Bushee answered that the District wasn't planning on having a separate document but could add one or amend the current document. GM Bushee noted that prior to implementing an AI tool he wanted to get the policy in place but the current plan is to implement ChatGPT since it has more security measures. DFA Green added that this policy is to ensure that nothing is allowed, other than any program that has been authorized by the GM, to look into our documents.

Vice President Pacilio commended staff for putting real world examples into the policy noting that it makes the policy very concrete and makes it clear where the vulnerabilities are.

Director Roesink also commended staff for creating the policy so quickly since AI is evolving so fast. He stated that a simple and clear policy is best but we have to be careful that too much information doesn't get out that could make the District vulnerable to cyber security threats.

President Brown stated that one of the challenges will be staying on top of the guard rails in place. He also stated if vendors, contractors, and consultants are subject to this to make sure they are following the policy. GM Bushee stated he doesn't envision allowing vendors, contractors, and consultants to have access to our AI system. DFA Green clarified that the only people that have authorized access to District files are District employees.

Upon a motion duly made by Vice President Pacilio, seconded by Director Sullivan and unanimously carried, the Board of Directors adopted Resolution 2446 - Electronic Device and Artificial Intelligence (AI) Policy by the following vote:

| Director | Vote |
|---|---|
| **President Brown** | Yes |
| **Vice President Pacilio** | Yes |
| **Director Sullivan** | Yes |
| **Director Roesink** | Yes |
| **Director Saldana** | Yes |

GM Bushee asked the Board if they would like the District to develop a supplemental document that identifies the AI tool being used by the District. Director Saldana stated he wasn't necessarily advocating for a separate document but he wants to make sure the team knows what is acceptable, what tools are being used, and for what purpose. GM Bushee stated that is the current plan and the District will make sure that occurs.

## INFORMATION ITEMS

**17. Project Status Updates and Other Informational Reports**
None.

**18. Directors' Meetings and Conference Reports**
None.

**19. General Manager's Report**
GM Bushee provided updates on the following:

- The 3rd Annual Water Career Day was held for October 8, 2026 at San Elijo JPA and was a successful event;
- The Annual Holiday Party will be held Wednesday, December 16, 2026 at the Green Dragon Tavern & Museum at 12noon;
- The District received 9 Legal Proposals and the Finance and Personnel Committee will review those and shorten the list;
- The November Board Meeting was pushed back a week due to Veteran's Day and will be held November 18th; and
- He will be on vacation for the next two weeks and DFA Green will be the acting GM.

President Brown congratulated staff on Water Career Day and thanked the other agencies that participated.

**20. General Counsel's Report**
None.

**21. Board of Directors' Comments**

Director Roesink stated he is looking forward to the Legal Proposal Services review. He requested that the proposals be sent to him digitally. DFA Green stated he would send them to Director Roesink digitally.

**22. Closed Session**

Conference with Legal - Exposure to Litigation pursuant to California Government Code Sec. 54956.9(d)(2).

There was no reportable action.

**23. Adjournment**

President Brown adjourned the meeting at approximately 6:39 p.m.

_____
Matthew Brown, President

_____
Paul J. Bushee
Secretary/General Manager
(SEAL)

# LEUCADIA WASTEWATER DISTRICT

Minutes of an Engineering Committee Meeting
November 4, 2026

---

A meeting of the Engineering Committee (EC) of Leucadia Wastewater District (LWD or District) was held on Wednesday, November 4, 2026 at 1:00 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 1:01 p.m.

2. **Roll Call**

| | |
|---|---|
| DIRECTORS PRESENT: | Brown (via Teams), Roesink |
| DIRECTORS ABSENT: | None |
| OTHERS PRESENT: | General Manager Paul Bushee, Field Services Superintendent Marvin Gonzalez, Field Services Supervisor Mauricio Avalos, Field Services Supervisor Rick Easton, Field Services Technician Curney Russell, Capital Project Manager Ian Riffel, Kathleen Noel and Steven Henderson of Dexter Wilson Engineering, Inc. |

3. **Public Comment**
   None.

4. **Award of Sole Source Purchase Agreement to Misco Water for the Tube Settler and Scum Pipe Bracket Furnish and Installation**

   Authorize the General Manager to execute a sole source purchase agreement with Misco Water to furnish and install a new Tube Settler and Scum Pipe Bracket in an amount not to exceed $94,274.

   Field Services Technician Curney Russell (FST Russell) presented this item to the EC. He stated this item is a FY27 tactical goal and provided a brief background about how the AWT utilizes tube settlers for recycled water treatment efficiency. FST Russell said that the original equipment has been in service for over 30 years and shows corrosion and wear, creating a risk of equipment failure and reduced clarification efficiency. He continued that the proposed replacement PVC tube settlers are corrosion and chemical resistant with a life expectancy of 25-30 years.

   FST Russell stated that the agreement with Misco Water complies with the District's Sole Source Procurement Policy because Misco Water is the only vendor capable of providing a compatible system and installation. He continued that the proposed $94,274 cost will be funded using $88,000 from the FY27 Capital Acquisition Budget, with the remaining balance covered by excess funds from the Batiquitos Joint Facilities Anode Replacement Project which was awarded under budget.

   Chairperson Brown asked if sun exposure could degrade the PVC tube settlers. FSS Gonzalez confirmed the material will not be impacted, as the PVC tubes sit deep enough underwater to avoid exposure. Chairperson Brown inquired about the second vendor for the project. FSS Gonzalez clarified that the vendor was unable to perform the installation portion of the scope, which was a requirement in the District's contract specifications.

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

5. **FY2026 Audit of the District's 2025 Sewer System Management Plan**

   Receive and file the 2026 Audit of the District's 2025 Sewer System Management Plan (SSMP) completed by Dexter Wilson Engineering, Inc.

   FSS Gonzalez and Mr. Steven Henderson from Dexter Wilson Engineering, Inc. (DWEI) presented this item to the EC.

   FSS Gonzalez stated that completing the audit is a FY27 tactical goal and provided brief background on the State of California Waste Discharge Requirements (WDR) and the District's SSMP. He highlighted that the LWD conducts an annual audit, which exceeds regulatory requirements, and introduced Mr. Henderson to present the SSMP audit results.

   Mr. Henderson provided overview details regarding the WDR revision, the District's SSMP, and the audit requirements. He noted that the SSMP and the annual audits are to ensure the proper operation and maintenance of collection systems to reduce the number and volume of sewer spills. Mr. Henderson concluded that the District's activities, programs, and efforts meet or exceed the SSMP requirements and that no significant changes to the SSMP are needed at this time. He noted the next formal SSMP Update will be required in 2031.

   The EC asked several questions regarding private lateral spills and the Lateral Reimbursement Program, including customer outreach. Staff provided responses to these questions.

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

6. **Information Items**
   CPM Riffel provided an update on the Batiquitos Pump Station (B3) Force Main Condition Assessment. The EC asked several questions regarding the condition assessment and staff answered their questions.

7. **Directors' Comments**
   Director Roesink thanked staff for their good work on the Batiquitos Pump Station (B3) Force Main Condition Assessment.

8. **General Manager's Comments**
   GM Bushee provided an update on the La Costa Pump Station Replacement Project. The EC asked several questions regarding the project and staff answered their questions.

9. **Adjournment**
   Chairperson Brown adjourned the meeting at approximately 2:35 p.m.

_____

Paul J. Bushee,
Secretary/Manager
(Seal)

# LEUCADIA WASTEWATER DISTRICT
## DEMANDS SUMMARY
**November 18, 2026**

| | | |
|---|---|---|
| **Disbursement Period** | October 6th, 2026 through November 12, 2026 | |
| **PAYROLL PAYMENTS** | $ | 191,294.20 |
| **PAYROLL EXPENSE REIMBURSEMENTS** | $ | 836.75 |
| **GENERAL CHECKS** | | |
| Operating | $ | 325,743.15 |
| Capital | $ | 305,371.77 |
| **TOTAL GENERAL CHECKS** | $ | 631,114.92 |
| **VOIDED CHECK** | | |
| 28540 | $ | (8,172.41) |
| **ELECTRONIC PAYMENTS** | | |
| Operating | $ | 591,554.93 |
| Capital | $ | 274,707.00 |
| **TOTAL ELECTRONIC PAYMENTS** | $ | 866,261.93 |
| **TOTAL DEMANDS** | **$** | **1,689,507.80** |

# LEUCADIA WASTEWATER DISTRICT
# EMPLOYEE/BOARD PAYROLL CHECKS
**November 18, 2026**

**Disbursement Period** October 6th, 2026 through November 12, 2026

| Description | Check Date | | Check #'s | | Amount |
|---|---|---|---|---|---|
| Biweekly Payroll | 10/14/2026 | 261014-1 | 261014-19 | $ | 62,015.37 |
| Biweekly Payroll | 10/28/2026 | 261028-1 | 261028-19 | $ | 61,348.15 |
| Board Payroll | 10/30/2026 | 261030-1 | 261030-5 | $ | 1,785.78 |
| Biweekly Payroll | 11/11/2026 | 261111-1 | 261111-20 | $ | 66,144.90 |
| **TOTAL PAYROLL CHECKS** | | | | **$** | **191,294.20** |

**Leucadia Wastewater District**
Check/Voucher Register - Demand Summary for Board
1001 - Columbia General Checking Account
From 10/6/2026 Through 11/12/2026

| Check Number | Effective Date | Vendor Name | Check Amount | Transaction Description |
|---|---|---|---|---|
| 28827 | 10/8/2026 | AIRGAS USA LLC | 2,462.98 | Liquid Oxygen 09/24/26 |
| 28828 | 10/8/2026 | Brightview Landscape Services Inc | 1,120.00 | Landscape Maintenance Services @ Admin - October 2026 |
| 28829 | 10/8/2026 | CITY OF CARLSBAD | 401.64 | Water for Vactor 1 |
| | 10/8/2026 | CITY OF CARLSBAD | 395.92 | Water for Vactor 2 |
| 28830 | 10/8/2026 | CRANEWORKS SOUTHWEST, INC | 447.01 | Rotation Gear Lube - Vehicle #750 |
| 28831 | 10/8/2026 | DATA NET SOLUTIONS GROUP | 2,292.82 | Monthly Managed Services - September 2026 |
| | 10/8/2026 | DATA NET SOLUTIONS GROUP | 1,906.50 | Routine Network Maintenance-September 2026 |
| 28832 | 10/8/2026 | EWING IRRIGATION PRODUCTS | 7.32 | PVC Supplies |
| 28833 | 10/8/2026 | GRAINGER, INC | 335.99 | Absorbent Pad, Universal, Gray, PK100 |
| | 10/8/2026 | GRAINGER, INC | 91.85 | Carrying Case, Nylon, Black |
| | 10/8/2026 | GRAINGER, INC | 54.60 | Discharge Hose, 3/4" |
| 28834 | 10/8/2026 | MSC JANITORIAL SERVICE, INC | 2,720.97 | Janitorial Services September 2026 |
| 28835 | 10/8/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 390.58 | Recycled Water @ Traveling |
| | 10/8/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 84.45 | Water @ Encinitas Estates PS |
| | 10/8/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 721.74 | Water @ Traveling |
| | 10/8/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 1,079.66 | Water @ Traveling 2 |
| | 10/8/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 65.49 | Water @VP7 |
| 28836 | 10/8/2026 | PLANT PEOPLE, INC | 195.00 | Office Plant Maintenance - October 2026 |
| 28837 | 10/8/2026 | POINT 5 WATER SOLUTIONS, LLC | 7,200.00 | Q1 Contract CPO Services July-September 2026 |
| 28838 | 10/8/2026 | REPUBLIC SERVICES #661 | 343.63 | Waste Service - September 2026 |
| 28839 | 10/8/2026 | RISING TIDE PARTNERS | 6,679.21 | Public Outreach Services 09/01/2026-09/30/2026 |
| 28840 | 10/8/2026 | SOUTHERN CONTRACTING COMPANY | 1,620.00 | Saxony PS Troubleshoot and Repair Pump 1 |
| 28841 | 10/8/2026 | STAPLES | 379.16 | Office Supplies |
| 28842 | 10/8/2026 | PROFESSIONAL EXCHANGE | 105.00 | Answering Service - September 2026 |
| 28843 | 10/8/2026 | THE HOME DEPOT CRC/GECF | 71.18 | Aluminum Ferrule & Stop Set, Eye Bolts, Rope, Spring Link |
| | 10/8/2026 | THE HOME DEPOT CRC/GECF | 120.53 | Bags, Tape, PVC Cutter |
| | 10/8/2026 | THE HOME DEPOT CRC/GECF | 140.44 | Cable Ties, All Weather Tape, Simple Green |
| | 10/8/2026 | THE HOME DEPOT CRC/GECF | 62.69 | Combo Lock, 1" Cap, CVR |
| | 10/8/2026 | THE HOME DEPOT CRC/GECF | 43.06 | Oil |
| | 10/8/2026 | THE HOME DEPOT CRC/GECF | 4.34 | Pliers, Lumber, Simple Green |
| | 10/8/2026 | THE HOME DEPOT CRC/GECF | 64.66 | Tape, Cords, Handy Hook, Conduit Body |
| | 10/8/2026 | THE HOME DEPOT CRC/GECF | 239.85 | Wire Wheel, Respirator, Brushes, Tile Scraper, Crimped Wire |
| 28844 | 10/8/2026 | UNDERGROUND SERVICE ALERTS/C | 400.15 | Monthly Underground Alarm Service |
| | 10/8/2026 | UNDERGROUND SERVICE ALERTS/C | 114.05 | Monthly Underground State Fee |
| 28845 | 10/8/2026 | UNIFIRST FIRST AID CORP | 352.37 | First Aid Supplies |
| 28846 | 10/15/2026 | AIRGAS USA LLC | 800.00 | Tank Rental-October 2026 |
| 28847 | 10/15/2026 | ALPHAGRAPHICS | 144.63 | Signs for Water Career Day Stations |
| 28848 | 10/15/2026 | AT&T | 217.22 | Phone Service-BPS 09/10/26-10/09/26 |
| 28849 | 10/15/2026 | Brightview Landscape Services Inc | 397.00 | Vegitation Cleanup (Line Maintenance) - October 2026 |
| 28850 | 10/15/2026 | AWSS INC | 3,787.87 | Vehicle Fuels 09/18/26-10/05/26 |
| 28851 | 10/15/2026 | CORODATA RECORDS MANAGEMENT ... | 115.42 | File Storage-September 2026 |

**Leucadia Wastewater District**
Check/Voucher Register - Demand Summary for Board
1001 - Columbia General Checking Account
From 10/6/2026 Through 11/12/2026

| Check Number | Effective Date | Vendor Name | Check Amount | Transaction Description |
|---|---|---|---|---|
| 28852 | 10/15/2026 | C W E A | 133.00 | Certification Renewal-CSM Grade 4-I Riffel |
| 28853 | 10/15/2026 | DANIEL E BAXTER | 2,460.00 | Lateral Reimbursement: 1627 Caudor St, Encinitas CA 92024 |
| 28854 | 10/15/2026 | GRAINGER, INC | 183.42 | Lemon Sport Drink |
| 28855 | 10/15/2026 | HAAKER EQUIPMENT CO | 145,625.36 | CCTV Van #183 |
| | 10/15/2026 | HAAKER EQUIPMENT CO | 178.87 | Mender Pirahna |
| | 10/15/2026 | HAAKER EQUIPMENT CO | 2,342.93 | Retermation Repair-CCTV Van #160 |
| 28856 | 10/15/2026 | CONFIDENCE CONSULTING | 3,000.00 | FST IT Sure Hire Assessments |
| | 10/15/2026 | CONFIDENCE CONSULTING | 5,658.29 | Leadership Development Training |
| 28857 | 10/15/2026 | MALLORY SAFETY AND SUPPLY | 30.17 | Boot Rubber Safety Toe |
| 28858 | 10/15/2026 | MISSION SQUARE | 7,626.08 | Deferred Comp for PPE 10/14/26 |
| 28859 | 10/15/2026 | NAPA AUTO | 39.52 | Engine Air Filter & Cabin Air Filter |
| 28860 | 10/15/2026 | PALM ENGINEERING CONSTRUCTION | 67,770.74 | Diana Pump Station Upgrade |
| 28861 | 10/15/2026 | Premier Chevrolet of Carlsbad | 1,864.66 | Alternator Replacement, Tire Rotation, New Battery #165 |
| 28862 | 10/15/2026 | PRINCIPAL LIFE INSURANCE COMPANY | 3,961.98 | Dental/Vision Insurance-October 2026 |
| | 10/15/2026 | PRINCIPAL LIFE INSURANCE COMPANY | 4,088.92 | Dental/Vision Insurance-September2026 |
| 28863 | 10/15/2026 | PRUDENTIAL OVERALL SUPPLY | (25.00) | Credit for Delivery Charge |
| | 10/15/2026 | PRUDENTIAL OVERALL SUPPLY | 309.93 | Orange Nitrile Gloves |
| | 10/15/2026 | PRUDENTIAL OVERALL SUPPLY | 170.08 | Weekly Uniform/Laundry Service 10/06/26 |
| | 10/15/2026 | PRUDENTIAL OVERALL SUPPLY | 195.10 | Weekly Uniform/Laundry Service 10/13/26 |
| 28864 | 10/15/2026 | SAN DIEGUITO WATER DISTRICT | 38.44 | Water @ Tanker 1 |
| 28865 | 10/15/2026 | SUPERIOR ELECTRIC MOTOR SERVIC... | 14,723.34 | Repair Pump Motor for Diana Pump Station |
| 28866 | 10/15/2026 | TERMINIX PROCESSING CENTER | 121.00 | Pest Control 09/02/26 |
| 28867 | 10/15/2026 | OCCUPATIONAL HEALTH CENTERS OF... | 130.00 | DOT Physical- R Rodriguez |
| 28868 | 10/15/2026 | V&A CONSULTING ENGINEERS | 3,152.00 | Quarterly SM Creek Flow Measurements |
| 28869 | 10/15/2026 | WILLIAMS LLP | 5,760.00 | Legal Services-September 2026 |
| 28870 | 10/22/2026 | AIRGAS USA LLC | 2,561.36 | Liquid Oxygen 10/07/26 |
| 28871 | 10/22/2026 | AT&T | 669.30 | Internet Services 10/07/26-11/06/26 |
| 28872 | 10/22/2026 | CALIFORNIA SPECIAL DISTRICTS ASS... | 10,427.00 | CSDA Membership 01/01/27-12/31/27 |
| 28873 | 10/22/2026 | AWSS INC | (30.00) | Cancel Check Fee for Lost Check dtd 07/16/26 |
| | 10/22/2026 | AWSS INC | 2,984.33 | Vehicle Fuels 05/19/26-05/29/26 |
| | 10/22/2026 | AWSS INC | 2,895.80 | Vehicle Fuels 06/01/26-06/16/26 |
| | 10/22/2026 | AWSS INC | 2,292.28 | Vehicle Fuels 06/17/26-06/29/26 |
| 28874 | 10/22/2026 | PETTY CASH | 302.54 | Petty Cash 08/25/26-10/19/26 |
| 28875 | 10/22/2026 | CPM PIPELINES | 30,980.00 | Condition Assessment-B3 Force Main |
| 28876 | 10/22/2026 | DEXTER WILSON ENGINEERING | 3,422.50 | FY27 SSMP Audit |
| | 10/22/2026 | DEXTER WILSON ENGINEERING | 3,961.50 | General Engineering 103-500 - September 2026 |
| 28877 | 10/22/2026 | HAAKER EQUIPMENT CO | 5,994.04 | CCTV Replacement Equipment RCX90 Camera Module |
| | 10/22/2026 | HAAKER EQUIPMENT CO | 1,554.96 | CCTV Replacement Equipment RCX90 Worm Gear Unit |
| 28878 | 10/22/2026 | KEN GRODY FORD | 161.08 | Oil & Filter Change Vehicle #177 |
| | 10/22/2026 | KEN GRODY FORD | 234.00 | Oil Change, TIre Rotation, Vehicle # 172 |
| 28879 | 10/22/2026 | MESA REPROGRAPHICS | 591.99 | CIPP Color Prints |

**Leucadia Wastewater District**
Check/Voucher Register - Demand Summary for Board
1001 - Columbia General Checking Account
From 10/6/2026 Through 11/12/2026

| Check Number | Effective Date | Vendor Name | Check Amount | Transaction Description |
|---|---|---|---|---|
| 28880 | 10/22/2026 | MITSUBISHI ELECTRIC US INC - MEU... | 402.86 | Elevator Maintenance 10/01/2026-10/31/2026 |
| 28881 | 10/22/2026 | NORTH COUNTY TRANSIT DISTRICT | 3,213.64 | Easement Licenses |
| 28882 | 10/22/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 106.98 | Water @ Rancho Verde PS |
| | 10/22/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 71.92 | Water @ VP5 PS |
| 28883 | 10/22/2026 | PACIFIC PIPELINE SUPPLY | 391.56 | Gaskets |
| 28884 | 10/22/2026 | PACIFIC RIM MECHANICAL | 358.00 | Quarterly HVAC Services-AWT |
| | 10/22/2026 | PACIFIC RIM MECHANICAL | 729.00 | Quarterly HVAC Services-BPS |
| | 10/22/2026 | PACIFIC RIM MECHANICAL | 198.00 | Quarterly HVAC Services-EEPS |
| | 10/22/2026 | PACIFIC RIM MECHANICAL | 726.00 | Quarterly HVAC Services-LPS |
| | 10/22/2026 | PACIFIC RIM MECHANICAL | 3,110.00 | Quarterly HVAC Services-LWD Admin |
| | 10/22/2026 | PACIFIC RIM MECHANICAL | 1,211.00 | Replace Pressure Release Valve for Boiler |
| 28885 | 10/22/2026 | PRUDENTIAL OVERALL SUPPLY | 191.61 | Weekly Uniform/Laundry Service 10/20/26 |
| 28886 | 10/22/2026 | Quench USA Inc | 169.16 | Office Water Tanks/Filtered Drinking Water 10/19-11/18/26 |
| 28887 | 10/22/2026 | ROGERS ANDERSON MALODY & SCOT... | 12,030.50 | FY 2026 Audit Services |
| 28888 | 10/22/2026 | RANCHO SANTA FE SECURITY SYSTEMS | 384.00 | Headquarters Burglar & Fire Alarm System 11/01-01/31/27 |
| 28889 | 10/22/2026 | RCP BLOCK & BRICK, INC | 280.92 | Flood Control Sand & Pallet |
| 28890 | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 5,058.45 | Electric @ Admin |
| | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 85.29 | Electric @ Avocado PS |
| | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 2,169.89 | Electric @ AWT |
| | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 18,172.29 | Electric @ BPS |
| | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 1,185.10 | Electric @ La Costa PS |
| | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 15,355.42 | Electric @ LPS |
| | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 179.24 | Electric @ RV PS |
| | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 1,011.57 | Electric @ Saxony PS |
| | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 386.56 | Electric @ VP5 PS |
| | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 260.73 | Electric @ VP7 PS |
| | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 1,250.26 | Electric/Gas @ E Estates PS |
| | 10/22/2026 | SAN DIEGO GAS & ELECTRIC | 10.00 | Gas @ Admin |
| 28891 | 10/22/2026 | I2B NETWORKS INC DBA SPACELINK | 160.00 | Live Webcam Streaming Services-Webcam BPS 10/14-11/13/26 |
| 28892 | 10/22/2026 | U.S. BANK | 2,600.15 | Cal Card Purchase on Statement Dated 09/22/26 |
| 28893 | 10/22/2026 | VERIZON WIRELESS | 834.59 | Cell Phones 09/08/26-10/07/26 |
| 28894 | 10/29/2026 | ADS CORP DBA ADS ENVIRONMENTA... | 5,034.00 | Flow Metering / Data Analysis Oct 2026 |
| | 10/29/2026 | ADS CORP DBA ADS ENVIRONMENTA... | 1,645.00 | Meter Maintenance / Data Delivery (ECHO) Oct 2026 |
| 28895 | 10/29/2026 | AYALA ENGINEERING | 37,365.00 | Manhole Rehabs |
| 28896 | 10/29/2026 | BAJA POOL AND SPA SERVICE | 190.00 | Water Fountain Weekly Maintenance - November 2026 |
| 28897 | 10/29/2026 | BASE 9 CONSULTING INC | 1,500.00 | Batiquitos Verve Comm Link, New POTS Raco Dialer Line |
| 28898 | 10/29/2026 | COLONIAL LIFE INS | 597.78 | Accident/Critical Illness Ins 10/14 & 10/28/26 |
| 28899 | 10/29/2026 | ENCINA WASTEWATER AUTHORITY | 5,282.00 | Lab Testing |
| 28900 | 10/29/2026 | GB3, INC | 1,490.00 | Fix leak on hot water system |
| 28901 | 10/29/2026 | HAAKER EQUIPMENT CO | 2,043.53 | Pirahna Hose |

**Leucadia Wastewater District**
Check/Voucher Register - Demand Summary for Board
1001 - Columbia General Checking Account
From 10/6/2026 Through 11/12/2026

| Check Number | Effective Date | Vendor Name | Check Amount | Transaction Description |
|---|---|---|---|---|
| 28902 | 10/29/2026 | MARY C GARCIA | 3,000.00 | Lateral Reimbursement 427 Hillcrest Drive, Encinitas CA |
| 28903 | 10/29/2026 | MISSION SQUARE | 7,635.26 | Deferred Comp for PPE 10/28/26 |
| 28904 | 10/29/2026 | PITNEY BOWES GLOBAL FINANCIAL ... | 72.43 | Ink for Postage Machine |
| 28905 | 10/29/2026 | PRINCIPAL LIFE INSURANCE COMPANY | 3,961.98 | Dental & Vision Insurance-November 2026 |
| 28906 | 10/29/2026 | PRUDENTIAL OVERALL SUPPLY | 228.40 | Weekly Uniform/Laundry Service 10/27/26 |
| 28907 | 10/29/2026 | RISING TIDE PARTNERS | 3,965.78 | FY27-Public Outreach Services-Task Order 4-10/01/26-10/31/26 |
| 28908 | 10/29/2026 | SAN DIEGO EMPLOYERS ASSOCIATION | 900.00 | San Diego Employers Association Membership FY27 |
| 28909 | 10/29/2026 | SOUTHERN CONTRACTING COMPANY | 600.00 | Replace Faulty CTs |
| | 10/29/2026 | SOUTHERN CONTRACTING COMPANY | 340.00 | VP5 R&R Pump |
| 28910 | 10/29/2026 | SUZI SHATTO | 800.00 | First Aid/CPR/AED Training Course |
| 28911 | 10/29/2026 | OCCUPATIONAL HEALTH CENTERS OF... | 412.00 | New Hire Physical-D Nichols |
| 28912 | 10/29/2026 | WOODYS CRANE SERVICE | 450.00 | Crane Service LPS |
| 28913 | 11/5/2026 | AIRGAS USA LLC | 2,833.39 | Liquid Oxygen 10/22/26 |
| 28914 | 11/5/2026 | COUNTY OF SAN DIEGO APCD | 752.00 | District Fees for APCD1996-SITE-09551 12/2026-12/2027 |
| 28915 | 11/5/2026 | AT&T | 184.26 | Phone Service - Elevator 09/25/26-10/24/26 |
| 28916 | 11/5/2026 | BARRETT ENGINEERED PUMP | 150.00 | Power Coat Guide Rail & Install |
| 28917 | 11/5/2026 | Brightview Landscape Services Inc | 1,120.00 | Landscape Maintenance Services @ Admin - November 2026 |
| 28918 | 11/5/2026 | AWSS INC | 3,571.92 | Vehicle Fuels 10/6/26-10/23/26 |
| 28919 | 11/5/2026 | CHARLES ULMER DBA: CHUCKS TIRE ... | 40.00 | Tire Repair Vehicle#171 |
| 28920 | 11/5/2026 | CITY OF CARLSBAD | 407.97 | Water @ 1900 La Costa Ave |
| | 11/5/2026 | CITY OF CARLSBAD | 622.05 | Water @ 1960 La Costa Ave |
| | 11/5/2026 | CITY OF CARLSBAD | 31.18 | Water @ Fire Line |
| 28921 | 11/5/2026 | COLLICUTT ENERGY SERVICES INC | 3,618.91 | VP5-Replace Main Logic Board |
| 28922 | 11/5/2026 | C W E A | 259.00 | CWEA Membership Renewal-FY2027-R Saldana |
| 28923 | 11/5/2026 | DATA NET SOLUTIONS GROUP | 1,900.00 | Veeam License Renewal |
| 28924 | 11/5/2026 | ERIC STOOPS | 2,925.00 | Lateral Reimbursement: 2935 Gaviota Place, Carlsbad CA 92009 |
| 28925 | 11/5/2026 | EVERON LLC | 179.85 | Security Services 11/17/26-12/26/26 |
| 28926 | 11/5/2026 | GRAINGER, INC | 54.56 | Titanium Pro Shear |
| 28927 | 11/5/2026 | HAAKER EQUIPMENT CO | 2,644.61 | HD Cam Board |
| 28928 | 11/5/2026 | KEN GRODY FORD | 34.95 | Rotate Tires & Adjust Pressure Vehicle #178 |
| 28929 | 11/5/2026 | L&L PRINTERS | 5,774.46 | Postage for Newsletters |
| 28930 | 11/5/2026 | NAPA AUTO | 81.84 | Diesel Exhaust Fluid |
| 28931 | 11/5/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 90.58 | Recycled Water @ Traveling |
| | 11/5/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 78.35 | Water @ Encinitas Estates PS |
| | 11/5/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 641.01 | Water @ Traveling |
| | 11/5/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 433.82 | Water @ Traveling 2 |
| | 11/5/2026 | OLIVENHAIN MUNICIPAL WATER DIS... | 71.92 | Water @ VP7 |
| 28932 | 11/5/2026 | OLIVENHAIN MUNICIPAL WATER DIST | 25.17 | Woodard & Curran NSDWRC Prop 1 RD 2 Grant Admin |
| 28933 | 11/5/2026 | PACIFIC PIPELINE SUPPLY | 608.21 | Flange & Gaskets |

**Leucadia Wastewater District**
Check/Voucher Register - Demand Summary for Board
1001 - Columbia General Checking Account
From 10/6/2026 Through 11/12/2026

| Check Number | Effective Date | Vendor Name | Check Amount | Transaction Description |
|---|---|---|---|---|
| 28934 | 11/5/2026 | PLANT PEOPLE, INC | 195.00 | Office Plant Maintenance - November 2026 |
| 28935 | 11/5/2026 | PRUDENTIAL OVERALL SUPPLY | 175.62 | Weekly Uniform/Laundry Service 11/03/26 |
| 28936 | 11/5/2026 | RANCHO SANTA FE SECURITY SYSTEMS | 12.00 | System modification -addition D Nichols |
| 28937 | 11/5/2026 | READY LINE FLEET SERVICE INC | 287.50 | 90 Day BIT Inspection & Brake Adjustment Vehicle #179 |
| | 11/5/2026 | READY LINE FLEET SERVICE INC | 287.50 | 90 Day BIT Inspection Vehicle #170 |
| | 11/5/2026 | READY LINE FLEET SERVICE INC | 158.50 | CTC Smog Check Vehicle# 161 |
| 28938 | 11/5/2026 | REPUBLIC SERVICES #661 | 343.63 | Waste Services - October 2026 |
| 28939 | 11/5/2026 | RICHARD'S PERFORMANCE MUFFLER ... | 742.74 | Install Spacer Kit Rear Coil Springs |
| 28940 | 11/5/2026 | SAN DIEGO COUNTY VECTOR CONTROL | 13.08 | Mosquito & Vector Disease Control Assessment |
| 28941 | 11/5/2026 | SOUTHERN CONTRACTING COMPANY | 1,020.00 | Grinder Cable Removal |
| | 11/5/2026 | SOUTHERN CONTRACTING COMPANY | 2,075.00 | Re-Pull & Terminate Cable to Grinder |
| 28942 | 11/5/2026 | STAPLES | 565.84 | Office Supplies |
| | 11/5/2026 | STAPLES | (35.67) | Price Match Credit Original Invoice 6069687551 |
| | 11/5/2026 | STAPLES | (25.67) | Price Match Credit Original Invoice 6075384721 |
| 28943 | 11/5/2026 | TOSHIBA AMERICA BUSINESS SOLUTI... | 454.64 | Copying Machines Lease Agreement 10/15/26-11/15/26 |
| 28944 | 11/5/2026 | UNDERGROUND SERVICE ALERTS/C | 469.20 | Monthly Underground Alarm Service |
| | 11/5/2026 | UNDERGROUND SERVICE ALERTS/C | 114.05 | Monthly Underground State Fee |
| 28945 | 11/5/2026 | OCCUPATIONAL HEALTH CENTERS OF... | 130.00 | DOT Physical-G Ortiz |
| 28946 | 11/5/2026 | XYLEM WATER SOLUTIONS USA INC | 9,985.34 | Flyght Pump Maintenance |
| 28947 | 11/12/2026 | AA BEEKEEPER | 1,100.00 | Bee Removal |
| 28948 | 11/12/2026 | BIGTUNA INTERACTIVE | 1,250.00 | Web Support & Updates to Website Q2 |
| 28949 | 11/12/2026 | BOOT WORLD, INC | 116.90 | FST Safety Boots-Boot World-D Nichols |
| 28950 | 11/12/2026 | Brightview Landscape Services Inc | 397.00 | Vegitation Cleanup (Line Maintenance) - November 2026 |
| 28951 | 11/12/2026 | CITY OF CARLSBAD | 401.64 | Water for Vactor 1 |
| | 11/12/2026 | CITY OF CARLSBAD | 533.20 | Water for Vactor 2 |
| 28952 | 11/12/2026 | C W E A | 259.00 | CWEA Membership Renewal-FY2027-G Mendez |
| | 11/12/2026 | C W E A | 259.00 | CWEA Membership Renewal-FY2027-G Ortiz |
| | 11/12/2026 | C W E A | 259.00 | CWEA Membership Renewal-FY2027-M Anderson |
| 28953 | 11/12/2026 | DATA NET SOLUTIONS GROUP | (183.75) | Credit on Invoice 9817161 |
| | 11/12/2026 | DATA NET SOLUTIONS GROUP | 2,403.19 | Microsoft Surface Pro |
| | 11/12/2026 | DATA NET SOLUTIONS GROUP | 2,292.82 | Monthly Managed Services-October 2026 |
| | 11/12/2026 | DATA NET SOLUTIONS GROUP | 3,081.35 | Routine Network Maintenance-October 2026 |
| 28954 | 11/12/2026 | GRAINGER, INC | 62.12 | Utility Rope |
| 28955 | 11/12/2026 | L&L PRINTERS | 7,392.14 | LWD Fall Newsletter |
| 28956 | 11/12/2026 | MISSION SQUARE | 7,756.54 | Deferred Comp for PPE 11/11/26 |
| 28957 | 11/12/2026 | MITSUBISHI ELECTRIC US INC - MEU... | 402.86 | Elevator Maintenance - November 2026 |
| 28958 | 11/12/2026 | MORRIS MECHANICAL | 3,684.55 | Air Compressor Service |
| 28959 | 11/12/2026 | MSC JANITORIAL SERVICE, INC | 2,880.97 | Janitorial Services October 2026 |
| 28960 | 11/12/2026 | PACIFIC RIM MECHANICAL | 431.00 | AWT MCC AC not Blowing Cold |
| | 11/12/2026 | PACIFIC RIM MECHANICAL | 431.00 | HVAC Maintenance-Disconnected Wire |

**Leucadia Wastewater District**
Check/Voucher Register - Demand Summary for Board
1001 - Columbia General Checking Account
From 10/6/2026 Through 11/12/2026

| Check Number | Effective Date | Vendor Name | Check Amount | Transaction Description |
|---|---|---|---|---|
| | 11/12/2026 | PACIFIC RIM MECHANICAL | 877.00 | HVAC Trouble Shooting-Tripped Breaker |
| 28961 | 11/12/2026 | Premier Chevrolet of Carlsbad | 4,476.45 | New Brakes, Wheel Bearings, Front Hubs-Vehicle #155 |
| 28962 | 11/12/2026 | PRUDENTIAL OVERALL SUPPLY | 268.57 | Weekly Uniform/Laundry Service 11/10/26 |
| 28963 | 11/12/2026 | ROCKWELL CONSTRUCTION SERVICE... | 740.00 | Inspection Services-Diana Pump Station Upgrade |
| 28964 | 11/12/2026 | SAN DIEGUITO WATER DISTRICT | 719.04 | Water @ BPS |
| | 11/12/2026 | SAN DIEGUITO WATER DISTRICT | 28.83 | Water @ Tanker 1 |
| | 11/12/2026 | SAN DIEGUITO WATER DISTRICT | 9.61 | Water @ Tanker 2 |
| 28965 | 11/12/2026 | TERMINIX PROCESSING CENTER | 218.54 | Pest Control 10/06/26 |
| 28966 | 11/12/2026 | PROFESSIONAL EXCHANGE | 90.00 | Monthly Phone Answering Services - October 2026 |
| 28967 | 11/12/2026 | THE HOME DEPOT CRC/GECF | 110.51 | Aluminum Ferrule & Stop Set, Rope, Swagging Tool |
| | 11/12/2026 | THE HOME DEPOT CRC/GECF | 114.90 | Concrete, Sealant, Adhesive |
| | 11/12/2026 | THE HOME DEPOT CRC/GECF | 19.45 | Couplings |
| | 11/12/2026 | THE HOME DEPOT CRC/GECF | 25.29 | Crimp Brush |
| | 11/12/2026 | THE HOME DEPOT CRC/GECF | 16.13 | Gloves |
| | 11/12/2026 | THE HOME DEPOT CRC/GECF | 73.59 | Hex Bolt, Tires, washer |
| | 11/12/2026 | THE HOME DEPOT CRC/GECF | 75.22 | Lumber, Drill Bit |
| | 11/12/2026 | THE HOME DEPOT CRC/GECF | 128.22 | Microwave |
| | 11/12/2026 | THE HOME DEPOT CRC/GECF | (133.61) | Microwave Return |
| | 11/12/2026 | THE HOME DEPOT CRC/GECF | 106.67 | Plastic Utility |
| | 11/12/2026 | THE HOME DEPOT CRC/GECF | 62.97 | Scrub Brush, Aluminum Tel Pole |
| | 11/12/2026 | THE HOME DEPOT CRC/GECF | 9.46 | Snap Hook Key Holder |
| 28968 | 11/12/2026 | U.S. BANK | 4,174.47 | CalCard Purchases on Statement Dated 10/22/26 |
| 28969 | 11/12/2026 | LOS ANGELES TRUCK CENTERS LLC | 897.43 | Transmission Service Vactor #179 |
| 28970 | 11/12/2026 | VISTA FENCE COMPANY INC | 3,296.00 | 60 Linear Feet of Green Vinyl Coated Barbed Wire |
| 28971 | 11/12/2026 | WILLIAMS LLP | 6,870.00 | Legal Services-October 2026 |
| Report Total | | | 631,114.92 | |

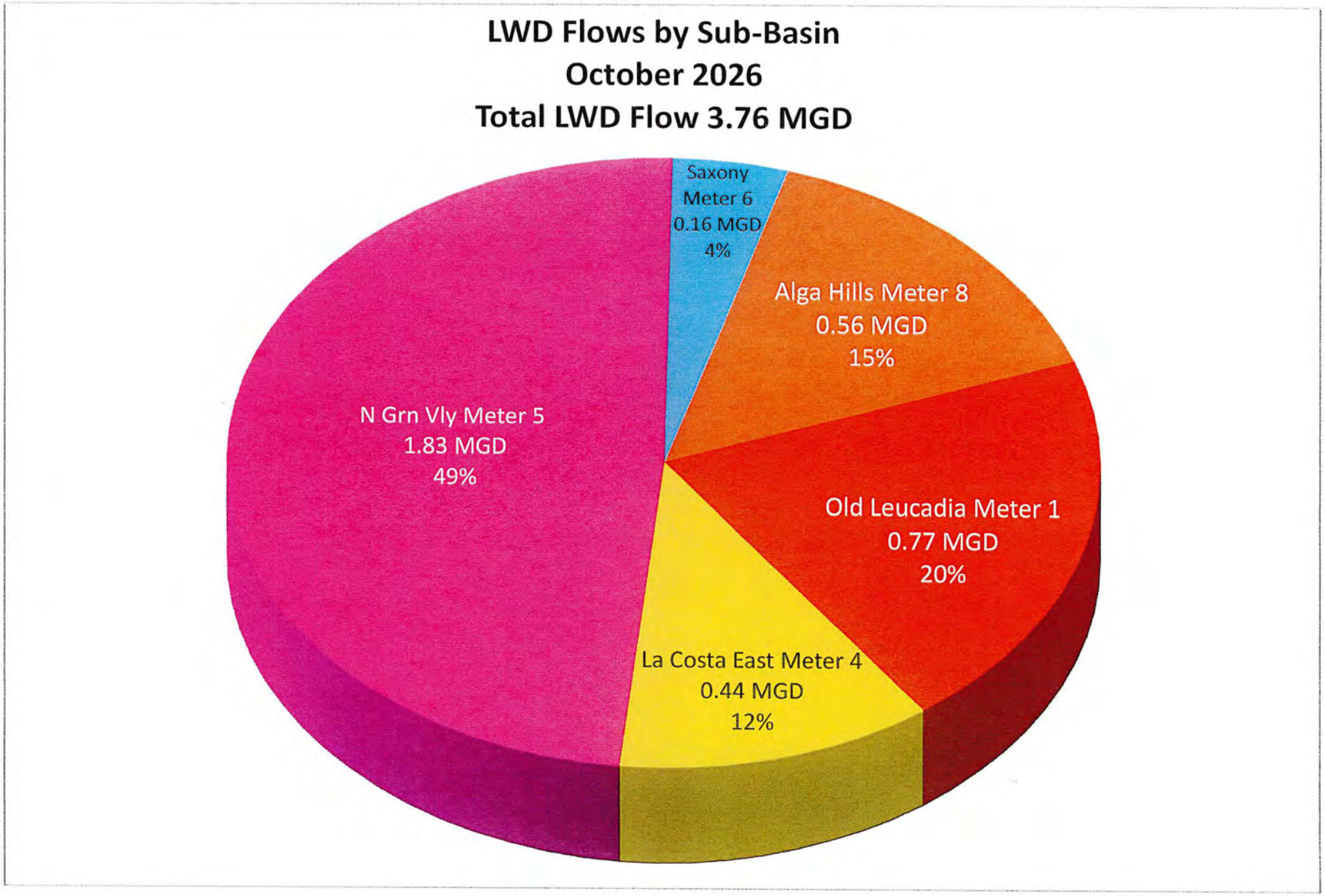
Leucadia Wastewater District
Posted General Ledger Transactions - CD Transactions for Demands

| Session ID | Document Number | Effective Date | Name | Debit | Transaction Description |
|---|---|---|---|---|---|
| CD1522 | 1003407640 | 10/16/2026 | CALPERS | 4,017.16 | PERS Retirement Pay Period 9/28 - 10/11/2026-Classic EE |
| | | 10/16/2026 | CALPERS | 8,707.19 | PERS Retirement Pay Period 9/28 - 10/11/2026-Classic ER |
| | 1003407641 | 10/16/2026 | CALPERS | 2,615.65 | PERS Retirement Pay Period 9/28 - 10/11/2026-PEPRA EE |
| | | 10/16/2026 | CALPERS | 2,676.37 | PERS Retirement Pay Period 9/28 - 10/11/2026-PEPRA ER |
| Total CD1522 | | | | 18,016.37 | |
| CD1523 | 270668865085370 | 10/15/2026 | United States Treasury | 10,868.20 | Staff Payroll Taxes for Checks dated 10/14/26-Federal W/H |
| | | 10/15/2026 | United States Treasury | 9,136.08 | Staff Payroll Taxes for Checks dated 10/14/26-FICA |
| | | 10/15/2026 | United States Treasury | 2,966.06 | Staff Payroll Taxes for Checks dated 10/14/26-Medicare |
| | 9236885 | 10/15/2026 | EMPLOYMENT DEVELOPMENT DEPT | 4,625.66 | Staff Payroll Taxes for Checks dated 10/14/26-State |
| Total CD1523 | | | | 27,596.00 | |
| CD1524 | 1003408639 | 11/2/2026 | CALPERS | 45,623.61 | CalPERS Health Insurance- November 2026-Staff |
| | | 11/2/2026 | CALPERS | 39.58 | CalPERS Health Insurance- November 2026-Admin |
| | | 11/2/2026 | CALPERS | 810.00 | CalPERS Health Insurance- November 2026-Retirees |
| | 1003408640 | 11/2/2026 | CALPERS | 3,532.02 | CalPERS Health Insurance- November 2026-Board |
| | | 11/2/2026 | CALPERS | 2.83 | CalPERS Health Insurance- November 2026-Admin |
| Total CD1524 | | | | 50,008.04 | |
| CD1525 | 1003414923 | 10/29/2026 | CALPERS | 4,036.42 | PERS Retirement Pay Period 10/12 - 10/25/2026-Classic EE |
| | | 10/29/2026 | CALPERS | 8,748.93 | PERS Retirement Pay Period 10/12 - 10/25/2026-Classic ER |
| | 1003414924 | 10/29/2026 | CALPERS | 2,602.54 | PERS Retirement Pay Period 10/12 - 10/25/2026-PEPRA EE |
| | | 10/29/2026 | CALPERS | 2,662.99 | PERS Retirement Pay Period 10/12 - 10/25/2026-PEPRA ER |
| Total CD1525 | | | | 18,050.88 | |
| CD1526 | 270670272523691 | 10/29/2026 | United States Treasury | 10,608.63 | Staff Payroll Taxes for Checks dated 10/28/26-Federal W/H |
| | | 10/29/2026 | United States Treasury | 9,123.92 | Staff Payroll Taxes for Checks dated 10/28/26-FICA |
| | | 10/29/2026 | United States Treasury | 2,975.88 | Staff Payroll Taxes for Checks dated 10/28/26-Medicare |
| | 9250890 | 10/29/2026 | EMPLOYMENT DEVELOPMENT DEPT | 4,487.61 | Staff Payroll Taxes for Checks dated 10/28/26-State |
| Total CD1526 | | | | 27,196.04 | |
| CD1527 | 3490832211 | 9/30/2026 | ENCINA WASTEWATER | 401,837.00 | EWA Wire-September 2026 |
| | | 9/30/2026 | ENCINA WASTEWATER | 274,707.00 | EWA Wire-September 2026 |
| | 3490832211-1 | 10/29/2026 | VERVE CLOUD INC | 615.68 | Verve Payment-September 2026 |
| Total CD1527 | | | | 677,159.68 | |

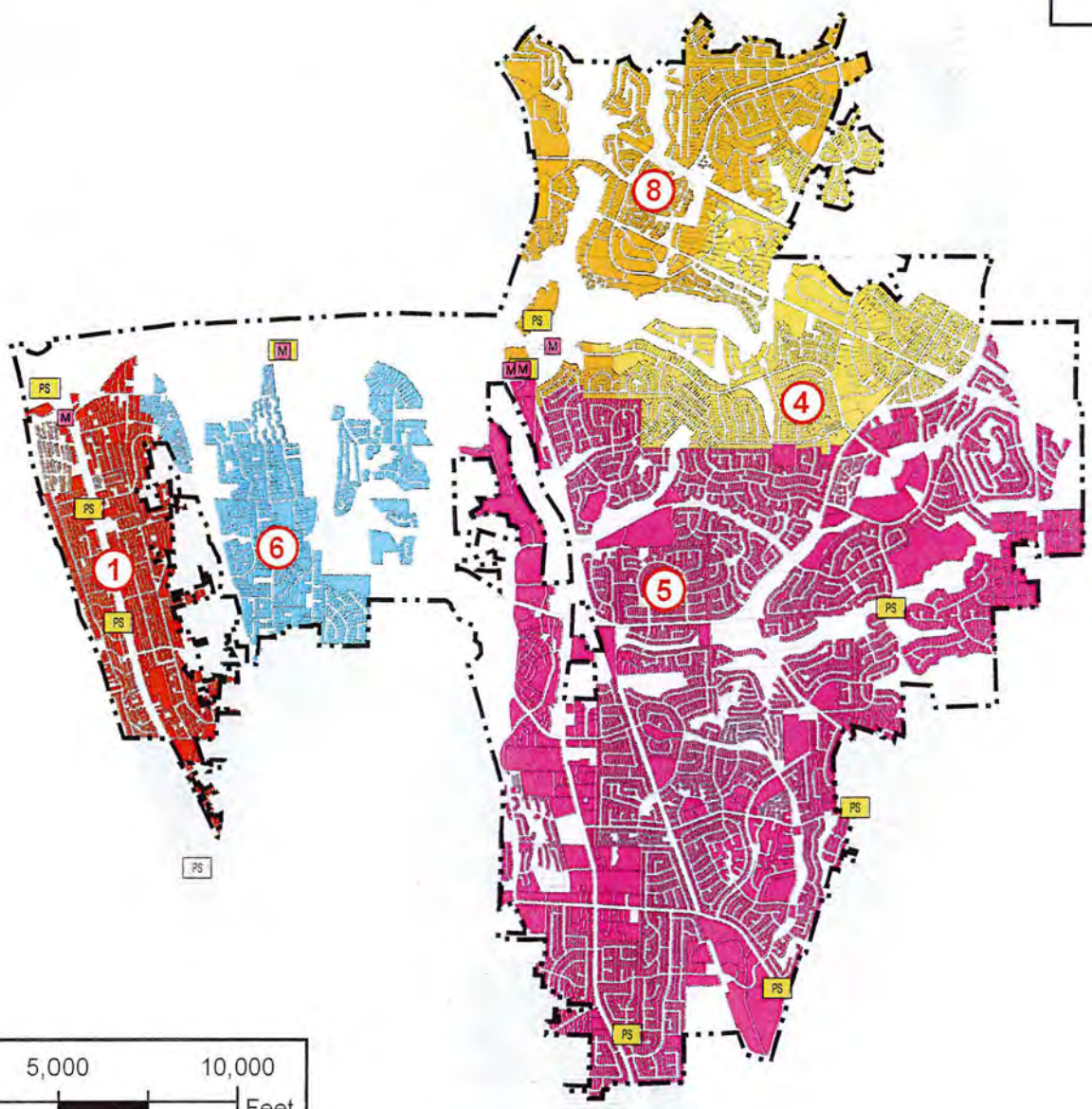
| | | | | | |
|---|---|---|---|---|---|
| CD1528 | 270670353750295 | 10/30/2026 | United States Treasury | 100.00 | Board Payroll Taxes for Checks dated 10/30/26-Federal W/H |
| | | 10/30/2026 | United States Treasury | 203.36 | Board Payroll Taxes for Checks dated 10/30/26-FICA |
| | | 10/30/2026 | United States Treasury | 59.48 | Board Payroll Taxes for Checks dated 10/30/26-Medicare |
| Total CD1528 | | | | 362.84 | |
| CD1529 | 1003417584 | 10/30/2026 | CALPERS | 32.80 | PERS Retirement Pay Period 10.1 - 10.31.26 E. Sulllivan EE |
| | | 10/30/2026 | CALPERS | 71.09 | PERS Retirement Pay Period 10.1 - 10.31.26 E. Sulllivan ER |
| Total CD1529 | | | | 103.89 | |
| CD1530 | 409098 | 10/28/2026 | IGOE-FLEX BENEFIT | 100.00 | iGOE Admin Fee- October 2026 |
| Total CD1530 | | | | 100.00 | |
| CD1532 | BankFee-10/27/26 | 10/19/2026 | COLUMBIA BANK | | Bank fee for Wire transfer to LAIF |
| | | 10/19/2026 | COLUMBIA BANK | 15.00 | Bank fee for Wire transfer to LAIF |
| | | 10/27/2026 | COLUMBIA BANK | | Bank fee for Wire transfer to LAIF |
| | | 10/27/2026 | COLUMBIA BANK | 15.00 | Bank fee for Wire transfer to LAIF |
| Total CD1532 | | | | 30.00 | |
| CD1533 | 1003425638 | 11/12/2026 | CALPERS | 4,046.43 | PERS Retirement Pay Period 10/26 - 11/8/2026-Classic ER |
| | | 11/12/2026 | CALPERS | 8,770.63 | PERS Retirement Pay Period 10/26 - 11/8/2026-Classic EE |
| | 1003425639 | 11/12/2026 | CALPERS | 3,042.81 | PERS Retirement Pay Period 10/26 - 11/8/2026-PEPRA EE |
| | | 11/12/2026 | CALPERS | 3,113.47 | PERS Retirement Pay Period 10/26 - 11/8/2026-PEPRA ER |
| Total CD1533 | | | | 18,973.34 | |
| CD1534 | 270671603844409 | 11/12/2026 | United States Treasury | 11,057.58 | Staff Payroll Taxes for Checks dated 11/11/26-Federal W/H |
| | | 11/12/2026 | United States Treasury | 9,794.94 | Staff Payroll Taxes for Checks dated 11/11/26-FICA |
| | | 11/12/2026 | United States Treasury | 3,170.80 | Staff Payroll Taxes for Checks dated 11/11/26-Medicare |
| | 9266826 | 11/12/2026 | EMPLOYMENT DEVELOPMENT DEPT | 4,641.53 | Staff Payroll Taxes for Checks dated 11/11/26-State |
| Total CD1534 | | | | 28,664.85 | |
| Report Total | | | | 866,261.93 | |

# LEUCADIA WASTEWATER DISTRICT
## OPERATIONS REPORT
## FISCAL YEAR 2026 (July 2026 - June 2027)

| CURRENT MONTH Oct-26 | | | | | | | | FY 2026 |
|---|---|---|---|---|---|---|---|---|
| Period | Total Rain Inches | Total Flow MG | Added EDU's 29,127.50 | LWD ADF (MGD) | GPD/EDU | RECLAIMED Total (ac-ft/mo) | | LWD ADF (MGD) |
| JULY | 0.00 | 119.97 | 0.50 | 3.88 | 133.49 | 52.40 | | 3.83 |
| YTD | | | 29,131.94 | | | | | |
| AUGUST | 0.00 | 119.97 | 0.50 | 3.89 | 133.53 | 47.76 | | 3.87 |
| YTD | | | 29,132.44 | | | | | |
| SEPTEMBER | 0.05 | 110.10 | 5.00 | 3.76 | 129.04 | 39.84 | | 3.82 |
| YTD | | | 29,137.44 | | | | | |
| OCTOBER | 2.62 | 116.56 | 9.50 | 3.71 | 127.28 | 22.27 | | 3.74 |
| YTD | | | 29,146.94 | | | | | |
| NOVEMBER | | | | | | | | 3.85 |
| YTD | | | | | | | | |
| DECEMBER | | | | | | | | 3.82 |
| YTD | | | | | | | | |
| JANUARY | | | | | | | | 3.85 |
| YTD | | | | | | | | |
| FEBRUARY | | | | | | | | 3.84 |
| YTD | | | | | | | | |
| MARCH | | | | | | | | 3.79 |
| YTD | | | | | | | | |
| APRIL | | | | | | | | 3.70 |
| YTD | | | | | | | | |
| MAY | | | | | | | | 3.83 |
| YTD | | | | | | | | |
| JUNE | | | | | | | | |
| YTD | | | | | | | | |
| YTD Totals | 2.67 | 466.60 | 15.50 | | | 162.27 | | |
| Mo Average | 0.67 | 116.65 | 3.88 | 3.81 | 130.84 | 40.57 | | 3.81 |


LWD Flows by Sub-Basin
October 2026
Total LWD Flow 3.76 MGD
Saxony
Meter 6
0.16 MGD
4%
Alga Hills Meter 8
0.56 MGD
15%
Old Leucadia Meter 1
0.77 MGD
20%
La Costa East Meter 4
0.44 MGD
12%
N Grn Vly Meter 5
1.83 MGD
49%

# LEUCADIA WASTEWATER DISTRICT




## LEGEND

**Parcels by Basin**

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

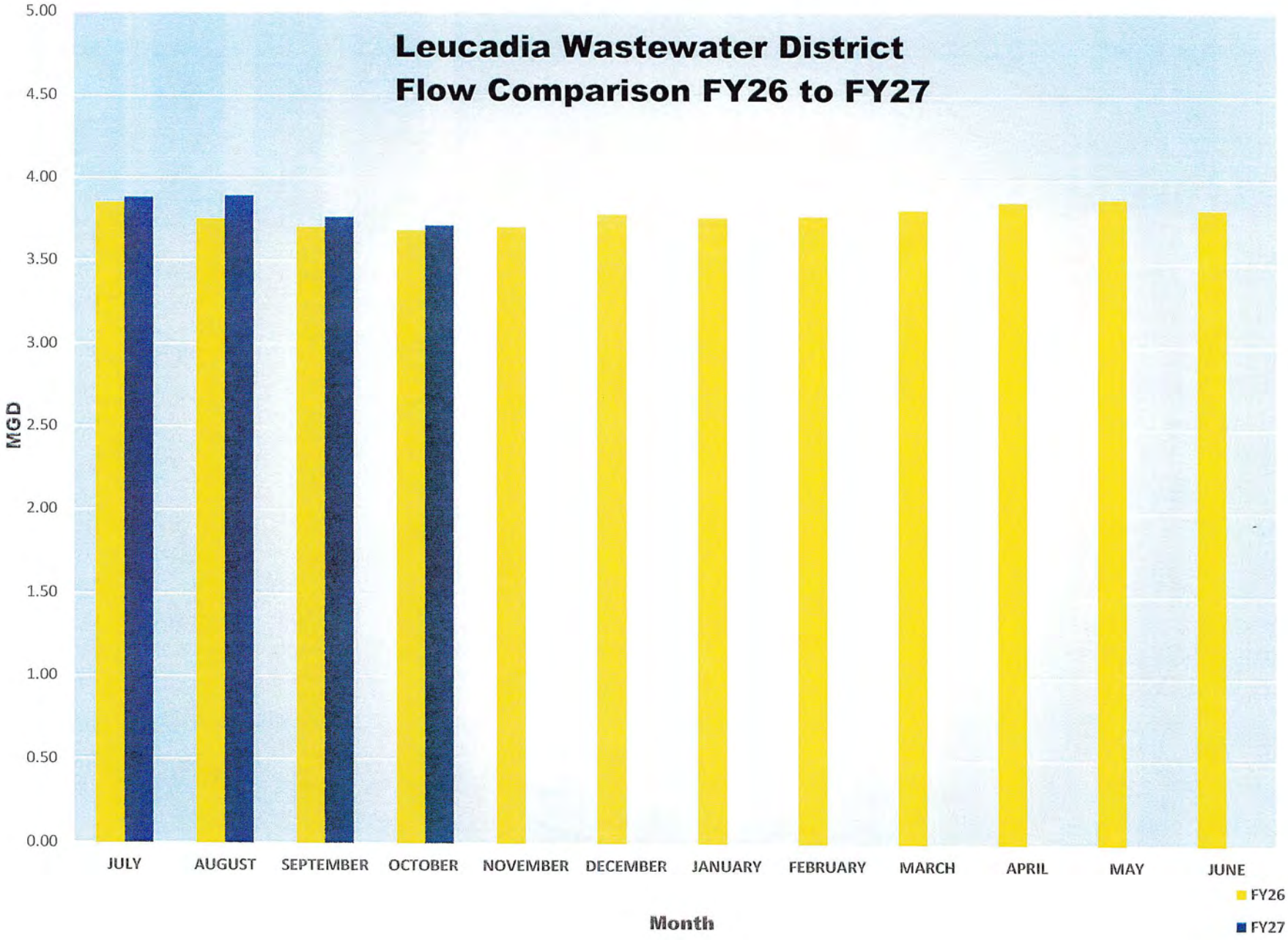
- M — Meter Locations
- PS — LWD Pump Station
- PS — Encinitas Pump Station
- LWD Boundary

LEUCADIA WASTEWATER DISTRICT

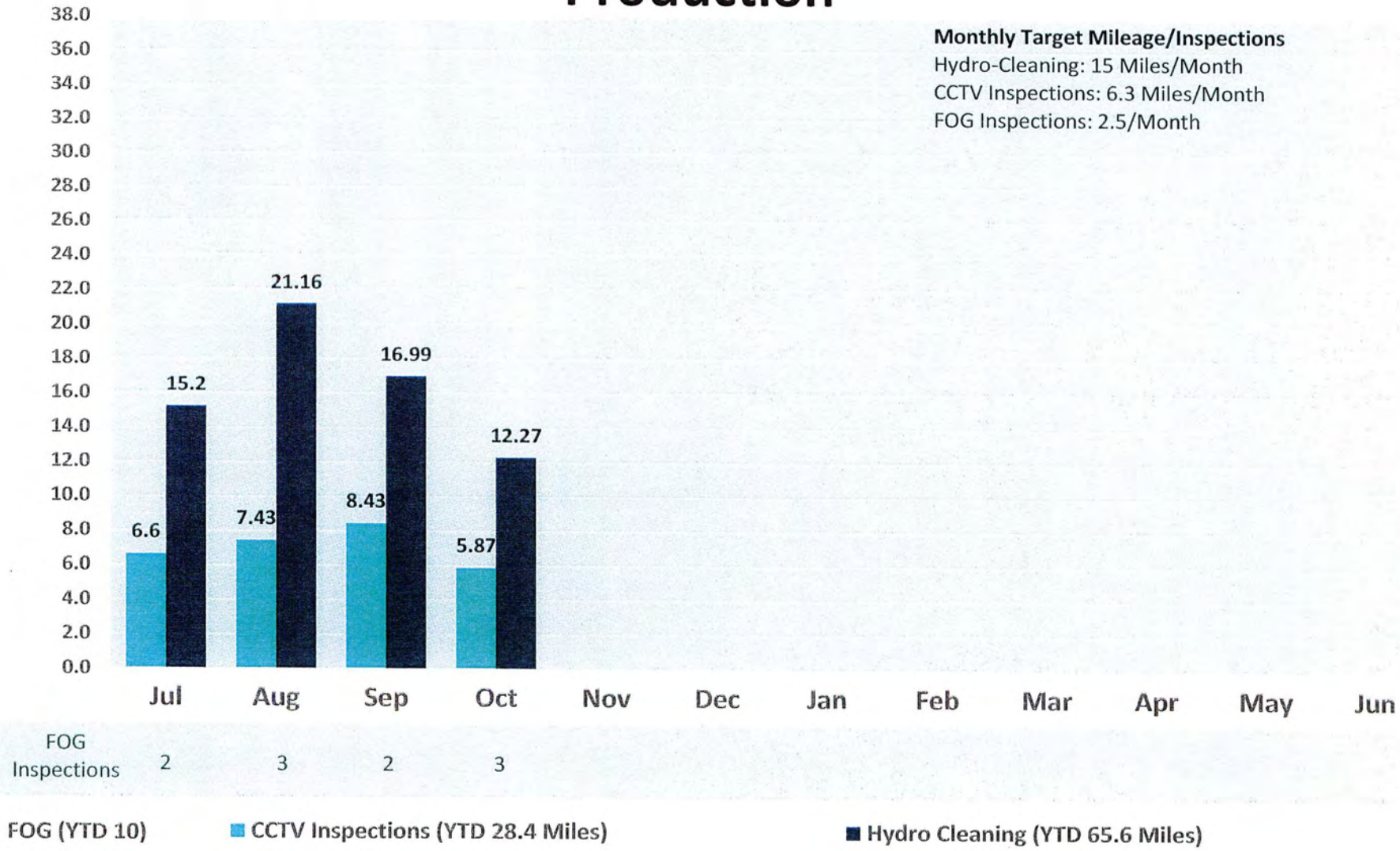

DEXTER WILSON ENGINEERING, INC.
CONSULTING ENGINEERS
(760) 438-4422


# SEWER COLLECTION SYSTEM BY SUB-BASIN

Date Saved: 8/16/2024 2:51:57 PM
Document Path: \\riendlan\gis\1030212024-08_LWD Subbasin Map.mxd


Leucadia Wastewater District
Flow Comparison FY26 to FY27
5.00
4.50
4.00
3.50
3.00
2.50
2.00
1.50
1.00
0.50
0.00
MGD
JULY
AUGUST
SEPTEMBER
OCTOBER
NOVEMBER
DECEMBER
JANUARY
FEBRUARY
MARCH
APRIL
MAY
JUNE
Month
FY26
FY27

# FY-27 CCTV Inspections & Hydro Cleaning Production



LEUCADIA DISTRICT

## Operations and Administration Training Report Summary for Fiscal Year 2027

### Trainings

| Month | Ops | Admin | Total Hrs. |
|---|---|---|---|
| Jul-26 | 14.5 | 3.5 | 18.0 |
| Aug-26 | 32.0 | 13.0 | 45.0 |
| Sep-26 | 58.5 | 6.0 | 64.5 |
| Oct-26 | 42.5 | 19.5 | 62.0 |
| Nov-26 | 0.0 | 0.0 | 0.0 |
| Dec-26 | 0.0 | 0.0 | 0.0 |
| Jan-27 | 0.0 | 0.0 | 0.0 |
| Feb-27 | 0.0 | 0.0 | 0.0 |
| Mar-27 | 0.0 | 0.0 | 0.0 |
| Apr-27 | 0.0 | 0.0 | 0.0 |
| May-27 | 0.0 | 0.0 | 0.0 |
| Jun-27 | 0.0 | 0.0 | 0.0 |
| ***YTD Totals*** | ***147.5*** | ***42.0*** | ***189.5*** |

### Conferences

| Month | Ops | Admin | Total Hrs. |
|---|---|---|---|
| Jul-26 | 3.0 | 7.0 | 7.0 |
| Aug-26 | 4.0 | 7.0 | 11.0 |
| Sep-26 | 3.0 | 10.0 | 13.0 |
| Oct-26 | 8.0 | 11.0 | 19.0 |
| Nov-26 | 0.0 | 0.0 | 0.0 |
| Dec-26 | 0.0 | 0.0 | 0.0 |
| Jan-27 | 0.0 | 0.0 | 0.0 |
| Feb-27 | 0.0 | 0.0 | 0.0 |
| Mar-27 | 0.0 | 0.0 | 0.0 |
| Apr-27 | 0.0 | 0.0 | 0.0 |
| May-27 | 0.0 | 0.0 | 0.0 |
| Jun-27 | 0.0 | 0.0 | 0.0 |
| ***YTD Totals*** | ***18.0*** | ***35.0*** | ***50.0*** |

*Notes:*

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

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

LEUCADIA DISTRICT

**Operations and Administration Training Report**
**October 2026**

**Training & Safety Events for the month October 2026**

| Description | Ops | Admin | Total Hrs. |
|---|---|---|---|
| Water Industry Machine Guarding | 1.0 | 0.0 | 1.0 |
| Water Industry Stormwater Pollution Prevention | 2.0 | 0.0 | 2.0 |
| CSRMA Water Quality Monitoring Plan | 1.0 | 0.0 | 1.0 |
| CSRMA Water Sampling Part 1: Collecting Water Samples | 1.0 | 0.0 | 1.0 |
| Water Industry Mathematics Basics | 1.0 | 0.0 | 1.0 |
| Water Industry Mathematics Applied | 1.0 | 0.0 | 1.0 |
| CPR/First Aid/AED | 33.0 | 15.0 | 48.0 |
| Data Privacy in the US | 1.0 | 0.0 | 1.0 |
| Data Protection: Privacy Risks | 0.5 | 2.0 | 2.5 |
| Data Protection: Secure Connections | 1.0 | 2.5 | 3.5 |
| **Total Training Hours** | **42.5** | **19.5** | **62.0** |

**Conferences/Webinars/Seminars for the month of October 2026**

| Description | Ops | Admin | Total Attendees |
|---|---|---|---|
| CSRMA Strategic Communicationn for Leaders | 0 | 1 | 1 |
| Endsight AI Cybersecurity Update | 0 | 2 | 2 |
| TVI Behind the Numbers | 0 | 1 | 1 |
| CalPERS Prefunding Programs | 0 | 1 | 1 |
| CalPERS Employer Leadership Dialogue | 0 | 1 | 1 |
| JAN HR Understanding Workplace Accommodations: Practical Strategies | 0 | 1 | 1 |
| Confidence Consulting Leadership Training | 8 | 4 | 12 |
| **Total Attended Conferences** | **8** | **11** | **19** |

*Notes:*

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

# Leucadia Wastewater District

Balance Sheet

As of 10/31/2026

(In Whole Numbers)

| | Amount |
|---|---|
| Assets | |
| Cash & Investments | 28,352,547 |
| Accounts Receivables | 324,167 |
| Prepaid Expense | 2,306,639 |
| Capital Assets | 206,509,386 |
| Less Accumulated Depreciation | (78,080,540) |
| Total Assets | 159,412,199 |
| Deferred Outflows | |
| PERS Pension Deferred Outflows | 1,552,503 |
| OPEB Health Deferred Outflows | 355,157 |
| Total Deferred Outflows | 1,907,660 |
| Total Assets & Deferred Outflows | 161,319,859 |
| Liabilities | |
| Accounts Payable & Accrued Expenses | 464,290 |
| Developer Deposits | 127,436 |
| Net OPEB Liability | 82,877 |
| Net Pension Liability | 3,453,565 |
| Total Liabilities | 4,128,168 |
| Deferred Inflows | |
| PERS Pension Deferred Inflows | 675,349 |
| OPEB Health Deferred Inflows | 187,229 |
| Total Deferred Inflows | 862,578 |
| Net Position | |
| Beginning Net Position | |
| Investment in Capital Assets | 128,401,234 |
| Reserves | 31,641,278 |
| Undesignated Net Position | (0) |
| Total Beginning Net Position | 160,042,511 |
| Current Change In Net Position | (3,713,398) |
| Total Current Change In Net Position | (3,713,398) |
| Total Net Position | 156,329,113 |
| Total Liabilities, Deferred Inflows & Net Position | 161,319,859 |

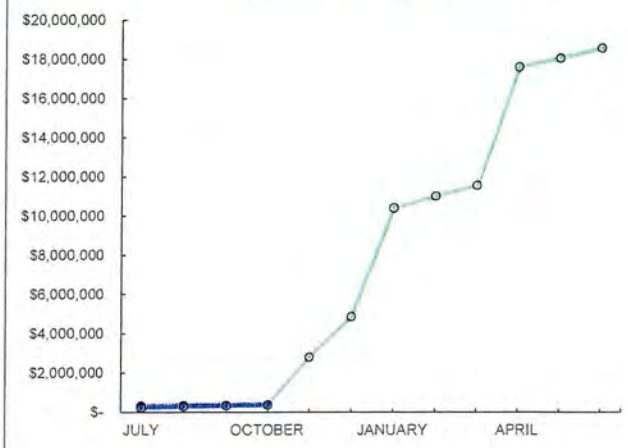
# Leucadia Wastewater District

Summary Budget Comparison - Revenues and Operating Expenses
From 7/1/2026 Through 10/31/2026

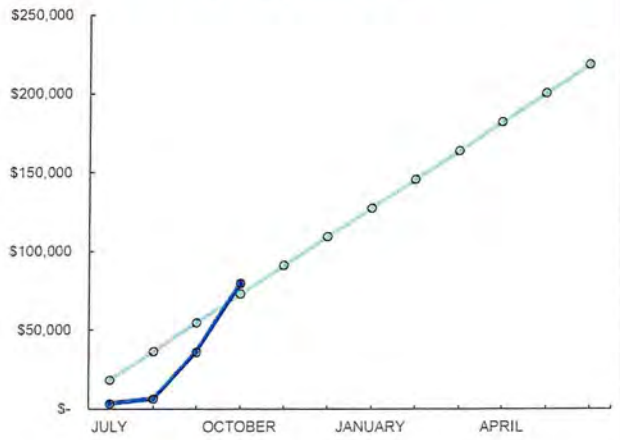
| Account Title | YTD Actual | Total Annual Budget | Remaining Budget | Percentage Total Budget Used |
|---|---|---|---|---|
| **OPERATING REVENUES** | | | | |
| 3110 Sewer Service Fees | $ 357,817 | $ 18,575,664 | $ 18,217,847 | 1.9% |
| 3150 Recycled Water Sales | 258,781 | 412,000 | 153,219 | 62.8% |
| 3100 Misc. Operating Revenue | - | 190,158 | 190,158 | 0.0% |
| TOTAL OPERATING REVENUES | $ 616,597 | $ 19,177,822 | $ 18,561,225 | 3.2% |
| **OPERATING EXPENSES** | | | | |
| 4100 Salaries | $ 777,335 | $ 2,526,171 | $ 1,748,836 | 30.8% |
| 4200 Employee Benefits | 575,828 | 1,931,564 | 1,355,736 | 29.8% |
| 4300 Directors Expense | 38,005 | 127,445 | 89,441 | 29.8% |
| 4400 Election Expense | - | 35,000 | 35,000 | 0.0% |
| 4600 Gas, Oil & Fuel | 24,844 | 60,800 | 35,956 | 40.9% |
| 4700 Insurance Expense | 188,607 | 350,000 | 161,393 | 53.9% |
| 4800 Memberships | 26,014 | 44,380 | 18,366 | 58.6% |
| 4900 Office Expense | 69,364 | 208,103 | 138,739 | 33.3% |
| 5000 Operating Supplies | 70,132 | 200,327 | 130,195 | 35.0% |
| 5200 Professional Services | 108,086 | 431,400 | 323,314 | 25.1% |
| 5300 Printing & Publishing | 1,526 | 34,000 | 32,474 | 4.5% |
| 5400 Rents & Leases | 7,093 | 21,400 | 14,307 | 33.1% |
| 5500 Repairs & Maintenance | 225,472 | 596,010 | 370,538 | 37.8% |
| 5600 Monitoring & Permits | 17,519 | 103,128 | 85,610 | 17.0% |
| 5700 Training & Development | 22,660 | 53,500 | 30,840 | 42.4% |
| 5900 Utilities | 207,684 | 602,900 | 395,216 | 34.4% |
| 6100 LAFCO Operations | 9,911 | 7,500 | (2,411) | 132.2% |
| 6200 Encina Operating Expense | 1,311,397 | 3,625,000 | 2,313,603 | 36.2% |
| 6900 Admin O/H alloc to Capital | (55,980) | (237,741) | (181,761) | 23.5% |
| TOTAL OPERATING EXPENSES | $ 3,625,497 | $ 10,720,887 | $ 7,095,390 | 33.8% |
| **NON-OPERATING REVENUES** | | | | |
| 3130 Capacity Fees | $ 79,560 | $ 218,400 | $ 138,840 | 36.4% |
| 3220 Property Taxes | 97,110 | 2,498,000 | 2,400,890 | 3.9% |
| 3250 Investment Income | 408,998 | 1,093,000 | 684,002 | 37.4% |
| 3290 Misc. Non Op Revenue | 14,249 | 1,386,200 | 1,371,951 | 1.0% |
| TOTAL NON-OPERATING REVENUES | $ 599,917 | $ 5,195,600 | $ 4,595,683 | 11.5% |

# Leucadia Wastewater District
# Revenue FY2027
**YTD through October 31, 2026**

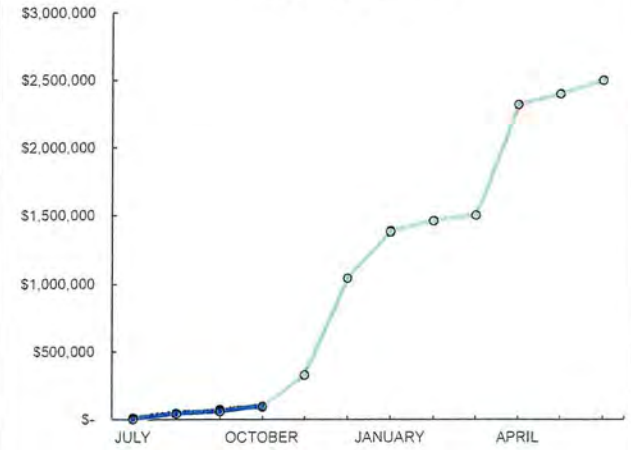
## Sewer Service Fees



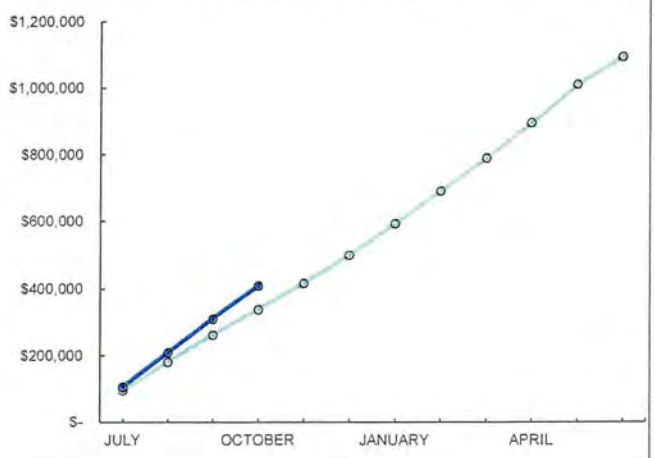

## Capacity Charges



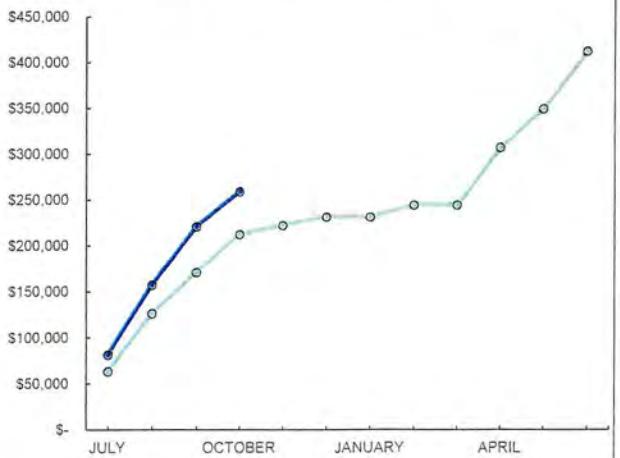

## Property Taxes



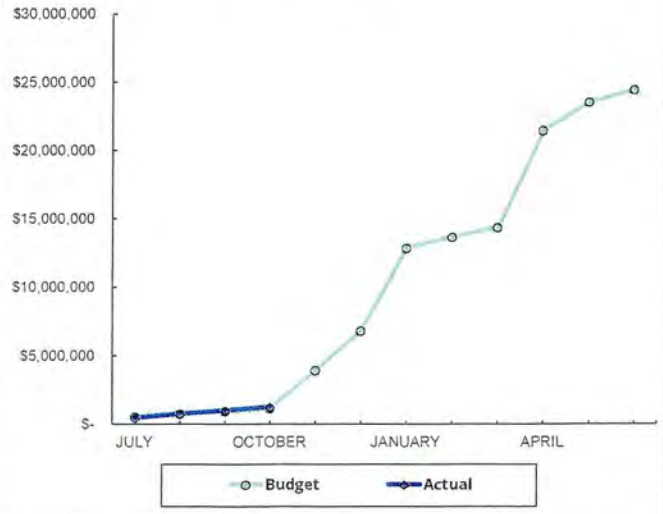

## Investment Income




## Recycled Wastewater Sales



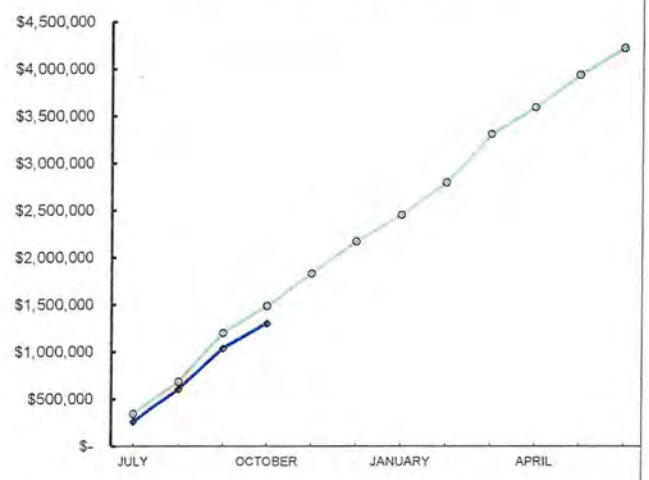

## Total Revenue



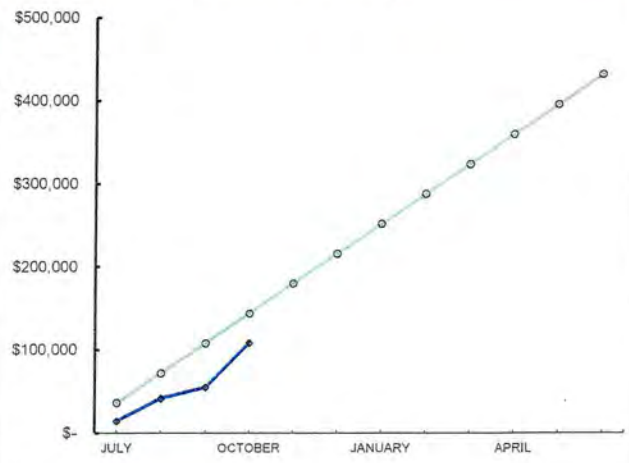

* Preliminary: subject to future review, reconciliation, accruals, and audit

# Leucadia Wastewater District
# Operating Expenses FY2027
**YTD through October 31, 2026**

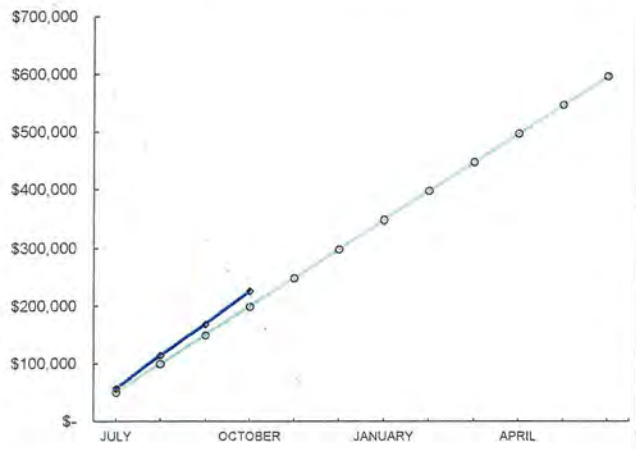
## Salaries and Benefits



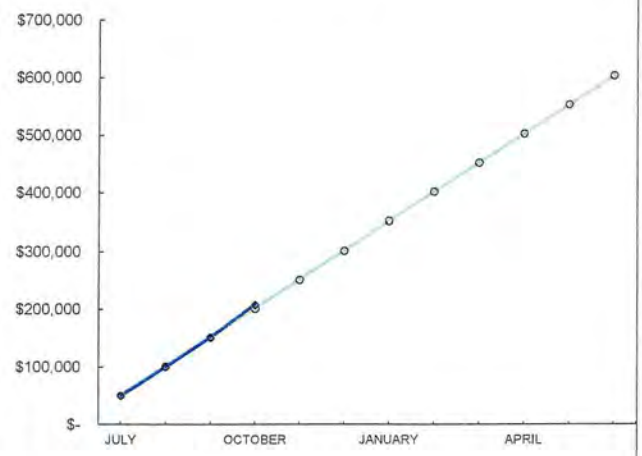

## Professional Services



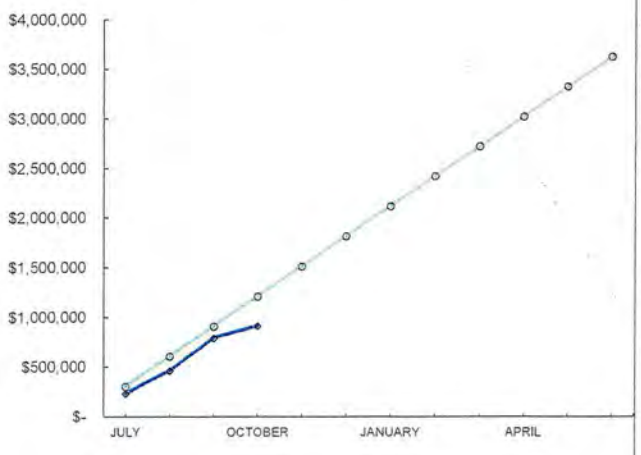

## Repairs & Maintenance



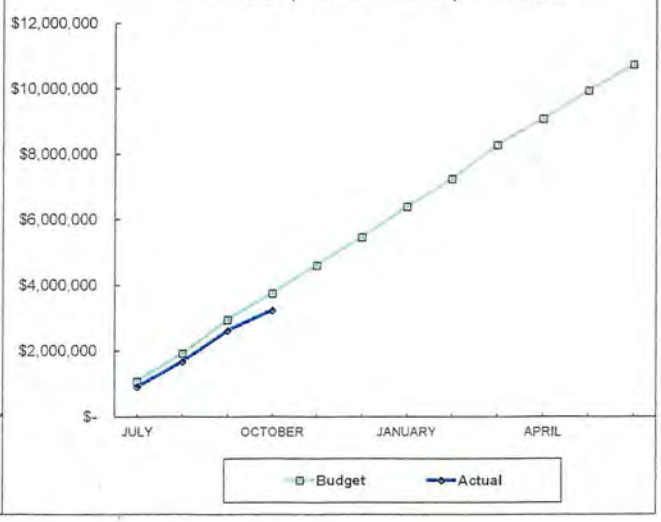

## Utilities




## Encina M&O



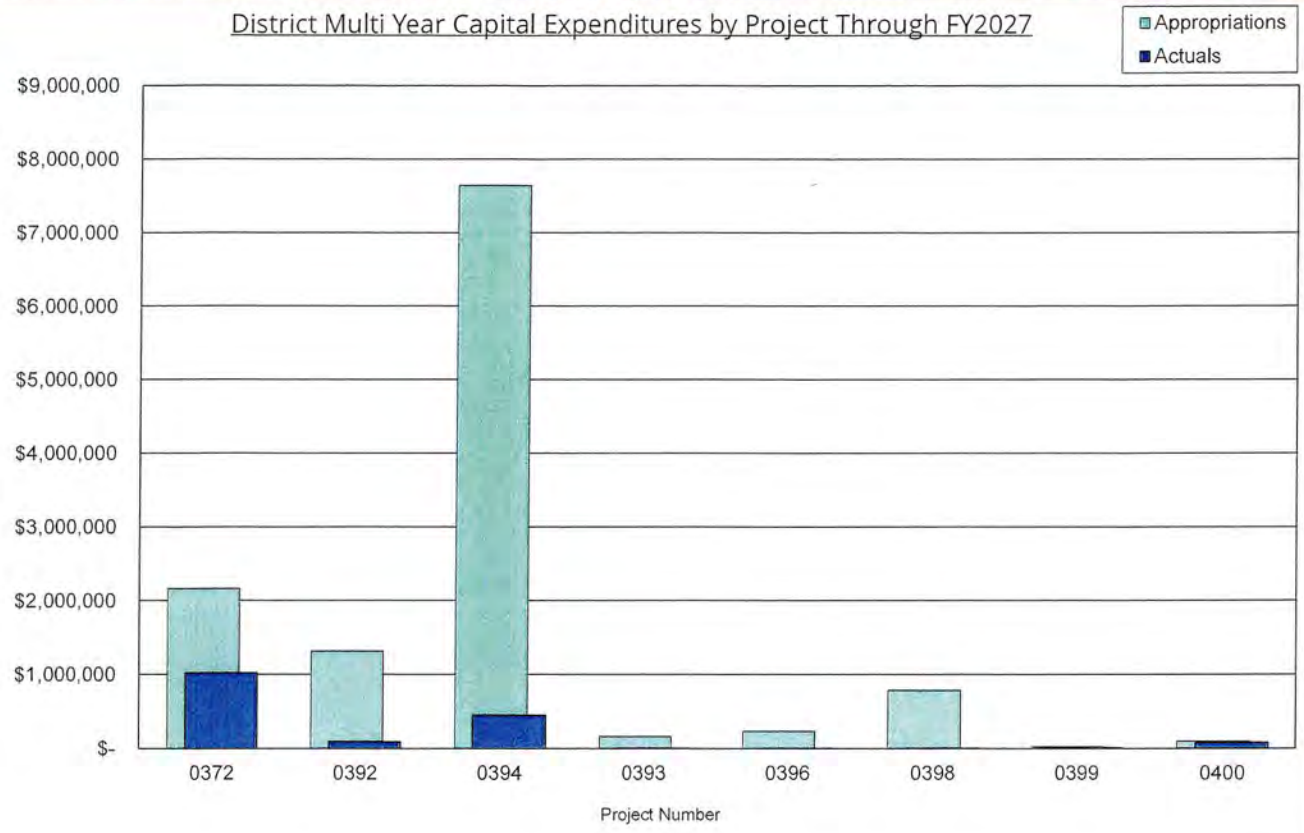

## Total Operating Expenses - Before Depreciation & Replacement



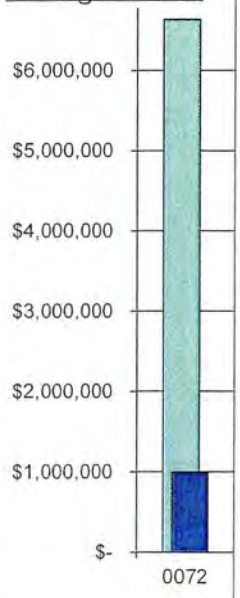

* Preliminary: subject to future review, reconciliation, accruals, and audit

# Leucadia Wastewater District
# Capital Expenditures
**As of October 31, 2026**

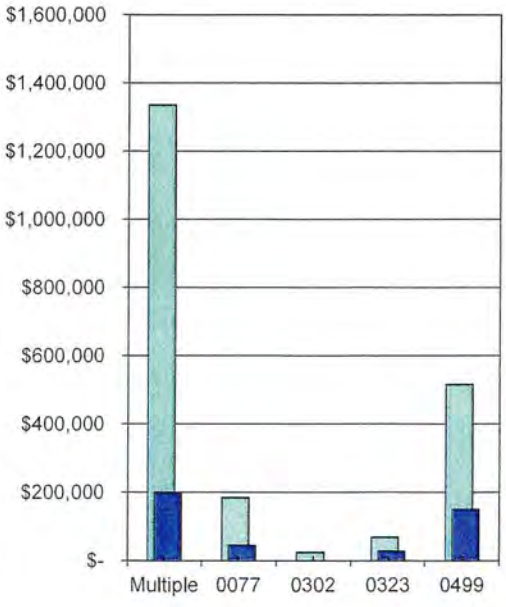
## District Multi Year Capital Expenditures by Project Through FY2027




## District's Share of Encina WPCF Capital Exp Through FY2027




## Single Year Capital Expenditures by Project FY2027




## Project Legend

| Multi-Year Capital Projects | No. |
|---|---|
| Encina Capital | 0072 |
| Diana Pump Station Upgrade | 0372 |
| FY 2026 Gravity Pipeline Project | 0392 |
| La Costa Pump Station Replacement | 0394 |
| Anode Replacement | 0393 |
| Anode Replacement Batiquitos | 0396 |
| Fiscal Year 2027 Gravity Pipeline Rehab | 0398 |
| Hazard Preparedness and Mitigation Plan | 0399 |
| BPS B3 Force Main Condition Assessment | 0400 |

| 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 |

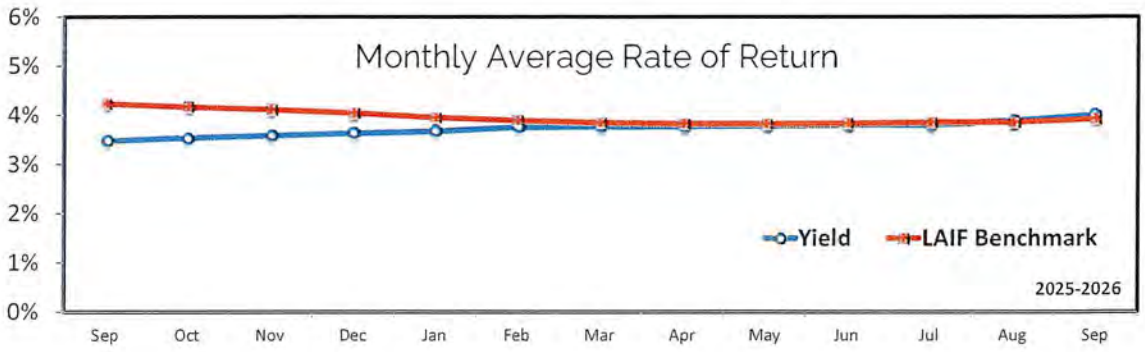
* Preliminary: subject to future review, reconciliation, accruals, and audit

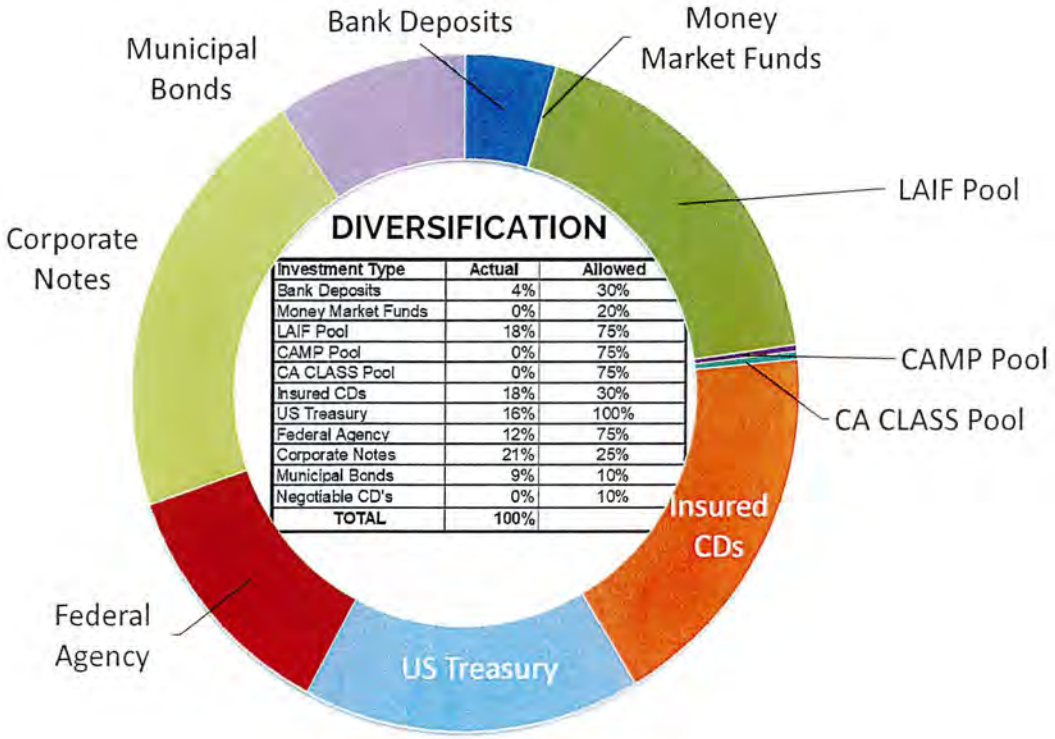
## LEUCADIA WASTEWATER DISTRICT

*Monthly Investment Summary*

**September 30, 2026**

| Cash Equivalents & Investments | Principal (Original Cost) Aug 31, 2026 | Principal (Original Cost) Sep 30, 2026 | September Interest | Average Rate |
|---|---|---|---|---|
| Columbia Bank Reserves | $ 570,009 | $ 1,292,103 | $ 981 | 1.265% |
| TVI Dreyfus Money Market | 69,243 | 2,353 | 105 | 3.520% |
| LAIF Pool | 5,460,857 | 5,460,857 | 17,784 | 3.908% |
| CAMP Pool | 1,092,168 | 94,231 | 1,913 | 3.870% |
| CA CLASS Pool | 1,111,585 | 113,479 | 1,949 | 3.818% |
| Certificates of Deposit - Insured | 5,593,000 | 5,344,000 | 19,438 | 4.176% |
| US Treasury Notes | 4,853,944 | 4,853,944 | 15,899 | 3.933% |
| Federal Agency Notes | 3,507,265 | 3,527,265 | 11,135 | 3.492% |
| Municipal Bonds | 2,776,918 | 2,776,918 | 9,669 | 4.204% |
| Corporate Bonds/Notes | 6,490,399 | 6,239,794 | 23,012 | 4.247% |
| **Totals** | **$ 31,525,388** | **$ 29,704,945** | **$ 101,885** | **3.994%** |




**DIVERSIFICATION**

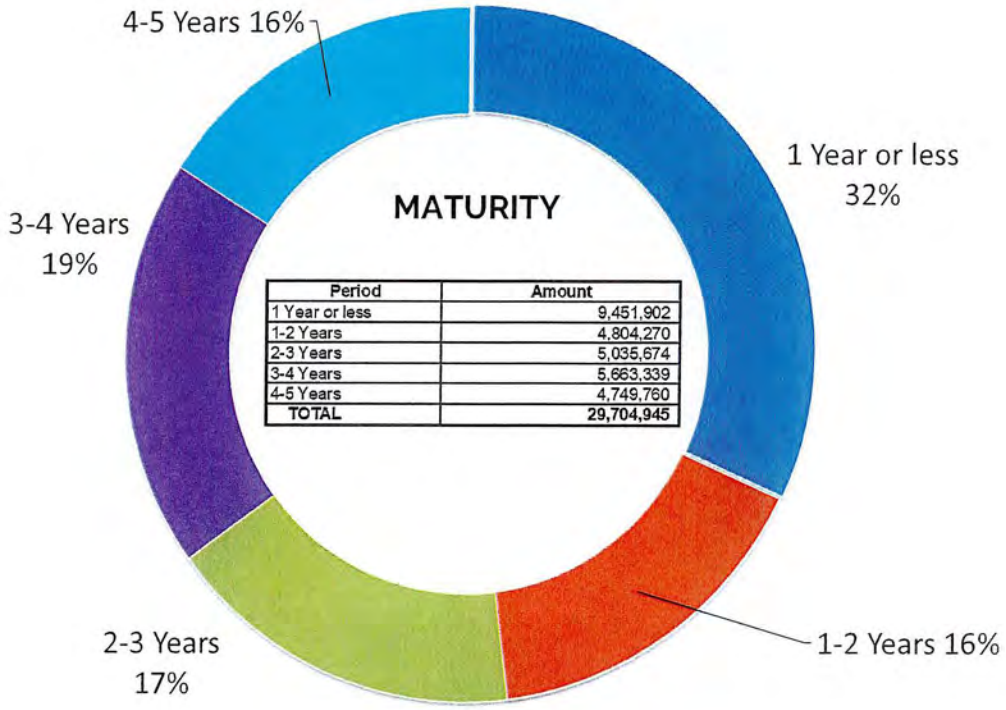
| Investment Type | Actual | Allowed |
|---|---|---|
| Bank Deposits | 4% | 30% |
| Money Market Funds | 0% | 20% |
| LAIF Pool | 18% | 75% |
| CAMP Pool | 0% | 75% |
| CA CLASS Pool | 0% | 75% |
| Insured CDs | 18% | 30% |
| US Treasury | 16% | 100% |
| Federal Agency | 12% | 75% |
| Corporate Notes | 21% | 25% |
| Municipal Bonds | 9% | 10% |
| Negotiable CD's | 0% | 10% |
| TOTAL | 100% | |

LEUCADIA WASTEWATER DISTRICT

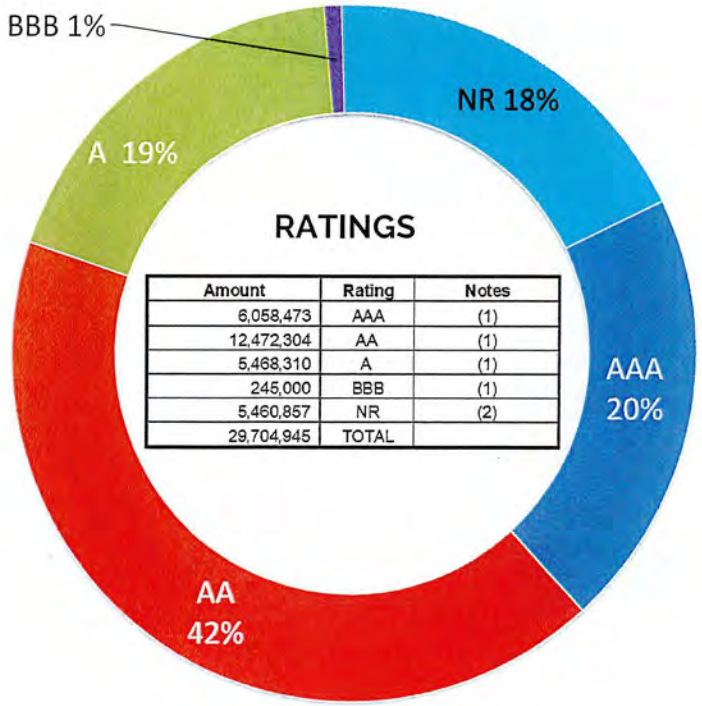
*Monthly Investment Summary*

**September 30, 2026**

**(Continued)**




| Period | Amount |
|---|---|
| 1 Year or less | 9,451,902 |
| 1-2 Years | 4,804,270 |
| 2-3 Years | 5,035,674 |
| 3-4 Years | 5,663,339 |
| 4-5 Years | 4,749,760 |
| TOTAL | 29,704,945 |




| Amount | Rating | Notes |
|---|---|---|
| 6,058,473 | AAA | (1) |
| 12,472,304 | AA | (1) |
| 5,468,310 | A | (1) |
| 245,000 | BBB | (1) |
| 5,460,857 | NR | (2) |
| 29,704,945 | TOTAL | |

(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 (NR).

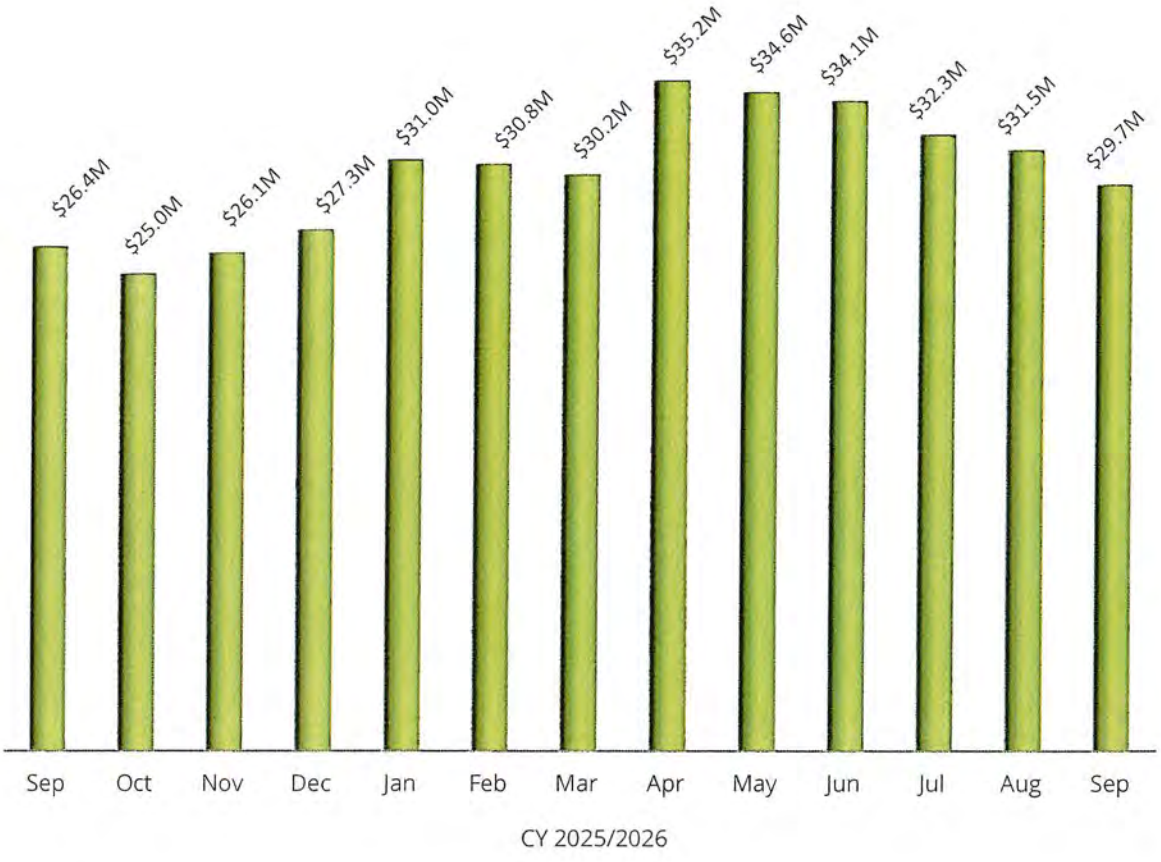
## LEUCADIA WASTEWATER DISTRICT

*Monthly Investment Summary*

**September 30, 2026**

**(Continued)**

### CASH & INVESTMENT FUNDS BY MONTH




### INVESTMENT TRANSACTIONS

| Investment | Purchases | Sales & Maturities | Maturity Date | CUSIP | YTM at Cost |
|---|---|---|---|---|---|
| B of A Corp Note | | 250,605 | 9/10/2026 | 06048WN63 | 1.10% |
| Pentagon Federal Credit Union | | 249,000 | 9/29/2026 | 70962LAS1 | 0.90% |
| FHLB | | 300,000 | 9/30/2026 | 3130ANYN4 | 1.00% |
| FFCB | 320,000 | | 9/4/2031 | 3133EWC65 | 4.50% |
| TOTAL | $ 320,000 | $ 799,605 | | | |

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: 27-9637

**DATE:** November 12, 2026

**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, 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

## 09-30-26

**SUMMARY OF CASH & INVESTMENTS at September 30,2026**

SEE QUARTERLY TREASURER'S REPORT FOR DETAILS

| ASSETS | PAR VALUE 9/30/2026 | AMORTIZED COST 9/30/2026 | % OF TOTAL Actual | % OF TOTAL Allowed | MARKET VALUE 9/30/2026 |
|---|---|---|---|---|---|
| CASH IN BANK (Checking/Reserve Accts) | $ 1,292,103 | $ 1,292,103 | 4% | 30% | $ 1,292,103 |
| MONEY MARKET FUNDS | $ 2,353 | $ 2,353 | 0% | 20% | $ 2,353 |
| LAIF - STATE INVESTMENT POOL | $ 5,460,857 | $ 5,460,857 | 18% | 75% | $ 5,430,737 |
| CAMP - JPA INVESTMENT POOL | $ 94,231 | $ 94,231 | 0% | 75% | $ 94,231 |
| CA CLASS - JPA INVESTMENT POOL | $ 113,479 | $ 113,479 | 0% | 75% | $ 113,479 |
| FEDERAL AGENCY SECURITIES | $ 3,540,000 | $ 3,527,265 | 12% | 75% | $ 3,471,979 |
| US TREASURY BONDS/NOTES | $ 4,953,000 | $ 4,853,944 | 16% | 100% | $ 4,791,487 |
| CORPORATE NOTES | $ 6,314,000 | $ 6,239,794 | 21% | 25% | $ 6,127,253 |
| MUNICIPAL BONDS | $ 2,860,000 | $ 2,776,918 | 9% | 10% | $ 2,686,889 |
| INSURED CERTIFICATES OF DEPOSIT | $ 5,344,000 | $ 5,344,000 | 18% | 30% | $ 5,267,172 |
| **TOTAL CASH & INVESTMENTS** | **$ 29,974,024** | **$ 29,704,945** | **100%** | | **$ 29,277,683** |

| As of September 30, 2026 | QUARTERLY RESULTS | | | | |
|---|---|---|---|---|---|
| Cash & Investments | Avg Days to Maturity | Change in Cash & Inv | Interest Earned | Average Return | LAIF Benchmark |
| **$29.3M** | **773** | **($4,414K)** | **$310K** | **3.9%** | **3.9%** |

Ref: 27-9689

**MEMORANDUM**

**DATE:** November 12, 2026
**TO:** Board of Directors
**FROM:** Paul J. Bushee, General Manager
**SUBJECT:** **October 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 October 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.

tb:PJB

# Leucadia Wastewater District
## Disclosure of Reimbursements Report
## October 2026

| Conference Date | Description | GM P. Bushee | Director E. Sullivan | Director R. Pacilio | Director C. Roesink | Director R. Saldana | DFA R. Green | FSSup M. Avalos | FSS M. Gonzalez | ADS T. Hill |
|---|---|---|---|---|---|---|---|---|---|---|
| | 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** |
| | 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** |

**- There were no travel reimbursements for the month of October 2026**

# Encina Wastewater Authority Report
## Regular Board Meeting
## October 28, 2026

**EWA Board of Directors** – Director Saldana Reporting

### 1. CalPERS Contract Update

The Board of Directors approved a CalPERS Resolution of Intention to approve an amendment to the CalPERS contract.

### 2. Tactical Plan Status Report

The Board of Directors received and filed the Tactical Plan Status Report.

### 3. Cyber Security Updates

The Board of Directors received and filed the Cyber Security Updates.

### 4. Alternative Fuels Receiving Facility Improvements Project Final Acceptance

The Board of Directors authorized the General Manager to take final acceptance of the Task Order with J.R. Filanc Construction Company, Inc. The Board also directed staff to record a notice of completion with the County Recorder.

### 5. Resolution Declaring South Parcel Surplus Land

The Board of Directors adopted a Resolution making findings and declaring that certain real property consisting of approximately 28 acres of vacant land located south of the Encina Water Pollution Control Facility on Avenida Encinas in Carlsbad, California, is surplus land.

The Board of Directors also authorized the General Manager to comply with the Surplus Land Act and take related actions; and find that such declaration is exempt from environmental review under the California Environmental Quality Act.

# Engineering Committee Meeting Report

Presented by President Brown

---

## Meeting held November 4, 2026

The Engineering Committee (EC) reviewed the following recommendations:

- Authorize the General Manager to execute a sole source purchase agreement with Misco Water to furnish and install a new Tube Settler and Scum Pipe Bracket in an amount not to exceed $94,274; and

- Receive and file the FY2026 Audit of the Distict's 2025 Sewer System Management Plan (SSMP) completed by Dexter Wilson Engineering, Incorporated.

The EC concurred with staff to present these items to the Board of Directors and they will be discussed later in the agenda.

Lastly, the EC received updates on the Batiquitos (B3) Pump Station Force Main Condition Assessment and the La Costa Pump Station Replacement Project. These items were for informational purposes only and no action was taken.

**MEMORANDUM**

Ref: 27-9702

**DATE:** November 12, 2026

**TO:** Board of Directors

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

**SUBJECT:** **Fiscal Year 2026 (FY26) Annual Comprehensive Financial Report**

---

**RECOMMENDATION:**

Staff and the Finance and Personnel Committee (FPC) recommend that the Board of Directors:

1. Receive and file the FY26 Annual Comprehensive Financial Report.
2. Discuss and take other action, as appropriate.

**DISCUSSION:**

**Tactical Goal: Financial / FY26 Audit**

The FPC is scheduled to review this item at its November 12th meeting and any changes will be reported to the Board at the upcoming meeting.

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 FY25.
- 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 FY26 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

**MEMORANDUM**

Ref: 27-9711

**DATE:** November 12, 2026

**TO:** Board of Directors

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

**SUBJECT:** **Award of Sole Source Purchase Agreement to Misco Water for the Tube Settler and Scum Pipe Bracket Furnish and Installation**

---

**RECOMMENDATION:**

Staff and the Engineering Committee recommend that the Board of Directors:

1. Authorize the General Manager to execute a sole source purchase agreement with Misco Water to furnish and install a Tube Settler and Scum Pipe Bracket in an amount not to exceed $94,274.

2. Discuss and take other action as appropriate.

**DISCUSSION:**

**Tactical Goal: Infrastructure and Technology / Tube Settler and Scum Pipe Bracket furnish Replacement**

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) Advanced Water Treatment (AWT) Facility utilizes tube settlers for the clarification process to enhance solids reduction and improve treatment efficiency. The existing tube settler and associated scum pipe support brackets have been in service for over 30 years and are showing signs of aging, deterioration, and wear due to continuous use and routine maintenance activities.

Recent inspections have identified corrosion and degradation of the tube settler assemblies and corrosion on the scum pipe support brackets. As these components continue to age, there is an increased risk of reduced clarification performance, equipment failure, and unplanned maintenance activities. Replacement of these critical components is necessary to maintain reliable operation of the treatment process and ensure consistent water quality.

The proposed project includes the removal and replacement of the existing tube settler and scum pipe brackets for the AWT clarifier. The replacement equipment will be designed to fit within the existing clarifier structure while improving durability and performance. Installation of new tube settlers will restore the effective settling area within the clarifier and improve solids removal.

Due to the specialized nature of the tube settler system and the need to ensure compatibility with the existing clarifier configuration, procurement of the replacement equipment is limited to manufacturers and suppliers with specific expertise in water treatment clarification systems. Multiple vendors were contacted for quotes; however, Misco Water was the only vendor capable

of furnishing a compatible tube settler system and installation services. Misco Water has extensive experience providing tube settler equipment for municipal water and wastewater treatment facilities.

In accordance with Section 11.1(A), Sole Source Procurement, of the District's Procurement Policy, sole source procurement is permitted when goods and services are only available from a single vendor due to unique circumstances. In addition, Section 11.1(D), Complex or Unique Items, it is unlikely that there would be more than one bidder and it is unlikely that there would be any economic benefit to the public to be gained from bidding.

Accordingly, staff requested and received a quote from Misco Water for the Tube Settler and Scum Pipe Bracket furnish Replacement. The quote is attached for your review.

Staff have evaluated the quote submitted by Misco Water and determined it meets the District's requirements. Therefore, staff recommends that the Board authorize the General Manager to execute a sole source purchase agreement with Misco Water for the replacement of the Tube Settlers and Scum pipe bracket furnish.

**FISCAL IMPACT:**

The fiscal year 2027 Capital Acquisition Budget includes $88,000 for the purchase of the tube settlers, scum pipe bracket, and associated installation costs. Additional funding required for this project will be transferred from the Batiquitos Joint Facilities Anode Replacement Project, which has budget available.

mg:PJB

Attachment

# Leucadia Wastewater District

## Gafner Water Reclamation Facility Clarifier Tube Settler and Scum Pipe Rehabilitation

October 28, 2026



Proposal RC20250925_REV1

Ryan Coon
rcoon@miscowater.com
(951) 258-1226

MISCO WATER
Collaborative Delivery Solutions

# TABLE OF CONTENTS


MISCOwater Collaborative Delivery Solutions ..... 3
Project Summary ..... 4
Scope of Supply ..... 5
Scope of Work ..... 6
Project References ..... 7
Firm Proposal Pricing ..... 10
Terms and Conditions ..... 11

MISCO WATER
Collaborative Delivery Solutions

# MISCOwater Collaborative Delivery Solutions




*MISCOwater is focused on applying the best water and wastewater treatment solutions to our industry's greatest water treatment challenges in partnership with you.*

*Provide municipalities a cost-effective way to implement small to medium sized projects involving installation of new equipment or replacement/rehabilitation of existing equipment.*

*Complete projects faster than most project procurement mechanisms.*

*Provide owners with a Project Manager that is a single point-of-contact for successful project implementation.*

*Contract with manufacturers that use common design and engineering tools to minimize project costs.*

*Encourage owner participation in the selection of the installer/contractor to foster collaboration and partnership.*

*Include options for financing, system maintenance, and long-term support.*

MISCO WATER
Collaborative Delivery Solutions

## Project Summary

Leucadia Wastewater District's Gafner Water Reclamation Facility utilizes tube settlers and a scum pipe in the settling phase of their for their rapid clarifier. The equipment over time has degraded and needs replacement. MISCOwater was onsite on July 17th, 2025, for a site walk to evaluate the necessary work to install new tube settlers and fix the scum pipe bracket.

MISCOwater, as Enviropax's exclusive representative in Southern California, offers this proposal to replace the existing tube settlers with new drop-in replacements and fix the scum pipe bracket to return the equipment to full working order.

## Scope of Supply

| Equipment Furnished | | |
|---|---|---|
| **Item** | **Qty** | **Description** |
| Tube Settlers | 120 sq ft | 24"-tall PVC tube settlers |
| Scum Pipe Bracket | 1 | |

## Scope of Work

| Onsite Services | |
|---|---|
| Item | Value/Description |
| Mobilization | Mobilization to be scheduled after tube settlers are delivered to Leucadia. |
| Removal of walkway equipment and existing tube settlers | Demolish existing tube settlers currently installed. Existing material to be left with Leucadia for recycling or disposal. |
| Installation of tube settlers and scum pipe bracket | Install new Enviropax tube settlers and fix scum pipe |
| Demobilization | Demobilization from site. |

**Notes:**

- Clarifier shall be delivered to the project team empty, clean, and isolated to begin work.
- All equipment shall be delivered to the jobsite and placed in a designated area where items can be easily moved by crane and placed onto the designated structures.
- Provide Confined Space Entry Equipment (where necessary) and PPE.
- Assumes adequate lay down and storage area onsite for crane and Conex toolbox.
- Includes prevailing wage rates for all craft labor.
- Work to be performed in one (1) mobilization.
- Leucadia Wastewater District to take all reasonable precautions to make safe workspace.
- No allowances have been made for Project Labor Agreements (PLA's) or similar requirements.
- Alternates, if included, are additive only. The only stand-alone price is the base price.

**This Scope of work excludes the following items:**

- SCADA – City to provide SCADA integration and final controls integration.
- Structural design/upgrade. All work to be match-existing/in-kind replacement.
- Permit-required confined space. All tanks assumed to be non-permitted confined space. No provisions included for hole-watch.
- Hazardous waste disposal
- Bonds, permits, fees, and/or stamped engineering documents.
- Overtime premiums or weekend work.
- Concrete restoration.
- Offloading and/or storage of replacement parts if delivered when crew is not onsite.
- Installation of (non-identified) piping, equipment supports and/or electrical.

## Project References



# Project Reference List
# Wastewater Solutions

## Silicon Valley Clean Water Aeration Upgrade Project

| | |
|---|---|
| Owner: | Silicon Valley Clean Water<br>1400 Radio Rd<br>Redwood City, CA 94065<br>Phone: (650) 591-7121<br>Contact: Arvind Akela, Chuck Fenton |
| Construction Partner: | Monterey Mechanical Co.<br>8275 San Leandro St<br>Oakland, CA 94621<br>Phone: (510) 632-3173<br>Contact: Ed Moore |
| Project Amount: | $2,200,000 |
| Project Duration: | 2 weeks |
| Project Team: | Dwight Craig<br>Richard Gnandt<br>Matt Tooley |

Summary:

1. Upgraded existing mechanical mixers with efficient Invent Mixer/Aerators including drop leg air headers, air spargers, and integrated controls.
2. SOTE Testing, commissioning, start up and training.

MISCO WATER
Collaborative Delivery Solutions



# Project Reference List
# Wastewater Solutions

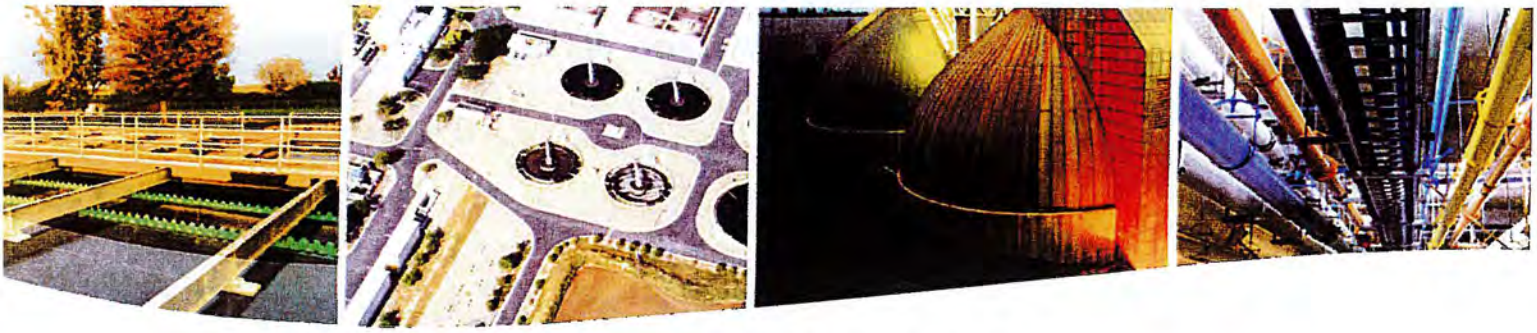
## Woodland Water Pollution Control Facility
## Band Screen Installation

| | |
|---|---|
| Owner: | 42929 County Road 24<br>Woodland, CA 95776<br>Phone: (530) 661-20690<br>Contact: Chris Fong |
| Construction Partner: | GSE Construction<br>6950 Preston Ave.<br>Livermore, CA 94551<br>Phone: (925) 447-0292<br>Contact: Dennis Gutierrez |
| Project Amount: | $704,000 |
| Project Duration: | 6 months |
| Project Team: | Mark Humberstone<br>Richard Gnandt |

Summary:

1. Installation of (2) band screens and (4) FRP headworks gates
2. Removal of old equipment.
3. Testing, commissioning, start up and training.

MISCO WATER
Collaborative Delivery Solutions



# Project Reference List
# Wastewater Solutions

## Monterey One Water
## Trickling Filter Rehabilitation Project

| | |
|---|---|
| Owner: | Monterey One Water<br>14811 Del Monte Blvd.<br>Marina, CA 93933<br>Phone: (831) 883-1118<br>Contact: Jerry Valladao |
| Construction Partner: | GSE Construction<br>6950 Preston Ave.<br>Livermore, CA 94551<br>Phone: (925) 447-0292<br>Contact: Dennis Gutierrez |
| Project Amount: | $1,500,000 |
| Project Duration: | 10 months |
| Project Team: | Mark Humberstone<br>Mike Tooley<br>Richard Gnandt |

Summary:

1. Removal of two Temcor/Conservatek aluminum dome covers
2. Replacement of two rotary distributors for bio tower trickling filters
3. Installation of UV protected grating
4. Installation of pre-fab canopy and LCPs
5. Replacement of plug valves
6. Removal of old equipment
7. Testing, commissioning, start up and training.

MISCO WATER
Collaborative Delivery Solutions

# Firm Proposal Pricing

## Scope of Supply

| | | |
|---|---|---|
| A | Tube Settler and Scum Pipe Bracket Furnish and Installation | $87,493.00 |
| | Sub-Total | $87,493.00 |
| | Sales Tax Estimate (7.75%) | $6,780.70 |
| | **TOTAL** | **$94,273.70** |

## Project Schedule

| | |
|---|---|
| Purchase Order Received and Accepted | Timeline Begins |
| Submittals | Week 6-8 |
| Fabrication of Equipment Complete | Week 18-20 |
| Installation of Equipment Complete | Week 18-20 |
| - Mobilization | |
| - Removal of existing tube settlers | |
| - Installation of New tube settlers and scum pipe bracket | |
| - Demobilization | |
| Commissioning | Week 20 |
| Close Project | Week 20 |

**Notes:**

- Freight Included
- Sales tax estimate is provided as an estimate only. Actual sales tax will be invoiced at actual rate at time of delivery.

# Terms and Conditions

## ACCEPTANCE

The following Terms and Conditions are an integral part of the offer to sell the equipment and/or services offered in this proposal. When the BUYER signifies acceptance of this quotation by submission of a Purchase Order or signed SELLER Quotation, it shall become a binding contract when accepted and signed by an authorized signer of the SELLER. Any changes or amendments to this proposal made by the BUYER must have SELLER's approval in writing to become a part of this contract. These Terms and Conditions and the accompanying Purchase Order or signed SELLER Quotation shall comprise the entire agreement between the parties and no course of prior dealings between the parties and no usage of the trade shall be relevant to supplement or explain any terms used in this contract. Unless stated otherwise, the terms and conditions of the manufacturers listed herein will apply to this quotation Any attachments or listed documents are considered a part of this quotation and are made part of the agreement. **Quote is firm for thirty (30) days unless otherwise stated on the face of the attached quotation.**

## APPROVAL DRAWINGS

All items listed are based on SELLER'S interpretation of the requirements in accordance with the plans and specifications. Any preliminary drawings or literature attached to our quotation are for illustration purposes only to show approximate arrangements. Specific drawings and submittal data will be furnished for approval as required after receipt and acceptance of the BUYER'S order. Any submittal or manuals when provided by SELLER will be in the form of a PDF electronic file only. Any form of media beyond the electronic file would be the responsibility of BUYER. Fabrication of products or equipment ordered will not begin until approval and direction to proceed is received in writing. No warranty is made regarding quantities, materials of construction or type of materials quoted. Operation, installation, and maintenance of materials quoted are the responsibility of the OWNER or CONTRACTOR.

## DELIVERY

Any shipment or delivery date recited represents our best estimate, but no liability, direct or indirect, is assumed by SELLER for failure to ship or deliver on such dates. Unless otherwise directed, SELLER shall have the right to make early or partial shipments and invoices covering the same to BUYER shall be due and payable in accordance with payment terms hereof. FOB shall be origin unless stated otherwise on the front of these Terms and Conditions.
Delivery schedule(s) will be contingent on supply-chain availability and variability for material components, therefore, lead-times are subject to change without notice. Published weights are careful estimates but are not guaranteed. SELLER will endeavor, insofar, as it is possible, to comply with shipping instructions specified by the Purchaser. However, SELLER reserves the right to ship merchandise by such means of transportation as it may select. The manufacturer will ship the equipment via best way. Demurrage shall be billed to the account of the Purchaser. DAMAGE CLAIMS: Care is taken in packaging all shipments. After BUYER has been given the receipt by the transportation company, all claims for breakage or shortages, whether concealed or obvious, must be made in writing by the BUYER to the carrier and SELLER within seven (7) days after receipt of shipment. When damage or shortages are obvious, written comments on the bill of lading are required before the driver is released.. RETURNED PRODUCTS: In no instance is equipment to be returned without first obtaining SELLERS written approval and returned materials authorization. If shipment is postponed at the request of the purchaser after manufacturing has been commenced, payment will be due on notice from us that the equipment is ready for shipment. Pro rata payments shall be made for partial shipments.

## STORAGE

Any item of the product on which shipment is delayed by BUYER may be placed in storage by SELLER at BUYER'S expense and risk. If a delay in shipment is requested by BUYER after an order has been entered and accepted:

a. No charge will be made if the request for delay is made more than six (6) weeks before acknowledged shipping date and the requested delay is for a period not in excess of thirty (30) days.

b. A charge will be made if the requested delay exceeds a period of thirty (30) days or if the request is made within six (6) weeks of the

acknowledged shipping date. SELLER will advise BUYER of the charge within ten (10) days of receiving BUYER'S request for delay.

c. If the product is within six (6) weeks of the acknowledged shipping date, then SELLER has the option of completing, invoicing and storing the product and charging one and one-half percent (1 5%) per month, or the maximum percentage permitted by law, whichever is lesser, of the established price for such product, plus storage cost.

## PAYMENT

Payment terms, upon credit approval, are of net thirty (30) days from the date of each invoice for material shipped (or when ready for shipment if shipment is deferred by BUYER) **unless stated otherwise on the face of the attached quotation.** Flow down provisions are not accepted and shall not be enforceable against SELLER. Retention is not allowed. In the event any payment becomes past due, a charge of one-half percent (1.5%) will be assessed monthly These terms are completely independent from, and not contingent upon, when BUYER receives payment from the OWNER. A processing fee of up to four percent (4%) will be added for credit card payments. All merchandise sold is subject to lien laws. Partial or final payment shall constitute acceptance of delivered materials, products, or equipment.

## FORCE MAJEURE

Neither Party will be liable for any failure or delay in performing an obligation under these Terms and Conditions that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy. For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder.

## TAXES AND BONDS

Taxes and bonds are **NOT** included in our pricing. Any applicable taxes or bonds will be added to the price and shown separately on each invoice. All prices exclude sales, use, duties, excise, and other taxes in respect to manufacture, sale, or delivery, all of which are to be paid by the buyer unless a proper exemption certificate is furnished. BUYER agrees to reimburse our company for taxes SELLER must pay on BUYER'S behalf

PRICE ESCALATION and/or MATERIAL DEPOSITS

If between the proposal date and actual procurement and through no fault of the SELLER, the relevant cost of labor, material, freight, brokerage fees, tariffs, and other SELLER costs combined relating to the contract increase, then the contract price shall be subject to escalation and increased accordingly. If required by the BUYER, increase shall be verified by documentation and the amount of contract price escalation shall be calculated as either the actual increased cost to the Seller or, if agreed by the Parties, the equivalent increase of a relevant industry recognized third-party index. SELLER shall undertake good faith efforts to obtain savings in its procurement of materials to avoid escalation costs. BUYER shall cooperate with SELLER in such efforts to obtain such cost savings. SELLER shall contemporaneously track any escalation costs.

CLAIMS AND BACKCHARGES

BUYER agrees to examine all materials immediately upon delivery and report to SELLER in writing any defects or shortages noted no later than ten (10) days following the date of receipt. The parties agree that if no such claim is made within said time, it shall be considered acceptable and in good order with respect to any defect or shortage which would have been revealed by such an inspection. In no event will SELLER be responsible for any charge for modification, servicing, adjustment or for any other expense without written authorization from SELLER prior to the performance of any such work. IN NO EVENT SHALL SELLER BE LIABLE TO BUYER OR ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE OR PROFIT, OR FOR CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES, FOR ANY REASON, INCLUDING WITHOUT LIMITATION, DAMAGES ARISING OUT OF A DELAY IN OR FAILURE OF DELIVERY, DEFECTS IN MATERIAL AND WORKMANSHIP AND/OR FAILURE OF GOODS TO PERFORM TO APPLICABLE SPECIFICATIONS,
DRAWINGS, BLUEPRINTS OR SAMPLES AS SET FORTH OR DESCRIBED HEREIN, IF ANY, OF A BREACH BY SELLER OF ANY OTHER TERM OR OBLIGATION
OF SELLER UNDER THE CONTRACT. No penalty clauses of any description will be effective unless approved in writing over the signature of a principal of SELLER. Under no circumstances shall SELLER be liable for any consequential, special or incidental damages, including liquidated damages, arising from any breach by it in this transaction, AND ALL SUCH CONSEQUENTIAL, SPECIAL AND INCIDENTAL DAMAGES, INCLUDING LIQUIDATED DAMAGES, ARE EXCLUDED FROM ANY REMEDIES AVAILABLE TO THE BUYER.

SECURITY INTEREST & TITLE

Until all amounts due SELLER have been paid in full, SELLER shall retain a security interest in the product and have all rights of a secured party under the Uniform Commercial Code and applicable law, including the right to repossess the product or equipment without legal process and the right to require the BUYER to assemble the equipment and make it available to SELLER at a place reasonably convenient to both parties.

WARRANTY

Equipment and parts not manufactured by the SELLER carry only the warranty of the manufacturer of said parts. SELLER does not make any express or implied warranty for equipment and/or parts it did not manufacture. Credits for defective material and workmanship in said equipment and/or parts are only in accordance with the underlying company policy of the manufacturer. SELLER makes no warranty whatsoever with respect to any equipment and/or parts as to their merchantability or fitness for a particular purpose. It is further agreed that the SELLER assumes no liability whatsoever for failure of equipment due to normal usage and wear.

INDEMNIFICATION

To the fullest extent permitted by the law in which the project is located, BUYER and SELLER shall indemnify and hold one another and their respective employees and agents harmless from and against all claims, damages, losses, liabilities, actions, causes of action, demands, fines, penalties, judgments, costs, and expenses, including but not limited to attorneys' fees, court costs, expert fees and costs, arising out of or resulting from BUYER's or SELLER's own negligent acts, omissions or misconduct, to the extent such negligence is covered by BUYER's and SELLER's respective insurance policies. In the event any third party asserts against SELLER a claim for patent infringement, royalties or licensing fees with respect to BUYER's use of the products, materials, or equipment provided hereunder, BUYER agrees to indemnity SELLER for all liability damages, costs and expenses in connection therewith.

CANCELLATION

Buyer may cancel this contract only in writing signed by BUYER's duly authorized agent and acknowledged in writing by SELLER's duly authorized agent. Should this order be cancelled, BUYER shall be obligated to pay for the level of work performed and products shipped. Work performed includes any engineering, calculations, preparation of submittals, drawings, and/or travel to job site in relation to this order. In addition to any other remedies provided under these Terms and Conditions, SELLER may terminate this contract with immediate effect by providing signed, written notice to BUYER, if BUYER: (i) fails to pay any amount when due under the contract and such failure continues for 30 days after BUYER's receipt of written notice of nonpayment; (ii) has not otherwise performed or complied with any of these Terms and Conditions; or (iii) becomes insolvent, files a petition for bankruptcy or commences or has commenced against it proceedings in bankruptcy, receivership, reorganization or assignment for the benefit of creditors.

FIELD WORK

Unless specifically stated on our quotation, installation, start-up service, field testing, supervision, operation, and training are not included in our pricing of product. In the event that SELLER or any of its employees or agents do perform work or services on-site at the project's location, BUYER agrees to hold SELLER and its employees or agents harmless for any injuries or damage to property caused by their acts or omission, except to the extent said injuries or property damage arise from gross negligence or intentional misconduct.

MODIFICATIONS

This contract can be modified only in writing which specifically states that it amends these Terms and Conditions and is signed by both parties and their duly authorized agents. It is further agreed that this contract shall not be modified in any respect except in writing signed by the party and their duly authorized agent against whom the modification is sought to be enforced.

AUTHORITY OF SELLER'S AGENTS

No agent, employee or representative of the SELLER has any authority to bind the SELLER to any affirmation, representation or warranty concerning the goods sold under this Contract, and unless an affirmation, representation or warranty made by an agent, employee, or representative is specifically included within this written contract, it shall not be enforceable by the BUYER.

NO THIRD-PARTY BENEFICIARIES

This contract is for the sole benefit of BUYER and SELLER and their respective successors and permitted assigns and nothing herein, express or implied, is intended to or shall confer upon any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of these Terms and Conditions.

GOVERNING LAW

All matters arising of or relating to the contract or the Terms and Conditions shall be governed by and construed in accordance with the laws of the state in which the project is located.

DISPUTE RESOLUTION

In the event of any dispute between BUYER and SELLER arising out of the terms of the contract and these Terms and Conditions, such dispute shall be decided by arbitration administered by the American Arbitration Association in accordance with the then-prevailing Commercial Arbitration Rules and Mediation Procedures of the American Arbitration Association. BUYER and SELLER mutually agree that any dispute involving claims valued at or above $1,000,000.00 shall be heard by a panel of three (3) arbitrators. The venue for all arbitration proceedings shall be the State of California. The foregoing agreement to arbitrate shall be specifically enforceable in any court of competent jurisdiction. The award rendered by the arbitrators shall be final and judgment may be entered upon it in accordance with applicable law in any court of competent jurisdiction.

SEVERABILITY

The partial or complete invalidity of any one or more provisions of these Terms and Conditions shall not affect the validity or continuing force and effect of any other provision. If any provision is invalid, in whole or in part, the provision shall be considered reformed to reflect the intent thereof to the greatest extent possible consistent with applicable law.

ASSIGNMENT – DELEGATION

No right or interest in this Contract shall be assigned by the BUYER without the written permission of the SELLER, and no delegation of any obligation owed, or of the performance of any obligation by the BUYER shall be made without the written permission of the SELLER. Any attempted assignment or delegation shall be wholly void and totally ineffective for all purposes unless made in conformity with this paragraph.

| | |
|---|---|
| Signature | Date |
| Printed Name | Title |
| Company Name | MISCOwater Quote # |

# MEMORANDUM

Ref: 27-9710

**DATE:** November 12, 2026

**TO:** Board of Directors

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

**SUBJECT:** **Fiscal Year 2026 Audit of the Leucadia Wastewater District's 2025 Sewer System Management Plan**

## RECOMMENDATION:

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

1. Receive and file the Fiscal Year 2026 Audit of the Leucadia Wastewater District's 2025 Sewer System Management Plan completed by Dexter Wilson Engineering, Incorporated.

2. Discuss and take other action as appropriate.

## DISCUSSION:

### Tactical Goal: Services / SSMP Audit

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

The Statewide Sanitary Sewer Systems Waste Discharge Requirements (WDR), adopted in May 2006, imposed several regulations on all California agencies that operate Sewage Collection Systems. The Statewide WDR required sewer agencies to develop and implement a system-specific Sewer System Management Plan (SSMP). The Leucadia Wastewater District (District) complied with all prescribed WDR provisions, including having a written SSMP that was originally adopted by the District's Board of Directors in 2009 and most recently updated in June 2025. In December 2022, the State Water Resources Control Board adopted and reissued the WDR that changed the requirement for the SSMP update from a five year cycle to a six year cycle. Additionally, the reissued WDR changed the SSMP audit requirement from every two years to every three years. However, staff has elected to continue to conduct the SSMP audits annually which exceeds regulatory requirements.

The District retained Dexter Wilson Engineering, Incorporated (DWEI) to conduct the Fiscal Year 2026 (FY2026) SSMP Audit. DWEI completed its audit and has concluded that the District's activities, programs, and efforts meet or exceed the requirements of the SSMP. Additionally, changes in District organization, practices, or regulations were not significant enough to require an update and readoption of the SSMP prior to the scheduled August 2, 2031 revision, the deadline of the reissued WDR required six year update cycle.

The letter report of the FY2026 Audit is attached for your review. A copy of the complete report, including enclosures, is available upon request.

mg:PJB

Attachment

DEXTER WILSON ENGINEERING, INC.

DEXTER S. WILSON, P.E.
NATALIE J. FRASCHETTI, P.E.
STEVEN J. HENDERSON, P.E.
FERNANDO FREGOSO, P.E.
KATHLEEN H. NOEL, P.E.
WILLIAM W. TODD, P.E.

October 22, 2026 103-023/4

Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, CA 92009

Attention: Paul Bushee, General Manager

Subject: Leucadia Wastewater District Sewer System Management Plan Fiscal Year 2026 Audit

The Leucadia Wastewater District's (District) Sewer System Management Plan (SSMP) was adopted by the District Board and certified by the General Manager in June 2025. The purpose of the SSMP is to memorialize and publicly present in a central document the programs and activities utilized by the District to effectively manage its wastewater collection system. The SSMP requires audits at least every three years. The District has decided to conduct annual audits.

The purpose of this letter-report is to present the Fiscal Year 2026 (FY26) Audit (the first audit of the 2025 readoption of the District's SSMP) in fulfillment of the District's SSMP requirements. The Audit consists of completing the Section IX SSMP Evaluation Checklist and Section X SSMP Audit Checklist. These checklists are accompanied by summaries of the SSMP activities for the year.

2234 FARADAY AVENUE • CARLSBAD, CA 92008 • (760) 438-4422 • FAX (760) 438-0173

## Section IX SSMP Evaluation Checklist

The Statewide Waste Discharge Requirements (WDR) governing sanitary sewers specify that each Wastewater Collection Agency shall:

- evaluate the implementation and effectiveness of the Enrollee's SSMP in preventing spills,
- evaluate the Enrollee's compliance with the WDR,
- identify SSMP deficiencies in addressing ongoing spills and discharges to waters of the State; and
- identify necessary modifications to the SSMP to correct deficiencies.

Maintaining the applicability of the SSMP to District activities necessitates ongoing evaluation of the activities the District performs, their success, and improvement, if necessary. The Section IX SSMP Evaluation Checklist (Evaluation Checklist) is used on an annual basis to evaluate the applicability and effectiveness of the District's SSMP.

In completing the Evaluation Checklist (found in Attachment A), we find that, in general, the District's activities, programs, and efforts meet or exceed the requirements of the WDR and SSMP. Minor changes have been made to the SSMP to reflect the overall WDR update. However, the changes do not necessitate a re-adoption of the SSMP prior to the scheduled 2031 revision, per the required six year cycle. In completing the Evaluation Checklist, there are several items to note, as discussed in the Audit Discussion section below.

## Section X SSMP Audit Checklist

The Statewide WDRs governing sanitary sewers specify that the District shall conduct periodic internal audits, appropriate to the size of the system and the number of spills. These audits must occur, at a minimum, every three years and a report must be prepared and kept on file. The audit shall focus on evaluating the effectiveness of the SSMP and the District's compliance with the WDR and SSMP requirements, including the identification of any deficiencies in the SSMP and the steps taken to correct them.

The District has chosen to conduct their SSMP audit on an annual basis. In completing the Audit Checklist, we find all requirements of the checklist to be current and implemented. The completed Audit Checklist for FY26 can be found in Attachment B.

## Audit Discussion

The following paragraphs highlight notable elements of the FY26 Audit organized by the relevant SSMP Section. Additional notes can be found on the Evaluation Checklist in Attachment A.

**Sections I, II, and III (District Goals, Organization, and Legal Authority).** No appreciable changes have occurred to the District's Goals, Organization, or Legal Authority since the 2025 SSMP. The statewide WDR which governs the SSMP was revised/updated and became effective on June 5, 2023. District staff took an active role in this process in 2023 regarding reissuance of the WDR including attending virtual State Water Board workshops and updating pertinent SOPs. There was one new field services staff hired in FY26.

**Section IV (Preventative Maintenance Program).** General statistics regarding the District's preventative maintenance activities are provided in Attachment C. Also in Attachment C, Exhibit C-1 graphically illustrates those areas within the District which are readily accessible for hydrocleaning and closed circuit television (CCTV) inspection and those areas which have additional needs or requirements in order to hydroclean or CCTV, such as the need for significant traffic control procedures or night work due to day time traffic volume or wastewater flows.

Exhibit C-2 tracks the general progress of CCTV inspections in the District. Per the District's SSMP, the District strives to CCTV their entire system every three years. The District is on track to meet its goal of CCTV inspecting its 200 mile gravity sewer system within a three-year timeframe.

The District has decided to reduce the CCTV inspection frequency of select gravity sewer lines with additional requirements (El Camino Real and the Batiquitos influent) to five year intervals similar to the Lanikai sewer line. These will be further assessed, and a determination of CCTV inspection frequency will be made at future SSMP audits.

In FY16, the District began introducing foam treatments in pipelines and manholes for the treatment of roots. The initial results were favorable and the District has incorporated foam treatment into the regular schedule of preventative maintenance activities. Additional line segments and manholes utilized foam treatment for root control in FY26.

In FY20, the District's portable flow meters (Echo meters) were relocated to strategic gravity sewer locations which are difficult to clean and CCTV inspect. In addition to monitoring capacity, the meters have assisted in determining whether the frequency of the resource intensive cleaning and CCTV activities of these locations can be extended. These locations are also being further evaluated in terms of inflow and infiltration.

In FY21, a mutual maintenance services and equipment agreement between the District and Olivenhain Municipal Water District (OMWD) was prepared. The agreement enables the District to have access to OMWD's hydraulic valve turning equipment services. These services will be utilized to exercise three large valves every six months at the major District pump stations. In return, the District will provide services to clean two of OMWD's pump station wet wells.

The District's Asset Management Plan (AMP) was revised in April 2023. Progress throughout FY26 with respect to the AMP (and other asset planning efforts) is summarized in the Attachment I letter-report at the end of the audit. The District's revised AMP is summarized as well in Attachment I.

The FY26 SOP training schedule can be found in Attachment D and all updated SOPs are included on a CD in Attachment E.

**Section VI (Spill Emergency Response Plan).** An overall update to the District's Spill Emergency Response Plan (SERP), previously titled Overflow Emergency Response Plan (OERP), was completed in FY23. The OERP had been reviewed and revised (as needed) on

an annual basis since the original SSMP adoption in 2009 by the District. Per the new Statewide WDR update, the OERP was required to be updated and implemented as the SERP per the Order's guidance.

**Section VII (Sewer Pipe Blockage Control Program).** There have been no public spills attributable to fats, oils, grease (FOG), rags, and debris sewer pipe blockage since FY11. The District continues to require BMP agreements for all new Food Services Establishments (FSEs) as well as further continuing its outreach via newsletters, door hangers, inspections, etc. Additionally, the District is training field staff and conducting inspection of grease interceptors/traps in shopping plazas that show significant corrosion of manholes (31 inspections completed in FY26). District FSE inspections have included notification of sufficient grease cleaning as well as ensuring that certified grease haulers are being utilized by the FSEs.

**Section VIII (System Evaluation and Capacity Assurance).** The District continues to monitor (and address as necessary) the presence of scale in the Alga Hills area. The area was most recently CCTV inspected in FY25 and is hydrocleaned in accordance with District standard practices. Any defects discovered during the CCTV inspections are incorporated into the District's Repair Priority List.

Inflow domes have been installed in 2,850 of the District's 5,221 manholes to aid in reducing inflow. The District will continue to repair/replace inflow domes as it becomes necessary.

Smoke testing was performed in the Leucadia area in FY26. A majority of the defects were found along private laterals and cleanouts. Subsequently, the District ensured necessary repairs were completed to the private lateral and cleanout defects which reduces the amount of inflow in the District's sewer system.

Flow analyses of the District were conducted as part of the District's 2008, 2013, 2018, and 2023 AMPs. All four documents concluded that estimates of average and peak ultimate flows are within the design values of the District and less than the flows utilized in the District's detailed capacity analyses conducted as part of the 1999 Wastewater Master Plan. There are no capacity-driven replacement projects currently identified for the District. For reference,

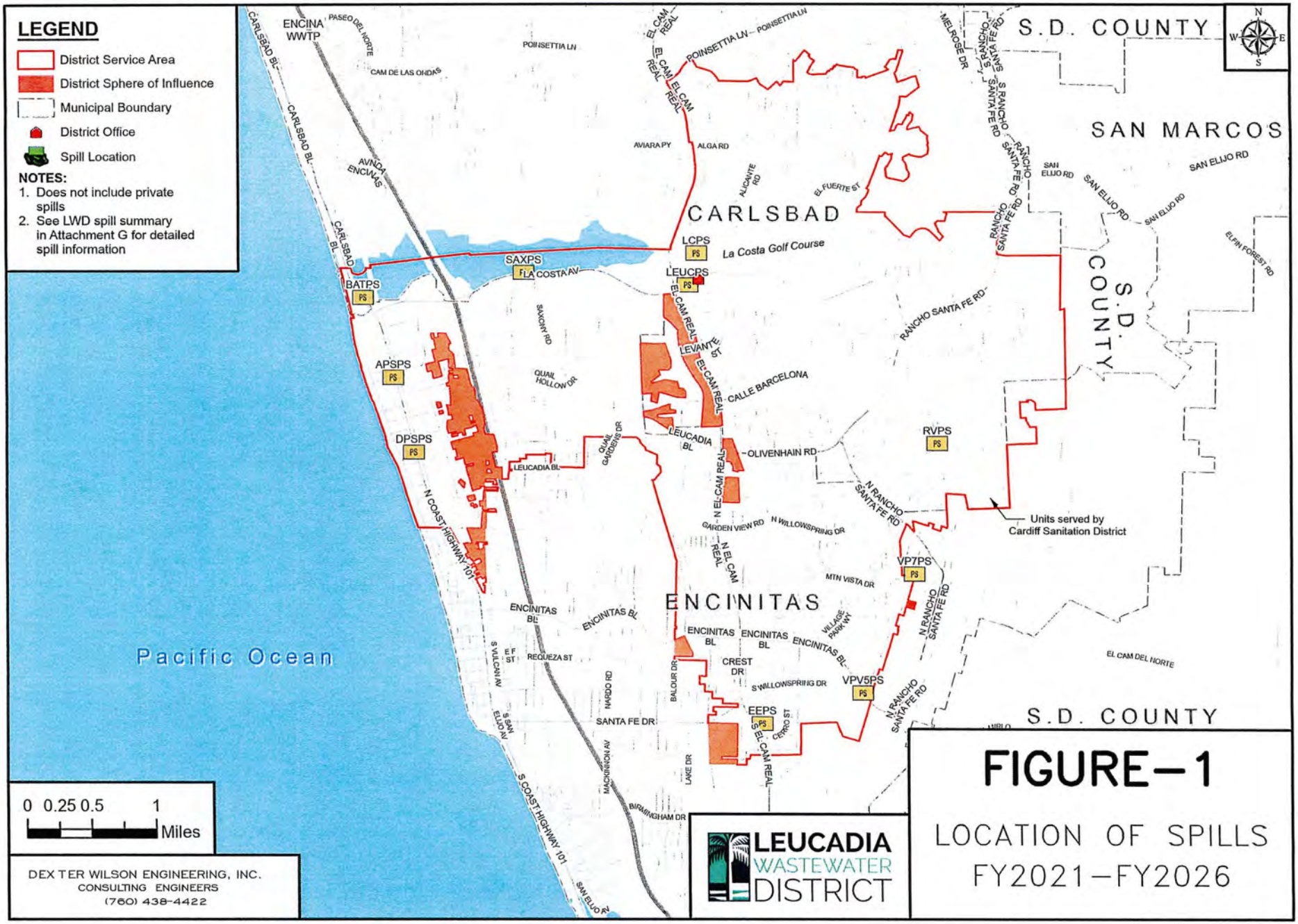
the current buildout flows for the District are projected to be 4.7 mgd in comparison to the 1999 Master Plan where buildout flows were projected at 6.5 mgd.
The District's monthly flow comparison for FY25 and FY26 can be found in Attachment F. In comparison to FY23, average daily flows have slightly increased in FY26.

Other FY26 system evaluation activities included the continuance of converting the Inframap data transfer to a cloud-based system.

**Section IX (Monitoring, Measurement, and Program Modifications).** The District's Spill Summary from the SSMP update in FY19 through FY26 can be found in Attachment G. No public spills occurred in FY26.

Spill review checklists for each spill event are on file at the District office. Figure 1 identifies the location of each spill in a public line or manhole since the FY19 SSMP update. There were three private lateral spills in FY26 totaling 600 gallons which was all captured and vacuumed up. The District does not own, operate, or maintain laterals that connect into its collection system. The District responds to and assists with the clean-up of private lateral spills as a courtesy to residents. Spill occurrence and volume continues to decline which demonstrates the District's successful preventative maintenance programs.

**Section XI (Communication Program).** The District has made the 2025 SSMP and subsequent audits available on its website. The District also actively posts to Facebook to communicate generally with the public. Examples of Facebook posts by the District in FY26 included reminders about the problems that wipes and grease cause in the sewer system, tips on how customers can better maintain their private sewer plumbing, keeping easements clear, and information on District activities such as smoke testing, routine maintenance work/traffic control, etc. Additionally, SSMP updates and SSMP Audits are formally presented to the Engineering Committee and Board of Directors.


LEGEND
District Service Area
District Sphere of Influence
Municipal Boundary
District Office
Spill Location
NOTES:
1. Does not include private spills
2. See LWD spill summary in Attachment G for detailed spill information
ENCINA WWTP
PASEO DEL NORTE
CAM DE LAS ONDAS
POINSETTIA LN
EL CAM REAL
AVIARA PY
ALGA RD
ALICANTE RD
EL FUERTE ST
CARLSBAD
CARLSBAD BL
AVNDA ENCINAS
LCPS
La Costa Golf Course
SAXPS
LA COSTA AV
LEUCPS
BATPS
APSPS
DPSPS
SAXONY RD
QUAIL HOLLOW DR
LEVANTE ST
CALLE BARCELONA
LEUCADIA BL
QUAIL GARDENS DR
OLIVENHAIN RD
RVPS
RANCHO SANTA FE RD
S.D. COUNTY
SAN MARCOS
SAN ELIJO RD
ELFIN FOREST RD
Units served by Cardiff Sanitation District
N EL CAM REAL
GARDEN VIEW RD
N WILLOWSPRING DR
VP7PS
MTN VISTA DR
ENCINITAS
ENCINITAS BL
VILLAGE PARK WY
CREST DR
S WILLOWSPRING DR
VPV5PS
EEPS
EL CAM DEL NORTE
SANTA FE DR
NARDO RD
BALFOUR DR
LAKE DR
MACKINNON AV
BIRMINGHAM DR
S COAST HIGHWAY 101
N COAST HIGHWAY 101
REQUEZA ST
S VULCAN AV
S SAN ELIJO AV
Pacific Ocean
0 0.25 0.5 1 Miles
DEXTER WILSON ENGINEERING, INC.
CONSULTING ENGINEERS
(760) 438-4422
LEUCADIA WASTEWATER DISTRICT
FIGURE–1
LOCATION OF SPILLS
FY2021–FY2026

**Recommended SSMP Edits**

Attachment H to this audit document contains specific edits to the 2025 SSMP. The only edit/change recommended to the SSMP based on the FY26 Audit is an additional sentence in the preventative maintenance section stating a 10 year inspection schedule for metallic force mains via the "smart ball" or most cost effective method for condition assesment. This change is not significant enough to warrant re-adoption of the District's SSMP.

Future edits, if necessary, will continue to be documented in the SSMP change log (Appendix B of the SSMP and Attachment H of subsequent audits). Future edits/revisions to the SSMP will be evaluated to determine whether or not they are significant enough to warrant re-adoption of the District's SSMP prior to the scheduled 2031 revision.

**Summary of Recommendations**

The following section summarizes recommended items as a result of the FY26 Audit:

- Ensure that La Costa Golf Course and La Costa Avenue, Alga Road, and Rancho Santa Fe Road sewers, which all require additional measures (e.g. traffic control, easements, etc.), maintain cleaning/CCTV cycles (See Attachment C). Select La Costa Golf Course sewers along the southern alignment are recommended to be scheduled for CCTV inspection next as well as select red segments indicated on Exhibit C-2.
- Ensure that the planned O&M activities (e.g. hydroclean and CCTV inspect every 5 years) for the Lanikai and Occidental sewer lines are on track (see AMPI memorandum Attachment A). The Occidental sewer line was hydrocleaned by Carlsbad in FY22. The Lanikai sewer line was hydrocleaned and CCTV inspected by the District in FY23 and visually inspected in FY26.
- Ensure that regular CIWQS reporting activities continue to be completed in accordance with the updated 2022 WDR and most current SSMP (most recently updated in 2025)
- Add an additional sentence in the preventative maintenance section of the SSMP stating a 10 year inspection schedule for metallic force mains via the "smart ball".

**Next Steps**

This SSMP FY26 Audit should be received and filed by the District Board as well as retained for inclusion in the current District's 2025 SSMP. Please be sure to post this FY26 Audit on the District's website and include a hardcopy in the District's 2025 SSMP counter copy. We appreciate the opportunity to have worked with the District on this project. Should you have any questions please do not hesitate to contact us.

Dexter Wilson Engineering, Inc.

Steven Henderson, P.E.

NF:SH:ah

Attachment(s)

This audit was conducted in collaboration with, and the audit recommendations have been reviewed by the Field Services Department.

Marvin Gonzalez
Field Services Superintendent

Ref: 27-9715

# MEMORANDUM

**DATE:** November 12, 2026

**TO:** Board of Directors

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

**SUBJECT:** **Review of LWD's Revised Public Records Act (PRA) Request Policy**

## RECOMMENDATION:

Staff and the Finance and Personnel Committee (FPC) recommend that the Board of Directors:

1. Adopt Resolution No. 2447 - Approving LWD's Revised Public Records Act (PRA) Request Policy, and

2. Discuss and take other action as appropriate.

## DISCUSSION:

The FPC is scheduled to review this item at its November 12th meeting and any changes will be reported to the Board at the upcoming meeting.

On October 16, 2013, the Board of Directors adopted Resolution No. 2240 approving the District's Public Records Act Request Policy. The policy established guidelines for public access to District records and procedures for responding to requests under the California Public Records Act (PRA). The policy has not been updated since its adoption.

Since 2013, the PRA has been reorganized, recodified, and was moved from former Government Code sections 6250 through 6276.48 to Government Code section 7920.000 et seq. Although the recodification was primarily intended to reorganize and clarify the law without substantive change, subsequent amendments and developments in PRA requirements make it appropriate to update the District's policy so that it reflects the current government code.

Staff reviewed the existing policy and prepared a revised Public Records Act Request Policy. The key revisions include:

- Updating the references to the current Government Code section 7920.000 et seq.;
- Updating the District's office hours;
- Clarifying that requests may be made orally or in writing and that use of the District's request form is not required, however written requests are encouraged;
- Updating the circumstances under which the 10-day determination period may be extended, including qualifying cyberattacks and certain Governor-proclaimed states of emergency under current law;
- Updating provisions governing inspection of records, including a requester's right to use personal equipment to photograph or otherwise reproduce records, subject to reasonable safeguards;
- Updating requirements for electronic records, electronic-format production, and authorized duplication or data-extraction costs; and

- Clarifying procedures for withholding or redacting exempt information, including disclosure of reasonably segregable nonexempt portions and written notice when a written request is denied in whole or in part.

In addition, various minor changes were made throughout the policy to improve clarity and correct grammatical spelling and format inconsistencies. General Counsel Brechtel has reviewed the policy and staff has made revisions based on his recommendations.

The proposed Resolution No. 2447, which amends the Public Records Act Policy, is provided as Attachment 1 and contains the full strikeout text of the proposed policy. A clean version of the proposed policy has also been included.

Staff will provide a brief overview of the attached policy at the upcoming meeting and request that the Board of Directors adopt Resolution No. 2447.

th:PJB
Attachment

# RESOLUTION NO. 2447

## RESOLUTION OF THE BOARD OF DIRECTORS OF THE LEUCADIA WASTEWATER DISTRICT ADOPTING A REVISED PUBLIC RECORDS ACT REQUEST POLICY

**WHEREAS**, the Board of Directors adopted the District's Public Records Act (PRA) Request Policy on October 16, 2013, and

**WHEREAS**, the California Legislature has since recodified and amended the PRA, including renumbering its provisions within Division 10 of Title 1 of the Government Code, and the District desires to update its policy to reflect current law and District practices; and

**WHEREAS**, the Board of Directors desires to revise the Public Records Act Request Policy and finds that its adoption will facilitate public access to District records while protecting records and information that are exempt from disclosure or confidential under applicable law.

**NOW, THEREFORE**, it is hereby resolved as follows:

The Board of Directors of the Leucadia Wastewater District does hereby rescind Resolution No. 2240 and adopts in its place the updated Public Records Act Request Policy, attached hereto as Exhibit "A," and directs that it be implemented consistent with all applicable laws and related District policies.

PASSED AND ADOPTED at a meeting of the Board of Directors of the Leucadia Wastewater District held on November 18, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____

Matthew Brown, President

ATTEST:

_____

Paul J. Bushee, Board Secretary

LEUCADIA WASTEWATER DISTRICT LEADERS IN ENVIRONMENTAL PROTECTION

~~lw~~ LEUCADIA WASTEWATER DISTRICT | LEADERS IN ENVIRONMENTAL PROTECTION

Ref: ~~14-386~~27-9673

# PUBLIC RECORDS ACT REQUEST POLICY

## PUBLIC RECORDS ACCESS GUIDELINES

The California Legislature has declared that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state. The California Public Records Act (PRA), Government Code ~~S~~sections ~~6250 to 6270~~7920.000 et seq., requires the Leucadia Wastewater District (LWD) to make public records available for inspection by the public and to provide copies upon request, except as otherwise provided by law~~.~~ These guidelines are intended to facilitate prompt public access to LWD records and shall be administered consistent with the PRA and Article I, section 3(b) of the California Constitution. A copy of these guidelines will be provided without charge upon request.~~LWD has established the following guidelines to ensure that all persons understand and are afforded the opportunity to use their right to access public records. A copy of these guidelines will be provided free of charge upon request.~~

## DEFINITION OF PUBLIC RECORDS

"Public records" include any writing containing information relating to the conduct of the public's business that is prepared, owned, ~~used~~used, or retained by LWD regardless of physical form or characteristics. "Writing" ~~means~~includes handwriting, ~~typewriting~~, printing, photo~~stating~~graphs, audio or video recordings, ~~photocopying, photographing, transmitting by~~ electronic mail, text or ~~facsimile~~other electronic messages, and every other means of recording any form of communication or representation, ~~upon any tangible thing, any form of communication or representation, including letters, words, pictures, sounds or symbols or any combination thereof, and any record thereby created,~~ regardless of ~~the manner in which the record has been stored~~how the record is stored. Records concerning LWD business may be public records even when created, sent, received, or stored on a personal device or personal account. (Government Code section 7920.530, 7920.545.)

## AVAILABILITY OF PUBLIC RECORDS

Public records are open to inspection during LWD office hours, ~~generally~~currently 8:00 am – 5:00 pm Monday through ~~Friday~~Thursday, and 8am to 4:30pm Friday, ~~-~~except ~~for state~~ holidays. Advanced notice is not required ~~to inspect public records~~; however, reasonable advance notice is encouraged when records are not readily available or when inspection would require staff to retrieve, review, or prepare records. Inspection will be arranged in a manner that protects records from loss, damage, alteration, or unauthorized disclosure and that does not unreasonably disrupt District operations.~~the inspection of records is subject to a rule of reason and must be consistent with the efficient functioning of LWD office. It is advisable for any person who wishes to inspect public records to contact the LWD to ensure that the records are available. An appointment may be necessary, if the records are not readily available.~~

~~Records available for immediate inspection include the Fair Political Practice Commission (FPPC) forms (Gov. Code Section 81008) of designated LWD employees and Board members and the Public Records~~

~~Access Guidelines. Copies of the Guidelines will be provided without charge upon request. The Guidelines are also available on LWD's website at www.lwwd.org. It is the policy of LWD that records not exempt from disclosure by state law will be open for public inspection with the least possible delay. There is no charge to inspect records. In order to prevent records from being lost, damaged or destroyed during inspection, LWD staff may determine the location of, and may monitor, the inspection.~~
There is no charge to inspect public records. A requester inspecting disclosable records at LWD may use the requester's own equipment to photograph or otherwise copy records without charge, provided the equipment does not physically contact or damage the records, compromise LWD computer systems or secured networks, or create an unreasonable burden on District operations. LWD may impose reasonable limits necessary to protect records, information security, or the orderly functioning of the District (Gov. Code. Section 7922.530).

**PUBLIC ACCESS TO PUBLIC RECORDS**

A request for access to Public records may be made orally or in writing, and use of LWD's Public Records Request Form is not required. Written requests are encouraged because they can help LWD accurately identify the records sought and document the request. A request should reasonably describe identifiable records. A requester is not required to provide a name or contact information, although contact information may be helpful for clarification, cost estimates, status updates, or delivery of records.

LWD staff will, to the extent reasonable under the circumstances, assist a requester in making a focused and effective request by helping identify responsive records or information, describing the information technology and physical locations in which records may exist. LWD may seek clarification when reasonably necessary to identify the records sought. (Gov. Code section 7922.600).

Requests may be submitted in person, by mail, or email. The Public Requests Form is available on LWD's Forms and Documents webpage: www.lwwd.org/or at:
~~While a written request is not required, LWD prefers that the requestor(s) complete LWD's PRA Request Form. Request for records should be in writing so that LWD can more accurately identify the records sought and process the request more efficiently. LWD's PRA Form is posted on LWD's website www.lwwd.org; under the Publications tab. Requests or the form should be directed to LWD's Office at the following address:~~

Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, CA 92009
Phone: (760) 753-0155
Fax: (760) 753-~~0155~~3094
Email: info@lwwd.org

~~Please include the following information in your request, so that we may respond to your request in a timely manner:~~

~~1. Whether you are requesting to inspect and/or obtain copies of public records under the PRA.~~

~~2. A clear and specific description of the information you are requesting. If possible, identify dates, subjects, titles and authors of the records requested. If needed, LWD staff will assist you in making a focused and effective request by helping you identify records, describing where they can be located and providing other suggestions for facilitating access. LWD may ask for~~

~~additional information if the request is not specific enough to permit identification of the records sought.~~

~~3. Contact information.~~

**RESPONSE TIME**

Within ten (10) calendar days after receipt of a request for copies of public records, ~~from the date the request is received~~, LWD will determine whether the request, in whole or in part, seeks copies of disclosable public records ~~that are~~ in LWD's possession and notify the requester of the determination and reasons for it. ~~LWD will notify the requester of such determination~~. If LWD determines that the request seeks disclosable records, LWD will also provide an estimated date and time when the records will be available. The 10-day period is a period for making determination; it is not a deadline for producing all responsive records. Responsive, nonexempt records will be made available promptly.

In unusual circumstances, the 10-day ~~time limit~~determination period may be extended by written notice from the General Manager or designee. The notice will state the reasons for the extension and the date on which the determination is expected to be sent, and the extension will not exceed fourteen (14) additional days. "Unusual circumstances" are limited to those authorized by law and as applicable, include: ~~up to an additional fourteen (14) days by written notice to the requester, setting forth the reason for the time extension. Unusual circumstances include:~~

1. The need to search for and collect the requested records from field facilities or other ~~establishments~~locations ~~that are~~ separate from the office processing the ~~request;~~request;

2. The need to search for, collect, and appropriately examine a voluminous amount of separate and distinct records ~~that are demanded~~ in a single ~~request;~~request;

3. The need for consultation, ~~which shall be~~ conducted with all practicable speed, with another agency having a substantial interest in ~~LWD's~~the determination ~~of the request~~ or among two or more LWD components ~~of LWD~~ having substantial subject- matter interest ~~therein; and~~;

4. The need to compile data, write a programming language or a computer program, or construct~~s~~ a computer report to extract data. ~~If LWD determines it will comply with the request, the records will be made available as promptly as possible upon payment of any applicable copying fees.~~
5. The inability, because of a cyberattack, to access electronic servers or systems needed to search for and obtain potentially responsive electronic records, subject to the limitations in Gov. Code section 7922.535; or
~~4.~~6. The need to search for, collect, and appropriately examine records during a Governor-proclaimed state of emergency in LWD's jurisdiction when the emergency currently and directly affects LWD's ability to respond timely due to staffing shortages or closure of facilities where the requested records are located, subject to the limitations Gov. Code section 7922.535.

**RECORDS IN ELECTRONIC FORMAT**

Unless otherwise prohibited by law, an identifiable, nonexempt public record maintained in electronic format will be made available electronically upon request. ~~Upon request, LWD will provide electronic copies of records if they are still available in an electronic format.~~ ~~-~~LWD ~~shall~~will make ~~an electronic public recor~~the information~~d~~ available 1) in any electronic format in which ~~it~~LWD holds the information ~~or~~and 2) will provide it in a ~~in the format requested if the~~ requested format if that format is one ~~that~~LWD has ~~been~~ used ~~by LWD~~ to create copies for its own use or for provision to other agencies. LWD is not required to reconstruct a record in electronic format if it is no longer available electronically, and LWD is not required to release an electronic record in a form that would jeopardize or compromise the security or integrity of the original record or proprietary software. (Gov. Code section 7922.580)

## FEE FOR COPIES

LWD may charge fees covering the direct cost of duplication or a statuary fee, if applicable. The usual fee for standard paper copies ~~copying records~~ is ten cents ($.10) per standard 8 ½ x 11-inch page. LWD may require payment of applicable duplication costs before providing copies. No fee will be charged merely for searching for, reviewing, or redacting records unless expressly authorized by law. Upon request, an exact copy will be provided unless it is impracticable. (Gov. Code 7922.530)
~~The cost for all other copies is the direct cost of duplication, or a statutory fee if applicable.~~

## FEES FOR RECORDS IN ELECTRONIC FORMAT

The cost of duplicating an electronic record is limited to the direct cost of producing the copy. A requester may be required to bear additional costs to construct a record and for programming and computer services when:~~The requestor shall bear the direct costs of producing a copy of a record in electronic format, including the costs to construct a record and the cost of programming and computer services necessary if:~~

1. LWD ~~is required to~~must produce a copy of an electronic record that is otherwise only produced at regularly scheduled intervals; or

2. ~~LWD is required~~The request requires ~~to perform~~ data compilation, extraction, or programming to produce the record. (Gov. Code section 7922.575)

~~3. The usual cost of obtaining electronic copies on a CD is one dollar ($1).~~
LWD will charge media costs when records can reasonably be transmitted electronically without physical media.

## LWD'S RESPONSE TO A RECORDS REQUEST INCLUDES

In responding to ~~informationa requests~~ a request, LWD will advise the ~~person submitting the request of the following~~requester, as applicable:

1. Whether LWD has identified dis-closable records responsive to the ~~request;~~request.

2. The location, date, and time at which ~~the requested~~ records may be inspected, if an inspection was ~~requested;~~requested.

3. The amount of any applicable duplication or authorized electronic production costs;~~If copies of records are requested, the cost of providing such copies; and~~

4. Whether any responsive records or portions of records are being withheld or redacted and the legal basis for withholding them; and~~Which of the records requested are exempt from disclosure pursuant to applicable provisions of the California PRA.~~

5. For a written request that is denied in whole or in part, a written denial identifying the name and title or position of each person responsible for the denial. (Gov. Code section 7922.540)

~~4.~~ LWD will disclose any reasonably segregated portion of a record after removing portions that are exempt from disclosure. (Gov. Code section 7922.525)

**RECORDS THAT ARE NOT REQUIRED TO BE DISCLOSED**

The PRA and other state and federal laws exempt certain records, and portions of records from disclosure or prohibit their disclosure. Depending on the facts and applicable law, exemptions may include, among others, certain personnel, medical, or similar files where disclosure would constitute an unwarranted invasion of personal privacy; records protected by attorney-client privilege or attorney work-product protections; certain pending-litigation records; certain law enforcement or investigatory records; preliminary drafts that meet statutory requirements; trade secrets and other confidential commercial information; certain real-property appraisal and evaluation records; security-sensitive information; and records made confidential by other state or federal law.

LWD may also withhold a record under the PRA's public-interest balancing provision when, on the facts of the particular case, the public interest served by nondisclosure clearly outweighs the public interest served by disclosure. LWD will justify any withholding under an express exemption or this balancing test and will disclose reasonably segregable justify any withholding under an express exemption or this balancing test and will disclose reasonable segregable nonexempt portions. Exemptions will be applied narrowly and, on a case-by-case basis.

~~In balancing the public's right to access public records with other rights and interests, including the individual right of privacy and the need for LWD to be able to competently perform its duties, the Legislature has established certain categories of records that may be exempt from public disclosure under specified circumstances. These include, but are not limited to, certain personnel records, investigative records, drafts, confidential legal advice, records prepared in connection with litigation, real estate appraisals and evaluations made relative to pending acquisition of property, Native American graves, cemeteries and sacred places, archaeological site information, trade secrets, communications with the Governor's Office, and information that is confidential pursuant to other state or federal statutes.~~

**~~PERSONS~~PERSON WITH DISABILITIES**

Persons with disabilities who require reasonable accommodation to request, inspect, or ~~for~~ obtain~~ing access to~~ LWD public records should notify LWD of their accommodation needs in their request or ~~by~~ contact LWD at ~~calling~~ (760) 753-0155 or info@lwwd.org. LWD will provide reasonable accommodation consistent with applicable laws.

LEUCADIA WASTEWATER DISTRICT | LEADERS IN ENVIRONMENTAL PROTECTION

1960 La Costa Avenue
Carlsbad, CA 92009

Official Use Only

Date of Completion: _____
Date of Pick Up: _____
Employee Initials: _____

# PUBLIC RECORDS REQUEST

Date:_____

I, _____, representing_____
(Name) (Firm, Company, etc.)

respectfully request copies of the following ~~certain~~ public records pursuant to the California Public Records Act (Government Code Sec. 7920.000 et seq.). ~~Requests for copies of public records may take up to ten (10) days to complete. You will be notified by telephone and/or email when your request is ready for pick up.~~

| TITLE/DOCUMENT | NUMBER/ DESCRIPTION | DATE/ PERIOD | PAGES | TOTAL COPIES |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

The District will promptly respond to your request. However, the time for a response may differ depending on the scope and complexity of a request. In all instances, the District shall within ten (10) days of a request for copies of public records determine whether it seeks disclosable public records and provide copies of disclosable documents. In certain instances, the District may extend the time for its determination by an additional fourteen (14) days. You will be notified by telephone and/or email of the District's determination of availability and when copies of disclosable records are available. The District reserves the right to delete any portion of the material requested that is exempt by applicable ~~P~~provisions of law but shall provide the remainder of the information as requested.

I understand that the District ~~LWD~~ may charge for the actual cost of providing copies. The standard fee for copies of documents is $.10 per page. ~~and of mylars or plans is $ per page. reproduction of all materials that I request and~~ I agree to pay for all materials received.

Name: _____ Title: _____

Address: _____

Home Phone: _____ Cell/Work: _____

Email: _____

***Signature:*** _____

~~**FEES:** $.10 photocopying $2.00 per Blueline Paper Copy *Shipping and/or handling varies~~

**********

For District Use Only:

| No. of Pages | Description | Unit Price | Total Amount |
|---|---|---|---|
| | | | |

| | | | |
|---|---|---|---|
| | | | |
| | | | |
| Shipping and/or Handling Fee: | | | |
| Total: | | | |

LEUCADIA WASTEWATER DISTRICT | LEADERS IN ENVIRONMENTAL PROTECTION

Ref: 27-9697

# PUBLIC RECORDS ACT REQUEST POLICY

## PUBLIC RECORDS ACCESS GUIDELINES

The California Legislature has declared that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state. The California Public Records Act (PRA), Government Code sections 7920.000 et seq., requires the Leucadia Wastewater District (LWD) to make public records available for inspection by the public and to provide copies upon request, except as otherwise provided by law. These guidelines are intended to facilitate public access to LWD records and shall be administered consistent with the PRA and Article I, section 3(b) of the California Constitution. A copy of these guidelines will be provided without charge upon request.

## DEFINITION OF PUBLIC RECORDS

"Public records" include any writing containing information relating to the conduct of the public's business that is prepared, owned, used, or retained by LWD regardless of physical form or characteristics. "Writing" includes handwriting, printing, photographs, audio or video recordings, electronic mail, text or other electronic messages, and every other means of recording any form of communication or representation, regardless of how the record is stored. Records concerning LWD business may be public records even when created, sent, received, or stored on a personal device or personal account. (Government Code section 7920.530, 7920.545.)

## AVAILABILITY OF PUBLIC RECORDS

Public records are open for inspection during LWD office hours, currently 8:00 am – 5:00 pm Monday through Thursday, and 8am to 4:30pm Friday, except holidays. Advanced notice is not required; however, reasonable advance notice is encouraged when records are not readily available or when inspection would require staff to retrieve, review, or prepare records. Inspection will be arranged in a manner that protects records from loss, damage, alteration, or unauthorized disclosure and that does not unreasonably disrupt District operations.

There is no charge to inspect public records. A requester inspecting disclosable records at LWD may use the requester's own equipment to photograph or otherwise copy records without charge, provided the equipment does not physically contact or damage the records, compromise LWD computer systems or secured networks, or create an unreasonable burden on District operations. LWD may impose reasonable limits necessary to protect records, information security, or the orderly functioning of the District (Gov. Code. Section 7922.530).

## PUBLIC ACCESS TO PUBLIC RECORDS

A request for access to Public records may be made orally or in writing, and use of LWD's Public Records Request Form is not required. Written requests are encouraged because they can help LWD accurately identify the records sought and document the request. A request should reasonably describe identifiable records. A requester is not required to provide a name or contact information, although contact information may be helpful for clarification, cost estimates, status updates, or delivery of records.

LWD staff will, to the extent reasonable under the circumstances, assist a requester in making a focused and effective request by helping identify responsive records or information, describing the information technology and physical locations in which records may exist. LWD may seek clarification when reasonably necessary to identify the records sought. (Gov. Code section 7922.600).

Requests may be submitted in person, by mail, or email. The Public Requests Form is available on LWD's Forms and Documents webpage: http://www.lwwd.org/ or at:

Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, CA 92009
Phone: (760) 753-0155
Fax: (760) 753-3094
Email: info@lwwd.org

**RESPONSE TIME**

Within ten (10) calendar days after receipt of a request for copies of public records, LWD will determine whether the request, in whole or in part, seeks copies of disclosable public records in LWD's possession and notify the requester of the determination and reasons for it. If LWD determines that the request seeks disclosable records, LWD will also provide an estimated date and time when the records will be available. The 10-day period is a period for making determination; it is not a deadline for producing all responsive records. Responsive, nonexempt records will be made available promptly.

In unusual circumstances, the 10-day determination period may be extended by written notice from the General Manager or designee. The notice will state the reasons for the extension and the date on which the determination is expected to be sent, and the extension will not exceed fourteen (14) additional days. "Unusual circumstances" are limited to those authorized by law and as applicable, include:

1. The need to search for and collect the requested records from field facilities or other locations separate from the office processing the request;

2. The need to search for, collect, and appropriately examine a voluminous amount of separate and distinct records in a single request;

3. The need for consultation, conducted with all practicable speed, with another agency having a substantial interest in the determination or among two or more LWD components having substantial subject-matter interest;

4. The need to compile data, write a programming language or a computer program, or construct a computer report to extract data.

5. The inability, because of a cyberattack, to access electronic servers or systems needed to search for and obtain potentially responsive electronic records, subject to the limitations in Gov. Code section 7922.535; or

6. The need to search for, collect, and appropriately examine records during a Governor-proclaimed state of emergency in LWD's jurisdiction when the emergency currently and directly affects LWD's ability to respond timely due to staffing shortages or closure of facilities where the requested records are located, subject to the limitations Gov. Code section 7922.535.

## RECORDS IN ELECTRONIC FORMAT

Unless otherwise prohibited by law, an identifiable, nonexempt public record maintained in electronic format will be made available electronically upon request. LWD will make the information available 1) in any electronic format in which it holds the information and 2) will provide it in the requested format if that format is one LWD has used to create copies for its own use or for provision to other agencies. LWD is not required to reconstruct a record in electronic format if it is no longer available electronically, and LWD is not required to release an electronic record in a form that would jeopardize or compromise the security or integrity of the original record or proprietary software. (Gov. Code section 7922.580)

## FEE FOR COPIES

LWD may charge fees covering the direct cost of duplication or a statuary fee, if applicable. The usual fee for standard paper copies is ten cents ($.10) per standard 8 ½ x 11inch page. LWD may require payment of applicable duplication costs before providing copies. No fee will be charged merely for searching for, reviewing, or redacting records unless expressly authorized by law. Upon request, an exact copy will be provided unless it is impracticable. (Gov. Code 7922.530)

## FEES FOR RECORDS IN ELECTRONIC FORMAT

The cost of duplicating an electronic record is limited to the direct cost of producing the copy. A requester may be required to bear additional costs to construct a record and for programming and computer services when:

1. LWD must produce a copy of an electronic record that is otherwise only produced at regularly scheduled intervals; or

2. The request requires data compilation, extraction, or programming to produce the record. (Gov. Code section 7922.575)

LWD will charge media costs when records can reasonably be transmitted electronically without physical media.

## LWD'S RESPONSE TO RECORDS REQUEST INCLUDES

In responding to a request, LWD will advise the requester, as applicable:

1. Whether LWD has identified disclosable records responsive to the request;

2. The location, date, and time at which records may be inspected, if an inspection was requested;

3. The amount of any applicable duplication or authorized electronic production costs;

4. Whether any responsive records or portions of records are being withheld or redacted and the legal basis for withholding them; and

5. For a written request that is denied in whole or in part, a written denial identifying the name and title or position of each person responsible for the denial. (Gov. Code section 7922.540)

LWD will disclose any reasonably segregated portion of a record after removing portions that are exempt from disclosure. (Gov. Code section 7922.525)

## RECORDS THAT ARE NOT REQUIRED TO BE DISCLOSED

The PRA and other state and federal laws exempt certain records, and portions of records from disclosure or prohibit their disclosure. Depending on the facts and applicable law, exemptions may include, among others, certain personnel, medical, or similar files where disclosure would constitute an unwarranted invasion of personal privacy; records protected by attorney-client privilege or attorney work-product protections; certain pending-litigation records; certain law enforcement or investigatory records; preliminary drafts that meet statutory requirements; trade secrets and other confidential commercial information; certain real-property appraisal and evaluation records; security-sensitive information; and records made confidential by other state or federal law.

LWD may also withhold a record under the PRA's public-interest balancing provision when, on the facts of the particular case, the public interest served by nondisclosure clearly outweighs the public interest served by disclosure. LWD will justify any withholding under an express exemption or this balancing test and will disclose reasonably segregable justify any withholding under an express exemption or this balancing test and will disclose reasonable segregable nonexempt portions. Exemptions will be applied narrowly and, on a case-by-case basis.

## PERSON WITH DISABILITIES

Persons with disabilities who require reasonable accommodation to request, inspect, or obtain LWD public records should notify LWD of their accommodation needs in the request or contact LWD at (760) 753-0155 or info@lwwd.org. LWD will provide reasonable accommodation consistent with applicable laws.

LEUCADIA WASTEWATER DISTRICT | LEADERS IN ENVIRONMENTAL PROTECTION

1960 La Costa Avenue
Carlsbad, CA 92009

Official Use Only

Date of Completion: _____
Date of Pick Up: _____
Employee Initials: _____

# PUBLIC RECORDS REQUEST

Date:_____

I, _____, representing_____
(Name) (Firm, Company, etc.)

respectfully request copies of the following public records pursuant to the California Public Records Act (Government Code Sec. 7920.000 et seq.).

| TITLE/DOCUMENT | NUMBER/ DESCRIPTION | DATE/ PERIOD | PAGES | TOTAL COPIES |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

The District will promptly respond to your request. However, the time for a response may differ depending on the scope and complexity of a request. In all instances, the District shall within ten (10) days of a request for copies of public records determine whether it seeks disclosable public records and provide copies of disclosable documents. In certain instances, the District may extend the time for its determination by an additional fourteen (14) days. You will be notified by telephone and/or email of the District's determination of availability and when copies of disclosable records are available. The District reserves the right to delete any portion of the material requested that is exempt by applicable provisions of law but shall provide the remainder of the information as requested.

I understand that the District may charge for the actual cost of providing copies. The standard fee for copies of documents is $.10 per page. I agree to pay for all materials received.

Name: _____ Title: _____

Address: _____

Home Phone: _____ Cell/Work: _____

Email: _____

***Signature:*** _____

**********

For District Use Only:

| No. of Pages | Description | Unit Price | Total Amount |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | Shipping and/or Handling Fee: | |
| | | Total: | |

**MEMORANDUM**

Ref: 27-9686

**DATE:** November 12, 2026

**TO:** Board of Directors

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

**SUBJECT:** **Calendar Year 2027 Board of Directors' Meeting Schedule**

---

**RECOMMENDATION:**

Staff requests that the Board of Directors:

1. Approve the calendar year 2027 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 2027 can be found in the table below. Also attached is the updated 2027 conference schedule that staff has prepared for coordinating with the proposed Board meeting dates.

| 2027 Board of Directors' Meeting Schedule | |
|---|---|
| January 13, 2027 | July 14, 2027 |
| February 10, 2027 | August 11, 2027 |
| March 10, 2027 | September 8, 2027 |
| April 14, 2027 | October 13, 2027 |
| May 12, 2027 | November 10, 2027 |
| June 9, 2027 | December 8, 2027 |

In accordance with the Resolution, staff requests that the Board of Directors approve the calendar year 2027 Board of Directors' meeting schedule (above) and take other action, as appropriate.

tb:PJB

Attachments

# UPCOMING 2027 CONFERENCES

## CASA Conferences

CASA Winter Conference
Date: **January 27 - 29, 2027**
LWD Board Meeting: January 13, 2027
Location: Renaissance Esmeralda Resort, Indian Wells, CA
**Conference website: https://casaweb.org/calendar/**

CASA Annual Conference
Date: **TBD**
LWD Board Meeting: August 11, 2027
Location: **TBD**
**Conference website: https://casaweb.org/calendar/**

## CWEA Conferences

CWEA Annual Conference
Date: **April 5 - 8, 2027**
LWD Board Meeting: April 14, 2027
Location: Palm Springs Convention Center, Palm Springs, CA
**Conference website: https://www.cwea.org/conferences**

## CSDA Conferences

CSDA Legislative Days
Date: **March 31 – April 1, 2027**
LWD Board Meeting: April 14, 2027
Location: Sheraton Grand, Sacramento, CA
**Conference website: https://www.csda.net/sdld/home**

CSDA Annual Conference
Date: **August 30 – September 2, 2027**
LWD Board Meeting: August 11, 2027
Location: San Diego, CA (hotel TBD)
**Conference website: https://www.csda.net/annualconference/home**

# Watereuse Conference

2027 WateReuse California Annual Conference
Date: **October 27 – 29, 2027**
LWD Board Meeting: October 13, 2027
Location: J.W. Marriott Desert Springs Resort & Spa, Palm Desert, CA
**Conference website:** https://watereuse.org/news-events/conferences/

# WEF TEC Conference

100th Annual Water Environment Federation Conference
Date: **September 25 - 29, 2027**
LWD Board Meeting: September 8, 2027
Location: McCormick Place, Chicago, IL
**Conference website:** http://www.weftec.org

# San Diego Chapter
California Special Districts Association

**November 4, 2026**

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 19, 2026**

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:

***"Seabirds as Sentinels of Changing Ocean Habitats, from California to Antarctica"***

**Dr. Tammy Russell**
*Marine Ornithologist*
*Scripps Institution of Oceanography*
*(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 12, 2026**

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) 670-2253 or jd@otaywater.gov; or Rich Stevenson at (619) 409-6711 or rstevenson@sweetwater.org.

**Board of Directors:**

**President**
**Jose Martinez**
Otay Water District

**First Vice-President**
**Rachel Mason**
Fallbrook Regional Health District

**Second Vice-President**
**Elaine Sullivan**
Leucadia Wastewater District

**Treasurer**
**Richard Stevenson**
Sweetwater Authority

**Secretary**
Paulina Martinez-Perez
Sweetwater Authority

**Past President**
**Jack Bebee**
Fallbrook Public Utility District

**State CSDA Director**
**Jo MacKenzie**
Vista Irrigation District

**San Diego Chapter CSDA Dinner Meeting Registration Form**
**Thursday, November 19, 2026**

**The Butcher Shop Steakhouse**
**5:45 PM – 6:45 PM Hosted Social Hour* | 6:45 PM Dinner/Program**

***Hosted by:**
**Southland Industries**

**Agency:** _____ **Contact Name:** _____

**Phone Number:** _____ **Email:** _____

Make reservations as follows; please check dinner choice and print clearly.

**Dinner Menu Selections:**

**1. Flatiron Steak 2. Grilled Salmon 3. Fettuccini Alfredo**

| | **Entrée Selection** | **1** | **2** | **3** |
|---|---|---|---|---|
| Name/Title: _____ | Choice: | ☐ | ☐ | ☐ |
| Name/Title: _____ | Choice: | ☐ | ☐ | ☐ |
| Name/Title: _____ | Choice: | ☐ | ☐ | ☐ |
| Name/Title: _____ | Choice: | ☐ | ☐ | ☐ |
| Name/Title: _____ | Choice: | ☐ | ☐ | ☐ |

Enclosed is our check for _____ reservation(s) at $80.00 each = $ _____
Non-member _____ reservation(s) at $90.00 each = $ _____

**Please email completed RSVP form to Jenny Diaz: jd@otaywater.gov.**

**Credit Card:** Click here to pay online.
**Checks:** Payable to CSDA San Diego Chapter.
Payable at the door or mail/drop off checks to: Attn: Rich Stevenson
Sweetwater Authority, 505 Garrett Avenue, Chula Vista, CA 91910

**RSVP's must be received no later than Thursday, November 12, 2026.**

Cancellation/Refund Policy: CSDA San Diego Chapter is obligated by contract to pay for the number of attendees registered by the Friday prior to the event, hence the Thursday deadline. Cancellations made after the deadline are not refundable. Agencies and individuals are responsible for paying any reservation that is made and not cancelled prior to the deadline. Agencies may substitute or add individuals attending.

**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.





Dr. Tammy Russell is a marine ornithologist at Scripps Institution of Oceanography. Her research focuses on understanding the habitat use and foraging ecology of marine birds to inform conservation and evaluate ecological impacts from climate change. Her research has taken her on many research cruises including the U.S. West Coast, Greenland, and across the southern South Atlantic, to seabird colonies along California and Antarctica, and has presented her work at several international conferences, including the United Nations Climate Conference.

# Water Career Day returns to Encinitas

**sandiegouniontribune.com**/2026/10/24/water-career-day-returns-to-encinitas

News Release

## Breaking News



A Leucadia Wastewater District technician demonstrates a $70,000 "crawler" used to inspect sewer lines. (Chris Kokotos/San Elijo Joint Powers Authority)



Students practice pipefitting at one of 10 stations during Water Career Day at the San Elijo Joint Powers Authority Water Campus. (Chris Kokotos/San Elijo Joint Powers Authority)

Water Career Day, where teens and young adults get an up-close look at what it takes to run water utilities, returned to Encinitas Oct. 8 for the third straight year.

More than 200 students from nine high schools and community colleges explored the San Elijo Joint Powers Authority Water Campus, where professionals from San Elijo JPA, Leucadia Wastewater District, Olivenhain Municipal Water District and Dexter Wilson Engineering led hands-on demonstrations at 10 stations, according to a news release.

Participants operated a microscope to identify microbes that digest wastewater.They toggled a joystick to drive a "crawler," the $70,000 wheeled camera used to inspect sewer lines.They worked a control pad to hoist a full bucket of water with a crane that normally lifts and lowers pumps, motors and pipe.

"Oh my gosh, nothing's spilling!" said a La Costa Canyon High School student as she photographed her friend, Abby Samec, operating the crane, the news release stated.

Abby gently lowered the bucket right onto a marking. Could this be her future career?"This might be it," Abby said in the news release.

The girls are students in the AP Chemistry class of teacher Lindsey Carlyle, who said she appreciated the structured event.

From Mission Hills High School, engineering instructor Levi Ryan has brought students to Water Career Day all three years. Last year, one of Ryan's students went on to enroll in water industry training after attended the event, he said.

"Instead of getting a low-wage, manual labor job," Ryan said in the news release, "he changed paths to pursue this."

A similar story came from a Leucadia Wastewater District technician who demonstrated the workings of a Vac-Con truck used to clean sewer lines and pump stormwater.

The worker said he came to the district with no experience but, as an entry-level employee, was able to earn a paycheck as he trained, earned certifications and developed his skills.

"I wish somebody had told me about this after high school," he said in the news release.

Leucadia Wastewater District's top executive, General Manager Paul Bushee, noted that a demographic trend has many workers headed toward retirement.

"The operators aren't going to be replaced by AI," Bushee said in the news release.

A lead operator for San Elijo JPA, Scott Best, supervised students as they placed a droplet of wastewater onto a slide for inspection beneath a microscope. On a viewscreen, students watched waste-eating bacteria squirming beneath the lens.

Wastewater treatment, he said, relies upon maintaining optimal conditions for the microbes, or "bugs."

"We're just zoo keepers," Best said in the news release, "making sure we have a happy, healthy environment."

From the sidelines, San Elijo JPA Deputy General Manager Tom Falk added in the news release: "(The microbes) are our pets. They're doing a lot of the heavy work for us."

The Water Campus itself—which processes wastewater from and delivers recycled water to Encinitas, Solana Beach, Del Mar and Rancho Santa Fe—served as a supersized display of critical infrastructure and the jobs required to keep it running.

At the Water Campus, operations rely upon engineers, lab technicians, mechanics, equipment operators, IT experts, accountants, executives and contractors.

General Manager Mike Thornton has served San Elijo JPA for 26 years."There's something here for everyone," Thornton said in the news release.

Water Career Day was organized in cooperation with Rising Tide Partners.Learn more at www.sejpa.org.

---

# Students explore opportunities at third Water Career Day in Cardiff

northcoastcurrent.com/top-stories/2026/10/students-explore-opportunities-at-third-water-career-day-in-cardiff

Adam Kaye

High schools, community colleges from Oceanside to Encinitas participate

Adam Kaye • October 14, 2026





Oceanside High School junior Charles Villalobos (right) uses a control pad to operate a crane under the eye of Leucadia Wastewater District Field Services Technician Ryan Rodriguez (left) on Oct. 8 during the San Elijo Joint Powers Authority's annual Water Career Day in Cardiff. (San Elijo JPA photo by Chris Kokotos)
Water Career Day, where teens and young adults get an up-close look at what it takes to run water utilities, returned to Encinitas on Oct. 8 for the third straight year.

More than 200 students from nine high schools and community colleges explored the San Elijo Joint Powers Authority Water Campus in Encinitas' Cardiff community, where professionals from San Elijo JPA, Leucadia Wastewater District, Olivenhain Municipal Water District and Dexter Wilson Engineering led hands-on demonstrations at 10 stations.

Participants operated a microscope to identify microbes that digest wastewater.

They toggled a joystick to drive a "crawler," the $70,000 wheeled camera used to inspect sewer lines, and worked a control pad to hoist a full bucket of water with a crane that normally lifts and lowers pumps, motors and pipe.

"Oh my gosh, nothing's spilling!" said a La Costa Canyon High School student as she photographed her friend, Abby Samec, operating the crane.

Abby gently lowered the bucket right onto a marking. Could this be her future career?

"This might be it," Abby said.

Community
NEWS RELEASE

The girls are students in the Advanced Placement Chemistry class of teacher Lindsey Carlyle, who said she appreciated the structured event.

From Mission Hills High School, engineering instructor Levi Ryan has brought students to Water Career Day all three years. Last year, one of Ryan's students went on to enroll in water industry training after attended the event, he said.

"Instead of getting a low-wage, manual labor job," Ryan said, "he changed paths to pursue this."

A similar story came from a Leucadia Wastewater District technician who demonstrated the workings of a Vac-Con truck used to clean sewer lines and pump stormwater.

The worker said he came to the district with no experience but, as an entry-level employee, was able to earn a paycheck as he trained, earned certifications and developed his skills.

"I wish somebody had told me about this after high school," he said.

Leucadia Wastewater District's top executive, General Manager Paul Bushee, noted that a demographic trend has many workers headed toward retirement.

"The operators aren't going to be replaced by AI," Bushee said.



Leucadia Wastewater District Field Services Technician Ryan Rodriguez (left) shows a La Costa Canyon High School student how to control a crane Oct. 8 during the San Elijo Joint Powers Authority's annual Water Career Day in Cardiff. (San Elijo JPA photo by Chris Kokotos)

A lead operator for San Elijo JPA, Scott Best, supervised students as they placed a droplet of wastewater onto a slide for inspection beneath a microscope. On a viewscreen, students watched waste-eating bacteria squirming beneath the lens.

Wastewater treatment, he said, relies upon maintaining optimal conditions for the microbes, or "bugs."

"We're just zoo keepers," Best said, "making sure we have a happy, healthy environment."

From the sidelines, San Elijo JPA Deputy General Manager Tom Falk added: "(The microbes) are our pets. They're doing a lot of the heavy work for us."

The Water Campus itself — which processes wastewater from and delivers recycled water to Encinitas, Solana Beach, Del Mar and Rancho Santa Fe — served as a supersized display of critical infrastructure and the jobs required to keep it running.

At the Water Campus, operations rely upon engineers, lab technicians, mechanics, equipment operators, IT experts, accountants, executives and contractors.

General Manager Mike Thornton has served San Elijo JPA for 26 years

"There's something here for everyone," Thornton said.

Water Career Day was organized in cooperation with Rising Tide Partners. Learn more at sejpa.org.