

LEUCADIA WASTEWATER DISTRICT
Minutes of a Community Affairs Committee Meeting
February 2, 2021

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Tuesday, February 2, 2021 at 11:30 a.m., via video conference.

1. Call to Order

Chairperson Brown called the meeting to order at 11:30 a.m.

2. Roll Call

DIRECTORS PRESENT: Brown and Juliussen

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services
Manager Richard Duffey, Administrative Services
Supervisor Trisha Hill, Executive Assistant Tianne Baity,
Neal Bloom and Iris Grootenhuis of Rising Tide Partners
(RTP), and Adam Hermsdorfer of Big Tuna Interactive, Inc.

3. Public Comment

None.

4. New Business

A. Authorize the General Manager to execute a Professional Services Agreement with Rising Tide Partners (RTP) for Public Information Services in an amount not to exceed \$49,764.00

ASsup Hill introduced the item noting that LWD entered into an agreement with RTP on March 9, 2016 to provide public information services to the District for an initial 3-year period. She stated that the agreement included language to extend the contract for an additional two years and RTP's initial agreement with the approved extensions will expire on March 8, 2021.

ASsup Hill stated that staff has negotiated a new professional services agreement with a scope of work and fees. She then reviewed the specific tasks included in the agreement.

Chairperson Brown asked what was the price of the last contract. Mr. Bloom answered between \$45K and \$46K. Mr. Bloom noted that this was RTP's first price increase in five years.

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

5. Information Items

A. Website Update

ASsup Hill provided background information on the LWD website. She then introduced Mr. Hermsdorfer, of Big Tuna Interactive, Inc., to present an overview of the District's upgraded website platform.

Mr. Hermsdorfer provided an overview of the updated features and functionalities of the LWD website.

Director Juliussen asked when will the new website go live. ASsup Hill answered that it will go live soon but that staff wanted to present it to the CAC prior to going live.

Chairperson Brown asked why LWD's domain is lwwd.org versus lwd.org. ASsup Hill answered that she believes the domain of lwd.org was owned by someone else and not available.

The CAC thanked Mr. Hermsdorfer for his presentation.

B. LWD Virtual Tour

ASsup Hill provided background information on the LWD Virtual Tour Video created by Rising Tide Partners (RTP). The CAC then reviewed the video.

Chairperson Brown asked if the video will be shown at the February Board meeting. ASsup Hill answered affirmatively.

Chairperson Brown asked if the video on Facebook points back to the LWD website. Mr. Bloom answered that the video is hosted directly on Facebook or on You Tube. Chairperson Brown asked if people can comment on Facebook. Mr. Bloom answered affirmatively noting that RTP normally responds to 80-90% of comments. GM Bushee added that depending on the nature of the comments, RTP normally responds but occasionally staff will respond.

Chairperson Brown asked what will be the topic of the next video. Mr. Bloom answered that it hasn't been confirmed with staff yet but potential topics are teacher grant update, lateral grant program, or what not to flush.

The CAC thanked Mr. Bloom and Ms. Grootenhuis for their presentation.

C. Teacher Grant School Giveaways

ASsup Hill provided an update on the Teacher Grant School Giveaways.

The CAC thanked ASsup Hill for ordering interesting and fun giveaways for the teacher grant program students.

6. **Directors' Comments**

Director Juliussen thanked Chairperson Brown for chairing his first CAC meeting. He also thanked staff and the consultants for a great job.


Chairperson Brown thanked staff and the consultants for their great presentations.

7. **General Manager's Comments**

GM Bushee provided a COVID-19 update regarding District staff.

8. **Adjournment**

Chairperson Brown adjourned the meeting at 12:31 p.m.



Paul J. Bushee
Secretary/General Manager
(Seal)