

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 May 12, 2021

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, May 12, 2021 at 5:00 p.m. via teleconference.

1. Call to Order

President Omsted called the meeting to order at 5:00 p.m.

2. Roll Call

DIRECTORS PRESENT: Omsted, Hanson, Sullivan, and Brown

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Administrative Services Manager Richard Duffey, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Tianne Baity, Field Services Technician Ryan Rodriguez, District Engineer Dexter Wilson, Administrative Specialist Mark Brechbiel, Neal Bloom and Iris Grootenhuis of Rising Tide Partners, Nancy Jois of Capri Elementary, Jennifer Smith and Barbara Larson of El Camino Creek Elementary, and June Honsberger of La Costa Canyon High School

3. Pledge of Allegiance

President Omsted led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

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

Director	Vote
President Omsted	Yes
Vice President Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

6. Presentations and Awards

A. Teacher Grant Recipients.

ASsup Hill provided background information on the Teacher Grant Program noting that in December 2020 the Board approved three teacher grants.

ASsup Hill introduced Ms. June Honsberger of La Costa Canyon High School to provide a brief update on her school's project funded by the District's teacher grant program. Ms. Honsberger shared a video update on her school's Native Tree Garden project.

ASsup Hill introduced Ms. Jennifer Smith and Barbara Larson of El Camino Creek Elementary to provide a brief update on their school's project funded by the District's teacher grant program. The students from Ms. Smith's class shared a video update on their Water Conservation Strategy project.

ASsup Hill introduced Ms. Nancy Jois of Capri Elementary to provide a brief update on her school's project funded by the District's teacher grant program. Ms. Jois shared a video update on her school's Rain Garden project.

The Board thanked Ms. Honsberger, Ms. Smith, Ms. Larson, Ms. Jois, and their students for the presentations.

B. 2020 CWEA San Diego Section and State Awards.

GM Bushee stated that Field Services Technician III Ryan Rodriguez won the CWEA San Diego Section Collection System Person of the Year Award and received 2nd place at the State level. He then provided background information on Ryan and a brief summary of his accomplishments.

The Board congratulated Ryan for his efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

April 14, 2021 Regular Board Meeting (Pages 7-12)

May 5, 2021 Community Affairs Committee Meeting (Page 15)

8. Approval of Demands for April/May 2021

Payroll Checks numbered 22664-22707; General Checking Checks numbered 55387-55505

9. Operations Report (A copy was included in the original May 12, 2021 Agenda)

10. Finance Report (A copy was included in the original May 12, 2021 Agenda)

11. Quarterly Treasurer's Report

This report discloses investments for the quarter ending March 31, 2021.

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of April 2021.

Director Brown pulled Board Agenda item 10, Finance Report, from the Consent Calendar and Vice President Hanson pulled item 8, Approval of Demands, from the Consent Calendar.

Upon a motion duly made by Director Brown, seconded by Vice President Hanson, and unanimously carried, the Board of Directors approved the Consent Calendar, excluding Consent Calendar items 8 and 10, by the following vote:

Director	Vote
President Omsted	Yes
Vice President Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

Vice President Hanson asked if the invoice paid to Confidence Consulting was part of the Strategic Planning contract. GM Bushee answered that the invoice was for coaching sessions with the leadership team and staff and is separate from the Strategic Planning contract. Vice President Hanson asked for clarification on the invoice paid to Concentra. ASsup Hill stated that the invoice was for a new hire physical. Vice President Hanson asked about the vehicle damage claims. GM Bushee stated he would address this item in General Manager's Comments later in the agenda.

Upon a motion duly made by Director Brown, seconded by Vice President Hanson, and unanimously carried, the Board of Directors approved Consent Calendar item 8, Approval of Demands, by the following vote:

Director	Vote
President Omsted	Yes
Vice President Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

Director Brown asked for clarification regarding the Finance Report and the sewer service fees budgeted versus actual amounts. ASM Duffey provided clarification noting that the projected amounts are based on prior year tax apportionments. He noted that the District just received a large tax apportionment today so the budgeted and actual sewer service fee amounts will be more closely aligned in next month's Board agenda Finance Report.

Upon a motion duly made by Director Brown, seconded by Vice President Hanson, and unanimously carried, the Board of Directors approved Consent Calendar item 10, Finance Report, by the following vote:

Director	Vote
President Omsted	Yes
Vice President Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority (EWA) Reports

A. A regular EWA Board Meeting was held on April 28, 2021.

Vice President Hanson reported on EWA's Board Meeting.

Director Brown asked if EWA is in their third year of paying off the EWA PERS unfunded liability. ASM Duffey answered affirmatively.

B. An Encina Member Agency Manager's (MAM) Meeting was held on May 4, 2021.

GM Bushee reported on EWA's MAM meeting.

C. An EWA Board Policy Workshop was held on May 5, 2021.

Director Sullivan reported on EWA's Board Policy Workshop.

14. Committee Reports

Community Affairs Committee (CAC) Meeting was held on May 5, 2021.

Director Brown reported that the CAC reviewed and commented on the final draft layout of the spring 2021 newsletter and Rising Tide Partners (RTP) will make the recommended changes. 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.

GM Bushee stated that the newsletter has been emailed to the Board to review and provide comments to staff. He noted that all comments should be received by May 18th.

ACTION ITEMS

15. Approving the Recommended Encina Wastewater Authority Fiscal Year 2022 (FY22) Budget

Adopt Resolution No. 2346 - Approving the Recommended Encina Wastewater Authority Fiscal Year 2022 (FY22) Operating, Capital, and Pension Funding Policy Budgets.

ASM Duffey presented the recommendation to approve the EWA FY22 Budget. He noted the Operating Budget is approximately \$18.9M, the Capital Budget is approximately \$23.3M, and the CalPERS Pension Funding Budget is approximately \$4.0M. He noted the District's share is approximately \$2.1M for operating costs, \$3.4M for capital costs, and \$547K for pension costs.

Upon a motion duly made by Director Sullivan, seconded by Director Brown, and unanimously carried, the Board of Directors adopted Resolution No. 2346 - Approving the Recommended Encina Wastewater Authority Fiscal Year 2022 (FY22) Operating, Capital, and Pension Funding Policy Budgets by the following vote:

Director	Vote
President Omsted	Yes
Vice President Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

16. Board of Directors Vacancy

Discuss Options for filling Board Vacancy.

GM Bushee stated as a result of the sudden passing of Director Juliussen, there is a vacant seat on the Board of Directors. He noted that under County Water District regulations, the District has the following options for filling the vacant position:

1. Appointment of a New Director
2. Call for an Election

GM Bushee then provided background information on both options. GM Bushee stated that the Notice of Vacancy will be posted on the District website, the District Facebook page, the Union Tribune, and the Coast News, as soon as possible.

Director Sullivan asked how many applicants in the September 2020 appointment lived in District 1. EA Baity answered 4 applicants.

Following discussion, upon a motion duly made by Director Sullivan, seconded by Vice President Hanson, and unanimously carried, the Board of Directors chose option 1 and directed staff to notice the vacancy in accordance with California regulations by the following vote:

Director	Vote
President Omsted	Yes
Vice President Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

GM Bushee then proposed the following timeline for the appointment:

- June 2, 2021 – Letters of Interest/Resumes due at the District office by 5:00 p.m.;
- June 9, 2021 – Review Letters of Interest / Resumes at the regular June Board Meeting at 5:00 p.m.;
- June 16, 2021 – Special Board Meeting to Conduct Candidate Interviews; and
- June 23, 2021 – Special Board Meeting to Appoint new Director

Director Sullivan asked if the District 1 boundary lines will be clearly defined in the Notice of Vacancy. GM Bushee answered affirmatively noting that a map will be included in the Notice and that the Notice will also have a website link to the District's interactive electoral District map. Interested candidates can also call the District office to determine whether they reside in District 1.

Following discussion, the Board of Directors agreed to the proposed timeline with the times to be announced later for the proposed Special Board Meetings.

17. Board of Directors Committee Assignments

Receive and File Temporary Committee Assignments

President Omsted stated he would like to fill the vacant committee assignments on the Engineering Committee (EC) and on the Community Affairs Committee (CAC). Following discussion, President Omsted made the following temporary appointments and noted that Committee assignments will be re-evaluated when the new Director assumes office:

- Director Brown – Engineering Committee
- Director Sullivan – Community Affairs Committee
- President Omsted – EWA/JAC Board Alternate

There was no other action taken.

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

A. 2021 CSDA Virtual Legislative Days is scheduled for May 18-19, 2021.

EA Baity announced the date and the time of the 2021 CSDA Virtual Legislative Days Conference.

B. CSDA San Diego Chapter Quarterly Virtual Meeting is scheduled for May 20, 2021 at 6:00pm via Zoom.

EA Baity announced the date and time of the CSDA San Diego Chapter Quarterly Virtual Meeting.

19. Directors' Meetings and Conference Reports

None.

20. General Manager's Report

GM Bushee reported on three recent District vehicle claims.

21. General Counsel's Report

None.

22. Board of Directors' Comments

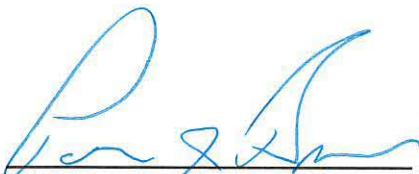
Director Brown stated that he is in the middle of completing the CSDA Special District Leadership Academy Module 3 Virtual Workshop. He stated that he will complete the module tomorrow and then complete Module 4 at the end of the month. Director Sullivan thanked Director Brown for completing the training.

Director Brown stated that the District website looks different based on what browser is used. GM Bushee stated that staff would follow up with the web developer, Big Tuna Interactive, and then follow up with Director Brown.

President Omsted stated he thought the recent teacher grant recipients were some of the best the District has received. He also thanked AS Brechbiel for his work on the Teacher Grant Program. The Board concurred with President Omsted. GM Bushee also acknowledged ASsup Hill and Mr. Neal Bloom and Ms. Iris Grootenhuis, of RTP, for their work on the teacher grant program.

23. Adjournment

President Omsted adjourned the meeting at approximately 6:28 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)


Donald F. Omsted, President