

**LEUCADIA WASTEWATER DISTRICT**  
 Minutes of a Regular Board Meeting  
 March 9, 2022

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A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, March 9, 2022 at 5:00 p.m. via teleconference.

**1. Call to Order**

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

**2. Roll Call**

DIRECTORS PRESENT: Sullivan, Brown, Roesink, and Omsted  
 DIRECTORS ABSENT: Hanson  
 OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Director of Technical Services Robin Morishita, Field Services Superintendent Jeff Stecker, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, District Engineer Dexter Wilson, and Kay Vinson with National Demographics Corporation

**3. Pledge of Allegiance**

Vice President Sullivan led the pledge of allegiance.

**4. Adopt Resolution No. 2366 - Authorizing Remote Teleconference Meetings Due to the Declared State Emergency Resulting From the COVID-19 Pandemic**

Upon a motion duly made by Director Omsted, seconded by Director Roesink, and unanimously carried, the Board of Directors adopted Resolution No. 2366 - Authorizing Remote Teleconference Meetings Due to the Declared State Emergency Resulting From the COVID-19 Pandemic by the following vote:

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

Following discussion, the Board reached consensus to hold the April Board Meeting virtually.

**5. General Public Comment Period**

None.

**6. Approval of Agenda**

Upon a motion duly made by Director Brown, seconded by Director Omsted, and unanimously carried, the Board of Directors approved the agenda by the following vote:

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

- 7. Presentations and Awards**  
None.

### CONSENT CALENDAR

- 8. Approval of Board and Committee Minutes**

Minutes of the following meetings:

February 9, 2022 Regular Board Meeting  
February 22, 2022 Investment and Finance Committee Meeting  
February 28, 2022 Community Affairs Committee Meeting  
March 1, 2022 Investment and Finance Committee Meeting

- 9. Approval of Demands for February/March 2022**

Payroll Checks numbered 23167-220301-5; General Checking Checks numbered 56605-56721

- 10. Operations Report** (A copy was included in the original March 9, 2022 Agenda)

- 11. Finance Report** (A copy was included in the original March 9, 2022 Agenda)

- 12. Disclosure of Reimbursements**

This report discloses travel expense reimbursements for the month of February 2022.

Upon a motion duly made by Director Brown, seconded by Director Omsted, and unanimously carried, the Board of Directors approved the Consent Calendar by the following vote:

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

### EWA and COMMITTEE REPORTS

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

A. A regular EWA Board Meeting was held on February 23, 2022.

Director Omsted reported on EWA's Board Meeting.

B. An Encina Member Agency Manager's (MAM) Meeting was held on March 1, 2022.

GM Bushee reported on EWA's MAM Meeting.

**14. Committee Reports**

A. Investment and Finance Committee (IFC) Meeting was held on February 22, 2022.

Director Brown reported that the IFC reviewed the Audit Services Proposals. Following review of the proposals, two firms were selected for interviews on March 1, 2022. Staff and the IFC plan to present the recommended contract to the Board at the April Board Meeting.

B. Community Affairs Committee (CAC) Meeting was held on February 28, 2022

Director Roesink reported that the CAC reviewed and commented on the draft text of the 2022 Spring newsletter.

The CAC directed staff to move forward with the final text and layout of the newsletter.

C. Investment and Finance Committee (IFC) Meeting was held on March 1, 2022

Director Brown reported that the IFC and staff conducted auditor interviews with the following two firms:

- Rogers, Anderson, Malody & Scott, LLP; and
- The Pun Group

Staff and the IFC plan to present Rogers, Anderson, Malody & Scott, LLP as the recommended contract at the April 20<sup>th</sup> Board Meeting.

**PUBLIC HEARING**

**15. Public Hearing to Consider Draft Redistrict Election Map – Option 2 for the Leucadia Wastewater District**

Vice President Sullivan opened the public hearing for comments. There were no public comments.

Vice President Sullivan closed the public hearing.

**ACTION ITEMS**

**16. Adopt Ordinance No. 144 – Reconfirming District Based Election Procedures and Adopting an Updated Redistricting Map**

Director Brown stated he approved of the redistricting map and he thanked Ms. Vinson of National Demographics for her help in developing the map.

Following discussion and upon a motion duly made by Director Omsted, seconded by Director Brown, and carried, the Board of Directors adopted Ordinance No. 144 – Reconfirming District Based Election Procedures and Adopting an Updated Redistricting Map by the following vote:

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

**17. Fiscal Year 2023 (FY23) Budget Development Schedule**

DFA Green presented the item stating that staff is in the process of preparing the FY23 Budget. He provided the recommended dates for the Special Board Meeting to review the Preliminary FY23 Budget.

Following discussion, the Board of Directors agreed to schedule the Special Board Meeting for Monday, May 9, 2022 at 1:00 p.m.

**18. Board Performance Evaluation Survey Results**

GM Bushee reviewed the Board Performance Evaluation Survey Results.

Director Brown suggested that the survey also be completed by the Board next year. Vice President Sullivan agreed with Director Brown. GM Bushee stated that the survey would be reviewed again within the next year.

Following discussion, the Board of Directors reached consensus to receive and file the Board Performance Evaluation Survey Results.

**19. Call for Nominations to the CSDA Board of Directors Seat B**

EA Baity presented the item stating that CSDA is seeking nominations for its Board of Directors for Seat B. She stated the deadline for receipt of all nominations is March 31, 2022. She noted that the incumbent, Don Bartz of Phelan Pinon Hills Community Services District, is running for re-election and staff has no recommendation on this matter.

Following discussion, the Board chose not to submit a nomination.

**INFORMATION ITEMS**

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

None.

**21. Directors' Meetings and Conference Reports**

A. CSDA Virtual Quarterly Meeting was held February 17, 2022 via video conference.

Director Brown stated that the local section mentioned promoting the CSDA Video Contest. ASsup Hill stated that LWD has already posted the CSDA Video Contest information on the District website.

Vice President Sullivan stated she enjoyed the meeting discussions and topic.

**22. General Manager's Report**

GM Bushee reported on the following:

- Update on Request for Proposals for Engineering Services;
- Pure Water Oceanside ribbing cutting event on March 22 at 10:30am; and
- Update on the CWEA State Awards

President Hanson entered the meeting at 5:45 p.m.

**23. General Counsel's Report**

None.

**24. Board of Directors' Comments**

None.

**25. Adjournment**

Vice President Sullivan adjourned the meeting at 5:51 p.m.



Paul J. Bushee  
Secretary/General Manager  
(SEAL)

  

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Judy Hanson, President