



**BOARD OF DIRECTORS
SPECIAL BOARD MEETING**

DATE: Thursday, May 2, 2024

TIME: 10:00 a.m.

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

VIA TELECONFERENCE: President Roesink
DFW Airport
2400 Aviation Drive
Dallas, TX 75261

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. Overview of Recommended Fiscal Year 2025 (FY25) Budget**
Review and discuss the recommended FY25 Budget. (Page 5, Enclosure)

7. Closed Session

Meet with District Representatives General Manager Bushee and Director of Finance and Administration Green to discuss the FY25 Informal Input Process and provide direction regarding salaries, salary schedules and employee benefits, as authorized under Government Code Section 54957.6. (Confidential Enclosure)

8. 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: April 25, 2024



Paul J. Bushee, Secretary/General Manager


Board of Directors' Code of Conduct

- ◆ *I will openly communicate during Board meetings and voice my views, in the meetings, on all matters regarding the District.*
- ◆ *I will support the decisions of the Board once they are voted on.*
- ◆ *I will concentrate on issues of governance and strategic import to the District and will expect support from staff on issues of operational import and detail.*
- ◆ *I will treat fellow Board members with dignity and respect.*
- ◆ *I will be prepared to discuss Board issues and agree to spend the necessary time and attention to Board matters.*
- ◆ *If I have concerns or questions, I will ask. If I need clarification of Board agenda items, I will call ahead and discuss with the General Manager.*
- ◆ *I will support the general manager as the primary spokesperson for the district.*
- ◆ *I will conduct myself in the highest ethical manner and comply with all appropriate government regulations.*

Role of Staff

- ◆ *Implement policies of LWD Board*
- ◆ *Create tactics and action plans that address how policies should be implemented*
- ◆ *Provide technical competence in addressing issues of how tactics should be implemented*
- ◆ *Provide relevant facts and recommendations*
- ◆ *Provide effective leadership*
- ◆ *Administer day-to-day operations of the district*
- ◆ *Respond to reasonable board requests for information*

MEMORANDUM

DATE: April 25, 2024
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Overview of Proposed Fiscal Year 2025 (FY25) Budget

RECOMMENDATION:

1. Review and provide direction as appropriate.

DISCUSSION:

Enclosed please find the proposed FY25 Budget for your review. Staff will present an overview of the proposed budget at the upcoming Special Board Meeting. Highlights of the budget include:

- 1) The proposed budget assumes an increase in the Wastewater Service Charge for FY25. The proposed rate will increase from \$457.42/EDU/YR to \$516.96/EDU/YR.
- 2) Expenses are allocated to the following primary programs:
 - a. Leucadia Wastewater Facilities
 - b. Batiquitos Joint Facilities
 - c. Recycled Water Operations
 - d. Capital Program
- 3) Administrative service costs have been allocated to the four programs above as overhead.
- 4) Development services have been included as a separate program.
- 5) The FY25 Capital Improvement Program Budget includes new appropriations for the following projects:
 - Capital Acquisitions
 - Diana Pump Station Update
 - Rancho Verde Pump Station Rehabilitation
 - FY25 Gravity Pipeline Rehabilitation
 - L1 Condition Assessment
 - Pump Station Condition Assessment
 - San Marcos Creek Crossing Diversion Project
 - Miscellaneous Pipeline/Manhole Rehabilitation
 - Lateral Reimbursement Program
 - Batiquitos Pump Station Emergency Basin Project
 - Encina Joint System Capital Improvement Projects

Staff will incorporate any feedback provided by the Board during this Special Board Meeting into the final recommended budget. The Board will then consider the final recommended budget at the June 12, 2024 Regular Board Meeting.

reg:PBJ

Enclosure