

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting
August 13, 2025

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, August 13, 2025 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Brown, Pacilio, Sullivan, and Roesink
 DIRECTORS ABSENT: Saldana
 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, District Engineer Dexter Wilson

3. Pledge of Allegiance

Director Roesink 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 Director Roesink, and unanimously carried, the Board of Directors approved the agenda by the following vote:

Director	Vote
President Saldana	Absent
Vice President Brown	Yes
Director Pacilio	Yes
Director Sullivan	Yes
Director Roesink	Yes

6. Presentations and Awards

None.

CONSENT CALENDAR**7. Approval of Board and Committee Minutes**

Minutes of the following meetings:

July 9, 2025 Regular Board Meeting
 August 5, 2025 Community Affairs Committee Meeting
 August 6, 2025 Investment and Finance Committee Meeting

8. Approval of Demands for June/July 2025

Payroll Checks numbered 250709-1 – 250806-20; General Checking Checks numbered 27221 - 27355

9. Operations Report (A copy was included in the original August 13, 2025 Agenda)

10. Finance Report (A copy was included in the original August 13, 2025 Agenda)

11. Quarterly Treasurer's Investment Report

This report discloses investments for the quarter ending June 30, 2025.

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of July 2025.

13. Fiscal Year 2026 (FY26) Pay Schedules

Adopt Resolution No. 2433 – Approving the FY26 pay schedules.

14. Annual Review of LWD's Procurement Policy

Receive and File LWD's Procurement Policy.

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

Director	Vote
President Saldana	Absent
Vice President Brown	Yes
Director Pacilio	Yes
Director Sullivan	Yes
Director Roesink	Yes

EWA and COMMITTEE REPORTS

15. Encina Wastewater Authority (EWA) Reports

An Encina Member Agency Manager's (MAM) Meeting was held on August 5, 2025.

GM Bushee reported on Encina's MAM Meeting.

16. Committee Reports

A. Community Affairs Committee (CAC) Meeting was held on August 5, 2025.

Director Pacilio reported that the CAC reviewed the proposed newsletter topics, along with the production schedule. He stated that staff agreed with the CAC to make the general overview of LWD as the lead article. The CAC made some minor edits to the remaining articles and then directed staff to move forward with the newsletter and the proposed production schedule.

Director Pacilio also reported that the CAC reviewed Resolution No. 2426 – The Teacher Grant Program Policy. The CAC concurred to forward this recommendation to the Board for consideration and it will be discussed later in the agenda.

B. Investment and Finance Committee (IFC) Meeting was held on August 6, 2025.

Director Sullivan reported that the IFC reviewed the Investment Policy and this will be discussed later in the agenda.

ACTION ITEMS

17. Adopt Resolution No. 2426 – Establishing a Teacher Grant Policy

ADS Hill introduced the item and provided background information. ADS Hill stated that based on the Community Affairs Committee's (CAC) direction, staff prepared a Teacher Grant Program Policy.

ADS Hill then reviewed the key components of the Policy which are:

- Funding Allocation;
- Eligibility Criteria;
- Evaluation and Selection Process; and
- Program Administration

Director Roesink asked if the policy was adjusted to have the teacher grant applications be more specific to wastewater. ADS Hill answered affirmatively stating the language in the policy is directed to teacher grant projects concerning wastewater resource management, water resource management, or water reuse related projects.

GM Bushee noted that the policy is still broad but there is a weighted scale to determine project funding allocation and to evaluate the projects in case the district receives an abundance of applications.

Upon a motion duly made by Director Sullivan, seconded by Director Pacilio, and unanimously carried, the Board of Directors adopted Resolution No. 2426 establishing a Teacher Grant Policy by the following vote:

Director	Vote
President Saldana	Absent
Vice President Brown	Yes
Director Pacilio	Yes
Director Sullivan	Yes
Director Roesink	Yes

18. Annual Review of LWD's Investment Policy

Redelegate authority to manage LWD's investment program to the General Manager effective September 1, 2025 through August 31, 2026 and adopt Resolution No. 2434 LWD's Investment Policy.

DFA Green presented the item and provided background information on the Investment Policy. He noted that staff recently conducted an annual review of the policy to determine if any amendments are warranted. DFA Green then stated that following review, there are no recommended policy changes. DFA Green added that the policy and statute require the Board to delegate management authority for the program on an annual basis and that is the action requested under this item.

Following discussion, upon a motion duly made by Director Sullivan, seconded by Director Pacilio, and unanimously carried, the Board of Directors adopted Resolution No. 2434 and re delegated authority to manage LWD's investment program to the General Manager effective September 1, 2025 through August 31, 2026 by the following vote:

Director	Vote
President Saldana	Absent
Vice President Brown	Yes
Director Pacilio	Yes
Director Sullivan	Yes
Director Roesink	Yes

INFORMATION ITEMS

19. Project Status Updates and Other Informational Reports

- A. The CSDA Quarterly Dinner is scheduled for August 21, 2025 at 6 p.m. at The Butcher Shop Steakhouse in Kearny Mesa.

EA Baity announced the date and the time of the CSDA Quarterly Dinner.

- B. Flu Shot Clinic is scheduled for Tuesday, September 23, 2025.

EA Baity announced the date and the time of the Flu Shot Clinic.

- C. The CA Annual Watereuse Conference is scheduled for September 21 – 23, 2025.

EA Baity announced the date and the location of the CA Annual Watereuse Conference.

20. Directors' Meetings and Conference Reports

The 2025 CASA Annual Conference was held July 30 – August 1, 2025 in San Diego, CA.

Director Sullivan stated she enjoyed GM Bushee's and DFA Green's presentation on Water Career Day at the conference.

Director Roesink stated a lot of the conference attendees thought it was a great presentation by staff.

Vice President Brown thanked staff for their work on the presentation.

21. General Manager's Report

GM Bushee reported on the following:

- The District has received an award from the Watereuse Association on the Water Career Day and it will be presented at the CA Annual Watereuse Conference in September;
- DFA Green, ADS Hill, and Neal Bloom of RTP have started planning the next Water Career Day which will take place sometime this October. GM Bushee stated he will notify the Board once the date is confirmed; and
- Tonight's Channel 8 News will have a 6 p.m. report on the Burgandy slope failure in Leucadia.

22. General Counsel's Report

GC Brechtel reported on the following:

- Update on Proposed Senate Bill 707 – Open meetings: meeting and teleconference requirements.

Vice President Brown asked if SB 707 would apply to the District. GC Brechtel stated the bill would most likely not apply to LWD since it is currently proposed to affect special districts which serve a population of 200,000 or more. GC Brechtel stated we are currently under the threshold with 60,000 residents.

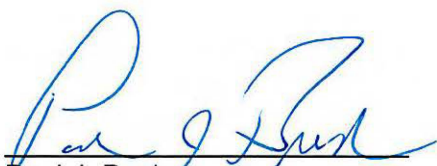
23. Board of Directors' Comments

Director Roesink stated it was nice to receive recognition from our peers at the CASA Conference and he is proud to be part of this organization. Director Pacilio concurred with Director Roesink.

Director Sullivan stated that attending these conferences made her who she is today.

24. Adjournment

Vice President Brown adjourned the meeting at approximately 5:37 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Rolando Saldana, President