

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 March 11, 2020

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, March 11, 2020 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Juliussen (via teleconference), Omsted, Hanson, Sullivan and Kulchin

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, Administrative Services Supervisor Trisha Hill, District Engineer Dexter Wilson, and District resident Steve Deering

3. Pledge of Allegiance

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

| Director | Vote |
|------------------------------|------|
| President Juliussen | Yes |
| Vice President Omsted | Yes |
| Director Hanson | Yes |
| Director Sullivan | Yes |
| Director Kulchin | Yes |

6. Presentations and Awards

A. Achievement of Organizational Objective – Cost Sharing of CSRMA Dividends

GM Bushee presented the item stating that LWD's incentive program authorizes a 50% cost sharing of the CSRMA dividend payment. CSRMA recently issued a dividend to LWD in the amount of \$27,022.00. He stated that this dividend reflects the District's excellent safety record. He noted that each employee is eligible to receive an incentive award of \$711.11.

The Board members congratulated LWD staff for their efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

February 6, 2020 Community Affairs Committee Meeting
February 12, 2020 Regular Board Meeting
March 3, 2020 Community Affairs Committee Meeting
March 4, 2020 Engineering Committee Meeting

8. Approval of Demands for February / March 2020

Payroll Checks numbered 21840-21903; General Checking Checks numbered 53841-53944

9. Operations Report (A copy was included in the original March 11, 2020 Agenda)

10. Finance Report (A copy was included in the original March 11, 2020 Agenda)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of February 2020.

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

| Director | Vote |
|-----------------------|------|
| President Juliussen | Yes |
| Vice President Omsted | Yes |
| Director Hanson | Yes |
| Director Sullivan | Yes |
| Director Kulchin | Yes |

EWA and COMMITTEE REPORTS

12. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting held on February 26, 2020.

Director Sullivan reported on EWA's February 26, 2020 Board meeting.

B. An Encina Member Agency Manager's (MAM) Meeting was held on March 3, 2020.

GM Bushee reported on EWA's MAM March 3, 2020 meeting.

13. Committee Reports

A. Community Affairs Committee (CAC) Meeting was held on March 3, 2020.

Director Sullivan reported that the CAC reviewed and commented on the draft layout of the 2020 Winter newsletter. She stated the final draft newsletter will be mailed to the Board for review prior to being mailed to District customers which is scheduled for late March.

Following discussion, 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.

B. Engineering Committee (EC) Meeting was held on March 4, 2020.

Director Kulchin reported that the EC reviewed the following recommendation:

- Adopt Resolution No. 2327 - Schirber Annexation;

The EC concurred with staff to present this recommendation to the Board of Directors and it will be discussed later in the agenda.

The EC also received an update on the Batiquitos (B3) Discharge Section Replacement Project. This item was for information purposes and there was no action taken.

ACTION ITEMS

14. Fiscal Year 2021 (FY21) Budget Development Schedule

ASM Duffey presented the item stating that staff is in the process of preparing the FY21 Budget. He provided the recommended dates for the Special Board Meeting to review the Preliminary FY21 Budget.

Following discussion, the Board of Directors agreed to schedule the Special Board Meeting for Thursday, May 14, 2020 at 9:00 a.m.

No action was taken.

15. Board Approval for Travel to the 2020 CWEA Annual Conference

ASM Duffey presented the item noting that in September 2017, the Board adopted Resolution No. 2291, The Integrated Travel Authorization and Expense Reimbursement Policy. At that time, the policy was amended to include prior Board approval for out of state travel.

ASM Duffey stated that the 2020 California Water Environment Association (CWEA) Annual Conference is scheduled for March 31 – April 3, 2020 in Reno, NV and Directors Sullivan, Omsted, and Hanson have expressed interest in attending the conference. He stated that their attendance would require Board approval since it is out of state.

Following discussion, upon a motion duly made by Director Hanson, seconded by Director Kulchin, and unanimously carried, the Board of Directors approved travel for Directors Sullivan, Omsted, and Hanson to the 2020 CWEA annual Conference in Reno, Nevada by the following vote:

| Director | Vote |
|------------------------------|-------------|
| President Juliussen | Yes |
| Vice President Omsted | Yes |
| Director Hanson | Yes |
| Director Sullivan | Yes |
| Director Kulchin | Yes |

16. Adopt Resolution No. 2327 - Schirber Annexation

DE Wilson presented the item stating that the annexation into the District of the Schirber Property consists of one parcel totaling 1.69 acres, located west of Interstate 5, south of Leucadia Boulevard and east of Hygeia Avenue. He noted the annexation is within the District's sphere of influence and includes one parcel with an existing single-family residence that is currently connected to a

septic tank system, and a proposed accessory dwelling unit. DE Wilson noted that per the City of Encinitas, the parcel is required to connect to the public sanitary sewer system to satisfy a permit condition for a tenant improvement. The property will connect via private sewer lateral to the available public sewer system on Fulvia Street.

Following discussion, upon a motion duly made by Director Kulchin, seconded by Director Hanson, and unanimously carried, the Board of Directors adopted Resolution No. 2327 – Requesting LAFCO to take proceedings for the Schirber Change of Organization by the following vote:

| Director | Vote |
|-----------------------|------|
| President Juliussen | Yes |
| Vice President Omsted | Yes |
| Director Hanson | Yes |
| Director Sullivan | Yes |
| Director Kulchin | Yes |

17. Call for Nominations to the CSDA Board of Directors Seat C

EA Baity presented the item stating that CSDA is seeking nominations for its Board of Directors for Seat C. She stated the deadline for receipt of all nominations is March 26, 2020. She noted that the incumbent, Arlene Schafer, 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

18. Project Status Updates and Other Informational Reports

A. 2020 CSDA Legislative Days is scheduled for May 19-20, 2020 at the Sheraton Grand Hotel in Sacramento, CA

EA Baity announced the date and time of the 2020 CSDA Legislative Days.

B. Local Agency Formation Commission (LAFCO) Letter – Vista Irrigation District Board Member

EA Baity stated Jo MacKenzie of Vista Irrigation District was elected to San Diego LAFCO as a regular special district representative.

C. Support Letter for Mark Gracyk for the CSDA Board of Directors Southern Network Seat B

EA Baity stated the District received a support letter from Helix Water District for Mark Gracyk for the CSDA Board of Directors Seat B.

D. Support Letter for Assembly Concurrent Resolution 179 – Voepel

EA Baity stated on February 26th Assembly Member Randy Voepel introduced Assembly Concurrent Resolution (ACR) 179, which proclaims the week of May 17 – May 23, 2020 as Special Districts Week. EA Baity stated the District submitted a letter of support for ACR 179 to Assembly Member Voepel and to CSDA.

19. Directors' Meetings and Conference Reports

None.

20. General Manager's Report

GM Bushee reported on the following items:

- Draft Spring Newsletter has been given to the Board to review and comment on by next Wednesday;
- Maggie McEniry will be retiring and the District will have a Retirement Luncheon for her in May;
- LWD Safety Committee will be establishing a Pandemic Emergency Plan in light of the COVID-19 Coronavirus;
- LWD in partnership with Olivenhain Municipal Water District (OMWD) is now filling hydro-cleaning trucks with recycled water from OMWD's recycled water fill stations; and
- There will be no Closed Session tonight since there is no new information on the recycled water issue.

21. General Counsel's Report

GC Brechtel reported on the following item:

- Potential new legislative bills that could reduce fees and possibly increase generator use.

22. Board of Directors' Comments

President Juliussen thanked DE Wilson and staff for their work on the Schirber Annexation.

23. Closed Session

Conference with Legal Counsel to discuss exposure to litigation pursuant to California Government Code Sec. 54956.9(d)(2) – City of Carlsbad Cease and Desist Notice.

There was no closed session.

24. Adjournment

Vice President Omsted adjourned the meeting at approximately 5:26 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)


Allan Juliussen, President