

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 March 13, 2019

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, March 13, 2019 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Kulchin, Omsted, Hanson, and Sullivan
 DIRECTORS ABSENT: Juliussen
 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, District Engineer Dexter Wilson, Jared Criscuolo of Rising Tide Partners, and Barry Willis of Alpine Fire Protection District

3. Pledge of Allegiance

President Kulchin led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

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

Director	Vote
President Kulchin	Yes
Vice President Juliussen	Absent
Director Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes

6. Presentations and Awards

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 \$23,066.00. 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 \$607.

The Board members congratulated LWD staff for their efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

February 12, 2019 Community Affairs Committee Meeting
February 13, 2019 Regular Board Meeting
February 21, 2019 Special Board Meeting
March 7, 2019 Engineering Committee Meeting
March 7, 2019 Community Affairs Committee Meeting

8. Approval of Demands for February/March 2019

Payroll Checks numbered 2116-21229; General Checking – Checks numbered 52543-52634

9. Operations Report (A copy was included in the original March 13, 2019 Agenda)

10. Finance Report (A copy was included in the original March 13, 2019 Agenda)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of February 2019.

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

Director	Vote
President Kulchin	Yes
Vice President Juliussen	Absent
Director Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes

EWA and COMMITTEE REPORTS

12. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting held on February 27, 2019.

Director Sullivan reported on EWA's February 27, 2019 Board meeting.

B. EWA Member Agency Manager's (MAM) - Meeting held on March 5, 2019.

GM Bushee reported on EWA's MAM March 5, 2019 meeting.

13. Committee Reports

A. Community Affairs Committee (CAC) Meeting was held on February 12, 2019.

Director Sullivan reported that the CAC and staff reviewed and commented on the draft layout of the 2019 Winter newsletter.

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.

The CAC also received an update on LWD's public outreach performance from years 2016 through 2018. This item was for information only and no action was taken.

B. Community Affairs Committee (CAC) Meeting was held on March 7, 2019.

Director Sullivan reported that the CAC reviewed a one year contract amendment with Rising Tide Partners (RTP) for Public Information Services Agreement in an amount not to exceed \$44,910.00.

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

C. Engineering Committee (EC) Meeting was held on March 7, 2019.

President Kulchin reported that the EC received updates on the Orchard Wood Road Gravity Pipeline Alternatives and the La Coruna Place Offset Joint Repair.

These items were for informational purposes and no action was taken.

ACTION ITEMS

14. Fiscal Year 2020 (FY20) Budget Development Schedule

ASM Duffey presented the item stating that staff is in the process of preparing the FY20 Budget. He noted that a special meeting to review the Preliminary FY20 Budget has been scheduled for Tuesday, May 14, 2019 at 9:00 a.m.

Director Sullivan stated she would not be able to attend the meeting on May 14, 2019.

Following discussion, the Board of Directors agreed to reschedule the review of the Preliminary FY20 Budget for Tuesday, May 7, 2019 at 12:00 p.m.

15. Board of Directors Compensation Adjustment

ASM Duffey presented the item indicating the date of the last Board stipend increase was May 2016 and that government code allows for a 5% adjustment per calendar year following the last adjustment. He noted that the Board is eligible for up to a 15% adjustment or \$28.50 increase.

GM Bushee explained that this item is for the Board to consider whether to direct staff to prepare and notice for a public hearing at the April Board Meeting, after which it could take action on a proposed a Board compensation adjustment.

Following discussion, the Board of Directors decided to reconsider this item at the April Board Meeting. There was no action taken.

At 5:20 p.m. Mr. Barry Willis of Alpine Fire Protection District entered the Boardroom

GM Bushee stated that a member of the public arrived for the meeting and would like to speak but had missed the Public Comment period. The Board agreed to hear Mr. Barry Willis' comments.

Mr. Barry Willis introduced himself and stated he is running for the Regular LAFCO Special District Member position.

The Board thanked Mr. Willis for attending the meeting.

16. Contract Amendment No. 2 to Rising Tide Partners for Public Information Services

Authorize the General Manager to execute a one year Amendment to the Rising Tide Partners (RTP) Public Information Services Agreement in an amount not to exceed \$44,910.00.

ASM Duffey presented the item and provided background information on the contract with RTP noting that LWD entered into a three-year contract with Rising Tide Partners (RTP) on March 9, 2016.

ASM Duffey stated that services to be provided in the proposed one year amendment are part of LWD's ongoing outreach efforts.

Director Sullivan noted that the District recently won the CWEA Social Media Award.

Upon a motion duly made by Director Sullivan, seconded by Director Hanson, and carried, the Board of Directors authorized the General Manager to execute a one year Amendment to the Rising Tide Partners (RTP) Public Information Services Agreement in an amount not to exceed \$44,910.00 by the following vote:

Director	Vote
President Kulchin	Yes
Vice President Juliussen	Absent
Director Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes

President Kulchin thanked Mr. Criscuolo of RTP.

17. LAFCO 2019 Special Districts Election

EA Baily presented the item stating that LAFCO is requesting that the Board vote on two available positions, one regular district member and one alternate district member. She noted that included in the agenda is LAFCO nominating committee's report along with their recommendations. She stated that Director Hanson is currently an alternate member and is running again for the same position.

Upon a motion duly made by Director Sullivan, seconded by Director Omsted, and carried, the Board of Directors voted for Judy Hanson for the Alternate LAFCO Special District member by the following vote:

Director	Vote
President Kulchin	Yes
Vice President Juliussen	Absent
Director Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes

Upon a motion duly made by Director Hanson, seconded by Director Kulchin, and carried, the Board of Directors voted for Edmund K. Sprague for the Regular LAFCO Special District Member by the following vote:

Director	Vote
President Kulchin	Yes
Vice President Juliussen	Absent
Director Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes

18. 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 Seat B. She stated staff has no recommendation on this matter.

Director Sullivan stated she was interested in being nominated for Seat B but wanted to know if Mr. Bill Nelson of Orange County Cemetery District was going to run for re-election. GM Bushee stated that the District would follow up with CSDA.

GM Bushee asked Director Sullivan to notify staff prior to the April 17th deadline should she choose to follow through with the nomination.

Upon a motion duly made by Director Omsted, seconded by President Kulchin, and carried, the Board of Directors nominated Director Sullivan for the CSDA Board of Directors Seat B, contingent upon Director Sullivan's desire to do so, by the following vote:

Director	Vote
President Kulchin	Yes
Vice President Juliussen	Absent
Director Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes

19. Board of Directors Strategic Planning Workshop Report

Receive and file the February 21, 2019 Strategic Planning Workshop report from Tamayo Group, Inc.

GM Bushee presented the item stating that it is a follow up from the Board's Strategic Planning workshop. He added that Ms. Tamayo completed a report summarizing the planning session.

Following discussion, upon a motion duly made by Director Hanson, seconded by Director Omsted and carried, the Board of Directors received and filed the February 21, 2019 Strategic Planning Workshop Report from Tamayo Group, Inc. by the following vote:

Director	Vote
President Kulchin	Yes
Vice President Juliussen	Absent
Director Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes

INFORMATION ITEMS

20. Project Status Updates and Other Informational Reports

A. New Public Outreach Videos

ASM Duffey presented the new LWD staff video RTP created for Facebook.

The Board was pleased with the video and thanked Mr. Criscuolo of RTP.

B. CSDA Legislative Days is scheduled for May 21-22, 2019 at the Sacramento Convention Center in Sacramento, CA.

EA Baity reviewed the date and location for the upcoming conference.

21. Directors' Meetings and Conference Reports

None.

22. General Manager's Report

GM Bushee reported on the following items:

- Reminder that the April Board Meeting was pushed back a week due to the 2019 CWEA Annual Conference. The April Board Meeting is scheduled for April 17th; and
- Recovery of a lost wedding ring from the sewer by the field services staff

23. General Counsel's Report

None.

24. Board of Directors' Comments

Director Omsted thanked AS Mark Brechbiel for assisting the League of Women Voters during their meetings.

Director Omsted thanked the District for allowing the Batiquitos Lagoon Foundation to use the District Boardroom for their Strategic Planning Meeting on February 22, 2019.

25. Adjournment

President Kulchin adjourned the meeting at approximately 5:46 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



David Kulchin, President