

LEUCADIA WASTEWATER DISTRICT
Minutes of a Community Affairs Committee Meeting
March 29, 2017

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Wednesday, March 29, 2017 at 8:30 a.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

Chairperson Omsted called the meeting to order at 8:30 a.m.

2. Roll Call

DIRECTORS PRESENT: Omsted and Kulchin

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services Manager Richard Duffey, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, and Jared Criscuolo with Rising Tide Partners (RTP).

3. Public Comment

No public comment was received.

4. New Business

A. Review of Teacher Grant Applications

ASsup Hill introduced the item noting that LWD received two Teacher Grant Applications after contacting the nine schools within the LWD service area. She also provided a brief summary of each application and indicated that both applicants qualified for grants.

Director Kulchin asked when LWD notifies the schools of the Teacher Grant Program. ASsup Hill responded that the schools are notified in November. Director Kulchin suggested notifying the schools earlier so more schools would submit applications.

GM Bushee and ASsup Hill stated that in the future, LWD would contact the schools in September instead of November.

Director Kulchin also suggested the following ideas to increase Teacher Grant Program participation and community outreach:

- Meeting with the school Superintendent so that schools are more aware of LWD's Teacher Grant Program;
- Adding a requirement that if you are awarded the Teacher Grant Program Award you will receive a tour of LWD's facilities; and
- Expanding the program to other organizations, such as the Boys & Girls Club.

Mr. Criscuolo suggested that in order to increase participation, LWD could ask teachers at the local schools and former award recipients when the best time is to notify schools of the Teacher Grant Program.

Mr. Criscuolo also suggested increasing the award amount from \$1,000 to \$2,500 might provide teachers more incentive to apply for the program.

GM Bushee stated a future CAC meeting will be scheduled to discuss increasing Teacher Grant Program participation.

Following discussion, the CAC and staff agreed that both schools qualified for the grants. ASsup Hill noted that the applications will be forwarded to the Board for their approval at the April 12th Board meeting.

B. Update on Open House

ASsup Hill presented background information on the item noting that a staff All Hands Meeting was held on March 13th to gather ideas for LWD's future open house. She then introduced Mr. Criscuolo to provide a review of what was discussed at the All Hands Meeting.

Mr. Criscuolo reviewed the following meeting objectives:

- Open House Goals - Primary and Secondary;
- Staff Ideas – Logistics and Booth Ideas; and
- Target Audiences.

Director Kulchin asked the potential date of the open house. ASsup Hill responded Friday, September 22 or Saturday, September 23. ASsup Hill noted that these dates were chosen since there were no potential conflicts with local community events for those same dates.

Following discussion, the CAC and staff agreed that a Saturday event would be preferred. GM Bushee stated that staff would continue to update the CAC as staff proceeds with coordinating and planning the open house event.

5. Information Items

A. Spring 2017 Newsletter Feedback

ASsup Hill presented an overview of the Spring 2017 Newsletter feedback. She noted that the majority of the feedback received was positive.

6. Directors' Comments

Chairperson Omsted welcomed Director Kulchin to the CAC.

7. General Manager's Comments

GM Bushee stated the Board of Directors headshots have been added to LWD's virtual tour video and the video is now complete.

ASsup Hill stated that the kiosk in the front lobby is now operational and the virtual tour video can now be viewed on the kiosk.

Staff and the CAC viewed the completed virtual tour video and GM Bushee thanked ASsup Hill, Mr. Criscuolo, and videographer Collin Chapelle for all their hard work on creating the LWD video.

GM Bushee noted that the video will go live on the District's Facebook page today and the video will also be shown at the April 12th Board meeting.

Director Kulchin requested that a copy of the link to the video be emailed to him. Staff stated they would email Director Kulchin the link.

8. Adjournment

Chairperson Omsted adjourned the meeting at 9:18 a.m.



Paul J. Bushee
Secretary/Manager
(Seal)