

**LEUCADIA WASTEWATER DISTRICT**  
Minutes of a Community Affairs Committee Meeting  
May 23, 2016

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A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Tuesday, May 23, 2016 at 9:30 a.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

**1. Call to Order**

Chairperson Sullivan called the meeting to order at 9:30 a.m.

**2. Roll Call**

DIRECTORS PRESENT: Sullivan and Omsted

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 the Spring 2016 Draft Newsletter Layout.

ASsup Hill presented the item and stated that the requested text edits to the draft newsletter had been made. The CAC reviewed the newsletter and suggested some additional changes. The CAC also suggested updating one of the staff photos. Mr. Criscuolo of RTP noted the changes and indicated that he will return the final draft after the changes have been made.

ASsup Hill noted that staff will send the final newsletter to the full Board, after the changes are made, for their review and comments before mailing it to the residents.

Following discussion, the CAC authorized staff and RTP to proceed with the production of the newsletter and forward the final to the Board for their review prior to printing.

B. Review LWD's revised logo.

ASsup Hill presented the item and stated that the logo has been revised based on the Board's recommendations from the May 11, 2016 Board meeting.

Directors Sullivan and Omsted both agreed on the Updated Logo 1.

GM Bushee suggested that the newsletter include the updated logo. He indicated that staff has a limited timeline with ordering items with the new logo for an upcoming employee event. He stated with the CAC's

approval, staff would like to move forward with the usage of the new logo.

ASsup Hill noted that when she sends an email to the Board members requesting their input on the final newsletter that the email will also note the usage of the new logo. She stated that if there are no comments, then staff will begin using the new logo.

The CAC agreed with staff's suggestion.

GM Bushee stated that he appreciated the Committee and Board input on this process.

**5. Information Items**

None.

**6. Directors' Comments**

Directors Sullivan and Omsted stated they liked the changes to the Spring 2016 newsletter and the revised logo.

**7. General Manager's Comments**

GM Bushee stated that staff participated in EcoFest on Sunday, May 15<sup>th</sup> in Encinitas and had a negative experience. GM noted that staff will be assessing whether or not they will participate in the EcoFest event in future years.

The CAC agreed with GM Bushee to reassess LWD's future participation in this event.

**8. Adjournment**

Chairperson Sullivan adjourned the meeting at 9:56 a.m.



Paul J. Bushee  
Secretary/Manager  
(Seal)