

**LEUCADIA WASTEWATER DISTRICT**  
Minutes of an Investment & Finance Committee Meeting  
January 4, 2018

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A meeting of the Investment & Finance Committee (IFC) of the Leucadia Wastewater District (LWD) was held Thursday, January 4, 2018 at 9:00 a.m. at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

**1. Call to Order**

Chairperson Hanson called the meeting to order at 9:00 a.m.

**2. Roll Call**

DIRECTORS PRESENT: Hanson 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 Andrea Boehling of Raftelis Financial Consultants, Inc.

**3. Public Comment**

None.

**4. New Business**

Authorize the General Manager to execute a Professional Services Agreement with Raftelis Financial Consultants, Inc. in an amount not to exceed \$49,867 for the 2018 Financial Plan Update.

ASM Duffey presented the item providing the background information related to the District's Financial Plan.

ASM Duffey provided a summary of the procurement process and the results of the proposals. He stated that LWD advertised a RFP for Financial Planning Services in October 2017. As a result, six financial planning service proposals were received by the November 21, 2017 deadline. Interviews were conducted on December 19, 2017 with the following top four firms:

1. Raftelis Financial Consultants
2. NBS
3. Lechowicz & Tseng Municipal Consultants
4. Fieldman, Rolapp & Associates

ASM Duffey stated Raftelis Financial Consultants, Inc. (Raftelis) was selected as the most qualified firm because of the thoroughness of its presentation and submission, its experience and familiarity with local wastewater/water agencies, including, Encina Wastewater Authority and the City of Vista, and its proposed financial model.

Following discussion, the IFC concurred with staff to recommend that the Board of Directors authorize the General Manager to execute a Professional Services Agreement with Raftelis Financial Consultants, Inc. in an amount not to exceed \$49,867 for the 2018 Financial Plan Update.

**5. Information Items**

None.

**6. Directors' Comments**

None.

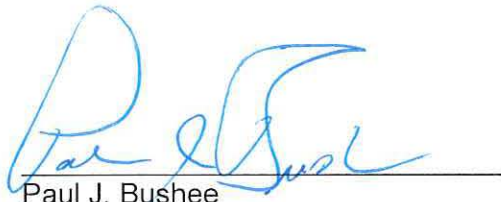
**7. General Manager's Comments**

GM Bushee provided updates on the following:

- Recycled Water Contract with Omni La Costa Resort; and
- LWD Compensation Study

**8. Adjournment**

Chairperson Hanson adjourned the meeting at 9:28 a.m.



Paul J. Bushee  
Secretary/General Manager  
(Seal)