

**LEUCADIA WASTEWATER DISTRICT**  
Minutes of an Investment & Finance Committee Meeting  
June 16, 2014

---

A meeting of the Investment & Finance Committee (IFC) of the Leucadia Wastewater District (LWD) was held Monday, June 16, 2014 at 8:30 a.m. at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

**1. Call to Order**

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

**2. Roll Call**

DIRECTORS PRESENT: Hanson and Omsted

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services Manager Chuck LeMay and Executive Assistant Trisha Hill

**3. Public Comment**

No public comment was received.

**4. New Business**

A. Review LWD's Integrated Travel Authorization and Expense Reimbursement Policy

GM Bushee presented the item stating that during the May Board meeting President Kulchin requested that this policy be reviewed by the IFC. He also provided background information on why President Kulchin requested that this policy should be reviewed.

The IFC and staff reviewed and discussed the current policy. The following issues were addressed:

1. IFC agreed not to add the California Women's Lead Organization to the list of pre-approved agencies within the policy;
2. IFC agreed and directed staff to remove the Special District Institute from the pre-approved list, since the agency no longer exists;
3. IFC suggested that the Board review and discuss the language in the policy that explains overnight accommodations within a 50-mile radius within the District's boundary;
4. IFC directed staff to combine the language that describes reimbursement for telephone calls and the use of personal cell phones; and
5. IFC directed staff to include the reimbursement of Wi-Fi under the miscellaneous reimbursement items.

In addition, the IFC directed staff to forward to the Board of Directors for discussion a recommendation that a detailed reimbursement report be included in the monthly Board agenda packet and that the Board discuss their

compensation on travel days.

GM Bushee stated that staff will forward IFC's recommendations and requests to the Board of Directors for discussion and/or approval.

**5. Information Items**

None.

**6. Directors' Comments**

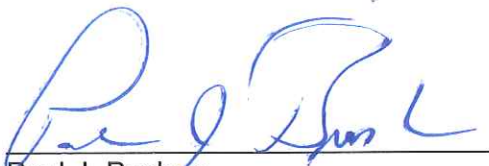
None.

**7. General Manager's Comments**

GM Bushee reported that a customer visited LWD's office to discuss the proposed rate increase. He stated that he and ASM LeMay presented the financial presentation to the customer that explained in detail why the District was proposing a rate increase.

**8. Adjournment**

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



Paul J. Bushee  
Secretary/General Manager  
(Seal)