

LEUCADIA WASTEWATER DISTRICT
Minutes of an Investment & Finance Committee Meeting
June 19, 2017

A meeting of the Investment & Finance Committee (IFC) of the Leucadia Wastewater District (LWD) was held Monday, June 19, 2017 at 9:00 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 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 Jennifer Farr of Davis Farr, LLP

3. Public Comment

No public comment was received.

4. New Business

A. Audit Entrance Meeting with Davis Farr, LLP.

ASM Duffey presented the item and introduced CPA Jennifer Farr with Davis Farr, LLP.

Ms. Farr provided an overview of the audit process discussing the timing of the audit and the planned scope. She noted that a letter was sent to the Directors indicating that the audit process has begun, along with the auditor's responsibilities.

Ms. Farr identified the following areas they plan to focus on and test for any potential fraud or errors:

- Capital asset additions;
- Recording of Encina Wastewater Authority transactions; and
- Data analytics on District expenditures.

Ms. Farr stated that the final phase of the audit will begin September 25, 2017.

The IFC thanked Ms. Farr. No action was taken on this item.

5. Information Items

None.

6. Directors' Comments

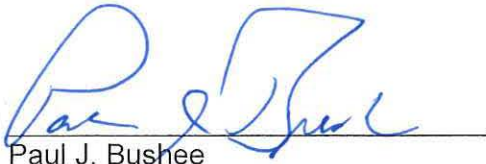
None.

7. **General Manager's Comments**

None.

8. **Adjournment**

Chairperson Hanson adjourned the meeting at 9:12 a.m.

A handwritten signature in blue ink, appearing to read "Paul J. Bushee", is written over a horizontal line.

Paul J. Bushee
Secretary/General Manager
(Seal)