

LEUCADIA WASTEWATER DISTRICT
Minutes of an Investment & Finance Committee Meeting
August 7, 2019

A meeting of the Investment & Finance Committee (IFC) of the Leucadia Wastewater District (LWD) was held Wednesday, August 7, 2019 at 1:00 p.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 1:20 p.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, and Executive Assistant Tianne Baity

3. Public Comment

No public comment was received.

4. New Business

A. Annual Review of LWD's Procurement Policy - Receive and File the Annual Review of the Procurement Policy.

ASM Duffey presented the item and provided background information on the Procurement Policy. He stated that staff has reviewed the policy and is not recommending any changes noting that the policy included several updates in 2017.

GM Bushee noted that should the IFC agree to receive and file the review of the Procurement Policy, this item will be on the August Board Agenda under Consent Calendar.

Director Omsted asked if the auditors review the Procurement Policy at the same time they conduct the audit. ASM Duffey answered affirmatively.

Following discussion, the IFC agreed with staff's recommendation to receive and file the annual review of the Procurement Policy.

B. Revised Investment Policy – Redelegate authority to manage LWD's investment program to the General Manager effective September 1, 2019 through August 31, 2020, adopt Resolution No. 2318 amending LWD's Investment Policy, and receive and file the annual review of the policy.

ASM Duffey presented this item and provided background information on the Investment Policy. He stated that there were changes recommended to the following areas; Certificates of Deposit, Allowable Allocation Percentages of total invested funds, and minor administrative changes.

ASM Duffey also noted that staff desired to submit LWD's Investment Policy to the California Municipal Treasurers Association for certification under its Investment Policy Certification

Program. As a result, staff enhanced the investment policy by adding California Government Code sections, updating and clarifying some sections of the policy, and adding a glossary of terms.

ASM Duffey stated that staff suggests eliminating the Socially Responsible Investing section since LWD does not invest in the types of government agency bonds covered under this section. Also, applying a socially responsible investing section can be subjective and difficult to implement.

Following discussion, the IFC agreed with staff to recommend that Board of Directors redelegate authority to manage LWD's investment program to the General Manager effective September 1, 2019 through August 31, 2020, adopt Resolution No. 2318 amending LWD's Investment Policy, and receive and file the annual review of the policy.

ASM Duffey also presented a graph to the IFC depicting interest rate history by pool/reserve from January through July 2019. This item was for information purposes and no action was taken.

5. Information Items

None.

6. Directors' Comments

None.

7. General Manager's Comments

None.

8. Adjournment

Chairperson Hanson adjourned the meeting at 1:53 p.m.



Paul J. Bushee
Secretary/General Manager
(Seal)