

**LEUCADIA WASTEWATER DISTRICT**  
Minutes of an Investment & Finance Committee Meeting  
February 4, 2020

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A meeting of the Investment & Finance Committee (IFC) of the Leucadia Wastewater District (LWD) was held Tuesday, February 4, 2020 at 1:30 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 1:30 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 Reserve Fund Policy.**

ASM Duffey presented the item describing the purpose of the policy and stating that the policy calls for annual review by the Board of Directors

ASM Duffey stated staff has reviewed the Reserve Fund Policy and is recommending a few small changes to the existing Reserve Fund Policy. The changes are for clarification and housekeeping purposes.

ASM Duffey also provided an overview of the FY 2019 reserve activity.

Following discussion, the IFC concurred with staff to recommend that the Board of Directors adopt Resolution No. 2325, the Revised Reserve Fund Policy and receive and file the Annual Review of the Reserve Fund Review Report.

**B. Proposition 218 Process and Schedule a Public Hearing to Consider Adoption of an Ordinance increasing the Sewer Service Charges for Fiscal Years 2021, 2022 and 2023.**

ASM Duffey presented the item and provided background information noting that the District adopted a Financial Plan on June 6, 2018. He stated that the Financial Plan indicated that in order for the District to meet the projected future operating and capital expenditures necessary to maintain the integrity of its collection system, a three-year sewer rate increase would be needed beginning fiscal year 2021.

ASM Duffey explained that at the January 8, 2020 Board Meeting the Board directed staff to move forward with the planned sewer rate increase and proceed with the Proposition 218 Notice process. ASM Duffey then reviewed the draft text for the Proposition 218 notice along with a schedule of tasks.

Director Omsted asked if the notice would be mailed or hand delivered. GM Bushee answered it would be mailed to the District's 20,000 plus accounts.

Following discussion, the IFC agreed to recommend that the Board of Directors authorize staff to proceed with the Proposition 218 process and schedule a public hearing to consider adoption of an ordinance increasing the sewer service charges for Fiscal Years 2021, 2022, and 2023.

**5. Information Items**

None.

**6. Directors' Comments**

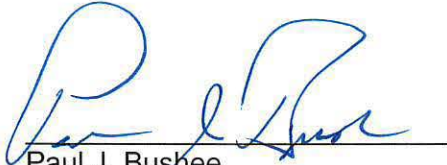
None.

**7. General Manager's Comments**

None.

**8. Adjournment**

Chairperson Hanson adjourned the meeting at 2:00 p.m.



Paul J. Bushee  
Secretary/General Manager  
(Seal)