

**LEUCADIA WASTEWATER DISTRICT**

Minutes of a Regular Board Meeting  
June 12, 2024

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, June 12, 2024 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

**1. Call to Order**

President Roesink called the meeting to order at 5:00 p.m.

**2. Roll Call**

DIRECTORS PRESENT: Roesink, Omsted, Pacilio, Sullivan  
 DIRECTORS ABSENT: Saldana  
 OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Field Services Superintendent Marvin Gonzalez, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, Project Coordinator Ian Riffel, Field Services Supervisor Mauricio Avalos, District Engineer Dexter Wilson, Field Services Technician Matthew Anderson

**3. Pledge of Allegiance**

Director Pacilio led the pledge of allegiance.

**4. General Public Comment Period**

None.

**5. Approval of Agenda**

Upon a motion duly made by Director Sullivan, seconded by Director Omsted, and unanimously carried, the Board of Directors approved the agenda by the following vote:

Director	Vote
President Roesink	Yes
Vice President Saldana	Absent
Director Omsted	Yes
Director Pacilio	Yes
Director Sullivan	Yes

**6. Presentations and Awards**

Achievement of Individual Award – Professional Achievement Award for Matthew Anderson.

GM Bushee introduced Field Services Technician In-Training Matthew Anderson stating that Matthew recently received his Grade 1 Collection System Maintenance certification from CWEA. He noted that that Matthew is eligible for a \$500 incentive award under the District’s incentive program.

The Board congratulated Matthew and thanked him for his efforts.

## PUBLIC HEARING

7. **A proposal to consider increasing the District's Wastewater Service Charge for Fiscal Year 2025 – Fiscal Year 2027 at the proposed rates:**

Date	Annual Rate	Monthly Rate
July 1, 2025	\$516.96	\$43.08
July 1, 2026	\$579.00	\$48.25
July 1, 2027	\$636.96	\$53.08

President Roesink opened the public hearing for comments.

GM Bushee noted that three protest letters were received, two were included in the Board agenda and one was received after the agenda was sent out and it is included as a handout tonight.

There were no public comments provided. President Roesink closed the public hearing.

## ACTION ITEM

8. **Wastewater Service Change Adjustment**  
Adopt Ordinance No. 148 adjusting the District's Wastewater Service Charge for Fiscal Year 2025 – Fiscal Year 2027.

Upon a motion duly made by Director Pacilio, seconded by Director Omsted, and unanimously carried, the Board of Directors adopted Ordinance No. 148 adjusting the District's Wastewater Service Charge for Fiscal Year 2025 – Fiscal Year 2027 by the following vote:

Director	Vote
President Roesink	Yes
Vice President Saldana	Absent
Director Omsted	Yes
Director Pacilio	Yes
Director Sullivan	Yes

## CONSENT CALENDAR

9. **Approval of Board and Committee Minutes**  
Minutes of the following meetings:
- May 2, 2024 Special Board Meeting
  - May 8, 2024 Regular Board Meeting
  - June 4, 2024 Engineering Committee Meeting
10. **Approval of Demands for April/May 2024**  
Payroll Checks numbered 240515-1 – 240603-5; General Checking Checks numbered 25659-25768
11. **Operations Report** (A copy was included in the original June 12, 2024 Agenda)
12. **Finance Report** (A copy was included in the original June 12, 2024 Agenda)

**13. Disclosure of Reimbursements**

This report discloses travel expense reimbursements for the month of May 2024.

**14. Establishing an Appropriations Limit of the LWD for Fiscal Year 2025 (FY25)**

Adopt Resolution No. 2415 Establishing an Appropriations Limit of the Leucadia Wastewater District (LWD) for Fiscal Year 2025 (July 1, 2024 to June 30, 2025) Pursuant to Article XIII (B) of the California Constitution.

Upon a motion duly made by Director Pacilio, seconded by Director Sullivan, and unanimously carried, the Board of Directors approved the Consent Calendar by the following vote:

Director	Vote
President Roesink	Yes
Vice President Saldana	Absent
Director Omsted	Yes
Director Pacilio	Yes
Director Sullivan	Yes

**EWA and COMMITTEE REPORTS**

**15. Encina Wastewater Authority (EWA) Reports**

A. A regular EWA Board Meeting was held on May 22, 2024.

President Roesink reported on EWA’s Board meeting.

B. An Encina Member Agency Manager’s (MAM) Meeting was held on June 4, 2024.

GM Bushee reported on EWA’s MAM meeting.

**16. Committee Reports**

Engineering Committee (EC) Meeting was held on June 4, 2024.

Director Omsted reported that the EC reviewed the following recommendation:

- Authorize the General Manager to execute Amendment No. 1 to Task Order No. 5 to the Engineering Design Services Agreement with Water Works Engineers for final design services for the Diana Pump Station Upgrade Project in an amount not to exceed \$121,351.

The EC concurred with staff to present this recommendation to the Board of Directors and it will be discussed later in the agenda.

**PUBLIC HEARING**

**17. A Proposal to Consider Collecting the District’s Wastewater Service Charge for Fiscal Year 2024 (FY24) on the San Diego County Tax Roll.**

President Roesink opened the public hearing for comments. No public comments were provided.

President Roesink closed the public hearing.

## ACTION ITEMS

### 18. Collection of Wastewater Service Charges on the County Tax Roll for Fiscal Year 2025 (FY25)

Adopt Resolution No. 2416 Adopting and Approving the Report for the Collection of Wastewater Service Charges on the County Tax Roll for the Fiscal Year July 1, 2024 – June 30, 2025.

Upon a motion duly made by Director Omsted, seconded by Director Pacilio, and unanimously carried, the Board of Directors adopted Resolution No. 2416 – Adopting and Approving the Report for the Collection of Wastewater Service Charges on the County Tax Roll for the Fiscal Year July 1, 2024 – June 30, 2025 by the following vote:

Director	Vote
President Roesink	Yes
Vice President Saldana	Absent
Director Omsted	Yes
Director Pacilio	Yes
Director Sullivan	Yes

### 19. Diana Pump Station Final Design Services

Authorize the General Manager to execute Amendment No. 1 to Task Order No. 5 to the Engineering Design Services Agreement with Water Works Engineers for final design services for the Diana Pump Station Upgrade Project in an amount not to exceed \$121,351.

PC Riffel presented the item and provided background information noting it is a FY 2024 tactical goal.

PC Riffel stated that Water Works Engineers (Water Works) recently completed the Preliminary Design Report (PDR). He stated that the project was delayed for several years until the District procured an easement. Now that the easement has been obtained, the District can begin final design. PC Riffel then presented the PDR results and provided project location information and outlined the PDR recommendations.

PC Riffel stated that Water Works has submitted a proposal to complete project final design. He said the Engineer's Estimate is approximately \$1.1M and that Water Work's proposed fee is \$121,351. PC Riffel continued that Staff believes the proposal is fair and reasonable given the size and complexity of the project.

The Board thanked PC Riffel for his presentation.

Upon a motion duly made by Director Sullivan, seconded by Director Pacilio, and unanimously carried, the Board of Directors authorized General Manager to execute Amendment No. 1 to Task Order No. 5 to the Engineering Design Services Agreement with Water Works Engineers for final design services for the Diana Pump Station Upgrade Project in an amount not to exceed \$121,351 by the following vote:

Director	Vote
President Roesink	Yes
Vice President Saldana	Absent
Director Omsted	Yes
Director Pacilio	Yes
Director Sullivan	Yes

**20. Approve the Fiscal Year 2025 (FY25) Budget**

Upon a motion duly made by Director Pacilio, seconded by Director Omsted, and unanimously carried, the Board of Directors adopted the FY 25 Budget by the following vote:

Director	Vote
President Roesink	Yes
Vice President Saldana	Absent
Director Omsted	Yes
Director Pacilio	Yes
Director Sullivan	Yes

**21. Unrepresented Employees Salary and Benefits Resolution**

Adopt Resolution No. 2417 setting forth salaries, benefits and other working conditions for unrepresented employees for the period July 1, 2024 to June 30, 2025.

ADS Hill presented the recommendation and provided background information on the item. She stated that the Salary and Benefits Resolution was developed consistent with the Board's direction at the May 2<sup>nd</sup> Special Board Meeting and has been reviewed by GC Brechtel.

Following discussion, upon a motion duly made by Director Pacilio, seconded by Director Sullivan, and unanimously carried, the Board of Directors adopted Resolution No. 2417 setting forth salaries, benefits and other working conditions for unrepresented employees for the period July 1, 2024 to June 30, 2025 by the following vote:

Director	Vote
President Roesink	Yes
Vice President Saldana	Absent
Director Omsted	Yes
Director Pacilio	Yes
Director Sullivan	Yes

**INFORMATION ITEMS**

**22. Project Status Updates and Other Informational Reports**

A. The 2024 Annual Employee Luncheon is scheduled for July 11, 2024 at 12noon at the District office.

EA Baity announced the date and time of the Annual Employee Luncheon.

President Roesink stated he will not be able to attend since he will be out of town.

B. The 2024 CSDA Annual Conference is scheduled for September 9 – 12, 2024 in Indian Wells, CA.

EA Baity announced the dates of the 2024 CSDA Annual Conference.

**23. Directors' Meetings and Conference Reports**

A. The CSDA Local Section Quarterly Dinner was held May 16, 2024 at The Butcher Shop Steakhouse in Kearny Mesa, CA.

Director Sullivan provided a report on the dinner noting the speaker was from the San Diego Air Pollution Control District.

B. The 2024 CSDA Legislative Days Conference was held May 21 - 22, 2024 in Sacramento, CA.

Director Sullivan summarized the conference program.

**24. General Manager's Report**

GM Bushee reported on the following:

- GM Bushee thanked Board and staff for all their hard work and support this fiscal year.

**25. General Counsel's Report**

GC Brechtel reported on the following:

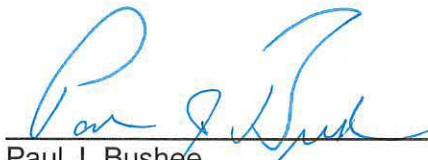
- Update on the Tax Payer Protection Accountability Act

**26. Board of Directors' Comments**

President Roesink thanked everyone for a great fiscal year.

**27. Adjournment**

President Roesink adjourned the meeting at approximately 5:55 p.m.



Paul J. Bushee  
Secretary/General Manager  
(SEAL)



Chris Roesink, President