

LEUCADIA WASTEWATER DISTRICT
Minutes of a Regular Board Meeting
November 13, 2024

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, November 13, 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, Saldana, Omsted, Pacilio, Sullivan

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Administrative Services Supervisor Trisha Hill, Field Services Superintendent Marvin Gonzalez, Executive Assistant Tianne Baity, Capital Project Manager Ian Riffel, Natalie Frascchetti of Dexter Wilson Engineering, Demi Hite of Rogers, Anderson, Malody & Scott, LLP (RAMS), and Matthew Brown resident

3. Pledge of Allegiance

Director Pacilio led the pledge of allegiance.

4. General Public Comment Period

President Roesink stated there was one member of the public who requested to speak. He introduced resident Mr. Matthew Brown. Mr. Brown thanked staff and the Board for their work. He also thanked District 3 representative Director Omsted for his years of service.

Director Sullivan congratulated Mr. Brown on the election results and thanked him for running in the election. President Roesink concurred with Director Sullivan and stated he looks forward to having Mr. Brown on the Board. President Roesink also thanked Director Omsted for his years of service.

5. Approval of Agenda

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

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

6. Presentations and Awards

Achieve Highest Number of Consecutive Work Days Without a Lost Time Injury.

GM Bushee reported that on October 14, 2024 staff completed five years without a lost time injury accident. This achievement meets an organizational objective under the incentive program. He noted each employee is eligible for a \$1,200 compensation award. He stated this award reflects staff’s excellent attention to safety.

The Board congratulated staff for their efforts and Directors Sullivan and Roesink thanked staff for their dedication and commitment to safety.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

- October 9, 2024 Regular Board Meeting
- November 4, 2024 Engineering Committee Meeting
- November 5, 2024 Investment & Finance Committee Meeting

8. Approval of Demands for October/November 2024

Payroll Checks numbered 241009-1 – 241101-5; General Checking Checks numbered 26199-26324

9. Operations Report (A copy was included in the original November 13, 2024 Agenda)

10. Finance Report (A copy was included in the original November 13, 2024 Agenda)

11. Quarterly Treasurer’s Investment Report

This report discloses investments for the quarter ending September 30, 2024.

12. Disclosure of Reimbursements

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

13. Receive and file the Fiscal Year 2024 (FY24) Audit of the District’s 2019 Sewer System Management Plan (SSMP) completed by Dexter Wilson Engineering, Inc.

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

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

EWA and COMMITTEE REPORTS

14. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting held on October 23, 2024.

Vice President Saldana reported on EWA's October 23, 2024 Board meeting.

B. EWA Resiliency Assessment Workshop Report – Meeting held on October 23, 2024.

Vice President Saldana reported on EWA's October 23, 2024 Special Board meeting.

C. An Encina Member Agency Manager's (MAM) Meeting was held on November 5, 2024.

GM Bushee reported on EWA's November 5, 2024 MAM meeting.

15. Committee Reports

A. An Engineering Committee (EC) meeting was held November 4, 2024.

Director Omsted reported that the EC reviewed the following recommendation:

- Receive and file the FY2024 Audit of the District's 2019 Sewer System Management Plan (SSMP) completed by Dexter Wilson Engineering, Incorporated.

The EC concurred with staff to receive and file the audit and it was included in tonight's Consent Calendar.

The EC also received an update on the San Marcos Creek Crossing Diversion Project and the L1 Force Main Bridge Crossing Emergency Repair. There was no action taken.

B. Investment & Finance Committee (IFC) meeting was held November 5, 2024.

Director Pacilio reported that the IFC reviewed a recommendation to receive and file the Fiscal Year 2024 Annual Comprehensive Financial Report.

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

Director Pacilio stated he received the 2024 Fall Newsletter in the mail. He thanked ADS Hill for an awesome and interesting newsletter.

Vice President Saldana gave kudos to staff for a great newsletter stating he has received positive feedback on the newsletter from his neighbors. President Roesink agreed with Directors Pacilio and Saldana.

ACTION ITEMS

16. Receive and file the Fiscal Year 2024 (FY24) Annual Comprehensive Financial Report conducted by Rogers, Anderson, Malody & Scott, LLP

DFA Green introduced Ms. Demi Hite from Rogers, Anderson, Malody & Scott, LLP (RAMS)

to provide a summary of the auditor's reports and auditing process.

Ms. Hite reviewed the responsibilities of the auditor and the audit process. She stated that the auditor's internal report indicated that the audit was a clean, unmodified opinion for the year ending FY24. She stated there were no instances of noncompliance with certain provisions of laws, regulations, contracts, and grant agreements that have a material effect on the determination of financial statement amounts.

In conclusion, Ms. Hite stated that staff was prepared for the audit, and the auditors had no recommended material audit adjustments and noted no material weaknesses or significant deficiencies in internal controls.

President Roesink asked for clarification on GASB. DFA Green provided clarification.

Vice President Saldana asked for clarification on Benford's Law. Ms. Hite provided clarification. Vice President Saldana also asked if there are any areas the District can automate or enhance. Ms. Hite stated there are no areas that she can see but the auditors are not necessarily looking at ways to improve future finances but rather looking at the controls, deficiencies and material weaknesses. She noted that the controls set up are well in place and there were no deficiencies found.

GM Bushee thanked the auditors, DFA Green, and staff for their work on the audit.

DFA Green then presented background information on the Annual Comprehensive Financial Report (ACFR). He provided a summary of the ACFR, highlighting the District's MD&A, FY24 Revenues and Expenses, Unrestricted Reserve Balances, and FY24 Budget to Actual Expenses.

Vice President Saldana thanked staff for their solid management of the District finances. Directors Pacilio and Sullivan agreed with Vice President Saldana.

Following discussion, the Board of Directors reached unanimous consensus to receive and file the Fiscal Year 2024 Annual Comprehensive Financial Report conducted by Rogers, Anderson, Malody & Scott, LLP.

17. Calendar Year 2025 Board of Directors' Meeting Schedule

Following discussion, upon a motion duly made by Vice President Saldana, seconded by Director Sullivan, and unanimously carried, the Board of Directors approved the CY25 Board of Directors' meeting schedule by the following vote:

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

18. 2024 Batiquitos Lagoon Foundation Board Members Election

EA Baity presented the item stating that the Batiquitos Lagoon Foundation is requesting its

members to vote for candidates for its 2024 Board Election. She noted the candidate's names and that staff has no recommendation.

The Board of Directors reached unanimous consensus to vote for Kevin Kienast (Incumbent), Jeff Regan (Incumbent), and Robert Rossi for the Batiquitos Lagoon Foundation Board.

INFORMATION ITEMS

19. Project Status Updates and Other Informational Reports

A. CSDA Quarterly Dinner Meeting is scheduled for Thursday, November 21, 2024 at The Butcher Shop in San Diego, CA.

EA Baity announced the date and time of the CSDA Quarterly Dinner Meeting.

B. LWD Holiday Dinner / Retirement Dinner is scheduled for Saturday, December 7, 2024 at the Green Dragon Tavern and Museum in Carlsbad, CA.

EA Baity announced the date and time of the Holiday Dinner / Retirement Dinner recognizing Director Omsted.

C. 2025 CASA Winter Conference is scheduled for January 29 – 31, 2025 at the Hilton Palm Springs in Palm Springs, CA.

EA Baity announced the date and time of the 2025 CASA Winter Conference.

20. Directors' Meetings and Conference Reports

None.

21. General Manager's Report

GM Bushee reported on the following:

- Thanked Director Omsted for his service to the District and noted Director Omsted will be receiving a Resolution of Appreciation at the December 11th Board Meeting.

22. General Counsel's Report

GC Brechtel reported on the following:

- AB 2257 - Proposition 218 protests;
- A Brown Act update on remote attendance for meetings; and
- SB 2561 – Vacant positions.

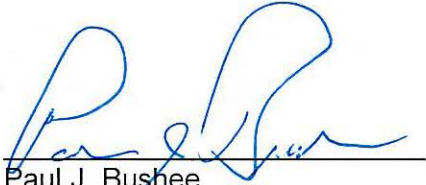
23. Board of Directors' Comments

Director Omsted stated that this is his last Board meeting as a Board member. He stated that he is happy to have Mr. Brown as his replacement. He thanked the Board and staff for all their work.

Vice President Saldana stated he was happy to see CPM Riffel at the Board meeting. The Board congratulated CPM Riffel on his recent promotion.

24. Adjournment

President Roesink adjourned the meeting at approximately 6:08 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Chris Roesink, President