

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 January 8, 2025

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, January 8, 2025 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Saldana, Brown, Pacilio, Sullivan, Roesink

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, District Engineer Dexter Wilson, and Neal Bloom of Rising Tide Partners

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 Pacilio, and unanimously carried, the Board of Directors approved the agenda by the following vote:

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

6. Presentations and Awards

None.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

December 11, 2024 Regular Board Meeting
December 16, 2024 Community Affairs Committee Meeting
December 30, 2024 Ad Hoc Committee Meeting

8. Approval of Demands for November / December 2024

Payroll Checks numbered 241211-1 – 250102-5; General Checking Checks numbered 26429 – 26486

9. Operations Report (A copy was included in the original January 8, 2025 Agenda)

10. Finance Report (A copy was included in the original January 8, 2025 Agenda)

11. Disclosure of Reimbursements

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

12. Status Update on the Fiscal Year 2025 (FY25) LWD Tactics and Action Plan

13. Board-General Manager/Staff Relations Policy Annual Review

Upon a motion duly made by Director Roesink, seconded by Vice President Brown, and unanimously carried, the Board of Directors approved the Consent Calendar by the following vote:

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

EWA and COMMITTEE REPORTS

14. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting held on December 18, 2024.

President Saldana reported on EWA’s December 18, 2024 Board meeting.

15. Committee Reports

A. A Community Affairs Committee (CAC) meeting was held on December 16, 2024.

Vice President Brown reported that the CAC reviewed six teacher grant applications. The CAC agreed with staff to present this recommendation to the Board of Directors and it will be discussed later in the agenda. Vice President Brown then asked that the video of Water Career Day be presented and Board Agenda item no. 19 was moved forward.

INFORMATION ITEMS

19. Project Status Updates and Other Informational Reports

Water Career Day Video

Neal Bloom of Rising Tide Partners (RTP) provided a debrief of the Water Career Day which took place on October 10th at San Elijo Joint Powers Authority (SEJPA) in partnership with Olivenhain Municipal Water District (OMWD) and LWD. He then presented a video to the Board which showcased Water Career Day.

President Saldana stated the video was outstanding and he congratulated staff and RTP.

GM Bushee thanked ADS Hill, DFA Green, LWD Field Staff, Dexter Wilson Engineering, and RTP for their work in putting the event together.

Director Pacilio asked various questions regarding the event attendees and participating schools. Mr. Bloom answered his questions.

The Board congratulated staff and RTP for their efforts.

B. An Ad Hoc Committee (AHC) meeting was held on December 30, 2024.

President Saldana reported that the AHC reviewed the Board of Directors Election of Officers, Establishment of Committees, and Selection of Committee Members Policy and discussed whether the current policy regarding EWA Board/Joint Advisory Committee (JAC) representative rotations should be modified. He stated that the AHC recommended that the existing practice of two-year rotating term for the EWA/JAC representatives should remain in place and that the General Manager should serve as the EWA/JAC Alternate.

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

Director Sullivan stated she believes that Directors should pick what standing LWD committees they want to be on, instead of rotating.

President Saldana stated that there is a certain level of knowledge acquired when serving on a variety of committees. Director Pacilio agreed with President Saldana and noted that you see the breadth of the organization by participating on all committees.

GM Bushee noted that this agenda item is for the Ad Hoc Committee report, and that this issue can be further discussed under the recommendation report later in the agenda.

ACTION ITEMS

16. Award of Teacher Grants

ADS Hill introduced the item and provided background information noting that this item was reviewed by the Community Affairs Committee (CAC) at its December 16th meeting. ADS Hill stated the District received six applications by the deadline. She noted that all six schools qualified for the grants and the submitted grants totaled \$8,900.00. ADS Hill noted these key considerations when evaluating the applications:

1. Two applications are from La Costa Heights Elementary. One of the applications (Ms. Caldararo's) includes a request for bus transportation to LWD for a field trip. Staff recommends LWD offer a demonstration at La Costa Heights in lieu of the bus funding.

2. The La Costa Canyon High School application includes non-consumable items (shovels and gloves) that the District has funded in previous years. Staff recommends excluding the non-consumable items from the funding of this grant.

ADS Hill summarized that the CAC and staff agreed to fund the Teacher Grant Program with a total amount of \$8,800. ADS Hill also noted that a review of the Teacher Grant Program and the application criteria will be brought back to a future CAC meeting.

President Saldana stated that the Teacher Grant Program is a signature program in our community and it is important to keep the program up to date and pertinent to our business.

Following discussion, upon a motion duly made by Director Sullivan, seconded by Director Pacilio, and unanimously carried, the Board of Directors awarded six Teacher Grants totaling \$8,800.00 by the following vote:

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

17. Proposed Resolution No. 2424 – Revised Board of Directors Election of Board Officers, Establishment of Committees and Selection of Committee Members Policy

DFA Green stated that at the December 11, 2024 Board Meeting the Board appointed an Ad Hoc Committee (AHC) to review the Policy for the Election of Board Officers, Establishment of Committee and Selection of Board Committee Members.

The AHC met on December 30, 2024 to review the Policy. Following discussion, the AHC recommended that the existing practice of two-year rotating term for the Encina Wastewater Authority Board (EWA)/Joint Advisory Committee (JAC) representatives should remain in place and that the General Manager should serve as the EWA/JAC Alternate.

GM Bushee noted that there is a caveat in the policy stating that should the LWD Board President or Vice President choose not to serve on the EWA Board and JAC, the Board President shall appoint a replacement.

President Saldana stated that he had a discussion with Vice President Brown about serving on the EWA Board. President Saldana added that Vice President Brown expressed concerns about serving. Vice President Brown stated that he would like to serve on the EWA Board but cannot commit to it at this time due to his current work schedule.

Director Sullivan had several questions and comments regarding the committee appointment process and the Board discussed them at length.

GC Brechtel advised that the Board should approve the policy first before making any changes to the EWA Board representatives or LWD committees.

GM Bushee suggested that the Board approve the policy so that that the Board can make the committee appointments for the upcoming year. The Board could then direct staff to bring back

this issue to discuss the entire policy under less time constraints. The Board agreed to have a full policy review at its February meeting.

Following a motion duly made by Vice President Brown, seconded by Director Pacilio, and carried, the Board of Directors adopted Resolution No. 2424 - Board of Directors Election of Board Officers, Establishment of Committees, and the Selection of Board Committee Members Policy, as presented, by the following vote:

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

18. 2025 Board of Directors Committee Assignments

DFA Green presented the item and provided background information. He stated that prior to this item, the Board considered and adopted Resolution No. 2424, which establishes the policy for the election of Board officers, the identification of standing committees, and the selection of committee members. DFA Green stated that there is a caveat in the policy stating that should the LWD Board President or Vice President choose not to serve on the EWA Board and JAC, the Board President shall appoint a replacement. He then turned the discussion over to President Saldana.

President Saldana stated that as previously discussed, Vice President Brown had reservations about serving on the EWA Board and JAC due to time constraints. He stated that with the policy in mind, since the Board Vice President cannot serve on the EWA Board and JAC, would Director Roesink like to continue to serve in this role. Director Roesink answered affirmatively.

DFA Green then reviewed the Leucadia standing committees noting that typically the LWD Board members serve on two standing committees while the EWA Board representatives serve on one. He then asked if the Board would like to continue doing that or if they have another alternative.

GM Bushee stated that since Director Roesink is going to replace Vice President Brown as the EWA Board representative, would Director Roesink like to have Vice President Brown take his place on the Engineering Committee or the Investment and Finance Committee. Vice President Brown stated that since the LWD committees have more flexibility he could be on two standing LWD committees. Vice President Brown and Director Roesink agreed that Director Brown would be on the Engineering Committee.

Following discussion, the LWD standing committees were finalized as follows:

Engineering Committee

Director Bob Pacilio, Chair (Div. 5)
Vice President Brown (Div. 3)

Investment & Finance Committee

Director Elaine Sullivan, Chair (Div. 2)
Director Chris Roesink (Div. 1)

Community Affairs Committee

Vice President Matt Brown, Chair (Div. 3)
Director Bob Pacilio (Div. 5)

Human Resource Committee

Director Elaine Sullivan, Chair (Div. 2)
President Rolando Saldana (Div. 4)

Encina Wastewater Authority (EWA) Board of Directors/Joint Advisory Committee (JAC)

President Rolando Saldana (Div. 4)
Director Chris Roesink (Div. 1)
General Manager Paul Bushee (alternate)

Following a motion duly made by Director Pacilio, seconded by Vice President Brown, and unanimously carried, the Board of Directors approved the 2025 Board Committee Assignments, as amended, by the following vote:

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

20. Directors' Meetings and Conference Reports

None.

21. General Manager's Report

GM Bushee reported on the following:

- Update on the vactor truck fire;
- Update on the Burgundy Slope Failure; and
- Update on the San Marcos Creek Diversion Project

President Saldana asked how the loss of one vactor may affect operations. GM Bushee stated that staff is planning to lease a vactor to help with operations and emergencies. He noted that the new replacement vactor, which was purchased in 2023, should be delivered in February.

Vice President Brown asked if we had agreements with other local agencies for additional vactor support. FSS Gonzalez stated that he had reached out to the City of Encinitas and they agreed to help the District if needed.

The Board asked various questions regarding the vactor truck fire and staff answered their questions.

22. General Counsel's Report

None.

23. Board of Directors' Comments

None.

24. Adjournment

President Saldana adjourned the meeting at approximately 6:22 p.m.

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

Paul J. Bushee
Secretary/General Manager
(SEAL)

A handwritten signature in blue ink, appearing to read "Rolando Saldana", written over a horizontal line.

Rolando Saldana, President