

**NOTICE OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
OLIVENHAIN MUNICIPAL WATER DISTRICT
1966 Olivenhain Road, Encinitas, CA 92024
Tel: (760) 753-6466 • Fax: (760) 753-1578**

Pursuant to AB 3035, effective January 1, 2003, any person who requires a disability related modification or accommodation in order to participate in a public meeting shall make such a request in writing to Naomi Sabino, Executive Secretary, for immediate consideration.

DATE: THURSDAY, JANUARY 5, 2012

TIME: 4:30 P.M.

PLACE: DISTRICT OFFICE

*NOTE: ITEMS ON THE AGENDA MAY BE TAKEN OUT OF SEQUENTIAL ORDER
AS THEIR PRIORITY IS DETERMINED BY THE BOARD OF DIRECTORS*

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. DETERMINATION OF A QUORUM
5. ADOPTION OF AGENDA
6. PERSONAL APPEARANCES AND PUBLIC COMMENTS
7. SWEARING-IN OF NEW BOARD MEMBER REPRESENTING DIVISION 2 ON THE OLIVENHAIN MUNICIPAL WATER DISTRICT'S BOARD OF DIRECTORS
8. CONSIDER BOARD COMMITTEE ASSIGNMENTS AND NOMINATIONS FOR EXTERNAL APPOINTMENTS
9. ADJOURNMENT

Memo

Date: January 5, 2012
To: Olivenhain Municipal Water District Board of Directors
From: Kimberly Thorner, General Manager
Subject: **CONSIDER BOARD COMMITTEE ASSIGNMENTS AND NOMINATIONS
FOR EXTERNAL APPOINTMENTS**

Purpose

The purpose of this item is to recommend committee assignments for the 2012 calendar year due to recent changes in board members. The President of the Board makes committee assignments for the board per Article 2.2 of the Administrative and Ethics Code. The General Manager appoints appropriate staff to the committees as well. All committees are ad hoc and meet as needed when issues arise, with the exception of the Safety Committee, which is a regularly noticed committee.

Recommendation

The recommendation and interest of the board members are as follows:

Executive Committees:

Personnel – Sprague, Topolovac

Finance – Guerin, Varty

Safety – Guerin, Watt

Conservation – Topolovac, Varty

Facilities – Guerin, Sprague

External Positions:

- *San Diego County Water Authority Representative* – Topolovac (already done via Resolution)
- *San Diego North Economic Development Council* – Thorner
- *American Public Works Association Board of Directors* – Watt

The above is a recommendation only. Board members should make their interests known to the Board President for assignments.

The following are the rules pertaining to Executive Committees of the Board of Directors:

Executive Committees. There may be committees created from time to time to take care of matters which arise and require committee study and recommendation. Each committee shall have a chairperson and vice-chairperson, to be appointed by the President of the Board. Each committee shall meet at stated times to be agreed upon by the committee chairperson, and shall consider matters referred to it by the Board, or matters within the scope of its duties, which are presented to it by its members or by the General Manager. Each committee, having authority only to recommend to the Board, shall carry on its work if two or more of its members are present at the meeting. A meeting of any committee may be called by the President of the Board at any time for consideration of matters requiring immediate attention.

Each committee chairperson shall report to the Board of Directors at the next regularly scheduled Board of Directors' Meeting regarding matters considered at committee meetings. All committees, unless exempt therefrom, shall conduct business in Public Session in conformance with the provisions of the Brown act as amended (Government Code 54950 et. seq.). Not more than two Directors shall serve on any one committee.