

MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
OLIVENHAIN MUNICIPAL WATER DISTRICT

JANUARY 17, 2018

A regular meeting of the Board of Directors of Olivenhain Municipal Water District was held on Wednesday, January 17, 2018, at the District office, 1966 Olivenhain Road, Encinitas, California.

President Watt called the meeting to order at 4:00 p.m. Following the Pledge of Allegiance, the Assistant Secretary called the roll. Directors present were Guerin, Sprague, Topolovac, Varty, and Watt.

President Watt declared a quorum present and ordered the meeting to proceed. In attendance were Kimberly Thorner, General Manager; Alfred Smith, General Counsel; Joseph Randall, Assistant General Manager; Rainy Selamat, Finance Manager; George Briest, Engineering Manager; Dave Smith, Operations Manager; Tom Wood, Human Resources Manager; John Carnegie, Customer Services Manager; and Stephanie Kaufmann, Executive Secretary.

Also in attendance were Consulting Engineer Don MacFarlane; district employees Brian Sodeman – Customer Service and Public Affairs Supervisor; Chad Williams – Engineering Supervisor; Dan Bean – Construction Operations Supervisor; John Onkka – Water Reclamation Facility Supervisor; Teresa Chase – Staff Analyst; Jesica Cleaver – Education and Conservation Coordinator; Jason Emerick – Water Reclamation Operator Level III; Lisa Maxwell – Accountant I; Cindy Pecile – Engineering & Right of Way Coordinator; and Shawn Patterson – Administrative Assistant.

5. ADOPTION OF AGENDA

President Watt moved to adopt the agenda, seconded by Director Guerin and carried unanimously.

President Watt proposed to move Items 20 and 21 to be heard after the Consent Calendar. Director Sprague moved to approve that Items 20 and 21 be heard after Consent Calendar, seconded by Guerin and carried unanimously.

6. PERSONAL APPEARANCES AND PUBLIC COMMENTS

There were no personal appearances or public comments.

7. PRESENTATION OF AWARDS AND HONORABLE MENTIONS

\* Ed Sprague – Director – 10 Years of Service

- \* Mike Salazar – Systems Operator I – 10 Years of Service
- \* Jason Emerick – Water Reclamation Operator Level III – 10 Years of Service
- \* George Briest – Engineering Manager – 20 Years of Service
- \* Dan Bean – Construction Operations Supervisor – 25 Years of Service

The employees were congratulated and thanked for their years of dedication and service to the district.

8. CONSIDER APPROVAL OF THE MINUTES OF THE DECEMBER 13, 2017 REGULAR BOARD OF DIRECTORS MEETING

Director Topolovac moved to approve the December 13, 2017 meeting minutes, seconded by Director Varty and carried unanimously.

9. CONSIDER APPROVAL OF THE MINUTES OF THE DECEMBER 13, 2017 ANNUAL BOARD OF DIRECTORS MEETING OF THE OMWD FINANCE CORPORATION

Director Topolovac moved to approve the December 13, 2017 OMWD Finance Corporation meeting minutes, seconded by Director Varty and carried unanimously.

10. CONSIDER APPROVAL OF THE MINUTES OF THE DECEMBER 13, 2017 BOARD OF DIRECTORS MEETING OF THE OMWD FINANCING AUTHORITY (JOINT POWERS AUTHORITY)

Director Topolovac moved to approve the December 13, 2017 OMWD Financing Authority JPA meeting minutes, seconded by Director Varty and carried unanimously.

11. CONSENT CALENDAR

C-a CONSIDER ADOPTION OF A MOTION APPROVING THE PAYMENT OF LISTED WARRANTS FROM THE DISTRICT'S REVOLVING AND REGULAR ACCOUNTS; LISTED TRANSFERS OF FUNDS; AND MONTHLY INVESTMENT REPORTS

C-b CONSIDER ADOPTION OF A MOTION APPROVING THE DISTRICT'S CONSOLIDATED STATEMENTS OF NET POSITION, CONSOLIDATED STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION, CONSOLIDATED STATEMENT OF CASH FLOWS, CONSOLIDATED ACTUAL VS BUDGET SUMMARY, AND CONSTRUCTION IN PROGRESS REPORTS

C-c CONSIDER APPROVAL OF PRIVATE ENCROACHMENT PERMIT NO. 385 FOR 8723 AVENIDA MIRADOR (SCOTT RENNE) AND ORDER THE PERMIT BE RECORDED

C-d CONSIDER ACCEPTANCE OF THE FAIR OAKS VALLEY PROJECT (CWV LA COSTA 49, LLC)  
INTO THE DISTRICT’S SYSTEM AND ORDER A NOTICE OF COMPLETION BE FILED

President Watt moved to authorize the Consent Calendar items as written, seconded by Director Guerin and carried unanimously.

NOTE: The meeting was in closed session  
from 4:43 p.m. to 4:53 p.m.

Item 20 was heard next on the agenda.

20. CLOSED SESSION

A) CONSIDER OMWD LABOR NEGOTIATIONS (Negotiation Team –General Manager, Kimberly Thorner; Staff: HR Manager, Tom Wood; HR Analyst, Jennifer Joslin) [PURSUANT TO GOVERNMENT CODE SECTION 54957.6] • Additional Facts: Consider Extension of Existing MOU

OPEN SESSION

President Watt directed staff on all closed session items.

Item 21 was heard next on the agenda.

21. CONSIDER APPROVAL OF THE FIRST AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE OLIVENHAIN MUNICIPAL WATER DISTRICT AND OLIVENHAIN MUNICIPAL WATER DISTRICT EMPLOYEES ASSOCIATION AND THE BARGAINING UNIT MEMBERS ASSOCIATION

Director Sprague moved to extend the current MOU for three (3) more years, seconded by Director Varty and carried unanimously.

12. CONSIDER DRAFT ANNUAL OBJECTIVES AND INCENTIVE PAY FOR CALENDAR YEAR 2018

Staff Analyst Chase reviewed this item and requested board input. The board providing the following input:

Regarding Objective #1c, update the language to read, “Complete maintenance of five additional impacted easements.”

Add Objective #4c, Incorporate energy efficiency measures in the design of new facilities.

Regarding Objective #7f, include the language, “Expand EFRR parking lot.”

Move Objective #5b to Section 7 as Objective #7j.

Objective #5c will become #5b with additional language, “including outlook on CalPERS costs.”

Remove Objective #6a.

Update Objective #8a to read, “Continue to develop messaging to protect customers’ interests and ensure customer awareness of State Water Resources Control Board water use efficiency regulations and new legislative requirements.”

Add Objective #8e, Participate in a minimum of 27 community outreach events to include facility tours, workshops, community group presentations, and classroom visits.

Add Objective #7i, Complete business continuity plan and present to board after Safety Committee Approval.

The final annual objectives will be brought to the board for approval on February 7, 2018.

Director Guerin moved to establish the goal incentive pay for CY 2018 at \$6,000.00, seconded by Director Topolovac and carried unanimously.

13. CONSIDER INFORMATIONAL REPORT ON WATER SUPPLY CONDITIONS AND LONG-TERM WATER USE EFFICIENCY LEGISLATION

Education and Conservation Coordinator Cleaver presented the informational report.

14. CONSIDER STAFF PRESENTATION ON PROPOSED 2018 POTABLE AND RECYCLED WATER RATE INCREASES (INFORMATIONAL ITEM)

Finance Manager Selamat presented the informational item.

NOTE: The meeting was in recess  
from 6:32 p.m. to 6:45 p.m.

15. INFORMATIONAL REPORTS

A. President’s Report

President Watt reported that Director Varty will replace him on the Safety Committee. He will then replace Director Varty on the Personnel Committee.

B. General Manager’s Report

General Manager Thorner noted that the Village Park Recreation Club #2 is going to take advantage of the Recycled Water Loan Program requesting \$15,600. She also provided an update on the WIIN Grant Funding. She noted that there were only three projects selected by the Office of Management and Budget instead of the eight that were approved by the Bureau of Reclamation. The North San Diego Water Reuse Coalition was on the list of the eight projects, but did not make the list of the three selected by OMB. The approval has yet to be signed by Congress.

C. Consulting Engineer’s Report

Consulting Engineer MacFarlane provided a written report that was included in the board packet.

D. General Counsel’s Report

General Counsel Smith provided a written report that was included in the board packet.

E. San Diego County Water Authority Report

Director Guerin provided an update on the Colorado River and the Salton Sea.

F. Legislative Report

The Legislative Report was included in the board packet.

G. LAFCO Report

Director Sprague reported that he is now the Vice-Chair of San Diego LAFCO. The next meeting will be in February.

H. Twelve Month Calendar/Other Meetings/Reports by Board Members Per AB 1234

**Harassment Training (Nov 15)**

President Watt completed the training.

**APWA Monthly Luncheon (Dec 13)**

President Watt attended the meeting.

**Nossaman Open House Event (Dec 14)**

Director Topolovac attended the event.

**Festivus (Dec 21)**

Directors Varty and Watt attended the event.

**Ethics Training (Jan 4)**

President Watt completed the training.

**Finance Committee Meeting (Jan 8)**

Director Varty attending the committee meeting.

**COWU Breakfast (Jan 16)**

Director Varty and Watt attended the meeting.

**Finance Committee Meeting (Jan 16)**

Director Sprague attended the committee meeting.

16. **CORRESPONDENCE**

Correspondence was provided in the board packet.

17. **AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS**

There were no meetings requiring authorization to attend.

18. **FUTURE AGENDA ITEMS**

There were no future agenda items added.

19. CONSIDER PUBLIC COMMENTS

There were no public comments.

22. ADJOURNMENT

President Watt adjourned the meeting at 6:58 p.m.

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Lawrence A. Watt, President  
Board of Directors  
Olivenhain Municipal Water District

ATTEST:

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Gerald E. Varty, Secretary  
Board of Directors  
Olivenhain Municipal Water District