

**NOTICE OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
OLIVENHAIN MUNICIPAL WATER DISTRICT  
1966 Olivenhain Road, Encinitas, CA 92024  
Tel: (760) 753-6466 • Fax: (760) 753-5640  
VIA TELECONFERENCE ONLY**

**Pursuant to AB3035, 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 Stephanie Kaufmann, Executive Secretary, for immediate consideration.**

**DATE:** WEDNESDAY, JANUARY 13, 2021

**TIME: 4:00 P.M.**

**PLACE:** Remote Regular Meeting VIA TELECONFERENCE ONLY

Pursuant to the State of California Executive Order N-35-20, and in the interest of public health, OMWD is temporarily taking actions to mitigate the COVID-19 pandemic by holding Board Meetings electronically or by teleconference. The Boardroom will not be open to the public for this meeting.

**To join this meeting via phone, please dial:**

(669) 900-9128 or (346) 248-7799

Meeting ID: 867 9519 1159 and Password: 265538

**Public Participation/Comment:** Members of the public can participate in the meeting by emailing your speaker slip on an agenda item to the Board Secretary at [skaufmann@olivenhain.com](mailto:skaufmann@olivenhain.com) by 3:00 P.M. the day of the meeting. The subject line of your email should clearly state the item number you are commenting on and should include your name and phone number to ensure you are called on and have the opportunity to comment. All comments will be emailed to the Board of Directors.

*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. PRESENTATION OF AWARDS AND HONORABLE MENTIONS

Presentation of awards and honorable mentions will be presented at a later date.

8. CONSIDER APPROVAL OF THE MINUTES OF THE DECEMBER 9, 2020 REGULAR BOARD OF DIRECTORS MEETING, MINUTES OF THE DECEMBER 9, 2020 ANNUAL BOARD OF DIRECTORS MEETING OF THE OMWD FINANCE CORPORATION, AND MINUTES OF THE DECEMBER 9, 2020 BOARD OF DIRECTORS MEETING OF THE OMWD FINANCING AUTHORITY (JOINT POWERS AUTHORITY)

9. CONSENT CALENDAR

*NOTE: ANY ITEM MAY BE REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION*

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 REIMBURSEMENT OF EXPENSES TO BOARD MEMBERS AND STAFF
C-b	CONSIDER ADOPTION OF A MOTION APPROVING THE DISTRICT’S CONSOLIDATED STATEMENT OF NET POSITION, CONSOLIDATED STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION, CONSOLIDATED STATEMENT OF CASH FLOWS, CONSOLIDATED ACTUAL VS BUDGET SUMMARY, AND CONSTRUCTION IN PROGRESS REPORT
C-c	CONSIDER 2020 ANNUAL OBJECTIVES FINAL STATUS REPORT
C-d	CONSIDER ACCEPTANCE OF THE BEACON FIRE HYDRANT AND WATER SERVICE RELOCATION PROJECT (AP BEACON CARLSBAD, LP) INTO THE DISTRICT’S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED
C-e	CONSIDER THE RELEASE OF A PORTION OF DISTRICT EASEMENT NO. 588 RELATED TO THE BEACON FIRE HYDRANT AND WATER SERVICE RELOCATION PROJECT AND ORDER A QUITCLAIM DEED FILED
C-f	CONSIDER ACCEPTANCE OF THE MAIN EXTENSION 256 – SANTA FE HEIGHTS (SANTA FE VENTURES, LLC) INTO THE DISTRICT’S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED
C-g	CONSIDER ACCEPTANCE OF AMI EXPANSION PHASE VI (AQUA METRIC SALES COMPANY, INC.) INTO THE DISTRICT’S SYSTEM AND ORDER THAT A NOTICE OF COMPLETION BE FILED

10. CONSIDER (1) ORDINANCE UPDATE TO ARTICLE 2 OF THE ADMINISTRATIVE AND ETHICS CODE TO EXPAND ON PROCESS FOR BOARD OFFICER SELECTION WHEN CONSENSUS AMONG BOARD MEMBERS CANNOT BE REACHED AND (2) CONFIRMATION OF OFFICERS FOR CALENDAR YEARS 2021 AND 2022

11. CONSIDER A POTENTIAL NEW PROPOSED BOARD COMMITTEE, FOLLOWED BY COMMITTEE ASSIGNMENTS TO BE MADE BY BOARD PRESIDENT
12. CONSIDER APPROVAL OF AN ORDINANCE TO UPDATE ARTICLE 2 OF THE OMWD ADMINISTRATIVE AND ETHICS CODE PROVIDING CLARIFICATION OF THE SAN DIEGO COUNTY WATER AUTHORITY REPRESENTATIVE SELECTION PROCESS
13. CONSIDER DRAFT ANNUAL OBJECTIVES AND INCENTIVE PAY FOR CALENDAR YEAR 2021
14. CONSIDER INFORMATIONAL REPORT ON WATER SUPPLY CONDITIONS AND LONG-TERM WATER USE EFFICIENCY LEGISLATION
15. CONSIDER STAFF PRESENTATION ON PROPOSED 2021 POTABLE AND RECYCLED WATER RATES AND CHARGES (INFORMATIONAL ITEM)
16. CONSIDER UPDATE ON THE 4S WATER RECLAMATION FACILITY AND CIELO PUMP STATION ENERNOC CONTROLS REMOVAL AND CIELO PUMP STATION AUTOMATIC TRANSFER SWITCH REPLACEMENT EMERGENCY PROJECT AND ORDER THAT A NOTICE OF COMPLETION BE FILED
17. CONSIDER UPDATE ON THE COVID-19 EMERGENCY DECLARATION
18. INFORMATIONAL REPORTS
  - A. PRESIDENT
  - B. GENERAL MANAGER
  - C. CONSULTING ENGINEER
  - D. GENERAL COUNSEL
  - E. SAN DIEGO COUNTY WATER AUTHORITY REPRESENTATIVE
  - F. LEGISLATIVE
  - G. TWELVE MONTH CALENDAR / OTHER MEETINGS / REPORTS BY BOARD MEMBERS PER AB 1234
19. CORRESPONDENCE
20. AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS
21. FUTURE AGENDA ITEMS
22. CONSIDER PUBLIC COMMENTS
23. CLOSED SESSION
  - A) CONSIDER CLAIM – HILLSIDE PATIO HOMES HOA [PURSUANT TO GOVERNMENT CODE SECTION 54956.9] • Additional Facts: Claim received on August 17, 2020. Claim rejected on September 9, 2020. Complaint received on December 22, 2020.

- B) CONSIDER LITIGATION – LYNXT ENTERPRISES, LLC VS. PARS SORRENTO VALLEY SCIENCE PARK 1, LP [PURSUANT TO GOVERNMENT CODE SECTION 54956.9] • Additional Facts: OMWD was served a complaint as a nominal defendant.

24. OPEN SESSION

25. ADJOURNMENT





# Memo

To: Board of Directors  
From: Stephanie Kaufmann, Executive Secretary  
Via: Kimberly A. Thorner, General Manager  
Subject: BOARD MEETING MINUTES

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Draft minutes of the most recently held Board of Directors meeting will be provided separately. Following Board approval, the minutes will be posted on the District's website.

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Rainy Selamat, Finance Manager  
Via: Kimberly Thorner, General Manager  
Subject: **CONSIDER ADOPTION OF A MOTION APPROVING THE PAYMENT OF LISTED WARRANTS FROM THE DISTRICT'S REVOLVING AND REGULAR ACCOUNTS; LISTED TRANSFERS OF FUNDS; AND REIMBURSEMENT OF EXPENSES TO BOARD MEMBERS AND STAFF**

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The following monthly financial reports are enclosed for review and approval by the Board of Directors:

- December 2020 Summary of payment of listed warrants from the District's checking account and listed transfer of funds.
- December 2020 Monthly Summary of Reimbursement Expenses to Board Members and Staff.
- October 2020 Monthly Investment Report

Olivenhain Municipal Water District  
Proposed Motions for January 13, 2021 Board of Directors Meeting  
December 2020 Activities  
Consent Calendar Item # C-a

Proposed Motions:

- I. That the following warrants and wire transfers be approved:

Regular Account	warrants	027217	to	027407	\$	1,343,231.62
	ACH Payments - Payroll					201,273.27
	Wire - SDCWA - Monthly Purchased Water Payment					2,695,730.92
	ACH Payments - ACWA JPIA - Health Insurance					127,953.24
	ACH Payments - Payroll					193,214.99
						<hr/>
					\$	4,561,404.04

Major Category of Disbursements

Total disbursements from the District's checking account:

\$ 1,343,231.62

Following is a breakdown of this total by major categories:

Category

Outside services	\$	813,766.04
Inventory and supplies		335,748.35
Utilities		43,474.14
Repairs and maintenance		60,934.07
Other		49,248.79
Refunds		3,522.76
Permit Fees		34,846.25
Insurance		1,691.22

Total	\$	<u>1,343,231.62</u>
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Sincerely,



Rainy K. Selamat/Finance Manager

Olivenhain Municipal Water District  
Proposed Motions for January 13, 2021 Board of Directors Meeting  
December 2020 Activities

California Bank and Trust

Regular Account

warrants	027217	to	027407	\$	1,343,231.62
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12/10/2020 ACH Payments - Payroll	201,273.27
12/15/2020 Wire - SDCWA - Monthly Purchased Water Payment	2,695,730.92
12/24/2020 ACH Payments - ACWA JPIA - Health Insurance	127,953.24
12/24/2020 ACH Payments - Payroll	193,214.99
	\$ <u>4,561,404.04</u>

Approved:

For Board Consideration and Approval

**Olivenhain Olivenhain Municipal Water District  
December 2020 Warrant List**

Number	Date	Name	Amount	Inv Reference	Multiple Invoices?
027217	12/2/2020	John F. Silverwood	35,000.00	Settlement agreement	
027218	12/2/2020	Stanek Constructors, Inc.	174,657.50	Installation of UV System	Yes
027219	12/2/2020	Allen Instruments & Supplies	151.82	SUPPLIES	
027220	12/2/2020	American Messaging	98.51	L1-072035	
027221	12/2/2020	Applied Best Practices	635.00	CONSULTING SERVICES	
027222	12/2/2020	AT & T	526.00	9391056158	
027223	12/2/2020	C E Wilson Corporation	117,923.50	Excavation and paving support services	Yes
027224	12/2/2020	California Association of Sanitation Agencies	2,500.00	MEMBERSHIP RENEWAL	
027225	12/2/2020	California Diesel Compliance	639.00	SMOKE OPACITY TEST	
027226	12/2/2020	CDW Government Inc	223.95	SUPPLIES	Yes
027227	12/2/2020	Charles P Crowley Company, Inc.	231.09	SHIPPING CHARGES	
027228	12/2/2020	CSDA	7,805.00	MEMBERSHIP RENEWAL	
027229	12/2/2020	Cyber Marketing Network Inc	155.15	Safety Boots	Yes
027230	12/2/2020	Dig Safe Board	149.09	REGULATORY FEES	
027231	12/2/2020	DXP Enterprises, Inc.	964.59	WTP SUPPLIES	
027232	12/2/2020	Edco Waste & Recycling	378.38	25-4A 861816	Yes
027233	12/2/2020	Fallbrook Printing Corp	348.85	AMI PJT EXPANSION POSTCARDS	Yes
027234	12/2/2020	Federal Express Corp	523.23	SHIPPING CHARGES	Yes
027235	12/2/2020	Ferguson Enterprises Inc. #1083	1,040.87	SUPPLIES	
027236	12/2/2020	Infrastructure Engineering Corporation	1,761.40	Surveys regarding Sale of the Parcels	Yes
027237	12/2/2020	Iris Peterson	87.64	REF:1082566_190410	
027238	12/2/2020	Johanna Riley	120.99	REF:1063123_103255	
027239	12/2/2020	KRC Rock	2,101.13	PARK SUPPLIES	
027240	12/2/2020	Myers & Sons	456.34	PARKS SUPPLIES	
027241	12/2/2020	North County Powder Coating	83.81	FB02 SERVICES	Yes
027242	12/2/2020	R & R Industries Inc	1,116.64	SUPPLIES	
027243	12/2/2020	Robert Meanley	47.70	REF:1054578_193220	
027244	12/2/2020	Safety io, LLC	182.00	GAS MONITORING SVCS	
027245	12/2/2020	Steven L. Sherman DBA	5,142.50	Conservation landscape services-evaluations	Yes
027246	12/2/2020	Trebor Shoring Rentals	792.00	SHORING EQUIPMENT	
027247	12/2/2020	Underground Service Alert	354.85	DIG ALERT TICKETS	
027248	12/2/2020	US Internet Corp - BIN #131489	184.40	EMAIL SCANNING SERVICE	
027249	12/2/2020	USA Blue Book	1,526.25	SUPPLIES	Yes
027250	12/2/2020	Valley Construction Management	34,862.00	ECR Pipeline Replacement CM/Inspection Services	Yes
027251	12/2/2020	West Coast Sand & Gravel	928.00	SCREENED FILL SAND	Yes
027252	12/9/2020	AG Tech Llc	1,236.60	WWTP BIOSOLIDS DISPOSAL SVCS	
027253	12/9/2020	Allied Electronics	627.32	SUPPLIES	
027254	12/9/2020	Aqua Metric	4,125.00	METERING EXCHANGE PROTOCOL	
027255	12/9/2020	AT & T	24.07	9391056562	
027256	12/9/2020	Babcock Laboratories, Inc.	2,171.00	LAB SERVICES	
027257	12/9/2020	Barrett Engineered Pumps	431.00	SUPPLIES	
027258	12/9/2020	Boot World Inc	326.05	Safety Boots	Yes
027259	12/9/2020	Burtech Pipeline Inc	1,749.72	REF:1087935_302465	
027260	12/9/2020	California Diesel Compliance	71.00	SMOKE OPACITY TEST (FB49)	Yes
027261	12/9/2020	California State Disbursement Unit	123.23	ED100514-12/10/2020	
027262	12/9/2020	Carollo Engineers	699.00	RW storage pond operations assessment	Yes
027263	12/9/2020	CDW Government Inc	486.85	SUPPLIES	Yes
027264	12/9/2020	Christine Hamel	12.46	REF:1085464_189255	
027265	12/9/2020	Cintas First Aid & Safety	222.76	WWTP FIRST AID SUPPLIES	
027266	12/9/2020	County Of San Diego	460.00	19090 VIA AMBIENTE RD	
027267	12/9/2020	D-Max Engineering, Inc.	3,161.00	FOG inspection services (food service)	Yes
027268	12/9/2020	DCL Enterprise Inc DbA	136.37	SUPPLIES	
027269	12/9/2020	Dudek	14,161.09	Engineering design services	Yes
027270	12/9/2020	Encinitas Ford	1,106.29	PU63 SUPPLIES	Yes
027271	12/9/2020	Esc Creek Conservancy	511.82	CHAINSAW TRAINING - JA & SS	
027272	12/9/2020	Evoqua Water Technologies	3,792.80	RANCHO CIELO CHEMICALS	
027273	12/9/2020	Fallbrook Printing Corp	1,622.19	Printing Services FY 2021	Yes
027274	12/9/2020	Federal Express Corp	257.64	SHIPPING CHARGES	Yes
027275	12/9/2020	Ferguson Enterprises Inc. #1083	2,703.35	3/8" Tube Short Nut Flare Fitting	Yes
027276	12/9/2020	Geoscience Support Svcs, Inc.	12,565.50	Conduct long term pumping test, verify water quality, & evaluate impacts to water levels in wells	Yes
027277	12/9/2020	Global Power Group Inc	400.50	WWTP PM SERVICES	
027278	12/9/2020	Grangetto's Ag. Supply	169.59	SUPPLIES	Yes
027279	12/9/2020	Hasa	4,217.54	WWTP CHEMICALS	

**Olivenhain Olivenhain Municipal Water District  
December 2020 Warrant List**

Number	Date	Name	Amount	Inv Reference	Multiple Invoices?
027280	12/9/2020	Home Depot/Gecf	7,854.28	11/20 SUPPLIES	
027281	12/9/2020	Stephen Lee Mowry DBA	3,086.00	ENCINITAS BLVD VIA DEL CERRITO	Yes
027282	12/9/2020	IKG Environmental	3,280.00	Groundwater monitoring, data reduction, and reporting	Yes
027283	12/9/2020	Industrial Mechanical Services, Inc	12,900.00	Installation labor	Yes
027284	12/9/2020	Interface Automation Inc.	4,062.50	WWTP SERVICES	Yes
027285	12/9/2020	Interstate Battery Of San Diego Inc	678.49	SHOP SUPPLIES	Yes
027286	12/9/2020	J.M.D. Landscape Inc	20,871.50	Pond Landscape Rehab Services	Yes
027287	12/9/2020	Jennifer Howard	73.82	REF:1059882_142475	
027288	12/9/2020	Lou Ann Munoa	348.35	REF:1023611_230910	
027289	12/9/2020	Meredith Dale Huntington dba	3,242.12	2" 90-01 150 Pressure Reducing Valve	Yes
027290	12/9/2020	Morton Salt Inc	4,333.01	WTP CHEMICALS	
027291	12/9/2020	Myers & Sons	109.37	PARKS SUPPLIES	
027292	12/9/2020	Otay Landfill	435.03	4-4531-0018538	
027293	12/9/2020	Pacific Pipeline Supply	11,177.31	SUPPLIES	Yes
027294	12/9/2020	Parkhouse Tire Inc	2,697.37	PU108 SUPPLIES	Yes
027295	12/9/2020	Patriot Environmental	1,974.00	WWTP ROLLOFF BIN DISPOSAL SVCS	Yes
027296	12/9/2020	Christopher C Petersen	419.90	TOOL REPAIR & SUPPLIES	
027297	12/9/2020	Rudy Petrovski	869.00	EE COMPUTER PURCHASE REIMB	
027298	12/9/2020	Pitney Bowes Global Fin Svcs	415.30	0017015466	
027299	12/9/2020	PSI Water Technologies	49,331.84	WTP SUPPLIES	Yes
027300	12/9/2020	Rain For Rent	2,318.31	SUPPLIES	
027301	12/9/2020	REM Mechanical	135.00	WWTP HVAC SERVICE	
027302	12/9/2020	Richard Brady & Associates Inc.	3,783.00	Inspection, analysis, rehabilitation plan	Yes
027303	12/9/2020	Road One	450.00	D652 SERVICES	Yes
027304	12/9/2020	Rockwell Engineering & Equipment	3,843.45	Repair parts	Yes
027305	12/9/2020	San Diego Building Maintenance	500.00	WINDOW CLEANING OMWD HQ	
027306	12/9/2020	San Diego Gas & Electric	1,199.89	92081023809	Yes
027307	12/9/2020	San Elijo Joint Powers Auth.	33,128.00	11/20 20.02 AC/FT RECYCLED WTR	
027308	12/9/2020	SiteOne Landscape Supply, LLC	174.89	SUPPLIES	
027309	12/9/2020	Sean Stevenson	100.00	CROSS CONNECT CERT REIMB	
027310	12/9/2020	Sunbelt Rentals, Inc.	263.39	CONCRETE MIXER RENTAL	Yes
027311	12/9/2020	SWRCB Accounting Office	31,747.00	RECYCLED WATER FEES	Yes
027312	12/9/2020	Traffic Safety Solutions	3,255.00	RSF RD & 9TH STREET	Yes
027313	12/9/2020	Trebor Shoring Rentals	851.00	SHORING EQUIPMENT	Yes
027314	12/9/2020	United Way-CHAD	5.00	UNITED 12/10/2020	
027315	12/9/2020	Water for People	64.00	WTRPL 12/10/2020	
027316	12/9/2020	West Coast Sand & Gravel	1,995.23	CLASS 2 BASE MATERIAL	Yes
027317	12/16/2020	4S Ranch Gasoline & Car Wash	690.85	WWTP GASOLINE	
027318	12/16/2020	Aqua Metric	30,578.52	3/4" Iperl Tr/PI Meter 9"	Yes
027319	12/16/2020	AT & T	960.91	9391056516	Yes
027320	12/16/2020	AToM Engineering Constr. Inc	27,084.92	Construction Morning Sun PRS Abandon	Yes
027321	12/16/2020	Aztec Landscaping, Inc.	11,614.00	LANDSCAPE MAINTENANCE	Yes
027322	12/16/2020	B. Weber Consulting LLC	4,300.00	CONSULTING SERVICES	
027323	12/16/2020	Bay City Electric Works	1,417.18	CONNEMARA PUMP STATION	Yes
027324	12/16/2020	C E Wilson Corporation	52,228.63	Excavation and paving support services	Yes
027325	12/16/2020	City Treasurer	31,348.20	10/20 39.54 AF RECYCLED WTR	
027326	12/16/2020	Cogsdale	45,223.29	2021 GP SOFTWARE SUPPORT SVC	
027327	12/16/2020	Corodata	263.36	RECORDS STORAGE	
027328	12/16/2020	Corodata Shredding, Inc	45.00	PAPER DESTRUCTION SERVICES	
027329	12/16/2020	County of San Diego, RCS	171.00	11/20 RADIO SERVICES	
027330	12/16/2020	Dell Computers	13,162.16	SUPPLIES	Yes
027331	12/16/2020	DIR - Electrician Certification Fund	100.00	ELECTRICIAN CERT-PETROVSKI	
027332	12/16/2020	DLM Engineering Inc	10,448.75	ENGINEER CONSULTING SERVICES	Yes
027333	12/16/2020	Edco Waste & Recycling	659.20	25-4R 912759	
027334	12/16/2020	Escondido Metal Supply	316.79	WTP SUPPLIES	
027335	12/16/2020	Evoqua Water Technologies	208.21	WWTP PREVENT MAINT SERVICES	
027336	12/16/2020	Fallbrook Printing Corp	604.05	Printing Services FY 2021	Yes
027337	12/16/2020	First Choice Technology	160.86	13001474	Yes
027338	12/16/2020	G. Briest Consulting, Inc.	3,170.37	ENGINEER CONSULTING SERVICES	Yes
027339	12/16/2020	Global Power Group Inc	52,774.80	Remove EnerNOC (materials, labor, tax included)	Yes
027340	12/16/2020	Infosend	16,931.73	WATER BILL STATEMENTS	Yes
027341	12/16/2020	Integrity Municipal Services	1,303.00	WWTP SERVICES	
027342	12/16/2020	Keeton Construction Company, Inc	1,082.08	REF:1083148_300605	

**Olivenhain Olivenhain Municipal Water District  
December 2020 Warrant List**

Number	Date	Name	Amount	Inv Reference	Multiple Invoices?
027343	12/16/2020	Konecranes Inc	461.00	Crane & Hoist Inspection DCMWTP	Yes
027344	12/16/2020	Lisa Nelson	100.00	SETTLEMENT AGREEMENT	
027345	12/16/2020	Mesa Products	2,209.52	SUPPLIES	Yes
027346	12/16/2020	Nat'L Safety Compliance	119.90	D.O.T. TESTING	
027347	12/16/2020	Nossaman LLP	42,234.66	LEGAL SERVICES	Yes
027348	12/16/2020	Pacific Pipeline Supply	1,621.49	SUPPLIES	Yes
027349	12/16/2020	Jarothe Inc., dba	78.00	760-489-9971	
027350	12/16/2020	Patriot Environmental	493.50	WWTP ROLLOFF BIN SVCS	
027351	12/16/2020	Quality Chevrolet	2,100.00	PU39 SERVICES	Yes
027352	12/16/2020	Robin Coykendall	180.00	SETTLEMENT AGREEMENT	
027353	12/16/2020	Samba Holdings Inc	173.70	DRIVER MONITORING	
027354	12/16/2020	San Diego Building Maintenance	4,560.00	12/20 JANITORIAL SERVICES	
027355	12/16/2020	San Diego Gas & Electric	5,416.89	98000669143	Yes
027356	12/16/2020	Santa Fe Irrigation Dist	3,470.04	008128-009, 12/1/2020	Yes
027357	12/16/2020	Stanek Constructors, Inc.	44,175.00	4S WRF UV REPLACEMENT PJT	Yes
027358	12/16/2020	TASC	585.20	11/20 VEBA CLAIMS PROCESSING	
027359	12/16/2020	Traffic Safety Solutions	2,535.00	ENC BLVD & VIA DEL CERRITO	Yes
027360	12/16/2020	Traffic Supply Inc	115.15	SUPPLIES	
027361	12/16/2020	Trebor Shoring Rentals	1,343.80	CROSSING PLATE	Yes
027362	12/16/2020	TS Industrial Supply	493.65	OMWD HQ SERVICES	
027363	12/16/2020	United Parcel Service	124.00	SHIPPING	
027364	12/16/2020	Univar Solutions Usa Inc	3,835.14	WTP CHEMICALS	
027365	12/16/2020	US Bank	5,311.37	777321, 12/3/2020	
027366	12/16/2020	USA Blue Book	1,724.53	WTP SUPPLIES	Yes
027367	12/16/2020	Vallecitos Water District	49,349.03	RECLAIMED WATER SALES	
027368	12/16/2020	Verizon Connect NWF, Inc.	1,469.35	VEHICLE TRACKING SERVICES	
027369	12/16/2020	Westamerica Communications, Inc.	5,077.52	CAFR Report Design and Printing	Yes
027370	12/23/2020	Aflac	1,691.22	FS005, 12/13/2020	No
027371	12/23/2020	Armorcast Products Co	23,291.45	655 1/2 Composite Cover W/Hole	Yes
027372	12/23/2020	Assured Flow Sales, Inc.	896.85	SUPPLIES	No
027373	12/23/2020	AT & T	545.68	9391056789	Yes
027374	12/23/2020	Marcus Barard	220.99	TUITION REIMBURSEMENT	No
027375	12/23/2020	Bee Rescue LLC	480.00	431 JOLINA WAY	Yes
027376	12/23/2020	CDW Government Inc	606.44	SUPPLIES	Yes
027377	12/23/2020	County Of San Diego	2,639.25	1966 OLIVENHAIN ROAD	No
027378	12/23/2020	Dig Safe Board	149.09	REGULATORY COSTS	No
027379	12/23/2020	Dudek	2,157.50	4SWRF Biological Process Opt. Engineering Services	Yes
027380	12/23/2020	Federal Express Corp	199.63	SHIPPING	No
027381	12/23/2020	Hanson Aggregates Inc	465.00	DUMP BOBTAIL - CONCRETE	No
027382	12/23/2020	Integrity Municipal Services	3,537.00	WWTP SERVICES	Yes
027383	12/23/2020	Interface Automation Inc.	1,343.75	WTP SERVICES	No
027384	12/23/2020	McMaster-Carr Supply Co.	293.85	PARKS SUPPLIES	No
027385	12/23/2020	Mission Janitorial Sply	1,928.01	SUPPLIES	No
027386	12/23/2020	Napa Auto Parts	303.72	11/20 SUPPLIES	No
027387	12/23/2020	Ninyo & Moore	7,165.00	Geotechnical ECR Pipeline & Green Bike Lane	Yes
027388	12/23/2020	Nossaman LLP	42,745.17	LEGAL SERVICES	Yes
027389	12/23/2020	Otay Landfill	843.54	4-4531-0018538	Yes
027390	12/23/2020	Pacific Pipeline Supply	5,347.15	WWTP SUPPLIES	Yes
027391	12/23/2020	Christopher C Petersen	113.08	MISC TOOLS	No
027392	12/23/2020	Pitney Bowes Global Fin Svcs	34.03	0017015466	No
027393	12/23/2020	Purchase Power	500.00	POSTAGE REFILL	No
027394	12/23/2020	Republic Services	2,922.42	4-4530-0333405	Yes
027395	12/23/2020	San Diego Gas & Electric	32,757.63	99949341729	Yes
027396	12/23/2020	Sodeman, Brian	50.00	5 YEAR SERVICE AWARD	No
027397	12/23/2020	Southern Contracting	1,950.00	SOLAR EQUIPMENT RELOCAITON	No
027398	12/23/2020	Traffic Safety Solutions	3,300.00	RANCHO DIEGUENO	Yes
027399	12/23/2020	Underground Service Alert	229.45	DIG ALERT TICKETS	No
027400	12/23/2020	Univar Solutions Usa Inc	1,744.00	WTP CHEMICALS	No
027401	12/23/2020	Vallecitos Water District	49,349.03	RECLAIMED WATER SALES	No

**Olivenhain Olivenhain Municipal Water District  
December 2020 Warrant List**

Number	Date	Name	Amount	Inv Reference	Multiple Invoices?
027402	12/23/2020	West Coast Safety Supply Co	2,162.31	SUPPLIES	No
027403	12/23/2020	West Coast Sand & Gravel	679.77	CLASS 2 BASE MATERIAL	No
027404	12/23/2020	California State Disbursement Unit	123.23	Employee Garnishment	No
027405	12/23/2020	United Way	5.00	UNITED 12/24/2020	No
027406	12/23/2020	Water for People	64.00	WTRPL 12/24/2020	No
027407	12/23/2020	San Diego Gas & Electric	948.81	98253875124	Yes
			<u>\$ 1,343,231.62</u>		



**Olivenhain Municipal Water District**  
**Monthly Directors Fee and Reimbursed Expenses for Directors and Staff**  
**December 2020**

<u>Name</u>	<u>Payment Date</u>	<u>Check#/ Credit Card</u>	<u>Meals &amp; Lodging</u>	<u>Travel &amp; Transport</u>	<u>Other</u>	<u>Reimbursed Expenses</u>	<u>Directors Fee</u>
Director Bruce-Lance			0.00	0.00	0.00	0.00	300.00
			0.00	0.00	0.00	0.00	300.00
Director Guerin			0.00	0.00	0.00	0.00	600.00
			0.00	0.00	0.00	0.00	600.00
Director Kephart			0.00	0.00	0.00	0.00	150.00
			0.00	0.00	0.00	0.00	150.00
Director Sprague			0.00	0.00	0.00	0.00	150.00
			0.00	0.00	0.00	0.00	150.00
Director Topolovac			0.00	0.00	0.00	0.00	600.00
			0.00	0.00	0.00	0.00	600.00
Director Watt			0.00	0.00	0.00	0.00	750.00
			0.00	0.00	0.00	0.00	750.00
General Manager Thorner			0.00	0.00	0.00	0.00	
			0.00	0.00	0.00	0.00	
Human Resources Manager Joslin			0.00	0.00	0.00	0.00	
			0.00	0.00	0.00	0.00	
Engineering Manager Hubbard			0.00	0.00	0.00	0.00	
			0.00	0.00	0.00	0.00	
Finance Manager Selamat			0.00	0.00	0.00	0.00	
			0.00	0.00	0.00	0.00	
Operations Manager Fulks			0.00	0.00	0.00	0.00	
			0.00	0.00	0.00	0.00	
Assistant General Manager Randall			0.00	0.00	0.00	0.00	
			0.00	0.00	0.00	0.00	
Customer Service Manager Carnegie			0.00	0.00	0.00	0.00	
			0.00	0.00	0.00	0.00	

**Notes:**

- (1) Reviewed and discussed with the Finance Committee (02/05/18).
- (2) Reimbursement of expenses are in compliance with Article 19 of the District's Administrative and Ethics Code.
- (3) Travel and other expenses charged to District's credit cards and paid by the District are recorded and maintained separately.

**Olivenhain Municipal Water District**  
**MONTHLY CASH AND INVESTMENT SUMMARY**  
**As of October 31, 2020**

**Active Deposits**

	<b><u>Book Value</u></b>
Checking Accounts	\$ 10,090,301
Cash Restricted for Specific Use	186,811
Petty Cash/Disaster Preparedness	1,468
Total Active Deposits	<u>\$ 10,278,580</u>

**Deposits Not Covered by Investment Policy**

Cash with Fiscal Agents	2,475,386
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<b><u>Investments</u></b>	<b><u>Face Value</u></b>	<b><u>Market Value</u></b>	<b><u>Current Yield</u></b>	
LAIF	\$ 25,079,261	25,202,470	0.62%	\$ 25,079,261
CAMP	14,825,920	14,825,920	0.19%	14,825,920
Money Market Funds	57,509	57,509	0.02%	57,509
Municipal Bonds	3,371,071	3,606,773	3.00%	3,619,714
U.S. Treasury Securities	3,000,000	3,003,560	1.71%	2,940,412
U.S. Agency Securities	16,545,000	16,531,760	1.05%	16,545,000
Total Investments	<u>\$ 62,878,761</u>	<u>\$ 63,227,992</u>	<u>0.82%</u>	<u>\$ 63,067,817</u>

**Total - All Deposits/Investments**

**\$ 75,821,783**

**Maturity Analysis of Investments**

	<b><u>Percent</u></b>	<b><u>Balance</u></b>
Demand Deposits	63.4%	\$ 39,962,690
Maturity within the next two months	4.7%	2,940,412
Maturity within three months and one year	3.8%	2,402,954
Maturity beyond one year	28.2%	17,761,760
Total Investments	<u>100.0%</u>	<u>\$ 63,067,817</u>

**Weighted Average Days to Maturity**

**338**

**Other Required Disclosures:**

Accrued interest receivable as of 10/31/2020

\$ 95,147

The above investments are in accordance with the portfolio limitations in the Investment Policy approved by the Board in December 2019.

The District has sufficient funds on hand to meet the next 30 days' obligations.

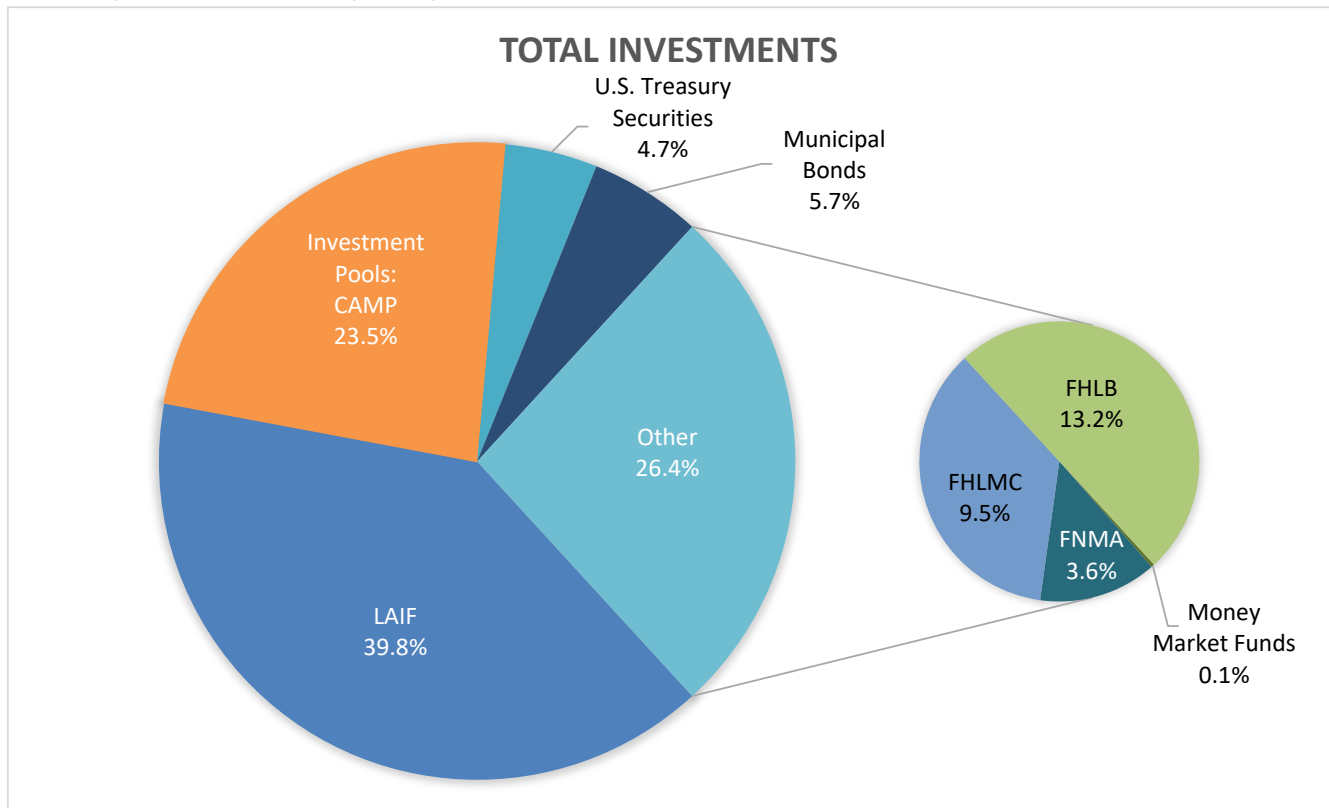
**Olivenhain Municipal Water District**  
**PORTFOLIO LIMITATIONS ANALYSIS PER INVESTMENT POLICY**  
**October 31, 2020**

	<u>Book Value</u>	<u>Percent</u>	<u>Permitted Percent</u>		<u>In Compliance?</u>
LAIF	\$ 25,079,261	39.8%	40.0%	(1)	Yes
Investment Pools: CAMP	14,825,920	23.5%	30.0%		Yes
U.S. Treasury Securities	2,940,412	4.7%	100.0%	(2)	Yes
Municipal Bonds	3,619,714	5.7%	30.0%		Yes
Money Market Funds	57,509	0.1%	20.0%	(3)	Yes
U.S. Agency Securities	16,545,000	26.3%	50.0%		Yes
<i>FNMA Fannie Mae</i>	<i>2,250,000</i>	<i>3.6%</i>			
<i>FHLMC Freddie Mac</i>	<i>6,000,000</i>	<i>9.5%</i>			
<i>FHLB Federal Home Loan Bank</i>	<i>8,295,000</i>	<i>13.2%</i>			

<b>Total Investments</b>	<b>\$ 63,067,817</b>	<b>100%</b>
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Note:

- (1) New limit of 40% approved by the board in May 2020.  
(2) No limit.  
(3) May not exceed 5% in any money market fund.



\* Total may not add up to 100% due to rounding.

**Olivenhain Municipal Water District**  
**MONTHLY INVESTMENTS DETAIL**  
**October 31, 2020**

ACTIVE DEPOSIT		Book Value
Checking A/C California Bank and Trust for General Purpose		10,090,301.44
California Bank and Trust for Specific Purpose		186,811.18
Petty Cash/Disaster Preparedness		1,467.69
<b>Total - Active Deposits</b>		<b>10,278,580</b>

**DEPOSITS NOT COVERED BY INVESTMENT POLICY**

Cash with Fiscal Agents:

Union Bank - AD 96-1 Refunding Bond	126,053
Union Bank - 2015A Refunding Bond	1,019,045
SRF Loan	643,318
Union Bank - 2016A Refunding Bond	411,811
Union Bank - 2018 Revenue Bond	275,159

**Total Deposits Not Covered by Investment Policy**

RATING		DATE				Weighted Average Days to Maturity	Call	Stated Coupon	Current Yield	Market Value	Face Value	Book Value
Moody's	S&P	Purchase	Maturity	Next Call	Next S-U							

**INVESTMENTS**

<u>Invest. Pools</u> Calif. Asset Mgmt Prgm (CAMP)		Demand	1	0.19%	\$ 14,825,920	\$ 14,825,920	14,825,920
State Local Agency Investment Fund (LAIF)		Demand	1	0.62%	25,202,470	25,079,261	25,079,261
JP Morgan US Gov't Money Market Fund Premier Class SHS		Demand	1	0.02%	57,509	57,509	\$ 57,509

U.S. Treasury Notes/Bills

912828L99	U.S. Treasury Notes	Aaa	--	10/17/18	11/02/20	3	1.38%	1.38%	2,000,000	2,000,000	1,942,216
912828A83	U.S. Treasury Notes	Aaa	--	02/12/19	12/31/20	62	2.38%	2.37%	1,003,560	1,000,000	998,196
						<b>23</b>	<b>1.71%</b>	<b>1.71%</b>	<b>\$ 3,003,560</b>	<b>\$ 3,000,000</b>	<b>\$ 2,940,412</b>

U.S. Agency Securities

3130AHV75	FHLB Callable	Aaa	AA+	01/13/20	01/13/23	01/13/21	805	75	1.70%	1.70%	1,002,910	1,000,000	1,000,000
3134GU3H1	FHLMC Callable	Aaa	AA+	01/27/20	01/27/23	01/27/21	819	89	1.67%	1.66%	1,003,160	1,000,000	1,000,000
3130AJ3M9	FHLB Callable	Aaa	AA+	02/18/20	08/18/23	02/18/21	1,022	111	1.63%	1.62%	2,005,680	2,000,000	2,000,000
3130AHV83	FHLB Callable	Aaa	AA+	01/22/20	01/22/24	01/22/21	1,179	84	1.78%	1.78%	2,004,440	2,000,000	2,000,000
3130AHY56	FHLB Callable	Aaa	AA+	01/29/20	01/29/25	01/29/21	1,552	91	1.87%	1.86%	2,005,760	2,000,000	2,000,000
3134GWAQ9	FHLMC Callable	Aaa	AA+	07/28/20	07/28/25	07/28/21	1,732	271	0.65%	0.65%	993,960	1,000,000	1,000,000
3136G4A29	FNMA Callable	Aaa	AA+	07/30/20	07/30/24	07/30/21	1,369	273	0.55%	0.55%	997,040	1,000,000	1,000,000
3134GWGL4	FHLMC Callable	Aaa	AA+	08/03/20	02/03/23	02/03/21	826	96	0.33%	0.33%	1,996,160	2,000,000	2,000,000
3134GW2F2	FHLMC Callable	Aaa	AA+	08/25/20	05/25/23	08/25/21	937	299	0.30%	0.30%	1,996,800	2,000,000	2,000,000
3136G4P56	FNMA Callable	Aaa	AA+	08/26/20	02/26/24	08/26/22	1,214	665	0.40%	0.40%	1,245,963	1,250,000	1,250,000
3130AJZJ1	FHLB Callable	Aaa	AA+	09/02/20	08/25/23	02/25/21	1,029	118	0.32%	0.32%	1,279,887	1,295,000	1,295,000
							1,125	382	1.04%	1.05%	\$ 16,531,760	\$ 16,545,000	\$ 16,545,000

Municipal Bonds

13063DAC2	CALIFORNIA ST GO	AA3	AA-	04/09/18	04/01/21	153	2.63%	2.60%	1,009,920	1,000,000	999,620
13066YTY5	CALIF ST DEPT REV	AA1	AA	12/02/16	05/01/21	183	1.71%	1.70%	373,743	371,071	366,874
052476N79	AUSTIN TEX WTR REV	AA2	AA	11/15/16	05/15/21	197	2.54%	2.52%	1,010,350	1,000,000	1,036,460
882724RA7	TEXAS ST PUB FIN AUTH	Aaa	AAA	10/30/20	10/01/25	1,797	5.00%	4.12%	1,212,760	1,000,000	1,216,760
						<b>721</b>	<b>3.21%</b>	<b>3.00%</b>	<b>\$ 3,606,773</b>	<b>\$ 3,371,071</b>	<b>\$ 3,619,714</b>
<b>Total Investments</b>						<b>338</b>	<b>0.82%</b>	<b>0.82%</b>	<b>\$ 63,227,992</b>	<b>\$ 62,878,761</b>	<b>\$ 63,067,817</b>

<b>TOTAL - ALL DEPOSITS AND INVESTMENTS</b>	<b>75,821,783</b>
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Olivenhain Municipal Water District  
INVESTMENTS TRANSACTION  
October 31, 2020

PURCHASED

DATE				Investment Description	<i>Stated</i>	<i>Current</i>	Face Value	Book Value
Purchase	Maturity	Call	Step-Up		Coupon	Yield		
10/30/20	10/01/25			TEXAS ST PUB FIN AUTH	5.000%	4.123%	\$ 1,000,000	\$ 1,216,760

MATURED / REDEEMED / CALLED

DATE				Investment Description	<i>Stated</i>	<i>Current</i>	Face Value	Book Value
Redemption	Maturity	Call	Step-Up		Coupon	Yield		

**Olivenhain Municipal Water District**  
**UNAUDITED CASH POSITION BY FUNDING SOURCES**  
**As of October 31, 2020**

<b><u>Water Funds (Potable &amp; Recycled)</u></b>		<b><u>Balance</u></b>
10050-100	Cash - Petty Cash Fund	\$ 1,468
10030-100	Cash - Capital and Equipment Fund	34,381,965
10010-100	Cash - Operating Fund	12,944,538
10060-100	Cash - Deposit Work for Other	570,118
10040-100	Cash - Rate Stabilization	8,423,338
14000-500	Restricted Cash - Capacity Fee Fund	4,312,400
<b>Total Water Funds (Potable &amp; Recycled)</b>		<b><u>\$ 60,633,827</u></b>
 <b><u>Wastewater Funds</u></b>		
10010-110	4S Ranch Sanitation District - Operating Fund	563,311
10030-110	4S Ranch Sanitation District - Capital Replacement Fund	9,164,123
10040-110	Wastewater - Rate Stabilization Fund	2,592,686
10010-111	Rancho Cielo Sanitation District - Operating Fund	205,639
<b>Total Wastewater Funds</b>		<b><u>\$ 12,525,759</u></b>
 <b><u>Non Fiscal Agent Debt Service Cash</u></b>		
14020-570	Cash non-agent - RAD 96-1	175,611
10070-561	Cash non-agent - Bond 2015A	621
10070-581	Cash non-agent - Bond 2016A	10,580
<b>Total Non Fiscal Agent Debt Service Cash</b>		<b><u>\$ 186,811</u></b>
 <b><u>Debt Service Funds</u></b>		
14030-510	SRF Loan - Fiscal Agent	643,318
14105-570	Redemption fund - RAD 96-1	40,786
14110-570	Reserve fund - RAD 96-1	85,266
14100-561	Redemption fund - Bond 2015A	1,019,045
14100-581	Redemption fund - Bond 2016A	411,811
14100-512	Redemption fund - CB&T 2018	275,159
<b>Total Debt Service Funds</b>		<b><u>\$ 2,475,386</u></b>
<b>TOTAL FUND BALANCES</b>		<b><u>\$ 75,821,783</u></b>

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Rainy K. Selamat, Finance Manager  
Via: Kimberly Thorner, General Manager  
Subject: **CONSIDER ADOPTION OF A MOTION APPROVING THE DISTRICT'S  
CONSOLIDATED STATEMENT OF NET POSITION, CONSOLIDATED STATEMENT  
OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION, CONSOLIDATED  
STATEMENT OF CASH FLOWS, CONSOLIDATED ACTUAL VS BUDGET  
SUMMARY, AND CONSTRUCTION IN PROGRESS REPORT**

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The following unaudited monthly financial reports are enclosed for review and approval by the Board of Directors:

- October 2020 Monthly Statement of Net Position Reports.
- October 2020 Monthly Statement of Revenues, Expenses, and Changes in Net Position Reports.
- October 2020 Consolidated Statement of Cash Flows.
- October 2020 Monthly Consolidated Actual VS Budget Summary and explanation of significant variance reports.
- October 2020 Construction In Progress Reports.

OLIVENHAIN MUNICIPAL WATER DISTRICT  
Statement of Net Position (Unaudited)  
All Funds  
10/31/2020

**Assets**

Current assets:

Unrestricted assets:

Cash and cash equivalents	\$69,281,737
Accounts receivable - water and sewer, net	11,480,233
Interest Receivable	95,147
Taxes receivable	164,205
Other receivables	281,950
Inventories	1,595,396
Prepaid expenses and deposits	1,228,601
Total unrestricted assets	<u>84,127,269</u>

Restricted assets:

Cash and cash equivalents	6,858,869
Assesments receivable	66,176
Grants receivable	1,201,699
Total restricted assets	<u>8,126,744</u>
Total current assets	<u>92,254,013</u>

Noncurrent assets:

Capital assets, nondepreciable	61,156,418
Capital assets, depreciable/amortizable, net	327,137,895
Capital assets, net	<u>388,294,313</u>
Prepaid bond insurance	26,558
Other long-term receivables	85,535
Total noncurrent assets	<u>388,406,406</u>
Total assets	<u>480,660,419</u>

Deferred Outflows of Resources

Deferred amount on refunding	(1,318,141)
Deferred amount from pension	(3,368,573)
Total deferred outflows of resources	<u>(4,686,714)</u>

**Liabilities**

Current Liabilities

Liabilities payable from unrestricted assets:

Accounts payable	6,397,368
Accrued payroll	386,093
Customer deposits	407,962
Payable related to work in progress	555,880
Compensated absences, current portion	799,000
Current portion of long-term debt:	
Wastewater Revenue Bonds 2018A	507,000
Water Revenue Refunding Bonds 2016A	505,000
Water Revenue Refunding Bonds 2015A	1,665,000
Special Assessment Debt with Government Commi...	845,000
Notes Payable	780,979
Total liabilities payable from unrestricted assets	<u>12,849,282</u>

Liabilities payable from restricted assets:

Accounts payable	848,309
Interest payable	682,408
Total liabilities payable from restricted assets	<u>1,530,717</u>
Total current liabilities	<u>14,379,998</u>

Noncurrent liabilities

Compensated absences	816,289
Net pension liability	13,760,679
Long-term debt, excluding current portion:	
Wastewater Revenue Bonds 2018A	4,013,000
Water Revenue Refunding Bonds 2016A	14,384,488
Water Revenue Refunding Bonds 2015A	16,011,027
Special Assessment Debt with Government Commi...	5,470,000
Notes Payable	11,961,998
Total noncurrent liabilities	<u>66,417,480</u>
Total liabilities	<u>80,797,478</u>

Deferred Inflows of Resources



OLIVENHAIN MUNICIPAL WATER DISTRICT  
Statement of Net Position (Unaudited)

All Funds  
10/31/2020

Deferred amounts on pension	722,696
<b>Total deferred inflows of resources</b>	<b><u>722,696</u></b>

**Net Position**

Investment in Capital Assets, net of related debt	333,468,963
Restricted Net Position	6,596,027
Unrestricted Net Position	<u>63,761,968</u>
<b>Total Net Position</b>	<b><u>403,826,959</u></b>

OLIVENHAIN MUNICIPAL WATER DISTRICT  
Statement of Revenues, Expenses and Changes in Net Position (Unaudited)  
All Funds  
For the Four Months Ending 10/31/2020

	<u>2021</u>
<b>Operating Revenues:</b>	
Water Sales	\$23,795,059
Sewer Charges	225,427
Other Water Operating revenues	<u>702,967</u>
<b>Total Operating Revenues</b>	<b>24,723,454</b>
<b>Operating Expenses</b>	
Cost of Purchased Water Sold	11,857,037
Pumping and Water Treatment	1,292,963
Transmission and Distribution	1,130,352
Sewer Collection and Treatment	543,392
Elfin Forest Recreation Operations	131,494
Facilities Maintenance	356,682
Customer Service	760,880
General and Administrative	2,019,743
Depreciation and Amortization	<u>2,259,520</u>
<b>Total Operating Expenses</b>	<b>20,352,063</b>
<b>Operating Income (Loss)</b>	<b>4,371,391</b>
<b>Nonoperating Revenues (Expenses)</b>	
Investment income	183,496
Property taxes	250,219
Capacity charges	1,309,912
Benefit assessments	105,305
Other nonoperating revenues	5,976
Interest expense, net	(483,762)
Other nonoperating expenses	<u>(35,959)</u>
<b>Total nonoperating revenues (expenses)</b>	<b>1,335,187</b>
<b>Income before capital contributions</b>	<b>5,706,578</b>
<b>Capital contributions</b>	<b><u>48,624</u></b>
<b>Change in net position</b>	<b>5,755,201</b>
<b>Net Position, Beginning of year</b>	<b><u>398,071,758</u></b>
<b>Net Position, End of year</b>	<b><u><u>403,826,959</u></u></b>

OLIVENHAIN MUNICIPAL WATER DISTRICT  
CONSOLIDATED STATEMENT OF CASH FLOWS (UNAUDITED)  
AS OF OCTOBER 31, 2020

**CASH FLOWS FROM OPERATING ACTIVITIES:**

Receipts from water and sewer customers	\$ 23,352,371
Payments for water	(11,562,613)
Payments for services and supplies	(6,112,910)
Payments for employee wages, benefits and related costs	(4,592,368)
<b>Net cash provided by operating activities</b>	<u>1,084,480</u>

**CASH FLOWS FROM NONCAPITAL AND RELATED FINANCING ACTIVITIES:**

Property taxes and benefit assessments received	334,648
<b>Net cash provided by noncapital and related financing activities</b>	<u>334,648</u>

**CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:**

Acquisition and construction of capital assets	(4,033,094)
Proceeds from Grants	576,541
Principal paid on bonds and certificates of participation	(989,496)
Interest paid on bonds and certificates of participation	36,461
Capacity charges received	1,309,913
Other capital financing receipts (expenses)	34,701
<b>Net cash used by capital and related financing activities</b>	<u>(3,064,974)</u>

**CASH FLOWS FROM INVESTING ACTIVITIES:**

Net change in investments	-
Investment income received	347,975
<b>Net cash provided (used) by investing activities</b>	<u>347,975</u>

**Net increase (decrease) in cash and cash equivalents** (1,297,871)

**Cash and cash equivalents, beginning of year** 55,698,515

**Cash and cash equivalents, end of period** \$ 54,400,644

**FINANCIAL STATEMENT PRESENTATION:**

Cash and cash equivalents - current assets	48,863,791
Cash and cash equivalents - restricted assets	5,536,853
<b>Total cash and cash equivalents</b>	<u><u>\$ 54,400,644</u></u>

**CASH AND CASH EQUIVALENTS RECONCILIATION**

		<b>Balance Includes Mkt Securities</b>	<b>Without Mkt Securities</b>
Unrestricted cash	10/31/2020	69,281,737	48,863,791
Restricted cash	10/31/2020	6,858,869	5,536,853
<b>Total cash and cash equivalents</b>			<u><u>54,400,644</u></u>

OLIVENHAIN MUNICIPAL WATER DISTRICT  
Consolidated Actual vs Budget Summary  
For the Four Months Ending 10/31/2020

	Approved Budget	Actual YTD	Budget YTD	Variance Amt	Variance %	Notes
<b>Operating Revenues</b>						
Commodity Water Sales	\$39,013,000.00	\$18,763,986.70	\$19,086,200.00	(\$322,213.30)	(1.7%)	1
Water Fees and Services	17,276,000.00	5,734,039.85	5,759,280.00	(25,240.15)	(0.4%)	
Sewer Revenue	4,865,000.00	225,427.35	148,000.00	77,427.35	52.3%	2
<b>Total Operating Revenues</b>	<b>61,154,000.00</b>	<b>24,723,453.90</b>	<b>24,993,480.00</b>	<b>(270,026.10)</b>	<b>(1.1%)</b>	
<b>Operating Expenses</b>						
Purchased Water - Variable	20,573,000.00	9,177,363.56	8,663,680.00	(513,683.56)	(5.9%)	1
Purchased Water - Fixed	8,100,000.00	2,679,673.68	2,679,672.00	(1.68)	(0.0%)	
General Manager Dept	1,961,000.00	439,486.42	654,040.00	214,553.58	32.8%	3
Engineering Dept	2,088,500.00	630,203.72	696,880.00	66,676.28	9.6%	3
Finance Dept	1,558,000.00	514,689.09	519,520.00	4,830.91	0.9%	3
Customer Service Dept	2,710,000.00	791,445.28	904,376.00	112,930.72	12.5%	3
Human Resources Dept	834,700.00	209,894.02	278,308.00	68,413.98	24.6%	3
Water Operations and Maintenance Dept	9,959,000.00	3,096,971.71	3,318,192.00	221,220.29	6.7%	3
Parks Dept	458,500.00	149,680.28	153,376.00	3,695.72	2.4%	3
Other Operating Expenses	50,000.00		16,800.00	16,800.00	100.0%	3
Sewer Operations and Maintenance Dept	2,773,000.00	818,795.83	924,960.00	106,164.17	11.5%	3
Recycled Water Operations Dept	1,168,000.00	387,067.13	389,480.00	2,412.87	0.6%	3
Paygo Transfers						
Water Operations	3,800,000.00	1,268,000.00	1,268,000.00		0.0%	
Sanitation Operations	1,400,000.00				0.0%	
Recycled Operations	2,200,000.00	732,000.00	732,000.00		0.0%	
Capitalized Operations Expenditures	(1,323,000.00)	(543,207.66)	(440,880.00)	102,327.66	(23.2%)	4
<b>Total Operating Expenses</b>	<b>58,310,700.00</b>	<b>20,352,063.06</b>	<b>20,758,404.00</b>	<b>406,340.94</b>	<b>2.0%</b>	
<b>Net Operating Income (Loss)</b>	<b>2,843,300.00</b>	<b>4,371,390.84</b>	<b>4,235,076.00</b>	<b>136,314.84</b>		
<b>Nonoperating Revenues</b>						
Water Funds	3,379,000.00	363,546.56	257,080.00	(106,466.56)	(41.4%)	5
Debt Service Funds	1,049,000.00	105,464.93	70,080.00	(35,384.93)	(50.5%)	6
Sewer Funds	27,000.00	8,572.80	9,120.00	547.20	6.0%	
Recycled Water Funds	61,000.00	19,338.16	20,320.00	981.84	4.8%	
<b>Total Nonoperating Revenue</b>	<b>4,516,000.00</b>	<b>496,922.45</b>	<b>356,600.00</b>	<b>(140,322.45)</b>	<b>(39.4%)</b>	
<b>Nonoperating Expense</b>						
Capacity Fee Funds	30,000.00	4,963.90	9,920.00	4,956.10	50.0%	
Debt Service Funds	1,517,385.22	510,864.17	508,254.24	(2,609.93)	(0.5%)	
Potable Water Funds	10,000.00	3,892.64	3,200.00	(692.64)	(21.6%)	
<b>Total Nonoperating Expense</b>	<b>1,557,385.22</b>	<b>519,720.71</b>	<b>521,374.24</b>	<b>1,653.53</b>	<b>0.3%</b>	
<b>Inc before Cap Fees and Capital Contributions</b>	<b>5,801,914.78</b>	<b>4,348,592.58</b>	<b>4,070,301.76</b>	<b>274,983.76</b>		
Capacity Fee Funds	515,000.00	1,357,985.13				
Capital contributions	400,000.00	48,623.57				
<b>Change in Net Position</b>		<b>5,755,201.28</b>				

OLIVENHAIN MUNICIPAL WATER DISTRICT  
Actual vs Budget Variance  
For the Four Months Ending 10/31/2020

1. Water Sales revenue was lower than Budget YTD by approximately \$300 thousand resulting in an unfavorable variance of 1.7%. The negative variance is primarily due estimates in unbilled water. Actual water consumption through the end of October is 484 AF more than budgeted, resulting in an unfavorable variance of approximately \$500 thousand or 5.9% for purchased water – variable costs.
2. Sewer Revenue was higher than Budget YTD for a favorable variance due to timing of receipts. 4S Ranch and Rancho Cielo Sanitation Districts' sewer service fees are collected on the County's tax roll when customers pay their property tax to the County. Actual YTD sewer service revenue will be closer to Budget YTD amount as the year progresses.
3. Actual departmental expenses varied from the Budget YTD amounts due to the timing of actual operating expenses. The Budget YTD amounts assume expenditures are incurred evenly throughout the year.
4. Actual Capitalized Operating Expenses were higher than the Budget YTD due to increased capitalized labor from staff time spent on large Capital Improvement Projects (CIP), such as the Valve Replacement project, El Camino Real Pipeline Replacement project, and the Rehabilitation of the Ultra-Violet Disinfection System.
5. Actual Non-operating Revenues – Water Funds were greater than Budget YTD for a favorable variance due to the timing of property tax revenues received from the County. Actual revenues are expected to align with Budget YTD as the year progresses.
6. Actual Non-operating Revenues – Debt Service Funds were greater than Budget YTD for a favorable variance due to the timing of benefit assessment funds received from the County. Actual revenues are expected to align with Budget YTD as the year progresses.

# Construction Work In Progress Report as of 10/31/2020

Project Name	Budget	Appropriation to Date	Expenditures & Encumbrance	(Over) / Under
New and Remodeled Facilities	\$16,821,000	\$16,821,000	\$16,338,180	\$482,820
Replace El Camino Real PL	\$4,960,000	\$4,960,000	\$4,869,049	\$90,951
San Dieguito Desalination	\$42,837,000	\$3,962,000	\$3,415,331	\$546,669
Manchester Recyc PL Exten.	\$3,906,000	\$3,551,000	\$450,452	\$3,100,548
Rehab UV Disinfect. Sys.	\$3,420,000	\$3,420,000	\$3,245,048	\$174,952
Manchester Potable Pipeline	\$2,290,000	\$2,290,000	\$270,389	\$2,019,611
Replace Valves	\$9,121,000	\$1,250,000	\$1,103,025	\$146,975
Retrofit Pot to Recycled	\$740,000	\$740,000	(\$2,000)	\$742,000
Replace DCMWTP Membranes	\$8,336,000	\$725,000	\$549,694	\$175,306
Fixed Base AMI	\$3,278,000	\$673,733	\$203,276	\$470,457
Morning Sun PRS	\$640,000	\$640,000	\$513,991	\$126,009
Pipeline Replace. Assessment	\$590,000	\$590,000	\$587,707	\$2,293
DCMWTP Chem. Sys. Upgrade	\$525,000	\$525,000	\$297,423	\$227,577
Replace Pipelines	\$8,233,000	\$520,000	\$1,914	\$518,086
Replace Neighborhood 1 SPS	\$4,832,000	\$507,000	\$451,356	\$55,644
Lusardi Creek - Ext. 153	\$410,000	\$410,000	-	\$410,000
Storage Pond - Landscape	\$380,000	\$380,000	\$340,629	\$39,371
Golem PS Replacement	\$365,000	\$365,000	\$306,869	\$58,131
Lone Jack PRS	\$328,000	\$328,000	\$107,514	\$220,486
DCMWTP Valve Actuator	\$320,000	\$320,000	\$25,062	\$294,938
Lusardi Canyon CP	\$294,000	\$294,000	\$143,321	\$150,679
Replace 4S Clarifier Drives	\$271,000	\$271,000	\$83,511	\$187,489
Steel Mains Protection	\$3,120,000	\$260,000	\$62,984	\$197,016
Replace Potable Meters	\$4,042,000	\$260,000	\$69,567	\$190,433
Retrofit Pot. Service to Recyc	\$1,267,000	\$239,000	\$4,868	\$234,132
Network Security	\$1,126,000	\$220,000	\$166,366	\$53,634
Replace Headworks Manual Sys	\$3,160,000	\$212,000	\$27,472	\$184,528
Network User Enhancements	\$200,000	\$200,000	-	\$200,000
WW Biological Process Optimiz	\$196,000	\$196,000	\$173,526	\$22,474
DCMWTP Analyzer Replace.	\$727,000	\$175,000	\$173,859	\$1,141
Rancho La Cima/Aliso Canyon PL	\$165,000	\$165,000	\$61,491	\$103,509
Replace WW Pumps/ Motors/Equip	\$1,799,000	\$156,000	-	\$156,000
RSFe Rd PL Cond Assess	\$155,000	\$155,000	(\$519)	\$155,519
Pot & Recycled Master Plan	\$524,000	\$115,000	-	\$115,000
DCMWTP PH Control System	\$737,000	\$88,000	\$77,432	\$10,568
Phone System - Admin Bldg.	\$79,000	\$79,000	\$54,539	\$24,461
Replace Pot. Pumps and Motors	\$1,026,000	\$78,000	-	\$78,000
Palms I and II Reservoirs	\$1,307,000	\$72,000	\$72,785	(\$785) ^
Vault Upgrades	\$105,000	\$70,000	-	\$70,000
District-Wide Facility Securit	\$70,000	\$70,000	-	\$70,000
Gardendale PRS	\$60,000	\$60,000	\$130	\$59,870
Village Park PRS	\$60,000	\$60,000	\$130	\$59,870
Rehab Concrete Tanks	\$727,000	\$53,000	\$61,292	(\$8,292) *
Replace Meter Anodes	\$1,496,000	\$50,000	\$276	\$49,724
DCMWTP Trains 9 & 10 Valves	\$45,000	\$45,000	\$43,458	\$1,542
HQ Facilities Enhancements	\$45,000	\$45,000	\$29,373	\$15,627
Rancho Cielo Manhole Lining	\$539,000	\$45,000	\$26,800	\$18,200
Parking & Access Improvements	\$265,000	\$41,000	-	\$41,000
Phone System - DCMWTP	\$40,000	\$40,000	-	\$40,000
Residuals Handling Bldg Canopy	\$482,000	\$40,000	\$39,529	\$471
Lower Yard Improvements	\$37,000	\$37,000	\$36,972	\$28
4S Physical Security Upgrades	\$35,000	\$35,000	-	\$35,000
DCMWTP Paint Equipment	\$28,000	\$28,000	-	\$28,000
Replace EFRR Interpretive Roof	\$22,000	\$22,000	-	\$22,000
4S System Manhole Lining	\$189,000	\$16,000	-	\$16,000
Meter Replacement, Recycled	\$164,000	\$14,000	-	\$14,000
<b>Total:</b>	<b>\$136,936,000</b>	<b>\$46,983,733</b>	<b>\$34,484,071</b>	<b>\$12,499,662</b>

\* Project is complete

^ Misc. work done within budget but over appropriation

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Teresa L. Chase, Administrative Analyst  
Via: Kimberly A. Thorner, General Manager  
Subject: **CONSIDER 2020 ANNUAL OBJECTIVES FINAL STATUS REPORT**

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## **Purpose**

The purpose of this agenda item is to provide the Board of Directors with the final status update on the 2020 annual objectives and stretch objectives.

## **Recommendation**

This is an informational item; no action is required.

## **Alternative(s)**

Not applicable.

## **Background**

The annual objectives for 2020 were approved at the February 12 board meeting. On March 4, Governor Newsom declared a State of Emergency as a result of the COVID-19 pandemic. On March 12, OMWD's General Manager made an emergency declaration

and OMWD implemented its pandemic response plan. On March 19, a statewide stay-at-home order was issued by Governor Newsom.

The first full status update on OMWD's 2020 annual objectives was presented to the board at the April 15 board meeting. It was noted at the meeting that, as a result of the COVID-19 pandemic, several objectives were no longer viable, or required revisions to be completed in calendar year 2020. Revisions to the 2020 annual objectives and stretch objectives were presented to and adopted by the board at the June 17 board meeting. Full status updates on the revised objectives were presented to the board at the July 15 and October 14 board meetings.

Governor Newsom announced a regional stay-at-home order on December 3, 2020, and signed a supplemental order on December 6, which went into effect in San Diego on December 7. OMWD management took proactive measures to continue to maintain high levels of service while changing daily routines to prevent the spread of COVID-19.

### **Fiscal Impact**

There are no costs associated with this item.

### **Discussion**

This report is presented to the Board of Directors to provide a final update on the 2020 annual objectives and stretch objectives that were to be completed by December 31, 2020. The status of four objectives substantially changed from the PowerPoint presentation that was provided at the October 14 board meeting and is attached for reference.

The following objectives encountered delays and were not able to be completed in CY 2020:

**1. Commence construction of the Encinitas Boulevard/Rancho Santa Fe Road potable water lines**

90% (adjusted from 95%) - Design is substantially complete; details from additional potholing were incorporated late into the design; final design cannot be completed in CY 2020 due to additional coordination and review by the City of Encinitas; project anticipated to go out to bid in spring 2021



**8. Complete design of the Manchester Avenue Recycled Water Project**

95% (adjusted from 100%) - Design is substantially complete; final design was delayed due to impacts from an adjacent Caltrans project; final design cannot be completed in CY 2020 due to delayed response from the City of Encinitas on traffic and permit requirements; project anticipated to go out to bid in spring 2021

**50. Complete construction of the Morning Sun Pressure Reducing Station Abandonment Project**

95% (adjusted from 100%) - Project delayed due to COVID-19 impacts and longer time to process city permits; project scheduled to be complete by January 8, 2021; Notice of Completion to board anticipated in February 2021

While the following objective was anticipated to reach only 50% completion by year-end, it was ultimately completed in CY 2020.

**15. Utilize volunteer groups such as San Diego Mountain Bike Association and EFRR trail patrol for two trail maintenance/repair projects**

100% (adjusted from 50%) - Held trail maintenance project using trail patrol volunteers on February 20; hosted one socially distanced individual performing creek cleanup as a community service on October 24

*Attachment: October 14, 2020 Annual Objectives PowerPoint Presentation*

# 2020 Annual Objectives

October 14, 2020  
Board of Directors Meeting





# 2020 Annual Objectives

- A total of 60 objectives and 19 stretch objectives were adopted for calendar year 2020
- Modified at June 17 meeting to 54 objectives and 20 stretch objectives

### 1. Providing safe, reliable, high-quality drinking water to each customer in a cost-effective manner.

#### Objective

1. Commence construction of the Encinitas Boulevard/Rancho Santa Fe Road potable water lines
2. Formalize a risk assessment matrix and develop a metric for OMWD's top 25 critical easements

#### Progress Toward Completion

1. 95% - Design complete; project will go out to bid in December; project delayed due to competing priorities and project complexities
2. 100% - Matrix and metric presented to Facilities Committee on July 28



### 1. Providing safe, reliable, high-quality drinking water to each customer in a cost-effective manner.

#### Objective

3. Review easement monitoring efficiencies using aerial drones in a three-part process: (1) develop scope for outside consultants from an approved vendors list, (2) issue RFP for services, and (3) compare outside costs versus using certified staff
4. Outside of bird breeding season, complete maintenance of five impacted easements

#### Progress Toward Completion

3. 100% - RFP issued in September; costs evaluated in October; findings will be presented to Facilities Committee on December 2
4. 100% - Completed maintenance of five impacted easements, including vegetation removal and installation of access gates

### 1. Providing safe, reliable, high-quality drinking water to each customer in a cost-effective manner.

#### Objective

5. Complete Train 8 membrane replacement at David C. McCollom Water Treatment Plant and commence membrane replacement of one additional train depending on the priority needs of the trains
6. Complete design of David C. McCollom Water Treatment Plant dedicated pH control system (chemical storage and feed systems equipment and controls)

#### Progress Toward Completion

5. 100% - Completed Train 8 membrane replacement; Train 6 refurbishment underway with expected completion in early 2021
6. 100% - pH control system design on track for completion by November 30



**1. Providing safe, reliable, high-quality drinking water to each customer in a cost-effective manner.**

**Objective**

**Progress Toward Completion**

Stretch

Complete maintenance of three additional impacted easements beyond Objective 4

100% - Completed maintenance of four additional impacted easements, including vegetation removal

Review the feasibility of incorporating the top 25 critical easements into OMWD's preventative maintenance software; present results to Facilities Committee

100% - Feasibility review on track for completion by December 1; results will be presented to Facilities Committee on December 2

**2. Providing wastewater collection and treatment services in an environmentally responsible manner, and producing and supplying high-quality recycled water to irrigation customers in support of regional water conservation efforts.**

### Objective

7. Complete construction and commissioning of the 4S Ranch Water Reclamation Facility UV Disinfection System Replacement Project
8. Complete design of the Manchester Avenue Recycled Water Project

### Progress Toward Completion

7. 100% - Project on schedule for completion in November; Notice of Completion to board anticipated in January 2021
8. 100% - Design on track for completion on or before December 31



**2. Providing wastewater collection and treatment services in an environmentally responsible manner, and producing and supplying high-quality recycled water to irrigation customers in support of regional water conservation efforts.**

**Objective**

- 9. Commence construction of the 4S Ranch Water Reclamation Facility Clarifier Drive Replacement Project
- 10. Complete a minimum of four new recycled water connections/conversions

**Stretch**

Complete three additional recycled water connections/conversions beyond Objective 10

**Progress Toward Completion**

- 9. 100% - Project awarded in October; project commencement scheduled for December
  - 10. 100% - Completed four new recycled water conversions on meters serving SDG&E, The Lakes (2), and Leucadia Wastewater District
- 100% - Completed three recycled water conversions on meters serving Seagate Village; on track to convert two Vida Pacifica meters by December 31

### **3. Operating Elfin Forest Recreational Reserve in the most cost-effective, safe, environmentally responsive, and service-oriented manner.**

#### **Objective**

11. Participate in I Love a Clean San Diego virtual clean-up event on June 20
12. Continue education program for elementary schools in partnership with the Escondido Creek Conservancy, Nature Collective, and San Diego Zoo

#### **Progress Toward Completion**

11. 100% - Participated in virtual clean-up event on June 20
12. 100% - Education program partnership underway with the Escondido Creek Conservancy, Nature Collective, and San Diego Zoo; each partner brought multiple field trips to EFRR in 2020; although field trips for school year 2020-21 are canceled, EFRR worked with the Conservancy to create virtual field trip programs for students



**3. Operating Elfin Forest Recreational Reserve in the most cost-effective, safe, environmentally responsive, and service-oriented manner.**

**Objective**

13. Host water conservation workshop at Elfin Forest Interpretive Center Honoring Susan J. Varty

**Progress Toward Completion**

13. 100% - On October 13, held fire-wise landscaping virtual workshop in partnership with Encinitas Fire Department

### 3. Operating Elfin Forest Recreational Reserve in the most cost-effective, safe, environmentally responsive, and service-oriented manner.

#### Objective

14. Apply for California Department of Parks and Recreation 2020 Recreational Trails Program grant for parking lot expansion, if made available

#### Progress Toward Completion

14. 100% - Project was ineligible for 2020 Recreational Trails Program grant as OMWD was still in the process of acquiring property needed for eligibility at the program's February 3 deadline; applied for San Diego County Neighborhood Reinvestment Program funding in June and Community Development Block Grant in October; researching additional funding programs and considering changes to project to increase likelihood of funding

### 3. Operating Elfin Forest Recreational Reserve in the most cost-effective, safe, environmentally responsive, and service-oriented manner.

#### Objective

#### Progress Toward Completion

15. Utilize volunteer groups such as San Diego Mountain Bike Association and EFRR trail patrol for two trail maintenance/repair projects

15. 50% - Held trail maintenance project using trail patrol volunteers on February 20; March 22 SDMBA trail project canceled due to COVID-19; additional volunteer trail maintenance day will be scheduled for fall/winter if social distancing requirements allow

16. Develop and implement strategy to increase participation in Trail Patrol Program; present results to EFRR Executive Committee

16. 100% - Implemented communication and incentive programs to encourage participation; presented to EFRR Executive Committee on August 31



### 3. Operating Elfin Forest Recreational Reserve in the most cost-effective, safe, environmentally responsive, and service-oriented manner.

#### Objective

17. Conduct comprehensive survey of parks similar to EFRR regarding fee parking, parking enforcement, and citations; report findings to EFRR Executive Committee

#### Stretch

Cooperate with I Love a Clean San Diego on additional clean-up day

Work with volunteer groups on two additional trail maintenance events beyond those identified in Objective 15

#### Progress Toward Completion

17. 100% - Survey complete; findings presented to EFRR Executive Committee on August 31

100% - Participated in virtual clean-up event on September 26

10% - Volunteer groups have been identified and may be utilized for trail maintenance projects in late fall/winter if social distancing requirements allow

#### 4. Pursuing alternative and renewable energy sources as a means of offsetting costs and energy charges, providing sustainability.

##### Objective

18. Continue partnerships with energy providers and third-party consultants to optimize energy costs
19. Amend agreement with 3 Phases Renewables to extend term of service by two years

##### Progress Toward Completion

18. 100% - Agreement with Utility Cost Management on track for execution by December 31
19. 100% - Agreement amendment approved at January 15 board meeting



#### 4. Pursuing alternative and renewable energy sources as a means of offsetting costs and energy charges, providing sustainability.

### Sustainability

#### Objective

#### Progress Toward Completion

##### Stretch

Upgrade photovoltaic battery system at Elfin Forest Interpretive Center Honoring Susan J. Varty

100% - Battery system on schedule for installation by November 30

Perform risk assessment analysis related to climate change conditions, as listed in State Water Resources Control Board's Electronic Annual Report; present results to Facilities Committee

100% - Though no longer required by SWRCB, staff evaluated options for performing a risk assessment analysis and utilized US Environmental Protection Agency's Vulnerability Self-Assessment Tool and Climate Resilience Evaluation and Awareness Tool to complete an analysis; results will be presented to the Facilities Committee on December 2



### 5. Providing a safe, healthful, and rewarding work environment which encourages communication as well as values employee participation and personal achievement.

Objective	Progress Toward Completion
20. Conduct yearly staffing analysis and present to board	20. 100% - Staffing analysis presented to and approved by the board at its May 20 meeting
21. Provide voluntary online ethics training for all employees	21. 100% - Online ethics training conducted for all employees on September 30
22. Present virtual “lunch and learn” sessions to employees as appropriate	22. 100% - Virtual lunch and learn on performance reviews and the merit process hosted on October 8; another session on 457 retirement plans is scheduled for December 9

### 5. Providing a safe, healthful, and rewarding work environment which encourages communication as well as values employee participation and personal achievement.

#### Objective

23. Evaluate employee health and fitness program and on-site wellness facilities; review with Personnel Committee

#### Stretch

Develop an OMWD telecommuting policy

#### Progress Toward Completion

23. 100% - Evaluation of wellness facility and health programs completed; will present to Personnel Committee in October

100% - Telecommuting Policy was reviewed by managers and supervisors and implemented on September 1



### 5. Providing a safe, healthful, and rewarding work environment which encourages communication as well as values employee participation and personal achievement.

#### Objective

#### Progress Toward Completion

##### Stretch

Reach 5,000 days without a preventable, lost-time injury and present meaningful recognition to OMWD stakeholders

100% - Reached 5,000 days without a lost-time injury on January 15; employees received an award on March 18

Reinstate General Manager employee focus group program and meet with each focus group by the end of the calendar year

100% - Employee focus groups on schedule for completion by November 1; groups are socially distanced in groups of 10 or less

**5. Providing a safe, healthful, and rewarding work environment which encourages communication as well as values employee participation and personal achievement.**

**Objective**

**Stretch**

Evaluate Assembly Bill 5 (2019) pertaining to independent contractors and implement any necessary changes at OMWD

**Progress Toward Completion**

100% - Achieved compliance with AB 5; General Counsel opined on a policy and recommendations regarding current independent contractors; completed all recommendations in February



### 6. Exceeding all federal, state, and local regulatory requirements for providing potable water, wastewater treatment, and recycled water.

#### Objective

- 24. Update Risk Assessment and Emergency Response Plan and submit to US Environmental Protection Agency
- 25. Commence 2020 Update to the Urban Water Management Plan following the release of Department of Water Resources guidelines

#### Progress Toward Completion

- 24. 100% - Update to Risk Assessment and Emergency Response Plan will be completed and submitted to US Environmental Protection Agency by December 31
- 25. 100% - Commenced 2020 update; entered into a Professional Services Agreement with DLM Engineering, Inc. for UWMP update assistance; staff and DLM Engineering reviewed DWR guidelines

### 6. Exceeding all federal, state, and local regulatory requirements for providing potable water, wastewater treatment, and recycled water.

Objective	Progress Toward Completion
26. Continue replacement of valves during calendar year 2020, whenever possible in light of COVID-19 health guidelines	26. 100% - Continuing replacement of valves whenever possible; as of September 9, completed replacement of 69 valves
27. Complete 5-year update to Sewer System Master Plan report and submit to State Water Resources Control Board	27. 100% - Completed Sewer System Management Plan update and presented to board on May 20; submitted to State Water Resources Control Board
28. Participate with Division of Safety of Dams to facilitate final approval of inundation map and Emergency Action Plan for the 4S Ranch Wet Weather Storage Pond	28. 75% - Awaiting approval of inundation maps submitted to the state; a preliminary review by a DSOD Engineer was completed and a management review is scheduled for October



### 6. Exceeding all federal, state, and local regulatory requirements for providing potable water, wastewater treatment, and recycled water.

#### Objective

29. Continue implementation of infrastructure improvements in support of network security program; provide status update to board in closed session

#### Stretch

Manage OMWD's COVID-19 emergency response in a manner that meets all public service needs, protects the safety and wellness of employees, and provides flexibility in the work environment, adapting to a "new normal"

#### Progress Toward Completion

29. 100% - Continuing hardware and software appliance deployments, including next generation anti-virus software with continual third-party monitoring; status update will be presented to the board at its December 9 meeting

100% - Continue to manage emergency response with a balance between continued public service and protection of employees

## 7. Minimizing all of OMWD's operational costs while maintaining a high level of customer service.

Objective	Progress Toward Completion
30. Complete Phase V of the Advanced Metering Infrastructure implementation project	30. 100% - Completed Phase V of the AMI project; performed 1,717 upgrades from AMR to AMI
31. Go live with customer portal and engage customers to maximize enrollment rate	31. 100% - Cancelled Professional Services Agreement with initial vendor due to inability of vendor to meet agreement terms; entered into another Professional Services Agreement with a vendor that has committed to launching the portal before the end of the calendar year; outreach campaign planned for launch date



## 7. Minimizing all of OMWD's operational costs while maintaining a high level of customer service.

### Objective

32. Continue to pursue local, state, federal, and private grant funding to offset costs, including federal funding under the Water Infrastructure Improvements for the Nation (WIIN) Act

### Stretch

Achieve one or more new grant awards

### Progress Toward Completion

32. 100% - Submitted grant applications to County of San Diego's Neighborhood Reinvestment Program for \$628,300 for EFRR parking lot expansion, USBR's WaterSMART Water and Energy Efficiency grant for \$500,000 for the AMI expansion project, and County of San Diego's Community Development Block Grant program for \$628,300 for EFRR parking lot expansion

100% - Awarded \$750,000 from the Department of Water Resources' Prop 1/IRWM Round 1 funding program for S. El Camino Real Recycled Water Project; received \$1,700 ACWA JPIA 2020 Wellness Grant for wellness center equipment

**8. Maintaining open communication and participation with the public through active conservation and educational programs as well as continually seeking customer input for informed decision-making.**

**Objective**

**Progress Toward Completion**

33. Review eligibility requirements for OMWD's Agricultural Water Program and present to the board

33. 100% - Updates to Agricultural Water Program were presented to the board at its October 14 meeting

34. Conduct an audit and recertification process on Agricultural Water Program participants

34. 100% - Audit and recertification process on Agricultural Water Program participants on track for completion by December 31



**8. Maintaining open communication and participation with the public through active conservation and educational programs as well as continually seeking customer input for informed decision-making.**

**Objective**

**Progress Toward Completion**

35. Continue to develop messaging to protect customers' interests and to ensure customer awareness of State Water Resources Control Board water use efficiency regulations and new legislative requirements

35. 100% - Submitted comments on topics including FUTURE Drought Resiliency Act, Water Resilience Portfolio, Conservation Reporting Requirements, Climate Resilience Bond, Title XVI-WIIN, Water Use Efficiency legislation, and COVID-19 relief packages; informational article included in August newsletter

36. Conduct web-based customer survey to evaluate perception of OMWD

36. 100% - Survey complete; results presented to Outreach Committee on August 17

## 8. Maintaining open communication and participation with the public through active conservation and educational programs as well as continually seeking customer input for informed decision-making.

### Objective

### Progress Toward Completion

37. Launch outreach campaign highlighting OMWD's virtual tour videos, SDCWA's landscape makeover videos, and incorporate introductions by OMWD board members as appropriate

37. 100% - Article in October newsletter highlighted virtual tours; MWD and SDCWA workshops featured in social media; board invited to participate in Manchester Potable Pipeline Project virtual meeting and fire-wise virtual workshop

38. Partner with local businesses, vendors, and community organizations on virtual public service announcements

38. 100% - Partnered with Solana Center and City of Carlsbad on public service announcement on reducing runoff; partnered with Vallecitos Water District on video highlighting regional benefits through interagency collaboration



**8. Maintaining open communication and participation with the public through active conservation and educational programs as well as continually seeking customer input for informed decision-making.**

**Objective**

**Progress Toward Completion**

39. Conduct outreach to customers regarding leak-detection devices

39. 100% - Leak detection messaging conveyed via webpage, social media platforms, newsletter, and billing statements

40. Partner with fire agency on fire-wise and water-smart landscaping video and/or virtual event

40. 100% - Fire-wise landscape virtual workshop held October 13 in partnership with Encinitas Fire Department

41. Launch outreach campaign informing customers of new lobby, boardroom, payment drop box, and driveway/parking area

41. 100% - Informational article featured in August Newsletter; bill message regarding new location of payment drop box included on August 31 statements; created informational webpage

**8. Maintaining open communication and participation with the public through active conservation and educational programs as well as continually seeking customer input for informed decision-making.**

**Community Relations**

**Objective**

**Progress Toward Completion**

**Stretch**

Enroll minimum of 1,500 customers in engagement portal

5% - Portal enrollment is expected to begin in November and will continue through December 31; unlike the initial portal vendor, the new portal vendor does not have a minimum enrollment pricing structure

Win outreach award from CSDA, ACWA, or other industry group

100% - OMWD took bronze for statewide recognition as a California Water Environment Association's Community Engagement & Outreach Program of the Year



8. Maintaining open communication and participation with the public through active conservation and educational programs as well as continually seeking customer input for informed decision-making.

**Objective**

**Progress Toward Completion**

Stretch

Develop OMWD awards program, present to Outreach Committee, and implement by the end of the calendar year

100% - Awards program presented to Outreach Committee on August 17; implemented program on September 1; winners will be recognized at November 18 board meeting

9. Ensuring that financial plans, policies, and practices maintain the ability of OMWD to construct, operate, and maintain all approved facilities including replacement funds for future needs.

**Objective**

**Progress Toward Completion**

42. Implement multi-year budgeting process approved by the board

42. 100% - Presented budget options to Finance Committee on May 13 and to full board on May 20; first biennial budget book adopted by board at its June 17 meeting

43. Update the 10-year Capital Spending Plan for Water and Sewer

43. 100% - Completed 10-year Capital Spending Plan for Water and Sewer update; adopted at June 17 board meeting



**9. Ensuring that financial plans, policies, and practices maintain the ability of OMWD to construct, operate, and maintain all approved facilities including replacement funds for future needs.**

Objective	Progress Toward Completion
44. Complete 2020 Sewer Rate Cost of Service Study in preparation for Sewer Rate Hearing in March 2021 and implementation of new rates on July 1, 2021	44. 100% - Completed financial plan phase of study and working on cost of service phase; draft COSS will be completed by Raftelis in November; COSS on track for completion by December 31; will be presented to Finance Committee in January 2021
45. Incorporate the 10- and 20-year Capital Improvement Plan into the Sewer Rate Cost of Service Study	45. 100% - Incorporated the 10-year and 20-year Capital Improvement Plan in 2020 Sewer Rate Cost of Service Study

## 9. Ensuring that financial plans, policies, and practices maintain the ability of OMWD to construct, operate, and maintain all approved facilities including replacement funds for future needs.

Objective	Progress Toward Completion
46. Submit the biennial Operating and Capital Budget to Government Finance Officers Association for its budget award	46. 100% - On September 11, submitted biennial Operating and Capital Budget to GFOA
47. Submit the fiscal year 2020 Comprehensive Annual Financial Report to Government Finance Officers Association for its annual financial reporting excellence award	47. 100% - Draft CAFR will be presented to Finance Committee at its November meeting and to the full board at its December meeting; CAFR on schedule for submittal to GFOA by December 31



## 9. Ensuring that financial plans, policies, and practices maintain the ability of OMWD to construct, operate, and maintain all approved facilities including replacement funds for future needs.

### Objective

48. Submit claim to the Federal Emergency Management Agency and the California Office of Emergency Services to maximize recovery of OMWD's reimbursable expenses related to the COVID-19 pandemic

### Stretch

Limit to 3 percent or less the districtwide operations and maintenance year-over-year increases in expenditures between board-adopted budget and proposed budget

### Progress Toward Completion

48. 100% - On September 19, submitted eligible COVID expenses to FEMA for reimbursement

100% - Presented to Finance Committee and to full board as Option 1 on June 17; two additional options were proposed and discussed due to the impact of the COVID-19 pandemic on the local economy

## 10. Planning and constructing the Master Plan of Facilities to meet the long-term water storage, treatment, transmission, and distribution needs of OMWD.

### Objective

- 49. Complete move from temporary mobile facilities to remodeled facilities with minimal disruption to customer service
- 50. Complete construction of the Morning Sun Pressure Reducing Station Abandonment Project

### Progress Toward Completion

- 49. 100% - Move completed August 16; customer service office spaces, computers, and phone system were operational on Monday morning, August 17; received no customer complaints regarding the move
- 50. 100% - Project delayed due to COVID-19 impacts, including award of contract; project on schedule for completion by December 31



## 10. Planning and constructing the Master Plan of Facilities to meet the long-term water storage, treatment, transmission, and distribution needs of OMWD.

### Objective

#### Stretch

By July 1, 2020, spend at least 80 percent of allocated funding set forth in fiscal year 2020 capital budget for ongoing non-valve replacement projects

### Progress Toward Completion

100% - Expenditures prior to July 1 totaled \$1,191,451 for ongoing replacement projects versus a total FY 2020 appropriation of \$1,348,000 (88%)

## 11. Establishing programs and policies to develop alternative water supplies to serve existing and future customers.

### Objective

51. Complete aquifer test in San Dieguito Valley Groundwater Basin and initiate analysis of findings

### Stretch

Analyze the acquisition of local water supplies with partner agencies

### Progress Toward Completion

51. 100% - Aquifer test on schedule for completion by December, and Geoscience will initiate the analysis of findings immediately thereafter

100% - All partner agencies' Urban Water Management Plans will include a potential partnership with Encina Wastewater Authority on a North County potable reuse project

**12. Cultivating supportive and positive relationships with the federal, state, and local agencies which may impact OMWD's operations.**

**Objective**

**Progress Toward Completion**

- 52. Engage and influence State Water Resources Control Board regulations and water use efficiency legislation utilizing OMWD's advocate in Sacramento
- 53. Complete cooperative agreement with Vallecitos Water District and install tower gateway basestation for Advanced Metering Infrastructure at Double Peak Reservoir site

- 52. 100% - Ongoing; staff delivered testimony at several water use efficiency workshops
- 53. 100% - Encroachment agreement approved by OMWD board at its June 17 meeting and by VWD board in July; tower gateway basestation installed in October



## 12. Cultivating supportive and positive relationships with the federal, state, and local agencies which may impact OMWD's operations.

### Objective

### Progress Toward Completion

54. Coordinate and participate in EFRR first responder scenario training with Rancho Santa Fe Fire Protection District

54. 100% - Trainings held on January 3, 6, and 10

### Stretch

Participate with Department of Water Resources' workgroup on Standards, Methodologies, and Performance Measures and influence statewide policy

100% - Ongoing; staff on advisory panel; DWR has yet to schedule first meeting





# Tiger Team Report

## Grants and Alternative Funding

- \$1,700 – Received ACWA JPIA 2020 Wellness Grant to purchase wellness center equipment
- \$1,144,717 – Pursuing funding for Regional Recycled Water Program: 2020 Project through WaterSMART: Title XVI Water Reclamation and Reuse Projects funding program
- \$628,300 – Pursuing funding for EFRR parking lot via San Diego County's Neighborhood Reinvestment Program
- \$628,300 – Pursuing funding for EFRR parking lot via San Diego County's Community Development Block Grant program \*
- \$500,000 – Pursuing funding for AMI Conversion (Phases 7-8) through US Bureau of Reclamation's WaterSMART Water and Energy Efficiency

**Total Grants and Alternative Funding this Period:**

**\$1,700**

***\$2,273,017 pursued \****

## Cost Savings

Video Partnership with Vallecitos Water District  
**\$500**

**Total Cost Savings for OMWD this Period:**

**\$500**

\* \$628,300 funding for EFRR parking lot only counted once

# Tiger Team Report

## Alternative Revenue



**OLIVENHAIN MUNICIPAL WATER DISTRICT  
SCHEDULE OF OTHER BUSINESS (NON-WATER RELATED) REVENUES  
FOR THE THREE MONTHS ENDED JUNE 30, 2020 (UNAUDITED)**

	ACTUAL	SIX MONTH BUDGET
REVENUES:		
CELL SITE LEASES + RENTAL	177,810	}
MISCELLANEOUS INCOME	3,499	
ROGER MILLER HYDROELECTRIC REVENUES	22,566	12,500
SELF-GENERATION INCENTIVE PROGRAM GRANT	-	1,250
CB&T VISA CASH INCENTIVE*	4,313	N/A
ESTIMATED DCMWTP ENERGY OFFSETS**	161,804	N/A
	<u>369,992</u>	<u>189,500</u>
 TOTAL REVENUE FOR THE THREE MONTHS ENDED JUNE 30, 2020	 <u>369,992</u>	

Notes:

\*This amount is neither recorded nor budgeted until fully realized.

\*\* This is an unrealized revenue. This amount is calculated for internal reporting only.

**Total Alternative Revenue in Fourth Quarter of FY 2020 : \$369,992**



# Tiger Team Report



## Summary

Total fourth quarter FY 2020 and first quarter FY 2021 grant funding and cost savings, with fourth quarter FY 2020 alternative revenue: \$372,192  
*Total grant funding under pursuit and potential alternative revenue sources:* \$2,273,017

## Since Inception of the Program (2005)

Total grant funding and cost savings to date: \$43,430,251  
Total alternative revenue generated to date: \$14,319,604

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Cindy Pecile, Engineering & Right of Way Coordinator  
Via: Kimberly A. Thorner, General Manager  
Subject: **CONSIDER ACCEPTANCE OF THE BEACON FIRE HYDRANT AND WATER SERVICE RELOCATION PROJECT (AP BEACON CARLSBAD, LP) INTO THE DISTRICT'S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED**

---

## Purpose

The purpose of this agenda item is to consider acceptance of the transfer of the potable water facilities constructed by AP Beacon Carlsbad, LP into the District's system and authorize the filing of a Notice of Completion with the San Diego County Recorder.

## Recommendation

Staff recommends acceptance of the potable water facilities into the District's system.

## Alternative(s)

None. The fire hydrant and water service relocation were required as part of an overall remodel project of The Beacon at La Costa Center.

## **Background**

The Beacon Fire Hydrant and Water Service Relocation Project is located in Director Division 5 (Sprague). The project consists of the relocation of an existing fire hydrant and water service related to a remodel of The Beacon at La Costa Center. The fire hydrant was relocated to allow for the conversion of an entry driveway into a dining patio. The fire hydrant relocation also included the abandonment of approximately 115 feet of 8-inch AC pipeline which was abandoned in place and slurry filled. The existing water service and meter were found to be outside the District's easement and were relocated to within the existing easement.

The District entered into an agreement with AP Beacon Carlsbad, LP in August 2019 to construct the facilities and dedicate said facilities to the District. The facilities are now complete and have been built in accordance with the plans and specifications of the District. The warranty period will terminate one (1) year following the acceptance of the facilities by the District's Board.

## **Fiscal Impact**

There is no fiscal impact to accepting the facilities into the District's system. The new assets will be reported to Finance for capitalization.

## **Discussion**

District Staff is available to answer questions.

*Attachment(s):  
Notice of Completion  
Location map*



**RECORDING REQUESTED BY &  
WHEN RECORDED RETURN TO:**

Olivenhain Municipal Water District  
1966 Olivenhain Road  
Encinitas, California, 92024-5699

(This space for recorder's use)

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN that the facilities for The Beacon Fire Hydrant and Water Service Relocation Project, located at 7720 El Camino Real, Carlsbad, CA 92009, in the City of Carlsbad, County of San Diego, State of California for which AP BEACON CARLSBAD, LP ("Developer") contracted with the OLIVENHAIN MUNICIPAL WATER DISTRICT ("Owner," in fee, of the facilities), headquartered at 1966 Olivenhain Road, Encinitas, CA 92024 and constructed by Underground Utilities, Inc., 9102 Harness Street, Suite B, Spring Valley, CA 91977, have been completed in accordance with the plans and specifications as of October 13, 2020. The facilities have been accepted by the Board of Directors of the OLIVENHAIN MUNICIPAL WATER DISTRICT on this 13th day of January, 2021.

In witness whereof this Notice of Completion has been executed under authority from the Board of Directors of said OLIVENHAIN MUNICIPAL WATER DISTRICT by Kimberly A. Thorner, General Manager.

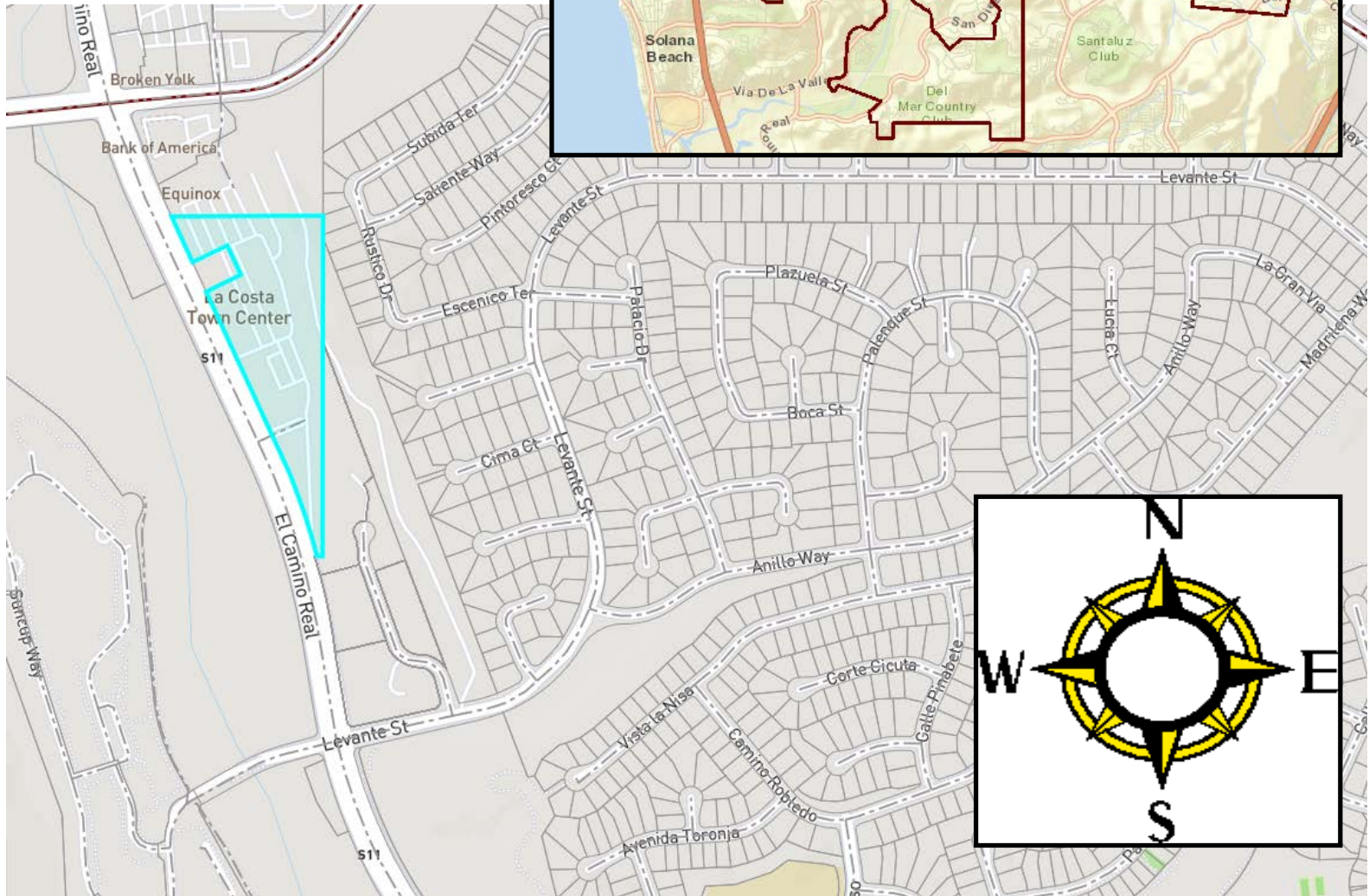
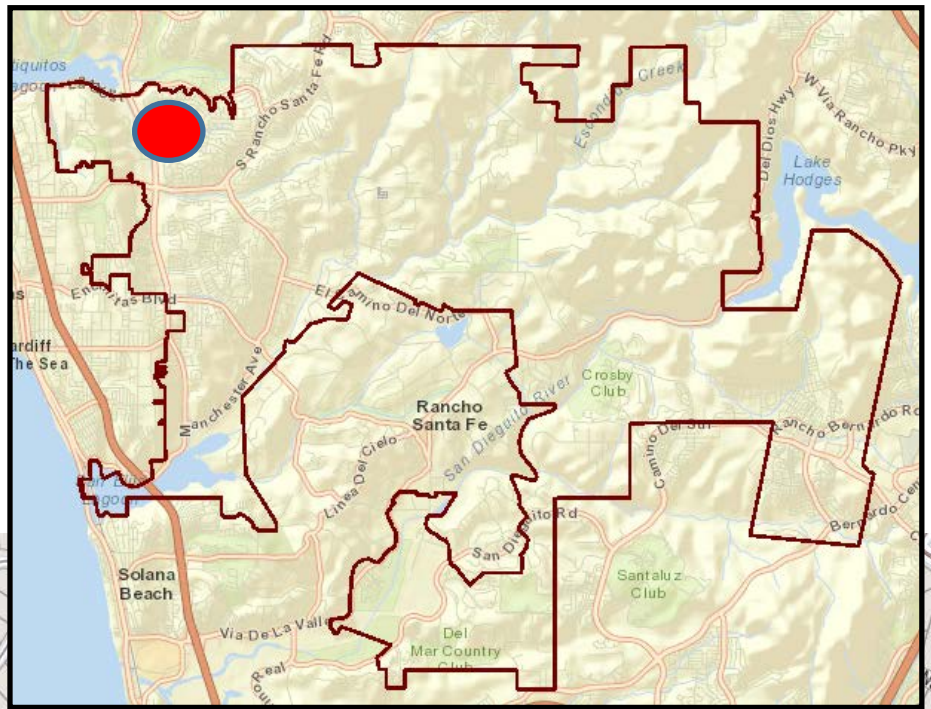
KIMBERLY A. THORNER, being first duly sworn, deposes and says that she is General Manager of the OLIVENHAIN MUNICIPAL WATER DISTRICT and is familiar with the facts stated in the foregoing Notice of Completion executed for and on behalf of said Agency, that she has read the foregoing Notice of Completion and knows the contents thereof and that the same are true.

OLIVENHAIN MUNICIPAL WATER DISTRICT

Date: \_\_\_\_\_, 20\_\_

By: \_\_\_\_\_  
Kimberly A. Thorner  
General Manager

District Project No. W590232 – The Beacon FH & WS Relocation Project



**THE BEACON FIRE HYDRANT AND WATER SERVICE  
RELOCATION PROJECT  
DISTRICT PROJECT NO. W590232**

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Cindy Pecile, Engineering & Right of Way Coordinator  
Via: Kimberly A. Thorner, General Manager  
Subject: **CONSIDER THE RELEASE OF A PORTION OF DISTRICT EASEMENT NO. 558  
RELATED TO THE BEACON FIRE HYDRANT AND WATER SERVICE  
RELOCATION PROJECT AND ORDER A QUITCLAIM DEED BE FILED**

---

## Purpose

The purpose of this agenda item is to consider release of a portion of District Easement No. 558 to the title owner, AP Beacon Carlsbad, LP upon filing a quitclaim deed with the San Diego County Recorder.

## Recommendation

Staff recommends releasing a portion of District Easement No. 558 to the title owner.

## Alternative(s)

The Board could choose not to quitclaim the portion of easement being requested.

## **Background**

Easement No. 558 was originally granted to the District in July 1981 as part of the Plaza De La Costa Real Project located in Director Division 5 (Sprague). In August 2019, the District entered into a construction agreement with AP Beacon Carlsbad, LP for the relocation of an existing fire hydrant and water service related to a remodel project at the site, now, The Beacon at La Costa Center (See previous Board Agenda Item, C-d). With the relocation of the fire hydrant and water service, the owner of the project requested the District quitclaim portions of the existing easement which no longer include District owned facilities.

## **Fiscal Impact**

There is no fiscal impact to releasing a portion of District Easement No. 558. All costs related to preparation and recordation of the quitclaim document are being paid for by the developer, AP Beacon Carlsbad, LP.

## **Discussion**

District staff is available to answer questions.

*Attachment(s):  
Quitclaim Deed  
Location Map*

RECORDING REQUESTED BY:

AND WHEN RECORDED MAIL THIS DEED  
AND, UNLESS OTHERWISE SHOWN BELOW,  
MAIL TAX STATEMENTS TO:

OLIVENHAIN MUNICIPAL WATER DISTRICT  
1966 OLIVENHAIN ROAD  
ENCINITAS, CALIFORNIA 92024

SPACE ABOVE THIS LINE FOR RECORDER'S USE

A.P.N.

216	124	16	
			PTN

Title Order No. NCS-674679-CH12

## QUITCLAIM DEED

THE UNDERSIGNED GRANTOR DECLARES:

DOCUMENTARY TRANSFER TAX IS \$ - 0 - CITY TAX \$ - 0 -

( -- ) computed on full value of property conveyed, or

( -- ) computed on full value less value of liens and encumbrances remaining at time of sale.

( ) Unincorporated area: ( X ) City of Carlsbad, and

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, OLIVENHAIN MUNICIPAL WATER DISTRICT, a public agency, does hereby remise, release and FOREVER QUITCLAIM to AP BEACON CARLSBAD, LP, a California Limited Partnership the following described real property and/or rights to real property in the City of Carlsbad, County of San Diego, State of California:

THOSE PORTIONS OF A GRANT OF EASEMENT TO OLIVENHIAN MUNICIPAL WATER DISTRICT PER INSTRUMENT 81-225063 RECORDED JULY 17, 1981 WITHIN PARCEL D OF PARCEL MAP NO. 10283 FILED ON JULY 30, 1980 AND MORE PARTICULARLY DESCRIBED TO WIT: SEE EXHIBIT A (LEGAL DESCRIPTIONS) AND EXHIBIT B (PLAT) ATTACHED HERETO AND MADE A PART THEREOF.

DATE \_\_\_\_\_

\_\_\_\_\_  
Kimberly A. Thorner – General Manager  
Olivenhain M.W. D.



**EXHIBIT "A"**  
**LEGAL DESCRIPTION**  
**EASEMENT QUITCLAIM**

THOSE PORTIONS OF THAT CERTAIN GRANT OF EASEMENT TO OLIVENHAIN MUNICIPAL WATER DISTRICT, IN THE CITY OF CARLSBAD, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, PER GRANT OF EASEMENT RECORDED JULY 17, 1981, AS INSTRUMENT NO. 81-225063 OF OFFICIAL RECORDS OF SAID COUNTY, SAID PORTIONS LYING WITHIN PARCEL D AS SHOWN ON PARCEL MAP NO. 10283, FILED JULY 30, 1980, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

**PARCEL "A"**

THAT PORTION OF PARCEL 9 OF SAID CERTAIN EASEMENT BEING A STRIP OF LAND, 20 FEET WIDE, THE SOUTHEASTERLY LINE OF SAID STRIP LYING 6 FEET, AS MEASURED AT RIGHT ANGLES, SOUTHEASTERLY FROM THE FOLLOWING DESCRIBED LINE:

**COMMENCING** AT POINT "H" AS DESCRIBED IN PARCEL 1 OF SAID CERTAIN GRANT OF EASEMENT, SAID POINT BEING THE POINT OF BEGINNING OF THE REFERENCE LINE DESCRIBED IN SAID PARCEL 9;

THENCE ALONG SAID REFERENCE LINE SOUTH 78°19'56" WEST, 15.00 FEET TO AN ANGLE POINT THEREIN;

THENCE CONTINUING ALONG SAID REFERENCE LINE SOUTH 67°32'53" WEST, 157.00 FEET TO THE **TRUE POINT OF BEGINNING**;

THENCE CONTINUING ALONG SAID REFERENCE LINE SOUTH 67°32'53" WEST, 85.97 FEET TO THE SOUTHWESTERLY LINE OF SAID PARCEL D.

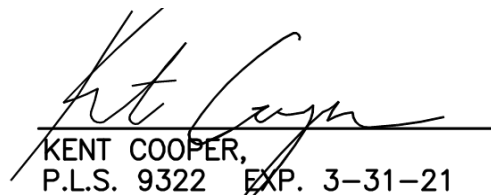
THE NORTHWESTERLY LINE OF SAID STRIP SHALL BE PROLONGED OR SHORTENED TO TERMINATE SOUTHWESTERLY IN SAID SOUTHWESTERLY LINE OF PARCEL D.

**PARCEL "B"**

PARCEL 18 OF SAID CERTAIN GRANT OF EASEMENT, BEING A STRIP OF LAND 10 FEET OF EVEN WIDTH, EXCEPTING THEREFROM THAT PORTION THEREOF LYING WITHIN PARCEL 9 OF SAID CERTAIN GRANT OF EASEMENT.

**EXHIBIT "B"** ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

THIS DESCRIPTION WAS PREPARED  
BY ME OR UNDER MY DIRECTION:

  
KENT COOPER,  
P.L.S. 9322 EXP. 3-31-21

# EXHIBIT "B"

SHEET 1 OF 2 SHEETS

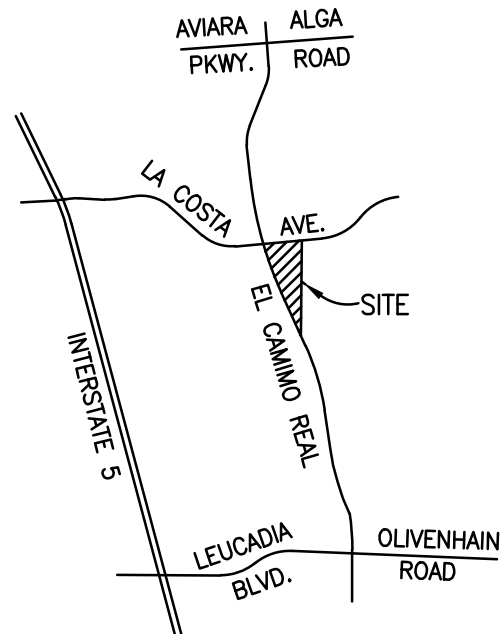
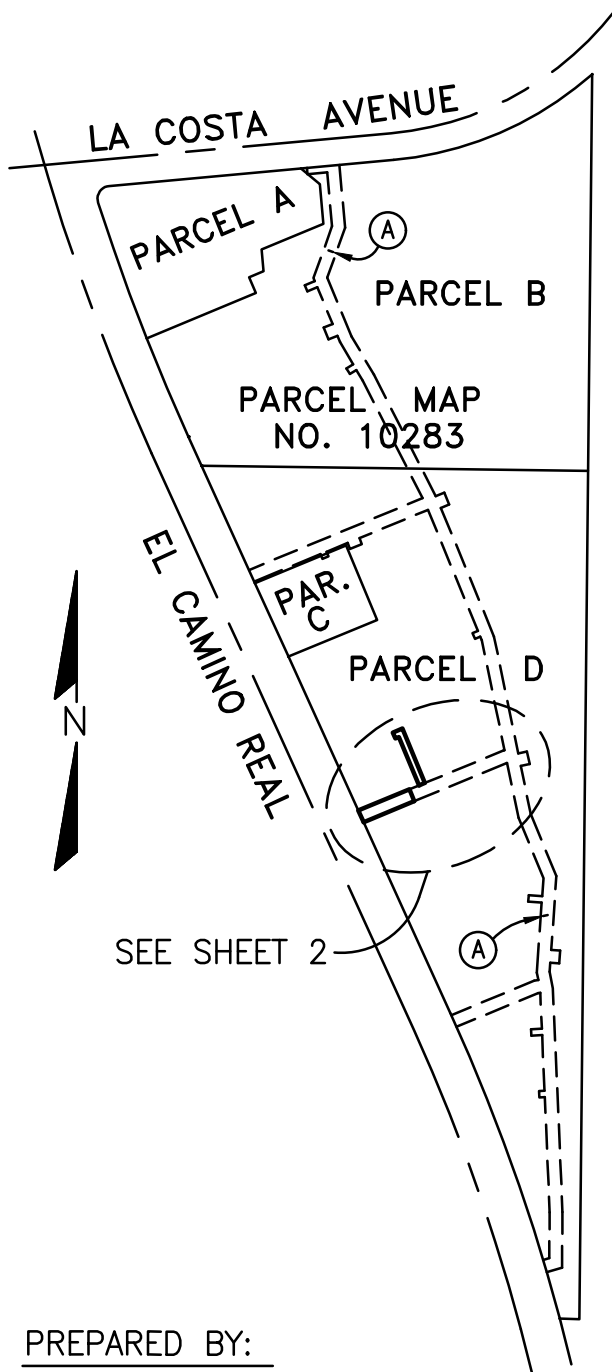
## BASIS OF BEARINGS:

THE BASIS OF BEARINGS IS THE CENTERLINE OF EL CAMINO REAL PER PARCEL MAP NO. 10283 BEING N24°26'19"W.

## LEGEND:

(A) INDICATES GRANT OF EASEMENT TO O.M.W.D. PER INST. NO. 81-225063, REC. 7-17-1981, O.R.

INDICATES EASEMENT QUITCLAIM



## VICINITY MAP

NO SCALE

## PREPARED BY:

R.A. SMITH, INC.  
8881 RESEARCH DRIVE  
IRVINE, CA 92618  
(949) 872-2378

PREPARED UNDER THE SUPERVISION OF:

*Kent Cooper*  
KENT COOPER,  
P.L.S. 9322 EXP. 3-31-21



PROJECT: THE BEACON FIRE HYDRANT & WATER SERVICE RELOCATION PROJECT

## REFERENCES:

INST. NO. 81-225063, O.R.  
P.M. NO. 10283

SCALE: 1"=300'

## PLAT

EASEMENT QUITCLAIM REQUIRED BY THE  
OLIVENHAIN MUNICIPAL WATER DISTRICT

R.A. SMITH, INC.

PROJ. NO.: W590232

R/W NO.: NCS-674679-CHI2


TAX PAR.: 216-124-16-00

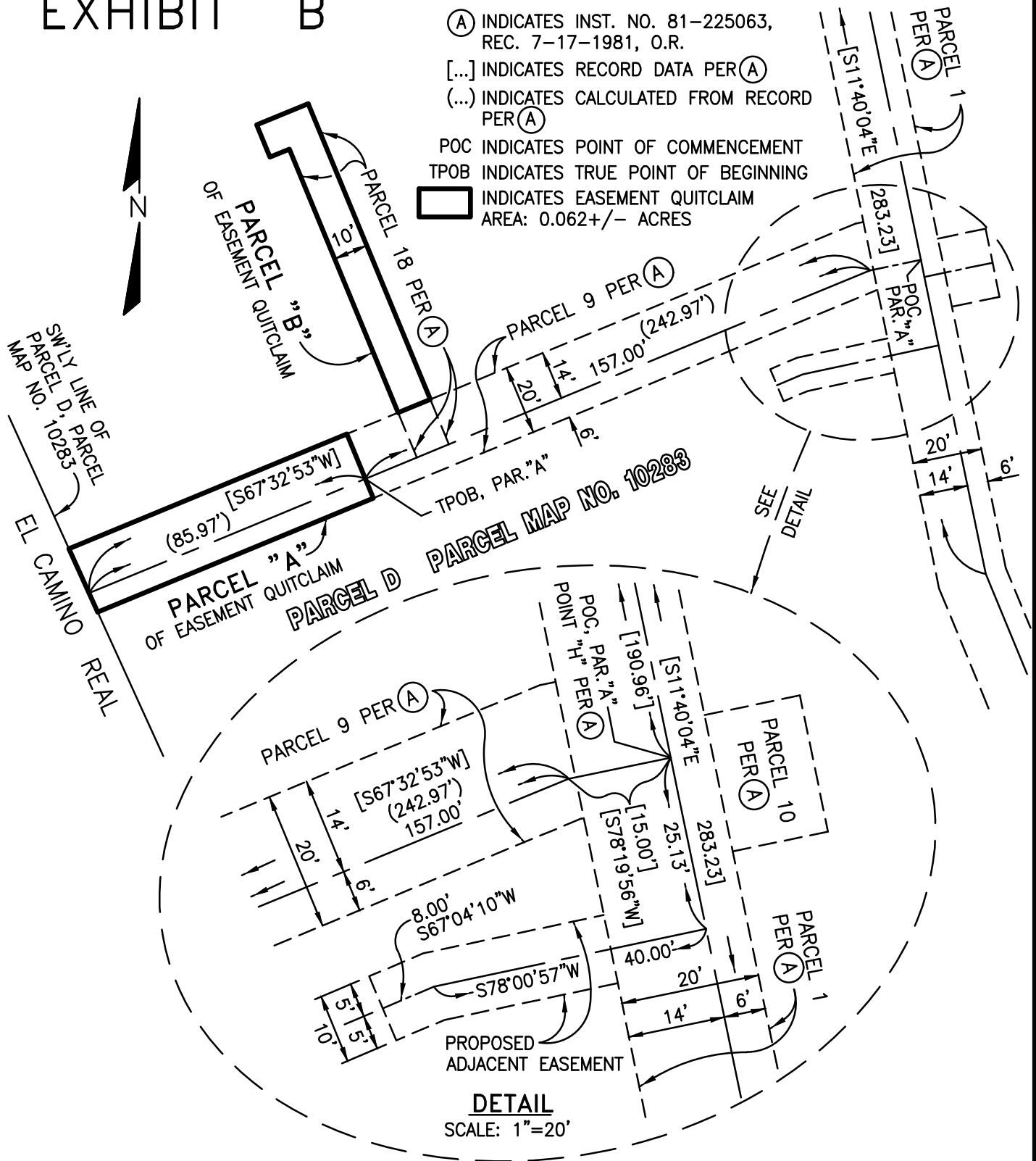
DATE: DECEMBER 14, 2020

# EXHIBIT "B"

## LEGEND:

SHEET 2 OF 2 SHEETS

- (A) INDICATES INST. NO. 81-225063, REC. 7-17-1981, O.R.
- [...] INDICATES RECORD DATA PER (A)
- (...) INDICATES CALCULATED FROM RECORD PER (A)
- POC INDICATES POINT OF COMMENCEMENT
- TPOB INDICATES TRUE POINT OF BEGINNING
-  INDICATES EASEMENT QUITCLAIM
- AREA: 0.062+/- ACRES



PROJECT: THE BEACON FIRE HYDRANT & WATER SERVICE RELOCATION PROJECT

### REFERENCES:

INST. NO. 81-225063, O.R.  
P.M. NO. 10283

SCALE: 1"=40'

### PLAT

EASEMENT QUITCLAIM REQUIRED BY THE  
OLIVENHAIN MUNICIPAL WATER DISTRICT

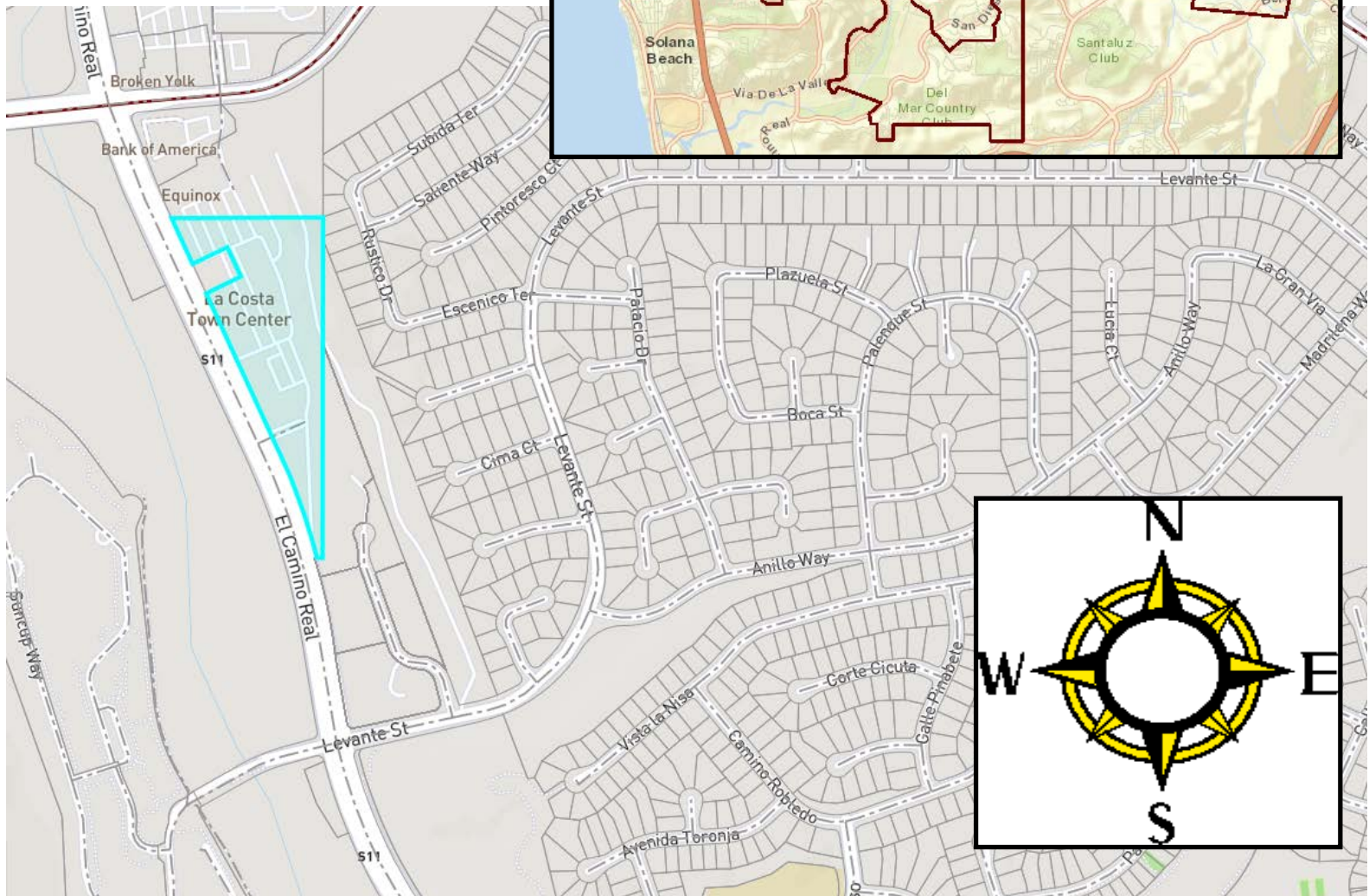
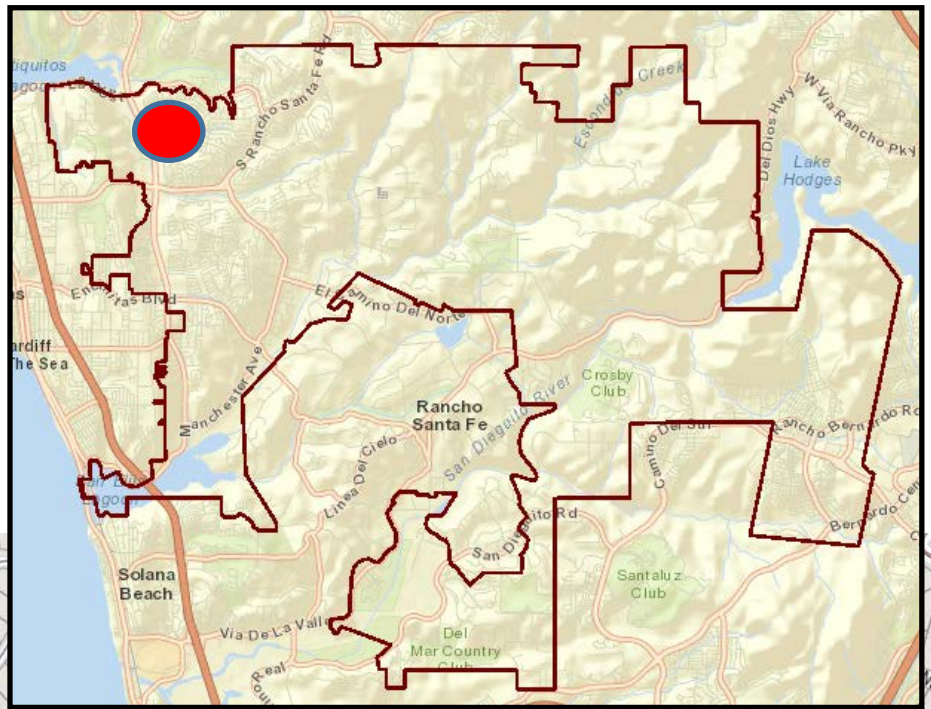
R.A. SMITH, INC.

PROJ. NO.: W590232

R/W NO.: NCS-674679-CHI2

TAX PAR.: 216-124-16-00

DATE: DECEMBER 14, 2020



**QUITCLAIM A PORTION OF DISTRICT EASEMENT NO.  
558 TO AP BEACON CARLSBAD, LP RELATED TO THE  
BEACON FIRE HYDRANT AND WATER SERVICE  
RELOCATION PROJECT**

**DISTRICT PROJECT NO. W590232**

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Cindy Pecile, Engineering & Right of Way Coordinator  
Via: Kimberly A. Thorner, General Manager  
Subject: **CONSIDER ACCEPTANCE OF THE MAIN EXTENSION 256 – SANTA FE HEIGHTS PROJECT (SANTA FE HEIGHTS VENTURES, LLC) INTO THE DISTRICT’S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED**

---

## Purpose

The purpose of this agenda item is to consider acceptance of the transfer of the potable water facilities constructed by Santa Fe Heights Ventures, LLC into the District’s system and authorize the filing of a Notice of Completion with the San Diego County Recorder.

## Recommendation

Staff recommends acceptance of the potable water facilities into the District’s system.

## Alternative(s)

None. The water main extension and related facilities are required to service the new Santa Fe Heights development off Artesian Road.



## **Background**

The Main Extension 256 – Santa Fe Heights project is located off Artesian Road in Director Division 4 (Bruce-Lane). The project consists of the installation of an 8-inch and 10-inch water main extension, fire hydrants, water service laterals, and all related facilities to service the Santa Fe Heights development.

The District entered into an agreement with Santa Fe Heights Ventures, LLC in May 2019 to construct the facilities and dedicate said facilities to the District. The facilities are now complete and have been built in accordance with the plans and specifications of the District. The warranty period will terminate one (1) year following the acceptance of the facilities by the District's Board.

## **Fiscal Impact**

There is no fiscal impact to accepting the facilities into the District's system. The new assets will be reported to Finance for capitalization.

## **Discussion**

District Staff is available to answer questions.

*Attachment(s):*  
*Notice of Completion*  
*Location map*

**RECORDING REQUESTED BY &  
WHEN RECORDED RETURN TO:**

Olivenhain Municipal Water District  
1966 Olivenhain Road  
Encinitas, California, 92024-5699

(This space for recorder's use)

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN that the facilities for the Main Extension 256 – Santa Fe Heights (Calle Montana) Project, located adjacent just west of 8070 Artesian Road, in the County of San Diego, State of California for which SANTA FE VENTURES, LLC (“Developer”) contracted with the OLIVENHAIN MUNICIPAL WATER DISTRICT (“Owner,” in fee, of the facilities), headquartered at 1966 Olivenhain Road, Encinitas, CA 92024 and constructed by West Coast Underground Corporation, 7929 Silverton Avenue, Suite 613, San Diego, CA 92126, have been completed in accordance with the plans and specifications as of December 10, 2020. The facilities have been accepted by the Board of Directors of the OLIVENHAIN MUNICIPAL WATER DISTRICT on this 13th day of January, 2021.

In witness whereof this Notice of Completion has been executed under authority from the Board of Directors of said OLIVENHAIN MUNICIPAL WATER DISTRICT by Kimberly A. Thorner, General Manager.

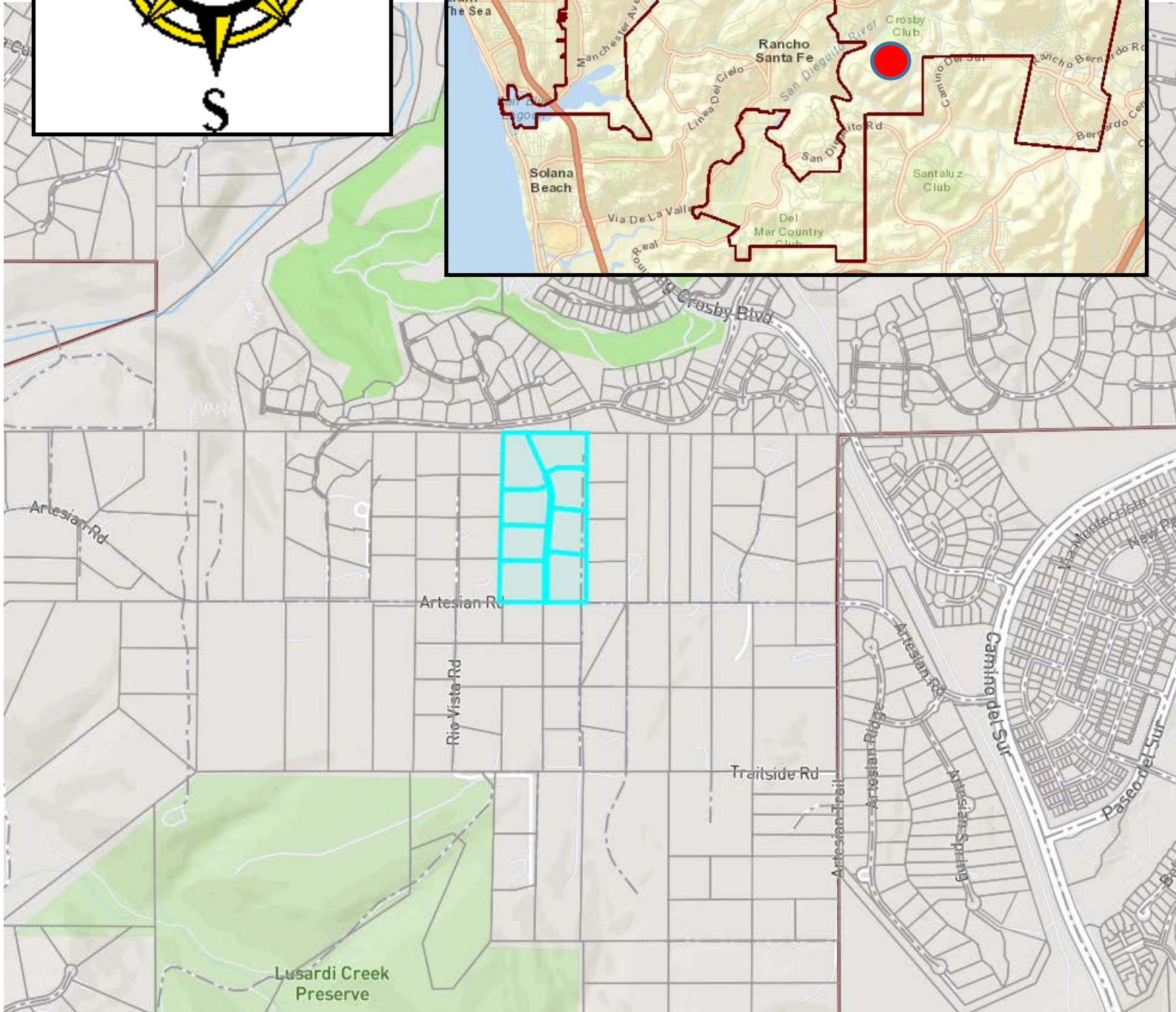
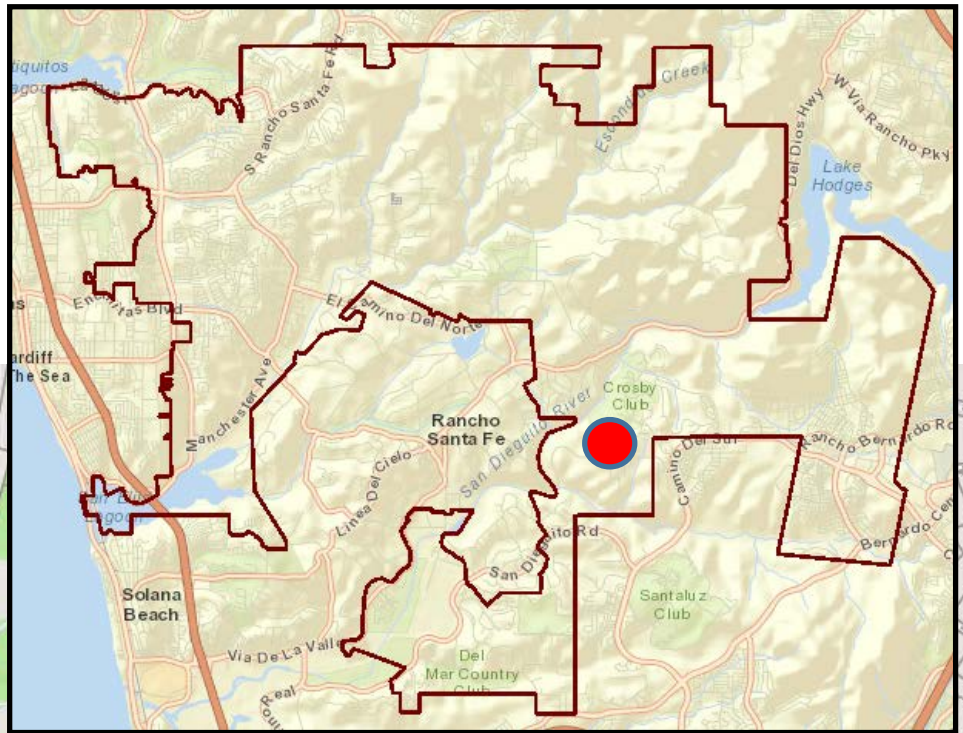
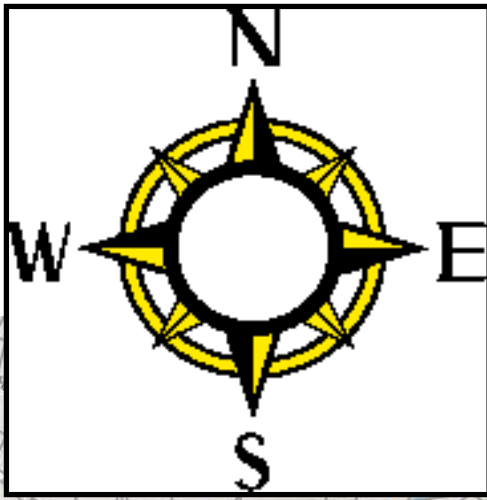
KIMBERLY A. THORNER, being first duly sworn, deposes and says that she is General Manager of the OLIVENHAIN MUNICIPAL WATER DISTRICT and is familiar with the facts stated in the foregoing Notice of Completion executed for and on behalf of said Agency, that she has read the foregoing Notice of Completion and knows the contents thereof and that the same are true.

OLIVENHAIN MUNICIPAL WATER DISTRICT

Date: \_\_\_\_\_, 20\_\_

By: \_\_\_\_\_  
Kimberly A. Thorner  
General Manager

District Project No. W560003 – Ext. 256 – Santa Fe Heights (Calle Montana)



**MAIN EXTENSION 256 – SANTA FE HEIGHTS (CALLE MONTANA)**

**DISTRICT PROJECT NO. W560003**

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: John Carnegie, Customer Services Manager  
Brandon Barnick, Field Services Supervisor  
Via: Kimberly A. Thorner, General Manager  
Subject: **CONSIDER ACCEPTANCE OF AMI EXPANSION PHASE VI (AQUA METRIC SALES COMPANY, INC.) INTO THE DISTRICT'S SYSTEM AND ORDER THAT A NOTICE OF COMPLETION BE FILED**

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## Purpose

The purpose of this item is to consider acceptance of AMI Expansion Phase VI into OMWD's system and authorize the filing of the Notice of Completion with the San Diego County Recorder.

## Recommendation

Staff recommends approval of the Notice of Completion.

## Alternative(s)

None; the contractor-driven portion of this project is now complete.

## **Background**

Phase VI of OMWD's Advanced Metering Infrastructure expansion project consists of relocating existing tower gateway basestations (TGB) from Denk and Gaty reservoirs to Wiegand Reservoir and Vallecitos Water District's Double Peak Reservoir, replacement of 2,466 meter transmitting units (MXU) in Encinitas and Carlsbad; and replacement of meter box lids to allow for radio communication between the newly installed TGBs and MXUs.

On June 17, 2020, the board approved an encroachment agreement with Vallecitos Water District allowing for the installation of a TGB at Double Peak Reservoir; this agreement was subsequently approved by Vallecitos' Board of Directors on July 1, 2020.

Also on June 17, 2020, the board approved Resolution 2020-10, which authorized staff to file with the San Diego County Clerk a Notice of Exemption identifying Double Peak Reservoir as a site at which OMWD may install a TGB. The 35-day period to receive public comment or protest ended on July 24, 2020, and no comments or protests were received.

The board approved on August 19, 2020 a contract with Aqua Metric Sales Company, Inc. in the amount of \$64,925 for the relocation of tower gateway basestations.

## **Fiscal Impact**

There are no costs directly associated with approval of the Notice of Completion. The contracted amount approved by the board for completion of AMI Expansion Phase VI was \$64,925. There were no change orders for the project. Funds for the project were allocated for expenditure in FY 2021. The assets will be reported to Finance for capitalization.

## **Discussion**

Relocation of the TGBs in support of the AMI Expansion Phase VI has been completed. The backbone of the AMI communication network is now effectively built out, and remaining phases of the AMI expansion project will focus solely on replacement of MXUs and meter box lids and covers in Encinitas and Carlsbad.

Other activities planned for Phase VI include the replacement of 2,466 meter transmitting units, lids, and covers in Encinitas and Carlsbad. This work is underway and is being performed by OMWD's Field Service Technicians. Upon completion of these



installations in spring 2021, OMWD will be reading 20,552 meters, approximately 71 percent of OMWD's overall meter count, via AML.

*Attachments:*

- *Notice of Completion*
- *Location map*

**RECORDING REQUESTED BY &  
WHEN RECORDED RETURN TO:**

Olivenhain Municipal Water District  
1966 Olivenhain Road  
Encinitas, California, 92024-5699

(This space for recorder's use)

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN that the facilities installed for the AMI Expansion Phase VI, located at 1051 Zona Gale Road, Encinitas, CA 92024; 1701 Double Peak Drive, San Marcos, CA 92078; 7323 Sitio Salvia, Carlsbad, CA 92009; and 1790 Rancho Summit Drive, Encinitas, CA 92024, all in the County of San Diego, State of California for which OLIVENHAIN MUNICIPAL WATER DISTRICT ("Owner," in fee, of the facilities), headquartered at 1966 Olivenhain Road, Encinitas, CA 92024 contracted with AQUA-METRIC SALES COMPANY, INC. ("Contractor"), located at 4050 Flat Rock Drive, Riverside, CA 92505, have been completed in accordance with the plans and specifications as of December 4, 2020. The facilities have been accepted by the Board of Directors of the OLIVENHAIN MUNICIPAL WATER DISTRICT on this 13th day of January, 2021.

In witness whereof this Notice of Completion has been executed under authority from the Board of Directors of said OLIVENHAIN MUNICIPAL WATER DISTRICT by Kimberly A. Thorner, General Manager.

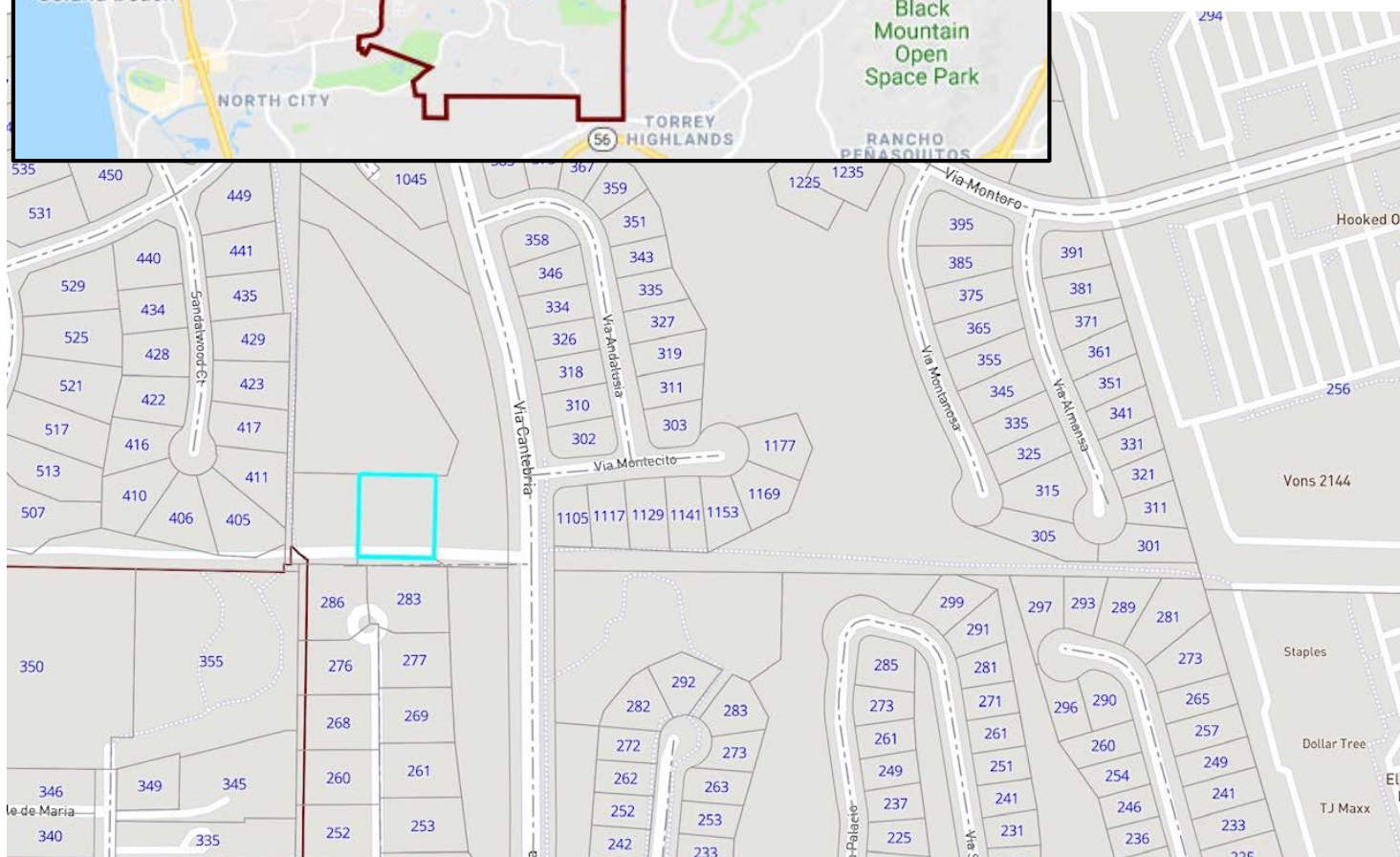
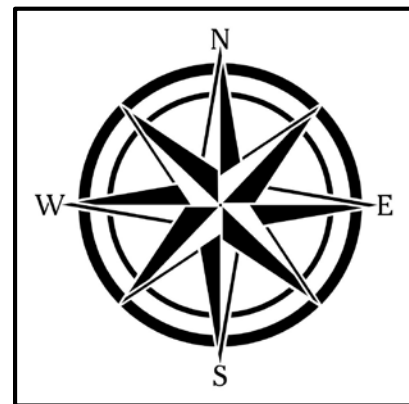
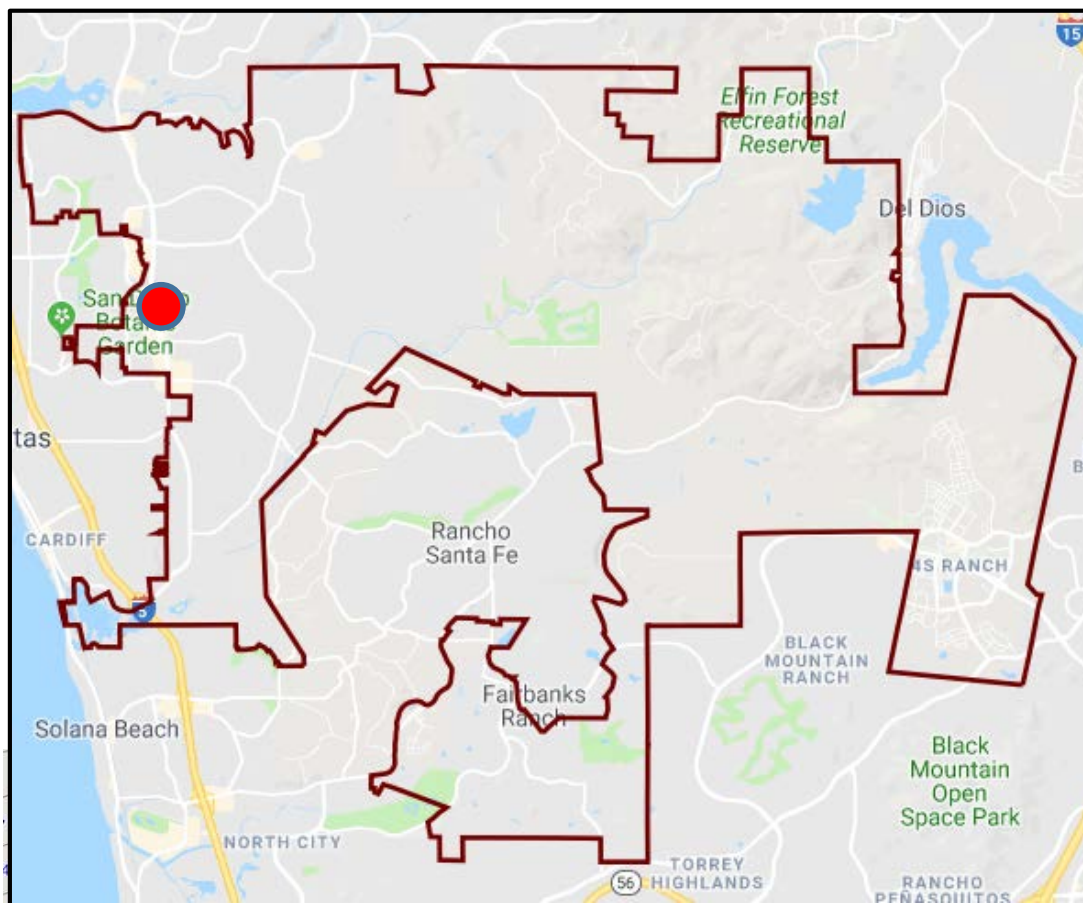
KIMBERLY A. THORNER, being first duly sworn, deposes and says that she is General Manager of the OLIVENHAIN MUNICIPAL WATER DISTRICT and is familiar with the facts stated in the foregoing Notice of Completion executed for and on behalf of said Agency, that she has read the foregoing Notice of Completion and knows the contents thereof and that the same are true.

OLIVENHAIN MUNICIPAL WATER DISTRICT

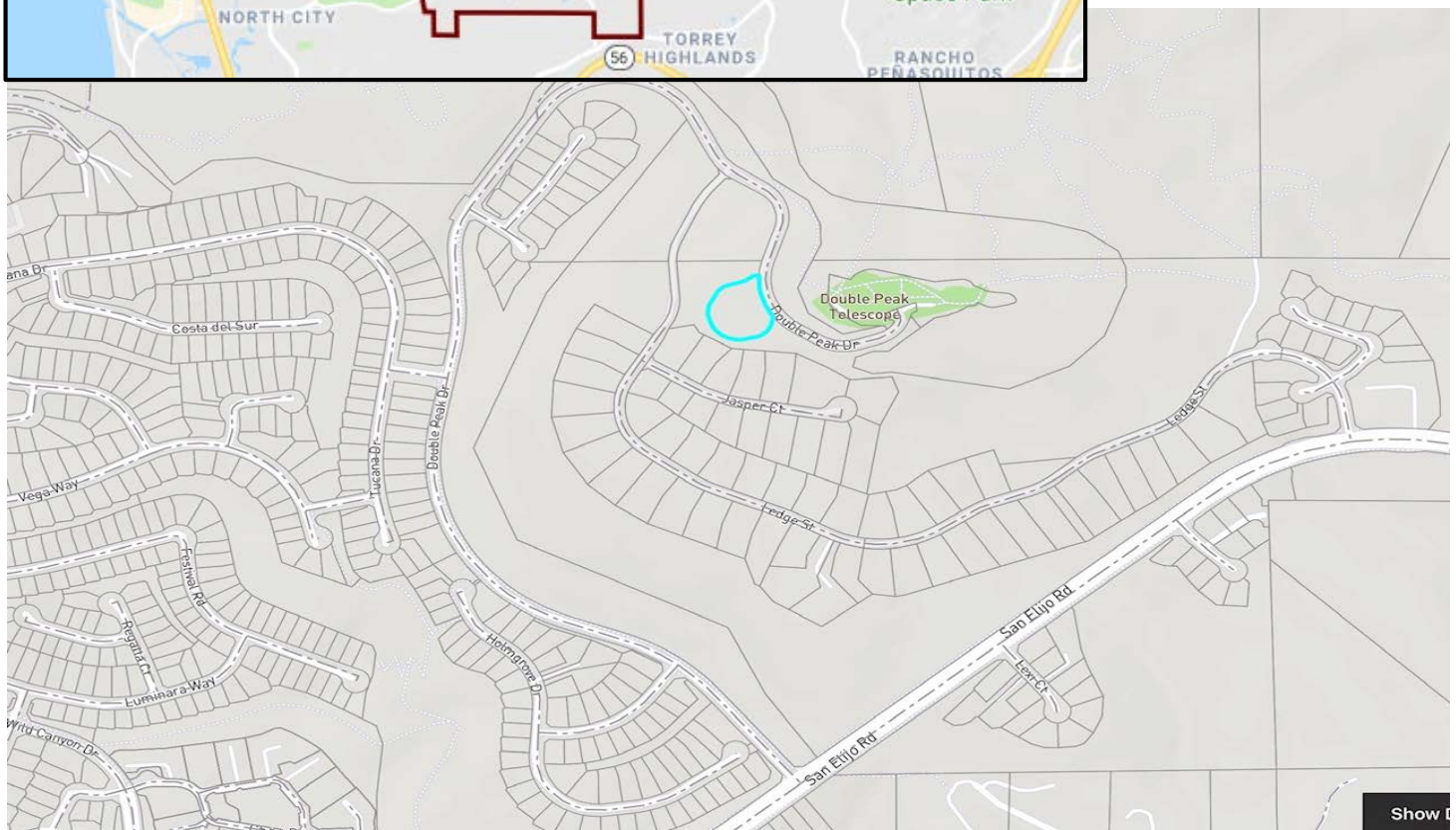
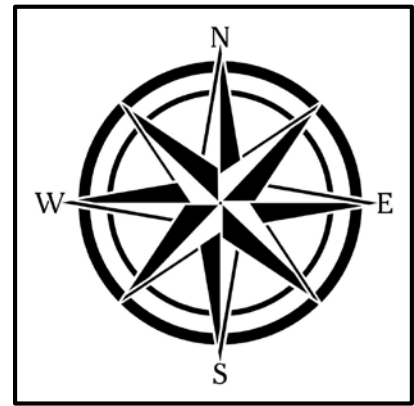
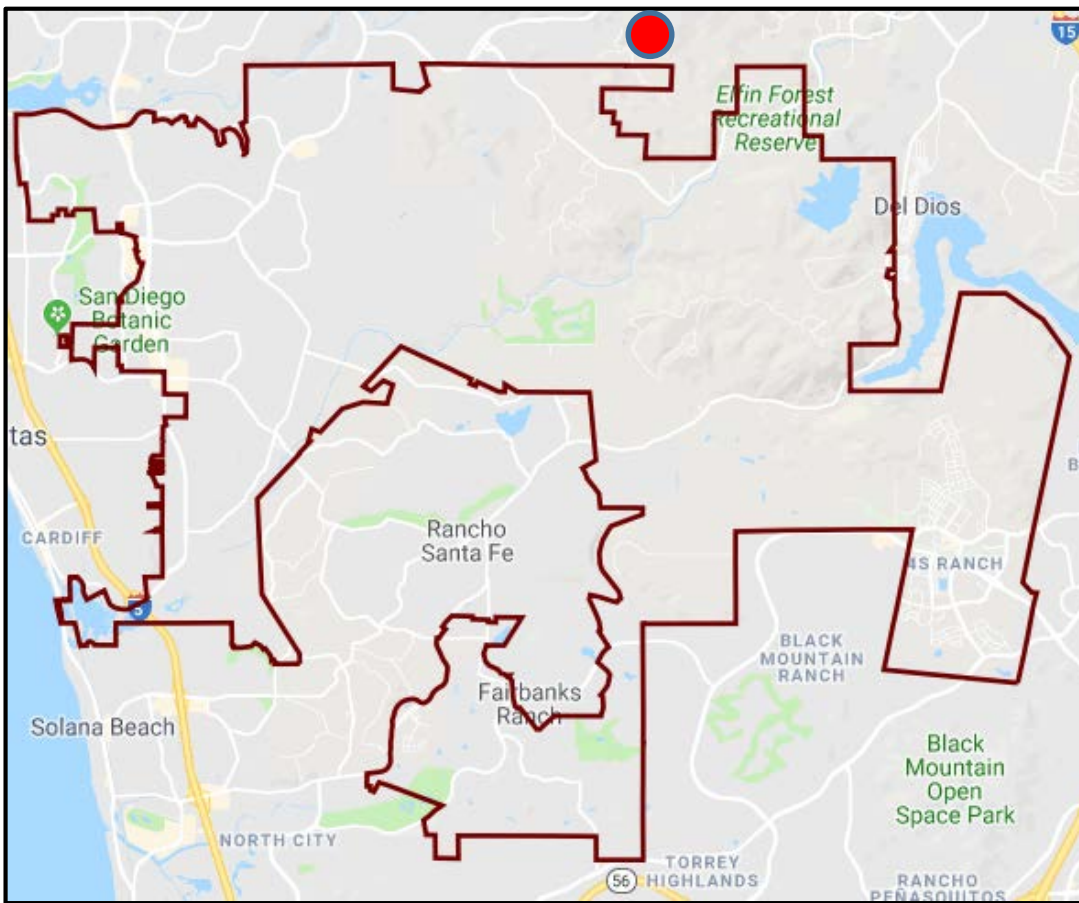
Date: \_\_\_\_\_, 20\_\_

By: \_\_\_\_\_  
Kimberly A. Thorner  
General Manager

District Project No. D120029 – AMI Expansion Phase VI

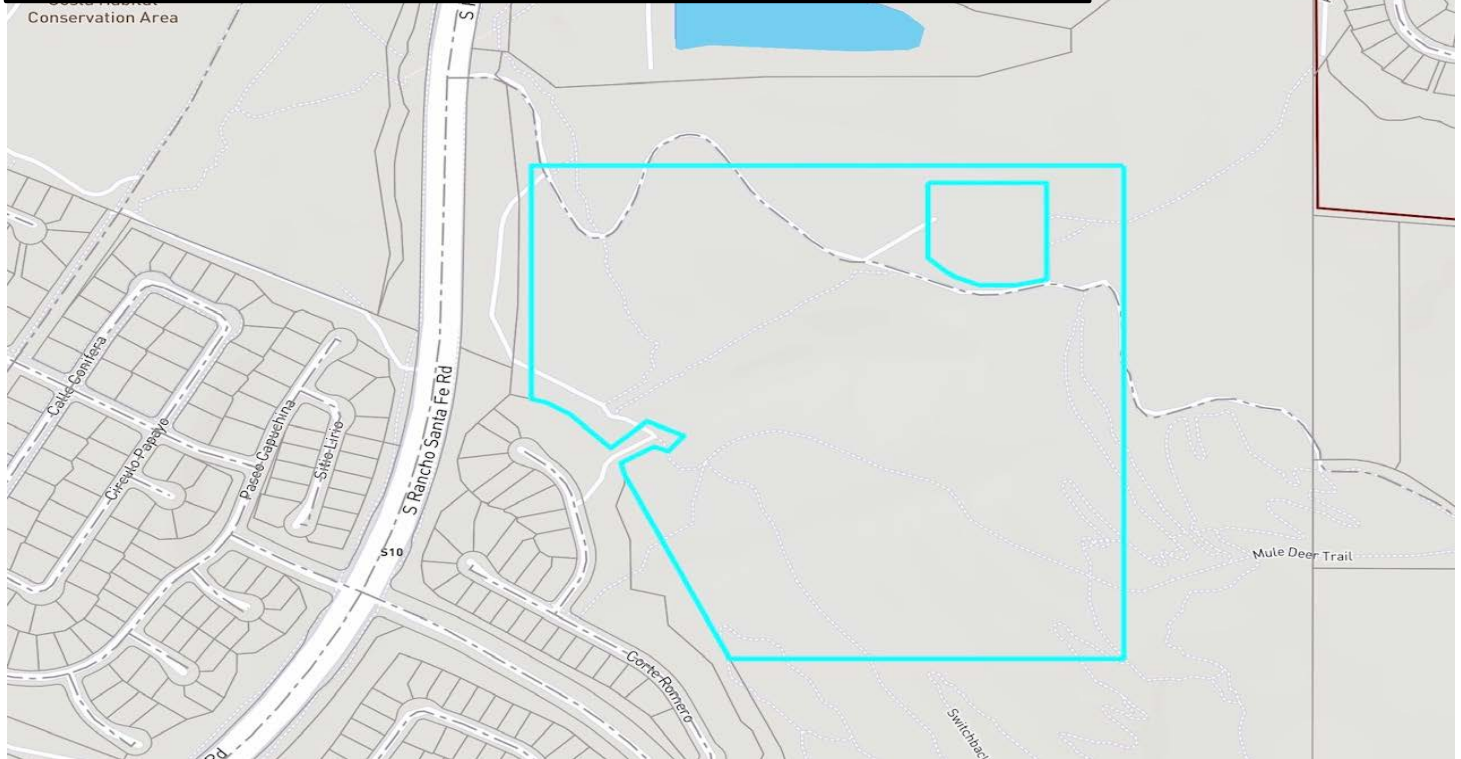
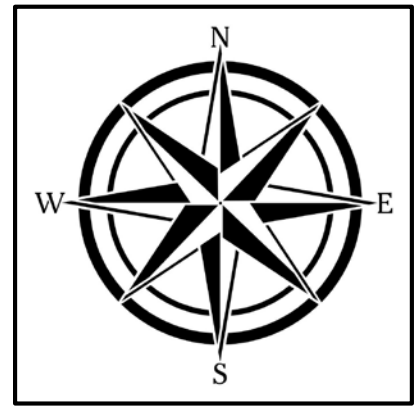
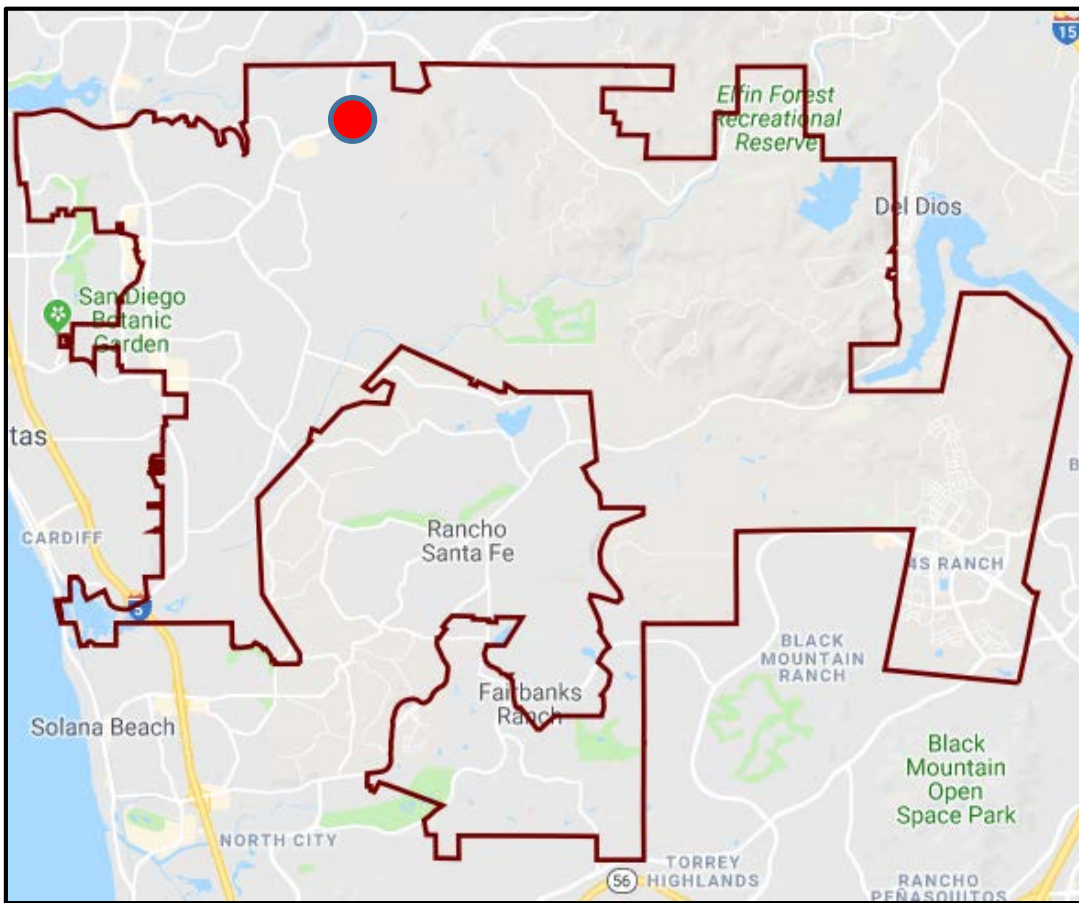


**AMI EXPANSION PHASE VI  
TGB RELOCATION – WIEGAND SITE  
DISTRICT PROJECT NO. D120029**

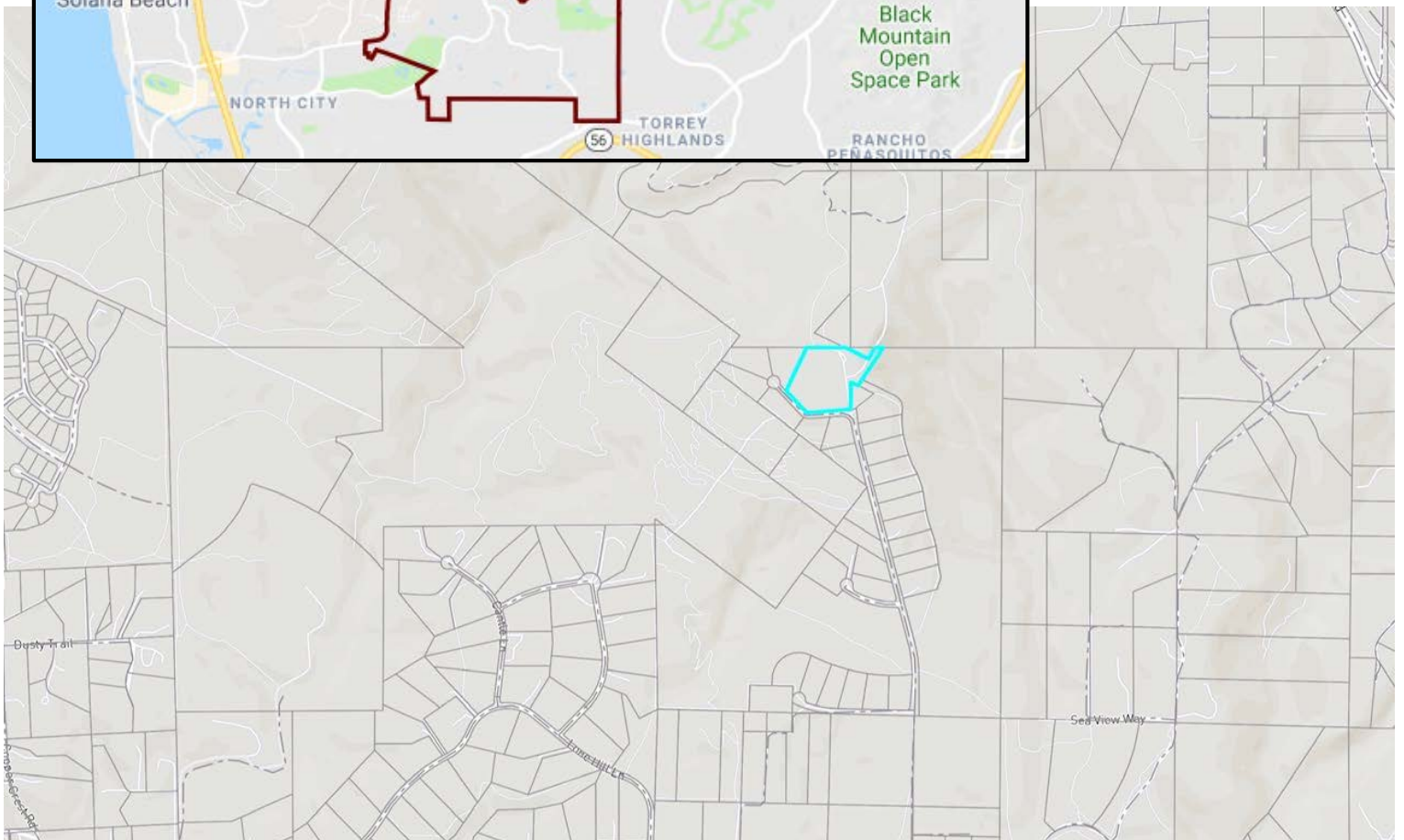
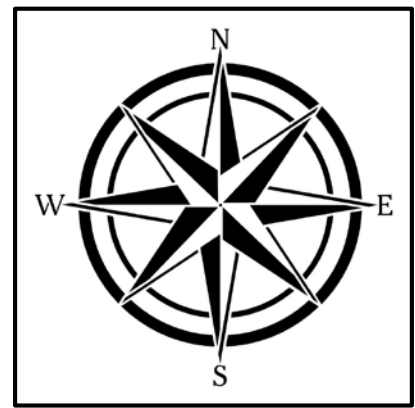
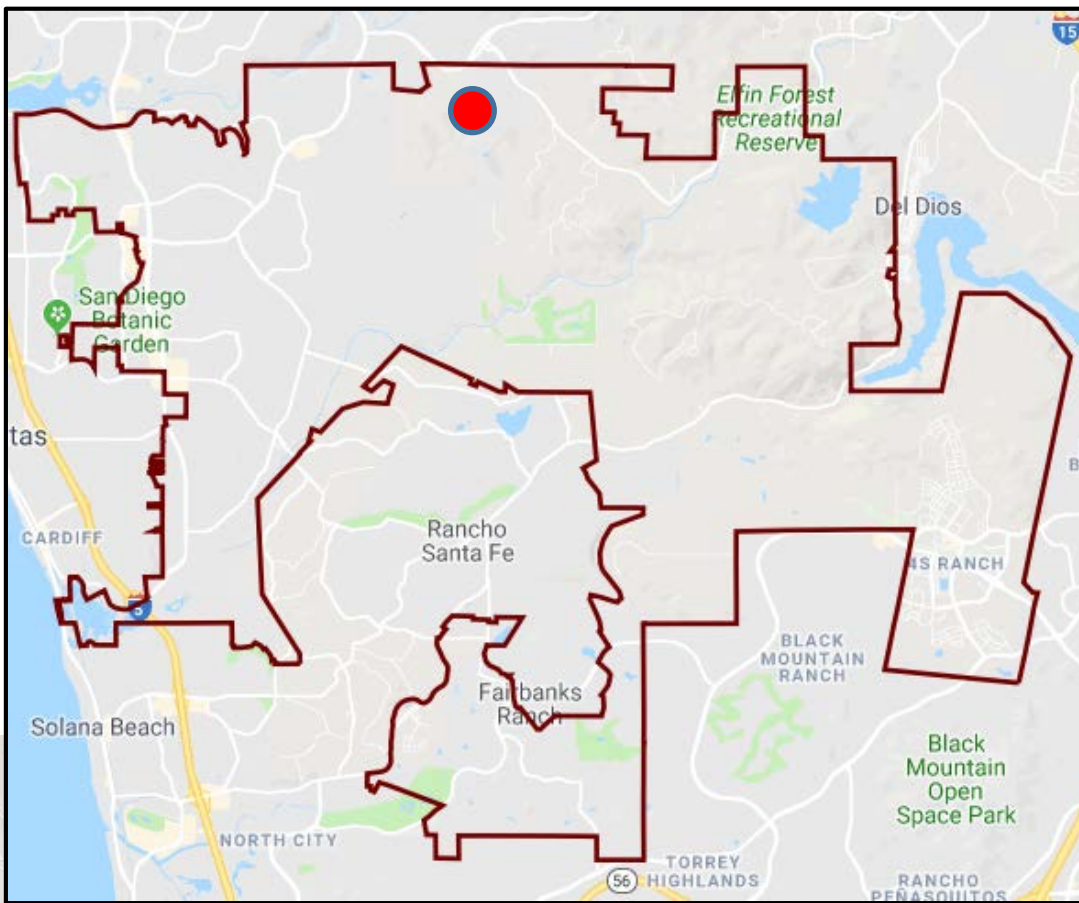


**AMI EXPANSION PHASE VI**  
**TGB RELOCATION – DOUBLE PEAK SITE**  
**DISTRICT PROJECT NO. D120029**





**AMI EXPANSION PHASE VI**  
**TGB RELOCATION – DENK SITE**  
**DISTRICT PROJECT NO. D120029**



**AMI EXPANSION PHASE VI  
TGB RELOCATION – GATY SITE  
DISTRICT PROJECT NO. D120029**

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Kimberly Thorner, General Manager  
Subject: **CONSIDER (1) ORDINANCE UPDATE TO ARTICLE 2 OF THE ADMINISTRATIVE AND ETHICS CODE TO EXPAND ON PROCESS FOR BOARD OFFICER SELECTION WHEN CONSENSUS AMONG BOARD MEMBERS CANNOT BE REACHED AND (2) CONFIRMATION OF OFFICERS FOR CALENDAR YEARS 2021 AND 2022**

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## Purpose

The purpose of this agenda item is to: (1) Expand the Administrative and Ethics Code language on the current process for Board officer selection when consensus among Board Members cannot be reached and; (2) To confirm the officer positions for 2021 and 2022.

## Recommendation

Staff recommends that the Board consider expanding the language in the Administrative and Ethics Code to have a process added that sets forth what happens when consensus cannot be reached among the Board as to the rotation of officers and confirm the officer positions for 2021 and 2022.

## Background

Pursuant to the Administrative and Ethics Code §2, the following is the process for Board officer selection:

*“The Executive Officers of the Board shall consist of the President, Vice President, Secretary, Treasurer; and they shall serve a two-year term or until their successors are elected. Elections shall be held at the January meeting of the Board in the odd numbered years.*

*At the Board’s first meeting in January of each odd-numbered year, in accordance with Section 71273 of the Municipal Water Code as amended, election of officers shall be rotated sequentially by Director Divisions, commencing with the Office of President, except that the District’s Representative serving on the San Diego County Water Authority Board shall not hold the office of President on the Olivenhain Municipal Water District Board. Any Board Director not wishing to hold a particular office may pass on filling that position. “*

As Director Sprague was the last Board President for the 2019/20 term and he represents Division 5, the President position should rotate to Division 1, Director Topolovac, which would have caused the following positions to rotate sequentially:

Topolovac (1) – President  
Watt (2) – Vice President  
Guerin (3) – Treasurer  
Bruce Lane (4) – Secretary  
Sprague (5) – Director

However, according to provisions in Article §2.2.1 Director Topolovac passed on filing the position of President. Director Watt, as the next sequential division, accepted the office of President. Staff assumed that the rotation would then fall for the rest of the positions and presented a memorandum to that effect at the December 13, 2020 Board Meeting.

At the December 2020 Board Meeting, Director Guerin requested Board consensus that she be approved Treasurer for the 2021/22 term which is what would have occurred if Director Topolovac accepted the President position. In addition and after some discussion at the December Board Meeting, the Board Meeting minutes reflected a Board consensus for Director Bruce-Lane to assume the role of Vice President, Director Sprague to become Secretary and Director Topolovac to serve at large. Subsequent to the board meeting, Director Bruce-Lane informed the incoming Board President and General Manager that she wanted further board discussion, had a desire to be Treasurer and a requested a process for what happens if there is not consensus on the rotation of officers when one board member passes on a position.



Typically, when a board member passes on President, staff recommends a list with a sequential rotation, however board members reach consensus on all positions outside of the office of President. Water Code §71273 only requires that the office of President be voted on and is silent on the requirement for all other positions. It is the OMWD Administrative and Ethics Code that states the sequential rotations. This sequential rotation and the inability for the SDCWA Representative to serve as President was added to the OMWD Administrative and Ethics Code over 18 years ago to provide for fairness and rotation of responsibilities.

Staff is recommending that the current language remain for the rotation and a new paragraph be added to clarify the process for rotation if a board member passes on a position and consensus cannot be reached:

*“If a Board Member passes on filling a particular position, consensus shall be reached on the remaining Board Officer positions to be filled by the Board. If consensus cannot be reached, all remaining Board Officer positions with the exception of President, shall be voted on individually by a majority vote of the board. The office of President shall always rotate sequentially by division. A board member may pass on filling the office of President.”*

### **Fiscal Impact**

N/A

### **Discussion**

Staff recommends that the board discuss and consider the newly proposed additional language which would clarify the process if the board cannot reach agreement on the Board Officer positions. Staff recommends keeping the rotation of the office of President as sequential.

After considering the new language, staff recommend that the board discuss and vote on the slate of officers either collectively through consensus or individually if it cannot reach consensus. The consensus stated by then President Sprague from the December 2020 Board Meeting was as Officers as follows:

Watt – President  
Bruce-Lane – Vice President  
Guerin – Treasurer  
Sprague – Secretary  
Topolovac – Director

Staff and General Counsel will be available at the meeting for questions and discussion.

*Attachment(s):*  
*Ordinance No. 4XX*

ORDINANCE NO. 4XX

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT AMENDING THE DISTRICT'S ADMINISTRATIVE AND ETHICS CODE (*Article 2 – Organization of Board of Directors*);

BE IT ORDAINED by the Board of Directors of Olivenhain Municipal Water District as follows:

SECTION 1: Sections 2.1 of Article 2 of OMWD's Administrative and Ethics Code, Organization of Board of Directors, is hereby revised to read as follows:

Sec. 2.1      Executive Officers. All powers, privileges, and duties vested in or imposed upon the District by law and the Municipal Water District Act shall be exercised and performed by the Board of Directors except such powers as the Board may delegate to others by ordinance, resolution or motion.

Effective December 2014, per AB 72, elected water Directors will now be required to take office at noon on the first Friday in December succeeding their election. Outgoing Directors will end their term on the first Friday in December at 11:59 A.M.

The current terms of the Board of Directors of the District are as follows:

<u>Division</u>	<u>Current Term</u>	<u>Director</u>
1	12/05/18 to 12/02/22	Topolovac
2	12/04/20 to 12/06/24	Watt
3	12/04/20 to 12/06/24	Guerin
4	12/04/20 to 12/02/22	Bruce-Lane
5	12/04/20 to 12/06/24	Sprague

The Executive Officers of the Board shall consist of the President, Vice President, Secretary, Treasurer; and they shall serve a two-year term or until their successors are elected. Elections shall be held at the January meeting of the Board in the odd numbered years.

At the Board's first meeting in January of each odd-numbered year, in accordance with Section 71273 of the Municipal Water Code as amended, election of officers shall be rotated sequentially by Director Divisions, commencing with the Office of President, except that the District's Representative serving on the San Diego County Water Authority Board shall not hold the office of President on the Olivenhain Municipal Water District Board. Any Board Director not wishing to hold a particular office may pass on filling that position.

If a Board Member passes on filling a particular position, consensus shall be reached on the remaining Board Officer positions to be filled by the Board. If consensus cannot be reached, all remaining Board Officer positions with the exception of President, shall be voted on individually by a majority vote of the board. The office of President shall always rotate sequentially by division. A board member may pass on filling the office of President.

PASSED, ADOPTED AND APPROVED at a regular meeting of the Board of Directors of the Olivenhain Municipal Water District held on January 13, 2021 by the following roll call vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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

ATTEST:

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Kimberly A. Thorner, Assistant Secretary  
Board of Directors  
Olivenhain Municipal Water District



# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Kimberly Thorner, General Manager  
Subject: **CONSIDER A POTENTIAL NEW PROPOSED BOARD COMMITTEE,  
FOLLOWED BY COMMITTEE ASSIGNMENTS TO BE MADE BY BOARD  
PRESIDENT**

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## Purpose

The purpose of this agenda item is to consider a new proposed board committee followed by Committee Assignments by President Watt for 2021 and 2022.

## Recommendation

Staff recommends appointing the Treasurer to the Finance Committee as required by the Administrative and Ethics Code (Admin. Code). All other assignments are at the discretion of the Board President. Ad hoc committees can be created by the Board President. Any new standing committee would require a majority vote of the full board.

## Background

Per Article 2, Section 2.2 of the Administrative and Ethics Code (Admin. Code), Committee assignments are made by the board President with the Treasurer serving on the Finance Committee.

At the December 2020 Board Meeting, Director Bruce-Lane requested that the board consider the creation of a new committee, the "San Diego County Water Authority Committee". The board requested that Director Bruce-Lane submit a proposal for this new committee, which is attached as Exhibit A.

Pursuant to the OMWD Administrative and Ethics Code §2.2, Executive Committees may be established as follows:

*“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. The Safety, Personnel, and Finance Committees shall conduct business in Public Session in conformance with the provisions of the Brown Act as appointed from time to time and shall only meet as necessary. Not more than two Board Directors shall serve on any one committee.”*

If the Board votes to establish the new San Diego County Water Authority Board Committee, it could not be an Ad Hoc Committee as the subject matter jurisdiction would be continuing. The new committee would need to be a Standing Committee, in compliance with the Brown Act and would conduct business in open session with agendas and minutes similar to the Safety, Personnel and Finance Committees. If a new committee is established by the full board, the Board President would appoint two board members to serve on the committee.

### **Fiscal Impact**

The creation of a new standing committee would increase costs incrementally for board per diems and staff time. Costs are estimated at \$3,600 per year in board per diems and \$11,000 in staff time assuming only one meeting of the committee per month.

### **Discussion**

Below is the list of committees that President Watt proposes to assign at the January 2021 Board Meeting. It is important to note that the assignment of Director Guerin to Finance Committee assumes that she received the Treasurer position in the prior board

agenda item and is based on the outcome of the discussion from the December 2020 board meeting.

1. Standing Finance Committee – Directors Watt and Guerin
2. Standing Personnel Committee – Directors Watt and Bruce-Lane
3. Standing Safety Committee – Directors Topolovac and Sprague
4. Ad Hoc Facilities Subcommittee – Directors Topolovac and Sprague
5. Ad Hoc Public Outreach Subcommittee – Directors Guerin and Bruce-Lane
6. Ad Hoc Cybersecurity Subcommittee – Directors Topolovac and Bruce-Lane
7. Ad Hoc Public Policy Subcommittee – Directors Topolovac and Guerin
8. EFRR Executive Committee – Directors Watt and Bruce-Lane
9. Ad Hoc Conservation Committee – Directors Guerin and Sprague
10. ACWA JPIA Representative – Director Watt with General Manager as Alternate

*Attachments:*

- *SDCWA Sub-Committee Proposal from Director Bruce-Lane*



## **PURPOSE**

The purpose of this recommendation; is to advocate for a Sub-Committee positioned under the San Diego County Water Authority Representative currently representing OMWD.

## **RECOMMENDATION**

As Director, Division 4 I recommend that we approve the SDCWA Sub-Committee that shall consist of a designated Board Member, General Manager and CWA Representative. If the GM is also the CWA Representative, one other Board Members shall be assigned to the Sub-Committee. Rotation should be encouraged in order to enhance and expand knowledge of regional and long-term planning issues.

## **ALTERNATIVE**

The Board could choose to not approve the recommendation.

## **BACKGROUND**

The SDCWA is the most significant board in which OMWD is seated as a member. The committee shall review policies relating to SDCWA and also determine if any specific topic should be brought back to the full board for discussion and/ or consideration.



As an elected Board Representative for Division 4, as with all Board Members, I believe it is our duty to be knowledgeable on all areas that affect our ratepayers. Our current water issues as it relates to SDCWA is so important that I believe it deserves more attention and more than one singular filtering process. There will be such a significant impact on our district in relation to our water rates that will affect our ratepayers. To relieve the weight of additional responsibility of any other Board Member, I would be willing to sit on this Sub-Committee.

### **FISCAL IMPACT**

None.

### **DISCUSSION**

Current issues for discussion creating knowledge that affects our ratepayers:

SDCWA Conveyance

Demand vs. Supply Issues

Defecting Municipalities in North County and Impact

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Kimberly Thorner, General Manager  
Subject: **CONSIDER APPROVAL OF AN ORDINANCE TO UPDATE ARTICLE 2 OF THE OMWD ADMINISTRATIVE AND ETHICS CODE PROVIDING CLARIFICATION OF THE SAN DIEGO COUNTY WATER AUTHORITY REPRESENTATIVE SELECTION PROCESS**

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## Purpose

At its November 18, 2020 Board Meeting, the Board requested that this item be brought back and language be added to the OMWD Administrative and Ethics Code regarding the process for selection of its representative to the San Diego County Water Authority in the future. The OMWD Admin. Code is currently silent on the process.

## Recommendation

Staff recommends updating the Administrative Code as provided in the attached ordinance to provide clarity for the selection process.

## Alternative

The Board is not required to have a process to select and appoint a SDCWA representative. The only requirement is that OMWD's process be in compliance with the County Water Authority Act.

The Board could select another process for selection.

## Background

The San Diego County Water Authority appointee from OMWD has historically been either a Board member or General Manager, however the OMWD Administrative Code is silent on the process, only stating that the SDCWA appointee cannot be the OMWD board President. At the November 2020 Board Meeting, the OMWD Board voted to appoint the General Manager to be its San Diego County Water Authority representative. At that time, the Board requested that the General Manager bring back language to include a provision in the Administrative Code as to the selection and appointment process as the Code does not specifically address this issue.

The best guidance for what is required of OMWD's representative comes from the County Water Authority Act, which states the following:

*“The board of directors (of SDCWA) shall consist of at least one representative from each public agency, the area of which is within the authority. The representatives shall be designated and appointed by the chief executive officers of those public agencies, respectively, with the consent and approval of the legislative bodies of the public agencies, respectively. Any member of the governing body of a member agency may be appointed by that member agency to the board of the authority to serve as the agency's representative. A majority of the members of the governing body of an agency may not be appointed by the agency to serve as representatives on the board of the authority, and, for a member agency that is not a water district, only one of the representatives of that agency may be a member of the governing body of the agency. Any director holding dual offices shall not vote upon any contract between a county water authority and the member public agency he or she represents on the authority's board.... Members of the board of directors shall hold office for a term of six years, and until their successors are appointed and qualified...Every member shall be subject to recall by the voters of the public agency from which that member is appointed, in accordance with the recall provisions of the freeholders' charter or other law applicable to the public agency. Notwithstanding that representatives are appointed for a fixed term of years, members of the board of directors serve at the will of the governing body of the public agency from which the member is appointed and may be removed by a majority vote of the governing body without a showing of good cause.”*

## **Fiscal Impact**

None. This is a clarification of process item.

## **Discussion**

While the County Water Authority Act states that the General Manager designates and appoints the representative to SDCWA, consent and approval of the governing body is required. At the San Diego County Water Authority, both elected (board members) and appointed (General Managers) officials serve as agency representatives, as well as a few citizen appointees. Based on OMWD past practice and the requirements of the County Water Authority Act, staff recommends that the following paragraph be added as a new Article §2.18 of the Administrative Code:

*“San Diego County Water Authority Representative: The Board shall select a representative by majority vote to fill its seat on the San Diego County Water Authority Board. If OMWD acquires a second seat on the San Diego County Water Authority Board in the future, the same process for selection shall be followed. Any member of the Board or the General Manager may be selected to serve as the San Diego County Water Authority representative for OMWD. The term of appointment shall comply with the County Water Authority Act stated term of office of six years, or until their successors are appointed and qualified. The OMWD representative to the San Diego County Water Authority Board serves at the will of the OMWD Board and may be removed by a majority vote of the OMWD Board at any time with or without cause.”*

Staff and General Counsel will be available at the Board Meeting to answer any questions.

Attachment(s):  
Ordinance No. 4XX

ORDINANCE NO. 4XX

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT AMENDING THE DISTRICT'S ADMINISTRATIVE AND ETHICS CODE (*Article 2 – Organization of Board of Directors*);

BE IT ORDAINED by the Board of Directors of Olivenhain Municipal Water District as follows:

SECTION 1: Sections 2.18 of Article 2 of OMWD's Administrative and Ethics Code, Organization of Board of Directors, is hereby added to read as follows:

Sec. 2.18      San Diego County Water Authority Representative: The Board shall select a representative by majority vote to fill its seat on the San Diego County Water Authority Board. If OMWD acquires a second seat on the San Diego County Water Authority Board in the future, the same process for selection shall be followed. Any member of the Board or the General Manager may be selected to serve as the San Diego County Water Authority representative for OMWD. The term of appointment shall comply with the County Water Authority Act stated term of office of six years, or until their successors are appointed and qualified. The OMWD representative to the San Diego County Water Authority Board serves at the will of the OMWD Board and may be removed by a majority vote of the OMWD Board at any time with or without cause.

PASSED, ADOPTED AND APPROVED at a regular meeting of the Board of Directors of the Olivenhain Municipal Water District held on January 13, 2021 by the following roll call vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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



ATTEST:

---

Kimberly A. Thorner, Assistant Secretary  
Board of Directors  
Olivenhain Municipal Water District

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Teresa L. Chase, Administrative Analyst  
Via: Kimberly A. Thorner, General Manager  
Subject: **CONSIDER DRAFT ANNUAL OBJECTIVES AND INCENTIVE PAY FOR  
CALENDAR YEAR 2021**

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## **Purpose**

The purpose of this agenda item is to establish OMWD's annual objectives and incentive pay for calendar year 2021. A total of 62 annual objectives and 15 stretch objectives are proposed in the attached PowerPoint presentation for the board's consideration.

## **Recommendation**

Staff recommends approval of the annual objectives for 2021 after the board has reviewed them and has modified or added objectives, as it deems appropriate. Additionally, staff recommends establishing goal incentive pay at a level deemed appropriate by the board based on the ultimate objectives adopted for the year.

## **Alternative(s)**

The board may choose to modify, add, or delete any of the proposed CY 2021 objectives.

## Background

Objectives, in strategic planning terminology, refer to specific, measurable statements of what will be accomplished to achieve goals. OMWD's board, managers, and supervisors annually draft a series of objectives to be completed over the course of the year in support of the twelve goals set forth in OMWD's Strategic Plan.

Regarding goal incentive pay, each year the board establishes incentive pay to be awarded to managerial and supervisory personnel if the board determines at year-end that the annual objectives have been satisfactorily achieved.

The board has traditionally set the incentive at a fixed amount, most recently \$6,000 in 2020, of which the general manager may receive up to 100 percent at the board's discretion. At the general manager's discretion, the assistant general manager may receive up to 65 percent, department managers may receive up to 50 percent, and supervisors may receive up to 30 percent of the incentive value.

In 2018, the board indicated that it would like flexibility in awarding additional incentive pay should staff's performance warrant, so it requested stretch objectives under each of the twelve goals in 2019. At the January 16, 2019 meeting, the board established a maximum of \$1,200 as an additional amount up to which the board could award based on staff's achievement of the adopted stretch objectives. At the January 13, 2020 meeting, the board reestablished the maximum additional stretch award amount as \$1,200, for a total possible of \$7,200.

## Fiscal Impact

There are no costs directly associated with the approval of the CY 2021 annual objectives. The fiscal impact of the goal incentive pay is determined by the board. In 2020, the maximum incentive pay was calculated as shown below, plus PERS and payroll taxes.

\$7,200	General Manager (100 percent share)
\$4,680	Assistant General Manager (65 percent share)
\$18,000	Five managers (up to \$3,600 each, 50 percent share)
<u>\$21,600</u>	<u>Ten supervisors (up to \$2,160 each, 30 percent share)</u>
\$51,480	Maximum Incentive Pay

CY 2021 includes the same budgeted positions as CY 2020.

## **Discussion**

These objectives were developed over several meetings with all managers and supervisors. Additionally, some board members proposed objectives for 2021 and these were incorporated into the attached draft. The board may choose to modify the draft objectives at the January 13 board meeting. The final version of the 2021 objectives reflecting any such changes, if applicable, will be brought back for final approval on the February 10, 2021 Consent Calendar, and will then be included in the 2021 update to OMWD's Strategic Plan.

Staff will report on the status of each objective at the April, July, and October board meetings; these reports will also contain updates on OMWD's Tiger Team program cost-saving efforts. Following the review of the annual objectives status report in October, the board may choose to award goal incentive pay up to any amounts established today.

*Attachments: 2021 Annual Objectives PowerPoint Presentation*

# 2021 Annual Objectives

January 13, 2021  
Board of Directors Meeting







# 2021 Annual Objectives

- A total of 62 objectives and 15 stretch objectives are proposed for calendar year 2021

### 1. Providing safe, reliable, high-quality drinking water to each customer in a cost-effective manner.

#### Objective

1. Complete Train 6 membrane replacement at David C. McCollom Water Treatment Plant and commence membrane replacement of one additional train depending on the priority needs of the trains
2. Commence construction of David C. McCollom Water Treatment Plant dedicated pH control system (chemical storage and feed systems equipment and controls)
3. Complete conversion to the use of 40% liquid ammonium sulfate at the Ammonia Feed Injection Facility to minimize costs and safety impacts
4. Commence Drone Inspection Pilot Program; report findings to Facilities Committee
5. Enhance use of Enterprise Asset Management system to achieve better understanding of maintenance management; report findings to Facilities Committee
6. Perform an internal audit of asset redundancy and equipment reliability based on previous independent reports; report findings to Facilities Committee
7. Outside of bird breeding season, complete maintenance of five impacted easements

## 1. Providing safe, reliable, high-quality drinking water to each customer in a cost-effective manner.

### Objective

#### Stretch Objectives:

- Complete maintenance of three additional impacted easements beyond Objective 7
- Revise the existing developer agreement to better protect OMWD regarding shutdowns, facility standby, facility locating, and authorized work hours; achieve General Counsel and board approval of revisions



## **2. Providing wastewater collection and treatment services in an environmentally responsible manner, and producing and supplying high-quality recycled water to irrigation customers in support of regional water conservation efforts.**

### **Objective**

8. Complete design and issue a request for proposals for the 4S Ranch Neighborhood 1 Sewer Pump Station Replacement Project.
9. Complete construction of the 4S Ranch Water Reclamation Facility Clarifier Drive Replacement Project
10. Complete design of 4S Ranch Water Reclamation Facility Headworks Screening System
11. Complete a minimum of five new recycled water connections/conversions
12. Commence implementation of inflow and infiltration study findings from the Rancho Cielo Collection System Study
13. Evaluate and implement new cross-connection software by which outside backflow testers will enter test results electronically
14. Evaluate and implement a Wet Weather Incentive Credit to incentivize the use of recycled water upon certain conditions as discussed with Regional Board

### Stretch Objective:

- Complete two additional recycled water connections/conversions beyond Objective 11

### 3. Operating Elfin Forest Recreational Reserve in the most cost-effective, safe, environmentally responsive, and service-oriented manner.

#### Objective

15. Continue education program for elementary schools in partnership with the Escondido Creek Conservancy, Nature Collective, and San Diego Zoo as COVID restrictions allow
16. Participate in I Love a Clean San Diego Creek to Bay Cleanup event if COVID restrictions allow
17. Utilize volunteer groups such as San Diego Mountain Bike Association and EFRR trail patrol for two trail maintenance/repair projects as COVID restrictions allow
18. Host fifteenth annual photo contest if COVID restrictions allow
19. Complete Native American dwelling structure and interpretive display
20. Monitor oak trees within EFRR for signs of Golden Spotted Oak Borer beetle damage, document findings, and report findings to EFRR Executive Committee
21. Host water conservation workshop at Elfin Forest Interpretive Center Honoring Susan J. Varty if COVID restrictions allow
22. Develop and implement improved system for documenting trail maintenance to better identify future labor and budgetary demands



### **3. Operating Elfin Forest Recreational Reserve in the most cost-effective, safe, environmentally responsive, and service-oriented manner.**

#### **Objective**

##### Stretch Objectives:

- Cooperate with I Love a Clean San Diego on additional clean-up day if COVID restrictions allow
- Work with volunteer groups on two additional trail maintenance events if COVID restrictions allow

## 4. Pursuing alternative and renewable energy sources as a means of offsetting costs and energy charges, providing sustainability.

### Objective

- 23. Continue partnerships with energy providers and third-party consultants to optimize energy costs
- 24. Collect energy intensity data to determine total energy required to treat and convey potable and recycled water

### 5. Providing a safe, healthful, and rewarding work environment which encourages communication as well as values employee participation and personal achievement.

#### Objective

25. Negotiate a new Memorandum of Understanding with the employee associations (Bargaining Unit Members Association & District Employees Association), including potential salary review and range adjustments with a focus on employee retention
26. Prepare the staffing analysis succession planning document; present to the Personnel Committee and full board
27. Conduct training for managers and supervisors on emotional intelligence
28. Provide optional training for all staff on developing leadership skills
29. Create internal COVID task force to address employee COVID concerns with General Manager serving on task force

#### Stretch Objective:

- Resume progress towards new safety record by completing the year with no preventable lost-time injuries



### 6. Exceeding all federal, state, and local regulatory requirements for providing potable water, wastewater treatment, and recycled water.

#### Objective

30. Submit the Urban Water Management Plan 2020 Update to the Department of Water Resources
31. Revise Water Supply Shortage Ordinance to meet new state requirements
32. Create interdepartmental committee to provide greater oversight for stormwater issues at headquarters and 4S Ranch Water Reclamation Facility; conduct two meetings
33. Conduct pre-qualification of contractors for the Valve Replacement Project; enhance experience of in-house staff by completing replacement of 25 valves
34. Identify and raise 10 fire hydrants to grade
35. Analyze costs and benefits of performing a leak detection survey on potable and recycled distribution systems

#### Stretch Objectives:

- Complete replacement of 10 additional valves beyond Objective 33
- Develop a transition plan for resuming disconnections for non-payment in compliance with Senate Bill 998 (2018) upon discontinuation of the statewide moratorium

## 7. Minimizing all of OMWD's operational costs while maintaining a high level of customer service.

### Objective

36. Complete Phase VI of the Advanced Metering Infrastructure implementation project
37. Transition to multiple billing cycles to improve responsiveness to customers and more promptly provide consumption data
38. Continue to pursue local, state, federal, and private grant funding to offset costs
39. Continue COVID outreach campaign to keep customers informed of OMWD's response
40. Resume holding public meetings in boardroom once COVID restrictions allow

### Stretch Objective:

- Achieve one or more new grant awards



### 8. Maintaining open communication and participation with the public through active conservation and educational programs as well as continually seeking customer input for informed decision-making.

#### Objective

41. Complete design and commence installation of a water use efficiency demonstration garden at OMWD headquarters
42. Conduct comprehensive review of OMWD's website and implement updates to improve transparency and user experience, including development of an "owner/developer projects" webpage
43. Continue #whatisthatthing outreach campaign to improve customer awareness of water infrastructure
44. Conduct outreach to maximize customer awareness of the My Water Use portal and leak-detection devices
45. Update bill statements to improve graph readability
46. Host headquarters open house event if COVID allows
47. Continue to develop messaging to protect customers' interests and to ensure customer awareness of State Water Resources Control Board water use efficiency regulations and new legislative requirements
48. Partner with local businesses, vendors, and community organizations on a public service announcement and/or workshop

**8. Maintaining open communication and participation with the public through active conservation and educational programs as well as continually seeking customer input for informed decision-making.**

### Objective

Stretch Objectives:

- Produce five or more new videos to convey messages to customers
- Enroll minimum of 1,500 customers in engagement portal
- Win award from CSDA, ACWA, or other local industry group



**9. Ensuring that financial plans, policies, and practices maintain the ability of OMWD to construct, operate, and maintain all approved facilities including replacement funds for future needs.**

**Objective**

49. Conduct comprehensive review of purchasing guidelines in Article 6 to bring in line with industry standards
50. Streamline accounts payable by converting from manual checks to electronic fund transfers
51. Complete annual review of water rates and charges
52. Complete mid-term review of biannual budget and provide board with status update on two-year budget process
53. Complete sewer rate cost-of-service study in preparation for sewer rate hearing in March 2021 and implementation of new rates on July 1, 2021
54. Submit the fiscal year 2021 Comprehensive Annual Financial Report to Government Finance Officers Association for its annual financial reporting excellence award

**Stretch Objective:**

- Keep operations and maintenance budget increase to 3% or less for fiscal year 2022

## 10. Planning and constructing the Master Plan of Facilities to meet the long-term water storage, treatment, transmission, and distribution needs of OMWD.

### Objective

55. Complete construction of the El Camino Real Pipeline Replacement and Green Bike Lane Project
56. Substantially complete ( $\geq 75\%$ ) construction of the Manchester Avenue Potable Water Pipeline Replacement Project
57. Commence construction of the Lone Jack Pressure Reducing Station Replacement Project

### Stretch Objective:

- Commence design of the Rancho Santa Fe Unit A North Pipeline Replacement Project based on the 2020 Condition Assessment Report

## **11. Establishing programs and policies to develop alternative water supplies to serve existing and future customers.**

### **Objective**

58. Conduct workshop with the board regarding San Dieguito Valley Brackish Groundwater Desalination Project pump test results and next steps



### 12. Cultivating supportive and positive relationships with the federal, state, and local agencies which may impact OMWD's operations.

#### Objective

59. Conduct workshops with board to review OMWD's position on Delta Conveyance Project, Salton Sea issues, and updates on SDCWA's proposed Regional Conveyance System
60. Conduct informational workshop with board on Fallbrook and Rainbow LAFCO reorganization
61. Engage and influence State Water Resources Control Board regulations and water use efficiency legislation utilizing OMWD's advocate in Sacramento
62. Participate with Department of Water Resources' workgroup on Standards, Methodologies, and Performance Measures and influence statewide policy

#### Stretch Objective:

- Coordinate and participate in EFRR first responder scenario training with Rancho Santa Fe Fire Protection District

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Jesica Cleaver, Administrative Analyst  
Via: Kimberly A. Thorner, General Manager  
Subject: **CONSIDER INFORMATIONAL REPORT ON WATER SUPPLY CONDITIONS AND  
LONG-TERM WATER USE EFFICIENCY LEGISLATION**

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## Purpose

The purpose of this agenda item is to provide the board with an update on water supply conditions and the status of OMWD's Level 1 customer notification and enforcement activities in addition to reports on the latest water use legislation affecting OMWD customers.

## Recommendation

This is an informational item; no action is required.

## Alternative(s)

Not applicable; informational item only.

### **Background**

Since June 2015, staff presents at the board's request a report on statewide water supply conditions, recent and near-term events pertaining to drought, and/or a summary of activity taken by staff.

### **Fiscal Impact**

There are no costs directly associated with this informational report.

### **Discussion**

Staff will review the attached presentation with the board at the January 13 meeting and further discuss water supply related developments.

*Attachments: PowerPoint presentation*

# WATER SUPPLY AND LONG-TERM WATER USE EFFICIENCY LEGISLATION

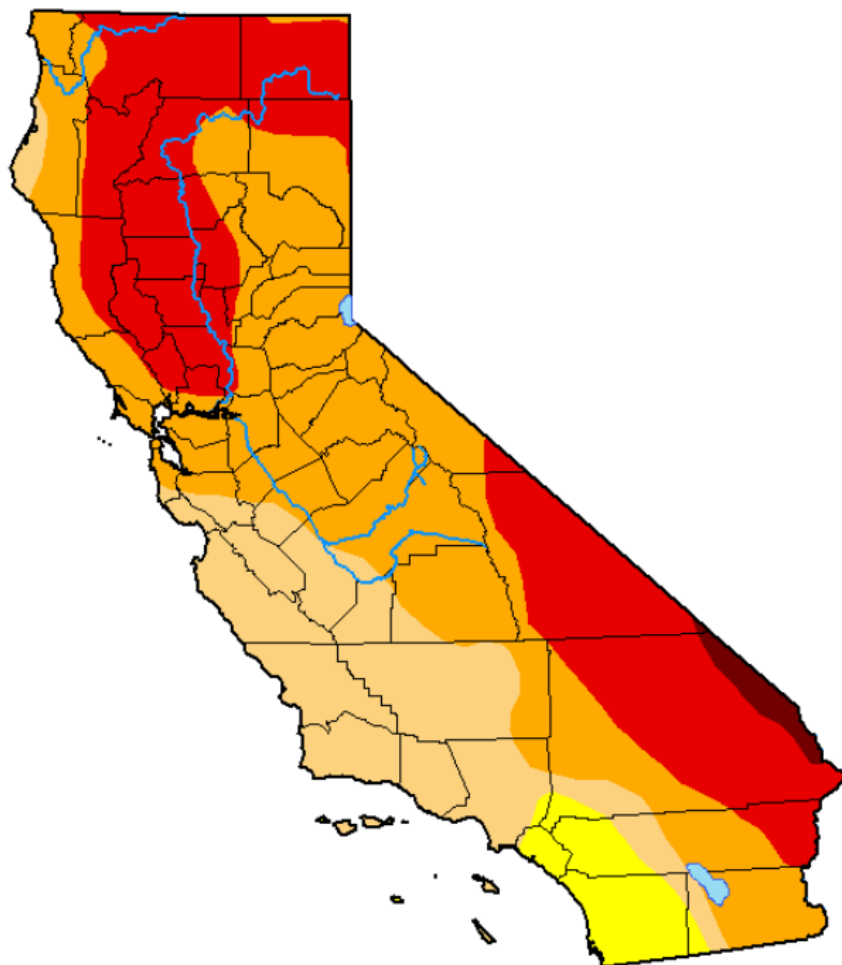
January 13, 2021



# Water Supply Conditions



# U.S. Drought Monitor California



**December 29, 2020**

(Released Thursday, Dec. 31, 2020)

Valid 7 a.m. EST

*Drought Conditions (Percent Area)*

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
<b>Current</b>	0.00	100.00	95.17	74.34	33.75	1.19
<b>Last Week</b> 12-22-2020	0.00	100.00	95.17	74.34	33.75	1.19
<b>3 Months Ago</b> 09-29-2020	15.35	84.65	67.65	35.62	12.74	0.00
<b>Start of Calendar Year</b> 12-31-2019	96.43	3.57	0.00	0.00	0.00	0.00
<b>Start of Water Year</b> 09-29-2020	15.35	84.65	67.65	35.62	12.74	0.00
<b>One Year Ago</b> 12-31-2019	96.43	3.57	0.00	0.00	0.00	0.00

## Intensity:

None	D2 Severe Drought
D0 Abnormally Dry	D3 Extreme Drought
D1 Moderate Drought	D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

## Author:

Adam Hartman  
NOAA/NWS/NCEP/CPC

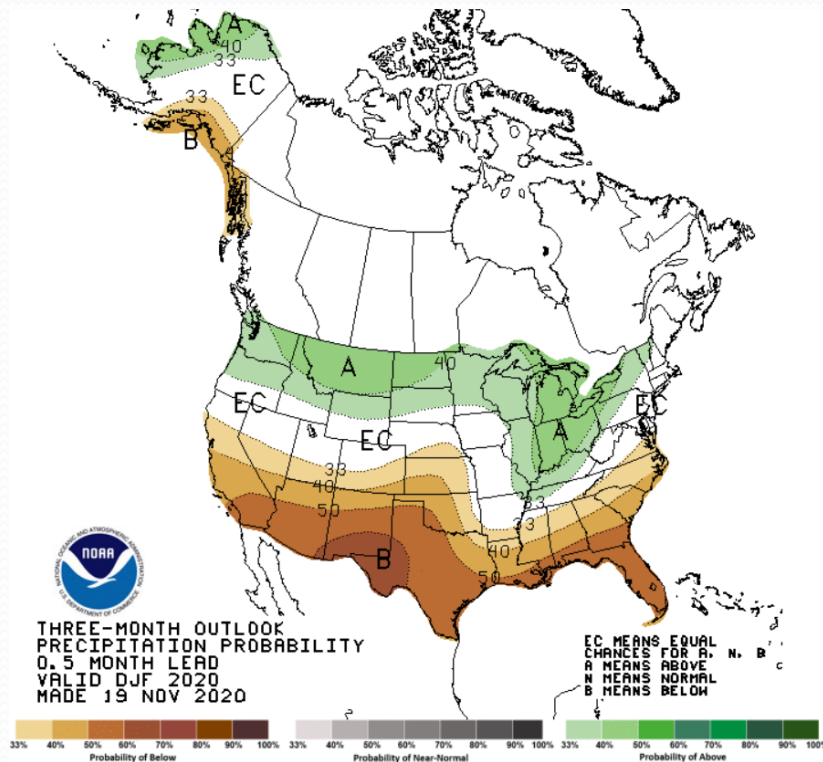


[droughtmonitor.unl.edu](https://droughtmonitor.unl.edu)

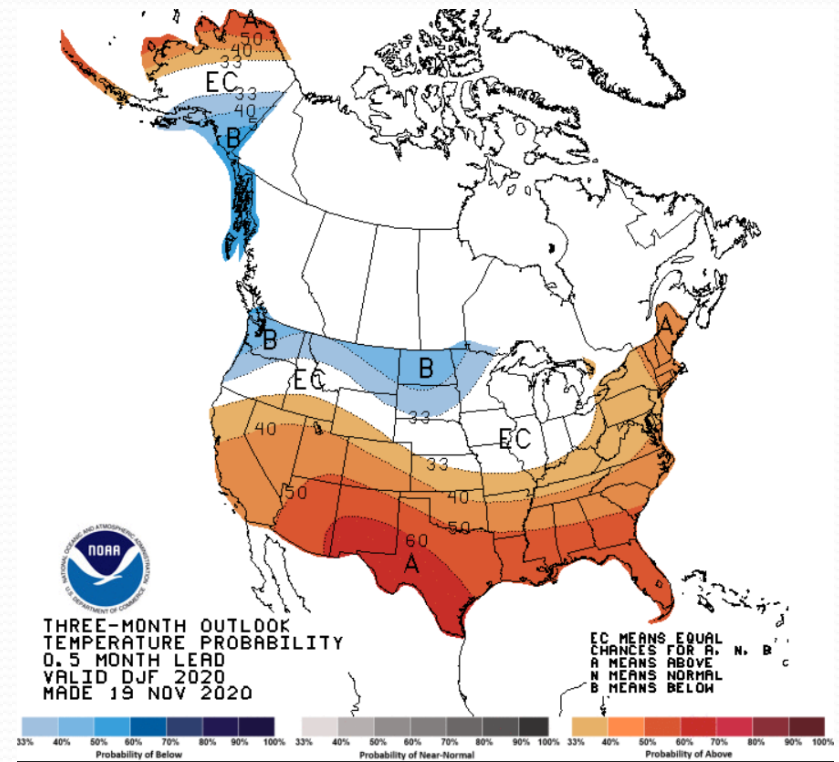
# National Weather Service Outlook

## Dec 2020–Feb 2021

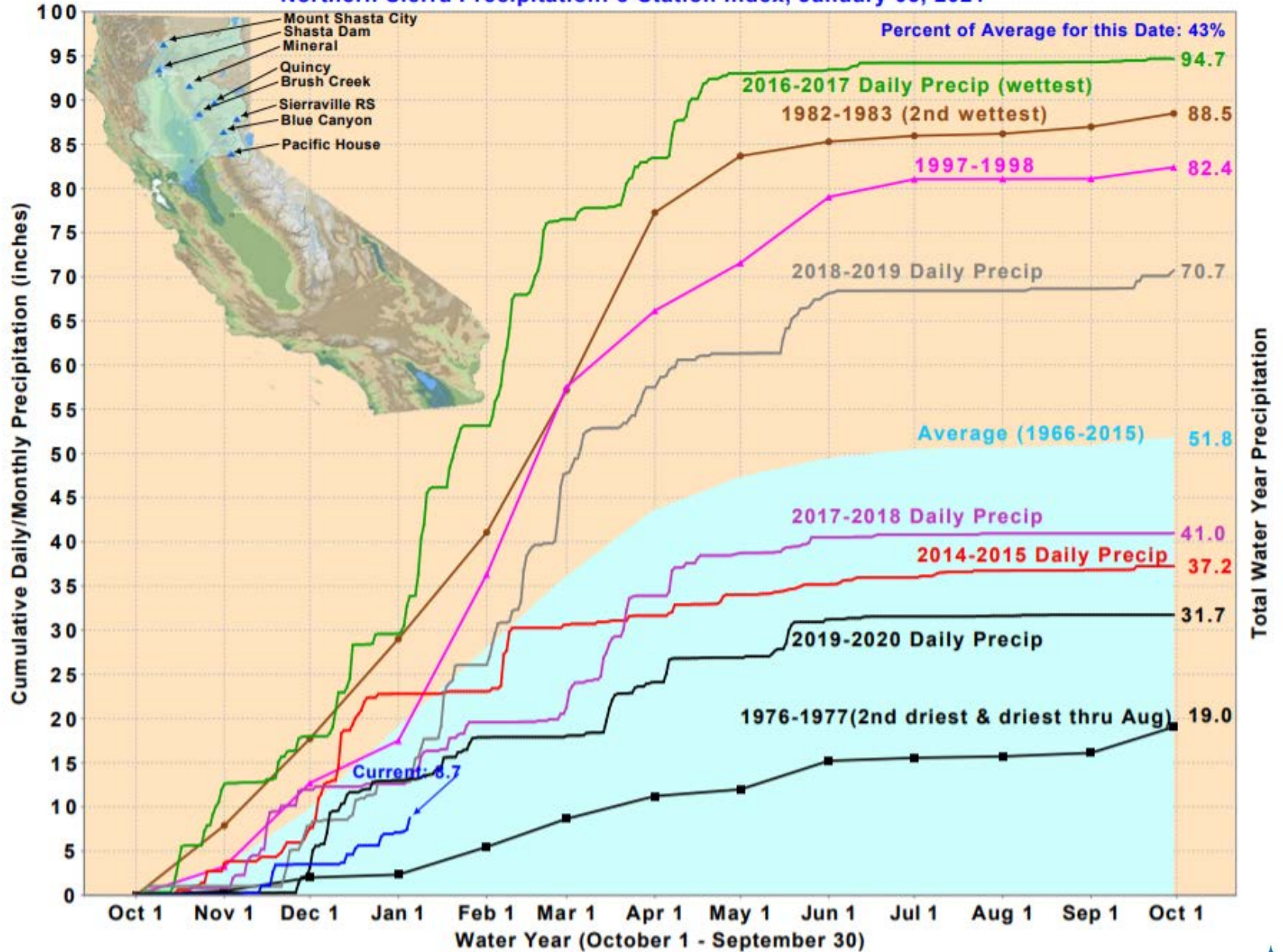
Precipitation



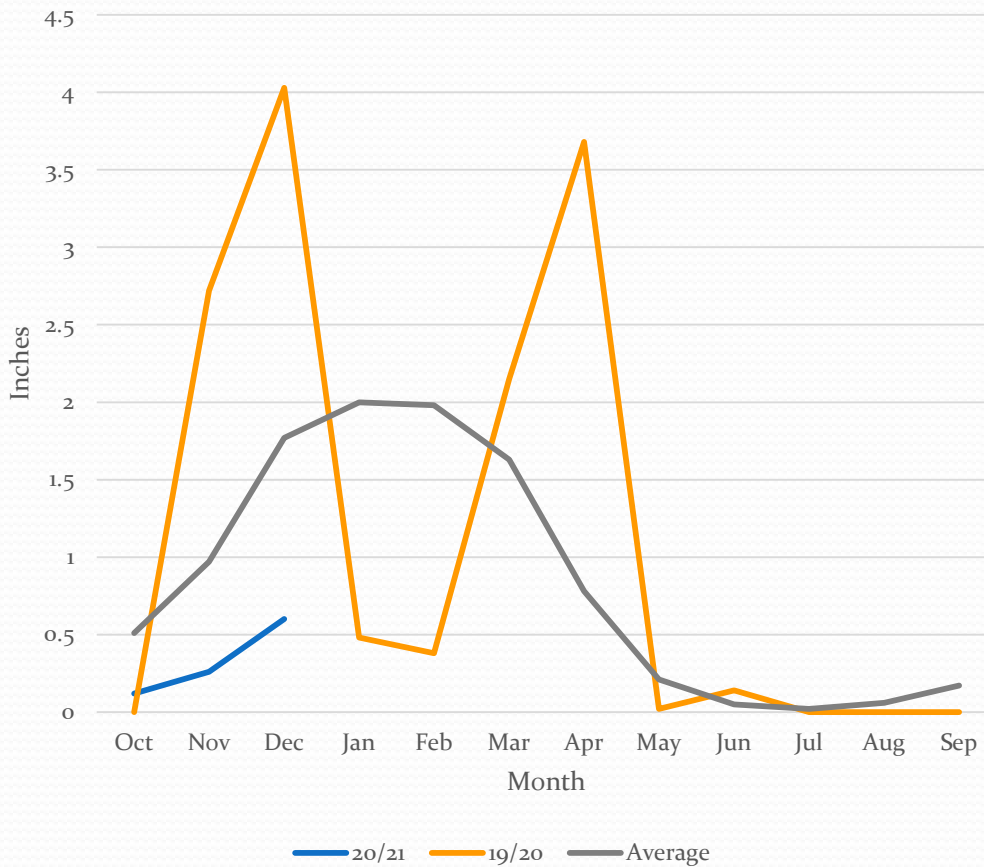
Temperature



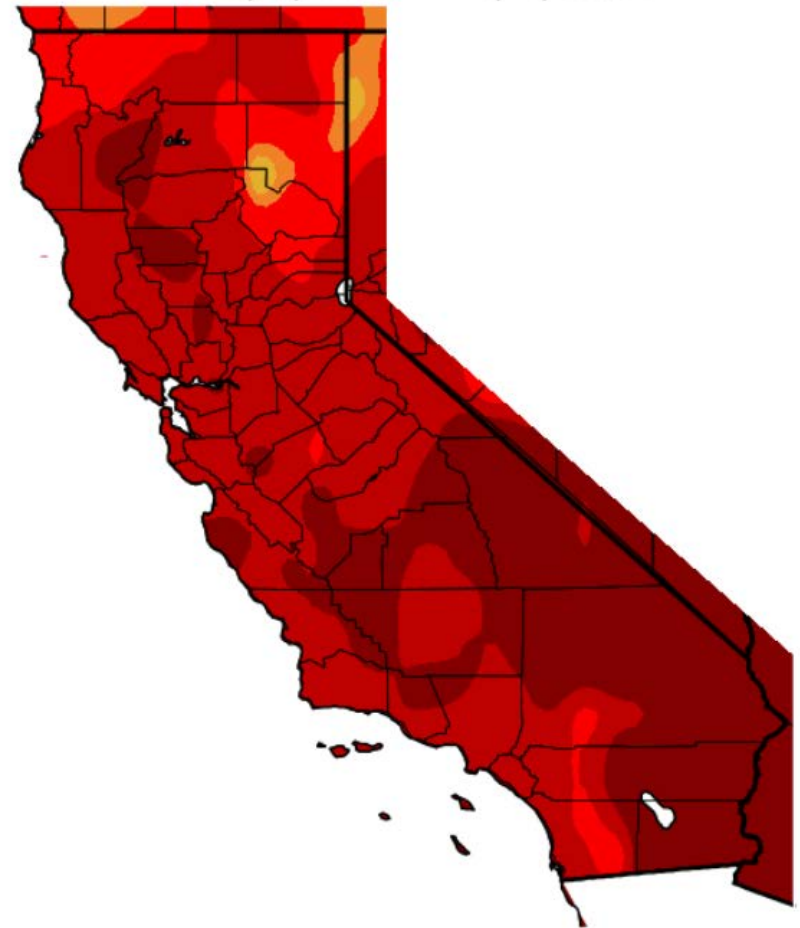
# Northern Sierra Precipitation: 8-Station Index, January 05, 2021



# San Diego Rainfall



Percent of Average Precipitation (%)  
10/1/2020 – 1/5/2021



Generated 1/ 6/2021 at WRCC using provisional data.  
NOAA Regional Climate Centers

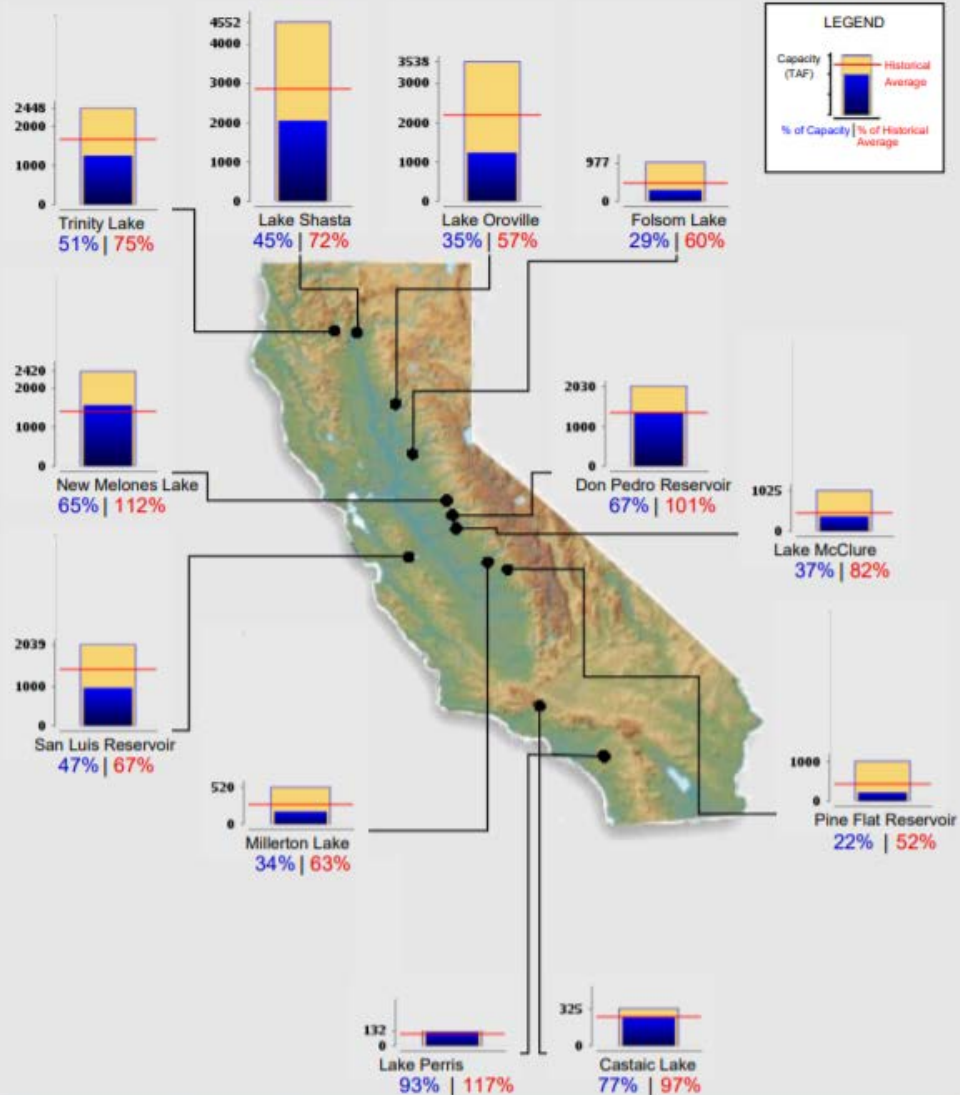




# Reservoir Conditions

Ending At Midnight - January 5, 2021

## CURRENT RESERVOIR CONDITIONS



Graph Updated 01/06/2021 08:18 AM



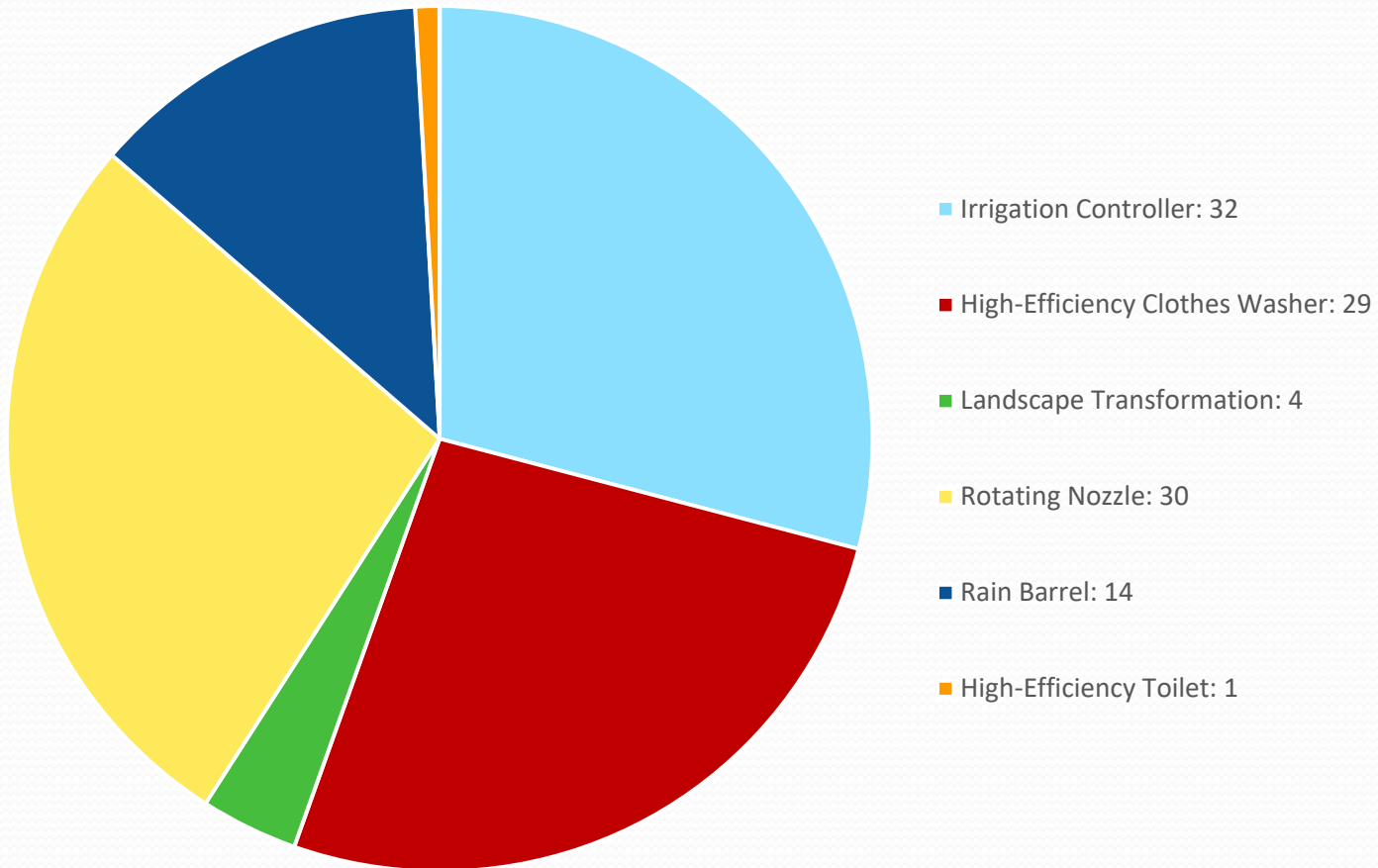
# OMWD Activity

# Restrictions Enforcement

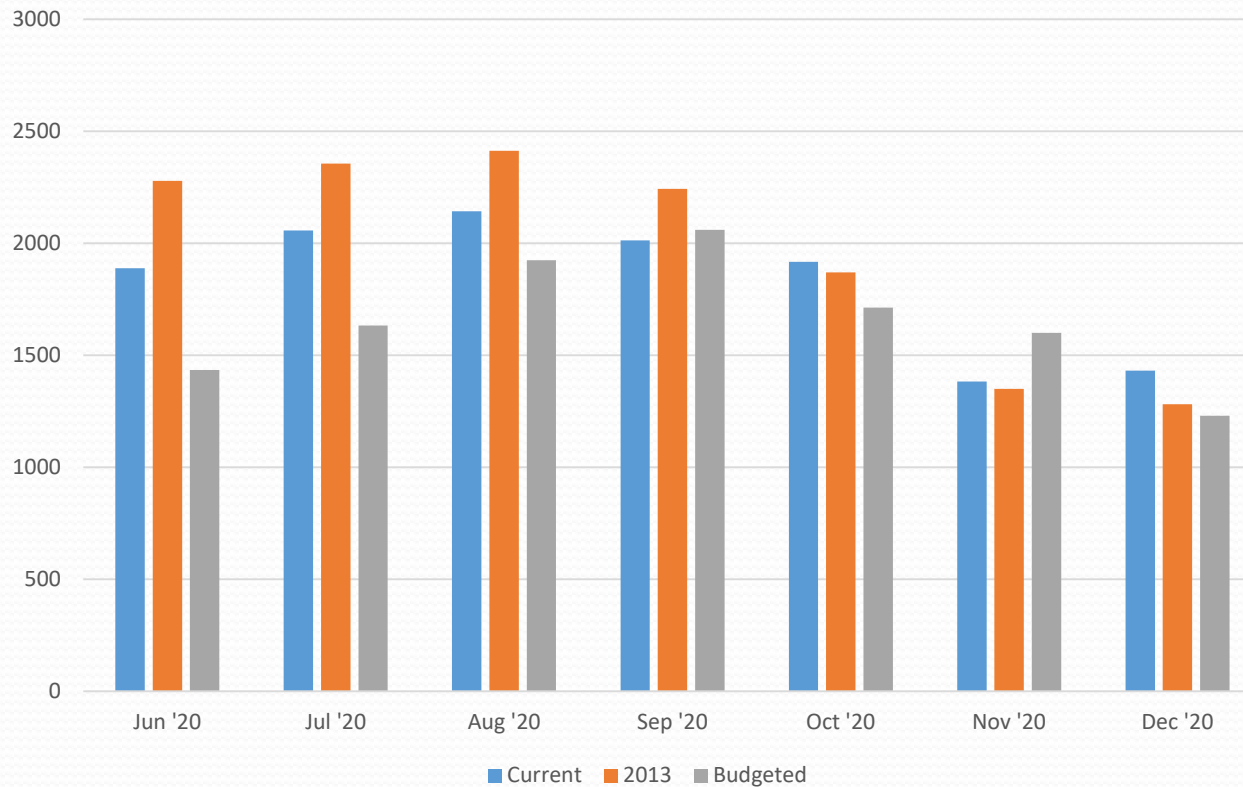
	Reports	Actions	Fines
March '19	0	0	0
April '19	0	0	0
May '19	1	1	0
June '19	20	20	0
July '19	4	4	0
August '19	3	3	0
September '19	5	5	0
October '19	1	1	0
November '19	9	9	0
December '19	0	0	0
January '20	3	3	0
February '20	2	2	0
March '20	1	1	0
April '20	5	5	0
May '20	2	2	0
June '20	7	7	0
July '20	18	18	0
August '20	4	4	0
September '20	12	12	0
October '20	2	2	0
November '20	3	3	0
December '20	6	6	0
<b>Totals</b>	<b>108</b>	<b>108</b>	<b>0</b>



# Oct-Dec Rebate Activity



# No Conservation Requirement



## Water Consumption Compared to 2013

Dec-19	-48%
Jan-20	-6%
Feb-20	-10%
Mar-20	-43%
Apr-20	-47%
May-20	-15%
Jun-20	-17%
Jul-20	-13%
Aug-20	-11%
Sep-20	-10%
Oct-20	3%
Nov-20	2%
Dec-20	12%

# Legislation



# Legislative and Regulatory Update

- AB 1668-SB 606 (Long-term water conservation targets)
  - OMWD is participating in DWR pilot study for landscape measurement. Recently received data and working with DWR to verify their measurements.
  - Also a member of Standards, Methodologies, and Performance Measures work group which met October 28.
  - Attended Landscape Area Measurement Workgroup Meeting November 19.
  - Still awaiting results of DWR study on indoor water use.
  - OMWD has subscribed to Eagle Aerial portal to improve ease of compliance with water use objective.

# Legislative and Regulatory Update

- Water Loss Performance Standards
  - OMWD sent comment letter on revised performance standards on June 8.
  - Most recent revised standards and regulatory framework released at workshop on December 16 .
  - DWR's plan is for standards to be adopted by legislature by July 2021.
  - While most agencies are being asked to reduce water loss, DWR's current proposed water loss standard for OMWD is to remain at 36.2 gal/connection/day—indicating DWR believes OMWD's water loss is about the lowest that is economically feasible to achieve.

# Recent Updates



# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Rainy Selamat, Finance Manager  
Via: Kimberly Thorner, General Manager  
Subject: **CONSIDER STAFF PRESENTATION ON PROPOSED 2021 POTABLE AND RECYCLED WATER RATES AND CHARGES (INFORMATIONAL ITEM)**

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## Purpose

The purpose of this item is to present the proposed 2021 water rates and charges including pass-through increases for consideration by the Board. Prior to implementing any rate increases, the District will provide written notice of any increases to customers at least 30 days prior to the effective date of the increases ( April 1, 2021.) Staff is proposing a 2.6% revenue adjustment, which is less than the planned 5% rate adjustment contained in the 2019 Long Range Financial Plan.

## Recommendation

This is an informational item for consideration by the Board. Staff will bring this item back for approval and adoption at the Board at the March 17<sup>th</sup> meeting. The proposed 2021 rates and charges are in compliance with District's pass-through ordinance adopted by the Board. This information was discussed with the Finance Committee members (President Watt and Director Sprague) at their special meeting on January 7, 2021.

## **Alternatives**

The Board could opt not to approve and adopt the proposed 2021 water rates and charges or direct staff to do otherwise. A delay in implementing any pass-through increases to water rates and charges can impact the District's financial position significantly.

## **Background**

In December 2019 the Board adopted an ordinance that would authorize the District, commencing January 1, 2020 and at any time through and including December 31, 2024, to pass through:

- any increases in purchased water wholesale costs from SDCWA, and any other wholesale recycled water from its recycled water suppliers;
- increases to SDCWA Infrastructure Access Charge (IAC);
- increases to OMWD operation and maintenance costs based on over-the-year percent change in the Consumer Price Index for All Urban Consumers (SD CPI-U);
- increases in water rates or any other charges mandated by the State of California and imposed on the District.

Any and all pass-through increases and adjustments shall not exceed 9% per year, and in no event shall any pass-through increase result in rates exceeding the District's cost of providing water services to the District's customers.

The Board adopted this pass-through ordinance to avoid operational deficits from increased purchased water wholesale costs from SDCWA and other recycled water suppliers and to keep pace with inflation while continually striving to keep District's operating costs as low as possible for maximum level of service.

The 2019 Water Rate Study Report is the basis for allocating cost of service for calculating the District's water rates and charges.

## **Fiscal Impact**

SDCWA began billing OMWD for untreated water costs at their new rates and charges effective January 1, 2021. The impact of delaying implementation of 2021 pass-through increases is estimated at \$116,137 per month.



The proposed pass-through increases and adjustments to OMWD current Commodity Charge, OMWD current System Access Charge, SDCWA Infrastructure Access Charge (IAC), and OMWD Fire Meter Charge for 2021 is a 2.6% increase to OMWD revenues under the existing rates. The 2.6% proposed revenue adjustment is below the 5% planned rate increase projected in the 2019 Water Cost of Service Study Report prepared by Raftelis Financial Consultants and consistent with the pass-through ordinance adopted by the Board.

### **Discussion**

The proposed OMWD Commodity Charge and OMWD System Access Charge includes: (1) a 4.8% pass-through increase in San Diego County Water Authority (SDCWA) untreated water costs starting January 1, 2021 and a 1.9% pass-through increase for inflation, based on 2019 actual San Diego Consumer Price Index for All Urban Customers (SDCPI-U), which is consistent with the methodology used in the 2019 Water Cost of Service Study for calculating annual inflation adjustment.

The proposed SDCWA Infrastructure Access Charge (IAC) for 2021 would only include a 9% increase to SDCWA-IAC. 9% is the maximum threshold for any pass-through that can be imposed by OMWD to comply with the Board's Pass-Through Ordinance (December 2019.) Actual SDCWA-IAC infrastructure Access Charge increase from SDCWA to OMWD effective January 1, 2021 is 15.8% per meter equivalent.

The proposed 5% increase in monthly OMWD Fire Meter Charges for 2021 were included in the 2019 Water Cost of Service Study Report and also were posted on OMWD's proposition 218 notice.

The impact of Staff's proposed 2021 water rates and charges will vary for each OMWD customer's water bill depending on customer type, meter, and consumption. An average OMWD residential customer with a 3/4" meter, with no fire meter, using 23 units of water per month, will see an increase of \$3.88 or 2.67% on their monthly water bill. A small residential customer, who has 3/4" meter and uses 6 units of water per month, with no fire meter, will see an increase of \$1.84 or 2.97% on their monthly water bill. A large residential customer, who has 1" water meter, 5/8" fire meter, and uses 80 units of water per month, will see an increase of \$13.10 or 2.65% on their monthly water bill.

The District is required to provide written notice to its customers of the rate increase not less than 30 days prior to its effective date. Staff intends to mail out a notice for the 2021 proposed rate increase in the February 2021 Watching Water which will go with the January 30th water bills, to save mailing and postage costs. This will give our rate

payers more than 30 days to provide comments to the Board on Staff's proposed rate increase. The 2021 Water Rates and Charges will be brought back to the Board for consideration and a vote at the March 17th, 2021 Board meeting.

Staff will have the attached power point presentation available for discussion with the Board during the meeting.

Attachment:      A- Power Point Presentation

# **Proposed 2021 Rates and Charges (Potable and Recycled)**

OMWD Board Meeting  
January 13, 2021

# Prop. 218 Notice

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## NOTICE OF PUBLIC HEARING

Concerning Proposed Rate Increases and Adjustments for  
Olivenhain Municipal Water District Water Service Fees

**November 13, 2019 at 5:30 p.m.**

**Boardroom of the District's Administrative Office**  
1966 Olivenhain Road  
Encinitas, California 92024

## PASS-THROUGH INCREASES & ADJUSTMENTS

To avoid operational deficits, depletion of reserves, and inability to address water capital infrastructure needs, the District is proposing to adopt an ordinance that would authorize the District, commencing January 1, 2020 and at any time through and including December 31, 2024, to pass through any increases in purchased water wholesale costs from SDCWA, and any other wholesale water charge increases imposed on the District by its public agency water suppliers (collectively referred to as "Purchased Water Wholesale Pass-Through"); increases to SDCWA fixed monthly meter fees collected on water meters ("SDCWA Infrastructure Access Charge"); increases to the District's Costs of Operations and Maintenance and Capital Facility based on over-the-year percent change in the San Diego County Consumer Price Index for All Urban Consumers ("CPI-U") ("Inflationary Pass-Through"); and increases in water rates or any other charges mandated by the State of California and imposed on the District ("CA Pass-Through") (collectively the "Pass-Through Increases and Adjustments").

Any future increases in SDCWA Infrastructure Access Charge will only impact the SDCWA Infrastructure Access Charge. Any Purchased Water Wholesale Pass-Through and any Inflationary Pass-Through will impact the rates of OMWD Commodity Charge including Demand Reduction Rate Adjustments. Any CA Pass-Through will affect all water rates and charges. If approved by the Board of Directors, the District may annually implement the Pass-Through Increases and Adjustments for a five-year period commencing March 1, 2020, through December 31, 2024. Any and all Pass-Through Increases and Adjustments shall not exceed 9% per year, and in no event shall any of pass-through increases result in rates exceeding the District's cost of providing water services to the District's customers.

Prior to implementing any Pass-Through Increases and Adjustments, the District will provide written notice of to customers not less than 30 days prior to the effective date of the pass-through increases.

## **OMWD Board Pass-Through Ordinance ( March 1, 2020-December 31, 2024)**

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- The 2019 ordinance authorized the board to:
  - Pass through any increases in purchased water wholesale costs from SDCWA and any other wholesale water charge increases imposed on the District by its public agency water suppliers – Purchased Water Wholesale Pass-Through
  - Pass-through increases to SDCWA fixed monthly meter fees collected on water meters – SDCWA Infrastructure Access Charge
  - Pass-through increases to the District's Costs of Operations and Maintenance and Capital Facilities based on SDCPI-U – Inflationary Pass Through
  - Pass-through increases in water rates or any other charges mandated by the State of California and imposed on the District – CA Pass-Through
- All and all Pass-Through Increases and Adjustments of the above shall not exceed 9% per year
- In no event, will rates and charges be increased by more than the cost of providing water services
- Rate payers will be notified (written notice) at least 30 days prior to rate changes
- Board will set and approve rate increases each year



# What have we done to Minimize Rate Increases?

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- A 2.6% proposed revenue adjustment for 2021; prior planned revenue adjustment for 2021: 5%.
- Conservative Financial Planning despite fiscal challenges due to COVID-19
- Delayed non-critical water infrastructure projects to future years to reduce near-term capital expenditures;
- Pursued funding opportunities from state and federal programs for reimbursement of COVID-19 supply costs and water infrastructure projects; and
- Continue efforts to expand our recycled water systems to be less dependent on SDCWA for water supply.

# Reasons for 2021 water rate increases

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- Purchased Water Wholesale Pass Through: Increased purchased water wholesale cost from San Diego County Water Authority (SDCWA) starting January 1, 2021
  - A 4.8% increase in County's untreated water cost per acre foot of water
- A 15.8% increase to SDCWA Infrastructure Access Charge effective January 1, 2021.
  - OMWD can only pass through 9% of the 15.8% increase per the Board's ordinance
- Inflationary Pass Through: annual inflation adjustment to the District's Costs of Operations and Maintenance and Capital Facility
  - Based on over-the-year SDCPI-U for 2020: 1.98%
  - Consistent with methodology in the 2019 Water Rate Study
- Fire Meter Charge
  - Based on the 2019 Water Cost of Service Study
- OMWD Debt Service Payments and Obligations

# San Diego County's Purchased Water Wholesale Cost

San Diego County Water Authority Rates and Charges for Wholesale Untreated Water	2020 CWA Wholesale Rates	2021 CWA Wholesale Rates	Change in Rate from CY 2020 to CY 2021
Melded Supply Rate	\$925	\$940	\$15
Transportation	132	150	\$18
Storage Charge <sup>1</sup>	181	189	\$8
Customer Service Charge <sup>1</sup>	64	73	\$9
Supply Reliability Charge <sup>1</sup>	104	122	\$18
<b>Untreated Water Cost <sup>2</sup></b>	<b>\$1,406</b>	<b>\$1,474</b>	<b>\$68</b>

- <sup>1</sup> Customer Service, Storage and Supply Reliability Charges are converted to \$/AF based on county-wide sales estimates.
- <sup>2</sup> Includes water rates and charges and excludes CWA's IAC and MWD's RTS and Capacity Charges.

# OMWD Purchased Water Wholesale Costs for Fiscal Year 2021

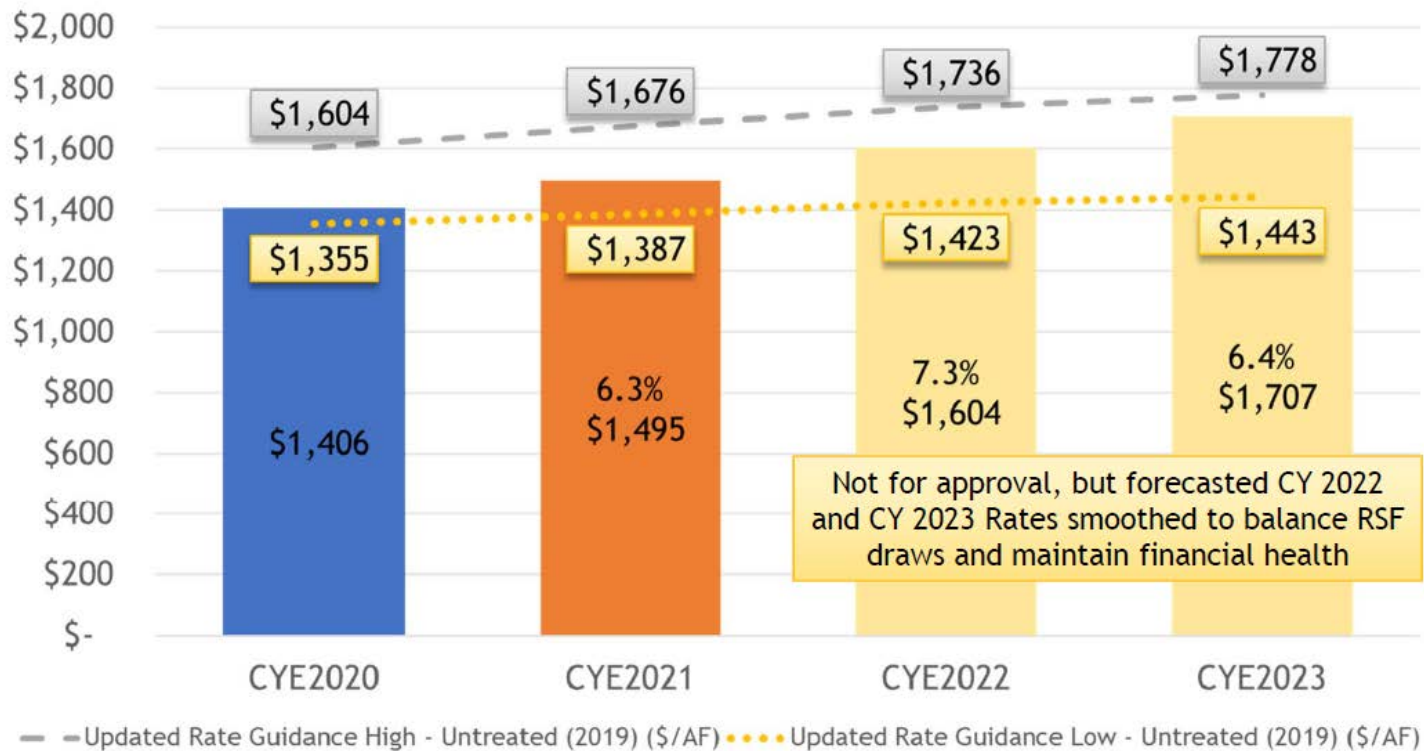
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Rates and Charges Faced by OMWD	CY 2020 Rates	CY 2021 Rates
<i>Variable costs (per AF)</i>		
Melded Supply Rate	\$925	\$940
Transportation	132	150
Untreated cost/AF	1,009	1,029
<i>Fixed costs (per calendar year)</i>		
Storage	3,010,811	2,850,228
Customer Service	1,096,454	1,130,028
Supply Reliability Charge	1,703,771	1,769,782
Infrastructure Access Charge	1,241,496	1,438,176
MWD Capacity Charge	331,408	374,688
MWD Readiness to Serve Charge (est) <sup>1</sup>	715,800	655,081
Total Fixed Costs	\$8,099,740	\$8,217,983

<sup>1</sup> Readiness to Serve charge is based on fiscal year

Source: SDCWA

# SDCWA LRFP High/Low Untreated Rates



*CYE 2021 "All-In" Untreated rate shown above was later reduced to \$1,474 AF for a 4.8% increase*



# Purchased Water Wholesale Costs from Recycled Water Suppliers

Recycled Water Rates					
Agency					
	Apr-19	Increase	Apr-20	Increase <sup>1</sup>	Apr-21
RSFCSD	\$ 838.53	-6.2%	\$ 786.26	1.1%	\$ 794.97
	Jul-19	Increase	Jul-20	Increase	Jul-21
City of SD <sup>2</sup>	\$ 780.33	0.0%	\$ 780.33	0.0%	\$ 780.33
	Jul-19	Increase	Jul-20	Increase <sup>3</sup>	Jul-21
SEJPA <sup>3</sup>	\$ 1,130.00	5.3%	\$ 1,190.00	4.0%	\$ 1,238.00
	FY '19	Increase	FY '20	Increase <sup>4</sup>	FY '21
VWD	\$ 1,139.00	13.8%	\$ 1,296.00	4.8%	\$ 1,358.00

1 - Estimated increase for FY '22

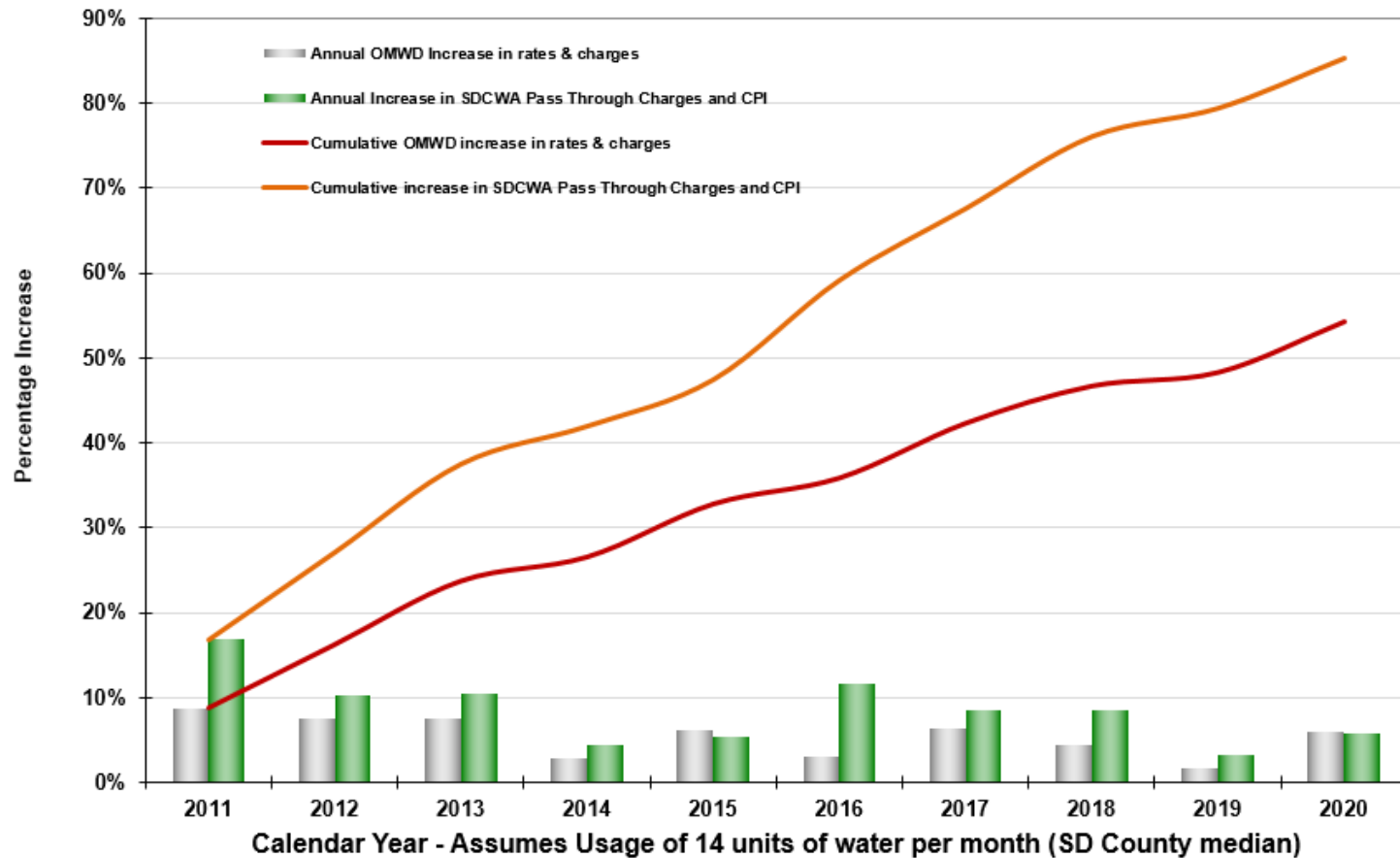
2 - City of SD amounts include a \$25 premium, cost estimated to remain consistent through FY '22

3 - SEJPA amounts are net of \$450 credit - estimated 4% increase for FY '22

4 - Estimated increase for FY '22

# SDCWA Drives OMWD's Increases

## OMWD Increases in Rates & Charges vs. SDCWA Increases and San Diego CPI



# Current and Proposed Commodity Rates:

Current Commodity Charge Effective March 1, 2020 ( 1 unit=748 gallons )				
	NON-SHORTAGE	WATER SUPPLY SHORTAGE RATES		
Customer Type	(Base) Rates	10% Demand Reduction Rates	20% Demand Reduction Rates	30% Demand Reduction Rates
<b>Domestic</b>				
0-6 Units	\$3.30	\$3.53	\$3.80	\$4.15
7-23 Units	\$4.90	\$5.13	\$5.40	\$5.75
23-80 Units	\$5.49	\$5.72	\$5.99	\$6.34
Over 80 Units	\$6.58	\$6.81	\$7.08	\$7.43
<b>Agricultural</b>	\$5.42	\$5.65	\$5.92	\$6.27
Combined Agricultural/ Domestic	First 23 units per month: Follow Domestic Rate Structure. Over 23 units per month: Follow Agricultural Rate Structure.			
<b>Commercial</b>	\$4.59	\$4.82	\$5.09	\$5.44
<b>Irrigation</b>				
Tier 1	\$5.20	\$5.43	\$5.70	\$6.05
Tier 2	\$5.57	\$5.80	\$6.07	\$6.42
Construction	\$6.65	\$6.88	\$7.15	\$7.50
Recycled	\$3.61	Shortage rates do not apply		

WE ARE  
HERE



Proposed Commodity Charge Effective April 1, 2021 ( 1 unit=748 gallons )				
	NON-SHORTAGE	WATER SUPPLY SHORTAGE RATES		
Customer Type	(Base) Rates	10% Demand Reduction Rates	20% Demand Reduction Rates	30% Demand Reduction Rates
<b>Domestic</b>				
0-6 Units	\$3.39	\$3.62	\$3.89	\$4.24
7-23 Units	\$5.02	\$5.25	\$5.52	\$5.87
23-80 Units	\$5.63	\$5.86	\$6.13	\$6.48
Over 80 Units	\$6.74	\$6.97	\$7.24	\$7.59
<b>Agricultural</b>	\$5.55	\$5.78	\$6.05	\$6.40
Combined Agricultural/ Domestic	First 23 units per month: Follow Domestic Rate Structure. Over 23 units per month: Follow Agricultural Rate Structure.			
<b>Commercial</b>	\$4.71	\$4.94	\$5.21	\$5.56
<b>Irrigation</b>				
Tier 1	\$5.33	\$5.56	\$5.83	\$6.18
Tier 2	\$5.71	\$5.94	\$6.21	\$6.56
Construction	\$6.81	\$7.04	\$7.31	\$7.66
Recycled	\$3.65	Shortage rates do not apply		

# Current and Proposed Irrigation Unit Allotments

## Tier 1 Allotment / Based upon water use by meter size

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Current Irrigation Unit Allotments Tier 1 Allotment / Based upon water use by meter size		
Meter Size	Winter (Dec-May)	Summer (Jun-Nov)
5/8"	10	15
3/4"	20	30
1"	35	50
1-1/2"	50	110
2"	100	200
3"	200	500
4"	600	3500
6"	3,100	11,800
8"	5,600	21,300

Proposed Irrigation Unit Allotments Tier 1 Allotment / Based upon water use by meter size		
Meter Size	Winter (Dec-May)	Summer (Jun-Nov)
5/8"	10	15
3/4"	20	30
1"	35	50
1-1/2"	50	110
2"	100	200
3"	200	500
4"	600	3500
6"	3,100	11,800
8"	5,600	21,300

*No proposed changes for irrigation unit allotments*

# OMWD System Access Charge – Current and Proposed

OMWD System Access Charge (\$/Meter Size)

Meter Size	Current (1)	Proposed 3/1/2020 (4)	Proposed 3/1/2021	Proposed 3/1/2022	Proposed 3/1/2023	Proposed 3/1/2024
5/8"	\$28.43	\$29.41	\$30.89	\$32.44	\$34.07	\$35.78
3/4" (*)	\$37.70	\$38.46	\$40.39	\$42.41	\$44.54	\$46.77
1"	\$65.55	\$65.60	\$68.88	\$72.33	\$75.95	\$79.75
1-1/2"	\$102.68	\$101.79	\$106.88			
2"	\$161.47	\$159.10	\$167.06			
2-1/2"	\$294.50	\$288.78	\$303.22			
3"	\$322.34	\$315.93	\$331.73			
4"	\$535.82	\$524.03	\$550.24			
6"	\$1,120.55	\$1,094.04	\$1,148.75			
8"	\$2,017.75	\$1,968.66	\$2,067.10			



Prop 218 Notice

Current and Proposed OMWD System Access Charge (SAC)

Meter Size	Current	Pass-Through Increases & Adjustments		Proposed Effective April 1, 2021
		\$	%	
5/8"	\$29.41	\$0.75	2.55%	\$30.16
3/4"	\$38.46	\$0.98	2.55%	\$39.44
1"	\$65.60	\$1.67	2.55%	\$67.27
1-1/2"	\$101.79	\$2.58	2.53%	\$104.37
2"	\$159.10	\$4.03	2.53%	\$163.13
2-1/2"	\$288.78	\$7.32	2.53%	\$296.10
3"	\$315.93	\$8.00	2.53%	\$323.93
4"	\$524.03	\$13.27	2.53%	\$537.30
6"	\$1,094.04	\$27.70	2.53%	\$1,121.74
8"	\$1,968.66	\$49.84	2.53%	\$2,018.50



# Current and Proposed System Access Charges

Current and Proposed OMWD System Access Charge (SAC)				
Meter Size	Current	Pass-Through Increases & Adjustments		Proposed Effective April 1, 2021
		\$	%	
5/8"	\$29.41	\$0.75	2.55%	\$30.16
3/4"	\$38.46	\$0.98	2.55%	\$39.44
1"	\$65.60	\$1.67	2.55%	\$67.27
1-1/2"	\$101.79	\$2.58	2.53%	\$104.37
2"	\$159.10	\$4.03	2.53%	\$163.13
2-1/2"	\$288.78	\$7.32	2.53%	\$296.10
3"	\$315.93	\$8.00	2.53%	\$323.93
4"	\$524.03	\$13.27	2.53%	\$537.30
6"	\$1,094.04	\$27.70	2.53%	\$1,121.74
8"	\$1,968.66	\$49.84	2.53%	\$2,018.50

*Proposed OMWD System Access Charge shown above include pass-through increases and adjustments from SDCWA effective January 1, 2021 and over-the-year percent change in the San Diego County Consumer Price Index for All Urban Consumers (CPI-U).*

# Current and Proposed SDCWA Infrastructure Access Charge (IAC)

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Current and Proposed SDCWA Infrastructure Access Charge (IAC)				
Meter Size	Current	Pass-Through Increases & Adjustments		Proposed Effective April 1, 2021
		\$	%	
5/8"	\$3.66	\$0.32	8.7%	\$3.98
3/4"	\$3.66	\$0.32	8.7%	\$3.98
1"	\$6.96	\$0.62	8.9%	\$7.58
1-1/2"	\$11.35	\$1.02	9.0%	\$12.37
2"	\$18.30	\$1.64	9.0%	\$19.94
2-1/2"	\$34.04	\$3.06	9.0%	\$37.10
3"	\$37.34	\$3.36	9.0%	\$40.70
4"	\$62.59	\$5.63	9.0%	\$68.22
6"	\$131.76	\$11.85	9.0%	\$143.61
8"	\$237.90	\$21.41	9.0%	\$259.31

*Proposed SDCWA Infrastructure Access Charge (IAC) shown above are the maximum SDCWA IAC that could be imposed by OMWD pursuant to the Proposition 218 notice for Pass-Through Increases and Adjustments. The SDCWA IAC Pass-Through increase and adjustments shown above do not represent actual increases from SDCWA effective January 1, 2021.*

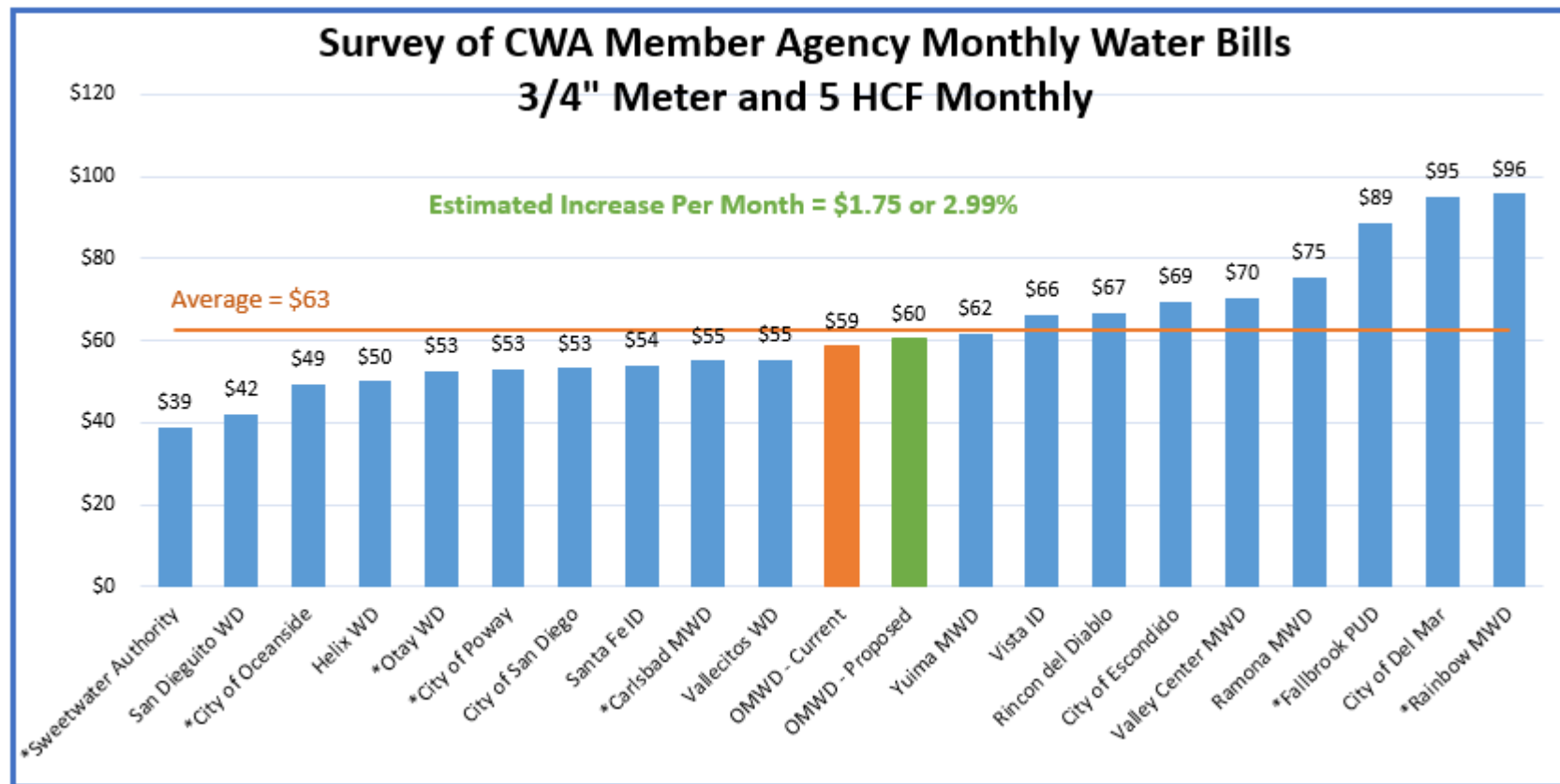
# Fire Meter Charges – Current and Proposed

OMWD Fire Meter Charge (\$/Meter Size)						
Meter Size	Current (1)	Proposed 3/1/2020 (4)	Proposed 3/1/2021	Proposed 3/1/2022	Proposed 3/1/2023	Proposed 3/1/2024
5/8"	\$3.82	\$4.82	\$5.07	\$5.33	\$5.60	\$5.88
3/4" (*)	\$3.82	\$4.82	\$5.07	\$5.33	\$5.60	\$5.88
1"	\$4.50	\$5.42	\$5.70	\$5.99	\$6.29	\$6.61
1-1/2"	\$5.42	\$6.21	\$6.53	\$6.86	\$7.21	\$7.58
2"	\$6.88	\$7.48	\$7.86	\$8.26	\$8.68	\$9.12
2-1/2"	\$10.15	\$10.34	\$10.86			
3"	\$10.84	\$10.93	\$11.48			
4"	\$16.10	\$15.52	\$16.30			
6"	\$30.51	\$28.09	\$29.50			
8"	\$52.64	\$47.37	\$49.74			

Prop 218 Notice

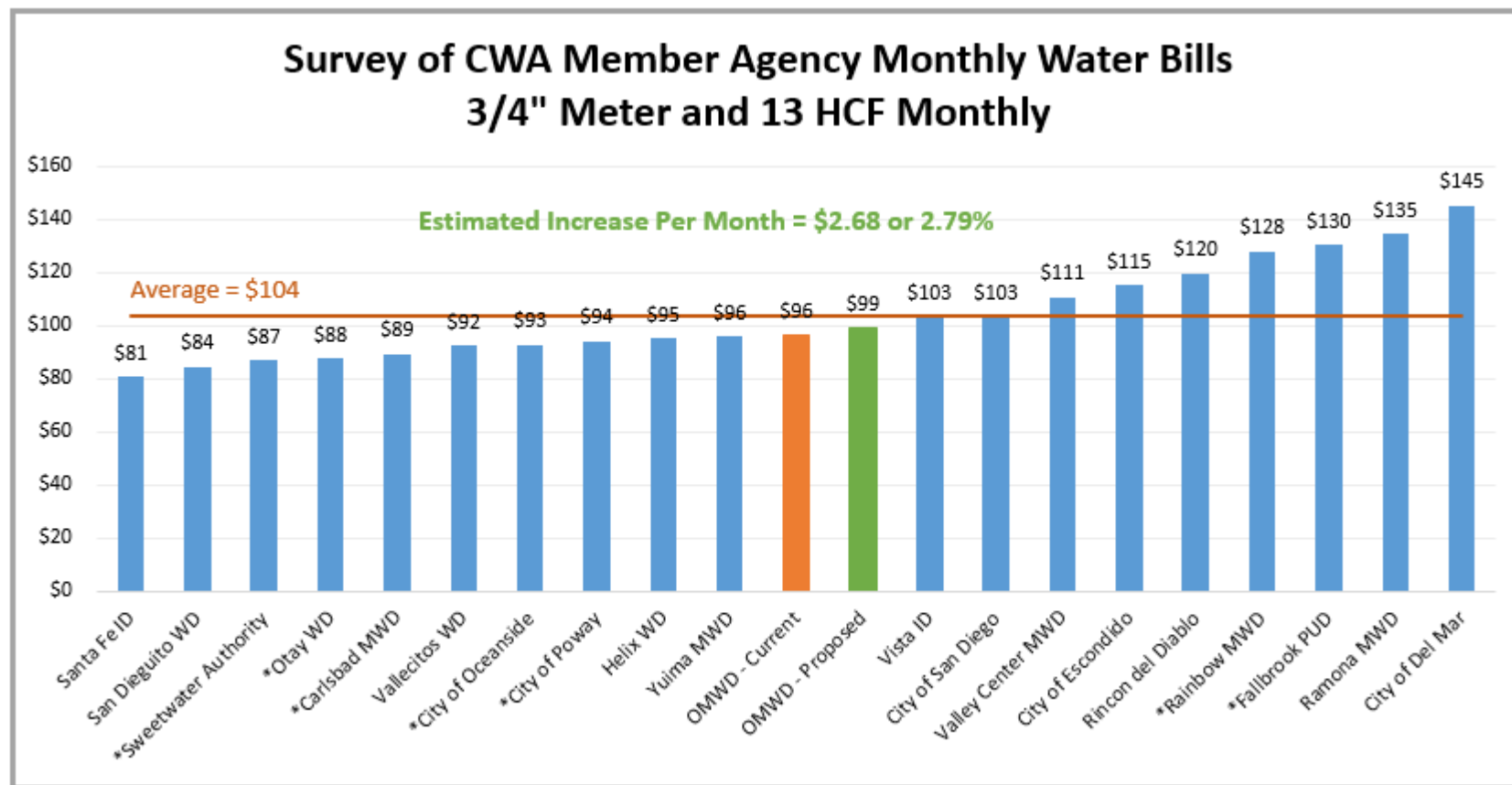
Current and Proposed OMWD Fire Meter Charge Rates (\$/Meter Size)				
Meter Size	Current	Change	% Change	Proposed Effective April 1, 2021
5/8"	\$4.82	\$0.24	5.0%	\$5.06
3/4"(*)	\$4.82	\$0.24	5.0%	\$5.06
1"	\$5.42	\$0.27	5.0%	\$5.69
1-1/2"	\$6.21	\$0.31	5.0%	\$6.52
2"	\$7.48	\$0.37	4.9%	\$7.85
2-1/2"	\$10.34	\$0.51	4.9%	\$10.85
3"	\$10.93	\$0.54	4.9%	\$11.47
4"	\$15.52	\$0.77	5.0%	\$16.29
6"	\$28.09	\$1.40	5.0%	\$29.49
8"	\$47.37	\$2.36	5.0%	\$49.73

# Monthly Water Bills for Single Family Residential (5 units)



Estimated monthly total includes fixed monthly fees as well as variable commodity charges. Surveyed rates are based off of either approved 2020 rates, or approved/proposed 2021 rates if marked with an \*.

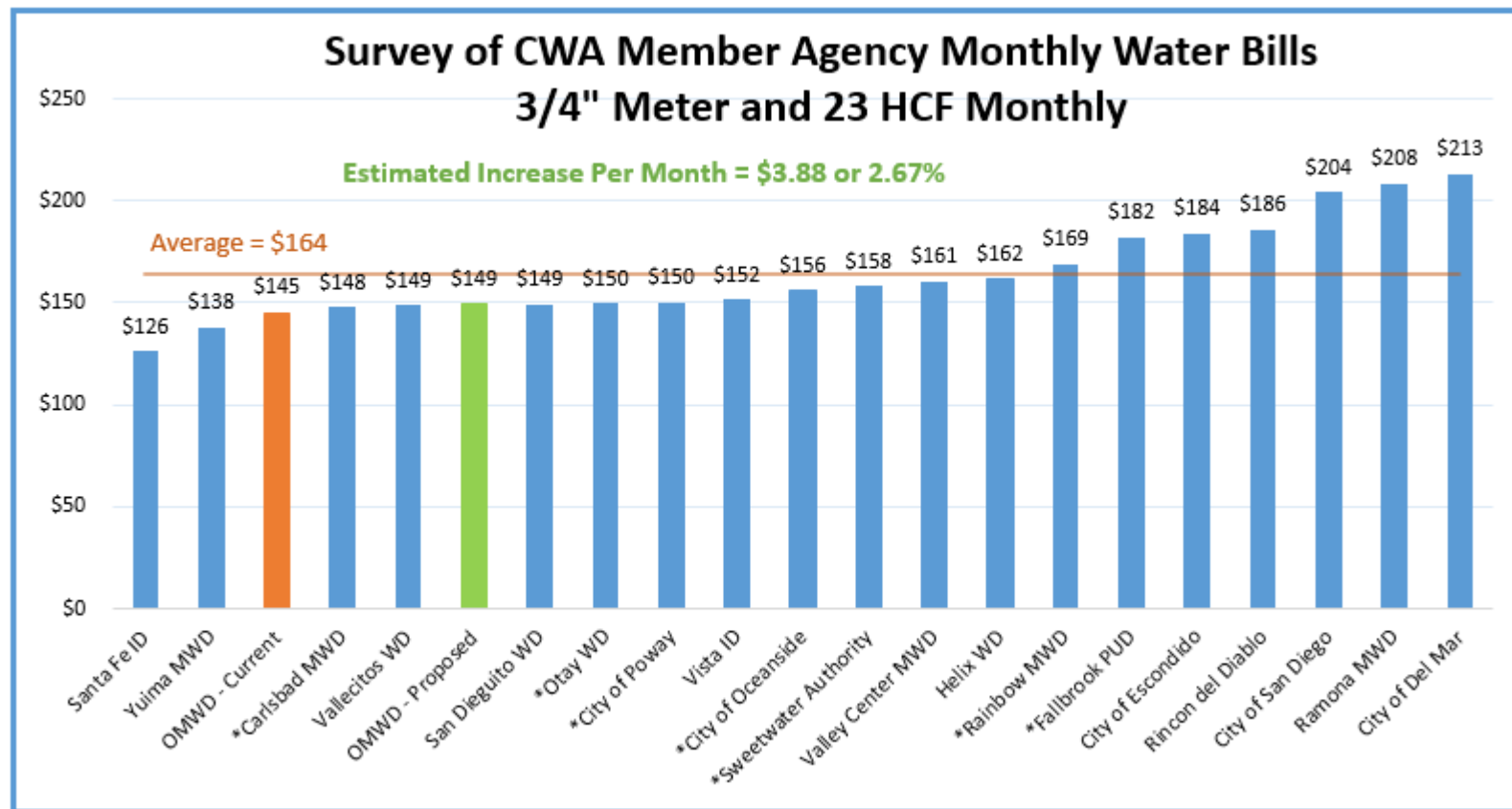
# Monthly Water Bills for Single Family Residential (13 units)



Estimated monthly total includes fixed monthly fees as well as variable commodity charges. Surveyed rates are based off of either approved 2020 rates, or approved/proposed 2021 rates if marked with an \*.

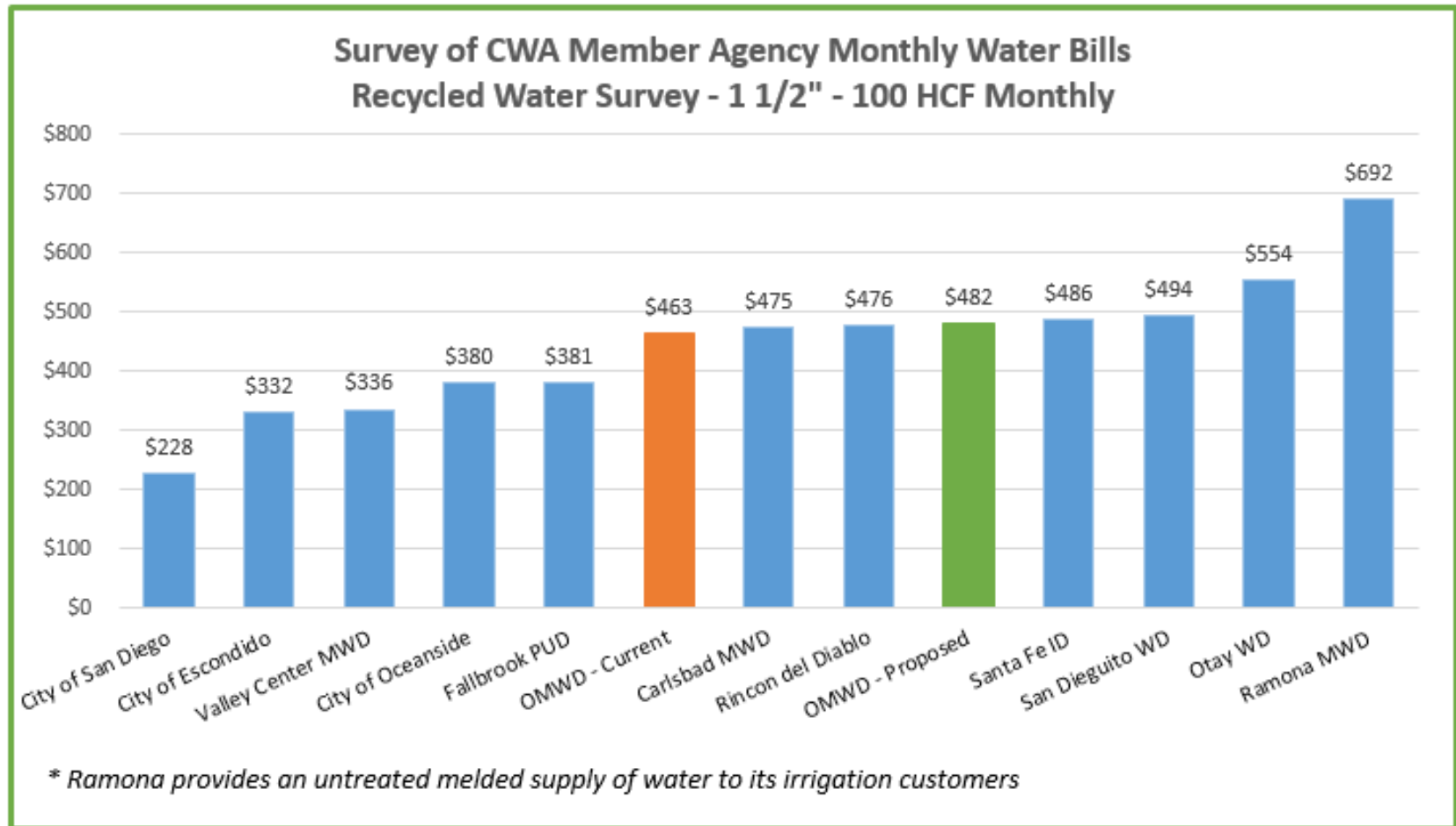


# Monthly Water Bills for Single Family Residential (23 units)



Estimated monthly total includes fixed monthly fees as well as variable commodity charges. Surveyed rates are based off of either approved 2020 rates, or approved/proposed 2021 rates if marked with an \*.

# OMWD Recycled Customer's Monthly Average Water Bill



Estimated monthly total includes fixed monthly fees as well as variable commodity charges.

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# Questions?

# Future Actions

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- Mail out rate increase notice by 1/31/2021
- Receive comments (2/1/21-3/17/21)
- Adoption of rate ordinance (if approved) – 3/17/21
- Pass-Through Increases and Adjustments to OMWD water rates and charges, if approved and adopted by the Board, will be seen on April 1, 2021 water bills

# Memo

Date: January 13, 2021

To: Olivenhain Municipal Water District Board of Directors

From: Geoff Fulks, Operations Manager  
Erik Harp, Information Technology Supervisor

Via: Kimberly A. Thorner, General Manager

Subject: **CONSIDER ACCEPTANCE OF THE 4S WATER RECLAMATION FACILITY AND CIELO PUMP STATION ENERNOC CONTROLS REMOVAL AND CIELO PUMP STATION AUTOMATIC TRANSFER SWITCH REPLACEMENT EMERGENCY PROJECT INTO THE DISTRICT'S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED**

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## Purpose

The purpose of this agenda item is to consider acceptance of the 4S Water Reclamation Facility and Cielo Pump Station EnerNOC controls removal and Cielo Pump Station automatic transfer switch replacement emergency project into the District's system and authorize the filing of a Notice of Completion with the San Diego County Recorder. This will end the emergency declaration and this report will conclude the monthly reporting to the board of directors.

## Recommendation

Staff recommends acceptance of the 4S Water Reclamation Facility and Cielo Pump Station EnerNOC controls removal and Cielo Pump Station automatic transfer switch replacement emergency project into the District's system.



## **Alternative(s)**

None. The project has been completed.

## **Background**

In 2007, OMWD began contracting with EnerNOC, Inc., a company offering a demand response program for businesses and utilities, to provide generator power at the 4S Water Reclamation Facility and the Rancho Cielo Pump Station. EnerNOC provided OMWD with specialized electrical switchgear and controls that tie into the generator backup equipment. EnerNOC's equipment served to backup the SDG&E electrical grid in the event the grid was unable to sustain load demands. By 2016, the contract expired and SDG&E no longer supported the program. EnerNOC turned over the maintenance of the equipment to OMWD with hopes the program may return; however, currently SDG&E has no plan to restore this program.

The Cielo Potable Pump Station, located in Director Division 4 (Bruce-Lane), recently experienced an equipment failure. On the night of August 12, 2020, SDG&E power was lost to the Rancho Cielo development. The outage triggered the generator at Cielo Pump Station to begin start up and Automatic Transfer Switch operation. The procedure failed causing a "backfeed" of power to the generator resulting in minor damage. Upon further investigation by the contractor Global Power, it was determined that the process failure was caused by the EnerNOC transfer controls. Repairs to the generator were completed by Global Power on September 17, 2020.

The 4S Water Reclamation Facility, located in Director Division 4 (Bruce-Lane), recently experienced an equipment failure as well. On the night of August 14, 2020, SDG&E implemented a "rolling blackout" that shut off power to the 4S Water Reclamation Facility. The outage triggered the generator at the plant to begin start up and Automatic Transfer Switch operation. While the generator ran, the EnerNOC switch failed to transfer. OMWD Instrumentation and Controls Technicians responded and were able to manually transfer the switch shortly after power was restored.

On August 24, 2020, OMWD Pumps and Motors Technician met with Global Power to discuss causes of the failures and develop a solution to restore reliability to the backup generator systems. Global Power informed OMWD they were responding to EnerNOC control failures throughout the region and recommended removal of both controls and replacement of the transfer switch at Cielo Pump Station.

In accordance with OMWD's Administrative and Ethics Code Article 3 Section 3.2.1, the General Manager notified the board of the emergency action on September 15, 2020 via

email. At its next regularly scheduled meeting in October the board affirmed the General Manager's emergency declaration and approved the contract with Global Power Group, Inc.

On October 14, 2020, Global Power proceeded to tie in the rental back-up generator and test the Automatic Transfer Switch and power transferred with no issue. Global Power was then able to remove all EnerNOC equipment from the 4S Water Reclamation Facility. Work is complete at the 4S WRF.

A new automatic transfer switch for the Cielo Pump Station arrived in the second week of December. Global Power removed the old system and installed the new transfer switch on December 16 and 17, 2020. At the end of the installation, the new transfer switch was tested and commissioned. Work is now complete at the Cielo Pump Station.

### **Fiscal Impact**

The estimated project budget, including the quotes from Global Power for replacement cost and back-up generation, as well as estimated staff time is shown in the table below. Funding to support emergency repair work was included in the FY 20-21 Capital and Operating Budget approved at the June 17, 2020 board meeting in the Potable Capital Replacement Fund and Wastewater Capital Replacement Fund.

<b>Description</b>	<b>Amount</b>
Contractor Equipment and Labor	\$115,295.28
Force Account Labor (estimated)	\$5,000 to \$15,000
<b>Total Cost of Emergency Repair Work (estimated)</b>	<b>\$120,000 to \$130,000</b>

Is this a Multi Fiscal Year Project? **No**

In which FY did this capital project first appear in the CIP budget? **N/A**

Total Project Budget: **\$150,000**

Current Fiscal Year Appropriation: **N/A**

To Date Approved Appropriations: **N/A**

Target Project Completion Date: **December 31, 2020**

Expenditures and Encumbrances as of December 31, 2020: **\$115,298.28**

Is this change order within the appropriation of this fiscal year? **N/A**

If this change order is outside of the appropriation, Source of Fund: **N/A**

### **Discussion**

Staff is available to answer questions.

#### *Attachments:*

- *Location Maps*
- *Notice of Completion*

**RECORDING REQUESTED BY &  
WHEN RECORDED RETURN TO:**

Olivenhain Municipal Water District  
1966 Olivenhain Road  
Encinitas, California, 92024-5699

(This space for recorder's use)

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN that the improvements for 4S Water Reclamation Facility EnerNOC Controls Removal Emergency Project, in the City of San Diego, County of San Diego, State of California, and Cielo Pump Station EnerNOC Controls Removal and Automatic Transfer Switch Replacement Emergency Project, in the County of San Diego, State of California for which the OLIVENHAIN MUNICIPAL WATER DISTRICT ("Owner", in fee, of the facilities), headquartered at 1966 Olivenhain Road, Encinitas, CA 92024, contracted with GLOBAL POWER GROUP, INC. (Contractor") located at 12060 Woodside Avenue, Lakeside, CA 92040, have been completed in accordance with the plans and specifications as of December 17, 2020. The improvements have been accepted by the Board of Directors of the OLIVENHAIN MUNICIPAL WATER DISTRICT on this 13<sup>th</sup> day of January 2021.

In witness whereof this Notice of Completion has been executed under authority from the Board of Directors of said OLIVENHAIN MUNICIPAL WATER DISTRICT by Kimberly A. Thorner, General Manager.

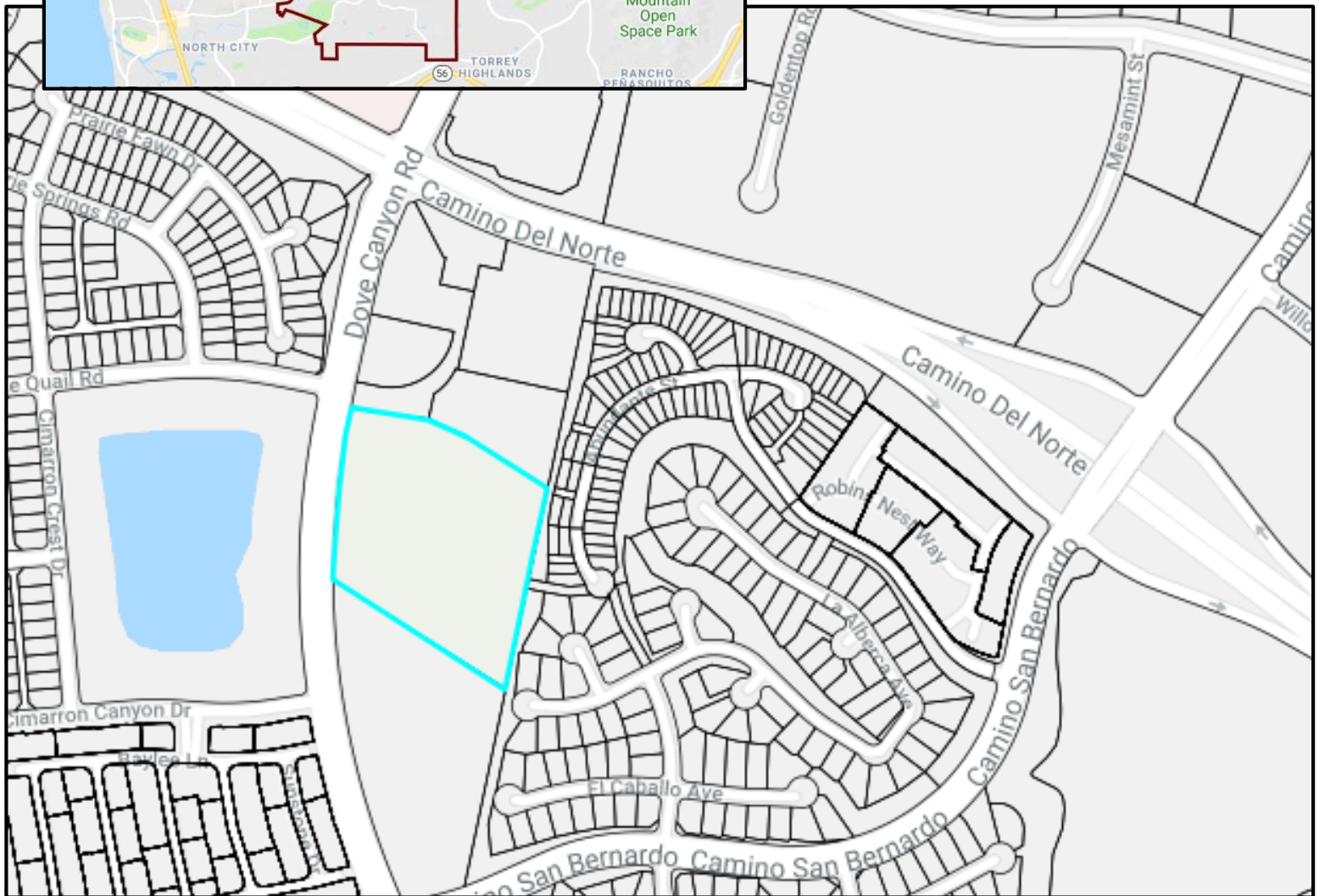
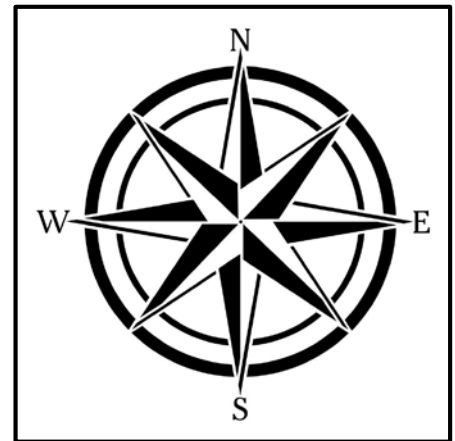
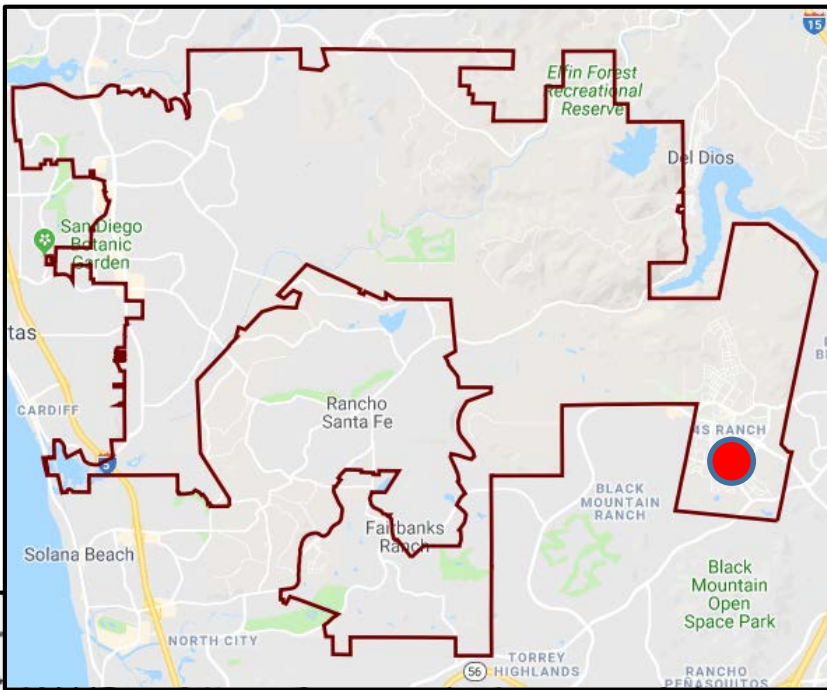
KIMBERLY A. THORNER, being first duly sworn, deposes and says that she is General Manager of the OLIVENHAIN MUNICIPAL WATER DISTRICT and is familiar with the facts stated in the foregoing Notice of Completion executed for and on behalf of said Agency, that she has read the foregoing Notice of Completion and knows the contents thereof and that the same are true.

OLIVENHAIN MUNICIPAL WATER DISTRICT

Date: \_\_\_\_\_, 2021

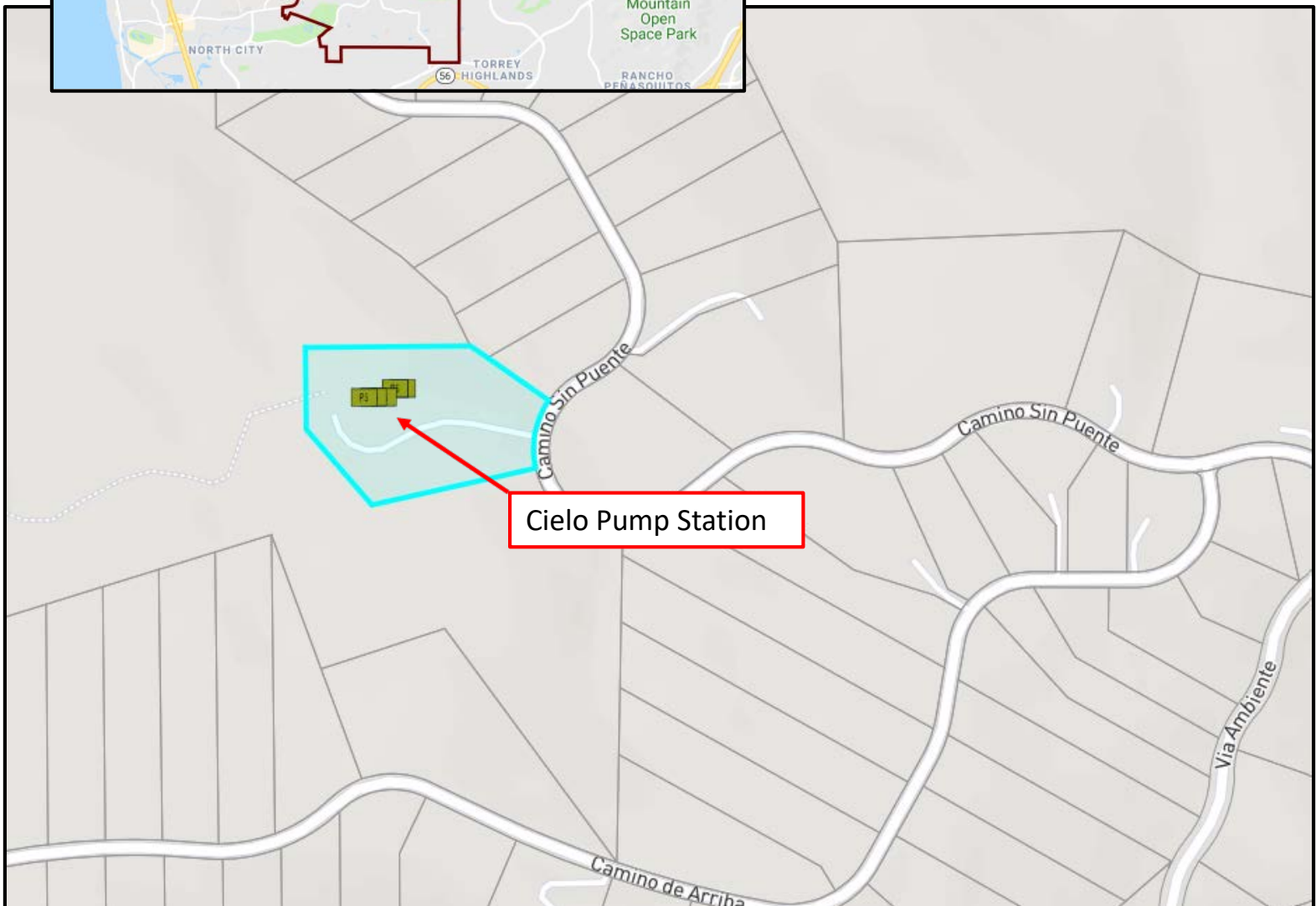
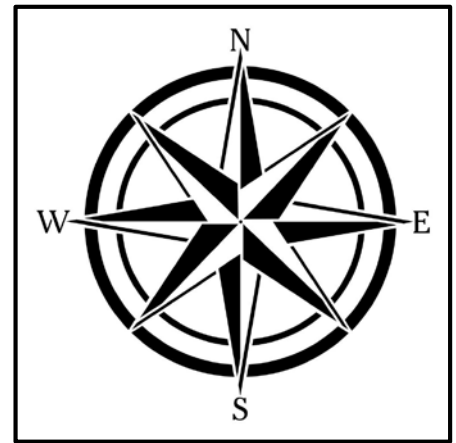
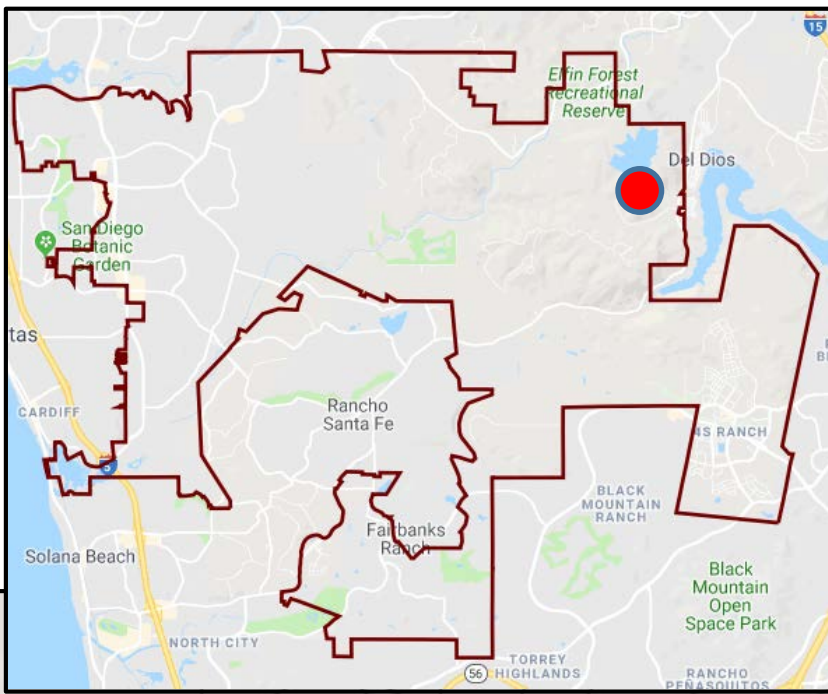
By: \_\_\_\_\_  
Kimberly A. Thorner  
General Manager

4S Water Reclamation Facility and Cielo Pump Station EnerNOC Controls Removal and Cielo Pump Station Automatic Transfer Switch Replacement Emergency Project



**4S RANCH WATER RECLAMATION FACILITY  
ENERNOC CONTROLS REMOVAL EMERGENCY PROJECT**





**CIELO PUMP STATION ENERNOC CONTROLS REMOVAL  
AND AUTOMATIC TRANSFER SWITCH REPLACEMENT  
EMERGENCY PROJECT**

# Memo

Date: January 13, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Kimberly A. Thorner, General Manager  
Subject: **CONSIDER UPDATE ON THE COVID-19 EMERGENCY DECLARATION**

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## Purpose

The purpose of this Board item is to provide an update on the COVID-19 Emergency Declaration. The General Manager declared an emergency on March 12, 2020 and the Board received updates of this emergency declaration at the March 18, April 15, May 20, June 17, July 15, August 19, September 9, October 14, November 18, and December 9, 2020 Board Meetings. The Board shall receive an update of the General Manager's emergency action at subsequent Board Meetings until we are no longer in the state of emergency.

## Recommendation

This is an informational update pursuant to the Administrative and Ethics Code §3.2.1. No Board action is required. To date, no OMWD employee had been diagnosed with COVID-19.

## Background

Pursuant OMWD's Administrative and Ethics Code §3.2.1, it is under my authority as the General Manager to declare an emergency if there is an unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent and mitigate the loss or impairment of life, health, property, or essential public services. COVID-19 poses an imminent danger to the health of OMWD employees and customers. After

notifying the Board via email, I declared a state of emergency regarding COVID-19 on March 12, 2020 based on the threat of the spreading pandemic.

There have been a series of email communications with the Board, staff, teleconferences with other General Managers in the County, and multiple messages conveyed to customers ensuring that OMWD's water is safe. The chart below shows the ongoing efforts we are taking here at OMWD to help navigate and mitigate the COVID-19 emergency while remaining prepared and reliable to our customers and community.

### **CORONAVIRUS (COVID-19) ACTIONS**

<b>DATE</b>	<b>ACTION</b>
<b>February 2020</b>	OMWD began actively monitoring situation.
<b>March 5, 2020</b>	Staff begins formulating outreach plan and design of OMWD's online COVID-19 Response Center.
<b>March 9, 2020</b>	Staff participated in regional meeting regarding COVID-19 at the San Diego County Water Authority.
<b>March 11, 2020</b>	OMWD's online COVID-19 Response Center published.
	Social Media outreach regarding water safety during COVID-19.
<b>March 12, 2020</b>	Emergency Declaration made by GM to ensure critical supplies, parts, and inventory are in stock or can be purchased more freely. OMWD implemented Pandemic Response Plan.
	Staff advised not to report to work if they exhibit any signs or symptoms.
	Travel to large conferences, group meetings, and trainings by OMWD employees suspended until further notice.
	Public Tours of OMWD delayed until further notice. Events and workshops postponed.
	Laptops and phones to be ordered in anticipation of telecommuting needs.
	Elfin Forest Recreational Reserve's Interpretive Center closed until further notice.
<b>March 13, 2020</b>	OMWD's lobby temporarily closed until further notice.
	Disconnection moratorium for customers facing financial difficulty.
<b>March 16, 2020</b>	Staff advised not to report to work if family/friends/people they have interacted with exhibited any symptoms.
	Employees can work remotely or on alternate schedules, so long as essential services are not interrupted.
	All non-vital construction, outside work, and outside meetings are cancelled.
	Social distancing policies implemented within the District. (E.g. no sharing

	vehicles, no congregating, etc.)
	OMWD Sick Time Bank established for employees to donate sick leave to those who do not have enough accrued sick time to meet their needs, thereby encouraging employees to call in sick if needed.
<b>March 17, 2020</b>	OMWD's Emergency Operations Center plans reviewed in order to prepare should it be activated.
	General Manager participates on region-wide water teleconference regarding status of all water agencies. All agencies commit to mutual aide, especially at the operator level. OMWD begins providing San Diego County Water Authority and San Diego County Office of Emergency Services with daily status updates via WEBEOC.
<b>March 18, 2020</b>	OMWD's regularly scheduled board meeting transitioned to teleconference format.
<b>March 21, 2020</b>	California Public Utilities Commission informed that OMWD has initiated a temporary disconnection moratorium.
<b>March 22, 2020</b>	OMWD's Elfin Forest Recreational Reserve closed until further notice.
<b>March 23, 2020</b>	OMWD participated in second teleconference meeting regarding wastewater mutual aid with SEJPA, LWWD, VWD, Oceanside, Carlsbad, and Encina.
	Finance Department creates account to track costs associated with COVID-19.
<b>March 24, 2020</b>	Schedules further modified to ensure as much social distancing as possible; operations divisions separated into alternating teams to allow for separation on a weekly basis. Teams not working are to stay home, safe and sober in the event of an emergency need. Remaining administrative employees authorized remote working capability with laptops.
<b>March 25, 2020</b>	Deployed additional laptops to enable additional employees to work from home.
	Filmed informational video about the safety of our water that will be released in the near future.
	Prepared a list of shovel ready projects to CWA.
<b>March 26, 2020</b>	Sent an informational mailer to all customers regarding the safety of their water supply.
	Secured adequate supply of N95 masks for employees.
<b>March 27, 2020</b>	Staff has contacted certified retired operators to determine their ability to provide support in the event our current staff was impacted.
<b>March 30, 2020</b>	Made and distributed hand sanitizer to be used as needed.
	OMWD participated in third teleconference meeting regarding wastewater mutual aid with SEJPA, LWWD, VWD, Oceanside, Carlsbad, and Encina.

<b>March 31, 2020</b>	Posted an informational video about the safety of our water on website and social media.
<b>April 3, 2020</b>	Secured Zoom meeting software license; Reviewed security protocols to ensure a safe and successful meeting.
<b>April 6, 2020</b>	Ordered cloth masks for each employee to take home and have while out in the community
	Provided one dust mask and gloves for employee significant others and family members who you are exposed to on a daily basis to wear while out in the community.
<b>April 7, 2020</b>	Participated in an EPA COVID-19 Webinar
	Provided employees with an Essential Worker letter in the event that they are stopped by law enforcement while on the clock.
<b>April 15, 2020</b>	Submitted a Request for Public Assistant (RPA) to FEMA within 30 days of our area being designated in the emergency declaration. OMWD anticipates submitting for costs that were incurred outside of normal business practices to respond to the emergency, including additional overtime paid due to the isolation of employees in shifts.
	Participated in an ACWA webinar: COVID-19 Response: Understanding the Financial Aspects.
	Distributed COVID care package supplies to Board Members with sanitizer, masks, and gloves.
<b>April 16, 2020</b>	Received 275 gallons of hand sanitizer to distribute to all OMWD facilities.
<b>April 23, 2020</b>	Participated in the ACWA Brown Act COVID Webinar.
<b>April 28, 2020</b>	Discussed transitioning efforts with Managers and Supervisors.
	Established guidelines for contractor work at the DCMWTP.
<b>May 1, 2020</b>	Presented on a Governments COVID 19 Town Hall Webinar hosted by The Pun Group.
<b>May 4, 2020</b>	OMWD participated in third teleconference meeting regarding wastewater mutual aid with SEJPA, LWWD, VWD, Oceanside, Carlsbad, and Encina.
<b>May 5, 2020</b>	Prepared list of OMWD shovel ready projects to MWD.
<b>May 11, 2020</b>	OMWD participated in fourth teleconference meeting regarding wastewater mutual aid with SEJPA, LWWD, VWD, Oceanside, Carlsbad, and Encina.
	Per the May 10 County Order for essential workers, all employees are to wear face coverings while in public. Thermometers for temperature checks have been ordered.
<b>May 12, 2020</b>	Secured software to enable front desk phone rollover capabilities.
<b>May 14, 2020</b>	Provided COVID-19 IgG Antibody Testing for employees and family members.
<b>May 20, 2020</b>	Executed a Resolution for California Office of Emergency Services (Cal OES)



	and Federal Emergency Management Agency (FEMA) Funding for expenditures incurred by the District as a result of the COVID-19 Pandemic.
<b>May 26, 2020</b>	Replaces the podium PC in the Boardroom that had Zoom issues.
<b>June 1, 2020</b>	Modified employee work schedules to stagger shifts and isolate, ended the shelving of employees. Created a Telecommuting Policy; currently under management review.
<b>June 2, 2020</b>	Hosted an Employee Forum via Zoom.
<b>June 15, 2020</b>	Reopened the Elfin Forest Recreational Reserve with the following restrictions: require that visitors have face coverings at all times and they must be worn when six feet of social distancing is not possible.
<b>June 15, 2020</b>	Slowly started to increase in office presence with fewer telecommuting shifts.
<b>June 17, 2020</b>	Revised the Annual Goals and Objectives to reflect the impacts of COVID-19.
<b>June 19, 2020</b>	Reminded employees that masks should be worn outside of offices in the halls and/or when in a meeting when unable to stay 6 feet apart.
<b>June 22, 2020</b>	Reopened the Lobby with the following restriction: visitors and receptionist to wear face masks.
<b>June 26, 2020</b>	Moved back to increased telecommuting and split shifts due to COVID surge.
<b>June 30, 2020</b>	Closed lobby due to non-compliance with the County Health Order requiring all visitors to wear facial coverings.
<b>July 22, 2020</b>	Implemented employee temperature and COVID-19 symptom certification portal, with mandatory/daily reporting.
<b>July 29, 2020</b>	Implemented emergency sick leave for employees through the end of the calendar year to cover the time off pursuant to the Families First Coronavirus Act (FFCRA). The emergency sick leave time will only be for COVID-19 quarantine related situations and separate from normal sick leave.
<b>July 30, 2020</b>	Review emergency telecommuting policy with managers for implementation in August.
<b>August 1, 2020</b>	Continued split schedules, remote site reporting, distancing, and telecommuting for all employees.
<b>August 31, 2020</b>	Started research on the August 8 Executive Order for payroll tax deferral and its applicability to OMWD.
<b>September 1, 2020</b>	Implemented Telecommuting Policy District wide. EOC books updated.
<b>September 15, 2020</b>	Switched to regional reporting to SDCWA to once per week versus daily.

<b>September 22, 2020</b>	Directed supervisors to continue split schedules, telecommuting, remote site reporting, and distancing through at least the end of November. Will revisit as needed.
<b>September 22, 2020</b>	Updated all supervisors on new legislation regarding COVID outbreaks in the workplace and employee notification.
<b>October 28, 2020</b>	Reminded all employees on the importance of resisting COVID fatigue.
<b>November 4, 2020</b>	Requested Supervisors prepare plans in case San Diego gets second Purple Tier rating on 11/10/20.
<b>November 10, 2020</b>	Implemented increased distancing/remote work, modifications to use of Wellness Center, switch to Zoom meetings if unable to distance, lobby remains closed, reinforced importance of mask wearing and daily self-reporting.
<b>November 19, 2020</b>	Reminded employees to have the essential worker letter if out on OMWD business, duty calls, or leaks, etc., past the curfew.
<b>December 1, 2020</b>	Began working with staff on plan for the reinstitution of late charges in 2021.
<b>December 1, 2020</b>	Implemented further distancing work from home schedules due to purple tier.
<b>December 8, 2020</b>	Prepared social media posts for OMWD's COVID preparedness and response.
<b>December 17, 2020</b>	Signed on to a Vaccine Coalition letter to the California Community Vaccine Advisory Committee regarding prioritization of water sector essential critical infrastructure workers for COVID vaccination.
<b>December 21, 2020</b>	Email to all employees about COVID reporting requirements.

### **Fiscal Impact**

Staff has reviewed all mission critical chemicals, supplies, parts, and inventory on hand and was instructed to order 120 days of mission critical supplies and chemicals to store here at OMWD. OMWD is using funds from Water and Wastewater Operating Reserves to pay for these expenditures, as water sales have been lower than projected through March 2020 due to weather conditions. Total expenditures in the categories of information technology, inventory, supplies, and customer service total \$314,019.28 as of the publishing of this memo. Of this amount, only \$116,132.09 represents special expenditures that would not have otherwise been incurred but for the COVID-19 pandemic. The remaining \$197,887.19 of expenditures represents parts, supplies, chemicals and materials that were ordered earlier than normal in order to have 5 to 6 months of supplies, materials, chemicals and parts on hand in case of lack of availability.

The chart below reflects the COVID-19 expenditures incurred since March 12, 2020. OMWD will also submit a Request for Public Assistant (RPA) to FEMA on before April 17, 2020, as it must be filed within 30 days of our area being designated in the emergency declaration. OMWD anticipates submitting for costs that were incurred outside of normal business practices to respond to the emergency, including additional overtime paid due to the isolation of employees in shifts

### COVID-19 Expenditures Incurred Since March 12, 2020

Item	Cost	Category	Note
Laptops	30,605.96	Information Technology	15 laptops
Laptop backpacks	486.33	Information Technology	15 laptops
Zoom meetings	2,398.80	Information Technology	
Duo 2 FA	980.00	Information Technology	
Mitel IP Phone Licenses	1,290.00	Information Technology	
Jabra headsets	645.24	Information Technology	
Sonim phones	611.55	Information Technology	
Samsung phones w/ Case and Hotspot	2,171.00	Information Technology	
Wireless mice & misc. supplies	528.47	Information Technology	
Bluetooth keyboards & mice, headsets, and phone chargers	440.47	Information Technology	
Spray bottles for sanitizer	940.00	Supplies	
Hand soap	817.00	Supplies	
Gloves, Glycerol, Hydrogen Peroxide, Distilled Water, batteries, safety glasses, and stock up of other warehouse supplies	7,957.06	Supplies	Warehouse supplies for the next 5-6 months.
Pinesol disinfectant	459.00	Supplies	

Janitorial supplies – hand wipes, paper towels, trash bags, cleaner, hand soap, facial tissue, bleach, toilet paper, hand sanitizer, etc.	9,352.33	Supplies	Janitorial supplies for the next 5-6 months.
Dust masks (not N95)	322.71	Supplies	
Hand sanitizer packets	397.33	Supplies	
Propanol	515.23	Supplies	
Pacific Pipeline Supply- hydrants, gate valves, copper pipe, repair couplings, and various other inventory items	100,714.07	Inventory	Inventory restock for the next 5-6 months.
AquaMetric - meters	68,954.48	Inventory	Inventory restock for the next 5-6 months.
Hach - Laboratory supplies - reagents and other supplies (WTP)	4,738.00	Supplies	6 month supply
IDEXX - Laboratory supplies - BAC-T bottles (WTP)	315.08	Supplies	120 day supply
Nalco - Water treatment chemicals - 7768 polymer barrels, four 55 gallon drums (WTP)	5,053.83	Supplies	
Sterling Water Technologies - Water treatment chemicals - ACH coagulant 2,000 gallons to top off tank (WTP)	8,759.40	Supplies	
Traffic cones to block off street parking (EFRR)	385.21	Supplies	
Custom COVID-19 park closure signs (EFRR)	221.10	Supplies	
COVID-19 Safety of Your Water Postcard - printing and mailing	9,559.69	Customer Service	Quantity sent: 25,584 postcards
Hair Trigger LLC - Hand Sanitizer	15,015.63	Supplies	Qty. 55 - 5 gallon buckets
Masks, disinfectants, hand soap, DIY hand sanitizer supplies	1,921.24	Supplies	
Barricades (EFRR)	56.01	Supplies	
Hydrogen peroxide, propanol for DIY cleaners	922.48	Supplies	

Disposable gloves	556.19	Supplies	
N95 Masks	242.44	Supplies	
Masks for employees	1,293.50	Supplies	
Containers for hand sanitizer	53.17	Supplies	
Propanol	412.19	Supplies	
Disposable gloves	1,559.72	Supplies	
Reusable masks	118.01	Supplies	
Hydrogen peroxide for DIY cleaners	161.85	Supplies	
Disinfectants, hand sanitizer packets, reusable masks, spray bottles, disposable gloves	2,019.92	Supplies	
Fork/Spoon/knife dispensers	47.97	Supplies	
Hydrogen peroxide for DIY cleaners	107.90	Supplies	
Cleaning wipes	2,248.56	Supplies	
Reusable masks	1,787.86	Supplies	
Thermometers, batteries for thermometers, bins to hold thermometers, bottles for hand sanitizer.	2,940.38	Supplies	
Disinfecting wipes, hand sanitizer, cleaning supplies	1,694.39	Supplies	
Custom COVID-19 park signs (EFRR)	738.24	Supplies	
Disinfecting wipes, alcohol wipes	467.61	Supplies	
Washable Masks (Qty. 400)	1,869.61	Supplies	
N95 masks (Qty. 1,000)	5,710.75	Supplies	
N95 masks (Qty. 130), spray bottles, utensil dispensers,	6,959.25	Supplies	



thermometers, touchless soap dispensers, reusable masks (Qty. 250), hand soap			
Customer COVID-19 courtesy letters for past due accounts	1,546.51	Customer Service	
Touchless items for Building D including: touchless soap dispensers, touchless paper towel dispensers, hands-free trash cans,	1,656.20	Supplies	
Wall-mounted forehead thermometer (touchless)	109.90	Supplies	
Disposable masks (Qty. 950)	292.82	Supplies	
Disposable masks (Qty. 1,000), alcohol wipes (24 packs)	672.32	Supplies	

Category	Total
Information Technology	40,990.12
Inventory	169,668.55
Supplies	92,254.41
Customer Service	11,106.20
<b>Grand Total</b>	<b>314,019.28</b>

### Discussion

OMWD will continue to take proactive measures to stay ahead curve while keeping customers supplied with safe and reliable drinking water. Monthly COVID-19 emergency updates will continue at each subsequent board meeting until further notice. The district will continue our objectives to protect the health and safety of employees and customers; and ensure the continuity of business operations.

# Memo

**A**

To: Olivenhain Municipal Water District Board of Directors

Subject: INFORMATIONAL REPORTS  
PRESIDENT

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Any report will be oral at the time of the Board meeting.

# Memo

**B**

To: Olivenhain Municipal Water District Board of Directors

Subject: INFORMATIONAL REPORTS  
GENERAL MANAGER

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Any written report will be attached; any oral report will be provided at the time of the Board Meeting.

January 13, 2021

Board of Directors  
Olivenhain Municipal Water District  
1966 Olivenhain Road  
Encinitas, CA 92024

The following are brief highlights of the District's departmental operations for the month of  
**November 2020:**

<b>Operations &amp; Maintenance</b>	<b>Current Month</b>	<b>Last Month</b>
<b>DCMWTP Total Production</b>	567.2 million gallons	789.2 million gallons
<b>DCMWTP Average Daily Production</b>	18.9 million gallons	24.6 million gallons
<b>DCMWTP Peak Day Production</b>	25.2 million gallons	29.0 million gallons
<b>Source Water Blend (% State Project Water)</b>	0%	0%
<b>Total Deliveries to VWD</b>	343.78 acre feet 112 million gallons	422 acre feet 137.5 million gallons
<b>4S and Rancho Cielo Sewer Systems Total Inflow</b>	25.20 million gallons	27.24 million gallons
<b>4S and Rancho Cielo Sewer Systems Average Daily Inflow</b>	840,235 gallons	879,032 gallons
<b>4S and Rancho Cielo Sewer Systems Peak Day Inflow</b>	913,254 gallons	1,067,556 gallons
<b>4S and Rancho Cielo Sewer Systems Low Day Inflow</b>	762,872 gallons	701,660 gallons
<b>4SWRF Average Daily Production</b>	642,382 gallons	936,150 gallons
<b>4SWRF Peak Day Production</b>	913,254 gallons	1,284,727 gallons
<b>4SWRF Total to Recycled Water Distribution System</b>	19.27 million gallons	29.02 million gallons
<b>4S Recycled Water Storage Pond Volume</b>	61 acre feet	21 acre feet
<b>Repaired Potable Water Main Leak(s)</b>	0	0
<b>Repaired Potable Water Service Lateral Assembly Leak(s)</b>	3	8
<b>Repaired Recycled Water Main Leak(s)</b>	0	0
<b>Repaired Recycled Water Service Lateral Leak(s)</b>	0	0
<b>Repaired Hit Fire Hydrant Lateral Assembly Leak(s)</b>	0	0
<b>Replaced Valve(s) Monthly Total</b>	6	12
<b>Replaced Valve(s) Calendar Year To Date</b>	91	85
<b>Recycled Water Use Site Inspections &amp; Visits</b>	13	17
<b>Recycled Water Use Site Cross Connection Tests</b>	9	13
<b>Cross Connection Site Surveys</b>	2	0
<b>Backflow Inspections &amp; Testing (New)</b>	4	7
<b>IT Help Requests</b>	49	37
<b>Customer Services</b>	<b>Current Month</b>	<b>Last Month</b>
<b>Customer Calls and Inquiries</b>	1,045	1,110
<b>Total Monthly Bills Issued</b>	22,875	22,865
<b>Service Orders</b>	696	489
<b>New Potable Meters</b>	12	16
<b>New Fire Meters</b>	0	0

New Recycled Water Meters	0	2
AMI Troubleshooting Investigations	35	40
AMR Troubleshooting Investigations	61	89
Stopped/Underperforming Meters Replaced	51	74
MXUs Upgraded to AMI	226	0
Meter Accuracy Tests Performed	0	0
Water Use Evaluations	11	22
Water Use Violation Reports	3	2
Workshops, Events, and Tours	0	1
High-Efficiency Clothes Washer Rebates	0	7
Weather-Based Irrigation Controller Rebates	0	9
Hose Irrigation Controller Rebates	0	0
High-Efficiency Rotating Nozzle Rebates	1	1
High-Efficiency Toilet Rebates	12	0
Rain Barrel Rebates	5	7
Turf Removal Project Rebates	2	2
Social Media Posts	26	23
News Releases/Media Advisories	2	2
<b>EFRR</b>	<b>Current Month</b>	<b>Last Month</b>
Special Use/Event Permits	2	0
Parking Notices	185	115
Incident Reports	9	1
Vehicle Count	6,741	5,518
Trail Use Count	12,691	9,052
Days Closed Due to Rain/Red Flag/COVID-19	0	0
Days IC Open	0	0
Number of IC Visitors	0	0
Volunteer Trail Patrol Shifts	0	0
Volunteer Docent Hours	0	0
Total Number of Docents	68	68
<b>Finance</b>	<b>Current Month</b>	<b>Last Month</b>
Infosend Payments	8,999	8,929
OMWD Auto Debit Payments	2,738	2,765
CB&T Lockbox Payments	3,504	3,624
Over the Counter Payments	313	584
Check-free, Metavante and Chase	5,070	5,212
Paymentus (Credit Card) Payments	926	959
Finance Calls and walk-ins	64	56
Service Orders Processed	28	61
Service Orders Closed Out	17	14
Purchase Orders	14	11
Inventory Items Received	482	397
Payroll Direct Deposits Processed	237	237
Accounts Payable Checks	232	258



## **ENGINEERING DEPARTMENT**

### **Engineering Manager Jason Hubbard Highlights for November 2020:**

The New and Remodeled Operations and Administration Facilities project contractor continued punchlist/warranty items and staff met with the City of Carlsbad to resolve final sign-off items. The 4SWRF UV System Replacement project contractor completed conformance testing of the new UV system and submitted results for DDW approval. A “fine-tuning” period began with plant operators. The El Camino Real Pipeline Replacement and Green Bike Lane project contractor continued to make lateral run installations and individual tie-ins for Phases 4 and 5. The 4S WRF Overflow Pond Landscape project contractor continued the 90-day plant establishment and initial maintenance period. The Morning Sun PRS Abandonment project contractor installed new valves in Rancho Santa Fe Road and Morning Sun Drive ahead of pipe replacement work. Staff continued contract coordination with the 4SWRF Clarifier Replacement project contractor. Staff amended the due date for the Headworks Screening Systems Improvement project to December. Staff continues to handle developer and other minor projects including fire hydrants, detector checks, water service laterals, etc. Work is ongoing related to the sale of the Gaty II parcel and the upcoming sale of the Peay parcel.

## **HUMAN RESOURCES DEPARTMENT**

### **Human Resources Manager Jennifer Joslin Highlights for November 2020:**

Human Resources staff held benefits open enrollment for employee annual health insurance plan changes, supplemental insurance additions, and flexible spending account enrollments. Hosted a Brat-ober-fest employee appreciation event on behalf of the Supervisors and Managers. Conducted interviews for the Human Resources Analyst Grow-Your-Own (GYO) recruitment. Records staff processed multiple public records requests; and attended Laserfiche records management software virtual training. Safety staff conducted safety orientations for two temporary staff members at the Water Treatment Plant; created a compliance schedule for all District regulatory permits and reports; participated in compliance inspection by the San Diego Department of Environmental Health at the Connemara Pump Station, Sin Puente Pump Station, and Rancho Cielo Pump Station; and processed fourth quarter Department of Transportation driver query and testing.

## **OPERATIONS & MAINTENANCE**

### **Operations Manager Geoff Fulks Highlights for November 2020:**

DCMWTP source water 100% Colorado river water; WTP staff installed new isolation valves on trains 9 and 10; refurbished cassettes with all new membranes are in transit and on schedule to be delivered to the WTP in early January; completed the draining and pre-clean of Wiegand Reservoir for Suez inspection; installed a new Cla Val insertion meter at Zorro Reservoir inlet; continued the Valve Replacement Project completing 6 in November for a total 91 valves year to date in CY 2020; repaired 3 service line leaks; completed 2020 annual testing of all customer owned backflow preventers; completed Bioassay Test for the new UV system at the 4S WRF and report was submitted to the State Division of Drinking Water for review and approval; initiated Inflow and Infiltration (I&I) Study in the Rancho Cielo collection system; ICT staff completed park solar upgrades.

## **CUSTOMER SERVICES DEPARTMENT**

### **Customer Services Manager John Carnegie Highlights for November 2020:**

Published December issue of *Watching Water* newsletter; concluded inaugural Pure Excellence awards program; attended DWR workshops on landscape area measurement and the Urban Water Management Plan Guidance Document; mailed 222 postcards notifying customers affected by the next AMI Expansion Project phase; and partnered with City of Carlsbad and Solana Center for Environmental Innovation on a public service announcement video to conserve water and reduce runoff.

At EFRR, conducted daily sanitation of all restrooms and drinking fountains; continued efforts to trim back foliage on Equine Incline trail to assist hikers in complying with six-foot social distancing requirements; canceled approximately 30 volunteer shifts due to COVID-19; coordinated installation of new batteries for interpretive center photovoltaic system by Southern Electric; implemented new vehicle lock-in practice for late patrons; coordinated with Project Wildlife on two raccoon releases in EFRR; and submitted a funding application to San Diego County's Community Development Block Grant program for Elfin Forest Recreational Reserve Visitor Access Expansion Project.

## **FINANCE DEPARTMENT**

### **Finance Manager Rainy Selamat Highlights for November 2020:**

Finalized fiscal year 2019/20 Comprehensive Annual Financial Report for presentation to Finance Committee and the Board; submitted drafts of Financial Analyst I and II job descriptions for GM and Personnel Committee; attended video conferences on proposed amendment to Article 6 of District Administrative and Ethic Code; staff continued working with FEMA on COVID-19 grant for reimbursement of District's costs; revised the District's rate model and LRFP to reflect 2021 water pass-through increases; and finalized the District's 2020 Wastewater Cost of Service and Financial Plan.

## **ASSISTANT GENERAL MANAGER:**

### **The Assistant General Manager reports the following:**

Participated in an EFRR Advisory Committee Meeting; attended a series of virtual conferences on Building a Water-Resilient California hosted by the PPIC; attended a virtual meeting hosted by the NCCCA on Climate-smart water management for San Diego's Future; engaged with colleagues in a virtual COWU Breakfast Meeting; participated in a meeting with the Escondido Creek Conservancy on the grant-funded project and OMWD participation; trained and developed new staff; dedicated significant time to personnel matters, employee recruitment, claims management, and reviewing public records requests.

## **GENERAL MANAGER:**

### **The General Manager reports the following:**

General Manager Thorner participated in a Member Agency Managers Only Meeting, the WaterReuse

California Board of Trustees Meeting, the Member Agency Managers Meeting, a Fiscal Sustainability Task Force Meeting, hosted a Finance Committee Meeting, the virtual COWU Breakfast Meeting, participated in a Ramona Pipeline utilization coordination meeting, a mutual aid agreement discussion with SDCWA, and dedicated significant time to personnel matters and reviewing legal issues.

The following are brief highlights of the District's departmental operations for the month of **December 2020**:

<b>Operations &amp; Maintenance</b>	<b>Current Month</b>	<b>Last Month</b>
<b>DCMWTP Total Production</b>	549.3 million gallons	567.2 million gallons
<b>DCMWTP Average Daily Production</b>	17.7 million gallons	18.9 million gallons
<b>DCMWTP Peak Day Production</b>	22.0 million gallons	25.2 million gallons
<b>Source Water Blend (% State Project Water)</b>	0%	0%
<b>Total Deliveries to VWD</b>	243.2 acre feet 79.2 million gallons	343.78 acre feet 112 million gallons
<b>4S and Rancho Cielo Sewer Systems Total Inflow</b>	25.64 million gallons	25.20 million gallons
<b>4S and Rancho Cielo Sewer Systems Average Daily Inflow</b>	827,334 gallons	840,235 gallons
<b>4S and Rancho Cielo Sewer Systems Peak Day Inflow</b>	923,521 gallons	913,254 gallons
<b>4S and Rancho Cielo Sewer Systems Low Day Inflow</b>	758,323 gallons	762,872 gallons
<b>4SWRF Average Daily Production</b>	722,505 gallons	642,382 gallons
<b>4SWRF Peak Day Production</b>	1,219,066 gallons	913,254 gallons
<b>4SWRF Total to Recycled Water Distribution System</b>	22.39 million gallons	19.27 million gallons
<b>4S Recycled Water Storage Pond Volume</b>	116 acre feet	61 acre feet
<b>Repaired Potable Water Main Leak(s)</b>	1	0
<b>Repaired Potable Water Service Lateral Assembly Leak(s)</b>	4	3
<b>Repaired Recycled Water Main Leak(s)</b>	0	0
<b>Repaired Recycled Water Service Lateral Leak(s)</b>	0	0
<b>Repaired Hit Fire Hydrant Lateral Assembly Leak(s)</b>	1	0
<b>Replaced Valve(s) Monthly Total</b>	1	6
<b>Replaced Valve(s) Calendar Year To Date</b>	92	91
<b>Recycled Water Use Site Inspections &amp; Visits</b>	23	13
<b>Recycled Water Use Site Cross Connection Tests</b>	7	9
<b>Cross Connection Site Surveys</b>	3	2
<b>Backflow Inspections &amp; Testing (New)</b>	5	4
<b>IT Help Requests</b>	32	49
<b>Customer Services</b>	<b>Current Month</b>	<b>Last Month</b>
<b>Customer Calls and Inquiries</b>	1,024	1,045
<b>Total Monthly Bills Issued</b>	22,891	22,875
<b>Service Orders</b>	822	696
<b>New Potable Meters</b>	9	12
<b>New Fire Meters</b>	0	0
<b>New Recycled Water Meters</b>	0	0
<b>AMI Troubleshooting Investigations</b>	55	35
<b>AMR Troubleshooting Investigations</b>	88	61

Stopped/Underperforming Meters Replaced	71	51
<b>Customer Services - Continued</b>	<b>Current Month</b>	<b>Last Month</b>
MXUs Upgraded to AMI	409	226
Meter Accuracy Tests Performed	1	0
Water Use Evaluations	16	11
Water Use Violation Reports	6	3
Workshops, Events, and Tours	0	0
High-Efficiency Clothes Washer Rebates	6	0
Weather-Based Irrigation Controller Rebates	10	0
Hose Irrigation Controller Rebates	0	0
High-Efficiency Rotating Nozzle Rebates	0	1
High-Efficiency Toilet Rebates	1	12
Rain Barrel Rebates	1	5
Turf Removal Project Rebates	0	2
Social Media Posts	23	26
News Releases/Media Advisories	2	2
<b>EFRR</b>	<b>Current Month</b>	<b>Last Month</b>
Special Use/Event Permits	1	2
Parking Notices	125	185
Incident Reports	2	9
Vehicle Count	5,518	6,741
Trail Use Count	14,139	12,691
Days Closed Due to Rain/Red Flag/COVID-19	6.5	0
Days IC Open	0	0
Number of IC Visitors	0	0
Volunteer Trail Patrol Shifts	0	0
Volunteer Docent Hours	0	0
Total Number of Docents	68	68
<b>Finance</b>	<b>Current Month</b>	<b>Last Month</b>
Infosend Payments	9,148	8,999
OMWD Auto Debit Payments	2,723	2,738
CB&T Lockbox Payments	3,589	3,504
Over the Counter Payments	302	313
Check-free, Metavante and Chase	5,295	5,070
Paymentus (Credit Card) Payments	856	926
Finance Calls and walk-ins	56	64
Service Orders Processed	33	28
Service Orders Closed Out	8	17
Purchase Orders	7	14
Inventory Items Received	725	482
Payroll Direct Deposits Processed	226	237
Accounts Payable Checks	271	232

## **ENGINEERING DEPARTMENT**

### **Engineering Manager Jason Hubbard Highlights for December 2020:**

The New and Remodeled Operations and Administration Facilities project was accepted by the Board in December. Warranty items, the 90 day landscape maintenance period, and City of Carlsbad final sign-off will extend into January. DDW conditionally approved the 4SWRF UV System Replacement project and staff coordinated approval from the Regional Board to operate the new system while administrative corrections are made to the Title 22 Engineering Report and UV Operations Plan. An operational process period and demobilization of the temporary bypass system will extend into January. The El Camino Real Pipeline Replacement and Green Bike Lane project contractor continued to make lateral run installations and individual tie-ins for Phases 4 and 5 through December with mainline tie-ins scheduled in January. The 4S WRF Overflow Pond Landscape project contractor commenced the extended maintenance period which will end June 30, 2021. The Morning Sun PRS Abandonment project contractor installed the new piping segments and is nearly complete with site restoration. The 4SWRF Clarifier Replacement project has completed the contract administrative processes and is expected to begin construction in late January. Staff received proposals in December for the Headworks Screening Systems Improvement project with selection expected in January. A Facilities Committee was held to discuss the use of aerial drones for easement monitoring efficiencies, the feasibility of incorporating the top 25 critical easements into a preventative maintenance software, and an update on various CIP projects. Staff continues to handle developer and other minor projects including fire hydrants, detector checks, water service laterals, etc. Work is ongoing related to the sale of the Gaty II parcel and the upcoming sale of the Peay parcel.

## **HUMAN RESOURCES DEPARTMENT**

### **Human Resources Manager Jennifer Joslin Highlights for December 2020:**

Human Resources staff conducted interviews for the internal Field Services Technician II promotional opportunity. Held a virtual Human Resources/Employee Association (HEART) Committee meeting to discuss VEBA contributions and Finance Department job description updates. Commenced the mid-year employee Performance Planning and Review (PPR) process; and created review forms for all staff. Organized a virtual lunch and learn employee educational event on "Introduction to 457s" presented by Lincoln Financial; and coordinated the annual Festivus holiday event virtually. Participated in Legislative Updates for Employers in 2021 virtual training presented by Nossaman LLP; and attended Laserfiche records management software virtual training. Safety staff completed and certified the American Water Infrastructure Act of 2018 Risk and Resiliency Assessment; conducted a Failure Mode Effects Analysis on the filter cartridge change out procedure at the David C. McCollom Water Treatment Plant to address identified occupational hazards for process improvements; reviewed incident and accident events with the District Safety Sub-Committee; and held a virtual Safety Committee meeting.



## **OPERATIONS & MAINTENANCE**

### **Operations Manager Geoff Fulks Highlights for December 2020:**

DCMWTP source water remained at 100% Lake Skinner; maintained operations with modified schedules, telecommuting and split shifts to minimize COVID-19 impacts; WTP staff completed the preparation work for Suez's portion of the Train 6 membrane refurbishment project which is scheduled to begin in early January; drafted technical report and engaged with SWRCB & DEH seeking a permit amendment for upcoming Liquid Ammonia Sulfate conversion project; pH Control System final design was submitted by Dudek; annual testing of all OMWD owned backflow preventers has been completed; received certification of OMWD HQ Recycled Water Use Amendment from DEH; completed Surf Cup well pump testing and discharging has ceased; completed drilling for anode installation on the Lusardi Cathodic Protection project; replaced 12" in line valve on Encinitas Blvd.; continued support of Morning Sun CIP; completed 32 IT tickets; posted RFP for Managed Print Services; completed installation of automatic transfer switch at Cielo pump station terminating the emergency declaration.

## **CUSTOMER SERVICES DEPARTMENT**

### **Customer Services Manager John Carnegie Highlights for December 2020:**

Submitted to California Department of Housing and Community Development a comment letter regarding its draft Surplus Land Act guidelines; signed on to a joint-agency letter congratulating Mayor-Elect Gloria and requesting a meeting to discuss water issues including the Regional Conveyance System; signed on to a joint-agency letter submitted to California Department of Public Health regarding the inclusion of water and wastewater workers in the distribution of the Phase 1 COVID-19 vaccine; conducted social media outreach during SDGE's public safety power shutoff event, reassuring customers that OMWD's preparation and use of emergency power generators ensure continued service during outages; went live with "In a Day" video hosted by actor Scott Eastwood; met with SDCWA staff to discuss demand forecast modeling for 2020 Urban Water Management Plan; and attended Department of Water Resources meeting on proposed water loss standards and regulatory framework.

At EFRR, conducted daily sanitation of all restrooms and drinking fountains; canceled approximately 30 volunteer shifts due to COVID-19; coordinated with Project Wildlife on a raccoon release in EFRR; installed new docent parking sign; reinforced gates with boulders to protect OMWD property along Suerte Del Este; and performed one emergency response and filmed 58 people entering EFRR on December 25.

## **FINANCE DEPARTMENT**

### **Finance Manager Rainy Selamat Highlights for December 2020:**

Auditors presented Fiscal Year 2019/20 audit results and audited financial statements to the Board; staff submitted Fiscal Year 2019/20 Comprehensive Annual Financial Report to GFOA for their award; staff continued working with FEMA on District's COVID grant; completed mid-year employee's performance reviews; had a video conference with Chase to discuss financing opportunities; had a zoom meeting with GM Thorner and Director Bruce-Lane on District's

finance and rates; attended Government Tax Seminar on new payroll laws on reporting COVID pay; reviewed and finalized 2020 Wastewater Cost of Service Study Report for discussion with Finance Committee; and finalized computation of 2021 pass-through increases on water commodity rates and fixed charges for discussion with GM Thorner.

#### **ASSISTANT GENERAL MANAGER:**

**The Assistant General Manager reports the following:**

Participated in the ACWA Virtual fall Conference and contributed to multiple breakout sessions; attended a virtual Facilities Committee Meeting; participated in an online IRWM RAC Meeting; attended several District briefing meetings with Director Bruce-Lane; contributed to a Safety Committee Meeting; attended a virtual SDCWA Member Agency Legislative Liaisons Meeting; participated in a field meeting at the Whispering Palms Water Reclamation Facility; served on multiple interview panels; trained and developed new staff; dedicated significant time to personnel matters, employee recruitment, claims management, and reviewing public records requests.

#### **GENERAL MANAGER:**

**The General Manager reports the following:**

General Manager Thorner participated in a Member Agency Managers Only Meeting, the Member Agency Managers Meeting, hosted a Facilities Committee Meeting, participated in the ACWA virtual fall conference, chaired the LAFCO Special Districts Advisory Committee Meeting, participated in a LAFCO Ad Hoc Advisory Committee Meeting, a Fiscal Sustainability Task Force Meeting, hosted a HEART Committee Meeting, hosted a Safety Committee Meeting, and dedicated significant time to personnel matters, reviewing legal issues, and board member briefings.

# Memo

C

To: Olivenhain Municipal Water District Board of Directors

Subject: INFORMATIONAL REPORTS  
CONSULTING ENGINEER

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Any report will be given orally at the meeting.

# Memo

D

To: Olivenhain Municipal Water District Board of Directors

Subject: INFORMATIONAL REPORTS

GENERAL COUNSEL

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Any written report will be attached; any oral report will be provided at the time of the Board Meeting.



**TO:** Olivenhain Municipal Water District

**FROM:** Alfred Smith

**DATE:** January 13, 2021

**RE:** Attorney Report:  
150152-0005

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**I. INTRODUCTION.**

This attorney report provides an update on recent guidance regarding COVID-19 vaccination policies for employers. On December 16, 2020, the Equal Employment Opportunity Commission (“EEOC”) issued its first direct guidance for employers regarding COVID-19 vaccines that have been approved or authorized by the Food and Drug Administration (“FDA”). This guidance provides direction for employers considering vaccination programs in anticipation of more widespread availability of the COVID-19 vaccine. The new EEOC guidance addresses the following issues:

- Whether an employer may make the vaccine mandatory or voluntary;
- What exceptions must be made for employees who object to taking the vaccine for various reasons; and
- Questions regarding underlying health conditions with regard to administering the vaccine.

**A. Mandatory Vaccination Summary.**

The EEOC guidance provides that employers may implement and enforce COVID-19 vaccination policies for employees, with certain exceptions. Employer policies must comply with the Americans with Disabilities Act (“ADA”), Title VII of the Civil Rights Act of 1964 (“Title VII”), and other workplace laws.

The bottom line of the new EEOC guidance is that employers may lawfully offer COVID-19 vaccinations to employees on a voluntary or mandatory basis -- although mandatory vaccine programs implicate certain restrictions and requirements under the ADA and Title VII, such as the need to provide reasonable accommodations for disabilities and sincerely-held religious beliefs. Employers must also carefully review the permissibility and scope of vaccine-related pre-screening questions, to ensure that such questions are “job-related and consistent with business necessity,” and not designed to explore the employee’s medical or family history.



**B. Inability to Receive Vaccination Due to Disability.**

The ADA permits an employer to have a safety-based job qualification standard, such as a vaccination requirement, that includes a requirement that “an individual shall not pose a direct threat to the health or safety of individuals in the workplace.” The guidance explains that “a conclusion that there is a direct threat would include a determination that an unvaccinated individual will expose others to the virus at the worksite.” However, if this requirement screens out or tends to screen out an individual with a disability, the employer must show that without the vaccination, the employee poses “a significant risk of substantial harm to the health or safety of the individual or others that cannot be eliminated or reduced by reasonable accommodation.” (29 C.F.R. 1630.2(r).) In determining whether a direct threat exists, employers must assess the following four factors: (1) duration of the risk; (2) nature and severity of the potential harm; (3) likelihood that the potential harm will occur; and (4) imminence of the potential harm.

**C. Inability to Receive Vaccination Due to Religious Belief.**

An employer on notice that an employee is prevented from receiving the vaccination due to his or her sincerely held religious belief, practice, or observance must provide a reasonable accommodation, unless it would pose an undue hardship under Title VII of the Civil Rights Act. The EEOC guidance provides that the employer should ordinarily assume that an employee’s request is based on a sincerely held religious belief. However, if there is an objective basis for questioning either the religious nature or the sincerity of the belief, practice, or observance, the employer may request additional information supporting the request.

**D. No Exemption or Reasonable Accommodation Available**

If an individual cannot be vaccinated due to a disability or sincerely held religious belief and therefore poses a direct threat at the worksite, the employee can only be excluded from the workplace if there is no reasonable accommodation that would eliminate or reduce the risk of the direct threat. Further, the employer must determine if the employee is protected by any other EEOC regulations, paid or unpaid leave protections, or other federal, state, or local laws prior to terminating the employee.

The EEOC guidance stresses that employers and employees should engage in a flexible, interactive process to identify workplace accommodation options that do not constitute undue hardship (significant difficulty or expense) to the employer. This process should include determining whether supporting documentation about the disability or sincerely held religious belief is necessary and considering accommodation options in light of the nature of the workforce and employee’s position.

**E. Title II of GINA Is Not Implicated For Employer-Required COVID-19 Vaccination**

Under Title II of the Genetic Information Nondiscrimination Act (“GINA”), employers may not: (1) use genetic information to make decisions related to the terms, conditions, and privileges of employment; (2) acquire genetic information except in six narrow circumstances; and (3) disclose genetic information except in six narrow circumstances.

The EEOC guidance provides that requiring employees to get the COVID-19 vaccine does not implicate GINA because it does not involve the use of genetic information to make employment decisions or the acquisition or disclosure of genetic information.

**F. Pre-Vaccination Medical Screening Questions Are Subject to ADA Standards**

In general, for purposes of the ADA, the COVID-19 vaccine itself is not a “medical examination.” However, pre-screening vaccination questions may implicate the ADA’s provision on disability-related inquiries (inquiries that are likely to elicit information about a disability). If the employer administers the vaccine, pre-screening questions must be “job-related and consistent with business necessity.” To meet this standard, an employer needs to have a reasonable belief, based on objective evidence, that an employee who *does not* answer the questions and receives no vaccination, would pose a direct threat to the health or safety of her or himself or others.

In addition to the above, disability-related screening questions must meet the following requirements:

1. If any employer offers a vaccination on a voluntary basis, then the ADA responses to pre-screening, disability-related questions must also be voluntary. (42 U.S.C. 12112(d)(4); 29 C.F.R. 1630.14(d).) If an employee decides not to answer, the employer may decline to give the vaccine but may not retaliate against, intimidate, or threaten the employee for their refusal.

2. If the employer makes the vaccination mandatory, but the employee receives it from a third party that is not contracted with the employer (e.g., a pharmacy), the ADA restrictions on disability-related inquiries do not apply to the pre-vaccination medical screening questions.

Any medical information obtained from an employer’s vaccination program must be kept confidential.

## **II. CONCLUSION.**

While it will likely be months before a vaccine is available to the vast majority of Americans, the EEOC's guidance, though not legally binding precedent on the courts, does shed some light on how the EEOC views questions relating to vaccination under applicable law. Vaccination requirements implicate a number of laws, including the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act, and the religious protections of Title VII of the Civil Rights Act of 1964.

The EEOC's guidance answers a series of questions predicated on the assumption that an employer has adopted a COVID-19 vaccination policy, focusing on how an employer should respond to requests from employees who cannot or do not wish to obtain a vaccination. The EEOC guidance provides that voluntary or mandatory vaccination policies are acceptable, provided certain conditions are met.

The EEOC's guidance makes clear that employers wishing to adopt mandatory vaccination policies may be obligated to provide exemptions or accommodations to employees with religious objections to vaccines, pregnant workers, and employees with disabilities that may prevent them from obtaining a vaccination. The guidance further sets forth the factors to be used to determine if a "direct threat" exists, advises employers to be mindful of what questions they can ask employees about their health and vaccination status, and how employers use the information obtained in response to those questions.

AES

# Memo

E

To: Olivenhain Municipal Water District Board of Directors

Subject: INFORMATIONAL REPORTS

SAN DIEGO COUNTY WATER AUTHORITY REPRESENTATIVE

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Any report will be oral at the time of the Board meeting.

# Memo

F

To: Olivenhain Municipal Water District Board of Directors

Subject: INFORMATIONAL REPORTS  
LEGISLATIVE REPORT

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Any written report will be attached; any oral report will be provided at the time of the Board Meeting.





**TO:** Olivenhain Municipal Water District  
**FROM:** Ashley Walker, Senior Policy Advisor, Nossaman LLP  
Jennifer Capitolo, Jennifer M. Capitolo and Associates LLC  
**DATE:** January 6, 2021  
**RE:** January Public Policy Report

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### **State Legislative Update:**

#### **Status of the Legislative Session**

Members were sworn in on December 7, 2020 and nearly 200 bills have already been introduced. There are clear policy themes that the Legislature is focusing on, based on what proposals have been introduced so far. So far, legislative proposals include: affordable housing, broadband, climate change, wildfire and Public Safety Power Shutoffs (PSPS), bond proposals (broadband, K-14, and climate change bonds) and COVID-19 related proposals addressing emergency response, labor and employment laws and benefits, vaccination planning, and more.

The Senate and Assembly leadership released Committee Membership for the 2021-22 Legislation Session. The Assembly announced the formation of a new standing Committee Emergency Management (the only standing committee in the Legislature focused exclusively on the issues of emergencies and disasters) while the Senate has a dedicated Special Committee on Pandemic Emergency Response.

The 2021-22 Legislative Session was scheduled to begin on January 4, but was delayed until January 11 due to COVID case levels in Sacramento County and across the State. We anticipate needing to be flexible with the legislative calendar, as we were last year, in the event that there are extended or unplanned recesses due to the pandemic. According to Capitol Public Radio, more than a dozen Capitol staff have tested positive for COVID-19 since Members were sworn in on December 7, 2020.

#### **State Budget**

The Governor will be releasing his 2021-22 State Budget Proposal on Friday, January 8. The most recent federal stimulus package did not include any direct support for local or state governments, therefore the state budget will not include federal relief; although this may be coming soon under the new Biden/Harris Administration. The LAO estimates the Legislature and Administration will have a one-time budget surplus of \$26 Billion. This will be the main negotiating point of the budget. It's important to note the LAO still estimates the State will have a deficit of \$17 Billion by 2024-25. You can find more information about the LAO estimates [here](#). While all of the details are unknown at the time of writing this report, we do know the budget will include \$2 billion for the new California's Safe Schools for All Plan aimed at restoring safe in-person instruction for K-12 students, as well as significant investments in the Equitable Recovery for California's Businesses and Jobs plan.

Details of the California's Safe Schools for All Plan can be found [here](#) and [here](#).

Details of the investments in the Equitable Recovery for California's Businesses and Jobs plan can be found [here](#).

## COVID-19 Pandemic Response

- Stay At Home Orders: On December 3, Governor Newsom announced a new regional stay-at-home orders as part of the State's approach to "pulling the emergency brake" on the spread of COVID-19. A summary of the new restrictions can be found [here](#) under "Regional Stay Home Order."
- COVID-19 Vaccination Phases: It is anticipated that the COVID-19 vaccine will be available for the general public by spring 2021. Until then, there is a phased approach to distributing the vaccine. You can find those details [here](#).

## **Water Quality Update:**

### COVID Reporting

On January 19, 2021, the SWRCB will hold their regular Board Meeting and DDW will present an update on the two surveys that were conducted in 2020 with regards to COVID impacts on water utility customers and small water systems. Nossaman will send an update following the board meeting. Senator Dodd intends to introduce legislation related to COVID and water utilities and he has indicated that he may announce the proposal on the same day.

### SAFER Program

The SAFER program continues to host regular meetings to complete the statewide needs assessment. The State Water Board's Needs Assessment consists of three core components: The Affordability Assessment, Risk Assessment, and Cost Assessment. The results of the Needs Assessment will be used to prioritize public water systems, tribal water systems, state small water systems, and domestic wells for funding in the Safe and Affordable Drinking Water Fund Expenditure Plan; direct State Water Board technical assistance; and to develop strategies for implementing interim and long-term solutions. Comments on the Risk Assessment are due January 6, 2021.

### Revised Total Coliform Rule

The SWRCB is finalizing the Proposed Regulations regarding Revised Total Coliform Rule. A public hearing was held on December 17 at 9:30am and there was very little participation in the public discussion, as many of the outstanding issues had already been resolved and included in the proposed regulation. The board will likely adopt the new regulatory proposal in Q1 of 2021.

### Chromium VI

The SWRCB held two public workshops on the Hexavalent Chromium Maximum Contaminant Level Estimates of Costs in December 2020 and there was significant public participation. As you may recall, the CrVI MCL was invalidated by the Courts due to a weak analysis of the economic feasibility and it was therefore withdrawn by the SWRCB. The formal procedure for adopting this regulation under the Administrative Procedures Act has not yet begun, however, input provided at the workshop may be used to further develop the regulation.

## **Water Use Efficiency/Conservation Update:**

### Water Loss Performance Standards

On December 3 the State Water Resources Control Board (SWRCB) staff posted draft water loss regulations and the supporting economic model, and noticed a public workshop webinar for December 16. This regulation will establish volumetric water loss standards for urban water suppliers (serving potable water to 3,000 or more connections or serving 3,000 or more acre feet of water). At the workshop, staff indicated that a peer review of the economic model is underway and is expected to be released in mid-January. Depending on the results of the peer review, staff may initiate the formal rulemaking as early as the end of January. The rulemaking process is expected to extend into mid-2021. At the workshop, staff presented the proposal and addressed questions and comments by many urban water suppliers, which focused on troubling model assumptions and concerns about many

aspects of the proposal. After the workshop, the water supplier Coalition circulated a scathing technical analysis of the economic model, which casts significant doubt upon its validity.

### **Department Of Water Resources:**

The Department of Water Resources (DWR) and SWRCB continue to implement the comprehensive water conservation and drought planning legislation of 2018, AB 1668 (Friedman) and SB 606 (Hertzberg).

#### **Residential Landscape Area Measurement (LAM) and Indoor Water Use Studies**

DWR is continuing its rollout to urban water suppliers of its estimates of “classified landscape areas”. Urban water suppliers have 6 months to resolve “disputed parcels” and review and validate the estimates. Later in 2021 the validated data is to be used to develop an outdoor irrigation budget for each water supplier.

DWR also now poised to complete a report addressing results of several indoor residential water use studies and conveying recommendations to the Legislature regarding the 55 gallons per capita per day single-family residential water use standard. A final recommendations report was due to the Legislature by January 1, but may not be released by DWR until April 1. Separately, the indoor residential water use standard will be subject to rulemaking by SWRCB in Fall of 2021. The indoor water use standard is to be used to calculate the overall water use objective for urban water suppliers.

#### **Urban Water Management Plan Final Guidance Document and Training Webinar**

DWR is poised to release the final Urban Water Management Plan Guidance Document, possibly before the end of January. This guidebook is intended for use by urban water suppliers and provides a helpful overview of current UWMP requirements and offers useful suggestions and technical resources. DWR has been conducting training webinars on UWMP requirements during December. Scheduled training webinars for January include:

- Baselines and Targets for SBX7-7 on Jan 12 @ 10:00 am
- Considering Climate Change on Jan 13 @ 10:00 am
- How to Prepare a Water Shortage Contingency Plan on Jan 27 @ 1:00 pm
- UWMP Preparation, Adoption, and Submittal on Feb 10 10:00 am

Recordings of the past and future UWMP trainings webinars are posted here:

[https://www.youtube.com/playlist?list=PLeod6x87Tu6e-Fi-louoKF2BagN-Bz\\_mA](https://www.youtube.com/playlist?list=PLeod6x87Tu6e-Fi-louoKF2BagN-Bz_mA)

Urban water suppliers must submit their 2020 UWMPs to DWR by July 1, 2021.



## Olivenhain Legislative Report 2020 Report as of 1/6/2021

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**AB 1**      **(Garcia, Cristina D) Hazardous waste.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Would create the Board of Environmental Safety in the California Environmental Protection Agency. The bill would provide requirements for the membership of the board and would require the board to conduct no less than 6 public meetings per year. The bill would provide for the duties of the board, which would include, among others, reviewing specified policies, processes, and programs within the hazardous waste control laws; proposing statutory, regulatory, and policy changes; and hearing and deciding appeals of hazardous waste facility permit decisions and certain financial assurance decisions.

**Position**

**AB 8**      **(Smith R) Unemployment benefits: direct deposit.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Current law requires unemployment compensation benefits that are directly deposited to an account of the recipient's choice to be deposited to a qualifying account. Current law defines "qualifying account" for these purposes to mean a demand deposit or savings account at an insured financial institution in the name of the person entitled to receipt of public assistance payments or a prepaid card account that meets certain requirements, including that the prepaid card account may not be attached to any credit or overdraft feature that is automatically repaid from the account after delivery of the payment. This bill would, by July 1, 2021, provide that the recipient of the unemployment compensation benefits has the right to choose whether the benefits payments are directly deposited into a qualifying account or applied to a prepaid debit card.

**Position**

**AB 9**      **(Wood D) Wildfires.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Current law establishes various programs for the prevention and reduction of wildfires. This bill would state the intent of the Legislature to enact subsequent legislation that would increase California's capacity to prevent and reduce the impact of wildfires, and would make related findings and declarations.

**Position**

**AB 11**      **(Ward D) Climate change: regional climate change coordinating groups.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Would require the Strategic Growth Council, by January \_\_\_\_, 2023, to establish up to 12 regional climate change coordinating groups to develop and work on climate adaptation for their communities. The bill would authorize the regional climate change coordinating groups to engage in certain activities to address climate change.

**Position**

**AB 19 (Santiago D) Unemployment insurance compensation: COVID-19 pandemic: temporary benefits.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** The federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) temporarily provides for expanded unemployment benefits through the federal Pandemic Unemployment Assistance (PUA) and Pandemic Emergency Unemployment Compensation (PEUC) provisions of the CARES Act. This bill would require the Employment Development Department to provide, until July 1, 2022, following the termination of assistance pursuant to PUA and PEUC or any other federal or state supplemental unemployment compensation payments for unemployment due to the COVID-19 pandemic, in addition to an individual's weekly benefit amount as otherwise provided for by existing unemployment compensation law, unemployment compensation benefits equivalent to the terminated federal or state supplemental unemployment compensation payments for the remainder of the duration of time the individual is unemployed due to the COVID-19 pandemic, notwithstanding the weekly benefit cap. The bill would prohibit any unemployment compensation benefits authorized by the bill from being charged against the reserve account of any employer.

**Position**

**AB 21 (Bauer-Kahan D) Forestry: electrical transmission and distribution lines: clearance: penalties.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Current law requires a person that owns, controls, operates, or maintains any electrical transmission or distribution line upon any mountainous land or forest-covered land, brush-covered land, or grass-covered land to maintain around and adjacent to any pole or tower that supports a switch, fuse, transformer, lightning arrester, line junction, or dead-end or corner pole a firebreak, as specified. Current law requires a person that owns, controls, operates, or maintains any electrical transmission or distribution line upon any mountainous land or in forest-covered land, brush-covered land, or grass-covered land to maintain a clearance between all vegetation and all conductors that are carrying electric current, as specified. This bill would impose a civil penalty of up to \$100,000 for each violation of the above-described provisions. The bill would impose an additional civil penalty of up to \$1,000 for each acre burned by a fire resulting from a violation of the above-described provisions.

**Position**

**AB 24 (Waldron R) Unemployment insurance: benefit determination deadlines.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Current law establishes procedures for the filing, determination, and payment of benefit claims, and those benefits are payable from the Unemployment

Fund. Current law requires the department to promptly pay benefits if it finds the claimant is eligible and to promptly deny benefits if it finds the claimant is ineligible for benefits. Current law requires the department to consider facts submitted by an employer in making this determination and also provides for the department to audit claims, as specified. Existing law provides a procedure for a claimant or a base employer to challenge a determination of the computation or recomputation of the benefits. This bill would require the department to provide a claimant with a notification of the computation used to determine their benefits within 30 days of the receipt of the claim and to respond to a challenge by the claimant or the base employer based on the computation or recomputation of benefits within 15 days of the receipt of the protest, except as specified.

**Position**

**AB 25 (Kiley R) Worker classification: employees and independent contractors.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Current law exempts specified occupations and business relationships from the application of the ABC test as specified. Current law, instead, provides that these exempt relationships are governed by the multifactor test previously adopted in the case of *S. G. Borello & Sons, Inc. v. Department of Industrial Relations* (1989) 48 Cal.3d 341 (Borello). This bill would generally repeal provisions relating to the "ABC" test for various specified occupations and business relationships. The bill would, instead, require the determination of whether a person is an employee or an independent contractor to be based on the specific multifactor test set forth in Borello, including whether the person to whom service is rendered has the right to control the manner and means of accomplishing the result desired, and other identified factors.

**Position**

**AB 30 (Kalra D) Parks: access to nature.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Current law establishes in state government the Natural Resources Agency, consisting of various entities, including the Department of Parks and Recreation, the California Coastal Commission, and the State Coastal Conservancy. This bill would express the intent of the Legislature to subsequently enact legislation that would improve access to nature for all people in the state and provide for recreational and educational opportunities, with a specific emphasis on increasing access for economically disadvantaged communities.

**Position**

**AB 36 (Gallagher R) Design-build contracting: Town of Paradise**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Would authorize the Paradise Irrigation District to use the design-build contracting process to award a contract for a water conveyance pipeline from the Town of Paradise to the City of Chico. The bill would authorize the Town of Paradise to use the design-build contracting process to provide for the provision of sewer treatment to the Town of Paradise, including for infrastructure connecting the Town of Paradise to an existing treatment facility.

**Position**



**[AB 50](#) (Boerner Horvath D) Climate change: Climate Adaptation Center and Regional Support Network: sea level rise.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Current law requires the Natural Resources Agency, in collaboration with the Ocean Protection Council, to create, and update biannually, a Planning for Sea Level Rise Database describing steps being taken throughout the state to prepare for, and adapt to, sea level rise. This bill would establish the Climate Adaptation Center and Regional Support Network in the Ocean Protection Council to provide local governments facing sea level rise challenges with information and scientific expertise necessary to proceed with sea level rise mitigation.

**Position**

**[AB 51](#) (Quirk D) Climate change: adaptation: regional climate adaptation planning groups: regional climate adaptation plans.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Would require the Strategic Growth Council, by July 1, 2022, to establish guidelines for the formation of regional climate adaptation planning groups. The bill would require the council, by July 1, 2023, and in consultation with certain state entities, to develop criteria for the development of regional climate adaptation plans.

**Position**

**[AB 52](#) (Frazier D) California Global Warming Solutions Act of 2006: scoping plan updates: wildfires.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** The California Global Warming Solutions Act of 2006 authorizes the State Air Resources Board to include in its regulation of emissions of greenhouse gases the use of market-based compliance mechanisms. Current law requires all moneys, except for fines and penalties, collected by the state board from a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund (fund) and to be available upon appropriation by the Legislature. Current law continuously appropriates 35% of the annual proceeds of the fund for transit, affordable housing, and sustainable communities programs and 25% of the annual proceeds of the fund for certain components of a specified high-speed rail project. This bill would require the state board, in each scoping plan update prepared by the state board after January 1, 2022, to include, consistent with the act, recommendations for achieving the maximum technologically feasible and cost-effective reductions of emissions of greenhouse gases and black carbon from wildfires.

**Position**

**[AB 55](#) (Boerner Horvath D) Employment: telecommuting.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Current law promotes and develops the welfare of workers in California to improve working conditions and advance opportunities for profitable employment. Current law regulates the wages, hours, and working conditions of any worker employed in any occupation, trade, or industry. This bill would declare the intent of the Legislature to enact future legislation to ensure certain rights and benefits for telecommuting employees.

**Position**

**[AB 59](#) (Gabriel D) Mitigation Fee Act: fees: notice and timelines.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Current law authorizes any party to protest the imposition of a fee, dedication, reservation, or other exactions imposed on a development project within 90 or 120 days of the imposition of the fee, as applicable, and specifies procedures for those protests and actions. The Mitigation Fee Act imposes the same requirements on a local agency for a new or increased fee for public facilities. Current law, for specified fees, requires any judicial action or proceeding to attack, review, set aside, void, or annul an ordinance, resolution, or motion adopting a new fee or service charge or modifying an existing fee or service charge to be commenced within 120 days of the effective date of the ordinance, resolution, or motion. Current law also provides that, if an ordinance, resolution, or motion provides for an automatic adjustment in a fee or service charge and the adjustment results in an increase in the fee or service charge, that any action to attack, review, set aside, void, or annul the increase to be commenced within 120 days of the increase. This bill would increase, for fees and service charges and for fees for specified public facilities, the time for mailing the notice of the time and place of the meeting to at least 45 days before the meeting.

**Position**

**[AB 64](#) (Quirk D) Electricity: renewable energy and zero-carbon resources: state policy: strategy.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Current requires the PUC, the State Energy Resources Conservation and Development Commission (Energy Commission), and the State Air Resources Board (state board) to, in consultation with all California balancing authorities, issue a joint report to the Legislature by January 1, 2021, and at least every 4 years thereafter, that includes specified matters. The bill would require the PUC, Energy Commission, and state board, in consultation with all balancing authorities, to additionally develop a strategy, by an unspecified date, on how to achieve the above-described state policy in a cost-effective and environmentally beneficial manner. The bill would require the strategy to include, among other things, a plan to promote the development of technologies that can help achieve that state policy.

**Position**

**[AB 78](#) (O'Donnell D) San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy: territory: Dominguez Channel watershed and Santa Catalina Island.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** Current law establishes the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy in the Natural Resources Agency and prescribes the functions and duties of the conservancy with regard to the protection, preservation, and enhancement of specified areas of the Counties of Los Angeles and Orange located along the San Gabriel River and the lower Los Angeles River and tributaries along those rivers. Current law, for purposes of those provisions, defines "territory" to mean the territory of the conservancy that consists of those portions of the Counties of Los Angeles and Orange located within the San Gabriel River and its tributaries, the lower Los Angeles River and its tributaries, and the San Gabriel Mountains, as described. This bill would additionally include the Dominguez Channel watershed and Santa

Catalina Island, as described, within that definition of territory, and would make various related changes to the boundaries of that territory.

**Position**

**AB 100 (Holden D) Drinking water: pipes and fittings: lead content.**

**Status:** 12/12/2020-From printer. May be heard in committee January 11.

**Location:** 12/11/2020-A. PRINT

**Summary:** The California Safe Drinking Water Act prohibits, with certain exceptions, the use of any pipe, pipe or plumbing fitting or fixture, solder, or flux that is not lead free in the installation or repair of any public water system or any plumbing in a facility providing water for human consumption. The act defines "lead free" for purposes of conveying or dispensing water for human consumption to mean not more than 0.2% lead when used with respect to solder and flux and not more than a weighted average of 0.25% lead when used with respect to the wetted surfaces of pipes and pipe fittings, plumbing fittings, and fixtures. This bill would additionally define "lead free," with respect to endpoint devices, as defined, to mean that the devices do not leach more than one microgram of lead under certain tests and meeting a specified certification.

**Position**

**AB 125 (Rivas, Robert D) Food and agriculture: climate crisis: COVID-19 recovery.**

**Status:** 12/19/2020-From printer. May be heard in committee January 18.

**Location:** 12/18/2020-A. PRINT

**Summary:** Would state the intent of the Legislature to enact subsequent legislation to issue a bond to support solutions to the climate crisis and recovery from the COVID-19 pandemic that would create a more equitable and resilient food and farming system.

**Position**

**ACA 1 (Aguilar-Curry D) Local government financing: affordable housing and public infrastructure: voter approval.**

**Status:** 12/8/2020-From printer. May be heard in committee January 7.

**Location:** 12/7/2020-A. PRINT

**Summary:** The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit that would authorize a city, county, city and county, or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements.

**Position**

**SB 5 (Atkins D) Housing: bond act.**

**Status:** 12/8/2020-From printer. May be acted upon on or after January 7.

**Location:** 12/7/2020-S. RLS.

**Summary:** Would state the intent of the Legislature to enact legislation that would authorize the issuance of bonds and would require the proceeds from the sale of

those bonds to be used to finance housing-related programs that serve the homeless and extremely low income and very low income Californians.

**Position**

**SB 12 (McGuire D) Local government: planning and zoning: wildfires.**

**Status:** 12/8/2020-From printer. May be acted upon on or after January 7.

**Location:** 12/7/2020-S. RLS.

**Summary:** Current law requires that the Office of Planning and Research, among other things, coordinate with appropriate entities, including state, regional, or local agencies, to establish a clearinghouse for climate adaptation information for use by state, regional, and local entities, as provided. This bill would require the safety element, upon the next revision of the housing element or the hazard mitigation plan, on or after July 1, 2024, whichever occurs first, to be reviewed and updated as necessary to include a comprehensive retrofit strategy to reduce the risk of property loss and damage during wildfires, as specified, and would require the planning agency to submit the adopted strategy to the Office of Planning and Research for inclusion into the above-described clearinghouse.

**Position**

**SB 27 (Skinner D) Carbon sequestration: state goals: natural and working lands: registry of projects.**

**Status:** 12/8/2020-From printer. May be acted upon on or after January 7.

**Location:** 12/7/2020-S. RLS.

**Summary:** Would require, no later than July 1, 2022, the Natural Resources Agency, in coordination with the California Environmental Protection Agency, the State Air Resources Board, and the Department of Food and Agriculture, to establish carbon sequestration goals for natural and working lands, as provided. The bill would require the state board, as part of its scoping plan, to establish specified carbon dioxide removal targets for 2030 and beyond.

**Position**

**SB 33 (Cortese D) California Environmental Quality Act: lead agency.**

**Status:** 12/8/2020-From printer. May be acted upon on or after January 7.

**Location:** 12/7/2020-S. RLS.

**Summary:** The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA defines "lead agency" to mean the public agency that has the principal responsibility for carrying out or approving a project that may have a significant effect upon the environment. This bill would make nonsubstantive changes to those provisions.

**Position**

**SB 37 (Cortese D) Contaminated sites: the Dominic Cortese "Cortese List" Act of 2021.**

**Status:** 12/8/2020-From printer. May be acted upon on or after January 7.

**Location:** 12/7/2020-S. RLS.

**Summary:** Current law requires the State Department of Health Care Services to compile a list of all public drinking water wells that contain detectable levels of organic contaminants and that are subject to water analysis by local health officers.

Current law also requires the State Water Resources Control Board to compile a list of specified information, including, but not limited to, all cease and desist orders and cleanup and abatement orders issued under the Water Code that concern the discharge of wastes that are hazardous materials. Current law requires these agencies to update the information as appropriate, but at least annually, and to submit the information to the Secretary of Environmental Protection. Under current law, the Secretary for Environmental Protection is required to consolidate the information provided by these state agencies and distribute the information in a timely fashion to each city and county in which sites on the lists are located and to any other person upon request. The information consolidated and made available by the Secretary for Environmental Protection is commonly known as the "Cortese List." This bill would enact the Dominic Cortese "Cortese List" Act of 2021 and would recodify the above-described provisions with certain revisions.

**Position**

**SB 45 (Portantino D) Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2022.**

**Status:** 12/8/2020-From printer. May be acted upon on or after January 7.

**Location:** 12/7/2020-S. RLS.

**Summary:** Would enact the Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2022, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$5,510,000,000 pursuant to the State General Obligation Bond Law to finance projects for a wildfire prevention, safe drinking water, drought preparation, and flood protection program.

**Position**

**SB 52 (Dodd D) State of emergency: local emergency: sudden and severe energy shortage: planned power outage.**

**Status:** 12/8/2020-From printer. May be acted upon on or after January 7.

**Location:** 12/7/2020-S. RLS.

**Summary:** Current law defines the terms "state of emergency" and "local emergency" to mean a duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state or the territorial limits of a local government caused by, among other things, a sudden and severe energy shortage. Current law defines a "sudden and severe energy shortage" as a rapid, unforeseen shortage of energy, resulting from, but not limited to, events such as an embargo, sabotage, or natural disasters, and that has statewide, regional, or local impact. This bill would expand the definition of "sudden and severe energy shortage" to include a "deenergization event," defined as a planned power outage, as specified, and would make a deenergization event one of those conditions constituting a state of emergency and a local emergency.

**Position**

**SB 54 (Allen D) Solid waste: disposable packaging and food ware.**

**Status:** 12/8/2020-From printer. May be acted upon on or after January 7.

**Location:** 12/7/2020-S. RLS.

**Summary:** Would declare the intent of the Legislature to enact the Plastic Pollution Producer Responsibility Act, which would significantly reduce the amount of disposable packaging and food ware waste entering California's waste stream, polluting oceans, littering local communities and beaches, and costing local governments millions of dollars in cleanup costs through source reduction requirements and increased composting and recycling.

**Position**

**SB 63**    **(Stern D)**    **Fire prevention: vegetation management: public education: grants: defensible space: fire hazard severity zones: forest management.**

**Status:** 12/8/2020-From printer. May be acted upon on or after January 7.

**Location:** 12/7/2020-S. RLS.

**Summary:** Would, among other things, require the Director of Forestry and Fire Protection to identify areas of the state as moderate and high fire hazard severity zones and would require a local agency to make this information available for public review and comment, as provided. By expanding the responsibility of a local agency, the bill would impose a state-mandated local program.

**Position**

**SB 82**    **(Skinner D)**    **Crimes: probation.**

**Status:** 12/16/2020-From printer. May be acted upon on or after January 15.

**Location:** 12/15/2020-S. RLS.

**Summary:** Under current law, a court may place a person convicted of a crime on probation, subject to supervision by the county probation officer and court-ordered conditions of probation. Under current law, the Legislature finds and declares that the provision of probation services is an essential element in the administration of criminal justice. This bill would make a technical, nonsubstantive change to this provision.

**Position**



# Memo

G

To: Olivenhain Municipal Water District Board of Directors

Subject: INFORMATIONAL REPORTS

TWELVE MONTH CALENDAR/OTHER MEETINGS / REPORTS

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Any report will be oral at the time of the Board meeting. Please refer to the TWELVE MONTH Calendar (attached) for meetings attended.

**TWELVE MONTH CALENDAR OF EVENTS (AS OF 1/4/21)**

Date(s)	Event	Time	Location	Attending Board Member(s)	Additional Information (Speakers' Topic, Cohosts, etc.)
<b><u>DECEMBER 2020</u></b>					
15-Dec	Finance Briefing	10:00 AM	Zoom	Bruce-Lane	
17-Dec	Customer Services Briefing and Legal Briefing	9:30 AM and 1:00 PM	Zoom	Bruce-Lane	
17-Dec	Safety Committee Meeting	8:00 AM	OMWD Boardroom	Topolovac	
17-Dec	Meeting with Board President - Committee Assignments		Teleconference	Watt	
21-Dec	Engineering Briefing	1:30 PM	Zoom	Bruce-Lane	
23-Dec	EFRR Briefing	10:00 AM		Bruce-Lane	
23-Dec	Meeting with the GM		Encinitas, CA	Watt	
<b><u>JANUARY 2021</u></b>					
4-Jan	Meeting with Board President - January Board Agenda		Teleconference	Watt	
4-Jan	Prep Call for Meeting with Mayor Gloria	2:00 PM	Teleconference	Guerin	
7-Jan	Special Finance Committee Meeting	10:30 AM	Zoom	Sprague, Watt	
7-Jan	Meeting with Mayor Gloria	3:00 PM	WebEx	Guerin	

# Memo

To: Olivenhain Municipal Water District Board of Directors

Subject: INFORMATIONAL REPORTS

CORRESPONDENCE

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Any correspondence is attached.



**December 31, 2020**

**The Escondido Creek Conservancy  
P.O. Box 460791  
Escondido, CA 92046**

**Donation**

Please accept the attached donation of \$500.00 to be used for the Interpretive Center at the Elfin Forest Recreational Reserve.

Sincerely

A handwritten signature in blue ink, reading "Don MacFarlane".

Don MacFarlane, PE  
Principal  
DLM Engineering, Inc.

CC: Kimberly Thorner, OMWD General Manager  
Joey Randall, OMWD Assistant General Manager

**Board of Directors**

Edmund K. Sprague, President  
Robert F. Topolovac, Vice President  
Lawrence A. Watt, Treasurer  
Robert M. Kephart, Secretary  
Christy Guerin, Director



**General Manager**  
Kimberly A. Thorner, Esq.  
**General Counsel**  
Alfred Smith, Esq.

December 7, 2020

Megan Kirkeby,  
Deputy Director  
Division of Housing Policy Development  
Department of Housing and Community Development  
2020 W. El Camino Avenue, Suite 500  
Sacramento, CA 95833

*Delivered via email: [publiclands@hcd.ca.gov](mailto:publiclands@hcd.ca.gov)*

**RE: Comments on the draft Surplus Land Act Guidelines**

Dear Ms. Kirkeby:

Thank you for the opportunity to submit Olivenhain Municipal Water District's comments on the draft Surplus Land Act Guidelines produced by the California Department of Housing and Community Development. OMWD provides over 86,000 customers in northern San Diego County with water, wastewater, recycled water, hydroelectric, and recreational services. OMWD has previously advocated for several changes to AB 1486 (Ting 2019), however, we are concerned with several aspects of the draft guidelines as it relates to special districts

AB 1486 was authored to connect affordable housing developers to local surplus land with, of course, certain significant exemptions. OMWD advocated for several changes in AB 1486, which culminated in a letter of support if amended on April 15, 2019. One of the changes OMWD requested was exemption of special district lands. During the legislative process, the final version of AB 1486 was amended by removing provisions pertaining to special districts leases on surplus land and avoid having to give first right of refusal to affordable housing, education, and parks entities. Unfortunately, the draft guidelines have curiously excluded special districts from its list of "exempt surplus land" types. OMWD urges the Department's draft guidelines to accurately reflect AB 1486's list of exemptions.

The draft guidelines have also mistakenly included "leases" in its definition of "disposition of surplus land" located in Section 102 (h). As stated in our April 15, 2019 letter, attempting to lease land in support of an agency's governmental function would trigger the requirements for the disposal of surplus land which could mistakenly require agencies to offer up property which may be incompatible for use for housing, schools, or parks. The legislature explicitly amended the term "lease" out of the definition due to these types of concern. Thus, we respectfully ask the Department to correct this definition.

Lastly, the draft guidelines have added a new reporting requirement outside the purview of the Surplus Land Act, by adding a new requirement that local agencies notify the state every time land is exempt. It is difficult to see the legal justification for this burden upon agencies. If an agency is exempt, it should not have to spend time and resources proving their exemption without cause. Therefore, we ask that this erroneous



1966 Olivenhain Road • Encinitas, CA 92024  
Phone (760) 753-6466 • Fax (760) 753-1578 • [www.olivenhain.com](http://www.olivenhain.com)



A Public Agency Providing Water Wastewater Services Recycled Water Hydroelectricity Elfin Forest Recreational Reserve

requirement be removed from the draft guidelines.

OMWD is thankful for the time and effort by the Department in drafting these important guidelines. Our request to correct certain aspects of the guidelines are not a challenge to the need for affordable housing, but to ensure the guidelines accurately reflect the purpose of AB 1486, which in many ways validated the need for local flexibility when it comes to proper governmental land use management.

If you or your staff should need any additional details pertaining to this assessment, please do not hesitate to contact me at 760-753-6466 or [kthorner@olivenhain.com](mailto:kthorner@olivenhain.com).

Regards,



Kimberly A. Thorner  
General Manager

CC: California Special Districts Association [[advocacy@csda.net](mailto:advocacy@csda.net)]  
Tara Gamboa-Eastman, Office of Assemblymember Phil Ting [[Tara.Gamboa-Eastman@asm.ca.gov](mailto:Tara.Gamboa-Eastman@asm.ca.gov)]



December 9, 2020

Todd Gloria  
Mayor – Elect City of San Diego  
10405 San Diego Mission Road  
San Diego, CA 92108

Dear Mr. Mayor – Elect:

The undersigned agencies represent 9 of the 24 other member agencies that make up the San Diego County Water Authority (SDCWA), in addition to the City of San Diego. We first want to congratulate you on your election and we look forward to working with you and your staff on important regional water supply challenges. The City of San Diego has provided steady leadership and guidance at SDCWA for decades. While we know you have significant and important issues to address as you transition into your role as Mayor, we would like to request to meet with you and your key staff to discuss some of the significant upcoming regional water issues.

One of our primary concerns is the on-going planning of a new Colorado River Aqueduct from Imperial Valley, which is called the Regional Conveyance System (RCS). The RCS project is anticipated to cost over \$5 billion dollars and our agencies have expressed concern over the cost of the project and the resulting impact on water rates over the next several decades. Senior financial staff from the City of San Diego also recently expressed similar concerns relative to the impact of this project for City ratepayers (letter attached), but at the same time the project was supported by the majority of the City of San Diego delegation. We would like to meet with you to help understand the City's position on this project as well as discuss some of the other upcoming challenges we all face balancing water supply, infrastructure needs with rate impacts and affordability.

We look forward to have the opportunity to meet with you to discuss this important issue.

Sincerely,



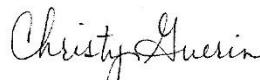
Gary Arant  
Valley Center Water District



Glenn Pruim  
Vallecitos Water District




James Murtland  
Rincon del Diablo Municipal Water District



Christy Guerin  
Olivenhain Municipal Water District



Jack Bebee  
Fallbrook Public Utility District



Tom Kennedy  
Rainbow Municipal Water District



Brian Boyle  
City of Oceanside



Joel Scalzitti  
Helix Water District



David Barnum  
Ramona Municipal Water District

CC: Sandy Kerl, General Manager SDCWA  
Gary Croucher, Board Chair SDCWA  
Shauna Lorange, Public Utilities Director City of San Diego

December 1st



Olivenhain Municipal Water District  
1966 Olivenhain Rd  
Encinitas, CA 92024-5676

P.O. Box 460791  
Escondido, CA 92046  
760.471.9354

Dear Olivenhain Municipal Water District,

2020 was a year like no other. Our fortitude was tested but we are full of hope!

We pursued a key conservation property, but hit roadblocks. We were not deterred, and began building the Conservancy's newest preserve, LeoMar, as part of our **Missing Lynx** campaign. The LeoMar Preserve connects lands in Olivenhain to preserved lands in Elfin Forest. We are thrilled to announce that in November, we were awarded \$2,054,000 to purchase the 79-acre Gaty property, which will become the centerpiece of the LeoMar Preserve! More acquisitions are being pursued for 2021.

**Outdoor education** programs were shut down, but we pivoted and went virtual so that young people would not be denied access to the outdoors, even if it meant, temporarily, that access would be through a screen. We continue planning for when students can experience the outdoors in person, perhaps by summer of 2021, when we hope to launch our first-ever summer camp. We boldly invested in the future with the launch of California Statewide Outdoor Learning (CalSOL) so that all children can learn science through the wonder of nature.

The Conservancy turns 30 years old in 2021, and we are updating our strategic plan to assure a legacy of success for the next decades. We are investing in our future by converting an old farm building into our office, so we will pay ourselves "rent" and have a locale to showcase our work and share with our partners. We are entering the final stages of becoming accredited by the national Land Trust Alliance. Accreditation is a demonstration of our maturation as a land trust, meeting national standards and practices so that the land we protect will be managed in perpetuity, and our supporters know their donations will be invested with the utmost care and consideration.

Your gift to the Conservancy will help us continue land preservation and provide life-changing outdoor experiences to young people. Your gift will bring about a better world, for people and wildlife.

We thank you in advance for your support.

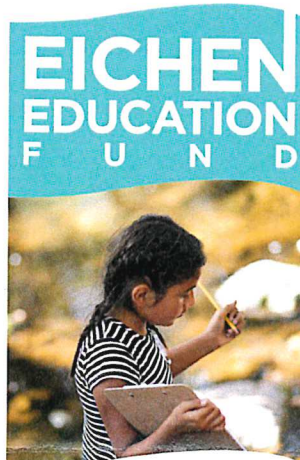
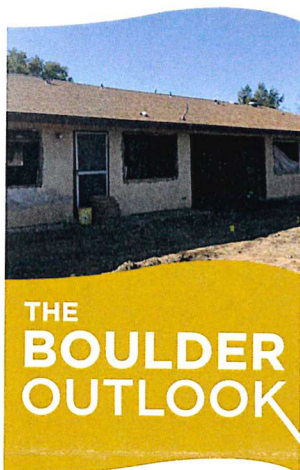
Sincerely,

A handwritten signature in black ink, appearing to read 'Richard Murphy'.

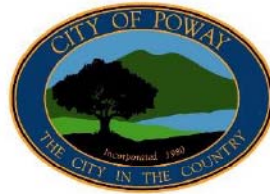
Richard Murphy  
President

A handwritten signature in black ink, appearing to read 'Ann Van Leer'.

Ann Van Leer  
Executive Director







Dr. Erica Pan, MD, MPH, Co-Chair  
Community Vaccine Advisory Committee  
California Department of Public Health  
P.O. Box 997377 – MS 0500  
Sacramento, CA 95899

Dr. Nadine Burke Harris, MD, MPH, Co-Chair  
Community Vaccine Advisory Committee  
California Department of Public Health  
P.O. Box 997377 – MS 0500  
Sacramento, CA 95899

**SUBJECT: Phase 1 of COVID-19 Vaccine Distribution: Inclusion of Water and Wastewater Sector  
Essential Critical Infrastructure Workers**

Dear Co-Chairs Pan and Harris:

The identified organizations, representing water suppliers throughout San Diego County, **respectfully urge you to ensure that California's water and wastewater Essential Critical Infrastructure Workers – as identified by the State Public Health Officer – are part of the Phase 1-B vaccine distribution of the state's COVID-19 Vaccination Plan.** Essential Critical Infrastructure Workers who are vital to ensuring safe and reliable water supplies for California's residents and businesses have remained on their jobs since the outbreak of the COVID-19 pandemic, even as they have put their personal health at risk every single day to perform their critical assignments. Providing them reasonable priority access to the COVID-19 vaccine will help ensure that they can remain on the job to perform their critical functions while protecting the health and safety of themselves and those around them.

The Essential Critical Infrastructure Workers providing safe and reliable water and wastewater treatment service throughout San Diego County recognize the seriousness of the decisions that must be made when it comes to prioritizing the implementation of COVID-19 vaccination protocols. We understand that there are many priorities and factors to consider, including coordination with federal and local government partners, logistics, and timing of vaccine deliveries. We also recognize the importance of ensuring California's healthcare workforce is prioritized in receiving the vaccine.

The State Public Health Officer, in accordance with the Governor's Executive Order N-33-20, has designated certain utility employees as Essential Critical Infrastructure Workers. Essential Critical Infrastructure Workers within the California water and wastewater sectors perform work at public health and safety infrastructure

locations (such as water and wastewater treatment plants) to keep water infrastructure functioning properly and safely throughout our communities and regions.

To reduce the risk of COVID-19 transmission, our agencies, and the Essential Critical Infrastructure Workers that we employ, have changed the way we work during the pandemic. For example, water and wastewater agencies are using staggered shifts or smaller teams of Essential Critical Infrastructure Workers on construction, repair, rehabilitation, and maintenance projects. However, due to the nature of the work, there are times when these employees need to be in close proximity to each other and with third-parties, making vaccination highly important. Additionally, due to the specialized skills and licenses that many of the water and wastewater sector Essential Critical Infrastructure Workers maintain, there are ongoing concerns regarding our ability to find replacements for workers who may become ill or exposed, and therefore it is essential to mitigate those workers' COVID-19 risks through all possible means, including vaccinations.

For these reasons, we respectfully request the Community Vaccine Advisory Committee ensure that water and wastewater Essential Critical Infrastructure Workers as identified by the State Public Health Officer, be specifically included in Phase 1-B of the state's vaccination plan for priority COVID-19 vaccination. Thank you for your consideration of our input and request. Our agencies are committed to serving the San Diego region and stand ready to work with you to inform the state's vaccination plan.

cc: Senator Toni Atkins  
Senator Patricia Bates  
Senator Ben Hueso  
Senator Brian Jones  
Assemblymember Tasha Boerner Horvath  
Assemblymember Lorena Gonzalez  
Assemblymember Brian Maienschein  
Assemblymember Randy Voepel  
Assemblymember Marie Waldron  
Assemblymember Chris Ward  
Assemblymember Shirley Weber  
Congressmember-Elect Darrell Issa  
Congressmember-Elect Sara Jacobs  
Congressmember Mike Levin  
Congressmember Scott Peters  
Congressmember Juan Vargas  
San Diego County Water Authority Board of Directors

# Memo

To: Olivenhain Municipal Water District Board of Directors

Subject: AUTHORIZATION TO ATTEND UPCOMING MEETINGS /  
CONFERENCES / SEMINARS

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The Board may desire to attend a meeting that requires Board approval.



# Memo

To: Olivenhain Municipal Water District Board of Directors

Subject: FUTURE AGENDA ITEMS

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The Board may have items to be considered at a Future Board meeting.

# Memo

To: Olivenhain Municipal Water District Board of Directors

Subject: CONSIDER PUBLIC COMMENTS

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There may be public comments before the Board meeting is adjourned.

# Memo

To: Olivenhain Municipal Water District Board of Directors

Subject: CLOSED SESSION

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It may be necessary to go into Closed Session.

# Memo

To: Olivenhain Municipal Water District Board of Directors

Subject: ADJOURNMENT

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We are adjourned.

# Who's News: 12/11/20

 [thecoastnews.com/whos-news-12-11-20/](https://thecoastnews.com/whos-news-12-11-20/)

staff

December 8, 2020

## THE COAST NEWS GROUP

THE COAST NEWS | THE RANCHO SANTA FE NEWS | THE INLAND EDITION

### NEW OMWD BOARD MEMBER

Kristie Bruce-Lane was sworn as Olivenhain Municipal Water District's newest board director. Voters in OMWD's Division 4 — consisting of the communities of 4S Ranch, Rancho Cielo, Elfin Forest, and Harmony Grove — selected Bruce-Lane as their representative to the board of directors in the Nov. 3 general election.

# Water Utility Workers Embrace Holiday Giving

[waternewsnetwork.com/water-utility-workers-embrace-holiday-giving/](https://waternewsnetwork.com/water-utility-workers-embrace-holiday-giving/)

December 17, 2020



Teresa Chase helps load up donations from Olivenhain Municipal Water District employees. They are playing Santa Claus to a family of seven, a local senior, and a veteran in its annual adopt-a-family effort, and filled a truck bed with donations for the San Diego Humane Society. Photo: Olivenhain Municipal Water District

December 17, 2020/in [Features](#) /by [Gayle Falkenthal](#)

The San Diego region's water and wastewater agencies have a long tradition of supporting holiday charitable giving to a wide array of nonprofit services. The tradition continues in 2020 with no slowdown despite the challenges of the coronavirus pandemic.

## Toys bring joy to kids in need





Helix Water District employees, board members and customers donated virtually and in person to the agency's Toys for Tots drive, which will provide holiday gifts to less fortunate children throughout East San Diego County. Photo: Helix Water District

For more than 15 years, Sweetwater Authority employees have been active participants in the Salvation Army Angel Tree program, providing toys to children in its service area. Every year, employees take a tag that contains information about the recipient (age, gender, toy request). The employee shops for the item and brings them back unwrapped to the office. The Salvation Army pickups and delivers the donated toys.

With many employees working from home this year due to the pandemic, several made arrangements to have their gifts shipped directly to the office, or stopped by to drop off a gift.

“Every year, I enjoy seeing the collection of toys selected by our employees for the children of South Bay. I am always so proud of the generosity and kindness of our team – It is one of the joys of the holiday season,” said Tish Berge, Sweetwater Authority general manager.

Helix Water District staff is donating to the Marine Corps Toys for Tots Program, and encouraged its customers to participate. Each holiday season, the U.S. Marine Corps partners with local nonprofits and businesses to collect toys for distribution to children. Helix employees at all four of the district's facilities collected new and unwrapped toys. “If there was ever a time to help families in need, this is it,” said Helix spokesperson Vince Dambrose.

San Diego County Water Authority employees enthusiastically support Toys for Tots through its Employee Association. President Angela Tomayko, administrative assistant to the Colorado River Program and MWD Program, said employees will donate \$500 toward the purchase of toys for the program.

## **San Diego Food Bank virtual drives provide assistance**

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The San Diego County Water Authority and numerous member water agencies continue to support the San Diego Food Bank during the holiday season. Photo: San Diego Food Bank

Early in the pandemic, the San Diego County Water Authority and its member agencies launched a virtual food drive in partnership with the San Diego Food Bank to provide assistance to those affected by the pandemic.

The Otay Water District was an original partner in the virtual food drive and has continued its commitment along with its nearly 226,000 customers, employees, and any supporter able to donate. As a result of its holiday season efforts, the Otay Water District raised \$5,400 in food and monetary donations for the Food Bank.

“Because of the economic impacts of the coronavirus crisis, demands for food and aid have skyrocketed across the county,” said Tenille Otero, Otay communications officer. “People are without jobs, without paychecks, and without money to feed and support their households. Through the food bank effort, the District, its employees, and customers can assist those affected by the pandemic.”



Helix Water District also partnered directly with the San Diego Food Bank early in the pandemic, raising more than \$6,000 for the program. Both the food drive, and its Toys for Tots effort are run as part of the “Helix Helps” program created in 2017. Helix employees, families and friends volunteer their time to support the communities the district serves.



City of Escondido employees participate in the annual “PJ Angels” program. New pajamas are collected for multiple local agencies serving children in crisis. Photo: City of Escondido

City of Escondido employees including the water and wastewater divisions put together “Souper Sacks,” bags of non-perishable food and fun surprises distributed through the city’s senior program at the Park Avenue Community Center. Last year, 341 Souper Sacks were donated.

In addition, employees participate in the annual “PJ Angels” program. New pajamas are collected for multiple local agencies serving children in crisis. Children receive a new set of pajamas to bring them comfort during their most challenging moments.

In previous years, items were delivered to the nonprofits with an escort by the Escondido Fire Department. “This year, distribution will be lower key, but participation in both of these longstanding programs has not waived,” said Teresa Collins, Escondido communications manager.

## **Supporting clean water worldwide**

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Baskets of Wonderful Pistachios benefit the Water for People program year after year. Photo: Water for People

For 15 years, Olivenhain Municipal Water District employees have enthusiastically supported fundraising for the nonprofit Water for People. It works with communities across the globe to install safe water and sanitation systems, educating local people on good health practices and saving thousands of lives. Olivenhain employees have volunteered abroad helping set up water and sewer systems with the full support of the agency.

During the holiday season, the San Diego chapter holds a competition to sell the most gift baskets donated by Wonderful Pistachios. Employees help assemble the baskets for sale. Olivenhain hoped for a “three-peat” win but settled for a close second place, selling 179 baskets.

Water Authority employees also purchased baskets. Employee Association President Angela Tomayko noted, “they sold out quickly!”

Olivenhain employees are playing Santa Claus to a family of seven, a local senior, and a veteran in its annual adopt-a-family effort, and filled a truck bed with donations for the San Diego Humane Society. Employees also participate with paycheck deductions through the United Way.

“We like to cast a wide net to make the season brighter for as many as we can – seniors, children, vets, and even four-legged friends,” said Teresa Chase, administrative analyst.

“I enjoy shopping for the families and I like collecting for animals, too,” said district accountant Lisa Maxwell, who has worked at Olivenhain Municipal Water District for 23 years. “It’s just something that brings joy. We could use it, this year especially.”

## **Water Authority employees embrace philanthropy year-round**

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This year, the Water Authority established a new employee-driven Charitable Giving Committee to support nonprofits year-round. Chair John Kross, Engineering Department right of way manager, and committee member Liz Mendelson-Goossen, principal water resources specialist, MWD Program, said the committee has established new guidelines and surveyed employees to select recipients, the San Diego Food Bank, San Diego Humane Society, and Rady Children’s Hospital.

Without the ability to hold face-to-face events, the committee launches its first virtual fundraiser with a holiday theme. Through the end of the year, employees can compete in a holiday attire concert, donating to enter a photo in one of three categories: Ugliest, Most Creative, and Best Homemade. Fellow employees will vote on the winners.