

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

FEBRUARY 10, 2021

A regular meeting of the Board of Directors of Olivenhain Municipal Water District was held on Wednesday, February 10, 2021 at the district office, 1966 Olivenhain Road, Encinitas, California via video conference.

President Watt called the meeting to order at 4:00 p.m. Following the Pledge of Allegiance, the Assistant Secretary called the roll. Directors present were Bruce-Lane, Guerin, Sprague, Topolovac, and Watt. It was noted that Directors Bruce-Lane, Guerin, Sprague, Topolovac, and Watt participated in the meeting via teleconference in accordance with Governor Newsom's Executive Order, which allows for local or state legislative bodies to hold meetings via teleconference, to make meetings accessible electronically, and waives certain Brown Act provisions as stated in Item 11 of the Executive Order.

President Watt declared a quorum present and ordered the meeting to proceed. In attendance via video conference were Kimberly Thorner, General Manager; Alfred Smith, General Counsel; Joey Randall, Assistant General Manager; Rainy Selamat, Finance Manager; Jason Hubbard, Engineering Manager; John Carnegie, Customer Services Manager; Geoff Fulks, Operations Manager; Jennifer Joslin, Human Resources Manager; Don MacFarlane, Consulting Engineer; Steve Weddle, Engineering Services Supervisor; Brain Sodeman, Customer Service and Public Affairs Supervisor; Margaret Parascand, Customer Service Representative; Teresa Chase, Administrative Analyst; Raftelis Consultant Sudhir Pardiwala; Brandon Schroeder, Kelly Daniels, and Wesley Maddocks from the County of San Diego Parks and Recreation Department; and Stephanie Kaufmann, Executive Secretary.

Additionally, the following phone numbers called into the meeting: (858) 243-6374.

5. ADOPTION OF AGENDA

Director Guerin moved to adopt the agenda, seconded by Director Topolovac and approved by the following roll call vote:

AYES:	Directors Bruce-Lane, Guerin, Sprague, Topolovac, and Watt
NOES:	None
ABSTAIN:	None
ABSENT:	None

6. PERSONAL APPEARANCES AND PUBLIC COMMENTS

There were no personal appearances or public comments.

7. PRESENTATION OF AWARDS AND HONORABLE MENTIONS

- * County of San Diego Parks and Recreation – WaterReuse Customer of the Year Award 2020
- * APWA Project of the Year – 153A Recycled Water Pipeline - 2020
- * Brian Sodeman – Customer Service and Public Affairs Supervisor – 5 years
- * Margaret Parascand – Customer Service Representative I – 5 years

The awards from 2020 were presented to the board. The employees were congratulated by the board on their years of service.

8. CONSIDER APPROVAL OF THE MINUTES OF THE JANUARY 13, 2021 REGULAR BOARD OF DIRECTORS MEETING

President Watt moved to approve the minutes of the January 13, 2021 Regular Board of Directors meeting minutes, seconded by Director Topolovac and approved by the following roll call vote:

AYES:	Directors Bruce-Lane, Guerin, Sprague, Topolovac, and Watt
NOES:	None
ABSTAIN:	None
ABSENT:	None

9. CONSENT CALENDAR

- C-a CONSIDER ADOPTION OF A MOTION APPROVING THE PAYMENT OF LISTED WARRANTS FROM THE DISTRICT’S REVOLVING AND REGULAR ACCOUNTS; LISTED TRANSFERS OF FUNDS; REIMBURSEMENT OF EXPENSES TO BOARD MEMBERS AND STAFF; AND MONTHLY INVESTMENT REPORTS (NOVEMBER 2020 AND DECEMBER 2020)
- 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 (NOVEMBER 2020)
- C-c CONSIDER APPROVAL OF PRIVATE ENCROACHMENT PERMIT NO. 408 FOR 16710 CAMINITO DE LAS PALMAS (JAFARI) AND ORDER THE PERMIT BE RECORDED
- C-d CONSIDER ACCEPTANCE OF THE 4S RANCH WATER RECLAMATION FACILITY ULTRAVIOLET DISINFECTION SYSTEM REPLACEMENT PROJECT (STANEK CONSTRUCTORS, INC) INTO THE DISTRICT’S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED
- C-e CONSIDER FINALIZING THE ANNUAL OBJECTIVES FOR CALENDAR YEAR 2021

- C-f CONSIDER ADOPTION OF A RESOLUTION OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT UPDATING THE DISTRICT’S REPRESENTATIVE AND RECONFIRMING THE DESIGNATION OF MICHAEL HOGAN OF THE SANTA FE IRRIGATION DISTRICT TO VOTE IN THE ABSENCE OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT’S REPRESENTATIVE TO THE SAN DIEGO COUNTY WATER AUTHORITY

Director Sprague moved to authorize the Consent Calendar items, seconded by Director Guerin and approved by the following roll call vote:

AYES: Directors Bruce-Lane, Guerin, Sprague, Topolovac, and Watt
NOES: None
ABSTAIN: None
ABSENT: None

10. CONSIDER ADOPTION OF A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT DESIGNATING DEPOSITORIES AND AUTHORIZING INVESTMENTS FOR THE MONEY OF THE DISTRICT AND DESIGNATING THE SIGNATORIES FOR THE MANAGEMENT OF THE DISTRICT DEPOSITS AND RESCINDING RESOLUTION 2019-01

President Watt moved to adopt Resolution No. 2021-02 that updates the 2021 board roster and positions and adds Jared Graffam, Financial Analyst, to the list of authorized signers on the district’s business checking and payroll accounts with California Bank and Trust, seconded by Director Sprague and approved by the following roll call vote:

AYES: Directors Bruce-Lane, Guerin, Sprague, Topolovac, and Watt
NOES: None
ABSTAIN: None
ABSENT: None

11. CONSIDER ADOPTION OF AN ORDINANCE AMENDING THE DISTRICT’S ADMINISTRATIVE AND ETHICS CODE (Article 4 – Classified Positions)

Upon motion by Director Sprague and a second by Director Guerin, Ordinance 484 was adopted by the following roll call vote:

AYES: Directors Bruce-Lane, Guerin, Sprague, Topolovac, and Watt
NOES: None
ABSTAIN: None
ABSENT: None

12. CONSIDER UPDATE ON ELFIN FOREST RECREATIONAL RESERVE (INFORMATIONAL ITEM)

Park Supervisor Anderson presented the informational report. There was unanimous board consent to schedule an EFRR Executive Committee meeting in the near future.

13. CONSIDER PRESENTATION AND APPROVAL OF THE 2020 WASTEWATER RATE STUDY REPORT

Finance Manager Selamat and Raftelis Consultant Pardiwala presented the report.

The board received the report that will be used to develop and draft the district's Wastewater (sewer) Proposition 218 notice for consideration at the March 2021 board meeting.

President Watt moved to approve the Draft Wastewater Rate Study Report, seconded by Director Guerin and approved by the following roll call vote:

AYES:	Directors Guerin, Sprague, Topolovac, and Watt
NOES:	Director Bruce-Lane
ABSTAIN:	None
ABSENT:	None

14. CONSIDER APPROVAL OF AMENDMENT NO. 1 WITH INFRASTRUCTURE ENGINEERING CORPORATION (IEC) IN THE AMOUNT OF \$81,240 FOR ADDITIONAL SERVICES FOR THE 4S RANCH NEIGHBORHOOD 1 SEWER PUMP STATION REPLACEMENT PROJECT, APPROPRIATE \$50,000 TO THE PROJECT BUDGET, AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT

Director Sprague moved to approve Amendment No. 1 with Infrastructure Engineering Corporation in the amount of \$81,240 for finalization of the design of the 4S Ranch Neighborhood 1 Sewer Pump Station Replacement Project and engineering support services during the bid and construction phases of the project, appropriate \$50,000 from the FY 2021/2022 project budget to the FY 2020/2021 project budget and authorize the General Manager to sign on behalf of OMWD, seconded by Director Topolovac and approved by the following roll call vote:

AYES:	Directors Guerin, Sprague, Topolovac, and Watt
NOES:	Director Bruce-Lane
ABSTAIN:	None
ABSENT:	None

15. CONSIDER UPDATE ON THE COVID-19 EMERGENCY DECLARATION

General Manager Thorner presented the informational report. No board action was required.

NOTE: The meeting was in recess
from 6:05 p.m. to 6:15 p.m.

16. INFORMATIONAL REPORTS

A. President's Report

President Watt reported that he recorded an employee appreciation video that was sent to all employees.

B. General Manager's Report

General Manager Thorner provided a written report that was included in the board packet.

C. Consulting Engineer's Report

Consulting Engineer MacFarlane's written report was distributed to the board.

D. General Counsel's Report

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

E. San Diego County Water Authority Report

General Manager Thorner reported that the board summary that included her comments asked during the meeting was attached.

F. Legislative Report

The Legislative Report was included in the board packet.

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

Teleconference with the GM (Jan 22)

Director Guerin had a teleconference with the General Manager.

Teleconference with the GM (Jan 22)

President Watt had a teleconference with the General Manager.

Employee Video Filming (Jan 28)

President Watt recorded a video for all employees.

Meeting with Community Members on Canyon de Oro Road (Jan 28)

Director Bruce-Lane attended the community meeting.

Teleconference with the GM (Jan 29)

Director Bruce-Lane had a teleconference meeting with the General Manager.

Virtual COWU Meeting (Feb 1)

Director Bruce-Lane participated in the virtual COWU meeting.

Finance Committee Meeting (Feb 2)

President Watt participated in the committee meeting.

WaterReuse Stormwater Webinar (Feb 3)

Director Bruce-Lane participated in the webinar.

17. **CORRESPONDENCE**

Correspondence was provided in the board packet.

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

There were no meetings requiring authorization to attend.

19. **FUTURE AGENDA ITEMS**

There was unanimous board consent to schedule an EFRR Executive Committee meeting in the near future.

Director Bruce-Lane requested a revisit of healthcare plans during employee negotiations.

Director Bruce-Lane requested a future agenda item on a balanced billing or “true-up” option.

20. CONSIDER PUBLIC COMMENTS

There were no public comments.

NOTE: The meeting was in closed session
from 6:09 p.m. to 6:11 p.m.

21. CLOSED SESSION

A) CONSIDER LITIGATION – HILLSIDE PATIO HOMES HOA [PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(1)] • Additional Facts: Claim received on August 17, 2020. Claim rejected on September 9, 2020. Lawsuit received on December 22, 2020.

22. OPEN SESSION

The board received a report in closed session. There was no reportable action.

23. ADJOURNMENT

President Watt adjourned the meeting at 6:11 p.m.

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

ATTEST:

Kimberly A. Thorner, Assistant Secretary
General Manager
Olivenhain Municipal Water District