

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

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, MAY 12, 2021

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

PLACE: Remote Special Meeting VIA TELECONFERENCE

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: 852 9887 1341 and Password: 122238

**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. If you do not receive a confirmation email that your comment has been received, please call (760) 632-4648. 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. CONSIDER UPCOMING DIVISION 5 VACANCY ON THE OLIVENHAIN MUNICIPAL WATER DISTRICT'S BOARD OF DIRECTORS AND CONDUCT INTERVIEWS
8. ADJOURNMENT

# Memo

Date: May 12, 2021  
To: Olivenhain Municipal Water District Board of Directors  
From: Kimberly Thorner, General Manager  
Subject: **CONSIDER UPCOMING DIVISION 5 VACANCY ON THE OLIVENHAIN  
MUNICIPAL WATER DISTRICT'S BOARD OF DIRECTORS AND CONDUCT  
INTERVIEWS**

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## Purpose

The purpose of this item is to assist the Board with the interview, discussion, and appointment of a new Board Member. Staff will notify the County of San Diego of the vacancy and of the OMWD Board's intent to fill the Division 5 vacancy after the May 19<sup>th</sup> Board Meeting. The selected candidate will serve two years of the Director Sprague's term, until December 2, 2022.

OMWD Board must make this appointment within 60 days of the vacancy (which will be 6:00 p.m. on May 19, 2021) and notify the County elections official of the appointment no later than 15 days after the appointment date. Failure to meet these deadlines will result in appointment of a director by the County Board of Supervisors as stated in §1780(d) of the Election Code.

## Recommendation

The following timeline was approved by the Personnel Committee for the May 12, 2021 Board Meeting:

- 4:00 p.m. Board Meeting begins at the District's administrative offices  
(Doors open at 3:30 p.m.)
- 4:05 p.m. Consideration of Item #7 – Division 5 Vacancy
- Candidate opening statement (5 minutes max)
  - Board interviews candidates in random order – Chris Ciepley, Jim McLennan, Neal Meyers, and Mike Ott
  - Board Deliberation – Appointment to be made at the May 19<sup>th</sup> Board Meeting

Following interviews and discussion, the Board may:

- Appoint a new Board member for Division 5 at the May 19<sup>th</sup> or June 16<sup>th</sup> Board Meeting.
- Decide to defer the decision to the County Board of Supervisors.

### **Background**

In accordance with California Election Code 1780 (b), OMWD has 15 days to notify the County of San Diego of a vacancy on our Board and whether an appointment will be made. Upon the vacancy by Director Sprague on May 19, 2021, OMWD staff will notify the County of San Diego and the Elections Office of the vacancy and of the OMWD Board's intent to appoint someone to fill the vacancy by appointment within 60 days of the day of the vacancy. The person appointed will serve until December of 2022.

At the April 14<sup>th</sup> Board Meeting, the board approved the timeline to fill the Division 5 vacancy by an appointment effective May 19, 2021 and to hold a Special Meeting on May 12, 2021 for the candidate interviews.

OMWD received four applications; all four applicants moved forward by the Personnel Committee (Bruce-Lane and Watt) for interviews at the May 12, 2021 Special Board Meeting. The valid applicants were: Chris Ciepley, Neal Meyers, Jim McLennan, and Mike Ott. The General Counsel has opined that there are no conflicts of interest known for any of the candidates. Their applications and interview questions will be sent to the Board prior to the Board Meeting. All candidates have been invited to attend the May 12, 2021 Board Meeting for their interviews.

## Discussion

The Board President will announce an overview to all candidates and then do a random drawing for the order of interviews.

**The Board should note that in order to appoint a new board member, a majority vote must occur.** The Board may wish to discuss informal voting procedures prior to casting their official vote.

After discussion, the Board may announce one of the candidates to serve the 2 year term. The Board will officially appoint the new Board Member at the end of the May 19<sup>th</sup> or June 16<sup>th</sup> Board Meeting.

At the May 19<sup>th</sup> Board Meeting, the Board should review and discuss the vacant officer and committee assignments for the remainder of the 2020-2021 term. The Board President will make committee assignments at the June 16<sup>th</sup> Board Meeting and staff will bring an ordinance indicating the new officer position for the newly appointed board member.

Staff will be available at the Board Meeting to address any issues and concerns.

\* Copies of candidate applications and resumes were provided to the Board Members separately.