

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

JUNE 20, 2018

A regular meeting of the Board of Directors of Olivenhain Municipal Water District was held on Wednesday, June 20, 2018, at the District office, 1966 Olivenhain Road, Encinitas, California.

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

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

Also in attendance were Consulting Engineer Don MacFarlane; district employees Brian Sodeman – Customer Service and Public Affairs Supervisor; Chad Williams – Engineering Supervisor; Leo Mendez – General Ledger Accountant II; Teresa Chase – Staff Analyst; Jesica Cleaver – Education and Conservation Coordinator; and Shawn Patterson – Administrative Assistant.

5. ADOPTION OF AGENDA

Director Varty moved to adopt the agenda, seconded by Director Topolovac and carried unanimously.

6. PERSONAL APPEARANCES AND PUBLIC COMMENTS

There were no personal appearances or public comments.

7. PRESENTATION OF AWARDS AND HONORABLE MENTIONS

- * 2018 Watersmart Landscape Contest Winners, David and Munira Coomber
- * Joey Randall – Assistant General Manager – 15 years of service
- * Gabriela Saffiote – Operations Coordinator – New Hire
- * Certificate of Achievement for Excellence in Financial Reporting for the 2017 CAFR from the Government Finance Officers Association (GFOA)

President Watt presented the landscape contest award to the Coomber's.

The employees were welcomed, congratulated and thanked for their years of dedication and service to the District.

8. CONSIDER APPROVAL OF THE MINUTES OF THE MAY 16, 2018 REGULAR BOARD OF DIRECTORS MEETING

Director Topolovac moved to approve the May 16, 2018 meeting minutes, seconded by Director Varty and carried unanimously with Director Guerin absent.

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; AND REIMBURSEMENT OF EXPENSES TO BOARD MEMBERS AND STAFF

C-b CONSIDER APPROVAL OF PRIVATE ENCROACHMENT PERMIT NO. 392 FOR 3203 BROOKSIDE LANE (KEVIN R. DALZELL AND CHRISTINA M. DALZELL) AND ORDER THE PERMIT BE RECORDED

C-c CONSIDER APPROVAL OF CHANGE ORDER #4 WITH PIPERIN CORPORATION IN THE AMOUNT OF \$38,211.45 AND AN ALLOCATION OF \$90,000 TO THE PROJECT BUDGET FOR THE VALES I PRESSURE REDUCING STATION RELOCATION PROJECT AND AUTHORIZE THE GENERAL MANAGER TO SIGN THE CHANGE ORDER ON BEHALF OF THE DISTRICT

C-d CONSIDER APPROVAL OF INFORMATION TECHNOLOGY (IT) SUPPORT SERVICES AGREEMENT WITH BEVERLY WEBER FOR THE FINANCIAL ENTERPRISE RESOURCE PLANNING (ERP) AND UTILITY BILLING SYSTEMS ON AN AS-NEEDED BASIS NOT TO EXCEED \$120,000 AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT

C-e CONSIDER ADOPTION OF A RESOLUTION ESTABLISHING THE APPROPRIATION LIMIT AND AUTHORIZING THE APPLICATION OF PROCEEDS OF TAXES FOR FISCAL YEAR 2018-2019

C-f CONSIDER A STATUS UPDATE ON THE CADENCIA STREET EMERGENCY VALVE REPLACEMENT PROJECT

Director Sprague moved to authorize the Consent Calendar items as written, seconded by Director Varty and carried unanimously with Director Guerin absent.

10. CONSIDER ADOPTION OF A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT APPROVING THE OPERATIONS, MAINTENANCE, AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2018-19

Finance Manager Selamat presented the budget.

President Watt moved to adopt Resolution 2018-10 and approve the Fiscal Year 2018-19 Operating and Capital Budget as presented, seconded by Director Sprague and carried unanimously with Director Guerin absent.

11. CONSIDER ADOPTION OF AN ORDINANCE AMENDING THE DISTRICT'S ADMINISTRATIVE AND ETHICS CODE (Article 3 – Organization of Staff; Article 4 – Classified Positions; and Article 5 – Working Hours, Employee Benefits)

After discussion, upon motion by Director Sprague and a second by Director Varty, Ordinance 457 was approved by the following roll call vote:

AYES: Directors Sprague, Topolovac, Varty, and Watt
NOES: None
ABSTAIN: None
ABSENT: Director Guerin

12. CONSIDER AWARD OF A CONTRACT TO RHINO LININGS OF SAN DIEGO FOR THE VAULT UPGRADES PROJECT IN THE AMOUNT OF \$74,110 AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT

President Watt moved to enter into a contract with Rhino Linings of San Diego for the Vault Upgrades Project in the amount of \$74,110 and authorize the General Manager to sign on behalf of the District, seconded by Director Topolovac and carried unanimously with Director Guerin absent.

13. CONSIDER APPROVAL OF AN AGREEMENT WITH AZTEC LANDSCAPING INC. FOR DISTRICT-WIDE LANDSCAPE MAINTENANCE SERVICES IN THE AMOUNT OF \$135,876 PER YEAR AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT

President Watt moved to award a contract to Aztec Landscaping Inc. in the amount of \$135,876 per year and authorize the General Manager to sign on behalf of the District, seconded by Director Varty and carried unanimously with Director Guerin absent.

14. CONSIDER APPROVAL OF THE THIRD AMENDMENT TO THE CONSULTING PROFESSIONAL SERVICES AGREEMENT WITH NOSSAMAN FOR GOVERNMENT RELATIONS AND GRANT WRITING SERVICES

Director Varty moved to extend the contract with Nossaman for legislative and regulatory government relations and grant writing support at the state level through Fiscal Year 2019, seconded by Director Sprague and carried unanimously with Director Guerin absent.

15. CONSIDER AN AGREEMENT WITH WOODARD & CURRAN FOR ENVIRONMENTAL AND DESIGN SERVICES FOR THE MAIN EXTENSION 153A RECYCLED WATER PIPELINE IN THE AMOUNT OF \$121,962, APPROPRIATE \$300,000 TO THE PROJECT, AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT

Director Sprague moved to approve an agreement with Woodard & Curran in the amount of \$121,962, appropriate funds to the project, and authorize the General Manager to sign on behalf of the District, seconded by Director Topolovac and carried unanimously with Director Guerin absent.

16. CONSIDER ADOPTION OF A RESOLUTION ELECTING TO HAVE SEWER SERVICE FEES WITHIN THE 4S RANCH SANITATION DISTRICT COLLECTED ON THE COUNTY TAX ROLLS FOR THE FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019 AND TO CERTIFY SAID FEES WITH THE SAN DIEGO COUNTY ASSESSOR

President Watt moved to adopt Resolution 2018-11 to collect sewer service fees for the 4S Ranch Sanitation District on the San Diego County Tax rolls for administrative streamlining and as a cost containment effort and to certify said fees with the San Diego County Assessor, seconded by Director Varty and carried unanimously with Director Guerin absent.

17. CONSIDER ADOPTION OF A RESOLUTION ELECTING TO HAVE SEWER SERVICE FEES WITHIN THE RANCHO CIELO SANITATION DISTRICT COLLECTED ON THE COUNTY TAX ROLLS FOR THE FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019 AND TO CERTIFY SAID FEES WITH THE SAN DIEGO COUNTY ASSESSOR

Director Sprague moved to adopt Resolution 2018-12 to collect sewer service fees for the Rancho Cielo Sanitation District on the San Diego County Tax rolls for administrative streamlining and as a cost containment effort and to certify said fees with the San Diego County Assessor, seconded by Director Varty and carried unanimously with Director Guerin absent.

18. CONSIDER ADOPTION OF A RESOLUTION ELECTING TO HAVE SEWER SERVICE FEES FOR THE SANTALUZ AFFORDABLE HOUSING AREA AND BLACK MOUNTAIN RANCH EAST CLUSTERS PROJECT WITHIN THE 4S RANCH SANITATION DISTRICT COLLECTED ON THE COUNTY TAX ROLLS FOR THE FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019 AND TO CERTIFY SAID FEES WITH THE SAN DIEGO COUNTY ASSESSOR

Director Sprague moved to adopt Resolution 2018-13 to collect sewer service fees for the Rancho Cielo Sanitation District on the San Diego County Tax rolls for administrative streamlining and as a cost containment effort and to certify said fees with the San Diego County Assessor, seconded by Director Varty and carried unanimously with Director Guerin absent.

19. CONSIDER INFORMATIONAL REPORT ON LONG-TERM WATER USE EFFICIENCY LEGISLATION

Education and Conservation Coordinator Cleaver presented the informational report.

20. CONSIDER ADOPTION OF A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT REGARDING ITS INTENT TO DISPOSE OF SURPLUS LANDS OWNED BY THE DISTRICT AT THE WIEGAND, GATY, AND ANN PEAY RESERVOIR SITES

Director Varty recused himself from discussion of item 20.

President Watt moved to adopt Resolution 2018-14 with the intent to dispose of surplus lands owned by the District at the Wiegand (APN 257-401-11 and 257-401-12-00), Gaty (APN 223-081-04-00, 223-081-05-00, 223-082-04-00, and 223-082-23-00), and Ann Peay Reservoir (APN 264-041-27-00) sites not required for future District facilities or operations, seconded by Director Sprague and carried unanimously with Director Varty recused and Director Guerin absent.

21. INFORMATIONAL REPORTS

A. President's Report

President Watt reported on his presentation at the CSDA Reidy Creek Field Trip and attended the San Dieguito High School SWPPP Presentation.

B. General Manager's Report

General Manager Thorner reported that the \$5.5 million Building D bond closes on Monday, June 25, with the funds available on Tuesday, June 26. She reported that the Del Rayo Downs HOA applied for a recycled water loan through OMWD's retrofit loan program. She also noted for the record that the board was given a copy of the "Communication of those Charged with Governance" letter from the District's auditors, White Nelson Diehl Evans LLP. Lastly, she gave an update on the North County Dispatch agreement.

C. Consulting Engineer's Report

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

D. General Counsel's Report

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

E. San Diego County Water Authority Report

General Manager Thorner reported that the Thursday, June 28, SDCWA meeting is a Special Board Workshop.

F. Legislative Report

The Legislative Report was included in the board packet.

G. LAFCO Report

Director Sprague provided a brief update from the last LAFCO meeting in regards to Rincon del Diablo's proposal to assume wastewater services near Harmony Grove.

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

Reidy Creek Elementary CSDA Field Trip (May 17)

President Watt presented at the field trip at the 4SRWRF.

CSDA Quarterly Dinner (May 17)

Director Varty attended the dinner.

CWA Comment Meeting (May 21)

Director Guerin attended the comment meeting.

SWPPP Presentation (May 23)

President Watt attended the presentation at San Dieguito Academy High School.

SDCWA Water Tax News Conference (May 23)

President Watt attended the news conference.

National Public Works Week Luncheon (May 23)

Directors Sprague, Varty, and Watt attended the luncheon.

Cybersecurity Training (Due June 8)

Directors Guerin, Sprague, Topolovac, Varty, and Watt completed the training.

San Dieguito Reservoir Dam Centennial and Pump Station Dedication (May 30)

Directors Varty and Topolovac attended the event.

OMWD Facilities Tour with CM Faessel (May 31)

Directors Topolovac, Varty, and Watt attended the tour.

CSDA Professional Development Conference Call (June 1)

Director Varty participated on the call.

CWA Comment Meeting (June 7)

Director Guerin attended the comment meeting.

Bond Document Signing (June 13)

Directors Varty and Watt signed the documents.

COWU Breakfast (June 19)

Directors Varty and Watt attended the breakfast.

22. **CORRESPONDENCE**

Correspondence was provided in the board packet.

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

There were no meetings requiring authorization to attend.

24. **FUTURE AGENDA ITEMS**

There were no future agenda items added.

25. **CONSIDER PUBLIC COMMENTS**

There were no public comments.

26. **ADJOURNMENT**

President Watt adjourned the meeting at 5:50 p.m.

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

ATTEST:

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