

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

JULY 14, 2021

A regular meeting of the Board of Directors of Olivenhain Municipal Water District was held on Wednesday, July 14, 2021 at the district office, 1966 Olivenhain Road, Encinitas, California in person and via video conference.

President Watt called the meeting to order at 4:02 p.m. Following the Pledge of Allegiance, the Assistant Secretary called the roll. Directors present were Bruce-Lane, Guerin, Meyers, Topolovac, and Watt. It was noted that the meeting was published 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 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; Brian Sodeman, Customer Service and Public Affairs Supervisor; John Onkka, Water Reclamation Facilities Supervisor; and Stephanie Kaufmann, Executive Secretary. SDCWA Assistant General Manager Tish Berge was also in attendance.

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

5. ADOPTION OF AGENDA

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

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

6. PERSONAL APPEARANCES AND PUBLIC COMMENTS

Leucadia Wastewater District General Manager Paul Bushee was in attendance and voiced support for item 12, the mutual maintenance services and equipment agreement between Leucadia Wastewater District and Olivenhain Municipal Water District.

Customers Doug Dill, Bonnie Baumgartner, JP Thaberge, and Scott Southerland spoke in opposition to item C-l, expressing traffic, safety, and site concerns regarding the private encroachment permit for the Sage Hill Preserve staging area.

7. PRESENTATION OF AWARDS AND HONORABLE MENTIONS

Service Awards and Promotions from 2020

- \* Gabe Hernandez – Water Reclamation Operator IV – 15 years – August 2020
- \* Shawn Patterson – Records and Contracts Coordinator – Promotion – August 2020

Current Service Awards, Promotions, and Honorable Mentions

- \* WaterSmart Landscape Winners – Ken and Susan Terzes
- \* Christopher Bumcrot – Inspector II – GYO Promotion – May 2021
- \* Joe Jansen – Administrative Analyst – GYO Promotion – June 2021
- \* Nathaniel Naugles – Pump/Motor Technician I – 5 years – July 2021
- \* Georgeanna Clark – Financial Analyst I – New Hire – July 2021
- \* Mark Wilson – Operations Supervisor (Construction) – Rehire – July 2021

The employees were congratulated on their years of service and promotions. The new employees were welcomed by the board. Administrative Analyst Chase presented the award to the contest winners.

8. CONSIDER APPROVAL OF THE MINUTES OF THE JUNE 16, 2021 REGULAR BOARD OF DIRECTORS MEETING

Director Topolovac moved to approve the minutes of the June 16, 2021 Regular Board of Directors meeting minutes, seconded by Director Guerin and approved by the following roll call vote:

AYES:	Directors Bruce-Lane, Guerin, Meyers, 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 GENERAL REVOLVING AND REGULAR ACCOUNTS; LISTED TRANSFERS OF FUNDS; REIMBURSEMENT OF EXPENSES TO BOARD MEMBERS AND STAFF; AND INVESTMENT REPORT

- 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 2021 ANNUAL OBJECTIVES AND TIGER TEAM STATUS REPORT
- C-d CONSIDER APPROVAL OF PRIVATE ENCROACHMENT PERMIT NO. 412 FOR 7417 ARTESIAN ROAD (DYKMANS FAMILY TRUST DTD 3-22-1985) AND ORDER THE PERMIT BE RECORDED
- C-e CONSIDER ACCEPTANCE OF THE 4S RANCH WATER RECLAMATION FACILITY OVERFLOW STORAGE POND LANDSCAPE REHABILITATION PROJECT (JMD LANDSCAPE, INC) INTO OMWD'S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED
- C-f CONSIDER ACCEPTANCE OF THE VALVE REPLACEMENT EXCAVATION AND PAVING SUPPORT SERVICES PROJECT FOR FY 2019-2020 (C.E. WILSON CORPORATION) INTO THE DISTRICT'S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED
- C-g CONSIDER ACCEPTANCE OF THE DAVID C. MCCOLLOM WATER TREATMENT PLANT CHEMICAL SYSTEMS UPGRADE PROJECT (JENNETTE COMPANY, INC.) INTO THE DISTRICT'S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED
- C-h CONSIDER A STATUS UPDATE ON THE STRATFORD HOA LEAK EMERGENCY PIPELINE REPAIR AND PAVING RESTORATION PROJECT
- C-i 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'S DEPOSITS AND RESCINDING RESOLUTION 2021-02
- C-j CONSIDER APPROVAL OF AN ENTERPRISE LICENSING AGREEMENT WITH MICROSOFT FOR OFFICE 365 SOFTWARE AND SERVICES IN THE AMOUNT OF \$30,906.70 ANNUALLY FOR THREE YEARS AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT
- C-k CONSIDER ACCEPTANCE OF THE 16020 VIA DICHA WATER SERVICE INSTALL PROJECT (REAL ESTATE REDEVELOPMENT, INC.) INTO THE DISTRICT'S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED

Director Bruce-Lane requested to pull item C-I from the Consent Calendar for further discussion.

Director Guerin moved to authorize the Consent Calendar items with the exception of items C-I, seconded by Director Topolovac and approved by the following roll call vote:

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

C-I CONSIDER APPROVAL OF PRIVATE ENCROACHMENT PERMIT NO. 409 FOR THE SAGE HILL PRESERVE STAGING AREA (COUNTY OF SAN DIEGO) AND ORDER THE PERMIT BE RECORDED

Engineering Manager Hubbard presented a brief report on item C-I.

Director Bruce-Lane moved to postpone item C-I until the Elfin Forest Town Council group can resolve concerns with the County, seconded by Director Meyers and approved by the following roll call vote:

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

10. CONSIDER INFORMATIONAL BRIEFING WITH SDCWA ON DROUGHT PREPAREDNESS, LEGISLATIVE ADVOCACY, PUBLIC OUTREACH TOOLKITS, AND REGIONAL WORKFORCE EFFORTS

SDCWA Assistant General Manager Tish Berge presented an informational report. The board thanked her for the presentation.

11. CONSIDER ADOPTION OF A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT HONORING DAN BEAN FOR OVER 28 YEARS OF SERVICE UPON HIS RETIREMENT

President Watt moved to adopt Resolution 2021-17, seconded by Director Guerin and approved by the following roll call vote:

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

12. CONSIDER AN AGREEMENT FOR MUTUAL MAINTENANCE SERVICES BETWEEN LEUCADIA WASTEWATER DISTRICT AND OLIVENHAIN MUNICIPAL WATER DISTRICT AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT

Director Guerin moved to approve an agreement to provide mutual maintenance services and equipment between Leucadia Wastewater District and Olivenhain Municipal Water District and authorize the General Manager to sign on the district's behalf, seconded by Director Topolovac and approved by the following roll call vote:

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

13. CONSIDER APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH PACIFIC WEST LANDSCAPE CORPORATION, INC. FOR DISTRICT-WIDE LANDSCAPE MAINTENANCE SERVICES IN THE AMOUNT OF \$178,176 PER YEAR FOR 3-YEARS WITH TWO, 1-YEAR OPTIONAL EXTENSIONS AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT

Director Bruce-Lane asked if the maintenance at the headquarters location was in public view and if it was possible to reduce maintenance costs. Engineering Services Manager Weddle indicated that the majority of the cost for maintenance is in the greenbelt corridor in the public Right-of-way.

Director Topolovac moved to approve a Professional Services Agreement with Pacific West Landscaping Corporation, Inc. for district-wide landscape maintenance services in the amount of \$178,176 per year for three years, with two, one year optional extensions at the discretion of the General Manager, and authorize the General Manager to sign on behalf of the district, seconded by Director Bruce-Lane and approved by the following roll call vote:

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

14. CONSIDER APPROVAL OF A CONTRACT WITH CCL CONTRACTING, INC. IN THE AMOUNT OF \$2,533,433 FOR THE MANCHESTER AVENUE POTABLE WATER PIPELINE REPLACEMENT PROJECT AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT

President Watt moved to approve a contract with CCL Contracting, Inc. in the amount of \$2,533,433 for construction of the Manchester Avenue Potable Water Pipeline

Replacement Project and authorize the General Manager to sign on behalf of the district, seconded by Director Guerin and approved by the following roll call vote:

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

15. CONSIDER APPROVAL OF AN AMENDMENT TO EXTEND THE EXISTING AUDIT SERVICES AGREEMENT WITH THE PUN GROUP, LLP FOR TWO ADDITIONAL FISCAL YEARS (2022 AND 2023) AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT

Accounting Supervisor Mendez presented the report.

President Watt moved to approve an amendment to extend the existing audit services agreement with The Pun Group, LLP and to authorize the General Manager to sign the amendment on behalf of the district. The amendment for professional auditing services is for the two fiscal years ending June 30, 2022 and June 30, 2023, seconded by Director Meyers and approved by the following roll call vote:

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

Item 18 was heard next on the agenda.

18. CONSIDER VOTE FOR SOUTHERN NETWORK (SEAT A) REPRESENTATIVE TO THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS

Director Guerin moved to vote for Jo MacKenzie for Southern Network Seat A, seconded by Director Topolovac approved by the following roll call vote:

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

16. PUBLIC HEARING TO CONSIDER THE OLIVENHAIN MUNICIPAL WATER DISTRICT'S WATER CAPACITY FEES FOR 2021 (5:30 p.m.)

President Watt announced that this was the time and place for a Public Hearing to consider the Olivenhain Municipal Water District's water capacity fees for 2021.

General Manager Thorner stated that the district evaluates capacity fees on an annual basis to determine if appropriate funds are being collected to fund necessary capital expansion, replacement, and betterment projects. The district delayed increasing water capacity fees in 2020 due to COVID-19. The proposed capacity fee adjustments are 7.2% for 2021, which is based on the Engineering News-Record Construction Cost Index.

There were not any members of the public in attendance who wished to speak, and there were no comments received from the public.

President Watt announced that the Public Hearing was closed and reconvened the meeting of the Board of Directors.

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

Customer Service and Public Affairs Supervisor Sodeman presented the informational report.

Director Meyers inquired about the types of outreach that are available for customers. Customer Service and Public Affairs Supervisor Sodeman indicated that newsletters, bill messages, bill inserts, news releases, social media, and direct contact are utilized.

19. CONSIDER UPDATE ON THE COVID-19 EMERGENCY DECLARATION

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

20. INFORMATIONAL REPORTS

A. President's Report

President Watt reported that he attended the APWA Public Works virtual luncheon where City of Oceanside's Cari Dale presented on its Pure Water Project.

B. General Manager's Report

General Manager Thorner's report 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 indicated that a report was included in the packet. She attended three budget workshops and noted that there was a 0% increase in the approved overall budget, that the General Manager’s contract was extended for two years, and the qualification period for the permanent agricultural water rate was extended an additional two months.

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

**Board Meeting Debrief (June 17)**

President Watt had a conference call with the General Manager.

**Safety Committee (June 23)**

Directors Meyers and Watt attended the Safety Committee Meeting.

**Meeting with the General Manager (July 1)**

Director Guerin had a conference call with the General Manager.

**Meeting with the General Manager (July 6)**

President Watt had a conference call with the General Manager.

**Meeting with the General Manager (July 6)**

Director Topolovac had a conference call with the General Manager.

**APWA Virtual Luncheon (July 8)**

Director Watt attended the virtual event.

21. CORRESPONDENCE



Correspondence was provided in the board packet.

22. AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS

There were no meetings requiring authorization to attend.

23. FUTURE AGENDA ITEMS

President Watt requested to have an informational report on water evaluation services. The board concurred.

24. CONSIDER PUBLIC COMMENTS

There were no public comments.

25. CLOSED SESSION

NOTE: There was no Closed Session.

26. ADJOURNMENT

President Watt adjourned the meeting at 6:05 p.m.

---

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

ATTEST:

---

Robert F. Topolovac, Secretary  
Board of Directors  
Olivenhain Municipal Water District