

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

December 17, 2025

A meeting of the Board of Directors of Olivenhain Municipal Water District was held on Wednesday, December 17, 2025, at the district office, 1966 Olivenhain Road, Encinitas, California.

Director Guerin called the meeting to order at 4:00 p.m. Following the Pledge of Allegiance, the Assistant Secretary called the roll. Directors present were Guerin, Hahn, Lanfried, Maloni, and Meyers. It was noted that Director Meyers and President Hahn were participating via Zoom and that President Hahn joined the meeting at 4:47 p.m.

Director Guerin declared a quorum present and ordered the meeting to proceed. In attendance were Kimberly Thorner, General Manager; Alfred Smith, General Counsel; Don MacFarlane, Consulting Engineer; Joey Randall, Assistant General Manager; Leo Mendez, Finance Manager; Jennifer Joslin, Human Resources Manager; John Carnegie, Customer Services Manager; Lindsey Stephenson, Engineering Manager; Jesse Bartlett-May, Operations Manager; Brian Sodeman, Customer Service and Public Affairs Supervisor; Jared Graffam, Accounting Supervisor; Steve Weddle, Engineering Services Supervisor; Jeff Sambo, Systems Administrator; Stephanie Kaufmann, Executive Secretary; Robert Kreutzer, Department Assistant; and Frances Kuo from The Pun Group.

5. ADOPTION OF AGENDA

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

AYES:	Directors Guerin, Lanfried, Maloni, and Meyers
NOES:	None
ABSTAIN:	None
ABSENT:	President Hahn

6. PERSONAL APPEARANCES AND PUBLIC COMMENTS

There were no personal appearances or public comments.

7. PRESENTATION OF AWARDS AND HONORABLE MENTIONS

Service Awards, Promotions, and Honorable Mentions

*Cesar Vigil – Utility II – 5 Years

*Georgeanna Clark – Project Accountant II – Grow Your Own Promotion

The employees were congratulated by the board.

8. CONSIDER APPROVAL OF THE MINUTES OF THE NOVEMBER 19, 2025, REGULAR BOARD OF DIRECTORS MEETING

Director Maloni moved to approve the minutes of the November 19, 2025, Regular Board of Directors meeting, seconded by Director Lanfried, and approved by the following roll call vote:

AYES:	Directors Guerin, Lanfried, Maloni, and Meyers
NOES:	None
ABSTAIN:	None
ABSENT:	President Hahn

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
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 REPORTS
C-d	CONSIDER APPROVAL OF ANNUAL REVISIONS TO THE DISTRICT'S RECORDS RETENTION SCHEDULE
C-e	CONSIDER ANNUAL REVIEW OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT'S INVESTMENT POLICY AND APPROVE THE PROPOSED CHANGES FOR CALENDAR YEAR 2026
C-f	CONSIDER ACCEPTANCE OF THE 1559 RANCHO SERENA WATER SERVICE INSTALLATION (DANIELLE MILLER) INTO OMWD'S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED
C-g	CONSIDER ACCEPTANCE OF THE BELMONT VILLAGE AIR RELEASE ASSEMBLY RELOCATION (RSF OLD COURSE ROAD, LLC) INTO OMWD'S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED
C-h	CONSIDER ACCEPTANCE OF THE LA COSTA TOWN SQUARE INSTALLATION (WDS GP, INC., A CALIFORNIA CORPORATION ITS GENERAL PARTNER) INTO OMWD'S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED

C-i	CONSIDER VOTING IN THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION’S 2025 SPECIAL DISTRICTS ADVISORY COMMITTEE ELECTION
C-j	CONSIDER REVISIONS TO THE LEGISLATIVE GUIDELINES FOR 2026

Director Lanfried pulled item C-c from the Consent Calendar to be discussed.

Director Maloni moved to approve the Consent Calendar with the exception of C-c, seconded by Director Lanfried, and approved by the following roll call vote:

AYES: Directors Guerin, Lanfried, Maloni, and Meyers
NOES: None
ABSTAIN: None
ABSENT: President Hahn

Item C-c was heard next on the agenda.

C-c	CONSIDER ADOPTION OF A RESOLUTION SUPPORTING THE DISTRICT’S EMPLOYEE SAFETY AND WELLNESS PROGRAMS
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Director Lanfried proposed an edit to the Caught Being Safe (CBS) Program to remove the line “with a satisfactory or above performance rating and not currently on disciplinary action” and update to “all employees with a satisfactory or above performance rating and not currently on disciplinary action are eligible for a CBS award. A CBS award shall be approved by the General Manager.”

Director Lanfried moved to approve the Consent Calendar item C-c with the edits, seconded by Director Meyers, and approved by the following roll call vote:

AYES: Directors Guerin, Lanfried, Maloni, and Meyers
NOES: None
ABSTAIN: None
ABSENT: President Hahn

10. CONSIDER ADOPTION OF AN ORDINANCE AMENDING OLIVENHAIN MUNICIPAL WATER DISTRICT’S ADMINISTRATIVE AND ETHICS CODE (Article 8—Water Rates & Charges, Article 9—Rules Relating to Customer Accounts, Article 10—Encroachment Permits, and Article 13—Policy for District Facilities)

Customer Services Manager Carnegie and Engineering Manager Stephenson presented the report.

Director Guerin moved to adopt Ordinance 535, seconded by Director Lanfried, and approved by the following roll call vote:

AYES: Directors Guerin, Lanfried, Maloni, and Meyers
NOES: None
ABSTAIN: None
ABSENT: President Hahn

11. CONSIDER ADOPTION OF AN ORDINANCE AMENDING THE DISTRICT’S ADMINISTRATIVE AND ETHICS CODE (Article 3 – Organization of Staff and Article 4 – Classified Positions)

Human Resources Manager Joslin presented the report.

Director Lanfried moved to adopt Ordinance 536, seconded by Director Guerin, and approved by the following roll call vote:

AYES: Directors Guerin, Lanfried, Maloni, and Meyers
NOES: None
ABSTAIN: None
ABSENT: President Hahn

12. PROVIDE AN UPDATE OF THE GENERAL MANAGER’S EMERGENCY DECLARATION OF THE AZAHAR/CADENCIA/ROMERIA STREETS AND ALDEA PLACE EMERGENCY LEAK REPAIR PROJECT AND:

- A. CONSIDER APPROVAL OF CONSTRUCTION CHANGE ORDER 1 WITH JOE’S PAVING COMPANY, INC. FOR \$190,000 AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF OMWD
- B. CONSIDER APPROVAL OF CONSTRUCTION CHANGE ORDER 1 WITH CASS CONSTRUCTION, INC., DBA CASS ARRIETA FOR \$600,000 AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF OMWD
- C. CONSIDER AN APPROPRIATION OF AN ADDITIONAL \$650,000 TO THE PROJECT BUDGET FROM THE CAPITAL RESERVE FUND

Operations Manager Bartlett-May presented the report.

Director Meyers moved to approve construction change order 1 with Joe’s Paving Company, Inc. for \$190,000 and authorize the General Manager to sign on behalf of OMWD, approve construction change order 1 with Cass Construction, Inc. for \$600,000 and authorize the General Manager to sign on behalf of OMWD, and consider an appropriation of an additional \$650,000 to the project budget from the Capital Reserve Fund, seconded by Director Guerin, and approved by the following roll call vote:

AYES: Directors Guerin, Lanfried, Maloni, and Meyers
NOES: None
ABSTAIN: None
ABSENT: President Hahn

13. CONSIDER APPROVAL OF THE DISTRICT’S FISCAL YEAR 2024-2025 AUDITED FINANCIAL STATEMENTS, FISCAL YEAR 2024-2025 SINGLE AUDIT, AND ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEARS ENDED JUNE 30, 2024 AND 2025

Finance Manager Mendez and Frances Kuo from The Pun Group presented the report.

President Hahn joined the meeting via Zoom at 4:47 p.m.

Director Meyers moved to approve the fiscal year 2024-2025 audited Financial Statements, fiscal year 2024-2025 Single Audit, and the District’s fiscal year 2024-2025 Annual Comprehensive Financial Report final draft, seconded by Director Maloni, and approved by the following roll call vote:

AYES:	Directors Guerin, Hahn, Lanfried, Maloni, and Meyers
NOES:	None
ABSTAIN:	None
ABSENT:	None

14. RECEIVE ANNUAL REPORT ON THE DISTRICT’S PENSION FUNDING STATUS AND CONSIDER APPROVAL OF THE RECOMMENDED PENSION FUNDING PLAN FOR 2025

Finance Manager Mendez presented the report.

Director Lanfried moved to approve the recommended pension funding plan for 2025 and to transfer \$550,000 from the Water Operating Fund and Wastewater Operating Fund, \$50,000 to the Water Pension Stabilization Fund and Wastewater Pension Stabilization Fund and to make an Additional Discretionary Payment to CalPERS in the amount of \$311,000 from the District’s Pension Stabilization Fund by December 31, 2025, to reduce the District’s Unfunded Accrued Liability, seconded by Director Maloni, and approved by the following roll call vote:

AYES:	Directors Guerin, Hahn, Lanfried, Maloni, and Meyers
NOES:	None
ABSTAIN:	None
ABSENT:	None

15. CONSIDER THE OMWD FINANCING AUTHORITY (JOINT POWERS AUTHORITY) BOARD MEETING (See Separate Agenda)

Director Guerin conducted the OMWD Financing Authority (Joint Powers Authority) board meeting. The minutes for the OMWD Financing Authority board meeting are attached as Exhibit “A.”

16. CONSIDER THE OMWD FINANCE CORPORATION ANNUAL MEETING (See Separate Agenda)

Director Guerin conducted the OMWD Finance Corporation annual meeting. The minutes for the OMWD Finance Corporation meeting are attached as Exhibit “B.”

17. CONSIDER AN AGREEMENT BETWEEN THE OLIVENHAIN MUNICIPAL WATER DISTRICT AND THE CITY OF SAN DIEGO FOR PURCHASE OF RECYCLED WATER

General Manager Thorner presented the report.

Director Maloni moved to approve an agreement with the City of San Diego for the purchase of recycled water for Olivenhain Municipal Water District’s southeast recycled water quadrant for a ten-year term, seconded by Director Meyers, and approved by the following roll call vote:

AYES:	Directors Guerin, Hahn, Lanfried, Maloni, and Meyers
NOES:	None
ABSTAIN:	None
ABSENT:	None

18. CONSIDER AND DISCUSS A PROPOSED INCREASE TO THE OMWD BOARD PER DIEM RATE

General Manager Thorner presented the report.

Director Meyers moved to hold a public hearing to increase the board’s per diem to \$200 and to increase the per diem with the Consumer Price Index (CPI) up to a maximum of 5% each year for cost of living. Motion failed for lack of second.

Director Maloni moved to hold a public hearing to increase the board’s per diem to \$250, to increase the per diem with the Consumer Price Index (CPI) up to a maximum of 5% (whichever is less) each year for cost of living, and to revisit the board per diem amount in 5 years (2031), seconded by Director Guerin, and approved by the following roll call vote:

AYES:	Directors Guerin, Hahn, Lanfried, and Maloni
NOES:	Director Meyers
ABSTAIN:	None
ABSENT:	None

NOTE: The meeting was in Recess
from 6:11 p.m. to 6:27 p.m.

16. INFORMATIONAL REPORTS

A. President’s Report

President Hahn did not have anything to report.

B. General Manager's Report

General Manager Thorner provided a written report.

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 (SDCWA) Report

SDCWA representative Meyers provided a brief update from the Colorado River Users Association Conference.

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

EFRR Volunteer BBQ (Nov 8)

Director Meyers attended the event.

CSDA Quarterly Dinner (Nov 20)

Directors Hahn and Meyers attended the event.

HR Briefing (Nov 24)

Director Lanfried attended the briefing.

Safety Committee Meeting (Nov 20)

Directors Guerin and Hahn attended the meeting.

Conference Call with the General Manager RE: OMWD Issues and End of the Year Dinner (Dec 1)

President Hahn had a call with the General Manager.

Conference Call with the General Manager RE: OMWD Issues and End of the Year Dinner (Dec 1)

Director Meyers had a call with the General Manager.

ACWA JPIA Meeting (Dec 1-2)

Director Lanfried attended the meeting.

ACWA Fall Conference (Dec 2-4)

Directors Maloni and Meyers attended the conference.

Nossaman Reception (Dec 2)

Directors Hahn and Maloni attended the event.

Special District Leadership Academy Module 4 (Dec 3-4)

Director Lanfried completed the module.

End of the Year Dinner (Dec 5)

Directors Hahn, Guerin, Maloni, and Meyers attended the event.

Conference Call with the General Manager RE: Board Meeting (Dec 8)

Director Maloni had a call with the General Manager.

Conference Call with the General Manager RE: SDCWA Long Range Financial Plan and SDCWA Issues (Dec 10)

Director Meyers had a call with the General Manager.

KnowBe4 Cybersecurity Training (Dec 13)

President Hahn completed the training.

Board Meeting Pre-Briefing (Dec 16)

Director Guerin had a pre-briefing with the General Manager.

Board Meeting Pre-Briefing (Dec 16)

Director Lanfried had a pre-briefing with the General Manager.

Board Meeting Pre-Briefing (Dec 16)

President Hahn had a pre-briefing with the General Manager.

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**

Director Lanfried requested to review OMWD's investment strategy while following the investment policy, seconded by Director Maloni.

20. **CONSIDER PUBLIC COMMENTS**

NOTE: The meeting was in Closed Session
from 6:53 p.m. to 7:41 p.m.

21. **CLOSED SESSION**

A) **CONSIDER ANTICIPATED LITIGATION – ONE CASE [PURSUANT TO
GOVERNMENT CODE SECTION 54956.9(d)(4)]**

22. **OPEN SESSION**

General Counsel Smith stated that there was no reportable action from Closed Session.

23. **ADJOURNMENT**

The meeting was adjourned at 7:41 p.m.

Christy Guerin, Secretary
Board of Directors
Olivenhain Municipal Water District

ATTEST:

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

MINUTES OF THE BOARD OF DIRECTORS MEETING
OF THE OMWD FINANCING AUTHORITY
(JOINT POWERS AUTHORITY)

December 17, 2025

A meeting of the Board of Directors of Olivenhain Municipal Water District was held on Wednesday, December 17, 2025, at the district office, 1966 Olivenhain Road, Encinitas, California.

Director Guerin called the meeting to order at 5:23 p.m. Following the Pledge of Allegiance, the Assistant Secretary called the roll. Directors present were Guerin, Hahn, Lanfried, Maloni, and Meyers. It was noted that Director Meyers and President Hahn were participating via Zoom.

Director Guerin declared a quorum present and ordered the meeting to proceed. In attendance were Kimberly Thorner, General Manager; Alfred Smith, General Counsel; Don MacFarlane, Consulting Engineer; Joey Randall, Assistant General Manager; Leo Mendez, Finance Manager; Jennifer Joslin, Human Resources Manager; John Carnegie, Customer Services Manager; Lindsey Stephenson, Engineering Manager; Jesse Bartlett-May, Operations Manager; Brian Sodeman, Customer Service and Public Affairs Supervisor; Jared Graffam, Accounting Supervisor; Steve Weddle, Engineering Services Supervisor; Jeff Sambo, Systems Administrator; Stephanie Kaufmann, Executive Secretary; and Robert Kreutzer, Department Assistant.

5. ADOPTION OF AGENDA

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

AYES:	Directors Guerin, Hahn, Lanfried, Maloni, and Meyers
NOES:	None
ABSTAIN:	None
ABSENT:	None

6. PERSONAL APPEARANCE AND PUBLIC COMMENTS

There were no personal appearances or public comments.

7. CONSIDER THE STATUS OF DEBT ISSUED BY THE OMWD FINANCING AUTHORITY (OMWD FINANCING AUTHORITY REVENUE BONDS SERIES 2021A, OMWD FINANCING AUTHORITY REVENUE BONDS SERIES 2021B, OMWD FINANCING AUTHORITY REVENUE BONDS SERIES 2016A, AND OMWD FINANCING AUTHORITY REVENUE BONDS SERIES 2009)

Accounting Supervisor Graffam presented the report.

Director Lanfried moved to receive and accept the staff report, seconded by Director Guerin, and approved by the following roll call vote:

AYES:	Directors Guerin, Hahn, Lanfried, Maloni, and Meyers
NOES:	None

ABSTAIN: None
ABSENT: None

8. ADJOURNMENT

Director Guerin adjourned the meeting at 5:27 p.m.

ATTEST:

Christy Guerin, Secretary
Board of Directors
Olivenhain Municipal Water District

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

MINUTES OF AN ANNUAL MEETING
OF THE BOARD OF DIRECTORS OF THE
OMWD FINANCE CORPORATION

December 17, 2025

A meeting of the Board of Directors of Olivenhain Municipal Water District was held on Wednesday, December 17, 2025, at the district office, 1966 Olivenhain Road, Encinitas, California.

Director Guerin called the meeting to order at 5:27 p.m. Following the Pledge of Allegiance, the Assistant Secretary called the roll. Directors present were Guerin, Hahn, Lanfried, Maloni, and Meyers. It was noted that Director Meyers and President Hahn were participating via Zoom.

Director Guerin declared a quorum present and ordered the meeting to proceed. In attendance were Kimberly Thorner, General Manager; Alfred Smith, General Counsel; Don MacFarlane, Consulting Engineer; Joey Randall, Assistant General Manager; Leo Mendez, Finance Manager; Jennifer Joslin, Human Resources Manager; John Carnegie, Customer Services Manager; Lindsey Stephenson, Engineering Manager; Jesse Bartlett-May, Operations Manager; Brian Sodeman, Customer Service and Public Affairs Supervisor; Jared Graffam, Accounting Supervisor; Steve Weddle, Engineering Services Supervisor; Jeff Sambo, Systems Administrator; Stephanie Kaufmann, Executive Secretary; and Robert Kreutzer, Department Assistant.

5. ADOPTION OF AGENDA

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

AYES:	Directors Guerin, Hahn, Lanfried, Maloni, and Meyers
NOES:	None
ABSTAIN:	None
ABSENT:	None

6. PERSONAL APPEARANCE AND PUBLIC COMMENTS

There were no personal appearances or public comments.

7. CONSIDER THE STATUS OF DEBT ISSUED BY THE NON-PROFIT CORPORATION (OLIVENHAIN MUNICIPAL WATER DISTRICT SYSTEM REFUNDING REVENUE BONDS SERIES 2015A)

It was noted that Director Lanfried stepped out of the room.

Accounting Supervisor Graffam presented the report.

Director Maloni moved to receive and accept the staff report, seconded by Director Guerin, and approved by the following roll call vote:

AYES:	Directors Guerin, Hahn, Maloni, and Meyers
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NOES: None
ABSTAIN: None
ABSENT: Director Lanfried

Director Lanfried returned to the meeting at 5:29 p.m.

8. ADJOURNMENT

President Guerin adjourned the meeting at 5:29 p.m.

Christy Guerin, Secretary
Board of Directors
Olivenhain Municipal Water District

ATTEST:

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