

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

February 15, 2017

A regular meeting of the Board of Directors of Olivenhain Municipal Water District was held on Wednesday, February 15, 2017 at the District office, 1966 Olivenhain Road, Encinitas, California.

Vice President Guerin called the meeting to order at 4:02 p.m. Following the Pledge of Allegiance, the Assistant Secretary called the roll. Directors present were Guerin, Sprague, Topolovac, and Varty. It was noted that President Watt was absent from the meeting.

Vice President Guerin 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; and Stephanie Kaufmann, Executive Secretary.

Also in attendance were Consulting Engineer Don MacFarlane; District employees John Carnegie – Customer Services Manager; Brian Sodeman – Customer Service and Public Affairs Supervisor; John Onkka – Water Reclamation Facility Supervisor; Teresa Chase – Staff Analyst and Felipe Monsai – Financial Analyst.

5. ADOPTION OF AGENDA

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

6. PERSONAL APPEARANCES AND PUBLIC COMMENTS

There were no personal appearances or public comments.

7. PRESENTATION OF AWARDS AND HONORABLE MENTIONS

- * Government Finance Officers Association Distinguished Budget Presentation Award
- * Brian Sodeman, Customer Service and Public Affairs Supervisor – Promotion

Finance Manager Selamat presented the Government Finance Officers Association Distinguished Budget Presentation Award to the board.

Customer Services Manager Carnegie introduced Mr. Sodeman as the new Customer Service and Public Affairs Supervisor. He was congratulated by all in attendance.

8. CONSIDER APPROVAL OF THE MINUTES OF THE JANUARY 18, 2017 REGULAR BOARD OF DIRECTORS MEETING

It was noted that there was an edit to Item 11 from the January 18, 2017 minutes to include that Director Topolovac abstained due to a conflict of interest. Director Sprague moved to approve the amended January 18, 2017 meeting minutes, seconded by Director Varty and carried unanimously.

9. CONSENT CALENDAR

C-a CONSIDER ADOPTION OF A MOTION APPROVING THE DISTRICT'S CONSOLIDATED STATEMENTS OF NET POSITION, CONSOLIDATED STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION, CONSOLIDATED STATEMENT OF CASH FLOWS, CONSOLIDATED ACTUAL VS BUDGET SUMMARY, AND CONSTRUCTION IN PROGRESS REPORTS

C-b 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 REPORT

C-c CONSIDER FINALIZING THE 2017 ANNUAL OBJECTIVES

C-d CONSIDER AN AGREEMENT WITH US BANK AND KYOCERA DOCUMENT SOLUTIONS FOR MANAGED PRINT SERVICES IN THE AMOUNT OF \$4,707 PER MONTH FOR 36 MONTHS AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT

C-e CONSIDER ACCEPTANCE OF THE 7702 CAMINO SERENO WATER SERVICE INSTALLATION PROJECT (STEVE OETEGENN) INTO THE DISTRICT'S SYSTEM AND ORDER THAT A NOTICE OF COMPLETION BE FILED

C-f CONSIDER APPROVAL OF PRIVATE ENCROACHMENT PERMIT NO. 382 FOR THE DIEGUENO COUNTRY SCHOOL LOCATED AT 14963 CIRCO DIEGUENO ROAD (MICHAEL L. COLE AND DONNA E. COLE) AND ORDER THAT THE PERMIT BE RECORDED

C-g CONSIDER AWARD OF A CONTRACT TO C.E. WILSON FOR THE VALVE REPLACEMENT PROJECT EXCAVATION AND PAVING SUPPORT SERVICES CONTRACT 2017-01 IN THE AMOUNT OF \$439,636 AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT

- C-h CONSIDER APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH ENNIX INCORPORATED IN THE AMOUNT OF \$55,200 FOR CONVERSION OF THE 4S RANCH WATER RECLAMATION FACILITY TREATMENT PROCESS TO A FACULTATIVE DIGESTION PROCESS AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF THE DISTRICT
- C-i CONSIDER A RESOLUTION CONCURRING THE NOMINATION OF PAUL E. DOREY TO THE EXECUTIVE COMMITTEE OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES JOINT POWERS INSURANCE AUTHORITY
- C-j CONSIDER A RESOLUTION CONCURRING THE NOMINATION OF KATHLEEN J. TIEGS TO THE EXECUTIVE COMMITTEE OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES JOINT POWERS INSURANCE AUTHORITY
- C-k CONSIDER A RESOLUTION CONCURRING THE NOMINATION OF DAVID DRAKE TO THE EXECUTIVE COMMITTEE OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES JOINT POWERS INSURANCE AUTHORITY

Director Topolovac moved to approve the Consent Calendar items as written, seconded by Director Varty and carried unanimously.

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

Park Supervisor Anderson presented the update. This was an informational item. No board action was required.

11. CONSIDER THE DISTRICT'S FISCAL YEAR 2016-2017 MID-YEAR BUDGET REVIEW

Director Sprague moved to approve Staff-proposed changes to the Fiscal Year 16-17 operating and capital budget adopted by the Board, seconded by Director Guerin and carried unanimously.

12. CONSIDER INFORMATIONAL REPORT ON WATER SUPPLY CONDITIONS, EMERGENCY REGULATION, AND LONG-TERM WATER USE EFFICIENCY LEGISLATION

Customer Service and Public Affairs Supervisor Sodeman provided the update. This was an informational item. No board action was required.

13. INFORMATIONAL REPORTS

A. President's Report

There was not a President's report this meeting.

B. General Manager’s Report

General Manager Thorner provided an update on working to get the North County Recycled Water Project on the Governor’s Infrastructure Wish List.

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

Director Guerin reported on the CWA Resolution declaring the drought over in San Diego County.

F. Legislative Report

General Manager Thorner reported that OMWD is sponsoring a Spot Bill (AB 869) that can be amended into language that protects our investment in water recycling projects and protects us from disincentives to recycling in the regulations.

G. LAFCO Report

Director Sprague provided a brief update.

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

California H2O Women’s Conference (Jan 26-28)

Director Guerin attended the conference along with General Manager Thorner.

California Water Environment Association San Diego Section 2017 Annual Awards Banquet (Jan 28)

Directors Sprague and Varty attended the local awards banquet where OMWD won Plant of the Year for our 4S Ranch Water Reclamation Facility.

California State University San Marcos Report to the Community (Feb 2)

Director Varty attended the Annual CSUSM Report to the Community Meeting where President Karen Haynes presented.

Finance Committee Meeting (Feb 7)

Directors Sprague and Varty attended the Finance Committee Meeting.

14. **CORRESPONDENCE**

Correspondence was provided in the board packet.

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

There were no meetings requiring authorization to attend.

16. **FUTURE AGENDA ITEMS**

There were no future agenda items requested.

17. **CONSIDER PUBLIC COMMENTS**

There were no public comments.

18. **ADJOURNMENT**

Vice President Guerin adjourned the meeting at 5:46 p.m.

Christy Guerin, Vice President
Board of Directors
Olivenhain Municipal Water District

ATTEST:

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