

**NOTICE OF A REGULAR 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 AND IN PERSON**

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, DECEMBER 17, 2025

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

PLACE: HYBRID REGULAR MEETING VIA ZOOM AND IN-PERSON

The meeting is being held virtually as a convenience to the public. The meeting will not stop or suspend its in-person meeting should a technological interruption occur with respect to the Zoom or call-on options listed on the agenda.

**For Zoom Participation:**

[www.zoom.us/join](https://www.zoom.us/join)  
Meeting ID: 892 3428 8927  
Passcode: 580984

**For Zoom Call-in Only:**

Call: (669) 900-9128  
Meeting ID: 892 3428 8927  
Passcode: 580984

**Public Participation/Comment:** Members of the public can participate in the meeting by emailing your comments on an agenda item to the Board Secretary at [skaufmann@olivenhain.com](mailto:skaufmann@olivenhain.com) or address the board directly in real-time under either of the public comment sections. If you do not receive a confirmation email that your comment has been received, please call (760) 632-4648 or address the board under either of the public comment sections to ensure that your comments are heard in real-time. The subject line of your email should clearly state the item number you are commenting on and should include your name and phone number. 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. PRESENTATION OF AWARDS AND HONORABLE MENTIONS

Service Awards, Promotions and Honorable Mentions

\* Cesar Vigil – Utility II – 5 Years

\* Georgeanna Clark – Project Accountant II – Grown Your Own Promotion

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

9. CONSENT CALENDAR

*NOTE: ANY ITEM MAY BE REMOVED FROM THE CONSENT CALENDAR  
FOR DISCUSSION*

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-c	CONSIDER ADOPTION OF A RESOLUTION SUPPORTING THE DISTRICT’S EMPLOYEE SAFETY AND WELLNESS PROGRAMS
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

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)
11. CONSIDER ADOPTION OF AN ORDINANCE AMENDING THE DISTRICT'S ADMINISTRATIVE AND ETHICS CODE (Article 3 – Organization of Staff and Article 4 – Classified Positions)
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
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, 2025 AND 2024
14. RECEIVE ANNUAL REPORT ON THE DISTRICT'S PENSION FUNDING STATUS AND CONSIDER APPROVAL OF THE RECOMMENDED PENSION FUNDING PLAN FOR 2025
15. CONSIDER THE OMWD FINANCING AUTHORITY (JOINT POWERS AUTHORITY) BOARD MEETING (See Separate Agenda)
16. CONSIDER THE OMWD FINANCE CORPORATION ANNUAL MEETING (See Separate Agenda)
17. CONSIDER AN AGREEMENT BETWEEN THE OLIVENHAIN MUNICIPAL WATER DISTRICT AND THE CITY OF SAN DIEGO FOR PURCHASE OF RECYCLED WATER
18. CONSIDER AND DISCUSS A PROPOSED INCREASE TO THE OMWD BOARD PER DIEM RATE
19. INFORMATIONAL REPORTS
  - A. PRESIDENT
  - B. GENERAL MANAGER
  - C. CONSULTING ENGINEER
  - D. GENERAL COUNSEL
  - E. SAN DIEGO COUNTY WATER AUTHORITY REPRESENTATIVE
  - F. LEGISLATIVE
  - G. TWELVE MONTH CALENDAR / OTHER MEETINGS / REPORTS BY BOARD MEMBERS PER AB 1234
  - H. BOARD COMMENTS
20. CORRESPONDENCE

21. AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS
22. FUTURE AGENDA ITEMS
23. CONSIDER PUBLIC COMMENTS
24. CLOSED SESSION
  - A) CONSIDER POTENTIAL LITIGATION – ONE CASE [PURSUANT TO GOVERNMENT CODE SECTION 54956.9]
25. OPEN SESSION
26. ADJOURNMENT