

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

December 11, 2024

A special meeting of the Board of Directors of Olivenhain Municipal Water District was held on Wednesday, December 11, 2024, at the district office, 1966 Olivenhain Road, Encinitas, California.

President 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, Maloni, Meyers, and San Antonio.

President Guerin 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; Don MacFarlane, Consulting Engineer; Rainy Selamat, Finance Manager; Jennifer Joslin, Human Resources Manager; John Carnegie, Customer Services Manager; Lindsey Stephenson, Engineering Manager; Jesse Bartlett-May, Operations Manager; Steve Weddle, Engineering Services Supervisor; Brian Sodeman, Customer Service and Public Affairs Supervisor; Leo Mendez, Accounting Supervisor; Jared Graffam, Financial Analyst II; Teresa Chase, Administrative Analyst; Liz Kostas, Senior Systems Administrator, Stephanie Kaufmann, Executive Secretary; Robert Kreutzer, Department Assistant; and Consultant Sofia Kuo from The Pun Group.

5. ADOPTION OF AGENDA

Director Hahn moved to adopt the agenda and to move agenda item 10 to be heard after agenda item 8, seconded by Director San Antonio, and approved unanimously.

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

- * Mike Keller – Systems Operator II – 20 Years
- * Cesar Vigil – Utility II – Rehire
- * Salden Stone – Instrument Control Technician I – Promotion
- * Brandon Barnick – Field Services Supervisor – 10 Years
- * Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting – 29th Year

The employees were congratulated by the board.

Financial Analyst II Graffam presented the award to the board.

8. CONSIDER APPROVAL OF THE MINUTES OF THE NOVEMBER 6, 2024, SPECIAL BOARD OF DIRECTORS MEETING

Director Meyers moved to approve the minutes of the November 6, 2024, Special Board of Directors meeting, seconded by Director Hahn, and approved unanimously with Director Maloni abstaining.

10. CONSIDER ADOPTION OF A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT HONORING JEFF ANDERSON FOR 25 YEARS OF DEDICATED SERVICE

Director Meyers moved to adopt Resolution 2024-23, seconded by Director San Antonio, and approved unanimously.

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-f CONSIDER ANNUAL REVIEW OF THE OLIVENHAIN MUNICIPAL WATER DISTRICT'S INVESTMENT POLICY AND APPROVE THE PROPOSED CHANGES FOR CALENDAR YEAR 2025

C-g CONSIDER ACCEPTANCE OF THE 4S RANCH NEIGHBORHOOD 1 SEWER PUMP STATION REPLACEMENT PROJECT INTO OMWD'S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED

C-h CONSIDER ACCEPTANCE OF THE DAVID C. MCCOLLOM WATER TREATMENT PLANT CHLORINE GENERATION ROOM FLOOR PROJECT INTO OMWD'S SYSTEM AND ORDER A NOTICE OF COMPLETION FILED

Director Meyers requested to pull item C-d from the Consent Calendar and Director Hahn requested to pull items C-c, C-e, and C-i from the Consent Calendar.

President Guerin moved to approve the Consent Calendar items C-a, C-b, C-f, C-g, C-h, seconded by Director Meyers, and approved unanimously.

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

Director Hahn requested to add the following annual objective for 2025: “Achieve maximum amount of participation points under 2025-26 Special District Risk Management Authority’s workers compensation credit incentive program.” The board concurred.

C-d CONSIDER REVISIONS TO THE LEGISLATIVE GUIDELINES FOR 2025

Director Meyers requested to update the Legislative Guidelines’ Bay Delta and Low Income Rate Assistance language. The board referred the discussion to the Public Policy Committee who would return to the full board with a recommendation.

C-e CONSIDER APPROVAL OF ANNUAL REVISIONS TO THE DISTRICT’S RECORDS RETENTION SCHEDULE

Director Hahn requested that staff try to consolidate off-site and on-site records for destruction to try and save costs.

C-i CONSIDER APPROVAL OF A CONTRACT WITH UTILITY SERVICE CO., INC. IN THE AMOUNT OF \$499,249 FOR THE CONSTRUCTION OF THE OLIVENHAIN RESERVOIRS SAFETY IMPROVEMENTS PROJECT AND AUTHORIZE THE GENERAL MANAGER TO SIGN ON BEHALF OF OMWD, ADOPT A RESOLUTION MAKING CEQA FINDINGS, AND AUTHORIZE A NOTICE OF EXEMPTION TO BE FILED WITH THE COUNTY CLERK, COUNTY OF SAN DIEGO

Director Hahn inquired as to why two bids we received came in lower and if staff was comfortable with selecting Utility Service Co. Engineering Manager Stephenson indicated that she was comfortable in moving forward with Utility Service Co. for OMWD’s concrete tanks as they currently successfully manage the maintenance program on OMWD’s steel tanks and hold a General Contractor certification.

Director Hahn moved to approve Consent Calendar items C-c, C-e, and C-i, seconded by President Guerin, and approved unanimously.

11. CONSIDER ADOPTION OF AN ORDINANCE AMENDING THE OLIVENHAIN MUNICIPAL WATER DISTRICT’S ADMINISTRATIVE AND ETHICS CODE (Article 4 – Classified Positions and Article 5 – Working Hours, Employee Benefits)

Human Resources Manager Joslin presented the report.

Upon motion by President Guerin, and a second by Director San Antonio, Ordinance 525 was approved by the following roll call vote:

AYES: Directors Guerin, Hahn, Maloni, and San Antonio
NOES: Director Meyers

ABSTAIN: None
ABSENT: None

12. CONSIDER DISCUSSION OF BOARD OFFICERS AND COMMITTEE ASSIGNMENTS TO TAKE PLACE AT THE JANUARY 2025 BOARD MEETING

General Manager Thorner presented the report. Final approval will take place at the January board meeting.

13. CONSIDER INFORMATIONAL REPORT ON COMPLETION OF ADVANCED METERING INFRASTRUCTURE DEPLOYMENT

Customer Service Manager Carnegie and Field Services Supervisor Barnick presented the informational report.

14. CONSIDER APPROVAL OF THE DISTRICT'S FISCAL YEAR 2023-2024 AUDITED FINANCIAL STATEMENTS, FISCAL YEAR 2023-2024 SINGLE AUDIT, AND ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEARS ENDED JUNE 30, 2024 AND 2023 (FINAL DRAFT)

Accounting Supervisor Mendez and consultant Sofia Kuo from The Pun Group presented the report.

President Guerin moved to approve the fiscal year 2023-2024 audited Financial Statements, Single Audit, and Annual Comprehensive Financial Report, seconded by Director Meyers, and approved unanimously.

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

President 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)

President Guerin conducted the OMWD Finance Corporation annual meeting. The minutes for the OMWD Finance Corporation meeting are attached as Exhibit "B."

17. PRESENTATION TO PRESIDENT GUERIN FOR SERVING AS BOARD PRESIDENT FOR THE 2023-2024 TERM

General Manager Thorner thanked President Guerin for her service as President.

18. INFORMATIONAL REPORTS

A. President's Report

President Guerin reported that this was her last meeting as President and thanked the board and staff.

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 report will be provided at the next board meeting.

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 reported that he will be serving as Chair of the Imported Water Committee and announced the position changes and assignments on the SDCWA Board of Directors beginning in 2025. He also reported that the MWD Settlement is still ongoing and that there will be a special meeting in December. Lastly, he reported that another transfer agreement with SDCWA, Metropolitan Water District, and Imperial Irrigation District was negotiated again for next year.

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

Meeting with the General Manager and Mt. Laguna Board Member (Nov 7)

Director Guerin attended the meeting.

Meeting with Mr. Maloni (Nov 20)

Director Hahn attended the meeting.

Document Signing (Nov 21)

Former Director Watt signed documents.

Conference Call with the General Manager RE: Leak (Nov 27)

President Guerin had a conference call with the General Manager.

Conference Call with the General Manager RE: SDCWA (Nov 27)

Director Meyers had a conference call with the General Manager.

Conference Call with the General Manager RE: Leak (Nov 27)

Former Director Watt had a conference call with the General Manager.

ACWA JPIA Membership Summit (Dec 2-3)

Director San Antonio attended the JPIA Membership meeting.

Swearing-in of new Board Members (Dec 5)

Directors Meyers and San Antonio attended the swearing-in.

OMWD End of Year Dinner (Dec 6)

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

ACWA Fall Conference (Dec 3-5)

Director Meyers attended the conference.

19. **CORRESPONDENCE**

Correspondence was provided in the board packet.

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

There were no meetings requiring authorization to attend.

21. **FUTURE AGENDA ITEMS**

Director Meyers requested to update the Legislative Guidelines' Bay Delta and Low Income Rate Assistance language. The board referred the discussion to the Public Policy Committee who will return to the full board with a recommendation.

22. CONSIDER PUBLIC COMMENTS

There were no additional public comments.

NOTE: The meeting was in Recess
from 6:22p.m. to 6:37 p.m.

NOTE: The meeting was in Closed Session
from 6:37 p.m. to 6:48 p.m.

23. CLOSED SESSION

A) CONSIDER LITIGATION – OLIVENHAIN MUNICIPAL WATER DISTRICT v. COUNTY OF SAN DIEGO [PURSUANT TO GOVERNMENT CODE SECTION 54956.9]

B) CONSIDER LITIGATION – STANLEY D. JONES ET AL. VS. OLIVENHAIN MUNICIPAL WATER DISTRICT [PURSUANT TO GOVERNMENT CODE SECTION 54956.9]

24. OPEN SESSION

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

25. ADJOURNMENT

President Guerin adjourned the meeting at 6:48 p.m.

Christy Guerin, President
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 11, 2024

A meeting of the Board of Directors of the OMWD Financing Authority (Joint Powers Authority) was held on Wednesday, December 11, 2024 at the district office, 1966 Olivenhain Road, Encinitas, California.

President Guerin called the meeting to order at 5:47 p.m. Following the Pledge of Allegiance, the Assistant Secretary called the roll. Directors present were Guerin, Hahn, Maloni, Meyers, and San Antonio.

President Guerin 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; Don MacFarlane, Consulting Engineer; Rainy Selamat, Finance Manager; Jennifer Joslin, Human Resources Manager; John Carnegie, Customer Services Manager; Lindsey Stephenson, Engineering Manager; Jesse Bartlett-May, Operations Manager; Steve Weddle, Engineering Services Supervisor; Brian Sodeman, Customer Service and Public Affairs Supervisor; Leo Mendez, Accounting Supervisor; Jared Graffam, Financial Analyst II; Teresa Chase, Administrative Analyst; Liz Kostas, Senior Systems Administrator; Stephanie Kaufmann, Executive Secretary; Robert Kreutzer, Department Assistant; and Consultant Sofia Kuo from the Pun Group.

5. ADOPTION OF AGENDA

Director Hahn moved to adopt the agenda, seconded by Director San Antonio, and approved unanimously.

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)

Director Hahn moved to receive and accept the staff report, seconded by Director San Antonio, and approved unanimously.

8. ADJOURNMENT

President Guerin adjourned the meeting at 5:51 p.m.

Christy Guerin, President
Board of Directors
Olivenhain Municipal Water District

ATTEST:

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 11, 2024

An annual meeting of the Board of Directors of the OMWD Finance Corporation was held on Wednesday, December 11, 2024 at the district office, 1966 Olivenhain Road, Encinitas, California.

President Guerin called the meeting to order at 5:51 p.m. Following the Pledge of Allegiance, the Assistant Secretary called the roll. Directors present were Guerin, Hahn, Maloni, Meyers, and San Antonio.

President Guerin declared a quorum present and ordered the meeting to proceed. In attendance Kimberly Thorner, General Manager; Alfred Smith, General Counsel; Joey Randall, Assistant General Manager; Don MacFarlane, Consulting Engineer; Rainy Selamat, Finance Manager; Jennifer Joslin, Human Resources Manager; John Carnegie, Customer Services Manager; Lindsey Stephenson, Engineering Manager; Jesse Bartlett-May, Operations Manager; Steve Weddle, Engineering Services Supervisor; Brian Sodeman, Customer Service and Public Affairs Supervisor; Leo Mendez, Accounting Supervisor; Jared Graffam, Financial Analyst II; Teresa Chase, Administrative Analyst; Liz Kostas, Senior Systems Administrator; Stephanie Kaufmann, Executive Secretary; Robert Kreutzer, Department Assistant; and Consultant Sofia Kuo from the Pun Group.

5. ADOPTION OF AGENDA

Director Hahn moved to adopt the agenda, seconded by San Antonio, and approved unanimously.

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)

Director Hahn moved to receive and accept the staff report, seconded by Director San Antonio, and approved unanimously.

8. ADJOURNMENT

President Guerin adjourned the meeting at 5:53 p.m.

Christy Guerin, President
Board of Directors
Olivenhain Municipal Water District

ATTEST:

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