

**MINUTES OF THE BUDGET AND FINANCE COMMITTEE MEETING  
OF THE RAINBOW MUNICIPAL WATER DISTRICT  
FEBRUARY 9, 2016**

1. **CALL TO ORDER:** The Budget & Finance Committee meeting of the Rainbow Municipal Water District was called to order by Chairperson Stitle on February 9, 2016 in the Board Room of the District Office at 3707 Old Highway 395, Fallbrook, CA 92028 at 1:01 p.m. Chairperson Stitle presiding.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:**

**Present:** Member Stitle  
Member Ross  
Member Clyde  
Alternate Moss

**Absent:** Member Carlstrom  
Member Hensley

**Also Present:** General Manager Kennedy  
Finance Manager Martinez  
Assistant Rubio

There was one public member present.

4. **PUBLIC COMMENT RELATING TO ITEMS NOT ON THE AGENDA (Limit 3 Minutes)**

Mr. Rodriguez asked about the Fallbrook Golf Course and how it affects the water. Mr. Kennedy said he would look into whether they are a large user or mostly use groundwater.

**COMMITTEE ACTION ITEMS**

5. **COMMITTEE MEMBER COMMENTS**

There were no comments.

6. **DISCUSSION AND POSSIBLE ACTION TO APPOINT 2016 COMMITTEE OFFICERS**

Mr. Kennedy mentioned the Board has two vacant seats due to Member Lucy's and Member Griffiths' recent resignations. He explained the process for filling the remainder of the terms for these two seats and how the Board will consider any interested candidates at their February 23, 2016 Board meeting and hopefully make at least one of the necessary appointments.

Discussion ensued regarding keeping the current committee officers.

**Action:**

***Moved by Member Clyde to have Harry Stitle be Chairperson and Randy Ross be Vice Chairperson. Seconded by Alternate Member Moss.***

***After consideration, the motion CARRIED by the following vote:***

**AYES:** Member Stitle, Member Clyde, Member Ross and Alternate Member Moss  
**NOES:** None  
**ABSTAINED:** None  
**ABSENT:** Member Carlstrom and Member Hensley

**\*7. APPROVAL OF MINUTES**

**A.** January 12, 2016

**Action:**

***Moved by Member Clyde to approve the minutes as written. Seconded by Member Moss.***

***After consideration, the motion CARRIED by the following roll call vote:***

**AYES:** Member Stitle, Member Clyde, Member Ross and Alternate Member Moss  
**NOES:** None  
**ABSTAINED:** None  
**ABSENT:** Member Carlstrom and Member Hensley

**8. UPDATES**

**A.** Strategic Plan

Mr. Kennedy noted within the Strategic Plan there are strategic focus areas which have now been converted into specific items, who they are assigned to, when they are expected to be completed, and the measurement for success on the handout provided. He solicited input from the committee as to whether there were any changes or specific goals they would like included as it relates to the District's budget and financials. Discussion followed.

**B.** CIP with Update from Developers as to Dates

Mr. Kennedy referred to the documents provided showing the Engineering Manager's current projections on when RMWD expects to be setting the majority of the meters listed. He mentioned how some of the development has been delayed which could change these projections. Discussion ensued.

**C.** Accela (Springbrook)

Mrs. Martinez reported the next step would be to schedule training on the human resources module in early March. She noted the purchasing, purchase orders, and inventory data has been provided to Springbrook so that they could upload it and be tested by RMWD staff. She stated she would now like to go full force on utility billing provision sooner than later due to issues occurring in Datastream causing concern that the software may be lacking. Discussion followed.

**9. MONTHLY WATER SALES REPORT WITH PROJECTIONS FOR REMAINDER OF YEAR**

Mr. Stitle would like to have the Sewer report included next month.

**10. MONTHLY FINANCIAL REPORT**

Mr. Kennedy suggested some modifications to the Springbrook report.

Mrs. Martinez offered to configure a summary report to go along with the detailed report.

Mr. Stitle asked if the numbers could be rounded.

**11. REVIEW OF GROUNDWATER ISSUE**

Mr. Kennedy noted the report from West Yost on groundwater was completed last month. He said agencies would like to officially separate this groundwater basin into its different components. He talked about the various steps involved in this process. Discussion ensued.

**12. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT SCHEDULED BUDGET AND FINANCE COMMITTEE MEETING**

It was noted the sewer sales report, a discussion regarding billing and reestablishment of service including how to handle delinquent accounts should be on the next agenda.

**13. ADJOURNMENT**

**The meeting adjourned by a motion made by Member Clyde and seconded by Member Stitle.**

The meeting adjourned at 2:40 p.m.

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**Harry Stitle, Committee Chairperson**

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**Dawn M. Washburn, Board Secretary**