



RAINBOW MUNICIPAL WATER DISTRICT
Tuesday, August 27, 2019
Closed Session – Time: 12:00 p.m.
Open Session - Time: 1:00 p.m.

THE PURPOSE OF THE REGULAR BOARD MEETING IS TO DISCUSS THE ATTACHED AGENDA

District Office

3707 Old Highway 395

Fallbrook, CA 92028

Board Agenda Policies

Board of Directors Meeting Schedule Regular Board meetings are normally scheduled for the 4th Tuesday of the month with Open Session discussions starting time certain at 1:00 p.m.

Breaks It is the intent of the Board to take a ten minute break every hour and one-half during the meeting.

Public Input on Specific Agenda Items and those items not on the Agenda, Except Public Hearings Any person of the public desiring to speak shall fill out a “Speaker’s Slip”, encouraging them to state their name, though not mandatory. Such person shall be allowed to speak during public comment time and has the option of speaking once on any agenda item when it is being discussed. Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board President.

Public Items for the Board of Directors' agenda must be submitted in writing and received by the District office no later than 10 business days prior to a regular Board of Directors' Meeting.

Agenda Posting and Materials Agendas for all regular Board of Directors' meetings are posted at least seventy-two hours prior to the meeting on bulletin boards outside the entrance gate and the main entrance door of the District, 3707 Old Highway 395, Fallbrook, California 92028. The agendas and all background material may also be inspected at the District Office.

You may also visit us at www.rainbowmwd.com.

Time Certain Agenda items identified as “time certain” indicate the item will not be heard prior to the time indicated.

Board meetings will be recorded as a secretarial aid. If you wish to listen to the recordings, they will be available after the draft minutes of the meeting have been prepared. There is no charge associated with copies of recordings. Recordings will be available until the minutes of such meeting are approved. Copies of public records are available as a service to the public; a charge of \$.10 per page up to 99 pages will be collected and \$.14 per page for 100 pages or more.

If you have special needs because of a disability which makes it difficult for you to participate in the meeting or you require assistance or auxiliary aids to participate in the meeting, please contact the District Secretary, (760) 728-1178, by at least noon on the Friday preceding the meeting. The District will attempt to make arrangements to accommodate your disability.

(*) - Asterisk indicates a report is attached.

Notice is hereby given that the Rainbow Municipal Water District Board of Directors will hold Closed Session at 12:00 p.m. and Open Session at 1:00 p.m. Tuesday, August 27, 2019, at the District Office located at 3707 Old Highway 395, Fallbrook, CA 92028. At any time during the session, the Board of Directors Meeting may adjourn to Closed Session to consider litigation or to discuss with legal counsel matters within the attorney client privilege.

AGENDA

1. **CALL TO ORDER**
 2. **ROLL CALL: Brazier ___ Hamilton ___ Gasca ___ Mack ___ Rindfleisch ___**
 3. **ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**
 4. **ORAL/WRITTEN COMMUNICATIONS FROM THE PUBLIC
OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING
CLOSED SESSION AGENDA ITEMS (Government Code § 54954.2).**
Under Oral Communications, any person wishing to address the Board on matters regarding the Closed Session agenda should indicate their desire to speak by filling out and submitting a "Speaker's Slip" to the Board Secretary before the meeting begins. *Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board President.*
 5. **CLOSED SESSION**
 - A. Conference with Legal Counsel-Anticipated Litigation (Government Code §54956.9(d)(2))
* Two Items
 - B. Appointment, Employment; Evaluation of Performance – General Manager (Government Code §54957(B)(1))
 6. **REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**
- Time Certain: 1:00 p.m.
7. **PLEDGE OF ALLEGIANCE**
 8. **REPEAT REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**
 9. **REPEAT ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**
 10. **ORAL/WRITTEN COMMUNICATIONS FROM THE PUBLIC
OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING
ITEMS NOT ON THIS AGENDA (Government Code § 54954.2).**
Under Oral Communications, any person wishing to address the Board on matters not on this agenda should indicate their desire to speak by filling out and submitting a "Speaker's Slip" to the Board Secretary before the meeting begins. *No action will be taken on any oral communications item since such item does not appear on this Agenda, unless the Board of Directors makes a determination that an emergency exists or that the need to take action on the item arose subsequent to posting of the Agenda (Government Code §54954.2). Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board President.*
 11. **EMPLOYEE RECOGNITIONS**
 - A. Tom Kennedy (5 Years)
 - B. Dawn Washburn (15 Years)

(*) - Asterisk indicates a report is attached.

***12. APPROVAL OF MINUTES**

- A. July 23, 2019 - Regular Board Meeting

13. BOARD OF DIRECTORS' COMMENTS/REPORTS

Directors' comments are comments by Directors concerning District business, which may be of interest to the Board. This is placed on the agenda to enable individual Board members to convey information to the Board and to the public. There is to be no discussion or action taken by the Board of Directors unless the item is noticed as part of the meeting agenda.

- A. President's Report (President Brazier)
- B. Representative Report (Appointed Representative)
 - 1. SDCWA
 - A. Summary of Board Meeting July 25, 2019
 - 2. CSDA
 - 3. LAFCO
 - 4. San Luis Rey Watershed Council
 - 5. Santa Margarita River Watershed Watermaster Steering Committee
 - 6. ACWA
- C. Meeting, Workshop, Committee, Seminar, Etc. Reports by Directors (AB1234)
 - 1. Board Seminar/Conference/Workshop Training Attendance Reports
- D. Directors Comments
- E. Legal Counsel Comments
 - 1. Attorney Report - Water Rate Resolutions (501668-0002)

14. COMMITTEE REPORTS

- A. Budget and Finance Committee
- B. Communications and Customer Service Committee
- C. Engineering and Operations Committee

15. PIPELINE 5 RELINING PROJECT UPDATE BY SAN DIEGO COUNTY WATER AUTHORITY

BOARD ACTION ITEMS

***16. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 19-11, FINDING OF PUBLIC HEALTH AND SAFETY EMERGENCY RELATED TO A SAN DIEGO COUNTY WATER AUTHORITY EMERGENCY PIPELINE SHUTDOWN**

(The San Diego County Water Authority is conducting an emergency shutdown of our main supply aqueduct and it will be necessary to rapidly take steps to mitigate the impact. This agenda item is to authorize the General Manager to take the steps necessary to ensure adequate water deliveries for the District's customers.)

17. DISCUSSION AND POSSIBLE ACTION REGARDING CONDITION ASSESSMENT CHANGE ORDER

(The change order provides for modeling water supply alternatives to provide descriptions and planning-level cost estimates for projects to continue supply without San Diego County Water Authority connections. HDR was already under contract for modeling work related to the District's Condition Assessment analysis.)

***18. DISCUSSION AND POSSIBLE ACTION TO PURCHASE TEN (10) PRE-MANUFACTURED PRESSURE-REDUCING STATIONS**

(This item pertains to the discussion and possible purchase of ten (10) pre-manufactured pressure-reducing stations for installation in various parts of the water system District-wide. The pressure reducing stations are manufactured by Engineered Fluid Inc.)

(*) - Asterisk indicates a report is attached.

- 19. DISCUSSION AND POSSIBLE ACTION REGARDING QUIET TITLE ACTION ON PROPERTY NEAR THE DISTRICT HEADQUARTERS DRIVEWAY**
(Requesting Board approval to begin the process of Quiet Title on the “gap” of property between two of the District HQ parcels that was created by a deed error in the 1950’s when the property was originally divided and transferred.)
- *20. POSSIBLE ACTION REGARDING APN 127-540-19 WATERLINE EXTENSION CONSTRUCTION AGREEMENT**
(The District has requested that a developer upsize their proposed 8” waterline extension to a 12” waterline extension because the 12” pipeline is included in a planned capital improvements project. This construction agreement provides the developer with reimbursement from the District for the extra costs associated with the upsize.)
- *21. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT; EMPLOYMENT; EVALUATION OF PERFORMANCE; OR COMPENSATION OF THE GENERAL MANAGER**
(The Board may take action regarding the appointment, employment, performance or compensation of the General Manager.)
- *22. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 19-08 ADOPTING ADMINISTRATIVE CODE CHAPTER 3.06 – CONFIDENTIALITY OF BOARD CLOSED SESSIONS**
(To date, the District has not had a policy in place protecting confidential information acquired in Board closed sessions. The Board considered a draft policy at their June 25, 2019 meeting at which time requests were made for additional proposed language from Legal Counsel. At the July 23, 2019 Board meeting, President Brazier requested this item to be deleted from the agenda and revisited at a later date. On August 13, 2019, Director Hamilton requested this item to be discussed at the August 27, 2019 Board meeting.)
- *23. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 19-09 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 5.05.050.04 – RECORDS RETENTION - FINANCE**
(Since Administrative Code Section 5.05.050.04 was adopted, it was realized Promissory Notes associated with the Computer Assistance Program were omitted from the original list of financial records provided in the District’s Record Retention Program and need to be added.)
- *24. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 19-10 AMENDING AND UPDATING ADMINISTRATIVE CODE CHAPTER 2.09 - COMMITTEES**
(Beginning with the June 25, 2019 Board meeting agenda packet, approved committee minutes were eliminated. Upon reviewing Administrative Code Chapter 2.09, it was realized this policy needed to be updated to reflect changes to this process.)
- *25. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 19-11 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 2.03.010 – REMUNERATION AND REIMBURSEMENT POLICY**
(The RMWD Administrative Code does not have provisions for pre-approval processes or a list of pre-approved conferences. Proposed language has been drafted to include these provisions as well as requirements for Board Members seeking attendance approval.)
- *26. ACWA COMMITTEE APPOINTMENT CONSIDERATIONS FOR THE 2020-2021 TERM**
(ACWA has requested its member agencies to provide nominations for consideration.)
- *27. ACWA REGION 10 ELECTION BALLOT FOR 2020-2021**
(It is now time to elect the 2020-2021 ACWA Region 10 Chair, Vice Chair and board members who will represent and serve the members of Region 10.)

(*) - Asterisk indicates a report is attached.

- *28. **CALL FOR NOMINATIONS FOR SAN DIEGO LOCAL AGENCY FORMATION COMMISSION (LAFCO) SPECIAL DISTRICTS ADVISORY COMMITTEE**
(RMWD received a notice serving as a call to nominations pursuant to Government Code Section 56332(1) to solicit eight special districts members to serve on the Special Districts Advisory Committee.)
- *29. **LAFCO CALL FOR BALLOTS FOR THE SAN DIEGO COUNTY CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD**
(LAFCO has provided a notice serving as a call for ballots pursuant to California Government Code 56332(f) with respect to electing one special district representative among the three nominated candidates to serve on the San Diego Consolidated Redevelopment Oversight Board. All independent special districts in San Diego County are eligible to cast one vote through their presiding officers or their alternates as designed by the governing bodies.)
- *30. **BOARD MEMBER REQUESTS FOR AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS**
 - A. 2019 CSDA Annual Conference
 - B. 2019 ACWA Fall Conference

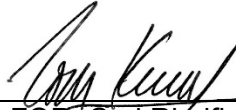
BOARD INFORMATION ITEMS

- *31. **SAS 114 - THE AUDITOR'S COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE (THE BOARD OF DIRECTORS)**
(This letter is an AICPA (American Institute of CPAs) required communication letter for all financial statement audits.)
- 32. **MEMORANDUM OF UNDERSTANDING BETWEEN RMWD, FPUD, AND EASTERN MUNICIPAL WATER DISTRICT UPDATE**
- *33. **RECEIVE AND FILE INFORMATION AND FINANCIAL ITEMS**
 - A. **General Manager Comments**
 - 1. Meetings, Conferences and Seminar Calendar
 - B. **Operations Comments**
 - 1. Operations Report
 - C. **Engineering Comments**
 - 1. Engineering Report
 - 2. As-Needed Services Expenditures Summary
 - D. **Human Resource & Safety Comments**
 - 1. Human Resources Report
 - 2. Organizational Chart
 - E. **Finance Comments**
 - 1. Monthly Financial Statements
 - 2. Credit Card Breakdown
 - 3. Directors' Expense
 - 4. Check Register
 - 5. Water Sales Summary
 - 6. RMWD Sewer Equivalent Dwelling Units (EDU's) Status
- 34. **LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT REGULAR BOARD MEETING**

(*) - Asterisk indicates a report is attached.

35. **ADJOURNMENT - To Tuesday, September 24, 2019 at 1:00 p.m.**

ATTEST TO POSTING:



FOR: Carl Rindflesich
Secretary of the Board

8-19-19 @ 11:30 a.m.

Date and Time of Posting
Outside Display Cases

(*) - Asterisk indicates a report is attached.

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**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF DIRECTORS OF THE
RAINBOW MUNICIPAL WATER DISTRICT
JULY 23, 2019**

1. **CALL TO ORDER** - The Regular Meeting of the Board of Directors of the Rainbow Municipal Water District on July 23, 2019 was called to order by President Brazier at 12:00 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. President Brazier presiding.

2. **ROLL CALL**

Present: Director Brazier, Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch

Also Present: Acting General Manager/Finance Manager Largent, Legal Counsel Smith, Executive Assistant Washburn, District Engineer Strapac, Acting Operations Manager/Meter Services Supervisor Chandler, Human Resources Manager Harp, Administrative Analyst Gray, Project Manager Williams.

Absent: General Manager Kennedy.

No members of the public were present before Open Session. Five members of the public were present for Open Session.

3. **ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**

President Brazier noted there was a timely item that should be added to the agenda related to July and August late charges. She suggested this item be added as Item #14A.

President Brazier requested Item #22 be deleted from this meeting's agenda due to time restraints. She also requested Item #15 be deleted from this agenda and discussed at a later meeting.

Motion:

To add the one item and delete the other two.

Action: Approve, Moved by Director Gasca, Seconded by Director Hamilton.

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Director Brazier, Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch.

(*) - Asterisk indicates a report is attached.

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**4. ORAL/WRITTEN COMMUNICATIONS FROM THE PUBLIC
OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING
CLOSED SESSION AGENDA ITEMS (Government Code § 54954.2).**

There were no comments.

The meeting adjourned to Closed Session at 12:03 p.m.

5. CLOSED SESSION

A. Conference with Legal Counsel-Anticipated Litigation (Government Code §54956.9(d)(2))
* Two Items

**B. Appointment, Employment; Evaluation of Performance – General Manager (Government
Code §54957(B)(1))**

The meeting reconvened at 12:52 p.m.

6. REPORT ON POTENTIAL ACTION FROM CLOSED SESSION

Legal Counsel reported the Board met in Closed Session to discuss three items and there was no reportable action.

President Brazier called for a break at 12:53 p.m.

The meeting reconvened at 1:02 p.m.

Time Certain: 1:00 p.m.

7. PLEDGE OF ALLEGIANCE

8. REPEAT REPORT ON POTENTIAL ACTION FROM CLOSED SESSION

Legal Counsel repeated the report provided under Item #6.

**9. REPEAT ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code
§54954.2)**

President Brazier repeated the changes to the agenda noted in Item #3.

**10. ORAL/WRITTEN COMMUNICATIONS FROM THE PUBLIC
OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING
ITEMS NOT ON THIS AGENDA (Government Code § 54954.2).**

Justin Chandler, Acting Operations Manager, introduced Chad Williams as the District's new Project Manager.

(*) - Asterisk indicates a report is attached.

***11. APPROVAL OF MINUTES**

- A. June 25, 2019 - Regular Board Meeting
- B. July 9, 2019 – Special Board Meeting

Motion:

To approve both the June 25, 2019 and July 9, 2019 minutes as presented.

Action: Approve, Moved by Director Gasca, Seconded by Director Hamilton.

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Director Brazier, Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch.

12. BOARD OF DIRECTORS’ COMMENTS/REPORTS

Directors’ comments are comments by Directors concerning District business, which may be of interest to the Board. This is placed on the agenda to enable individual Board members to convey information to the Board and to the public. There is to be no discussion or action taken by the Board of Directors unless the item is noticed as part of the meeting agenda.

A. President’s Report (President Brazier)

There was no report given.

B. Representative Report (Appointed Representative)

1. SDCWA

A. Summary of Board Meeting June 27, 2019

There was no report given.

2. CSDA

There was no report given.

3. LAFCO

There was no report given.

4. San Luis Rey Watershed Council

There was no report given.

5. Santa Margarita River Watershed Watermaster Steering Committee

Director Hamilton reported on the July 16, 2019 meeting noting there was nothing significant to report that impacts RMWD. He mentioned FPUD approved their contracts for the construction to build out on the conjunctive use program. He referenced the written report he provided for this meeting.

(*) - Asterisk indicates a report is attached.

6. ACWA

There was no report given.

- C. Meeting, Workshop, Committee, Seminar, Etc. Reports by Directors (AB1234)**
 - 1. Board Seminar/Conference/Workshop Training Attendance Reports**

There was no report given.

D. Directors Comments

Director Rindfleisch noted he was not present for the June Board meeting due to a pre-planned vacation.

Director Gasca mentioned communication he received from a constituent requesting relief from a charge being assessed about which he met with Ms. Largent and Mr. Kennedy to discuss. He noted the recommendation was if the constituent would like to get relief, she would need to address the Board regarding their request.

Director Rindfleisch mentioned constituent, Sue Hamilton contact him with respect to metal layering on the street in front of her home that she felt was outstanding too long. He stated he spoke with staff during which he found a suitable answer for Ms. Hamilton’s concern.

- E. Legal Counsel Comments**
 - 1. Attorney Report – Takings and Inverse Condemnation Law 501668-0002**

Legal Counsel briefed the Board on the information provided in his written report. He noted the majority of opinion overrules thirty years of Takings and Inverse Condemnation Law.

13. COMMITTEE REPORTS

A. Budget and Finance Committee

Mr. Stitle reported the committee reviewed the printed version of the budget, Infor and the other accounting system transitions were on schedule and under budget, the audit was underway and how RMWD may look at looking at a new auditor after this third year with the same firm. He noted the committee will be provided with a rate update review provided by IB Consulting.

B. Communications and Customer Service Committee

Ms. Gray reported introduced Bill Shute whom the committee appointed to fill the committee’s Vice Chairperson vacancy. She mentioned the committee was in the process of reviewing RMWD’s core values, strategic plan objectives, draft legislative response guidelines that will be finalized and brought to the Board for consideration.

President Brazier encouraged the committees to consider the Administrative Code policy related to committees and provide any proposed revisions to the policy they would like to present to the Board when the policy is considered at a future Board meeting.

(*) - Asterisk indicates a report is attached.

C. Engineering and Operations Committee

Mr. Nelson reported the committee continued their review of a number of key projects ongoing both in the design and construction phase. He noted a large part of the meeting was reviewing very preliminary analysis of the headquarters parcel in terms of what could be done to obtain a new headquarters building as well as putting together an economic arrangement whereby the new building could potentially cost the ratepayers nothing as the primary objective. He pointed out the committee had their final operations department review.

BOARD ACTION ITEMS

14. CONSIDER APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH RAINBOW MUNICIPAL WATER DISTRICT, EASTERN MUNICIPAL WATER DISTRICT AND FALLBROOK PUBLIC UTILITY DISTRICT RELATED TO POTENTIAL ANNEXATION INTO EASTERN MUNICIPAL WATER DISTRICT

Ms. Largent introduced Jack Bebee, Fallbrook Public Utility District General Manager.

Mr. Bebee gave a presentation entitled "Preliminary Evaluation on Detachment from SDCWA and annexation to EMWD". He noted at the conclusion of the presentation, he would be making a recommendation to the Board on behalf of Mr. Kennedy.

He stated the goal would to have agreement from all parties involved; however, should that not happen LAFCO applications will need to be filed with both San Diego and Riverside Counties, respectively. He explained once receiving LAFCO's approval, the matter will automatically be on the ballot which must be approved by a majority.

Mr. Bebee presented the Eastern Municipal Water District Memorandum of Understanding Proposed Terms Summary noting these were preliminary and currently being worked through by the parties involved.

He noted Mr. Kennedy's recommendations were the Board authorize the General Manager to finalize and execute Memorandum of Understanding (MOU) identifying terms for potential annexation to Eastern Municipal Water District (EMWD) and that staff continue to work on identifying terms of detachment with San Diego County Water Authority as well as further evaluate finalizing the process and costs. He stated a recommendation would be brought back to the Board in August or September with a recommendation related to proceed with the LAFCO application process.

Mr. Stitle asked if the change to EMWD is approved by the voters, can Metropolitan Water District (MWD) overturn the decision. Legal Counsel noted MWD is required to exercise their discretion reasonably.

Mr. Nelson inquired as to the benefit EMWD receives from taking on this project. Mr. Bebee answered additional revenue. Director Gasca confirmed EMWD will receive and increase in voting rights at MWD.

President Brazier asked if the MOU before the Board for consideration today has been imbedded by both RMWD's and FPUD's Legal Counsel. Mr. Bebee confirmed this to be true and noted the Board would be authorizing staff to finalize the MOU with Legal Counsel from all three agencies input.

(*) - Asterisk indicates a report is attached.

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Ms. Gray asked about the possible impact to RMWD's supply reliability in terms of the desalination plant occasionally providing 6%-8% of the District's water and inquired as to how much FPUD receives from that plant. Mr. Bebee stated FPUD does not receive any of that water directly; however, it was still a regional impact.

Mr. Bebee thanked the Board for the opportunity to present this information.

Motion:

To approve Option 1 - Approve the MOU with FPUD and EMWD as presented and authorize its execution by the General Manager.)

Action: Approve, Moved by Director Gasca, Seconded by Director Hamilton.

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Director Brazier, Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch.

14A. BOARD NON-AGENDA ITEM – LATE FEES FOR JULY AND AUGUST

(This item was added per Item #3.)

Ms. Largent noted this item was for late fees for July and August relating to RMWD's Infor Public Sector utility billing software that went live July 1, 2019. She explained staff has been testing and conducting setup on this project for more than one year and how despite rigorous testing, there were some issues that included the instability of the dynamic portal which is the software utilized to take in the credit card payments on line. She stated there were issues with the Cycle 1 billing due to incorrect tenant/owner conversion that had to be manually corrected. She added auto pay was also not completely functional as of July 1, 2019. She mentioned since Springbrook had switched the auto pay causing RMWD customers to update in June without notifying RMWD, those customers have to update again in July causing them confusion and frustration. She stated based on this information, staff believes it would be prudent to seek Board approval to refrain from assessing late fees for the months of July and August as it would be the right thing to do for the customers in demonstrating the District is sensitive to the customer experience as well as proactively minimize customer complaint calls with being able to offer some relief.

Director Hamilton inquired as to the fiscal impact to the District. Ms. Largent explained last year RMWD assessed approximately \$11,000 in the months of July and August combined.

Ms. Washburn mentioned there was an Action Letter on this item was provided to the Board as a handout.

Motion:

Approve the waiving of late fees for July and August.

Action: Approve, Moved by Director Hamilton, Seconded by Director Mack.

(*) - Asterisk indicates a report is attached.

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Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Director Brazier, Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch.

***15. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 19-08 ADOPTING ADMINISTRATIVE CODE CHAPTER 3.06 – CONFIDENTIALITY OF BOARD CLOSED SESSIONS**

This item was deleted per Item #3.

***16. DISCUSSION AND POSSIBLE ACTION TO AMEND THE EXISTING CONTRACT WITH NOBEL SYSTEMS INC.**

Mr. Strapac explained RMWD’s contract with Nobel Systems, Inc. to provide services associated with GeoViewer in the District’s GIS system to keep of and manage its assets. He explained lately there have been some challenges with accomplishing making the District’s work more efficient. He provided an example.

Director Hamilton inquired if RMWD has a declining need for corrections outside of the first two initial years of the contract. Mr. Strapac said although he would like to say the need will decline, it was unknown. President Brazier asked if there were any issues with having a five-year contract RMWD could not exit should the District needs lessen. Mr. Strapac explained there were so many tools available, there may be more opportunity to utilize it more. Discussion ensued.

Director Gasca stated if there was a means of looking at all the major equipment inventory with their locations identified it may be a helpful tool. Mr. Strapac acknowledged having a confirmation code would be extremely useful.

Motion:

Approve Option 1 - Authorize General Manager to execute the contract amendment from Nobel Systems Inc. dated May 29, 2019, amending contract No. 16-09 Dated August 1, 2016, increasing the annual cost from \$80,000 to \$104,000 through June 30, 2020, and to \$100,000 from July 2020 through June 30, 2024.

Action: Approve, Moved by Director Hamilton, Seconded by Director Gasca.

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Director Brazier, Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch.

17. INFOR CLOUDSUITE PUBLIC SECTOR AND FINANCIAL SERVICES CHANGE ORDERS

Ms. Largent noted the purpose of this item was to request change order approvals as well as to give a project budget update on the Public Sector Utility Billing and CloudSuite Financials.

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Ms. Largent explained RMWD started an original contract with CloudSuite Financials in the amount of \$163,800 of which \$44,137 having been spent with a current invoice for \$10,130 resulting in a significant savings on this contract. She noted she was estimating to spend conservatively approximately another \$30,000 to complete this project leaving \$80,00 remaining which comes in well under budget.

Ms. Largent stated on the RMWD's Public Sector billing implementation, RMWD originally had a Purchase Order in the amount of \$46,820. She mentioned in June 2019, there were two different Change Orders; one in the amount of \$23,100 at which time Mr. Kennedy inquired as to whether it was within his approval limit. She explained when she looked it up in the software she told him it was within the limit; however, the October 2018 \$15,000 Change Order was not in the software which did cause the amount to exceed the General Manager's approval limit causing the error. She stated she believed this was due to a staff turnover and had it been in the software, she would have known immediately the approval limit had been exceeded and the Change Order would have come to the Board for consideration. She added there was also a \$7,000 Change Order she signed as Acting General Manager to get a consultant onsite for the first two weeks of implementation. She clarified that if staff had known about the \$15,000 Change Order, the new Change Order would not have been signed but rather brought to the Board. She stated at this time staff was seeking retroactive approval.

Ms. Largent noted an estimate has been conducted in terms of what it will take to complete this project through August and how there was a current invoice in the amount of \$21,000 and would also like to do another Change Order for \$40,000 which will include the onsite consultant. She explained the problem with not having a consultant onsite is that they are located in India and whenever an issue arose there is a waiting period to receive a response with a turnaround of approximately 3-4 days as opposed to one hour. She stated she would like to bring a consultant back onsite for two weeks to assist with the IT aspects of the project and allow Mr. Khattab to work on IPS data cleanup, report builds and EAM purchase work order approval workflow set up.

Ms. Largent reported with these Change Orders, the total project expenses are \$132,000. She reiterated staff was asking the Board to retroactively approve the Change Order 2 and 3 as well as approve an additional Change Order for \$40,000. She clarified approval would pay for the current invoice as well as the cost estimate for bringing the consultant onsite from July 28-August 10, 2019. She noted she will bring monthly updates on this project to the Board in August and September at which time it is anticipated to be completed.

Director Mack asked if the \$132,000 would take RMWD through the year. Ms. Largent clarified it will take the District through August and how the only outstanding costs could be some report builds. She noted there will be approximately \$80,000 remaining on the other project for which a deductive Change Order to put towards this project if the Board deems necessary. She stated the project was overall under budget; it was the Purchase Order approval limit was exceeded.

President Brazier stated she totally approves the project; however, she has some questions. She said everyone at the District knew Springbrook was not accurate; therefore, there was no reason to trust it would show the \$15,000. She added everyone also knew there was change over in the Finance Department. She pointed out with the General Manager being a very bright man who is unilaterally authorized to approve Change Orders up to \$25,000 or 10% and his ability to recite large sums of money in a series as well as attach them to policy, she finds it concerning he did not know this project went over the approval limit; therefore, she requested some clarification as how this was going work. She explained the Board initially approved \$46,000 for this project that has since doubled in cost without input or updates. She noted this situation limits the Board's options with the money already being spent. She expressed concern the matter demonstrates

(*) - Asterisk indicates a report is attached.

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transparency was unimportant nor was the Board's requirements to oversee financial matters. She reiterated something has gone wrong here that was avoidable and it needed to be repaired.

Ms. Largent took some ownership for the situation because at the time of Mr. Kennedy signed the Change Order he did state multiple times he thought he was over his limit and how after looking in the software she assured him the approval limit was not exceeded. She said it was not until reviewing the contract files was it realized it was in fact over the limit. She explained staff turnover as well as policy not being followed in relation to processing Change Orders. She mentioned she was currently implementing software to place a great deal of internal controls as well as procedures for staff to avoid reoccurrence.

President Brazier pointed out the \$7,000 and \$23,000 Change Orders would have taken the amount over the allowed limit but was not brought to the Board. Ms. Largent explained these amounts were essentially at the same time noting the \$7,000 she approved to make the necessary travel arrangements to get the consultant onsite which was pertinent; however, as soon as it was realized the amount allowed had been exceeded, she began drafting the Board Action Letter. President Brazier re-emphasized this Board will act quickly on urgent matters related to the District; therefore, the Board would like to be consulted. She requested something be brought to the Board regarding how something such as this will be prevented from reoccurring. Ms. Largent mentioned she has already pulled the Administrative Code policies related to procurement for amending and updating which will include immediate communication with the Board. President Brazier agreed with this effort in that it would increase Board confidence since they are accountable to the public for spending their money. Ms. Largent offered to have something for the Board to consider at their September meeting.

Director Gasca proposed having language in the policy that in the event something like this happens again, the General Manager be required to consult the Board in proper succession to ensure there is timely consultation and action is taken. President Brazier suggested adding language that a special board meeting be called immediately following any action to confirm Board approval. Director Gasca agreed.

Ms. Largent pointed out that with the updated software, internal controls, and procurement procedures she does not foresee this happening again. President Brazier noted the Board has approved of this project before and will continue to do so.

Director Hamilton asked for clarification on the numbers provided. Ms. Largent explained staff was seeking approval for Change Orders #2, #3, and #4 since Change Order #1 was within the General Manager's limits. Discussion ensued.

Ms. Largent explained the \$85,300 is total for all the change orders totaling \$15,000, \$23,100, \$7,200, and \$40,000. She noted the original Purchase Order already approved totaled \$46,820 making the total project cost \$132,120. She explained \$95,027 has been spent on this project to date, there was a \$40,000 Change Order before the Board for consideration to be added to the project costs, a current invoice totaling \$21,962 remains outstanding, and an estimated \$15,000 will be spent through August. President Brazier expressed concern the project has tripled in cost without any transparency.

Director Gasca inquired if the new software will allow a tool for flagging when spending limits are close to exceeding. Ms. Largent explained improvement to internal procedures and policies will also be helpful.

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Motion:

Option 1 – Approve Change Orders 1-4 for a total amount of \$85,300.

Action: Approve, Moved by Director Gasca, Seconded by Director Mack.

Vote: Motion passed (summary: Ayes = 4, Noes = 1, Abstain = 0).

Ayes: Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch.

Noes: Director Brazier.

***18. DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION NO. 19-10, APPROVING A LETTER OF UNDERSTANDING BETWEEN THE RAINBOW MUNICIPAL WATER DISTRICT AND THE RAINBOW EMPLOYEES ASSOCIATION AND THE RAINBOW ASSOCIATION OF SUPERVISORS AND CONFIDENTIAL EMPLOYEES**

Ms. Harp noted for the past few years Customer Service has been staffed with a 9/80 work schedule with temporary personnel or an employee from another department substituting in this department providing coverage for every Friday. She explained with the situation changing, there was a need for a long term solution for providing Friday coverage. She stated an employee in the department agreed to change from the 9/80 to a 10/80 work schedule after which time the District met with both hourly bargaining units on the impact specifically related to how holiday pay should be paid to an employee working a 10/80 schedule.

Ms. Harp pointed out the current Memorandum of Understanding (MOU) uses language that employees will be paid for the same number of hours on holidays that they would have worked on that day; however, after reviewing the matter with the bargaining units and the total holiday hours paid to employees on a 9/80 versus a 10/80 work schedule, it was realized those on the 10/80 work schedule would be paid fewer holiday hours but would have to work more hours in a year to receive the same annual pay as their colleagues working a 9/80 schedule.

Ms. Harp described after working through this matter in conjunction with the bargaining units, a Letter of Understanding (LOU) was being proposed to use the same holiday bank system currently in place for an employee whose regular Friday off would fall on a District holiday. She explained staff was proposing using this same holiday bank system for any employee assigned to a 10/80 work schedule to make sure they receive the annual number of holiday hours as other full time employees. She mentioned the bargaining units have reviewed the language in the proposed Letter of Understanding and intend to sign off on it pending Board approval.

Ms. Harp clarified, the Letter of Understanding does not change any language in the MOU, but rather clarify that the parties agree on the interpretation of the language and how the holiday pay will be handled for employees who change to a 10/80 work schedule. She confirmed the LOU will be attached to the MOU and reiterated the bargaining units have verbally agreed to the LOU upon Board approval. She concluded with noting there was no fiscal impact because had an employee stay on a 9/80 schedule, the annual holiday pay would be exactly the same.

Motion:

Approve Option 1 - Approve Resolution No. 19-10 as presented.

Action: Approve, Moved by Director Rindfleisch, Seconded by Director Hamilton.

(*) - Asterisk indicates a report is attached.

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Director Brazier, Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch.

***19. CSDA 2019 BOARD OF DIRECTORS ELECTIONS SEAT B**

Ms. Washburn pointed out the entire election package, support letters received, voting instructions and ballot have been provided in the agenda packet. She confirmed the vote would be cast electronically according to the instructions received.

Director Hamilton mentioned there was a \$500 maximum campaign allowance attached to this matter.

Motion:

The Board cast a vote for RMWD Director Michael Mack.

Action: Approve, Moved by Director Gasca, Seconded by Director Mack.

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Director Brazier, Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch.

***20. SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) DIRECTOR ELECTIONS**

Ms. Washburn confirmed SDRMA requires a form to be signed and remitted.

President Brazier noted the options were to vote up to three candidates. Ms. Washburn mentioned she had asked Mr. Kennedy if he had any recommendations to bring to the meeting to which he replied he was not familiar with any of the candidates.

Ms. Harp explained SDRMA was RMWD's insurance carrier for workers compensation, property and liability.

Director Gasca suggested RMWD cast a vote for the two incumbents since the District is a paying member of SDRMA. It was noted discussing this matter via email was not permissible and the ballot was due prior to the next regularly scheduled Board meeting.

Motion:

The Board abstain from participating in the election.

Action: Approve, Moved by Director Hamilton, Seconded by Director Mack.

Vote: Motion passed (summary: Ayes = 3, Noes = 2, Abstain = 0).

Ayes: Director Brazier, Director Hamilton, Director Mack.

Noes: Director Gasca, Director Rindfleisch.

(*) - Asterisk indicates a report is attached.

21. BOARD MEMBER REQUESTS FOR AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS

President Brazier referenced the list of conferences provided as a handout and asked any Director wishing to express an interest today and remit a formal request at the next Board meeting, it would provide Ms. Washburn with an opportunity to reserve hotel rooms in advance without incurring costs if reservations are cancelled.

Ms. Washburn added RMWD will be presented with the District Transparency Certificate of Excellence at the 2019 CSDA Annual Conference in September.

Directors Mack, Hamilton, Rindfleisch, and Gasca expressed interest in attending the 2019 CSDA Annual Conference.

Directors Mack and Hamilton expressed interest in attending the 2019 ACWA Fall Conference. It was noted registration is required for the ACWA conference prior to being able to make hotel reservations; therefore, the Board Members should provide an attendance request at the next Board meeting.

BOARD INFORMATION ITEMS

***22. REVIEW OF ADMINISTRATIVE CODE CHAPTER 2.09 – COMMITTEES**

This item was deleted per Item #3.

PRESENTATIONS

23. NEW FINANCIAL SOFTWARE DEMONSTRATION

Ms. Largent demonstrated some of the CloudSuite Financial software aspects.

24. HEADQUARTERS SITE PRESENTATION

Mr. Strapa gave a presentation on the RMWD headquarters site development noting some of the challenges and the next steps to be taken. He noted he would keep the Engineering and Operations Committee as well as the Board of Directors updated on this matter.

***25. RECEIVE AND FILE INFORMATION AND FINANCIAL ITEMS**

A. General Manager Comments

- 1. Meetings, Conferences and Seminar Calendar

B. Operations Comments

- 1. Operations Report

C. Engineering Comments

- 1. Engineering Report
- 2. As-Needed Services Expenditures Summary

D. Human Resource & Safety Comments

- 1. Human Resources Report
- 2. Organizational Chart

E. Finance Comments

- 1. Monthly Financial Statements

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2. Treasurer Report
3. Credit Card Breakdown
4. Directors' Expense
5. Check Register
6. Water Sales Summary

Motion:

To receive and file information and financial items.

Action: Approve, Moved by Director Gasca, Seconded by Director Hamilton.

Vote: Motion carried by unanimous vote (summary: Ayes = 5).

Ayes: Director Brazier, Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch.

26. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT REGULAR BOARD MEETING

It was suggested a Flume update should be on the next agenda as well as a Closed Session and Open Session item for the General Manager performance evaluation. It was confirmed the two deleted items will be added when the tentative list of agenda items is provided to the Board if deemed necessary.

27. ADJOURNMENT - To Tuesday, August 27, 2019 at 1:00 p.m.

The meeting was adjourned by President Brazier to a regular meeting on August 27, 2019 at 1:00 p.m.

The meeting was adjourned at 3:18 p.m.

Helene Brazier, Board President

Dawn M. Washburn, Board Secretary

SUMMARY OF FORMAL BOARD OF DIRECTORS' MEETING
July 25, 2019

- 9-1. Monthly Treasurer's Report on Investments and Cash Flow.
The Board noted and filed the Treasurer's report.
- 9-2. Contract with J.F. Shea Construction, Inc. for the San Diego 28 Flow Control Facility project.
The Board authorized the General Manager to award a contract to J.F. Shea Construction, Inc. in the amount of \$9,731,000 for the San Diego 28 Flow Control Facility project.
- 9-3. Notice of Completion for the Pipeline 5 Relining Delivery Point to Sage Road project.
The Board authorized the General Manager to accept the Pipeline 5 Relining Delivery Point to Sage Road project as complete, record the Notice of Completion, and release all funds held in retention to J.F. Shea Construction, Inc., following the expiration of Notice of Completion period.
- 9-4. Bay Delta Policy Update.
The Board adopted the proposed update to the Water Authority's 2018 Bay-Delta position statement and policy principles to support Governor Newsom's portfolio approach to meet California's water needs, including a single-tunnel Bay-Delta project and integrated multi-benefit solutions.
- 9-5. Professional Services Contract with Black & Veatch Corporation for the Regional Conveyance System Study.
The Board authorized the General Manager to award a professional services contract with Black & Veatch Corporation to provide services to implement the Scope of Work for the Regional Conveyance System Study for a not-to-exceed amount of \$1,890,000.
- 9-6. Adopt 2019 San Diego Integrated Regional Water Management Plan Update.
The Board adopted Resolution 2019-15 approving the 2019 San Diego Integrated Regional Water Management (IRWM) Plan Update.
- 9-7. Local Resources Program agreement for the Santa Margarita River Conjunctive Use project.
The Board authorized the General Manger to execute a Local Resources Program agreement with the Metropolitan Water District of Southern California and Fallbrook Public Utility District for the Santa Margarita River Conjunctive Use Project.
- 9-8. Integrated Outreach and Member Agency Engagement Contracts.
The Board authorized a professional services contract with RHR Austin Strategies, Juanita Hayes, Principal, for consulting services to the Water Authority through June 30, 2021 with total contract funding not to exceed \$258,000; a professional services contract with MPR+ Strategic Communications for consulting services to the Water Authority through June 30, 2021 with total contract funding not to exceed \$144,000; and an amended professional services contract with M Strategic Communications by \$484,000 for continued consulting services to the Water Authority through June 30, 2021 with total contract funding not to exceed \$1,540,000.



TO: Rainbow Municipal Water District
FROM: Alfred Smith
DATE: August 27, 2019
RE: Attorney Report: Water Rate Resolutions
501668-0002

I. INTRODUCTION.

On June 14, 2019, in *Howard Jarvis Taxpayers Association v. Amador Water Agency*, the California Third District Court of Appeal held that a resolution by a water agency to increase its service fee rates was not subject to referendum. The court reasoned that a resolution increasing service fee rates is not subject to referendum because it falls within the general referendum exception regarding property-related fees set forth in Article II, section 9(a) of the California Constitution.

The Amador Water Agency adopted the new water rate ordinance to address drought shortages. This case generated significant interest in the water community, with *amicus curiae* briefs filed by multiple organizations including the Association of California Water Agencies (“ACWA”), the California Special Districts Association (“CSDA”), the California Association of Sanitation Agencies, the California State Association of Counties and the League of California Cities.

The appellate court’s conclusion that the referendum power is not applicable to water rate resolutions is consistent with the arguments raised by ACWA, CSDA and the other *amicus curiae* briefs. Specifically, the Court of Appeal confirmed that the Constitution’s grant of referendum power excludes local legislative enactments providing for tax levies and appropriations for local governments’ usual and current expenses. The appellate court further confirmed that, for purposes of the referendum power, the term “tax levies” includes property-related fees, such as water service fees.

II. BACKGROUND.

In 2015, the Amador Water Agency (“Agency”) proposed Resolution 2015-19 (“Resolution”) to establish new water usage fees. In relevant part, the Resolution replaced the Agency’s tiered rates with a uniform rate per unit of water, and provided for temporary surcharges in times of shortage. The Agency determined that these changes were necessary to cover its operations and maintenance costs for providing water

service. Before adopting the Resolution, the Agency provided property owners with written notice of the proposed fee changes, held a public hearing, and considered protests, in compliance with the procedures required by California Constitution Article XIII D, Section 6 (otherwise known as Proposition 218).

In response, citizens sought to oppose the Resolution through a referendum petition, relying on Water Code Appendix section 95-7.3, granting voters “the initiative and referendum powers...in relation to the enactment or rejection of agency ordinances[.]”

Initiative and referendum petitions require certification by the clerk of the local agency whose legislative act is the subject of the initiative or referendum. Here, the Agency’s Clerk declined to certify the petition for referendum, stating that the fee increase was necessary to cover Agency expenses, that the proper avenue to repeal a fee increase was through an initiative rather than a referendum, and that the petition was “confusing.” The Agency also argued that Proposition 218’s procedures, which provide for a public hearing and protest right regarding a proposed fee, eliminate the right to a referendum on the same issue.

Several parties, including the Howard Jarvis Taxpayers’ Association (“Howard Jarvis”), filed a petition for a peremptory writ of mandate to challenge the new fee structure on two grounds:

- (1) that the Agency’s Clerk exceeded her ministerial duties by declaring the petition confusing; and
- (2) that referendum is an appropriate avenue to challenge the fee.

III. COURT’S ANALYSIS.

The trial court denied the writ petition following a hearing, finding that the Resolution may only be challenged through an initiative. The Howard Jarvis taxpayers association then appealed the denial.

The Court of Appeal held that the Resolution was not subject to a referendum, although on different grounds than those raised by the Agency. Specifically, the court determined that the fees implemented by the Resolution constituted “tax levies,” which are exempt from the general referendum right in the California Constitution.

In 1911, the Legislature adopted Article II, Section 9 of the California Constitution granting voters the ability to approve or reject statutes by referendum. This power, however, does not apply to “urgency statutes, statutes calling elections, and statutes providing for tax levies or appropriations for usual current expenses of the State.” The

enactment of Article II, Section 11 of the Constitution extended this exception to local taxes levied by legislative enactment.

After establishing that local tax levies are generally exempt from referendum, the court proceeded to characterize the fee changes at issue. The court noted that while recent constitutional law has drawn sharp distinctions between taxes and other exactions, the general referendum provision of the Constitution should be governed by the broader interpretation and understanding of “tax levies” from the time of its passage. The court concluded that in 1911, voters understood taxes to encompass assessments, fees, or charges, including water surcharges. Accordingly, the court found the fee changes adopted by the Agency were taxes for the purposes of Article II, section 9.

The Court reconciled this holding with precedent classifying water delivery charges as “fees” rather than “taxes.” Specifically, the court cited *Bighorn-Desert View Water Agency v. Verjil* (2006) 39 Cal.4th 205, in which the California Supreme Court designated water delivery charges as fees rather than taxes. In its discussion, the *Bighorn* court noted that terms such as “fee” and “charge” may vary in meaning depending on the constitutional provision in which they are contained. In consideration of *Bighorn*’s analysis, the court in the instant case determined that the designation of a tax “must be decided by the nature of the imposition, and not by the mere name by which it is called.”

Although Howard Jarvis based its writ petition on Water Code Appendix section 95-7.3, the court stressed that the California Constitution prevailed because a state statute may not confer greater rights to voters than the Constitution. Accordingly, the court found the Constitution exempted fee increases from the referendum power and therefore the Water Code did not grant the Agency with the power to confer such a right to the voters.

The court also held that the Agency’s Clerk exceeded her ministerial duty in finding the referendum petition insufficient. In the absence of clear evidence that the petition was faulty or incomplete, the Clerk should have deemed it adequate and allowed it to proceed to the ballot. This issue, however, was inapposite, as the court nonetheless affirmed dismissal of the petition.

IV. CONCLUSION.

The Third District Court of Appeal’s holding allows public agencies greater latitude to implement fee rate resolutions without risking repeal through referendum. However, it is important to note that the court’s holding does not eliminate the ability to repeal or modify rate-setting resolutions through initiative.

The key distinction between referenda and initiatives, as discussed by the court, is in the impact on the resolution during the process of putting the question to the voters. A referendum petition suspends the ordinance or other legislative enactment it seeks to repeal pending the agency's adoption or a decision by the voters in an election. An initiative, as a proposed new legislative enactment, does not suspend any ordinance or other legislative act it may seek to modify or repeal.

In practical terms, this means that voters may still petition to repeal a fee rate resolution via the initiative process, but that an agency's implementation of the challenged fee rate resolution during the petition period will not be suspended.

Notably, however, the same Court of Appeal in the *Amador* case reached a different conclusion on the power of the referendum in *Wilde v. City of Dunsmuir*, which is currently under review by the California Supreme Court. The concurring opinion of Justice William Murray, Jr. in the *Amador* case explained that the court came to a different conclusion on the referendum power because the resolutions that were subject to challenge in each case were distinguishable. Also, certain legal arguments raised in the *Amador* case regarding the referendum power were not raised by the parties in the *Wilde* case. Ultimately, whether the California Constitution limits the power of referendum to challenge resolutions and ordinances adopting new water rates and charges will likely be decided by the Supreme Court.

AES/AES

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 19-11, FINDING OF PUBLIC HEALTH AND SAFETY EMERGENCY RELATED TO A SAN DIEGO COUNTY WATER AUTHORITY EMERGENCY PIPELINE SHUTDOWN

BACKGROUND

The San Diego County Water Authority (SDCWA) has discovered a leak on their 90" potable water aqueduct where it crosses Moosa Creek just west of I-15 on Camino Del Rey. SDCWA has informed the region they need to perform emergency repairs which will necessitate an unusual mid-summer shutdown during peak demand periods. As of the writing of this memo, the shutdown is scheduled to start on September 9, 2019 and should last ten days.

The shutdown will serve all treated water deliveries in SDCWA's first aqueduct and will extend all the way to the treatment plant at Lake Skinner in Riverside County. Since there are no valves in the system and it is not designed to be operated any other way, both MWD's pipelines that extend into our service area and MWD pipelines to the north will be out of service. This shutdown will have significant impacts on four agencies – Rainbow MWD, Fallbrook PUD, Rancho California Water District, and Western Municipal Water District.

During the shutdown, SDCWA will install temporary bulkheads north and south of the affected areas and then resume water service. We will have access to a limited amount of water from the south at our SDCWA 11 connection south of Gopher Canyon Road, and our northerly connections will continue to be served by the MWD treatment plant at Lake Skinner. Agencies to our south will benefit from other SDCWA assets such as the Twin Oaks treatment plant, the Carlsbad Desalination Plant, as well as a series of cross over pipelines that can move water from the second aqueduct (east of I-15) into the first aqueduct. Fallbrook and Rainbow cannot benefit from these facilities and will be out of water. This situation highlights how our agencies are more similar to our neighbors to the north than our neighbors to the south.

DESCRIPTION

Pursuant to the State California Environmental Quality Act (CEQA), projects are exempt from CEQA if the project is considered an emergency and repair is necessary to maintain service essential to public health, safety or welfare.

When this shutdown takes place, our entire southern service area will have to rely on stored water. We will be able to move some water from our MWD connections east of I-15 to the west and south, but the capacity of the pipelines connecting east to west is somewhat limited. We can store a bit over 300 Acre Feet of water in the Morro Reservoir, but summertime demands are generally above 75 acre feet per day, so for a ten day shutdown these supplies may not be sufficient to handle the demands.

Staff has coordinated with the City of Oceanside to procure up to 5 Cubic feet per second (which is approximately 10 acre feet per day) to be available at their Weese Filtration Plant south of Gopher Canyon Road. While the plant has more capacity than that, the City needs to use it to meet their needs during the shutdown.

Further, we will need to install temporary pumping systems at both the Weese Filtration Plant and in key areas of our system to move water to the higher elevations in our southern zones. These pumping systems are costly and may also require additional temporary piping. We are still working out the details on the exact configuration and design of these temporary facilities.

Staff has also been conducting real time operational simulations of the loss of supply by re-operating a number of valves in our southern service area and identifying the specific impacts of different operational modes. We have done this regularly during low wintertime demands, but never at peak summer demands, so the results of these tests will be instructive as to the next steps. The simulation period started on August 12th and will extend through August 20th. At the time of the writing of this memo, the outcome looks positive, but is still undetermined.

As part of our response to this emergency shutdown, and in order to provide essential service for the health and sanitation needs of our customers, the District will need to take a number of actions, including, but not limited to the following:

- Installation of several temporary pump stations, including pipe connections, disinfection, fueling, etc.
- Installation of one or more temporary pipeline connections to aid in moving water.
- Communications with water users to restrict water use during the shutdown period.
- The potential temporary shutoff of service to high water users who fail to reduce consumption during this shutdown.
- The rental and placement of highway message boards to enhance the messaging with area residents.
- The purchase of additional disinfection chemicals for our temporary pipelines as well as boosting residuals in areas of the system.

Due to the short timeframe allotted in this situation, our normal procurement processes constrain our ability to contract for needed services in response to this emergency shutdown. It is unclear at this time whether our costs to respond to this shutdown would be recoverable from SDCWA.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Section 1.04 Emergency Authority: The General Manager is hereby authorized to take immediate action and award contracts not exceeding \$150,000 and take actions to install temporary facilities, or repair or replace a public facility and directly related immediate actions required, when in his opinion, an unforeseen event has resulted in an emergency as defined by Public Contract Code §1102, without seeking competitive bids.

State CEQA Guidelines Statutory Exemptions Sec 21080(b)(4); 152169 Emergency Projects (b) Emergency repairs to publicly or privately owned service facilities necessary to maintain service essential to the public health, safety or welfare.

BOARD OPTIONS/FISCAL IMPACTS

1. Approve Resolution 19-11, finding the SDCWA Pipeline Emergency Shutdown an emergency so the General Manager can proceed with replacement of the pipeline per Administrative Code Section 1.04 Emergency Authority and increase emergency authority to a not to exceed amount of \$150,000.

2. Do not approve Resolution 19-11 realizing this could create a circumstance where the needed actions to serve water to our southern service area may not be possible. In this situation, there could be a widespread loss of water service.

STAFF RECOMMENDATION

Staff recommends Option 1.



Tom Kennedy
General Manager

8/27/19

RESOLUTION NO. 19-11

**RESOLUTION OF THE BOARD OF DIRECTORS
OF RAINBOW MUNICIPAL WATER DISTRICT
FINDING EXISTENCE OF PUBLIC HEALTH AND SAFETY EMERGENCY AND
APPROVING ACTIONS TO MITIGATE THE IMPACT OF AN EMERGENCY PIPELINE
SHUTDOWN BY THE SAN DIEGO COUNTY WATER AUTHORITY**

WHEREAS, the Board of Directors of the Rainbow Municipal Water District (“District”) finds that the September 8, 2019 – September 18, 2019 emergency shutdown of the San Diego County Water Authority treated water pipeline will result in the loss of water supply to six of the District’s eight imported water service connections; and

WHEREAS, The San Diego County Water Authority has declared an emergency in response to this emergency shutdown, and

WHEREAS, without these sources of water supply during the peak summer demand periods the District could be unable to provide water service to many District customers in our southern service area for extended periods, leaving them without a supply of clean, safe drinking water or sufficient water pressure for fire protection purposes; and

WHEREAS, certain actions can be taken by the District to mitigate the situation including, but not limited to, the installation of temporary pump stations, pipelines, and other measures needed to move water from the northerly and easterly areas of the District into the southern areas of the District; and

WHEREAS, under non-emergency circumstances the expenditures required to mitigate the impact of the San Diego County Water Authority emergency shutdown would be required to follow processes described in the District’s Administrative Code that would delay the procurement of necessary materials and services to the point where they would not be able to be ready in time to meet the needs of the District’s customers to mitigate the effects of the emergency, and

WHEREAS, the emergency shutdown by the San Diego County Water Authority requires the District to take immediate action to mitigate, and prevent further, loss or impairment of life, health, safety, and essential public services, thus constituting an emergency under both Public Contract Code Section 1102 and Public Resources Code Section 21060.3; and

WHEREAS, the Board finds, based on the substantial evidence presented to it, that the expenditures required to mitigate the San Diego County Water Authority emergency shutdown will be for the purpose of taking the necessary actions to deliver potable water service to the southern service area to meet the needs of our customers for life, health, and safety.

NOW, THEREFORE, IT IS HEREBY RESOLVED, DETERMINED AND ORDERED by the Board of Directors of Rainbow Municipal Water District that:

1. The foregoing recitals and findings are true and correct.

2. The mitigation actions are necessary to mitigate the emergency currently faced by the District, and its residents, and is hereby authorized and approved.
3. The Board hereby authorizes and directs the District's General Manager, or his designee, to procure any design, required materials, equipment and labor required in connection with the Project, and that he may expend funds not to exceed \$150,000 on behalf of the District required to procure such equipment and labor, on such terms and conditions as he may find acceptable.
4. The Board hereby authorizes and directs the District's General Manager, in the name and on behalf of the District, to do any and all matters and to execute and deliver any and all documents which he or she may deem necessary and advisable to effectuate the Project. Such actions heretofore taken by the District's General Manager, are hereby ratified, confirmed and approved

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Rainbow Municipal Water District held on the 27th day of August 2019 by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Helene Brazier, Board President

ATTEST:

Dawn Washburn, Board Secretary

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION REGARDING CONDITION ASSESSMENT CHANGE ORDER

BACKGROUND

The District maintains over 320 miles of pipelines and other infrastructure assets valued at approximately \$396 million. On March 28, 2017, the Board of Directors awarded a Professional Services Contract to HDR to complete a Condition Assessment of the pipelines using several data points such as age, material, break history, pressure, and consequence of failure. The Condition Assessment resulted in a report which ranked pipelines by condition for consideration during the planning of rehabilitation and replacement projects. Previous change orders have included funding for developing a map of high pressure and highly corrosive soils, initial evaluations for water supply alternatives, and the development of a system wide pressure analysis to extend the useful life of water mains.

The District has recently contemplated a separation from the San Diego County Water Authority (SDCWA) which may present changes to the availability of water at the SDCWA connections in the southern zones of the District's distribution system. The existing system is designed to capitalize on connection to the SDCWA aqueduct running north-south through the District. The District was in need of expedient analysis of the distribution system's operations in the absence of the southern supplies. Specifically, what facilities (such as new pipes and new pump stations) could be added to the system to deliver water to the southern areas of the District. HDR, having already conducted several analyses of the District's distribution system, was well positioned to provide "on the fly" water-modeling services to staff, and provide scenarios for efficiently delivering water to the south with only the north connections to the Metropolitan Water District in operation.

DESCRIPTION

The Change Order in discussion provides for modeling water supply alternatives, which include several specific scenarios based on planned and proposed capital improvement projects, as well as other scenarios from staff and the consultant based on the working of the current system. The deliverables from these analyses were descriptions and planning-level cost estimates for several alternatives.

Due to the extremely time sensitive nature of the work, staff and the General Manager proceeded with the work first, requesting that the consultant work "at-risk", until the Change Order could be brought to the Board.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Two: Asset Management. This project produces a road map for District staff for determining which projects are most important to keep the distribution system in working order under a variety of future alternatives.

BOARD OPTIONS/FISCAL IMPACTS

The original contract amount for this project was \$99,297.00. Previously approved change orders for this project amount to \$27,300. The change order under discussion adds \$34,900 to the contract amount bringing the total contract amount to \$161,497.00. The funds for this change order are available in the Professional Services account under Engineering Expenses.

1. Approve a Change Order in the amount of \$34,900 for additional services for the District's Condition Assessment of Water Facilities.
2. Provide other direction to Staff.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff recommends Option 1.



Steven E. Strapac, P.E., P.L.S.
District Engineer

08/27/19

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION TO PURCHASE TEN (10) PRE-MANUFACTURED PRESSURE-REDUCING STATIONS

BACKGROUND

Rainbow Municipal Water District (District) has significant pressure issues with its water system stemming from the topography of the District. The recently concluded condition assessment study indicated that system pressure is one of the key causal factors in pipeline failures. In recent years, the District has been developing better ways to both replace old pressure reducing (PR) stations and install new ones in key areas of the system. One of the most cost effective methods has been to install pre-manufactured PR stations that are housed in fiberglass “dog-house” structures, manufactured by Engineered Fluid, Inc. (EFI). The District has been installing these PR stations in-house on a one by one basis.

Based on input from the Board of Directors who were seeking even more cost effective solutions, staff has been working with EFI to obtain better pricing based on bulk purchases of PR stations.

DESCRIPTION

Working with the Operations Department and specifically the operators in the field, Engineering and Operations collaboratively developed a “standardized” pre-manufactured PR Station specification that would be useful in the widest array of circumstances. Staff from the Operations and Engineering Departments worked for several months to identify the configuration of valves that will serve the widest variety of purposes. EFI was also heavily involved in this process.

The standard included an 8” mainline, a 3” bypass line, and a 3” relief line. The 8” line can handle fire flows, or other heavy flow and the 3” bypass can handle regular or “daily” flows. Other specifics included a polyurea lining on the inside floor of the fiberglass dog-house that encloses and protects the pressure-reducing equipment. The Construction Division suggested that the inlet and outlet pipes be specified on the sides, not the bottom of the PR Station, which simplifies installation. With the pipes on the side, connection to exiting lines is much easier than with the pipe on the bottom, which necessitates difficult and exacting work on the underside of the station during construction.

The District solicited and received a cost proposal to build and deliver ten pre-manufactured pressure-reducing stations from EFI. EFI is one of the only manufacturers who provides these pre-manufactured systems and provides them for a number of agencies in our region. The benefits of pre-manufactured stations are numerous. They are less costly than site built stations – frequently 40%-50% less. The shop welded and coated pipe is of much higher quality. Installation is simplified through design considerations that include simple lift and set installation. In addition, by standardizing on a common design for our PR stations we reduce ongoing maintenance costs as we do not need to train on multiple designs and have a common set of spare parts. For this reason, EFI has been identified by staff as the preferred sole-source vendor for these PR stations.

The District requested proposal included one PR station designed specifically for the unique conditions present in the Vista Valley Country Club area, and nine PR Stations that are standardized units based on input from the Operations staff. The PR station the District had on-hand had for the Vista Valley Country Club had to be utilized for an urgently needed replacement at the intersection of Via Vera and West Lilac. The Via Vera PR station had to be replaced due to a driveway widening project required by the fire department in the aftermath of the 2017 Lilac Fire which destroyed the home on the property where the PR station was located.

There are several locations already slated for installation of a pre-manufactured PR Station, including Pala Mesa Drive, three in the Tecalote Drive area, and two North of Gopher Canyon Road in the vicinity of Disney Lane. The other four stations will be installed in accordance with the list of priority stations that continues to be developed in conjunction with HDR, the consulting firm working on the Condition Assessment Program.

Buying the PR stations in bulk will save the District a substantial amount of money. Part of the savings comes from the fact that EFI can load an entire truck with PR stations, reducing shipping costs per unit. Engineering and submittals are only required for one PR Station, resulting in additional savings. The Standardized PR station offers Operations flexibility in implementation. The replacement PR station for the Vista Valley Country Club required no engineering, since it was a “copy” of one already ordered. Combined in the bulk order, it cost \$45,974 instead of \$54,000 which saved \$8,026. Buying the other nine (9) standardized stations in bulk brings the cost down to \$82,401 each, from \$92,500 each. This saves \$90,891, bringing the total savings of this bulk purchase to \$98,917. There is also a 2% reduction of net cost for full payment within 10 calendar days of order, which the District could take advantage of, saving approximately \$17,000 reducing the cost to \$831,648. (see Attachment 1, EFI proposal)

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Two: Asset Management. This purchase will help with District-wide pressure management.

Strategic Focus Area Four: Fiscal Responsibility. Buying in bulk will save the District time, effort, and money.

BOARD OPTIONS/FISCAL IMPACTS

The District's CIP Budget included \$500,000 for new PR Stations, and \$300,000 for the PR station replacement program, for a total of \$800,000 for fiscal year 2019-2020, shifting \$35,000 from the FY20/21 PR station project increases available funds to \$835,000. The net price is \$771,831, with the 2% early payment option, sales tax adds \$49,816.93, bringing the total to \$831,648.27 for the ten (10) PR stations.

- 1) Authorize the General Manager to execute the Pressure Reducing Station proposal from EFI dated August 7, 2019 in the amount of \$831,648.27 (Exhibit 1) and execute the early pay option. Appropriate \$35,000 in additional funds in the fiscal year 2019-2020 CIP Budget.
- 2) Provide other direction to staff.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time. When a project goes out to bid for the installation of these PR stations, an appropriate CEQA statement will be included in the Board Action Item at that time.

STAFF RECOMMENDATION

Staff Recommends Option 1.



Steven E. Strapac, P.E., P.L.S.
District Engineer

August 27, 2019

DATE ISSUED: August 7, 2019
PROJECT LOC.: Rainbow, CA

PROPOSAL NUMBER: 94221-16404-2

TO: Rainbow Municipal Water District
3707 Old Highway 395
Fallbrook, CA 92028
Attn: Mr. Steve Strapac, PE, PLS

ENGINEER: Rainbow Municipal Water District
Fallbrook, CA 92028

EQUIPMENT PROPOSAL

PRESSURE REDUCING STATION (NORTH STATION 1 REPLACEMENT)

Manufacture and deliver one (1) factory-built Pressure Reducing Station complete with the following components;

- Size 8" Diameter Main Inlet and Outlet/3" Relief Outlet, ANSI 150# flanges;
- One (1) Size 6" Cla-Val Model 90G-01BCSYPVKCKX-X101-X141 Pressure Reducing Valve with Stainless Steel Trim, Epoxy Coating (Holiday Free), X101 Valve Position Indicator and X141 Pressure Gauge;
- One (1) Size 2" Cla-Val Model 90G-01BCSYPVKCKX-X101-X141 Pressure Reducing Valve with Stainless Steel Trim, Epoxy Coating (Holiday Free), X101 Valve Position Indicator and X141 Pressure Gauge;
- One (1) Size 3" 50G-01BSKCKD-X101-X141 Pressure Relief Valve with Stainless Steel Trim, Epoxy Coating (Holiday Free), X101 Valve Position Indicator and X141 Pressure Gauge and Dura-Kleen Stem;
- Two (2) Size 6" AVK Series 65 Non-Rising Stem Gate Valve;
- One (1) Size 3" AVK Series 65 Non-Rising Stem Gate Valve;
- Two (2) Size 2.5" AVK Series 65 Non-Rising Stem Gate Valve;
- One (1) Size 1" Vent-O-Mat RBX Series air release valve;
- Two (2) size 1" ball valves after each reducing valve and before the isolation gate valve;
- Sample Tap and Hose Bib with Anti-Siphon Valve;
- Two (2) WIKA Pressure Gauges;
- All Assembled, Tested and Painted (Sherwin Williams Macropoxy - Tan) in a **single** Fiberglass/Steel Tub Enclosure;
- The Exterior and Interior Shell of the Station shall additionally be applied with a Two (2) Part High Performance Aromatic Polyurea Spray Elastomer System (Line-X) that provides an anti-slip surface and offers excellent resistance to corrosion;
- Fusion Bonded Epoxy Interior Coated Steel Pipe;
- Epoxy Painted Exterior Pipe Coating;
- Two (2) 17# magnesium anodes.

Estimated Weight: 3,500 #

Revised Net Cost..... \$ 45,974.00

PLEASE NOTE: The above station is proposed to be a duplicate of EFI Project #92868 "North Station 1" with the addition of coating the steel tub structure with Line-X. A deduct of \$3,488.00 is reflected in the Revised Net Cost as the Purchaser has elected to waive the preparation of engineering submittals and O&M manuals.

The above station is quoted with freight equally divided between five (5) stations to minimize shipping cost.

ABOVE-GRADE PRESSURE REDUCING STATION – 8”X3”

Manufacture and deliver nine (9) factory-built Pressure Reducing Stations each complete with the following components:

- Size 8" Diameter Main Inlet and Outlet/3" Relief Outlet, ANSI 300# flanges;
- One (1) Size 8" Cla-Val Model 90G-01BCSYPVKCKX Pressure Reducing Valve with Stainless Steel Internal Trim, Epoxy Coating (Holiday Free), X101 Valve Position Indicator, X141 Pressure Gauge and 300# flanges;
- One (1) Size 3" Cla-Val Model 90G-01BCSYPVKCKX Pressure Reducing Valve with Stainless Steel Internal Trim, Epoxy Coating (Holiday Free), X101 Valve Position Indicator, X141 Pressure Gauge and 300# flanges;
- One (1) Size 3" 50G-01BSPVKCKDKX Pressure Relief Valve with Stainless Steel Internal Trim, Epoxy Coating (Holiday Free), X141 Pressure Gauge, Dura-Kleen Stem and 300# flanges;
- Two (2) Size 8" Flo Tite Model F300 Ball Valve with Manual Gear Handwheel;
- Three (3) Size 3" Flo Tite Model F300 Ball Valve with Manual Gear Handwheel;
- One (1) Size 1" Vent-O-Mat RBX Series air release valve;
- Four (4) size 1" ball valves total, one (1) after each reducing valve and One (1) before the isolation ball valves and one (1) after the isolating ball valves;
- Sample Tap and Hose Bib with Anti-Siphon Valve;
- Two (2) WIKA Pressure Gauges;
- All Assembled, Tested and Painted in a Double Fiberglass/Steel Tub Enclosure nominally sized 9’9” x 7’0”;
- Fusion Bonded Epoxy Interior Coated Steel Pipe;
- Epoxy Painted Exterior Pipe Coating;
- The Exterior and Interior Shell of the Station shall additionally be applied with a Two (2) Part High Performance Aromatic Polyurea Spray Elastomer System (Line-X) that provides an anti-slip surface and offers excellent resistance to corrosion.
- Three (3) 17# magnesium anodes.

Estimated Weight: 6,000# each

Net Unit Cost Each.....	\$	<u>82,401.00</u>
Net Cost for nine (9) Units....	\$	<u>741,609.00</u>

PLEASE NOTE: The attached drawing details the proposed 8” x 3” stations. This offering is similar to EFI Project #92909, supplied to Rainbow Water in 2017. The current stations vary in that this offering utilizes a bolted tub floor and perimeter with the “Line-X” type coating sprayed on the inside and outside surfaces. All flanged components are ANSI 300#.

NOTES AND CLARIFICATIONS

1. This proposal **does not include** preparatory job-site work, off-loading, anchoring or installation of the station, any external equipment, mechanical field pipe or connectors, anchor components, or supply or termination of field power or control wiring.
2. This Proposal includes two (2) loads of freight with five (5) stations per load.
3. This Proposal includes delivery FOB jobsite on the nearest passable road to the final placement location or to a transfer location. The site of off-loading is to be determined solely at the discretion of the delivering individual, who will base the decision on current site conditions. Responsibility for the equipment will remain with EFI during transport; F.O.B. transfer location. The equipment and any necessary rigging are the responsibility of the installing Contractor or customer.

4. The proposed station includes custom anchor clips. Anchor bolts and nuts are by the Installing Contractor.
5. The sale price includes complete, engineering submittals and one (1) lot Operation & Maintenance Manuals with Parts List.
6. This Proposal includes one (1) trip and one (1) day per station, if required, for manufacturer's field start-up service and operator training. Start-up can begin only after the water connections exterior to the station have been installed and tested. Additional days & travel, if required due to factors outside this scope, will be billed at EFI's on-site/travel rate: \$1,500/day plus travel.
7. This Proposal includes Parts and Labor Warranty for a period of a one (1) year after factory start-up service, otherwise as described in the Conditions of Sale.

Submittal Delivery: Waived - Manufacture Completion: 8-12 Weeks After Receipt of Approval.
EFI WILL SHIP THE EQUIPMENT TO THE JOB SITE WITHIN 7 TO 10 DAYS AFTER MANUFACTURE.

PAYMENT TERMS

The price is firm if order is placed within 30 days from date of proposal and providing release to fabricate and ship "when ready" is given within 90 days. Changes in net cost will be included in the remaining payments on a prorated basis. Applicable taxes will be added in each payment. A 1.5% per month late charge will be applied to past due accounts. Any alternate terms or requests for such should be addressed prior to the bid.

Monthly Progress Billing to be included with Monthly Pay Request (if acceptable): Terms of payment will be Net 30 days subject to 1.5% per month late charge for past due accounts. Invoicing will be monthly, based upon the percentage of work completed during the billing period, and will be submitted to the Purchaser each month by an agreed upon date. The invoiced amount will reflect the value of the percentage of completion accomplished during the billing period for each of up to eight (8) categories: Engineering/Submittal Delivery, Release of Materials, Manufacture, Delivery, Onsite Services, Start-up & Training, O&Ms/Spare Parts, and Punch List Completion. EFI will determine the percentage of completion accomplished for each month. The Purchaser may require substantiation, which will be limited to photocopies of material packing slips and photographs of station fabrication unless additional charges are accepted. The Purchaser or their agent may visit the EFI factory at their expense for substantiation.

Discounted Pre-payment: In lieu of the terms stated above, EFI offers a 2% reduction of net cost for full payment received within 10 calendar days of receipt of order. Discounted partial pre-payments may be available.

For additional information contact our local representative: **Mr. Dale Huntington**
Huntington and Associates
2130 Green Canyon Road, Fallbrook, CA 92028
(760) 751-2278 | FAX: (760) 751-5452
dhuntington@aol.com

Unless otherwise stated, quoted price(s) **do not include taxes**, bonds, fees, or permits. The price as proposed herein is based on and is expressly conditional upon acceptance of the stated terms on this proposal, including the payment terms. Any change or modification of these terms may result in a corresponding change to the quoted price. If alternate terms are preferred, and they are agreeable to EFI, a cost adjustment may be required for the added costs & liabilities. Some requested revisions of terms may not be acceptable. Any alternate terms or requests for such should be addressed prior to the bid.

	Subtotal	\$ <u>787,583.00</u>
	Taxes	\$ <u>Not included</u>
	Total	\$ <u> </u>

All Amounts quoted are in US Dollars

**EFI'S OFFER OF PRODUCT OR SERVICE IS EXPRESSLY CONDITIONED ON PURCHASER'S ACCEPTANCE OF THE TERMS
 HEREIN AND THE CONDITIONS OF SALE ACCOMPANYING THIS PROPOSAL.
 ACCEPTANCE CONSTITUTES ACKNOWLEDGEMENT OF TERMS.**

Accepted, **Contingent** Upon Contract Award and Receipt of Submittal Approval

this _____ day of _____ 20_____

Date Issued: August 7, 2019

 Company Name

 Authorized Signature

By _____
 Name and Title

ENGINEERED FLUID, INC.

Prepared by:

Gary Elmore

 Gary Elmore, Sales Coordinator

CONDITIONS OF SALE

ALL PROPOSALS ARE BASED ON, AND ALL PRODUCTS ARE SOLD ON THE FOLLOWING TERMS, CONDITIONS AND PROCEDURES. **TERMS STATED ON THE PRECEDING PAGES SUPERSEDE TERMS AND CONDITION STATED IN THE CONDITIONS OF SALE:**

1. DEFINITIONS -

- 1.1 "Seller" shall mean Engineered Fluid, Inc (EFI), a Delaware corporation, d.b.a. EFI-Solutions.
- 1.2 "Purchaser" shall mean the person or entity listed on the Order Acknowledgement, and any subsidiary or affiliate of such person or entity receiving the Product under the Contract.
- 1.3 "Parties" shall mean the Seller and Purchaser, collectively.
- 1.4 "Product" shall mean the good(s) or service supplied pursuant to the Order Acknowledgement.
- 1.5 "Contract" shall mean the agreement between the Parties consisting exclusively of the Order acknowledgment (including its terms), together with EFI's written supply quote (including the terms and Conditions of Sale), and the Purchaser's written notice of order for the goods and/or services offered by the EFI. In the event of conflict between a term appearing the price quotation of Seller and the term appearing in the Order Acknowledgement, the Order Acknowledgement shall govern.

2. EFI-Solutions is an equipment manufacturer and is not, nor is to be considered a sub-contractor; as such any contractual requirements the Purchaser may have with a Third Party under a separate contract shall not be considered part of this Contract. EFI's offer is strictly expressed herein Transfer of this Contract to a Third Party is not permitted without the approval of the Parties.
3. TERMS - Payment Terms for Secured Order, which may be stated on the face of this quotation are subject to approval of credit and/or proof of a bond enforce against loss. Otherwise, Progress Payment Terms detailed on the face shall apply. All payments due hereunder to Seller shall be paid to Seller in United States Dollars. Retainage of money due is not permitted. Account must be current, including late charges, before start-up is performed.
4. DELIVERY - Unless otherwise stated, the apparatus covered by this proposal and any parts thereof shall be delivered to the Purchaser, f.o.b. the project site, or nearest passable road. Deliveries of the various units of this order may be made as completed.
5. DELIVERY TIME - The quoted delivery stated herein is Seller's best estimate when issued and begins on the date all necessary information is received to properly manufacture the apparatus in its final desired state. While Seller will diligently attempt to meet this date, it shall not be liable for any delay in shipment from any cause whatsoever and Purchaser agrees not to make any such claim.

Notwithstanding anything to the contrary herein, title to and right to possession of the Product shall remain with Seller and Seller shall retain a security interest in the Product (or goods into which the Product is incorporated by Purchaser) and any proceeds of the Purchaser's sale of the Product in the ordinary course of Purchaser's business until any and all payments due from Purchaser to Seller pursuant to the Contract shall have been made. Lien Waivers will only be issued on the direct portion that has been paid to the Seller.

This equipment will ship to the job site within 7 to 10 days after fabrication is complete. If EFI is required to hold finished equipment for longer than thirty (30) days, storage fees will be assessed at the rate of 1% of the sale price per month to cover insurance, trailer rental and maintenance of the station while it is in storage. It shall be the Purchaser's responsibility to notify EFI thirty (30) days prior to anticipated delivery if a delay in receipt of equipment is anticipated.

6. TAXES - No federal, state, local, GST/HST or any applicable taxes that may be imposed on this transaction have been included in the prices quoted unless specifically stated on the proposal face. All applicable taxes are to be paid by the Purchaser.
7. INSURANCE – EFI carries General Liability Insurance, Automobile Liability, Workers Compensation, Professional Liability and Pollution Liability Insurance. A copy of our certificate is available upon request. Unless otherwise stated herein, additional insurance is not included in the proposed price.
8. WARRANTY – Unless otherwise stated above, EFI warrants, to the original user, each product of its manufacture to be free from defects in material and workmanship for the period, whichever comes first, of twelve (12) months from the date of successful start-up, not to exceed eighteen (18) months from notice of manufacturer completion, provided the product is properly installed, maintained and operated under normal conditions according to the manufacturer's instructions.

The obligation of EFI under this warranty is limited to correction without charge any part or parts thereof which shall upon examination disclose to the manufacturer's satisfaction to have been originally defective. Correction of such

defects by repair or replacement shall constitute fulfillment of all obligations by EFI. EFI shall not be liable for loss, damage or expense directly or indirectly from the use of its products or from any other cause.

Engineering design, products, components, parts, services or programming not purchased from EFI are excluded from this warranty. No start-up services on these components are included in this proposal. Expenses incurred by EFI attributable to the misapplication or malfunction of components not supplied by EFI will be the responsibility of the Purchaser.

The warranty of any products, components or parts provided by EFI, but controlled by equipment/programs provided by others is limited to the original manufacturer's warranty.

This warranty is conditional and does not apply to any of the following items:

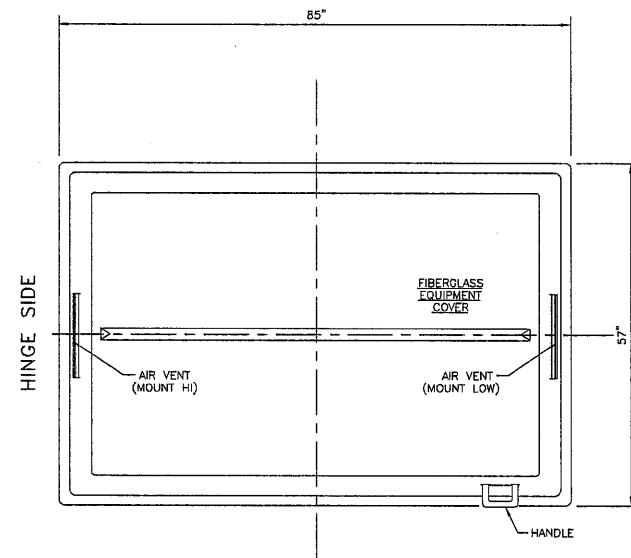
- a) Items that must be replaced because of normal usage such as pump seals, packing, grease, oil, light bulbs, etc.
- b) Items that have been started up by person not authorized by EFI or that have been altered or repaired out-side of the manufacturer's factory, without written authorization from EFI.
- c) Products that are not started, checked and adjusted by an authorized EFI technician within eighteen (18) months from the date of shipment, unless special written instructions have been requested and received from EFI.

The product is subject to no expressed, implied or statutory warranty other than herein set forth, and no agent, representative or distributor of EFI has any authority to alter the terms of this warranty.

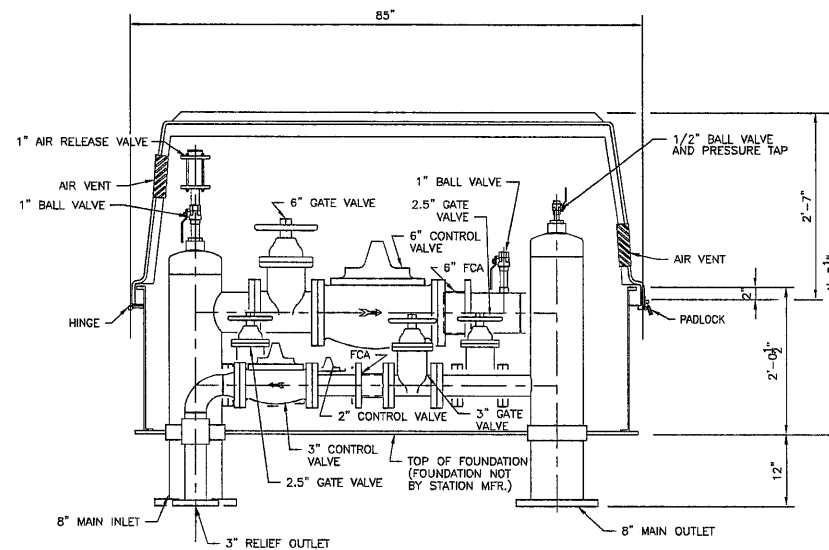
9. CANCELLATION - Purchaser agrees to reimburse to EFI all costs incurred and associated with sale and cancellation of order. Charges will include, but not be limited to, submittal design and assembly, procurement of material, manufacturing labor, (i) restocking charges, and (ii) shipping and handling of material and an additional amount equal to 10% of the aggregate amount reimbursed pursuant to subsections (i) and (ii) above as a cancellation processing fee.
10. ACCEPTANCE - Acceptance of this proposal whether by a separate purchase order or by other means shall constitute an acknowledgment of the quotation as written and an acceptance of the terms and conditions thereof. Any positive written response to this proposal shall be considered as an acceptance thereof. Acceptance of any terms, provision or conditions in conflict with those stated herein shall be so stated in writing by an officer of EFI. The acceptance of any goods or merchandise shipped to Purchaser as described herein shall constitute an agreement by the Purchaser to all the terms and conditions hereof.
11. REMEDIES - Purchaser's exclusive remedy for damaged or defective product is replacement of nonconforming product or payment of an amount not to exceed the purchase price of the product for which damages are claimed at the Seller's option. Purchaser shall have no right to set-off, to withhold payment or to make a reduction in price. Purchaser's remedy of replacement or refund is available only if nonconformance was not caused by Purchaser or by accident, fire or other hazards.
12. GOVERNING LAW - This transaction shall be governed by, interpreted and enforced in accordance with the laws of the State of Illinois. Where applicable, the United Nations Convention on Contracts for the International Sale of Goods shall govern.
13. DISPUTE RESOLUTION - Any and all lawsuits arising out of the terms and conditions of this agreement or concerning the goods sold hereunder shall be instituted and litigated in the Circuit Court of the Fourth Judicial Circuit, Marion County, Illinois and in no other forum unless the parties mutually agree in writing to a different forum. Accordingly, the parties to this transaction submit to the jurisdiction of the Circuit Court of the Fourth Judicial Circuit, Marion County, Illinois with respect to any dispute or disagreement having to do with, or arising out of, this contract or the performance by either party hereunder.
14. COSTS AND ATTORNEY'S FEES - In the event that Purchaser shall fail to comply with any of the terms and conditions hereof, then Purchaser shall reimburse EFI for all attorney's fees and court costs which may be paid, or incurred, by EFI in an effort to enforce the terms and conditions hereof or to obtain damages on account of the breach hereof by Purchaser.

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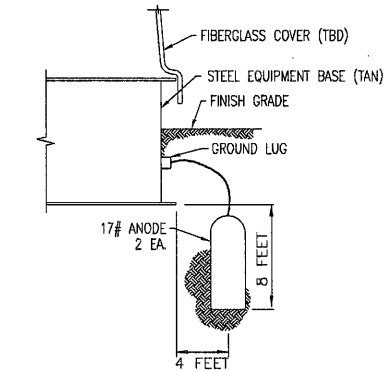
This drawing and all the information contained herein is the property of Engineered Fluid, Inc. and is to be retained in confidence, and, without the written permission of an officer of Engineered Fluid, Inc., is not to be duplicated, sent, shown or used for any other purpose than to disclose to the recipient a design concept, and this drawing is to be returned to Engineered Fluid, Inc., upon demand.



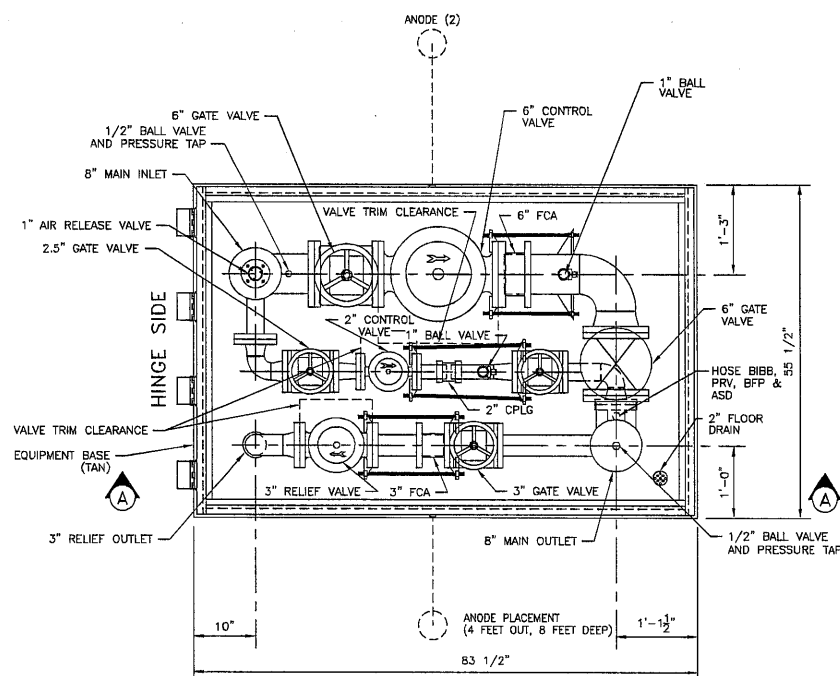
EXTERIOR PLAN



SECTION A-A



ANODE INSTALLATION



INTERIOR PLAN

GENERAL NOTES

CONTRACTOR'S NOTE:

- SCHEDULE 40 STEEL PIPE
- MAIN INLET: 8" ANSI STANDARD B16.5, CLASS 150 FLANGE
- MAIN OUTLET: 8" ANSI STANDARD B16.5, CLASS 150 FLANGE
- MAIN RELIEF: 3" ANSI STANDARD B16.5, CLASS 150 FLANGE

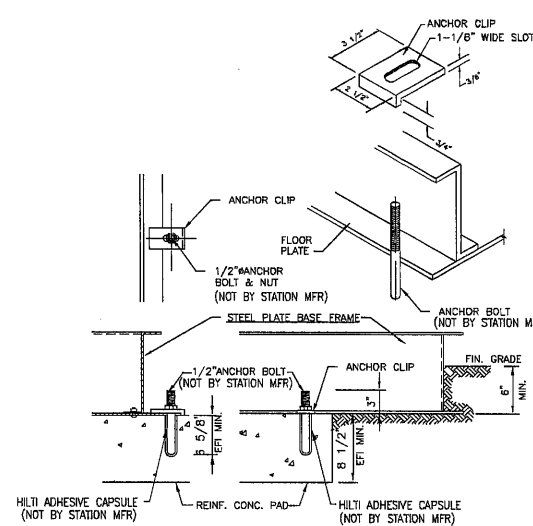
- ALL PIPING AND EQUIPMENT WILL BE ADEQUATELY SUPPORTED AND BRACED
- PLATE & STRUCTURAL STEEL: ASTM A-36
- STRUCTURAL TUBING: A500, GRADE B

CONTRACTOR'S NOTES

PLEASE NOTE ORIENTATION OF THE INLET AND OUTLET PIPE AND ELECTRICAL CONDUIT LOCATIONS IN REFERENCE TO THE JOBSITE LAYOUT. E.F. CANNOT BE HELD RESPONSIBLE UNLESS CONFIRMATION OF THESE ORIENTATIONS IS RECEIVED THROUGH THE APPROVED SUBMITTALS.

THIS STATION IS NOT DESIGNED TO WITHSTAND PIPELINE THRUST OR EXTERNAL PIPE RESTRAINT FORCES. THRUST BLOCKING AND PIPE RESTRAINTS EXTERNAL TO THE STATION SHALL BE DESIGNED AND INSTALLED BY OTHERS.

ESTIMATED TOTAL STATION WEIGHT: 3,400 LBS



TYPICAL ANCHOR DETAIL

NOTE: ANCHOR CLIPS FURNISHED BY E.F.I. ANCHOR BOLTS & NUTS BY INSTALLER

INLET PRESSURE-225 PSI
OUTLET PRESSURE-60 PSI

NOTE: FCA - FLANGED COUPLING ADAPTER

This drawing is conceptual and does not reveal certain details and manufacturing processes required to successfully build the equipment. As such, Engineered Fluid, Inc. is not responsible for injury or damages caused by any unauthorized fabrication or assembly using all or any part of this drawing.

REVISION #	DATE	REVISED BY	DESCRIPTION

DESIGNED BY: DS MECHANICAL CHECKED BY (C.E.): ELECTRICAL CHECKED BY: SCALE: 1" = 1'-0"

DRAWN BY: CK

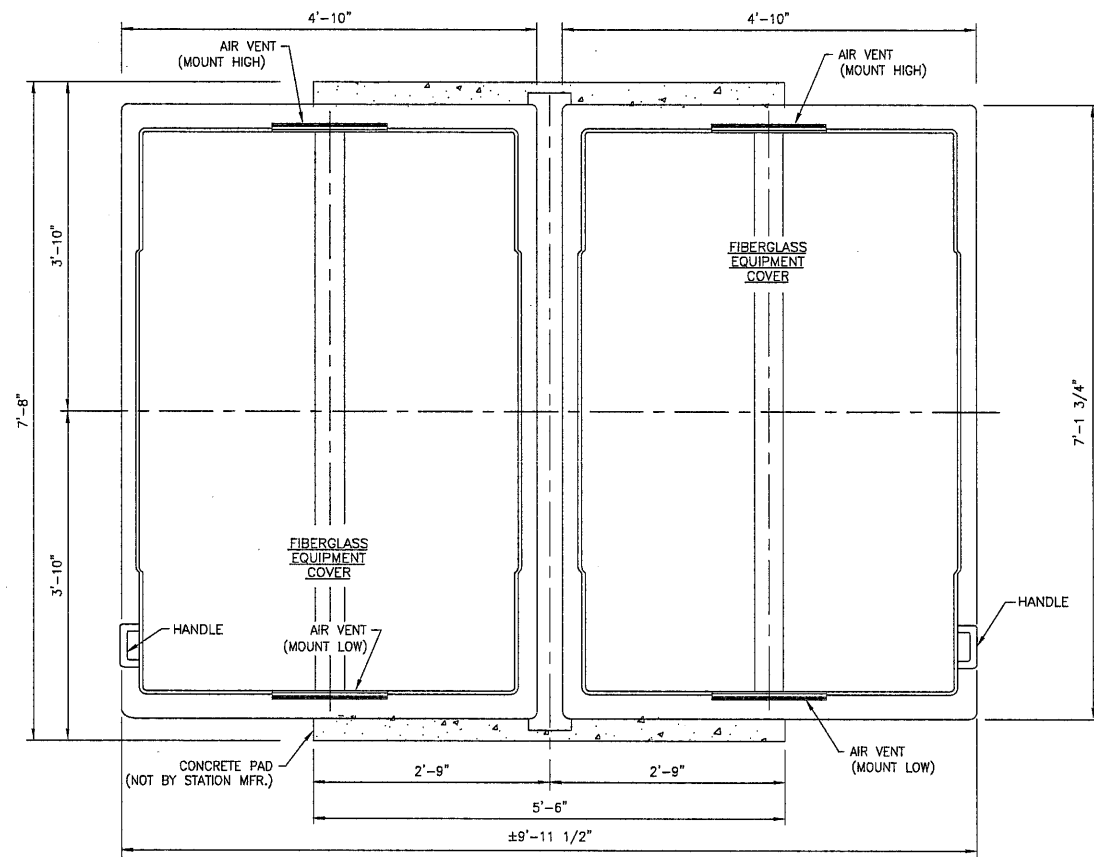


ENGINEERED FLUID, INC.
P.O. DRAWER 723 • CENTRALIA, ILLINOIS 62801 • 618-533-1351

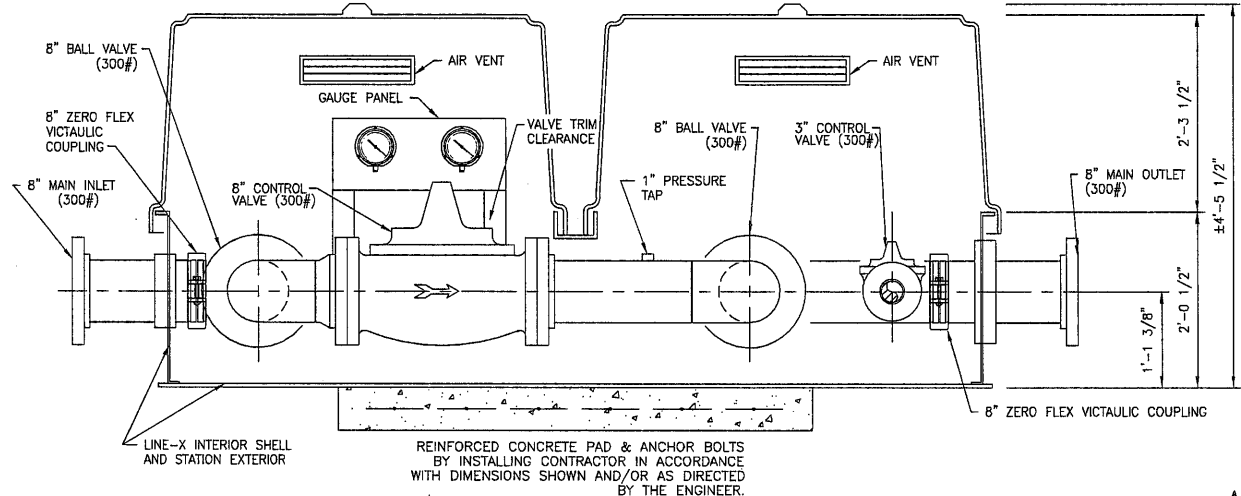
PRESSURE REDUCING STATION
RAINBOW MUNICIPAL WATER DISTRICT
VISTA VALLEY COUNTRY CLUB
NORTH STATION 1
RAINBOW, CALIFORNIA

JOB REF NO. 9286801 DRWG. NO. 9286801-F1-001.

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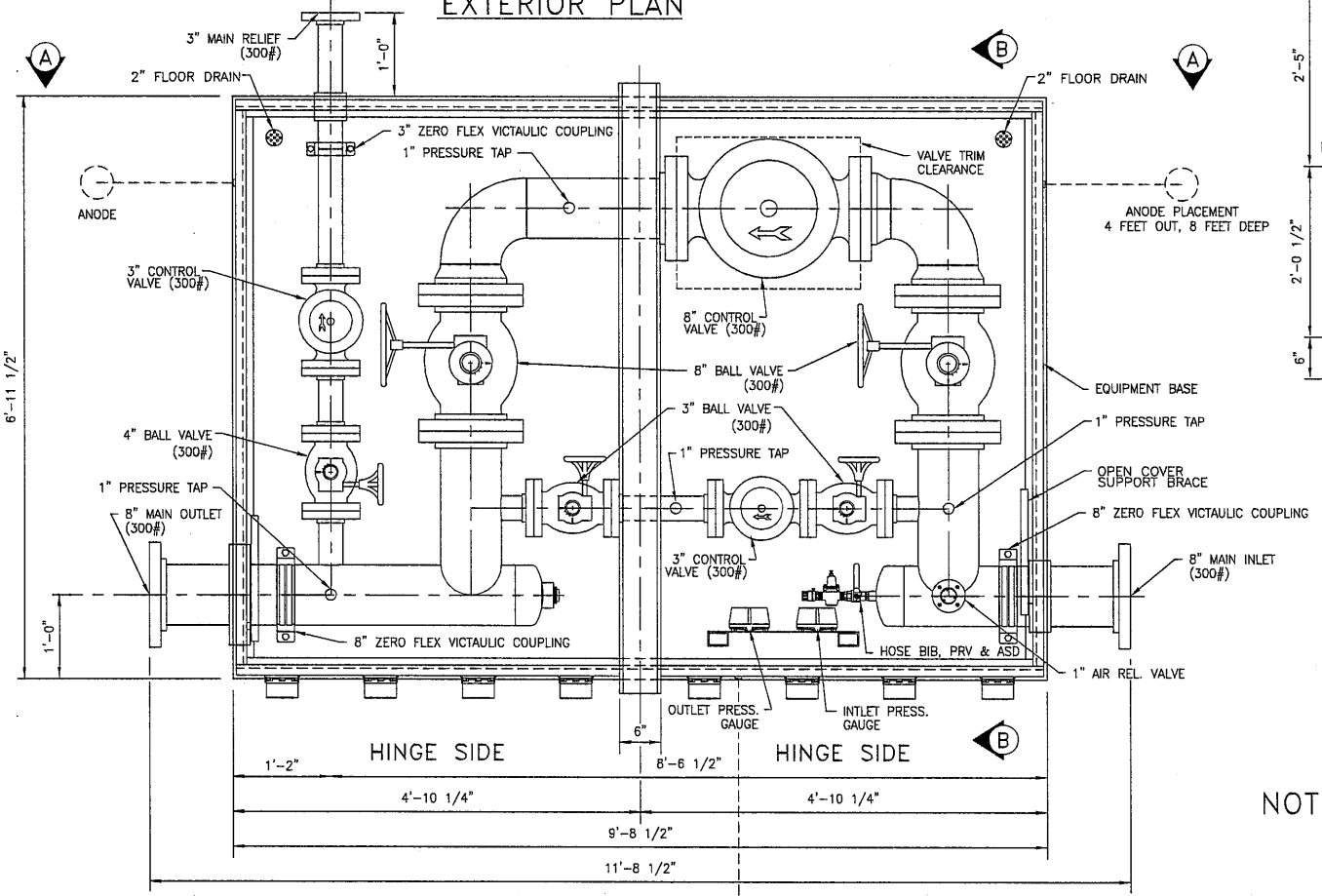


EXTERIOR PLAN

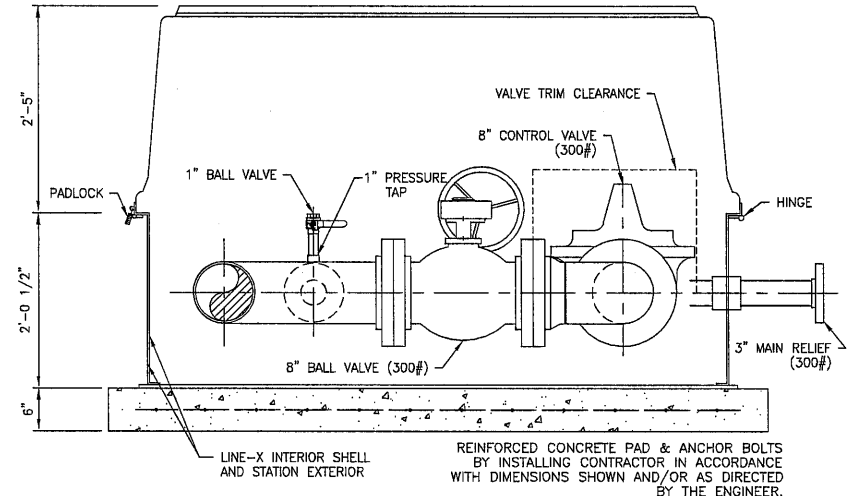


SECTION A-A

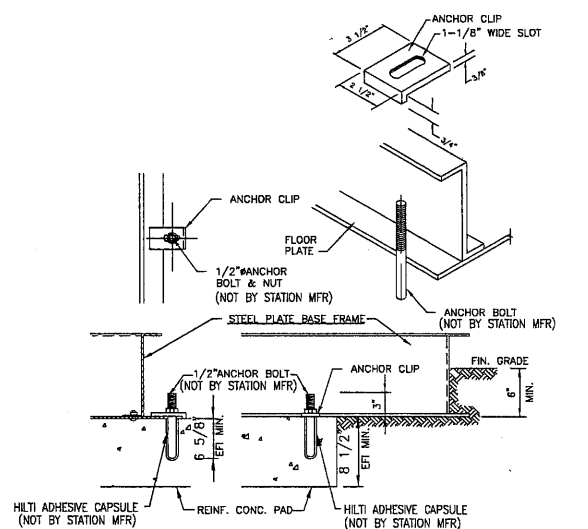
ANODE INSTALLATION



INTERIOR PLAN



SECTION B-B



TYPICAL ANCHOR DETAIL

REVISION #	DATE	REVISED BY	DESCRIPTION

DESIGNED BY: LS MECHANICAL CHECKED BY (C.E.): ELECTRICAL CHECKED BY: SCALE: 1" = 1'-0"

DRAWN BY: CK

E F I ENGINEERED FLUID, INC.
 P.O. DRAWER 723 • CENTRALIA, ILLINOIS 62801 • 818-533-1351

PRESSURE REDUCING STATION
 8"X3" PRS
 RAINBOW, CALIFORNIA

NOTE: STATION MAXIMUM OPERATING PRESSURE: 300PSI

This drawing is conceptual and does not reveal certain details and manufacturing processes required to successfully build the equipment. As such, Engineered Fluid, Inc. is not responsible for injury or damages caused by any unauthorized fabrication or assembly using all or any part of this drawing.

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION REGARDING QUIET TITLE ACTION ON PROPERTY NEAR THE DISTRICT HEADQUARTERS DRIVEWAY

BACKGROUND

During the last year, the District began a Record of Survey process of the four parcel that comprise the District Headquarters. During that process, the consultant surveyor discovered a triangular-shaped gap between two of the parcels that was not transferred in the deed process in the 1950's. The four parcels were created via deed, which was allowed by state law at the time. No map was prepared, and physical monuments were not placed, only referenced. When the two parcels in question were created by deeds, the authors of the deeds used a different reference point along Highway 395, apparently assuming it was "common" to both deeds.

However, when the District's consultant land surveyor was in the field, attempting to locate the physical boundaries of the District property, he discovered a gap in the deeds. (See Exhibit A) The gap is triangular-shaped, and 7.91 feet wide by approximately 440 feet long, from the Old Highway 395 right-of-way east.

DESCRIPTION

Since the law regards this land in the gap as "un-subdivided" and still owned by the original subdivider, the issue cannot be rectified with a boundary adjustment or certificate of compliance. Even though it is fairly obvious that there was no intent to leave this narrow sliver of land, the issue can only be resolved by one of two legal means; quit claim documents signed by all parties with interest in the original property, or a court action known as a "Quiet Title". The most efficient, and generally the least costly method to clear the title is to have the original owners of property in question sign Quit Claim documents relinquishing any and all interest they may still have in the property. A Quiet Title action is whereby a court formally extinguishes any other rights to the property, and effectively "quiets" disagreement over the title. This is where the term "Quiet Title" originates.

District General Counsel, Nossaman LLP, has attempted to contact the successor corporations and individuals to the companies that once held interest in the property, and request they sign quit claim documents for the District. For several months, they have made little progress. Dealing with this 55+ year old issue is extremely problematic. There are approximately four successor entities, and one is apparently controlled by an elderly woman reportedly in a retirement home in Florida who does not have voicemail or email.

Due to the lack of progress, and uncertainty of the process, staff is recommending authorization to allow Nossaman LLP to proceed with Quiet Title action. Alfred Smith and Bernadette Duran-Brown of Nossaman LLP have estimated that the Quiet Title action to "extinguish" the gap will cost anywhere from \$25,000 to \$50,000 in legal fees. Since this Quiet Title action is unlikely to be contested, due to the age of the issue, and the uselessness of the area of the gap, fees will likely be on the lower end.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Two: Asset Management. This action will clear the clouded title on the District properties and allow the Record of Survey to proceed.

BOARD OPTIONS/FISCAL IMPACTS

Adequate budget currently exists. The District’s CIP Budget included \$200,000 for the new District Headquarters in FY 19/20.

- 1) Authorize the District Counsel Nossaman to begin the Quiet Title process
- 2) Provide other direction to staff.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a “project” as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

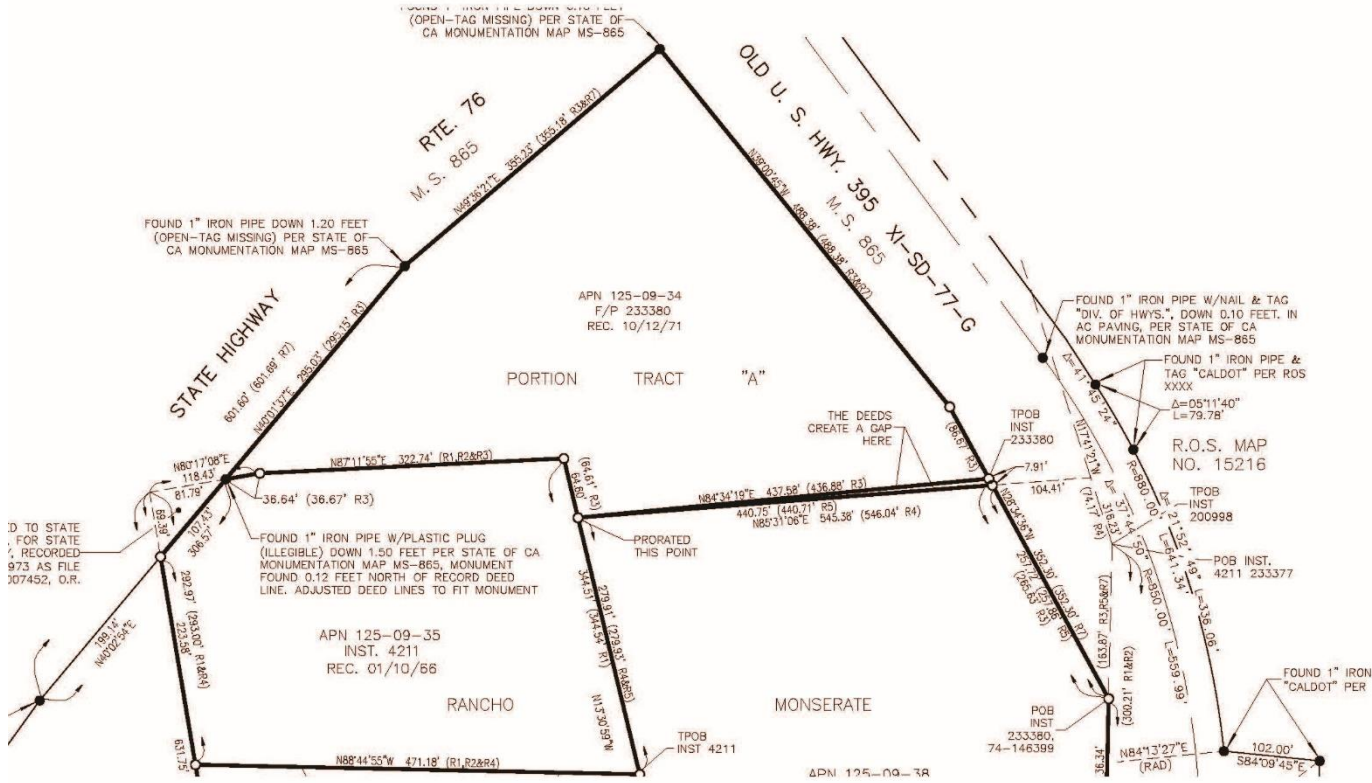
Staff Recommends Option 1.



Steven E. Strapac, P.E., P.L.S.
District Engineer

August 27, 2019

EXHIBIT A



BOARD OF DIRECTORS

August 27, 2019

SUBJECT

POSSIBLE ACTION REGARDING APN 127-540-19 WATERLINE EXTENSION CONSTRUCTION AGREEMENT

BACKGROUND

The waterline extension at APN 127-540-19 is a developer project to install an 8" waterline extension for a new fire hydrant on a private property on West Lilac Road. The alignment for the proposed 8" waterline was in the same location as a planned capital improvements project to relocate an existing waterline into a more manageable easement. The District was planning to install a 12" pipeline in this location at a later date as part of a current project in design. The District requested that the developer include a 12" waterline in the plans instead of an 8" waterline and proposed that the District would reimburse the developer for the price differential between an 8" pipe and a 12" pipe. Final plans have been submitted to the District for approval. In addition, the property owner granted the District an easement along the westerly 20 ft. of the property for the installation of a waterline. (See Attachment A)

DESCRIPTION

District staff has drafted a modified Construction Agreement that has a provision for reimbursing the developer for constructing a 12" pipeline instead of the 8" required for fire flow to the hydrant to provide the District with looping in the system. This will save the District considerable effort when the planned capital improvement project is constructed, since a portion of required 12" will already be in place along with an easement. The cost estimate for installing an 8" waterline is \$30,565.07. The cost estimate for installing a 12" line is \$46,358.50, a difference of \$15,793.43 that the homeowner would not be required to pay to meet fire flow requirements by signing this construction agreement, the District agrees to reimburse the difference of \$15,793.43 by check 14 days after the completion of the project, and sign-off from the District.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Four: Fiscal Responsibility. By signing a construction agreement with a provision for reimbursing the developer for upsizing their proposed waterline, the District saves the staff time and effort for the future capital improvement project. This agreement also saves the developer from the future inconvenience of abandoning a waterline through their property. This agreement is a win-win for the District and the developer.

Strategic Focus Area Five: Customer Service. The capital improvements project in this location provides better looping of the water distribution system. This enables the District to provide more reliable service to customers by creating alternative routes for water and reducing the impacts of shutdowns.

BOARD OPTIONS/FISCAL IMPACTS

This agreement allows for the reimbursement for 195 feet of 12" watermain that would otherwise be constructed during a future capital improvements project. The total reimbursement is \$15,793.43. This waterline is a portion of the Miscellaneous Pipe Relocation Project which has a budget of \$1,000,000 for Fiscal Year 19/20.

1. Approve the construction agreement allowing the reimbursement of \$15,793.43 for upsizing the proposed 8" waterline to a 12" waterline.
2. Provide other direction to staff.

ENVIRONMENTAL

In accordance with CEQA Statute Section 21080.21(a) the action before the Board is exempt from CEQA. "This division does not apply to any project of less than one mile in length within a public street or highway or any other public right-of-way for the installation of a new pipeline or the maintenance, repair, restoration, reconditioning, relocation, replacement, removal, or demolition of an existing pipeline. For purposes of this section, "pipeline" includes subsurface facilities but does not include any surface facility related to the operation of the underground facility."

STAFF RECOMMENDATION

Staff recommends Option 1.



Steven E. Strapac, P.E., P.L.S.
District Engineer

08/27/19

JP
NK

DOC# 2019-0146263



Apr 23, 2019 09:14 AM
OFFICIAL RECORDS
Ernest J. Dronenburg, Jr.,
SAN DIEGO COUNTY RECORDER
FEES: \$0.00 (SB2 Atkins: \$0.00)

PAGES: 5

RECORDING REQUESTED BY:

Rainbow Municipal Water District

WHEN RECORDED RETURN TO:

Rainbow Municipal Water District
3707 Old Highway 395
Fallbrook, California 92028

GRANT OF RIGHT OF WAY (Exclusive Only)

NO FEE REQUIRED PER
GOVERNMENT CODE SECTION 6103
DEED TRANSFER TAX: \$ 0
EXEMPT UNDER SEC. 11922 OF
REVENUE TAXATION CODE

Assessor's Parcel No. 127-540-19

For valuable consideration Nova Wiestling

as Grantor, hereby grants to Rainbow Municipal Water District, A Municipal Corporation, organized under the Municipal Water District Act of 1911 as amended, as Grantee, its successors and assigns, an easement and right of way 20 feet in width in, upon, over, under, and across the lands hereinafter described, to erect, install, construct, reconstruct, replace, repair, alter, operate, maintain, inspect and use a pipeline or pipelines for any and all purposes, together with any easement roads and appurtenances within the right-of-way including but not limited to conduits and cables for communication purposes, at such location and elevations, upon, along, over and under the hereinafter described right-of-way as Grantee may now or hereafter deem convenient and necessary from time to time, together with right of ingress thereto and egress therefrom to and along said right-of-way by a practical route or routes, in, upon, over, and across the hereinafter described lands, together with the right to clear and keep clear said right-of-way from buildings and structures.

The lands in which said easement of right-of-way is hereby granted are situated in the County of San Diego, State of California, and are particularly described as follows, to wit: **See Exhibits "A" and "B"**.

Grantor hereby also grants to grantee the temporary use of such adjacent land of Grantor as is necessary to install the facilities provided for under the terms of the easement granted herein.

It is further understood and agreed that no other easement or easements shall be granted on, under, over said strip of land by the Grantor to any person, firm or corporation without the previous written consent of said grantee.

Grantor and their successors and assigns shall not erect or construct, or permit to be erected or constructed, any building, fences, walls, or other structures of any kind and no trees shall be installed, constructed, erected, placed, planted or maintained in any portion of the easement and right-of-way, and no shrubs or other, plants or vegetation shall be placed, planted or maintained in the portion of the easement and right-of-way which is included within any road, and that no changes in the alignment or grading of any such road will be made without prior written consent of Grantee. It is further understood and agreed the grantor shall not drill any well or wells within the limits of said right-of-way.

Grantee shall have the right to construct and utilize an access road within said easement and shall have

the right to erect, maintain and use gates in all of Grantor's fences which now cross or shall hereafter cross said route or routes, and to trim and cut and clear away any trees and brush whenever in its judgment the same shall be necessary for the convenient and safe exercise of the rights hereby granted, the right to transfer and assign this easement in whole or in part being hereby granted to the Grantee.

It is also understood and agreed by the parties hereto that the Grantor and successors or assigns, shall not increase or decrease, or permit to be increased or decreased the existing ground elevations of the above described right-of-way, existing at the time this document is executed, without the previous written consent of the Grantee.

IN WITNESS WHEREOF, the Grantor(s) executed this instrument this 9th day of January 2019

GRANTOR: Nova Wiestling
(Print Name)
Nova Wiestling
(Print Name)

Nova Wiestling
(Sign Name)
Nova Wiestling
(Sign Name)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of San Diego)

On January 9, 2019, before me, Samuel Sherman, Notary Public personally appeared Nova Wiestling who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed this instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.
Signature [Signature]
Signature of Notary Public



CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the Grant of Right of Way dated 1/9/2019 from Nova Wiestling, to the Rainbow Municipal Water District, organized under the Municipal Water District Act of 1911, is hereby accepted by order of Board of Director's Resolution No.02-13, dated July 3, 2002, authorizing the General Manager to accept and record Grants of Right of Way on behalf of said District.

RAINBOW MUNICIPAL WATER DISTRICT

Dated 4/1/19

By [Signature]
General Manager

Project Name: <u>Wiestling Waterline Ext.</u>
Water Atlas Page No. <u>m-5</u> Checked by: _____ Date: _____

EXHIBIT "A"

WATERLINE EASEMENT

A STRIP OF LAND 20 FEET IN WIDTH, OVER, UNDER, ACROSS AND ALONG A PORTION OF THE PROPERTY DESCRIBED IN GRANT DEED RECORDED JULY 17, 1968 AS DOCUMENT NO. 0000120397 OF OFFICIAL RECORDS OF THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, SAID PORTION BEING FURTHER DESCRIBED AS FOLLOWS AND ILLUSTRATED ON EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF:

THE WESTERLY 20 FEET OF SAID PROPERTY

SAID EASEMENT CONTAINS $\pm 26,881.70$ SQUARE FEET

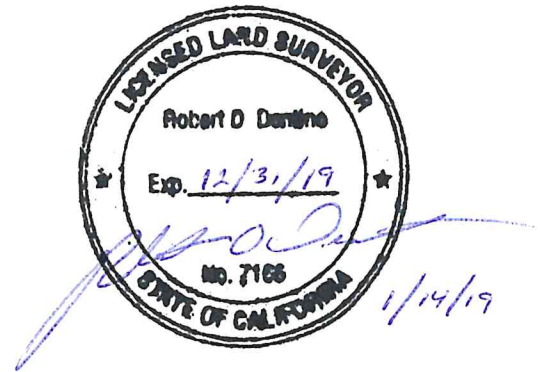


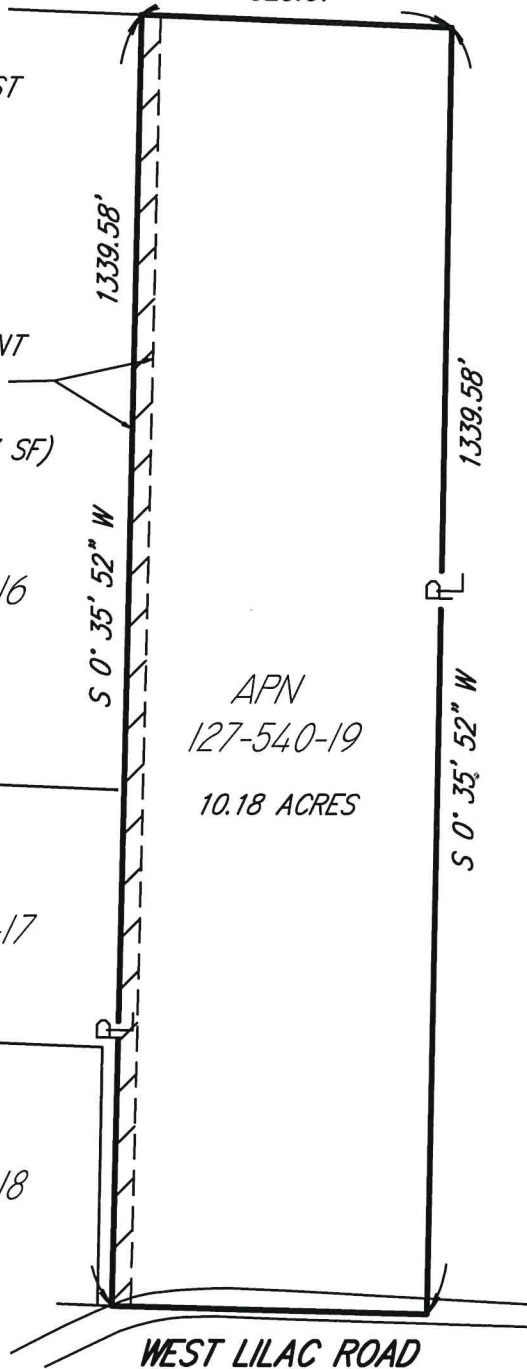
EXHIBIT B

20' WATERLINE EASEMENT

OWNER: WESTLING FAMILY TRUST
 6786 W. LILAC ROAD
 BONSALL, CA 92003

THE WESTERLY 20 FEET OF
 PROPERTY DESCRIBED IN GRANT
 DEED RECORDED 7/17/68 AS
 DOC. NO. 0000120397.
 (EASEMENT CONTAINS 26,881.7 SF)

S 87° 47' 02" E
 325.07'



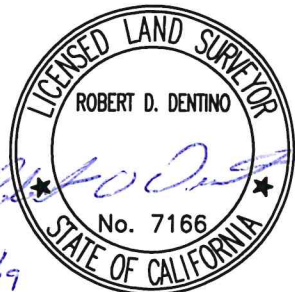
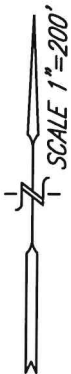
APN
 127-540-16

APN
 127-540-20

APN
 127-540-19
 10.18 ACRES

APN
 127-540-17

APN
 127-540-18



BOARD OF DIRECTORS

August 27, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT; EMPLOYMENT; EVALUATION OF PERFORMANCE; OR COMPENSATION OF THE GENERAL MANAGER

BACKGROUND

The General Manager's contract includes a provision for annual cost of living adjustments based on the change in CPI-U for San Diego County for the most recent 12-month period for which data is available. The Board has discretion to make additional compensation changes based on the performance evaluation of the General Manager.

July 2018 CPI-U for San Diego County was 295.185

July 2019 CPI-U for San Diego County was 299.333

Percentage of change for most recent 12 months for which data is available = 1.4%

Source: <https://data.bls.gov/pdq/SurveyOutputServlet> (database results attached)

DESCRIPTION

The Board may take action regarding the appointment, employment, performance or compensation of the General Manager.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

California Government Code §54953(c)(3) requires that prior to taking final action, the Board shall orally report a summary of the recommendation for a final action on the salaries or compensation paid in the form of fringe benefits of a local agency executive during the open meeting in which the final action is to be taken.

BOARD OPTIONS/FISCAL IMPACTS

A member of the Board is required to orally report the summary of the recommendations before taking action.

Option 1: For the contracted Cost of Living Adjustment (COLA) only, read aloud:

"I move to approve an increase to the General Manager's salary by a 1.4% cost of living adjustment in accordance with the existing contract between Rainbow Municipal Water District and Tom Kennedy. The General Manager's annual salary will increase from \$236,900.00 to \$240,216.60 beginning August 28, 2019."

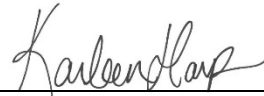
Option 2: For discretionary merit salary increase and/or bonus in addition to the COLA, read aloud the applicable sections below with the recommended amounts inserted:

"I move to approve an increase to the General Manager's compensation by:

- *a 1.4% cost of living adjustment to the annual salary in accordance with the existing contract between Rainbow Municipal Water District and Tom Kennedy; and*
- *a base pay merit increase, to bring the General Manager's annual salary to \$_____ beginning August 28, 2019; and*
- *a one-time lump sum discretionary bonus in the amount of \$_____ to be paid on September 12, 2019."*

STAFF RECOMMENDATION

Staff defers to the Board for discussion and possible action.



Karleen Harp, COSM
Human Resources Manager

August 27, 2019



Databases, Tables & Calculators by Subject

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Change Output Options:

From: To: **GO**

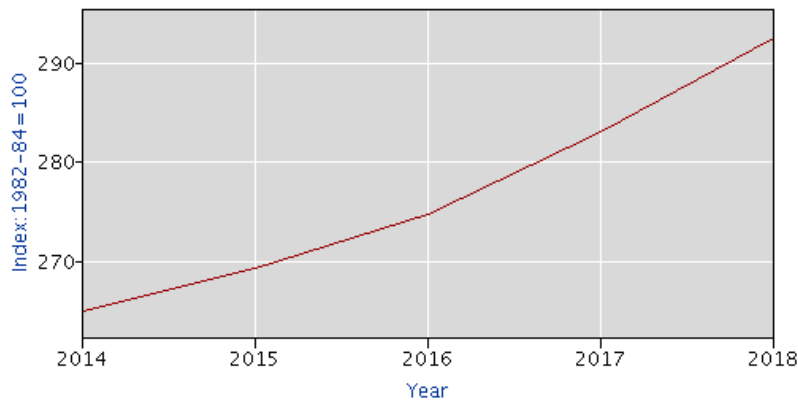
include graphs include annual averages

[More Formatting Options](#)

Data extracted on: August 13, 2019 (4:07:25 PM)

CPI-All Urban Consumers (Current Series)

Series Id: CUURS49ESA0,CUUSS49ESA0
 Not Seasonally Adjusted
Series Title: All items in San Diego-Carlsbad, CA, all urban consumers, not seasonally adjusted
Area: San Diego-Carlsbad, CA
Item: All items
Base Period: 1982-84=100

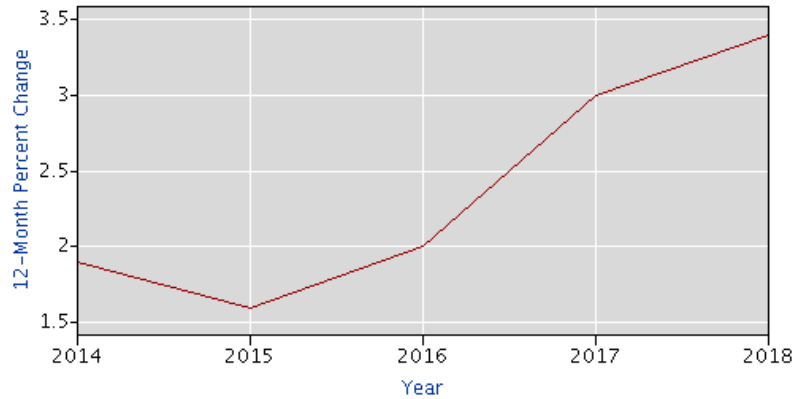


Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2014													265.145	265.251	265.039
2015													269.436	267.346	271.526
2016													274.732	272.628	276.837
2017											285.961		283.012	281.561	284.464
2018	288.331		290.810		289.243		295.185		295.883		293.858		292.547	290.076	295.018
2019	295.761		297.226		300.303		299.333							298.147	

12-Month Percent Change

Series Id: CUURS49ESA0,CUUSS49ESA0
 Not Seasonally Adjusted
Series Title: All items in San Diego-Carlsbad, CA, all urban consumers, not seasonally adjusted
Area: San Diego-Carlsbad, CA
Item: All items
Base Period: 1982-84=100



Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2014													1.9	2.4	1.3
2015													1.6	0.8	2.4
2016													2.0	2.0	2.0
2017													3.0	3.3	2.8
2018											2.8		3.4	3.0	3.7
2019	2.6		2.2		3.8		1.4							2.8	

TOOLS

- Areas at a Glance
- Industries at a Glance
- Economic Releases
- Databases & Tables
- Maps

CALCULATORS

- Inflation
- Injury And Illness

HELP

- Help & Tutorials
- FAQs
- Glossary
- About BLS
- Contact Us

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- What's New
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- Join our Mailing Lists
- Linking & Copyright Info

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- USA.gov
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U.S. Bureau of Labor Statistics | Postal Square Building, 2 Massachusetts Avenue, NE Washington, DC 20212-0001
www.bls.gov | Telephone: 1-202-691-5200 | TDD: 1-800-877-8339 | [Contact Us](#)

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 19-08 ADOPTING ADMINISTRATIVE CODE CHAPTER 3.06 – CONFIDENTIALITY OF BOARD CLOSED SESSIONS

BACKGROUND

To date, the District has not had a policy in place protecting confidential information acquired in Board closed sessions.

The Board considered a draft policy at their June 25, 2019 meeting at which time requests were made for additional proposed language from Legal Counsel.

At the July 23, 2019 Board meeting, President Brazier requested this item to be deleted from the agenda and revisited at a later date. On August 13, 2019, Director Hamilton requested this item to be discussed at the August 27, 2019 Board meeting.

DESCRIPTION

The Brown Act prohibits the disclosure of confidential information acquired in closed session. To ensure protection of this confidential information, the Board has requested a policy be drafted for the Board to consider adopting into the RMWD Administrative Code. Legal Counsel has prepared a revised draft policy for Board consideration.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Six: Communication

BOARD OPTIONS/FISCAL IMPACTS

There are no known fiscal impacts associated with this Administrative Code policy adoption.

1. Approve Ordinance No. 19-08 adopting Administrative Code Chapter 3.06 as presented.
2. Approve Ordinance No. 19-08 adopting Administrative Code Chapter 3.06 with revisions.
3. Do not approve Ordinance No. 19-08 and provide staff with direction.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a “project” as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff recommends Option 1 approving Ordinance No. 19-08 adopting Administrative Code Chapter 3.06 as presented.



Tom Kennedy, General Manager

August 27, 2019

Ordinance No. 19-08

**Ordinance of the Board of Directors of the Rainbow Municipal Water District
Adopting Administrative Code
Chapter 3.06 – Confidentiality of Board Closed Sessions**

WHEREAS, the Rainbow Municipal Water District has, from time to time, adopted various rules and regulations for the operation of the District; and

WHEREAS, certain of those rules and regulations require updating to reflect best practices, as well as changes in applicable laws; and

WHEREAS, the Board of Directors has determined that changes in the rules or regulations of the District shall occur solely by amendment to the Administrative Code;

NOW, THEREFORE,

BE IT ORDAINED by the Board of Directors of Rainbow Municipal Water District as follows:

1. The following rules and regulations of the District, collected are hereby adopted and shall be incorporated into the Administrative Code, consisting of:

Chapter 3.06: Confidentiality of Board Closed Sessions

2. The General Manager is hereby directed to update the Administrative Code to reflect the approval of these rules and regulations, and to assign or reassign the numbering of the Administrative Code as necessary to codify these rules and regulations as amended.

3. This ordinance shall take effect immediately upon its adoption on this 27th day of August 2019.

AYES:
NOES:
ABSTAIN:
ABSENT:

Helene Brazier, Board President

ATTEST:

Dawn Washburn, Board Secretary

Chapter 3.06
CONFIDENTIALITY OF BOARD CLOSED SESSIONS

Sections

3.06.010 General Policy

3.06.020 Unauthorized Disclosure by a Director

3.06.030 Unauthorized Disclosure by an Employee

3.06.040 Enforcement

Chapter 3.06
CONFIDENTIALITY OF BOARD CLOSED SESSIONS

Sections

- 3.06.010** **General Policy**
- 3.06.020** **Unauthorized Disclosure by a Director**
- 3.06.030** **Unauthorized Disclosure by an Employee**
- 3.06.040** **Enforcement**

Section 3.06.010
General Policy

The Brown Act prohibits the disclosure of confidential information acquired in closed session by any person present and offers various remedies to address willful breaches of confidentiality. These include injunctive relief, disciplinary action against an employee, and referral of a member of the legislative body to the grand jury.

It is incumbent upon all those attending lawful closed sessions to protect the confidentiality of those discussions.

Generally, the business of the District must be conducted in open session. Pursuant to the Ralph M. Brown Act, California Government Code sections 54962 et seq., the following matters may be discussed in closed session:

- a determination regarding a license or permit;
- conference regarding real property negotiations;
- conference with legal counsel regarding existing litigation;
- conference with legal counsel regarding anticipated litigation;
- liability claims;
- threat to public services or facilities;
- public employee appointment;
- public employee performance evaluation;
- public employee discipline, dismissal, or release;
- conference with labor negotiators;
- report involving trade secret;
- charge or complaint involving information protected by federal law; and a
- conference involving a joint powers agency.

Only the legislative body, acting as a body, may agree to divulge confidential closed session information.

Regarding attorney/client privileged communications occurring in closed session, the entire legislative body is the holder of the privilege and only a majority vote of the entire legislative body can authorize the waiver of the privilege.

Only what is publicly reported by the general counsel at the conclusion of a closed session may be publicly disclosed except as may be necessary to implement the decisions made by the Board in closed session.

Section 3.06.010 General Policy

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Only what is publicly reported by the general counsel at the conclusion of a closed session may be publicly disclosed except as may be necessary to implement the decisions made by the Board in closed session.

Section 3.06.020
Unauthorized Disclosure by a Director

A violation of the policy stated in Section 3.06.010 by a director shall be placed on the agenda of the next regular meeting of the Board or on an earlier special meeting of the Board to consider remedial action, which may include, but not be limited to:

- (a) an oral reprimand;
- (b) a written reprimand;
- (c) injunctive relief to prevent the current or future disclosure of confidential information;
- (d) referral of the Director(s) who willfully disclosed confidential information in violation of the policy to the San Diego District Attorney;
- (e) removal from any committee assignments for a specified period;
- (f) suspension of reimbursements for District travel for a specified period.

Before taking any action, the Board, or an ad hoc committee appointed by the Board to first review the matter, shall provide the person(s) under investigation with an opportunity to meet with the Board or ad hoc committee appointed for the purpose to review the presentation of reasons and evidence why action should not be taken.

It is the intention to implement progressive discipline unless the violation is so severe, willful and detrimental to the interests of the District in fulfilling its public functions that progressive discipline would not serve the District.

The resulting decision of the Board shall be final without any administrative appeal procedure.

Section 3.06.020
Unauthorized Disclosure by a Director

A violation of the policy stated in Section 3.06.010 by a director shall be placed on the agenda of the next regular meeting of the Board or on an earlier special meeting of the Board to consider remedial action, which may include, but not be limited to:

- (a) an oral reprimand;
- (b) a written reprimand;
- (c) injunctive relief to prevent the current or future disclosure of confidential information;
- (d) referral of the Director(s) who willfully disclosed confidential information in violation of the policy to the San Diego District Attorney;
- (e) removal from any committee assignments for a specified period;
- (f) suspension of reimbursements for District travel for a specified period.

Before taking any action, the Board, or an ad hoc committee appointed by the Board to first review the matter, shall provide the person(s) under investigation with an opportunity to meet with the Board or ad hoc committee appointed for the purpose to review the presentation of reasons and evidence why action should not be taken.

It is the intention to implement progressive discipline unless the violation is so severe, willful and detrimental to the interests of the District in fulfilling its public functions that progressive discipline would not serve the District.

The resulting decision of the Board shall be final without any administrative appeal procedure.

Section 3.06.030
Unauthorized Disclosure by an Employee

A violation of the policy stated in Section 3.06.010 by an employee shall be placed on the agenda of the next regular meeting of the Board or on an earlier special meeting of the Board to consider remedial action, which may include, but not be limited to:

- (a) an oral reprimand;
- (b) a written reprimand;
- (c) a suspension of a specified period of time with or without pay;
- (d) injunctive relief to prevent the current or future disclosure of confidential information;
- (e) referral of the employee(s) who willfully disclosed confidential information in violation of the policy to the San Diego District Attorney;
- (f) termination.

It is the intention to implement progressive discipline unless the violation is so severe, willful and detrimental to the interests of the District in fulfilling its public functions that progressive discipline would not serve the District.

Before taking any action, the Board, or an ad hoc committee appointed by the Board to first review the matter, shall provide the person(s) under investigation with an opportunity to meet with the Board or ad hoc committee appointed for the purpose to review the presentation of reasons and evidence why action should not be taken.

The resulting decision of the Board shall be final without any administrative appeal procedure.

Section 3.06.030
Unauthorized Disclosure by an Employee

A violation of the policy stated in Section 3.06.010 by an employee shall be placed on the agenda of the next regular meeting of the Board or on an earlier special meeting of the Board to consider remedial action, which may include, but not be limited to:

- (a) an oral reprimand;
- (b) a written reprimand;
- (c) a suspension of a specified period of time with or without pay;
- (d) injunctive relief to prevent the current or future disclosure of confidential information;
- (e) referral of the employee(s) who willfully disclosed confidential information in violation of the policy to the San Diego District Attorney;
- (f) termination.

It is the intention to implement progressive discipline unless the violation is so severe, willful and detrimental to the interests of the District in fulfilling its public functions that progressive discipline would not serve the District.

Before taking any action, the Board, or an ad hoc committee appointed by the Board to first review the matter, shall provide the person(s) under investigation with an opportunity to meet with the Board or ad hoc committee appointed for the purpose to review the presentation of reasons and evidence why action should not be taken.

The resulting decision of the Board shall be final without any administrative appeal procedure.

Section 3.06.040
Enforcement

- (a) Any director or employee who has reason to believe that a violation of the policy of confidentiality has occurred shall report the suspected violation as follows:
- (1) if the suspected violation was by a director, the chair of the Board shall be notified;
 - (2) if the suspected violation was by the chair of the Board, the general manager and general counsel shall be notified;
 - (3) if the suspected violation was by an employee, the general manager shall be notified;
 - (4) if the suspected violation was by the general manager, the chair of the Board shall be notified;
 - (5) if the suspected violation was by the general counsel, the general manager and the chair of the Board shall be notified.
- (b) The suspected violation shall be investigated in the manner provided in section 3.06.020 or 3.06.030, as appropriate. The Board, or an ad hoc committee appointed by the Board, upon receiving any information in support of the suspected violation, shall permit the suspected violator(s) to present any explanation, evidence, or testimony to rebut the allegation.

The Board's decision regarding the suspected violation shall be supported by the "preponderance of the evidence" legal standard, which requires a showing that it is more likely than not that the suspected violation occurred. (California Evidence Code section 115; Weiner v. Fleischman (1991) 54 Cal.3d 476).

Section 3.06.040
Enforcement

- (a) Any director or employee who has reason to believe that a violation of the policy of confidentiality has occurred shall report the suspected violation as follows:
- (1) if the suspected violation was by a director, the chair of the Board shall be notified;
 - (2) if the suspected violation was by the chair of the Board, the general manager and general counsel shall be notified;
 - (3) if the suspected violation was by an employee, the general manager shall be notified;
 - (4) if the suspected violation was by the general manager, the chair of the Board shall be notified;
 - (5) if the suspected violation was by the general counsel, the general manager and the chair of the Board shall be notified.
- (b) The suspected violation shall be investigated in the manner provided in section 3.06.020 or 3.06.030, as appropriate. The Board, or an ad hoc committee appointed by the Board, upon receiving any information in support of the suspected violation, shall permit the suspected violator(s) to present any explanation, evidence, or testimony to rebut the allegation.

The Board's decision regarding the suspected violation shall be supported by the "preponderance of the evidence" legal standard, which requires a showing that it is more likely than not that the suspected violation occurred. (California Evidence Code section 115; *Weiner v. Fleischman* (1991) 54 Cal.3d 476).

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 19-09 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 5.05.050.04 – RECORDS RETENTION - FINANCE

BACKGROUND

On December 4, 2018, the Board approved an amendment to the District's record retention policy, including Administrative Code Section 5.05.050.04 related to Finance Records.

DESCRIPTION

RMWD offers a Computer Assistance Program to its employees. Whenever an employee expresses an interest in participating in the program, they are required to complete an application and provide the required documentation for consideration to the District for final approval. Once approved, a Promissory Note between the District and said employee is executed and kept on file with the Finance Department as part of the employee's payroll records.

Since Administrative Code Section 5.05.050.04 was adopted, it was realized Promissory Notes associated with the Computer Assistance Program were omitted from the original list of financial records provided in the District's Record Retention Program and need to be added.

A draft of the proposed changes has been attached for Board consideration.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Administrative Code Section 5.05.050.04

Strategic Focus Area Four: Fiscal Responsibility

BOARD OPTIONS/FISCAL IMPACTS

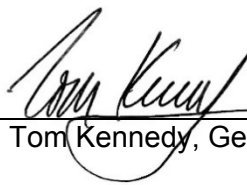
- 1) Approve Ordinance No. 19-09.
- 2) Approve Ordinance No. 19-09 with revisions.
- 3) Do not approve Ordinance No. 19-09 and provide staff with direction.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff recommends approving Option 1.



Tom Kennedy, General Manager

August 27, 2019

Ordinance No. 19-09

**Ordinance of the Board of Directors of the Rainbow Municipal Water District
Adopting Administrative Code
Section 5.05.050.04 - Records Retention - Finance Records**

WHEREAS, the Rainbow Municipal Water District has, from time to time, adopted various rules and regulations for the operation of the District; and

WHEREAS, certain of those rules and regulations require updating to reflect best practices, as well as changes in applicable laws; and

WHEREAS, the Board of Directors has determined that changes in the rules or regulations of the District shall occur solely by amendment to the Administrative Code;

NOW, THEREFORE,

BE IT ORDAINED by the Board of Directors of Rainbow Municipal Water District as follows:

1. The following rules and regulations of the District, collected are hereby adopted and shall be incorporated into the Administrative Code, consisting of:

Section 5.05.050.04: Records Retention – Finance Records

2. The General Manager is hereby directed to update the Administrative Code to reflect the approval of these rules and regulations, and to assign or reassign the numbering of the Administrative Code as necessary to codify these rules and regulations as amended.

3. This ordinance shall take effect immediately upon its adoption on this 27th day of August 2019.

**AYES:
NOES:
ABSTAIN:
ABSENT:**

Helene Brazier, Board President

ATTEST:

Dawn Washburn, Board Secretary

**Section 5.05.050.04
Records Retention - Finance Records**

District financial records must be retained and destroyed according to the schedule provided herein. The Finance department is responsible for the record retention and destruction of records covered in this section.

5.05.050.04.1 Finance Records Retention Management Reference Guide

RECORD	RETENTION PERIOD	DEPARTMENT RESPONSIBLE	MEDIA TYPE
<u>ACCOUNTS PAYABLE</u>			
Accounts Payable Invoices	AU + 7	Finance	P,E
Accounts Payable Ledger	AU + 7	Finance	P,E
Accounts Payable Register	AU + 7	Finance	P,E
Accounts Payable Reports	AU + 7	Finance	P,E
Accounts Payable Supporting Docs (Invoice, PO)	AU + 7	Finance	P,E
Cancelled/Voided Checks	AU + 7	Finance	P
Cash Disbursement Requests	AU + 7	Finance	P,E
Petty Cash Records	AU + 7	Finance	P,E
Tax Reports (1099 Tax Info>Returns)	AU + 7	Finance	P,E
Tuition Reimbursement Records	AU + 7	Finance	P,E
<u>ACCOUNTS RECEIVABLE</u>			
Accounts Receivable Invoices	AU + 7	Finance	P,E
Accounts Receivable Ledger	AU + 7	Finance	P,E
Accounts Receivable Register	AU + 7	Finance	P,E
Assessment Pay-Offs	AU + 7	Finance	P,E
Bank Deposits	AU + 7	Finance	P,E
Journal Entries	AU + 7	Finance	P,E
Refunds	AU + 7	Finance	P,E
Revenue Backup	AU + 7	Finance	P,E
Taxes Receivable	AU + 7	Finance	P,E

*A=Active AU=Audit CL=Closed or Completed CU=Current DB=Database
E=Electronic I=Injury L=Life O=Open P=Paper PERM=Permanent S=Settled
T=Termination or Term of Document V=Videos*

RECORD	RETENTION PERIOD	DEPARTMENT RESPONSIBLE	MEDIA TYPE
<u>BANKING</u>			
Bank Reconciliation	AU + 7	Finance	P,E
Bank Statements	AU + 7	Finance	P,E
<u>CASH RECEIPTS</u>			
Cash Receipts	AU + 7	Customer Service	P,E
Deposit Register	AU + 7	Customer Service	P,E
Deposits	AU + 7	Customer Service	P,E
<u>COLLECTIONS</u>			
Demand Letters	AU + 7	Customer Service	P,E
Liens	AU + 10	Customer Service	P,E
Release of Liens	AU + 7	Customer Service	P,E
Tax Roll Delinquencies	AU + 7	Customer Service	P,E
<u>CUSTOMER RECORDS</u>			
Direct Debit Forms	PERM	Customer Service	P,E
General Correspondence	PERM	Customer Service	P,E
Initial Service Orders	PERM	Customer Service	P,E
Owner/Tenant Authorizations	PERM	Customer Service	P,E
PEP Forms	PERM	Customer Service	P,E
<u>FINANCIAL RECORDS</u>			
Adjusting Entries	AU + 7	Finance	P,E
Audited Financial Statements	PERM	Finance	P,E
Balance Sheet	AU + 7	Finance	P,E
Bonds Payable and Other Long-Term Indebtedness	AU + 7	Finance	P,E
Budgets	AU + 7	Finance	P,E
Capital Asset Records	AU + 7	Finance	P,E
Changes in Fixed Assets	AU + 7	Finance	P,E

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RECORD	RETENTION PERIOD	DEPARTMENT RESPONSIBLE	MEDIA TYPE
Closing Entries	AU + 7	Finance	P,E
Construction	AU + 7	Finance	P,E
Depreciation Schedule	AU + 7	Finance	P,E
Fixed Asset Subsidiary Ledger (Includes Inventory)	AU + 7	Finance	P,E
General Ledger	AU + 7	Finance	P,E
Journals	AU + 7	Finance	P,E
Lease-Purchase Records	AU + 7	Finance	P,E
Monthly Financial Statements	AU + 7	Finance	P,E
Note Register	AU + 7	Finance	P,E
Other Financial Reports	AU + 7	Finance	P,E
Profit and Loss	AU + 7	Finance	P,E
Reversing Entries	AU + 7	Finance	P,E
Schedule of Investments	AU + 7	Finance	P,E
Special Event/Action Accounting Record	AU + 7	Finance	P,E
State Controller Reports	AU + 7	Finance	P,E
Surplus Property List	AU + 7	Finance	P,E
Trial Balance	AU + 7	Finance	P,E
Vehicle Titles and Records	AU + 7	Finance	P,E
<u>GRANTS</u>			
Federal Grants, Including FEMA / Other Emergencies (applications, reports, contracts, supporting documents)	AU + 7	Finance	P,E
Grants-In-Aid (applications, reports, contracts, supporting documents)	AU + 7	Finance	P,E
Long-Term Debt Records	AU + 7	Finance	P,E
State Grants (applications, reports, Contracts, supporting documents)	AU + 7	Finance	P,E
<u>MISCELLANEOUS</u>			
Contracts (bids, proposals)	L + 7	All	P,E
General Correspondence (emails, memos, letters, facsimiles)	AU + 7	All	P,E
Litigation (Pending Claim/Litigation Or Any)	S + 5	All	P,E

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RECORD	RETENTION PERIOD	DEPARTMENT RESPONSIBLE	MEDIA TYPE
Settlement of Litigation			
Special Event/Action Accounting Record	AU + 7	Finance	P,E
Unaccepted Bids	CL + 2	All	P,E
<u>PAYROLL</u>			
Payroll Authorization Forms	New + 3	Finance	P,E
Payroll Deductions	AU + 7	Finance	P
Payroll Journal	AU + 7	Finance	E
Payroll Reports (registers, statements, etc.)	AU + 7	Finance	E
Promissory Notes/Computer Assistance Program Agreements	AU + 7	Finance	P, E
Tax Reports (W2's, W3's, W4's, DE9's, 941's)	AU + 7	Finance	P,E
Timesheets	AU + 7	Finance	P,E,DB
Wage Garnishments	AU + 7	Finance	P
<u>PURCHASING</u>			
Inventory Records	AU + 7	Purchasing	P,E
Purchase Orders	AU + 7	Purchasing	P,E
Requisitions	AU + 7	Purchasing	P,E
<u>UTILITY BILLING</u>			
Meter Reports	AU + 7	Customer Service	P,E
Payment Stubs & Tapes	AU + 7	Customer Service	P
Refunds	AU + 7	Customer Service	P,E
Service Requests	AU + 7	Customer Service	P,E,DB
Utility Billing Adjustments	AU + 7	Customer Service	P,E
Utility Billing Register	AU + 7	Customer Service	P,E

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**Section 5.05.050.04
Records Retention - Finance Records**

District financial records must be retained and destroyed according to the schedule provided herein. The Finance department is responsible for the record retention and destruction of records covered in this section.

5.05.050.04.1 Finance Records Retention Management Reference Guide

RECORD	RETENTION PERIOD	DEPARTMENT RESPONSIBLE	MEDIA TYPE
<u>ACCOUNTS PAYABLE</u>			
Accounts Payable Invoices	AU + 7	Finance	P,E
Accounts Payable Ledger	AU + 7	Finance	P,E
Accounts Payable Register	AU + 7	Finance	P,E
Accounts Payable Reports	AU + 7	Finance	P,E
Accounts Payable Supporting Docs (Invoice, PO)	AU + 7	Finance	P,E
Cancelled/Voided Checks	AU + 7	Finance	P
Cash Disbursement Requests	AU + 7	Finance	P,E
Petty Cash Records	AU + 7	Finance	P,E
Tax Reports (1099 Tax Info>Returns)	AU + 7	Finance	P,E
Tuition Reimbursement Records	AU + 7	Finance	P,E
<u>ACCOUNTS RECEIVABLE</u>			
Accounts Receivable Invoices	AU + 7	Finance	P,E
Accounts Receivable Ledger	AU + 7	Finance	P,E
Accounts Receivable Register	AU + 7	Finance	P,E
Assessment Pay-Offs	AU + 7	Finance	P,E
Bank Deposits	AU + 7	Finance	P,E
Journal Entries	AU + 7	Finance	P,E
Refunds	AU + 7	Finance	P,E
Revenue Backup	AU + 7	Finance	P,E
Taxes Receivable	AU + 7	Finance	P,E
<u>BANKING</u>			
Bank Reconciliation	AU + 7	Finance	P,E

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RECORD	RETENTION PERIOD	DEPARTMENT RESPONSIBLE	MEDIA TYPE
Bank Statements	AU + 7	Finance	P,E
<u>CASH RECEIPTS</u>			
Cash Receipts	AU + 7	Customer Service	P,E
Deposit Register	AU + 7	Customer Service	P,E
Deposits	AU + 7	Customer Service	P,E
<u>COLLECTIONS</u>			
Demand Letters	AU + 7	Customer Service	P,E
Liens	AU + 10	Customer Service	P,E
Release of Liens	AU + 7	Customer Service	P,E
Tax Roll Delinquencies	AU + 7	Customer Service	P,E
<u>CUSTOMER RECORDS</u>			
Direct Debit Forms	PERM	Customer Service	P,E
General Correspondence	PERM	Customer Service	P,E
Initial Service Orders	PERM	Customer Service	P,E
Owner/Tenant Authorizations	PERM	Customer Service	P,E
PEP Forms	PERM	Customer Service	P,E
<u>FINANCIAL RECORDS</u>			
Adjusting Entries	AU + 7	Finance	P,E
Audited Financial Statements	PERM	Finance	P,E
Balance Sheet	AU + 7	Finance	P,E
Bonds Payable and Other Long-Term Indebtedness	AU + 7	Finance	P,E
Budgets	AU + 7	Finance	P,E
Capital Asset Records	AU + 7	Finance	P,E
Changes in Fixed Assets	AU + 7	Finance	P,E
Closing Entries	AU + 7	Finance	P,E
Construction	AU + 7	Finance	P,E
Depreciation Schedule	AU + 7	Finance	P,E

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RECORD	RETENTION PERIOD	DEPARTMENT RESPONSIBLE	MEDIA TYPE
Fixed Asset Subsidiary Ledger (Includes Inventory)	AU + 7	Finance	P,E
General Ledger	AU + 7	Finance	P,E
Journals	AU + 7	Finance	P,E
Lease-Purchase Records	AU + 7	Finance	P,E
Monthly Financial Statements	AU + 7	Finance	P,E
Note Register	AU + 7	Finance	P,E
Other Financial Reports	AU + 7	Finance	P,E
Profit and Loss	AU + 7	Finance	P,E
Reversing Entries	AU + 7	Finance	P,E
Schedule of Investments	AU + 7	Finance	P,E
Special Event/Action Accounting Record	AU + 7	Finance	P,E
State Controller Reports	AU + 7	Finance	P,E
Surplus Property List	AU + 7	Finance	P,E
Trial Balance	AU + 7	Finance	P,E
Vehicle Titles and Records	AU + 7	Finance	P,E
<u>GRANTS</u>			
Federal Grants, Including FEMA / Other Emergencies (applications, reports, contracts, supporting documents)	AU + 7	Finance	P,E
Grants-In-Aid (applications, reports, contracts, supporting documents)	AU + 7	Finance	P,E
Long-Term Debt Records	AU + 7	Finance	P,E
State Grants (applications, reports, Contracts, supporting documents)	AU + 7	Finance	P,E
<u>MISCELLANEOUS</u>			
Contracts (bids, proposals)	L + 7	All	P,E
General Correspondence (emails, memos, letters, facsimiles)	AU + 7	All	P,E
Litigation (Pending Claim/Litigation Or Any Settlement of Litigation)	S + 5	All	P,E
Special Event/Action Accounting Record	AU + 7	Finance	P,E
Unaccepted Bids	CL + 2	All	P,E

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RECORD	RETENTION PERIOD	DEPARTMENT RESPONSIBLE	MEDIA TYPE
<u>PAYROLL</u>			
Payroll Authorization Forms	New + 3	Finance	P,E
Payroll Deductions	AU + 7	Finance	P
Payroll Journal	AU + 7	Finance	E
Payroll Reports (registers, statements, etc.)	AU + 7	Finance	E
Promissory Notes/Computer Assistance Program Agreements	AU + 7	Finance	P, E
Tax Reports (W2's, W3's, W4's, DE9's, 941's)	AU + 7	Finance	P,E
Timesheets	AU + 7	Finance	P,E,DB
Wage Garnishments	AU + 7	Finance	P
<u>PURCHASING</u>			
Inventory Records	AU + 7	Purchasing	P,E
Purchase Orders	AU + 7	Purchasing	P,E
Requisitions	AU + 7	Purchasing	P,E
<u>UTILITY BILLING</u>			
Meter Reports	AU + 7	Customer Service	P,E
Payment Stubs & Tapes	AU + 7	Customer Service	P
Refunds	AU + 7	Customer Service	P,E
Service Requests	AU + 7	Customer Service	P,E,DB
Utility Billing Adjustments	AU + 7	Customer Service	P,E
Utility Billing Register	AU + 7	Customer Service	P,E

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BOARD OF DIRECTORS

August 27, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 19-10 AMENDING AND UPDATING ADMINISTRATIVE CODE CHAPTER 2.09 - COMMITTEES

BACKGROUND

Previously adopted versions of Administrative Code Chapter 2.09 included a process that all approved copies of committee meeting minutes would be provided to the Directors in their monthly agenda packets.

DESCRIPTION

Since approved minutes are made a part of the District's permanent records and are accessible on RMWD's website, the Board President suggested providing approved committee minutes as part of the Board agenda packet was no longer valuable. Beginning with the June 25, 2019 Board meeting agenda packet, approved committee minutes were eliminated.

Upon reviewing Administrative Code Chapter 2.09, it was realized this policy needed to be updated to reflect changes to this process.

A draft of the proposed changes has been attached for Board consideration.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Administrative Code Chapter 2.09

Strategic Focus Area Six: Communication

BOARD OPTIONS/FISCAL IMPACTS

- 1) Approve Ordinance No. 19-10.
- 2) Approve Ordinance No. 19-10 with revisions.
- 3) Do not approve Ordinance No. 19-10 and provide staff with direction.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff recommends approving Option 1.



Tom Kennedy, General Manager

August 27, 2019

Ordinance No. 19-10

**Ordinance of the Board of Directors of the Rainbow Municipal Water District
Amending and Updating Administrative Code
Chapter 2.09 - Committees**

WHEREAS, the Rainbow Municipal Water District has, from time to time, adopted various rules and regulations for the operation of the District; and

WHEREAS, certain of those rules and regulations require updating to reflect best practices, as well as changes in applicable laws; and

WHEREAS, the Board of Directors has determined that changes in the rules or regulations of the District shall occur solely by amendment to the Administrative Code;

NOW, THEREFORE,

BE IT ORDAINED by the Board of Directors of Rainbow Municipal Water District as follows:

1. The following rules and regulations of the District, collected are hereby adopted and shall be incorporated into the Administrative Code, consisting of:

Chapter 2.09: Committees

2. The General Manager is hereby directed to update the Administrative Code to reflect the approval of these rules and regulations, and to assign or reassign the numbering of the Administrative Code as necessary to codify these rules and regulations as amended.

3. This ordinance shall take effect immediately upon its adoption on this 27th day of August 2019.

AYES:
NOES:
ABSTAIN:
ABSENT:

Helene Brazier, Board President

ATTEST:

Dawn Washburn, Board Secretary

Chapter 2.09 COMMITTEES

Section 2.09 Committees

The Board shall organize committees that are advisory to the Board with regard to matters within their respective areas of responsibility.

Each committee shall have at least four and no more than seven regular members appointed by a simple majority vote of the Board. Each committee may also have up to two alternate committee members appointed by a simple majority of the Board. Committees may be comprised of Directors, staff, and legal ratepayers of the District. Each committee shall designate their own chairperson. In order to promote attendance by Directors at Committee meetings without inadvertently creating a violation of the Ralph M. Brown Act, no more than one member of the Board of Directors may sit as a member on a Committee. Directors that are not members of a committee may attend as observers but are allowed to participate at the Committee's request.

Members of the committees serve at the pleasure of the Board. Each committee may elect a vice-chairperson. Members of committees, including the chairperson and vice-chairperson shall serve until their successors are appointed. The chairperson of a committee is its presiding officer and shall be responsible for communicating the recommendation of the committee to the Board. In the absence of the chairperson, the vice-chairperson shall perform the duties of the chairperson. The chairperson and vice-chairperson are not deprived of any of the rights and privileges of a committee member by reason of being the presiding officer.

The chairperson and vice-chairperson will hold their positions for one calendar year. Committee members will serve a term of four years and may be reappointed at the will of the Board.

Committee meetings shall be held in accordance with the provisions of the Ralph M. Brown Act. Notice of meetings of committees shall be posted 72 hours in advance pursuant to law and shall be considered regular meetings of the committee.

Each lawfully noticed committee meeting will be recorded with summary minutes prepared from these meeting audio recordings. The committee shall record summary minutes of each lawfully noticed committee meeting. The minutes of each committee meeting and any recommendation of a committee shall include a summary of the information presented. District staff will prepare minutes of each meeting. Draft minutes will be provided to the committee at the next available committee meeting for committee member review, consideration and approval. shall be provided to the District Board and Committee Chairs as soon as practical following the committee meeting, and an approved copy shall be provided to the Directors in their monthly agenda packages. Once approved, minutes will be made a part of the District's permanent records and audio recordings will be disposed of according to the District's Records Retention policy provided in the District's Administrative Code.

A majority of the members of each committee shall constitute a quorum for the transaction of business.

Only regular members of the committee are entitled to make, second or vote on any motion or other action of the committee. Alternate members present at a meeting, but not seated as a regular member by the \\rmwd-b\Main\Administration\Confidential\Administrative Code Working Docs\Drafts_Not Approved\Committees 2.09_20190827.docx\rmwd-b\Main\Administration\Confidential\Administrative Code Working Docs\Board Secretary Administrative Code Working File\Board Admin Code 2005-2006\Committees 2.09.docx \\Approved and Incorporated 3-27-07 by Ordinance No. 07-04\\Amended and Approved 08-28-07 by Ordinance No. 07-11\\Amended and Approved 11-7-07 by Ordinance No. 07-17\\Amended and Approved 1-27-09 by Ordinance No. 09-02\\Amended and Approved 06-24-14 by Ordinance No. 14-04\\Amended and Approved 9-27-16 by Ordinance No. 16-13\\Amended and Approved 4-24-18 by Ordinance No. 18-10\\Amended and Approved 5-22-18 by Ordinance No. 18-13\\Amended and Approved 12-4-18 by Ordinance No. 18-25\\DRAFT

committee Chairperson, may participate in discussions but may not participate in motions or voting. Each committee member shall be entitled to one vote on all matters considered by the committee. A simple majority vote of the members of the Committee shall designate approval of a motion.

All committee member absences will be considered by the majority of the committee members to determine whether or not the absence is without cause. Sickness, jury duty, vacation and/or bereavement will be considered excused absences. When three meetings in a row or a total of six meetings in one calendar year are missed the remaining committee members will consider removal of the individual from the committee. The removal must be voted upon and approved by the majority of the committee members with the exception of the committee member in question.

If the roll call of regular members reveals that a quorum of regular members cannot be established, the Chairperson may appoint one or more alternate members who are present to be a temporary regular member in order to establish a quorum. Once a quorum is established, any remaining alternate member who has not been appointed as a temporary regular member shall remain as an alternate member. Once alternates have been seated as a regular committee member, they may immediately participate in any action taken and voted upon by the committee. All alternates must conform to the same rules as regular committee members. The Chairperson shall state for the record which alternate members have been seated as temporary regular members.

Committee Members and alternates shall comply with the obligations and responsibilities of office including the obligation to comply with the disclosure requirements of the Political Reform Act (Form 700). The reporting categories made applicable to the Directors by Rainbow Municipal Water District's local conflict of code shall apply to the members of the committee members.

All committee communications must go through the designated committee chairperson.

A committee has jurisdiction to consider and make a recommendation to staff, other committees and to the Board regarding any item of business within the responsibility of the committee. Committee recommendations shall be communicated to the Board. A committee may consider other matters referred to it by the Board.

The Board may refer a recommendation back to the committee for reevaluation whenever the Board deems additional evaluation is required.

2.09.010 Budget and Finance Committee

The Committee shall work in concert with the General Manager, Treasurer, and Finance Manager of the District.

The Committee shall be responsible for the review of District finances including: rates, fees, charges and other sources of revenue; budget; audit; investments; insurance; and other financial matters.

2.09.020 Engineering and Operations Committee

The Committee shall work in concert with the General Manager, District Engineer, and Operations Manager.

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The Committee shall be responsible to review matters of design, construction, replacement, and repair of the District facilities and property, including: the Capital Improvement Program; contractor selection process; contractor management programs; and other engineering-related matters.

The committee shall also be responsible to review matters of operations, preventative maintenance practices, standard operating procedures, technical services, equipment, and other operations-related matters.

2.09.030 Communications and Customer Service Committee

The Committee shall work in concert with the General Manager.

The Committee shall be responsible for matters of internal and external communications including: positive public image; positive staff relationships; community outreach; media relations; water conservation programs; intergovernmental relations; customer service policies; and other public relations programs.

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Chapter 2.09 COMMITTEES

Section 2.09 Committees

The Board shall organize committees that are advisory to the Board with regard to matters within their respective areas of responsibility.

Each committee shall have at least four and no more than seven regular members appointed by a simple majority vote of the Board. Each committee may also have up to two alternate committee members appointed by a simple majority of the Board. Committees may be comprised of Directors, staff, and legal ratepayers of the District. Each committee shall designate their own chairperson. In order to promote attendance by Directors at Committee meetings without inadvertently creating a violation of the Ralph M. Brown Act, no more than one member of the Board of Directors may sit as a member on a Committee. Directors that are not members of a committee may attend as observers but are allowed to participate at the Committee's request.

Members of the committees serve at the pleasure of the Board. Each committee may elect a vice-chairperson. Members of committees, including the chairperson and vice-chairperson shall serve until their successors are appointed. The chairperson of a committee is its presiding officer and shall be responsible for communicating the recommendation of the committee to the Board. In the absence of the chairperson, the vice-chairperson shall perform the duties of the chairperson. The chairperson and vice-chairperson are not deprived of any of the rights and privileges of a committee member by reason of being the presiding officer.

The chairperson and vice-chairperson will hold their positions for one calendar year. Committee members will serve a term of four years and may be reappointed at the will of the Board.

Committee meetings shall be held in accordance with the provisions of the Ralph M. Brown Act. Notice of meetings of committees shall be posted 72 hours in advance pursuant to law and shall be considered regular meetings of the committee.

Each lawfully noticed committee meeting will be recorded with summary minutes prepared from these meeting audio recordings. The minutes of each committee meeting and any recommendation of a committee shall include a summary of the information presented. District staff will prepare minutes of each meeting. Draft minutes will be provided to the committee at the next available committee meeting for committee member review, consideration and approval. Once approved, minutes will be made a part of the District's permanent records and audio recordings will be disposed of according to the District's Records Retention policy provided in the District's Administrative Code.

A majority of the members of each committee shall constitute a quorum for the transaction of business.

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The Committee shall work in concert with the General Manager.

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BOARD OF DIRECTORS

August 27, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 19-11 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 2.03.010 – REMUNERATION AND REIMBURSEMENT POLICY

BACKGROUND

Occasionally, time has not allowed for Board Members to seek Board approval for attending conferences during regularly scheduled open session Board meetings which in turn has resulted in the Board President having to grant pre-approval for attendance followed by seeking full Board retroactive approval. The RMWD Administrative Code does not have provisions for such processes; therefore, it was recommended the policy be updated to address these situations when and if they reoccur.

DESCRIPTION

Proposed language has been drafted to include provisions for the pre-approval process, but also to provide a list of pre-approved conferences to allow for acquiring the most cost-effective travel arrangements and accommodations. With these changes, processes have also been added requiring Board Members seeking attendance approval provide formal written requests to the District in a timely manner.

A draft of the proposed changes has been attached for Board consideration.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Administrative Code Section 2.03.010

Strategic Focus Area Four: Fiscal Responsibility

BOARD OPTIONS/FISCAL IMPACTS

- 1) Approve Ordinance No. 19-11.
- 2) Approve Ordinance No. 19-11 with revisions.
- 3) Do not approve Ordinance No. 19-11 and provide staff with direction.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a “project” as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff recommends approving Option 1.



Tom Kennedy, General Manager

August 27, 2019

Ordinance No. 19-11

**Ordinance of the Board of Directors of the Rainbow Municipal Water District
Amending and Updating Administrative Code
Section 2.03.010 – Remuneration and Reimbursement Policy**

WHEREAS, the Rainbow Municipal Water District has, from time to time, adopted various rules and regulations for the operation of the District; and

WHEREAS, certain of those rules and regulations require updating to reflect best practices, as well as changes in applicable laws; and

WHEREAS, the Board of Directors has determined that changes in the rules or regulations of the District shall occur solely by amendment to the Administrative Code;

NOW, THEREFORE,

BE IT ORDAINED by the Board of Directors of Rainbow Municipal Water District as follows:

1. The following rules and regulations of the District, collected are hereby adopted and shall be incorporated into the Administrative Code, consisting of:

Section 2.03.010: Remuneration and Reimbursement Policy

2. The General Manager is hereby directed to update the Administrative Code to reflect the approval of these rules and regulations, and to assign or reassign the numbering of the Administrative Code as necessary to codify these rules and regulations as amended.

3. This ordinance shall take effect immediately upon its adoption on this 27th day of August 2019.

**AYES:
NOES:
ABSTAIN:
ABSENT:**

Helene Brazier, Board President

ATTEST:

Dawn Washburn, Board Secretary

Chapter 2.03
REMUNERATION AND REIMBURSEMENT

Section 2.03.010
Remuneration and Reimbursement Policy

2.03.010.1 State Law limits Board member compensation to ten (10) compensable meetings per month (Water Code Section 20202). The RMWD Board shall not be eligible for compensation for more than six (6) compensable days per month.

2.03.010.2 –Members of the Board of Directors shall receive compensation of \$150 for each day’s attendance up to two –Board meetings per month. In addition, Board Members shall receive compensation of \$150 for each day in attendance at the following regularly scheduled local meetings:

- Council Of Water Utilities Monthly Meeting
- San Diego Chapter of CSDA Quarterly Meeting

Certain Board Members will be appointed as the District’s representative for local agencies and organizations. Board Members appointed to the following organizations will receive compensation of \$150 per day of attendance at meetings of the following organizations:

- San Luis Rey Watershed Council
- Santa Margarita Watershed Council

Should two compensable meetings occur in a single day, the Board member(s) in attendance shall be eligible for compensation of only \$150 for the entire day.

2.03.010.3 Training, Seminars, and Conferences – If a Board member wishes to attend any training, seminar, or conference and receive compensation for the event and travel/registration expenses, the Board member must present his or her request for attendance in writing during a regularly scheduled open session Board meeting. A standing agenda item for this practice will be included in each Board meeting agenda. The Board member requesting compensation and travel/registration costs shall indicate the nature of the conference and the benefits that his or her attendance will bring to the District and its ratepayers. The full Board shall consider this information and take action to approve or disapprove the compensation by a majority vote. Upon approval, the Board member will be eligible for compensation of \$150 for each full day at a conference or seminar.

In the event time does not allow for pre-approval at a regularly scheduled open session Board meeting, Board Members may directly request attendance approval from the Board President in writing (i.e., email) to which the Board President shall respond in writing (i.e. email). A copy of

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all pre-approvals must be provided to the District staff member responsible for registering and making travel accommodations on behalf of the Board of Directors. Any pre-approved attendance must be considered for retroactive approval by the full Board of Directors in open session at the next scheduled regular Board meeting. Immediately following the conclusion of said regular Board meeting at which pre-approval has been approved by a majority of the Board, those Board Members making such requests are required to complete and remit a written request to the District.

2.03.010.3.1 For the purpose of acquiring the most cost-effective travel arrangements and accommodations, registration for the recurring conferences will be considered pre-approved. Said recurring conferences are:

ACWA Spring Conference
ACWA Fall Conference
CSDA Annual Conference
CSDA Legislative Days

All requests for attending the above-referenced pre-approved conferences must be followed with a formal written request remitted to the District in advance of the next scheduled regular Board meeting.

2.03.010.4 -Members of the Board of Directors shall be reimbursed for all legitimate expenses incurred in attending any meetings or in making any trips on official business of the Board, when so authorized in accordance with this Administrative Code. Reimbursement for the cost of the use of a Director's vehicle shall be on the basis of total miles driven and at the rate specified in the Internal Revenue Service Rates as established in Publication 463 or any successor publication.

Chapter 2.03
REMUNERATION AND REIMBURSEMENT

Section 2.03.010

Remuneration and Reimbursement Policy

2.03.010.1 State Law limits Board member compensation to ten (10) compensable meetings per month (Water Code Section 20202). The RMWD Board shall not be eligible for compensation for more than six (6) compensable days per month.

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In the event time does not allow for pre-approval at a regularly scheduled open session Board meeting, Board Members may directly request attendance approval from the Board President in writing (i.e., email) to which the Board President shall respond in writing (i.e. email). A copy of all pre-approvals must be provided to the District staff member responsible for registering and making travel accommodations on behalf of the Board of Directors. Any pre-approved

attendance must be considered for retroactive approval by the full Board of Directors in open session at the next scheduled regular Board meeting. Immediately following the conclusion of said regular Board meeting at which pre-approval has been approved by a majority of the Board, those Board Members making such requests are required to complete and remit a written request to the District.

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BOARD OF DIRECTORS

August 27, 2019

SUBJECT

ACWA COMMITTEE APPOINTMENT CONSIDERATIONS FOR THE 2020-2021 TERM

BACKGROUND

As an ACWA Member Agency, RMWD received a memorandum seeking committee appointment considerations for the upcoming new term. In the past RMWD has participated in the appointment process for ACWA and other organizations of which it is a member.

DESCRIPTION

ACWA has requested its member agencies to provide nominations for consideration. ACWA asks that in submitting names to keep in mind the committees need active, involved individuals able to expend the time and provide their expertise. RMWD will be responsible for all costs associated with the participation of its representatives on committees.

A complete nomination package has been attached for reference. All nominations are due no later than September 30, 2019.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Four: Fiscal Responsibility
Strategic Focus Area Six: Communication

BOARD OPTIONS/FISCAL IMPACTS

- 1) Make a nomination in response to ACWA's request.
 - 2) Do not select a nomination in response to ACWA's request.
 - 3) Provide staff with direction.
-

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff supports direction.



Tom Kennedy, General Manager

August 27, 2019



MEMORANDUM

July 23, 2019

TO: ACWA MEMBER AGENCY BOARD PRESIDENTS
ACWA MEMBER AGENCY GENERAL MANAGERS

FROM: Brent Hastey, ACWA PRESIDENT

SUBJECT: ACWA COMMITTEE APPOINTMENT CONSIDERATIONS FOR THE 2020-2021 TERM

PLEASE RESPOND BY SEPTEMBER 30, 2019

Thank you for your involvement with ACWA. As you know, Committees are an integral part of ACWA's activities and policy development. With the end of the current Committee term fast approaching, it is time again to request 2020-2021 Committee nominations from ACWA members. All Committees will be reconstituted following the election of new officers (ACWA's President / Vice-President) at the 2019 ACWA Fall Conference.

In submitting names for consideration, please do so with the understanding that Committees need active, involved individuals able to expend the time and provide their expertise, if appointed. Please keep in mind that the district is responsible for all costs associated with the participation of its representatives on Committees.

The following information is available at [ACWA's website](#) or by clicking on each link.

- [ACWA Policy Committee Composition](#)
- [ACWA Committee Consideration Form](#)
- [ACWA Committee Consideration Process Timeline](#)

If you would like to reference current Committee members serving on a ACWA Committee please click [here](#).

All correspondence and forms regarding Committee appointments must be submitted to the ACWA office no later than September 30, 2019 to be eligible for consideration. Committee appointments will be made by the incoming ACWA President in December. Please contact Interim Business Services Specialist, Petra Rice, at petrar@acwa.com or (916) 441-4545, if you have any questions concerning the Committee appointment process.

We appreciate your timely attention to this matter.

Thank you,

A handwritten signature in cursive script that reads "Brent Hastey". The signature is written in black ink and is positioned above the typed name.

Brent Hastey, ACWA President

ACWA COMMITTEE COMPOSITION

COMMITTEE

LIAISON

Agriculture Committee – Standing/Unlimited

Meetings: 2-3 times a year

The Agriculture Committee makes recommendations to the Board of Directors, State Legislative Committee, Federal Affairs Committee or other committees, as appropriate, regarding agricultural issues affecting the interests of ACWA and its members. This newly-formed committee is currently being assembled.

Adam Borchard
Regulatory Advocate
adamb@acwa.com

Business Development Committee – Standing/Unlimited

Meetings: 2 times a year

The Business Development Committee develops and recommends to the Board of Directors programs and activities to be provided or administered by the association that generate non-dues revenue and provide a service or benefit to association members.

Paula Currie
Director of Business
Development & Events
paulac@acwa.com

Communications Committee – Standing/Limited (40 maximum)

Meetings: 4 times a year

The Communications Committee develops and recommends to the Board of Directors and ACWA staff regarding communications and public affairs programs. The committee promotes sound public information and education programs and practices among member agencies. It prepares and distributes materials for use by member agencies in their local outreach efforts. It also provides input and guidance to ACWA's Communications Department.

Heather Engel
Director of
Communications
heathere@acwa.com

Energy Committee – Standing/Unlimited

Meetings: 2 times a year

The Energy Committee recommends policies and program to the Board of Directors, the State Legislative Committee and the Federal Affairs Committee as appropriate.

Chelsea Haines
Regulatory Advocate II
chelseah@acwa.com

Federal Affairs Committee – Standing/Limited (5 Per Region)

Meetings: 2 times a year

The Federal Affairs Committee coordinates with other ACWA committees regarding input on federal issues before both Congress and the federal administrative branches.

David Reynolds
Director of Federal
Affairs
dreyns@sso.org

Finance Committee – Standing/Limited (2 Per Region – 1 Region Chair or Vice Chair; 1 with financial experience)

Meetings: 4-5 times a year

The Finance Committee makes recommendations to the Board of Directors regarding annual budgets, investment strategies, annual audits and auditor selection, dues formula and schedule, and other financial matters.

Fili Gonzales
Director of Finance &
Business Services
filig@acwa.com

Groundwater Committee – Standing/Unlimited

Meetings: 4 times a year

The Groundwater Committee makes recommendations to the Board of Directors on groundwater policy issues. The committee also monitors state and federal regulations and legislation affecting the quality and management of groundwater, conducts studies and gathers data on groundwater issues, develops policies regarding groundwater management and coordinates with other committees on groundwater issues.

Dave Bolland
Director of State
Regulatory Relations
daveb@acwa.com

Legal Affairs Committee – Standing/Limited (45 Maximum)

Meetings: 2-3 times a year

The Legal Affairs Committee acts on requests for assistance on legal matters of significance to ACWA member agencies. It also reviews proposed ACWA bylaw revisions and works with staff to produce publications to assist member agencies in complying with state and federal laws. The committee files amicus curiae filing on important cases, comments on proposed regulations and guidelines of state agencies such as the Fair Political Practices Commission and monitors and engages in water rights waters of interest to member agencies.

**The committee shall be composed of between 34 and 44 attorneys, each of whom shall be, or act as, counsel for a member of the Association.*

Kris Anderson
Legislative Advocate I
krisa@acwa.com

Local Government Committee – Standing/Limited (3 Per Region)

Meetings: 4 times a year

The Local Government Committee makes recommendations to the Board of Directors and the State Legislative Committee on local government matters affecting water agencies, including planning issues, local government organization, and finance. The committee also gathers and disseminates information on the value of special districts, and shares information promoting excellence in local government service delivery.

Adam Quiñonez
*Director of State
Legislative Relations*
adamq@acwa.com

Membership Committee – Standing/unlimited

Meetings: 2 times a year

The Membership Committee makes recommendations to the Board of Directors regarding membership policies, eligibility and applications for membership. The committee assists staff in developing membership recruitment and retention programs and reviews and makes recommendations to the Finance Committee regarding an equitable dues structure.

Tiffany Giammona
*Director of Member
Outreach &
Engagement*
tiffanyg@acwa.com

State Legislative Committee – Standing/Limited (4 Per Region)

Meetings: 10-12 times a year

The State Legislative Committee reviews relevant introduced and amended legislation, and develop positions and provide recommendations to the Board of Directors on ballot measures and other major statewide policy issues. The committee also works with staff amendments to bills and provides director for staff on legislative matters.

Adam Quiñonez
*Director of State
Legislative Relations*
adamq@acwa.com

Water Management Committee – Standing/Limited (4 Per Region)

Meetings: 4 times a year

The Water Management Committee makes recommendations to the Board of Directors on policy and programs related to water management. The committee reviews and recommendation positions on legislation and regulations as requested by other committees. The committee also assists in gathering and disseminating information regarding agricultural and urban water management, water conservation and water use efficiency, development and use of water resources, wastewater treatment and water recycling and reuse.

Dave Bolland
*Director of State
Regulatory Relations*
daveb@acwa.com

Water Quality Committee – Standing/Unlimited

Meetings: 4 times a year

The Water Quality Committee makes recommendations to the Board of Directors, the State Legislative Committee and the Federal Affairs Committee on policy and program regarding water quality issues. The committee promotes cost-effective state and federal water quality regulations and provides a forum for members to work together to develop and present unified comments on water quality regulations. The committee also develops and recommends positions and testimony on water quality regulatory issues.

Adam Borchard
Regulatory Advocate
adamb@acwa.com

2019 ACWA Committee Appointment Process Timeline 2020-2021 Term

- July 17:** **COMMITTEE CONSIDERATION FORMS EMAILED**
- Email Agency General Managers and Board Presidents:
 - List of agency staff and directors who currently serve on an ACWA Committee
 - Committee Composition
 - Committee Consideration Form
 - 2020-2021 Committee Timeline
- July 24:** **EMAIL NOTIFICATION TO CURRENT COMMITTEE MEMBERS**
- Current committee members notified that committee process has begun
 - All current committee members **MUST** submit a Committee Consideration Form to be considered for reappointment
- September 30:** **COMPLETED CONSIDERATION FORM DEADLINE**
- All committee consideration forms **due by September 30**
 - Any consideration forms submitted after September 30 will be added to the waiting list and considered after ACWA President makes the initial committee appointments for the term
- October 25:** **ACWA REGION CHAIR AND VICE CHAIR CONFERENCE CALL**
- ACWA staff will hold a conference call with newly elected Region Chair and Vice Chairs to review 2020-2021 Committee recommendation process
 - Consideration forms compiled and submitted to incoming Region Chair and Vice Chair
- November 15:** **CHAIR AND VICE CHAIRS RECOMMENDATION DEADLINE**
- No Region recommendations will be accepted after November 15
- December 5:** **RECOMMENDATIONS GIVEN TO ACWA PRESIDENT**
- Incoming ACWA President will receive Region Chair and Vice Chairs recommendations along with all consideration forms at ACWA Fall Conference
- December 16:** **ACWA PRESIDENT APPOINTS MEMBERS OF COMMITTEES**
- Incoming ACWA President submits all appointments to ACWA Staff
- December 31:** **ACWA WILL NOTIFY COMMITTEE MEMBERS OF APPOINTMENTS**
- Letters emailed to members who have been appointed to serve on a committee for the 2020-2021 term
 - Letters emailed notifying those who were not appointed to a committee

PLEASE PRINT LEGIBLY

Agency Name (DO NOT use acronyms or abbreviations)	Phone
Agency Address	City, State & Zip

BELOW PLEASE LIST ALL THOSE INTERESTED IN BEING ON ACWA COMMITTEES FOR YOUR AGENCY. FOR ADDITIONAL RECOMMENDATIONS PLEASE FILL OUT ANOTHER FORM.

**If an individual is not an agency employee or director, please indicate company affiliation.*

Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice
Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice
Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice
Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice
Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice
Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice

Signature (Agency/District General Manager or Board President signature required) Title Date

QUESTIONS?

Contact Business Services Specialist Petra Rice at petrar@acwa.com or (916) 441-4545

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

ACWA REGION 10 ELECTION BALLOT FOR 2020-2021

BACKGROUND

At their May 28, 2019 the RMWD Board was presented with an opportunity to make a nomination for the ACWA Region 10 Board of Directors. The matter was tabled until their June 25, 2019 meeting at which time Director Hamilton expressed an interest in running in the election and Resolution No. 19-06 was approved.

DESCRIPTION

It is now time to elect the 2020-2021 ACWA Region 10 Chair, Vice Chair and board members who will represent and serve the members of Region 10. Attached you will find a copy of the official ballot including the Region 10 Nominating Committee's recommended slate as well as individual candidate running for the Region 10 Board.

Region 10 Board members are elected to represent the issues, concerns and needs of our region. The Region 10 chair and vice chair will serve on ACWA's board of directors for a two-year term beginning January 1, 2020. In addition, the newly elected chair and vice chair will make the Region 10 committee appointment recommendations to the ACWA president for the 2020-2021 term. Also, either the chair or vice chair will hold a seat on the ACWA Finance Committee. The Region 10 Rules and Regulations have been attached for reference.

RMWD is entitled to only one vote to either select the slate as recommended by the Region 10 Nominating Committee or an individual Region 10 chair, vice chair and three to five board members. All votes must be received no later than September 30, 2019.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Four: Fiscal Responsibility
Strategic Focus Area Six: Communication

BOARD OPTIONS/FISCAL IMPACTS

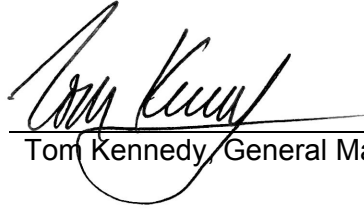
- 1) Cast a vote in favor of the Nominating Committee's Recommended Slate.
- 2) Cast a vote selecting candidates from the list provided for Chair, Vice Chair, and up to five Board Members.
- 3) Do not participate in the ACWA Region 10 Election process.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff supports direction.



Tom Kennedy, General Manager

August 27, 2019

Dawn Washburn

To: Dawn Washburn
Subject: FW: Polls Open! ACWA Region 10 Election Ballot
Attachments: Region 10 2020-2021 Election Ballot.pdf

From: ACWA Region Elections <regionelections@acwa.com>
Subject: Polls Open! ACWA Region 10 Election Ballot
Date: August 1, 2019 at 10:11:19 AM PDT
To: Undisclosed recipients;;

EXTERNAL EMAIL – USE CAUTION WHEN OPENING ATTACHMENTS OR HYPERLINKS.



Sent via email August 1, 2019

TO: ACWA REGION 10 MEMBER AGENCY BOARD PRESIDENT AND GENERAL MANAGER

Ballot for Region 10 Board Election for the 2020-2021 Term

It is time to elect the 2020-2021 ACWA Region 10 Chair, Vice Chair and board members who will represent and serve the members of Region 10. Attached, you will find the official ballot which includes the Region 10 Nominating Committee's recommended slate as well as individual candidates running for the Region 10 Board.

Your agency is entitled to cast only one vote. Please review the attached ballot and have your agency's authorized representative cast its vote for the slate as recommended by the Region 10 Nominating Committee **or** cast its vote for an individual Region 10 chair, vice chair and three to five board members.

**2020-2021 ACWA Region 10 Ballot is located [HERE](#).
Region 10 Rules and Regulations are located [HERE](#).**

Submit the electronic ballot to ACWA by September 30, 2019.
*(Ballots received after September 30 will **not** be accepted.)*

REMEMBER, YOUR VOTE IS IMPORTANT. Region 10 Board members are elected to represent the issues, concerns and needs of your region. The Region 10 chair and vice chair will serve on ACWA's board of directors for the next two-year term beginning January 1, 2020. Additionally, the newly elected chair and vice chair will make the Region 10 committee appointment recommendations to the ACWA president for the 2020-2021 term. Also, either the chair or vice chair will hold a seat on the ACWA Finance Committee.

If you have questions, please contact your Regional Affairs Representative, Brian Sanders, at brians@acwa.com or call 916-441-4545.

Thank you for your careful consideration and participation in the Region 10 election process.

CLEAR FORM



Please return completed ballot by September 30, 2019

E-mail: regionelections@acwa.com
 Mail: ACWA
 910 K Street, Suite 100
 Sacramento, CA 95814

General Voting Instructions:

- 1 You may either vote for the slate recommended by the Region 10 Nominating Committee or vote for individual region board members (please note rules & regulations for specific qualifications). Mark the appropriate box to indicate your decision.
- 2 Complete your agency information. The authorized representative is determined by your agency in accordance with your agency's policies and procedures.

Region 10 Rules & Regulations:

The chair and vice chair shall be from different counties. The 2020-2021 Term shall consist of a Chair and 2 Board Members from San Diego County and a Vice Chair and 3 Board Members from Orange County. At least one of the chair or vice chair positions must be an elected/appointed director from a member agency.

1

Nominating Committee's Recommended Slate

I concur with the Region 10 Nominating Committee's recommended slate below.

CHAIR: DeAna Verbeke, Board Member, Helix Water District (San Diego County)

VICE CHAIR: Cathy Green, Director, Orange County Water District (Orange County)

BOARD MEMBERS:

- **Jim Atkinson**, Director, Mesa Water District (Orange County)
- **Betty Evans**, Director/Vice President, Vallecitos Water District (San Diego County)
- **Charles T. Gibson**, Board Member, Santa Margarita Water District (Orange County)
- **Shauna Lorange**, Department Director, City of San Diego Public Utilities (San Diego County)
- **George Murdoch**, Director, East Orange County Water District (Orange County)

OR

Individual Board Candidate Nominations

(See Rules & Regulations before selecting)

I do not concur with the Region 10 Nominating Committee's recommended slate. I will vote for individual candidates below as indicated.

CANDIDATES FOR CHAIR: (CHOOSE ONE)

- Shauna Lorange**, Dept. Director, City of San Diego Public Utilities (San Diego County)
- DeAna Verbeke**, Board Member, Helix Water District (San Diego County)

CANDIDATES FOR VICE CHAIR: (CHOOSE ONE)

- Cathy Green**, Director, Orange County Water District (Orange County)

CANDIDATES FOR BOARD MEMBERS: (MAX OF 5 CHOICES)

- Jim Atkinson**, Director, Mesa Water District (Orange County)
- Betty Evans**, Director/Vice President, Vallecitos Water District (San Diego County)
- Charles T. Gibson**, Board Member, Santa Margarita Water District (Orange County)
- Cathy Green**, Director, Orange County Water District (Orange County)
- Hayden Hamilton**, Director, Rainbow Municipal Water District (San Diego County)
- Shauna Lorange**, Dept. Director, City of San Diego Public Utilities (San Diego County)
- Mark Monin**, Vice President, El Toro Water District (Orange County)
- George Murdoch**, Director, East Orange County Water District (Orange County)
- Peer Swan**, Board Director, Irvine Ranch Water District (Orange County)
- Richard L. Vasquez**, Vice President, Board of Directors, Division 2, Vista Irrigation District (San Diego County)
- DeAna Verbeke**, Board Member, Helix Water District (San Diego County)

2

AGENCY NAME

AUTHORIZED REPRESENTATIVE

DATE



REGION 10 RULES AND REGULATIONS

Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association (ACWA Bylaw V, 6.).

OFFICERS

The chair and vice chair shall be from different counties.

At least one of the chair or vice chair positions must be an elected/appointed director from a member agency.

The region board members shall alternate every two years with three from one county and two from the other. The county from which the chair comes from shall have two region board members and the county from which the vice chair comes from shall have three region board members.

The chair will provide the region secretary.

MEETINGS

The region will hold at least quarterly meetings, including the ACWA spring and fall conferences.

The region chair will determine when and if nonmembers are invited to regional activities or events.

ATTENDANCE

If a region chair or vice chair is no longer allowed to serve on the Board of Directors due to his / her attendance, the region board shall appoint from the existing region board a new region officer. (ACWA Policy & Guideline Q, 1.)

If a region chair or vice chair misses three consecutive region board / membership meetings, the same process shall be used to backfill the region officer position. (ACWA Policy & Guideline Q, 1.)

If a region board member has three consecutive unexcused absences from a region board meeting or general membership business meeting, the region board will convene to discuss options for removal of the inactive board member. If the vacancy causes the board to fail to meet the minimum requirement of five board members, the region must fill the vacancy according to its rules and regulations. (ACWA Policy & Guideline Q, 3.)

ELECTIONS

All nominations received for the region chair, vice chair and board positions must be accompanied by a resolution of support from each sponsoring member agency, signed by an authorized representative of the Board of Directors. Only one individual may be nominated from a given agency to run for election to a region board. Agencies with representatives serving on the nominating committees should strive not to submit nominations for the region board from their agency. (ACWA Policy & Guideline P, 2.)

Election ballots will be e-mailed to ACWA member agency general managers and presidents.

The nominating committee shall consist of four persons, two from each county.

The nominating committee shall pursue qualified members within the region to run for the region board and consider geographic diversity, agency size and focus in selecting a slate.

A member of the nominating committee cannot be nominated by the committee for an elected position.

See current region election timeline for specific dates.

ENDORSEMENTS

ACWA, as a statewide organization, may endorse potential nominees and nominees for appointment to local, regional, and statewide commissions and boards. ACWA's regions may submit a recommendation for consideration and action to the ACWA Board of Directors to endorse a potential nominee or nominee for appointment to a local, regional or statewide commission or board. (ACWA Policy & Guideline P, 3.)

COMMITTEE RECOMMENDATIONS & REPRESENTATION

All regions are given equal opportunity to recommend representatives of the region for appointment to a standing or regular committee of the Association. If a region fails to provide full representation on all ACWA committees, those committee slots will be left open for the remainder of the term or until such time as the region designates a representative to complete the remainder of the term. (ACWA Policy & Guideline P, 4. A.)

At the first region board / membership meeting of the term, regions shall designate a representative serving on each of the standing and regular committees to serve as the official reporter to and from the committee on behalf of the region to facilitate input and communication. (ACWA Policy & Guideline P, 4. B.)

The chair and vice chair will recommend an official alternate for excused committee members.

TOURS

ACWA may develop and conduct various tours for the regions. All tour attendees must sign a “release and waiver” to attend any and all region tours. Attendees agree to follow environmental guidelines and regulations in accordance with direction from ACWA staff; and will respect the rights and privacy of other attendees. (ACWA Policy & Guideline P, 6.)

FINANCES

See “Financial Guidelines for ACWA Region Events” document.

AMENDING THE REGION RULES & REGULATIONS

ACWA policies and guidelines can be amended by approval of the ACWA Board of Directors.

The region 10 rules and regulations can be changed at any time with advanced written notice to member agencies.

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BOARD OF DIRECTORS

SAUNDRA F. JACOBS
BETTY H. OLSON, Ph.D.
CHARLES GIBSON
JUSTIN McCUSKER

DANIEL R. FERONS
GENERAL MANAGER



Santa Margarita Water District

August 5, 2019

The Honorable Helene Braizer
Board President
Rainbow Municipal Water District
3707 Old Highway 395
Fallbrook, CA 92028

RE: ACWA Region 10 Board

Dear President Braizer:

I am delighted to announce my candidacy for re-election to the ACWA Region 10 Board of Directors. I would be honored to have your support again for this important seat.

Since my election to the Santa Margarita Water District Board of Directors in 2012, I have actively participated in ACWA at both the Region 10 level and on the statewide Federal Affairs Committee. Over my last two terms on the Region 10, I have heard the unique water policy needs of our region and have contributed in helping address them. I have worked to develop the Region's work programs, policy initiatives and educational events. I also serve as an alternate to the ACWA Board representing Region 10 and participating in State-level meetings in that capacity. Currently, I am the designated Region 10 Director to report on federal matters in my capacity on ACWA's statewide Federal Affairs Committee.

I look forward to continuing my contributions to ACWA through my technical skills as a policymaker and manager--applying my 30 years of experience in both the public and private sectors. I have worked toward the mutual goals of water reliability and efficient water use. I also coordinate with leaders throughout ACWA's other regions, including those in allied industries, and nationally.

I have enclosed some background information on my experience as well as my platform for re-election to the Region 10 Board. I would be delighted to appear at one of your upcoming meetings to discuss my candidacy and answer any questions you may have. It would be my honor to serve you and our organizations again and I humbly ask for your vote and support.

I hope you will contact me at 949/485-0658 or at charlesg@smwd.com if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Charles T. Gibson".

Charles T. "Chuck" Gibson
Santa Margarita Water District
Board of Directors

c: Tom Kennedy, General Manager

Charles T. "Chuck" Gibson

Candidate for re-election, ACWA Region 10 Board of Directors

Special District Organizations

- Santa Margarita Water District, Board Member (Current; Elected Board Member since 2012)
- Association of California Water Agencies (ACWA) Region 10, Alternate Board Member (Current; since 2016)
- ACWA Region 10 Federal Affairs Committee, Member (Current, since 2012)
- California Special Districts Association, Member
- Orange County Water Association, Member
- Santiago Aqueduct Commission, Alternate Board Member
- San Juan Basin Authority, Alternate Board Member
- Santa Margarita Dana Point Authority, Board Member
- California Sanitation Risk Management Authority, Alternate Board Member

Professional Organizations

- Co-founded community civic council
- Experience homeowner's association director

Platform

Since my election as Director of Santa Margarita Water District in 2012, I have actively participated in ACWA at both the Region 10 level and on the statewide Federal Affairs Committee. Over the last two terms, I have been on the Region 10 Board of Directors. I participated in meetings, helped develop the Region's work program and events, occasionally attended state board meetings as an alternate representing Region 10. Currently, I am also the designated Region 10 Director to report on federal matters, as well as serving on ACWA's statewide Federal Affairs Committee. I coordinate with other committee members including representatives of Metropolitan Water District of Southern California and Municipal Water District of Orange County and member agencies toward the mutual goals of water reliability and to strengthen water use efficiency measures, particularly through conservation programs and recycled water projects. I continue to coordinate with other leaders throughout ACWA's regions, including those in allied industries, and with others in the west and nationally to provide cost effective, reliable water. I seek to continue to contribute to ACWA using my technical skills as a policymaker and manager, applying over 30 years of experience in the private sector and public sector combined.



Dedicated to
Satisfying our Community's
Water Needs

BOARD OF DIRECTORS

Shawn Dewane
President
Division V

Marice H. DePasquale
Vice President
Division III

Jim Atkinson
Director
Division IV

Fred R. Bockmiller, P.E.
Director
Division I

James R. Fisler
Director
Division II

Paul E. Shoenberger, P.E.
General Manager

Denise Garcia
District Secretary

Marwan Khalifa, CPA, MBA
District Treasurer

**Atkinson, Andelson,
Loya, Ruud & Romo**
Legal Counsel

1965 Placentia Avenue
Costa Mesa, CA 92627
tel 949.631.1200
fax 949.574.1036
info@MesaWater.org
MesaWater.org

August 5, 2019

Subject: **Re-Elect Jim Atkinson to the ACWA Region 10 Board**

Dear Colleagues,

On behalf of Mesa Water District (Mesa Water®), it is a great honor to recommend Director Jim Atkinson for re-election to one of the Orange County seats on the Association of California Water Agencies (ACWA) Region 10 Board. We are fortunate to have such a qualified candidate in Jim Atkinson, who has the Mesa Water Board's unanimous support for him to continue serving in this role.

Jim Atkinson has served on Mesa Water's Board of Directors for over 21 years and, during that time, he has made fair and informed decisions that have greatly benefited constituents shared by Mesa Water® and fellow water providers throughout Orange County. Also, since 1998, Jim Atkinson has participated in the Water Advisory Committee of Orange County (WACO), which he now chairs.

Additionally, he has served on: ACWA's Region 10 Board (2015-present); ACWA's Groundwater Committee (2016-present); and, ACWA's Water Quality Committee (2012-present) for Region 10 as one of two Orange County representatives. Furthermore, since 2017, Jim Atkinson has served on the Urban Water Institute Board; and, he has worked with the Mountain Counties Water Resources Association to establish the California-United Water Conference (2018-present) to engender collaborative solutions to challenges of mutual concern among water agencies in Southern and Northern California.

Due to his public service experience -- and his 30-year career at The Aerospace Corporation in El Segundo, working as the Laboratory Operations Business Manager -- Jim Atkinson possesses the qualifications, knowledge, and understanding of the many business, government, and water-related issues facing ACWA Region 10. Attached is Jim Atkinson's Statement of Qualifications for re-election to the ACWA Region 10 Board. Most importantly, Director Atkinson has proven leadership abilities that can guide ACWA Region 10 to continued success in providing excellent added value to the member agencies it serves.

If you have any questions or requests for additional information, please feel free to contact our External Affairs Manager, Stacy Taylor, by calling 949.631.1201 or emailing StacyT@MesaWater.org. Thank you for your consideration in re-electing Jim Atkinson.

Sincerely,

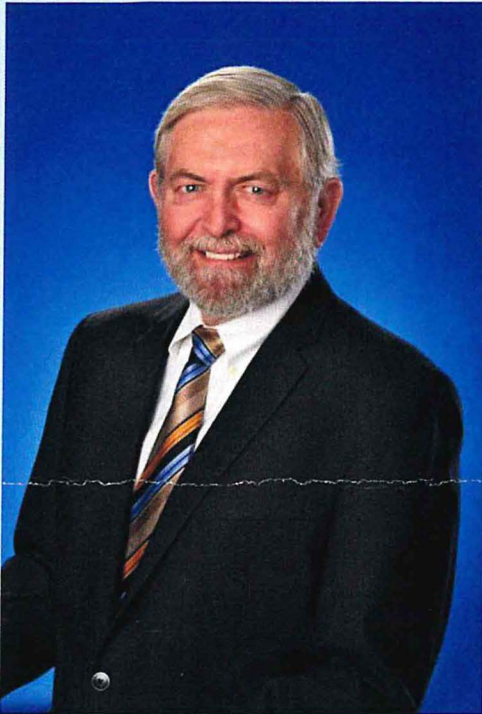
Shawn Dewane
Mesa Water Board President

Paul E. Shoenberger, P.E.
Mesa Water General Manager

c: Mesa Water Board of Directors

Re-Elect Jim Atkinson to ACWA Region 10 Board

Jim Atkinson, Director, Mesa Water District



OBJECTIVE: To further the goals of ACWA Region 10 in best serving its members -- and the industry as a whole -- by applying my analytical skills, and my water industry leadership experience, as a member of the ACWA Region 10 Board.

STATEMENT OF QUALIFICATIONS:

- Mesa Water District Director since 1998
- Four-term Mesa Water® Board President ('02, '03, '08, 2017-18)
- ACWA Region 10 Board Member, 2015-present
- ACWA Groundwater Committee, 2016-present
- ACWA Water Quality Committee, 2012-present
- California-United Water Conference co-founder, 2018-present (includes serving on the Planning Committee)
- Southern California Water Coalition, 2010-present
- Water Advisory Committee Orange County Chair (2019), Vice Chair (2018), participant (1998-present)
- Urban Water Institute Board Member, 2017-present
- Laboratory Operations Business Manager, The Aerospace Corp.

BIOGRAPHY: Initially elected in 1998 to Mesa Water's Board of Directors, and re-elected each term since, Jim Atkinson represents Division 4 which includes the Costa Mesa communities of College Park, Mesa del Mar, and Monticello, as well as John Wayne Airport and the OC Fairgrounds. Having been Mesa Water's Board President for four prior terms -- in 2002, 2003, 2008, and 2017-18 -- Director Atkinson currently serves as Vice Chairman of the District's Engineering & Operations Committee.

Additionally, Director Atkinson has served (since 2015) as one of seven board members on the Association of California Water Agencies (ACWA) Region 10 Board, as well as on ACWA's Groundwater Committee and Water Quality Committee. He currently Chairs the Water Advisory Committee Orange County and is a Board Member of the Urban Water Institute, and he serves on the Planning Committee for the California-United Water Conference as one of its co-founders. He also represents Mesa Water at the Municipal Water District of Orange County and Orange County Water District.

Director Atkinson has previously chaired Mesa Water's Audit Ad Hoc, Engineering & Operations, Executive, Human Resources, Legislative & Public Affairs, and Public Information Committees. Additionally, as a Costa Mesa resident for over 30 years, he has served as a Vice President and Director of the Mesa del Mar Homeowners Association and as a Leadership Tomorrow Board member from 2002 to 2006 (after completing the program in 2001), where his role included hosting an educational Water Workshop day.

With Master of Business Administration and Bachelor of Science degrees from the University of La Verne, Director Atkinson worked as the Laboratory Operations Business Manager at The Aerospace Corporation for over 30 years. His experiences there included Business Administration of the Research Laboratory Operations, as well as Construction Management and Facilities Management. Through this employment, he attended earthquake response and recovery training at the California Specialized Training Institute's Emergency Operations Center. He was also an International Code Conference (ICC) Certified Member and an ICC Certified Plumbing Inspector.

His hobby of racing model sailboats with International One Meter boats led to Director Atkinson's 2011 appointment to Region 6 Director of the American Model Yachting Association (AMYA) Board.



BOARD ACTION

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

CALL FOR NOMINATIONS FOR SAN DIEGO LOCAL AGENCY FORMATION COMMISSION (LAFCO)
SPECIAL DISTRICTS ADVISORY COMMITTEE

BACKGROUND

RMWD received a notice serving as a call to nominations pursuant to Government Code Section 56332(1) to solicit eight special districts members to serve on the Special Districts Advisory Committee.

In 2015, General Manager, Tom Kennedy was elected to serve on this committee.

DESCRIPTION

The advisory committee consists of 16 members serving four-year terms. Candidates' eligibility for nomination to LAFCO's advisory committee may be either a district elected or appointed officer and a staff member; and (2) the number of candidates representing the same agency shall be limited to one. The new term of the advisory committee member expires October 2023.

A list of incumbents has been provided on the attached, including RMWD's General Manager, Tom Kennedy. If nominated, Mr. Kennedy is interested in serving on the committee for another term.

State law specifies only the presiding officer or their alternate as designated by the governing board must sign the nomination form provided (Attachment A).

Nominations and a limited two-page resume indicating the candidate's District and LAFCO experience must be returned to San Diego LAFCO no later than 5:00 p.m. on Monday, September 23, 2019. Nominations received after this deadline will be invalid.

Nominations and resumes may be submitted by mail, courier, hand delivered to the San Diego Officer at 9335 Hazard Way, Suite 200, San Diego, CA 92123 or via email to tamaron.luckett@sdcounty.ca.gov, if necessary to meet the submission deadline, but the original form must be submitted.

After nominations and resumes are received it is anticipated a candidates' forum will be held in conjunction with the California Special Districts Association Quarterly Dinner with confirmation being provided under separate/future cover. Individuals able to expend the time and provide their expertise. RMWD will be responsible for all costs associated with the participation of its representatives on committees.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Four: Fiscal Responsibility
Strategic Focus Area Six: Communication

BOARD OPTIONS/FISCAL IMPACTS

- 1) Make a nomination in response to LAFCO's request.
- 2) Do not select a nomination in response to LAFCO's request.
- 3) Provide staff with direction.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff supports direction.



Tom Kennedy, General Manager

August 27, 2019



San Diego County
Local Agency Formation Commission
 Regional Service Planning | Subdivision of the State of California

August 12, 2019

TO: Independent Special Districts in San Diego County

FROM: Tamaron Lockett, Executive Assistant

SUBJECT: **Call for Nominations | San Diego Local Agency Formation Commission Special Districts Advisory Committee**

This notice serves as a call to nominations pursuant to Government Code Section 56332(1) to solicit eight special districts members to serve on the Special Districts Advisory Committee.

The advisory committee consists of 16 members that serve four-year terms. Candidates' eligibility for nomination to LAFCO's advisory committee: (1) may be either a district elected or appointed officer and a staff member; and (2) the number of candidates representing the same agency shall be limited to one. The new term of the advisory committee member expires October 2023. The eight incumbent's terms expire as follows:

Term expire	Incumbent	District
October 2019	Jack Bebee	Fallbrook Public Utility District
October 2019	Fred Cox	Rancho Santa Fe Fire Protection District
October 2019	Tom Kennedy	Rainbow Municipal Water District
October 2019	Tom Pocklington	Bonita-Sunnyside Fire Protection District
October 2019	Mark Robak	Otay Water District
October 2019	Greg Thomas	Rincon del Diablo Municipal Water District
October 2019	Robert Thomas	Pomerado Cemetery District
October 2019	Kimberly Thorner	Olivenhain Municipal Water District

State law specifies only the presiding officer or their alternate as designated by the governing board must sign the nomination form. Attached is nomination form (**Attachment A**).

San Diego LAFCO

August 12, 2019

Call to nominations | Special District Advisory Committee

- Nominations and a limited **two-page** resume indicating the candidate's District and LAFCO experience must be returned to San Diego LAFCO **no later** than 5:00 p.m. on **Monday, September 23, 2019**. Nominations received after this deadline will be invalid.
- Nominations and resumes may be submitted by mail, courier, hand delivered to the San Diego Officer at 9335 Hazard Way, Suite 200, San Diego, CA 92123 or via email to tamaron.luckett@sdcounty.ca.gov, if necessary to meet the submission deadline, but the original form must be submitted.

After nominations and resumes are received it is anticipated a candidates' forum will be held in conjunction with the California Special Districts Association Quarterly Dinner with confirmation being provided under separate/future cover. Should you have any questions, please contact me at (858) 614-7755.

Respectfully,

Tamaron Luckett
Executive Assistant

Attachment:

a) Nomination Form

ATTACHMENT A
NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVES
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION
SPECIAL DISTRICTS ADVISORY COMMITTEE

The _____ is pleased to nominate _____ as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a special district advisory committee member.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is either a district elected or appointed officer and a staff member.

(Signature)

(Print Name)

(Date)

(Print Title)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two pages
- Must be submitted with Nomination Form

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

LAFCO CALL FOR BALLOTS FOR THE SAN DIEGO COUNTY CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD

BACKGROUND

The Oversight Board oversees and approves certain actions of all the San Diego County area successor agencies, and manages the assets of the former redevelopment agencies, the repayment of debts and the fulfillment of other redevelopment agency obligations.

RMWD has no financial interest in the San Diego County Consolidated Redevelopment Oversight Board.

DESCRIPTION

LAFCO has provided a notice serving as a call for ballots pursuant to California Government Code 56332(f) with respect to electing one special district representative among the three nominated candidates to serve on the San Diego Consolidated Redevelopment Oversight Board. All independent special districts in San Diego County are eligible to cast one vote through their presiding officers or their alternates as designed by the governing bodies.

The LAFCO Special Districts Advisory Committee formed a Nominating Committee to review all three candidate statements attached. The Nominating Committee believes all three candidates are equally qualified, and as such recommends each independent special district cast their ballot as they see fit.

An official ballot is attached for Board reference. All ballots must be signed by the presiding officers or their designees and returned to San Diego LAFCO **no later than Friday, August 30, 2019**. Should LAFCO receive a quorum of 30 ballots by the August 30th deadline, the nominee with the most votes will be appointed. Should LAFCO not receive a quorum of ballots by the deadline, an automatic 60-day extension to October 30th is required.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Four: Fiscal Responsibility

BOARD OPTIONS/FISCAL IMPACTS

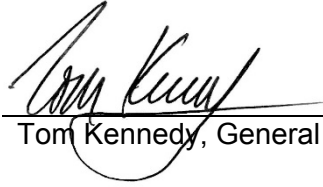
- 1) Cast a ballot for one of the three qualified candidates.
- 2) Do not cast a ballot.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff supports direction.



Tom Kennedy, General Manager

August 27, 2019



San Diego County
Local Agency Formation Commission
 Regional Service Planning | Subdivision of the State of California

CALL FOR BALLOTS

July 5, 2019

TO: Independent Special Districts of San Diego County

FROM: Tamaron Luckett, Executive Assistant
 San Diego County Local Agency Formation Commission

SUBJECT: Call for Ballots |
 San Diego County Consolidated Redevelopment Oversight Board

This notice serves as a call for ballots pursuant to California Government Code 56332(f) with respect to electing one special district representative among the three nominated candidates to serve on the San Diego County Consolidated Redevelopment Oversight Board. All independent special districts in San Diego County are eligible to cast one vote through their presiding officers or their alternates as designed by the governing bodies.

The official ballot is attached. Ballots must be signed by the presiding officers or their designees and returned to San Diego LAFCO no later than **Friday, August 30, 2019**. A ballot received without a signature will not be counted. Should LAFCO receive a quorum of 30 ballots by the August 30th deadline the nominee with the most votes will be appointed. Should LAFCO not receive a quorum of ballots by the deadline an automatic 60-day extension to October 30th is required.

Last, and consistent with adopted policy, the Special Districts Advisory Committee formed a Nominating Committee to review all three candidates' qualifications and consider making a recommendation as part of the balloting process. The Nominating Committee believes all three candidates are equally qualified, and as such recommends each independent special district cast their ballot as they see fit.

Ballots and/or any related questions should be directed by e-mail to Tammy Luckett at tamaron.luckett@sdcounty.ca.gov.

Attachment: as stated

Administration Keene Simonds, Executive Officer County Operations Center 9335 Hazard Way, Suite 200 San Diego, California 92123 T 858.614.7755 F 858.614.7766 www.sdlafco.org	Jim Desmond County of San Diego Dianne Jacob, Vice Chair County of San Diego Greg Cox, Alternate County of San Diego	Mary Casillas Salas City of Chula Vista Bill Wells City of El Cajon Serge Dedina, Alternate City of Imperial Beach	Mark Kersey City of San Diego Chris Cate, Alternate City of San Diego	Jo MacKenzie, Chair Vista Irrigation Barry Willis Alpine Fire Protection Erin Lump, Alternate Rincon del Diablo MWD	Andy Vanderlaan General Public Harry Mathis, Alternate General Public
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ATTACHMENT A

SAN DIEGO COUNTY CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD
ELECTION BALLOT and VOTE CERTIFICATION

VOTE FOR ONLY ONE NOMINEE

- William R. (Bob) Ayres** (Grossmont Healthcare District) []
Mark Baker (Lakeside Fire Protection District) []
Mitch Thompson (Otay Water District) []

I hereby certify that I cast the votes of the _____
(Name of District)

for the Consolidated Redevelopment Oversight Board Election as:

- [] the presiding officer, or
[] the duly-appointed alternate board member.

(Signature)

(Print name)

(Title)

(Date)

NOTE: The Nominating Committee believes all three candidates are equally qualified and recommends each special district proceed with voting as they see fit. Additionally, a candidate's forum is tentatively scheduled for August 15, 2019 as part of the quarterly meeting of the San Diego Chapter of the California Association of Special Districts (SDCSDA). Separate confirmation of the candidate's forum will be provided by SDCSDA.

Return Ballot and Vote Certification Form to:
San Diego LAFCO
Tameron Lockett
9335 Hazard Way, Suite 200
San Diego, CA 92123
(858) 614-7755 (office) • (858) 614-7766 (FAX)
Email: tameron.lockett@sdcounty.ca.gov

William R. Ayres

Objective

Senior corporate financial manager with particular expertise in Special Assets and Management. Proven ability in financial analysis, cash flow forecasting, and internal controls, budgeting. Superior presentation, negotiation, and business development skills and expert witness consultation.

Experience

W.R. Ayres Consulting LLC.

Currently providing consulting and expert witness services to various banking institutions and for a Bankruptcy Trustee/Receiverships.

2005-March 2009 Retired Coronado First Bank
San Diego, CA

Executive Vice President-Chief Credit Officer

Responsible for the Management of the Credit Portfolio of the bank. Participates in the development and recommendation of loan growth objectives, policies and procedures that meet compliance regulations and maximize yield while maintaining quality control and minimizing loss; approves significant loans; represents the Bank in the business community, promotes Bank services, establishes and maintains relationships with customers and develops relationships with prospective customers. Maintain open and good communication with banking regulators. Chaired the Bank loan committee meetings.

June 2007 retired full time and worked part time as the bank Community Reinvestment Act Representative until March 2009.

1993-2005-Retired Scripps Bank/U.S. Bank San Diego, CA

Special Assets Manager-Senior Vice President

Responsible for Development, direction and control of collection activities of the Bank Special Assets to ensure adherence to Banks policies and procedures. Additionally, responsible for the liquidation of the Banks REO and coordination to retain legal counsel and manage legal proceedings including bankruptcy and receiverships.

- Received superior audit results from the FDIC and the Office Comptroller Currency Examiners on proper identification and management of criticized and classified assets. Last exam in May of 2003 resulted in no risk rating changes.
- Managed the credit review function for Scripps Bank reporting to the Board of Directors until such time the increase in loan volume necessitated utilizing outside credit review.
- Developed and implemented problem loan reporting system for bank wide

use.

- Increased annual recoveries of charged off loans by initiating legal proceedings with resulting repayment plans.
- Minimized losses and reduced classified assets by having borrowers refinance with alternative lending sources and one-off note sales.

1990–1993 Dai-Ichi Kangyo Bank of CA. San Diego, CA

Regional Vice President and Manager

Responsible for overall management of the San Diego Region, branch loan portfolio and operations.

- Increased branch profitability while reducing classified assets to zero.
- Raised audit standards to above average by improving internal controls.
- Developed and implemented cross training program for all employees.
- Instituted budget controls resulting in significant annual savings.

1989–1990 Federal Deposit Insurance Corporation, Irvine CA.

Credit Specialist/Managing Agent

Responsible for management of failed Savings and loan institutions ranging in size from \$40 million to \$12 Billion in the Western Region of the United States.

- Developed and implemented workout plans and liquidation strategies to maximize settlements.
- Prepared institutions and assets for bulk and individual sales. Asset types included complex commercial real estate, corporate loans, total portfolio, and total institutional sales.
- Delegated credit authority up to \$10 million.

1966–1989 Bank of America Throughout California

Vice President Executive Account Officer- San Diego CA 1985-1989

Responsible for management of a large portfolio of complex commercial, industrial and agricultural borrowers. Worked with corporate executives and legal counsel to negotiate successful resolutions to restructured and classified assets.

- Achieved over 80% reduction in classified assets with no legal ramifications.

Vice President Manager of Business Banking Palm Springs, CA. 1984-1985

Responsible for managing the commercial loan portfolio and Business Banking unit for the Palm Springs Area Management Group comprising eleven branches. Accountable for the marketing and business development.

- Doubled business in established customer base by increasing assets.
- Developed and implemented a computerized database-marketing program to identify target markets, customers and prospects.

Corporate Account Officer-Los Angeles, CA. San Francisco, CA. San Diego, CA. 1966-1984

Various positions of increasing responsibility.

Education

Southern Methodist University, Dallas TX. Southwestern Graduate School of Banking

B.S. San Diego State University, San Diego, CA. Liberal Arts and Science

A.A. Grossmont College, San Diego, CA. Aerospace-Aeronautics

Qualified Expert Witness-Superior Court San Diego CA.

Affiliations and Organizations

- Past President, current member, Grossmont Healthcare District Board of Directors.
- Past Chair Board of Directors, Lambs Players Theatre. Current Endowment Board Member.
- Past Board Member Southern Methodist University Graduate School of Banking.
- East County Economic Development Corporation Gillespie Field Committee.
- Past Board Member, Oversight Board La Mesa Successor Agency.
- San Diego Receivers Forum.

Interests

- United States Cycling Federation
- Retired Pilot.
- Writing-Published Author.
- Golf.

References

Available upon request.



April 23, 2019

Jo MacKenzie, Chair
Keene Simonds, Executive Officer
San Diego County Local Agency Formation Commission
County Operations Center
9335 Hazard Way, Suite 200
San Diego, California 92123

Dear Ms. MacKenzie / Mr. Simonds,

I am submitting my interest in filling the vacant seat representing Special Districts on the Countywide Redevelopment Successor Agency Oversight Board for the County of San Diego.

I believe I can bring a unique perspective to the Oversight Board having served in two agencies over my career that had Redevelopment Agencies. While Fire Chief for the Lakeside Fire Protection District (2004-2010) I was a member of the Advisory Committee for the Upper San Diego River Improvement Project RDA (USDRIP). And prior to that assignment I was a Fire Captain with the City of Cathedral City (1987-1994) and had a front row seat as to how an RDA can positively affect a community.

While with Cathedral City I learned how an RDA can bring vital infrastructure projects to the community along with partnering with the private sector to bring new businesses to the community along with increased employment opportunities and increased local tax revenue. With this experience and knowledge, I was able to contribute to the USDRIP RDA on several occasions including partnering with the RDA to bring a new and relocated fire station / fire administrative offices / firefighter training tower to the community of Lakeside within the boundaries of the USDRIP RDA. Which also had the side benefit of then allowing the Fire District to relocate another fire station to an underserved portion of the community.

Working with the Lakeside Fire Protection District's budget allowed me to better understand how the property tax increment reallocations occur within an RDA and the affects it has on the various agencies and school districts within those boundaries.

I also bring to the seat a wealth of knowledge and experiences developed over 44 years of public service. Starting as a firefighter with then the California Division of Forestry (Cal Fire/San Diego) I rose through the ranks in several agencies becoming the fire chief of the Lakeside Fire Protection District. After retiring (2010) I have continued to serve the community of Lakeside by being an elected Director for the Lakeside Fire Protection District (2012 -- present). I have developed and administered budgets for both municipalities and special districts for the past 22 years.

While Fire Chief and as a Director for the Lakeside Fire District, I have been an active member sitting as a Director for the Fire Districts Association of California (FDAC), serving as its President for two years along with participating on FDAC's Legislative Task Force advocating for fire and special districts in Sacramento.

I look forward to serving on the Oversight Board and protecting the interests of all the special districts throughout San Diego County that have relationships with Redevelopment Agencies.

Respectfully submitted,

Mark T. Baker

Mark T. Baker
Director
Lakeside Fire Protection District



MITCHELL L. THOMPSON

BIOGRAPHICAL BRIEF

Mitch Thompson grew up in Los Angeles and attended UCSD where he graduated magna cum laude with a double degree. His 40-year career includes positions in local government in San Diego County, starting a successful community development bank, and real estate development, investment and consulting with a particular emphasis on the development of affordable housing and redevelopment projects using public-private programs and funding. Mitch continues to be an active developer, investor and realtor in the South Bay area of San Diego County while also remaining active in a number of local civic issues. He has served in a variety of leadership positions on the boards of both non-profits and government agencies, including the Chula Vista City Council, Neighborhood National Bank, City of Chula Vista Redevelopment Oversight Board and the Otay Water District, where he currently serves as President of the Board. In addition, he currently serves on the Boards of the San Diego County Water Conservation Authority and the Southwestern Community College Foundation.

He lives in Chula Vista and enjoys international travel with a cultural emphasis with his Tijuana-born wife and artist, Luz Espinoza and their family. They particularly enjoy frequenting all parts of Baja California from Los Cabos to Tijuana enjoying the wide array of Baja cuisine. Mitch has been a resident of the South Bay since 1987 and has been a Chula Vista resident since 2007.



SEMINAR / CONFERENCE / WORKSHOP TRAINING ATTENDANCE REQUEST

Board Member	MIGUEL E. GASCA
Name of Conference	2019 CSDA ANNUAL CONFERENCE
Date(s) / Time(s)	SEPT. 25-28
Location	ANAHEIM, CA
Employee Contact Phone Number at Conference	Phone No. (909) 844-3802
Vehicle	Mileage Reimbursement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 75 Miles x 2 = 150 x .58 = \$87 ⁰⁰
Registration	Full Registration \$625 ⁰⁰
Hotel Accommodations	2 days @ 180 ⁰⁰ = \$360 ⁰⁰
Compensation for How Many Days	1 CONFERENCE = \$150 ⁰⁰
Other Costs (List Details)	PER DIEM - MEALS
Total Cost	~ \$1,222 + MEALS
Budgeted in GL Acct No.	03-20-75300

Brief Summary of Content - ANNUAL FALL CONFERENCE; INTERFACE WITH OTHER BOARDS; DISCOVER PRODUCTS USEFUL FOR DISTRICT

Benefit to RMWD - Employee Will Learn - ABOUT LAFCO DISSOLUTIONS, CONSOLIDATIONS, PROFILING OPERATIONS LIKE: CELL TOWER REVENUE, BIDDING COOPERATIVES, WATERSHED TRUST FUNDS; ACTION PLAN FOR RATE, TAX, OR ASSESSMENT INCREASE. OPPORTUNITY TO TALK W/ SPECIAL DISTRICT REPS ON LAFCO OF SAN DIEGO

Attach Seminar, Conference or Workshop Description

 Board Member Signature

08/13/19

 Date

 GM Approval
 (After approval: Original to Manager. Copy to Supervisor and Employee)

 Date

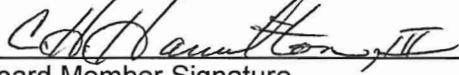


SEMINAR / CONFERENCE / WORKSHOP TRAINING ATTENDANCE REQUEST

Board Member	Hayden Hamilton
Name of Conference	2019 CSDA Annual Conference & Exhibitor Showcase
Date(s) / Time(s)	September 26-28, 2019
Location	Anaheim, CA
Employee Contact Phone Number at Conference	Phone No. (760) 521-3989
Vehicle	Mileage Reimbursement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Registration	\$625 (early CSDA member registration)
Hotel Accommodations	N/A
Compensation for How Many Days	2 days
Other Costs (List Details)	? Mileage
Total Cost	\$1000 (estimate)
Budgeted in GL Acct No.	03-20-75300

Brief Summary of Content –	Broad coverage of issues facing local districts and how others have addressed these.
Benefit to RMWD – Employee Will Learn –	Networking with other local districts, better understanding of issues and solutions facing local districts.

Attach Seminar, Conference or Workshop Description



 Board Member Signature

13/AUG/19

 Date

 GM Approval
 (After approval: Original to Manager. Copy to Supervisor and Employee)

 Date

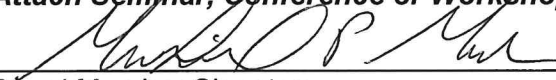


SEMINAR / CONFERENCE / WORKSHOP TRAINING ATTENDANCE REQUEST

Board Member	Michael P Mack
Name of Conference	C.S.D.A. - FALL
Date(s) / Time(s)	SEP 25, 26, 27
Location	Anaheim, CA.
Employee Contact Phone Number at Conference	Phone No. (760) 207-7229
Vehicle	Mileage Reimbursement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Registration	625 ⁰⁰
Hotel Accommodations	450 ⁰⁰
Compensation for How Many Days	3 2
Other Costs (List Details)	Parking - & POSSIBLE MEAL
Total Cost	EST. 1,500 ⁰⁰
Budgeted in GL Acct No.	03-20-75300

Brief Summary of Content -	C.S.D.A. Annual Fall Conf.
Benefit to RMWD - Employee Will Learn -	NET WORKING - LEARNING Whats new in Industry

Attach Seminar, Conference or Workshop Description



 Board Member Signature

 Date Aug 15, 2017

 GM Approval
 (After approval: Original to Manager. Copy to Supervisor and Employee)

 Date




SEMINAR / CONFERENCE / WORKSHOP TRAINING ATTENDANCE REQUEST

Board Member	Carl Rindfleisch
Name of Conference	2019 CSDA Annual Conference
Date(s) / Time(s)	Sept 25th - 28th
Location	Anaheim, California
Employee Contact Phone Number at Conference	Phone No. (858) 228-7297
Vehicle	Mileage Reimbursement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Registration	\$625.00
Hotel Accommodations	Yes
Compensation for How Many Days	Four
Other Costs (List Details)	Daily per diem meals
Total Cost	Approximately \$1,800
Budgeted in GL Acct No.	03-20-75300

Brief Summary of Content –	Content related to the annual conference of the California Special District Association. This is an annual event recommended by both board members and employees of RMWD.
Benefit to RMWD – Employee Will Learn –	Content related to the annual conference of the California Special District Association. This is an annual event recommended by both board members and employees of RMWD. RMWD is a part of CSDA and the benefit will be more efficient and effective practices of board members representing the voters within RMWD.

Attach Seminar, Conference or Workshop Description



 Board Member Signature



 Date

 GM Approval
 (After approval: Original to Manager. Copy to Supervisor and Employee)

 Date

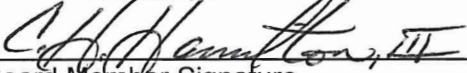


SEMINAR / CONFERENCE / WORKSHOP TRAINING ATTENDANCE REQUEST

Board Member	Hayden Hamilton
Name of Conference	ACWA 2019 Fall Conference & Exhibition
Date(s) / Time(s)	December 3-6
Location	Manchester Grand-Hyatt, San Diego
Employee Contact Phone Number at Conference	Phone No. (760) 521-3989
Vehicle	Mileage Reimbursement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Registration	\$750 (advance registration)
Hotel Accommodations	N/A
Compensation for How Many Days	2 days
Other Costs (List Details)	
Total Cost	\$1150 plus mileage
Budgeted in GL Acct No.	03-20-75300

Brief Summary of Content –
See attached conference summary
Benefit to RMWD – Employee Will Learn –
networkiing with other water districts and suppliers, better understanding of issues facing water districts and solutions being pursued to address these.

Attach Seminar, Conference or Workshop Description



 Board Member Signature

 Date 13/AUG/19

 GM Approval
 (After approval: Original to Manager. Copy to Supervisor and Employee)

 Date

ACWA JPIA - MONDAY, DEC. 2

- 8:30 - 10:00 AM**
 - ACWA JPIA Program Committee
- 10:15 - 11:15 AM**
 - ACWA JPIA Executive Committee
- 1:30 - 4:00 PM**
 - ACWA JPIA Board of Directors
- 4:00 - 5:00 PM**
 - ACWA JPIA Town Hall
- 5:00 - 6:00 PM**
 - ACWA JPIA Reception

TUESDAY, DEC. 3

- 8:00 AM - 9:45 AM**
 - Agriculture Committee
- 8:00 AM - 6:00 PM**
 - Registration
- 8:30 AM - Noon**
 - ACWA JPIA Seminars
- 9:00 AM - 5:00 PM**
 - ACWA Legal Briefing & CLE Workshop
- 10:00 - 11:45 AM**
 - Groundwater Committee
 - Local Government Committee
- 11:00 AM - Noon**
 - Outreach Task Force
- Noon - 2:00 PM**
 - ACWA 101 & Luncheon
 - Committee Lunch Break
- 1:00 - 2:45 PM**
 - Energy Committee
 - Finance Committee
 - Scholarship & Awards Subcommittee
 - Water Management Committee
- 1:00 - 3:00 PM**
 - ACWA JPIA: Sexual Harassment Prevention for Board Members & Managers (AB 1825)
- 3:00 - 4:45 PM**
 - Communications Committee
 - Federal Affairs Committee
 - Membership Committee
 - Water Quality Committee
- 5:00 - 6:30 PM**
 - Welcome Reception in the Exhibit Hall

WEDNESDAY, DEC. 4

- 7:30 AM - 5 PM**
 - Registration
- 8:00 - 9:45 AM**
 - Opening Breakfast (*Ticket Required*)
- 8:30 AM - Noon & 1:30 - 6:00 PM**
 - Exhibit Hall
- 10:00 - 11:30 AM**
 - Attorneys Program
 - Energy Committee Program
 - Exhibitor Demos
 - Finance Program
 - Region Issue Forum
 - Statewide Issue Forum
 - Water Industry Trends Program
- 11:30 - 11:45 AM**
 - Networking in the Exhibit Hall
- 11:45 AM - 2:00 PM**
 - General Session Luncheon (*Ticket Required*)
- 2:15 - 3:30 PM**
 - Attorney Program
 - Communications Committee Program
 - Energy Committee Program
 - Exhibitor Case Study
 - Region Program
 - Statewide Issue Forum
 - Water Industry Trends Program
- 3:45 - 5:00 PM**
 - Ag/Water Quality Committee
 - Aquatic Resources Subcommittee
 - Exhibitor Case Study
 - Finance Program
 - Local Government Committee
 - Statewide Issue Forums
 - Water Industry Trends Program
- 3:30 - 5:30 PM**
 - Legal Affairs Committee
- 5:00 - 6:00 PM**
 - Prize Drawing Fiesta Night in the Exhibit Hall

THURSDAY, DEC. 5

- 7:30 AM - 4 PM**
 - Registration
- 7:45 - 9:15 AM**
 - Regions 1-5 Membership Meetings

- 8:00 AM - Noon**
 - Exhibit Hall
- 8:00 - 9:15 AM**
 - Networking Continental Breakfast, Exhibit Hall (*Ticket Required*)
- 8:30 - 10:45 AM**
 - Ethics Training (AB 1234) - *Limited Seating*
- 9:30 - 11:00 AM**
 - Attorneys Program
 - Exhibitor Demos
 - Finance Program
 - Region Issue Forum
 - Statewide Issue Forum
 - Water Industry Trends Program
- 11:00 - 11:30 AM**
 - Prize Drawings in the Exhibit Hall
- 11:45 AM - 2:00 PM**
 - General Session Luncheon (*Ticket Required*)
- 2:15 - 3:15 PM**
 - Attorneys Program
 - Exhibitor Case Studies
 - Federal Issues Forum
 - Statewide Issue Forum
 - Water Industry Trends Program
- 3:30 - 5 PM**
 - Regions 6-10 Membership Meetings
- 6:00 - 7:00 PM**
 - Outreach Reception
- 7:00 - 10:00 PM**
 - Dinner & Entertainment (*Ticket Required*)

FRIDAY, DEC. 6

- 8:00 - 9:30 AM**
 - Registration
- 8:30 - 10:00 AM**
 - ACWA's Hans Doe Past Presidents' Breakfast in Partnership with ACWA JPIA (*Ticket Required*)

OTHER EVENTS

THURSDAY, DEC. 5

- 6:45 - 8:30 AM**
 - San Joaquin Valley Agricultural Water Committee

May 20, 2019

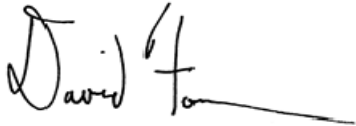
Ms. Tracy Largent
Finance Manager
Rainbow Municipal Water District
3707 Old Highway 395
Fallbrook, CA 92028

Dear Ms. Largent:

Enclosed is the "Communication with Those Charged with Governance" letter issued during the planning phase of the June 30, 2019 audit. Please forward this letter to the Board of Directors.

If you have any questions, please feel free to call me.

Very truly yours,

A handwritten signature in black ink, appearing to read "David Forman". The signature is written in a cursive style with a long horizontal line extending to the right.

David B. Forman, CPA

May 20, 2019

Board of Directors
Rainbow Municipal Water District

We are engaged to audit the financial statements of the Rainbow Municipal Water District for the year ended June 30, 2019. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated May 20, 2019, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of the District's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

As part of our audit, we will consider the internal control of the District. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to Management's Discussion and Analysis, the Schedule of Proportionate Share of the Net Pension Liability – Defined Benefit Pension Plans, Schedule of Contributions – Defined Benefit Pension Plans, Schedule of Changes in the Net OPEB Liability and Related Ratios, and Schedule of District Contributions - OPEB, which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have not been engaged to report on the Introductory Section and Statistical Section, which accompany the financial statements but are not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditors' report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information will not be audited and we will not express an opinion or provide any assurance on it.

- 1 -

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards. If a member of the Board of Directors is aware of matters that have a material bearing on the financial statements taken as a whole (such as described in items 1 through 4), please contact David Forman at (760) 729-2343 or by e-mail at dforman@wndecpa.com.

We expect to begin our audit on July 15, 2019 and issue our report by December 6, 2019. David B. Forman, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the Board of Directors and management of Rainbow Municipal Water District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

White Nelson Dick Evans LLP

MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

VARIABLE					
DATE	2019	MEETING	LOCATION	ATTENDEES	POST
September	12	SDCWA Special Board Meeting	SDCWA	GM	N/A
September	*	CSDA – San Diego Chapter	The Butcher Shop – 6:00 p.m. 5255 Kearny Villa Road San Diego, CA 92123	Mack	N/A
September	*	LAFCO Special Meeting	County Admin Center, Room 302 – 9:30am	(As Advised by GM)	N/A
September	*	Santa Margarita River Watershed Watermaster Steering Committee	Rancho California Water District	Hamilton	N/A

* To Be Announced

MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

RECURRING					
DATE	2019	MEETING	LOCATION	ATTENDEES	POST
September	4	Engineering & Operations Committee Meeting	RMWD Board Room 3:00 p.m.	Appointed Director, General Manager	8/30
September	5	Communications & Customer Service Committee Mtg.	RMWD Board Room 3:30 p.m.	Appointed Director, General Manager	8/30
September	9	LAFCO	County Admin. Center Room 302 9:00 am	As Advised by GM	N/A
September	10	Budget & Finance Committee Mtg.	RMWD Board Room 1:00 p.m.	Appointed Director, General Manager	8/30
September	17	SDCWA GM's Meeting	SDCWA, San Diego 9:00 a.m.	General Manager	N/A
September	17	Council of Water Utilities	The Butcher Shop – 8:00 a.m. 5255 Kearny Villa Road San Diego, CA 92123	All Directors, General Manager	N/A
September	20	NC Managers	Golden Egg 7:45 a.m.	General Manager	N/A
September	24	RMWD General Board	RMWD Board Room (Start Time to Be Determined)	All Directors	9/17
September	25	North County Work Group (NCWG)	Rincon Del Diablo, Escondido 7:30 a.m.	General Manager	N/A
September	25	San Luis Rey Watershed Council	Pala Administration Building 1:00 p.m.	Appointed Director	N/A
September	26	SDCWA Full Board Meeting	SDCWA Board Room, 3-5 p.m.	General Manager	N/A

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

Operations Report for July 2019

DESCRIPTION

Activities for Operations & Maintenance Division

CONSTRUCTION & MAINTENANCE DEPARTMENT:

	Repairs	Installations	Leaks
Mainline	6		4
Service	2		1
Hydrants	2		1
Valves		3	
Meters			
Blow-Offs			
Air Vacs	1		

WATER OPERATIONS & VALVE MAINTENANCE DEPARTMENT:

Water Operations completed and/or oversaw the following:

- Completed three (3) reservoir cover inspections
- Assisted with and/or performed (3) water quality complaints
- Gomez Tank is off line for renovation
- Installed (1) updated routine sample site can
- Inspected/Rebuilt (1) pressure station

VALVE MAINTENANCE DEPARTMENT:

Monthly Totals	Valves (Distribution)	Appurtenance Valves	Appurtenances
Exercised	57	79	N/A
Inoperable	1	5	0
Repaired	0	0	0
Replaced	0	0	0
Installed	0	0	0

Valve Maintenance completed and/or oversaw the following:

- 212 utility locates completed
- Assisted with (5) shutdowns
- Painted 79 appurtenances

METERS DEPARTMENT:

Current Projects:

- None

Future Projects:

- Water Service Upgrade Project

Backflows:

- 447 devices tested

Customer Service Requests:

- 1,634 total for the month of July

WASTEWATER DEPARTMENT:

Monthly, Semi Annual and Annual Reports:

California Integrated Water Quality System (CIWQS): Confirmation #2549092 Reported "No Spill Report" for Month: July 2019.

PROJECTS:

July 25, 2019
City of Oceanside Permit Renewal R0WP19-0400
Cost: \$574.00

July 11, 2019

Job # 169228:

Preplan North River Road – Set up and clean section of 15” sewer line for observation & sewer descaling nozzle

July 16, 2019

Job# 169226:

Preplan North River Road – Full permit confined space entry: Check 15” sewer manhole flume and plan for removal

TECHNICAL SERVICES DEPARTMENT:

Current Projects:

- Lookout Mountain. Tank SCADA panel / Radio Upgrade - Ongoing
- Lookout Mountain. Pump Station SCADA panel / radio upgrade-Ongoing
- Lift Station # 1 SCADA Panel/ Radio Upgrade-On going
- Pala Mesa Tank Radio Upgrade - Nearly complete
- Vallecitos Tank to North Cl2 Radio communications link.- Ongoing
- Cement Tank Radio Upgrade - Ongoing
- Coordination with Engineering & Suez for Water Tank stairways and addition of conduits for radio communication - Ongoing
- Routine corrections for I/R survey of water and wastewater motor control centers - Ongoing
- Coordination with SDG&E for Gomez Tank electric service - Complete
- Knight Security to install new wireless equipment for perimeter beams - Nearly complete, equipment installed and working
- Electrical maintenance at Gomez Pump Station - In progress
- Coordination with San Diego Sherriff's Department on replacement Sherriff Department building planned for the Cement Tank Communications site - Ongoing
- Install new SMS text messaging system to Water and Wastewater SCADA alarm - Ongoing

Future Projects:

- Install generator at Sumac repeater site
- Gomez Tank new electric service
- Install new panels and radios for SCADA communications
- New sub-panel for SCADA Server Room

FLEET/GARAGE:

Current Projects:

- Unit #40 new vehicle prep: Lights, bed coating, light bar, decals, radio, all safety strobe lights and work lights
- Prep new weed trimmers for Meter Crew
- BIT Inspections
- #119 Highline Trailer: Inspect build; new prep
- Unit #22 Inspect progress on build
- New Unit #71 Dump Truck: Specs overview

Future Projects:

- Spec and Order New Unit #31 replacement: Prep for new vehicle upfitting
- Trailer #111 Big Tex Trailer rehab: Ramp assist springs, wood decking and lights, etc.
- #109 Shoring Trailer: New prep
- Prepare for opacity & smoke testing of "On Road Diesels"- **AUGUST 23, 2019**
- Vehicle grading of possible replacement vehicles
- Unit #40: Window regulator
- Unit #33: Replace DPF (Diesel Particulate Filter)
- Unit #32: CCV replacement (crank case vent valve)
- Unit #22: PM fuel filters and replace L/F wheel stud
- Unit #75: Engine cooling fan and shroud replacement
- Replace Gas Boy fuel cubes on #s 44, 71 & 105
- Unit #61: Replace turbo cooler line
- Backup Cameras on Unit #s 18, 21, 22, 23, 25, 32, 36, 40 & 75
- Any and all PM services & repairs due


Robert Gutierrez 8/27/19
Operations Manager

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

Engineering Report for July 2019

DESCRIPTION

CAPITAL PROJECTS:

Pressure Reduction Plan: The Consultant is currently working on the development of a system wide pressure analysis to extend the useful life of water mains and has held several meetings with staff to help determine optimum locations. This effort was reduced to allow the consultant to evaluate the water system if RMWD leaves SDCWA.

Corrosion Protection: The Consultant is developing a program for the District to implement to reduce corrosion of pipes, valves and other appurtenances.

Gird to Monserate Hill: Pursuing alternative design with lower construction cost. It will be included in the Programmatic EIR (PEIR). Project currently on hold.

Land Surveying Services - Record of Survey: The record of survey was submitted to the county late April 2019 and is in review. Issues with deed errors are being investigated by District Counsel.

Pipeline Relocations - Misc: Preliminary drawings with proposed pipe alignments have been reviewed. Survey of connection locations were completed in July. The Consultant is preparing submittal, including additional pipe segments approved at the May 28, 2019 Board Meeting.

Rainbow Height's Pump Station Replacement: The Consultant is proceeding with the design of the premanufactured pump station and drawings.

Sewer Pipe Lining: The contract was executed on July 11, 2019. The Notice to Proceed will be issued when the schedule is approved (Pre-Con 8/1/19).

Tank Fall Prevention: Gomez Tank has been drained and renovations have begun. Stair drawings have been received and comments sent back.

Thoroughbred Equalization Basin and Schoolhouse Lift Station: Design has been paused as District considers available funding.

Via Ararat Pipeline Improvement: The contract was executed on July 29, 2019. The pre-con is currently being scheduled.

Water Service Upgrade Project: The District is in current communication with ABM to obtain material equipment and other miscellaneous items used to date. No pilot meters are being installed at this time.

Weese Filtration Plant Interconnect: Project is currently on hold while District considers supply alternatives.

DEVELOPER PROJECTS:

Golf Green Estates (Development Solutions): 94 SFR / 102.46 EDUs - Planned across from Bonsall Elementary School on Old River Road. Staff working with the developer on easement issues. Onsite punch list was prepared by staff. Contractor to complete items on the punch list - 57.

Horse Creek Ridge (HCR), (D.R. Horton): 627 WMs (Reduced by 124 WMs) / 754 EDUs - Off of Highway 76 and Horse Ranch Creek Road. Inspected meter installs, meter releases and sewer connections. Water meters purchased to date - 346.

Horse Creek Ridge Unit 6R5 Promontory (Richmond American Homes): 124 WMs / 124 EDUs - Off of Highway 76 and Horse Ranch Creek Road. D.R. Horton, master developer of HCR sold Unit 6-R5, 124 lots, Promontory Subdivision to Richmond American Homes. Currently the sewer EDUs are covered under an agreement with D.R. Horton. Inspected meter installs, meter releases and sewer connections. Water meters purchased to date - 77.

Malabar Ranch (Davidson Communities): 31 SFR / 29 EDUs - Off of Via Monserate/La Canada. There are 17 out of 31 homes built. Developer needs to complete the waterline relocation and punch list items.

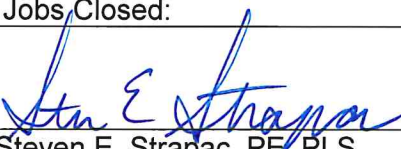
Malek 350' Water Main Extension on Entrada Al Sol: Final plans were submitted. Construction delayed until final submittals are submitted.

Pala Mesa Highlands (Beazer Homes): 124 SFR / 124 EDUs - On Old Highway 395. Models have been constructed. The PRS needs to be installed. Inspected meter installs, meter releases and sewer connections. The contractor installed new 4" DCDA line and 6" fire hydrant per revision. Water meters purchased to date - 69.

Wiestling 198' Water Main Extension on West Lilac Road: Staff conducted 5th plan check. A 20' easement has been dedicated to the District along the westerly boundary of the property.

OTHER:

ITEMS	NO#	ITEMS	NO#
Water Availability Letters	4	Water Meters Purchased	38
Sewer Availability Letters	1	Sewer EDUs Purchased	0
Water Commitment Letters	0	Developer Shutdowns	0
Sewer Commitment Letters	0	Jobs Closed:	0



Steven E. Strapac, PE, PLS

8/27/19

District Engineer

**AS-NEEDED SERVICES EXPENDITURES REPORT
AUGUST 2019**

CONT #	EXP DATE	TITLE	CONSULTANT	FUND SOURCE	ASSIGNMENT LETTERS	DESCRIPTION	AUTHORIZED AMOUNT	NOT TO EXCEED AMOUNT	INVOICED TO DATE	CURRENT BALANCE
17-41	12/28/2019	As-Needed General Real Property Services	Clark Land Resources	CIP	2018-00	Procure the necessary rights to procure Rainbow Heights Pump Station-MWD Easement.		\$ 3,967.00	\$ 162.50	
				CIP	2018-01	Staking of four separate easements crossing the San Luis Rey River.		\$ 16,500.00	\$ 12,444.50	
				CIP	2018-02	Staking Ascott property easement.		\$ 1,500.00	\$ 1,442.50	
				CIP	2018-03	RMWD valuation and disposal services for surplus property.		\$ 5,301.00	\$ 5,203.12	
				CIP	2019-04	Surplus property disposal plan.		\$ 10,000.00	\$ 742.25	
						\$ 40,000.00	\$ 37,268.00	\$ 19,994.87	\$ 20,005.13	
18-16	8/29/2021	As-Needed Land Surveying Services	Johnson-Frank & Associates, Inc.	NON-CIP	2019-00	Topography - Dentre De Lomas Road repair.		\$ 5,115.40	\$ 5,115.40	
								\$ 50,000.00	\$ 5,115.40	\$ 5,115.40
18-14	8/29/2021	As-Needed Land Surveying Services	KDM Meridian, Inc.	NON-CIP	2018-01	Stake easement on Morro Hills due to 20" watermain failure.		\$ 7,280.00	\$ 7,278.75	
				CIP	2019-02	RMWD "Base Map" to perform in-house design of proposed water facilities on Via Ararat.		\$ 5,800.00	\$ 5,800.00	
				---	2019-03	Cancelled		\$ -	\$ -	
				CIP	2019-04	Stake easement on Gird Road for construction project.		\$ 5,400.00	\$ -	
				CIP	2019-05	Legal and Plat for Campbell - Via Ararat		\$ 1,200.00	\$ 1,195.00	
						\$ 50,000.00	\$ 19,680.00	\$ 14,273.75	\$ 35,726.25	
18-15	8/29/2021	As-Needed Land Surveying Services	Right-of-Way Engineering, Inc.	NON-CIP	2019-00A	Title Reports, Legals & Plats - Los Sicomoros		\$ 7,705.00	\$ 7,705.00	
					2019-00B	Ranger Road Easement - Adams Property		\$ 1,885.00	\$ 1,885.00	
					2019-00C	Pardee Easement - North River		\$ 1,245.00	\$ 1,245.00	
					2019-01	Easement Survey - Grove View Road		\$ 4,220.00	\$ 1,065.00	
						\$ 50,000.00	\$ 15,055.00	\$ 11,900.00	\$ 38,100.00	
19-16	6/25/2022	As-Needed Civil Engineering Services	Dudek							
							\$ 150,000.00	\$ -	\$ -	\$ 150,000.00
19-17	7/01/2022	As-Needed Civil Engineering Services	Omnis Consulting, Inc.		2019-01	PS&E Pavement Repair - Dentre De Lomas		\$ 8,890.00		
					2019-02	Olive Hill Estates Transmission Wate Main		\$ 73,700.00		
						\$ 150,000.00	\$ 82,590.00	\$ -	\$ 150,000.00	
19-18	6/25/2022	As-Needed Civil Engineering Services	HydroScience Engineers, Inc.							
							\$ 150,000.00	\$ -	\$ -	\$ 150,000.00
19-19	6/25/2022	As-Needed Real Estate Appraisal Services	Anderson & Brabant, Inc.							
							\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
19-20	6/11/2022	As-Needed Real Estate Appraisal Services	ARENS Group, Inc.		2019-01	Bonsall Reservoir appraisal to include rent value		\$ 3,050.00	\$ 3,050.00	
							\$ 20,000.00	\$ 3,050.00	\$ 3,050.00	\$ 16,950.00



BOARD INFORMATION

BOARD OF DIRECTORS

August 27, 2019

SUBJECT

HUMAN RESOURCES REPORT FOR JULY/AUGUST 2019

DESCRIPTION

Personnel changes, human resources activities, and safety report for July/August 2019

PROMOTIONS:

Anel Perez, Customer Service Rep I was promoted to Development Services Representative. The Development Services Representative position will replace the Administrative Assistant position after the incumbent's retirement.

RECRUITMENT:

Project Manager - Malik Tamimi has accepted the Project Manager position for Engineering. Malik's First day was August 14 and he comes to the District with experience working for the Cities of Vista, Lemon Grove, Poway, and La Mesa.

Customer Service Representative- The job was posted on Friday, July 26 with a maximum application limit of 200 applicants; the limit was reached within 4 days. A panel interview took place on Tuesday, August 9, and after interviewing eight candidates, an offer was made to Amanda Holtz, who begins in Customer Service on Monday, August 26.

We currently have 1,235 active email subscriptions for notifications of job openings.

WORKFORCE DEVELOPMENT:

ACWA JPIA has announced their dates for the San Diego Training Conference in October. We have initiated registrations for anyone in HR, Supervision, or Operations that are interested in pursuing the completion of the Professional Development Program.

EMPLOYEE RECOGNITION:

Excellence Coin Awards

One coin was given in July, along with 3 honorable mentions; all for Professionalism.

Professionalism

Tiffany Myhre – We received a voicemail from customer, Dan McNamara, who raved appreciation for Tiffany's assistance. Mr.McNamara expressed Tiffany was superb, knowledgeable and professional.

Professionalism
(Honorable Mentions)

Cynthia Gray, Clem Taylor and Victor Tornero- We received a letter by mail from a customer who expressed sincere appreciation for Cynthia, Clem and Victor's dedicated assistance.

BENEFITS:

Health Insurance Renewal Rates for 2020

The District has received the 2020 Employee Benefits Renewal rates from ACWA-JPIA. A summary of the changes and the fiscal impact on the District are as follows:

Anthem PPO and CDHP	0% aggregate increase
Anthem HMO	8.21% aggregate increase
Traditional Kaiser HMO and CDHP	2.24%
Vision Service Plan (VSP)	No increase
MHN Employee Assistance Program	9.44% increase

Based on current enrollment levels, the District will see an increase in overall health insurance benefits costs of 3.7%, or approximately \$35,000. The exact amount will vary depending on changes at open enrollment in October and throughout the year with staff turnover and qualifying events.

Notably, an analysis of the costs of the Anthem PPO and Anthem HMO compared with the Anthem CDHP and the two Kaiser plans that were added in 2016, revealed that without the new plans, the annual costs likely would have increased by \$120,000.

SAFETY:

Incidents

There were no lost time or modified duty due to a work-related incident.

Safety Training

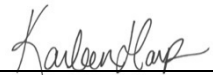
Target Solutions online training: 42 completions for July 2019

Future planning to increase safety awareness throughout the district to include:

OSHA 10-HR training scheduled for Safety Committee on Sep 3 and 4, 2019.

Tailgate/ Office Safety Trainings

- Red Flag Warning
- Emergency Response



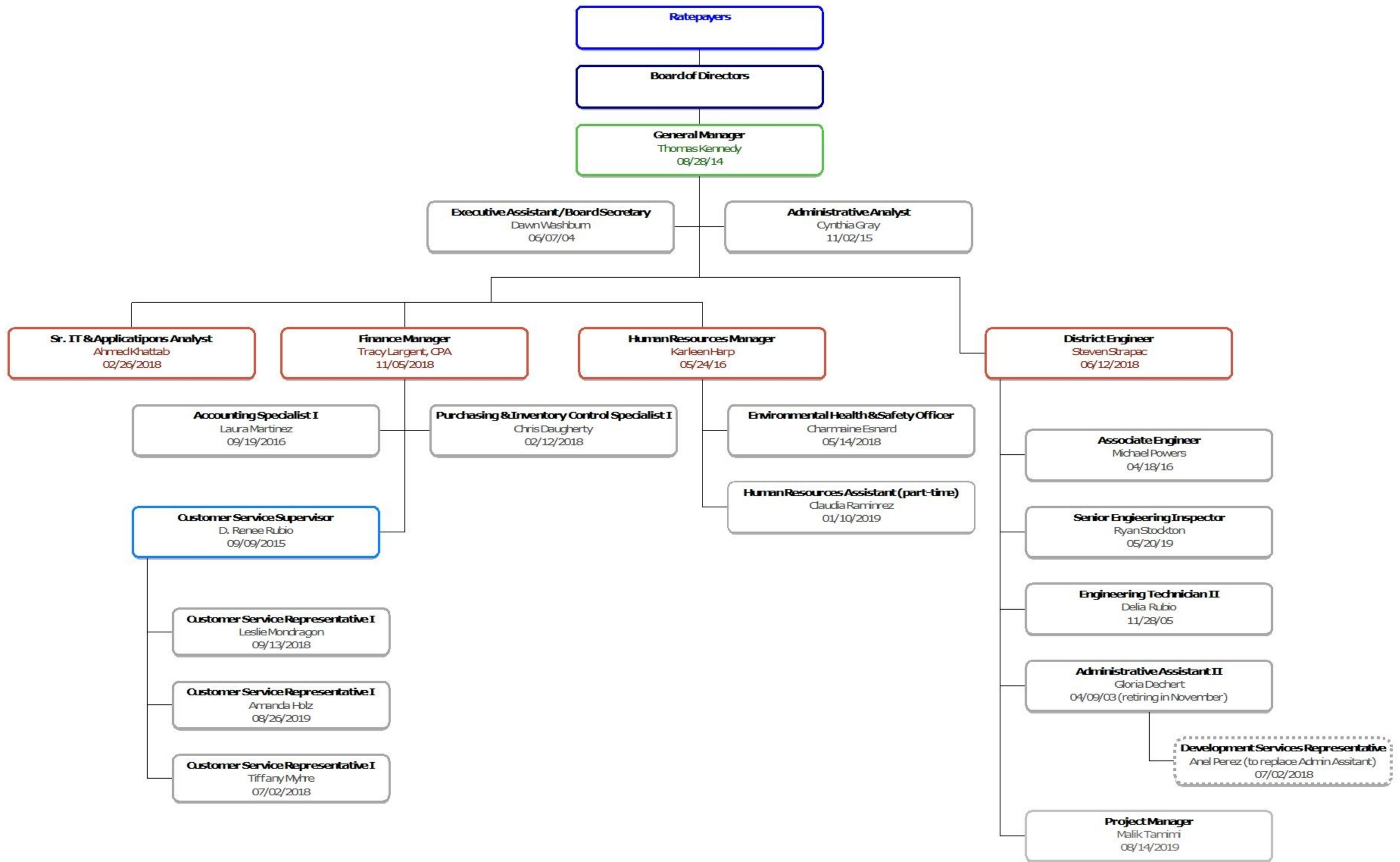
Karleen Harp, COSM
Human Resources Manager

08/27/2019

RAINBOW MUNICIPAL WATER DISTRICT
 ORGANIZATIONAL CHART
 PAGE 1 of 2

Creation Date 8/21/2014

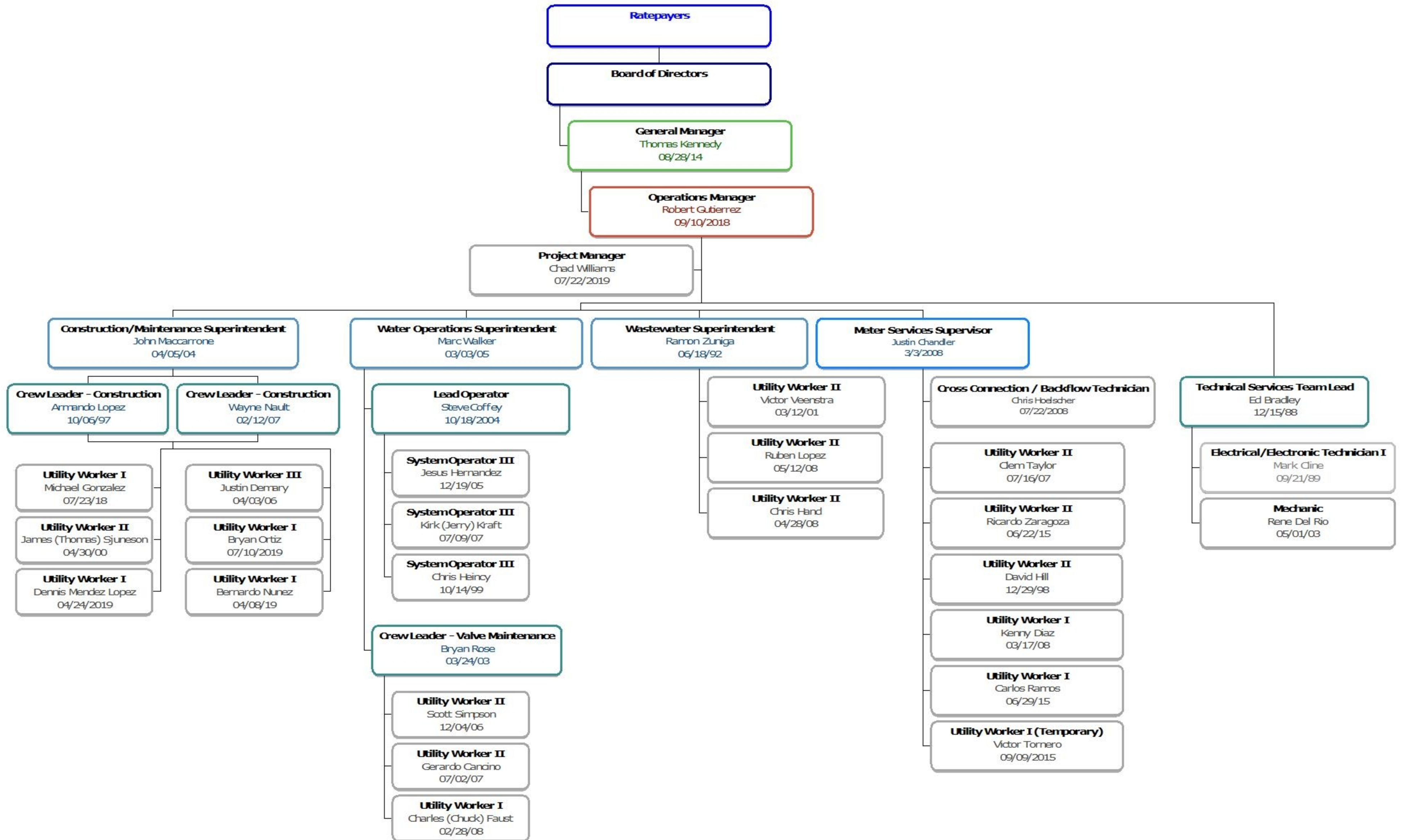
Last Modified 8/15/2019



RAINBOW MUNICIPAL WATER DISTRICT
 ORGANIZATIONAL CHART
 PAGE 2 of 2

Creation Date 8/21/2014

Last Modified 8/15/2019



Statement of Revenues & Expenses
Period: June 2019



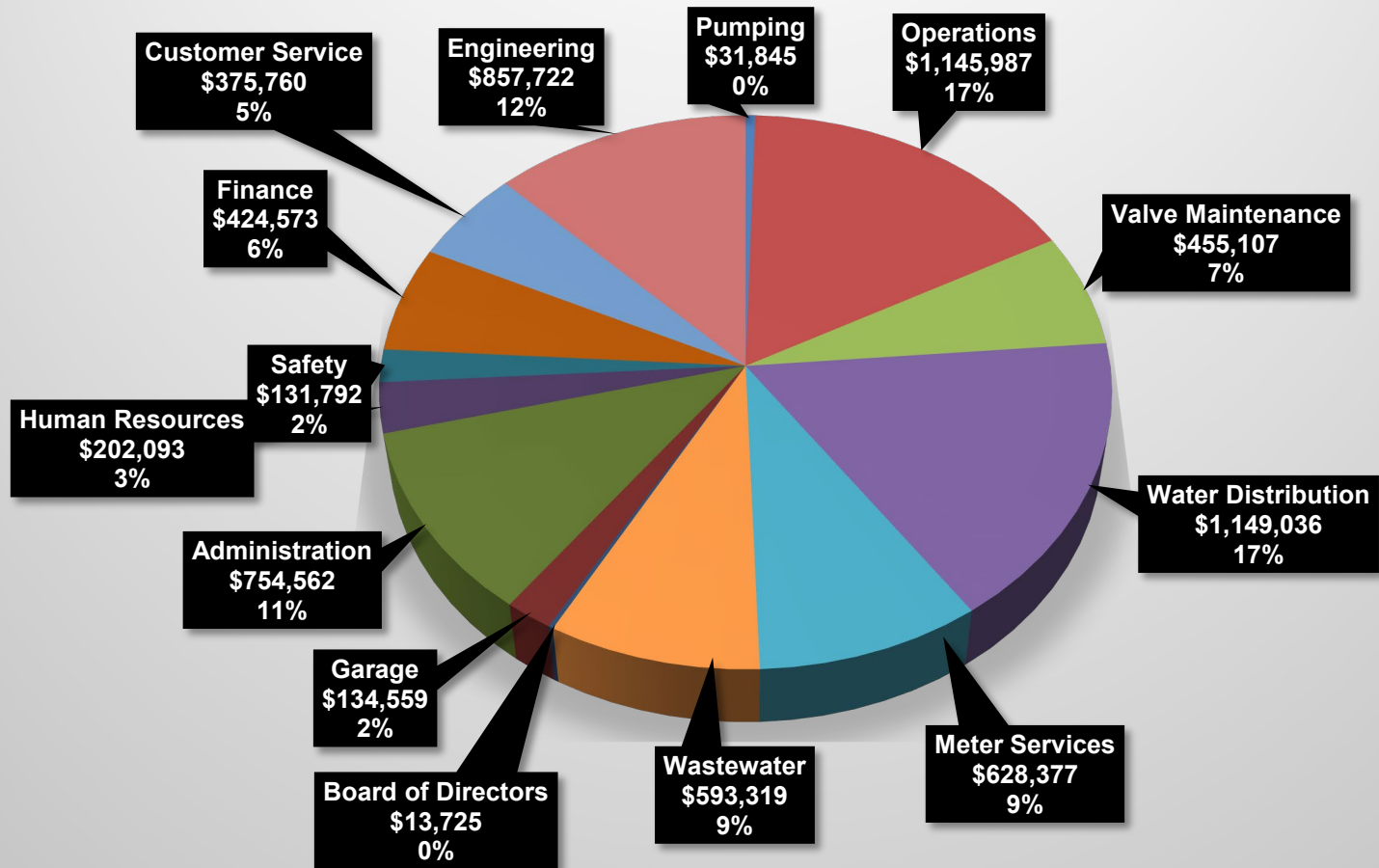
		Budget Amount	Period Amount	YTD Amount	YTD Variance	% Available
Fund 01: Water	Dept Type					
Operating Revenues:						
	Water Revenues	\$36,835,254	\$2,591,266	\$34,608,782	\$2,226,472	6%
	Other Revenues	\$486,000	\$12,949	\$429,425	\$56,575	12%
	Total Revenues:	\$37,321,254	\$2,604,215	\$35,038,207	\$2,283,047	6%
Operating Expenses:						
	Cost of Water Sold	\$23,858,892	\$2,081,785	\$23,038,561	\$820,331	3%
	Labor	\$0	\$12,291	\$50,125	(\$50,125)	0%
	Other	\$0	\$0	\$813	(\$813)	100%
	Overhead Transfer to General	\$5,111,289	\$425,941	\$5,111,291	(\$2)	0%
	Debt Service	\$1,120,142	\$0	\$0	\$1,120,142	100%
Department Expenses						
	Pumping					
	31 Labor	\$71,985	\$0	\$31,845	\$40,140	56%
	Expenses	\$589,500	\$32,709	\$436,772	\$152,728	26%
	Operations					
	32 Labor	\$1,139,429	\$84,886	\$1,145,987	(\$6,558)	-1%
	Expenses	\$987,800	\$23,045	\$867,988	\$119,812	12%
	Valve Maintenance					
	33 Labor	\$514,515	\$38,054	\$455,107	\$59,408	12%
	Expenses	\$69,000	\$4,390	\$94,978	(\$25,978)	-38%
	Capital	\$50,000	\$1,890	\$40,806	\$9,194	18%
	Water Distribution					
	34 Labor	\$1,582,452	\$82,046	\$1,149,036	\$433,416	27%
	Expenses	\$565,500	\$30,065	\$532,517	\$32,983	6%
	Capital	\$75,000	\$156	\$71,670	\$3,330	4%
	Meter Services					
	35 Labor	\$738,166	\$71,261	\$628,377	\$109,789	15%
	Expenses	\$459,000	\$24,767	\$192,672	\$266,328	58%
	Capital	\$200,000	\$15,689	\$184,871	\$15,129	8%
	Total Operating Expenses:	\$37,132,670	\$2,928,975	\$34,033,416	\$3,099,254	8%
	Water Fund Totals:	\$188,584	(\$324,761)	\$1,004,791	\$816,207	
Fund 02: Wastewater						
Operating Revenues:						
	Wastewater Revenues	\$3,090,959	\$239,378	\$2,849,656	\$241,303	8%
	Other Revenues	\$45,000	\$900	\$71,950	(\$26,950)	-60%
	Total Revenues:	\$3,135,959	\$240,278	\$2,921,606	\$214,353	7%
Operating Expenses:						
	Overhead Transfer to General	\$1,198,944	\$99,912	\$1,198,944	(\$0)	0%
Department Expenses						
	Wastewater					
	61 Labor	\$592,326	\$44,065	\$593,319	(\$993)	0%
	Expenses	\$1,414,800	\$86,473	\$1,045,638	\$369,163	26%
	Capital	\$185,000	\$338	\$24,401	\$160,599	87%
	Total Operating Expenses:	\$3,391,070	\$230,788	\$2,862,301	\$528,769	16%
	Wastewater Fund Totals:	(\$255,111)	\$9,490	\$59,305	\$314,416	

Statement of Revenues & Expenses
Period: June 2019

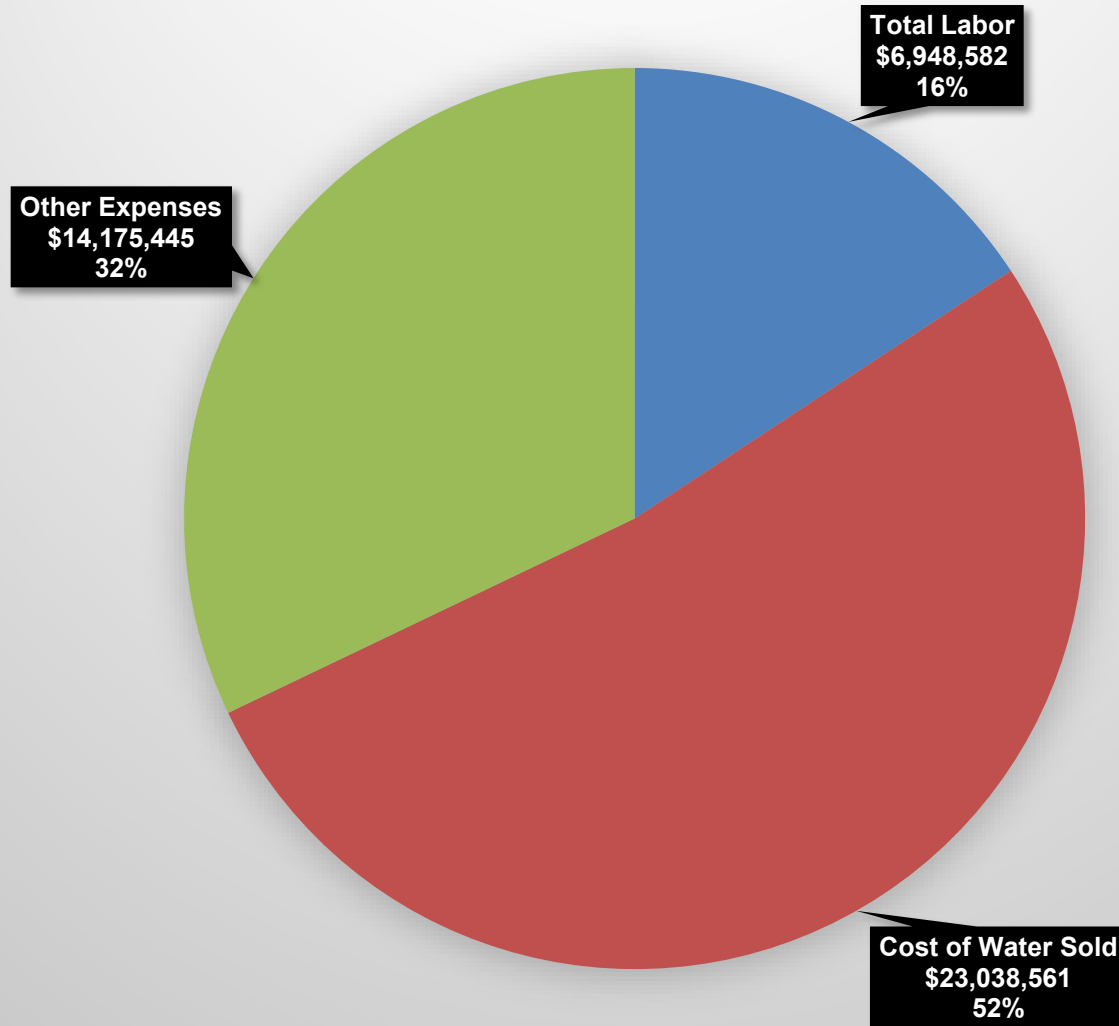


		Budget Amount	Period Amount	YTD Amount	YTD Variance	% Available
Fund 03: General						
Operating Revenues:						
Overhead Transfers		\$6,310,233	\$525,853	\$6,310,235	(\$2)	0%
Other Revenues		\$635,000	\$39,752	\$669,694	(\$34,694)	-5%
Total Revenues:		\$6,945,233	\$565,605	\$6,979,929	(\$34,696)	0%
Operating Expenses:						
Other Expenses		\$419,911	\$35,354	\$421,740	(\$1,829)	0%
Department Expenses						
Board of Directors	20 Labor	\$19,672	\$2,261	\$13,725	\$5,947	30%
	Expenses	\$19,790	\$2,182	\$17,507	\$2,283	12%
Garage	36 Labor	\$135,455	\$14,029	\$134,559	\$896	1%
	Expenses	\$277,500	\$15,094	\$244,736	\$32,764	12%
	Capital	\$300,500	\$1,349	\$226,660	\$73,840	25%
Administration	41 Labor	\$808,234	\$57,089	\$754,562	\$53,672	7%
	Expenses	\$1,973,522	\$110,529	\$1,559,769	\$413,753	21%
	Capital	\$35,000	\$0	\$0	\$35,000	100%
Human Resources	42 Labor	\$225,849	\$18,415	\$202,093	\$23,756	11%
	Expenses	\$147,850	\$6,875	\$119,146	\$28,704	19%
Safety	43 Labor	\$151,941	\$10,328	\$131,792	\$20,149	13%
	Expenses	\$85,485	\$3,679	\$73,896	\$11,589	14%
Finance	51 Labor	\$517,887	\$29,741	\$424,573	\$93,314	18%
	Expenses	\$136,500	\$6,768	\$121,900	\$14,600	11%
Customer Service	52 Labor	\$290,338	\$27,775	\$375,760	(\$85,422)	-29%
	Expenses	\$253,000	\$20,369	\$272,282	(\$19,282)	-8%
	Uncollectible Accts Expense	\$3,000	\$0	\$853,219	(\$850,219)	0%
Engineering	91 Labor	\$682,434	\$53,421	\$857,722	(\$175,288)	-26%
	Expenses	\$525,150	\$43,590	\$461,229	\$63,921	12%
Total Operating Expenses:		\$7,009,018	\$458,846	\$7,266,871	(\$257,853)	-4%
General Fund Totals:		(\$63,785)	\$106,759	(\$286,942)	(\$223,157)	
Net Income		(\$130,312)	(\$208,512)	\$777,154	\$907,466	

YTD Labor Costs (June 2019)



YTD Expense Allocation (June 2019)



Accounts Payable

June American Express



Account Number	Account Description	Debit Amount	Credit Amount	Line Description	System Reference	Project Management
Journal Entry: 391-12-2019	Journal Entry Date: 06/30/2019					
03-00-21326	Accrued Expenses	0.00	3,745.31	American Express - VM		
03-00-21326	Accrued Expenses	0.00	102,846.46	American Express - TK		
03-41-63400	Building Supplies	38.25	0.00	The Fruit Guys		
03-51-69000	Postage	300.00	0.00	USPS		
03-41-63400	Building Supplies	750.00	0.00	Naturebox		
03-41-60100	Computers/Information Systems	108.22	0.00	Microsoft		
03-41-63400	Building Supplies	76.50	0.00	The Fruit Guys		
03-91-63102	Equipment Maintenance Contract	10.00	0.00	Corelogic		
03-91-63102	Equipment Maintenance Contract	192.50	0.00	Corelogic		
01-35-72000	Supplies & Services	25.00	0.00	Zoho		
03-41-74100	Phone Bill	895.87	0.00	Jive		
03-41-63400	Building Supplies	38.25	0.00	The Fruit Guys		
03-51-69000	Postage	300.00	0.00	USPS		
03-41-63401	Building Maintenance	76.50	0.00	Culligan		
03-41-63400	Building Supplies	76.50	0.00	The Fruit Guys		
03-51-69000	Postage	300.00	0.00	USPS		
03-41-63400	Building Supplies	38.25	0.00	The Fruit Guys		
03-41-60100	Computers/Information Systems	219.47	0.00	Azure		
03-51-69000	Postage	300.00	0.00	USPS		
03-20-72000	Supplies And Services	16.69	0.00	Walmart		
03-42-56513	Employee Relations	271.70	0.00	Rainbow Oaks Restaurant		
03-42-56513	Employee Relations	121.21	0.00	Proflowers		
03-91-75300	Travel/Conferences/Training	64.33	0.00	Sheraton		

Account Number	Account Description	Debit Amount	Credit Amount	Line Description	System Reference	Project Management
03-91-75300	Travel/Conferences/Training	743.12	0.00	Sheraton		
03-91-75300	Travel/Conferences/Training	743.12	0.00	Sheraton		
03-41-75300	Travel/Conferences/Training	743.12	0.00	Sheraton		
03-42-75500	Recruitment	39.61	0.00	Village Pizza		
03-42-75500	Recruitment	38.06	0.00	Village Pizza		
03-42-75500	Recruitment	72.54	0.00	Village Pizza		
03-42-75400	Workforce Development	73.00	0.00	Village Pizza		
03-42-75500	Recruitment	630.00	0.00	Yourmembership.com		
03-41-60100	Computers/Information Systems	44.99	0.00	iMazing		
03-41-60100	Computers/Information Systems	10.00	0.00	Atlassian		
01-34-72000	Supplies And Services	2,260.94	0.00	Brady Sand		
60-00-11172	Water System Monitoring Prog	530.09	0.00	CAT5ECABLEGUYCO M		
03-41-72000	Supplies And Services	112.19	0.00	Quality Resource		
03-41-60100	Computers/Information Systems	25.00	0.00	Authorize.net		
03-41-72900	Stationary & Office Supplies	54.00	0.00	Amazon		
03-41-72900	Stationary & Office Supplies	25.85	0.00	Amazon		
03-41-70300	Legal Services	4,652.18	0.00	Jams		
03-41-72000	Supplies And Services	178.85	0.00	Amazon		
03-43-72500	Safety Supplies	425.61	0.00	Amazon		
03-41-63401	Building Maintenance	41.64	0.00	Amazon		
03-41-72900	Stationary & Office Supplies	25.04	0.00	Amazon		
03-41-60100	Computers/Information Systems	440.76	0.00	Amazon		
03-41-63401	Building Maintenance	293.15	0.00	Amazon		
03-41-60100	Computers/Information Systems	138.82	0.00	Amazon		
03-43-72000	Supplies And Services	411.04	0.00	Amazon		
03-43-72000	Supplies And Services	4.99	0.00	Amazon		
03-43-72000	Supplies And Services	4.99	0.00	Amazon		
03-43-72000	Supplies And Services	4.99	0.00	Amazon		
03-43-72000	Supplies And Services	4.99	0.00	Amazon		
03-43-72000	Supplies And Services	4.99	0.00	Amazon		

Account Number	Account Description	Debit Amount	Credit Amount	Line Description	System Reference	Project Management
03-41-60100	Computers/Information Systems	242.72	0.00	Amazon		
03-41-60100	Computers/Information Systems	62.94	0.00	Amazon		
03-43-72000	Supplies And Services	31.25	0.00	Amazon		
03-43-72000	Supplies And Services	61.12	0.00	Amazon		
03-43-72000	Supplies And Services	25.68	0.00	Amazon		
03-43-72000	Supplies And Services	41.97	0.00	Amazon		
03-42-56513	Employee Relations	1,409.90	0.00	Health Dimensions		
03-43-72000	Supplies And Services	13.99	0.00	Amazon		
03-43-72000	Supplies And Services	27.98	0.00	Amazon		
03-43-72000	Supplies And Services	111.92	0.00	Amazon		
03-41-60100	Computers/Information Systems	1,522.98	0.00	Amazon		
03-36-63422	Repair, Supplies, Auto	49.95	0.00	Amazon		
03-36-63422	Repair, Supplies, Auto	33.62	0.00	Amazon		
03-36-63422	Repair, Supplies, Auto	51.45	0.00	Amazon		
03-41-63401	Building Maintenance	17.23	0.00	Amazon		
01-35-72000	Supplies & Services	190.55	0.00	Pulstar		
03-41-72900	Stationary & Office Supplies	18.99	0.00	Amazon		
03-41-72900	Stationary & Office Supplies	90.83	0.00	Amazon		
03-41-63401	Building Maintenance	101.71	0.00	Amazon		
03-41-63400	Building Supplies	28.00	0.00	Amazon		
01-32-72000	Supplies And Services	52.51	0.00	Amazon		
03-41-72900	Stationary & Office Supplies	18.99	0.00	Amazon		
01-35-72000	Supplies & Services	57.95	0.00	Pulstar		
01-00-23055	Sui Payable - Employer Tax	298.38	0.00	CDTFA		
01-00-23055	Sui Payable - Employer Tax	6.86	0.00	OPC CDFTA		
03-41-63401	Building Maintenance	215.33	0.00	Powells Office		
03-41-72900	Stationary & Office Supplies	2,229.15	0.00	Office Depot		
01-35-82000	Shop And Field Equipment	645.00	0.00	Amazon		
01-00-14610	Inventory Of Materials,Supply	3,609.45	0.00	Grainger		
01-32-72000	Supplies And Services	1,475.97	0.00	Abcana		
03-41-70300	Legal Services	51,931.32	0.00	Nossaman		

Account Number	Account Description	Debit Amount	Credit Amount	Line Description	System Reference	Project Management
03-41-63401	Building Maintenance	146.31	0.00	Amazon		
01-00-14610	Inventory Of Materials,Supply	23,619.46	0.00	Western Water Works		
03-41-72900	Stationary & Office Supplies	61.71	0.00	Office Depot		
03-41-72900	Stationary & Office Supplies	6.56	0.00	Office Depot		
03-41-72000	Supplies And Services	70.00	0.00	Bonsall Dry Cleaners		
03-42-75400	Workforce Development	54.95	0.00	Village Pizza		
03-42-75400	Workforce Development	3.38	0.00	Daniel's Market		
03-41-72900	Stationary & Office Supplies	32.30	0.00	Office Depot		
03-41-72400	Dues And Subscriptions	150.00	0.00	Fallbrook Chamber of Commerce		
03-41-72400	Dues And Subscriptions	495.00	0.00	National Safety		
03-41-72400	Dues And Subscriptions	210.00	0.00	American Society		
03-41-72000	Supplies And Services	69.50	0.00	Village Pizza		
Totals		106,591.77	106,591.77			
Balance		0.00				
Report Totals:		106,591.77	106,591.77			
		0.00				

**Director's Expenses
FY 2018-2019**

Disbursement Date	Description	Miguel Gasca	Helene Brazier	Claude Hamilton	Michael Mack	William Stewart
07/31/18	CAL PERS - HEALTH INS. WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS TRAVEL EXPENSES MILEAGE EXPENSE REIMBURSEMENT FROM DIRECTORS	\$ 150.00	\$ 150.00	\$ 150.00		\$ 25.00
	Monthly Totals	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 173.98</u>	<u>\$ -</u>	<u>\$ 231.68</u>
08/31/18	CAL PERS - HEALTH INS. WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS TRAVEL EXPENSES MILEAGE EXPENSE REIMBURSEMENT FROM DIRECTORS	\$ 300.00	\$ 300.00	\$ 300.00	\$ 450.00	\$ 450.00
	Monthly Totals	<u>\$ 300.00</u>	<u>\$ 330.00</u>	<u>\$ 300.00</u>	<u>\$ 532.32</u>	<u>\$ 543.12</u>

**Director's Expenses
FY 2018-2019**

Disbursement Date	Description	Miguel Gasca	Helene Brazier	Claude Hamilton	Michael Mack	William Stewart
09/30/18	WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING	\$ 600.00		\$ 600.00	\$ 600.00	\$ 600.00
	COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 450.00	\$ 150.00	\$ 450.00	\$ 450.00	\$ 450.00
	TRAVEL EXPENSES	\$ 338.00		\$ 338.00	\$ 338.00	\$ 338.00
	MILEAGE AND EXPENSES	\$ 714.61		\$ 340.22	\$ 81.76	\$ 289.62
	REIMBURSEMENT FROM DIRECTORS					
	Monthly Totals	<u>\$ 2,102.61</u>	<u>\$ 150.00</u>	<u>\$ 1,728.22</u>	<u>\$ 1,469.76</u>	<u>\$ 1,677.62</u>
10/31/18	WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING	\$ 60.00				
	COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 45.00				
	TRAVEL EXPENSES	\$ 300.00	\$ 150.00	\$ 150.00	\$ 150.00	
	MILEAGE AND EXPENSES	\$ 75.04		\$ 23.98		
	REIMBURSEMENT FROM DIRECTORS					
	Monthly Totals	<u>\$ 480.04</u>	<u>\$ 150.00</u>	<u>\$ 173.98</u>	<u>\$ 150.00</u>	<u>\$ -</u>

**Director's Expenses
FY 2018-2019**

Disbursement Date	Description	Miguel Gasca	Helene Brazier	Claude Hamilton	Michael Mack	William Stewart
11/30/18	WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING				\$ 699.00	
	COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 300.00		\$ 300.00	\$ 450.00	
	TRAVEL EXPENSES				\$ 259.53	
	MILEAGE EXPENSE	\$ 62.13		\$ 58.86	\$ 124.27	
	REIMBURSEMENT FROM DIRECTORS					
	Monthly Totals	<u>\$ 362.13</u>	<u>\$ -</u>	<u>\$ 358.86</u>	<u>\$ 1,532.80</u>	<u>\$ -</u>
12/31/18	WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING					
	COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
	TRAVEL EXPENSES					
	MILEAGE EXPENSE					
	REIMBURSEMENT FROM DIRECTORS					
	Monthly Totals	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 150.00</u>
	REPORT TOTAL (2018):	\$ 3,544.78	\$ 930.00	\$ 2,885.04	\$ 3,834.88	\$ 2,602.42

**Director's Expenses
FY 2018-2019**

Disbursement Date	Description	Miguel Gasca	Helene Brazier	Claude Hamilton	Michael Mack	Carl Rindfleisch
01/31/19	WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING			\$ 75.00		
	COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 150.00	\$ 150.00	\$ 150.00		\$ 150.00
	TRAVEL EXPENSES MILEAGE EXPENSE			\$ 25.52		
	REIMBURSEMENT FROM DIRECTORS					
	Monthly Totals	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 250.52</u>	<u>\$ -</u>	<u>\$ 150.00</u>
02/28/19	WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING	\$ 30.00				\$ 30.00
	COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 45.00				
	TRAVEL EXPENSES MILEAGE EXPENSE	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 450.00
	REIMBURSEMENT FROM DIRECTORS					\$ 278.81
	Monthly Totals	<u>\$ 225.00</u>	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 758.81</u>

**Director's Expenses
FY 2018-2019**

Disbursement Date	Description	Miguel Gasca	Helene Brazier	Claude Hamilton	Michael Mack	Carl Rindfleisch
03/31/19	WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
	TRAVEL EXPENSES MILEAGE EXPENSE					
	REIMBURSEMENT FROM DIRECTORS					
	Monthly Totals	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 150.00</u>
04/30/19	WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 600.00
	TRAVEL EXPENSES MILEAGE EXPENSE			\$ 25.52		\$ 830.27 \$ 155.44
	REIMBURSEMENT FROM DIRECTORS					
	Monthly Totals	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 175.52</u>	<u>\$ 150.00</u>	<u>\$ 2,335.71</u>

**Director's Expenses
FY 2018-2019**

Disbursement Date	Description	Miguel Gasca	Helene Brazier	Claude Hamilton	Michael Mack	Carl Rindfleisch
05/31/19	WATER AGENCIES ASSOC OF S.D. CSDA-SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING	\$ 275.00			\$ 725.00	
	COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 300.00	\$ 150.00	\$ 150.00	\$ 1,200.00	\$ 300.00
	TRAVEL EXPENSES	\$ 696.01			\$ 1,197.77	
	MILEAGE EXPENSE	\$ 169.36				
	REIMBURSEMENT FROM DIRECTORS					
	Monthly Totals	<u>\$ 1,440.37</u>	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 3,122.77</u>	<u>\$ 300.00</u>

06/30/19	WATER AGENCIES ASSOC OF S.D. CSDA-SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING					
	COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 150.00	\$ 150.00	\$ 150.00		
	TRAVEL EXPENSES					
	MILEAGE EXPENSE					
	REIMBURSEMENT FROM DIRECTORS					
	Monthly Totals	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ -</u>	<u>\$ -</u>

**Director's Expenses
FY 2018-2019**

	Miguel Gasca	Helene Brazier	Claude Hamilton	Michael Mack	Carl Rindfleisch
REPORT TOTAL (2019):	\$ 2,265.37	\$ 900.00	\$ 1,026.04	\$ 3,572.77	\$ 3,694.52

Bank Reconciliation

June Check Register



Check No	Vendor/Employee	Transaction Description	Date	Amount
Fund: 01 WATER FUND				
Department: 00				
ACH	ACWA-JPIA	MONTHLY INSURANCE MEDICAL/VISION ADJ-MAY 2019	06/19/2019	79,871.93
ACH	ASTRA INDUSTRIAL SERV.INC	3/8 X 3/8 X 1/8 TUBE RESTRICTOR	06/19/2019	1,409.34
ACH	ASTRA INDUSTRIAL SERV.INC	3/8 FLR X 3/8 MIP BRASS	06/27/2019	96.53
ACH	HEALTH EQUITY	HSA Anthem/Kaiser - 2019 ER Contributions (BN & RS)	06/06/2019	6,000.00
ACH	ICONIX WATERWORKS (US) INC.	6H X 48 FLG BURY	06/19/2019	658.59
ACH	ICONIX WATERWORKS (US) INC.	1/8" WATTS TEST COCK	06/27/2019	1,761.62
ACH	PRINCIPAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/19/2019	7,057.30
ACH	RENE BUSH	REIMBURSE RETIRED EMPLOYEE HEALTH INS - JUN 2019	06/10/2019	726.00
ACH	RENE BUSH	REIMBURSE RETIRED EMPLOYEE HEALTH INS - JUL 2019	06/27/2019	726.00
ACH	SAN DIEGO COUNTY WATER AUTH	WIRE TRANSFER FOR WATER PURCHASES - APR 2019	06/13/2019	1,984,403.93
ACH	CHARLES C. SNEED	REIMBURSE RETIRED EMPLOYEE HEALTH INS - JUN	06/19/2019	363.00
ACH	KEVIN MILLER	REIMBURSE RETIRED EMPLOYEE HEALTH INS - JUN 2019	06/10/2019	726.00
ACH	KEVIN MILLER	REIMBURSE RETIRED EMPLOYEE HEALTH INS - JUL 2019	06/27/2019	726.00
56065	FERGUSON WATERWORKS #1083	3/4 T10 MTR PC R900I BRZ CF CUSTOMER SPECIAL S2128	06/10/2019	11,938.25
56077	TERASHI KUSUMOTO	Refund Check 007911-000, 4412 BAJA MISSION ROAD	06/10/2019	24.53
56083	JASON MISKA	Refund Check 008879-000, 2517 RAINBOW GLEN RD	06/10/2019	128.61
56086	FRANCISCO ORTIZ-HARO	Refund Check 011416-000, 31755 RANCHO AMIGOS RD	06/10/2019	28.06
56096	MEREDITH STUMPO	Refund Check 011974-000, 1886 CARRIAGE LN	06/10/2019	4.29
56101	ULINE	YELLOW SPRAY PAINT	06/10/2019	361.69
56113	CORE & MAIN LP	6" SILICONE FILLED BREAK OFF BOLTS	06/19/2019	181.02
56123	FERGUSON WATERWORKS #1083	1" BALL VALVE W/L	06/19/2019	13,770.79
56161	CHRIS WAITE	REIMBURSE RETIRED EMPLOYEE HEALTH INS - MAY 2019	06/19/2019	49.50
56163	WHITE CAP CONSTRUCTION SUPPLY	60# BAG OF CONCRETE	06/19/2019	288.12
56165	MARY BELASQUEZ	Refund Check 012140-000, 3133 LARKWOOD CT	06/21/2019	12.03
56166	CAL TRANS DISTRICT 11	Refund Check 006638-002, OLD HWY 395 (U-25)	06/21/2019	3,545.83
56178	CORE & MAIN LP	6" 250" AVK GATE VALVE. HOLIDAY FREE IN/OUT HIGH VOLTAGE BLUE	06/27/2019	4,180.70
56179	CSDA, SAN DIEGO CHAPTER	Membership Renewal 2019/2020	06/27/2019	150.00
56182	FERGUSON WATERWORKS #1083	1-1/2" Ford Ball Valve/Handle - B11-666-HT-67S-NL	06/27/2019	41,272.58
56183	GOVERNMENTJOBS.COM, INC.	BACKGROUND CHECK INTEGRATION, 7/28/19-7/27/20	06/27/2019	200.00
56193	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUL 2019	06/27/2019	4,023.49
56194	PACIFIC PIPELINE SUPPLY	2" METER FLANGE	06/27/2019	4,225.22
56205	ULINE	Rust-Oleum® Industrial Spray Paint - Yellow	06/27/2019	363.38
56206	CHRIS WAITE	REIMBURSE RETIRED EMPLOYEE HEALTH INSURANCE - JUN 2019	06/27/2019	148.50
56209	GLORIA DECHERT	HSA reimbursement for 2019 contributions made in error.	06/30/2019	4,780.00

Total for Department: 00 2,174,202.83

Department: 31 PUMPING

56130	HOME DEPOT	IMPACT WRENCH	06/19/2019	171.32
56152	SAN DIEGO GAS & ELECTRIC	MONTHLY GAS AND ELECTRIC #1065 087 935 1	06/19/2019	27,394.65
56156	CHRIS STEVENS	Paint MCC cabinet	06/19/2019	2,784.00
56185	HIDDEN VALLEY PUMP SYSTEMS INC	Blind Flange, 18"	06/27/2019	2,359.50

Total for Department: 31 PUMPING 32,709.47

Department: 32 OPERATIONS

ACH	AIRGAS USA, LLC	CYLINDER RENTAL: NITROGEN	06/19/2019	22.08
ACH	BABCOCK LABORATORIES, INC	MONTHLY WATER ANALYSIS	06/27/2019	969.00
ACH	MISSION VALLEY SANITATION-SD	PORTA POTTY RENTAL FOR WEED ABATEMENT	06/10/2019	151.37
ACH	MISSION VALLEY SANITATION-SD	PORTA POTTY RENTAL FOR WEED ABATEMENT	06/27/2019	151.37
56056	BAY CITY ELECTRIC WORKS	Replacement for faulty circuit board for Morro Cl2 station Autom	06/10/2019	465.29
56063	FALLBROOK IRRIGATION SUPPLIES	BUSH	06/10/2019	10.61
56068	JESUS HERNANDEZ	REIMBURSEMENT FOR SWRCB GRADE D5 CERT RENEWAL FEE	06/10/2019	105.00
56073	JOE'S HARDWARE	SNIPS MULTI-PURP	06/10/2019	15.34
56081	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	986.72
56085	ONESOURCE DISTRIBUTORS, LLC	BUSS GDB-5A 250V MINI FUSE	06/10/2019	5.33
56091	RYAN HERCO PRODUCTS CORP	VIT FLG GSK 1"inch 1/8"inch Thick 150# Full Face gasket	06/10/2019	119.89
56093	SAN DIEGO GAS & ELECTRIC	MONTHLY ELECTRIC SERVICE #7382 505 701 4	06/10/2019	109.08
56130	HOME DEPOT	SPRAYER	06/19/2019	518.58
56152	SAN DIEGO GAS & ELECTRIC	MONTHLY GAS AND ELECTRIC #1065 087 935 1	06/19/2019	789.47
56153	SAN DIEGO GAS & ELECTRIC	Project cost for electric service to Gomez Creek Tank. SDG&E Job	06/19/2019	3,866.00
56162	WATERLINE TECHNOLOGIES INC.	HYPOCHLORITE SOLUTIONS, 400 UNITS	06/19/2019	2,899.55
56182	FERGUSON WATERWORKS #1083	WTS-858E Water Test Station, Blue	06/27/2019	1,917.95
56186	HOME DEPOT	WATER OPS TOOLS-8IN PIPE W	06/27/2019	155.88
56190	JOE'S HARDWARE	BIT DRILL, BIT HAMR, SCREWS	06/27/2019	39.59
56199	SAN DIEGO GAS & ELECTRIC	MONTHLY ELECTRIC SERVICE #7382 505 701 4	06/27/2019	125.54
56201	SOUTHERN CONTRACTING COMPANY	REMOVE & REPLACE POWER SERVICE POLE AT RESERVOIR	06/27/2019	3,903.05
56207	WATERLINE TECHNOLOGIES INC.	SODIUM HYPOCHLORITE 10 UNITS	06/27/2019	1,288.69

Total for Department: 32 OPERATIONS 18,615.38

Department: 33 VALVE MAINTENANCE

ACH	THE WELD SHOP, INC	Alum expanded metal sheets # 3003 3 sheets	06/10/2019	3,275.00
56081	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	293.13
56095	SCOTT SIMPSON	REIMBURSEMENT FOR SWRCB GRADE D2 CERT RENEWAL FEE	06/10/2019	80.00
56121	FALLBROOK IRRIGATION SUPPLIES	NIPPLE PVC80 TBE 1/2X30	06/19/2019	51.21
56125	GERARDO CANCINO	TUITION REIMB FOR WATERWORKS DISTRIBUTION II CLASS FEE	06/19/2019	161.00
56190	JOE'S HARDWARE	WOOD STAKE 1X2X36 BDL	06/27/2019	58.16

Total for Department: 33 VALVE MAINTENANCE 3,918.50

Department: 34 WATER DISTRIBUTION

ACH	AIRGAS USA, LLC	CYLINDER RENTAL: ARGON, ACETYLENE, CARBON DIOXID	06/19/2019	70.94
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ACH	ART'S TRENCH PLATE & KRAIL SERVICE CO, INC.	(2) 6X12 TRENCH PLATE RENTAL	06/10/2019	1,366.80
ACH	ART'S TRENCH PLATE & KRAIL SERVICE CO, INC.	(3) 6X12 NON SKID TRENCH PLATE RENTAL	06/19/2019	1,135.00
ACH	FALLBROOK EQUIPMENT RENTAL	Refund of overpayment	06/27/2019	2,123.12
ACH	LIFT-IT MANUFACTURING CO,INC	1018552, 1-1/8" G-209 screw pin shackles	06/19/2019	952.65
ACH	UNDERGROUND SERVICE ALERT	CALIFORNIA STATE FEE FOR REGULAROTY COSTS	06/19/2019	302.75
ACH	UNION BANK (VISA)	AFTER HOURS MEALS	06/10/2019	59.48
ACH	UNION BANK (VISA)	CC INTEREST CHARGE	06/10/2019	4.91
ACH	UNION BANK (VISA)	CC LATE FEE	06/10/2019	82.06
56057	CECILIA'S SAFETY SERVICE	TRAFFIC CONTROL - SUMAC ROAD SAGE ROAD	06/10/2019	1,475.00
56074	JUSTIN DEMARY	REIMBURSEMENT FOR SWRCB GRADE D2 CERT RENEWAL FEE	06/10/2019	80.00
56081	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	496.38
56087	PERRAULT CORPORATION	3/4" GRAVEL, TRUCKING, ENVIRONMENTAL FEE	06/10/2019	2,900.21
56097	T S INDUSTRIAL SUPPLY	WACKER DEWATERING PUMP, GLOBAL C&G A, NIPPLE, ROUND NIPPLE, ROUN	06/10/2019	850.46
56113	CORE & MAIN LP	NOMAD NOW SCENE LIGHT -SINGLE 200-400-102	06/19/2019	1,277.92
56127	HAWTHORNE EQUIPMENT	EQUIPMENT RENTAL: 3/13/19-3/29/19, INDUSTRIAL LOADER	06/19/2019	3,084.67
56130	HOME DEPOT	DIABLO FLSH TRIM BIT	06/19/2019	20.54
56146	PERRAULT CORPORATION	COLD MIX, TRUCKING, ENVIRONMENTAL FEE	06/19/2019	3,090.16
56184	GRANITE CONSTRUCTION COMPANY	3" ROCK	06/27/2019	1,765.59
56195	PERRAULT CORPORATION	3/4" GRAVEL, ENVIRONMENTAL FEE-PER LOAD	06/27/2019	5,500.73
56202	T S INDUSTRIAL SUPPLY	Suction hose, street broom, clamp	06/27/2019	156.42
Total for Department: 34 WATER DISTRIBUTION				26,795.79

Department: 35 METER SERVICES

ACH	AIRGAS USA, LLC	CARBON DIOXIDE, HLDR CYL, NPL REG	06/10/2019	204.04
ACH	AIRGAS USA, LLC	CARBON DIOXIDE	06/19/2019	791.20
ACH	AIRGAS USA, LLC	Carbon Dioxide Ind 150 CGA 320, Carbon Dioxide FG/IND 20lb Alum	06/27/2019	203.18
ACH	CUSTOM TRUCK BODY & EQUIPMENT, INC.	Pro Vision VLI Series Camera with 9.0 quad screen monitor	06/27/2019	9,123.93
ACH	ICONIX WATERWORKS (US) INC.	2 ROMAC 501 GASKET 235-265 RED	06/27/2019	2.94
ACH	PALOMAR BACKFLOW	50 Tests for the month of MAY	06/10/2019	5,000.00
ACH	UNION BANK (VISA)	GOOGLEPLAY-NGO APP	06/10/2019	19.99
56060	KENNY DIAZ	REIMBURSEMENT FOR SWRCB GRADE T2 CERT RENEWAL FEE	06/10/2019	180.00
56063	FALLBROOK IRRIGATION SUPPLIES	COUP ROMAC 501 2X5" SHOPC	06/10/2019	64.53
56069	CHRIS HOELSCHER	REIMBURSEMENT FOR SWRCB GRADE T2 CERT RENEWAL FEE	06/10/2019	60.00
56076	KNOCKOUT PEST CONTROL& TERMITES, INC.	ONE TIME BEE KILL	06/10/2019	225.00
56081	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	402.32
56088	CARLOS RAMOS	TUITION REIMBURSEMENT - BACKFLOW PREVENTION	06/10/2019	383.79
56097	T S INDUSTRIAL SUPPLY	STAINLESS BANDS, HOSE ALUMINUM SHORTSHANK FTG, CLAMP	06/10/2019	464.32
56098	CLEMMON TAYLOR	CA-NV-AWWA WATER USE EFFICIENCY I CERT RENEWAL FEE	06/10/2019	50.00
56129	DAVID HILL	BACKFLOW TESTER TUITION REIMBURSEMENT	06/19/2019	318.56
56130	HOME DEPOT	Arnold Universal Quick Load trimmer head	06/19/2019	224.52
56135	KNOCKOUT PEST CONTROL& TERMITES, INC.	ONE TIME PEST CONTROL	06/19/2019	150.00
56136	HENRY KOHLMANN	50 BF Tests for month of May	06/19/2019	5,000.00
56157	T S INDUSTRIAL SUPPLY	12QT RUBBERT FORTEX PAIL	06/19/2019	117.66
56159	CLEMMON TAYLOR	COLLEGE PARKING PASS	06/19/2019	40.00
56182	FERGUSON WATERWORKS #1083	3/4 Hex Bars	06/27/2019	53.01
56196	POLLARDWATER	Ridgid 1 in. Hammer Flare Tool E52	06/27/2019	157.22
56202	T S INDUSTRIAL SUPPLY	Pass potable water hose, hose cplng, gst II air	06/27/2019	1,145.16
Total for Department: 35 METER SERVICES				24,381.37

Fund: 02 SEWER FUND

Department: 00

ACH	CITY OF OCEANSIDE	SEWER TREATMENT AGREEMENT, MAY 2019	06/13/2019	66,888.26
	56165 MARY BELASQUEZ	Refund Check 012140-000, 3133 LARKWOOD CT	06/21/2019	6.43
Total for Department: 00				66,894.69

Department: 61 WASTEWATER

ACH	ATLAS PUMPING SERVICE	MONTHLY BILLING	06/19/2019	210.00
ACH	BABCOCK LABORATORIES, INC	MONTHLY WATER ANALYSIS	06/27/2019	285.00
ACH	FALLBROOK EQUIPMENT RENTAL	Crawler Skidsteer T550, Skidteer Loader Mower	06/10/2019	2,053.92
ACH	FALLBROOK EQUIPMENT RENTAL	Crawler skidsteer	06/27/2019	580.00
ACH	MUNICIPAL MAINTENANCE EQUIPMENT	Misc. charge	06/10/2019	4,887.13
ACH	UNION BANK (VISA)	AIR RESOURCES BOARD PERMIT RENEWAL	06/10/2019	135.34
	56067 CHRIS HAND	TUITION REIMBURSEMENT - WATER DISTRIBUTION I & II	06/10/2019	144.00
	56081 LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	316.54
	56085 ONESOURCE DISTRIBUTORS, LLC	AB 595-AA 2 N.O. Auxiliary Contacts	06/10/2019	3,187.28
	56089 RHO MONSERATE C.C.H.A.	ELECTRIC CHARGE	06/10/2019	312.30
	56093 SAN DIEGO GAS & ELECTRIC	MONTHLY ELECTRIC SERVICE #9380 440 512 5	06/10/2019	10.00
	56102 UNITIS, INC.	Ball stop	06/10/2019	249.98
	56104 WATER QUALITY SPECIALISTS	MONTHLY OPERATIONS AND MAINTENANCE SERVICE-MAY 2019	06/10/2019	1,950.00
	56110 B & C CRANE SERVICE, INC.	B&C Crane service portal to portal	06/19/2019	435.00
	56117 DAILY JOURNAL CORPORATION	LEGAL ADVERTISEMENT FOR SEWER PIP LINING-BID	06/19/2019	338.00
	56126 GRANITE CONSTRUCTION COMPANY	3" ROCK	06/19/2019	4,323.25
	56130 HOME DEPOT	STRIP LIGHT	06/19/2019	54.06
	56143 NUTRIEN AG SOLUTIONS, INC	STIHL HL94K HEDGE TRIMMER AND CLEANER	06/19/2019	495.59
	56144 ONESOURCE DISTRIBUTORS, LLC	Spare Fuses for Lift Station 2	06/19/2019	118.21
	56146 PERRAULT CORPORATION	3/4" GRAVEL, TRUCKING, ENVIRONMENTAL FEE	06/19/2019	1,230.64
	56152 SAN DIEGO GAS & ELECTRIC	MONTHLY GAS AND ELECTRIC #1065 087 935 1	06/19/2019	4,945.30
	56164 XYLEM DEWATERING SOLUTIONS INC	Annual PM	06/19/2019	1,748.92
	56175 CALIFORNIA AIR RESOURCES BOARD	PERP REGISTRATION REACTIVATION	06/27/2019	1,100.00
	56189 JB SAFETY SERVICES, INC.	A 24-HOUR (3 DAY) CONFINED SPACE RESCUE CLASS 6/18-6/20/19	06/27/2019	3,600.00
Total for Department: 61 WASTEWATER				32,710.46
Total for Fund:02 SEWER FUND				99,605.15

Fund: 03 GENERAL FUND

Department: 00

ACH	PRINCIPAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/19/2019	50.62
ACH	PUBLIC EMPLOYEES RETIREMENT	ER CONTRIBUTION - UNFUNDED ACCRUED LIABILITY, CLASSIC 1770	06/11/2019	361.24
ACH	PUBLIC EMPLOYEES RETIREMENT	ER CONTRIBUTION - UNFUNDED ACCRUED LIABILITY, CLASSIC 1770	06/26/2019	34,992.58

Department: 36 GARAGE

ACH	CONTROLLED MOTION SOLUTIONS	BRASS FITTING, BRASS FERRULES FOR AIR & FLUID, KRIMPING CHARGE	06/10/2019	182.92
ACH	FALLBROOK EQUIPMENT RENTAL	CRAWLER SKIDSTEER, SKIDTEER LOADER MOWER, EQUIPMENT TRAILER LG	06/19/2019	655.50
ACH	FLYERS ENERGY LLC	ORDER 1773348-19, CARB REG 10% ETH 190 UNITS/DSL 490 UNITS	06/10/2019	8,987.93
ACH	FLYERS ENERGY LLC	ORDER 1788072-19, CARB REG 10% ETH 450 UNITS/DSL 150 UNITS	06/19/2019	2,190.10
ACH	FLYERS ENERGY LLC	ORDER 1798360-19, CARB REG 10% ETH 350 UNITS/DSL 264 UNITS	06/27/2019	5,507.07
ACH	HAWTHORNE MACHINERY COMPANY	PIN-G.E.T., COOLANT, RETAINER, AS	06/10/2019	166.02
ACH	MUNICIPAL MAINTENANCE EQUIPMENT	Transmission filter	06/10/2019	1,085.76
ACH	O'REILLY AUTO PARTS	DIESEL EXTRM, 80OZDSLADDTV	06/19/2019	550.65
ACH	PARKHOUSE TIRE, INC.	225/70R19.5 G CONT HDR	06/10/2019	2,873.41
ACH	PARKHOUSE TIRE, INC.	LT245/75R17 E FST & LT215/85R16 E FST	06/19/2019	801.28
ACH	QTX MOBILE ACCESSORIES, INC.	QTX to supply & install back up camera on Unit # 28 to include i	06/10/2019	799.00
ACH	QTX MOBILE ACCESSORIES, INC.	QTX Mobile Accessories to install forward, blinspot and rear cam	06/19/2019	1,349.00
ACH	QUALITY CHEVROLET	SPARK AND WIRE KI	06/10/2019	252.77
ACH	SONSRAY MACHINERY LLC.	EQUIP #106-MACHINE HAS CODE FOR OIL PRESSURE. ERASED FAULT CODE	06/27/2019	514.05
ACH	UNION BANK (VISA)	PLASTIC CHAIN, SPRING LINK, SCREW	06/10/2019	69.84
56055	AZUGA, INC.	MONTHLY BILLING	06/10/2019	1,039.00
56062	FALLBROOK AUTO PARTS	RETURNED ITEM, TRANS FILTER	06/10/2019	2,225.54
56072	JAUREGUI & CULVER, INC.	PERFORM APCD VAPOR TERSTING	06/10/2019	1,200.00
56081	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	80.35
56092	SAN DIEGO FRICTION PRODUCTS, INC.	WORKLAMP: LED, ECCO LOW PRO STROBE	06/10/2019	1,788.65
56109	AZUGA, INC.	MONTHLY BILLING	06/19/2019	1,039.00
56114	RAMON FRANCISCO COTE	RMWD VEHICLE WASH	06/19/2019	1,331.00
56120	FALLBROOK AUTO PARTS	REMAN CV DRIVE AXLE	06/19/2019	402.20
56128	HEAVY VEHICLE ELECTRONIC LICENSE PLATE	MONTHLY SERVICE - MAY	06/19/2019	27.65
56130	HOME DEPOT	Small Engine Fuel, 4 Cycle	06/19/2019	701.39
56132	JAUREGUI & CULVER, INC.	ANNUAL APCD TEST ON BOTH GASOLINE TANKS	06/19/2019	131.75
56151	SAN DIEGO FRICTION PRODUCTS, INC.	VELVAC FITTING, VELVAC, MALE PSH, UNION PSH	06/19/2019	571.53
56188	JAUREGUI & CULVER, INC.	Testing and Maintenance, truck #4	06/27/2019	198.50
Total for Department: 36 GARAGE				36,721.86

Department: 41 ADMINISTRATION/HR

ACH	ADP, LLC	PROCESSING FEES: 5/30/19	06/07/2019	672.28
ACH	ALL THINGS FALLBROOK	LONG SLEEVE PC61LSP NAVY- MEDIUM	06/10/2019	500.35
ACH	ALL THINGS FALLBROOK	NE1020 NEW ERA BALLCAPS. SIZE S/M	06/19/2019	299.97
ACH	IMAGE SOURCE	LEASE AGREEMENT - CONTRACT AMOUNT	06/27/2019	134.39
ACH	RAFTELIS FINANCIAL CONSULTANTS	RMWD FINANCIAL PLAN & WATER RATE ASSISTANCE	06/10/2019	2,472.50
ACH	REM MECHANICAL, INC	STARTED UP MINI SPLIT COOLING SYSTEM AND COMPLETED DUCTWORK OF E	06/10/2019	774.00
ACH	REM MECHANICAL, INC	INSTALLED 2 TON DUCTLESS MINI SPLIT COOLING SYSTEM FOR SERVER RO	06/27/2019	6,966.00
ACH	SOUTHWEST ANSWERING SERVICE, INC.	MONTHLY ANSWERING SERVICE	06/10/2019	680.15
ACH	SOUTHWEST ANSWERING SERVICE, INC.	MONTHLY ANSWERING SERVICE	06/27/2019	706.55
ACH	STREAMLINE	MONTHLY WEB MANAGEMENT FEE	06/10/2019	300.00
ACH	STREAMLINE	MONTHLY WEB MANAGEMENT FEE	06/27/2019	300.00
ACH	UNION BANK (VISA)	GM VEHICLE PARKING	06/10/2019	509.68
ACH	WESTERN LANDSCAPE MAINTENANCE PLUS, INC.	LANDSCAPE MAINTENANCE SERVICE	06/10/2019	507.15
ACH	XEROX CORP.	MONTHLY LEASE S# MX4-353038	06/10/2019	1,311.15
ACH	XEROX CORP.	MONTHLY LEASE S# MX4-352830	06/27/2019	1,299.03
56051	ARAMARK UNIFORM SERVICES	MATS & MISC	06/10/2019	714.36

56052	AT&T	MONTHLY PHONE SERVICE	06/10/2019	166.28
56053	AT&T	MONTHLY PHONE SERVICE	06/10/2019	513.36
56054	AT&T LONG DISTANCE	MONTHLY PHONE SERVICE	06/10/2019	21.28
56070	INFOR (US), INC.	Consultant, Sr	06/10/2019	9,650.00
56075	KINSEY & KINSEY, INC.	INFOR IMPLEMENTATION CONSULTING SERVICES	06/10/2019	2,720.00
56078	KYOCERA DOCUMENT SOLUTIONS AMERICA, INC.	CONTRACT OVERAGE CHARGE FOR 2/1/19-4/30/19	06/10/2019	9.83
56081	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	317.97
56093	SAN DIEGO GAS & ELECTRIC	MONTHLY ELECTRIC SERVICE #4065 592 756 6	06/10/2019	3,521.59
56094	SAN DIEGO LAFCO	Deposit, Addtl assistance ahead of actual proposal filing	06/10/2019	1,250.00
56099	TIAA COMMERCIAL FINANCE, INC.	MONTHLY LEASE AGREEMENT	06/10/2019	2,466.19
56100	TIME WARNER CABLE	MONTHLY INTERNET CONNECTION - MAY	06/10/2019	1,250.00
56101	ULINE	T SHIRT RAGS	06/10/2019	220.37
56103	VERIZON WIRELESS	MONTHLY CELLULAR SERVICE	06/10/2019	2,494.96
56105	XEROX FINANCIAL SERVICES	MONTHLY LEASE	06/10/2019	565.83
56106	ARAMARK UNIFORM SERVICES	MATS & MISC	06/19/2019	1,156.06
56107	AT&T	MONTHLY PHONE SERVICE	06/19/2019	166.28
56108	AT&T MOBILITY SPECTRUM, LLC	ACCT# 287290636445, MONTHLY SERVICE	06/19/2019	1,056.10
56112	COPY 2 COPY	BUSINESS CARDS FOR CLAUDIA	06/19/2019	69.44
56116	COVERALL NORTH AMERICA, INC.	SPECIAL COMMERCIAL CLEANING SERVICE	06/19/2019	2,495.00
56119	DELL MARKETING L.P.	OPTIPLEX 7460 AIO CTO	06/19/2019	1,209.79
56122	FALLBROOK WASTE AND RECYCLING	MONTHLY REFUSE AND RECYCLE	06/19/2019	1,094.26
56130	HOME DEPOT	FELT PAD, AA 36 PACK	06/19/2019	338.44
56131	INFOSEND, INC.	MONTHLY MAILING OF WATER BILLS AND NEWSLETTER	06/19/2019	2,328.89
56134	KINSEY & KINSEY, INC.	INFOR IMPLEMENTATION CONSULTING SERVICES	06/19/2019	3,560.00
56137	KYOCERA DOCUMENT SOLUTIONS AMERICA, INC.	FREIGHT FEE	06/19/2019	9.00
56139	MITEL LEASING, INC.	MONTHLY LEASE AGREEMENT	06/19/2019	1,657.11
56142	NORTH COUNTY WELDING SUPPLY	PROPANE, 165.6 GALLONS	06/19/2019	522.69
56147	PITNEY BOWES INC.	LEASE AGREEMENT	06/19/2019	686.82
56148	RBC SERVICES, LLC	DUPLICATE KEYS	06/19/2019	25.86
56154	CRAIG SHOBE	INSTALLED EARTHQUAKE STRAPS, TONED & TRACED DATA CABLES	06/19/2019	1,090.00
56155	SHRED-IT USA LLC	MONTHLY SERVICE AGREEMENT	06/19/2019	152.74
56168	PUBLIC POLICY STRATEGIES, INC.	Retainer - June 2019	06/25/2019	7,500.00
56170	AT&T	MONTHLY PHONE SERVICE	06/27/2019	517.86
56171	AT&T LONG DISTANCE	MONTHLY PHONE SERVICE	06/27/2019	21.28
56180	DELL MARKETING L.P.	Dell Latitude 5300 2-in BTX	06/27/2019	1,429.21
56181	FEDEX	DELIVERY SERVICE	06/27/2019	49.72
56186	HOME DEPOT	BEHR MQE 5453 SG DEEP 116OZ, PLATE, KICK, 180 SOLR POWERD W/BBU	06/27/2019	558.84
56187	INFOR (US), INC.	COE Consultant, Sr./Project Manager, Services	06/27/2019	8,867.50
56191	KINSEY & KINSEY, INC.	INFOR IMPLEMENTATION CONSULTING SERVICES	06/27/2019	3,680.00
56197	QUALITY GATE COMPANY	QUARTERLY FULL SERVICE-MAIN PLANT (GENERATOR)	06/27/2019	333.00
56198	RBC SERVICES, LLC	DROP BOX NEEDS REPAIR	06/27/2019	108.86
56203	TIAA COMMERCIAL FINANCE, INC.	MONTHLY LEASE AGREEMENT	06/27/2019	2,695.07
56204	TIME WARNER CABLE	MONTHLY INTERNET CONNECTION - JUN	06/27/2019	1,250.00
56205	ULINE	Uline Comfort Grip Tape Dispenser - 2"	06/27/2019	49.74
56208	XEROX FINANCIAL SERVICES	MONTHLY LEASE	06/27/2019	618.34

Total for Department: 41 ADMINISTRATION/HR 88,613.12

Department: 42 HUMAN RESOURCES

ACH	UNION BANK (VISA)	EXCELLENCE COIN LUNCH	06/10/2019	127.91
ACH	UNION BANK (VISA)	JOB POSTING-SENIOR ENGINEER INSPECTOR	06/10/2019	548.09

56080	LEARNSOFT CONSULTING, INC.	WORD 2016 INTERMEDIATE - 13 STUDENTS	06/10/2019	2,184.00
56081	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	128.40
56141	NATIONAL BENEFIT SERVICES, LLC	COBRA ADMINISTRATION FEE - MAY 2019	06/19/2019	50.00
56145	PALOMAR HEALTH	SERVICES PERFORMED	06/19/2019	180.00
56160	TEMECULA TROPHY CO.	15 YEAR ANNIVERSARY PLAQUE	06/19/2019	42.42
56169	ASPIRE FINANCIAL SERVICES, LLC	MONTHLY ADMINISTRATIVE FEES	06/27/2019	300.00
56192	LEARNSOFT CONSULTING, INC.	WORD 2016 ADVANCE (11 STUDENTS) - 6/13/19	06/27/2019	2,255.00

Total for Department: 42 HUMAN RESOURCES 5,815.82

Department: 43 SAFETY

ACH	AIRGAS USA, LLC	Honeywell 4 Ounce Bottle SunX® Cedar Scented Sunscreen Lotion SP	06/19/2019	2,410.91
ACH	AIRGAS USA, LLC	Radnor® Medium Blue 9 1/2" 3 mil Medical Exam Grade Latex-Free N	06/27/2019	373.56
ACH	BOOT WORLD, INC	SAFETY BOOTS: CDAUGHERTY & KDIAZ	06/19/2019	384.11
ACH	MALLORY SAFETY AND SUPPLY, LLC	RSVC-DBI, DBI SERVICE	06/10/2019	190.49
56066	GIL FRANCO, TIRE HAULER	TIRE RECYCLING & DISPOSAL,(18)PASSENGER, (2)TRUCK, (4)TRACTOR	06/10/2019	236.00
56081	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	95.55
56145	PALOMAR HEALTH	SERVICES PERFORMED	06/19/2019	120.00
56174	BOOT BARN INC	SAFETY BOOTS-DMENDEZ	06/27/2019	189.49
56200	THOMAS SJUNESON	SAFETY BOOTS: TSJUNESON	06/27/2019	132.00

Total for Department: 43 SAFETY 4,132.11

Department: 51 FINANCE

56079	TRACY LARGENT	GFOA CONFERENCE - TRAVEL EXPENSE REIMBURSEMENT	06/10/2019	157.18
56081	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	195.30
56131	INFOSEND, INC.	MONTHLY MAILING OF WATER BILLS AND NEWSLETTER	06/19/2019	6,087.26
56150	RENEE RUBIO	GFOA TRAVEL EXP REIMB	06/19/2019	80.48

Total for Department: 51 FINANCE 6,520.22

Department: 52 CUSTOMER SERVICE

ACH	ACCELA, INC. #774375	CIVICPAY TRANSACTION FEES	06/19/2019	2,767.00
ACH	TCN, INC	MONTHLY 48 HOUR NOTICE CALLS	06/19/2019	30.16
56081	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	162.67
56131	INFOSEND, INC.	MONTHLY MAILING OF WATER BILLS AND NEWSLETTER	06/19/2019	690.84
56149	RT LAWRENCE CORPORATION	LOCKBOX PROCESSING FEES FOR - MAY 2019	06/19/2019	641.65

Total for Department: 52 CUSTOMER SERVICE 4,292.32

Department: 91 ENGINEERING

ACH	NOBEL SYSTEMS	GEOVIEWER ANNUAL SUBSCRIPTION-HOSTING OF DATA INTEGRATION FOR BI	06/19/2019	25,000.00
56059	DAILY JOURNAL CORPORATION	LEGAL ADVERTISEMENT FOR VIA ARARAT PIPELINE IMPROVEMENT - BID	06/10/2019	169.00
56061	ESRI	SMALL UTILITY TERM ENTERPRISE LICENSE AGREEMENT, 6/22/19-6/21/20	06/10/2019	10,000.00
56064	FEDEX	DELIVERY SERVICE - MR. ERIC POOLE	06/10/2019	166.25
56081	LINCOLN NATIONAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - JUN 2019	06/10/2019	473.05
56090	RIGHT-OF-WAY ENGINEERING SERV	AS-NEEDED LAND SURVEYING SERVICES	06/10/2019	7,705.00
56130	HOME DEPOT	9X12 IN PAINTABLE	06/19/2019	15.91

56133	JOHNSON-FRANK & ASSOCIATES, INC.	AS-NEEDED LAND SURVEYING SERVICES	06/19/2019	5,115.40
56140	MODULAR BUILDING CONCEPTS, INC	RENTAL AGREEMENT LEASE 13901	06/19/2019	1,277.91
56181	FEDEX	DELIVERY SERVICE	06/27/2019	66.56

Total for Department: 91 ENGINEERING 49,989.08

Total for Fund:03 GENERAL FUND 231,488.97

Fund: 60 WTR CAP EXPANSION/REPLACEMENT

Department: 00

56071	INFRASTRUCTURE ENGINEERING	PUMP STATION #1 NATURAL GAS MOTOR REPLACEMENT DESIGN SERVICES	06/10/2019	6,700.00
56084	OMNIS CONSULTING INC.	MISCELLANEOUS PIPE RELOCATION DESIGN	06/10/2019	8,740.00
56130	HOME DEPOT	VALLECITOS PUMP STATION - SCADA, CLAMP	06/19/2019	146.05
56144	ONESOURCE DISTRIBUTORS, LLC	SCADA Panel/ Radio Upgrade \$740.79	06/19/2019	798.20
56158	TALLEY COMMUNICATIONS	MIS105020 200 1.3600 EA 272.00 Cat5e/6 Plug Shield EZ RJ45 Cat6	06/19/2019	302.22
56172	BALTIC NETWORKS USA	SCADA Radio Upgrade (North End of District) Total \$1611.81	06/27/2019	1,611.81
56176	CLARK LAND RESOURCES, INC.	AS-NEEDED GENERAL REAL PROPERTY SERVICE	06/27/2019	412.25

Total for Department: 00 18,710.53

Total for Fund:60 WTR CAP EXPANSION/REPLAC 18,710.53

Grand Total 2,630,427.99

Comparative Water Sales YTD from Prior Years

FISCAL YEAR 2018-2019

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
562	AD	34,636	47,313	45,335	28,095	29,248	20,794	9,984	6,874	4,335	10,153	21,429	19,346	637
402	AG	129,354	148,627	153,218	110,320	92,460	70,762	33,898	21,970	18,274	46,695	83,296	60,363	2,225
264	CM	51,490	67,258	66,119	36,287	24,310	15,501	10,455	6,708	8,425	11,078	21,698	25,188	791
23	CN	3,982	4,388	4,078	2,521	3,115	2,815	2,831	829	547	636	993	847	63
21	IS	4,964	3,824	3,852	3,447	2,161	1,736	884	864	470	413	2,430	2,390	63
112	MF	11,653	12,856	13,798	11,513	11,816	10,461	8,551	7,929	6,940	8,289	10,710	10,866	288
323	SC	165,088	203,887	203,899	134,052	132,762	83,121	22,699	9,624	3,104	38,472	107,046	83,354	2,725
1024	SD	228,710	263,815	273,401	189,659	170,318	118,228	41,039	22,400	12,611	51,941	132,236	97,123	3,676
5468	SF	168,864	192,438	208,014	146,935	144,613	114,763	63,241	50,877	35,143	64,635	118,606	103,894	3,242
8199	Total	798,741	944,406	971,714	662,829	610,803	438,181	193,582	128,075	89,849	232,312	498,444	403,371	13,711

FISCAL YEAR 2017-2018

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
563	AD	33,310	29,712	36,164	31,255	32,514	30,935	27,243	19,989	17,733	14,039	27,870	34,021	769
395	AG	144,066	131,474	145,280	120,785	126,036	102,884	92,501	61,270	63,137	48,588	101,399	119,522	2,886
247	CM	33,715	42,488	33,812	26,189	24,168	16,762	18,502	48,862	19,156	19,093	39,603	45,943	845
32	CN	2,447	3,983	8,073	10,623	18,605	5,773	3,526	2,577	2,103	2,227	5,027	3,943	158
20	IS	2,320	2,440	2,793	2,488	2,335	1,700	1,339	1,038	695	1,087	1,591	2,810	52
96	MF	11,472	10,002	13,072	10,304	11,489	11,350	9,566	8,403	8,262	8,210	9,402	12,205	284
323	SC	179,822	156,120	202,103	148,336	176,307	145,994	119,086	84,941	75,753	58,715	126,561	151,381	3,731
1024	SD	244,799	223,157	271,457	222,398	243,725	210,020	185,162	112,432	111,709	72,554	185,977	221,832	5,292
5196	SF	174,946	165,760	194,809	155,004	162,664	146,096	120,654	96,800	89,344	80,182	137,710	175,006	3,900
7896	Total	826,897	765,136	907,563	727,382	797,843	671,514	577,579	436,312	387,892	304,695	635,140	766,663	17,917

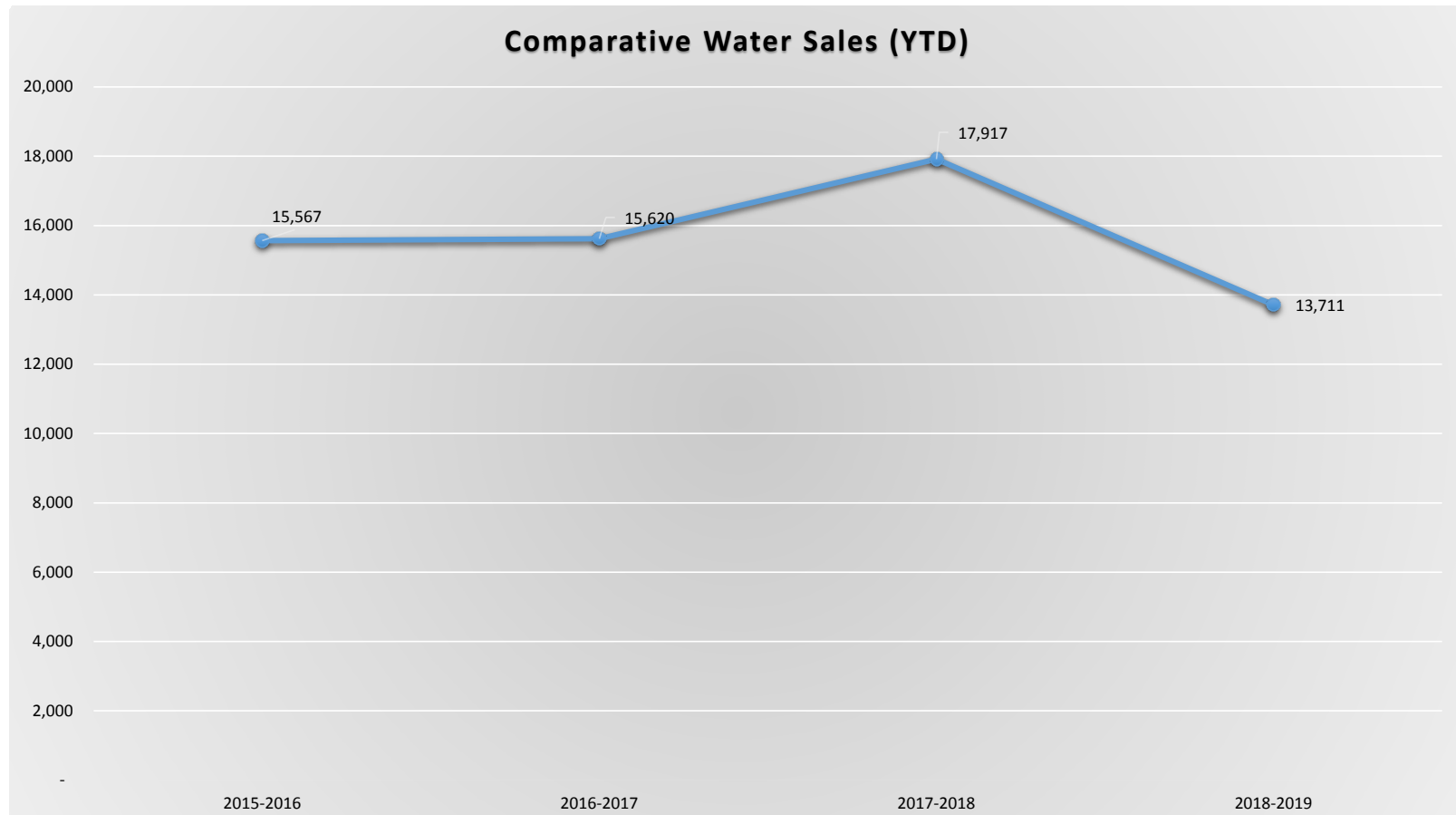
FISCAL YEAR 2016-2017

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
591	AD	36,216	34134	39119	28217	22903	24494	7934	5036	5338	17861	23635	26725	624
403	AG	156,957	152359	172040	132882	104544	96050	31370	16829	20790	87717	108448	103638	2,717
231	CM	47,830	45043	43040	26707	20970	21140	5876	4333	4912	14068	19093	20893	629
30	CN	4,900	4950	7309	11456	7427	904	-	63	924	815	1545	686	94
24	IS	3,806	3701	3980	3061	2446	1653	1408	594	700	1942	1382	2524	62
88	MF	11,307	11657	13746	10597	8876	11213	7139	7047	5954	8981	9382	10560	267
326	SC	183,744	166212	206354	150910	121456	115009	18861	6544	81497	102350	137573	132987	3,268
1034	SD	279,246	253718	298226	222243	181674	171322	39596.7	18148.3	21918.4	127268	178858	181230	4,530
5122	SF	187,516	175736	202555	154361	120520	133125	57385	42596	40254	103952	130470	144885	3,428
7849	Total	911,522	847,510	986,369	740,434	590,816	574,910	169,570	101,190	182,287	464,954	610,386	624,128	15,620

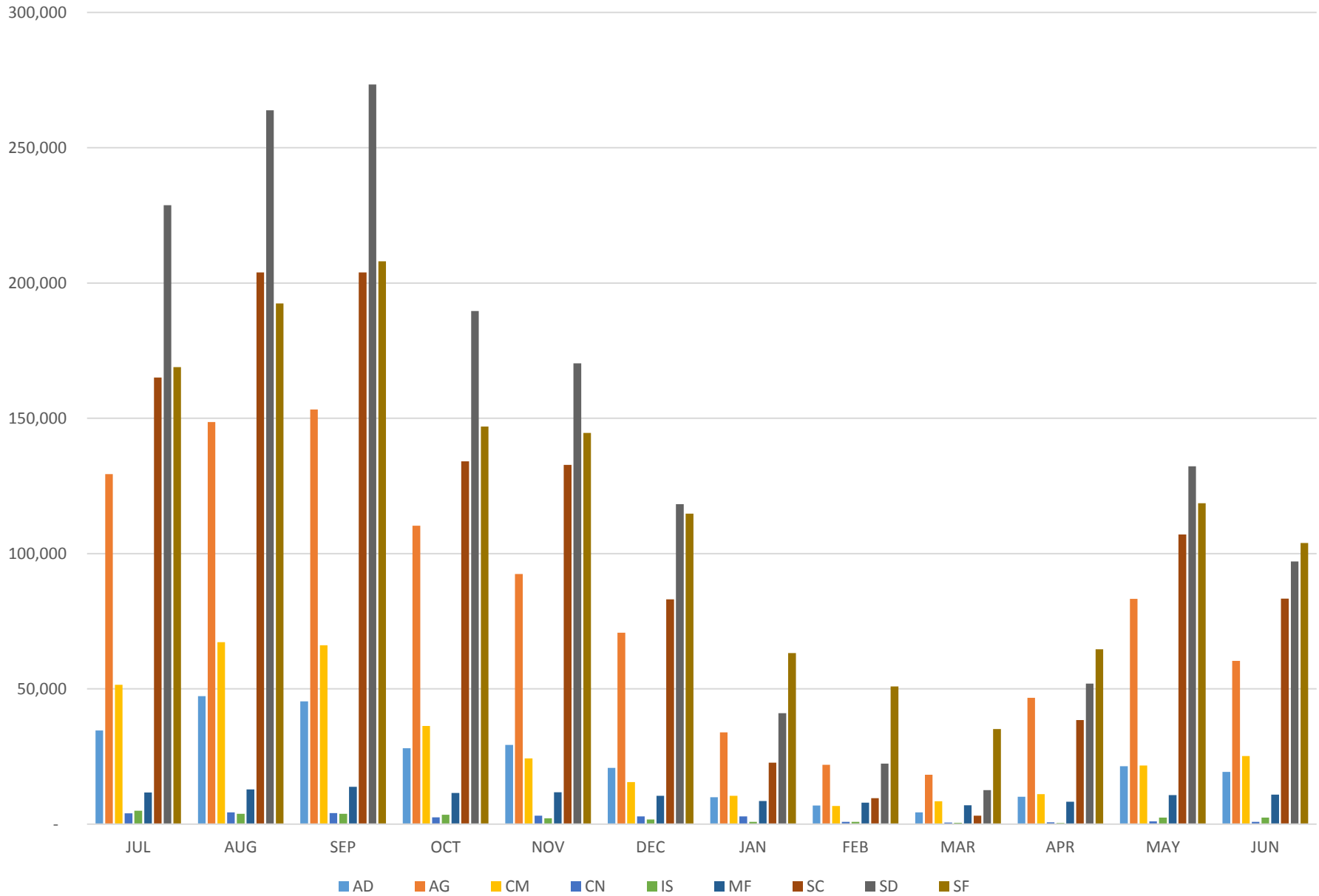
FISCAL YEAR 2015-2016

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
601	AD	29,891	26212	33050	25166	24907	20638	12532	10056	19640	18699	22364	28454	624
404	AG	143,174	124130	153414	124219	109795	85664	48608	35648	94227	87294	100071	115017	2,804
6	C	4,342	-	-	-	-	-	-	-	-	-	-	-	10
221	CM	28,620	33259	34668	28374	14569	11399	8431	8591	11738	13519	20166	35354	571
37	CN	6,680	7040	5931	3994	5788	3061	1002	1129	781	2559	2466	5079	104
24	IS	2,773	2779	2486	3073	3299	2641	828	796	2141	1784	2271	3340	65
88	MF	11,351	10279	10887	9952	9664	8600	8072	6667	7745	8832	8484	10116	254
326	SC	162,756	144892	188145	132002	133998	109284	46707	38985	108085	92783	115815	137589	3,239
1038	SD	245,736	213120	257965	197426	188412	162042	82599	57837	154618	131816	168901	205564	4,743
5092	SF	148,573	143404	162621	135030	120706	96899	69380	52522	95133	95996	110843	142655	3,154
7837	Total	783,896	705,115	849,167	659,236	611,138	500,228	278,159	212,231	494,108	453,282	551,381	683,168	15,567

Comparative Water Sales YTD from Prior Years



USAGE BY CUSTOMER CLASS FY 18-19





**SEWER EQUIVALENT DWELLING UNITS (EDUs) STATUS REPORT
JUNE-JULY 2019**

STATUS SUMMARY	EDUs
Total Treatment Capacity Purchased from Oceanside	8,333.33
Less 5% Contractual Allowance	416.67
EDUs Set Aside by Board for Emergencies	60.00
EDUs Connected	4,748.00 *
EDUs Unconnected/Committed	243.83
Total EDUs Available for Purchase:	2,864.84

DEVELOPMENTS WITH UNCONNECTED/COMMITTED EDUs	EDUs	CAPACITY FEES PAID
Golf Green Estates (Dev. Solutions) - 102.46	33.46	\$ 803,014
Horse Creek Ridge (DR Horton/RAH) - 754	41.80	\$ -
Passarelle (HRC Commercial) - 96.57	96.57	\$ -
Polo Club (Vista Valley Dev.) - 165 Lots	59.85	\$ 1,022,775 **
Pala Mesa Highlands (Beazer Homes) - 159.3	(1.05)	\$ (10,593) ***
Others (5 or less)	13.20	\$ 225,588
TOTAL UNCONNECTED:	243.83	\$ 2,040,784

*There is a delay between connections and new account activations.

**Deferred total payment until building permits are issued.

***PMH paid funds to cover the initial 50%(79.65 EDUs/\$1,125,127) of sewer installment.

The District has requested the second installment of 50% sewer cap fees from PMH.

