

# BOARD MEETING/ BUDGET AND FINANCE COMMITTEE SPECIAL MEETING

RAINBOW MUNICIPAL WATER DISTRICT Tuesday, May 28, 2019 Closed Session – Time: 11:30 a.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**

<u>Board of Directors Meeting Schedule</u> Regular Board meetings are normally scheduled for the 4<sup>th</sup> 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.

<u>Public Input on Specific Agenda Items and those items not on the Agenda, Except Public Hearings</u> 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.

<u>Public Items</u> 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.

<u>Time Certain</u> Agenda items identified as "time certain" indicate the item will not be heard prior to the time indicated.

<u>Board meetings</u> 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.

Notice is hereby given that the Rainbow Municipal Water District Board of Directors will hold Closed Session at 11:30 a.m. and Open Session with the Budget and Finance Committee at 1:00 p.m. Tuesday, May 28, 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.

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- 1. CALL TO ORDER
- 2. BOARD OF DIRECTORS ROLL CALL:

Brazier	Hamilton Gasca Mack Rindfleisch			
BUDGET AND FINANCE COMMITTEE ROLL CALL:				
Members:	Harry Stitle Randy Ross Peter Hensley Miguel Gasca Pam Moss			
Alternates:	Flint Nelson			

- 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))
    - Three Items
  - **B.** Conference with Legal Counsel Performance Evaluation of the General Manager (Government Code section 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)

<sup>(\*) -</sup> Asterisk indicates a report is attached.

# 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. APPROVAL OF MINUTES

A. April 23, 2019 - Regular Board Meeting

#### \*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)
- **B.** Representative Report (Appointed Representative)
  - 1. SDCWA
    - A. Summary of Board Meeting April 25, 2019
  - 2. CSDA
    - A. District of Transparency Certificate of Excellence Approval
    - B. CSDA Elections
  - 3. LAFCO
    - A. Independent Special Districts Election Results
  - 4. San Luis Rey Watershed Council
  - 5. Santa Margarita River Watershed Watermaster Steering Committee
  - 6. ACWA
    - A. AB 217 (E.Garcia): Safe Drinking Water Funding/Water Tax Position: Oppose Unless Amended
- 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 Easement Encroachments (501668-0002)

#### \*13. COMMITTEE REPORTS (Approved Minutes have been attached for reference only.)

- A. Budget and Finance Committee
  - 1. April 9. 2019 Minutes
- B. Communications and Customer Service Committee
  - 1. April 4, 2019 Minutes
- C. Engineering and Operations Committee
  - 1. April 3, 2019 Minutes

## **BOARD INFORMATION ITEMS**

# 14. REVIEW OF FISCAL YEAR 2019-2020 BUDGET

(\*) - Asterisk indicates a report is attached.

#### **BOARD ACTION ITEMS**

\*15. DISCUSSION AND POSSIBLE ACTION TO APPROVE A CHANGE ORDER FOR THE MISCELLANEOUS PIPE RELOCATION DESIGN PROJECT IN THE AMOUNT OF \$47,480.00

(This change order for the Miscellaneous Pipe Relocation Design Project will account for the inclusion of three additional segments of pipes in the project. The added pipes segments are being included to increase system looping and help reduce customer inconvenience by minimizing the number of people affected by shutdowns. The change order amount is \$47,480.00. The increased design cost is estimated to result in an increase to the construction cost for the project.)

16. DISCUSSION AND POSSIBLE ACTION TO AWARD THREE PROFESSIONAL SERVICES AGREEMENTS TO PROVIDE AS-NEEDED CIVIL ENGINEERING SERVICES

(The activities and operations of the Rainbow Municipal Water District (District) regularly require services that must be performed by a California State licensed Civil Engineer. Staff issued a Request for Proposals and found that three firms, Omnis Consulting Inc., Hydro-Science Inc. and Dudek were the most qualified to perform the work. This action would approve professional services agreements with the three pre-qualified firms for \$150,000 each.)

17. DISCUSSION AND POSSIBLE ACTION TO AWARD TWO PROFESSIONAL SERVICES AGREEMENTS TO PROVIDE AS-NEEDED REAL ESTATE APPRAISAL SERVICES

(The activities and operations of the Rainbow Municipal Water District (District) regularly require services that must be performed by a Real Estate Appraiser. Staff issued a Request for Proposals and found that the two firms who submitted proposals, Arens Group, Inc. and Anderson & Brabant, Inc. were qualified to perform the work. This action would approve professional services agreements with the two pre-qualified firms for \$20,000 each.)

\*18. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 19-07 — A RESOLUTION OF THE BOARD OF DIRECTORS OF RAINBOW MUNICIPAL WATER DISTRICT ESTABLISHING CLASSIFICATIONS AND MONTHLY PAY RANGES FOR DISTRICT EMPLOYEES AND THE GENERAL MANAGER EFFECTIVE MAY 28, 2019 THROUGH JUNE 30, 2019

(The grade structure included in Resolution No. 19-07 is revised to reflect new salary range for the Project Manager position.)

\*19. DISCUSSION AND POSSIBLE ACTION SUPPORTING A NOMINATION TO ACWA BOARD OF DIRECTORS REGION 10

(The Region 10 Nominating Committee is looking for ACWA members who are interested in leading the direction of ACWA Region 10 for the 2020-2021 term.)

- 20. BOARD MEMBER REQUESTS FOR AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS
- \*21. RECEIVE AND FILE INFORMATION AND FINANCIAL ITEMS
  - A. General Manager Comments
    - 1. Meetings, Conferences and Seminar Calendar
  - B. Communications
    - Staff Training Reports
  - C. Operations Comments
    - Operations Report
  - D. Engineering Comments
    - Engineering Report
  - E. Human Resource & Safety Comments
    - 1. Human Resources Report
    - 2. Organizational Chart
  - (\*) Asterisk indicates a report is attached.

- F. Finance Comments
  - 1. Monthly Financial Statements
  - 2. Treasurer Report
  - 3. Credit Card Breakdown
  - 4. Directors' Expense
  - 5. Check Register
  - **6.** Water Sales Summary
  - 7. RMWD Sewer Equivalent Dwelling Units (EDU's) Status
- 22. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT REGULAR BOARD MEETING
- 23. ADJOURNMENT To Tuesday, June 25, 2019 at 1:00 p.m.

**ATTEST TO POSTING:** 

Carl Rindflesich

Secretary of the Board

Date and Time of Posting
Outside Display Cases