

**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF DIRECTORS OF THE
RAINBOW MUNICIPAL WATER DISTRICT
OCTOBER 27, 2020**

1. **CALL TO ORDER** - The Regular Meeting of the Board of Directors of the Rainbow Municipal Water District on October 27, 2020 was called to order by Vice President Hamilton at 12:00 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. Vice President Hamilton presiding.

2. **ROLL CALL**

Present: Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch (*via teleconference*).

Also Present: General Manager Kennedy, Executive Assistant Washburn, Information and Technology Manager Khattab, Information and Technology Specialist Espino.

Absent: Director Brazier.

Also Present Via Teleconference or Video Conference:

Legal Counsel Smith, Legal Counsel Kennedy.

No members of the public were present via teleconference or video teleconference before Closed Session.

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

There were no changes to the agenda.

4. **INSTRUCTIONS TO ALLOW PUBLIC COMMENT ON AGENDA ITEMS FROM THOSE ATTENDING THIS MEETING VIA TELECONFERENCE OR VIDEO CONFERENCE**

Vice President Hamilton read aloud the instructions for those attending via teleconference or video conference.

5. **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.

(*) - Asterisk indicates a report is attached.

6. CLOSED SESSION

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

* One Item

B. Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1)

* Chris Waite v. Rainbow Municipal Water District, et al.

7. REPORT ON POTENTIAL ACTION FROM CLOSED SESSION

This item was addressed under Item #11.

The meeting reconvened at 1:00 p.m.

Time Certain: 1:00 p.m.

8. REPEAT CALL TO ORDER

CALL TO ORDER - The Regular Meeting of the Board of Directors of the Rainbow Municipal Water District on October 27, 2020 was called to order by Vice President Hamilton at 1:03 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. Vice President Hamilton presiding.

9. PLEDGE OF ALLEGIANCE

10. REPEAT ROLL CALL

Present: Director Gasca, Director Hamilton, Director Mack, Director Rindfleisch (*via teleconference*).

Also Present: General Manager Kennedy, Executive Assistant Washburn, Operations Manager Gutierrez, Information and Technology Specialist Espino.

Absent: Director Brazier.

Also Present Via Teleconference or Video Conference:

Legal Counsel Smith, Engineering Technician Rubio, Human Resources Manager Harp, Acting District Engineer Williams, Finance Manager Largent, Customer Service and Communications Supervisor Gray, Information and Technology Manager Khattab, Meter Services Supervisor Wilson.

Eight members of the public were present for Open Session via teleconference or video teleconference.

(*) - Asterisk indicates a report is attached.

11. REPEAT REPORT ON POTENTIAL ACTION FROM CLOSED SESSION

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

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

There were no changes to the agenda.

13. REPEAT INSTRUCTIONS TO ALLOW PUBLIC COMMENT ON AGENDA ITEMS FROM THOSE ATTENDING THIS MEETING VIA TELECONFERENCE OR VIDEO CONFERENCE

Vice President Hamilton read aloud the instructions for those attending the meeting via teleconference or video conference.

14. 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).

There were no comments.

***15. APPROVAL OF MINUTES**

A. September 22, 2020 - Regular Board Meeting

Director Gasca pointed out on Page 4 the SDCWA project should be \$5-\$6 Billion as opposed to \$5-\$6 Million.

Motion:

To approve the minutes as revised.

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

Vote: Motion carried by unanimous roll call vote (summary: Ayes = 4).

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

Absent: Director Brazier.

***16. 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 (Director Brazier)

There was no report given.

(*) - Asterisk indicates a report is attached.

Vice President Hamilton reminded everyone the election was in process and encouraged all voters to mail in their ballots by today or drop it off at a polling station.

B. Representative Report (Appointed Representative)

1. SDCWA

A. Summary of Board Meeting September 24, 2020

Mr. Kennedy noted RMWD received the anticipated information about the TSWAR conversion to PSWAR which has been provided from SDCWA and found to be incorrect. He stated staff was in discussion with SDCWA regarding this matter. He explained if this does not get resolved, a request will be made to SDCWA to delay this conversion for six months to allow for an opportunity to allow for an opportunity to sort out the data.

Mr. Kennedy reported SDCWA presented their Urban Water Masterplan forecast sales deliveries. He explained many member agencies will be providing feedback on what seems to be over forecasted numbers.

Mr. Kennedy stated Board Chair Croucher will meet with him and Vice President Hamilton to discuss RMWD's possible detachment from SDCWA.

Director Mack inquired as to the steps taken by SDCWA when forecasting water sales. Mr. Kennedy explained there are models used to make sales projections.

2. CSDA

Mr. Kennedy announced the SDCSDA Executive Board was still searching for individuals to replace him as President and Jim Peasley as Vice President. He pointed out the November 19th meeting will take place; however, it will be conducted virtually.

3. LAFCO

Mr. Kennedy mentioned there was an application in place for the Pardee project which may be on the LAFCO agenda in either December or January.

Mr. Kennedy mentioned there was an announcement for nominations for the Special Districts Advisory Committee; however, since he stills serves on the committee, the Board would not be able to make nominations at this time.

4. San Luis Rey Watershed Council

Director Gasca said he has sent another email; however, he did not receive a response.

5. Santa Margarita River Watershed Watermaster Steering Committee

Vice President Hamilton reported the committee met on October 20, 2020. He mentioned some of the highlights provided in his written report that was provided as a handout.

6. ACWA

There was no report.

(*) - Asterisk indicates a report is attached.

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

There were no reports.

D. Directors Comments

Vice President Hamilton mentioned his receipt of an email from CSDA regarding grants expiring at the end of October for power generation. Mr. Kennedy explained staff was looking into this opportunity to determine if RMWD qualifies. He pointed out staff was also actively working with Hoch Consulting on any grant opportunities that may be available to the District.

E. Legal Counsel Comments

- 1. Attorney Report: Brown Act and Social Media Update 501668-0002

Legal Counsel summarized the information provided in his report. He clarified this only involves only two Directors to be in violation of the Brown Act as opposed to a majority of the Board. He explained this applies to any internet-based social media platform accessible to the public.

Vice President Hamilton expressed concern this was so restrictive in terms of being able to discuss business of the organization in a public forum. Legal Counsel clarified one-way communications would be alright; however, for two Directors to respond would be a violation.

17. COMMITTEE REPORTS

A. Budget and Finance Committee

Ms. Largent reported the committee received an update on the WSUP program, discussed a variance application being presented to the Board today, an audit update was provided and that an audit presentation will be presented to the Board in December.

B. Communications and Customer Service Committee

Vice President Hamilton reported the committee received a briefing on the PSWAR program which will be postponed to the November meeting in terms of how to communicate this out to the public, reviewed a communications postcard related to Flume and the WSUP program, and will be discussing the rate increase and ad hoc committee activities, the PSWAR program, and PUP signage at the next committee meeting.

C. Engineering and Operations Committee

Mr. Nelson reported the committee met and considered a number of items, two of which were before the Board for consideration today (Items #19 and #21) which the committee recommended the Board approve. He noted there were a few other items the committee will be discussing including taking a broader look at the CIP program at their next meeting.

(*) - Asterisk indicates a report is attached.

BOARD ACTION ITEMS

***18. DISCUSSION AND POSSIBLE ACTION TO APPROVE A VARIANCE FROM ORDINANCE 19-04 TO ALLOW A LOT, LARGER THAN 0.5 ACRES, TO QUALIFY FOR CAPACITY CLASS "B" AND APPROVE THE CAPACITY CLASS WATER USE AGREEMENT**

Ms. Largent explained this was for a customer with a 1.13 acre lot and a 1" meter. She stated under RMWD's regulations, they are required to be under 1/2 acre in order to downsize to a 3/4" meter; however, there is a provision allowing customers to complete an application to be brought to the Board for consideration as long as their usage has been under the threshold for a 3/4" meter. She noted this customer has not quite had a year of service, but their highest usage has been 33 units per month, the threshold is 50 and it has been eleven months. She mentioned the Budget and Finance Committee recommended this downsize be passed on to the Board for approval.

Vice President Hamilton asked if this was for one customer. Ms. Largent confirmed this was for one customer.

Motion:

To approve Option 1 - Approve the variance to Ordinance 19-04 to allow a property larger than 0.5 acres to qualify for capacity class B and approve the New Water Service Agreement.

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

Vote: Motion carried by unanimous roll call vote (summary: Ayes = 3).

Ayes: Director Gasca, Director Hamilton, Director Mack.

Absent: Director Rindfleisch, Director Brazier.

***19. CONSIDER APPROVAL OF A PROFESSIONAL SERVICE AGREEMENT WITH PALOMAR BACKFLOW FOR THE TESTING OF BACKFLOWS THROUGHOUT THE DISTRICT**

Mr. Gutierrez explained how in late 2018 the Board approved a position here at RMWD to conduct backflow testing in-house. He said in 2019, the District did not meet the requirement to complete a certain number of backflow tests.

Mr. Kennedy added RMWD has another 1,200 backflow tests to complete before the end of the year. He said because the person tasked with conducting the tests has been pulled to work on the Water Service Upgrade Project (WSUP), it needed to be backfilled to ensure all the tests are done by the deadline. He said this agreement will assist the District in meeting its goals. He pointed out Palomar Backflow has conducted tests on behalf of the District in previous years.

Vice President Hamilton asked how many tests Palomar Backflow will be performing. Mr. Kennedy stated it will depend on staff availability. He also pointed out RMWD has made a commitment to the State Board these tests will be completed and how this agreement will extend into 2021 due to having limited resources with WSUP. Vice President Hamilton inquired as to whether the District was subject to fines. Mr. Kennedy explained to the State exactly what caused the delay; therefore, they understand the situation.

(*) - Asterisk indicates a report is attached.

Director Mack asked for clarification this agreement would be for the remainder of 2020 and for part of 2021. Mr. Kennedy confirmed.

Mr. Gutierrez pointed out the staff recommendation was to approve Option 1 to approve the PSA with Palomar Backflow in the amount not to exceed \$140,000 for backflow testing services.

Director Rindfleisch asked the due date for the testing to be completed. Mr. Kennedy stated the testing is to be completed each calendar year by December 31st. Director Rindfleisch inquired as to RMWD being behind in conducting the number of required tests for 2019 only. Mr. Kennedy said the District was a little behind in 2018 as well. He added staff does not anticipate spending the full amount allotted in this agreement; however, with the WSUP project it was difficult to determine exactly how much the consultant will be needed.

Director Gasca asked how many crew members would normally conduct backflow testing. Mr. Gutierrez explained there was one dedicated position as well as six crew members in meter department who could assist by conducting the tests while out on site. Director Gasca asked where Palomar Backflow was located. It was noted they are out of Escondido. Director Gasca inquired as to whether this project went out for bid. Mr. Gutierrez said it was conducted as a Request for Proposal. Mr. Kennedy and Mr. Gutierrez added Palomar Backflow was also most qualified due to their experience with RMWD as well as knowledge of all the areas throughout the District.

Motion:

To approve Option 1 - Approve the PSA with Palomar Backflow in the amount not to exceed \$140,000 for backflow testing services.

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

Vote: Motion carried by unanimous roll call vote (summary: Ayes = 4).

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

Absent: Director Brazier.

- *20. CONSIDER APPROVAL OF AN AMEMDMT TO THE ANNEXATION AGREEMENT WITH PARDEE HOMES AND APPROVAL OF RESOLUTION 20-14 (1) AUTHORIZING THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY (THE "AUTHORITY") TO FORM A COMMUNITY FACILITIES DISTRICT WITHIN THE TERRITORIAL LIMITS OF THE RAINBOW MUNICIPAL WATER DISTRICT TO FINANCE CERTAIN PUBLIC IMPROVEMENTS AND DEVELOPMENT IMPACT FEES; (2) EMBODYING A JOINT COMMUNITY FACILITIES AGREEMENT SETTING FORTH THE TERMS AND CONDITIONS OF THE COMMUNITY FACILITIES DISTRICT FINANCING; (3) APPROVING A FORM OF ACQUISITION AGREEMENT BETWEEN THE AUTHORITY, THE DISTRICT AND THE DEVELOPER; AND (4) AUTHORIZING STAFF TO COOPERATE WITH THE AUTHORITY AND ITS CONSULTANTS IN CONNECTION THEREWITH**

Mr. Kennedy explained RMWD entered into an annexation agreement with Pardee and how as part of that annexation agreement it was agreed the sewer capacity fees would be paid through the proceeds in a Community Facilities District. He said when Pardee approached RMWD to change the nature of the bonds from what was anticipated, they suggested doing two different tranches of bonds and give RMWD part of the money from the first one and then wait for the next

(*) - Asterisk indicates a report is attached.

one. He stated there was a benefit to RMWD in that Pardee could not issue the debt until they have a certain ratio of land improvement valuation to the debt; however, by having two separate tranches RMWD could see some money quicker.

Mr. Kennedy pointed out the one challenge was not having any provisions in the annexation agreement should the second tranche not come; therefore, a drop dead date of March 2024 for when Pardee would pay the second tranche of monies to the District and thereby protects the ratepayers. He said the speed in which the project was progressing, the District would most likely receive the monies sooner than March 2024, but this provides an added level of protection.

Mr. Kennedy pointed out Resolution No. 20-14 lays out all four items provided in the item description. Director Mack inquired as to whether the Board would be approving all four of these items individually. Mr. Kennedy explained approval of Items A and B could be approved with one vote by the Board of Directors.

Director Gasca inquired as to the 40/60 split was based on the amount of infrastructure and such to be constructed. Sunit Patel from Pardee described the process for issuing bonds requires at a minimum the project meet a 4-1 value to lien ratio requirement meaning the fair market value determined through an appraisal would need to be at least four times the amount of debt issued. He said given the size of the project the bond would total approximately \$39 Million, Pardee inquired about splitting it into two tranches which would benefit RMWD as well because half the bonds will be released in the first series and the other half in the second series as opposed to having to wait until the completion of the second series.

Motion:

To approve Option 1 - Amendment to the Annexation Agreement with Pardee Homes establishing the terms for the multiple bond tranche process.

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

Vote: Motion carried by unanimous roll call vote (summary: Ayes = 4).

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

Absent: Director Brazier.

***21. CONSIDER AND APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH SANEXEN FOR A CURED IN PLACE PIPE PILOT PROJECT**

Mr. Kennedy mentioned how long he and staff have been looking into finding a solution to this matter and how they have been working with Sanexen for approximately one year to find a way to do this project without having to dig up a pipeline. He explained the mechanism and system Sanexen uses. He noted this project will including lining a 300' underground section of pipe as well as a 40' piece with reconnections in place to which three additional connections will be added so testing can be conducted to determine if it will work and possible save RMWD a great deal of money.

Vice President Hamilton inquired about the cost effectiveness. Mr. Kennedy stated price breakdowns have been provided and how a big part is mobilizing the contractor to set up. He explained there may be situations where it may not be cost effective when working in urban locations.

(*) - Asterisk indicates a report is attached.

Director Gasca inquired as to the thickness of the material. Mr. Kennedy said it would be approximately 3/8" wall thickness. Director Gasca asked about the period of performance. Mr. Kennedy said it would take approximately five days on site. Director Gasca asked about the life expectancy. It was noted pipeline life expectancy is 50 years in industry standard.

Discussion ensued.

Mr. Kennedy explained what would happen in the worst case scenario; however, staff would like to see if this could be done through this pilot program.

Motion:

To approve Option 1 - Approve the Professional Services Agreement with Sanexen for a lump sum amount of \$74,800.00, appropriate \$74,800.00 from the Water Capital Fund for this project's budget and authorize the General Manager to execute the agreement.

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

Vote: Motion carried by unanimous roll call vote (summary: Ayes = 4).

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

Absent: Director Brazier.

***22. CONSIDER AND APPROVE A CONSTRUCTION AGREEMENT BETWEEN RAINBOW MUNICIPAL WATER DISTRICT AND D.R. HORTON FOR THE FAIRVIEW DEVELOPMENT (LILAC DEL CIELO, TM 5427)**

Mr. Williams explained this was Construction Agreement for which the name has been changed to Fairview Development. He noted the development will be dedicated to RMWD. He mentioned the development includes private streets; therefore, staff was working on the relative easements.

Motion:

To approve Option 1 - Approve the Construction Agreement by and between Rainbow Municipal Water District and D.R. Horton and authorize the General Manager to execute the agreement.

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

Vote: Motion carried by unanimous roll call vote (summary: Ayes = 4).

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

Absent: Director Brazier.

***23. NOTICE OF COMPLETION AND ACCEPTANCE OF THE NORTH RIVER ROAD SEWER POINT REPAIRS (PHASE I) IMPROVEMENT PROJECT**

Mr. Williams explained this item requires a vote of the Board before filing the Notice with the County of San Diego.

Motion:

To approve Option 1 - Accept the North River Road Sewer Point Repairs Project, approve filing the Notice of Completion, add installation costs to the District's total valuation, release the Payment Bond in the amount of \$427,000.00, release 90% of the Performance Bond in the amount of \$384,300.00, retain 10% of the performance bond in the amount of \$42,700.00 as the warranty bond for one year, and make a finding that the action herein does not constitute a "project" as defined by CEQA.

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

Vote: Motion carried by unanimous roll call vote (summary: Ayes = 4).

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

Absent: Director Brazier.

***24. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 20-13 — 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 OCTOBER 27, 2020 THROUGH JUNE 30, 2021**

Ms. Harp stated due to the vacancy in the District Engineer position, staff took the opportunity to review the job description during which time it was determined there was a need to focus on a different skillset. She explained based on this determination the position has been redesigned and retitled accordingly as reflected in the resolution. She added there were two clerical errors in the from the COLA adjustments which have also been corrected in this resolution.

Mr. Kennedy pointed out it was necessary for this engineering position to not only provide a licensed engineer but also to run the engineering department and execute projects.

Director Mack asked realignment of the classification is standard with the industry. Mr. Kennedy explained the reality was RMWD contracts most of its engineering work; therefore, the other qualifications are important for this role. Ms. Harp confirmed there are a few other agencies with this type of position.

Director Gasca inquired as to how the job description changed. Ms. Harp stated job descriptions are not generally sent to the Board but rather to the bargaining unit for review and approval. Mr. Kennedy explained it was essentially realigned from engineering responsibilities first to managing the engineering department as well as the CIP projects. Ms. Harp added in her experience when the word "engineer" is included in a job title, the mindset of the person in the position is their job is to design as opposed to managing projects and people. She pointed out having a P.E. remains on the job description; however, it is not a requirement.

(*) - Asterisk indicates a report is attached.

Director Gasca asked if the monthly salary range had not changed. Ms. Harp confirmed this was correct. Director Gasca inquired as to whether the appropriate committees have been provided with an opportunity to review the updated job description. Mr. Kennedy explained although there were discussions with the committee regarding the appropriate responsibilities for this role, the committee members are not provided with job descriptions for their input.

Director Gasca expressed he views this position change to be a pretty significant shift. Mr. Kennedy said within the areas of the District's functions communications and execution were below the expectations; therefore, a deeper look into what was is to be accomplished and bring a skillset that meets communication, budgeting, prioritizing, and team management.

Motion:

To approve Resolution No. 20-13 for the change in classifications as presented.

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

Vote: Motion carried by unanimous roll call vote (summary: Ayes = 4).

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

Absent: Director Brazier.

***25. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 20-09 AMENDING AND UPDATING ADMINISTRATIVE CODE TITLE 3 – BOARD MEETINGS**

Vice President Hamilton pointed out there were some additional corrections to two sections included in Title 3 related to the removal of gender specifications. Ms. Washburn noted the two sections were provided as handouts to the Board.

Director Gasca asked staff to determine if "Chairperson" is defined in the Administrative Code before making the substitution final. Vice President recommended "Chairperson" not be capitalized if the replacement is finalized. Ms. Washburn said she would conduct a search throughout Administrative Code Title 3 and make the suggested revisions.

This item was deferred to the December 8, 2020 Board meeting.

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

There were no requests.

BOARD INFORMATION ITEMS

***27. PRESENTATION OF THE 2021 RATE INCREASE TO PASS THROUGH SAN DIEGO COUNTY WATER AUTHORITY (SDCWA) RATE INCREASES**

Ms. Largent pointed out a draft of the customer notification included with this item was for reference purposes. She explained there will be an opportunity for full Board consideration on this matter at the December 8, 2020 Board meeting and how the SDCWA pass through charges will go into effect January 8, 2021.

(*) - Asterisk indicates a report is attached.

Vice President Hamilton asked if this letter would be brought to the Communications and Customer Service Committee. He pointed out the word “lead” should be “led” and that IAC should be spelled out. He added while the information was good, it was lengthy; therefore, he suggested opening up with a summary as to what is transpiring and why it was being communicated to the customer with details to follow. Ms. Largent agreed to make these proposed revisions.

Director Gasca recommended Legal Counsel review this letter prior to sharing it with the Communications and Customer Service Committee. Mr. Kennedy directed Ms. Gray to forward the draft letter to the committee members to provide them with an opportunity to provide input at their next meeting.

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

A. General Manager Comments

1. Meetings, Conferences and Seminar Calendar

B. Communications

1. Staff Training Reports

C. Operations Comments

1. Operations Report

D. Engineering Comments

1. Engineering Report
2. As-Needed Services Expenditures Summary
3. RMWD Sewer Equivalent Dwelling Units (EDU's) Status

E. Human Resource & Safety Comments

1. Human Resources Report

F. Finance Comments

1. Board Information Report
2. Budget vs. Actual Fund 1, 2, and 3
3. Fund Balance Projections
4. Treasury Report
5. Five Year Demand
6. Water Sales Summary
7. Check Register
8. Directors' Expenses
9. Credit Card Breakdown
10. Developer Projections
11. RMWD Properties

Mr. Kennedy noted there was a memo provided as part of the Human Resources Report that is in response to a Board Member inquiry related to inhouse or outsourcing inspection services.

Discussion ensued regarding the water sales summary.

Mr. Gutierrez announced the WSUP program was 26% complete with approximately 600 meter boxes have been backfilled. Director Mack asked if RMWD was seeing more corrected data. Mr. Kennedy said the data will be validated and presented to the Board in January 2021.

Director Mack asked if any customers have called to complain about receiving larger water bills. Mr. Kennedy stated there have been plenty of calls received.

Motion:

To receive and file information and financial items.

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

Vote: Motion carried by unanimous roll call vote (summary: Ayes = 4).

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

Absent: Director Brazier.

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

It was noted the Administrative Code Title 3 revisions, a rate increase presentation, establishing the 2021 Board meeting calendar, seating new Board Members, an audit presentation, and other additional Administrative Code updates need to be on the next agenda.

30. ADJOURNMENT - To Tuesday, December 8, 2020 at 1:00 p.m.

The meeting was adjourned by Vice President Hamilton to a regular meeting on December 8, 2020 at 1:00 p.m.

The meeting was adjourned at 2:56 p.m.

Hayden Hamilton, Board Vice President

Dawn M. Washburn, Board Secretary