



## BOARD MEETING

### RAINBOW MUNICIPAL WATER DISTRICT

Tuesday, June 27, 2017

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 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.

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](http://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, June 27, 2017, 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\_\_\_\_ Stewart\_\_\_\_**
  - 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 Labor Negotiators (Government Code §54957.6 and §54957)**  
  
Agency Designated Representatives  
Tom Kennedy  
Karleen Harp  
  
Discussions regarding labor negotiations for:  
  
Rainbow Employee Association  
Rainbow Association of Supervisor and Confidential Employees  
Rainbow Exempt Employees
  - 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)**

(\*) - 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. ANNIVERSARY ACKNOWLEDGEMENT**

- A. Ramon Zuniga (25 Years)

**\*12. APPROVAL OF MINUTES**

- A. May 23, 2017 - Regular Board Meeting
- B. June 5, 2017 – Special 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 May 25, 2017
  - 2. CSDA
  - 3. LAFCO
  - 4. San Luis Rey Watershed Council
  - 5. Santa Margarita Watershed Council
- C. Meeting, Workshop, Committee, Seminar, Etc. Reports by Directors (AB1234)
- D. Directors Comments
- E. Legal Counsel Comments
  - 1. The Brown Act, Serial Meetings, and Repercussions for Violations (501668-0002)

**\*14. COMMITTEE REPORTS (Approved Minutes have been attached for reference only.)**

- A. Budget and Finance Committee
- B. Communications Committee
  - 1. May 1, 2017 Minutes
- C. Engineering Services Committee
  - 1. May 3, 2017 Minutes

**BOARD INFORMATION ITEMS**

**\*15. DISCUSSION REGARDING CONTRACTOR'S COURTESY LIST**

*(Discussion regarding the District providing a courtesy contractor's list to customers requesting contractors who do installations of water and sewer line laterals.)*

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

**\*16. DISCUSSION REGARDING ADMINISTRATIVE CODE CHAPTER 2.03 – REMUNERATION AND REIMBURSEMENT**

*(Administrative Code Section 2.03 does not address Per Diems being paid to Board of Directors for each day they attend conferences, seminars, training, or workshops conducted by one of the organizations identified in the RMWD Memberships/Subscriptions Policy. This item is to provide an opportunity for the Board to consider whether the Board of Directors should receive \$150 Per Diem for each day they attend one of these events.)*

**BOARD ACTION ITEMS**

**\*17. DISCUSSION AND POSSIBLE ACTION REGARDING EXECUTION OF A JOINT USE AGREEMENT (JUA) WITH THE SAN DIEGO COUNTY WATER AUTHORITY (SDCWA) FOR THE MOOSA CREST PIPELINE EMERGENCY REPAIR**

*(Staff is requesting the approval for the execution of a JUA with SDCWA in order to install improvements for the Moosa Crest Pipeline project within SDCWA right of way.)*

**\*18. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE GENERAL MANAGER TO NEGOTIATE AND EXECUTE EASEMENT PURCHASE AGREEMENTS FOR THE MOOSA CREST PIPELINE**

*(The new alignment for the Moosa Crest Pipeline requires additional easements from two property owners. Staff is requesting authorization to negotiate and execute purchase agreements for these easements in order to move forward with construction for the project.)*

**19. DISCUSSION AND POSSIBLE ACTION REGARDING ADOPTING A SUCCESSOR MEMORANDUM OF UNDERSTANDING BETWEEN THE RAINBOW MUNICIPAL WATER DISTRICT AND THE RAINBOW EMPLOYEE ASSOCIATION**

*(The existing Memorandum of Understanding (MOU) with the Rainbow Employee Association will expire on June 30, 2017. The proposed successor MOU covers the period of July 1, 2017 through June 30, 2021. A resolution, action letter and copy of the MOU will be provided under separate cover.)*

**20. DISCUSSION AND POSSIBLE ACTION REGARDING ADOPTING A SUCCESSOR MEMORANDUM OF UNDERSTANDING BETWEEN THE RAINBOW MUNICIPAL WATER DISTRICT AND THE RAINBOW ASSOCIATION OF SUPERVISORS AND CONFIDENTIAL EMPLOYEES**

*(The existing Memorandum of Understanding (MOU) with the Rainbow Association of Supervisors and Confidential Employees Association will expire on June 30, 2017. The proposed successor MOU covers the period of July 1, 2017 through June 30, 2021. A resolution, action letter and copy of the MOU will be provided under separate cover.)*

**21. DISCUSSION AND POSSIBLE ACTION REGARDING ADOPTING A SUCCESSOR MEMORANDUM OF UNDERSTANDING BETWEEN THE RAINBOW MUNICIPAL WATER DISTRICT AND THE RAINBOW EXEMPT EMPLOYEES**

*(The existing Memorandum of Understanding (MOU) with the Rainbow Exempt Employees will expire on June 30, 2017. The proposed successor MOU covers the period of July 1, 2017 through June 30, 2021. A resolution, action letter and copy of the MOU will be provided under separate cover.)*

**22. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVING A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RAINBOW MUNICIPAL WATER DISTRICT ESTABLISHING CLASSIFICATIONS AND MONTHLY PAY RANGES FOR DISTRICT EMPLOYEES EFFECTIVE JULY 1, 2017 THROUGH JUNE 30, 2018**

*(In compliance with state and CalPERS regulations, the District maintains a Salary Grade structure that includes all job titles, salary grade levels, and monthly salary ranges for each grade. Updating this document with current information allows the District to comply with CalPERS requirements and California Code of Regulations 570.5 and 571. A resolution and action letter will be provided under separate cover.)*

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

- 23. DISCUSSION AND POSSIBLE ACTION TO ADOPT AN ORDINANCE AMENDING AND UPDATING ADMINISTRATIVE CODE**  
*(An action letter, ordinance, and proposed changes will be provided under separate cover.)*
- 24. DISCUSSION AND POSSIBLE ACTION TO ADOPT THE RAINBOW MUNICIPAL WATER DISTRICT STAFFING ANALYSIS**  
*(The Human Resources Manager prepared a five-year staffing analysis that forecasts the organizational and personnel changes required to develop and maintain a successful workforce plan for the next five fiscal years. The report was presented to the Board in two presentations in April and May, 2017, followed by a written report delivered to the Board in hard copy at the May 2017 Board meeting. Staff is requesting adoption of the Five-Year Staffing Analysis for fiscal year 2017-2018. A copy of the analysis will be provided under separate cover.)*
- 25. CONSIDER ADOPTION OF STRATEGIC PLAN OBJECTIVES FOR FISCAL YEAR 2017-2018**  
*(In January 2016, the RMWD Board adopted the first ever Strategic Plan for the District. At the time of adoption, the Board approved specific measurable objectives for the district of which the vast majority have been completed. It is now time to approve the objectives for Fiscal Year 2017-2018.)*
- \*26. DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION NO. 17-18 APPROVING FISCAL YEAR 2017-2018 BUDGET**  
*(The Operating and Capital Improvement Budget for 2017-2018 has been reviewed by the Board of Directors, Budget and Financial Committee, and staff. This proposed FY 2018 Budget is now presented to the Board for final adoption.)*
- \*27. CONSIDER ADOPTION OF RESOLUTION NO. 17-13 SUPPORTING THE ASSOCIATION OF CALIFORNIA WATER AGENCY POLICY STATEMENTS ON BAY DELTA FLOW RATES**  
*(The State Water Resources Control Board staff is proposing a regulatory system that would mandate "unimpaired flows" in tributary rivers that feed into the Bay Delta system. ACWA is urging the Brown Administration to work collaboratively with all stakeholders to develop comprehensive solutions that will meet the needs. This resolution voices support for the ACWA position.)*
- 28. CONSIDER APPROVAL OF CONTRACT WITH WHITE NELSON DIEHL EVANS LLP FOR AUDITING SERVICES**  
*(In late April 2017, staff issued a Request for Proposal (RFP) for Auditing services. Proposals submitted which conform to the requirements of this RFP were evaluated. A review process was conducted that included the Budget and Finance committee members on June 13, 2017 and White Nelson Diehl Evans LLP was chosen. The selection and hiring of the Auditing Firm is the sole authority of the Board of Directors under the Water Code.)*
- \*29. CONSIDER CHANGE ORDER FOR VISTA FLOOD RESTORATION, INC. FOR THE REPAIR OF DAMAGE DUE TO A SEWER BACKUP AT 1059 LITTLE GOPHER CANYON ROAD**  
*(On April 26, 2017, a RMWD sewer main blockage caused by root intrusion resulted in wastewater backing up into a property at 1059 Little Gopher Canyon Road. This backup caused damage to the property. The extent of the damage and restoration work was originally cost estimated in the \$25,000-\$20,000 range. Once the contractor began removing damages wall and flooring materials, it was discovered that mold begun to form on other surfaces. The cost of the remediation at the home came to \$91,172.38. Staff requires Board approval of this change order because it is over \$50,000 which is the limit of the General Manager's approval authority.)*
- \*30. SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) BOARD OF DIRECTORS ELECTION**  
*(SDRMA mailed notifications of nominations for four seats on their Board of Directors in February 2107. The Election Committee confirmed that seven candidates met the qualification requirements and those names are included on the Official Election Ballot. This item is to provide the RMWD Board of Directors with the opportunity to consider voting for up to four candidates by approving the Official Election Resolution Ballot provided.)*

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

- \*31. **CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) 2017 BOARD ELECTIONS**  
*(CSDA's six networks has three seats on the Board. CSDA has provided a ballot on which RMWD may place a vote for one candidate to represent its network in Seat C.)*
- \*32. **RECEIVE AND FILE INFORMATION AND FINANCIAL ITEMS FOR APRIL/MAY/JUNE 2017**
  - A. **General Manager Comments**
    - 1. Meetings, Conferences and Seminar Calendar
  - B. **Operations Comments**
    - 1. Operations Report
  - C. **Engineering Comments**
    - 1. Engineering Report
  - D. **Customer Service Comments**
    - 1. Customer Service Report
  - E. **Human Resource & Safety Comments**
    - 1. Human Resources Report
  - F. **Finance Manager Comments**
    - 1. Interim Financial Statement
    - 2. Credit Card Breakdown
    - 3. Directors' Expense
    - 4. Check Register
    - 5. Water Sales Summary
    - 6. RMWD Sewer Equivalent Dwelling Units (EDU's) Status
- 33. **LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT REGULAR BOARD MEETING**
- 34. **ADJOURNMENT - To Tuesday, July 25, 2017 at 1:00 p.m.**

**ATTEST TO POSTING:**

  
 Hayden Hamilton  
 Secretary of the Board

6-20-17 @ 11:00 AM  
 Date and Time of Posting  
 Outside Display Cases

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