



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, September 18, 2018, 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 Legal Counsel-Anticipated Litigation (Government Code §54956.9(d)(2))
      - Two Cases
    - B. Consider Personnel Matter-General Manager Performance Evaluation (Government Code §54957)
  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.*

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

**\*11. APPROVAL OF MINUTES**

- A. August 28, 2018 - 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
  - 2. CSDA
  - 3. LAFCO
  - 4. San Luis Rey Watershed Council
  - 5. Santa Margarita River Watershed Watermaster Steering Committee
- C. Meeting, Workshop, Committee, Seminar, Etc. Reports by Directors (AB1234)
  - 1. Board Seminar/Conference/Workshop Training Attending Requests and Reports
- D. Directors Comments
- E. Legal Counsel Comments
  - 1. Employment Law Update (501668-0002)

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

- A. Budget and Finance Committee
  - 1. August 14, 2018 Minutes
- B. Communications and Customer Service Committee
  - 1. August 2, 2018 Minutes
- C. Engineering and Operations Committee
  - 1. August 1, 2018 Minutes

**PRESENTATIONS**

**14. PIPELINE 6 RELINING PROJECT UPDATE (PRESENTED BY SDCWA)**

**BOARD ACTION ITEMS**

**\*15. DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED ORDINANCE NO. 18-23 TO REPEAL EXISTING ORDINANCE NO. 95-1, WHICH CURRENTLY REQUIRES A TWO-THIRDS VOTE OF THE ELECTORATE BEFORE THE DISTRICT CAN INCUR ADDITIONAL PUBLIC DEBT, AND TO INTRODUCE PROPOSED ORDINANCE NO. 18-23 AND SCHEDULE A PUBLIC HEARING FOR THE OCTOBER 23, 2018 BOARD MEETING**

*(This agenda item is to discuss in open session the proposed repeal of Ordinance No. 95-1; to introduce proposed Ordinance No. 18-23 to effectuate the repeal; and to authorize publication of notice pursuant to Government Code Section 6066 and to schedule a public hearing for consideration of proposed Ordinance No. 18-23.)*

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

- \*16. **CONSIDER ADOPTION OF RESOLUTION NO. 18-15 OF THE BOARD OF DIRECTORS OF THE RAINBOW MUNICIPAL WATER DISTRICT APPROVING THE FORM OF THE LEASE/PURCHASE AGREEMENT WITH ZB, N.A., SALT LAKE CITY, UTAH AND AUTHORIZING THE EXECUTION AND DELIVERY THEREOF**  
*(This action item is a resolution authorizing the District to enter into a Tax-Exempt Lease for the ABM meter replacement project.)*
- \*17. **DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 18-20 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 5.02.210 APPENDIX A – PURCHASING APPROVAL LIMITS POLICY**  
*(This topic was considered over two public meetings of the Budget and Finance Committee where the Committee members considered the proposed changes to the policy. After consideration the Committee voted unanimously to recommend approval of this Ordinance to the Board of Directors.)*
- \*18. **DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 18-21 ADDING SECTION 5.07 – UNCLAIMED CHECKS POLICY TO THE ADMINISTRATIVE CODE AND APPROVE AN UNCLAIMED CHECKS POLICY**  
*(Presently, the District does not have a formal policy established on how to handle unclaimed checks and ensure the propriety of the related accounting transactions.)*
- \*19. **DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 18-22 AMENDING AND UPDATING AMEND ADMINISTRATIVE CODE CHAPTER 5.04 - FIXED ASSETS**  
*(Presently, the District does not have a detailed formal policy established on fixed/capital asset. The intended purpose of the Capital Asset Policy is to ensure adequate control, appropriate use of and proper recording of the District's infrastructure assets and fixed assets. The policy and the related procedures are intended to establish guideline for purchasing, using, financial report, logging inventory, depreciating, and disposal of infrastructure and fixed assets.)*
- \*20. **APPROVAL OF RESOLUTION NO. 18-14 ESTABLISHING CHECK SIGNING AUTHORITY**  
*(The purpose of this Resolution is to update the current established check signing responsibility to the current authorized signers of checks due to a change in personnel.)*
- 21. **DISCUSSION AND POSSIBLE APPOINTMENT OF TREASURER**  
*(The last delegation of authority occurred at July 24, 2018 Board's meeting. The delegation authorized the Finance Manager as the Treasurer of the District. The Finance Manager submitted her resignation in late August with a final date of employment with RMWD effective September 10<sup>th</sup>, 2018. A new delegation of authority selecting a Treasurer is needed to comply with the Investment policy section 5.03.070.)*
- 22. **AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS**

**BOARD INFORMATION ITEMS**

- 23. **FLUME UPDATE**
- 24. **STRATEGIC PLAN UPDATE**
- \*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

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

**D. Human Resource & Safety Comments**

1. Human Resources Report
2. Organizational Chart

**E. Finance Comments**

1. Interim Financial Statement
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

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

**27. ADJOURNMENT - To Tuesday, October 23, 2018 at 1:00 p.m.**

**ATTEST TO POSTING:**

  
Hayden Hamilton  
Secretary of the Board

9-13-18 @ 12:45 p.m.  
Date and Time of Posting  
Outside Display Cases