

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE BOARD OF DIRECTORS OF THE  
RAINBOW MUNICIPAL WATER DISTRICT  
DECEMBER 8, 2020**

**1. SWEARING IN AND SEATING OF NEWLY ELECTED AND RE-ELECTED DIRECTORS**

Mr. Kennedy reported newly elected Director Moss and re-elected Directors Hamilton and Mack have been sworn into office prior to start of this meeting.

**2. CALL TO ORDER** - The Regular Meeting of the Board of Directors of the Rainbow Municipal Water District on December 8, 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 presiding.

**3. ROLL CALL**

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

**Also Present:** General Manager Kennedy, Executive Assistant Washburn, Human Resources Manager Harp, Information and Technology Specialist Espino.

**Also Present Via Teleconference or Video Conference:**

Legal Counsel Smith.

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

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

Vice President Hamilton read aloud Ms. Brazier's request to remove Item #27. He stated based on past practice with acknowledging those who have contributed to the District as did Ms. Brazier, he felt it was appropriate to keep Item #27 on the agenda. He solicited the Board for input. There was no action taken to remove this item from the agenda.

**5. 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.

**6. 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 12:09 p.m.***

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

**7. CLOSED SESSION**

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

\* One Item

**B.** Conference with Labor Negotiators (Government Code §54957.6 and §54957)

Agency Designated Representatives

Tom Kennedy  
Karleen Harp

Discussions regarding labor negotiations for:

Rainbow Employees Association  
Rainbow Association of Supervisor and Confidential Employees  
Rainbow Exempt Employees Association

**8. REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**

This item was addressed under Item #12.

***The meeting reconvened at 1:30 p.m.***

Time Certain: 1:00 p.m.

**9. REPEAT CALL TO ORDER**

**CALL TO ORDER** - The Regular Meeting of the Board of Directors of the Rainbow Municipal Water District on December 8, 2020 was called to order by Vice President Hamilton at 1:30 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. Vice President Hamilton presiding.

**10. PLEDGE OF ALLEGIANCE**

**11. REPEAT ROLL CALL**

**Present:** Director Gasca (*arrived at 1:37 p.m. via video conference*), Director Hamilton, Director Mack, Director Rindfleisch (*via teleconference*), Director Moss.

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

**Also Present Via Teleconference or Video Conference:**

Legal Counsel Smith, Acting District Engineer Williams, Operations Manager Gutierrez, Human Resources Manager Harp, Construction and Maintenance Supervisor Lagunas, Meter Services Supervisor Wilson, Customer Service and Communications Supervisor Gray, Associate

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

Engineer Powers, Engineering Technician Rubio, Project Manager Tamimi, Customer Service Representative Stalker, Information and Technology Manager Khattab.

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

**12. REPEAT REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**

Legal Counsel reported the Board met in Closed Session to discuss two items and there was not reportable action.

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

Vice President Hamilton reported there was a request to have Item #27 removed from the agenda; however, there was no action taken to have it removed.

**14. 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.

**15. 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.

**16. EMPLOYEE RECOGNITIONS**

**A. Cynthia Gray (5 Years)**

Mr. Kennedy stated he hired Cynthia Gray from his previous employer as RMWD's Administrative Analyst who has since promoted to the Customer Service and Communications Supervisor. He thanked Ms. Gray for her service and congratulated her on her tenure with the District.

**B. Jesus Hernandez (15 Years)**

Mr. Kennedy acknowledged Jesus Hernandez as a flexible employee who performs a variety of jobs at the District and now was a part of the Meter Services Department. He thanked Mr. Hernandez for his service and congratulated him on his tenure with the District.

***Director Gasca joined the meeting at 1:37 p.m.***

**C. Delia Rubio (15 Years)**

Mr. Kennedy acknowledged Delia Rubio as the anchor for the Engineering Department who performs a great service for the District. He thanked Mrs. Rubio on her service and congratulated her on her tenure with the District.

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

**\*17. APPROVAL OF MINUTES**

**A.** October 27, 2020 - Regular Board Meeting

**Motion:**

**To approve the minutes as written.**

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

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

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

**\*18. 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 (Vice President Hayden)

There was no report given.

**B.** Representative Report (Appointed Representative)

**1.** SDCWA

**A.** Summary of Board Meeting October 22, 2020

Mr. Kennedy reported at the November SDCWA meeting, the matter of whether to move forward with the next phase in the Regional Water Conveyance System study was discussed. He listed those agencies and entities in opposition to continuing with this study and how a joint letter was sent to SDCWA indicating such and the reasons for the opposition. He explained how the vote on this matter was taken and that it passed with 55.5% in favor.

Mr. Kennedy mentioned a special meeting was called to vote for a new Board Chair, Vice Chair, and Secretary. He noted the concerns some of the agencies have regarding this process.

**2.** CSDA

Mr. Kennedy announced at the November 19, 2020 SDCSDA Quarterly meeting, a new chapter president, vice president, and secretary were elected. He mentioned some of the information provided by the guest speaker.

**3.** LAFCO

Mr. Kennedy reported he spoke on a topic regarding resource conservation districts at the recent LAFCO meeting. He pointed out many participants have been made clear to LAFCO that the Upper San Luis Rey Resource Conservation District was inappropriately trying to exercise powers it does not possess. He mentioned the importance for RMWD to have legal certainty in regards to water rights.

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

Discussion returned from Item #18BC.

Mr. Kennedy referenced the handout from LAFCO noting since there were only eight candidates for the Advisory Committee, elections were not held and the eight listed were automatically appointed.

Discussion went to Item #18D.

**4. San Luis Rey Watershed Council**

Director Gasca said he has emailed the Council again but has not received a response.

**5. Santa Margarita River Watershed Watermaster Steering Committee**

Vice President Hamilton reported the next meeting will be held in January.

**6. ACWA**

Director Mack reported on the recent ACWA virtual conference he attended sharing some of the highlighted topics. He mentioned an award program ACWA has in place and suggested RMWD apply in hopes of having staff recognized.

Director Gasca said he, too, attended the ACWA virtual conference. He shared information he found interesting relative to protecting the watershed as well as spinning up a capability to go to Congress and request support for districts impacted by COVID-19.

Directors Mack and Gasca agreed attending the conference virtually was beneficial in terms of receiving a more focus message on the topics without interruption; however, missing the opportunity to have interaction with key individuals regarding areas of mutual concern as well as not being able to network were drawbacks.

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

There were no reports given.

Discussion returned to Item #18B3.

**D. Directors Comments**

Director Rindfleisch thanked the Board and the District for their support and being so thoughtful as his family deals with the recent passing of his wife.

Director Mack inquired as to whether the Directors could claim compensation for attending the Headquarters Development Study Ad Hoc Committee. Mr. Kennedy stated he believed the Administrative Code states any part of the day spent on District business by Members of the Board would be eligible to claim compensation for any Board-appointed committees. Director Mack inquired as to whether an update from this ad hoc committee would be provided today. Mr. Kennedy said an update could be provided as part of the Engineering and Operations Committee meeting report since the matter was discussed at that meeting.

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

- E. Legal Counsel Comments
  - 1. Attorney Report

Legal Counsel elaborated on the information contained in his written report.

## 19. COMMITTEE REPORTS

### A. Budget and Finance Committee

Mr. Nelson reported the committee reviewed the results of the audit.

### B. Communications and Customer Service Committee

Vice President Hamilton reported the committee received a briefing on the efforts to coordinate combined messaging regarding SDCWA's PSWAR program with other local agencies as a means of minimizing any potential conflicts as well as an update on the Flume program. He stated per the Administrative Code he and Ms. Gray up for reappointment on the committee after serving four years; therefore, the committee approved making a recommendation for both reappointments to be considered by the Board at their next meeting. He mentioned the committee also started the process for conducting a year in review.

### C. Engineering and Operations Committee

Mr. Nelson reported the committee has met twice since the Board last convened during which time the committee recommended both Items #30 and #31 be approved by the Board. He pointed out staff has undertaken development of an approved system for assessing CIP priorities and funding which was discussed during the last two meetings with plans to present the plan to the Board in early 2021 for consideration.

Mr. Nelson mentioned there was an update on the Headquarters Development Study during which time the consultant's exhaustive study was discussed and which in turn generated some initial recommendations in terms of the most beneficial options available to the District which was residential use. He noted there was also a discussion regarding the lower portion of the District's property being in potential flood plains or flood ways which is to be discussed in greater detail later. Mr. Kennedy said once the remaining questions are worked through over the next several months, this matter will come to the Board for direction.

Vice President Hamilton inquired as to whether the valuation included the improvements. Mr. Kennedy explained the land could be sold without improvements, but would be worth much more if it was entitled by the County for residential development. Discussion ensued.

## **PRESENTATIONS AND ACTION ITEM**

### **\*20. PRESENTATION AND ACCEPTANCE OF THE AUDIT REPORT AND FINANCIAL STATEMENTS FOR FISCAL YEAR ENDING JUNE 30, 2020**

Ms. Largent introduced Bryan Gruber from LSL who was joined by Ryan Domino. Mr. Gruber gave a presentation containing a brief overview of the RMWD audit. He described the purpose for the letters provided.

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

Mr. Kennedy recognized Ms. Largent and her staff for the countless hours and efforts spent on the transitioning of software as well as ensuring the District's information was clean and available during the audit processes. Directors Moss and Gasca thanked Ms. Largent and her team for the support provided to ensure a quality product is being delivered to the ratepayers. Ms. Largent thanked everyone for their kind words.

Ms. Largent mentioned there were hard copies of the CAFR available for anyone interested. She noted review of the CAFR will be provided at the next Board meeting.

***Motion:***

***To accept the audit.***

***Action: Approve, Moved by Director Moss, Seconded by Director Gasca.***

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

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

**CONSENT CALENDAR ITEMS**

- \*21. NOTICE OF COMPLETION AND ACCEPTANCE OF FACILITIES CONSTRUCTED UNDER THE WIESTLING WATER LINE EXTENSION IMPROVEMENT PLANS**
- \*22. ACCEPTANCE OF THE 2019 SEWER PIPE LINING PROJECT**
- \*23. NOTICE OF COMPLETION AND ACCEPTANCE OF THE OLIVE HILL ESTATES TRANSMISSION LINE RECONNECTION PROJECT**
- \*24. APPROVAL OF ORDINANCE NO. 20-12 - AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 1.02.020 – CONFLICT OF INTEREST**
- \*25. POSSIBLE ACTION TO ADOPT ORDINANCE NO. 20-14 AMENDING AND UPDATING VARIOUS ADMINISTRATIVE CODE SECTIONS AND SUBSECTIONS INCLUDED IN TITLES 1, 2, 4, 5, 8, AND 9**
- \*26. ADOPTION OF ORDINANCE NO. 20-11 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 1.05.030 - PROCESS, SUBSECTION 1.05.030.03 – COMMITTEE REVIEW AND RECOMMENDATIONS**

***Motion:***

***To approve the Consent Calendar items.***

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

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

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

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

## **BOARD ACTION ITEMS**

**\*27. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 20-15, A RESOLUTION OF THE BOARD OF DIRECTORS OF RAINBOW MUNICIPAL WATER DISTRICT COMMENDING HELENE BRAZIER FOR HER OUTSTANDING SERVICE AS A DIRECTOR, SECRETARY, AND BOARD PRESIDENT**

Mr. Kennedy explained this item was to consider a resolution to recognize Helene Brazier for her contribution to the District over the past several years.

***Motion:***

***To accept Resolution No. 20-15.***

***Action: Approve, Moved by Director Hamilton, Seconded by Director Moss.***

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

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

**\*28. CONSIDER ESTABLISHING THE 2021 REGULAR BOARD MEETING SCHEDULE**

Mr. Kennedy stated this would be the 2021 meeting schedule.

Ms. Washburn agreed to research what courses need to be completed by the Board to achieve CSDA's District of Distinction accreditation.

***Motion:***

***To accept the calendar as is.***

***Action: Approve, Moved by Director Mack, Seconded by Director Moss.***

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

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

**\*29. DISCUSSION AND POSSIBLE ACTION TO APPROVE A CONTRACT CHANGE ORDER FOR KENNEDY JENKS DESIGN CONTRACT FOR SEWER INFRASTRUCTURE PROJECTS LIFT STATION NO. 1 REPLACEMENT PROJECT IN THE AMOUNT OF \$239,623 AND EXTENSION OF CONTRACT TERM THROUGH JULY 30, 2021**

Mr. Williams provided background on this project noting Kennedy Jenks started working on this project in 2014 and has been continuously working on it ever since. He said one of the largest developments is associated with RMWD's decision made in April 2020 to enter into an Out of Agency Service Agreement with Valley Center to take on the Meadowood project. He explained staff hired a separate firm, Dexter Wilson Inc., to conduct a wastewater conveyance analysis for the entire system and found that in order to meet the proposed future demands, many new facilities and infrastructure would be needed.

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



Mr. Williams noted when RMWD reengaged with Kennedy Jenks to incorporate the Dexter Wilson Report and receive their change order, staff recognized the fact that approximately six years had already passed as well as the amount was in the six-figure range and decided to request a matching scoping for this project from Dexter Wilson so a comparison of the two firms could be conducted. He stated this was a major undertaking for the engineering department and extended much appreciation for the work conducted by this team.

Mr. Williams reported the comprehensive analysis of both firms resulted in Kennedy Jenks being able to deliver this for approximately one-third the cost of Dexter Wilson as well as finish the design by June 30, 2021 as opposed to Dexter Wilson who would need to start the design from scratch.

Mr. Kennedy added Kennedy Jenks was already working on some of these projects prior to his joining RMWD and how some of the costs involved became expensive. He explained what alternatives were researched to help streamline the process.

Vice President Hamilton asked why a line already in place was being abandoned to build one almost 25%-30% longer. Mr. Kennedy explained the existing line also goes through a golf course and is subject to flooding; therefore, the lines were being moved to roadways to eliminate any liability.

***Motion:***

***To accept Option 1 – Authorize the General Manager to execute a Change Order to the Professional Services Agreement with Kennedy Jenks and Associates to provide design Services for the Lift Station 1 Replacement Project in the amount of \$239,623, extend the contract term from December 31, 2020 to July 30, 2020, and make a determination that the action identified herein does not constitute a “project” as defined by CEQA***

***Action: Approve, Moved by Director Hamilton, Seconded by Director Moss.***

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

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

**\*30. CONSIDER AWARDING A PROFESSIONAL SERVICES AGREEMENT (PSA) TO VALLEY CONSTRUCTION MANAGEMENT FOR PROJECT MANAGEMENT SERVICES ON CONSTRUCTION PROJECTS DISTRICT-WIDE AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE PSA**

Mr. Kennedy relayed comments received from the Engineering and Operations Committee meeting suggesting RMWD consider hiring a full-time employee as opposed to utilizing as-needed contractors. He said in response to these comments, he had explained to the committee that at such point RMWD has the processes in place within its management team and the organizational portion of the CIP program to where adding additional staff to be used in a way that will commensurate with the cost of in-house hiring, a decision would be made.

Mr. Nelson agreed the committee has expressed interest in staffing and how once the projects are identified and their resource requirements loaded into a computer system, the committee will work closely with staff on considering this matter.

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

Mr. Williams noted this Professional Services Agreement with Valley Construction Management that, if approved, is up to \$200,000 billed on a time and materials basis. He stated if during this contract the District hires in-house, RMWD was under no obligation to continue to utilize Valley Construction Management or all the funds available not to exceed \$200,000.

Mr. Williams explained the steps taken to simply keep pace as the District has only one project manager currently in place. He reported a Request for Proposal was solicited to which nine proposals were submitted and evaluated. He said based on the evaluation process, Valley Construction Management was the most responsive to the District's needs.

***Motion:***

***To approve Option 1 – Authorize the General Manager to execute PSA with Valley CM for a not to exceed amount of \$200,000 and make a determination that the action identified herein does not constitute a “project” as defined by CEQA.***

***Action: Approve, Moved by Director Moss, Seconded by Director Mack.***

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

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

**31. DISCUSSION AND POSSIBLE ACTION UPDATING BOARD OF DIRECTOR MEMBERSHIP ON STANDING COMMITTEES**

Director Moss respectfully resigned from serving on the Budget and Finance Committee.

Director Gasca expressed an interest in serving on the Engineering and Operations Committee.

Director Rindfleisch expressed an interest in serving on the Budget and Finance Committee.

***Motion:***

***To appoint Director Rindfleisch to serve on the Budget and Finance Committee and Director Gasca to serve on the Engineering and Operations Committee.***

***Action: Approve, Moved by Director Hamilton, Seconded by Director Moss.***

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

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

***Vice President Hamilton called for a break at 3:11 p.m.***

***The meeting reconvened at 3:20 p.m.***

**\*32. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 20-09 AMENDING AND UPDATING ADMINISTRATIVE CODE TITLE 3 – BOARD MEETINGS**

Mr. Kennedy explained Title 3 has been updated to include defining who would serve as chair on the Board should members not be available. He pointed out a new slate of officers will be considered by the Board in January.

Ms. Washburn mentioned in addition to the proposed revisions to Title 3 brought to the Board in previous meetings, non-binary pronoun updates and chairperson not being capitalized are included in this version of proposed revisions.

***Motion:***

***To approve Option 1 - Adopt Ordinance No. 20-09 amending and updating Administrative Code Title 3 – Board Meetings as proposed.***

***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 Moss.***

***Absent: Director Rindfleisch.***

**\*33. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 20-13 AMENDING AND UPDATING VARIOUS ADMINISTRATIVE CODE CHAPTERS, SECTIONS AND SUBSECTIONS INCLUDED IN TITLES 2, 6, 8, AND 9**

Mr. Kennedy explained the revisions made to this section include updating the District Engineer and Engineering Manager job titles to District Representative which has now been defined as General Manager or their designee. He noted updated non-binary pronouns are also included in these revisions.

***Motion:***

***To approve Option 1 - Adopt Ordinance No. 20-13 amending and updating various chapters, sections, and subsections included in Administrative Code Titles 2, 6, 8, 9 as proposed.***

***Action: Approve, Moved by Director Moss, Seconded by Director Hamilton.***

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

***Ayes: Director Gasca, Director Hamilton, Director Mack, Director Moss.***

***Absent: Director Rindfleisch.***

**\*34. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 20-10 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 5.05.050.01 – RECORDS RETENTION – DISTRICT RECORDS**

Mr. Kennedy explained with the District now video recording its public meetings, this item was to consider including these recordings as part of the record retention policy. He solicited the Board for their input.

Director Moss suggested retaining the video recordings for twelve months.

***Motion:***

***Adopt Option 2 - Adopt Ordinance No. 20-10 amending and updating Administrative Code Section 5.05.050.01 with revisions to include a twelve-month retention.***

***Action: Approve, Moved by Director Moss, Seconded by Director Hamilton.***

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

***Ayes: Director Gasca, Director Hamilton, Director Mack, Director Moss.***

***Absent: Director Rindfleisch.***

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

There were no requests.

**BOARD INFORMATION ITEMS**

**\*36. PRESENTATION OF THE 2021 RATE INCREASE TO PASS THROUGH SAN DIEGO COUNTY WATER AUTHORITY (SDCWA) RATE INCREASES**

Ms. Largent stated this was a presentation of the rate notice going out to customers following this meeting providing an update on the SDCWA increased being passed through. Mr. Kennedy mentioned these increases were mentioned in previous editions of the RMWD newsletter.

**\*37. CASH RESERVE POLICY 5.03.220 COMPLIANCE REPORT**

Ms. Largent explained this was an annual report staff provides to the Board every year after the audit is finalized.

**\*38. RECEIVE AND FILE INFORMATION AND FINANCIAL ITEMS**

**A. General Manager Comments**

1. Meetings, Conferences and Seminar Calendar

**B. Communications**

1. Staff Training Report – Washburn
2. Staff Training Report – Holtz

**C. Operations Comments**

1. Operations Report

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

- D. Engineering Comments**
  - 1. Engineering Report
  - 2. As-Needed Services Expenditures Report
  - 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 shared information utilizing props from the new lining pilot testing. He mentioned the Directors were invited to see the testing taking place in the lower yard following the conclusion of this meeting. He said a full report will be provided upon completion of the testing. Discussion ensued.

***Motion:***

***To receive and file information and financial items.***

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

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

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

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

It was noted the selection of Board representatives and officers, member appointments to both the Engineering and Operations and Communications and Customer Service Committee, a CAFR presentation, a strategic plan update, and a resolution updating the check signing authority should be on the next Board meeting agenda.

**40. ADJOURNMENT**

***The meeting was adjourned by Vice President Hamilton.***

The meeting adjourned at 3:44 p.m.

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**Hayden Hamilton, Board President**

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**Dawn M. Washburn, Board Secretary**

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