



RAINBOW MUNICIPAL WATER DISTRICT
Tuesday, February 26, 2019
Closed Session – Time: 12:30 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 4th 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.

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 12:30 p.m. and Open Session at 1:00 p.m. Tuesday, February 26, 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.

AGENDA

1. **CALL TO ORDER**
 2. **ROLL CALL: Brazier_____ Hamilton_____ Gasca_____ Mack_____ Rindfleisch_____**
 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))
 - One Item
 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.
 - *11. **APPROVAL OF MINUTES**
 - A. January 22, 2019 - Regular Board Meeting

(*) - Asterisk indicates a report is attached.

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 January 24, 2019
 - 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 Attendance Requests and Reports
- D. Directors Comments
- E. Legal Counsel Comments
 - 1. Attorney Report - Public Records Act (501668-0002)

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

- A. Budget and Finance Committee
 - 1. January 8, 2019 Minutes
- B. Communications and Customer Service Committee
 - 1. January 9, 2019 Minutes
- C. Engineering and Operations Committee
 - 1. January 2, 2019 Minutes

CONSENT CALENDAR ITEMS

***14. DISCUSSION AND POSSIBLE ACTION TO APPOINT WILLIAM "BILL" STEWART AS A MEMBER OF THE COMMUNICATIONS AND CUSTOMER SERVICE COMMITTEE**

(At their December 6, 2018 meeting, the Communications and Customer Service committee members approved a motion recommending to the Board that Mr. Stewart be appointed to serve as a member of the committee.)

BOARD ACTION ITEMS

***15. ADOPT RESOLUTION NO. 19-02 FIXING THE TIME AND PLACE OF HEARING AND MEETING ON PROPOSED WATER AVAILABILITY CHARGES FOR IMPROVEMENT DISTRICT NO. 1**

(As part of the annual process for setting the water availability charges for Improvement District No. 1, it is necessary to hold a public hearing on proposed charges. Proposed date is June 25, 2019 at the RMWD regular Board meeting.)

16. DISCUSSION AND POSSIBLE ACTION FOR CUSTOMERS WHO CLAIM CONTINUED IMPACT FROM THE 2018 LILAC FIRE

(Ordinance No 18-03 was adopted by the board on February 27, 2018 giving retroactive relief to December 7, 2017 through June 2018 and was then extended through December 2018. Staff has received a letter from a homeowner claiming continued hardship due to an inability to finance reconstruction on their family home. At the time of the fire, the home was occupied by a renter.)

(*) - Asterisk indicates a report is attached.

- *17. **DISCUSSION AND POSSIBLE ACTION TO APPROVE A VARIANCE FROM ORDINANCE 18-15 TO ALLOW A LOT, LARGER THAN 0.5 ACRES, TO QUALIFY FOR CAPACITY CLASS B AND APPROVE THE CAPACITY CLASS WATER USE AGREEMENT**
(A property owner has requested a variance from Ordinance 18-15 to downsize an existing 1-inch meter on a 13.49 acre parcel to a ¾- inch meter and reduce his monthly fixed fees. The staff has drafted the attached agreement for Board consideration, whereby District will suspend the requirement to pay Fixed Charges beyond those applicable to capacity class B under District Ordinance No. 18-15 provided that the Parcel does not exceed a maximum of 50 units of water use per month on average.)
- *18. **FISCAL YEAR 2018-19 MID-YEAR BUDGET REVIEW AND BUDGET ADJUSTMENTS**
(Mid-year is customarily a suitable time to compare budget estimates with the first half year of actual data, and make appropriate adjustments where deemed necessary for the balance of the Fiscal Year. It is important to have up-to-date budget data with sound projections to ensure financial stability of the District. Following the completion of the Mid-Year budget review, staff will begin work on the Fiscal Year 2019-20 Budget.)
- *19. **DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 19-02 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 3.01.020 – SPECIAL, ADJOURNED AND EMERGENCY MEETINGS**
(At their January 22, 2019 Board meeting, the Board discussed the need to elaborate on the processes and protocol for scheduling Special Board meetings. Staff was directed to bring the Board proposed updates to Administrative Code Section 3.01.020 for Board consideration.)
- 20. **DISCUSSION AND POSSIBLE ACTION TO CHANGE THE REGULAR BOARD MEETING SCHEDULED FOR JUNE 25, 2019**
(This item provides the Board with an opportunity to discuss possibly moving the June 25, 2019 Regular Board meeting to another date and time.)
- *21. **DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 19-03 — 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 DECEMBER 4, 2018 THROUGH JUNE 30, 2019**
(The original compensation analysis conducted for the Senior Engineering Inspector position weighted public agencies heavily; however, the most qualified candidates are likely working in the private sector with higher salary ranges. The Human Resources Manager and District Engineer have concluded that to attract candidates who will meet the District's needs, a higher salary grade will be necessary.)
- 22. **AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS**

INFORMATION ITEMS

- 23. **DISCUSSION REGARDING RAINBOW MUNICIPAL BRANDING AND LOGO CHANGES**
(President Brazier has requested an item to discuss the increased use of the image of the challenge/excellence coin in addition to the official Rainbow logo.)
- *24. **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**

(*) - Asterisk indicates a report is attached.

- 1. Engineering Report
- E. Human Resource & Safety Comments**
 - 1. Human Resources Report
 - 2. Organizational Chart
- 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

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

26. ADJOURNMENT - To Tuesday, March 26, 2019 at 1:00 p.m.

ATTEST TO POSTING:

Carl Rindfleisch
 FOR _____
 Carl Rindfleisch
 Secretary of the Board

2-15-19 @ 1:00 P.M.
 Date and Time of Posting
 Outside Display Cases

(*) - Asterisk indicates a report is attached.

**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF DIRECTORS OF THE
RAINBOW MUNICIPAL WATER DISTRICT
JANUARY 22, 2019**

1. **CALL TO ORDER** - The Regular Meeting of the Board of Directors of the Rainbow Municipal Water District on January 22, 2019 was called to order by President Brazier at 12:01 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. President Brazier presiding.

2. **ROLL CALL**

Present: Director Brazier, Director Gasca, Director Hamilton, Director Rindfleisch.

Also Present: General Manager Kennedy, Legal Counsel Smith, Executive Assistant Washburn, District Engineer Strapac, Operations Manager Gutierrez, Finance Manager Largent, Human Resources Manager Harp, Associate Engineer Powers.

Absent: Director Mack, Superintendent Maccarrone, Superintendent Walker, Superintendent Zuniga, Administrative Analyst Gray.

No members of the public were present before Closed Session. Five members of the public were present for Open Session.

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

There were no changes to the agenda.

4. **ORAL/WITTEN 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 public comments.

The meeting adjourned to closed session at 12:04 p.m.

5. **CLOSED SESSION**

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

The meeting reconvened at 12:54 p.m.

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

Legal Counsel reported the Board met in Closed Session for a conference with legal counsel regarding anticipated litigation pursuant to Government Code Section 54956.9(d)(2) under which three items were discussed with no reportable action.

(*) - Asterisk indicates a report is attached.

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President Brazier called for a break at 12:56 p.m.

The meeting reconvened at 1:05 p.m.

Time Certain: 1:00 p.m.

7. PLEDGE OF ALLEGIANCE

8. PRESENTING OF ELECTION CERTIFICATES

A. Miguel Gasca (Division 3)

President Brazier presented Director Gasca with his Election Certificate.

B. Carl Rindfleisch (Division 4)

President Brazier presented Director Rindfleisch with his Election Certificate.

9. REPEAT REPORT ON POTENTIAL ACTION FROM CLOSED SESSION

Legal Counsel repeated the report provided in Item #6.

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

President Brazier noted there were no changes to the agenda.

11. 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 public comments.

***12. APPROVAL OF MINUTES**

A. December 4, 2018 - Regular Board Meeting

Motion:

To approve the minutes as written.

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

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

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

(*) - Asterisk indicates a report is attached.

***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)

President Brazier commented on the January 12, 2019 Employee Appreciation Banquet noting it was well-attended and much enjoyed. She congratulated those who planned the event and added it was well worth any Board appropriations to continue the tradition.

B. Representative Report (Appointed Representative)

1. SDCWA

A. Summary of Board Meeting December 6, 2018

Mr. Kennedy commented on the lawsuit SDCWA was involved in with the tribes over the transfer of water to the Indian Water Authority in which SDCWA failed. He noted the next meeting will include discussions regarding next year's rate increase. He added there was some anticipation the settlement with Metropolitan Water District was going to arrive soon at which time SDCWA will send the money back to their member agencies less the legal costs incurred over the past ten years. He explained some agencies were questioning the legal costs being kept by SDCWA when the member agencies have already paid for representation up front; however, the outcome will be determined after the City of San Diego considers this matter.

2. CSDA

Mr. Kennedy announced the CSDA Quarterly Dinner Meeting will be held on February 21, 2019 at which the speakers will include person talking about management and organizational improvement, a representative from Senator Bates office, and someone provide an update on the redevelopment funds process.

3. LAFCO

Mr. Kennedy referenced the handout regarding the upcoming LAFCO elections.

4. San Luis Rey Watershed Council

Director Gasca stated he has not been notified of the meeting nor has he been successful in contacting the Council.

5. Santa Margarita River Watershed Watermaster Steering Committee

Director Hamilton referenced his written report on the recent committee meeting provided as a handout. He noted the next meeting will be April 17, 2019.

C. Meeting, Workshop, Committee, Seminar, Etc. Reports by Directors (AB1234)

1. Board Seminar/Conference/Workshop Training Attendance Requests and Reports

Director Gasca provided a copy of his completion certificate for the email phishing course for his file.

(*) - Asterisk indicates a report is attached.

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President Brazier asked the Board Members to include the benefit to the District in their requests for conference attendance as well as their conference reports.

D. Directors Comments

Director Rindfleisch thanked the Board, staff, and public for the warm welcome to the RMWD Board of Directors noting he looks forward to the next several years of public service.

Director Gasca noted he received a letter acknowledging his election to the Board that he will provide a copy for his file.

E. Legal Counsel Comments

1. Attorney Report – Proposed Revisions to Clean Water Act (501668-0002)

Legal Counsel summarized the information provided in his report.

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

A. Budget and Finance Committee

1. November 13, 2018 Minutes
2. December 11, 2018 Minutes

Mr. Stitle mentioned the committee finally received the audit report. He noted a great deal of progress in what is being accounted and not accounted for. He stated Ms. Largent was finally able to get the monthly financial statement in order.

B. Communications and Customer Service Committee

1. November 1, 2018 Minutes
2. December 6, 2018 Minutes

Mr. Kennedy reported the committee met briefly in January noting there was discussing regarding the extended newsletter. Director Hamilton added the committee discussed the video program status as well as the ABM program notifications.

C. Engineering and Operations Committee

1. October 3, 2018 Minutes
2. November 7, 2018 Minutes
3. December 5, 2018 Minutes

Mr. Nelson reported the committee reviewed and recommended the Board approve the San Luis Rey Memorandum of Understanding which was Item #23 on this agenda. He added there was discussion on the Record of Survey as well as the ABM project update. He noted next month the committee will review the Corrosion Protection Program, an update on the Record of Survey, Pipeline Relocation Update, an ABM project update and a review of the Operations Department; specifically the Meters Department.

President Brazier announced a member of the Engineering and Operations Committee, Dr. John Robertson, had passed away over the holiday season. She noted Dr. Robertson was a several-year member of the committee.

(*) - Asterisk indicates a report is attached.

CONSENT CALENDAR

- *15. APPROVAL OF RESOLUTION NO. 19-01 ESTABLISHING CHECK SIGNING AUTHORITY
- *16. CONSIDER APPROVAL OF AN AMEDED AND RESTATED AGREEMENT BETWEEN THE CITY OF OCEANSIDE AND THE RAINBOW MUNICIPAL WATER DISTRICT FOR THE CONTRUCTION, USE, MAINTENANCE AND OPERATION OF WASTWATER, TRANSMISSION, TREATMENT AND DISPOSAL FACILITIES

Motion:

To approve the Consent Calendar items.

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

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

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

BOARD ACTION ITEMS

- 17. DISCUSSION AND POSSIBLE APPOINTMENT OF BOARD OFFICERS AND REPRESENTATIVES

President Brazier pointed out the Administrative Code requires the Board to appoint President and Vice President. She noted Board Members in the past have proposed a slate of officers for election and then taken interest expressions from members and then appointed according to consensus.

Motion:

Director Brazier continue to serve as President and Director Hamilton as Vice President.

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

Vote: Motion passed (summary: Ayes = 3, Noes = 0, Abstain = 1).

Ayes: Director Brazier, Director Gasca, Director Rindfleisch.

Abstain: Director Hamilton.

President Brazier explained the role of Secretary.

Motion:

Director Rindfleisch serve as Secretary.

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

(*) - Asterisk indicates a report is attached.

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

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

It was noted Ms. Largent was appointed as Treasurer at the December 4, 2018 Board meeting.

Motion:

To accept all the remaining positions as is except the representative at San Luis Rey Watershed Council

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

Director Hamilton amended his original motion.

Motion:

To accept all the remaining positions as is except the representative at San Luis Rey Watershed Council and the alternate representative at ACWA.

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

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

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

Motion:

Director Gasca be appointed as the primary San Luis Rey Watershed Council representative and Director Rindfleisch as the alternate representative at San Luis Rey Watershed Council.

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

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

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

Motion:

To accept the ACWA representation with Director Mack as the primary and Director Gasca as the alternate.

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

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

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

(*) - Asterisk indicates a report is attached.

***18. CONSIDER ESTABLISHING THE 2019 REGULAR BOARD MEETING SCHEDULE**

President Brazier noted this was part of the Administrative Code. She referenced a previous Administrative Code policy noting the meeting dates did not match current practice. It was found the version she was referencing an outdated version of the Administrative Code and the current version does match the current meeting dates.

President Brazier inquired about the proposal to change the September Board meeting date due to the CSDA 2019 Annual Conference. Ms. Washburn confirmed the conference meeting dates no longer conflict with the RMWD Board meeting dates; therefore, the request to change the September RMWD Board meeting date was no longer necessary.

It was noted this item will be brought to the Board in December of each year for consideration.

Motion:

Approve the proposed list of 2019 RMWD Board meeting dates.

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

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

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

***19. PRESENTATION AND ACCEPTANCE OF THE AUDIT REPORT AND FINANCIAL STATEMENTS FOR FISCAL YEAR ENDING JUNE 30, 2018**

David Foreman presented information on RMWD's "June 30, 2018 Audited Finance Statements (with June 30, 2017 for comparative purposes)". He mentioned the information being presented was provided to the Budget and Finance Committee members in November 2018 and the audit was issued in December 2018; therefore, he was here to present some highlights and answer any questions. He noted a RMWD was issued a clean opinion.

Mr. Foreman explained the processes that take place during the auditing. He noted there was a change to this year with Statement 75 which is how RMWD accounts for Other Postemployment Benefits (OPEB) on the books. Discussion followed explaining OPEB benefits.

Mr. Foreman continued with his presentation. Mr. Kennedy inquired if the Operating Expenses included depreciation. Mr. Foreman answered it was absent depreciation.

Director Hamilton asked if this puts the District in a better position for the District of Distinction accreditation. Mr. Kennedy noted there were some issues with the audit that may prevent RMWD from receiving the award this year. Mr. Foreman confirmed this was true; however, he believes next year's audit will be much cleaner after all the adjustments are made.

Director Rindfleisch inquired about the primary driver of the variance in capital contributions from 2017-2018 and the general driver of capital contributions at large. Mr. Foreman explained these were deposits made mainly for the water fund as well as major projects. Mr. Kennedy added it was for Horse Ranch Creek development new homes paying capacity fees would be the likely source of the vast majority of these funds.

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Motion:

To accept the Audit Report and Financial Statement for the Fiscal Year Ending June 30, 2018.

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

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

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

***20. DISCUSSION AND POSSIBLE ACTION TO AWARD A PROFESSIONAL SERVICES AGREEMENT TO PROVIDE CORROSION ENGINEERING SERVICES FOR CORROSION PROTECTION PROGRAM DEVELOPMENT AND APPROPRIATE UP TO \$222,586 TO THE PROJECT BUDGET**

Mr. Strapac reminded the Board two of the major problems with the water facilities at RMWD are pressure and corrosion which, combined, cause most of the leaks and breaks in the water system costing a great deal of money. He said it was priority to develop a coherent program that covers everything from standards details to procedures for addressing repairs and installs in the field as a means of managing the corrosion of the water facilities, pressure stations, pipes, etc. He reported RMWD received four proposals which were independently reviewed by three members of staff who later met to discuss their scoring. He said the result of this review process was all three raters came back scoring HDR the highest. He noted the findings were shared with the Engineering and Operations Committee members who in turn voted to recommend approval by the Board. Mr. Kennedy added additional detail noting this was the second part of the process to developing a program RMWD has not had previously that will save the District a great deal of money.

Motion:

To approve Option 1 - Authorize staff to award a Professional services contract to HDR to provide Corrosion Engineering services for corrosion Protection Program Development and appropriate \$222,586 to the project budget, allowing staff to utilize the optional services

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

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

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

***21. DISCUSSION AND POSSIBLE ACTION TO APPROVE A CHANGE ORDER FOR REDESIGN SERVICES FOR THE RAINBOW HEIGHTS PUMP STATION REHABILITATION PROJECT**

Mr. Powers presented information on the Rainbow Heights Pump Station Design Change. He provided some context on the project noting it was initially started as a project to replace the natural gas motors at the Rainbow Heights Pump Station; however, after reviewing the design for the upgrade project for submittal to Metropolitan Water District (MWD) a change order in the amount of \$70,000 was needed to remove the existing electrical motored pumps off MWD's easement. He

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explained another change order was necessary for package pump stations staff was proposing be installed.

Mr. Powers presented photographs of what the proposed pump stations noting they are fabricated in a controlled environment as opposed to on-site which will lead to a much more quality project. He explained the pump stations will be made as one piece to be dropped into place including the interior components.

Mr. Powers explained the redesign effort would cost approximately \$40,000 more than that proposed in the last change order; however, the money from the last change order was not spent because RMWD moved to this alternative prior to the design phase began. He clarified the change order before the Board today would appropriate an additional \$40,000 on top of the last \$70,000 change order to complete the design for the package pump station to be dropped into place. He added not only would RMWD get a better product, but it would also save approximately \$200,000 on the construction of the project partially due to the simplicity of bringing it in and dropping it into place.

Director Rindfleisch asked Mr. Powers to remind the Board of the pretense for this project. Mr. Powers explained it started with replacing the natural gas pumps that produced a bit of pollutants for the Air Pollution Control District with electrical motors but was expanded to replacement of the pump station when MWD said RMWD had to remove the existing pumps on their easement for many years. It was confirmed the existing Rainbow Heights facilities would be torn down.

Mr. Strapac added the long-term maintenance costs will be less at this facility with it being constructed in the factory as opposed to in the field.

Director Hamilton inquired about the security of the station. Mr. Kennedy noted the new pump station will be much more secure than some of RMWD's other pump stations. Mr. Powers mentioned the manual electrical control units would be inside the building which will also add to the security.

Director Gasca asked about the size of the building. It was noted it will be approximately one-third the size of the current building. Director Gasca inquired whether all the pumps would be standardized relative to other pumps throughout the District. Mr. Kennedy confirmed they would be vertical turbine pumps and prefabricate pump stations are becoming more popular because they are built in the UL fabrication facility and not just based on the lowest bidder. Director Gasca asked if the connection pipe belongs to RMWD. Mr. Powers pointed out this project would not include any changes to the existing connections with MWD.

Director Rindfleisch asked if the ongoing operating costs was estimated to be lower. Mr. Powers explained the costs would be lower due to the current costs continually increasing because of regulations with the Air Pollution Control District and how the maintenance costs would decrease by replacing the old natural gas pumps.

Motion:

To approve Option 1 - Approve the revised project scope and Change Order # 6 to provide redesign services for the Rainbow Heights Pump Station Rehabilitation Project with additional scope fees not to exceed \$40,246.

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

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

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

President Brazier called for a break at 2:25 p.m.

The meeting reconvened at 2:38 p.m.

***22. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 19-01 APPROVING ADDITION OF ADMINISTRATIVE CODE POLICY CHAPTER 8.30 – LEAK POLICY**

Ms. Largent explained this policy was a courtesy leak adjustment for customers who experience a leak and have above-average usage. She noted it would be limited to an adjustment every five years with a \$750.00. She pointed out the customer would still be required to pay their fixed charges and the adjustment would be made to the customer's wholesale rate. She stated this would give Customer Service an option for adjustments when someone does have a leak once the customer completes the necessary forms. Mr. Kennedy added staff does not have the legal authority to grant any type of hardship relief when leaks do occur.

Mr. Kennedy mentioned both the Communications and Customer Service and Budget and Finance Committees were involved with the development of this policy over the past several months.

Motion:

To approve Option 1 - Approve attached Ordinance No. 19-01.

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

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

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

***23. CONSIDER APPROVAL OF A MEMORANDUM OF UNDERSTANDING FOR PHASE I: DATA COLLECTION FOR DEVELOPMENT OF A GROUNDWATER SUSTAINABILITY PLAN FOR THE UPPER SAN LUIS REY GROUNDWATER BASIN**

Mr. Kennedy noted this was something being worked on for several years and how the MOU provided is the result of many meetings and discussions. He stated RMWD has no water rights which was required by law to be part of it under the Sustainable Groundwater Management Act as one of the overlying districts.

Director Hamilton inquired as to why RMWD was there if it has not stake in it. Mr. Kennedy explained RMWD has a stake in it by making sure groundwater is managed correctly. He stated if RMWD was not a part of it, RMWD have zero voice. He explained when this was first done, it was just going to be Pauma Valley which was blocked by the tribes because they wanted to include the Pala basin in which RMWD has overlying land. He emphasized once RMWD becomes a part of this, RMWD must be active and how he was already a member of the Technical Team. He noted while this Memorandum of Understanding may not be perfect, it is much better than the alternatives.

(*) - Asterisk indicates a report is attached.

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Director Gasca asked which agency does the largest amount of pumping of the groundwater. Mr. Kennedy stated it was Yuima and Pauma Valley CSD; however, there were also several landowners who pump out of the groundwater basin as well.

Motion:

To approve Option 1 – Approve the MOU as presented.

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

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

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

***24. CONSIDER SETTING THE DATE AND TIME FOR A PUBLIC HEARING TO CONSIDER ADOPTING INCREASES IN THE RATES FOR RAINBOW MUNICIPAL WATER DISTRICT SERVICE FEES EFFECTIVE APRIL 1, 2019**

Mr. Kennedy recalled how last year staff brought a five-year rate study to the Board for consideration at which time the Board indicated they wanted a full Proposition 218 protest hearing each year. He explained this item was for the Board to consider opening the hearing and notices be sent out 45 days prior to the March 26, 2019 Public Hearing date.

Ms. Largent gave presentation sharing the assumptions used to come up with the rate increases in the rate study.

Motion:

Set the public hearing for March 26, 2019

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

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

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

***25. DISCUSSION AND POSSIBLE ACTION TO APPROVE CONTRACT FOR MANAGED PRINT SERVICES WITH KYOCERA DOCUMENT SOLUTIONS WEST LLC IN THE AMOUNT OF \$2,288.81 PER MONTH FOR 63 MONTHS**

Mr. Kennedy explained there are various printers at the District offices and how the trend these days was to get into a managed print services contract. He mentioned proposals were received from both the current vendor as well as Kyocera and how Kyocera would be more advantageous due to the lower costs as well as standardization across the fleet with printing supplies provided as part of the contract. He added upon approval of this contract Kyocera will buy out the remainder of RMWD's contract with the previous vendor.

Director Rindfleisch asked what would happen with the current equipment. Mr. Kennedy explained Xerox would take their leased equipment back and the remainder will be disposed of according to the District's disposition of assets policy.

(*) - Asterisk indicates a report is attached.

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President Brazier inquired should the print quality not be the same does RMWD have any recourse. Mr. Kennedy noted it was in the contract a set of standards must be met and should any equipment fail, RMWD would not pay for it until the matter is resolved.

Motion:

To approve Option 1 - leasing printers from Kyocera and contract for Managed Print Services.

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

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

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

26. DISCUSSION AND ACTION TO APPROVE VACATION OF A SECTION OF A 20-FOOT EASEMENT TO RAINBOW MUNICIPAL WATER DISTRICT PER RECORDER'S FILE NO. 155877. JULY 31, 1959, 7803-129 O.R.

Mr. Strapac explained this item came about when the Engineering Department was working in conjunction with Construction to replace pressure reducing stations. He noted there was a pressure station at Via Miraposa that is extremely difficult for crews to access. He mentioned the residents have been notified in writing directing them to move their facilities off the District's right-of-way so the pressure reducing station replaced. He said as part of the discussion with the residents, an easement running parallel to the existing easement came to light that was not part of the District's GIS system. He pointed out the residents have requested the District vacate this section of easement only on their property. He pointed out RMWD does not need this land and how there will be plenty of room for the District's facilities once the residents clear out their facilities.

Director Hamilton asked if the unknown easement was larger than the known easement. Mr. Strapac stated it was the same width, but there was no pipeline in it. He reiterated RMWD would only be vacating the portion of the easement located on the resident's property.

Mr. Strapac referenced the map as he pointed out where the District's and resident's facilities were located. Discussion ensued. He confirmed the easement does not appear in RMWD's Master Plan.

Motion:

To approve Option 1 - Approve vacation of a section of a 20-foot easement to Rainbow Municipal Water District.

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

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

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

(*) - Asterisk indicates a report is attached.

27. AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS

Discussion ensued regarding the conferences taking place in 2019. It was noted the dates for the Leadership Academy were incorrect. No requests for attendance were received.

INFORMATION ITEMS

28. DISCUSSION REGARDING PROCESS FOR SCHEDULING SPECIAL BOARD MEETINGS

President Brazier pointed out the Special Board meeting scheduled December 4, 2018 for January 8, 2019 created a hardship for members of the Board. She said when researching the Administrative Code, it does not provide policy or protocol which lends itself for misunderstanding. She asked Legal Counsel for his input. Legal Counsel confirmed Special meetings can be called by the Board President or the full Board of Directors. Discussion followed regarding the mechanics for calling Special Board meetings and what should be proposed for updating the Code.

Director Gasca recommended language be researched and provided in proposed changes to the Administrative Code at the next meeting for Board consideration.

***29. 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

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

Mr. Strapac announced RMWD has a Request for Proposal out for programmatic EIR for district-wide pipeline work and maintenance. He noted the proposals would be due in the next month after for review after which a recommendation will be brought to the Board.

Ms. Largent reported RMWD received the GFOA Budget Award.

Motion:

To receive and file information and financial items.

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

(*) - Asterisk indicates a report is attached.

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

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

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

It was noted Administrative Code changes related to scheduling Special Board meetings, mid-year budget adjustments, possibly changing the June 2019 Board meeting date, an operations department review, as well as updates on various engineering projects, the meter replacement project, and the Flume project.

31. ADJOURNMENT

The meeting was adjourned by President Brazier to a regular meeting on February 26, 2019 at 1:00 p.m.

The meeting was adjourned at 3:35 p.m.

Helene Brazier, Board President

Dawn M. Washburn, Board Secretary

SUMMARY OF FORMAL BOARD OF DIRECTORS' MEETING
January 24, 2019

- 9-1. Monthly Treasurer's Report on Investments and Cash Flow.
The Board noted and filed the Treasurer's report.
- 9-2. Ordinance making amendments to chapters 2.00, 8.00 and 9.00 of the Administrative Code.
The Board adopted Ordinance No. 2019-01, an ordinance of the board of directors of the San Diego County Water Authority making amendments to chapters 2.00, 8.00 and 9.00 of the Administrative Code, with the following text being substituted for Section 9.00.050(a):]
- (a) A Metropolitan Delegate may, but is not required to be, a Director of the Authority, though no more than two non-Directors may be Delegates concurrently. Notwithstanding the foregoing, if a Metropolitan Delegate ceases to be a Director, the Delegate may continue to serve for a period of 90 days or until a successor is appointed and approved, whichever is less, or they may be reappointed if such reappointment would not then exceed two non-Director Delegates.
- 9-3. Notice of Completion for the Moosa Canyon Erosion Control project.
The Board authorized the General Manager to accept the Moosa Canyon Erosion Control project as complete, record the Notice of Completion, and release all funds held in retention to Granite Construction, Inc., following the expiration of Notice of Completion period.
- 9-4. Notice of Completion for the Pipelines Structures Rehabilitation project.
The Board authorized the General Manager to accept the Pipelines Structures Rehabilitation project as complete, record the Notice of Completion, and release all funds held in retention to Techno Coatings, Inc., following the expiration of Notice of Completion period.
- 9-5. Amendment to Agreement for Legal Services with Allen Matkins LLP to increase the contract limit by \$355,000 to a total of \$755,000.
The Board authorized the General Counsel to execute an amendment to the agreement for legal services with Allen Matkins LLP related to the San Vicente Energy Storage Facility project to increase the contract limit by \$355,000 from \$400,000 to \$755,000.
- 9-6. Resolution setting preliminary, informal terms and conditions for the Rincon del Diablo Municipal Water District's Proposed Sringeri Vidya Bharati Foundation Temple Annexation.
The Board adopted Resolution No. 2019-01, establishing preliminary, informal terms and conditions for the Rincon del Diablo Municipal Water District's proposed Sringeri Vidya Bharati Foundation Temple Annexation, and requesting that the Metropolitan Water District of Southern California set formal terms and conditions.



- 9-7. Professional services agreement with Southwest Strategies to continue the enhanced regional outreach program.
The Board authorized the General Manager to extend the professional services agreement with Southwest Strategies for 28 months, through Fiscal Year 2021, in an amount not to exceed \$565,000 for public outreach services to help implement the Brought to You by Water enhanced regional outreach program. Funding for the final 24 months of the program will be contingent upon Board approval of the FY 2020 & 2021 budget.
- 9-8. Retirement of Director.
The Board adopted Resolution No. 2019-02 honoring Ed Gallo upon his retirement from the Board of Directors
- 9-9. Brewing Month Proclamation.
The Board adopted a proclamation declaring February 2019 as San Diego Brewing month.
- 9-10. Biennial Review of the Representatives to the Metropolitan Water District of Southern California.
The Board approved deferral of an appointment and confirmation of the MWD Delegates to the February 28, 2019 board meeting.
- 9-11. Confirm the Submittal for Appointment for Representative to the Colorado River Board of California.
The Board adopted Resolution No. 2019-03 appointing Jim Madaffer as the Water Authority's representative to the Colorado River Board of California.



TO: Rainbow Municipal Water District
FROM: Alfred Smith
DATE: February 26, 2019
RE: Attorney Report re: Public Records Act
501668-0002

I. INTRODUCTION.

This attorney report provides an update on a recent appellate decision involving the California Public Records Act (“CPRA”). In *Anderson-Barker v. Superior Court* (January 22, 2019, Case No. B285391), the Second District Court of Appeal issued an opinion finding that the City of Los Angeles (“City”) was not required to disclose consultant records in response to a Public Records Act request.

Specifically, the court held that a government agency's right to access privately-held records is insufficient to establish the requisite “constructive possession” for purposes of the CPRA. The decision is important because it clarifies an important ambiguity in the Public Records Act after the Supreme Court’s ruling in *City of San Jose v. Superior Court*, (2017) 2 Cal.5th 609, 623. The Court’s ruling confirms that an agency's contractual right to access a private entity's records does not qualify as a form of “possession” of those records within the meaning of section 6252, subdivision (e) of the CPRA.

II. BACKGROUND.

The City of Los Angeles contracts with private tow companies to tow and store impounded vehicles. These companies are called “Official Police Garages” or “OPGs.” The OPGs have an association called the “Official Police Garage Association of Los Angeles” (“OPGLA”) which maintains a database of tow records. The database is called the “Vehicle Information Impound Center” or “VIIC”.

Plaintiff Cynthia Anderson-Barker submitted a CPRA request to the City for all data recorded in the VIIC database. The City refused to produce the records on the ground that OPGLA owned and controlled the database. Anderson-Barker filed a petition for writ of mandate to compel disclosure of the records. The trial court denied the petition, finding that the requested records were not subject to the CPRA because the City did not own or control the records even though the City had a contractual right to access the records. Anderson-Barker appealed the trial court’s decision. The Second District Court of Appeal affirmed the trial court’s decision.

III. COURT'S ANALYSIS

The Court's decision reviewed the legislative history and background involving the original enactment of the CPRA. The court noted that: "The CPRA was modeled on the federal Freedom of Information Act ("FOIA") (5 U.S.C. § 552 *et seq.*) and was enacted for the purpose of increasing freedom of information by giving members of the public access to information in the possession of public agencies. (*Filarsky v. Superior Court* (2002) 28 Cal.4th at pp. 425-426.) The CPRA requires that, upon request, state and local agencies make available for inspection and copying any public record "[e]xcept with respect to public records exempt from disclosure. . . ." (*Id.*)

The Court further noted that the duty to disclose set forth in Government Code section 6253(c) only "pertains to disclosable public records **in the possession of the agency.**" (*Consolidated Irrigation v. Superior Court* (2012) 205 Cal.App.4th 697, 708 [emphasis added].) Whether a record falls within the statutory definition of a "public record" involves a distinct inquiry from whether the agency is in "possession" of that record. (*Regents of University of California v. Superior Court* (2013) 222 Cal.App.4th 383, 395-401.) Similarly, "whether the information falls within the meaning of 'public records' is not determined by whether [the agency] has or might have...possession of" the records. (*City of San Jose v. Superior Court* (2017) 2 Cal.5th 609, 624.)

Plaintiff Anderson-Barker argued that the City has constructive possession of the records because the City's contract with the OPGs allowed unfettered access to information maintained in VIIC. The Plaintiff claimed that such right of unfettered access gave rise to constructive possession by the City and rendered the records subject to the CPRA. The City conceded that it had access to the data, but stated that access does not necessarily give rise to constructive possession. The Court of Appeal agreed, finding that the City did not possess or control the VIIC database and thus had no duty to disclose those records under the CPRA.

The court noted that the term "control" is generally defined as "the power or authority to manage, direct, or oversee." (Black's Law Dict. (9th ed. 2009), p. 378.) In making its decision, the Court of Appeal relied on evidence presented by the City showing that it does not direct what information the OPGs place on the VIIC and Laserfiche databases, and has no authority to modify the data in any way. Based on those facts, the Court of Appeal determined that "[t]he mere fact that the City can 'access' the data does not equate to a form of possession or control. To conclude otherwise would effectively transform any privately held information that a state or local agency has contracted to access into a disclosable public record."

The Court of Appeal went on to note that "the City might have a duty under the CPRA to disclose any data it has actually extracted from the VIIC" and then used for a governmental purpose. (*Id.* at 18.) However, Plaintiff Anderson-Barker's request was not limited to data used for governmental purposes, but rather sought all data maintained in the VIIC.

Plaintiff Anderson-Barker also argued that the California Supreme Court's recent decision in *City of San Jose, supra*, 2 Cal.5th at p. 623, "demonstrates that a state agency's 'right to access and take possession of [a record or data] makes the data public records' regardless of whether the agency 'technically 'own[s]' the records.'" The Court rejected this argument, noting that the Supreme Court only looked at whether the subject records in *City of San Jose* were public records, but did not evaluate the issue of possession. In *City of San Jose*, the Supreme Court found that "[a] writing retained by a public employee conducting agency business has been 'retained by' the agency within the meaning of section 6252, subdivision (e), even if the writing is retained in the employee's personal account." (*Id.* at 19, *citing City of San Jose, supra*, 2 Cal.5th at p.623).

IV. CONCLUSION.

The Court's holding that agencies are not required to produce records in possession of its consultants clarifies ambiguities in the Supreme Court's decision in the *San Jose* case between the obligation to disclose public records retained by an agency off-site, such as on an employee's personal device or maintained by a consultant, and records the agency truly does not own or control.

Anderson-Barker turned on the fact that while the City had access to the data, it did not control the data. There are other CPRA cases holding that records in the files of a consultant to a public agency are subject to the CPRA where the agency owns or controls the document. Plaintiff Anderson-Barker did not argue that the contracts assigned "ownership" of the data to the City. The Court of Appeal left open the door that an agency may have a right to produce the records, even without access, if the agency's contract with the vendor says that the agency owns the consultant's work product.

AES/AES

**MINUTES OF THE BUDGET AND FINANCE COMMITTEE MEETING
OF THE RAINBOW MUNICIPAL WATER DISTRICT
JANUARY 8, 2019**

1. **CALL TO ORDER:** The Budget & Finance Committee meeting of the Rainbow Municipal Water District was called to order on January 8, 2019 by Chairperson Stitle in the Board Room of the District Office at 3707 Old Highway 395, Fallbrook, CA 92028 at 1:00 p.m. Chairperson Stitle presiding.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:**

Present: Member Stitle, Member Ross, Member Moss, Member Gasca, Alternate Nelson.

Also Present: General Manager Kennedy, Executive Assistant Washburn, Finance Manager Largent, Customer Service Supervisor Rubio.

Absent: Member Hensley.

One member of the public was present.

4. **SEATING OF ALTERNATES**

Mr. Stitle invited Mr. Nelson to serve as an alternate.

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

There were no changes.

6. **PUBLIC COMMENT RELATING TO ITEMS NOT ON THE AGENDA (Limit 3 Minutes)**

There were no comments.

COMMITTEE ACTION ITEMS

7. **COMMITTEE MEMBER COMMENTS**

There were no comments.

*8. **APPROVAL OF MINUTES**

A. December 11, 2018

Motion:

Approve the minutes as written.

Action: Approve, Moved by Member Moss, Seconded by Member Ross.

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

Ayes: Member Stitle, Member Ross, Member Moss, Member Gasca, Alternate Nelson.

9. WATER RATE REVIEW

Mr. Kennedy stated Ms. Largent would be presenting the rate model today. He pointed out the transition from RMWD's old 2015-2016 Master Plan to the new Condition Assessment Program has left some artifacts in the capital planning as noted at the previous Engineering and Operations Committee meeting. He noted with the direction of the Board to conduct the Proposition 218 process each year and with the District needing to do a full review of the capital planning to refine it, the rate impacts come from the CIP scenario. He explained he worked with Mr. Strapac and Ms. Largent on a few different scenarios to present to this committee including truncating some of the forecasts. He said the information being presented today would be a proposal, a smoother capital plan based on the District's historical performance for just this one year and then talk about the fixed charge assessment next year.

Ms. Largent gave a presentation on the rate model. She demonstrated various scenarios with making adjustments within the model. Discussion ensued.

Ms. Moss inquired as to whether there was an issue with insufficient staffing. Mr. Kennedy stated he does not have enough data to support the need for additional staff; however, once the data has been developed he would be able to make an informed determination. Discussion followed.

Mr. Ross asked if there was any external agricultural forecast the committee could review. Discussion ensued regarding the challenges involved with forecasting.

Mr. Kennedy explained the proposal staff would like the committee to consider recommending to the Board that rates be increased based on the sample Proposition 218 provided.

Discussion ensued regarding whether the ABM project would impact the water rate model.

Mr. Nelson asked if RMWD was successful with the pipeline replacement and coming up with a more efficient process for the design phase and starting construction sooner, the District will find the production is going to be substantially greater and the output of dollars and work will substantially increase which in turn may give significant argument in favor of utilizing more inhouse staff as opposed to contractors on the projects. He added this would require RMWD being in balance in its programming in terms of design phase complimenting those projects in the construction phase. Discussion followed.

Discussion continued regarding allocating labor expenses.

Motion:

To make a recommendation the Board accept staff's recommendation.

Action: Approve, Moved by Member Gasca, Seconded by Member Ross.

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

Ayes: Member Stitle, Member Ross, Member Moss, Member Gasca, Alternate Nelson.

10. ABM PROJECT UPDATE

Mr. Kennedy talked about ABM's invoicing is being carefully reviewed and addressed by staff. Discussion followed regarding the next steps to be taken.

11. FINAL AUDIT REPORT REVIEW

Ms. Largent reported the auditors will at the January 22, 2019 Board meeting to present the final report for approval.

Mr. Nelson made an inquiry on the second bullet item on the first page. It was noted wastewater was embedded in the numbers. Discussion followed.

Ms. Largent pointed out documenting all the procedures and processes are really going to help the District in the area where audit adjustments were made over the past two years.

Mr. Kennedy explained the committee has already seen the information provided today and these were the final copies for their reference.

Ms. Largent stated the committee brought up the allocation of the cash at their last meeting and how she reviewed some of the District policies. She noted she found RMWD's Cash Reserve Policy provides clear direction as to what to do with any surpluses. It was noted this will be discussed more under Item #12.

12. REVIEW OF RESERVE ALLOCATIONS

Ms. Largent referenced the handouts provided in which she highlighted the important areas in the policy that give direction on what to do with different surpluses and operating funds as well as provides support in the adjustment that has been made. She noted RMWD keeps two-month's average net of the cost of water and depreciation in the water, wastewater, and general fund and moved all the excess surplus over to the capital fund.

Ms. Largent noted it was required the Operating Reserve Policy Calculation Report be provided to the committee annually. She pointed out RMWD should have \$2,030,439.00 in the Water Operating Fund which is reflected on Page 1 of the Balance Sheet packet. She explained she will continue to add more transparency to the balance sheets. She mentioned the Board established a Rate Stabilization Reserve the District had not yet started to fund until she started funding it recently. Ms. Moss stated she was very pleased with the changes Ms. Largent was making to these reports.

Ms. Largent confirmed the numbers in red were negative; however, she likes to focus on the year-to-date amounts as opposed to the period amounts. She pointed out the cash for the Water Service Update Program found on Fund 60 of the Balance Sheet was restricted because it was with Zion Bank for draw down once RMWD starts paying the invoices.

Mr. Nelson inquired about the interim financials report provided as a handout and whether the year-to-date information will be provided monthly. Ms. Largent confirmed she would be providing this information every month.

Mr. Kennedy solicited the committee for any changes they would like to have made to the Cash Reserves Policy. Mr. Nelson suggested there be more specifics added to the policy in terms of a "batting order" for the Board to consider. Ms. Largent agreed to bring proposed policy changes to the next committee meeting for discussion.

13. REVIEW THE FOLLOWING:

- A.** Income Statement
- B.** Balance Sheet
- C.** Cash Flow
- D.** Treasurer's Report

Some of these items were discussed under Item #12.

Mr. Nelson asked the other committee members if there was any benefit to having the monthly general ledger provided as part of the handouts. Ms. Largent agreed nothing could be discerned from the general ledger report. It was determined to drop this report from the handouts.

14. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT SCHEDULED BUDGET AND FINANCE COMMITTEE MEETING

It was noted the ABM Project Update and the Review of Reserve Allocations need to be on the next committee agenda.

15. ADJOURNMENT

The meeting was adjourned by Chairperson Stitle.

The meeting adjourned at 2:41 p.m.

Harry Stitle, Committee Chairperson

Dawn M. Washburn, Board Secretary

**MINUTES OF THE COMMUNICATIONS AND CUSTOMER SERVICE
COMMITTEE MEETING
OF THE RAINBOW MUNICIPAL WATER DISTRICT
JANUARY 9, 2019**

1. **CALL TO ORDER** – The Communications and Customer Service Committee Meeting of the Rainbow Municipal Water District on January 9, 2019 was called to order by Vice Chairperson Johnson at 3:31 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. Vice Chairperson Johnson, presiding.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:**

Present: Member Hamilton, Member Johnson, Alternate Gray.

Also Present: General Manager Kennedy, Executive Assistant Washburn, Customer Service Supervisor Rubio, Project Manager Johnson.

Absent: Member Kirby.

No members of the public were present.

4. **SEATING OF ALTERNATES**

Member Johnson noted Ms. Gray would be seated to serve as an alternate member at this meeting.

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

Discussion ensued regarding if an item should be added to the agenda as Item #5A to discuss committee membership and possible appointments to the committee.

5A. **DISCUSSION REGARDING COMMITTEE MEMBERSHIP AND POSSIBLE APPOINTMENTS TO THE COMMITTEE**

Ms. Washburn pointed out since Mr. Griffiths had notified the District he was no longer interested in serving on the committee, the other interested public member was not present, and the committee has already voted to recommend the Board appoint Mr. Stewart to the committee, taking action on this item may not be necessary.

Ms. Johnson stated for the record the committee would not be accepting or approving any new committee members for the Communications and Customer Service Committee at this time.

Mr. Kennedy said a notice for applicants will be placed in the newsletter again and that he would reach out to the Rotary members for references.

6. PUBLIC COMMENT RELATING TO ITEMS NOT ON THE AGENDA

There were no comments.

7. REVIEW OF COMMITTEE CHAIRPERSON ROLES AND RESPONSIBILITIES

This item was deferred to the next committee meeting.

COMMITTEE ACTION ITEMS

***8. APPROVAL OF MINUTES**

A. December 6, 2018

Motion:

To approve the minutes as stated.

Action: Approve, Moved by Member Hamilton, Seconded by Alternate Gray.

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

Ayes: Member Hamilton, Member Johnson, Alternate Gray.

9. FLUME PILOT STUDY UPDATE

Ms. Gray noted the Flume technician has reached out to RMWD who has agreed to present some language for some terms regarding offering rebates to RMWD to be passed on to the customers. She noted the District wants to wait until the anticipated hardware update occurs at which time an additional pilot program may be implemented. Discussion followed.

Ms. Johnson asked if a survey conducted with those who participated in the initial pilot program and what was the data from that survey. Ms. Gray stated approximately 2/3 of the 50 participants responded of which a good number found leaks and stated they would refer the product to others. She noted there was no negative feedback. She shared one customer was pleased to report their water bill was reduced by \$300 per month utilizing the device and was surprised all the water districts do not offer the product. Mr. Hamilton inquired as to whether RMWD could receive referral credits.

Mr. Kennedy shared the preliminary results from the nineteen respondents at the time of which eighteen indicated the device changed their water use habits, seventeen reported they were practicing efficiencies, and twelve had leaks. He noted the only negative response was related to WIFI problems at their residence.

Member Johnson asked for information to be shared in the newsletter. Mr. Hamilton suggested this information include the feedback provided today as well. Mr. Kennedy agreed to do so.

Member Johnson inquired as to whether the funding would come from a grant. Mr. Kennedy stated RMWD does not currently have a grant; however, the District does have certain amounts available for conservation programs. Member Johnson offered to assist with researching potential grant opportunities. Discussion followed.

Member Johnson suggested those customers contacting the District regarding high usage be presented with information about the Flume devices. Mr. Kennedy pointed out a number of those customers have been included in the pilot program.

Discussion took place regarding the timing for the hardware update and what would be upgraded.

10. WATER SERVICE UPGRADE PROJECT UPDATE

Mr. Hamilton asked for confirmation the logo and District name will be incorporated on the signs. Ms. Johnson added there would be badging the sides of the vehicles positioned at the work sites.

Mr. Kennedy explained some contract details still being worked out. Mr. Hamilton asked if the contract concerns needs to be brought to the Board for consideration. Mr. Kennedy stated not yet; however, they may in the future. Discussion followed.

Ms. Johnson stated in an ideal world, the project would start in March 2019. She stated she hoped to have an update to share after the next meeting with the vendor.

Discussion ensued regarding the newsletter article content and getting input from the committee members.

Ms. Johnson excused herself from the meeting at 4:02 p.m.

The meeting adjourned for lack of a quorum and the remaining agenda items were deferred to the next committee meeting.

11. DOOR HANGER REVIEW

This item was deferred to the next meeting.

12. DISCUSSION REGARDING “LEAK” VERSUS “HIGH USAGE” LANGUAGE

This item was deferred to the next meeting.

13. VIDEO BRIEFING

This item was deferred to the next meeting.

14. PUBLIC COMMUNICATIONS AND OUTREACH ITEMS

- A.** Topics
- B.** Strategic Plan Objectives
- C.** Calendar
- D.** Snipes Calendar
- E.** Updates from Other Committees
- F.** Customer Relations

This item was not addressed.

15. REVIEW AND ANALYSIS OF RMWD RELATED MEDIA STORIES

This item was not addressed.

16. COMMITTEE MEMBER COMMENTS

This item was no addressed.

17. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT SCHEDULED COMMUNICATIONS AND CUSTOMER SERVICE COMMITTEE MEETING

The review of committee chairperson roles and responsibilities, door hanger review, “leak” versus “high usage” language, and video briefing were deferred to the next meeting.

18. ADJOURNMENT

The meeting adjourned due to lack of a quorum at 4:02 p.m.

The meeting adjourned at 4:02 p.m.

Julie Johnson, Committee Vice Chairperson

Dawn M. Washburn, Board Secretary

**MINUTES OF THE ENGINEERING AND OPERATIONS COMMITTEE MEETING
OF THE RAINBOW MUNICIPAL WATER DISTRICT
JANUARY 2, 2019**

1. **CALL TO ORDER** – The Engineering and Operations Committee Meeting of the Rainbow Municipal Water District on January 2, 2019 was called to order by Chairperson Nelson at 3:00 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. Chairperson Nelson, presiding.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:**

Present: Member Nelson, Member Prince, Member Stitle, Member Brazier, Member Ratican, Member Taufer, Member Marnett.

Also Present: General Manager Kennedy, District Engineer Strapac, Finance Manager Largent, Project Manager Johnson, Engineering Technician Rubio.

There were no public members present.

4. **SEATING OF ALTERNATES**

None.

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

None.

6. **PUBLIC COMMENT RELATING TO ITEMS ON THE AGENDA**

None.

COMMITTEE ACTION ITEMS

*7. **APPROVAL OF MINUTES**

A. December 5, 2018

Motion: Approve the minutes as written.

Action: Approve, Moved by Member Stitle, Seconded by Member Prince.

Vote: Motion passed (summary: Ayes = 5, Noes = 0, Abstain = 2).

Ayes: Member Prince, Member Stitle, Member Taufer, Member Marnett, Member Nelson.

Abstain: Member Brazier, Member Ratican.

***8. DISCUSSION REGARDING SAN LUIS REY MEMORANDUM OF UNDERSTANDING**

Mr. Kennedy provided a brief background regarding the San Luis Rey (SLR) Memorandum of Understanding (MOU). He said the Sustainable Ground Water Management Act (SGMA) was passed in 2014, setting a June 2017 deadline to establish Ground Water Sustainability Agencies (GSAs) in high and medium priority basins. He pointed out the SLR basin was considered to be a medium priority basin resulting in the need to form a GSA. He mentioned discussions began in 2015 regarding establishment of a GSA in Pauma Valley. He said various meetings were held between local agencies, the County (as lead agency), State Water Resources Control Board/Department of Water Resources, and Indian Water Authority members. He stated an MOU was adopted, although the District was not a participant since the District boundary did not overlay the proposed GSA area.

Mr. Kennedy explained state law divides groundwater into two types – percolating and water flowing underground (subterranean streams). He said the SLR groundwater basin has both types and SGMA did not apply to subterranean streams. He stated the areas around the District were defined by the state as subterranean. He pointed out the City of Oceanside proposed to split the basin into two sub basins to be separated at Frey Creek. He said the proposed adjustment would have created issues for the Pala Indians, based on the fact that their water rights are held under Federal Trust. He pointed out Federal Law did not differentiate between percolating ground water and subterranean streams. He mentioned the tribes opposed the boundary modification. He said the state rejected the proposal, due to not having enough science related to the 1936 determination of subterranean stream.

Mr. Kennedy said there was no good way to mesh SGMA with Federal law without a change to SGMA. He mentioned several representatives were involved at great length in writing and pushing AB1944 through the legislature to have it signed into law. He stated Governor Brown signed the bill last fall and it became effective January 1, 2019. He pointed out the District was now in the area served by the new Upper SLR Basin. Discussion ensued.

Mr. Kennedy stated a small part of the District's service area overlies the new Upper SLR Basin and by statute the District was expected to participate. He pointed out the original MOU approved in 2017 would be modified to add the District and others into the GSA. He mentioned the County would be taking a diminished role, although grant funds would still be available. Discussion ensued.

Mr. Kennedy said the SLR MOU has been reviewed and approved by the District's legal counsel. He went over the key points of the SLR MOU followed by additional discussion.

1. RMWD's financial participation is capped - for this phase – at \$12,500.
 - Future costs are unknown at this time but should be limited for the District
2. A complicated governance structure has been established.
 - About 18 months of meetings to just get to a point where the District could agree on how to decide to agree later!
3. Yuima will take lead role in hiring consultant to do initial Groundwater Sustainability Plan development.
 - Will focus at first on data gathering
4. Actual GSA formation and formal governance decisions will be made later.

Motion: Recommend the Board approve participation in the MOU.

Action: Approve, Moved by Member Stitle, Seconded by Member Marnett.

Vote: Motion passed (summary: Ayes = 6, Noes = 1).

Ayes: Member Prince, Member Stitle, Member Marnett, Member Nelson, Member Brazier, Member Ratican.

Noes: Member Taufer.

9. DISCUSSION REGARDING FIVE YEAR CAPITAL PLAN

Mr. Kennedy stated staff has been working on the rate model and through the next upcoming rate adjustment. He said a lot of the issues hinged on the capital spending. He mentioned there was \$3M a year forecasted for pipelines in addition to environmental and right-of-way issues. He said there have been various iterations/reviews of the plan. He mentioned the Finance Committee would be submitting their recommendation for the rate changes on January 8, 2019. He invited the Engineering Committee members to provide feedback and comments.

Mr. Strapac presented the CIP planning report used by the District to plan and program annual spending per project throughout the whole capital improvement program. He said the report was broken out by existing water and wastewater.

Ms. Largent said staff validated the amounts for the base CIP plan, although direction was needed regarding how quickly to ramp up the pipeline replacement. She emphasized the need to keep in mind all the identified base CIP projects that needed to be completed. She briefly went over flat or ramping rate options that would affect how the rate increases would be applied within the next five years. Discussion ensued.

Mr. Kennedy suggested trimming down on the CIP plan for the early years and compare the large projects with the top 20 list. He stated focusing first on pressure management and cathodic protection to prevent pipeline breaks, while working through the environmental issues. Discussion ensued.

10. DISCUSSION REGARDING RECORD OF SURVEY

Mr. Strapac said the record of survey for the District's four parcels would be starting next week. He mentioned the Consultant would be providing a schedule of the field work, which he would make available for those who were interested.

Mr. Strapac stated the object of the Record of Survey was to define the property corners for the four District parcels that do not have them permanently mapped. He said the District would be able to move forward in any kind of action with the proposed new facility to trade with a developer or sell part of the land. Discussion ensued.

11. DISCUSSION REGARDING PIPE RELOCATION

Mr. Strapac said the Consultant has set up the aerial targets, which would be surveyed next week. He reported that the Consultant was working on researching and obtaining title reports necessary for the project and stated the design was fully underway.

Mr. Kennedy said some of the rights-of-way and easements would be time consuming to identify and would be expensive. Mr. Strapac noted that the surveying costs with all the probable easements and 20 parcels in question for this project was more than the design. Discussion ensued.

12. ABM PROJECT UPDATE

Mr. Kennedy said ABM's initial invoices were ambiguous and clarifications have been requested.

Mrs. Johnson said ABM's invoice for 20% of the mobilization was received and she sent back questions regarding the backup documentation. She stated no invoices could be paid until the District received the Contractor's schedule of values. Discussion ensued.

Mrs. Johnson said the plan was to have 300 pilot meters installed per billing cycle/area by February 2019.

13. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT SCHEDULED ENGINEERING AND OPERATIONS COMMITTEE MEETING

- Corrosion Protection Update
- Record of Survey Update
- Pipe Relocation Update
- ABM Project Update
- Operations Presentation

14. ADJOURNMENT

The meeting adjourned at 4:24 p.m. to February 6, 2019.

Flint Nelson, Committee Chairperson

Dawn M. Washburn, Board Secretary

BOARD OF DIRECTORS

February 26, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION TO APPOINT WILLIAM "BILL" STEWART AS A MEMBER OF THE COMMUNICATIONS AND CUSTOMER SERVICE COMMITTEE

BACKGROUND

In December 2018, past Board Member, William "Bill" Stewart, notified the District of his interest in serving on the Communications and Customer Service Committee. Mr. Stewart has attended a few meetings prior to the November 6th Board Member elections. Per the election results, Mr. Stewart would now be available to serve as a member of the committee.

DESCRIPTION

At their December 6, 2018 meeting, the Communications and Customer Service committee members approved a motion recommending to the Board that Mr. Stewart be appointed to serve as a member of the committee. The committee currently has member vacancies to fill.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Six: Communication

BOARD OPTIONS/FISCAL IMPACTS

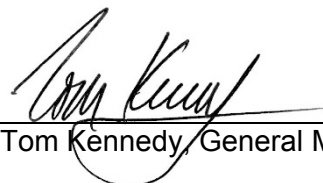
The Board makes the appointments per Administrative Code Section 2.09 - Committees.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff recommends the Board appoint William "Bill" Stewart to serve as a member of the Communications and Customer Service Committee.



Tom Kennedy, General Manager

February 26, 2019

BOARD OF DIRECTORS

February 26, 2019

SUBJECT

ADOPT RESOLUTION NO. 19-02 FIXING THE TIME AND PLACE OF HEARING AND MEETING ON PROPOSED WATER AVAILABILITY CHARGES FOR IMPROVEMENT DISTRICT NO. 1

DESCRIPTION

As part of the annual process for setting the water availability charges for Improvement District No. 1, it is necessary to hold a public hearing on the proposed charges.

- A. Set 1:00 p.m., June 25, 2019 as the time, and District Headquarters as the place for conducting a public hearing on the entry of charges and fees for Improvement District No. 1.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Government Code Section 54954.6; Water Code Sections 71630, 71631.5, and 71632


Strategic Plan Focus Area Four: Fiscal Responsibility; Fiscally responsible, transparent and sustainable approaches to managing and forecasting the District's finances.

BOARD OPTIONS/FISCAL IMPACTS

Assessment provides approximately \$477,000 of revenue to District. Failure to set hearing will impact tax revenue.

STAFF RECOMMENDATION

It is recommended that the Board of Directors approve Resolution No. 19-02, Fixing the Time and Place of Hearing and Meeting on Proposed Water Availability Charges for Improvement District No. 1.



Tom Kennedy
General Manager

2/26/19

RESOLUTION NO. 19-02

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE RAINBOW MUNICIPAL WATER DISTRICT
FIXING THE TIME AND PLACE OF HEARING
AND MEETING ON PROPOSED WATER AVAILABILITY CHARGES
FOR IMPROVEMENT DISTRICT NO. 1**

WHEREAS, Sections 54954.6 of the Government Code provides for public hearings prior to adoption of new or increased taxes or assessments; and

WHEREAS, Section 71630 of the Water Code authorizes the Board of Rainbow Municipal Water District to establish in each fiscal year water standby assessments or water availability charges in any portion of the District to which water is made available by the District, whether water is actually used or not; and

WHEREAS, Section 71631.5 of the Water Code provides that the standby assessment of availability charge for an improvement district shall not exceed \$30 per acre per year for each acre of land on which the charge is levied or \$30 per year for a parcel less than one acre; and

WHEREAS, Section 71632 of the Water Code provides that the ordinance fixing a standby assessment or availability charge may be adopted by the Board only after adoption of a resolution setting forth the particular schedule or schedules of charges or assessments proposed to be established by the ordinance and after hearing on said resolution; and

WHEREAS, information and matters have been presented to, and considered by, the Board of Directors regarding the existence, location and financial requirements of the system making water available to lands within Improvement District No. 1; and

WHEREAS, it is deemed necessary and desirable by the Board of Directors that water availability charges be levied on lands within Improvement District No. 1, and that said water availability charges shall be uniform through said areas;

NOW, THEREFORE, IT IS HEREBY RESOLVED, DETERMINED AND ORDERED, by the Board of Directors of the Rainbow Municipal Water District as follows:

1. That the schedule of water availability charges proposed to be established for all areas within Improvement District No. 1 for the fiscal year 2019-2020 shall be as follows:

For each separately assessed parcel of land of one acre or more in size: \$10.54 for each acre and for each fractional part of an acre.

For each separately assessed parcel of land less than one acre in size: \$10.54.

2. That the Charges shall be fixed in said amounts for parcels of land as shown on the last equalized assessment roll of the County of San Diego, State of California. Said charges shall be collected in the same form and manner as county taxes are collected for the fiscal year 2019-2020. Said charges shall be a lien upon the property and shall be of the same force and effect as other liens for taxes and their collection, may be enforced by the same means as provided for the enforcement of liens for state and county taxes.

3. That a public hearing before the Board of Directors of Rainbow Municipal Water District shall be held at 1:00 p.m. on Tuesday, June 25, 2019 at the office of the District, 3707 Old Highway 395, Fallbrook California, 92028 for the purpose of considering the adoption of an Ordinance which will fix and establish said water availability charges.
4. That the Secretary shall cause a notice of the time and place of the hearing to be given by publishing a notice in a newspaper of general circulation, printed and published within the county, once a week for two successive weeks. Such publication shall occur once a week or oftener, with at least five days intervening between the respective publication dates not counting such publication dates. The period of notice commences upon the first day of publication and terminates at the end of the fourteenth day, including therein the first day.
5. That the Secretary has caused written notice of the hearing to be mailed, as required by law, to each person to whom a parcel of real property described in the proposed charge is assessed on the last equalized assessment roll. Such notice shall be mailed to the address shown on the last equalized assessment roll or such other address known to the Secretary.
6. That at the time stated in the notice, the Board of Directors shall hear and consider all objections or protests, if any, to this Resolution and may continue the hearing from time to time. Upon the conclusion of the hearing, the Board of Directors may adopt, revise, change, reduce, or modify an assessment or charge, or overrule any or all objections.

PASSED AND ADOPTED at a meeting of the Board of Directors of the Rainbow Municipal Water District held on the 26th day of February 2019 by the following vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

Helene Brazier, Board President

ATTEST:

Dawn M. Washburn, Board Secretary

This Resolution supersedes Resolution No. 18-04 passed and adopted on February 27, 2018.

BOARD OF DIRECTORS

February 27, 2018

SUBJECT

DISCUSSION AND POSSIBLE ACTION FOR CUSTOMERS WHO CLAIM CONTINUED IMPACT FROM THE 2018 LILAC FIRE

BACKGROUND

On December 7, 2017 the Lilac Fire burned through the central portion of the District, destroying over a hundred structures and homes.

Ordinance No 18-03 was adopted by the board on February 27, 2018 giving retroactive relief to December 7, 2017 through June 2018 and was then extended through December 2018.

DESCRIPTION

Staff has received a letter from a homeowner claiming continued hardship due to an inability to finance reconstruction on their family home. At the time of the fire, the home was occupied by a renter.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Four: Fiscal Responsibility
Strategic Focus Area Five: Customer Service

BOARD OPTIONS/FISCAL IMPACTS

The Board has several options:

1. Extend Ordinance No. 18-03 on a case by case basis.
2. Extend Ordinance No. 18-03 for a set amount of time for customers still effected.
3. Direct staff to develop other options.

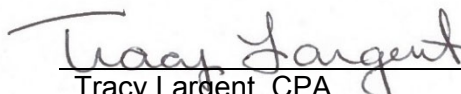
The fiscal impact would be dependent on customer class.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff supports direction.


Tracy Largent, CPA
Finance Manager

February 26, 2019

BOARD OF DIRECTORS

February 26, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION TO APPROVE A VARIANCE FROM ORDINANCE 18-15 TO ALLOW A LOT, LARGER THAN 0.5 ACRES, TO QUALIFY FOR CAPACITY CLASS B AND APPROVE THE CAPACITY CLASS WATER USE AGREEMENT

BACKGROUND

On June 26, 2018 the Board of Directors adopted Ordinance 18-15 which revised Appendix A – Water and Sewer Rates and Charges. Appendix A states “Lot size less than 21,788 sqft (0.5 acres) may qualify for a ¾ inch meter.” A property owner has requested a variance from Ordinance 18-15 to downsize an existing 1” meter at Capacity Class C on a 13.49 acre parcel to a ¾- inch meter at Capacity Class B and reduce his monthly fixed fees. According to the attached variance application, the owner proposes to build a 1,400 sqft. home on the property. A total of 34 units have been used on the property since November 2011 with an average of less than half a unit per month and a maximum of 7 units in August 2012.

DESCRIPTION

The capacity charges were developed by Wildan and Raftelis through a comprehensive study and analysis of the value of District assets and the maximum day use patterns of existing customers with particular meter sizes. The reference meter size for capacity class B is ¾-inch. According to the Raftelis analysis, the maximum allowable usage for capacity class B is 50 units (one unit equals one hundred cubic feet [“CCF”]) per month, or 1.38 AF/yr. The lot size requirement was included in the ordinance to protect the District from customers over using their intended capacity.

The staff has drafted the attached agreement for Board consideration, whereby the District will suspend the requirement to pay Fixed Charges beyond those applicable to capacity class B under District Ordinance No. 18-15 provided that the Parcel does not exceed a maximum of 50 units of water use per month on average, for any 12-month period, based on the 12-month rolling average (month determined by scheduled meter reading cycle). The agreement further stipulates the following to ensure the customer will be held accountable to comply with the purpose of Ordinance No. 18-15.

In the event the Parcel exceeds a maximum of 50 units of water use per month on average, for any 12-month period, based on the 12-month rolling average, District will notify the Owner of the exceedance. Within 3 months from the date of the notice, the Owner shall bring the Parcel’s average monthly water use, based on the 12-month rolling average, below 50 units per month.

In the event Owner does not bring the Parcel’s average monthly water use, based on the 12-month rolling average, below 50 units per month within the 3 months immediately following the date of the notice, the Owner shall become obligated to pay the District the difference between Fixed Charges for Capacity Class B and Capacity Class C for the period during which the Capacity Class was reduced. Following the expiration of the 3-month period, Owner will also be subject to an increase in monthly fixed charges corresponding with the capacity class that matches the Parcel’s use.

Finally, this agreement would be recorded with the San Diego County Recorder's office, and become a covenant that runs with the land into perpetuity and would be binding on any future owners. It would appear on Title Reports prepared for the property, alerting new owners of the property to the requirements as well, if the current owners sell the property.

The Engineering and Operations Committee reviewed this application for a variance at the meeting on February 6, 2016 and recommends that the Board approve the variance.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Five: Customer Service. This type of agreement allows the Board to fit the requests of an individual customer based on their specific use patterns which fall outside the expectations covered by the existing policy.

BOARD OPTIONS/FISCAL IMPACTS

If the Board approves the variance, the customer will save \$16.46 per month in monthly service charges to Rainbow MWD unless they exceed the intended capacity of 50 units/mo.

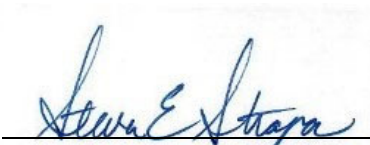
- 1) Approve the variance to Ordinance 18-15 to allow a property larger than 0.5 acres to qualify for capacity class B and approve the New Water Service Agreement.
- 2) Provide other direction to staff.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff recommends Option 1.



Steven E. Strapac, P.E., P.L.S.
District Engineer

2/26/2019



ADMINISTRATIVE CODE VARIANCE APPLICATION

PROPERTY OWNER OR PRIMARY ACCOUNT HOLDER INFORMATION	
Owner Name: Timothy Prince	Telephone No.: [REDACTED]
Address: [REDACTED]	
Email Address: [REDACTED]	Account No.: [REDACTED]
LOCATION OF PROPOSED ADMINISTRATIVE CODE VARIANCE	
Address: 12113 Rancho Heights Road	APN: 109-391-13
SUPPORTING INFORMATION	
Specific section(s) of the Admin. Code for which this variance is being requested (<i>attach additional pages if needed</i>): Ordinance 17-07 (a) Capacity class B allows for maximum monthly volume of 50 units. 1 unit = 100 feet.	
Reason why the variance should be approved including how the intent of the Admin. Code will be met (<i>attach additional pages if necessary</i>): When the meter was first installed, the fire Dept. required 1" minimum meter size; that requirement has been changed to allow a 3/4" meter. My usage history has been between 0 - 6 units/month. Although I have 13.49 acres, only about 3 acres is usable. The plans for the property are for my retirement home of a smaller 3 bedroom manufactured home, approx. 1400sq.ft. My water usage is for my current landscaping and retirement home. I will be using well under the 50 unit maximum allowed.	

Rainbow Municipal Water District (District) Provisions:

The purpose of a variance is to provide flexibility in application of regulations necessary to achieve the purposes of the Administrative Code. A variance is intended to resolve practical difficulties or unnecessary physical hardships that may result from strict adherence to the policies contained in the Administrative Code. The cost to the applicant of strict adherence with any provision of the Administrative Code shall not be the sole reason for granting a variance. This application is subject to the approval of the District Board of Directors.

I hereby certify that all information provided in this application is true.



 Owner Signature

12-5-18

 Date

3707 Old Highway 395 • Fallbrook, CA 92028
Phone: (760) 728-1178 • Fax: (760) 728-2575 • www.rainbowmwd.com

RECORDING REQUESTED BY:

Rainbow Municipal Water District

WHEN RECORDED MAIL TO:

Rainbow Municipal Water District
3707 Old Highway 395
Fallbrook, California 92028

NO FEE REQUIRED PER
GOVERNMENT CODE SECTION 27383

Capacity Class Water Use Agreement

THIS AGREEMENT is made this _____ day of _____, 20__ by and between RAINBOW MUNICIPAL WATER DISTRICT (hereinafter referred to as "District"), a public agency organized, existing and operating under the Municipal Water District Law of 1911, California Water Code §71000, et seq., and Timothy J Prince, owner(s) of APN 109-391-13-00, (hereinafter referred to as the "Owner") (collectively, the "Parties").

RECITALS:

- A. Pursuant to the authority cited above, the District provides water and/or sewer service in portions of San Diego County, California.
- B. The Owner of real property legally identified as follows:

Assessor's Parcel No.: 109-391-13

Site Address: 12113 RANCHO HEIGHTS RD, PALA, CA - 92059-1856

is requesting that the District provide water service to the above-identified real property ("Parcel") pursuant to a variance allowing the Owner to downsize to less capacity for the Parcel than is required under the terms of District Ordinance No. 18-15.

- C. The Owner represents that he/she/they is/are the sole owner of the Parcel with authority to enter into this Agreement.
- D. The Parties desire to enter into an agreement whereby District will suspend the requirement to pay any additional water Fixed Charges beyond those applicable to capacity class B under District Ordinance No. 18-15 provided that the Parcel does not exceed a maximum of 50 units (one unit equals one hundred cubic feet ["CCF"]) of water use per month on average, for any 12-month period, based on the 12-month rolling average (month determined by scheduled meter reading cycle).
- E. As defined by District Ordinance No. 18-15, capacity class B is for 3/4" meters with a maximum of 50 CCF water use per month.

NOW, THEREFORE, in consideration of their mutual promises, obligations and covenants hereinafter contained, the Parties hereto agree as follows:

1. The foregoing Recitals are hereby incorporated into this Agreement.
2. In the event the Parcel exceeds a maximum of 50 units of water use per month on average, for any 12-month period, based on the 12-month rolling average, District will notify the Owner of the exceedance. Within 3 months from the date of the notice, the Owner shall bring the Parcel's average monthly water use, based on the 12-month rolling average, below 50 units per month.
3. In the event Owner does not bring the Parcel's average monthly water use, based on the 12-month rolling average, below 50 units per month within the 3 months immediately following the date of the notice, the Owner shall become obligated to pay District the difference between Fixed Charges for Capacity Class B and Capacity Class C for the period during which the Capacity Class was reduced. Following the expiration of the 3-month period, Owner will also be subject to an increase in monthly fixed charges corresponding with the capacity class that matches the Parcel's use.
4. This Agreement shall inure to the benefit of, be binding upon and become a covenant that runs with the land. Every person who now or hereafter owns or acquires any right, title or interest in or to any portions of the Parcel (or any portions thereof) is and shall, by recordation of this Agreement in the Office of the County Recorder, San Diego County, California, be conclusively deemed to be subject to the terms of this Agreement, whether or not any reference to this Agreement is contained in the instrument by which such person acquires an interest in the real property.
5. The Owner hereby declares its understanding and intent that the circumstances concerning the capacity class, as set forth herein, touch and concern the land in that the Owner's legal interest in the Parcel has been considered by Owner in Owner's determination of the value of the real property and Owner's establishing the value of the improvements thereon at the time said real property was (or will be) offered for sale to the general public by Owner. The Owner hereby further declares its understanding and intent that the benefit of this Agreement touch and concern the land by enhancing and increasing the value and use of the real property by the Owner.
6. The terms of this Agreement may be enforced by the District or its successors or assigns against the Owner or the Owner's successors entitled to the Parcel (or any portions thereof). In the event of any controversy, claim or dispute relating to this Agreement or the breach thereof, the District shall be entitled to recover from said party the District's reasonable expenses, including attorney's fees and costs, if the District prevails.
7. The Owner does covenant that each individual executing this Agreement on behalf of the Owner is a person duly authorized and empowered to execute Agreement for the Owner. District does covenant that the individual executing this Agreement on behalf of District is a person duly authorized and empowered to execute Agreement for District.

8. All written notices to the Parties hereto shall be sent United States registered mail, postage prepaid, return receipt requested, and addressed as follows:

DISTRICT:

OWNER:

Rainbow Municipal Water District
Attention: Tom Kennedy
3707 Old Highway 395
Fallbrook, California 92028

Timothy J. Prince
1536 Cove Ct.
San Marcos, CA 92069

Changes to the above addresses can be made by the same form of notice.

9. Failure to insist on compliance with any term, covenant or condition contained in this Agreement shall not be deemed a waiver of that term, covenant or condition, nor shall any waiver of any right or power contained in this Agreement at any one or more times be deemed a waiver or relinquishment of any right or power at any other time or times.
10. This Agreement contains the entire agreement between the Parties and supersedes all previous or contemporaneous oral and written discussions, agreements, or understandings between the Parties regarding the subject matter of the Agreement.
11. The terms of this Agreement may not be altered, modified, supplemented, amended, or waived except by an instrument in writing executed by all of the Parties and recorded in the Official Records of the County of San Diego, State of California.
12. This Agreement shall be recorded in the Official Records of the County of San Diego, State of California.

[SIGNATURES ON FOLLOWING PAGE(S)]

IN WITNESS WHEREOF, the undersigned have executed this Agreement on the date first hereinabove written.

OWNER BY:

ACCEPTED BY:

Owner / Authorized Agent

Rainbow Municipal Water District

Date: _____

Date: _____

Name: Timothy J. Prince
Please Print

Name: _____
District Representative

Signature: _____

Signature: _____

NOTARY ACKNOWLEDGMENT OF DECLARANT MUST ACCOMPANY THIS DOCUMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA]
]
COUNTY OF SAN DIEGO]

On _____, before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is /are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature_____

THIS AREA FOR OFFICIAL NOTARIAL SEAL

BOARD OF DIRECTORS

February 26, 2019

SUBJECT

FISCAL YEAR 2018-19 MID-YEAR BUDGET REVIEW AND BUDGET ADJUSTMENTS

BACKGROUND

Mid-year is customarily a suitable time to compare budget estimates with the first half year of actual data, and make appropriate adjustments where deemed necessary for the balance of the Fiscal Year. Unfortunately, the district has realized lower revenues than anticipated. The wet climate has been unfavorable to water demand in comparison to the prior year's higher consumption. As of January 31, 2019, water consumption is down 16% lower than last year actuals and from what was budgeted for Fiscal Year 18-19. Projecting out through FY 18/19 we are estimating a 10% overall reduction in sales.

DESCRIPTION

It is important to have up-to-date budget data with sound projections to ensure financial stability of the District. That said, staff is recommending decreasing the water sales budget by 10%, with the assumption that water sales will recover to prior year levels for the remainder of the year. One exception to the revenue decrease is for Plan Check Revenue which will be increased by \$220,000 based on an unexpected increase in year to date actuals. Also, miscellaneous revenues will be decreased by \$60,000 due to actual and anticipated sales to be significantly less than expected during budget time.

In order to appropriately budget expenditures, some budgeted funds were shifted around within their respective department or Fund itself to offset another budgeted expenditure with an overall net neutral effect. Expenditures tend to be steady and fixed throughout the year as opposed to revenues which fluctuate with climate changes. The most significant mid-year expense adjustment is correlated to the decreased water sales; we factored in a 10% lower volume of purchased water at the variable purchased rate. Additionally, with this mid-year budget adjustment we are including appropriation of funds for the Water Meter Replacement and Service Upgrades for WSUP, projects that were approved in August 2018.

Staff is doing an exceptional job on holding the line on expenditures and are cognizant of staying within budgeted amounts. If the District stays on course of forecast and remains fiscally conservative, it will be successful in meeting financial objectives of the District.

Following the completion of the Mid-Year budget review, staff will begin work on the Fiscal Year 2019-20 Budget. A planning session will be held in late February/early March with the Management team to begin to develop priorities and discuss direction regarding major capital projects for the next fiscal year. More detailed information will be provided at the meeting.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Four: Fiscal Responsibility

BOARD OPTIONS/FISCAL IMPACTS

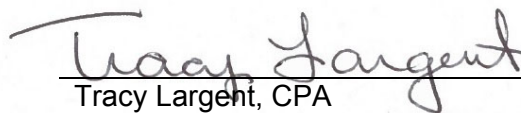
1. Approve Amended Budget FY 2018-19 as provided in Exhibit A with a Net Budget Decrease of \$200,133.
2. Recommend revisions to staff and amend budget accordingly.
3. Provide other direction to Staff.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff recommends Option 1.



Tracy Largent, CPA
Finance Manager

02/26/2019

EXHIBIT A

<u>Fund</u>	<u>Description</u>	<u>Budget Adjustment</u>
Revenues		
Fund 01	Water Sales Revenue	(\$2,630,300)
Fund 02	Plan Check Revenue	\$25,000
Fund 03	Plan Check Revenue	\$195,000
Fund 03	Miscellaneous Revenue	(\$60,000)
Revenue Total		(\$2,470,300)
Expenses		
Fund 01		
Department 00	Water Purchases	(\$2,364,952)
Department 31	Pumping	(\$3,500)
Department 32	Operations	\$27,500
Department 33	Valve Maintenance	(\$3,000)
Department 35	Meter Services	(\$50,000)
Fund 01 Expense Total		(\$2,393,952)
FUND 03		
Department 36	Garage	\$80,000
Department 41	Administration	\$40,000
Department 42	Human Resources	\$0
Department 43	Safety	\$6,785
Department 51	Finance	\$4,000
Department 52	Customer Service	(\$7,000)
Department 91	Engineering	\$0
Fund 03 Expense Total		\$123,785
Total Expenses Adjustments		(\$2,270,167)
TOTAL NET BUDGET CHANGE		(\$200,133)
		<i>(Revenue over Expense Budget Decrease)</i>
CIP Projects Added		
Fund 60		\$10,773,189
CIP Total		\$10,773,189
		<i>(CIP Project Increase)</i>

Fund 01

GL Account	Account Description	Current Budget	YTD Actual	Budget Adjustment
Revenues				
01-00-41110	Water Sales-SF, MF, CM, IS	\$8,041,578	\$5,195,494	(\$804,158)
01-00-41120	Water Sales-Agriculture Dorr	\$1,210,291	\$757,110	(\$121,029)
01-00-41160	Water Sales- Agriculture	\$4,291,362	\$2,539,221	(\$429,136)
01-00-41170	Water Sales-Construction	\$426,369	\$92,618	(\$42,637)
01-00-41180	Water Sales - TSAWR Com	\$4,832,334	\$3,019,112	(\$483,233)
01-00-41190	Water Sales- TSAWR Dom	\$6,717,098	\$4,151,035	(\$671,710)
01-00-42140	Pumping Charges	\$733,963	\$453,045	(\$73,396)
01-00-43116	New Meter Sales	\$50,000	\$21,945	(\$5,000)
Total Revenues				(\$2,630,300)
Expenses				
01-00				
01-00-50001	Water Purchases	\$23,215,752	\$12,655,255	(\$2,364,952)
01-31 Pumping				
01-31-56103	Pumping	\$1,000	\$0	(\$1,000)
01-31-72150	Regulatory Permits	\$2,500	\$0	(\$2,500)
Total for 31		\$3,500	\$0	(\$3,500)
01-32 Operations				
01-32-72700	Printing & Reproductions	\$7,500	\$6,716	\$7,500
01-32-72000	Supplies & Services	\$162,000	\$85,921	(\$35,000)
01-32-72010	Tank Maintenance	\$627,000	\$284,804	\$55,000
Total for 32		\$796,500	\$377,441	\$27,500
01-33 Valve Maintenance				
01-33-56103	Overtime	\$10,000	\$4,300	(\$3,000)
Total for 33		\$10,000	\$4,300	(\$3,000)
01-35 Meter Services				
01-35-63404	Backflow Expenses	\$380,000	\$49,499	(\$50,000)
Total for 35		\$380,000	\$49,499	(\$50,000)
Total Expenses		\$1,190,000	\$431,240	(\$2,393,952)

Fund 02

GL Account	Account Description	Current Budget	YTD Actual	Budget Adjustment
Revenues				
02-00-43110	Operating Income - Plan Ck/Insp Fees	\$25,000.00	\$36,836.92	\$25,000.00
Total Revenues		\$25,000.00	\$36,836.92	\$25,000.00

Fund 03

GL Account	Account Description	Current Budget	YTD Actual	Budget Adjustment
Revenues				
03-00-43108	Operating Inc Plan Check Rev.	\$5,000.00	\$177,845.06	\$195,000.00
03-00-49109	Miscellaneous Revenues	\$75,000.00	\$838.59	(\$60,000.00)
Total Revenues		\$80,000.00	\$178,683.65	\$135,000.00
Expenses				
03-36 Garage				
03-36-63100	Equipment Maintenance/Repairs	\$30,000.00	\$5,814.18	\$5,000.00
03-36-72000	Supplies & Services	\$22,000.00	\$16,895.73	\$10,000.00
03-36-82000	Shop & Field Equipment	\$38,500.00	\$18,524.91	\$15,000.00
03-36-83000	Vehicles	\$197,000.00	\$154,260.06	\$50,000.00
Total for 36		\$287,500.00	\$195,494.88	\$80,000.00
03-41 Administration				
03-41-60100	Computers/Information Systems	\$654,192.00	\$230,369.63	\$15,000.00
03-41-63400	Building Supplies	\$3,000.00	\$9,050.95	\$13,000.00
03-41-72000	Supplies & Services	\$22,050.00	\$18,770.86	\$5,000.00
03-41-72702	Public Notices/Advertising	\$1,000.00	\$300.00	\$7,000.00
Total for 41		\$680,242.00	\$258,491.44	\$40,000.00
03-42 Human Resources				
03-42-56103	Overtime	\$500.00	\$1,001.17	\$1,000
03-42-75400	Workforce Development	\$79,000.00	\$17,105.00	(\$6,000)
03-42-75500	Recruitment	\$15,000.00	\$10,203.19	\$5,000
Total for 42		\$94,500	\$28,309	\$0
03-43 Safety				
03-43-72000	Supplies & Services	\$17,500.00	\$15,246.19	\$6,785
Total for 43		\$17,500	\$15,246	\$6,785
03-51 Finance				
03-51-56103	Overtime	\$4,000.00	\$4,464.83	\$4,000
Total for 51		\$4,000	\$4,465	\$4,000
03-52 Customer Service				
03-52-56103	Overtime	\$14,000.00	\$15,365.99	\$15,000
03-52-69110	Bad Debt Expense	\$25,000.00	\$0.00	(\$22,000)
Total for 52		\$39,000	\$15,366	(\$7,000)
03-91 Engineering				
03-91-72400	Dues & Subscriptions	\$1,950.00	\$2,708.00	\$2,000
03-91-75300	Training/Conferences/Training	\$10,000.00	\$185.38	(\$2,000)
Total for 91		\$11,950	\$2,893	\$0
Total Expenses		\$1,134,692	\$520,266	\$123,785

CIP

GL Account	Project Description	Budget Adjustment
CIP		
60-00-11173	Meter Replacement Project	\$5,523,284
60-00-11174	Service Upgrades for WSUP	\$5,249,905
Total CIP		\$10,773,189

BOARD OF DIRECTORS

February 26, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 19-02 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 3.01.020 – SPECIAL, ADJOURNED AND EMERGENCY MEETINGS

BACKGROUND

Since the original adoption of the Administrative Code in 2005, Administrative Code Section 3.01.020 simply provided special, adjourned or emergency meetings could be called by the Board of Directors.

DESCRIPTION

At their January 22, 2019 Board meeting, the Board discussed the need to elaborate on the processes and protocol for scheduling Special Board meetings. Staff was directed to bring the Board proposed updates to Administrative Code Section 3.01.020 for Board consideration.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Administrative Code Section 3.01.020

Strategic Focus Area Six: Communication

BOARD OPTIONS/FISCAL IMPACTS

-
- 1) Approve Ordinance No. 19-02.
 - 2) Approve Ordinance No. 19-02 with revisions.
 - 3) Do not approve Ordinance No. 19-02 and provide staff with direction.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a “project” as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff recommends approving Option 1.


Tom Kennedy, General Manager

February 26, 2019

Ordinance No. 19-02

**Ordinance of the Board of Directors of the Rainbow Municipal Water District
Amending the Administrative Code
Section 3.01.020 – Special, Adjourned and Emergency Meetings**

WHEREAS, the Rainbow Municipal Water District has, from time to time, adopted various rules and regulations for the operation of the District; and

WHEREAS, certain of those rules and regulations require updating to reflect best practices, as well as changes in applicable laws; and

WHEREAS, the Board of Directors has determined that changes in the rules or regulations of the District shall occur solely by amendment to the Administrative Code;

NOW, THEREFORE,

BE IT ORDAINED by the Board of Directors of Rainbow Municipal Water District as follows:

1. The following rules and regulations of the District, collected are hereby adopted and shall be incorporated into the Administrative Code, consisting of:

Section 3.01.020: Special, Adjourned and Emergency Meetings

2. The General Manager is hereby directed to update the Administrative Code to reflect the approval of these rules and regulations, and to assign or reassign the numbering of the Administrative Code as necessary to codify these rules and regulations as amended.

3. This ordinance shall take effect immediately upon its adoption on this 26th day of February 2019.

AYES:
NOES:
ABSTAIN:
ABSENT:

Helene Brazier, Board President

ATTEST:

Dawn Washburn, Board Secretary

Section 3.01.020

Special, Adjourned and Emergency Meetings

~~Special, adjourned and emergency meetings of the Board of Directors may be called as provided by law.~~

Special, adjourned and emergency meetings of the Board of Directors may be called as provided by law, and in accordance with the provisions of the Brown Act, Government Code section 54950 *et seq.*

Special meetings may be called by the President or by a majority of the members of the Board as permitted by Government Code section 54956. The President shall set the time and place for any special meeting of the Board of Directors. The President shall have final approval on the contents of the agendas for all special, adjourned and emergency meetings of the Board. Directors shall be notified of special meetings by the Secretary. The call and notice shall be posted at least 24 hours prior to the special meeting at the District Headquarters. The Secretary shall post an agenda containing a brief, general description of each item of business to be transacted or discussed at special meetings, including the items to be discussed in closed session. The posting shall be freely accessible to the public.

A regular meeting may be adjourned by the Board or by the Secretary if less than a quorum to another time. An adjourned regular meeting is a regular meeting if held within five days of the regular meeting. If the adjourned meeting is held more than five days after the regular meeting, a new agenda shall be posted.

An emergency meeting may be called by a majority of the Board pursuant to Government Code section 54956.5 without twenty-four hour notice or posting of an agenda if necessary due to disruption or threatened disruption of District facilities by work stoppage, crippling disaster or other activity severely impairing public health or safety as determined by a majority of the members.

Each committee may call special meetings in the same manner as the Board.

Section 3.01.020

Special, Adjourned and Emergency Meetings

Special, adjourned and emergency meetings of the Board of Directors may be called as provided by law, and in accordance with the provisions of the Brown Act, Government Code section 54950 *et seq.*

Special meetings may be called by the President or by a majority of the members of the Board as permitted by Government Code section 54956. The President shall set the time and place for any special meeting of the Board of Directors. The President shall have final approval on the contents of the agendas for all special, adjourned and emergency meetings of the Board. Directors shall be notified of special meetings by the Secretary. The call and notice shall be posted at least 24 hours prior to the special meeting at the District Headquarters. The Secretary shall post an agenda containing a brief, general description of each item of business to be transacted or discussed at special meetings, including the items to be discussed in closed session. The posting shall be freely accessible to the public.

A regular meeting may be adjourned by the Board or by the Secretary if less than a quorum to another time. An adjourned regular meeting is a regular meeting if held within five days of the regular meeting. If the adjourned meeting is held more than five days after the regular meeting, a new agenda shall be posted.

An emergency meeting may be called by a majority of the Board pursuant to Government Code section 54956.5 without twenty-four hour notice or posting of an agenda if necessary due to disruption or threatened disruption of District facilities by work stoppage, crippling disaster or other activity severely impairing public health or safety as determined by a majority of the members.

Each committee may call special meetings in the same manner as the Board.

BOARD OF DIRECTORS

February 26, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION TO CHANGE THE REGULAR BOARD MEETING SCHEDULED FOR JUNE 25, 2019

BACKGROUND

At the January 22, 2019 Regular Board meeting, Director Rindfleisch requested an agenda item to discuss possibly changing the Board meeting scheduled for June 25, 2019.

DESCRIPTION

This item provides the Board with an opportunity to discuss possibly moving the June 25, 2019 Regular Board meeting to another date and time.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Focus Area Six: Communication

Administrative Code Section 3.01.010

BOARD OPTIONS/FISCAL IMPACTS

- 1) Approving moving the June 25, 2019 Regular Board meeting to another date/time.
 - 2) Keep the June 25, 2019 Regular Board meeting as scheduled.
-

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

STAFF RECOMMENDATION

Staff supports direction.


Tom Kennedy, General Manager

February 26, 2019

BOARD OF DIRECTORS

February 26, 2019

SUBJECT

DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 19-03 — 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 DECEMBER 4, 2018 THROUGH JUNE 30, 2019

BACKGROUND

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. The table is available for public review, accessible from the Rainbow MWD website, and is published on a website hosted by the California State Controller.

On December 5, 2018, the Board approved the current salary grades in Resolution No. 18-20. Since that time, the District has posted the Senior Engineering Inspector position for recruitment but did not receive sufficient applications from candidates who met the District's needs to fill the position. The original compensation analysis conducted for this position weighted public agencies heavily; however, the most qualified candidates are likely working in the private sector with higher salary ranges. The Human Resources Manager and District Engineer have concluded that in order to attract candidates who will meet the District's needs, a higher salary grade will be necessary.

DESCRIPTION

The grade structure included in Resolution No. 19-03 is revised to reflect new salary range for the Senior Engineering Inspector position. Resolution No. 19-03 rescinds Resolution No. 18-20.

Resolution No. 19-03 does not change the dollar amounts of the pay ranges in the pay grades.

POLICY/STRATEGIC PLAN KEY FOCUS AREA

Strategic Plan Key Focus Area: Workforce Development

Updating this document with current information allows the District to comply with CalPERS requirements and California Code of Regulations 570.5 and 571.

ENVIRONMENTAL

In accordance with CEQA guidelines Section 15378, the action before the Board does not constitute a "project" as defined by CEQA and further environmental review is not required at this time.

BOARD OPTIONS/FISCAL IMPACTS

There is no direct fiscal impact to this action. The indirect cost of the additional wages for the updated position is already reflected in the approved 2018-2019 budget.

This resolution allows the District to comply with CalPERS requirements.

- 1. Option 1: Approve Resolution No. 19-03 as presented.
- 2. Option 2: Do not approve Resolution No. 19-03

STAFF RECOMMENDATION

Staff recommends approval of Resolution No. 19-03



Karleen Harp, COSM
Human Resources Manager

02/26/2019

RESOLUTION NO. ~~18-2019-03~~

RESOLUTION OF THE BOARD OF DIRECTORS OF RAINBOW MUNICIPAL WATER DISTRICT ESTABLISHING CLASSIFICATIONS AND MONTHLY RATES OF PAY FOR DISTRICT EMPLOYEES EFFECTIVE ~~DECEMBER 4, 2018~~FEBRUARY 26, 2019 THROUGH JUNE 30, 2019

Exempt Salary Grade	Monthly Salary Range/ Hourly Equivalent	Job Titles
GM	\$15,069- \$21,700/ \$86.94 - \$125.19	General Manager
E11	\$10,367.80 - \$14,929.20 / \$59.82 - \$86.13	District Engineer Finance Manager Operations Manager
E10	\$9,015.07 - \$13,071.07 / \$52.01 – \$75.41	Human Resources Manager
E9	\$7,839.87 - \$11,367.20 / \$45.23 - \$65.58	Associate Engineer Construction and Maintenance Superintendent Senior IT and Applications Analyst Water Operations Superintendent
E8	\$6,817.20 - \$9,883.47 / \$39.33 - \$57.02	Information Technology and Applications Analyst Environmental Health and Safety Officer Project Manager Wastewater Superintendent

Non-Exempt Salary Grade	Monthly Salary Range/ Hourly Range	Job Titles
N7	\$6,505.20 - \$9,434.53 / \$37.53 - \$54.43	Executive Assistant/Board Secretary Lead Operator Senior Engineering Inspector Technical Services Team Lead
N6	\$5,657.60 - \$8,203.87 / \$32.64 - \$47.33	Administrative Analyst Crew Leader – Valve Maintenance Crew Leader – Construction & Maintenance Customer Service Supervisor Electronic / Electrical Technician II Meter Services Supervisor Right of Way and Facilities Coordinator Senior Engineering Inspector System Operator III
N5	\$4,919.20 - \$7,132.67 / \$28.38 - \$41.15	Accounting Specialist II Electrical / Electronics Technician I Engineering Technician II Mechanic II Senior Meter Services Technician System Operator II Utility Worker III – Construction

		Utility Worker III – Valve Maintenance Utility Worker III – Wastewater Services
N4	\$4,277.87 - \$6,201.87 / \$24.68 - \$35.78	Accounting Specialist I Administrative Assistant II Cross Connection Control and Backflow Technician Engineering Inspector I Engineering Technician I Purchasing & Inventory Control Specialist II System Operator I Utility Worker II – Construction Utility Worker II/III – Meter Services Utility Worker II – Valve Maintenance Utility Worker II – Wastewater Services
N3	\$3,719.73 - \$5,394.13 / \$21.46 - \$31.12	Administrative Assistant I Customer Service Representative II Purchasing / Inventory Control Specialist I Utility Worker I – Construction Utility Worker I – Meter Services Utility Worker I – Valve Maintenance Utility Worker I – Wastewater Services
N2	\$3,232.67 - \$4,690.40 / \$18.65 - \$27.06	Customer Service Representative I Human Resources Assistant
N1	\$2,813.20 - \$4,080.27 / \$16.23 - \$23.54	Interns

Legacy Salary Grade	Monthly Salary Range/ Hourly Range	Job Titles
L6	\$4,982-\$6,536 / \$28.74 - \$37.71	Engineering Inspector I
L5	\$4,884-\$6,408 / \$28.18 - \$36.97	Utility Worker III – Meter Services

Resolution No. ~~18-2019-03~~ rescinds Resolution No. ~~18-1618-20~~.

PASSED, APPROVED, AND ADOPTED in Open Session at a meeting of the Board of Directors of the Rainbow Municipal Water District held on the ~~4th~~~~-26th~~ day of ~~December~~~~February~~ 2019~~8~~ by the following vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

Helene Brazier, Board President

ATTEST:

Dawn Washburn, Board Secretary

RESOLUTION NO. 19-03

RESOLUTION OF THE BOARD OF DIRECTORS OF RAINBOW MUNICIPAL WATER DISTRICT ESTABLISHING CLASSIFICATIONS AND MONTHLY RATES OF PAY FOR DISTRICT EMPLOYEES EFFECTIVE FEBRUARY 26, 2019 THROUGH JUNE 30, 2019

Exempt Salary Grade	Monthly Salary Range/ Hourly Equivalent	Job Titles
GM	\$15,069- \$21,700/ \$86.94 - \$125.19	General Manager
E11	\$10,367.80 - \$14,929.20 / \$59.82 - \$86.13	District Engineer Finance Manager Operations Manager
E10	\$9,015.07 - \$13,071.07 / \$52.01 – \$75.41	Human Resources Manager
E9	\$7,839.87 - \$11,367.20 / \$45.23 - \$65.58	Associate Engineer Construction and Maintenance Superintendent Senior IT and Applications Analyst Water Operations Superintendent
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N6	\$5,657.60 - \$8,203.87 / \$32.64 - \$47.33	Administrative Analyst Crew Leader – Valve Maintenance Crew Leader – Construction & Maintenance Customer Service Supervisor Electronic / Electrical Technician II Meter Services Supervisor Right of Way and Facilities Coordinator System Operator III
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N2	\$3,232.67 - \$4,690.40 / \$18.65 - \$27.06	Customer Service Representative I Human Resources Assistant
N1	\$2,813.20 - \$4,080.27 / \$16.23 - \$23.54	Interns

Legacy Salary Grade	Monthly Salary Range/ Hourly Range	Job Titles
L6	\$4,982-\$6,536 / \$28.74 - \$37.71	Engineering Inspector I
L5	\$4,884-\$6,408 / \$28.18 - \$36.97	Utility Worker III – Meter Services

Resolution No. 19-03 rescinds Resolution No. 18-20.

PASSED, APPROVED, AND ADOPTED in Open Session at a meeting of the Board of Directors of the Rainbow Municipal Water District held on the 26th day of February 2019 by the following vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

Helene Brazier, Board President

ATTEST:

Dawn Washburn, Board Secretary

BOARD OF DIRECTORS

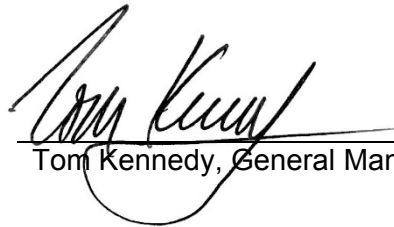
February 26, 2019

SUBJECT

DISCUSSION REGARDING RAINBOW MUNICIPAL BRANDING AND LOGO CHANGES

DESCRIPTION

President Brazier has requested an item to discuss the increased use of the image of the challenge/excellence coin in addition to the official Rainbow logo.



Tom Kennedy, General Manager

February 26, 2019

MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

VARIABLE					
DATE	2019	MEETING	LOCATION	ATTENDEES	POST
March	14	SDCWA Special Board Meeting	SDCWA	GM	N/A
March	*	CSDA – San Diego Chapter	(Location to be Announced) 6:00 p.m.	Mack	N/A
March	*	LAFCO Special Meeting	County Admin Center, Room 302 – 9:30am	(As Advised by GM)	N/A
March	*	Santa Margarita River Watershed Watermaster Steering Committee	Rancho California Water District	Hamilton	N/A

* To Be Announced

MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

RECURRING					
DATE	2019	MEETING	LOCATION	ATTENDEES	POST
March	4	LAFCO	County Admin. Center Room 302 9:00 am	As Advised by GM	N/A
March	6	Engineering & Operations Committee Meeting	RMWD Board Room 3:00 p.m.	Appointed Director, General Manager	2/28
March	7	Communications & Customer Service Committee Mtg.	RMWD Board Room 3:30 p.m.	Appointed Director, General Manager	2/28
March	12	Budget & Finance Committee Mtg.	RMWD Board Room 1:00 p.m.	Appointed Director, General Manager	2/28
March	15	NC Managers	Golden Egg 7:45 a.m.	General Manager	N/A
March	19	SDCWA GM's Meeting	SDCWA, San Diego 9:00 a.m.	General Manager	N/A
March	19	Council of Water Utilities	Hotel Karlan 14455 Penasquitos Drive San Diego 7:15 a.m. Poway	All Directors, General Manager	N/A
March	26	RMWD General Board	RMWD Board Room (Start Time to Be Determined)	All Directors	3/12
March	27	San Luis Rey Watershed Council	Pala Administration Building 1:00 p.m.	Appointed Director	N/A
March	27	North County Water Group	Rincon Del Diablo, Escondido 7:30 a.m.	All Directors on a Rotating Schedule, General Manager	N/A
March	28	SDCWA Full Board Meeting	SDCWA Board Room, 3-5 p.m.	General Manager	N/A



STAFF TRAINING REPORT

ATTENDEES NAME(S):	Charmaine W. Esnard
TITLE OF TRAINING/CONFERENCE/WORKSHOP/CLASS:	Occupational Safety and Health Standards 511
DATE(S) ATTENDED:	January 22, 2019- January 25, 2019
AGENCY HOSTING TRAINING/CONFERENCE/WORKSHOP/CLASS:	UC San Diego Extension
LOCATION:	6256 Greenwich Dr. San Diego, CA 92122
BRIEF DESCRIPTION:	
<p>This course covers OSHA Standards, policies, and procedures in general industry. Topics include scope and application of the OSHA General Industry Standards, general industry principles and special emphasis on those areas in general industry which are most hazardous. Upon course completion students will have the ability to define general industry terms found in the OSHA General Industry Standards, identify hazards which occur in general industry, locate and determine appropriate OSHA General Industry Standards, policies, and procedures, and describe the use of OSHA General Industry Standards and regulations to supplement an ongoing safety and health program.</p>	



STAFF TRAINING REPORT

ATTENDEES NAME(S):	Steve Strapac
TITLE OF TRAINING/CONFERENCE/WORKSHOP/CLASS:	ACWA 2018 Fall Conference and Exhibition
DATE(S) ATTENDED:	11/27/2018-11/29/2018
AGENCY HOSTING TRAINING/CONFERENCE/WORKSHOP/CLASS:	Association of California Water Agencies
LOCATION:	Manchester Grand Hyatt, San Diego
BRIEF DESCRIPTION:	
<p>ACWA’s Fall Conference & Exhibition offered more than 80 meeting and program sessions to keep people informed and updated on a variety of local, statewide, and federal water issues, important and critical information that I (and RMWD) need to know. I attended about 6 different seminars, as well as the Nossaman dinner event. The seminars and guest speakers were extremely informative, and the Nossaman dinner event provided me the opportunity to meet various state officials.</p> <p>The conference also provided networking opportunities that allowed me to connect with the California water community, learn best practices, and exchange ideas.</p> <p>The ACWA Exhibit Hall had nearly 100 vendors showcasing products and services that I found extremely informative and helpful. For instance, I spoke with high-level staff at ESA about Programmatic EIRs, and how they work. I was able to discuss RMWDs needs at length with ESA, and interest them in our RFP.</p>	



STAFF TRAINING REPORT

ATTENDEES NAME(S):	Victor Veenstra
TITLE OF TRAINING/CONFERENCE/WORKSHOP/CLASS:	Writing with purpose workshop
DATE(S) ATTENDED:	2-7-19
AGENCY HOSTING TRAINING/CONFERENCE/WORKSHOP/CLASS:	Western MWD
LOCATION:	Western Water district
<p>DESCRIPTION OF TOPIC(S)/LEARNING EXPERIENCE:</p> <p>The writing class with purpose workshop.</p> <p>Starts with four step rules pre-write,draft,editing/revising and proofreading.</p> <p>The call M.A.P.S. are medium/message, Audience,purpose,story/subject.</p> <p>Class proceeds with fog index of less than 10 (preferbly around 8),and never let creep up above 12 in sentence.</p> <p>The class talked about parallel structure, simplify, punctuation and using strong verbs and be direct writing.</p> <p>The learning experience of writing starts by falling the four steps pre-write , draft, editing/revising and proofreading which call M.A.P.S. Make fog index 8 to 10 word in sentence and simplify your writing.</p> <p>I learned writing setup, Structure and make writing simpler by following the steps. I stongly feel this writing class a good class for everyone to take.</p> <p>Thank you</p>	



STAFF TRAINING REPORT

ATTENDEES NAME(S):	Ramon G. Zuniga
TITLE OF TRAINING/CONFERENCE/WORKSHOP/CLASS:	AWWA - Business writing
DATE(S) ATTENDED:	February 7,2019
AGENCY HOSTING TRAINING/CONFERENCE/WORKSHOP/CLASS:	Western Municipal Water District
LOCATION:	16541 El Sobrente Road Riverside Ca. 92503

DESCRIPTION OF TOPIC(S)/LEARNING EXPERIENCE:

Class was sponsored by the Writing Company American Water Works Association (AWWA) .
 Instructor name: Ken Mirvis

Topics discussed were as follows: The Mantra No one should have to read sentence twice to know what it means. Writers aren't made they are created.

On writing " Obscurely" Practice underlined , which ones are simple or simplistic.
 Follow - Short words,active words,concrete details,ordinary speech leader thinking and harder words.
 People who write obscurely are either unskilled in writing or up to disruption. The essence of writing is re writing.

Four steps of the writing process:	MAPS	Writer's Toolbox
Pre-writing	Medium/Message	Noun Paragraph
Drafting	Audience	Pronoun
Editing-Revising	Purpose	Verb
Proofreading	Story/Subject	Sentence

MAPS: What are the tools you are using to communicate. Charts or PowerPoint. Audience who is involved. Purpose document need to accomplish. Problems and challenges, time, writers block, varying audience, collective noun, simplifying context. Structure clarity and professionalism.

Murphy's Law: Anything that can go wrong will go wrong. Any piece of writing can be misinterpreted will be. Any time a piece of writing is misinterpreted or misunderstood will happen.

Fog index; Readability assessment - average sentence length plus % of words truly three syllables or more times .4 .
 The Fog Index: Always aim for a fog index of less than 10 (preferably around 8) , and never let it above 12.

American Press Institute Readability Research - Gauges Reading comprehension and average words per sentence. Choose the simple over complex: (Affect, effect ,Which, that, Fewer and Less, use strong verbs, voice vs tense and defining passive voice).Parenthesis vs Quotes and the serial comma.

Overall class was excellent - Recommend to field and any staff wanting to improve on there writing skills.



STAFF TRAINING REPORT

ATTENDEES NAME(S):	Dawn Washburn & Cynthia Gray
TITLE OF TRAINING/CONFERENCE/WORKSHOP/CLASS:	Developing Emotional Intelligence
DATE(S) ATTENDED:	January 31, 2019
AGENCY HOSTING TRAINING/CONFERENCE/WORKSHOP/CLASS:	Fred Pryor Seminars
LOCATION:	Carlsbad, CA
BRIEF DESCRIPTION:	
<p>One of the soft skills we continue to develop is Emotional Intelligence. This seminar was designed to provide an understanding of how to achieve a greater intelligence when dealing with multiple professional relationships throughout the workforce environment (internally and externally). We learned no matter what the environment, emotions matter and they make a difference in how we respond to different situations and people.</p> <p>We were provided tools for developing skills in self-awareness, self-regulating and social-awareness so we can understand as well as motivate others better. By identifying and managing our emotions one can effectively communicate better, be able to express our needs more clearly and concisely, as well as navigate situations to reach a positive resolve by recognizing trigger words, nonverbal cues and emotionally sensitive situations.</p> <p>Everyone has a verbal preferences; however, by learning other's styles and developing emotional intelligence, people are able to make necessary adjustments and effectively interact with communication styles that might be different from your own. This seminar taught us how to achieve consensus among your teammates and co-workers faster and without misunderstandings, overcome the causes of difficult behaviors in others, and get the results you want from others by retraining our brains to provide the best possible customer service to everyone we encounter in all situations.</p>	



STAFF TRAINING REPORT

ATTENDEES NAME(S):	Chris Hand
TITLE OF TRAINING/CONFERENCE/WORKSHOP/CLASS:	Trenching & Excavation
DATE(S) ATTENDED:	2/5/2019
AGENCY HOSTING TRAINING/CONFERENCE/WORKSHOP/CLASS:	Vista Irrigation District
LOCATION:	Vista Ca.

DESCRIPTION OF TOPIC(S)/LEARNING EXPERIENCE:

The class that we attended was instructed by Peter Kuchinsky From ACWA JPIA and covered a variety of things from competent person, soil types and other OSHA regulations. A competent person is one who is capable of identifying existing and predictable hazards in his/hers surroundings, or working conditions that are unsanitary, hazardous or dangerous to employees, and who has the authority to take corrective action to fix them. To be the competent person you must be trained in and be knowledgeable of different soil types and how to test them to figure out what type of soil you are working with and how to use the different protective systems and their applications, the competent person must also be designated by the employer. The competent person will do daily inspections of the excavation, the equipment and the surrounding area to make sure everything on the job site is safe and meets OSHA regulations and document everything for proof that they are following standard operating procedures. There are 3 types of soil A, B and C. When inspecting the soil to determine what type you are working with you are required to do one visual test and one manual test and there are various way to do both of those. A few regulations that we talked about were the spoil pile must be kept at least 2 feet from the edge of the excavation, there must be a ladder in the hole if it is deeper than 4 Feet and must stick up 3 feet above grade and there has to be a ladder no further than 25 feet from every worker in the hole and it has to be located inside of the shoring or what ever protection system you are using. Excavations deeper than 5 feet require a excavation permit to be filled out by the competent person on the job. When doing traffic control around an excavation you must keep the traffic at least 5 feet from the hole. Any excavation that is deeper than 20 feet the protection system must be approved by an engineer. An average excavation cave in is 3 cu.ft of soil and weighs about 9,000 LBS. There are 4 different kinds of protection systems benching, sloping, shoring and boxes. We covered each of those and some of the applications you would use each of them in and how to properly set them up. A protection system must be used when the excavation is 4 feet deep or deeper.



STAFF TRAINING REPORT

ATTENDEES NAME(S):	Ruben Lopez
TITLE OF TRAINING/CONFERENCE/WORKSHOP/CLASS:	Trenching & Excavation
DATE(S) ATTENDED:	2/05/2019
AGENCY HOSTING TRAINING/CONFERENCE/WORKSHOP/CLASS:	Vista Irrigation District (VID)
LOCATION:	Vista, Ca

DESCRIPTION OF TOPIC(S)/LEARNING EXPERIENCE:

REGULATIONS
 COMPETENT PERSON
 HAZARDS of EXCAVATIONS
 PERMIT REQUIREMENTS

Regulations: 8 CCR 1539-1543 Appoint a Competent Person. Make sure you know who is your competent person on a job site and if that person is yourself, know it.

Competent Person: What are your qualifications and responsibilities. As a competent person, we had a quick review on soil classifications, protective systems(sloping, shoring/shielding, engineering devices over 20 ft deep), always have at least two methods soil classifications, a visual test and a manual test on your inspection forms, as a good practice have a good safety briefing with your crew so everyone is aware of the surroundings.

Hazards of Excavations: As a competent person, it is very important to be aware of the hazards around the excavations, type of soils A, B or C, hazardous atmospheres, proper safety devices protecting the job site as well as the public, Traffic control if on a roadway, PPE on everyone working on the job, ladders in the proper positions to enter or exit the trench. It is a obligation of the competent person to follow the USA mark outs of all existing utilities before start up.

Permits: Very important to have filled out properly and present at the job site. Trench inspection, soil classification for proper protective systems being used, hot work permits, confined space forms if needed, as well as tabulated data sheets or MTD.

ARE WE A COMPETENT PERESON?

BOARD OF DIRECTORS

February 26, 2019

SUBJECT

Operations Report for January 2019

DESCRIPTION

Activities for Operations & Maintenance Division

CONSTRUCTION & MAINTENANCE DEPARTMENT:

	Repairs	Installations	Leaks
Mainline	4		8
Service	3		
Hydrants			
Valves	3	1	
Meters		2	
Blow-Offs	1		
Air Vacs	1		

WATER OPERATIONS & VALVE MAINTENANCE DEPARTMENT:

Water Operations:

- Responded to one (1) water quality complaint.
- All tanks are in service.

Valve Maintenance:

Monthly Totals	Valves (Distribution)	Appurtenance Valves	Appurtenances
Exercised	54	93	N/A
Inoperable		8	
Repaired			
Replaced			2
Installed			

Valve Maintenance completed and/or oversaw the following:

- 151 utility locates completed
- Assisted with (10) shutdowns
- Raised (2) fire hydrants (installed break-away spools)
- Replaced (0) air vacs / (0) wharfheads
- Panted 93 appurtenances

METERS DEPARTMENT:

Current Projects:

- Water Service Upgrade project (ABM Building Services, LLC)

Future Projects:

- The ABM/WSUP project is to start the pilot in March, in the Brook Hills Community and surrounding area, these are routes 11 and 48.

Backflows:

- Rancho Heights area: **31** devices tested

Customer Service Requests:

- **663** total for the month of January 2019

WASTEWATER DEPARTMENT:

Monthly, Semi Annual and Annual Reports:

California Integrated Water Quality System (CIWQS): Confirmation #2537273 Reported "No Spill Report" for January 2019

San Diego Water Boards

Environmental Scientist, Source Control Regulation Unit: Keith Yaeger

Update - PLSD Spill Report in CIWQS 3rd party (Event ID: 854024 January 17, 2019)

SANITARY OVERFLOWS:

None for January 2019

PROJECTS:

Date	Location	Amount installed
January 8 ,2019	Lake Garden Pala Mesa, Sycamore Ranch Golf Course	22 rain pans installed - 24" diameter
January 9 ,2019	Rancho Monserate, Brook Hills	6 rain pans installed - 24" diameter
January 15 ,2019	Gird Road and Monserate Winery	30 rain pans installed - 24" diameter
January 15, 2019	Tecalote Drive, Pala Mesa	56 rain pans installed - 24" diameter
January 16, 2019	Fallbrook Oaks, Old River Road	13 rain pans installed - 24" diameter
		Total installed: 127

INFLOW/INFILTRATION:

January 11, 2019: Purchased 200 rubber plugs (Ace Hardware) - \$171.00

MUTUAL AID:

January 24, 2019: Assisted another District's Wastewater Department - Toured City of Oceanside Lift Station; technical meeting

TECHNICAL SERVICES DEPARTMENT:

FLEET/GARAGE:

Projects:

- Unit #22: New vehicle prep.
- Unit #121: Technical Services Trailer prep.
- Unit #11: 2004 Silverado ½ ton pick-up (SOLD)
- Unit #4 & #28 Up-fit safety lighting (strobes)
- #119 Highline trailer: Upfitting specs.
- #109 Shoring trailer: Upfitting specs.
- #131 Compressor - Decommission
- BIT Inspection performed on 17 Fleet vehicles

Violations:

None for January 2019

Fleet:

Total Vehicles: **41**

ELECTRICAL/SCADA:

Current Projects:

- Connection 11 SCADA upgrade - Complete
- Flow meters at Hutton, Gopher and Turner installed
- Replacement of radio repeater for truck 2-way radios - Complete

Future Projects:

- Coordination with Engineering on Schoolhouse Lift Station, Thoroughbred Equalization Basin, Water Tank stair ways and communication conduits.
- Gomez Tank new electric service-In progress

EMPLOYEE RECOGNITION – OPERATIONS & MAINTENANCE DIVISION

New Certifications

- * Michael Gonzalez received his Water Distribution Operator Grade II and his Water Treatment Operator Grade I certifications.
- * The following personnel completed and received certificates for Cla-Val University 101 2-Day Class:
 - Steve Coffey
 - Chuck Faust
 - Bryan Rose



Robert Gutierrez 2/26/19
Operations Manager

BOARD OF DIRECTORS

February 26, 2019

SUBJECT

Engineering Report for January 2019

DESCRIPTION

CAPITAL PROJECTS:

Condition Assessment of Water Facilities: The Consultant is currently working on a prioritized list of potential pressure reduction projects. A change order was approved on November 30, 2018 to develop and evaluate scenarios for alternative water supply.

Corrosion Protection: The Board approved award to HDR Engineering, Inc. on January 22, 2019. Staff preparing contract documents. When the contract is executed the Consultant shall complete a study identifying the highest priority pipelines for implementation of cathodic protection projects.

Gird to Monserate Hill: Pursuing alternative design with lower construction cost.

Land Surveying Services - Record of Survey: KDM has set aerial targets and they have been surveyed. The aerial and topo have been received. The monument recovery has begun and will continue into February 2019.

Pipeline Relocations - Misc: Aerial targets have been set and flown, with 3 of 5 surveys received. Pipeline alignments are being prepared for review with soil borings to take place late in February 2019. The preliminary drawings will follow.

Pressure Management: Contractor installed two pressure reducing stations on Vista Valley Drive. This will allow the reduction of pressure for roughly 150 customers. Staff is continuing to evaluate the transition of 60 homes from the Hutton to the Morro Pressure zone along Dentro De Lomas.

Rainbow Height's Pump Station Replacement: Change Order No. 6 was approved at the January 22, 2019 Board Meeting. The Consultant shall proceed with the design of the premanufactured pump station and drawings.

Tank Fall Prevention: The Contractor (SUEZ) is having engineered drawings prepared and made available for District review by the end of February 2019. Staff is reviewing placement of stairs, laydown areas, and removal of existing equipment.

Thoroughbred Equalization Basin and Schoolhouse Lift Station: CEQA public review is in progress. A constructability review has been performed of the 90% design documents. The Consultant is addressing comments.

Water Service Upgrade Project: The District is reviewing the schedule of values submitted by the Contractor (ABM) and will meet by mid-February 2019 to finalize. Meters and meter boxes have been received on-site. The District is developing a schedule for the installation of 300 pilot meters to begin by April 2019.

Weese Filtration Plant Interconnect: The Consultant is working on the final design.

DEVELOPER PROJECTS:

Golf Green Estates (Development Solutions): 94 SFR / 102.46 EDUs - Planned across from Bonsall Elementary School on Old River Road. Staff working with the developer on easement issues. Onsite punch list will be compiled after all the homes have been built. Water meters purchased to date - 43.

Horse Creek Ridge (HCR), (D.R. Horton): 627 WMs (Reduced by 124 WMs) / 754 EDUs - Off of Highway 76 and Horse Ranch Creek Road. Developer will start resolving backbone discrepancies in February 2019. Water meters purchased to date - 337.

Horse Creek Ridge Unit 6R5 Promontory (Richmond American Homes): 124 WMs / 124 EDUs - Off of Highway 76 and Horse Ranch Creek Road. D.R. Horton, master developer of HCR sold Unit 6-R5, 124 lots, Promontory Subdivision to Richmond American Homes. Currently the sewer EDUs are covered under an agreement with D.R. Horton. Water meters purchased to date - 30.

Malabar Ranch (Davidson Communities): 31 SFR / 29 EDUs - Off of Via Monserate/La Canada. There are 17 out of 31 homes built. Developer needs to complete the waterline relocation and punch list items.

Malek 350' Water Main Extension on Entrada Al Sol: Final plans were submitted. Construction is delayed awaiting possible revision to the design.

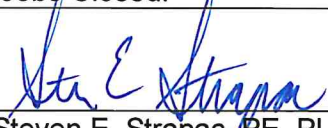
Pala Mesa Highlands (Beazer Homes): 124 SFR / 124 EDUs - On Old Highway 395. Models have been constructed. 99% of the water mains have been tested. Sewer issues need to be resolved prior to installation of residential meters. Water meters purchased to date – 29.

Topa Topa Place (Frulla Inc.): Notice of Completion was recorded at the County of San Diego on February 5, 2019.

Wiestling 376' Water Main Extension on West Lilac Road: Staff conducting 4th plan check. A 20' easement will be required along the westerly boundary of the property.

OTHER:

ITEMS	NO#	ITEMS	NO#
Water Availability Letters	0	Water Meters Purchased	2
Sewer Availability Letters	0	Sewer EDUs Purchased	1
Water Commitment Letters	0	Developer Shutdowns	2
Sewer Commitment Letters	0	Jobs Closed:	0


 Steven E. Strapac, PE, PLS 2/11/19
 District Engineer 2/26/19

BOARD OF DIRECTORS

February 26, 2019

SUBJECT

HUMAN RESOURCES REPORT FOR JANUARY/FEBRUARY 2018

DESCRIPTION

Personnel changes, human resources activities, and safety report for January/February 2019

RECRUITMENT:

Senior Engineering Inspector: This position was reposted for applications January 14th-31st, with a new advertising draft written by a professional copywriter. The page received 927 hits and 27 total applications. Panel interviews were conducted on Feb 6th. However, none of the candidates met the District's needs. After contacting several qualified Inspectors in the industry to gain insight on the low application rate, the feedback was that the salary grade was under market for the senior level qualifications the District is seeking.

Utility Worker I/II – Meters: Carlos Ramos transferred from Construction to Meters on February 11th. David Hill, the current Engineering Inspector, will transfer to Meters after the Senior Inspector position is filled.

Utility Worker I/II/III – Construction: This position was open to backfill the vacancy created by Carlos Ramos' transfer to Meters. It was posted for recruitment from January 25 – February 5, 2019. The posting received over 2,000 page views and 187 applications. Panel interviews were conducted on February 13th, but no candidate has been selected yet.

We currently have 1,603 active email subscriptions for notifications of job openings in NEOGOV Insight.

LEAVES OF ABSENCE:

- One employee in Valve Maintenance returned from family medical leave.
- One employee in the Meters Department is currently on leave for the birth of a child.

EMPLOYEE EVENTS:

The annual **Employee Awards Banquet** took place on January 12th. The theme was Red Carpet Awards and employees truly dressed the part. Award categories and recipients this year included:

Best Lead in a Comedy Series (most cheerful): Jerry Kraft – System Operator III

Best Supporting Cast (most helpful department): Valve Maintenance

Best New Artist (new hire): Ahmed Khattab – Senior IT and Applications Analyst

Best Performance in a Leading Role (best leadership): Ed Bradley – Technical Services Team Lead

Best Producer (most productive employee): Delia Rubio – Engineering Technician II

People’s Choice Award (employee who most consistently demonstrates the District’s values):
Michael Powers – Associate Engineer

WORKFORCE DEVELOPMENT:

Continuing Computer Skills and Business Acumen Training

The District has contracted with Learnsoft for a series of training days to learn various Microsoft applications and business skills. Effective Communication, Excel Macros and Pivot Tables and an introduction to Outlook were held in January and February. The communication class was so well received that employees who participated recommended a second class for the remainder of the workforce.

Sexual Harassment Prevention Training

California law requires all employers to train all supervisory employees and board members on sexual harassment prevention, District policies, and reporting procedures at least every two years, and within six months of employment or promotion to a supervisory role. A new law in 2019 includes the requirement to train all employees, regardless of supervisory status. The District’s 2019 training has been scheduled for February 19, 2019 at 7:30 AM for employees and at 9:30 AM for supervisory employees and board members.

Leadership Team Development Training

Since the District has a number of new Managers and Supervisors, we scheduled a facilitated leadership workshop with the 10 leadership team members scheduled for February 25, 2019. The workshop covered communication style, social interactions, motivational factors, problem solving acumen, individual competency strengths, and each person will develop an individual six-month leadership development plan. The workshop will be followed up with 30-minute private consultations with the consultant for each person.

NEOGOV:

Perform Module

The DREAM Team continues testing the system and has been working through several software issues and finding workarounds. The Human Resources Manager and Assistant reviewed a demo of the similar ADP product to see if it will fit our needs. Several key questions remain unanswered and we are waiting for a response from ADP.

LILAC FIRE UPDATE:

FMAG: Final supporting documentation has been submitted to FEMA, through the California Office of Emergency Services (CalOES) for the Fire Management Assistance Grant (FMAG) in the amount of \$39,311.21 The timing of the payment is unknown.

SAFETY:

Incidents

There were no lost time or modified duty due to a work-related incident.

Safety Training

Target Solutions online training: 42 completions for January 2019

Future planning to increase safety awareness throughout the district to include:

- The Environmental Health and Safety Officer completed MGT-347 ICS FORMS AND Intermediate ICS for Expanding Incidents ICS-300. This course is one of several courses funded by San Diego Urban Area Security (SDUASI) providing Emergency Response training to local Government agencies, volunteer, and Responders. The District will be sending more employees to these courses to ensure employees are equipped to effectively man the Emergency Operations Center (EOC) during future incidents.
- The Human Resources Manager attended MGT-905 Advanced Incident Command of February 11-12, 2019. This course covered how to handle complex emergency events that span multiple areas and incidents with competing needs for critical resources.
- The Environmental Health and Safety Officer completed OSHA General Industry 511 course on January 25, 2019. This class was a prerequisite for the Train-the-Trainer course
- The Environmental Health and Safety Officer is registered for OSHA 501 - Occupational Safety and Health Standards for the General Industry Train-the-Trainer February 19-22, 2019 in San Diego. This class will allow her to deliver OSHA-10 hour and OSHA-30 hour training classes to employees, which will elevate the knowledge and awareness of safety requirements at the District, with minimal training costs.
- Wastewater and the Safety Officer successfully completed testing to prove the efficacy of Bluetooth earpieces as an effective means of communicating with personnel entering confined spaces. The Bluetooth earpieces will allow employees working in confined space to speak in a conversational tone eliminating the current need to shout from the bottom of the wells while wearing a respirator. Also, it leaves their hands free to work or execute a rapid self-recue in the case of an emergency.



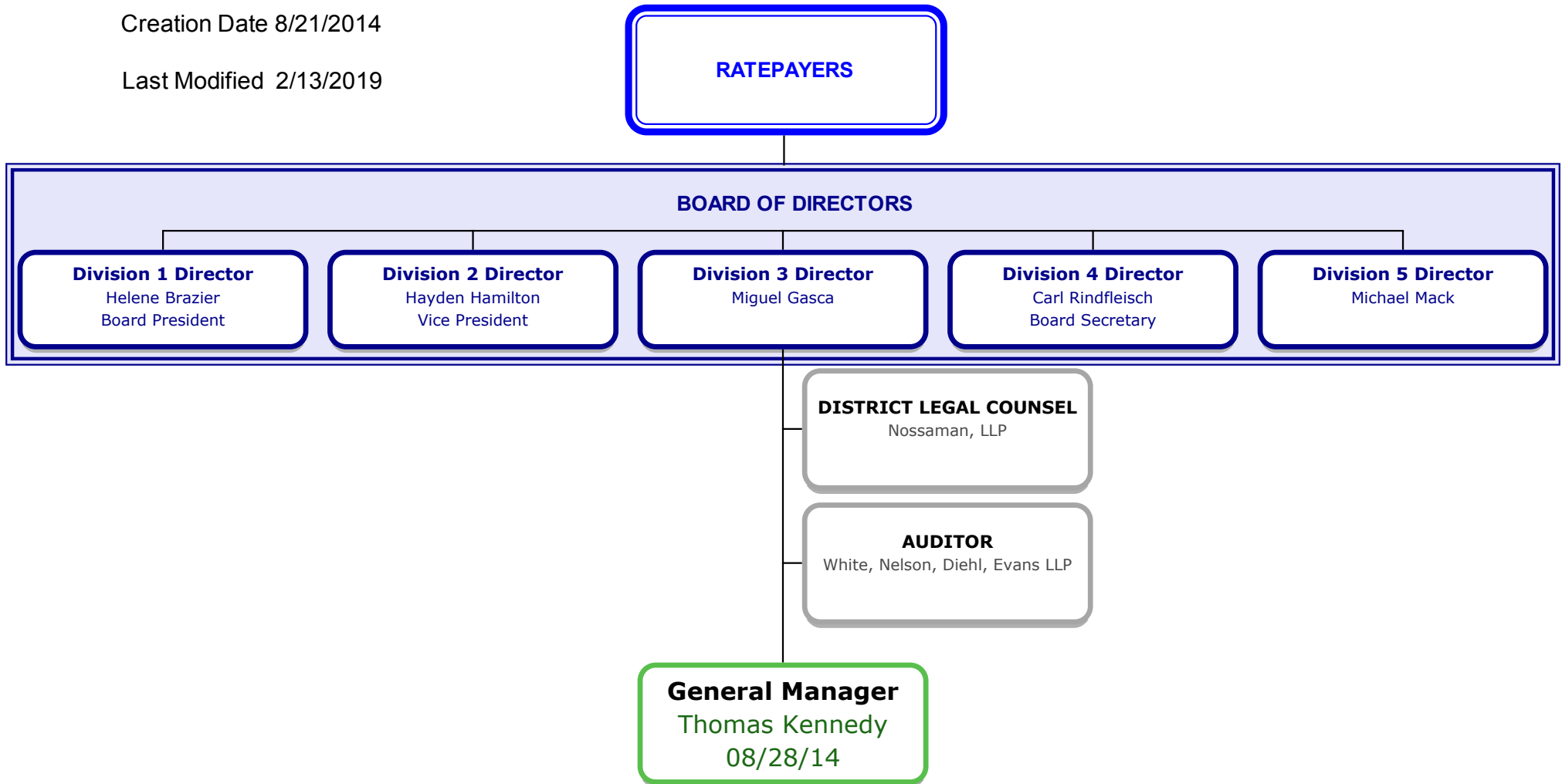
Karleen Harp, COSM
Human Resources Manager

02/26/2019

RAINBOW MUNICIPAL WATER DISTRICT
ORGANIZATIONAL CHART
PAGE 1 OF 3

Creation Date 8/21/2014

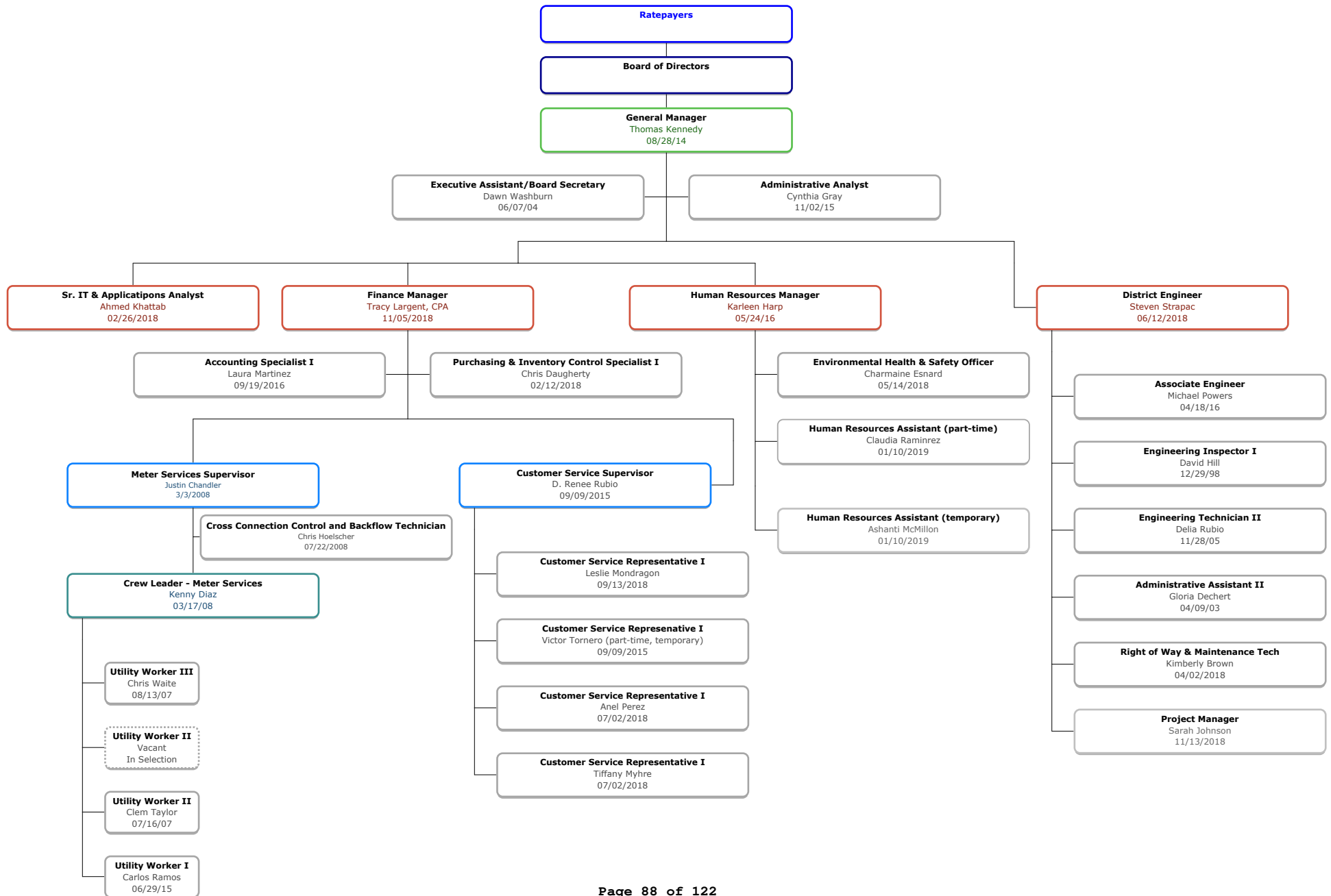
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RAINBOW MUNICIPAL WATER DISTRICT
 ORGANIZATIONAL CHART
 PAGE 2 of 3

Creation Date 8/21/2014

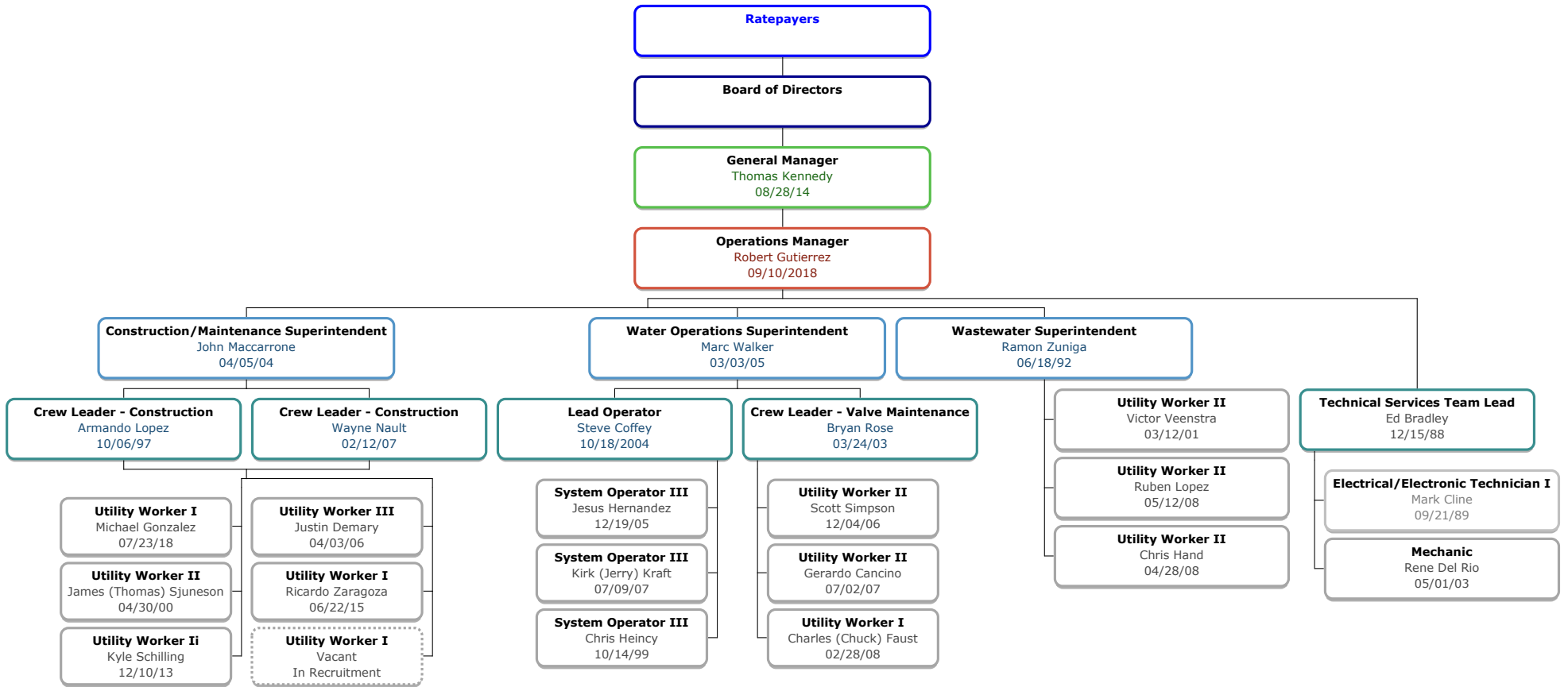
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RAINBOW MUNICIPAL WATER DISTRICT
 ORGANIZATIONAL CHART
 PAGE 3 of 3

Creation Date 8/21/2014

Last Modified 2/13/2019



Statement of Revenues & Expenses
Period: December 2018



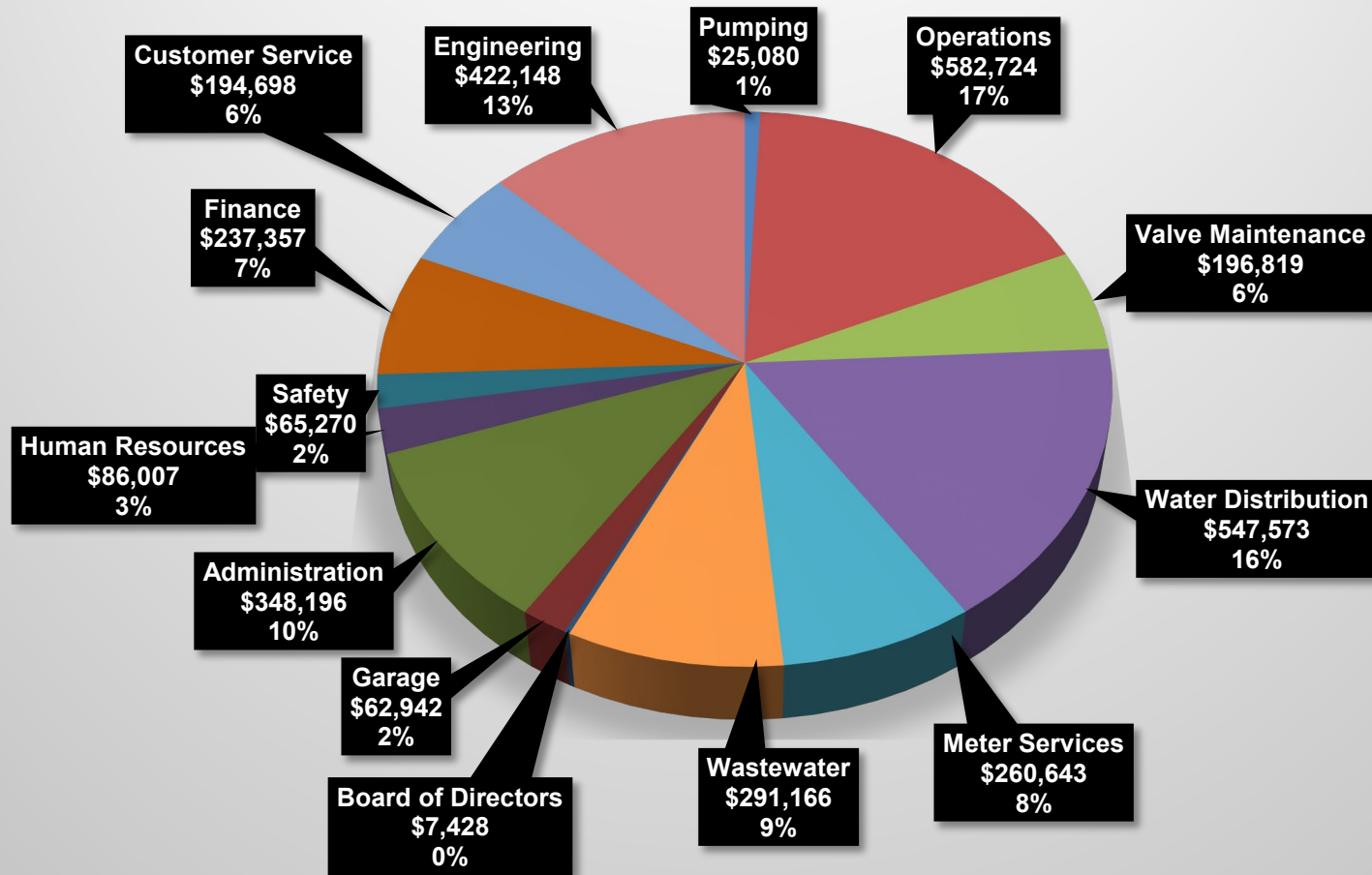
		Budget Amount	Period Amount	YTD Amount	YTD Variance	% Available
Fund 01: Water						
Operating Revenues:						
	Water Revenues	\$39,465,553	\$2,670,294	\$22,431,414	\$17,034,139	43%
	Other Revenues	\$486,000	\$127,846	\$157,854	\$328,146	68%
Total Revenues:		\$39,951,553	\$2,798,141	\$22,589,268	\$17,362,285	43%
Operating Expenses:						
	Cost of Water Sold	\$26,223,844	\$1,123,270	\$14,860,896	\$11,362,948	43%
	Labor	\$0	\$120	\$21,787	(\$21,787)	0%
	Overhead Transfer to General	\$5,111,289	\$425,941	\$2,555,645	\$2,555,644	50%
	Debt Service	\$1,120,142	\$0	\$0	\$1,120,142	100%
Department Expenses						
	Pumping					
	31 Labor	\$72,985	\$1,173	\$25,080	\$47,905	66%
	Expenses	\$592,000	\$44,367	\$257,343	\$334,657	57%
	Operations					
	32 Labor	\$1,139,429	\$95,116	\$582,724	\$556,705	49%
	Expenses	\$960,300	\$10,310	\$368,956	\$591,344	62%
	Valve Maintenance					
	33 Labor	\$517,515	\$31,132	\$196,819	\$320,696	62%
	Expenses	\$69,000	\$5,602	\$55,048	\$13,952	20%
	Capital	\$50,000	\$1,737	\$18,927	\$31,073	62%
	Water Distribution					
	34 Labor	\$1,582,452	\$79,817	\$547,573	\$1,034,879	65%
	Expenses	\$565,500	\$34,135	\$229,005	\$336,495	60%
	Capital	\$75,000	\$0	\$70,627	\$4,373	6%
	Meter Services					
	35 Labor	\$738,166	\$44,881	\$260,643	\$477,523	65%
	Expenses	\$509,000	\$1,713	\$73,289	\$435,711	86%
	Capital	\$200,000	\$6,132	\$95,399	\$104,601	52%
Total Operating Expenses:		\$39,526,622	\$1,905,448	\$20,219,762	\$19,306,860	49%
Water Fund Totals:		\$424,931	\$892,693	\$2,369,506	\$1,944,575	
Fund 02: Wastewater						
Operating Revenues:						
	Wastewater Revenues	\$3,065,959	\$233,140	\$1,413,936	\$1,652,023	54%
	Other Revenues	\$45,000	\$18,412	\$22,462	\$22,538	50%
Total Revenues:		\$3,110,959	\$251,553	\$1,436,399	\$1,674,560	54%
Operating Expenses:						
	Overhead Transfer to General	\$1,198,944	\$99,912	\$599,472	\$599,472	50%
Department Expenses						
	Wastewater					
	61 Labor	\$592,326	\$49,003	\$291,166	\$301,160	51%
	Expenses	\$1,414,800	\$13,090	\$95,857	\$1,318,943	93%
	Capital	\$185,000	\$0	\$0	\$185,000	100%
Total Operating Expenses:		\$3,391,070	\$162,006	\$986,495	\$2,404,575	71%
Wastewater Fund Totals:		(\$280,111)	\$89,547	\$449,904	\$730,015	

Statement of Revenues & Expenses
Period: December 2018

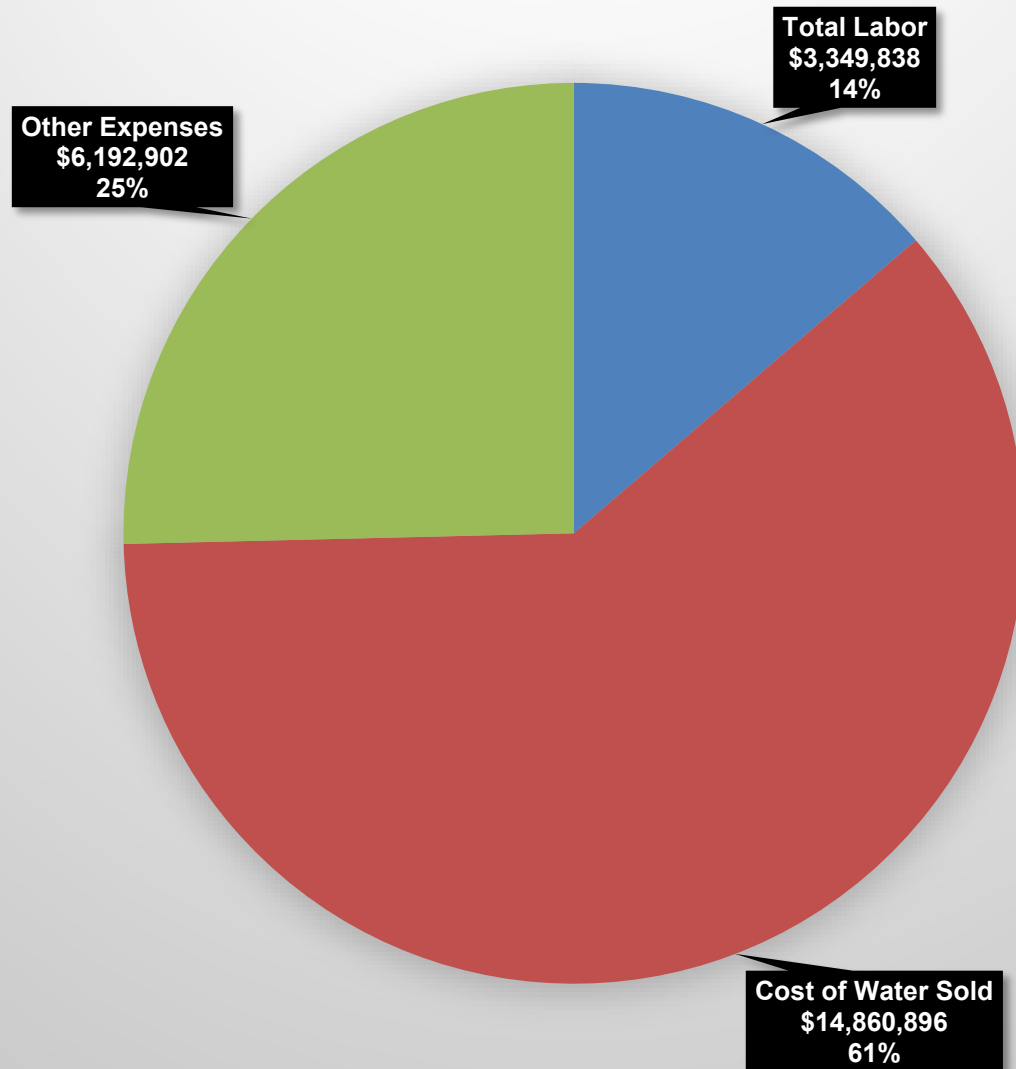


		Budget Amount	Period Amount	YTD Amount	YTD Variance	% Available
Fund 03: General						
Operating Revenues:						
	Overhead Transfers	\$6,310,233	\$525,853	\$3,155,117	\$3,155,116	50%
	Other Revenues	\$500,000	\$38,502	\$411,796	\$88,204	18%
	Total Revenues:	\$6,810,233	\$564,355	\$3,566,913	\$3,243,320	48%
Operating Expenses:						
	Other Expenses	\$419,911	\$34,993	\$210,701	\$209,210	50%
Department Expenses						
	Board of Directors					
	20 Labor	\$19,672	\$1,938	\$7,428	\$12,244	62%
	Expenses	\$19,790	\$99	\$9,717	\$10,073	51%
	Garage					
	36 Labor	\$135,455	\$10,148	\$62,942	\$72,513	54%
	Expenses	\$262,500	\$12,506	\$88,171	\$174,329	66%
	Capital	\$235,500	\$0	\$170,792	\$64,708	27%
	Administration					
	41 Labor	\$808,234	\$53,557	\$348,196	\$460,038	57%
	Expenses	\$1,933,522	\$53,598	\$801,124	\$1,132,398	59%
	Capital	\$35,000	\$0	\$0	\$35,000	100%
	Human Resources					
	42 Labor	\$224,849	\$8,247	\$86,007	\$138,842	62%
	Expenses	\$148,850	\$12,125	\$44,351	\$104,499	70%
	Safety					
	43 Labor	\$151,941	\$11,600	\$65,270	\$86,671	57%
	Expenses	\$78,700	\$8,278	\$36,299	\$42,401	54%
	Finance					
	51 Labor	\$513,887	\$50,948	\$237,357	\$276,530	54%
	Expenses	\$136,500	\$7,127	\$64,790	\$71,710	53%
	Customer Service					
	52 Labor	\$275,338	\$34,573	\$194,698	\$80,640	29%
	Expenses	\$278,000	\$2,953	\$129,596	\$148,404	53%
	Engineering					
	91 Labor	\$682,434	\$64,637	\$422,148	\$260,286	38%
	Expenses	\$450,150	\$17,222	\$217,791	\$232,359	52%
	Total Operating Expenses:	\$6,810,233	\$384,547	\$3,197,379	\$3,612,854	53%
	General Fund Totals:	\$0	\$179,808	\$369,533	\$369,533	
	Net Income	\$144,820	\$1,162,048	\$3,188,943	\$3,044,123	

YTD Labor Costs (December 2018)



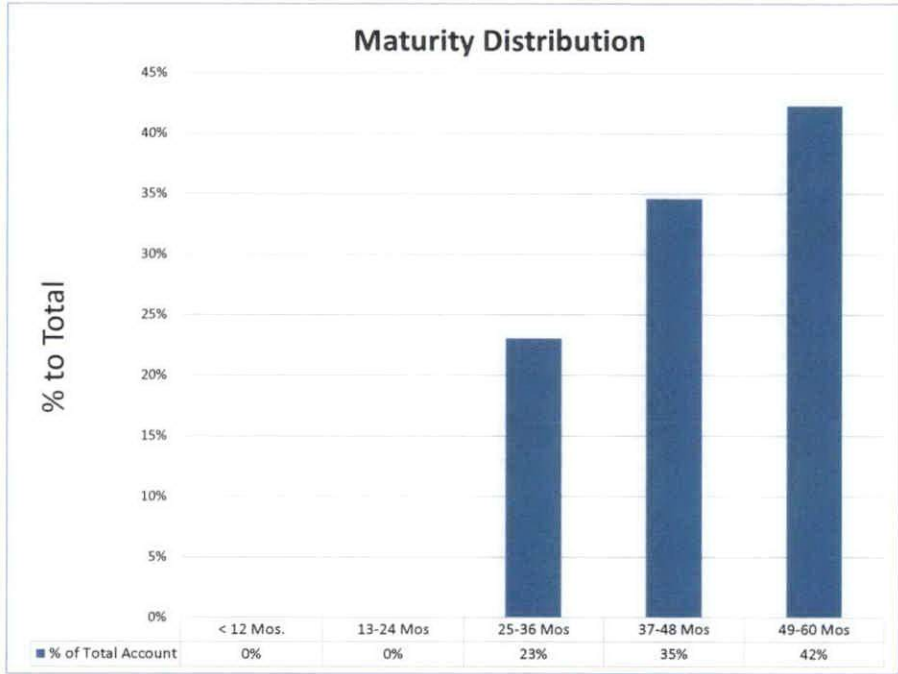
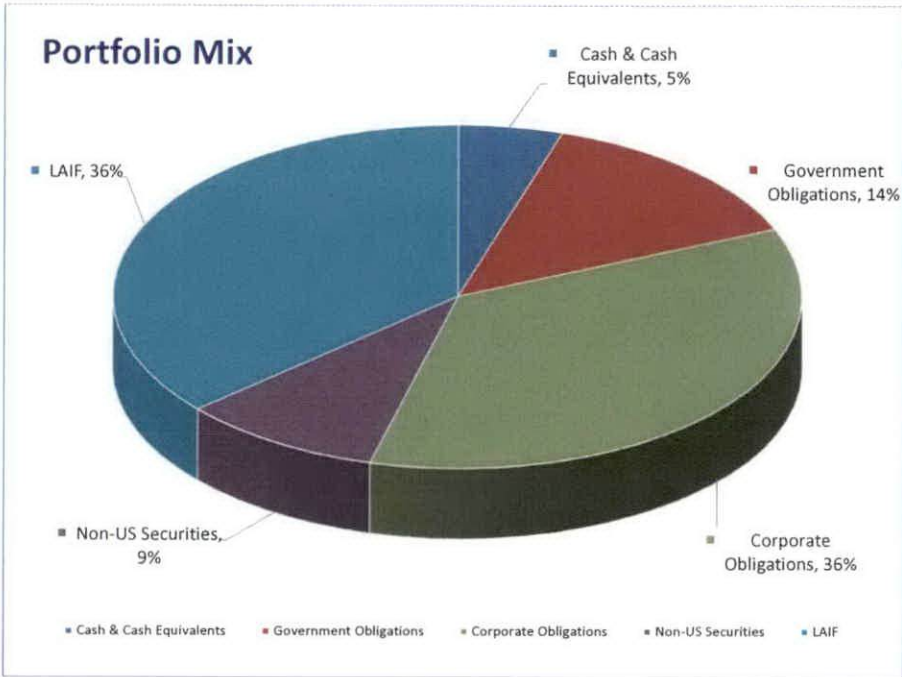
YTD Expense Allocation (December 2018)



RAINBOW MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
PORTFOLIO SUMMARY
12/31/2018



TYPE	ISSUER	CUSIP	Bond Rating	Date of Maturity	Cost Basis	Market Value	Interest Rate	Yield to Maturity	Next Interest Payment Date	Semi-Annual Interest	Days to Maturity	Fund
Money Market Funds	JP MORGAN MONEY MARKET	48125C068S	N/A		\$ 265,614	\$ 265,614						
Total Cash & Cash Equivalents					\$ 265,614	\$ 265,614						
Non-Callable	FEDERAL HOME LN MTG CORP	3134G3QR4	Aaa	03/05/20	\$ 498,168	\$ 496,390	2.000%	2.200%	09/05/18	\$ 4,982	430	13 13108
Non-Callable	FEDERAL HOME LOAN BANKS CONS BD	3130AECJ7	Aaa	05/28/20	\$ 987,906	\$ 986,418	2.625%	2.453%	11/28/18	\$ 12,966	514	53 13108
Non-Callable	FEDERAL HOME LOAN BANK BONDS	3130AD4X7	Aaa	12/11/20	\$ 494,905	\$ 495,015	2.000%	2.400%	06/11/18	\$ 4,949	711	60 13108
Non-Callable	FEDERAL NATL MTG ASSN	3135GOT45	Aaa	04/05/22	\$ 1,002,910	\$ 979,880	1.875%	1.810%	04/05/18	\$ 9,402	1191	60 13108
Non-Callable	FEDERAL FARM CR BKS	3133EHRU9	Aaa	07/19/22	\$ 200,938	\$ 194,854	1.900%	1.800%	01/19/18	\$ 1,909	1296	53 13108
1X Callable	FEDERAL HOME LN MTG CORP	3134GBS94	Aaa	10/26/22	\$ 651,918	\$ 638,833	2.100%	1.800%	04/26/18	\$ 6,845	1395	53 13108
Non-Callable	FEDERAL NATL MTG ASSN	3135G0T94	Aaa	01/19/23	\$ 515,226	\$ 516,460	2.375%	2.410%	07/19/18	\$ 6,118	1480	13 13108
Non-Callable	FEDERAL NATL MTG ASSN	3135G0T94	Aaa	01/19/23	\$ 480,034	\$ 481,183	2.375%	2.600%	07/19/18	\$ 5,700	1480	53 13108
Non-Callable	FEDERAL NATL MTG ASSN	3135G0T94	Aaa	01/19/23	\$ 465,211	\$ 466,324	2.375%	2.600%	07/19/18	\$ 5,524	1480	13 13108
Non-Callable	FEDERAL HOME LOAN BANKS	3130ADRG9	Aaa	03/10/23	\$ 501,990	\$ 502,565	2.750%	2.660%	09/10/18	\$ 6,902	1530	53 13108
Total Government Obligations					\$ 5,799,203	\$ 5,757,922						
Make Whole	ORACLE CORP	68389XBKO	A1	09/15/21	\$ 1,011,470	\$ 970,210	1.910%	1.900%	03/15/18	\$ 9,660	989	13 13108
FDIC Ins. CD	WELLS FARGO	95000U2B8	A2	07/22/22	\$ 989,232	\$ 944,975	2.625%	2.410%	01/22/18	\$ 12,984	1299	13 13108
FDIC Ins. CD	UNITED BANKERS BK BLOOMINGTON	909557HQ6	N/A	09/16/20	\$ 230,000	\$ 229,411	2.600%	2.600%	09/28/18	\$ 2,990	625	53 13108
FDIC Ins. CD	BARCLAYS BK DEL	06740KJK4	Aaa	09/16/20	\$ 245,000	\$ 242,104	2.210%	2.200%	03/16/18	\$ 2,707	625	60 13108
FDIC Ins. CD	AMERICAN EXPRESS CENTRN	02587DB64	Aaa	09/23/20	\$ 250,000	\$ 246,575	2.310%	2.300%	03/23/18	\$ 2,888	632	53 13108
FDIC Ins. CD	ALLY BK MIDVAL UTAH	02007GFD0	N/A	09/28/20	\$ 245,000	\$ 244,275	2.800%	3.274%	09/26/18	\$ 3,430	637	13 13108
FDIC Ins. CD	DISCOVER BANK	254672F29	N/A	08/10/21	\$ 248,000	\$ 237,800	1.500%	1.500%	02/10/18	\$ 1,860	953	53 13108
FDIC Ins. CD	WELLS FARGO BANK NATL ASSN	949763AF3	N/A	08/17/21	\$ 98,000	\$ 94,037	1.550%	1.550%	02/17/18	\$ 760	960	53 13108
FDIC Ins. CD	WELLS FARGO BANK NATL ASSN	949763AF3	N/A	08/17/21	\$ 150,000	\$ 143,934	1.550%	1.550%	02/17/18	\$ 1,163	960	13 13108
FDIC Ins. CD	MB FINL BK NA CHIC IL	55266CZJ8	N/A	11/18/21	\$ 247,000	\$ 244,673	2.850%	2.850%	11/18/18	\$ 3,520	1053	60 13108
FDIC Ins. CD	GOLDMAN SACHS BK USA NY	38148PKT3	N/A	06/14/22	\$ 245,000	\$ 237,305	2.350%	2.350%	12/14/18	\$ 2,879	1261	53 13108
FDIC Ins. CD	CAPITAL ONE NATL ASSN VA	14042RKL4	N/A	11/22/22	\$ 250,000	\$ 240,733	2.400%	2.400%	05/22/18	\$ 3,000	1422	53 13108
FDIC Ins. CD	MORGAN STANLEY	61747MF63	N/A	01/11/23	\$ 246,000	\$ 238,615	2.650%	2.650%	07/11/18	\$ 3,260	1472	53 13108
FDIC Ins. CD	BMW BANK NORTH AMER	05580AMB7	N/A	03/29/23	\$ 240,000	\$ 234,526	2.900%	2.900%	09/29/18	\$ 3,480	1549	53 13108
FDIC Ins. CD	SALLIE MAE BK SLT LAKE CITY	795450M44	Aaa	04/11/23	\$ 240,000	\$ 234,910	2.950%	2.950%	10/11/18	\$ 3,540	1562	60 13108
Total Corporate Obligations					\$ 4,934,702	\$ 4,784,081						
Non-Callable	HSBC HLDGS PLC	404280AY5	Aaa	05/25/21	\$ 947,473	\$ 937,755	2.950%	3.050%	11/25/18	\$ 13,975	876	53 13108
Non-Callable	AUSTRALIA & NEW ZEALA BKG	05253JAM3	Aaa	06/01/21	\$ 517,228	\$ 487,970	2.300%	1.550%	12/01/18	\$ 5,948	883	53 13108
Non-Callable	NATIONAL AUSTRALIA BK NY	63254AAR9	Aaa	07/12/21	\$ 508,870	\$ 481,210	1.875%	1.880%	01/12/18	\$ 4,771	924	53 13108
Non-Callable	BANK OF MONTREAL	06367TJX90	Aaa	08/27/21	\$ 1,011,840	\$ 965,840	1.900%	1.900%	02/27/18	\$ 9,612	970	60 13108
Total Non-US Securities					\$ 2,985,411	\$ 2,872,775						
Subtotal Long Term					\$ 13,984,930	\$ 13,680,392						
Pooled Investment	Local Agency Investment Fund (LAIF)				\$ 7,690,478	\$ 7,690,478	1.172%					
Portfolio Totals					\$ 21,675,407	\$ 21,370,870						



This monthly report accurately reflects all District pooled investments. It is in conformity with the Investment Administrative code section 5.03.080. The District has sufficient cash flow to meet six months of obligations. This is in effect is in compliance with the current Investment Policy.

Tracy Largent
Tracy Largent, Treasurer

2/6/2019

Accounts Payable

December American Express



Check Number	Check Date		Amount
245 - ABCANA INDUSTRIES			
191901	01/09/2019		
Inv	1035875		
<u>Line Item Date</u>	<u>Line Item Description</u>		
11/09/2018	HYPOCHLORITE SOLUTION 12.5% PG III		884.90
Inv 1035875 Total			884.90
191901 Total:			884.90
245 - ABCANA INDUSTRIES Total:			884.90
280 - AMAZON.COM			
191902	01/09/2019		
Inv	0097107-5629848		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/12/2018	AmazonBasics VGA to VGA Cable - 6 Feet (1.8 Meters)		48.21
12/12/2018	Dell Laptop AC Adapter Charger 65 Watt 19.5v 3.34a LA65NS2-01		52.56
12/12/2018	AmazonBasics DisplayPort to DisplayPort Cable - 6 Feet		56.73
Inv 0097107-5629848 Total			157.50
Inv	181206-154108-9		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/06/2018	SUPPLIES FOR AWARDS BANQUET		42.11
Inv 181206-154108-9 Total			42.11
Inv	2039578-5493024		
<u>Line Item Date</u>	<u>Line Item Description</u>		
11/30/2018	Plantronics Savi 740 Wireless Headset System for Unified Commun		238.00
Inv 2039578-5493024 Total			238.00
Inv	2757689-9869812		
<u>Line Item Date</u>	<u>Line Item Description</u>		
11/30/2018	Plantronics 38350-13 APC-43 Electronic Hook Switch Adapter, Bla		36.68
Inv 2757689-9869812 Total			36.68

Check Number	Check Date	Amount
Inv	3198918-9513868	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/12/2018	PAPER PLATES	129.24
Inv	3198918-9513868 Total	129.24
Inv	3306517-9502668	
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/30/2018	AmazonBasics C Cell Everyday Alkaline Batteries (12-Pack)	12.92
11/30/2018	AmazonBasics AAA Performance Alkaline Batteries (36 Count)	10.76
11/30/2018	AmazonBasics D Cell Everyday Alkaline Batteries (12-Pack)	23.70
Inv	3306517-9502668 Total	47.38
Inv	3871279-0998627	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/12/2018	SUPPLIES FOR AWARDS BANQUET	39.99
Inv	3871279-0998627 Total	39.99
Inv	3897678-8942620	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/04/2018	Lincoln Electric KP3043-1 VIKING 1740/1840 Series Outside Clea	54.95
Inv	3897678-8942620 Total	54.95
Inv	4055220-5225818	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/12/2018	AeroVent 3X Aerosol Can Disposal & Recycling System	1,650.50
Inv	4055220-5225818 Total	1,650.50
Inv	4740895-4453005	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/28/2018	(RETURNED) Document Protection Case	-119.85
12/12/2018	Document Protection Case	167.30
Inv	4740895-4453005 Total	47.45
Inv	5180652-4625005	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/05/2018	Dixie Everyday Paper Plates,10 1/16" Plate, 220 Count, Amazon Ex	107.70
12/05/2018	AmazonBasics AA Performance Alkaline Batteries (48 Count)	15.07
Inv	5180652-4625005 Total	122.77
Inv	5182846-3499407	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/04/2018	VARIDESK - Monitor Arm - Full-Motion Spring Dual - Monitor An	210.11
12/04/2018	VARIDESK 49900 - Height-Adjustable Standing Desk - Pro Plus 36	425.61
Inv	5182846-3499407 Total	635.72

Inv 5289891-6698612

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/05/2018	Uvex Skyper Blue Light Blocking Computer Glasses (3 Pairs)	24.33

Inv 5289891-6698612 Total 24.33

Inv 5622289-4071443

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/04/2018	36" PLOTTER BOND	59.20

Inv 5622289-4071443 Total 59.20

Inv 5917876-8066647

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/19/2018	VARIDESK - Height-Adjustable Standing Desk - Pro Plus 30	350.19
12/19/2018	VARIDESK 49900 - Height-Adjustable Standing Desk - Pro Plus 30	425.61
12/19/2018	VARIDESK Monitor Arm - Full-Motion Spring Single-Monitor Arr	134.69

Inv 5917876-8066647 Total 910.49

Inv 6653022-0441020

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/26/2018	Plantronics Savi 740 Wireless Headset System for Unified Commun	238.00

Inv 6653022-0441020 Total 238.00

Inv 7086695-2473803

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/05/2018	PerfecTouch 5356CD Insulated Paper Hot Cup, New Coffee Design,	157.53

Inv 7086695-2473803 Total 157.53

Inv 7148449-8721808

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/04/2018	Forney 57056 Lens Replacement Non-Hardened Glass, 4-1/2-Inch-b	91.50

Inv 7148449-8721808 Total 91.50

Inv 7459194-1674665

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/12/2018	STREAMLIGHT 61200 3AA HAZ-LO-HEADLAMP YELLOW 12	41.74

Inv 7459194-1674665 Total 41.74

Inv 7670215-2907415

<u>Line Item Date</u>	<u>Line Item Description</u>	
11/30/2018	HEAVY DUTY CARPET CHAIR MAT	49.99

Inv 7670215-2907415 Total 49.99

Inv 7733783-1996210

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/06/2018	SUPPLIES FOR AWARDS BANQUET	48.86

Inv 7733783-1996210 Total 48.86

Inv 8165375-1113862

<u>Line Item Date</u>	<u>Line Item Description</u>	
11/21/2018	25 Feet Black Phone Telephone Extension Cord Cable Wire with Sta	24.78
11/21/2018	Otterbox Defender Series Case for iPhone 6 Plus/6s plus - Frustr	108.91
11/21/2018	Logitech M570 Wireless Trackball Mouse	59.96
11/21/2018	Cable Matters (2-Pack) 6 Outlet Surge Protector Power Strip with	22.74
11/21/2018	AmazonBasics USB Type-C to USB Type-C 2.0 Cable - 9 Feet (2.7	17.56
11/21/2018	iPad Keyboard Case for New 2018 iPad, 2017 iPad, iPad Pro 9.7, i	133.31
11/21/2018	TNSO MFi Certified Phone Cable 5Pack 3FT 3FT 6FT 6FT 10FT E:	49.61
11/21/2018	National Hardware S819-841 CD8377 51 Piece Peg Board Hook Kit	14.34
11/21/2018	Thermaltake Massive TM Aluminum Panel Dual 120mm Fans Adju:	36.88
11/21/2018	Klein Tools VDV826-600 Modular Telephone Plugs RJ11 6P6C, 25-	10.57

Inv 8165375-1113862 Total 478.66

Inv 8460984-4879415

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/12/2018	LD Compatible Toner Cartridge Replacements for HP 202A	81.88

Inv 8460984-4879415 Total 81.88

Inv 9093618-5210613

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/18/2018	Justrite Document Storage Box - Front Opening	126.00

Inv 9093618-5210613 Total 126.00

191902 Total: 5,510.47

280 - AMAZON.COM Total: 5,510.47

603565 - ATLISSIAN PTY LTD

191903 01/09/2019

Inv 67692096

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/14/2018	MONTHLY SUBSCRIPTION	10.00

Inv 67692096 Total 10.00

191903 Total: 10.00

603565 - ATLISSIAN PTY LTD Total: 10.00

603346 - BEST BUY

Check Number	Check Date		Amount
191904	01/09/2019		
Inv	4096306		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/06/2018	EMPLOYEE RECOGNITION BANQUET GIFTS-TAXES		86.02
Inv 4096306 Total			86.02
Inv	805593026901		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/06/2018	EMPLOYEE RECOGNITION BANQUET GIFTS		1,114.98
Inv 805593026901 Total			1,114.98
Inv	805593026901-C		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/06/2018	SHOP WITH MR. POINTS AMEX REWARDS		-1,196.00
Inv 805593026901-C Total			-1,196.00
191904 Total:			5.00
603346 - BEST BUY Total:			5.00
4970 - BRADY SAND & MATERIAL, INC.			
191905	01/09/2019		
Inv	201811-7		
<u>Line Item Date</u>	<u>Line Item Description</u>		
11/08/2018	CLASS II FT BILL 73835		1,173.82
Inv 201811-7 Total			1,173.82
191905 Total:			1,173.82
4970 - BRADY SAND & MATERIAL, INC. Total:			1,173.82
603488 - CA SOCIETY OF MUNICIPAL FINANCE OFFICERS			
191906	01/09/2019		
Inv	300000891		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/03/2018	MEMBERSHIP FEE-TLARGENT		110.00
Inv 300000891 Total			110.00
191906 Total:			110.00
603488 - CA SOCIETY OF MUNICIPAL FINANCE OFFICERS Total:			110.00

Check Number	Check Date	Amount
2885 - CORELOGIC INFORMATION		
191907	01/09/2019	
Inv 81933472		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/30/2018	REALQUEST.COM SALE DOC	20.00
Inv 81933472 Total		20.00
Inv 81933550		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/30/2018	REALQUEST.COM GEOGRAPHIC PACKAGE	192.50
Inv 81933550 Total		192.50
191907 Total:		212.50
2885 - CORELOGIC INFORMATION Total:		
		212.50
2027 - CULLIGAN OF ESCONDIDO		
191908	01/09/2019	
Inv 113018		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/30/2018	WATER SOFTNER SERVICE PERIOD 12/01-12/31	74.07
Inv 113018 Total		74.07
191908 Total:		74.07
2027 - CULLIGAN OF ESCONDIDO Total:		
		74.07
603473 - FACEBOOK		
191909	01/09/2019	
Inv R1852560948		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/23/2018	JOB POSTING	25.00
Inv R1852560948 Total		25.00
191909 Total:		25.00
603473 - FACEBOOK Total:		
		25.00
3090 - FRED PRYOR SEMINARS		
191910	01/09/2019	
Inv 20-27058561		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/20/2018	DEVELOPING EMOTIONAL INTELLIGENCE-CGRAY	99.00

Check Number	Check Date	Amount
Inv 20-27058561	Total	99.00
191910 Total:		99.00
3090 - FRED PRYOR SEMINARS Total:		99.00
3325 - GRAINGER, W.W. INC.		
191911	01/09/2019	
Inv	9959882342	
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/08/2018	YELLOW SPRAY PAINT	310.33
11/08/2018	3/4" Teflon Tape	76.77
11/08/2018	YELLOW SPRAY PAINT	26.06
11/08/2018	SMALL WIRE BRUSH	165.18
Inv 9959882342 Total		578.34
191911 Total:		578.34
3325 - GRAINGER, W.W. INC. Total:		578.34
603202 - GRISWOLD INDUSTRIES		
191912	01/09/2019	
Inv	422	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/26/2018	CVU-101 & CVU-201	1,050.00
12/26/2018	CVU-101 & CVU-201	1,400.00
Inv 422 Total		2,450.00
191912 Total:		2,450.00
603202 - GRISWOLD INDUSTRIES Total:		2,450.00
603585 - JIVE COMMUNICATIONS		
191913	01/09/2019	
Inv	IN20001089104	
<u>Line Item Date</u>	<u>Line Item Description</u>	
10/15/2018	CISCO 6851 W/POWER SUPPLY	228.12
Inv IN20001089104 Total		228.12
191913 Total:		228.12
603585 - JIVE COMMUNICATIONS Total:		228.12

603169 - LO, ROBERT

191914 01/09/2019

Inv 35860

<u>Line Item Date</u>	<u>Line Item Description</u>	
12/10/2018	SYMPATHY ARRANGEMENT -COMMITTEE MEMBER	58.49

Inv 35860 Total 58.49

191914 Total: 58.49

603169 - LO, ROBERT Total:

58.49

603584 - MANCHESTER GRAND HYATT

191915 01/09/2019

Inv 2150191

<u>Line Item Date</u>	<u>Line Item Description</u>	
11/28/2018	ACWA CONFERENCE HOTEL STAY - SSTRAPAC	259.53

Inv 2150191 Total 259.53

Inv 2150366

<u>Line Item Date</u>	<u>Line Item Description</u>	
11/28/2018	ACWA CONFERENCE HOTEL STAY - MMACK	263.29

Inv 2150366 Total 263.29

Inv 2150446 (1)

<u>Line Item Date</u>	<u>Line Item Description</u>	
11/28/2018	ACWA CONFERENCE HOTEL STAY - MGASCA	224.53

Inv 2150446 (1) Total 224.53

Inv 2150446 (2)

<u>Line Item Date</u>	<u>Line Item Description</u>	
11/28/2018	ACWA CONFERENCE HOTEL STAY - MGASCA	35.00

Inv 2150446 (2) Total 35.00

Inv 2150499

<u>Line Item Date</u>	<u>Line Item Description</u>	
11/28/2018	ACWA CONFERENCE HOTEL STAY - CHAMILTON	259.53

Inv 2150499 Total 259.53

Inv 2150521

<u>Line Item Date</u>	<u>Line Item Description</u>	
11/28/2018	ACWA CONFERENCE HOTEL STAY - TKENNEDY	293.28

Inv 2150521 Total 293.28

Check Number	Check Date	Amount
Inv 2150521C		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/06/2018	ACWA CONFERENCE HOTEL STAY - TKENNEDY	-33.75
Inv 2150521C Total		-33.75
191915 Total:		1,301.41
603584 - MANCHESTER GRAND HYATT Total:		1,301.41
603421 - MICROSOFT CORPORATION		
191916	01/09/2019	
Inv E030076MKC		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/17/2018	USAGE CHARGES 10/25/18-11/24/18	104.01
Inv E030076MKC Total		104.01
191916 Total:		104.01
603421 - MICROSOFT CORPORATION Total:		104.01
603404 - NATUREBOX		
191917	01/09/2019	
Inv 3749		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/01/2018	EMPLOYEE SNACKS NATUREBOX UNLIMITED	750.00
Inv 3749 Total		750.00
191917 Total:		750.00
603404 - NATUREBOX Total:		750.00
5286 - NOSSAMAN, LLP		
191918	01/09/2019	
Inv 488828		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/13/2018	GENERAL COUNSEL SERVICES THROUGH 10/31/18	284.00
11/13/2018	GENERAL COUNSEL SERVICES THROUGH 10/31/18 WO# 146	603.50
11/13/2018	GENERAL COUNSEL SERVICES THROUGH 10/31/18	20,002.10
11/13/2018	GENERAL COUNSEL SERVICES THROUGH 10/31/18 WO# 146	1,633.00
11/13/2018	GENERAL COUNSEL SERVICES THROUGH 10/31/18	3,692.00
11/13/2018	GENERAL COUNSEL SERVICES THROUGH 10/31/18 WO# 140	1,029.50
11/13/2018	GENERAL COUNSEL SERVICES THROUGH 10/31/18	319.50
11/13/2018	GENERAL COUNSEL SERVICES THROUGH 10/31/18	1,313.50
Inv 488828 Total		28,877.10

Check Number	Check Date	Amount
Inv 488830		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/13/2018	PROFESSIONAL SERVICES THROUGH 10/31/18-REVENUE LC	21,987.50
Inv 488830 Total		21,987.50
191918 Total:		50,864.60
5286 - NOSSAMAN, LLP Total:		50,864.60
5425 - OFFICE DEPOT		
191919	01/09/2019	
Inv 229390947001		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/09/2018	1" BINDING COMBS	30.08
11/09/2018	WHITE BOARD GRID TAPE	4.50
11/09/2018	COUNTERFEIT DETECTOR PENS	4.14
11/09/2018	5/8" BINDING COMBS	17.92
Inv 229390947001 Total		56.64
Inv 231599402001		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/14/2018	Smead® Pressboard Classification Folders, 2 Dividers, Letter Siz	99.09
Inv 231599402001 Total		99.09
Inv 235555848001		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/28/2018	Office Depot® Brand 100% Recycled Perforated Writing Pads, 5" x	12.89
11/28/2018	Quality Park® Dab-n-Seal Envelope Moistener Item # 332013 Enter	2.39
11/28/2018	Swiffer® Sweeper Wet Mopping Pad Multi-Surface Refills For Floo	17.22
11/28/2018	Brother® TZe-231 Black-On-White Tapes, 0.5" x 26.2', Pack Of 2	40.92
11/28/2018	Swiffer® Sweeper® Dry + Wet Starter Kit, 46" x 10" x 8", Silver/	14.00
11/28/2018	Pentel® EnerGel™ Deluxe RTX Retractable Pens, Needle Point, 0.7	21.86
11/28/2018	Mead® Cambridge® Casebound Notebook, 11" x 8 1/2", 1 Subject,	14.97
11/28/2018	Office Depot® Brand OD02M Standard Desktop Calculator	16.87
Inv 235555848001 Total		141.12
191919 Total:		296.85
5425 - OFFICE DEPOT Total:		296.85
5910 - PACIFIC PIPELINE SUPPLY		
191920	01/09/2019	
Inv 327435		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/28/2018	"UNION 3 PART CTS Q COMP X CTS Q COMP NL 1-1/2""	354.33

Check Number	Check Date	Amount
Inv 327435	Total	354.33
191920	Total:	354.33
5910 - PACIFIC PIPELINE SUPPLY	Total:	354.33
603118 - POWELL'S OFFICE FURNITURE		
191921	01/09/2019	
Inv 10497		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/18/2018	LATERAL FILES HUTCH STORAGE CABINET BOOKCASE	1,027.69
Inv 10497	Total	1,027.69
191921	Total:	1,027.69
603118 - POWELL'S OFFICE FURNITURE	Total:	1,027.69
603143 - PROFLOWERS		
191922	01/09/2019	
Inv 111266945958		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/29/2018	SYMPATHY ARRANGEMENT -SCOFFEY	103.95
Inv 111266945958	Total	103.95
Inv 111697596155		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/05/2018	SYMPATHY ARRANGEMENT -MWALKER	64.08
Inv 111697596155	Total	64.08
191922	Total:	168.03
603143 - PROFLOWERS	Total:	168.03
5976 - PRUDENTIAL OVERALL SUPPLY		
191923	01/09/2019	
Inv 130866422		
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/13/2018	MONTHLY UNIFORMS	144.09
11/13/2018	MATS & MISC	7.66
Inv 130866422	Total	151.75

Check Number	Check Date	Amount
Inv	130866423	
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/13/2018	MONTHLY UNIFORMS	94.82
Inv 130866423 Total		94.82
Inv	130867890	
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/20/2018	MATS & MISC	179.86
11/20/2018	MONTHLY UNIFORMS	150.94
Inv 130867890 Total		330.80
Inv	130867891	
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/20/2018	MONTHLY UNIFORMS	94.82
Inv 130867891 Total		94.82
Inv	130869346	
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/27/2018	MATS & MISC	7.66
11/27/2018	MONTHLY UNIFORMS	144.09
Inv 130869346 Total		151.75
Inv	130869347	
<u>Line Item Date</u>	<u>Line Item Description</u>	
11/27/2018	MONTHLY UNIFORMS	94.82
Inv 130869347 Total		94.82
191923 Total:		918.76
5976 - PRUDENTIAL OVERALL SUPPLY Total:		918.76
603516 - RUG-ED		
191924	01/09/2019	
Inv	375	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/27/2018	PROLOCK 9.7	85.00
Inv 375 Total		85.00
191924 Total:		85.00
603516 - RUG-ED Total:		85.00
603406 - THE FRUIT GUYS		

Check Number	Check Date		Amount
191925	01/09/2019		
Inv	5320600		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/04/2018	EMPLOYEE SNACKS-HARVEST SMALL		76.50
Inv 5320600 Total			76.50
Inv	5323155		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/11/2018	EMPLOYEE SNACKS-HARVEST SMALL		38.25
Inv 5323155 Total			38.25
Inv	5326158		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/18/2018	EMPLOYEE SNACKS-HARVEST SMALL		76.50
Inv 5326158 Total			76.50
Inv	5327969		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/27/2018	EMPLOYEE SNACKS-HARVEST SMALL		38.25
Inv 5327969 Total			38.25
191925 Total:			229.50
603406 - THE FRUIT GUYS Total:			229.50
7770 - U.S. POSTAL SERVICE			
191926	01/09/2019		
Inv	2179572485		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/05/2018	48-HOUR NOTICE PREPAY BALANCE RECHARGE		300.00
Inv 2179572485 Total			300.00
Inv	2189618199		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/21/2018	48-HOUR NOTICE PREPAY BALANCE RECHARGE		300.00
Inv 2189618199 Total			300.00
Inv	2189628382		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/21/2018	48-HOUR NOTICE PREPAY BALANCE RECHARGE		300.00
Inv 2189628382 Total			300.00

Check Number	Check Date	Amount
Inv	85430938348	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/14/2018	48-HOUR NOTICE PREPAY BALANCE RECHARGE	500.00
Inv 85430938348 Total		500.00
191926 Total:		1,400.00
7770 - U.S. POSTAL SERVICE Total:		1,400.00
603495 - UC SAN DIEGO		
191927	01/09/2019	
Inv	40366	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/03/2018	OSHA #511 OSHA STANDARDS F/GI	765.00
Inv 40366 Total		765.00
191927 Total:		765.00
603495 - UC SAN DIEGO Total:		765.00
603174 - VILLAGE PIZZA		
191928	01/09/2019	
Inv	10930001	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/13/2018	INTERVIEW PANEL LUNCH	77.58
Inv 10930001 Total		77.58
Inv	115388	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/03/2018	LUNCH MEETING FOR STAFF 12/3/18	24.78
Inv 115388 Total		24.78
Inv	130704	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/03/2018	LUNCH MEETING FOR STAFF 12/3/18	55.76
Inv 130704 Total		55.76
191928 Total:		158.12
603174 - VILLAGE PIZZA Total:		158.12
603437 - ZIPRECRUITER		

Check Number	Check Date		Amount
191929	01/09/2019		
Inv	4212814		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/14/2018	JOB POSTING		249.00
Inv 4212814 Total			249.00
191929 Total:			249.00
603437 - ZIPRECRUITER Total:			249.00
603451 - ZOHO CORP			
191930	01/09/2019		
Inv	64372122		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/08/2018	MONTHLY SUBSCRIPTION		25.00
Inv 64372122 Total			25.00
191930 Total:			25.00
603451 - ZOHO CORP Total:			25.00
603256 - GOVERNMENT FINANCE OFFICERS ASSOCIATION Total:			-10.00
Total:			70,107.01

**Director's Expenses
FY 2018-2019**

Disbursement Date	Description	Miguel Gasca	Helene Brazier	Claude Hamilton	Michael Mack	William Stewart	Retiree
07/31/18	CAL PERS - HEALTH INS. WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 150.00	\$ 150.00	\$ 150.00		\$ 25.00	
	TRAVEL EXPENSES						
	MILEAGE EXPENSE			\$ 23.98		\$ 56.68	
	REIMBURSEMENT FROM DIRECTORS						
	Monthly Totals	<u>\$ 150.00</u>	<u>\$ 150.00</u>	<u>\$ 173.98</u>	<u>\$ -</u>	<u>\$ 231.68</u>	<u>\$ -</u>
08/31/18	CAL PERS - HEALTH INS. WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS		\$ 30.00		\$ 30.00	\$ 25.00	
	TRAVEL EXPENSES	\$ 300.00	\$ 300.00	\$ 300.00	\$ 450.00	\$ 450.00	
	MILEAGE EXPENSE				\$ 52.32	\$ 68.12	
	REIMBURSEMENT FROM DIRECTORS						
	Monthly Totals	<u>\$ 300.00</u>	<u>\$ 330.00</u>	<u>\$ 300.00</u>	<u>\$ 532.32</u>	<u>\$ 543.12</u>	<u>\$ -</u>

**Director's Expenses
FY 2018-2019**

Disbursement Date	Description	Miguel Gasca	Helene Brazier	Claude Hamilton	Michael Mack	William Stewart	Retiree
09/30/18	CAL PERS - HEALTH INS. WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 600.00		\$ 600.00	\$ 600.00	\$ 600.00	
	TRAVEL EXPENSES	\$ 338.00		\$ 338.00	\$ 338.00	\$ 338.00	
	MILEAGE AND EXPENSES	\$ 714.61		\$ 340.22	\$ 81.76	\$ 289.62	
	REIMBURSEMENT FROM DIRECTORS						
	Monthly Totals	\$ 2,102.61	\$ 150.00	\$ 1,728.22	\$ 1,469.76	\$ 1,677.62	\$ -
10/31/18	CAL PERS - HEALTH INS. WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 60.00					
	TRAVEL EXPENSES	\$ 45.00					
	MILEAGE AND EXPENSES	\$ 300.00	\$ 150.00	\$ 150.00	\$ 150.00		
	MILEAGE AND EXPENSES	\$ 75.04		\$ 23.98			
	REIMBURSEMENT FROM DIRECTORS						
	Monthly Totals	\$ 480.04	\$ 150.00	\$ 173.98	\$ 150.00	\$ -	\$ -

**Director's Expenses
FY 2018-2019**

Disbursement Date	Description	Miguel Gasca	Helene Brazier	Claude Hamilton	Michael Mack	William Stewart	Retiree
11/30/18	CAL PERS - HEALTH INS. WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS TRAVEL EXPENSES MILEAGE EXPENSE				\$ 699.00		
	REIMBURSEMENT FROM DIRECTORS						
	Monthly Totals	\$ 362.13	\$ -	\$ 358.86	\$ 1,532.80	\$ -	\$ -
12/31/18	CAL PERS - HEALTH INS. WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS TRAVEL EXPENSES MILEAGE EXPENSE						
	REIMBURSEMENT FROM DIRECTORS						
	Monthly Totals	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ -
	REPORT TOTAL (2018):	\$ 3,544.78	\$ 930.00	\$ 2,885.04	\$ 3,834.88	\$ 2,602.42	\$ -

Bank Reconciliation

December Check Register



Check No Vendor/Employee

Transaction Description

Date

Amount

Fund: 01 WATER FUND

Department: 00

ACH	ACWA-JPIA	MONTHLY HEALTH AND VISION INSURANCE, EAP - JAN 2019	12/12/2018	72,824.47
ACH	HEALTH EQUITY	HSA Anthem/Kaiser - 2018 ER Contribution (SJ & TL)	12/10/2018	6,000.00
ACH	PUBLIC EMPLOYEES RETIREMENT	CALPERS REPLACEMENT FUND: ANNA CHRISTENSEN	12/06/2018	347.13
ACH	SAN DIEGO COUNTY WATER AUTH	WIRE TRANSFER FOR WATER PURCHASE - OCT 2018	12/10/2018	2,499,841.60
ACH	CHARLES C. SNEED	REIMBURSE RETIRED EMPLOYEE HEALTH INS - DEC 2018	12/12/2018	363.00
55414	HELLING	Refund Check	12/03/2018	1,688.54
55418	CORE & MAIN LP	CRD-18 100-500PSI REPAIR KIT CH020275401K	12/12/2018	3,037.91
55431	VICTOR VEENSTRA	EMPLOYEE COMPUTER ASSISTANCE PROGRAM	12/12/2018	2,000.00
55447	HOME DEPOT	Milwaukee 25 ft. Compact Auto Lock Tape Measure	12/14/2018	80.65
			Total for Department: 00	2,586,183.30

Department: 31 PUMPING

55468	SAN DIEGO GAS & ELECTRIC	MONTHLY GAS AND ELECTRIC SERVICE #1065 087 935 1	12/14/2018	42,340.49
55473	WALTERS WHOLESALE	DWC 01012KVDLO 1 AWG 2KV DLO 1 CUT AT 75'	12/14/2018	2,026.37
			Total for Department: 31 PUMPING	44,366.86

Department: 32 OPERATIONS

ACH	AIRGAS USA, LLC	CYLINDER RENTAL: NITROGEN	12/14/2018	21.12
ACH	BABCOCK LABORATORIES, INC	MONTHLY WATER ANALYSIS	12/14/2018	210.00
ACH	MISSION VALLEY SANITATION-SD	PORTA POTTY RENTAL FOR WEED ABATEMENT	12/14/2018	151.37
55419	D & H WATER SYSTEMS INC	A3-SNGG-T 1/4" Tube compression, Flex-A-Prene	12/12/2018	469.91
55421	HACH	2105569 DPD free chlorine reagent	12/12/2018	94.17
55423	LAYFIELD USA CORPORATION	One full day of repair work on North cover. Includes equipment,	12/12/2018	2,966.68
55424	NUTRIEN AG SOLUTIONS, INC	weed whackers	12/12/2018	1,741.19
55447	HOME DEPOT	LIQTITE CONN STEEL INSUL 3/4" AND 1/2", 11-IN-1 MULTI-BIT SCREWD	12/14/2018	79.06
55458	NUTRIEN AG SOLUTIONS, INC	ROUNDUP PROMAX	12/14/2018	373.91
55468	SAN DIEGO GAS & ELECTRIC	MONTHLY GAS & ELECTRIC SERVICE #2879 803 104 0	12/14/2018	954.90
			Total for Department: 32 OPERATIONS	7,062.31

Department: 33 VALVE MAINTENANCE

55425	POLLARDWATER	4X5 MRKR FLAG 15 WIRE BLUE	12/12/2018	273.64
55430	VALVE SEALENT SUPPLY	Down Tube Kit, Hypregun-Plus 5Q/5G 2	12/12/2018	793.26
55438	FALLBROOK AUTO PARTS	CHN OIL GAL	12/14/2018	13.46

Total for Department: 33 VALVE MAINTENANCE 1,080.36

Department: 34 WATER DISTRIBUTION

ACH	AIRGAS USA, LLC	CYLINDER RENTAL: ARGON, ACETYLENE, CARBON DIOXIDE	12/14/2018	998.61
ACH	ART'S TRENCH PLATE & KRAIL SERVICE CO, INC.	(1) 6x10 TRENCH PLATE RENTALS	12/14/2018	194.20
ACH	FALLBROOK EQUIPMENT RENTAL	TRAILER CONCRETE MIXING	12/14/2018	161.62
ACH	JOE'S PAVING CO, INC	Seven asphalt repairs	12/12/2018	14,390.39
ACH	UNDERGROUND SERVICE ALERT	RAI88 NEW TICKET CHARGES	12/14/2018	132.10
55428	THOMAS SJUNESON	REIMB FOR SWRCB GRADE D4 CERT RENEWAL FEE	12/12/2018	205.00
55439	FALLBROOK IRRIGATION SUPPLIES	"COUP ROMAC 511 3"" X 7""	12/14/2018	150.46
55443	MICHAEL GONZALEZ	REIMB FOR SWRCB GRADE D1 CERT FEE	12/14/2018	70.00
55445	HAWTHORNE EQUIPMENT	EQUIPMENT RENTAL 11/15/18-11/16/18	12/14/2018	1,384.23
55447	HOME DEPOT	KLEIN 42 in. Bolt Cutter with Steel Handles	12/14/2018	225.12
55459	PETERS PAVING & GRADING, INC	KENDALL FARMS PAVING	12/14/2018	1,135.00
55472	TRENCH SHORING CO	TRENCH TOP 8X12 RENTAL	12/14/2018	1,258.40

Total for Department: 34 WATER DISTRIBUTION 20,305.13

Department: 35 METER SERVICES

55447	HOME DEPOT	SIL TAPE BLACK	12/14/2018	124.76
55451	KNOCKOUT PEST CONTROL& TERMITE, INC.	ONE TIME (6) BEE ROMALS	12/14/2018	975.00

Total for Department: 35 METER SERVICES 1,099.76

Total for Fund:01 WATER FUND 2,660,097.72

Fund: 02 SEWER FUND

Department: 00

ACH	STATE WATER RESOURCES CONTROL BOARD	RMWD & OAKCREST ESTATES ANNUAL PERMIT FEES 7/2018-6/2019	12/12/2018	8,174.00
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Total for Department: 00 8,174.00

Department: 61 WASTEWATER

ACH	ATLAS PUMPING SERVICE	MONTHLY BILLING	12/14/2018	210.00
ACH	BP BATTERY INC.	GROUP 31 925 CCA COMMERCIAL AND GENIUS SMART-L/S 1	12/14/2018	223.00
ACH	STATE WATER RESOURCES CONTROL BOARD	RMWD COLLECTIONS SYSTEM PERMIT #9SSO10687	12/12/2018	2,286.00
55435	CORE & MAIN LP	PN 420-T15 Command+ Tilt White & Amber LED Helmet/Helmet Light	12/14/2018	1,228.35
55447	HOME DEPOT	HDX PLASTIC 5 SHELF STORAGE UNIT 18"	12/14/2018	291.37
55448	HOUSTON AND HARRIS	PER RZ, NOT PO 30892. HYDRO-WASH (CLEANING) PLUS TRAVEL FEE	12/14/2018	1,774.75
55465	RHO MONSERATE C.C.H.A.	ELECTRIC CHARGE	12/14/2018	324.23
55468	SAN DIEGO GAS & ELECTRIC	MONTHLY GAS & ELECTRIC SERVICE #9380 440 512 5	12/14/2018	4,608.63

55474	WATER QUALITY SPECIALISTS	MONTHLY OPERATIONS AND MAINTENANC SERVICE - NOV 2018	12/14/2018	2,064.46
			Total for Department: 61 WASTEWATER	13,010.79
			Total for Fund:02 SEWER FUND	21,184.79

Fund: 03 GENERAL FUND

Department: 00				
ACH	ACWA-JPIA	MONTHLY HEALTH AND VISION INSURANCE, EAP - JAN 2019	12/12/2018	4,887.72
ACH	PRINCIPAL LIFE INSURANCE COMPANY	MONTHLY INSURANCE - DEC 2018	12/12/2018	7,057.30
ACH	PUBLIC EMPLOYEES RETIREMENT	ER CONTRIBUTION - UNFUNDED ACCRUED LIABILITY, PEPRA 26407	12/06/2018	34,992.58
			Total for Department: 00	46,937.60

Department: 36 GARAGE

ACH	BP BATTERY INC.	BATTERY PROS WITH CORE EXCHANGE	12/12/2018	586.07
ACH	FLYERS ENERGY LLC	ORDER 1636530-18, CARB REG 10% ETH 315 UNITS/DSL 150 UNITS	12/12/2018	5,855.09
ACH	FLYERS ENERGY LLC	ORDER 1642384-18, CARB REG 10% ETH 300 UNITS/DSL 50 UNITS	12/14/2018	1,056.34
ACH	PARKHOUSE TIRE, INC.	LT265/70R17 E FST T/F AT2 OWL AND RECYCLING FEE	12/14/2018	2,666.74
55422	KONECRANES, INC.	AUG 2018 MONILE CRANE INSPECTIONS	12/12/2018	975.00
55436	RAMON FRANCISCO COTE	RMWD VEHICLE WASH	12/14/2018	622.50
55446	HEAVY VEHICLE ELECTRONIC LICENSE PLATE	MONTHLY SERVICE - NOV	12/14/2018	17.65
55447	HOME DEPOT	RETURNED ITEM	12/14/2018	-107.75
55457	NETWORK FLEET, INC.	MONTHLY AIRTIME CHARGES FOR GPS TRACKING - DEC 2018	12/14/2018	780.00
			Total for Department: 36 GARAGE	12,451.64

Department: 41 ADMINISTRATION/HR

ACH	HEALTH EQUITY	MONTHLY ADMINISTRATION FEES - DEC 2018	12/10/2018	138.65
ACH	IMAGE SOURCE	LEASE AGREEMENT - CONTRACT AMOUNT	12/14/2018	1,122.59
ACH	SOUTHWEST ANSWERING SERVICE, INC.	MONTHLY ANSWERING SERVICE	12/14/2018	925.43
ACH	WESTERN LANDSCAPE MAINTENANCE PLUS, INC.	LANDSCAPE MAINTENANCE SERVICE	12/14/2018	507.15
ACH	XEROX CORP.	MONTHLY LEASE	12/14/2018	1,281.10
55417	BONSALL PEST CONTROL	MONTHLY PEST CONTROL	12/12/2018	100.00
55420	DELL MARKETING L.P.	DELL 24 MONITOR - P2417H	12/12/2018	587.52
55426	POWELL'S OFFICE FURNITURE	A722 CHERRYMAN AMBER SERIES 36" ROUND CONFERENCE TABLE ESP	12/12/2018	433.00
55427	SAN DIEGO COUNTY ASSESSOR/RECORDER/CLERK	RELEASE OF LIEN DOCS (2)	12/12/2018	24.00
55429	T S INDUSTRIAL SUPPLY	CARTON OF RAGS	12/12/2018	77.10
55432	ACC BUSINESS MACHINES	REPAIR COSTS FOR FOLDING/INSERTING MACHINE	12/14/2018	247.00
55437	COVERALL NORTH AMERICA, INC.	SPECIAL COMMERCIAL CLEANING SERVICE	12/14/2018	1,245.00
55440	FALLBROOK WASTE AND RECYCLING	MONTHLY REFUSE AND RECYCLE	12/14/2018	418.00
55447	HOME DEPOT	RETURNED ITEM	12/14/2018	891.83
55449	JOHN CRABTREE SERVICES	ICE MAKER - CLEANED UNIT	12/14/2018	159.00
55454	MITEL LEASING, INC.	MONTHLY LEASE AGREEMENT	12/14/2018	1,657.11
55462	RANCHO HGHTS RD. AND MGMT	2019 ROAD ASSESSMENT (PUMP STATION)	12/14/2018	1,600.00
55463	RBC SERVICES, LLC	PANIC BAR RE-KEY AND MASTER KEYS	12/14/2018	3,509.94
55466	SAN DIEGO COUNTY ASSESSOR/RECORDER/CLERK	RELEASE OF LIEN DOCS (2)	12/14/2018	24.00

55467	SAN DIEGO COUNTY VECTOR CONTROL PROGRAM	ASSESSMENT STATEMENT FOR FY18-19	12/14/2018	323.14
55468	SAN DIEGO GAS & ELECTRIC	MONTHLY GAS & ELECTRIC SERVICE #4065 592 756 6	12/14/2018	3,512.02
55469	SHRED-IT USA LLC	MONTHLY SERVICE AGREEMENT	12/14/2018	142.74
55475	KENNETH E WEINBERG	COMPARATIVE ANALYSIS OF DISTRICT MEMBERSHIP (11/13/18-12/11/18)	12/14/2018	9,430.00

Total for Department: 41 ADMINISTRATION/HR 28,356.32

Department: 42 HUMAN RESOURCES

55433	CHECKR INC	BACKGROUND CHECK FEE	12/14/2018	208.00
55434	CIVILITY PARTNERS	CLIMATE ASSESSMENT COMPLETED	12/14/2018	2,250.00
55452	LEARNSOFT CONSULTING, INC.	EXCEL 2016 LITERACY 10/25/18-9 STUDENTS	12/14/2018	7,235.00
55456	NATIONAL BENEFIT SERVICES, LLC	COBRA ADMINISTRATION FEE - SEP 2018	12/14/2018	100.00

Total for Department: 42 HUMAN RESOURCES 9,793.00

Department: 43 SAFETY

ACH	AIRGAS USA, LLC	MCR SAFETY FLUORESENT LIME AND BLACK BIB PANTS	12/14/2018	1,221.27
ACH	SAFETY-KLEEN	Hazardous Waste Removal and processing	12/12/2018	7,057.17
55470	STATEWIDE SAFETY AND SIGNS	Econo Buster Springless Sign Stand	12/14/2018	1,920.11

Total for Department: 43 SAFETY 10,198.55

Department: 51 FINANCE

55460	PITNEY BOWES INC.	LEASE AGREEMENT	12/14/2018	1,786.82
55476	WHITE NELSON DIEHL EVANS LLP	5TH INTERIM BILL FOR FINANCIAL STATEMNT AUDIT ENDED 6/30/18	12/14/2018	3,500.00

Total for Department: 51 FINANCE 5,286.82

Department: 52 CUSTOMER SERVICE

ACH	ACCELA, INC. #774375	WEB PAYMENTS TRANSACTION FEE	12/14/2018	2,597.00
ACH	MISSION RESOURCE CONSERVATION DISTRICT	HOME WATER USE EVALUATIONS - NOV 2018	12/14/2018	310.00
ACH	TCN, INC	MONTHLY 48 HOUR NOTICE CALLS	12/14/2018	45.68

Total for Department: 52 CUSTOMER SERVICE 2,952.68

Department: 91 ENGINEERING

55450	KDM MERIDIAN	AS-NEEDED LAND SURVEYING SERVICES	12/14/2018	7,278.75
55455	MODULAR BUILDING CONCEPTS, INC	RENTAL AGREEMENT	12/14/2018	1,127.05
55461	MICHAEL POWERS	TRAVEL EXPENSE REIMBURSE, HDR-SUPPLY ALTERNATIVES	12/14/2018	66.68
55464	RHINO MARKING & PROTECTION S	Rhino 3-Rail Fiberglass Post: 72" Blue with Sun Coat	12/14/2018	3,581.67
55471	STEVE STRAPAC	TRAVEL EXPENSE REIMB - 2018 ACWA FALL CONFERENCE	12/14/2018	101.37

Total for Department: 91 ENGINEERING 12,155.52

Total for Fund:03 GENERAL FUND 128,132.13

Fund: 13 SRF LOAN MORRO

Department: 00

ACH	STATE WATER RESOURCES CONTROL BOARD	INTEREST MORRO - SRF LOAN	12/17/2018	314,861.46	
				Total for Department: 00	314,861.46
				Total for Fund:13 SRF LOAN MORRO	314,861.46

Fund: 39 SRF LOAN BECK

Department: 00

ACH	STATE WATER RESOURCES CONTROL BOARD	INTEREST BECK - SRF LOAN	12/17/2018	237,587.47	
				Total for Department: 00	237,587.47
				Total for Fund:39 SRF LOAN BECK	237,587.47

Fund: 52 SEWER CAPITAL REPLACEMENT

Department: 00

55441	FENCEWORKS, INC.	ONE MONTH TEMP FENCE RENTAL THRU 12/1/18-THOROUGHbred L/S1	12/14/2018	302.40	
				Total for Department: 00	302.40
				Total for Fund:52 SEWER CAPITAL REPLACEMEN	302.40

Fund: 60 WTR CAP EXPANSION/REPLACEMENT

Department: 00

55447	HOME DEPOT	SPRING NUT, FENDER WASHER	12/14/2018	330.40	
				Total for Department: 00	330.40
				Total for Fund:60 WTR CAP EXPANSION/REPLAC	330.40

Grand Total 3,362,496.37

Comparative Water Sales YTD from Prior Years

FISCAL YEAR 2018-2019

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
562	AD	34,636	47,313	45,335	28,095	29,248	20,794							472
402	AG	129,354	148,627	153,218	110,320	92,460	70,762							1,618
264	CM	51,490	67,258	66,119	36,287	24,310	15,501							599
23	CN	3,982	4,388	4,078	2,521	3,115	2,815							48
21	IS	4,964	3,824	3,852	3,447	2,161	1,736							46
112	MF	11,653	12,856	13,798	11,513	11,816	10,461							166
323	SC	165,088	203,887	203,899	134,052	132,762	83,121							2,118
1024	SD	228,710	263,815	273,401	189,659	170,318	118,228							2,856
5468	SF	168,864	192,438	208,014	146,935	144,613	114,763							2,240
8199	Total	798,741	944,406	971,714	662,829	610,803	438,181	-	-	-	-	-	-	10,162

FISCAL YEAR 2017-2018

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
563	AD	33,310	29,712	36,164	31,255	32,514	30,935							445
395	AG	144,066	131,474	145,280	120,785	126,036	102,884							1,769
247	CM	33,715	42,488	33,812	26,189	24,168	16,762							407
32	CN	2,447	3,983	8,073	10,623	18,605	5,773							114
20	IS	2,320	2,440	2,793	2,488	2,335	1,700							32
96	MF	11,472	10,002	13,072	10,304	11,489	11,350							155
323	SC	179,822	156,120	202,103	148,336	176,307	145,994							2,316
1024	SD	244,799	223,157	271,457	222,398	243,725	210,020							3,250
5196	SF	174,946	165,760	194,809	155,004	162,664	146,096							2,294
7896	Total	826,897	765,136	907,563	727,382	797,843	671,514	-	-	-	-	-	-	10,781

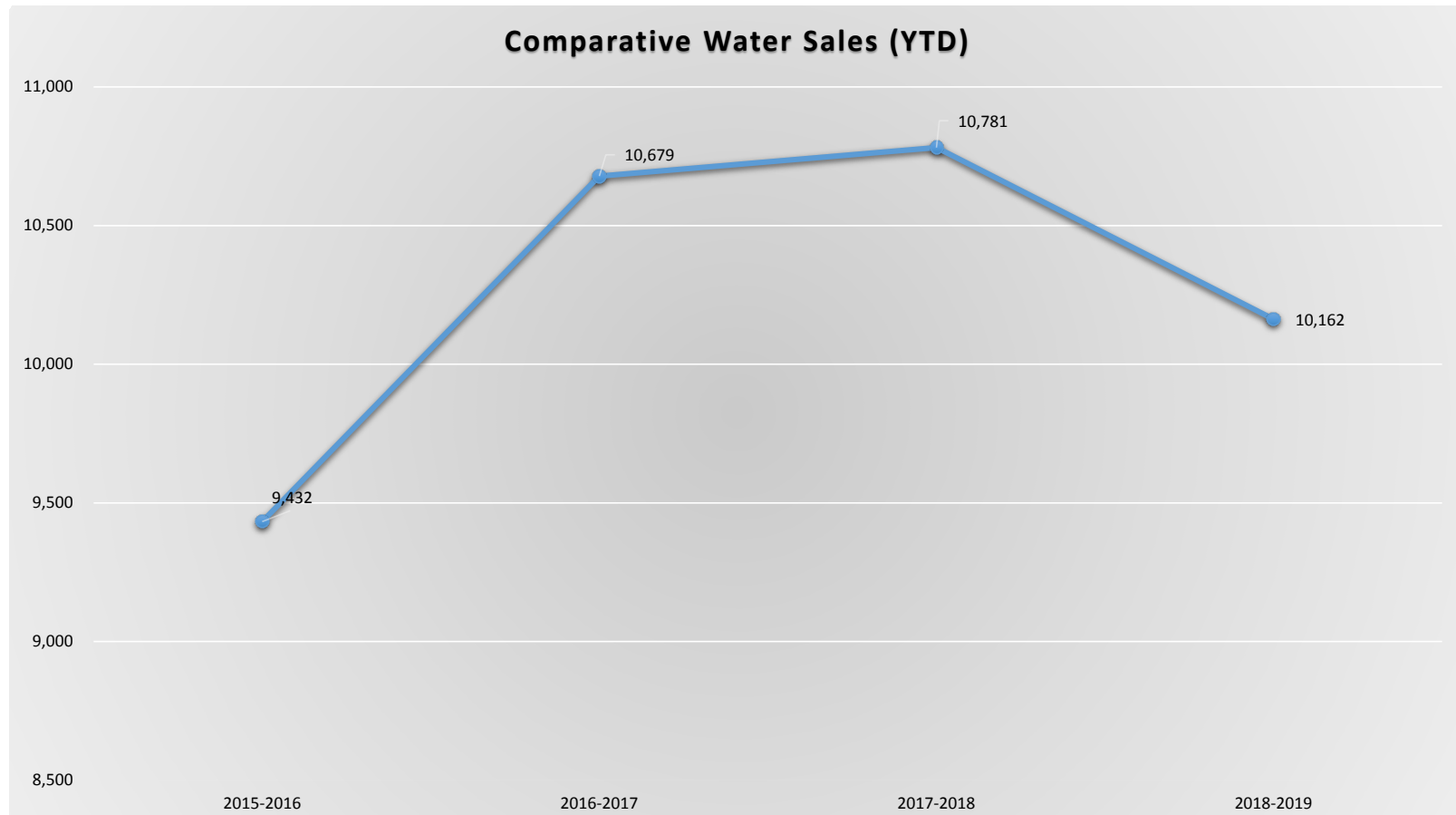
FISCAL YEAR 2016-2017

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
591	AD	36,216	34134	39119	28217	22903	24494							425
403	AG	156,957	152359	172040	132882	104544	96050							1,871
231	CM	47,830	45043	43040	26707	20970	21140							470
30	CN	4,900	4950	7309	11456	7427	904							85
24	IS	3,806	3701	3980	3061	2446	1653							43
88	MF	11,307	11657	13746	10597	8876	11213							155
326	SC	183,744	166212	206354	150910	121456	115009							2,166
1034	SD	279,246	253718	298226	222243	181674	171322							3,229
5122	SF	187,516	175736	202555	154361	120520	133125							2,236
7849	Total	911,522	847,510	986,369	740,434	590,816	574,910	-	-	-	-	-	-	10,679

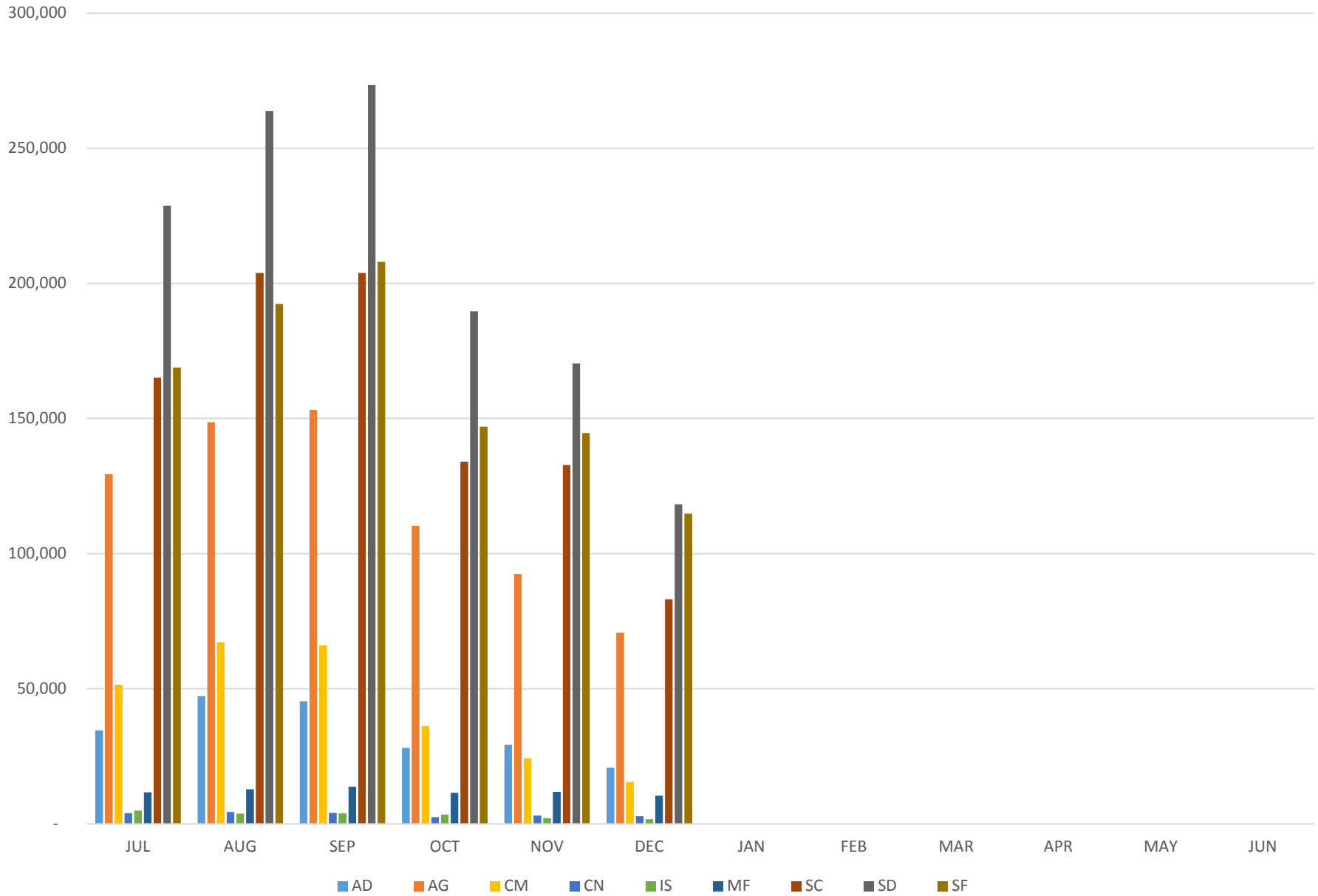
FISCAL YEAR 2015-2016

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
601	AD	29,891	26212	33050	25166	24907	20638							367
404	AG	143,174	124130	153414	124219	109795	85664							1,700
6	C	4,342	0	0	0	0	0							10
221	CM	28,620	33259	34668	28374	14569	11399							346
37	CN	6,680	7040	5931	3994	5788	3061							75
24	IS	2,773	2779	2486	3073	3299	2641							39
88	MF	11,351	10279	10887	9952	9664	8600							139
326	SC	162,756	144892	188145	132002	133998	109284							2,000
1038	SD	245,736	213120	257965	197426	188412	162042							2,903
5092	SF	148,573	143404	162621	135030	120706	96899							1,853
7837	Total	783,896	705,115	849,167	659,236	611,138	500,228	-	-	-	-	-	-	9,432

Comparative Water Sales YTD from Prior Years



USAGE BY CUSTOMER CLASS FY 18-19





**SEWER EQUIVALENT DWELLING UNITS (EDUs) STATUS REPORT
JANUARY 2019**

STATUS SUMMARY	EDUs
Total Treatment Capacity Purchased from Oceanside	8,333.33
Less 5% Contractual Allowance	416.67
EDUs Set Aside by Board for Emergencies	60.00
EDUs Connected	4,637.52 *
EDUs Unconnected/Committed	366.93
Total EDUs Available for Purchase:	2,852.22

DEVELOPMENTS WITH UNCONNECTED/COMMITTED EDUs	EDUs	CAPACITY FEES PAID
Golf Green Estates (Dev. Solutions) - 102.46	51.16	\$ 1,053,042
Horse Creek Ridge (DR Horton/RAH) - 754	96.70	\$ -
Passarelle (HRC Commercial) - 96.57	96.57	\$ -
Polo Club (Vista Valley Dev.) - 165 Lots	59.85	\$ 1,022,775 **
Pala Mesa Highlands (Beazer Homes) - 159.3	47.25	\$ 671,686 ***
Others (5 or less)	15.40	\$ 235,233
TOTAL UNCONNECTED:	366.93	\$ 2,982,736

*There is a delay between connections and new account activations.

**Deferred total payment until building permits are issued.

***PMH paid funds to cover the initial 50%(79.65 EDUs/\$1,125,127) of sewer installment.

