



Notice is hereby given that the Rainbow Municipal Water District Board of Directors will hold Closed Session at 11:30 a.m. and Open Session at 1:00 p.m. Tuesday, December 4, 2018, at the District Office located at 3707 Old Highway 395, Fallbrook, CA 92028. At any time during the session, the Board of Directors Meeting may adjourn to Closed Session to consider litigation or to discuss with legal counsel matters within the attorney client privilege.

## **AGENDA**

1. **CALL TO ORDER**
  2. **ROLL CALL: Brazier \_\_\_ Hamilton \_\_\_ Gasca \_\_\_ Mack \_\_\_ Stewart \_\_\_**
  3. **ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**
  4. **ORAL/WRITTEN COMMUNICATIONS FROM THE PUBLIC  
OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING  
CLOSED SESSION AGENDA ITEMS (Government Code § 54954.2).**  
Under Oral Communications, any person wishing to address the Board on matters regarding the Closed Session agenda should indicate their desire to speak by filling out and submitting a "Speaker's Slip" to the Board Secretary before the meeting begins. *Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board President.*
  5. **CLOSED SESSION**
    - A. Conference with Legal Counsel—Anticipated Litigation (Government Code §54956.9(d)(2))
      - Five Items
    - B. Consider Personnel Matter-General Manager Performance Evaluation (Government Code §54957)
  6. **REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**
- Time Certain: 1:00 p.m.
7. **PLEDGE OF ALLEGIANCE**
  8. **REPEAT REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**
  9. **REPEAT ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**
  10. **ORAL/WRITTEN COMMUNICATIONS FROM THE PUBLIC  
OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING  
ITEMS NOT ON THIS AGENDA (Government Code § 54954.2).**  
Under Oral Communications, any person wishing to address the Board on matters not on this agenda should indicate their desire to speak by filling out and submitting a "Speaker's Slip" to the Board Secretary before the meeting begins. *No action will be taken on any oral communications item since such item does not appear on this Agenda, unless the Board of Directors makes a determination that an emergency exists or that the need to take action on the item arose subsequent to posting of the Agenda (Government Code §54954.2). Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board President.*

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

**11. EMPLOYEE RECOGNITIONS**

- A. Kyle Schilling (5 Years)
- B. David Hill (20 Years)
- C. Ed Bradley (30 Years)

**\*12. APPROVAL OF MINUTES**

- A. October 23, 2018 - Regular Board Meeting

**13. BOARD OF DIRECTORS' COMMENTS/REPORTS**

Directors' comments are comments by Directors concerning District business, which may be of interest to the Board. This is placed on the agenda to enable individual Board members to convey information to the Board and to the public. There is to be no discussion or action taken by the Board of Directors unless the item is noticed as part of the meeting agenda.

- A. President's Report (President Brazier)
- B. Representative Report (Appointed Representative)
  - 1. SDCWA
    - A. Summary of Board Meeting October 25, 2018
  - 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 - State Mandates (501668-0002)

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

- A. Budget and Finance Committee
  - 1. October 9, 2018 Minutes
- B. Communications and Customer Service Committee
  - 1. October 4, 2018 Minutes
- C. Engineering and Operations Committee

**PRESENTATION**

**15. SDCWA/MWD SETTLEMENT PROPOSAL PRESENTATION**

**CONSENT CALENDAR ITEMS**

**\*16. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 18-27 - AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 1.02.020 – CONFLICT OF INTEREST**

*(Administrative Code Section 1.02.020 has been updated to reflect the current designated positions. Also, the Statement of Duties found in Appendix B have been updated to bring them current and consistent with the other statements provided.)*

**17. DISCUSSION AND POSSIBLE APPOINTMENT OF TREASURER**

*(With the pending resignation of the appointed Treasurer in late 2018, a new delegation of authority selecting a Treasurer is needed to comply with the Investment policy section 5.03.070.)*

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

- \*18. **DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION NO. 18-18 DESIGNATING TRACY LARGENT AS CONTRACT SIGNER FOR ALL UNION BANK TRANSACTIONS**  
*(Resolution No. 18-18 will replace Resolution No. 16-09, which appointed Vanessa Martinez as contract signer.)*
- \*19. **APPROVAL OF RESOLUTION NO. 18-19 ESTABLISHING CHECK SIGNING AUTHORITY**  
*(The purpose of this Resolution is to update the current established check signing responsibility to the current authorized signers of checks due to a change in personnel.)*
- \*20. **DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 18-16 — 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 grade structure included in Resolution No. 18-20 is revised to reflect new job classifications and job title changes negotiated with the bargaining units and corrects previous clerical errors. Resolution No. 18-20 rescinds Resolution No. 18-16. Resolution No. 18-20 does not change the dollar amounts of the pay ranges in each grade.)*
- \*21. **DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 18-25 - AMENDING AND UPDATING ADMINISTRATIVE CODE CHAPTER 2.09 – COMMITTEES**  
*(Administrative Code Chapter 2.09 has been amended to remove the first sentence of the fourth paragraph referencing the initial committee chairpersons and vice chairpersons term of office.)*

**BOARD ACTION ITEMS**

- \*22. **DISCUSSION AND POSSIBLE ACTION TO APPROVE A VARIANCE FROM ORDINANCE NO. 17-07 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 17-07 to downsize an existing 1” meter on a 7.4 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. 17-07 provided that the Parcel does not exceed a maximum of 50 units of water use per month on average.)*
- 23. **DISCUSSION AND POSSIBLE APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT TO PROVIDE A RECORD OF SURVEY FOR FOUR (4) PARCELS COMPRISING DISTRICT HEADQUARTERS**  
*(The District needs to have a Record of Survey completed by a licensed land surveyor to definitively establish and permanently mark the boundaries of the four (4) parcels that comprise the District Headquarters. This is the first step in the redevelopment of the site.)*
- \*24. **DISCUSSION AND POSSIBLE ACTION TO QUITCLAIM SEWER EASEMENT ON PALOMAR COMMUNITY COLLEGE DISTRICT, NORTH COUNTY CAMPUS PROPERTY**  
*(An existing 12” sewer east of, and parallel with, I-15 is no longer required and has been physically abandoned. The easement along Palomar Colleges westerly property boundary is, therefore, no longer needed and formal Board action is required to Quitclaim the easement.)*
- \*25. **DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 18-26 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 5.05.050 – RECORDS RETENTION POLICY**  
*(A draft policy update was provided as an informational item to the Board on October 23, 2018 for their review and consideration. The Board was asked to review the proposed changes and bring back any suggested revisions to the December 4, 2018 meeting.)*

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

- \*26. **CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 18-21, A RESOLUTION OF THE BOARD OF DIRECTORS OF RAINBOW MUNICIPAL WATER DISTRICT COMMENDING MIKE DAILY FOR HIS OUTSTANDING SERVICE AS A VOLUNTEER ON THE DISTRICT'S COMMUNICATIONS AND CUSTOMER SERVICE COMMITTEE**  
*(Mike Daily notified the District he would be resigning from the Communications and Customer Service Committee effective January 1, 2019. Resolution No. 18-21 commends Mike Daily for his dedicated service.*
- \*27. **CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 18-22, A RESOLUTION OF THE BOARD OF DIRECTORS OF RAINBOW MUNICIPAL WATER DISTRICT COMMENDING WILLIAM "BILL" STEWART FOR HIS OUTSTANDING SERVICE AS A DIRECTOR**  
*(Bill Stewart served as the Division 4 director on Rainbow Municipal Water District's Board from March 2016 to December 2018. Resolution No. 18-22 commends Bill Stewart for his dedicated service.)*
- 28. **AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS**

**BOARD INFORMATION ITEMS**

- 29. **UPDATE ON FINANCIAL PLAN – 2019 RATE INCREASE**
- 30. **FLUME PROJECT UPDATE**
- \*31. **RECEIVE AND FILE INFORMATION AND FINANCIAL ITEMS**
  - A. **General Manager Comments**
    - 1. Meetings, Conferences and Seminar Calendar
  - B. **Communications**
    - 1. Staff Training Reports
  - C. **Operations Comments**
    - 1. Operations Report
  - D. **Engineering Comments**
    - 1. Engineering Report
  - E. **Customer Service and Meters Comments**
    - 1. Customer Service and Meters Report
  - F. **Human Resource & Safety Comments**
    - 1. Human Resources Report
    - 2. Organizational Chart
  - G. **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
- 32. **LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT REGULAR BOARD MEETING**

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

33. ADJOURNMENT - To Tuesday, January 22, 2019 at 1:00 p.m.

ATTEST TO POSTING:

  
Hayden Hamilton  
Secretary of the Board

11-21-18 @ 8:00 a.m.  
Date and Time of Posting  
Outside Display Cases

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