



Notice is hereby given that the Rainbow Municipal Water District Board of Directors will hold Open Session with the Budget and Finance Committee at 1:00 p.m. Tuesday, May 22, 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. PLEDGE OF ALLEGIANCE**

**3. BOARD OF DIRECTORS ROLL CALL:**

**Brazier**\_\_\_\_ **Hamilton**\_\_\_\_ **Gasca**\_\_\_\_ **Mack**\_\_\_\_ **Stewart**\_\_\_\_

**BUDGET AND FINANCE COMMITTEE ROLL CALL:**

**Members:** **Harry Stitle** \_\_\_\_ **Randy Ross** \_\_\_\_ **Peter Hensley** \_\_\_\_ **Miguel Gasca** \_\_\_\_  
**Pam Moss**\_\_\_\_

**Alternates:** **Flint Nelson**\_\_\_\_ **Vanessa Martinez**\_\_\_\_

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

**5. 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.*

**6. EMPLOYEE RECOGNITIONS**

- A.** Ruben Lopez (10 Years)
- B.** Rene Del Rio (15 Years)

**\*7. APPROVAL OF MINUTES**

- A.** April 24, 2018 - Regular Board Meeting

**8. 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 (Director Brazier)
- B.** Representative Report (Appointed Representative)
  - 1.** SDCWA
  - 2.** CSDA

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

- 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)
- D. Directors Comments
- E. Legal Counsel Comments
  - 1. Attorney Report: Endangered Species and Water Projects (501668-0002)

**\*9. COMMITTEE REPORTS (Approved Minutes have been attached for reference only.)**

- A. Budget and Finance Committee
  - 1. April 10, 2018 Minutes
- B. Communications Committee
  - 1. April 5, 2018 Minutes
- C. Engineering and Operations Committee
  - 1. April 4, 2018 Minutes

**PRESENTATION**

**10. PIPE RELINING PROJECT UPDATE BY SDCWA**

**CONSENT CALENDAR**

**\*11. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 18-12 - AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 1.02.020 – CONFLICT OF INTEREST**

*(In reviewing the Administrative Code, it was realized the definition provided for Auditor erroneously referenced standing committees.)*

**\*12. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 18-13 - AMENDING AND UPDATING ADMINISTRATIVE CODE CHAPTER 2.09 – COMMITTEES**

*(The Communications Committee has voted to recommend the Board approve amending the committee's charter to include customer service.)*

**BOARD INFORMATION ITEMS**

**13. INITIAL REVIEW OF OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2018-2019**

**14. STAFFING ANALYSIS UPDATE**

*(The purpose of this information report is to present the Board with an updated staffing analysis for the District. This staffing analysis forecasts the organizational and personnel changes required to maintain a successful workforce plan for the next five fiscal years (FY 2018-2019 to 2023-2024).)*

**15. STRATEGIC PLAN OBJECTIVES UPDATES**

**BOARD ACTION ITEMS**

**\*16. CONSIDER A PROFESSIONAL SERVICES AGREEMENT WITH KINSEY AND KINSEY INC. FOR IMPLEMENTATION SERVICES RELATED TO THE INFOR CLOUDSUITE FINANCIALS SOFTWARE SYSTEM IN THE AMOUNT OF \$163,800 AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE CONTRACT ON THE DISTRICT'S BEHALF**

*(This agenda item is for approval of a Professional Services Agreement (PSA) with Kinsey and Kinsey Inc. (hereafter Kinsey) for implementation and data conversion services required to deploy the new finance software from Infor Global Solutions that will replace the current system from Acela Springbrook.)*

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

- \*17. **DISCUSSION AND POSSIBLE ACTION TO APPROVE CONTRACT CHANGE ORDER FOR INSPECTION SERVICES FOR THE HORSE CREEK RIDGE DEVELOPMENT**  
*(Hoch Consulting has been assisting the District with inspection services, has proven to be a valuable consultant, and are familiar with the work needed to complete the Horse Creek Ridge development. This item proposes to extend the current contract with Hoch Consulting to finish out the inspection for the Horse Creek Ridge Development.)*
  
- \*18. **DISCUSSION AND POSSIBLE ACTION TO APPROVE AMENDMENT TO SEWER SERVICE AGREEMENT FOR THE PALOMAR NORTH EDUCATION CENTER**  
*(A Sewer Service Agreement was approved by Board action on April 24, 2018 which prohibits discharge before the completion of the Horse Creek Lift Station. D.R. Horton has consented to allowing Palomar to discharge to their temporary lift station, pending District approval, in order to serve the campus until the lift station is completed. This amendment to the sewer service agreement grants approval of Palomar's discharge if they meet additional conditions of approval.)*
  
- \*19. **DISCUSSION AND POSSIBLE ACTION ON REQUEST TO QUITCLAIM EASEMENTS FOR PALA MESA HIGHLANDS DEVELOPMENT TM 5187-1**  
*(The District owns 20 foot wide easements which run through the Western parcels of the Pala Mesa Highlands development for a 12" steel waterline which has been relocated. The District no longer needs easement rights to access and maintain the pipeline. Therefore, the easements can be quitclaimed. Quitclaiming the easements will relinquish rights back to the property owners.)*
  
- \*20. **DISCUSSION AND POSSIBLE ACTION TO APPROVE A CHANGE ORDER FOR REDESIGN SERVICES FOR THE RAINBOW HEIGHTS PUMP STATION REHABILITATION PROJECT**  
*(The Metropolitan Water District (MWD) has an easement across the easterly half of the Rainbow Heights Pump Station property. In January 2018, Rainbow staff was notified that the location of the proposed pump station improvements as well as the existing facilities within the easement were unacceptable. This change order will account for the redesign effort to move the pump station improvements outside of the MWD easement.)*
  
- 21. **AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS**
  
- \*22. **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. **Customer Service and Meters Comments**
    - 1. Customer Service and Meters Report
  - E. **Human Resource & Safety Comments**
    - 1. Human Resources Report
  - F. **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
  
- 23. **LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT REGULAR BOARD MEETING**

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

24. ADJOURNMENT - To Tuesday, June 26, 2018 at 1:00 p.m.

**ATTEST TO POSTING:**



Hayden Hamilton  
Secretary of the Board

5-11-18 @ 1:30 p.m.

Date and Time of Posting  
Outside Display Cases

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