

**MINUTES OF THE COMMUNICATIONS COMMITTEE MEETING
OF THE RAINBOW MUNICIPAL WATER DISTRICT
JUNE 1, 2015**

1. **CALL TO ORDER** – The Communications Committee Meeting of the Rainbow Municipal Water District on June 1, 2015 was called to order by Vice Chairperson O’Leary at 3:34 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. Vice Chairperson O’Leary, presiding.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:**

Present: Member O’Leary
Member Brazier
Member Daily

Absent: Member Romani

Also Present: Acting District Engineer Kirkpatrick
Executive Assistant/Board Secretary Washburn

One member of the public was present.

4. **PUBLIC COMMENT RELATING TO ITEMS NOT ON THE AGENDA**

Elysian Kurnik introduced herself as well as mentioned she has a background in urban planning and is currently a corporate and estate planning attorney. She mentioned she recently moved from FPUD to RMWD and was interested in water matters.

COMMITTEE ACTION ITEMS

5. **COMMITTEE MEMBER COMMENTS**

The committee and staff members introduced themselves to Ms. Kurnik as well as provided her with some background on the District.

*6. **APPROVAL OF MINUTES**

A. April 6, 2015

Action:

Moved by Member Daily to approve the minutes as submitted. Seconded by Director Brazier.

After consideration, the motion CARRIED by the following vote:

AYES: Member O’Leary, Member Brazier, and Member Daily
NOES: None
ABSTAINED: None
ABSENT: Member Romani

7. DISCUSSION AND POSSIBLE ACTION REGARDING COMMITTEE MEMBERSHIP AND CHAIRPERSON ROTATION

Discussion ensued regarding possibly adding Ms. Kurnik to this committee as well as rotating the Chairperson.

Ms. Brazier stated although she does not mind contributing in the discussion, she did not think it would be appropriate for her to chair a committee that makes recommendations to the Board of Directors.

Mr. Daily agreed to serve as Committee Chairperson; however, he wanted to make sure there was a rotation after a year or year and a half.

Action:

Moved by Member Brazier to appoint Member Daily to serve as the Committee Chairperson. Seconded by Member O’Leary.

After consideration, the motion CARRIED by the following vote:

AYES: Member O’Leary, Member Brazier, and Member Daily
NOES: None
ABSTAINED: None
ABSENT: Member Romani

It was noted Mr. O’Leary would continue to serve as Vice Chairperson.

8. BOARD MEETING REPORT

Mrs. Kirkpatrick reported on the actions taken at the May 26, 2015 Regular Board meeting including approval of the water standby readiness to serve charges for Improvement District 1, the appointment of Lee Kirby to serve on the Engineering Committee, authorizing the general manger to execute a ground lease agreement with RMWD’s lower yard, and the change order for four conduits under the Highway 76 for RMWD’s future use. She pointed out the Board approved the quitclaim of an easement in exchange for water easements at the proposed mitigation bank at San Luis Rey per the Engineering Committee’s recommendation.

Mr. Daily noted the newsletter has been very helpful in keeping the customers up to date on the drought situation. He stated he has received very good feedback. He paid a compliment to staff member Justin that worked with him on a leak after hours and how helpful Justin was with assessing the situation and ultimately deciding to save the District money by being able to schedule the repair for during regular work hours. Ms. Washburn encouraged Mr. Daily to submit his comments in an email so that it could be shared with the Board of Directors.

Discussion ensued regarding getting information out to the customers regarding leak detection as well as how to read water meters. Ms. Washburn mentioned Mr. Kennedy had asked that

this committee be solicited for possible input and possible revisions to the “How to Read Your Water Meter” cards provided to ratepayers.

Mr. Daily inquired about doing something with the bills and fees involved. Ms. Brazier explained it is difficult for customers to understand the costs associated with transporting the water to customers through various types of terrain.

9. STRATEGIC PLANNING PROCESS UPDATE

Mrs. Kirkpatrick how RMWD was currently going through two different processes; the master plan and strategic plan respectively. She noted the strategic planning was more concentrated on RMWD as an organization.

Mrs. Kirkpatrick talked about the Board approving a contract with Michele Tamayo to conduct the strategic planning process. She noted Ms. Tamayo hosted a kick off meeting with the strategic planning committee made up of several staff members from different departments including her, Mr. Kennedy, Ms. Washburn, Mr. Bradley, Mrs. Bush, and Mr. Atilano.

Ms. Washburn pointed out a few of the planned aspects of this process including Board input, employee focus groups, and input from public committee members. Mrs. Kirkpatrick added successor planning will also be a large part of this plan.

Mr. O’Leary asked about the master plan addressing the Beck Reservoir project and when that will be taken into consideration by the Board. Mrs. Kirkpatrick stated it was anticipated this would take place next month. Discussion ensued.

Mrs. Kirkpatrick mentioned there may be a point where the strategic planning would be on a committee agenda as a means of getting input from the committee members.

Discussion continued.

Mrs. Kirkpatrick read aloud the RMWD Mission Statement. It was noted the committee members liked the statement as written.

10. LAFCO UPDATE

Mrs. Kirkpatrick talked about the Legislative Days conference Mr. Kennedy and Board President Sanford attended where they conducted vital networking. She reported RMWD has put some pressure on LAFCO to make a decision and how Mr. Ott stated he would be bringing this matter to the LAFCO Board in July.

Ms. Brazier explained the RMWD/FPUD situation to Ms. Kurnik. Discussion ensued.

11. DROUGHT UPDATE

Mrs. Kirkpatrick noted Mr. Kennedy made a presentation to the Board of Directors at the May 26th Board meeting. She explained Mr. Kennedy solicited the Board for input on a draft drought ordinance that will be prepared for Board consideration at their June 23, 2015 meeting. She noted those who received the special agricultural discount need to start cutting back their water use now.

Ms. Brazier explained the message to the ratepayers will most likely be to water as conservatively as possible which will in turn assist with limiting the amount of waste.

Discussion ensued regarding the drought situation and proclamation for a 36% cutback for RMWD ratepayers.

12. UPCOMING NEWSLETTER TOPICS

Mr. Daily suggested there be some type of leak detection awareness. Mrs. Kirkpatrick noted this could be something for the RMWD Facebook page.

13. REVIEW AND ANALYSIS OF RMWD RELATED MEDIA STORIES

There were no media stories to review and analyze.

14. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT SCHEDULED COMMUNICATIONS COMMITTEE MEETING

There were no suggested agenda items.

15. ADJOURNMENT

Action:

Moved by Member Daily to adjourn the meeting. Seconded by Member Brazier.

After consideration, the motion CARRIED by the following vote:

AYES:	Member O'Leary, Member Brazier, and Member Daily
NOES:	None
ABSTAINED:	None
ABSENT:	Member Romani

The meeting adjourned at 5:04 p.m.

Mike Daily, Committee Chairperson

Dawn M. Washburn, Board Secretary