



**BOARD MEETING/
COMMUNICATIONS COMMITTEE SPECIAL MEETING**

RAINBOW MUNICIPAL WATER DISTRICT
Tuesday, October 25, 2016
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
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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 on CD's 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 CD's. Recordings will be kept for two years. 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 and Communications Committee will hold Open Session at 1:00 p.m. Tuesday, October 25, 2016, 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:

Sanford___ Walker_____ Brazier___ Bigley___ Stewart___

COMMUNICATIONS COMMITTEE ROLL CALL:

Mike Daily___ Jeanna Kirby_____ Helene Brazier___ Elysian Kurnik_____

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. APPROVAL OF MINUTES**

A. September 27, 2016 - Regular Board Meeting

7. 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 Sanford)

B. Representative Report (Appointed Representative)

1. SDCWA

A. Summary of Formal Board of Directors Meeting September 22, 2016

2. CSDA

3. LAFCO

4. San Luis Rey Watershed Council

5. Santa Margarita Watershed Council

(*) - Asterisk indicates a report is attached.

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

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

- A. Budget and Finance Committee
 - 1. September 13, 2016 Minutes
- B. Communications Committee
 - 1. September 12, 2016
- C. Engineering Committee
 - 1. September 7, 2016

BOARD INFORMATION ITEMS

9. COMMUNICATIONS COMMITTEE UPDATE

10. WATER RATES PRESENTATION

BOARD ACTION ITEMS

***11. CONSIDER AWARDING PROFESSIONAL SERVICES AGREEMENT FOR ANNUAL BACKFLOW TESTING & REPAIR SERVICES AS PART OF RAINBOW MUNICIPAL WATER DISTRICT (RMWD) CROSS-CONNECTION CONTROL PROGRAM**

(Staff operates an established Cross-Connection Control Program tracking the installation and testing of all service protection backflow assemblies within the District's service area. Staff is requesting approval to enter into a three-year Professional Services Agreement to provide backflow testing and repair services to the District for approximately 4,705 customer-owned devices.)

***12. DISCUSSION AND POSSIBLE ACTION TO ACCEPT A SERVICE LEVEL AGREEMENT WITH NEOGOV FOR PERFORMANCE MANAGEMENT, ONBOARDING, AND APPLICANT TRACKING SOFTWARE**

(As a means of enhancing RMWD's current processes related to performance management, onboarding, and applicant tracking, staff is proposing RMWD enter into a service level agreement with NEOGOV for performance management, onboarding, and applicant tracking software.)

***13. CONSIDER APPROVAL OF CONTRACT WITH NOSSAMAN LLP FOR GENERAL AND SPECIAL COUNSEL SERVICES**

(At the June 28, 2016 Board of Directors meeting, the Board directed staff to issue a Request for Proposals for General Counsel services. RFPs were released a few weeks later and a review process that included the Board members and the General Manager was completed at the September 27, 2016 Board meeting. The Board directed President Sanford and the General Manager to negotiate commercial terms with Nossaman LLP with the intent to bring a contract back to the Board for approval.)

14. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT; EMPLOYMENT; EVALUATION OF PERFORMANCE: GENERAL MANAGER

(The Board may take action regarding the appointment, employment, performance or compensation of the General Manager.)

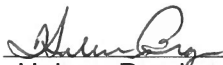
(*) - Asterisk indicates a report is attached.

- *15. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 16-14 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTIONS 3.02.010-BOARD MEETING AGENDA, 3.05.010 – MINUTES POLICY, 5.05.050 – RECORDS RETENTION POLICY, AND 5.05.050.02.04 – AUDIO RECORDINGS OF BOARD MEETINGS RETENTION POLICY**
(This item is to provide an opportunity for the Board to discuss updating Administrative Code Section 3.02.010 in regards to the process for adding items to an agenda as well as updating Administrative Code Sections 3.05.010, 5.05.050, 5.05.050.02.04 to reflect the Board's decision on September 27, 2016 to destroy all Board regular and special meetings and Committee meeting recordings once the minutes are transcribed and approved.)
- 16. DISCUSSION AND POSSIBLE ACTION TO REFUND SEWER PERMIT AND INSPECTION FEES TO CLAUDIA BRAVO AND JOSE T. BRAVO**
(Claudia Bravo paid for new water and sewer service on August 3, 2016 at which time she was under the impression she would need to connect a sewer line on Diego Estates. The nearest sewer main is located on Gird Road. The costs associated with connecting on Gird Road are higher than Ms. Bravo's initial estimate for connecting to sewer. On September 27, 2016, Ms. Bravo addressed the Board and requested a refund for the sewer fees.)
- 17. DISCUSSION AND POSSIBLE ACTION TO APPOINT HAYDEN HAMILTON TO THE COMMUNICATIONS COMMITTEE**
(The Communications Committee recommends that the Board appoint Hayden Hamilton as a member of the Communications Committee.)
- 18. DISCUSSION AND POSSIBLE ACTION TO CHANGE THE DATE OF THE NOVEMBER 2016 RAINBOW MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING**
(At their September 27, 2016 Board meeting, Director Stewart asked that the Board consider possibly changing the date of the November 15, 2016 Regular Board meeting.)
- *19. RECEIVE AND FILE INFORMATION AND FINANCIAL ITEMS FOR AUGUST/SEPTEMBER 2016**
- 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 Comments**
 - 1. Customer Service Report
 - F. Human Resource & Safety Comments**
 - 1. Human Resources Report
 - 2. Organizational Chart
 - G. Finance Manager Comments**
 - 1. Interim Financial Statement
 - 2. Directors' Expense
 - 3. Check Register
 - 4. Water Sales Summary
 - 5. RMWD Sewer Equivalent Dwelling Units (EDU's) Status
- 20. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT REGULAR BOARD MEETING**

(*) - Asterisk indicates a report is attached.

21. ADJOURNMENT - To Tuesday, November 15, 2016 at 1:00 p.m.

ATTEST TO POSTING:



Helene Brazier
Secretary of the Board

10-17-16 @ 4:00 P.M.

Date and Time of Posting
Outside Display Cases

(*) - Asterisk indicates a report is attached.