



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 Jackson Road, Rancho Murieta, CA 95683

Office - 916-354-3700 * Fax - 916-354-2082

FINANCE COMMITTEE

(Directors John Merchant and Martin Pohll)

Regular Meeting

September 7, 2021 at 10:00 a.m.

This meeting will be held via ZOOM video conference only. You can join the conference by (1) logging on to <https://us02web.zoom.us/j/84815342073>, entering Meeting ID no. 848 1534 2073, and using the audio on your computer, or (2) dialing into 1-669-900-9128 and entering the meeting code 848 1534 2073. Those wishing to join with audio only can simply call the telephone number above and enter the code. Participants wishing to join the call anonymously have the option of dialing *67 from their phone. Please refer to your telephone service provider for specific instructions. **PLEASE NOTE – MOBILE DEVICE USERS MAY NEED TO INSTALL AN APP PRIOR TO USE AND MAC AND PC DESKTOP AND LAPTOP USES WILL REQUIRE YOU TO RUN A ZOOM INSTALLER APPLICATION – PLEASE FOLLOW DIRECTIONS AS PROVIDED BY ZOOM. IT IS RECOMMENDED YOU ATTEMPT TO LOGIN AT LEAST 5 MINUTES BEFORE THE START OF THE MEETING.**

AGENDA

1. Call to Order
2. Comments from the Public
3. Finance Monthly Updates
 - Recruitment
 - General Update on Current Finance
4. Discussion on Discontinuance of Water Shutoff
5. Consider Resolution to Recognize Dick Brandt's Contribution to Create RMCS D
6. Directors and Staff Comments/Suggestions
7. Adjournment

"In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 24 hours prior to a special meeting, will be made available for public inspection in the District offices during normal business hours. If, however, the document is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting."

In compliance with the Americans with Disabilities Act, if you are an individual with a disability and you need a disability-related modification or accommodation to participate in this meeting or need assistance to participate in this teleconference meeting, please contact the District Office at 916-354-3700 or awilder@rmcsd.com. Requests must be made as soon as possible.

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is September 3, 2021. Posting locations are: 1) District Office; 2) Rancho Murieta Association; 4) Murieta Village Association.

MEMORANDUM

Date: September 2, 2021
To: Finance Committee
From: Paula O'Keefe, Director of Administration
Subject: Monthly Finance Updates

Finance Updates

Current Finance Reporting

Due to the lack of staffing, it has been difficult to determine the number of journal entries that have yet to be completed in Great Plains, the District's current financial system. After conducting significant research, there are existing entries that need to be researched for accuracy, with additional entries to be entered and reconciled before providing additional financial reporting to the Board. Further, bank reconciliations were partially completed, and staff are reviewing the entire FY 2020-21 to ensure all financials are current, accurate and complete prior to engaging in the annual audit. Staff are working diligently, including communications with our Auditor, to correct the entry errors, complete the bank reconciliations and complete the full fiscal year budgetary entries to ensure accurate reporting.

Contract for Enterprise Resource Planning - ERP

The District is actively working with Tyler Incode on product requirements. We will be scheduling demonstrations and Staff training as soon as possible.

Recruitment

Recruitments for the Accounting Manager and Accountant positions are still open. We are continuing to interview as qualified applicants are received and hope to have these positions filled soon. The District has tendered an offer for the Accounting Technician as well.

Recently staff were provided with analysis from Indeed, which provided great insight as to our limited applicant pools. Among the concerns discussed were: "areas of reach", lengthy job qualification descriptions, boosting job ads and mandatory District application to be completed to apply. This analysis exposed some areas of improvement with the District's "branding" and staff are working to update the information to expand our exposure and provide a clearer picture of the District. We have also increased the "area of reach" to capture more qualified applicants. Staff are hopeful that with the correct "re-branding" of the District and increased areas of exposure, we will bring in qualified staff to fill gaps in the Administration department.

The District is also contracting with two temporary agencies to bring in qualified staff on a temporary basis to assist with monthly financial operations and reporting.

RESOLUTION NO. R2021-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT
HONORING RICHARD BRANDT**

WHEREAS, it is with great pleasure that your family, friends, fellow community residents, past CSD directors and associates assemble this evening to honor Richard Brandt and your decades of service to the Community of Rancho Murieta.

WHEREAS, for forty years, you have provided thousands of hours of community service, leadership, legal guidance and counsel to both the District and its residents.

WHEREAS, your participation in the forming of the District, your leadership in the District's early years and your guidance through the many complex legal issues encountered in those years, you created the groundwork for the District's current and future success.

WHEREAS, as the first President of CSD from 1982 to 1990, you guided the District through its separation from the El Dorado Irrigation District, facilitated the District's LAFCO approval and guided the district through its first election of directors. You also managed issuance of bonds, the formulation of CFD Improvement District #1 and established the rules and procedures that guide the Board of Directors.

WHEREAS, during your tenure, you negotiated the transfer of water rights from the developer owners to CSD and overcame an objection by developers to contribute to community parks. You crafted a water supply augmentation fund requiring mandatory developer contributions. You also succeeded in reducing the number of homes that could be constructed in Rancho Murieta by nearly one-third.

WHEREAS, in the years following your Board service, you served as counsel to the District and advised the District on numerous critical legal issues. These included the 1997 Settlement Agreement which ended the community's legal entanglements and a swap of property involving the RMA, CSD and the Pension Trust Fund. You were the legal advisor in the 670 Group development negotiations and facilitated the Districts full authority to provide Parks and Recreation services.

WHEREAS, the District recognizes that no other individual in the community has played such a significant and guiding role in the Districts nearly 50 years of operation, the District directs the following:

That a plaque, honoring both your service and achievements be placed on the outer wall of the Districts Administration Building.

This plaque will read as follows:

RICHARD BRANDT

“In recognition of Dick’s four decades of service to the District, his critical role in the formulation of the District and his service as the Districts first Board of Directors President.”

THEREFORE, be it resolved that the CSD Board of Directors on this 15th day of September, 2021 expresses its deepest appreciation for the outstanding contributions made by Richard Brandt during his forty years of service and dedication to the District.

AYES:

NOES:

ABSENT:

ABSTAIN:

President of the Board
Rancho Murieta Community Services District

[SEAL]
Attest:

Amelia Wilder, District Secretary