



## **RANCHO MURIETA COMMUNITY SERVICES DISTRICT**

Board of Directors Meeting

MINUTES

May 18, 2016 – Open Session at 5:00 p.m.

### **1. CALL TO ORDER/ROLL CALL**

Vice President Betty Ferraro called the regular meeting of the Board of Directors of Rancho Murieta Community Services District to order at 5:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Betty Ferraro, Michael Martel, and Mark Pecotich. Also present were Darlene J. Thiel Gillum, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, District General Counsel. President Gerald Pasek and Director Morrison Graf were absent.

### **2. ADOPT AGENDA**

**Motion/Pecotich to adopt the agenda. Second/Martel. Ayes: Ferraro, Martel, Pecotich. Noes: None. Absent: Pasek, Graf. Abstain: None.**

### **3. SPECIAL ANNOUNCEMENTS AND ACTIVITIES**

Darlene Thiel Gillum stated that Girl Scout Troop 2691 presented Chief Remson with a pet microchip scanner Tuesday afternoon.

### **4. COMMENTS FROM THE PUBLIC**

None.

### **5. CONSENT CALENDAR**

**Motion/Pecotich to adopt the consent calendar. Second/Martel. Roll Call Vote: Ayes: Ferraro, Martel, Pecotich. Noes: None. Absent: Pasek, Graf. Abstain: None.**

### **6. STAFF REPORTS**

Under Agenda Item 6a, Director Pecotich asked if the Board of Directors will be reviewing the applications for the Security Chief position. Darlene Thiel Gillum stated that the General Manager does the hiring of the Security Chief; the Board of Directors is not involved in that process.

### **7. CORRESPONDENCE**

None.

### **8. REVIEW OF THE PROPOSED 2016/2017 BUDGET AND CAPITAL PROJECTS**

Darlene Thiel Gillum gave a brief PowerPoint presentation regarding the proposed 2016/2017 budget and Capital Improvements Projects. The proposed budget maintains a zero increase on the average bill for residential metered lots. There is only one new Capital Improvements Project, replacement of a utility truck. Adoption of the 2016/2017 budget will take place at the June 15, 2016 regular Board meeting.

Les Clark asked if any money has been designated in the operating budget for the enhanced camera plan. Darlene Thiel Gillum stated that payment for that project is through the Security Impact Fees that are collected from developers. At this time, there has been no impact on the budget.

**Motion/Pecotich** to introduce Resolution 2016-04, waive the full reading and continue to the June 15, 2016 Board meeting for adoption. **Second/Martel. Roll Call Vote: Ayes: Ferraro, Martel, Pecotich. Noes: None. Absent: Pasek, Graf. Abstain: None.**

**9. PUBLIC HEARING – CONSIDER APPROVAL OF THE PROPOSED SERVICE CHARGE INCREASES AND SPECIAL TAX ADJUSTMENTS**

Darlene Thiel Gillum gave a brief summary regarding the proposed rate changes on the average monthly bill for a residential metered lot, which is a net-zero change. The District's ability to achieve the 'zero impact' is a result of cost savings achieved primarily in the cost of power as a result of implementing solar power at the Wastewater Treatment Plant and the Water Treatment Plant; cost savings in equipment rental as a result of purchasing a backhoe in 2015; reductions in healthcare cost as a result of employee coverage elections; and re-aligning projected cost with historical trend in some budget categories. In addition, there are projected increases in revenue as a result of the forthcoming development at The Retreats West and Murieta Gardens.

Vice President Ferraro opened the hearing at 5:32 p.m.

There were no comments.

Vice President Ferraro closed the hearing at 5:33 p.m.

Darlene Thiel Gillum stated that one (1) letter of protest was received.

**Motion/Pecotich** to Introduce Ordinance O2016-03, an Ordinance of the Rancho Murieta Community Services District, amending Chapter 14 of the District Code relating to Water Service Charges; amending Chapter 15 of the District Code relating to Sewer Service Charges; amending Chapter 16 of the District Code relating to Drainage Service Charges; amending Chapter 16A of the District Code relating to Drainage Special Tax; amending Chapter 21 of the District Code relating to Security Special Tax; and amending Chapter 31 of the District Code relating to Solid Waste Collection and Disposal Service Charges, waive the full reading of the Ordinance and continue to the June 15, 2016 Board meeting for adoption. **Second/Martel. Roll Call Vote: Ayes: Ferraro, Martel, Pecotich. Noes: None. Absent: Pasek, Graf. Abstain: None.**

**10. CONSIDER ADOPTING ORDINANCE 02016-02 AMENDING DISTRICT CODE CHAPTER 2, BOARD OF DIRECTORS RULES AND PROCEDURES AND REVISING BOARD GUIDELINES AND POLICIES (taken out of order)**

Darlene Thiel Gillum stated that per Government Code, a Director cannot be District General Manager or Treasurer, so that wording change will be made and the Ordinance will be brought back to the Board for adoption at the June 15, 2016 Board meeting.

**11. CONSIDER APPROVAL OF TRANSFER TO RESERVE FUNDS**

Darlene Thiel Gillum gave a brief summary of the recommendation to approve the transfer of money to Reserve Funds.

**Motion/Pecotich** to approve the transfer of \$150,000 of undesignated cash to Capital Replacement Reserves for the Sewer Fund; approve the transfer of \$50,000 of undesignated cash to Capital Replacement Reserves for the Security Fund; approve the transfer of \$25,000 of undesignated cash to Capital Replacement Reserves for the Drainage Fund; and approve the transfer of \$25,000 of undesignated cash to Admin Replacement Reserves. **Second/Martel. Roll Call Vote: Ayes: Ferraro, Martel, Pecotich. Noes: None. Absent: Pasek, Graf. Abstain: None.**

**12. CONSIDER APPROVAL OF PROPOSAL FOR PRE-DESIGN REPORT FOR THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT'S RECYCLED WATER PROGRAM – PHASE 1**

Darlene Thiel Gillum gave a brief summary of the recommendation to approve the proposal for the Pre-Design Report for the District's Recycled Water Program – Phase 1. Director Martel asked about the north course upgrades. Kevin Kennedy, Kennedy/Jenks, stated that is part of Phase 2. This proposal is only for Phase 1.

**Motion/Pecotich** to approve the proposal from Kennedy/Jenks Consultants for predesign report for Rancho Murieta Community Services District Recycled Water Program, Phase 1, in an amount not to exceed \$90,176 (includes a 5% contingency). Funding to come from Water Augmentation Reserves. **Second/Martel. Ayes: Ferraro, Martel, Pecotich. Noes: None. Absent: Pasek, Graf. Abstain: None.**

**13. CONSIDER ADOPTION OF RESOLUTION R2016-05 AUTHORIZING THE SALE OF DISTRICT SURPLUS EQUIPMENT**

Chief Remson gave a brief summary of the recommendation to adopt Resolution R2016-05 authorizing the sale of a Patrol Vehicle – a 2010 Ford Escape with over 118,000 miles and a bad transmission.

**Motion/Pecotich** to adopt Resolution R2016-05 authorizing the sale of District surplus equipment. **Second/Martel. Roll Call Vote: Ayes: Ferraro, Martel, Pecotich. Noes: None. Absent: Pasek, Graf. Abstain: None.**

**14. CONSIDER APPROVAL OF CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) BYLAWS UPDATE**

Darlene Thiel Gillum gave a brief summary of the California Special Districts Association bylaw updates. These have no impact on the District.

**Motion/Pecotich** to approve the proposed California Special Districts Association bylaw updates. **Second/Martel. Roll Call Vote: Ayes: Ferraro, Martel, Pecotich. Noes: None. Absent: Pasek, Graf. Abstain: None.**

## **15. RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE**

Paul Siebensohn gave an update on the Water Treatment Plant and Expansion Project. Staff is continuing to learn the intricacies of the new control systems and accommodations that are needed for the new facility. Plant 2 control system swap over is still in the process. Paving of the main parking lot area has been completed. The bird netting installation is expected to occur on May 16, 2016. The siding work is nearly completed at Plant 2.

## **16. RECEIVE UPDATES**

### **Solar Power Installation**

Paul Siebensohn gave an update on the Solar Power Project. Solar City noted that there was an electrical conflict which is being looked at that may delay the project start a few weeks. This delay will cause the nesting bird surveys to be conducted again.

### **Augmentation Well**

Paul Siebensohn gave an update on the Augmentation Well Project. The project's Right of Entry request has been submitted to the landowner and is needed before we can proceed. The project scope has been revised to include only Well Site B adjacent to the river.

### **Parks Committee**

Director Pecotich gave a brief update on the Parks Committee Operating Guidelines (Guidelines) with the Rancho Murieta Association (RMA) requested changes. John Sullivan stated that the developers group has not had a chance to review the Guidelines and objects to the RMA suggested changes. Mr. Sullivan requested the Parks Committee have a working meeting where all Committee representatives can participate and discuss the Guidelines.

By consensus, the Board agreed to review the Guidelines and submit their suggestions to Darlene and Suzanne by end of business on June 6, 2016.

Les Clark suggested the District develop a written statement to clarify the District's role in the community parks.

John Sullivan suggested Richard Brandt's comments to the Board regarding the parks be transcribed for future reference. Director Martel stated that there is a lot more to the parks agreements than what Mr. Brandt commented to the Board, including lawsuits and various court documents.

### **Development**

The conditions of approval for the Retreats have been satisfied and documentation of such has been provided to the County.

### **Midge Fly Ad Hoc Committee**

Director Ferraro gave a brief summary of the May 9, 2016 Committee meeting and the Focus Statement the Committee is developing which will expand the Committee's focus to include water quality.

Larry Shelton, Midge Fly Ad Hoc Committee Co-Chair, commented on the District not contributing equal share to the project. Darlene Thiel Gillum stated that the District donated \$11,000 of pumps to be installed but RMA rejected them due to power/electrical issues. Mr. Shelton also commented that the Committee needs to address the water quality.

After a discussion, the Board agreed, by consensus, to move forward with Darlene Thiel Gillum and Paul Siebensohn re-writing #4 of the Focus Statement, due by June 6, 2016.

### **Escuela Gate**

Darlene Thiel Gillum gave a brief update of the decision made by RMA at their Board May 17, 2016 Board meeting to not contribute to the County to help fund the improvements on Stonehouse Road related to the left turn lane at Escuela Gate. After a discussion, the Board agreed, by consensus, to have Darlene Thiel Gillum send a letter to Supervisor McGlashan regarding funding for improvements to Stonehouse Road to include a turn lane.

### **Ribbon Cutting Ceremony/Event**

The ribbon cutting ceremony is scheduled for 11:00 a.m. June 2, 2016. To date, 24 RSVP's have been received.

### **17. REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES**

No discussion.

### **18. REVIEW MEETING DATES/TIMES**

Director Martel will not be at the June Security and Finance Committee meetings.

### **19. COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF**

Paul Siebensohn stated that he just read that the State conservation restrictions have been lifted but nothing official has been sent out. Reservoirs are being topped off.

Chief Remson stated that over 1,200 requests for information updates have been sent out and over 700 have been returned.

Director Martel stated that since there is no rate increase this next fiscal year, he will reward the executive staff by buying them lunch.

### **20. ADJOURNMENT**

**Motion/Martel to adjourn at 7:21 p.m. Second/Pecotich. Ayes: Ferraro, Martel, Pecotich. Noes: None. Absent: Pasek, Graf. Abstain: None.**

Respectfully submitted,



Suzanne Lindenfeld  
District Secretary