

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
BOARD GOAL WORKSHOP
January 16, 2017 – 1:00 p.m.



1. CALL TO ORDER/ROLL CALL

President Mark Pecotich called the Special Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 1:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Mark Pecotich, Morrison Graf, Les Clark, John Merchant, and Gerald Pasek. Also, present were Darlene J. Thiel, General Manager; Paul Wagner, Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; and Suzanne Lindenfeld, District Secretary.

2. ADOPT AGENDA

Motion/Pasek to adopt the agenda. Second/Clark. Ayes: Pecotich, Graf, Clark, Merchant, Pasek. Noes: None. Absent: None. Abstain: None.

3. COMMENTS FROM THE PUBLIC

Betty Ferraro requested the Board consider increasing the annual budget amount for midge fly treatments, have the Joint Security Committee meetings begin again, and the emergency evacuation plan be completed. Ms. Ferraro also asked that an update be provided regarding the stakeholder meetings the County held.

Larry Shelton requested the Board consider increasing the annual budget amount by \$4,000 for the midge fly treatments.

4. GOAL PLANNING

Review of 2016 Board Goals

No discussion.

Review of 2017 Dialogue Sheet

Darlene J. Thiel provided a summary of the goals listed on the dialogue sheet. Each Director provided input on their items on the 2017 dialogue sheet, their intent, and desired outcome. These categories included Water/Wastewater, Security, Community Relations, RMA/RMCC Relations, Employee Relations, Development, and District Board. During presentation of each goal suggestion, a short Board dialogue ensued. After much dialogue, the Board agreed on the following new goals.

GOAL #1:

Ensure District maintains a focus on future vision for successful delivery of service to the Rancho Murieta Community.

1. Update the 2011 Strategic Plan; Board approval by December 31, 2017.
2. Define, clarify, confirm District's role in community recreation services. Formalize District role in Recreation Services by developing and completing District Code Chapter 23, if needed. Check with County about District expectation related to parks and recreation.

GOAL #2:

Successfully manage water supply to meet Rancho Murieta Community needs.

1. Formally decide the need for augmentation via wells and proceed or formally terminate, removing all discussion from water plans.

GOAL #3:

Successfully manage recycled water supply to comply with Master Reclamation Permit and state regulations regarding use of reclaimed water.

1. Document a final approach for processing and distribution of reclaimed wastewater and implementation schedule; determine a timeframe for additional processing and/or storage. Develop a cost recovery approach for users, both short and long term (post 2018) and add to District Code.
2. Develop process/procedure for recycled water permit issuance; tie due date to the anticipated timeline of the Recycled Water System activation as determined in the Recycled Water System Pre-Design Report.

GOAL #4:

Manage aging infrastructure to ensure on-going provision of services to the Rancho Murieta Community.

1. Prepare 5-year capital replacement plan (water, sewer, drainage, security and administration) based on 2015 Reserve Study and recommend revision to reserve collection rates as needed for the 2017 Budget development process (needed by May 17, 2017). Develop 5 yr rolling CIP and CRP projections, with matching revenue availability estimates.
2. Update long-term plan for infrastructure (water, recycled water, sewer and drainage) inspection, repair or replacement by December 31, 2017.

GOAL #5:

Effectively manage District finances; identify reserve targets and funding plan to meet reserves to support facility replacements.

1. Complete Recycled Water Rate Study no less than 90 days prior to activation of Recycled Water System.
2. Address RMA financial obligation for Park water permit fees and related charges (pending finalization of Water Supply Augmentation and Capital Improvement fee study).
3. Thoroughly review reserve study. Develop overall best practices for approaching reserves and identify key impact items. Develop 5 yr rolling CIP and CRP projections, with matching revenue availability estimates.
4. Explore additional efficiencies associated with electronic commerce.
5. Plan for data security (protection of personal information).
6. Closeout WTP Project and document the future contributions required from FSA non-participants and other adjustments and when these payments are due.

GOAL #6:

Provide Security services to the community at a level that meets community needs and expectations.

1. Develop long term Security Master Plan by end of 2017 to address how to effectively provide security services as the Rancho Murieta Community grows in development of residential and

commercial properties. (Establish a phased security plan (10yr) to include technology and personnel based on the finding of the Security study. Determine whether consideration could/should be given to requesting an adjustment to the Security Tax for a mail-in vote or whether operational support can be provided from expanded residences, including commercial.)

2. Complete Security Surveillance Camera Plan by end of 2017.
3. Solidify and communicate the response/evacuation map by end of first quarter 2017.
4. Engagement with Sacramento County Supervisor and SSD to address uniformed officer need relative to commercial and residential growth.
5. Revitalize barcode improvements and clarifications – streamline barcode process for residents, explore gate entrance operations and responsibilities, evaluate potential efficiencies gained by changing oversight roles between District and RMA and address resident and business access for those outside of the north and south gates.

GOAL #7:

Provide Solid Waste services to the community at a level that meets community needs and expectations.

GOAL #8:

Effectively monitor and manage development impacts to the provision of District services.

1. Successfully complete and adopt Parks Operating Guidelines in cooperation with Parks Committee.
2. Monitor and participate in the County Planning process for the Rancho Murieta North proposed development project representing and protecting the District's interests and responsibilities.
3. Keep community informed of planning process as it relates to the Rancho Murieta North proposed development and District involvement. District's roles and responsibilities are most critical.
4. Address Exhibit E trail system as part of Parks Committee in preparation for proposed map delivery to Sacramento County with development plans.
5. Assure adequate design of infrastructure through thorough development and improvement plan review by independent consultants, including capacity analysis. To include storm drainage conveyance systems capacity. Collect CAD and GIS files of all plans and systems and maintain in records retention.

GOAL #9:

Maintain Community relationships by effective communications and responding to the needs of the community.

1. Conduct community outreach events on various District services throughout the year (target quarterly but no less than semi-annual events); water plant tours.
2. Develop and complete email communication strategy – provide residents important information regarding water use, wastewater use, solid waste pick-up, helpful conservation tips, and other valuable information to reduce costs and improve District customer service opportunities.

3. Joint Board planning.
4. Enhance community relations with more effective CSD Director attendance at RMA and other meetings.

GOAL #10:

Foster a working environment that develops employee strengths, encourages employee growth, and makes the District a highly desired place of employment.

GOAL #11:

Successfully manage drainage, flood control, SD water quality to meet community needs, consistent with drainage code.

The Directors discussed items to move from the goal summary sheet of input from directors and the general manager to items of focus under the Strategic Plan update. These items include setting development triggers based on development planning numbers, ensuring adequate agreements exist with the Rancho Murieta Country Club relating to joint use and maintenance of recycled water transmission systems, and exploration of energy recovery potential from wastewater and solid organic waste,

5. DIRECTOR COMMENTS AND SUGGESTIONS

Director Pasek commented on his perception that the District is heading towards more community structure than a utility structure.

Director Clark commented that the District needs to restrict its efforts to only those services sanctioned by LAFCo.

6. ADJOURNMENT

Motion/Graf to adjourn at 3:50 p.m. Second/Pasek. Ayes: Pecotich, Graf, Clark, Merchant, Pasek. Noes: None. Absent: None. Abstain: None.

Respectfully submitted,



Suzanne Lindenfeld
District Secretary