



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Board of Directors Meeting

### MINUTES

February 17, 2016 – Open Session at 5:00 p.m.

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

President Gerald Pasek 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 Gerald Pasek, Betty Ferraro, Morrison Graf, 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.

#### **2. ADOPT AGENDA**

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

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

None.

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

None.

#### **5. CONSENT CALENDAR**

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

#### **6. STAFF REPORTS**

Under Agenda Item 6c, President Pasek stated that the new Escuela Gate will be totally funded by Rancho Murieta Association (RMA).

Under Agenda Item 6a, Director Pecotich commented on the augmentation well article going on the District's website and the Request for Proposal (RFP) for the well drilling going out for bid. Darlene Thiel Gillum stated she hopes to have the article on the website by the end of February.

#### **7. CORRESPONDENCE**

None.

#### **8. CONSIDER APPROVAL OF THE GENERAL MANAGER'S EMPLOYMENT AGREEMENT AMENDMENT 1**

President Pasek stated that the Board agreed that Darlene is doing an exceptional job as General Manager and recommended approval of the contract amendment that provides a 3.5% pay increase and a \$5,000 one-time incentive for a no rate increase budget, based on the average monthly bill for a residential metered lot of \$173.15, which is approved by the Board for the 2016-2017 fiscal year. Director Pecotich stated that the Board needs to keep in mind the District's aging infrastructure.

**Motion/Ferraro** to approve the General Manager's Employment Agreement Amendment 1. **Second/Graf. Roll Call Vote: Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

**9. CONSIDER APPROVAL OF MIDGE FLY AD HOC COMMITTEE REPRESENTATIVE**

Darlene Thiel Gillum gave a brief summary of the recommendation to appoint Director Ferraro and Paul Siebensohn as District representatives on the Midge Fly Ad Hoc Committee.

**Motion/Graf** to approve Director Ferraro and Paul Siebensohn as the District representatives on the Midge Fly Ad Hoc Committee. **Second/Martel. Roll Call Vote: Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

**10. RECEIVE SECURITY DEPARTMENT ANNUAL REPORT**

Chief Remson gave his annual presentation of the Security Department for 2015. The items covered in the presentation include: gate operations, patrol operations, calls for service, patrol time, and the James L. Noller Safety Center. A question and answer period followed.

**11. RECEIVE FIELD OPERATIONS ANNUAL REPORT**

Paul Siebensohn gave the annual presentation of the Field Operations for 2015. The presentation discussed the following: facilities, projects completed, water production, water quality, wastewater, recycled water, and drainage. A question and answer period followed.

**12. CONSIDER APPROVAL OF ESTIMATED COSTS TO YOUNGDAHL CONSULTING GROUP FOR SPECIAL INSPECTION SERVICES FOR WATER TREATMENT PLANT EXPANSION PROJECT PAVING**

Paul Siebensohn gave a brief summary of the recommendation to approve the estimated costs for special inspection services for the Water Treatment Plant Expansion Project paving.

**Motion/Graf** to approve estimated costs to Youngdahl Consulting Group Inc., in an amount not to exceed \$1,000 for special inspection services for the Water Treatment Plant Expansion Project paving. Funding to come from Water Treatment Plant Construction Fund Reserves and CFD 2014-1 Bond Funding. **Second/Ferraro. Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

**13. CONSIDER APPROVAL OF PROPOSAL FROM TESCO CONTROLS FOR ALARM INTEGRATIONS**

Paul Siebensohn gave a brief summary of the recommendation to approve the proposal from Tesco Controls for alarm integrations.

**Motion/Graf** to approve proposal from TESCO Controls, Inc., for integration of Water Treatment Plant #2 alarms into Win911, in an amount not to exceed \$4,000. Funding to come from Water Treatment Plant Construction Fund Reserves. **Second/Ferraro. Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

**14. CONSIDER ADOPTION OF RESOLUTION R2016-02 SURPLUS DISTRICT EQUIPMENT**

Paul Siebensohn gave a brief summary of the recommendation to adopt Resolution R2016-02. The District purchased this used Bobcat Tractor in early 1993 and has made many repairs to it over the

years, to keep it running for the District's needs. Unfortunately, its hydrostatic drive unit has failed and due to its age, parts are no longer available.

**Motion/Ferraro** to adopt Resolution R2016-02 authorizing the sale of Bobcat Tractor, Model 2410, as District surplus equipment. **Second/Graf. ROLL CALL VOTE: Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

#### **15. CONSIDER CHANGE TO DISTRICT REGULAR BOARD MEETING PROCESS AND SCHEDULE**

Darlene Thiel Gillum gave a brief summary of the 6-month trial period of two (2) Board meetings a month instead of one (1) Board meeting and five (5) Committee meetings and requested the Board provide direction to staff on their preferred meeting schedule.

**Motion/Martel** to keep the one (1) Board meeting and five (5) Committee meeting schedule. **Second/Graf. ROLL CALL VOTE: Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

#### **16. DISCUS PARKS COMMITTEE**

Richard Shanahan, District General Counsel, stated that since RMA runs the parks and the District does not collect the park fees, his recommendation is to repeal the Community Parks Fee from District Code Chapter 8 and stated that the Board needs to decide if they want the District to stay involved in the Parks and if so, what role they should take. Mr. Shanahan also commented on his concern with the District using public funds for private parks.

Director Pecotich commented on the contribution agreement, Exhibit E trail plans, gave a brief summary of the Parks Committee meeting and asked that the Board agree on the Parks Committee representative bringing all items back to the Board for discussion and direction before voting at the Parks Committee meeting.

Director Martel stated he feels the District should not be involved with the parks until RMA and the developers reach an agreement on how the parks will be operated and maintained. Director Martel also commented on the Parks not being charged for their water use.

**Motion/Martel** for the District to get out of Parks completely. Motion died due to a lack of a second.

**Motion/Ferraro** to have staff look into repealing District Code Chapter 8, Section 3.03(b), Community Parks Fee. **Second/Graf. ROLL CALL VOTE. Ayes: Ferraro, Graf, Pecotich. Noes: Pasek, Martel. Absent: None. Abstain: None.**

By consensus, the Board agreed to continue District involvement with the Parks.

#### **17. DISCUSS RIBBON CUTTING CEREMONY/EVENT FOR NEW WATER TREATMENT PLANT**

Darlene Thiel Gillum gave a brief summary of the tentative schedule for the ribbon cutting ceremony/event for the new water treatment plant. A final recommendation will be brought forward to the Board for approval at the March 16, 2016 Board meeting.

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

Paul Siebensohn gave a brief update on the Water Treatment Plant Expansion Project. The new filtration system has begun operating as part of the Acceptance Test Period and is providing processed water into our distribution system for use. Plant 2 is currently set up to operate as a backup to Plant 1. After the 30 day test is completed and Plant 1 is verified to run well, Plant 2 will be temporarily shut off to allow its control wiring to be transferred over to the PLC. At that point, Plant 2 will be connected to the SCADA system. Paving is proceeding and once the majority of the paving is completed, the installation of the bird netting, further painting, and siding work will continue.

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

No requests.

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

March Committee meeting dates will be sent out. President Pasek stated he will be out of town the first week of March.

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

Director Martel commented on his not receiving a report back on the Presidents meetings that are held. President Pasek stated that Darlene reports on those meeting in her General Manager's report and gives a report back at Board meetings.

Darlene stated that RMA is planning to re-sod one of the soccer fields, approximately 3 acres, and requested that they submit a formal request for a waiver to be allowed to water daily, which will come to the Board for consideration.


Darlene stated that RMA is looking into the Escuela gate being an un-manned gate and the County has agreed to put in the left turn lane at Stonehouse Road and Escuela Drive. Director Martel stated he does not feel RMA has the authority to put in an un-manned gate without the District's approval. Darlene stated she will look into his concern.

Director Ferraro stated the new website looks nice.

### **22. ADJOURNMENT**

**Motion/Ferraro** to adjourn at 8:36 p.m. **Second/Pecotich. Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,

  
Suzanne Lindenfeld  
District Secretary