



**RANCHO MURIETA COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING**

October 16, 2019

Call to Order/Open Session 5:00 p.m.

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

President Clark called the Regular Board 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 Les Clark, Randy Jenco, Linda Butler, Tim Maybee and John Merchant. Also, present were Mark Martin, General Manager; Tom Hennig, Director of Administration; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; Richard Shanahan, District General Counsel; and Amelia Wilder, Temporary District Secretary.

**2. CONSIDER ADOPTION OF AGENDA**

**Motion/Clark to adopt the agenda. Second/. Ayes: Clark, Jenco, Merchant, Butler, Maybee. Noes: None. Absent: None. Abstain: None.**

**3. CONSENT CALENDAR**

**Motion/Merchant to adopt the consent calendar. Second/Clark. Roll Call Vote: Ayes: Clark, Jenco, Merchant, Butler, Maybee. Noes: None. Absent: None. Abstain: None.**

**4. STAFF REPORTS**

Under Agenda Item 4a, Mark Martin, General Manager, gave a brief summary of the District and Rancho Murieta Country Club (RMCC) General Managers' meeting, with discussion about the Yellow Bridge including the State Lands Commission lease. John Merchant commented on the importance of speaking with RMA Director before he leaves. The meeting with Murieta Village Association (MVA) was cancelled but there was communication concerning road maintenance and responsibilities. A discussion followed, and the Board urged that the District officially inform County Planning and the parties involved in the road agreement that the District cannot perform in the role of administration of a private roads maintenance agreement between private parties.

Marion Szarka, President of Murieta Village HOA made a public comment concerning the Infrastructure and Preliminary Road Maintenance at the Village.

General Manager Martin gave an update on his meetings with Sacramento Central Groundwater Authority (SCGA), Sacramento County Sheriff (SSD) and Rancho Murieta Association (RMA). He also gave a Legislative Update discussing SB 13 – ADU Impact Fees, and Mandates, which was signed into law October 9, 2019.

Under Agenda Item 4b, Tom Hennig, Director of Administration, commented on the updated financial report. There was a comment from Director Merchant regarding the layout of the Summary of All CSD Funds for Three Months, and the interest being paid on Interfund Borrowing Balances, which will be discussed at the next Finance Committee Meeting.

Under Agenda Item 4c, Chief Werblun gave a brief overview of the operations updates and incidents of note, stating that the Body Camera Policy was reviewed by the Security Committee in October, and revisions will be presented to them as soon as they are complete. He also commended Officer Tompkins for helping a stranded resident in need of gas.

Director Clark commented that he would like to have the Security Logs more accessible on the website, and that he is pursuing talks with individual members of RMA to further the Joint Security Committee.

Under Agenda Item 4d, Paul Siebensohn, Director of Field Operations, gave a brief summary of the utilities update including weed abatement in the drainage system, stating that the efforts for the year will cease allowing the weeds regrow and slow rain-water as we approach the winter months. A discussion of Murieta Gardens Lots 4 and 5 projects and the presence of water followed. The Board called for a Stop Work Order on the improvements being made by the Developer to these lots until an investigation of the source of the water can be ascertained and an acceptable plan for repair or diversion can be put into place.

## **5. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES**

No Updates

## **6. EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS**

Mark Martin noted a letter received by the District from Thomas Johnson commending Mario Moreno and his crew for their help fixing a leak on his property.

## **7. REVIEW APRIL 2019 BOARD/COMMITTEE MEETING DATES/TIMES**

No Updates

## **8. CORRESPONDENCE**

Mark Martin noted a letter received from the RMA discussing road maintenance. Mr. Martin also received an email about the Midge Flies at Laguna Joaquin.

## **9. COMMENTS FROM THE PUBLIC**

None

## **10. DISCUSS CAL WASTE RECYCLING OUTREACH PROGRAM**

Mark Martin gave a brief overview of the Cal-Waste's recycling services provided to District residents and businesses. A discussion followed, led by Director Merchant, asking for a public outreach program led by Cal-Waste to inform the community of the advantages associated with proper recycling. This item will be addressed at the Communications/Technology Committee level.

## **11. CONSIDER ADOPTION OF ORDINANCE O2019-04 AMENDING DISTRICT CODE CHAPTER 4 (PURCHASING AND BIDDING) APPROVING GENERAL MANAGER'S AUTHORITY TO EXPEND RESERVE FUNDS UP TO \$25,000 WITHOUT REQUIRING PRIOR BOARD APPROVAL AND AUTHORIZE THE GENERAL MANAGER TO EXPEND FUNDS UP TO \$50,000 ON BUDGET-PROCESS APPROVED CAPITAL IMPROVEMENT/REPLACEMENT PROJECTS**

General Manager Martin gave a brief history during this second reading of the Ordinance stating that all expenditures would for reported to the Board in the following month on the Bills Paid Listing.

**Motion/Clark** to adopt Ordinance O2019-04 amending District Code Chapter 4 (Purchasing and Bidding) approving General Manager's authority to expend reserve funds up to \$25,000 without requiring prior Board approval and authorize the General Manager to expend funds up to \$50,000 on budget-process approved Capital Improvement/Replacement Projects. **Second/Merchant. Roll Call Vote: Ayes: Clark, Jenco, Butler, Merchant, Maybee. Noes: None. Absent: None. Abstain: None.**

## **12. APPROVE PROPOSAL FOR WATER AND RECYCLED WATER RATE STUDY**

Paul Siebensohn gave a brief summary of the recommendation to approve ClearSource Financial Consulting, Inc. to conduct a rate study for untreated water and recycled water, and for Coastland Engineering for their services relating to the task.

This was followed by a discussion with concerns relating to the final impacts of the study. Directors were assured that the District would not be obligated to charge users what the study recommended, that it would merely be a guideline upon which to base future rates.

**Motion/Jenco** to approve to ClearSource Financial Consulting Inc., with fees in an amount not-to-exceed \$18,750. Funding is to come from 50:50 from Water and Sewer – consulting operations funds. Approve Coastland Engineering for general engineering services related to this task of supporting the rate study in an amount of \$7,210. **Second/Clark. Roll Call Vote: Ayes: Clark, Jenco, Butler, Merchant, Maybee. Noes: None. Absent: None. Abstain: None.**

## **13. COMMUNICATIONS AND TECHNOLOGY INITIATIVES UPDATE**

Mark Martin presented the Spreadsheets that Staff had created at the request of the Communications/Technology Committee detailing the projects that Staff is working on and their progress.

Director Butler led the praise of Staff for their efforts.

Director Maybee would like to see these projects tied to the Districts fiscal goals and reviewed Quarterly.

Director Clark commented that the spreadsheets called out the progress the District has made and would like to see this information shared with the community.

## **14. DIRECTOR COMMENTS/SUGGESTIONS**

Director Maybee commented on the new stand up work-stations being enjoyed by front office staff.

General Manager Martin reminded the group to be cautious of spam emails.

## **15. BOARD ADJOURNED TO CLOSED SESSION AT 7:11 P.M. TO DISCUSS THE FOLLOWING ITEMS:**

*Under Government Code section 54957: Public employee discipline/dismissal/release.*

*Under Government Code 54957: Public Employee Performance Evaluation of the General Manager.*

## **16. BOARD RECONVENED TO OPEN SESSION AT 7:46 P.M. AND REPORTED THE FOLLOWING:**

*Under Government Code section 54957: Public employee discipline/dismissal/release.*

No action to report back.

*Under Government Code 54957: Public Employee Performance Evaluation of the General Manager.*

No action to report back.

**17. ADJOURNMENT**

**Motion/Clark to adjourn at 7:46 p.m. Second/Butler. Ayes: Clark, Jenco, Butler, Merchant, Maybee. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,

Amelia Wilder  
Temporary District Secretary