

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD
RANCHO MURIETA, CA. 95683



SPECIAL BOARD MEETING October 24, 2014 at 2:00 P.M. District Administration Building

NOTICE IS HEREBY GIVEN that President Pasek has called a Special Meeting of the Board to be held on October 24, 2014 at 2:00 p.m., at the Rancho Murieta Community Services District Board Room at 15160 Jackson Road, Rancho Murieta.

AGENDA

1. **CALL TO ORDER, ROLL CALL** - Determination of Quorum - President Pasek **(Roll Call)** 2:00
2. **ADOPT AGENDA** **(Motion)** 2:05
*The running times listed on this agenda are only estimates and may be discussed earlier or later than shown. At the discretion of the Board, an item may be moved on the agenda and or taken out of order. **TIMED ITEMS** as specifically noted, such as Hearings or Formal Presentations of community-wide interest, will not be taken up earlier than listed.*
3. **COMMENTS FROM THE PUBLIC** 2:10
*For this Special Meeting, members of the public may **ONLY** comment on items specifically agendized. Members of the public wishing to address a specific agendized item are encouraged to offer their public comment during consideration of that item. With certain exceptions, the Board may not discuss or take action on items that are not on the agenda.*
If you wish to address the Board at the time of the agendized item, as a courtesy, please state your name and address, and reserve your comments to no more than 3 minutes so that others may be allowed to speak. (5 min.)
4. **CONSIDER RATIFYING RESOLUTION 2014-29, A RESOLUTION APPROVING HIRING OF RETIREE EDWARD R. CROUSE AS INTERIM GENERAL MANAGER AND MAKING RELATE FINDINGS** (Discussion/Action) **(Motion) (Roll Call Vote)** 2:15
(5 min.)
5. **CONSIDER APPROVAL OF DISTRICT APPOINTMENTS** (Discussion/Action) 2:20
(Motion) (Roll Call Vote) *(15 min.)*
 - a. Edward R. Crouse as District Treasurer
 - b. Edward R. Crouse as Regional Water Authority Board Member Representative
6. **CLOSED SESSION** 2:25
Under Government Code 54957: Public Employee Appointment/Employment of the Following Positions: General Manager and Director of Finance/Administration
Under Government Code 54957.6: Conference with Designated Labor Negotiator Interim General Manager, Edward R. Crouse, Regarding Negotiations with the International Union of Operating Engineers, Local 3, AFL-CIO

7. OPEN SESSION/REPORT BACK

3:30

The Board will discuss items on this agenda, and may take action on those items, including informational items and continued items. The Board may also discuss other items that do not appear on this agenda, but will not act on those items unless action is urgent, and a resolution is passed by a two-thirds (2/3) vote declaring that the need for action arose after posting of this agenda.

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8. DIRECTOR COMMENTS/SUGGESTIONS

3:35

9. ADJOURNMENT (Motion)

3:40

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is October 23, 2014.
Posting locations are: 1) District Office; 2) Plaza Foods; 3) Rancho Murieta Association; 4) Murieta Village Association.

MEMORANDUM

Date: October 21, 2014
To: Board of Directors
From: Richard Shanahan, District General Counsel
Subject: Consider Ratifying Adoption of Resolution 2014-29, Approving Hiring of Retiree Edward R. Crouse as Interim General Manager and Making Related Findings

RECOMMENDED ACTION

Ratify the October 20, 2014 Adoption of Resolution 2014-29 approving hiring of Retiree Edward R. Crouse as Interim-General Manager and making related findings.

BACKGROUND

At the October 20, 2014 Special Board meeting, the District's Board of Directors adopted a resolution approving of the hiring of Retiree Edward R. Crouse as Interim General Manager and making related findings. I recommend that the Board reconsider and ratify the adoption of that resolution at this Board meeting.

The recommended motion is to ratify the adoption of that resolution.

RESOLUTION 2014-29

RESOLUTION OF THE BOARD OF DIRECTORS OF RANCHO MURIETA COMMUNITY SERVICES DISTRICT APPROVING HIRING OF RETIREE EDWARD CROUSE AS INTERIM GENERAL MANAGER AND MAKING RELATED FINDINGS

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT AS FOLLOWS:

Section 1. The Board of Directors finds and determines as follows:

a. Edward R. Crouse retired as District General Manager in June 2014. At that time, the District employed Joseph Blake as new General Manager.

b. Mr. Blake suddenly and unexpectedly resigned from employment with immediate notice of termination given on October 17, 2014.

c. The General Manager position requires specialized skills relating to the management and supervision of the District utility services and its employees, assets and finances. Additionally, there is a major pending construction contract and project involving the renovation of the District water treatment plant that requires close management and supervision. The ongoing effective management and operation of the District requires a qualified person to act as General Manager.

d. The District has begun the process of recruiting a new regular General Manager; however, that process could take anywhere from a few weeks to a few months. In the meantime, the District needs a temporary General Manager with the requisite skills and experience as appropriate to manage the District during the interim period of time until appointment of a new regular General Manager.

e. As the recent former General Manager, Mr. Crouse has the experience and skills necessary to serve as interim General Manager during this interim period caused by the unexpected resignation by Mr. Blake and the need to now recruit and appoint a new regular General Manager.

f. The temporary and interim employment of Mr. Crouse as General Manager is necessary to fill a critically needed position during the time required to fill the position with a regular employee.

Section 2. Pursuant to Government Code sections 7522.56(f)(1) and 21221(h) and District Personnel Manual section 4.00, the Board approves hiring Mr. Crouse as interim General Manager and as a temporary employee at a wage rate of \$83.17 per hour without any District employment benefits. The President is authorized and

directed to prepare a letter/agreement to be provided to Mr. Crouse (in consultation with District General Counsel). Mr. Crouse's period of employment will commence October 21, 2014 (or as soon thereafter as he is able to start employment) and terminate at the earlier of appointment of a new regular General Manager or expiration of the 960-hour limitation in Government Code sections 7522.56 and 21221.

PASSED AND ADOPTED this 20th day of October 2014 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Gerald Pasek, President of the Board
Rancho Murieta Community Services District

Attest:

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: October 23, 2014
To: Board of Directors
From: Edward R. Crouse, Interim General Manager
Subject: Consider Approval of District Appointments

RECOMMENDED ACTIONS

Appoint Edward R. Crouse as District Treasurer.

Appoint Edward R. Crouse as Regional Water Authority Board member representative.

BACKGROUND

Director of Finance

Government Code requires the appointment of a District Treasurer. Joe Blake had been acting as District Treasurer since June 18, 2014 through October 17, 2014.

Various documents, including contracts and agreements, require the signature of the District Treasurer.

Regional Water Authority Board Member Representative

Since Joe Blake resigned, the District needs to appoint Edward R. Crouse to replace Joe as the District's Board Representative on the Regional Water Authority Board.