



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

December 18, 2019

Call to Order/Closed Session 4:00 p.m. - 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 4:00 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, Recording Secretary.

2. CONSIDER ADOPTION OF AGENDA

General Manager Mark Martin asked that item 8, Employee Announcements, Promotions, Commendations, Kudos, be moved to before item 5, Consent Calendar. **Motion/Merchant to adopt the agenda with modification Second/Butler. Ayes: Clark, Jenco, Merchant, Butler, Maybee. Noes: None. Absent: None. Abstain: None.**

3. BOARD ADJOURNED TO CLOSED SESSION AT 4:02 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.

4. BOARD RECONVENED TO OPEN SESSION AT 5:00 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.

5. CONSENT CALENDAR

Director Clark asked that we move Item 8 to after item 5. The Board agreed. **Motion/Jenco to adopt the consent calendar. Second/Butler. Roll Call Vote: Ayes: Clark, Jenco, Merchant, Butler, Maybee. Noes: None. Absent: None. Abstain: None.**

6. STAFF REPORTS

Under Agenda Item 4a, Mark Martin, General Manager, gave a brief summary of activities during the previous month, including a description of the letter of the District's support written for the Rancho Murieta Fire Safe Council. The project with Murieta Village Association (MVA) to borrow, scan and return archival maps owned by MVA was completed. Updates from the monthly meeting with Rancho Murieta Association (RMA) acting General Manager Danise Hetland included security coordination and conveyance of the Wooden Pedestrian Bridge Parcel. General Manager Martin also updated the Board on the meeting with Regional Water Authority,

and Cal Waste, commenting that the Board has been invited to visit Cal-Waste's plant in February. There was a discussion around the meeting of Sacramento Central Groundwater Authority.

Under Agenda Item 4b, Tom Hennig, Director of Administration, gave an update on the status of the Annual Audit, the outsourcing of payroll with Paychex, and the automation and outsourcing of customer statements. He continued with a discussion of the Fiscal Year 2020-21 Budget Schedule. The Cantova Repair and Re-route Project Closure was discussed.

Under Agenda Item 4c, Chief Werblun gave a brief overview of the operations updates and incidents of note, noting that the project to create new accounts for vendors was complete. He gave an update on the Fast Pass system, and traffic on Thanksgiving, stating that the District will continue its efforts to inform residents about the benefits of the system. There was a discussion regarding Golf Carts, and ATV's, including comments from President Clark reminding all that there should be a combined effort by all governing bodies to create common rules for them. Audience member John Sullivan commented that he would love to see some standard and would support any kind of effort. Director Clark asked that this be taken up at the next Joint Security Committee Meeting. Finally, there was a discussion of the Security Impact Fee and placement of a Security Camera at the entrance to Murieta Village and the desire to schedule a Joint Security Committee meeting.

Under Agenda Item 4d, Paul Siebensohn, Director of Field Operations, gave a brief summary of the utilities update including a correction to the residential gallons per capita per day data on the chart (page 1 of the Utilities Report) depicting water usage in the District, and that we are pumping from the Cosumnes River to storage in Calero Reservoir. Mr. Siebensohn also gave a development update stating that the manhole at Murieta Gardens II has been completed and the hole in the diversion box on the Cosumnes Irrigation Association (CIA) ditch in Murieta Gardens on lots 4 & 5 has been repaired.

7. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES

General Manager Martin commented that he plans to attend the California Special District Association General Manager Leadership Summit in June of 2020.

8. EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS

Motion/Merchant to adopt Resolution R2019-11 in Honor of Sean Montgomery, Plant Operator III

Second/Merchant. Roll Call Vote: Ayes: Clark, Jenco, Merchant, Butler, Maybee. Noes: None. Absent: None.

Abstain: None.

Director Clark read and presented a resolution in honor of Sean Montgomery for his 15 years of service to the District.

Tom Hennig recognized Tonya Perez and Cindy Chao for their efforts with the switch to the new Payroll system.

9. REVIEW January 2020 BOARD/COMMITTEE MEETING DATES/TIMES

Director Maybee will not be available to attend the Security Meeting on January 9, 2020.

10. CORRESPONDENCE

None

11. COMMENTS FROM THE PUBLIC

John Sullivan commented with a correction to the Improvements Committee Meeting Minutes, stating that grading work had not begun on lot 10.

Andrew Westphal commented that he had left a complaint in the District Office on December 12, 2019 and requested the District follow-up on his complaint.

12. DISCUSS FY 2020-21 BUDGET SCHEDULE

This item was discussed during item 6B – Administration/Finance Update

13. CONSIDER COMMITTEE ASSIGNMENTS

Recording Secretary Amelia Wilder updated the Board on their response for her request for desired Committee changes. There were no changes from 2019 Committee assignments.

14. CONSIDER ADOPTING RESOLUTION R2019-12 FOR CALPERS 180 DAY WAIT PERIOD EXCEPTION FOR SEAN MONTGOMERY

Field Operations Director Siebensohn discussed the District's possible need to have Sean Montgomery return to his duties as Plant Operator III for a short time due to planned medical leave of key staff. Director Maybee reminded Staff not to exceed 960 hours per year.

Motion/Clark to adopt Resolution R2019-12 for CalPERS 180 day wait period exception for Sean Montgomery.

Second/Jenco. Roll Call Vote: Ayes: Clark, Jenco, Butler, Merchant, Maybee. Noes: None. Absent: None.

Abstain: None.

15. DIRECTOR COMMENTS/SUGGESTIONS

Director Tim Maybee likes the new bill, and he complemented Staff on the timely installation of a new water meter at his residence.

President Clark asked that the responsibilities (District or resident) of meters if they break be clearly communicated, and he commended Staff on their efficiencies.

General Manager Martin thanked Mr. Hennig for his commitment to improving District procedures and leading his team. He thanked staff for improved customer service, and thanked the Board for allowing Staff to explore and implement new technologies.

16. ADJOURNMENT

Motion/Clark to adjourn at 6:31 p.m. Second/Butler. Ayes: Clark, Jenco, Butler, Merchant, Maybee. Noes: None. Absent: None. Abstain: None.

Respectfully submitted,

Amelia Wilder
Recording Secretary

Mark Martin
Interim District Secretary