



**RANCHO MURIETA
COMMUNITY SERVICES DISTRICT**

15160 JACKSON ROAD
RANCHO MURIETA, CA 95683
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Board of Directors

Stephen Booth, President
John Merchant, Vice President
Linda Butler, Director
Randy Jenco, Director
Tim Maybee, Director

Staff

Mimi Morris, General Manager
Mark Matulich, Director of Finance & Admin.
Eric Houston, Director of Operations
Patrick Enright, District General Counsel
Amelia Wilder, District Secretary

**REGULAR MEETING
of the
BOARD OF DIRECTORS
Wednesday, February 19, 2025
Closed Session 4:00 p.m./Open Session 5:00 p.m.**

AGENDA

1. CALL TO ORDER - Determination of Quorum – President Booth **(Roll Call)**

2. APPROVAL OF AGENDA *(Motion)*

3. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant Exposure to litigation pursuant to Government Code section 54956.9(d)2) and (e)(3)
(one case)

CLAIM OF MELINDA MORRIS V. RANCHO MURIETA COMMUNITY SERVICES
DISTRICT

4. OPEN SESSION/REPORT BACK FROM CLOSED SESSION

5. PUBLIC COMMENTS

The Public Comments section is for the Board of Directors to receive comments; except for brief questions for clarification, no discussion or action may be taken on any item that is not listed on the agenda.

6. CONSENT CALENDAR *(Motion)* **(Roll Call Vote)** *(5 min.)* All items in this agenda item will be approved as one motion if they are not excluded from the motion adopting the consent calendar.

A. Approval of Board Meeting and Committee Meeting Minutes

1. *January 15, 2025 Regular Board Meeting Minutes*
2. *February 4, 2025 Improvements Committee Meeting Minutes*
3. *February 6, 2025 Communications and Technology Committee Meeting Minutes*
4. *February 6, 2025 Security Committee Meeting Minutes*

B. Bills Paid Listing

7. Action Item CONSIDER PARKS COMMITTEE VOTE ON TRAIL MAP FOR RANCHO NORTH PROPERTIES

8. REVIEW DISTRICT MEETING DATES/TIMES FOR MARCH 2025

- A.** Communications & Technologies Committee – March 6, 2025 at 9:00 a.m.
- B.** Security Committee – March 6, 2025 at 10:00 a.m.
- C.** Improvements Committee – March 11, 2025 at 8:00 a.m.
- D.** Personnel Committee – March 13, 2025 at 9:00 a.m.

- E. Finance Committee Meeting – March 13, 2025 – 10:00 a.m.
- F. Special Board Meeting – March 14, 2025 - Open Session at 10:00 a.m.
- G. Regular Board Meeting – March 19, 2025 - Open Session at 5:00 p.m.

9. CORRESPONDENCE

- A. Email from Janis Eckard 2/3/2025

10. STAFF REPORTS (Receive and File)

- A. Finance and Administration Report
- B. Operations Report
- C. Security Report

Discussion/Information Items

11. Discussion Item WATER 101

Action Items

12. Action Item DISCUSS AND SCHEDULE STRATEGIC PLANNING SESSIONS FOR THE BOARD OF DIRECTORS

13. Action Item APPROVE ACCOUNTING SOFTWARE CONTRACT WITH CASELLE

14. Action Item APPROVE ADMINISTRATIVE SERGEANT JOB DESCRIPTION

15. Action Item MODIFY JOB DESCRIPTION AND REPORTING RELATIONSHIP FOR DISTRICT SECRETARY

16. DIRECTOR COMMENTS/SUGGESTIONS

In accordance with Government Code 54954.2(a), directors and staff may make brief announcements or brief reports of their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.

17. ADJOURNMENT (Motion)

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 24 hours prior to a special meeting, will be made available for public inspection in the District offices during normal business hours. If, however, the document is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting.

In compliance with federal and state laws concerning disabilities, if you are an individual with a disability and you need a disability-related modification or accommodation to participate in this meeting or need assistance to participate in this meeting, please contact the District Office at 916-354-3700 or awilder@rmcsd.com. Requests must be made as soon as possible.

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. Posting location is the District Office. The date and time of this posting is February 13, 2025 at 3:00 p.m.