

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
BOARD GOAL WORKSHOP
January 21, 2011 – 8:30 a.m.

1. CALL TO ORDER/ROLL CALL

President Roberta Belton called the Board Goal Workshop meeting of the Board of Directors of Rancho Murieta Community Services District to order at 8:32 a.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Roberta Belton, Richard Taylor, Betty Ferraro, and Gerald Pasek. Also present were Edward R. Crouse, General Manager/District Engineer; Darlene Gillum, Director of Administration; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District/Recording Secretary. Director Steven Mobley was absent.

2. COMMENTS FROM THE PUBLIC AND BOARD RESPONSE

John Sullivan commented on the importance of holding the workshops, providing more detailed information on goals that are being worked on and that have been completed, having a lake instead of wells, and the need to review the 2020 Plan annually.

3. DEPARTMENT YEAR END UPDATES AND 2009-2010 PROJECTIONS

Security Department

Accomplishments for 2010: updated the Operations Manuals for gate and patrol operations, updated Rule Binder, increased use of patrol laptop, increased patrol time on day shift, replaced gate operator at the North Gate visitor lane and South Gate far lane, replaced barcode reader at North Gate, began using new portable radios, tested CodeRed system, continued training for Security Officers, continued speeding and stop sign enforcement with Rancho Murieta Association (RMA), continued cooperation and interaction with RMA Compliance Officer and Compliance Committee, and Security Officers attended community events.

Goals for 2011: continue training for both Gate and Patrol Officers, increase community outreach, continue cooperation with VIP's, in car video cameras, continue cooperation with RMA, training on new ABDI, purchase and install license plate reader cameras, continue cooperation and interaction with RMA, continue working with RMA on the new North Gate, review RMA Gate Policy, update Security Strategic Plan, evaluate calls for service, and develop a 3 year budget impact report.

Administration

Accomplishments for 2010: conducted OE-3 negotiations, implemented self-balancing set of accounts by fund, produced Balance Sheet by fund, streamlined monthly financial reports utilizing accounting system reporting tool, new liability and workers compensation insurance providers saving the District \$42,000, mandated cost reimbursement filed (SB90), OPEB trust account established, high level 5 year budget projection completed, upgraded phone system saving District \$360 monthly, washer and toilet rebate program, continued training and cross-training of Joyce, Jenny/Susan, Debby and Darlene, upgraded/replaced aging/broken work stations, computer virus clean up.

Goals for 2011: expand budget planning to 2, 3 or 5 year window, continue evaluate of electronic document management system provider solutions, compare healthcare providers, prepare for changes in 1099 filing requirements, continue cross training of Joyce, Susan, Debby and Darlene, issue RFP and award IT support contract, bring email server and service in-house, replace aging equipment, begin testing Windows 7 compatibility, evaluate using local IT support for hardware issues only, create IT master plan/business continuity document, wireless cloud in community, build 3 year IT business/strategic plan, evaluate producing e-statements, evaluate best communication tools for community outreach.

Water/Wastewater/Drainage Department

Accomplishments for 2010: these items will be covered in the water department's annual review at the March 2011 Board meeting.

Goals for 2011: AWD utility cart for easement and drainage access, sewer easement jetting equipment, rehabilitate Calero to Chesbro pump station and electrical, contract engineering service to consolidate District drawings, generate replacement or upgrade for 6B genset. CIA Ditch; relocate measuring site at Equine Center, improve upstream flow monitoring well. WWRP: install boat ramps in ponds 1 and 3, replace computer control systems, replace west DAF electrical panel, replace water quality panel at chlorine contact chamber effluent, replace drying bed pumps with new rail system, relaying drying bed pump station panel, continue to replace under drain system in sludge drying beds. WTP: repairs to building, generator replacement, replace Plant 2 influent flow meter and finished water flow meter, replace generator and transfer switch, replace chlorine and zinc feed lines. Cantova: replace pumps and pump connection system. 6-B: replace generator, hard-line computer connections, replace sewer lateral from Lago to Carreta.

Ed Crouse gave a brief summary of some issues or events that may alter the way the District does business or provides service. These include, for Security: Special Tax revenue limitations keeping up with inflation. For Water: lower diversions, user impact fees, new delta governance authority, 2020 mandate, lost revenue, pursuit of next steps related to Integrated Water Master Plan. Drainage: RMCC drainage maintenance needs, costs, and reserve funding. Financial: increase in costs, aging infrastructure, unforeseen rehabilitation, no new growth, OE3 negotiations. Aging Infrastructure: increased expense, annual maintenance, major rehabilitation, limited funds, and likelihood of rate increases. Development: potential new owner of PTF lands, accelerated development, 670 Group ownership changes, FSA negotiations.

4. GOAL PLANNING

Review of 2010 Board Goals

Ed Crouse gave a brief review and status report on the 2010 Board Goals. During the review of the goals, a short Board dialogue ensued.

Review Strategic Plan Action Items

Ed Crouse reviewed the Strategic Plan Action Items, their intent, and status. During review of items, a short Board dialogue ensued. Director Ferraro requested the Strategic Plan be reviewed and updated in 2011. By consensus, the Board agreed, to be completed by respective committees and staff by December 31, 2011.

Review of 2011 Dialogue Sheet

Each Director gave a brief summary of their item on the 2011 dialogue sheet, their intent, and desired outcome. These categories included Water/Wastewater, Security, Solid Waste, Community Relations, and RMA/RMCC Relations, Employee Relations, Development and District Board. During presentation of each goal suggestion, a short Board dialogue ensued.

After much dialogue, the following new goals were agreed to:

NEW GOAL
<i>Water/Wastewater/Drainage</i>
1. Proceed with IWMP Recommendations
<i>Community Relations</i>
1. Begin education component of 2020 Plan
<i>Employee Relations</i>
1. Independent study of employee compensation and Pay-For-Performance Program.
2. Develop policy for employee appreciation and recognition.
<i>District/Board</i>
1. Update Strategic Plan by end of 2011.

5. COMMENTS AND SUGGESTIONS FROM BOARD MEMBERS AND STAFF

President Belton reminded everyone about the blood drive next week.

Ed Crouse stated that he would be taking an eight (8) week vacation in October and November of this year.

6. ADJOURNMENT

Motion/Ferraro to adjourn at 12:08 p.m. **Second/Pasek. Ayes: Belton, Taylor, Ferraro, Pasek.**

Respectfully submitted,



Suzanne Lindenfeld
District Secretary