

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
BOARD GOAL WORKSHOP
January 22, 2010 – 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 8:35 a.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Roberta Belton, Robert Kjome, Betty Ferraro, and Richard Taylor. 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

None.

3. DEPARTMENT YEAR END UPDATES AND 2009-2010 PROJECTIONS

Security Department

Accomplishments for 2009: updated the Operations Manuals for gate and patrol operations, updated Rule Binder, increased use of patrol laptop, continued speeding and stop sign enforcement with Rancho Murieta Association (RMA), continued cooperation and interaction with RMA Compliance Officer and Compliance Committee, replaced South Gate barcode reader, hired temporary Gate Officer, hired new Patrol Officer, continued use of off-duty Sacramento County Sheriff Officers, new patrol vehicle purchased, Officers attended community events.

Goals for 2010: increase patrol time and visibility, increase use of part-time and temporary Gate Officers, increase use of patrol laptop, increase training for both Gate and Patrol Officers, increase community outreach, continue cooperation with VIP's, enhance relationships with Sacramento County Sheriff's Department (SSD) South Bureau, encourage California Highway Patrol (CHP) use of Safety Center, cameras for District and RMA facilities, continue cooperation and interaction with RMA, add dispatching module to ABDI, continue working with RMA on the new North Gate, review RMA Gate Policy, review Security agreements with various entities, update Security Strategic Plan, evaluate calls for service, and develop a 3 year budget impact report.

Water/Wastewater/Drainage Department

Accomplishments for 2009: repair of two comminutors at Mail Lift North, installed distribution sampling stations, installation of WW automated filter to waste valve and vault, replacement of Calero to Chesbro siphon valve and control panel, adopted and implemented MS4 Permit plan, adopted and implemented SSMP, rebuilt panel controls for Alameda lift station. At the WWRP: sludge pumping from pond 2, replaced failed instrumentation recorder, hauled away 260 tons of sludge from facility, replaced failed backwash compressor, installed new flow meter, rebuilt both backwash pumps, partial upgrade of alum feed system, air drift barrier. At the WTP: reinforcement of chlorine ton crane beam completed, cleaned 2 drying beds and hauled sludge to WWRP, installed sludge drying bed float system, installed new plant 1 influent flow meter, replaced finished water monitoring chlorine analyzers, replaced potassium permanganate system, replaced chlorinator system control valves and associated plumbing, replaced automated sludge valves, and installed new digital charge recorder.

Goals for 2010: purchase new or used dump truck, water plant repairs and painting, WW plant rehabilitation, sewer collection system flushing, distribution system flushing and valve maintenance. At

WTP: generator replacement, preventative maintenance, move turbidimeter locations, replace chlorine and zinc feed lines. At WWRP: continue replacement of under drain system, clean out sludge drying beds.

Administration

Accomplishments for 2009: new copy machine for administration building, revisited effects of tiered pricing, competed benefits package, began evaluating electronic documentation management system provider solutions, commenced OE-3 negotiations, implemented Red Flag Rules Policy, performed HVAC system maintenance and upgraded thermostats, audit findings significantly reduced, staff attended Ethics training, reviewed and revised previous Budget Model spreadsheets, received gas tax refund, continued cross training of Joyce, Jenny, Debby and Darlene, new District website, provide District hotspot for public during public meetings, upgraded/replaced aging and/or broken workstations, began in-house customer service training with administration staff, sent staff to a customer service workshop, electronic Pipeline.

Goals for 2010: implement self-balancing set of accounts by fund, streamline monthly financial reports, obtain clean audit report, compare liability and worker's comp insurance providers, seek mandated costs reimbursement (SB90), establish OPEB trust account, expand budget planning window, upgrade phone system, continue evaluation of document management system, continue cross training of Joyce, Jenny, Debby and Darlene, Red Flag Policy training, issue request for proposal and award IT support contract, bring email server and services in-house, replace aging workstations, evaluate using local IT support for hardware issues only, create IT Master Plan, wireless cloud in community, build 3 year IT Strategic Plan, evaluate and formalize a disaster recovery plan for IT, complete customer service training program, and evaluate producing e-statements.

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: refinement of current authority over time, Sheriff's Department budget constraints, and Special Tax revenue limitations. For Water: lower diversions, user impact fees, new delta governance authority, Governor's 2020 mandate, increased costs and loss of revenue due to the 2020 mandate, 2014 waste discharge requirements which will require new construction and additional staffing responsibilities. Sewer System Maintenance Plan, which includes more maintenance, more reporting and increased costs, MS4 Storm Drainage NPDES Permit which includes new construction erosion control, post construction maintenance, monitoring and report and increased costs, levee recertification, aging infrastructure. Financial: no new growth, OE-3 negotiations.

4. GOAL PLANNING

Review of 2009 Board Goals

Ed Crouse gave a brief review and status report on the 2009 Board Goals. During the review of the goals, a short Board dialogue ensued. Director Taylor requested the PTF Swap Parcel be given a priority.

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. By consensus, the Board agreed to remove items that have been completed.

Review of 2010 Dialogue Sheet

President Belton reviewed items on the 2009 dialogue sheet, their intent, and desired outcome with the Board and staff. 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>District/Board</i>	
1.	Adopt Policy on Process for Submittal and Review of Board Goals
2.	Develop a 5-year Financial Plan

Director Kjome left at 11:30 a.m.

5. COMMENTS AND SUGGESTIONS FROM BOARD MEMBERS AND STAFF

None.

6. ADJOURNMENT

Motion/Taylor to adjourn at 12:10 p.m. **Second/Ferraro. Ayes: Belton, Ferraro, Taylor.**

Respectfully submitted,


 Suzanne Lindinfeld
 District Secretary