



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD
RANCHO MURIETA, CA. 95683

BOARD GOAL WORKSHOP

Thursday, January 31, 2008
CSD Administration Building
8:30 a.m.

NOTICE IS HEREBY GIVEN that the Board of Directors of the Rancho Murieta Community Services District will hold a Special Meeting on Thursday, January 31, 2008 at 8:30 a.m., at the Rancho Murieta CSD Board Room at 15160 Jackson Road, Rancho Murieta.

AGENDA

- 8:30 a.m.
1. Call to Order, Roll Call
 2. Comments from the Public - The public shall have the opportunity to comment on any item of interest that falls within the jurisdiction of the Board. *(5 min.)*
 3. Department Year End Updates and 2008-2009 Projections *(45 min.)*
 4. Goal Planning **(Discussion)**
 - Review Last Year's Goals *(15 min.)*
 - Review Strategic Plan *(15 min.)*
 - Identify New Goals *(90 min.)*
 5. Director Comments/Suggestions *(10 min.)*
- 11:30 a.m.
6. Adjournment

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is January 25, 2008. Posting locations are: 1) District Office; 2) Plaza Foods; 3) Rancho Murieta Association; 4) Murieta Village Association.

BOARD GOALS
2007-2008
01/01/08

Priority	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
	Evaluate New Ways to Use PTF Swap Parcel	Jan. 2001		HOLD		
	Pursue recycled water for residential use	Jan. 2005	07/08	25%	Begin feasibility study and workshops	
	Increase technology for new gate	Jan. 2005	July 2006	HOLD	Meet with N. Gate Planning Committee	Working through security strategic plan without upgrades to gates; utilize ABDI upgrades as appropriate
	Educate Board on conservation and rates	Jan 2007	03/08	25%	Held 2 workshops	Review of revised rate structures. Evaluate total rate increase after normal op costs included
	Educate Board on recycled water implementation and administration	Jan 2007	07/08	25%	Held 2 workshops	
	Increase communication with residents regarding water/wastewater issues	Jan 2007			Pipeline articles on recycled water Stuffers on FOGS and flushables Expanded website announcements and notices	
	Re-issue customer survey	June 2007			Re-issued Security survey – November 2007	Compilation and communication of results
	Educate community on Security Department powers	Jan 2008	Apr 2008			Spring 2008 Pipeline
	Continue to implement Security Strategic Plan	On-going				
	Strengthen financial planning: develop long-range rate reports & CIP replacement reserves	On-going	03/08			Prepare 5 year CIP Develop 3 year budget projections Schedule sewer replacement reserves
	Roll out Integrated Water Master Plan	Jan 2006	Nov 2006	100%	Started Residential Recycled Water Feasibility Study Started Conservation Pricing workshops	Acceptance by ratepayers Probable rate increases on top of conservation pricing

**STRATEGIC PLAN ACTION ITEMS
JANUARY 2008**

ACTION ITEM	WHO	DUE	COMPLETED	COMMENTS
Consider Consolidating Rancho Murieta Service Functions	Ed Crouse	Consultant on board by Summer 2004	0%	On hold until critical mass support to move forward is evident with RMA and RMCC and others as appropriate
Implement Solid Waste Collection	Ed Crouse	01/06	11/05	CWRS 10 year contract began 11/05. First contract amendment 07/07. First Haz Waste event 4/07
Expand CSD Parks and Recreation authority	Ed Crouse	After considering consolidation of functions	0%	Primary focus is on community building on CSD property or other location outside gates
Evaluate and widen cable TV and Broadband	President & General Manager		8/05	Made overtures to RMA to partner /participate in CSD wireless project. No support from RMA.
Develop Security Strategic Plan	Committee & Chief	April 2004	08/05	Added Safety center; expanded south gate. Continued progress on implementing portions of plan over time.
Develop Facilities Master Plan	Staff	January 2005	0%	On hold until after CDO cleared. New GM goal for 2007 to address 5-year capital improvement project plan by 3/08.
Evaluate ways to use the PTF swap parcel	N/A	After transfer has occurred	0%	On hold; low priority
Water supply actions – prepare IWMP	Staff & consultants	Spring 2004	11/05	IMWP completed ; pursuing Conservation Pricing and Recycled Water Expansion strategies
Optimize use of technology for operations and communications	Ed Crouse & Les Tyler	March 2004	Continuing effort	CMMS for water department 12/07 Network Upgrades 07/07 Server upgrade 3/08 Disaster Recovery plan 1/09 Piggy-back on City of Sacramento wireless cloud to RM 1/10 Satellite link for patrol and WTP 7/08
Increases depth of management team	Staff	March 2004	3/04	Prepared succession plan and career development plan New GM goal to prepare plan 01/08
Improve employee relations	Personnel Committee Ed Crouse & Les Tyler	Spring 2004	04/04 – on-going	Personnel Committee agenda item to communicate with Board at earliest means

Clarify CSD's role in community	Communications Committee	Spring 2004	On-going	Focus group activity completed. Expand Pipeline articles on Security and Drainage. Prepared District video
Communicate information about CSD activities to residents	Communications Committee	ASAP and ongoing	On-going	Expanded Pipeline coverage Expanded website activities Expanded use of bill stuffers
Develop a more active role for the Communications Committee	Communications Committee	Spring 2004	11/04 – on-going	See above items
Develop Financial Master Plan	Finance Committee	Fall 2004 – with placeholders for pending studies	0%	Oh hold until CDO completed and CIP plan developed. New GM goal to prepare 3 year projection by 3/08

**Board Goal Definition
Dialogue sheet
2008**

WATER/WASTE WATER/ DRAINAGE	SECURITY	SOLID WASTE	COMMUNITY RELATIONS	RMA/RMCC RELATIONS	EMPLOYEE RELATIONS	DEVELOPMENT	DISTRICT/ BOARD
Water storage vis-à-vis increase capacity of Calero Reservoir. Make it deeper in its most shallow section.	Encourage Patrol Officer arrests for drug violation, vandalism, loitering and curfew.	Propose no further E-waste collection in or by the District.	What type of “city” should we be?	Propose that only the General Manager and Board President do ALL District communication jointly – upon instruction from the CSD Board.	Encourage open-door policy for staff to go through channels to express concerns without fear of retaliation.	What type of “city” should we be?	What type of “city” should we be?
Identify deferred maintenance needs and prioritize over next three fiscal years.	Additional PM Patrol Officer	Recycling data and info sharing to the community.	Let us learn about communicating before we do any more opinion questionnaires of the sort just being concluded.	Official matters to be done only in writing in the name of the Board.	Identify regular ongoing training for all positions necessary or required to maintain skill level desired.	See prior: TRAINING, TRAINING and more of the same as identified and needed (in all areas of the operation).	Review District Code in its entirety to identify areas that are in need of updating, i.e., areas enacted because of a situation that no longer exists (for example current President and Vice President 2-year terms).
Determine which of the above are reserve items and which are/ should be operating expenses.	Develop written policies and procedures for all facets of the Security functions.	Presentation at school assemblies at the elementary school and high school level.	Frequency of the Pipeline.	Consider joint meeting(s) s appropriate between/among the three bodies.	Review training requirements for staff, be they hire in qualifications or recurring - emphasis on multimedia net based self training)	RM future governance per the Strategic Plan.	Include Directors on rotating or other identified basis in all external meetings.

Denotes new goals for Director Taylor

Denotes new goals for Director Belton

Denotes new goals for Director Pasek

Denotes new goals for Director Kjome

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WATER/WASTE WATER/ DRAINAGE	SECURITY	SOLID WASTE	COMMUNITY RELATIONS	RMA/RMCC RELATIONS	EMPLOYEE RELATIONS	DEVELOPMENT	DISTRICT/ BOARD
Water quality issues (esp. taste) seem to be continuing issue. What can/should be done.	Obtain costs and figures to place tax increase on 2008 General Election ballot to allow one additional Patrol Officer.	Discuss costs of HHW and when to have another event.	District latent powers.	Respond to inaccurate/erroneous information provided by other bodies regarding CSD as soon as the "bad" info is identified.		If a multi HOA system gets in place, how does CSD ensure standards compliance? (Drainage, landscaping, etc.) No effective Arch review in place.	Discuss costs of legal and consultants; compare costs (all areas) for the past 3-year period and identify at least a 10% cut.
Look into feasibility of incremental approach to water plant processing and augmentation of storage.	Develop and keep updated training manuals.		Consider townhall meetings on pertinent topics.	Assure that Vice President attends Presidents' meeting in President's absence.		Include macro assessment of Murieta West in Phase 3 planning horizons. Closer look at areas within boundaries.	Establish a calendar for routine meetings that limit span to two weeks (committee/Board within two weeks of one another). As presently scheduled, there is insufficient time to schedule vacations, etc., without interfering with a meeting.
	Establish training needs and schedule.		Consider emergency call system to utilize in emergency situations with info updated as needed.	Identify problems in our enforcement of RMA's CC&Rs. Aim to fix them.			Continue to explore Financial Master Plan given deficit spending.

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	Review feedback and discuss any needed changes.		Keep main line open after hours with appropriate recorded information or referral number.	Explore cityhood status.			
			Initiate Board discussion requesting community input on highest and best use for the 10-acre parcel immediately to the west of the CSD building. Target date for determining viable options would be 12-31-09.				
			Continue surveys.				

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