



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Board of Directors Special Meeting

MINUTES

January 13, 2016 – 2:00 p.m.

1. CALL TO ORDER/ROLL CALL

President Gerald Pasek called the special meeting of the Board of Directors of Rancho Murieta Community Services District to order at 2:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Gerald Pasek, Betty Ferraro, Morrison Graf, and Michael Martel. Also present were Darlene J. Gillum, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; and Suzanne Lindenfeld, District Secretary. Director Mark Pecotich was absent.

2. ADOPT AGENDA

Motion/Ferraro to adopt the agenda. **Second/Graf. Ayes: Pasek, Ferraro, Graf, Martel. Noes: None. Absent: Pecotich. Abstain: None.**

3. COMMENTS FROM THE PUBLIC

None.

4. CONSIDER APPROVAL OF WATERSMART GRANT APPLICATION

Tom Guinn, AECOM, gave a brief summary of the WaterSMART Grant application in support of Phase 1 of the Recycled Water System Expansion Project. A question and answer period followed.

Director Pecotich arrived at 2:08 p.m.

John Sullivan commented on his concern that the District has put Stonehouse Park as a higher priority than the commitment the District made regarding the water augmentation fees the developers have paid over the past 25 years for the commercial loop, which is not listed in Figure 6 of the Application. Mr. Sullivan stated that Stonehouse is not part of Phase 1.

Darlene Gillum stated she will work with AECOM to discuss the connectivity to the business loop and if it is not able to be included in the service of recycled water, she will not go forward with the grant application.

Mr. Sullivan stated that the District should go forward with the grant application but just wanted to be sure the District sticks with the commitment that was made 25 years ago.

Motion/Pecotich to approve USBR funding application from AECOM for the WaterSMART: Water and Energy Efficiency Grants for FY 2016 in support of Phase 1 of the Recycled Water System Expansion Project contingent upon the outcome regarding the ability to serve the business loop connection. **Second/Ferraro. Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

5. CONSIDER ADOPTION OF RESOLUTION R2016-01 SUPPORTING PARTICIPATION IN THE BUREAU OF RECLAMATION WATERSMART GRANT PROGRAM

Darlene Gillum gave a brief summary of the recommendation to adopt Resolution R2016-01, supporting the District's participation in the Bureau of Reclamation WaterSMART: Water and Energy Efficiency Grants.

Motion/Graf to adopt Resolution R2016-01 supporting the District's participation in the Bureau of Reclamation WaterSMART: Water and Energy Efficiency Grants for FY 2016 – R16-FOA-DO-004 contingent upon the outcome regarding the ability to serve the business loop connection. **Second/Pecotich. Roll Call Vote: Ayes: Pasek, Ferraro, Graft, Martel, Pecotich. Noes: None. Abstain: None. Absent: None.**

6. CONSIDER APPROVAL OF WATER SUPPLY ASSESSMENT CONTRACT ADDENDUM

Darlene Gillum gave a brief summary of the recommendation to approve the proposal from Maddaus Water Management for Task Order 16-02 for continued support of the Water Supply Assessment (WSA) for the Rancho Murieta North Project, contingent upon receipt of Developer deposit to cover the cost of the proposed work.

John Sullivan commented that the Draft Water Supply Assessment (WSA) did not include the multi-family project. Darlene stated that the WSA only includes the existing demands, approved and proposed projects' estimated demands.

Director Pecotich suggested that Maddaus Water Management include their experience in the report. Darlene will check with Lisa on including that information.

Motion/Pecotich to approve the proposal from Maddaus Water Management for Task Order 16-02 for continued support of the Water Supply Assessment (WSA) for the Rancho Murieta North Project, in an amount not to exceed \$26,764, contingent upon receipt of Developer deposit to cover the cost of the proposed work. **Second/Ferraro. Ayes: Pasek, Ferraro, Graft, Martel, Pecotich. Noes: None. Abstain: None. Absent: None.**

7. GOAL PLANNING

Darlene Gillum gave a brief review and status report on the 2015 Board Goals. During the review of the goals, a short Board dialogue ensued.

Review of 2016 Dialogue Sheet

Darlene Gillum provided a summary of the goals listed on the dialogue sheet. Each Director provided input on their items on the 2016 dialogue sheet, their intent, and desired outcome. These categories included Water/Wastewater, Security, Community Relations, 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.

Goal 1. Ensure District maintains a focus on future vision for successful delivery of services to the Rancho Murieta community.

- a. Update the 2011 Strategic Plan by January 1, 2017.

Goal 2. Successfully manage water supply to meet the Rancho Murieta Community needs.

- a. Complete Water Treatment Plant Expansion Project and bring plant operational no later than March 1, 2016.
- b. Complete Augmentation Well Project before grant performance period ends, anticipated to be extended to June 2017.
- c. Closely monitor number of connections as we near qualifying as an Urban Water Supplier (3,000 connections) in the next few years to ensure Urban Water Management Plan is prepared and submitted timely.
- d. Develop plan for submitting water right permit request to extend beyond December 2020.

Goal 3. Successfully manage recycled water supply to comply with Master Reclamation Permit and State regulations regarding use of reclaimed water.

- a. Develop facility update/expansion schedule and plan accordingly; leveraging existing recycled water system. This task is currently part of Phase 1 projects submitted to Board of Reclamation for WaterSMART grant funds.
- b. Finalize agreement with Ranch Murieta Country Club and the property owners regarding raw and reclaimed water use and need by December 31, 2016.

Goal 4. Manage aging infrastructure to ensure on-going provision of services to the Rancho Murieta Community.

- a. Prepare 5-year Capital Replacement Plan (water, sewer, drainage, security, and administration) based on 2015 Reserve Study by May 15, 2016.
- b. Update long-term plan for infrastructure (water, sewer, drainage) inspection, repair or replacement.

Goal 5. Effectively Manage District Finances

- a. Achieve cost savings through the completion of the solar power arrays at the Wastewater Treatment Plant and the Water Treatment Plant by December 31, 2016.
- b. Seek cost savings through efficiencies gained by shared services and other opportunities with other agencies.
- c. Review 2009 Ad Hoc Governance Committee report for shared service opportunities with RMA and RMCC that have not yet been implemented.
- d. Increase participation in electronic billing service by 20% before December 31, 2016 to achieve cost savings.
- e. Formalize Security Impact Fee Policy by April 30, 2016.
- f. Complete recycled water rate study by December 31, 2016.

- g. Investigate Security Tax Initiative for increase cap on Security Tax escalation for the November 2016 General Election Ballots.
- h. Address RMA financial obligation for water permit fees and related charges.

Goal 6. Provide Security Services to the community at a level that meets community needs and expectations.

- a. Develop long term Security Master Plan by December 31, 2016 to address how to effectively provide security services as the Rancho Murieta community grows in development of residential and commercial properties.
 - i. Evaluate strategy to improve/change public perception of Security to a positive experience.
- b. Complete Security Surveillance Camera Plan by May 31, 2016.
- c. Formalize Security Impact Fee Policy by April 30, 2016.
- d. Formulate plan for use and operation of Escuela Gate, both long term and short term, with RMA by July 1, 2016.

Goal 7. Provide solid waste services to the community at a level that meets community needs and expectations.

- a. Research providing commercial solid waste collection and disposal services through contract with California Waste Recovery Systems by May 31, 2016.
- b. Research and evaluate feasibility of organic waste/compost project by July 1, 2016.

Goal 8. Effectively monitor and manage development impacts to the provision of District services.

- a. Successfully complete the Operating Agreement regarding the Parks Committee and each entity's role and responsibility by March 31, 2016.
- b. Monitor and participate in the County Planning process for the Rancho Murieta North proposed development project representing and protecting the District's interests and responsibilities.
- c. Keep community informed of the planning process as it relates to the Rancho Murieta North proposed development and District involvement.

Goal 9. Maintain community relationships by effective communication and responding to the needs of the community.

- a. Conduct community outreach events on various District services throughout the year (target quarterly but no less than semi-annual events).
- b. Address community concerns of midge fly nuisance (especially around Laguna Joaquin) before next hatching season (May 1, 2016).

- c. Water Treatment Plant Expansion Project publicity event/announcement in March or April 2016.
- d. Publish information regarding Augmentation Well Project purpose and plans by February 28, 2016.
- e. Communicate with the community in lay-person terminology (i.e., translate technical information in understandable terminology).
- f. Review potential of televising District Board meetings.
- g. Launch new and improved District website by March 31, 2016; continue evaluation of social media use and benefit.
- h. Develop strategy to improve timeliness of District response to residents' communications.

Goal 10. Foster a working environment that develops employee strengths, encourages employee growth, and makes the District a highly desired place of employment.

- a. Seek out training and education opportunities for employees.
- b. Value employees' ideas and suggestions regarding District processes and procedures. Encourage employee participation to provide their ideas to management.

8. DIRECTOR COMMENTS/SUGGESTIONS

None.

9. ADJOURNMENT

Motion/Ferraro to adjourn at 4:58 p.m. **Second/Pecotich. Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,



Suzanne Lindenfeld
District Secretary