



RANCHO MURIETA COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING

February 20, 2019

Call to Order / Open Session 5:00 p.m.

1. CALL TO ORDER/ROLL CALL

President Les Clark called the Regular Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 5:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Les Clark, Randy Jenco, Linda Butler, Tim Maybee, and John Merchant. Also, present were Mark Martin, General Manager; Jeff Werblun, Security Chief; Paul Siebensohn, Director of Field Operations; Tom Hennig, Director of Administration; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, District General Counsel.

2. CONSIDER ADOPTION OF AGENDA

Mark Martin, General Manager, stated that Agenda Item #16 is being pulled from the agenda and will hopefully be on the February 27, 2019 Special Board meeting agenda. Agenda Item #17 will be discussed prior to Agenda Item #15.

Motion/Jenco to adopt the agenda with the noted changes. Second/Butler. Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.

3. CONSENT CALENDAR

Motion/Jenco to adopt the consent calendar. Second/Clark. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.

4. STAFF REPORTS

Under Agenda Item 4b, Tom Hennig, Director of Administration, stated that to date, the District is under budget. Mr. Hennig is working on the 2019-2020 budget and analyzing the reserves. Budget workshop is scheduled for 4:00 p.m. on February 27, 2019.

Under Agenda Item 4c, Director Merchant commented on Rancho Murieta Association having approved the purchase of speed trailers and asked what role the District takes in the use of them. Chief Werblun stated that the District is not involved with the speed trailers.

President Clark commented on the upcoming Joint Security Meeting and being able to clarify the expectations of each entity and the role each entity takes.

5. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES

President Clark and Director Maybee will be attending the California Special Districts Association Special District Leadership Academy in Napa.

6. EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS

Chief Werblun commented on the kudos Sergeant Tompkins received in the Rancho Murieta Airport newsletter regarding his work assisting in the apprehension of a suspect involved in several thefts from the airport storage unit and several cars in Rancho Murieta South.

President Clark thanked senior staff for all their work on streamlining procedures and processes for the District.

7. REVIEW FEBRUARY 2019 BOARD/COMMITTEE MEETING DATES/TIMES

No discussion.

8. CORRESPONDENCE

Mark Martin, General Manager, stated that the Board had received an email from a resident on Sunday, February 17, 2019. That email was received too late to be included in the February 20, 2019 Regular Board meeting but will be included in the February 28, 2019 Joint Security Meeting and the March Security meeting for discussion.

9. COMMENTS FROM THE PUBLIC

A resident commented on his previous written request to the Board of Directors to have previous minutes changed to reflect his question. Director Maybe and President Clark stated that the Board's decision was to not change the minutes and that the District did everything required for noticing of the town hall meeting behind the gate. Director Merchant stated that residents from outside the gate were in attendance at the meeting.

10. RECEIVE SECURITY DEPARTMENT YEAR IN REVIEW – PRESENTATION BY JEFF WERBLUN, SECURITY CHIEF

Chief Werblun gave his annual presentation of the Security Department for 2018. The items covered in the presentation included: goals and accomplishments, gate operations, patrol operations, calls for service, crime complaints, observe and report citations, non-arch rules complaints/admonishments, the Safety Center, and the ability for residents to update their guests on-line. A question and answer period followed.

11. RECEIVE UTILITIES DEPARTMENT ANNUAL YEAR IN REVIEW – PRESENTATION BY PAUL SIEBENSOHN, DIRECTOR OF FIELD OPERATIONS

Paul Siebensohn gave the annual presentation of the Field Operations for 2018. The presentation discussed the following: facilities, projects completed, water production, water quality, wastewater, recycled water, and drainage. A question and answer period followed.

12. CONSIDER APPROVAL UTILITIES DEPARTMENT TRUCK REPLACEMENT PURCHASE

Paul Siebensohn, Director of Field Operations, gave a brief summary of the recommendation to approve the purchase of a new F-150 truck.

Motion/Jenco approve the proposal from Harrold Ford for the purchase of a F-150 truck, in an amount not to exceed \$26,988.18 plus a 10% contingency for a total of \$31,036.41. Funding to come from Sewer Replacement Reserves, CIP 18-13-1. **Second/Merchant. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.**

13. CONSIDER ADOPTION OF DISTRICT RESOLUTION R2019-02 AUTHORIZING SALE OF DISTRICT SURPLUS PROPERTY

Motion/Merchant to adopt Resolution R2019-02, Surplus District Equipment. **Second/Butler. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.**

14. CONSIDER APPROVAL OF CHANGE ESTIMATE #1 FOR WASTEWATER RECLAMATION PLANT FILTER PLC REPLACEMENT

Paul Siebensohn, Director of Field Operations, gave a brief summary of the recommendation to approve the proposal from Telstar Instruments for the wastewater reclamation plant filter PLC replacement.

Motion/Clark to approve proposal from Telstar Instruments for the wastewater reclamation plant filter PLC replacement, in an amount not to exceed \$15,569. Funding to come from Sewer Replacement Reserves, CRP

13-02-2. **Second/Merchant. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.**

17. DISCUSSION CONCERNING RECYCLED WATER PROJECTS DESCRIBED IN THE DISTRICT WATER SUPPLY AUGMENTATION FEE REPORT AND PROJECT FUNDING – taken out of order

Mark Martin, General Manager, gave a brief overview of the water augmentation projects and the possibility of the projects to be included in the funding from the Prop 84 Grant. These are projects that will be completed whether or not they are approved for grant funding.

15. CONSIDER APPROVAL OF PROP 84 PROJECT REASSIGNMENT CONCERNING BORE AND CASING INSTALLATION HIGHWAY 16, INSTALLATION OF AUTOMATED VALVE AND ISOLATION VALVE, DISTRICT OFFICE AREA IRRIGATION CONVERSION AND CANTOVA COMMERCIAL LOOP RECYCLED WATER PROJECTS

Mark Martin, General Manager, gave a brief summary of the recommendation to approve the reassignment of Prop 84 Grant Funding Projects from Augmentation Well Project to Recycled Water Augmentation Projects.

Motion/Clark to approve reassignment of Proposition 84 Grant Funding Projects from Augmentation Well Project to Recycled Water Augmentation Projects. Second/Jenco. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.

16. CONSIDER APPROVAL OF AMENDING HIGHWAY 16 BORE PROJECT DEVELOPER REIMBURSEMENT AGREEMENT TO ADD NORTH COURSE RECYCLED WATER MAIN CONNECTION TO MURIETA GARDENS

This item was pulled from the agenda.

18. CONSIDER ADOPTION OF DISTRICT POLICY P2019-01 VIOLENCE IN THE WORKPLACE

Mark Martin, General Manager, gave an overview of the recommendation to adopt District Policy P2019-01, Violence in the Workplace.

Motion/Clark to adopt District Policy P2019-01, Workplace Violence. Second/Jenco. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.

19. CONSIDER APPROVAL OF BOARD GOALS AND RANKING

Mark Martin, General Manager, gave a brief overview of the 2019 Board Goals and their ranking.

President Clark stated the District should concentrate on the first ten (10) goals and the last six can be carried over to the next year. By consensus, the Board agreed to the goals and ranking.

20. CONSIDER CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS CALL FOR NOMINATIONS

No nominations.

21. DIRECTOR COMMENTS

Tom Hennig, Director of Administration, stated he will not be able to attend the March 5, 2019 Finance Committee meeting and asked that it be rescheduled. Directors Merchant and Maybee agreed to changing the meeting to March 12, 2019.


Director Maybee asked that staff look into video taping the District's Board meetings. This item will be on the March Communications & Technology Committee meeting agenda.

President Clark commented on the Joint Security meeting and getting clarification on each entity's role and expectations.

22. ADJOURNMENT

Motion/Butler to adjourn at 7:22 p.m. Second/Clark. Ayes: Clark, Jenco, Butler, Maybee, Merchant Noes: None. Absent: None. Abstain: None.

Respectfully submitted,


Suzanne Lindenfeld
District Secretary