



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD  
RANCHO MURIETA, CALIFORNIA 95683  
916-354-3700  
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### AGENDA

*“Your Independent Local Government Agency Providing  
Water, Wastewater, Drainage, Security, and Solid Waste Services”*

#### REGULAR BOARD MEETING

**October 16, 2019**

Call to Order/Open Session 5:00 p.m./Closed Session to follow Open Session  
District Administration Building – Board Room  
15160 Jackson Road  
Rancho Murieta, CA 95683

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#### BOARD MEMBERS

Les Clark	President
Randy Jenco	Vice President
Linda Butler	Director
Tim Maybee	Director
John Merchant	Director

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#### STAFF

Mark Martin	General Manager
Richard Shanahan	District General Counsel
Suzanne Lindenfeld	District Secretary
Tom Hennig	Director of Administration
Jeff Werblun	Security Chief
Paul Siebensohn	Director of Field Operations

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

OCTOBER 16, 2019

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All persons present at District meetings will place their cellular devices in silent and/or vibrate mode (no ringing of any kind). During meetings, these devices will be used only for emergency purposes and, if used, the party called/calling will exit the meeting room for conversation. Other electronic and internet enabled devices are to be used in the "silent" mode. Under no circumstances will recording devices or problems associated with them be permitted to interrupt or delay District meetings.

## AGENDA

ESTIMATED RUNNING TIME

### 1. CALL TO ORDER - Determination of Quorum – President Clark (**Roll Call**)

5:00

### 2. CONSIDER ADOPTION OF AGENDA (**Motion**)

*The Board will discuss items on this agenda, and may take action on those items, including informational items and continued items. No action or discussion will be undertaken on any item not appearing on the agenda, except that (1) directors or staff may briefly respond to statements made or questions posed during public comments on non-agenda items, (2) directors or staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities, (3) a director may request staff to report back to the Board at a subsequent meeting concerning any matter or request staff to place a matter on a future Board meeting agenda, and (4) the Board may add an item to the agenda by a two-thirds vote determining that there is a need to take immediate action and that the need for action came to the District's attention after posting the agenda.*

*The running times listed on this agenda are only estimates and may be discussed earlier or later than shown. At the discretion of the Board, an item may be moved on the agenda and or taken out of order. **TIMED ITEMS** as specifically noted, such as Hearings or Formal Presentations of community-wide interest, will not be taken up earlier than listed.*

### 3. CONSENT CALENDAR (**Motion**) (**Roll Call Vote**) (5 min.) All items in Agenda Item 3 will be approved as one item if they are not excluded from the motion adopting the consent calendar.

#### A. Approval of Board Meeting and Committee Meeting Minutes

1. *September 18, 2019 Regular Board Meeting Minutes*
2. *September 25, 2019 Special Board Meeting Minutes*
3. *October 3, 2019 Special Communications and Technology Committee Meeting Minutes*
4. *October 8, Special Improvements Committee Meeting Minutes*
5. *October 10, 2019 Special Security Committee Meeting Minutes*

#### B. Approval of Bills Paid Listing

**4. STAFF REPORTS** (Receive and File)

- A. General Manager's Report
- B. Administration/Financial Report
- C. Security Report
- D. Utilities Report

**5. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES** (Discussion/Action) (Motion)

**6. EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS**

- A. September 18, 2019 - Letter from Thomas Johnson

**7. REVIEW DISTRICT MEETING DATES/TIMES FOR NOVEMBER 2019**

- A. Personnel – November 5, 2019 at 7:30
- B. Improvements – November 5, 2019 at 8:00 a.m.
- C. Finance – November 5, 2019 at 10:00 a.m.
- D. Communications – November 7, 2019 at 9:00 a.m.
- E. Security – November 7, 2019 at 10:00 a.m.
- F. Regular Board Meeting – November 20, 2019 - Open Session at 5:00 p.m.

**8. CORRESPONDENCE**

- A. October 4, 2019 – Letter from Murieta Village Homeowners Association

**9. COMMENTS FROM THE PUBLIC**

*Members of the public may comment on any item of interest within the subject matter jurisdiction of the District and any item specifically agendaized. Members of the public wishing to address a specific agendaized item are encouraged to offer their public comment during consideration of that item. With certain exceptions, the Board may not discuss or take action on items that are not on the agenda.*

*If you wish to address the Board at this time or at the time of an agendaized item, as a courtesy, please state your name and address. Speakers presenting individual opinions shall have 3 minutes to speak. Speakers presenting opinions of groups or organizations shall have 5 minutes per group.*

**10. DISCUSS CAL WASTE RECYCLING OUTREACH PROGRAM** (Discussion/Action) (5 min.)

**11. CONSIDER ADOPTION OF ORDINANCE O2019-04 AMENDING DISTRICT CODE CHAPTER 4 (PURCHASING AND BIDDING) APPROVING GENERAL MANAGER'S AUTHORITY TO EXPEND RESERVE FUNDS UP TO \$25,000 WITHOUT REQUIRING PRIOR BOARD APPROVAL AND AUTHORIZE THE GENERAL MANAGER TO EXPEND FUNDS UP TO \$50,000 ON BUDGET-PROCESS APPROVED CAPITAL IMPROVEMENT/REPLACEMENT PROJECTS** (Discussion/Action) (Motion) (Roll Call Vote)

**12. APPROVE PROPOSAL FOR WATER AND RECYCLED WATER RATE STUDY** (Discussion/Action)  
**(Motion) (Roll Call Vote)**

**13. COMMUNICATIONS AND TECHNOLOGY INITIATIVES UPDATE** (Discussion)

**14. DIRECTOR COMMENTS/SUGGESTIONS**

*In accordance with Government Code 54954.2(a), directors and staff may make brief announcements or brief reports of their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.*

**15. CLOSED SESSION**

*Under Government Code section 54957: Public employee discipline/dismissal/release.*

*Under Government Code 54957: Public Employee Performance Evaluation of the General Manager.*

**16. OPEN SESSION/REPORT ACTION FROM CLOSED SESSION**

**17. ADJOURNMENT** (Motion)

"In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 72 hours prior to a regular meeting, will be made available for public inspection in the District offices during normal business hours. If, however, the document is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting."

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is October 11, 2019. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.