



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD  
RANCHO MURIETA, CA 95683  
Phone: 916-354-3700  
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### Board of Directors

John Merchant, President  
Linda Butler, Vice President  
Bill Gere, Director  
Randy Jenco, Director  
Tim Maybee, Director

### Staff

Amelia Wilder, Interim General Manager  
Cecilia Min, Director of Finance and Administration  
Travis Bohannon, Interim Director of Operations  
Patrick Enright, District General Counsel  
Branden Arino, Admin Security Sergeant  
Dyanne Fleet, Interim District Secretary/Clerk of the Board

REGULAR MEETING  
of the  
BOARD OF DIRECTORS  
**Wednesday, December 17, 2025**  
Closed Session 3:30 p.m. Open Session 5:00 p.m.

## AGENDA

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

### 2. CLOSED SESSION

- A. Significant Exposure to Litigation pursuant to paragraph (2) and (3) of subdivision (d) of Government Code Section 54956.9 (One case)
- C. *CONFERENCE WITH LABOR NEGOTIATOR*  
*Closed Session will be held pursuant to Government Code Section 56975.6 to Conduct Labor Negotiations Among:*  
*Agency Negotiator: Board of Directors*  
*Employee Organization: OE3 Union*
- B. *PUBLIC EMPLOYEE PERFORMANCE EVALUATION*  
*1. Title: Interim General Manager*

### 3. OPEN SESSION/REPORT BACK FROM CLOSED SESSION

### 4. PUBLIC COMMENTS

*The Public Comments section is for the Board of Directors to receive comments; except for brief questions for clarification, no discussion or action may be taken on any item that is not listed on the agenda.*

*If you wish to speak during Comments from the Public or would like to comment regarding an item appearing on the meeting agenda, you must complete a public comment card and submit it to the Board Secretary prior to Public Comments or the item you wish to comment on. Speakers presenting individual opinions shall have 3 minutes to speak. Speakers presenting opinions of groups or organizations shall have 5 minutes per group. Each individual will be limited to one (1) comment per item.*

5. **CONSENT CALENDAR** *All items in this agenda item will be approved as one motion if they are not excluded from the motion adopting the consent calendar.*

- A. Approval of Board Meeting and Committee Meeting Minutes
  - 1. *November 19, 2025, Regular Board Meeting Minutes*
  - 2. *December 3, 2025, Improvements Committee Meeting Minutes*
  - 3. *December 4, 2025, Communications and Technology Committee Meeting Minutes - Cancelled*
  - 4. *December 4, 2025, Security Committee Meeting Minutes*

5. *December 11, 2025, Personnel Committee Meeting Minutes*

6. *December 11, 2025, Finance Committee Meeting Minutes*

B. Bills Paid Listing

C. Richardson & Company, LLP – Audit Firm funding FY21 and FY22 \$10,000

D. Continuation of Emergency Repair to Lift Station 6B

E. Approve Closure of Bank of America Account

**6. *Action Item* APPROVE NEW DAY AND TIME FOR BOARD AND COMMITTEE MEETINGS**

**7. REVIEW DISTRICT MEETING DATES/TIMES JANUARY 2026**

A. Improvements Committee – January 6, 2026, at 8:00 a.m.

B. Security Committee – January 8, 2026, at 9:00 a.m.

C. Communications & Technology Committee – January 8, 2026, at 10:00 a.m.

D. Personnel Committee – January 15, 2026, at 9:00 a.m.

E. Finance Committee – January 15, 2026, at 10:00 a.m.

F. Regular Board Meeting – January 21, 2026, at 5:00 p.m.

**8. CORRESPONDENCE**

**9. STAFF AND COMMITTEE REPORTS (Receive and File)**

A. General Manager Report

B. Finance and Administration Report

C. Operations Report

D. Personnel and Security Reports

***Discussion Items/Information Items***

**10. *Discussion Item* AD HOC COMMITTEE REPORTS**

A. ADMINISTRATIVE OVERSITE/GM HIRING AND JOB DESCRIPTION UPDATE

B. WATER VISION REPORT

C. SECURITY WORKING GROUP REPORT

**11. *Discussion Item* RECEIVE AND FILE CFD 2014-1 ANNUAL REPORT FY25-26 PREPARED BY NBS-SB 165 REQUIREMENT (PAGE 2-4)**

***Action Items***

**12. *Action Item* SCHEDULE PUBLIC HEARING FOR WATER EMERGENCY**

**13. *Action Item* APPROVE VACATION ACCRUAL RECONCILIATION**

**14. *Action Item* CREATE AND APPOINT A WATER OPERATIONS COMMITTEE**

**15. *Action Item* APPROVE NECESSARY STEPS TO CONVERT CLEMENTIA TO POTABLE WATER**

**16. *Action Item* APPROVE NEXT STEPS TO DRAINAGE CULVERT AT THE EQUESTRIAN CENTER CONSISTENT WITH LEGAL OPINION**

**17. *Action Item* 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.*

**18. 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 24 hours prior to a special 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.

In compliance with federal and state laws concerning disabilities, if you are an individual with a disability and you need a disability-related modification

or accommodation to participate in this meeting or need assistance to participate in this meeting, please contact the District Office at 916-354-3700 or [dfleet@rmcsd.com](mailto:dfleet@rmcsd.com). Requests must be made as soon as possible.

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. Posting location is the District Office. The date and time of this posting is December 12, 2025, at 4:30 p.m.