



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD  
RANCHO MURIETA, CALIFORNIA 95683  
916-354-3700  
FAX – 916-354-2082

### AGENDA

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

#### SPECIAL BOARD MEETING

**April 20, 2022**

Closed Session 4:00 p.m./Open Session 5:00 p.m.  
Rancho Murieta, CA 95683

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#### BOARD MEMBERS

|               |                |
|---------------|----------------|
| Tim Maybee    | President      |
| Randy Jenco   | Vice President |
| Linda Butler  | Director       |
| John Merchant | Director       |
| Martin Pohll  | Director       |

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#### STAFF

|                  |                            |
|------------------|----------------------------|
| Tom Hennig       | General Manager            |
| Paula O’Keefe    | Director of Administration |
| Michael Fritschi | Director of Operations     |
| Kelly Benitez    | Security Supervisor        |
| Amelia Wilder    | District Secretary         |
| Richard Shanahan | District General Counsel   |

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

April 20, 2022

## SPECIAL BOARD MEETING

Call to Order

Closed Session 4:00 p.m./Open Session 5:00 p.m.

Note that this meeting will be held in-person at the address set forth above **AND this meeting will be held via ZOOM** video conference pursuant to Government Code section 55953(e). You can join the conference by (1) logging on to <https://us02web.zoom.us/j/85224397875>, entering Meeting ID no. 852 2439 7875, and using the audio on your computer, or (2) dialing into 1-669-900-9128 and entering the meeting code 852 2439 7875. Those wishing to join with audio only can simply call the telephone number above and enter the code. Participants wishing to join the call anonymously have the option of dialing \*67 from their phone. **PLEASE NOTE – MOBILE DEVICE USERS MAY NEED TO INSTALL AN APP PRIOR TO USE AND MAC AND PC DESKTOP AND LAPTOP USES WILL REQUIRE YOU TO RUN A ZOOM INSTALLER APPLICATION – PLEASE FOLLOW DIRECTIONS AS PROVIDED BY ZOOM. IT IS RECOMMENDED YOU ATTEMPT TO LOGIN AT LEAST 5 MINUTES BEFORE THE START OF THE MEETING.**

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 5:00

- 1. CALL TO ORDER** - Determination of Quorum –President Maybee **(Roll Call)**
- 2. CONSIDER FINDING BY A MAJORITY VOTE UNDER GOV. CODE § 54953(e)(3) THAT A RESULT OF THE CONTINUING COVID-19 EMERGENCY: (I) THE BOARD HAS RECONSIDERED THE CIRCUMSTANCES OF THE STATE OF EMERGENCY; (II) RENEW PRIOR FINDINGS THAT MEETING IN PERSON WOULD CONTINUE TO PRESENT IMMEDIATE RISKS TO THE HEALTH OR SAFETY OF ATTENDEES; AND (III) THE AUTHORIZATION FOR MEETINGS TO BE HELD BY TELECONFERENCE PURSUANT TO GOV. CODE, § 54953, SUBD. (e)(1)(C) IS RENEWED.** (Motion)

### **3. 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.

#### **4. CLOSED SESSION**

- A. *Public Employee Discipline/Dismissal/Release and related performance evaluation, Pursuant to Cal. Government Code §54957(b)(1)*

#### **5. OPEN SESSION/REPORT ACTION FROM CLOSED SESSION**

**6. DISCUSS RESULTS OF SECURITY OPINION POLL RELATING TO SECURITY SERVICES AND TAX REVENUE AND CONSIDER GIVING DIRECTION TO THE GENERAL MANAGER TO PROCEED WITH THE ACTIONS NECESSARY TO INITIATE PLACING A SPECIAL TAX PROPOSAL ONTO THE NOVEMBER 8, 2022, GENERAL ELECTION BALLOT; TO HIRE CLIFFORD MOSS CONSULTING TO ASSIST THE DISTRICT WITH THE EDUCATION AND OUTREACH NEEDED TO INFORM VOTERS ABOUT THE POTENTIAL PROPOSAL; AND TO RETAIN LEGAL COUNSEL AND A SPECIAL TAX CONSULTANT TO ASSIST THE DISTRICT** (Discussion/Action) (Motion) **(Roll Call Vote)**

**7. CONSENT CALENDAR** (Motion) **(Roll Call Vote)** (5 min.) *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. *March 16, 2022 Regular Board Meeting Minutes*
  2. *March 28, 2022 Special Board Meeting Minutes – Reserves*
  3. *March 30, 2022 Special Board Meeting Minutes – Budget*
  4. *April 5, 2022 Improvements Committee Meeting Minutes*
  5. *April 5, 2022 Finance Committee Meeting Minutes*
  6. *April 6, 2022 Security Committee Meeting Minutes*
  7. *April 7, 2022 Communications and Technology Committee Meeting*
  8. *April 14, 2022 Special Finance Committee Meeting*
- B. Approval of Bills Paid Listing March, 2022

#### **8. STAFF REPORTS** (Receive and File)

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

#### **9. REVIEW DISTRICT MEETING DATES/TIMES FOR MAY 2022**

- A. Personnel – May 3, 2022 at 7:30 a.m.
- B. Improvements – May 3, 2022 at 8:00 a.m.

- C. Finance – May 3, 2022 at 10:00 a.m.
- D. Communications – May 5, 2022 at 8:30 a.m.
- E. Security – May 5, 2022 at 10:00 a.m.
- F. Regular Board Meeting – May 18, 2022 - Open Session at 5:00 p.m.

## **10. CORRESPONDENCE**

- A. Correspondence from Ted Hart
- B. Correspondence from Lynn Podesto
- C. Correspondence from Jerry Pasek

## **11. 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.*

## **12. CONSIDER AUTHORIZING GENERAL MANAGER TO ENTER INTO AN AGREEMENT WITH ROBERT HALF TECHNOLOGIES FOR RECRUITMENT SERVICES** (Discussion/Action)

(Motion) **(Roll Call Vote)**

## **13. CONSIDER APPROVAL OF CONTRACT WITH CALIFORNIA CAD SOLUTIONS IN AN AMOUNT OF \$80,050 PLUS 15% CONTINGENCY FOR A TOTAL NOT TO EXCEED \$92,058 TO CONTINUE BUILDING THE DISTRICT GLOBAL INFORMATION SYSTEM (GIS) OVER THE CURRENT AND THE NEXT FISCAL YEAR** (Discussion/Action) (Motion) **(Roll Call Vote)**

## **14. RESOLUTION AUTHORIZING DISTRICT TO ENTER INTO AN AGREEMENT WITH THE STATE OF CALIFORNIA DEPARTMENT OF WATER RESOURCES TO RECEIVE \$1,300,000 ON BEHALF OF RANCHO MURIETA COMMUNITY SERVICES DISTRICT FOR THE WATER INFRASTRUCTURE PROJECTS AND AUTHORIZING THE GENERAL MANAGER TO EXECUTE THE AGREEMENT ON BEHALF OF THE DISTRICT** (Discussion/Action) (Motion) **(Roll Call Vote)**

## **15. RESOLUTION AUTHORIZING THE APPROPRIATION OF FUNDS FROM SEWER REPLACEMENT RESERVES FOR THE PURCHASE OF LIFT STATION #6A PUMP AND RATIFY THE EXPENDITURE IN THE AMOUNT OF \$14,052** (Discussion/Action) (Motion) **(Roll Call Vote)**

## **16. RESOLUTION AUTHORIZING THE APPROPRIATION OF FUNDS FROM SEWER REPLACEMENT RESERVES FOR THE PURCHASE OF LIFT STATION #6A WIRING AND**

**RATIFY THE EXPENDITURE IN THE AMOUNT OF \$17,480 (Discussion/Action) (Motion) (Roll Call Vote)**

**17. 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 [awilder@rmcsd.com](mailto:awilder@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. The date of this posting is April 19, 2022. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.