



RANCHO MURIETA COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING

October 17, 2018

Call to Order and Closed Session 4:00 p.m./ Open Session 5:00 p.m.

1. CALL TO ORDER/ROLL CALL

Vice President Morrison Graf called the Regular Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 4:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Morrison Graf, Les Clark, John Merchant, and Gerald Pasek. Board President Mark Pecotich was absent. Also, present were Mark Martin, General Manager; Jeff Werblun, Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, District General Counsel.

2. ADOPT AGENDA

Motion/Pasek to adopt the agenda. Second/Clark. Ayes: Graf, Clark, Merchant, Pasek. Noes: None. Absent: Pecotich. Abstain: None.

3. CLOSED SESSION

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

Under Government Code 54956.9(a): Conference with Legal Counsel – Anticipated Litigation - Significant Exposure to Litigation Pursuant to 54956.9: One Potential Case.

4. OPEN SESSION – REPORT BACK

No action to report back.

5. EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS

None.

6. CONSENT CALENDAR

Motion/Clark to adopt the consent calendar. Second/Pasek. Roll Call Vote: Ayes: Graf, Clark, Merchant, Pasek. Noes: None. Absent: Pecotich. Abstain: None.

7. STAFF REPORTS

Under Agenda Item 7A, Mark Martin, General Manager, stated that the October 24, 2018 Townhall Meeting will be posted as a Special Board Meeting for the District. Two (2) Directors from the District will be sitting at the front table, Directors Clark and Merchant. The other three (3) Directors will be in the audience and will also speak on behalf of the District. Mr. Martin thanked Bob Kjome for hosting our 2018 Candidates Night and commented on the feedback from the community.

Under Agenda Item 7B, Director Merchant requested that the District review the Reserve Study that was completed and provide information to the community, explaining billing and the history of the billing/rate amounts so the residents know what is taken into account when creating a budget. Director Clark added that the review includes explaining the District's Capital Replacement Plan and Program.

Under Agenda Item 7C, Director Merchant commented on having to remind residents to lock their doors. Chief Werblun stated he will be speaking at the Kiwanis meeting Thursday, October 18, 2018.

Director Clark asked Chief Werblun what his role is in the Compliance Committee meetings. Chief Werblun stated that he is there in case there are any questions.

Under Agenda Item 7D, Director Clark commented on the August water usage was listed at two (2) different totals.

8. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES

Mark Martin, General Manager, stated he is going to the Golden State Risk Management Association annual training October 18 – 19, 2018 in Corning and the Mountain Counties Symposium on October 26, 2018. Mr. Martin and Eric Thompson, Controller, will be attending a CSDA training on special district finances on November 7, 2018.

9. REVIEW NOVEMBER BOARD/COMMITTEE MEETING DATES/TIMES

Director Clark stated he may not be able to attend the November 14, 2018 Special Board meeting.

10. COMMENTS FROM THE PUBLIC

None.

11. CORRESPONDENCE

Email from Roberta Belton, Dated August 16, 2018

Director Merchant stated that the District staff has been stretched thin in order to keep from adding additional staff in order to keep costs down and feels adding the position is not unreasonable at this time. By consensus, the Board agreed with the previous Board decision to add the Director of Administration position.

12. CONSIDER ADOPTION OF RESOLUTION R2018-09 DECLARING 2003 F-150 VEHICLE NUMBER 215, AS DISTRICT SURPLUS EQUIPMENT

Paul Siebensohn, Director of Field Operations, gave a brief summary of the recommendation to adopt Resolution R2018-09 declaring Vehicle Number 215 as District surplus equipment.

Motion/Clark to adopt Resolution R2018-09 declaring 2003 F-150, vehicle number 215, as District surplus equipment. Second/Pasek. Roll Call Vote: Ayes: Graf, Clark, Merchant, Pasek. Noes: None. Absent: Pecotich. Abstain: None.

13. CONSIDER APPROVAL OF PROPOSAL FROM DELTA PUMP COMPANY FOR MAIN LIFT SOUTH STORMWATER PUMP REPAIRS

Paul Siebensohn, Director of Field Operations, gave a brief summary of the recommendation to approve the proposal from Delta Pump Company for the Main Lift South stormwater pump repairs.

Motion/Clark to approve the proposal from Delta Pump Company for repairs to Main Lift South stormwater pump 4 & 5 in an amount not to exceed \$77,334 plus a 15% contingency, for a total of \$88,934. Funding to come from Drainage Reserves. Second/Pasek. Roll Call Vote: Ayes: Graf, Clark, Merchant, Pasek. Noes: None. Absent: Pecotich. Abstain: None.

14. CONSIDER APPROVAL OF PROPOSAL FROM KIRBY PUMP & MECHANICAL, INC. FOR CANTOVA PUMP AND RAIL STATION INSTALLATION

Paul Siebensohn, Director of Field Operations, gave a brief summary of the recommendation to approve the proposal from Kirby Pump & Mechanical, Inc., for installation of the Cantova sewer pump and rail station installation.

Motion/Clark to approve the proposal from Kirby Pump & Mechanical Inc. for pump and rail installment in an amount of \$29,430 plus a 15% contingency for a total not to exceed of \$33,845. Funding to come from Sewer Capital Replacement Reserves. Second/Merchant. Roll Call Vote: Ayes: Graf, Clark, Merchant, Pasek. Noes: None. Absent: Pecotich. Abstain: None.

15. CONSIDER APPROVAL OF PROPOSAL FROM HERCRENTALS FOR INSTALLATION OF CANTOVA SEWER PUMP STATION BYPASS

Paul Siebensohn, Director of Field Operations, gave a brief summary of the recommendation to approve the proposal from HercRentals for Cantova pump station bypass.

Motion/Clark to approve the proposal from HercRentals for Cantova pump station bypass, in an amount not to exceed \$7,140. Funding to come from Sewer Capital Replacement Reserves, CRP 18-02-2. Second/Pasek. Roll Call Vote: Ayes: Graf, Clark, Merchant, Pasek. Noes: None. Absent: Pecotich. Abstain: None.

16. DISCUSS LAGUNA JOAQUIN WATER FLOW MEASUREMENT SYSTEM

Paul Siebensohn, Director of Field Operations, stated at the August 15, 2018 District Board Meeting, the Board of Directors approved a proposal from Telstar, Inc. for Laguna Joaquin level monitoring station installation due to the possibility of being required to measure diversions up to an hourly timeframe. The Board staff to confirm this requirement before moving forward with the project. The State Water Board conveyed that only daily readings are required at this site and staff may conduct the daily recording manually. The Board, by consensus, agreed to put this project on hold

John Sullivan commented on the daily read being required to bill Rancho Murieta Association for their water use for irrigation.

17. CONSIDER APPROVAL OF PAYMENT OF ADDITIONAL COSTS TO AMERICAN CRANE FOR CRANE RENTAL FOR WATER PLANT BOX CULVERT OFFLOADING AND PLACEMENT

Paul Siebensohn, Director of Field Operations, gave a brief summary of the recommendation to approve the additional costs for the placement of the water plant culvert offloading and placement. Due to time constraints, the General Manager gave authorization and this work has already been completed.

Motion/Graf to ratify the General Manager's decision to pay an additional \$1,009.30 to American Crane for water plant box culvert off-loading and placement. Funding to come from Water Capital Improvement Reserves, CIP 18-06-04. Second/Clark. Roll Call Vote: Ayes: Graf, Clark, Merchant, Pasek. Noes: None. Absent: Pecotich. Abstain: None.

18. CONSIDER ADOPTION OF POLICY P2018-01 DRESS AND UNIFORM GUIDELINES

Mark Martin, General Manager, gave a brief summary of the recommendation to adopt District Policy P2018-01. District legal counsel has reviewed and recommends adoption.

Motion/Clark to adopt District Policy P2018-01, Uniform and Dress Guidelines. This Policy supersedes District Policy 2010-11. Second/Pasek. Roll Call Vote: Ayes: Graf, Clark, Merchant, Pasek. Noes: None. Absent: Pecotich. Abstain: None.

19. CONSIDER ADOPTION OF POLICY P2018-02 HARASSMENT OF ANY NATURE (INCLUDING SEXUAL HARASSMENT) UPDATE

Mark Martin, General Manager, gave a brief summary of the recommendation to adopt District Policy P2018-02. This update brings the District into compliance with California's AB 1825 Sexual Harassment mandates. District legal counsel has reviewed and recommends adoption.

Motion/Merchant to adopt District Policy P2018-02, Harassment of Any Nature (including sexual harassment). This Policy supersedes District Policy 2011-04. Second/Clark. Roll Call Vote: Ayes: Graf, Clark, Merchant, Pasek. Noes: None. Absent: Pecotich. Abstain: None.

20. DIRECTOR COMMENTS/SUGGESTIONS

Director Graf commented on the monthly department reports show how staff is being efficient and cost effective.

Director Pasek commented on educating the community on the changes in laws.

Director Clark commented on the need for a master CIP and CRP project listing and tracking staff's time working on CIP and CRP projects.

Director Merchant gave the attached statement regarding the District and Rancho Murieta Country Club. Richard Shanahan, District General Counsel, stated that there can be no discussion since it is not on the agenda.

21. ADJOURNMENT

Motion/Pasek to adjourn at 6:22 p.m. Second/Clark. Ayes: Graf, Clark, Merchant, Pasek. Noes: None. Absent: Pecotich. Abstain: None.

Respectfully submitted,



Suzanne Lindenfeld
District Secretary