



# 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”*

### REGULAR BOARD MEETING

**January 18, 2023**

3:30 p.m. Closed Session/Open Session 5:00 p.m.  
Rancho Murieta, CA 95683

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#### BOARD MEMBERS

Tim Maybee	President
Martin Pohll	Vice President
Linda Butler	Director
Randy Jenco	Director
Stephen Booth	Director

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#### STAFF

Michael Fritschi	Interim General Manager
Paula O’Keefe	Director of Administration
Andrew Ramos	District General Counsel
Amelia Wilder	District Secretary
Kelly Benitez	Security Supervisor
Travis Bohannon	Interim Director of Operations

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

January 18, 2023

## REGULAR BOARD MEETING

Call to Order

Closed Session 3:30 p.m./Open Session 5:00 p.m.

Note that this meeting will be held in-person at the address set forth above, and not via videoconference. In order to comply with the State's COVID-related Guidance for the use of face coverings, it is strongly recommended that all persons, regardless of vaccination status, continue to mask while in indoor public settings and businesses.

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 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. STAFF RECOGNITION FOR EMERGENCY RESPONSE TO NEW YEAR'S EVE STORM

(Discussion)

### 4. CLOSED SESSION

- A. Conference with legal counsel concerning significant exposure to litigation pursuant to Gov. Code 54956.9(d)(2) and (e)(1) (one case) and potential initiation of litigation pursuant to Gov. Code 54956.9(d)(4) (one case)
- B. Closed session for public employee performance evaluation of Interim General Manager

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

**6. 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. *December 21, 2022 Special Board Meeting Minutes*
  - 2. *December 21, 2022 Regular Board Meeting Minutes*
  - 3. *January 10, 2023 Special Finance Committee Meeting Minutes*
  - 4. *January 11, 2023 Special Improvements Committee Meeting Minutes*
  - 5. *January 12, 2023 Special Communications and Technology Committee Meeting*
  - 6. *January 12, 2023 Special Security Committee Meeting Minutes*
- B. Approval of Bills Paid Listing December, 2022
- C. Continuation of Repairs to Lake 11 and Continue the Contracting Emergency Declaration
- D. Continuation of Repairs to Rio Oso and Continue the Contracting Emergency Declaration
- E. Approve District Engineer Task Orders
  - a. Granlees Design
  - b. Lift Station Design
  - c. Lift Station Backup Power Design
  - d. Rio Oso Booster Pump Study
  - e. Lift Station 6B Construction

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

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

**8. REVIEW DISTRICT MEETING DATES/TIMES FOR FEBRUARY 2023**

- A. Communications – February 2, 2023 at 8:30 a.m.
- B. Security – February 2, 2023 at 10:00 a.m.
- C. Personnel – February 7, 2023 at 7:30 a.m.
- D. Improvements – February 7, 2023 at 8:00 a.m.
- E. Finance – February 7, 2023 at 10:00 a.m.
- F. Regular Board Meeting – February 15, 2023 - Open Session at 5:00 p.m.

**9. CORRESPONDENCE**

- A. Email from Angela Simeone

**10. 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.*

**11. APPROVE RESOLUTION R2023-01 RECOGNIZING RICHARD SHANAHAN, DISTRICT LEGAL COUNSEL, FOR HIS EIGHT YEARS OF SERVICE TO THE DISTRICT** (Discussion/Action)  
(Motion) **(Roll Call Vote)**

**12. AUTHORIZE GENERAL MANAGER TO EXECUTE CONTRACT WITH STAPLES CONSTRUCTION COMPANY, INC. FOR SAFETY CENTER REPAIRS IN THE AMOUNT OF \$89,218 (CIP# 23-19-03); AND AMEND FY 2022-23 BUDGET AND APPROPRIATE FUNDS** (Discussion/Action) (Motion) **(Roll Call Vote)**

**13. RECEIVE UPDATE FROM MARTIN POHLL ON THE GENERAL MANAGER TRANSITION AD HOC COMMITTEE** (Receive and File)

**14. INTRODUCE ORDINANCE O2023-01 AMENDING DISTRICT CODE CHAPTERS 14, 15, 16, 21 AND 31 REGARDING REFUND REQUESTS AND COLLECTION OF DELINQUENCIES** (Discussion/Action) (Motion) **(Roll Call Vote)**

**15. INTRODUCE ORDINANCE O2023-02 AMENDING DISTRICT CODE CHAPTER 3 CONFLICT OF INTEREST** (Discussion/Action) (Motion) **(Roll Call Vote)**

## **16. 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.*

## **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 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 January 13, 2023. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.