



**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING**

June 19, 2019

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

1. CALL TO ORDER/ROLL CALL

President Clark called the Regular Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 5:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Les Clark, Randy Jenco, Linda Butler, Tim Maybee, and John Merchant. Also, present were Mark Martin, General Manager; Tom Hennig, Director of Administration; Jeff Werblun, Security Chief; Paul Siebensohn, Director of Field Operations; Richard Shanahan, District General Counsel; and Suzanne Lindenfeld, District Secretary.

2. CONSIDER ADOPTION OF AGENDA

Motion/Merchant to adopt the agenda. Second/Butler. Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.

3. CONSENT CALENDAR

Motion/Clark to adopt the consent calendar. Second/Maybee. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.

4. STAFF REPORTS

Under Agenda Item 4a, Mark Martin, General Manager, gave a brief summary of the California Special Districts Association (CSDA) Legislative Advocacy Days and the meetings with the legislators; the District and Rancho Murieta Association (RMA) general managers meetings, Sacramento Central Groundwater Authority (SCGA) monthly meeting and Strategic Planning Workshop, Regional Water Authority (RWA) monthly board meeting, and District staff participating in the Rancho Murieta Country Club (RMCC) Community Day.

Director Maybee stated he would like to see letter sent to Mr. Zieour. Mr. Martin stated he would forward it to the Board.

Under Agenda Item 4b, Tom Hennig, Director of Administration, gave an overview of the new format for the financial reports and the six-dollar monthly charge to pay for the interfund borrowing for the water treatment plant expansion. When the loan is paid, the six-dollar charge is planned to be removed from the monthly billings. Director Merchant asked if any of that charge is being put in a reserve fund for the water treatment plant. Mr. Martin stated that a review of the disbursement of that charge needs to be reviewed. Director Maybee stated that the Finance Committee will be looking at in September or October of this year.

Under Agenda 4c, President Clark asked if the next Joint Security meeting has been determined yet. Director Maybee said it would be in August. Chief Werblun stated that the fast pass program will be ready to be used for the 4th of July and noted that RMA changed the way parking citations are issued. Patrol no longer leaves them on the vehicle instead they are given to RMA and they notify the resident.

Under Agenda Item 4d, President Clark asked if it is possible to isolate where the issue with the wipes being flushed is. Paul Siebensohn, Director of Field Operations, stated the staff will be running a camera through the lines and will be able to see where the issues are.

5. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES

President Clark, Vice President Jenco, and Director Maybee will be attending the CSDA 2019 Special District Leadership Academy in Napa.

6. EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS

A. Email from David Monti, Sr.

Chief Werblun gave a brief overview of the letter from Mr. Monti commending Patrol Officer Owen on his handling of a situation he was involved in.

B. Consider Adopting of Resolution R2019-05 Honor of Patrol Officer Thomas Coyle

Motion/Maybee to adopt Resolution R2019-05 Honor of Patrol Officer Thomas Coyle. Second/Merchant. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.

7. REVIEW APRIL 2019 BOARD/COMMITTEE MEETING DATES/TIMES

No discussion.

8. CORRESPONDENCE

None

9. COMMENTS FROM THE PUBLIC

None.

10. RECEIVE 2018 DIVERSION REPORT FROM CALIFORNIA WASTE RECOVERY SYSTEMS

Rudy Vaccarezza, California Waste Recovery Systems, gave a presentation regarding the 2018 Diversion Report for Rancho Murieta. The items covered in the report included the consolidated tons collected in Rancho Murieta: 1,980 tons of solid waste, 1,107 tons of green-waste, and 693 tons of recycled materials for a total of 3,780 tons. That is a 48% diversion rate. Mr. Vaccarezza also commented on the possible future impact to recyclables processing expenses and prices; legislation regarding organic waste (food/green) that will be going into effect in the next few years; and future increases in tip fees to accommodate for the required new facilities and facility upgrades. A question and answer period followed.

11. CONSIDER APPROVAL OF CALIFORNIA WASTE RECOVERY SYSTEMS SIXTH AMENDMENT TO THE 2013 CONTRACT

Motion/Maybee to approve the Sixth Amendment to the 2013 Contract between Rancho Murieta Community Services District and California Waste Recovery Systems for solid waste collection and disposal services.

Second/Clark. Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.

12. CONSIDER ADOPTION OF ORDINANCE O2019-01, AN ORDINANCE AMENDING CHAPTER 14 OF THE DISTRICT CODE, RELATING TO WATER SERVICE CHARGES; AMENDING CHAPTER 15 OF THE DISTRICT CODE RELATING TO SEWER SERVICE CHARGES; AMENDING CHAPTER 16A OF THE DISTRICT CODE RELATING TO DRAINAGE SPECIAL TAX; AMENDING CHAPTER 21 OF THE DISTRICT CODE RELATING TO SECURITY SPECIAL TAX; AND AMENDING CHAPTER 31 OF THE DISTRICT CODE RELATING TO SOLID WASTE COLLECTION AND DISPOSAL SERVICE CHARGES

Tom Hennig, Director of Administration gave a brief overview of the proposed rate changes. Ten (10) letters objecting to the increase were received.

Motion/Clark to adopt Ordinance O2019-01, an Ordinance of the Rancho Murieta Community Services District, amending Chapter 14 of the District Code relating to Water Service Charges; amending Chapter 15 of the District Code relating to Sewer Service Charges; amending Chapter 16 of the District Code relating to Drainage

Service Charges; amending Chapter 16A of the District Code relating to Drainage Special Tax; amending Chapter 21 of the District Code relating to Security Special Tax; and amending Chapter 31 of the District Code relating to Solid Waste Collection and Disposal Service Charges, waive the full reading of the Ordinance and continue to the June 19, 2019 Regular Board Meeting for adoption. Second/Maybee. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.

13. CONSIDER ADOPTION OF RESOLUTION R2019-04 APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2019-20, INCLUDING CAPITAL PROJECTS

Tom Hennig, Director of Administration, gave brief review of the proposed budget. The proposed budget increase has not changed since the May 15, 2019 presentation.

Motion/Maybee to adopt Resolution R2019-04 adopting the proposed budget for fiscal year (FY) 2019-20, including Capital Projects. **Second/Jenco. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.**

14. CONSIDER APPROVAL OF PAYMENT OF INVOICE FROM COMMERCIAL PUMP & MECHANICAL FOR RECYCLED WATER LINE FOR DISTRICT ADMINISTRATION BUILDING CONVERSION PROJECT

Paul Siebensohn, Director of Field Operations, gave a brief summary of the recommendation to approve payment of the invoice from Commercial Pump and Mechanical for the recycled water line for the District Administration Building Conversion Project.

Motion/Clark to approve payment of invoice from Commercial Pump & Mechanical in an amount not to exceed \$13,248.29, which includes a 15% contingency, for the recycled water line for the District Administration Building Conversion Project, WSA Project 17-5-04, CIP 18-10-1, Proposition 84 Project 2. Funding to come from Water Supply Augmentation. **Second/Jenco. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.**

15. DISCUSS APPROVAL OF RESERVE FUND EXPENDITURES

Mark Martin, General Manager, gave a brief summary of the practice the District has been following regarding Board approval for all reserve expenditures. In researching this, staff was unable to find any policy, rule, or code requiring Board approval for all reserve expenditures. As the Board suggested previously, Mr. Martin asked the Board for direction on whether or not to proceed with changing this practice to the General Manager being able to authorize reserve expenditures up to \$25,000 without prior Board approval. By consensus, the Board agreed to move forward with the change.

16. DISCUSS PENALTIES AND INTEREST IMPOSED ON DELINQUENT SERVICE CHARGES AND SPECIAL TAXES

Tom Hennig, Director of Administration, gave a brief overview of the penalties and interest the District imposes on delinquent service charges and special taxes. The District is currently charging .5% interest on the delinquent amounts. Government Code Section 61115(a)(3)(C) authorizes a basic penalty for the nonpayment of charges of not more than 10 percent, plus an additional penalty of not more than 1 percent per month for the nonpayment of the charges and the basic penalty". After a discussion, by consensus, the Board agreed for staff to move forward with raising the interest rate to the full 1%.

17. PUBIC HEARING TO CONSIDER ADOPTION OF DISTRICT CODE CHAPTER 17 RECYCLED WATER CODE, SECTION 7.04 LEVYING A RECYCLED WATER INSTALLATION FEE

Mark Martin, General Manager, gave a brief summary of the recommendation to adopt District Code Chapter 17 Recycled Water Code, Section 7.04 levying a recycled water line installation fee.

President Clark suggested the Ordinance Section 3 (b) be changed to indicate the fee shall apply to installation of a new one-inch recycled water service connection at a premise.

President Clark opened the hearing at 7:23 p.m.

President Clark closed the hearing at 7:25 p.m.

Richard Gehr stated that the Ordinance states the date of the memo as June 5, 2019 but the memo is dated June 6, 2019. The correction to the Ordinance will be made.

Motion/Clark *Introduce Ordinance O2019-02, an Ordinance of the Rancho Murieta Community Services District, approving recycled water installation fee and adopting Chapter 17, (Recycled Water Code), Section 7.04 Installation fee, with the suggested wording change, waive the full reading of the Ordinance and continue to the July 17, 2019 Board Meeting for adoption.* **Second/Butler. Roll Call Vote: Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.**


18. DIRECTOR COMMENTS

Director Maybee thanked staff for all their work on the budget and wished everyone a happy 4th of July.

19. ADJOURNMENT

Motion/Clark *to adjourn at 7:27 p.m.* **Second/Jenco. Ayes: Clark, Jenco, Butler, Maybee, Merchant. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,


Suzanne Lindenfeld
District Secretary