



AMENDED AGENDA

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD

RANCHO MURIETA, CALIFORNIA 95683

916-354-3700

FAX – 916-354-2082

SPECIAL BOARD MEETING NOTICE AND AGENDA

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

SPECIAL BOARD MEETING

December 15, 2021

Open Session 1:00 p.m.

District Administration Building – Board Room

15160 Jackson Road

Rancho Murieta, CA 95683

BOARD MEMBERS

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

STAFF

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

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

December 15, 2021
SPECIAL BOARD MEETING
Call to Order
Open Session 1:00 p.m.

The President of the Rancho Murieta Community Services District Board of Directors has called a special meeting of the Board for the date, time, location, and business as set forth in this notice and agenda. The special meeting is being held in lieu of the December 15, 2021, 5:00 p.m. regular Board meeting. 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, all attendees must wear a mask.

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. 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. November 17, 2021 Regular Board Meeting Minutes
2. December 2, 2021 Communications and Technology Committee Meeting Minutes
3. December 7, 2021 Finance Committee Meeting Minutes

B. Approval of Bills Paid Listing November, 2021

4. STAFF REPORTS (Receive and File)

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

5. REVIEW DISTRICT MEETING DATES/TIMES FOR JANUARY 2021

- A. Personnel – January 4, 2021 at 7:30 a.m.
- B. Improvements – January 4, 2021 at 8:00 a.m.
- C. Finance – January 4, 2021 at 10:00 a.m.
- D. Communications – January 6, 2021 at 8:30 a.m.
- E. Security – January 6, 2021 at 10:00 a.m.
- F. Regular Board Meeting – January 19, 2021- Open Session at 5:00 p.m.

6. CORRESPONDENCE

7. 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.

8. CONSIDER APPROVAL OF UPDATED CREDIT CARD POLICY P2021-04 (Discussion/Action) (Motion) **(Roll Call Vote)**

9. CONSIDER APPROVAL OF CONTRACT WITH TYLER TECHNOLOGIES FOR ENTERPRISE RESOURCE PLANNING (ERP), AND APPROPRIATE FUNDS IN THE AMOUNT OF \$97,426 (Discussion/Action) (Motion) **(Roll Call Vote)**

10. DECLARE A CONTRACTING EMERGENCY UNDER PUBLIC CONTRACT CODE SECTION 22050(a)(1) AND DISTRICT CODE SECTION 4.01, AND AUTHORIZE THE GENERAL MANAGER OR DESIGNEE TO EXECUTE A CONTRACT FOR EMERGENCY VALVE REPLACEMENT (REQUIRES 4/5 VOTE) (Discussion/Action) (Motion) **(Roll Call Vote)**

11. COMMITTEE ASSIGNMENTS (Discussion/Action)

12. 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.

13. 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. 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 December 10, 2021. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.