

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

February 15, 2017

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



**1. CALL TO ORDER/ROLL CALL**

President Mark Pecotich 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 Mark Pecotich, Morrison Graf, Les Clark, and John Merchant. Also, present were Darlene J. Thiel, General Manager; Paul Wagner, Security Chief; Eric Thompson, Controller; Paul Siebensohn, Director of Field Operations; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, District General Counsel. Director Gerald Pasek was absent.

**2. ADOPT AGENDA**

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

**3. BOARD ADJOURNED TO CLOSED SESSION AT 4:02 P.M. TO DISCUSS THE FOLLOWING ITEMS:**

*Under Government Code Section 54956.9(d)(1): Conference with Legal Counsel Regarding existing litigation, M&R Investment One Company v. District.*

*Under Government Code 54957: Public Employee Performance Review: Title: General Manager.*

**4. BOARD RECONVENED TO OPEN SESSION AT 5:00 P.M. AND REPORTED THE FOLLOWING:**

*Under Government Code Section 54956.9(d)(1): Conference with Legal Counsel Regarding existing litigation, M&R Investment One Company v. District. Nothing to report.*

*Under Government Code 54957: Public Employee Performance Review: Title: General Manager. Nothing to report.*

**5. SPECIAL ANNOUNCEMENTS AND ACTIVITIES**

None.

**6. COMMENTS FROM THE PUBLIC**

None.

**7. CONSENT CALENDAR**

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

**8. STAFF REPORTS**

Under Agenda Item 8A, President Pecotich asked about the Gate Policy. Darlene J. Thiel stated that she and Chief Wagner held their first meeting with Greg Vorster, General Manager and Danise Hetland, Assistant General Manager of Rancho Murieta Association to discuss the policy.

Under Agenda Item 8B, Director Merchant asked if the payment to Golden State Risk Management Authority was monthly. Darlene J. Thiel stated that it is quarterly.

Director Graf asked about the total costs for the Water Treatment Plant Project. Eric Thompson stated that the project has not been closed out yet.

Under Agenda Item 8C, Director Merchant asked about a town hall meeting where residents can provide input for the Security Assessment. Chief Wagner stated that a meeting is tentatively scheduled for February 23, 2017 at Rancho Murieta Country Club. More information will be provided once it has been confirmed. Notification will be provided through Mailchimp, Facebook, the District's Website, and if time permits, a postcard mailing.

Under Agenda Item 8D, Director Clark asked what impact the recent rains and flooding of the golf course had on the District's levy. Paul Siebensohn stated that it has had no impact on the District's levy.

## **9. CORRESPONDENCE**

None.

## **10. CONSIDER APPROVAL OF PAYMENT OF ADDITIONAL COMPENSATION TO ROEBBELEN CONSTRUCTION MANAGEMENT SERVICES, INC., UNDER SEPTEMBER 18, 2013 AGREEMENT TO COVER ADDITIONAL COSTS TO CLOSEOUT ZENON ENVIRONMENTAL CORPORATION (dba GE WATER PROCESS TECHNOLOGIES) CONTRACT FOR WATER TREATMENT PLANT EXPANSION**

Darlene J. Thiel gave a brief summary of the recommendation to approve the Prime Contract Change Order #019 as full and final settlement and closeout of the Zenon Environmental Corporation (dba GE Water & Process Technologies) contract for the Water Treatment Plant Expansion Project.

Jeff Dees, Project Manager, Roebbelen Construction Management Services, Inc., gave a brief summary of the negotiations with GE Power & Water for full and final payment. In June 2016, GE Power & Water submitted a request to Roebbelen to cover additional work due to delays and change of scope. The amount claimed by GE topped at \$110,713 in August 2016. Negotiations took place to reach a reasonably acceptable and justifiable amount for the documented delay impacts and change in scope items. On February 2, 2017, GE and Roebbelen agreed on a settlement of \$49,356 pending District Board approval.

Director Clark reminded staff to complete a "lessons learned" report regarding this project. Director Graf suggested Roebbelen also provide input into the report.

**Motion/Graf** to approve the Prime Contract Change Order #019 in the amount of \$49,356 as full and final settlement and closeout of the Zenon Environmental Corporation (dba GE Water & Process Technologies) contract for the Water Treatment Plant Expansion Project and authorize the General Manager sign. Funding to come from the WTP Construction Fund Reserve. **Second/Clark. Roll Call Vote: Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

## **11. RECEIVE SECURITY DEPARTMENT ANNUAL REPORT – Presentation by Paul Wagner, Security Chief**

Chief Wagner gave his annual presentation of the Security Department for 2016. The items covered in the presentation included: goals, gate operations, patrol operations, crime complaints, observe and report citations, and non-arch rules complaints/admonishments. A question and answer period followed.

## **12. CONSIDER APPROVAL OF THE GENERAL MANAGER'S EMPLOYMENT AGREEMENT AMENDMENT 2**

President Pecotich stated that the Board agreed and recommended approval of the contract amendment that provides a 3.5% pay increase. Director Clark stated that the raise was based on the General Manager's annual evaluation.

**Motion/Clark** to approve the General Manager's Employment Agreement Amendment 2. **Second/Graf. Roll Call Vote: Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

**13. CONSIDER ADOPTION OF DISTRICT POLICY P2017-01, SUBMITTAL AND REVIEW OF BOARD GOALS**

Darlene J. Thiel gave a brief summary of the recommendation to adopt District Policy P2017-01, which updates the policy on submittal and review of Board goals.

Director Clark suggested that the definition of the word objectives be included. By consensus, the Board agreed. This item to be brought back to the Board in March 2017 for adoption with the noted change.

**14. CONSIDER ADOPTION OF DISTRICT POLICY P2017-02, DRUG AND ALCOHOL FREE WORKPLACE**

Darlene J. Thiel gave a brief summary of the recommendation to adopt District Policy P2017-02, Drug and Alcohol Free Workplace. With the recent legalization of marijuana for recreational use, the District reviewed the current drug and alcohol use policy to ensure that it is clear regarding the prohibition of recreational marijuana use at work or when assigned to call-back duty.

**Motion/Graf** to adopt District Policy P2017-02, Drug and Alcohol Use. This Policy supersedes District Policy 2011-09. **Second/Merchant. Roll Call Vote: Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

**15. CONSIDER APPROVAL OF THE ADDITION OF AN OPERATOR IN TRAINING POSITION TO THE 2016/2017 FISCAL YEAR BUDGET**

Paul Siebensohn gave a brief summary of the recommendation to approve the addition and funding of an Operator in Training (OIT) position in the 2016/2017 fiscal year budget due to the anticipated increased need in the District's Operations Unit.

Director Clark suggested that staffing needs be considered in future projects.

**Motion/Clark** to approve the addition of an Operator in Training position to the 2016/2017 fiscal year budget. **Second/Merchant. Roll Call Vote: Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

**16. RECEIVE UPDATE ON THE 2017-2018 FISCAL YEAR BUDGET**

Darlene J. Thiel stated that the Board has requested the 2017-2018 budget presentation include a 5-year budget forecast and a 5 year Capital Improvement Plan. With the amount of information to review and discuss, it will be best to dedicate a special meeting time for the process. After a discussion, by consensus, the Board agreed to a Special Board meeting on March 2, 2017, at 5:00 p.m.

**17. CONSIDER DISTRICT BOARD OF DIRECTORS AND/OR STAFF ATTENDING VARIOUS COMMUNITY MEETINGS**

Darlene J. Thiel stated that at the January 16, 2017 Special Board meeting, Board Goal Workshop, the Board directed the Communications & Technology Committee to discuss enhancing community relations with more effective District attendance at Rancho Murieta Association and other community meetings. The Committee requested that staff bring forward a guideline to the February Board Meeting to assist Directors in understanding how they should conduct themselves when attending other agency meetings. Darlene recommended that District Legal Counsel, Richard Shanahan, hold training for the Board of Directors to explain the parameters regarding Directors attending other community meetings and the guidelines for their participation in those meetings. By consensus, the Board agreed. A training session will be scheduled.

## **18. RECEIVE AND CONSIDER UPDATES**

### **Parks Committee**

Director Pecotich gave an update on the Parks Committee, including a letter to the Parks Committee, dated February 8, 2017 from Kevin Kemper, Phillips Land Law, Inc., who represents Rancho Murieta Properties, LLC regarding applicable trail standards; a tentative March meeting to continue discussion of the Park Committee Operating Guidelines; scheduling of a trail site visit once rains subside; and RMA's question on how the District is considering/not considering security taxes on common/open space areas.

Richard Shanahan, District General Counsel, suggested that the District respond to the letter from Kevin Kemper as a Parks Committee member and that the Parks Committee should discuss the letter. By consensus, the Board agreed.

President Pecotich suggested that the trail site visit be scheduled.

### **Pending and Proposed Land Development Projects**

There is continued activity regarding the Riverview and Residences East developments with inquiries regarding the developer obligations to the District and associated costs/fees.

The revised Rancho Murieta Properties proposed development plans reduce the total density to 795 lots. No word yet from County Planning on the probability of issuing a new Notice of Preparation for the draft EIR or if they will continue with the current drafting of the EIR.

President Pecotich stated that the District should be provided with a copy of the maps that Rancho Murieta North Properties has submitted to the County.

## **19. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES**

Director Graf stated that he is interested in attending the CSDA Special District Leadership Academy in July.

## **20. REVIEW MARCH BOARD/COMMITTEE MEETING DATES/TIMES**

Since there will be a March 2, 2017 budget workshop, the March Finance Committee meeting is cancelled.

## **21. DIRECTOR COMMENTS AND SUGGESTIONS**

Paul Siebensohn commented on a possible water quality violation and notification needing to go out. Staff is waiting to hear back from the Drinking Water Division on how to proceed.

Director Merchant commented on his concern regarding the water tank that is planned to go in at Bass Lake.

Director Graf commented on what a good job Mario Moreno did regarding notification for fire hydrant violation.

Director Clark asked what happens if corrections are not made after the second notification of a fire hydrant violation. Paul Siebensohn stated that the District would take care of the violation. Director Clark also commented on the feasibility of residents being site supervisors for the recycled water program.

President Pecotich thanked everyone for going paperless at the Board and Committee meetings.

Director Clark congratulated staff on the District's new Facebook page.

**22. ADJOURNMENT**

**Motion/Clark to adjourn at 7:22 p.m. Second/Graf. Ayes: Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

Respectfully submitted,



Suzanne Lindendorf  
District Secretary