



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

March 17, 2021

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

1. CALL TO ORDER/ROLL CALL

President Maybee called the Regular Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 4:00 p.m. via ZOOM conference per Governor Newsom's Executive Order N-29-20. Director's present were Tim Maybee, Randy Jenco, Linda Butler, John Merchant, and Martin Pohll. Also present was Tom Hennig, General Manager; Paul Siebensohn, Director of Field Operations; Tina Talamantes, Interim Security Chief, Cindy Chao, Controller; Michelle Ammond, Interim Accounting Supervisor; Richard Shanahan, District General Counsel; and Amelia Wilder, District Secretary.

2. CONSIDER ADOPTION OF AGENDA

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

3. BOARD ADJOURNED TO CLOSED SESSION AT 4:03 p.m. TO DISCUSS THE FOLLOWING ITEMS:

- A. Conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) - Bradberry v. District.*
- B. Under Government Code section 54957: Public Employee Performance Evaluation of the General Manager.*

4. BOARD RECONVENED TO OPEN SESSION AT 5:00 p.m. AND REPORTED THE FOLLOWING:

Richard Shanahan, District General Counsel, reported that the Board unanimously approved a settlement agreement and release of all claims with Ms. Bradberry that resolves the lawsuit and all related claims.

5. CONSENT CALENDAR

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

6. STAFF REPORTS

Under Agenda Item 6A, Tom Hennig, General Manager, gave a summary of activities during the previous month, including an update on the current COVID-19 situation noting that Sacramento County has moved from the purple tier to the red tier, but we have not received clearance to hold a meeting in person. Director Maybee said that when we can open, we should have meetings either via ZOOM or in person. There have been five cameras installed at the Village and some on Murieta Drive. Staff is continuing to look at the timing for replacing the water pipes in the Village.

He continued with an update on the Drought situation, stating that we are confident the water supply coming down the Cosumnes will maintain sufficient flow to fill our three reservoirs this year. In his update on the Sloughouse Resource Conservation District (SRCD) and Sacramento Central Groundwater Authority (SCGA) Meetings, both agencies are discussing their options for charging local agencies and groundwater users. He will continue to monitor the conversations as they take place.

He discussed the Security Opinion Poll, noting that he and Director Pohll met with True North, Inc, who will conduct the poll to develop the outline and agenda for who will attend the working group meetings. There will probably be four to five groups with ten to twelve people in every group. The groups will incorporate citizens from all parts of the community. Director Maybee asked that this topic be on the April 21, 2021 Board Meeting Agenda.

Resident Crystal Matter asked how CSD would determine who will be in the working groups, and Mr. Hennig let her know that we would rely on our consultant to determine the process. Director Merchant added that CSD Staff, and the Directors are not getting involved in the selection process so that people are chosen from random groups.

Director Maybee reminded the audience that this is a multi-fiscal year process.

Mr. Hennig reported that staff is working with Consultants.

Mr. Hennig updated the Board on other District activities, noting that we are hoping to have the Reserve Study complete in time for the Budget preparation. He continued with a staffing update, stating staff recently received public records requests which had added to the overtaxed staff's workload. We have hired a Director of Administration. We continue to recruit for Accounting Supervisor, Controller, Gate and Patrol Officer. We have hired one Patrol Officer, Gerald Ayres.

He finished by informing the Board that Cindy Chao will be leaving the District March 31, 2021.

Under Agenda Item 7B, Cindy Chao, Controller, updated the Board on the status of the District's finances. She noted that the District had zero lock-offs, one new pay agreement and zero connections during March 2021. Director Maybee asked how much time staff spends reaching out to late customers every month. He asked that Staff document the time spent on this every month.

The Finance Report now includes a line on the aging report for Commercial Accounts. She also reported that we have 516 residents receiving their bills electronically and 2,805 customers receiving paper statements via USPS.

Under Agenda Item 7C, Interim Security Chief Tina Talamantes updated the Board on the Security Report, noting that we are continuing to use PDF Security, and actively recruiting permanent employees. The VIPs truck is almost ready to be used by Security Staff, and we are continuing the upgrade of the Body Cameras system with our IT provider.

She picked up the citations from the Sacramento County Sheriff's Department and CSD Security is preparing to begin issuing citations in the Commercial areas.

There will be two cameras installed at the Calero Reservoir due to recent activities. RMA is overseeing this project.

She continued with Incidents of Note and discussed the Hit and Run and Vandalism at Lake Calero during February and the stolen golf cart. Aga Snyder, the resident involved in the Hit and Run, addressed the Board and said that she was displeased with the way CSD Security handled the incident. Director Maybee asked Tom

Hennig to reach out to her. There was a discussion about the video and why it was so difficult to figure out what the license plate was. The car was in the bike lane, and the cameras do not monitor that area.

Under Agenda Item 6D, Paul Siebensohn, Director of Field Operations, gave a brief summary of the utility update noting that water plant #1 is offline to allow staff to perform winter maintenance. He informed the Board that the District is continuing to fill the Reservoirs and can do so until May 31, 2021.

Utility Staff cleaned the brush from the CIA Ditch and put in a new pipe on the Murieta Gardens side of Hwy. 16. Staff also opened the drain valve on Laguna Joaquin in the hopes of freezing some of the Midge Fly larvae when the weather turned cold.

Below are the Development Updates (developments not listed have had no updates since the last Board Meeting):

Murieta Gardens projects

MG – Legacy Villas & Suites (lot 7)

No update. Start pending weather.

The Murieta Gardens I & II – Infrastructure

No update.

MG - Murieta Marketplace

No update. This project has been accepted by the District to accommodate the developer to allow the grocery store to proceed with opening, however the drainage basin which is a part of this project remains active as a stormwater best management practice for the development site keeping it active.

MG – Lot 9 (Taco Bell)

No new update. Last update: The developer reports this project has been approved by CPAC, and design review updates have been submitted to Sacramento County. The lot owner intends to sell the lot to another party. At that point, when the project proceeds, we will direct the new owner to submit a project application packet and deposit for review of this project.

MG -Lot 10 (PDF Office)

No new update. The Civil plans are now approved with signatures pending the project engineer submitting mylars to Coastland Engineering.

MG – Lot 11 (Circle K Convenience/Carwash/Subway)

No new update. The project still anticipates beginning on April 1, weather dependent.

Other Development Projects:

Riverview

Riverview has three-phased plan packages currently being processed, including Water, Sewer, and Storm Drain studies. Below is the status of all three packages being processed. Coastland understands that Phase 2 submittal is being prepared, but it has not been submitted for review.

- Phase 1A: Coastland/CSD returned comment letter and redlines to Developer on February 3.
- Phase 1B: Coastland/CSD returned comment letter and redlines to Developer on December 21, 2020.

- Grading: Coastland/CSD returned comment letter and redlines to Developer on February 23.

We are continuing to wait on a sewer modeling study from the project concerning the downstream sewer manhole impacts from projected flows from their project. We may need to address the downstream manhole with a capital project to correct the issue there.

Murieta Business Park

No update. This project is nearly complete.

The Retreats East and North

The project submitted improvement plans on February 19, 2021, requesting that they be re-approved and signed off by Coastland Engineering, along with Sac Metro Fire Department and Sacramento County. Coastland responded that the previous review has expired, signature date of June 9, 2017, and needs to be reviewed. We are in the process of requesting deposit funding to continue work on this project. Coastland's review is pending the project being funded before proceeding.

Rancho Murieta North – Development Project

No update. Last update: No new information has been submitted to the District, however the project reports that they intend to complete their traffic mitigation study by the end of this month and a greenhouse gas study in January and then submit their Notice of Preparation in January. A notice of preparation (NOP) is a brief notice sent by the lead agency to notify the responsible agencies that the lead agency plans to prepare an Environmental Impact Review, commonly referred to as EIR.

John Sullivan, Developer, asked that the District review the plans they submitted ASAP.

Future possible Projects:

The Murieta Hills Estates (formerly -The Residences of Murieta Hills East)

No update. Last update: No information has been provided to the District since Tom Hennig has answered a series of questions for Bob Keil and requested that for any further District work to occur, he would need to submit a developer deposit and application to the District.

This project is listed as in the pre-application stage as on Hold with Sacramento County Planning. The County's last letter back to the project was on 1/16/21, requesting more detailed information on the lots and a Cultural Resources Study and Tree Exhibit and Arborist Report, and noting it is subject to CEQA.

The Development page on the District's website has been updated and can be found at: <https://www.ranchemurietacsd.com/development-projects>.

7. REVIEW DISTRICT MEETING DATES/TIMES FOR FEBRUARY 2021

None.

8. CORRESPONDENCE

None.

9. COMMENTS FROM THE PUBLIC

Susan Snyder, a Resident, commented on the theft of a heater at the Business Park, stating that the suspects were recorded on their surveillance cameras and that this is a “low level” crime according to the District Attorney. She believes the criminals live in the community.

Jay Schneider submitted a letter concerning a proposed groundwater tax. This letter is available on the website at:

https://www.ranchomurieta.com/files/7f507df16/2021_0317_Public+Comment+to+RMCS+non+agenda+item+re+groundwater+tax+on+rancho+murieta.pdf.

10. CONSIDER APPROVAL OF SECURITY SUPERVISOR JOB SPECIFICATION

Mr. Hennig informed the Board that the Security Chief Job Specification had been revised to require a bachelor’s degree and five years of supervisory experience as a law enforcement Sergeant or above. This item went to the Personnel Committee on March 2, 2021, who recommended it be heard by the Board. **Motion/Maybee to adopt Security Supervisor Job Specification. Second/Pohll. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

11. CONSIDER APPROVAL OF CALPERS RETIRED ANNUITANT SPECIALIST POSITION

Tom Hennig introduced this generic job specification stating that it is in the District’s best interest to have the option of hiring a retired annuitant. This job specification allows us to hire retired annuitants to assist the District in various duties to include technical, administrative, and field activities, perform research activities, coordinate events in the District, and perform other related duties as assigned. This position will be classified as a Retired Annuitant position only for retired personnel who are CalPERS retirees. This item went to the Personnel Committee on March 2, 2021, who recommended it be heard by the Board. **Motion/Maybee to adopt CalPERS Retired Annuitant Specialist Position. Second/Merchant. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

12. CONSIDER APPROVAL OF CONTRACT WITH TELSTAR INSTRUMENTS FOR ON-CALL ELECTRICAL SERVICES

Mr. Siebensohn brought forward the contract with Telstar Instruments that had been heard by the Improvements Committee on March 2, 2021. This will be a three-year contract and will go into effect as soon as we can get the Services Agreement signed. **Motion/ Maybee to approve the contract with Telstar Instruments for On-Call Electrical Services. Second/Jenco. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

13. CONSIDER APPROVAL OF CONTRACT WITH DOMENICHELLI & ASSOCIATES FOR ON-CALL ENGINEERING AND CONSTRUCTION INSPECTION SERVICES

Mr. Siebensohn brought forward the contract with Domenichelli & Associates that had been heard by the Improvements Committee on March 2, 2021. This award will be a three-year contract and will go into effect as soon as we can get the Services Agreement signed. The District added Construction Inspection Services to the RFP, and Domenichelli & Associates had the highest score of the four companies that bid.

Director Pohll mentioned that at the Improvements Committee, there was a discussion about letting Coastland finish the projects they had started, and he wondered if there was any news on that. Mr. Siebensohn said that he had asked Coastland and had not received a response. **Motion/Maybee to approve the contract with Domenichelli & Associates for On-Call Engineering and Construction Inspection Services. Second/Pohll. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

14. REVIEW BOARD GOALS

Mr. Hennig presented the Goals the Board agreed on during the February 9, 2021, Board Goals Workshop. The goals are:

1. Budgeting for Reserves based on Reserve Study Outcome
2. Security Service Levels and Community Objectives
3. Financial Systems Upgrade
4. Laguna Joaquin Requirements
5. CIA Ditch, Forebay, Granlees Dam

15. REVIEW ACTIONS PROPOSED FOR ADDRESSING LAGUNA JOAQUIN MANAGEMENT OPTIONS

Mr. Hennig discussed Laguna Joaquin and that it is a significant concern for everyone. He reviewed the recent events surrounding the detention basin, including the petition that was submitted to the District from residents concerned with the murky green water, cattails, weeds, odor, and Midge Flies. He reviewed the actions taken to remedy the situation and proposed solutions, including draining the basin and removing the silt where the Midge Flies lay their larvae. The District has hired a company to survey the basin and tell us how much silt is in there, and where we could get rid of this material. The Board packet includes correspondence Mr. Hennig has had with RMA's GM, Kevin Hubred.

16. REVIEW PROPOSED RECONVEYANCE OF WOODEN PEDESTRIAN BRIDGE OVER CONSUMES RIVER

Mr. Hennig recommended we pull this item from the agenda as he is still researching it.

Director Maybee asked that this item be moved to the July Agenda.

Mr. Hennig stated that this work was started by Coastland Engineering and that the work was completed.

17. DIRECTOR COMMENTS/SUGGESTIONS

Director Jenco stated that he is on an Ad Hoc Committee formed by RMA to discuss Strategic Plans. He is optimistic about the Committee and will be bringing items to the CSD Board.

Director Maybee asked that this be a regular Agenda item so that the Board can receive a report if Director Jenco has one.

Director Maybee thanked staff at all levels, noting we have some challenges, and we know we're doing the right thing.

18. ADJOURNMENT

Motion/Maybee to adjourn at 7:46 p.m. Second/Jenco. Ayes: Maybee, Jenco, Butler, Merchant, Pohl.

Noes: None. Absent: None. Abstain: None.

Respectfully submitted,



Amelia Wilder

District Secretary