



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

February 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; Andrew Ramos (filling in for Richard Shanahan), District General Counsel; and Amelia Wilder, District Secretary.

**2. CONSIDER ADOPTION OF AGENDA**

**Motion/Maybee to adopt the agenda with item #13, "Consider Approval to Support Addition to the Rancho Murieta Association Parks Committee" to be removed from the agenda. Second/Jenco. 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. *Under Government Code section 54957: Public Employee Performance Evaluation of the General Manager.*
- B. *Conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) - Bradberry v. District.*

**4. Board reconvened to OPEN SESSION at 5:00 p.m. and REPORTED the following:**

Nothing to report.

**5. CONSENT CALENDAR**

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

**6. STAFF REPORTS**

Under Agenda Item 7A, Tom Hennig, General Manager, gave a summary of activities during the previous month, including an update on the current COVID-19 situation noting that District Staff has had no recent outbreaks. He received a letter from Kevin Hubred, RMA General Manager, concerning Laguna Joaquin, which he will respond to.

He and Paul Siebensohn, Director of Field Operations, met with Sacramento County Office of Planning and Environmental Review to discuss the general process for how development projects are managed, with a focus on Riverview. Director Merchant commented that he could not find a road maintenance agreement in the Conditions of Approval for Riverview. Mr. Hennig will discuss this with Mr. Hubred, as the roads belong to RMA.

Mr. Hennig updated the Board on other District activities, noting that we are hoping to have Association Reserves Inc., to complete the Reserve Study 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. Andrew Ramos, District's Legal Counsel, clarified that under state law, the 10-day requirement for the California Public Records Act requires the District to acknowledge and respond

initially to a request, but it does not require the District to produce documents within 10 days. In many cases that would be impossible. Director Maybee asked that Mr. Hennig keep this item in his GM report as an update. We continue to recruit for Accounting Supervisor, Director of Administration, and Patrol Officers.

He commended David Labrado for his quick thinking assisting a resident who was displaced due to a fire.

Under Agenda Item 7B, Cindy Chao, Controller, updated the Board on the status of the District's finances. She noted that the District has zero lock offs, one new pay agreement, and zero connections during February 2021. She also reported that we have 509 residents receiving their bills electronically, and 2,413 customers receiving paper statements via United States Postal Services.

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 services, and actively recruiting permanent employees, with one Patrol Officer in background. The VIPs truck is almost ready to be used by Security Staff, and we are continuing the upgrade of the Body Cameras system with I.T.

She met with the Sacramento County Sheriff's Department to discuss CSD Security issuing citations in the Commercial areas. There were 13 calls as a result of the storms January 26-27, and she authorized overtime to ensure adequate coverage.

Under Agenda Item 5D, Paul Siebensohn, Director of Field Operations, gave a brief summary of the utilities 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. Staff also coordinated with SMUD and ran a power demand test of the three large 500 hp pumps to see what the increase to our utility bill would be if we need to use these larger pumps.

He continued with a drought outlook, noting that as long as we continue to receive rain and the river flow is above 70 cubic feet per second we may continue to pump.

Below are the current Development Updates that were discussed:

#### The Retreats East and North

This project reports it is continuing to be re-designed by the developer for potential buyers which we heard are KHOV. Nothing has been provided to the District for review.

#### Rancho Murieta North – Development Project

The project reports that they are targeting the completion of their traffic mitigation study by the end of February and a greenhouse gas study is intended to be complete by the end of March, and then they will submit their Notice of Preparation. 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.

#### MG - Murieta Marketplace

No update. The project is still utilizing the drainage detention basin as a stormwater control basin for its remaining commercial development lots and therefore this project is not closed out.

#### MG – Legacy Villas & Suites (lot 7)

No update. The Improvement plans are completed and signed. No start date yet.

#### MG -Lot 10 (PDF Office)

Plans have been submitted to Coastland Engineering for signatures.

### MG – Lot 9 (Taco Bell)

No 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. The project is seeking final county zoning approval at a 2/17/21 meeting.

### MG – Lot 11 (Circle K Gas Station/carwash)

Plan comments have been finalized and have been provided back to Coastland Engineering for final signature.

### Murieta Business Park

No update. The project continues to complete their buildings.

### The Residences of Murieta Hills East

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.

#### Project description:

This project is listed as in the pre-application stage as on Hold with Sacramento County Planning. Their 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.

This was originally a planned development for 99 residential lots but is being revised by the owner. From the Sacramento County Planning departments website, it shows that a revised map has been submitted for this parcel.

### Riverview

Coastland provided comments back for the Rough Grading plan re-submittal from January 25. Comments are related to clarifying drainage calculations and future easements, plan comments, and request for SWPPP & WDID information when it becomes available. The Phase 1A package that was resubmitted on January 7, 2021 is under review by Coastland. No information for sewer flow calculations related to the downstream manhole that will receive sewage flows from the project has been received yet.

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

## **7. REVIEW DISTRICT MEETING DATES/TIMES FOR MARCH 2021**

The Finance Committee Meeting has been moved to Wednesday, March 3, 2021 at 10:00 a.m.

## **8. CORRESPONDENCE**

None.

## **9. COMMENTS FROM THE PUBLIC**

None.

## **10. RECEIVE LEGISLATIVE UPDATES FROM CALIFORNIA SPECIAL DISTRICT ASSOCIATION**

Dane Wadle, Senior Public Affairs Field Coordinator at California Special District Association (CSDA), gave the Board a presentation detailing the purpose of the organization and focusing on the current legislations that they are working to promote.

#### 11. CONSIDER ADOPTION OF POLICY P2021-02 BODY WORN CAMERA POLICY

Tom Hennig reviewed the changes to the policy, stating that the policy has been brought up to date. A few changes had been made to the policy by Richard Shanahan, District Legal Counsel after it was approved by the Security Committee on February 4, 2021. Mr. Hennig asked that the Board approve the Policy with Mr. Shanahan's changes, as they were not substantive.

Resident Richard Gehrs asked how we could see those changes. Mr. Hennig said that the redline version will be in the minutes of the next Board Meeting. **Motion/Maybee to adopt Policy P2021-02 Body Worn Camera Policy. Second/Pohll. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

#### 12. CONSIDER APPROVAL OF CONTRACT WITH TRUE NORTH, INC. FOR SECURITY OPINION POLL SERVICES

Tom Hennig informed the Board that we had received four responses to the RFP released by the District to conduct a Security Opinion Poll. The bids were reviewed by Mr. Hennig, Ms. Talamantes, and representatives from RMA and the Commercial District. True North, Inc. received the highest score. The next steps will be to schedule a stakeholder's meeting to determine what questions will be asked in the poll. If the pollsters determine that a referendum presented to the voters to increase Security fees will likely pass by a 66.6% vote, the District will consider proceeding with a referendum with a potential cost of \$150,000 - \$200,000. We will report this to the Finance Committee, and post progress on our website. **Motion/ Maybee to approve the contract with True North, Inc. for Security Opinion Poll. Second/Merchant. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

#### 13. CONSIDER APPROVAL TO SUPPORT ADDITION TO RANCHO MURIETA ASSOCIATION PARKS COMMITTEE

This item was pulled from the agenda.

#### 14. DIRECTOR COMMENTS/SUGGESTIONS

President Maybee stated that we are at a point where we can be proactive, with the leadership in place that we need.

#### 15. ADJOURNMENT

**Motion/Maybee to adjourn at 6:55 p.m. Second/Butler. Ayes: Maybee, Jenco, Butler, Merchant, Pohll. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,



Amelia Wilder  
District Secretary