



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 Jackson Road, Rancho Murieta, CA 95683

Office - 916-354-3700 \* Fax - 916-354-2082

### IMPROVEMENTS COMMITTEE

(Director Randy Jenco)

Regular Meeting

July 7, 2020 at 8:00 a.m.

**This meeting will be held via ZOOM** video conference only pursuant to Gov. Newsom Executive Order N-29-20. You can join the conference by (1) logging on to <https://us02web.zoom.us/j/87271753493>, entering Meeting ID no. 872 7175 3493, and using the audio on your computer, or (2) dialing into 1-669-900-9128 and entering the meeting code 872 7175 3493. Those wishing to join with audio only can simply call the telephone number above and enter the code. Participants wishing to join the call anonymously have the option of dialing \*67 from their phone. Please refer to your telephone service provider for specific instructions. **PLEASE NOTE – MOBILE DEVICE USERS MAY NEED TO INSTALL AN APP PRIOR TO USE AND MAC AND PC DESKTOP AND LAPTOP USES WILL REQUIRE YOU TO RUN A ZOOM INSTALLER APPLICATION – PLEASE FOLLOW DIRECTIONS AS PROVIDED BY ZOOM. IT IS RECOMMENDED YOU ATTEMPT TO LOGIN AT LEAST 5 MINUTES BEFORE THE START OF THE MEETING.**

### AGENDA

1. **Call to Order**
2. **Comments from the Public**
3. **Review Monthly Updates**
  -  Development
  -  District Projects
4. **RMA Wooden Pedestrian Bridge Parcel Conveyance Update**
5. **Discuss Extension of Coastland Engineering Contract**
6. **Developer Discussion Related to Detention Basin**
7. **Director and Staff Comments/Suggestions [no action]**
8. **Adjournment**

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In compliance with the Americans with Disabilities Act and Executive Order No. N-29-20, 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 teleconference meeting, please contact the District Office at 916-354-3700 or [awilder@rmcsd.com](mailto: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 July 2, 2020. Posting locations are: 1) District Office; 2) Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.

## MEMORANDUM

Date: June 26, 2020  
To: Improvements Committee  
From: Paul Siebensohn, Director of Field Operations  
Subject: Monthly Development, Project & other Updates

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### Items of note:

#### Water Storage

Someone cut the new buoy line out in the Chesbro reservoir. Staff brought out a vendor to determine the best solution to install a CCTV system linked up to the District's current network. The added cameras will allow Staff to remotely monitor the area and view recorded footage on our surveillance camera system. Security was also informed and requested to increase patrol time after hours.



### PROJECTS

#### District Projects

##### Water Plant #1 Effluent Pump replacements

This project is now complete.

##### Water Rights Renewal

Update as of June Board meeting: I submitted updated information back to our consultant, Wagner & Bonsignore to continue work on the water right extension. A note from Wagner & Bonsignore: *Please let Board and management understand that it is possible that this petition will not be processed and approved prior to its expiration at the end of the year. The SWRCB has over 700 petitions on file and only a handful each year. It is very common for petitions to not be processed by SWRCB staff for 5-10 years after they are submitted. That being said, Rancho Murrieta has a huge benefit of being able to prepare its own CEQA document and will be able to require the SWRCB to respond (with timelines) so that will definitely help, however, it still may not be prior to the end of the year. I want to make sure that everyone understands that if the extension is not approved by the end of 2020 that the water right is still valid and there will be no issue with diverting or use of water while the time extension is still pending approval.*

### Recycled Water and Untreated Water Fee Study

This item is being tabled until I can coordinate and meet with John Sullivan as part of the Cosumnes Irrigation Association (CIA) to discuss and outline costs associated with transference of waters through the CIA ditch to Laguna Joaquin for the Rancho Murieta Association.

### Chlorine Gas to Sodium Hypochlorite (bleach) conversion

Staff has begun installation of the piping for the new tanks in between competing priorities.

### West DAF Electrical Panel Replacement

TELSTAR has installed the panel and associated wiring. They are in the process of testing its operation with staff to ensure it works correctly. One issue has been found with a malfunctioning control relay and it is being worked on. Photo of new panel below.



### Dam Inundation Mapping and Emergency Action Plans

The high hazard dam Emergency Action Plans are under review Sacramento County Sheriff department.

## **PROJECTS**

### **Development**

#### The Retreats East and North

No new update.

#### Rancho Murieta North – Development Project

No update.

#### The Murieta Gardens – Highway 16 Off-Site Improvements

Dane Schilling of Coastland is still working with the developer on an agreement for one of the BelAir signs that was installed within the project easement of the CIA.

#### MG - Lot 4&5

Onsite utilities are done. No update relating to District utilities.

#### MG - Murieta Marketplace

No update.

MG -Lot 10 (PDF Office)

No update.

MG – Lot 11 (Gas Station/carwash)

No update.

The Murieta Gardens I&II – Infrastructure

No update.

FAA Business Park

General work has the foundations in place, all of the underground utilities are in and the project will be pouring the building slabs, starting this weekend. Outside curbing is ongoing. The building fabricators will start erecting the buildings the week after the fourth of July. The project manager notes they will only request water service once the project is nearing completion, which at this point is approximately 6 weeks away.

The Residences of Murieta Hills East

A letter was submitted from Mark Martin to Bob Keil of MRK development to confirm the responsibilities of 670 Financing and Services Agreement (FSA) landowners on May 27, outlining the obligations of Residence East for WTP Expansion reimbursement and confirmation of Van Vleck reimbursement owed to Residences East. Another communication was sent by Tom Hennig on June 26, to address monthly Security and Drainage fees based on development scenario with portions of the property lot line adjusted to adjacent parcels, along with further clarification on development triggers to require reimbursement for WTP Expansion. Additional questions are being reviewed. We have requested the developer to file a Facilities Extension Agreement to officially open the project for technical review.

Riverview

A draft water system model report was submitted on April 29 and is continuing to be in progress of being reviewed by Coastland. The project submitted a package of information and additional deposit funds to cover the review of their phase 1 Improvement Plans on June 12 for their project. Coastland has been tasked to review these plans.



# COASTLAND

CIVIL ENGINEERING - CONSTRUCTION MANAGEMENT - BUILDING DEPARTMENT SERVICES

**Date:** June 26, 2020

**To:** Paul Siebensohn, Director of Field Operations RMCSO

**From:** Laurie Loiza, PE Coastland

**cc:** Tom Hennig, General Manager RMCSO  
Dane Schilling, PE Coastland (District Engineer)

**Subject:** Pedestrian Bridge Conveyance - Status

As requested by the District, below is a summary of the Pedestrian Bridge Conveyance. This item was discussed in the June Improvement Committee meeting and Coastland was directed to proceed at that time. Below is summary of the current status:

1. A Title Report is being processed through Old Republic Title Company. Coastland confirmed with Pam Lewis of Old Republic that the project site is considered to be a “special area”, which takes longer to process than a standard title report. It is expected that the Title Report will be complete by mid-July.
2. On June 18, 2020, John Sullivan contacted the CSD to state that there may be a possible CIA easement encroachment on the pedestrian bridge property and requested that it be addressed as part of the property conveyance. The title report will list all easement encroachments in the pedestrian bridge property and is expected to provide some clarity on this question. This is likely to be a topic of discussion as part of the transfer agreement process with RMA.
3. District Counsel confirmed that the project will be conveyed by grant deed. District Counsel will assist with the draft grant deed and board resolution when the project is ready. The conveyance will also include a blanket easement over the property to accommodate existing CSD utilities.

The next step will be to provide the title report to RMA and confirm that they are in agreement with the transfer as discussed in item 2 above and/or address any questions. Once RMA is in concurrence with the transfer, then the grant deed can be drafted, and the transfer can proceed to the Improvement Committee and Board for approvals.

**Santa Rosa**  
1400 Neotomas Avenue  
Santa Rosa, CA 95405  
Tel: 707.571.8005

**Auburn**  
11641 Blocker Drive, Ste. 170  
Auburn, CA 95603  
Tel: 530.888.9929

**Pleasant Hill**  
3478 Buskirk Avenue, Ste. 1000  
Pleasant Hill, CA 94523  
Tel: 925.233.5333

**Fairfield**  
324 Campus Lane, Ste. A  
Fairfield, CA 94534  
Tel: 707.702.1961

## MEMORANDUM

Date: June 25, 2020  
To: Improvements Committee  
From: Paul Siebensohn, Director of Field Operations  
Subject: Consider extension of Coastland Engineering contract, approve ratification of payments

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In March of 2016 the District sent out a Request for Proposals for Engineering services. The awarded bidder for Engineering services from this bid was Coastland Civil Engineering Inc. (Coastland). On April 26, 2016 the District entered into a Service Agreement with Coastland for a term of three (3) years, which expired on April 26, 2019. As the District continued to work with Coastland beyond this contracted time, we request that the Board approve ratification of payments to Coastland during the time beyond the contract expiration by extending the contract with Coastland. This extension will be at their current rate, if agreeable with Coastland, for a term of another two (2) years from the date of the expiration or until we go out to bid again. District counsel, Richard Shanahan, has provided an amended services agreement for the committee to consider moving forward to the July 15, 2020 Board meeting for approval. That agreement is attached.

As of today, we have paid Coastland \$293,584.92 for services beyond April 26, 2019. This is the amount we are requesting to be ratified. Future costs will be paid as billed.

At the June 3, 2020 Improvements Committee meeting, staff was directed to meet with Coastland to confirm their agreement to formally extend their contract. On June 22, Coastland agreed to the extension with the requested changes to the contract amendment that District counsel Richard Shanahan had provided. Those changes are shown in the attached contract amendment, along with their current year's rate schedule for their staff. They would also like to add a line stating:

*District will pay Consultant professional fees, plus reimbursable expenses, which will be paid in accordance with the current hourly rates as set forth in Exhibit A, attached hereto and incorporated herein by reference or as may be adjusted annually each July 1, by mutual agreement with the District.*

Staff recommends accepting these changes.

AMENDMENT NO. 1

TO RMCS D/COASTLAND CIVIL ENGINEERING AGREEMENT

THIS AMENDMENT TO AGREEMENT is made this \_\_\_\_\_, 2020, between Rancho Murieta Community Services District, a local government agency ("District"), and Coastland Civil Engineering, Inc., a California corporation ("Consultant"), who agree as follows:

1. **Recitals.** This Amendment is made with reference to the following background recitals:

1.1. On April 21, 2016, the parties entered into a services agreement (the "Agreement"), which is on file in the District office.

1.2. The Agreement expired on April 21, 2019; however, following that expiration date, at the District's request, Consultant continued to provide services to District and the parties continued to operate under the Agreement. The parties desire to amend the Agreement in order to extend its term and provide for these changes to take effect retroactive to April 21, 2019.

2. **Amendment to Agreement.** The parties amend the Agreement as follows:

2.1. Agreement section 3(a) is changed to read as follows: "This Agreement shall take effect on the above date and will expire on April 21, 2021, unless sooner terminated pursuant to subsection (b) or as mutually agreed to in writing by the parties. Time is of the essence in this Agreement. Contractor shall perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work."

2.2. These changes shall take effect retroactive to April 21, 2019.

3. **No Effect on Other Provisions.** Except for the amendments in section 2, the remaining provisions of the Agreement are unaffected and remain in full force and effect.

\_\_\_\_\_  
RANCHO MURIETA COMMUNITY SERVICES DISTRICT

\_\_\_\_\_  
COASTLAND CIVIL ENGINEERING, INC.

By: \_\_\_\_\_  
Thomas Hennig,  
General Manager  
\_\_\_\_\_  
\_\_\_\_\_ *[name]*

By: \_\_\_\_\_  
John L. Wanger  
CEO  
\_\_\_\_\_  
\_\_\_\_\_ *[title]*



# COASTLAND

## SCHEDULE OF HOURLY RATES

July 01, 2020 through June 30, 2021

### PROFESSIONAL SERVICES

Principal Engineer	\$200-220/hour
Supervising Engineer	\$170-200/hour
Senior Engineer	\$160-180/hour
Associate Engineer	\$145-160/hour
Assistant Engineer	\$125-145/hour
Junior Engineer	\$115-130/hour
Engineering Assistant	\$120-150/hour
Senior Engineering Technician	\$140-160/hour
Engineering Technician	\$120-140/hour
Engineering Aide	\$95-115/hour
Resident Engineer	\$155-180/hour
Construction Manager	\$145-180/hour
Construction Inspector*	\$130-165/hour
Construction Administrator	\$85-95/hour
Building Plan Check Engineer/Architect	\$140-175/hour
Building Official and/or CASp	\$150-180/hour
Supervising Building Inspector	\$150-170/hour
Senior Building Inspector	\$120-145/hour
Building Inspector (I & II)	\$95-125/hour
Senior Plans Examiner	\$125-140/hour
Plans Examiner (I & II)	\$105-120/hour
Supervising Permit Technician	\$115-130/hour
Senior Permit Technician	\$95-115/hour
Permit Technician (I & II)	\$85-95/hour
Administrative	\$85-95/hour
VEHICLE	\$15-20/hour
MILEAGE	\$0.68/mile**
OUTSIDE SERVICES	Cost + 15%
MATERIALS	Cost + 15%

- Computer time is included in the hourly rates used above.
- When applicable, mileage or vehicle rates will be charged, but not both.
- \* Includes services subject to prevailing wage rates.

## INCIDENT REPORT

FOR RMCSO – OPERATIONS AND ADMINISTRATION [CIA PARTNERSHIP]

MAY 8<sup>TH</sup>- MAY 30<sup>TH</sup> 2020

In anticipation of the shut down of the CIA ditch behind the fire station for the CIA culvert replacement at Lone Pine Drive, we requested RMCSO staff to do the following on May 8th:

- Shut off the 36” syphon side of the diversion box at Starbuck (lot 5 MMA); shut off the outfall side of the ditch behind the fire station
- Shut off the inflow (hard) at the ditch behind the fire station from Laguna Joaquin; shut (hard) the valve from LJ to inflow at fire station to prevent seepage
- Send all water to Laguna Joaquin that is flowing through the LJ 42” diversion
- Reduce the flow from 1.0 on the staff gauge to 0.5 - 0.6

We discussed that this would bring up Laguna Joaquin to spillway by the end of the weekend (May 9/10).

No checking of the lower portion of the ditch over the weekend. We have no report from CSO staff of anything unusual over the weekend.

On Monday morning 5/11 around 8:15 am I drove by the outfall at Laguna Joaquin and noticed that the water was not at the spillway. I drove to the inflow from the 42” pipe from the diversion box was minimal. I drove over to the diversion box and observed that the gate valve was not opened sufficiently from the diversion box to LJ. The syphon side was shut (hard).

I called Jeff Pearson to meet me at the basin, when I found water pouring down the side-slope of the detention basin about 100’ from the NE corner. The area adjacent to the side-slope was flooded and water was coming from the County Regional Park. We checked the ditch and back walked it, until we came upon the spill location at (38° 29’ 33.66” N by 121° 05’ 37.43” W) the old concrete weir and diversion the water that was backing up was spill and had been for a protracted period of time.

This caused about 8-10 million gallons to spill into the basin from (estimated) midnight 5/8/2020 till around noon on 5/11/2020.

CSO was notified and the valve at the diversion box was opened to > 60% so that the flow from the ditch would all go to Laguna Joaquin.

The basin accumulated significant water in the southeast corner by Monday morning. The corrections were implemented and by Wednesday no noticeable water was present in the basin.

Laguna Joaquin was reported to be 10-12” below the spillway on Monday (5/11/2020) and was 100% filled and spilling on 5/16/2020

Attached:

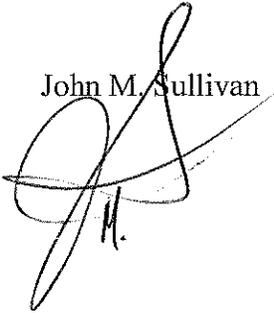
Jeff Pearson Incident Report with pictures.

John Sullivan Incident Report

Additional Photos

- Low water behind Fire Station at CIA diversion box (Inflow – syphon and LJ)
- No flow from diversion box into LJ on Monday 5.11.2020
- 36” gauge at inflow to 42” at Parcel 14 on Monday
- Path of water spilled from CIA ditch at (38° 29’ 33.66” N by 121° 05’ 37.43” W)
- Side slope erosion 100’ +/- from NE corner of the basin
- Laguna Joaquin spilling on 5.16.2020 1:20 pm
- Basin ‘water free’ on May 18th

John M. Sullivan

A handwritten signature in black ink, appearing to be 'John M. Sullivan', written over the printed name.

Incident report concerning irrigation channel overflow.  
Noted Monday May 11 at approximately 9am

John Sullivan contacted me around 9am Monday morning asking that I investigate the presence of a great deal of water in the detention basin near the park site.

I observed water at the northern end near the headwall structure and continuing to the outfall in the bottom of the ditch. Water was seen cascading down and creating some erosion on the slope near the headwall structure.

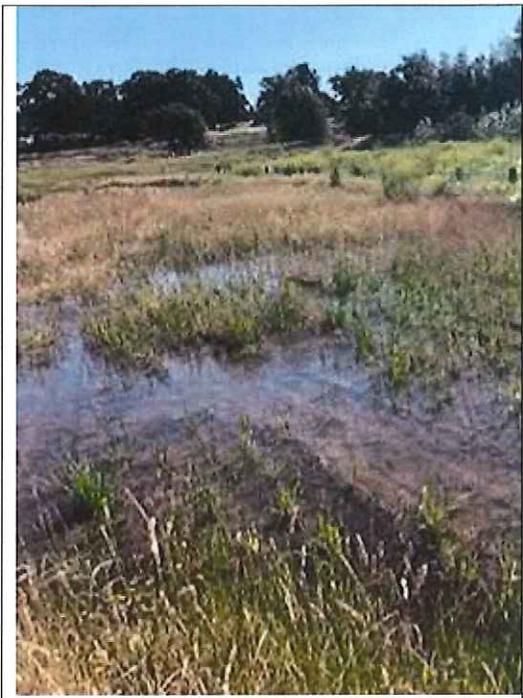
Upon investigation to determine the source of the water we found that the irrigation ditch nearest that part of the basin had overflowed and water was actively flowing through that part of the park site and finally cascading down the bank of the basin, where it continued to the outfall and into the existing drainage system on Murieta Drive.

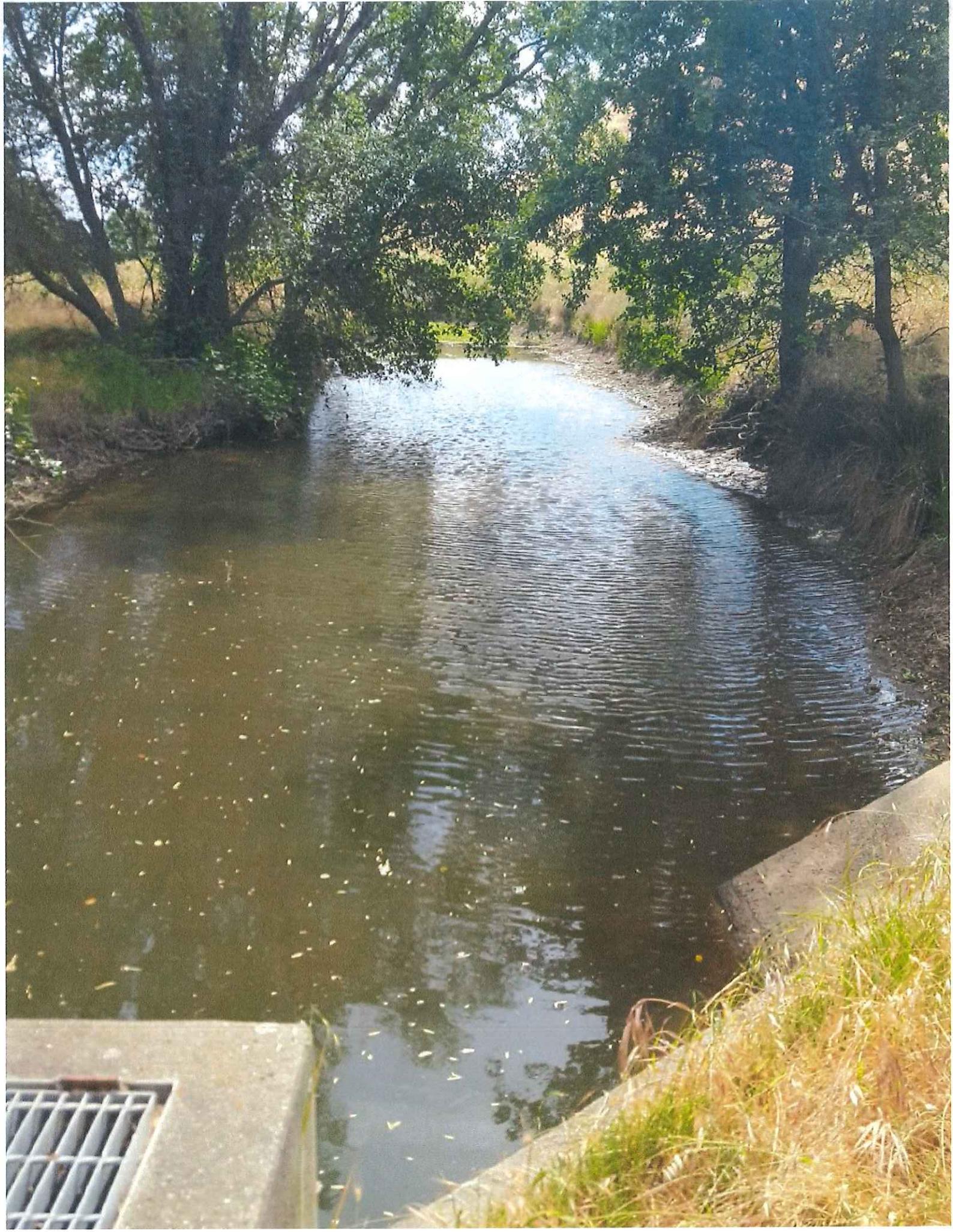
At that point John went on to investigate valving that may not have been placed in the correct position from the diversion box downstream.

Estimate of water discharged placed at approximately 9 million gallons.

-Jeff Pearson  
Poelman Construction











3/6" +/- 1/2"

4

3

