



RANCHO MURIETA COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING MINUTES

November 18, 2020

Call to Order Closed Session 4:30 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 4:30 p.m. via ZOOM conference per Governor Newsom's Executive Order N-29-20. Directors 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; Cindy Chao, Controller; Michelle Ammond, Interim Controller; Richard Shanahan, District General Counsel; and Amelia Wilder, District Secretary.

2. CONSIDER ADOPTION OF AGENDA

Motion/Maybee to adopt 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 4:32 P.M. TO DISCUSS THE FOLLOWING ITEMS:

Closed session conference with District General Manager as designated labor negotiator regarding International Union of Operating Engineers Union Local No. 3, AFL-CIO.

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, Pohll. Noes: None. Absent: Butler. 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 the Pandemic continues. It doesn't look like the District Offices will be opening soon, but he was happy to say we have not had any more cases in District Staff.

He has met with the leadership at the Village and discussed the cameras that are going to be installed there. He also met with leadership at RMA and is working on current issues. Paul Siebensohn, Director of Field Operations, has been attending the Sacramento Groundwater Authority (SCGA) and other water agency meetings. Tom addressed Director Butler's question regarding how SCGA is doing with their groundwater plans. He said they are on track.

Mr. Hennig continued with an update on polling in the District Office. He let the Board know that Next Door got back to us, and it will be \$10,000 a year to have an account. This will be discussed at the Communication and Technology Committee on December 3, 2020.

He updated the Board on the District's bank account, which had over 3 million dollars on deposit. The District has a Local Agency Investment Fund (LAIF) account, which offers a better interest rate on our money than El

Dorado Savings Bank, so Mr. Hennig moved \$2 million to the LAIF account, bringing our balance to roughly \$8 million. Staff will be reviewing investment policies.

Staff is allocating the monies received from payments on the CFD 2014-1. He also attended a PARS Webinar and is looking at the best ways to manage District monies for our retirees. He continues to attempt to schedule a Joint Security Committee Meeting.

He discussed the Security Opinion Survey stating that it is right on track, and he hopes to have a company chosen by the December Board meeting. We are planning to bring a Reserve Study RFP to the Finance Committee in December, plus an Engineering Services RFP that will include Construction Inspection Services.

Mr. Hennig completed his presentations by thanking Security Staff. We are down two and a half Patrol Officers, plus one and a half Gate Officers. We are working with PDF, our contract staffing agency, to fill the gaps. He commended Gabriel DeVault of the Utility department for saving the District about \$1,500 by taking care of a plumbing issue in the District Office. Finally, Mr. Hennig praised Cindy Chao and Michelle Ammond for their efforts in allocating the funds received as a past-due payment for the CFD 2014-1 Bond. The District offices will be closing early November 25th and closed the 26th and 27th in observance of Thanksgiving.

Crystal Matter asked who will be involved in the Stakeholders meeting for the Security Services Opinion Poll, to which Mr. Hennig replied he was not sure and that he would rely on the advice of the company we choose to perform the services, as they will have more experience than he does.

Crystal Matter followed with a question about what we are doing to recruit for Security positions. Mr. Hennig stated that we are advertising on the Bel Air sign, which he appreciates Bel Air letting us do. We are posting in the River Valley Times, the Mountain Democrat, and that by posting on the Bee web site, the ad is posted on Indeed, and a variety of other job posting boards, plus a site that targets security officers, we are aggressively recruiting.

Under Agenda Item 5B, Cindy Chao, Controller, updated the Board on the status of the District's finances, noting that starting with the next Board Meeting Finance will stop presenting the water consumption data as it is also reported in the Utilities Report. The aging report, detailing past due accounts, continues to grow, with some ratepayers continuing to make payments, although not the full amounts. She then discussed the new detailed Budget Summary. Director Maybee agreed with modifying the report and asked when we would do the mid-year budget review. Ms. Chao thought February would be appropriate. Director Merchant would like Mr. Siebensohn to leave both of the water charts that were reported on the Finance Report in the Utilities Report.

Under Agenda Item, 5C General Manager Hennig updated the Board on the Security Report. He held a meeting with the Security Staff for the first time in 6-8 years. We are about halfway done repurposing the VIP's truck. We are installing a new gate at the South Gate. We are using PDF to support staff vacancies. We are exploring the Retired Annuitant program to fill positions. He has met with RMA and is taking strides in increasing our enforcement activities. He met with the Commercial Association to discuss cameras on Murieta Drive and the potential of issuing citations for them. We will be utilizing the RMA's spreadsheet to report on issued citations moving forward.

Crystal Matter asked how many shifts are being filled by PDF, how much overtime are we paying, what questions did you have from Staff at the Security meeting? To which Tom Hennig answered, five shifts are being filled with PDF Staff, he will provide an overtime report at the next Board meeting, and he commented that the Security Staff felt there is a gap in the division due to Chief Werblun's absence. Straff hsd good ideas

about safety-related issues, which are under review. They are very tired, with some working 12-hour shifts. The next time we buy vehicles, we will purchase some that are easier for Patrol to get in and out of. Les Clark asked if the RMA Report contained all of the data that was in our previous report. Staff will verify this and add any missing data.

Director Maybee stated that he did not want Staff to create a new report to determine how much overtime there was because it is not a substantial budgetary cost. The Board has also given direction to the General Manager to not spend a lot of time in the old reporting system until we have time to review the information. As we move along, he continued, we want to get Security to have the staffing and understand the reporting system from ABDI.

Crystal Matter asked what happened at Stonehouse Park on November 10. Mr. Hennig said it was an RMA matter and would not be addressed in a public meeting.

Under Agenda Item 5D, Paul Siebensohn, Director of Field Operations, gave a brief summary of the utilities update noting we can begin pumping to the reservoirs depending on flow conditions. Utility Staff is doing a lot of cleaning in the sewer collection system preparation for Thanksgiving, and the drainage system is prepared for the rainy season. Staff is still working on meter replacements, and the work on the Water Plant drying beds is complete. He noted that staff did an excellent job. He hopes to get the Chlorine gas to bleach conversion project wrapped up by January.

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

The Murieta Gardens (MG) – Highway 16 Off-Site Improvements -This project is complete and has been signed off.

Lots 4 & 5 - This project is complete and has been signed off.

Murieta Gardens Legacy Villas & Suites (Lot 7) – The submitted plans have been reviewed and sent back by Coastland with some discussion about the EDU's that will be assigned for this project. The plans are being completed and have been signed by Coastland Engineering.

Murieta Gardens Circle K Gas Station/Carwash (Lot 11) - A plan comment letter from Coastland Engineering was submitted back to the project.

Riverview - The project has provided a second submittal of the Riverview's Phase 1A plans, water study, and storm drain study for review on September 22. Coastland is still in the processes of review. Sacramento County is reviewing drainage plans now as well. The project set up a construction trailer just east of the Riverview park.

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

Les Clark asked who has the maintenance responsibility for the Hwy 16 Frontage Improvements. Mr. Siebensohn believes it is the Garden's HOA, and there is a Cal Trans Easement as well as a CIA Ditch Easement.

7. REVIEW DISTRICT MEETING DATES/TIMES FOR NOVEMBER 2020

No Update.

8. CORRESPONDENCE

Mr. Hennig noted the email received from Richard Gehrs discussing his opinion of Prop 218 contained in the packet.

9. COMMENTS FROM THE PUBLIC

Ted Hart sent an email to the District Secretary which stated that concerning the Security Survey and procedure. Mr. Hart did not believe that all the information has been provided to the community stating that there were a lot of questions that needed to be answered before any money was spent. He asked if the CSD Board intends to move Security over to RMA. He recommended a questioner mailer. He also asked about legal ramifications.

Director Maybee agreed there are a ton of questions, and what he was asking, in general, are the same questions that the Board is trying to answer.

Crystal Matter asked, "why is the Board considering a potential tax increase or reduction in services related to Security during a global pandemic, COVID. During a time when CSD has determined not to even fine people for late payments?"

Director Maybee stated that he is not prepared to answer the question but did not see how the pandemic was related to whether we were going to raise taxes related to Security.

10. ADOPTION OF POLICY P2020-01, SURVEILLANCE CAMERA POLICY

This item was pulled from the Agenda.

11. ADOPTION OF POLICY P2020-03, DISCONNECTION OF RESIDENTIAL WATER SERVICE FOR NONPAYMENT

Tom Hennig discussed SB-998 which was approved and became effective earlier in 2020. It has some key issues for people who cannot pay their water bills. He went over the new rules in detail, as approved by Dick Shanahan, Legal Counsel. Director Maybee added that we have been working with customers to get their bills paid.

Motion/Maybee to adopt Policy P2020-03 for Disconnection of Residential Water Service for Nonpayment. Second/Merchant. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.

12. APPROVAL OF PAYMENT TO L.H. SCHNEIDER CONSTRUCTION FOR CIA DITCH, LONE PINE DRIVE CULVERT REPAIR

Tom Hennig gave a brief overview of the repair that took place. It was approved in the budget for \$38,000, and the District's share of the work cost was \$27,907.80. **Motion/Maybee to approve the payment to L.H. Schneider Construction for CIA Ditch, Lone Pine Drive Culvert Repair. Second/Merchant. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

13. DISCUSS LAFCO NOMINATION TO SPECIAL DISTRICT ADVISORY COMMITTEE

Director Maybee discussed the LAFCo nomination to the Advisory Committee, stating that Director Butler would be a good candidate. Director Butler added that she had volunteered. **Motion/Maybee that Director Butler represents Rancho Murieta CSD to be on the LAFCo Commission. Second/Pohll. Ayes: Maybee, Jenco, Butler, Merchant, Pohll. Noes: None. Absent: None. Abstain: None.**

14. DISCUSS REQUEST FOR PROPOSALS TO EVALUATE LAGUNA JOAQUIN WATER QUALITY PROBLEMS AND OPTIONS

Mr. Hennig shared with the Board that the District has received two responses to the RFP. He continued that the District has put chemicals in Laguna Joaquin for the last time, and that we should never have done it, as it

is RMA's responsibility. He asked the Board to make a financial commitment to fund our share of the RFP. He added that the District plans to sit down with RMA and the Murieta Townhomes to review the proposals. It is his opinion that the RFP would cost between \$50,000 and \$100,000, and he thought the District should pay one third. Mr. Hennig asked to Board to commit \$30,000 as its share of the cost for the RFP. There was a discussion. **Motion/Maybee to accept the proposal to evaluate RFP's for the front retention basin for a maximum amount of \$30,000. Funds are to come from the Drainage reserve account. Second/Merchant. Ayes: Maybee, Jenco, Butler, Merchant, Pohll. Noes: None. Absent: None. Abstain: None.**

15. CONSIDER COMMITTEE ASSIGNMENTS

After a discussion led by Director Maybee, the Board members all agreed to leave Director Maybee as the Board President and Director Jenco as the Vice President. They each volunteered for the following Committees:

John Merchant – Communication & Technology, Finance, Personnel

Linda Butler - Communication & Technology

Marin Pohll – Improvements, Finance

Randy Jenco – Improvements, Personnel

Tim Maybee – Security

Director Maybee noted that the opening on the Security Committee did not need to be filled because this is one of the Boards priorities. This will be confirmed at the next Board Meeting. Director Merchant commented that he and Director Jenco will be working on the CIA Ditch and hoped to form an Ad Hoc Committee for that. This will be on the December 16, 2020 Board Agenda as well.

16. DIRECTOR COMMENTS/SUGGESTIONS

Director Jenco discussed the questions he has heard regarding the Security Department. He stated that he knows we have a problem with the Security Budget. Where that's going to take us and what Security will look like, will there be tax increases, is not even on the horizon yet. We don't know what's going to happen. We are researching it, and there cannot be an increase in taxes without a vote.

Director Butler added that everyone would be represented.

Director Pohll added that he thought the consultant would help us find choices that may or may not be put on the ballot.

Director Merchant added that he thinks we've done a pretty good job identifying the problem, which is a financial one, and he wished that this would stop running wild. We haven't offered to defund anything or change administrations from CSD to RMA. We haven't done any of that.

Director Maybee followed up that we are truly looking to fund this department.

He continued by thanking Mr. Siebensohn for the device that was put on the hydrant at the CSD building for the Urban Interface Wildland Fire that they had in Amador County. It was very useful.

Director Maybee added the General Manager has time to meet with staff and do some team building. It is appreciated from a Board level.

He wished Staff the best of Holidays

17. ADJOURNMENT

Motion/Butler to adjourn at 7:01 p.m. Second/Maybee. Ayes: Maybee, Jenco, Butler, Merchant, Pohll.

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

Respectfully submitted,



Amelia Wilder
District Secretary