



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING MINUTES

June 16, 2021

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 5:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Director's present were Tim Maybee, Randy Jenco, Linda Butler, John Merchant, and Martin Pohll. Also present were Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Ron Greenfield, Acting Director of Operations; Tina Talamantes, Interim Security Supervisor; Richard Shanahan, District General Counsel; and Amelia Wilder, District Secretary.

### 2. CONSIDER ADOPTION OF AGENDA

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

### 3. BOARD ADJOURNED TO CLOSED SESSION AT 4:31 p.m. TO DISCUSS THE FOLLOWING ITEMS:

*Closed session conference with legal counsel for anticipated litigation (Government Code section 54956.9(d)(2)):*

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

Director Maybee stated that the Board gave Tom Hennig, General Manager direction to follow up with District Council on the Closed Session item.

### 5. ADOPT RESOLUTION R2021-02 IN RECOGNITION OF UTILITY WORKER II MARIO MORENO

Director Maybee addressed the Board, noting that this resolution was held until in person Board Meetings returned after the end of the pandemic. He then recapped the events that occurred on May 29, 2020, when Mario Moreno, Utility Worker II, offered aid to a resident by administering C.P.R. to a resident who was slumped over in his golf cart. He was able to resuscitate him and keep him alive until emergency services could arrive. He thanked Mr. Moreno for his bravery and selfless act.

Captain James Pritchard, Sacramento Metro Fire Station 59, followed Mr. Maybee praising Mr. Moreno for his efforts.

**Motion/Jenco to adopt Resolution R2021-02 in Recognition of Utility Worker II Mario Moreno. Second/Merchant. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

### 6. CONSENT CALENDAR

Director Maybee asked that item #11. Receive Waste and Recycling Services Update to before item #7. Staff Reports.

## **7. RECEIVE WASTE AND RECYCLING SERVICES UPDATE**

Todd Snyder, California Waste Recovery Systems, presented the update on Cal-Waste, the Districts Solid Waste services provider. He explained the current charges and the increase being a direct result of the increased cost for them to dispose of the waste in the County landfill. He continued with a discussion of state mandates to which their organization must adhere, and how they trickle down to the items that can be placed in recycling carts. Additionally, he informed the Board that beginning in 2022, SB1383 requires every jurisdiction to provide organic waste collection services to all residents and businesses. They discussed the steps that are being taken to bring the services they provide into compliance.

## **8. STAFF REPORTS**

Under Agenda Item 4A, 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's June 1 Health Order expired. The District is now open for business. Board meetings will be held live with social distancing in place and the requirement for all in-person attendees to confirm they have been vaccinated or to wear masks at Board meetings.

He continued with an update on an accreditation program that the District participates in with our insurance provider, GSRMA. This year, Amelia Wilder, District Secretary, submitted the necessary evaluations and the District received an award of \$33,077 from GSRMA for its efforts to reduce risk and losses.

He continued with a development update, noting that the developers for the Residences East and West made a presentation to the Improvements Committee asking for clarification of the District infrastructure and connections. We are working on these requests.

He continued with an update on the Drought situation stating that he is working with Regional Water Authority to address our potential actions.

Director Jenco clarified that if the State asks us to have Residents reduce their water consumption by 20% our revenue from water service will decrease 20%.

There will be a Town Hall meeting to discuss the Security Opinion Poll at the Country Club on June 22, at 6:00 p.m.

Under Agenda Item 7B, Paula O'Keefe, updated the Board on the status of the District's finances. She informed the Board that the issue with utility billing in May has been resolved. She informed the Board that Staff is working to resolve issues with budget activity. The RFP for a new financial system has been released.

Under Agenda Item 7C, Interim Security Supervisor Tina Talamantes updated the Board on the Security Report, noting that we are continuing to use PDF Security, and actively recruiting permanent employees. We have hired one new Patrol Officer, Warlito Gabriel. The District has hired off duty Sacramento Sheriff Deputies to patrol Friday and Saturday nights.

She continued with an update on the 4<sup>th</sup> of July events planned at the RMA, noting the fireworks and parade will be happening this year. RMA approved camera installations at the Reservoirs, and they are being worked on. License Plate Reader cameras have been installed in the Outbound #2 lane/bike lane at the North gate and they are being repaired at the South gate.

Under Agenda Item 6D, Ron Greenfield, Acting Director of Operations, gave a summary of the utility update noting that both water plants are online. The Reservoirs are full.

Mr. Hennig added that the culvert at the 14th hole needs to be replaced and Staff is working on an RFP to receive bids for the work. Director Jenco noted that we have 80% of the pipe needed for the project in stock.

Mr. Greenfield continued, and informed the Board that the last of the meters for the 78 homes in Murieta Gardens has been installed. The fire hydrant replacement project is complete, and the Dissolved Air Flootation (DAF) tanks have been repainted, with the inspections complete.

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

#### **DEVELOPMENT PROJECTS**

##### The Retreats East & North

Final plans for drainage, sewer and water will soon be reviewed by Domenichelli & Associates, Inc., (DA). District staff has requested past due and additional deposit funding before being able to continue work.

##### Rancho Murieta North – Development Project

The project provided deposit funds to allow continued review of the project's water and sewer plans. Drainage plans had already been through a first review with comments and plan mark-ups provided back to the project. DA will work with the developers' Engineering firm to coordinate the use of shared Computer Aided Drawing (CAD) files to allow for a more efficient use of time.

##### MG - Murieta Marketplace

No update.

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

Preconstruction meeting will take place on June 16, 2021. Construction for the foundations are planned to begin within a month. Completion of this project will end at the end of 2022 or early 2023.

##### The Murieta Gardens I & II – Infrastructure

No update.

##### MG – Lot 9 (Taco Bell)

No update.

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

No update.

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

On June 3, 2021, there was a pre-construction meeting held on site at Lot #11

Present at the meeting were representatives from, Baker Williams- Civil Engineer, Sac County, Murieta Marketplace/Cosumnes River Land Owner, Rancho Murieta CSD, Domenichelli & Assoc- Civil Engineer, Project Owner, Project Builder, Job Superintendent, Youngdahl – Soils Engineer.

The meeting was to have a clear understanding of responsibilities for inspection of services and site work.

Work is planned to start by the end of June.

#### **OTHER DEVELOPMENT PROJECTS:**

##### Riverview

Coastland is closing out its review of Riverview's drainage and grading plans. The Water, Sewer, and Storm Drain reviews will be completed by Domenichelli and Associates. The developer has told us they have

selected a grading contractor and will begin the grading as soon as the County issues the grading permit. We are monitoring the activity with the County.

#### Murieta Business Park

The building has been completed and the developer is working through the processes of final changes with the County. We do not have a date of occupancy established.

#### The Retreats East and North

The project had 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. Coastland has completed their work and have turned over the files to DA. DA will review the remaining proposals which will include additional review of drainage, recycled water, and water use calculations.

#### **PLANNED PROJECTS:**

##### The Residences East & West

Tom Hennig, and Joe Domenichelli, our District Engineer, have met with Bob Keil and John Sullivan to discuss this project. Both developers are interested in moving forward with the original plans for this project. Mr. Keil plans to submit a developer application packet and deposit. We expect Mr. Sullivan to do the same once his ownership status is confirmed. Both men provided the Improvements Committee with a series of questions related to their preferred solutions for drainage, recycled water, sewer, and water. The Committee directed District Staff to review the questions and provide the responses as soon as possible. Conditions for both East & West projects can be viewed: <http://www2.agendanet.saccounty.net/BoardOfSupervisors/Meetings/ViewMeeting?id=3572&doctype=1>

#### **9. REVIEW DISTRICT MEETING DATES/TIMES FOR JULY 2021**

Richard Shanahan, District Council advised the Board to publicize the Town Hall meeting as a “Special Board” meeting.

#### **10. CORRESPONDENCE**

None.

#### **11. COMMENTS FROM THE PUBLIC**

Bob Keil, developer of Residences East and West, stated that he thought the \$38,000 deposit requested by the District to answer the questions concerning recycled water was exorbitant. He stated that he did not want to include recycled water in his plans.

Director’s Jenco and Pohll asked him to bring his concerns to the Improvement Committee July 6, 2021.

#### **12. DISCUSS STATUS AND TIMING FOR RESUMING IN-PERSON COMMITTEE MEETINGS**

Mr. Hennig stated that it was clear that the Board meetings are well received in person. He noted that Committee meetings on ZOOM are very productive.

Mr. Shanahan added that the State will continue to operate under emergency orders through September 30, 2021, at which time we will revert to the previous set of rules which allow for video meetings providing the Board members must be at a location that is accessible to the public. There is a bill up to change the parameters of public meetings, but it is unknown if it will pass prior to September 30, 2021.

Mr. Maybee confirmed with each Board member that it is his/her desire to continue Committee meetings on ZOOM.

### **13. ADOPT RESOLUTION R2021-01 APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2021-22, INCLUDING CAPITAL PROJECTS**

Ms. O'Keefe presented the revised Fiscal Year 2021-22 Budget noting that the position of Environmental Compliance Worker had been removed, which represented a \$178,000 reduction to the Budget, putting the Budget at roughly \$7.8 million. 142 letters of objection were received. A new Enterprise Resource Planning system was added to the list of Capital Projects for an approximate cost of approximately \$150,000.

**Motion/Maybee to adopt Resolution R2021-01 to approve the Budget for Fiscal Year 2022-22.** Director Pohll asked about the Capital Project #22-06-02 which addressed fixing a sewer manhole in Riverview on Reynosa. He hoped that this project would go to the Improvements Committee. Mr. Hennig confirmed that all projects in excess of \$50,000 had to go to Committee for approval. Director Merchant asked if we were asking to spend this money in FY2021-22. There was consensus that since the project will not be addressed in the FY2021-22, the Capital Project should be removed from the Capital Projects list and addressed in the Fiscal Year when it will be addressed. Director Maybee amended motion to, "adopt Resolution R2021-01 to approve the Budget for Fiscal Year 2022-22, including Capital Projects minus CIP #22-06-02".  
**Second/Merchant. Roll Call Vote: Ayes: Maybee, Butler, Merchant. Noes: Jenco. Absent: None. Abstain: None.**

### **14. ADOPT ORDINANCE O2021-01, AN ORDINANCE AMENDING CHAPTER 14 OF THE DISTRICT CODE, RELATING TO WATER SERVICE CHARGES; AMENDING CHAPTER 15 OF THE DISTRICT CODE RELATING TO SEWER SERVICE CHARGES; AMENDING CHAPTER 16A OF THE DISTRICT CODE RELATING TO DRAINAGE SPECIAL TAX; AMENDING CHAPTER 21 OF THE DISTRICT CODE RELATING TO SECURITY SPECIAL TAX; AND AMENDING CHAPTER 31 OF THE DISTRICT CODE RELATING TO SOLID WASTE COLLECTION AND DISPOSAL SERVICE CHARGES**

John Sullivan brought a question before the Board, asking if there was any possibility to adjust the Raw Water Rate. He wanted to have two rates, one for water pumped into Clementia and one for water to Calero. There was a discussion. He wondered if there was the possibility of a rebate.

**Motion/Maybee to adopt Ordinance O2021-01 to increase rates for Water, Sewer, Solid Waste, and special taxes for Drainage and Security.** **Second/Merchant. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

### **15. REVIEW SECURITY SERVICES OPINION POLL TIMELINE**

Mr. Hennig stated that we are on schedule to meet with Stakeholder groups. There will be a Town Hall meeting at the Country Club June 22, 2021, at 6:00 p.m. The agenda will be:

- Introductions
- Town Hall Objective
- Where We Are Now and How We Got Here
- Measure J
- History of Rates
- Administrative Cost Allocation
- Current Security Budget
- Options for the Future
- Security Opinion Poll and Timeline
- Open Discussion/Questions

#### **16. ADOPT POLICY P2021-03 WHISTLEBLOWER POLICY**

Ms. O'Keefe introduced the Whistleblower Policy, stating that there was a finding in the FY2019-20 Audit that we did not have a Whistleblower Policy. This item was heard at the June 1, 2021, Finance Committee Meeting and recommended to be moved to the Board. **Motion/Maybee to approve Policy P2021-03 Whistleblower Policy. Second/Merchant. Ayes: Maybee, Jenco, Butler, Merchant, Pohll. Noes: None. Absent: None. Abstain: None.**

#### **17. ADOPT POLICY P2021-05 SURVEILLANCE CAMERA POLICY**

Mr. Hennig gave a description of the proposed Surveillance Camera Policy, stating that it paralleled the Body Worn Camera Policy.

Director Maybee was concerned about what to do if we have a juvenile, and how it would be handled.

Richard Gehrs confirmed that this was a new Policy.

This item was heard at the June 3, 2021, Security Committee Meeting and recommended to be moved to the Board.

**Motion/Maybee to approve Policy P2021-05 Surveillance Camera Policy. Second/Jenco. Ayes: Maybee, Jenco, Butler, Merchant, Pohll. Noes: None. Absent: None. Abstain: None.**

#### **17. APPROVE CONTRACT WITH ABA PROTECTION, INC. FOR CONTRACT SECURITY SERVICES**

Mr. Hennig briefly reviewed the RFP that was released to solicit bids for Contract Security Services. Our contract with PDF expired in February. We received one bid from ABA Protection, Inc. and after extensive review we would like to sign a contract with them for services for the next three years. This item was heard at the June 3, 2021, Security Committee Meeting and recommended to be moved to the Board.

**Motion/Maybee to approve contract with ABA Protection, Inc. for Contract Security Services. Second/Butler. Ayes: Maybee, Jenco, Butler, Merchant, Pohll. Noes: None. Absent: None. Abstain: None.**

#### **18. DIRECTOR COMMENTS/SUGGESTIONS**

Director Butler thought we have a lot of open transparency and information we present to the Community.

Director Maybee thanked Mr. Hennig and Ms. O'Keefe for their work on the Budget.

#### **19. ADJOURNMENT**

**Motion/Maybee to adjourn at 8:17 p.m. Second/Merchant. Ayes: Maybee, Jenco, Butler, Merchant, Pohll. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,



Amelia Wilder  
District Secretary