

## MEMORANDUM

**Date:** December 15, 2020  
**To:** Board of Directors  
**From:** Tom Hennig, General Manager  
**Subject:** General Manager's Report

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### **COVID-19 RESPONSE**

District offices continue to be closed to the public, in response to COVID-19 as a best practice. The latest Sacramento County Health directive has extended the stay-at-home/essential services mandate on December 10, 2020. The order remains in effect until rescinded or amended by County Health Officials. We have infrastructure in place to reopen to the public as soon as it is allowed.

Cal/OSHA released new guidelines for employers to follow concerning COVID-19, and District Staff is working on updating our COVID-19 Addendum to the IIPP. The new Cal/OSHA guidelines help to further define the guidelines that the District is currently following.

As of today, we have had three employees test positive for COVID-19. All were quarantined until they were cleared. There has been a total of 5 employees who have taken time off due to COVID-19 related issues. This has resulted in a total of 247.5 hours of leave at a cost of \$6,475. Last April, we had estimated this expense could run up to \$20,000. As of today, we need to continue to grant up to 80 of COVID-19 sick leave to all employees.

We are currently evaluating new OSHA requirements which will impact the District going into 2021.

### **LAGUNA JOAQUIN**

We received two proposals for the Laguna Joaquin Environmental Study. These proposals were reviewed with representatives from the RMA. The group tasked with reviewing the proposals determined that the one best suited to perform the tasks listed in the RFP was Stratus Environmental, Inc. The RMCSB Board of Directors voted to commit \$30,000 from the Drainage reserve funds to cover the Districts share of this agreement. This expense is reasonable as the District is responsible for the water quality of the drainage that eventually flows to the Cosumnes river during the rainy season. The balance of the contract would need to come from other sources. We have been informed by the RMA General Manager, Kevin Hubred, the RMA Board has decided to not approve the funding for their contribution for the consulting work. Based on the message received from the RMA, they have determined that funds would be more useful to be spent on solving the problems with ideas presented in previous studies of the basin.

Based on this information, I will review our options for the possibility of improvements to the drainage system leading into the detention basin from the various sources. This work will be presented to the Improvements Committee in the spring.

### **INTERIM SECURITY CHIEF**

I am pleased to announce the hiring of Tina Talamantes, as the Interim Security Chief.

Tina Talamantes is a retired Lieutenant from the City of Stockton, Police Department. During her 28 year career, she served in a variety of roles within the Police Department, including Watch Commander of the Field Operations Division, Personnel and Training Manager, EEOC Officer, North Division Strategic Operations, and Crisis/Hostage Negotiations Team Manager. She was also the UAV (Drone) Team Manager, where the team provided geo mapping for the Butte County Paradise Fire, mutual aid to other agencies as needed, and assistance during critical incidents and protests. She implemented programs within the community to engage citizens and youth with police to establish and build trust and communication with law enforcement. She honorably retired from the Stockton Police Department July 2019.

Tina has been active in her community by volunteering her time in the medical field with California Care Force, by working collaboratively with dentists, doctors, nurses, and other volunteers to provide FREE quality healthcare to underserved patients in Northern and Southern California throughout the year. Her hobbies include her 1965 Custom Impala restoration/car shows, world-wide travel, her two grown children, and home improvements.

Tina will be working with the District during the time that Security Chief Werblun remains on leave.

### **OUTREACH/ADVOCACY**

**CSD/MVA (Murieta Village)** – I updated the Village Association related to the planned installation of cameras which would view the entrance to the Village. Installation of these cameras are back on track. We also discussed the hiring of the Interim Chief and the holiday schedules.

**CSD/RMA**– Met with the General Manager and Operations Manager on December 4 to review options for Laguna Joaquin. Additionally, in response to Director Butler’s question about what company RMA uses for their website, we discussed that their software was not suitable for use by the District as a replacement for what we want to accomplish with NextDoor.

**Sacramento Central Groundwater Authority (SCGA)** – Paul Siebensohn, Director of Field Operations, will be attending virtual meetings when scheduled.

**Sloughhouse Resource Conservation District (SRCD) Board Meeting** –Paul Siebensohn will be attending virtual meetings when scheduled. Mr. Siebensohn is now attending these types of sessions to support the District’s interests.

**Regional Water Authority (RWA) Regular Board Meeting** – Paul Siebensohn will be attending virtual meetings when scheduled.

**OTHER DISTRICT BUSINESS**

**District Access to County Nextdoor Account** – Based on a referral from Matt Hedges, (Supervisor Frost’s office) I have reached out to the Sacramento County Communications Department to request access for posting Rancho Murieta issues onto their Nextdoor account. The hope is the County will allow the District to post items to the Nextdoor accounts for addresses within our boundaries. We are waiting to hear back from the County representative.

**Security Opinion Survey** – We received four responses to the Request for Quotes for conducting a Security Opinion Survey. A team will be assembled to evaluate these quotes in the coming weeks. We anticipate this team to consist of a member from CSD Staff, the RMA, and someone from the commercial district.

**Activities related to the Mellow Roos Bond - CFD 2014-1** – While evaluating the receipts and payments related to this bond, we discovered issues with the management of the various accounts. District Finance staff is in the process of completing an audit of the entire CFD 2014-01/Water Treatment Plant Upgrade project. This work involves compiling data and documents generated from 2013 to the current date. Turnover within the Districts Finance leadership created gaps and changes for the accounting of the overall project. We plan to present this report to the Finance Committee in January 2021.

**Joint Security Committee Meeting** – We are working to schedule the next meeting.

**Reserve Study RFP Release** – We are drafting this RFP now. Our hope is to bring a recommendation to the Finance Committee in February 2021. If all goes according to plan, we will bring a contract to the Board in February 2021.

**Engineering Services RFP Release** – The contract with Coastland Engineering is set to end in April 2021. We have a draft of the proposed RFP in the works. We plan to present this to the Improvements Committee as an informational item. The RFP will be released to the public after we address any comments from the Improvements Committee. Our initial plan is to separate the Engineering activity from the Inspections activity. Those responding to the RFP will have the option to bid on either service or both. We anticipate bringing the contract to the Board for approval in March 2021.

**Conference/Education Opportunities:**

**California Special Districts Association (CSDA)**

Emergency Preparedness Summit 2021	2/19/2021 & 2/26/2021	Webinar
Brown Act Principals	1/14/2021	Webinar
Board Member Best Practices	3/2/2021	Webinar
2021 SDRMA Spring Education Day	3/23/2021	Sacramento, CA

2021 Special District Leadership Academy  
General Manager Leadership Summit

4/11/2021  
6/27/2021

San Diego  
Olympic Valley

**Association of California Water Agencies (ACWA)**

2021 Spring Conference & Exhibition

4/4 – 4/7/2021

Monterey, CA

**EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS:**

I want to give thanks to all District employees for their great work ethic during this pandemic, and their willingness to modify their schedules as needed to meet our business needs. I also want to call-out their willingness to being flexible, their great enthusiasm and positivity during these times.

District Offices will be closing at 2 PM on December 24 and remain closed on December 25 in observance of the holidays.

Additionally, will be closing at 2 PM on December 31, and remain closed on January 1 in observance of the New Year holiday.