

MEMORANDUM

Date: February 17, 2021
To: Board of Directors
From: Tom Hennig, General Manager
Subject: General Manager's Report

COVID-19 RESPONSE

As the situation with COVID-19 continues to unfold the District has responded to the pandemic in a number of ways. 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 lifted the stay-at-home/essential services mandate on January 13, 2021, but still does not allow for our offices to be open to the public. The order remains in effect until rescinded or amended by County Health Officials.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.

LAGUNA JOAQUIN UPDATE

We received a letter from the RMA GM today, February 17, 2021.

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 is scheduled for next week.

CSD/RMA– There was no activity related to the District and RMA during the past few weeks.

Sacramento Central Groundwater Authority (SCGA) – Paul Siebensohn, Director of Field Operations, attended the regular meeting on February 10, 2021. This group continues to discuss their options for charging local agencies and groundwater users. This same discussion is taking place at the Sloughhouse Resource Conservation District. Mr. Siebensohn will report back to the Board as these plans develop.

Sloughhouse Resource Conservation District (SRCD) Board Meeting – Paul Siebensohn attended the regular meeting on February 10, 2021. This group continues to discuss their options for charging local agencies and groundwater users. Mr. Siebensohn will continue 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.

Sacramento County Planning Division – Paul Siebensohn and I met with the Sacramento County, Office of Planning and Environmental Review on Thursday, February 4, 2021. This meeting was

introductory for Paul and me. Our focus was the general process for how development projects are managed within the County, with a focus on the Riverview Project. We discovered there are number of County Departments involved during the various phases of development. This includes the Planning Department, Regional Parks Department, Engineering Site Improvement and Permit Section, and the Engineering Survey Section. We are planning to meet in the future to address the Riverview Conditions of Approval as they relate to District interests and assets.

OTHER DISTRICT BUSINESS

Security Opinion Survey – We received and ranked four responses to the Request for Quotes for conducting a Security Opinion Survey. A team consisting of a member from CSD Staff, the RMA, and commercial district and myself ranked the responses. We have conducted reference checks, and recommend awarding this Survey to True North, Inc. There is a separate item on this Agenda to discuss this item.

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 2014-1/Water Treatment Plant Upgrade project. This work involves compiling data and documents generated from 2013 to the current date. Meetings to begin to resolve these accounting issues are scheduled to begin next week. I will provide regular updates to the Finance Committee.

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

Reserve Study– We have contracted with Community Reserves, the same company who conducted our Reserve Study in 2015 to conduct a current Reserve Study. This work is scheduled to begin next week. Our goal continues to be to have this completed in time to be used when developing the FY 2021-22 budget.

Engineering Services RFP Release – We released the RFP for Engineering and Inspection Services on January 6, 2021. The responses are due on February 19, 2021. We anticipate bringing the contract to the Board for approval in March 2021.

On-call Electrical Services RFP Release – We released an RFP for On-Call Electrical Services. The responses are also due this Friday. We anticipate bringing the contract to the Board for approval in March 2021. This RFP was developed to address the ongoing need for professional electrical services to support the aging infrastructure supporting the District's Sewer and Water operations.

General Staffing Update – Over the past two months I have received five Public Records Act (PRA) requests. Three of these requests are overly broad and have required significant staff time to address. In one instance, I have requested the Districts legal counsel to intervene to narrow the scope of the request. This resulted in a reduction in the original request. However, the reduced request has resulted in 8,351 emails to review. We are planning to contact the requester a second

time to determine if we can further narrow the scope of the request. These requests have significantly taxed Staff time.

We continue to recruit for the vacant positions in all areas of the District. This includes the Accounting Supervisor and Director of Administration in the Administration Division and the vacant Patrol Officer position in Security.

Conference/Education Opportunities:

California Special Districts Association (CSDA)

Emergency Preparedness Summit 2021	2/19/2021 & 2/26/2021	Webinar
Board Member Best Practices	3/2/2021	Webinar
2021 SDRMA Spring Education Day	3/23/2021	Sacramento, CA
2021 Special District Leadership Academy	4/11/2021	San Diego
General Manager Leadership Summit	6/27/2021	Olympic Valley

Association of California Water Agencies (ACWA)

2021 Spring Conference & Exhibition	4/4 – 4/7/2021	Monterey, CA
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EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS:

David Labrado for his quick thinking to assist an elderly resident who was displaced by a fire. He was able to find a family member to assist with her relocation.

Amelia Wilder for her well-deserved vacation to Disney World, starting tomorrow morning.