



MOUNTAIN HOUSE COMMUNITY SERVICES DISTRICT

*“To Provide Responsive Service to our Growing Community
that Exceeds Expectations at a Fair Value”*

STAFF REPORT

AGENDA TITLE: General Manager Update on District Activities

MEETING DATE: October 13, 2021

PREPARED BY: Steven J. Pinkerton, General Manager

2021 Lease Revenue Bonds

We are pleased to report that the District concluded a successful offering of a \$49.69 million lease revenue bond. The bonds have an S&P rating of AA. Proceeds of the bonds will be used to retire a developer's note payable. We will have a fixed interest rate replacing our current variable rate based on annual adjustments from the Engineering News Record (ENR) cost of construction index. The sale will close on October 19, 2021. We will present more information on the sale at our next Board meeting. I appreciate the efforts of staff and our financial advisor, underwriter and bond counsel in developing this bond issue.

COVID -19 Updates and Reopening Plans

Developing protocols during this time when circumstances, guidelines and standards are rapidly evolving continues to be a complex and challenging task. We are balancing the desire to return fully to pre-COVID activities with our responsibility to protect residents and staff. This is a challenge that will test the patience and resourcefulness of the community.

I receive weekly updates from the San Joaquin County Public Health Department and periodically discuss best practices and public building reopening protocols with other City Managers in the region.

We continue to update the District website and our social media sites with links to COVID-19 related materials. Besides including District-specific information, you can also access important materials from the County's Public Health Department and the California Department of Public Health.

Visit the following link for information and updates:

<https://sjready.org/events/covid19/vaccines.html>

Library Hours of Operation

We met with the Library staff on Monday, September 27 to discuss library hours along with other issues of mutual interest. Regarding Library hours, the hours we are open are consistent with most other branch libraries in the Stockton San Joaquin County Library system and consistent with the

hours of operation experienced in Mountain House for many years. The Wednesday hours are shortened system-wide to allow for staff training.

We inquired as to the cost of opening for additional hours and they will be providing us that information. They advised that if we desired additional hours of operation, it would need to be part of their annual budget process.

Please see Attachment A to this staff report - Library Door Count per Hour for information on the number of patrons visiting the Library during days and hours of operation. Attachment B shows the Library's system-wide hours of operation.

Library Operations

The Mountain House Library had one of two new full-time staff members start work here in September. We are pleased to welcome to the Mountain House Library Branch staff Panteha Paknahad, Library Assistant II. She comes to us with years of experience at Stockton libraries and will be a wonderful addition to our staff in doing programs and general public service. Another full-time Library Assistant join us in mid-October.

September is Library Card Sign-up Month, a time when the American Library Association and libraries unite in a national effort to ensure every child signs-up for their own library card. We are pleased that the Mountain House Library attracts patrons weekly who visit the library to get new library cards. In June, 2021, 536 cards were processed. Now that we are open seven days a week, we are looking forward to that number increasing.

Library hours of operation are back to the full 51 hours. Having the Farmer's Market held right outside the Library is a benefit to draw in a larger crowd. Our current schedule is:

Monday	10 am-8 pm
Tuesday	10 am-7 pm
Wednesday	1 pm - 6 pm
Thursday	10 am-6 pm
Friday	10 am-5 pm
Saturday	10 am-5pm
Sunday	12 noon – 5pm

The Stockton San Joaquin County Library system is still offering virtual story times, virtual professional performer programs, book clubs, crafts and more. The Mountain House Library had an origami making contest this month in which several people participated to win a Michael's gift card. In-house a new make-and-take craft is available for patrons on a weekly basis. Soon we will offer individual sewing classes and a few programs outside in the garden patio.

Library Administration is keeping watch on the rising COVID cases in San Joaquin County. Precautions still being implemented for in-person library use include:

- Face coverings will continue to be worn by staff and encouraged for others.
- Hand sanitizing stations are dispersed around the building.
- Distancing is still encouraged.

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Outreach efforts outside of the Mountain House Library continue. Staff participated and will continue to participate with a table at Music in The Park. Staff will begin to do story times and speak about library services at daycares and during school visits to Pre-K and Kindergarten classes in October.

The MH Library is in midst of training several new volunteers, both teens and adults. These volunteers will assist staff in reshelving books, preparing craft items, teaching classes when we are allowed to do in-house programming and helping in the book sale. This will help library staff and allow some of the volunteers to fulfill their school required volunteer hours.



Banned Books Week Display & New Clock



Panteha Paknahad



Recently added Hindi materials



Story time Kits

For more information on Library programs and services visit <http://www.ssjcpl.org/>

Risk Management/Human Resources

Nicole Adamo, District Clerk, is reviewing and updating COVID protocols and developing a safety program. Staff meets routinely to discuss risk assessment and avoidance.

Congratulations to Beth Remsing who was recently promoted to Accountant. Beth has been with the District for seven years as an Accounting Technician and is a valuable member of our team. Previously Denise Draper, who also served as an Accounting Technician, was promoted to Accountant. We are pleased to recognize the accomplishments and contributions of our employees.

Staff is working on a number of additional recruitments to fill open positions and expects additional hires before the end of the calendar year.

Contracts with the District's two bargaining units will expire on June 30, 2022. We will begin contract negotiations early in 2022.

Community Development Director

Former Community Development Director Anush Nejad's final day with the District was Friday, September 10, 2021. The Public Safety Committee will now be staffed by Chris Stevens of More Than Talk. Mr. Stevens is a retired Deputy Sheriff who is preparing our Emergency Operations and Response Plans. More than Talk also provides us with retired Police Chief Charles Halford who provides support for our Public Safety operations.

Transportation Planning duties will be hired on a contract basis – likely via multiple contractors depending on the type of task where review and support is needed.

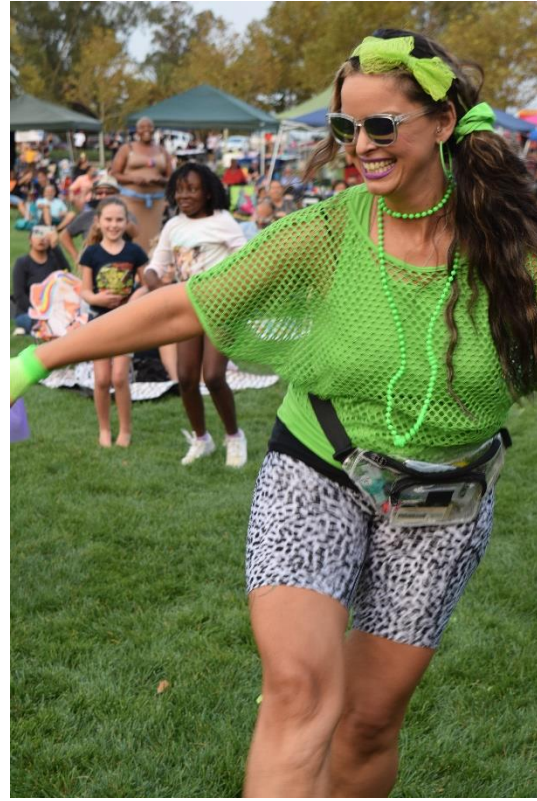
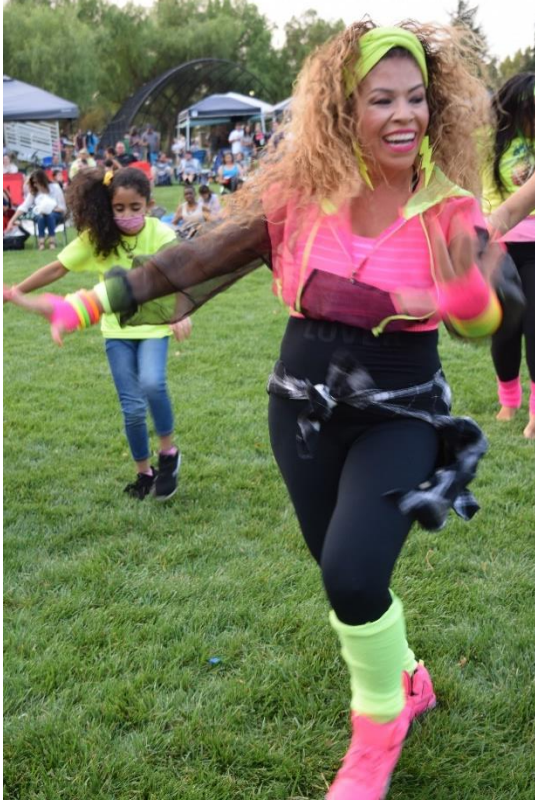
We have hired Don Smail as Interim Community Development Director. Mr. Smail has Bachelor's degree in Government from University of Notre Dame and a Master's of Community Planning degree from University of Rhode Island. He also has additional graduate studies in recreation master planning from U Mass-Amherst and transportation and parking planning from Georgia Tech.

Mr. Smail has a long career in planning, community development, economic development and workforce training. He served as Economic Development Manager for City of Manteca from 2010 to 2021. Prior to Manteca, he served in a similar capacity for City of Stockton, Lassen County, Butte County and cities of Chico and Redondo Beach. Mr. Smail has been a long time member of the San Joaquin Partnership and has served for 10 years as a member on the President's Community Advisory Committee at CSU-Stanislaus.

Public Parks and Facilities and Recreation Programming

The District held its final Music in the Park for 2021 on September 25. We had an estimated crowd of 2,000 attendees and a group of vendors. Local Mountain House band FastTimes, an 80's pop group, performed. There was a Zumba dance-off during intermission.

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The next event for the District is the Holiday Tree Lighting for December 10th – 12th with many fun, family-oriented activities over this multi-day event. We will be posting updates on Facebook and other social media.

The tennis courts and basketball courts were closed on September 20 for resurfacing. They were reopened on October 5.

Community Meetings

In coordination with the Board, the staff is conducting a series of community meetings this year. To date, meeting topics have included presentations from developers, consultants, and staff on the park's strategic plan, bike and pedestrian plans, incorporation, transportation issues and Wicklund mailboxes.

Our next Community Meeting is scheduled for October 27. This Zoom event will educate the public regarding the District's drought restrictions and our need to diversify our water supply. Staff is also putting together an informative presentation on our Master Restrictions for a future meeting.

We are also planning a public meeting in conjunction with West Valley Disposal, our solid waste hauler, to educate the community about new state regulations regarding residential waste disposal and how those regulations will impact service delivery and costs.

Web Services

The staff continues to work on surveys for the community. We have published the following surveys:

Topic	Visitor	Respondents
Retail/new shopping center	1,861	1,346
Non-standard vehicles parking	660	168
Parks and recreation opportunities	1,112	735
Pedestrian/bicycle Master Plan	272	67
Improving public communication	457	220
Transportation Options	1,556	1,054
Wicklund Mailbox	614	339
Importance of Play	1,046	533

These results demonstrate the effectiveness of this survey tool and the interest of our residents in community activities.

The staff is working on a variety of forms that will be available online as fillable PDFs. There will also be options to pay fees for items such as the encroachment permit online as well. The forms will be available in the next few weeks. Staff will publicize the new access on our website, Facebook and other social media.

Social Media

Angel Lamb manages the District's Facebook and Nextdoor accounts. We continue to post updates and events.

The recent posts have been regarding the Stage 3 Drought Emergency Update. Along with social media updates, utility bill inserts, and an article in MH Matters, we also hung up Door tags on every house in Mountain House with the help of several volunteers that Director Harry Dhillon provided.

Staff has also started a new Eblast subscription for our residents. Residents can go to www.mountainhousecsd.org and sign up. Depending on the group they sign up for, they will be notified of any new road closures, news items, or events that have been scheduled for Mountain House. Below is an example of such Eblast subscription.

**Mountain House**
COMMUNITY SERVICES DISTRICT

September 14, 2021



Teichert Construction will be completing a lane change to the north side of the median on Grant Line Road at Central Parkway, starting September 15th. Access to the south side of the median will be allowed for local residents only. Please be cautious during this period.

SUBSCRIBER SERVICES:
[Manage Subscriptions](#) | [Unsubscribe All](#) | [Help](#)

Code Compliance Activities

With the adoption of the new ordinance regarding the Master Restrictions, we are focusing in developing a procedural manual for Master Restriction process. We are planning to prepare an educational PowerPoint presentation and to hold two virtual meetings to educate residents regarding Master Restrictions and CC&R requirements.

The following are the statistics for the code compliance enforcement effort for September, 2021.

Total citations issued	9
Parking-related citations	5
Administrative/property/landscaping warnings/notice (no fines)	4
Administrative/property/landscaping citation (fine)	0
Appeal – parking-related	0
Request for change or variations of Master Restrictions	34
Approval permits for property changes approved	25
Approval permits for property changes pending	9

Incorporation

Staff is working on compiling and preparing additional information requested by LAFCO. LAFCO has provided a proposal for the Comprehensive Fiscal Analysis. Staff is requesting an appropriations adjustment at tonight's meeting to cover the cost of this study.

Town Hall Annex (old Library Building)

MHCSD staff and MHD received approval from the County for the Town Hall annex building. Staff continues to work on receiving approval from the State. Staff will be presenting an item at tonight's meeting concerning the negotiation of a ground lease for the property.

Safeway

Construction is on schedule for a completion date of early next summer. Tenant spaces are currently being leased with most of the space leased and additional leases currently in negotiation. Shea Properties will provide more information within the next few weeks.

Grant Line Road West Improvements (Alameda County)

We are finalizing the agreement with Alameda County to advance the project to final design and construction services. We expect to present the final version of a Cooperative Agreement with Alameda County to the Board in November. Similarly, the Alameda County Board of Supervisors needs to approve the Cooperative Agreement following the District's Board approval. The project will involve final design and construction of two roundabouts along Grant Line Road in Alameda County. Staff expects completion of the final design by the fall of 2022 and completion of construction by the spring of 2024. District staff has developed a funding plan in association with Mountain House Developers (MHD) and Mountain House Investors (MHI), who are obligated to complete the project.

Pinnacle Ridge Annexation

LAFCo has approved the annexation of 3 acres located at 17400 West Bethany Road. Staff is working with the developer for the off-site plan revisions and utility connections. The business will have approximately 35 employees on site.

Mustang Square

There was a groundbreaking for the project on July 30th. Staff is working with the developer for the frontage improvements in association with the Master Developer, MHI. The site is made up of 4.61 acres and includes a gas station, convenience store, car wash, and three additional buildings totaling 11,080 square feet for retail uses.

Creeside Development – Neighborhood G

Lennar, in association with Trimark, is proposing a 254-unit multi-family development on the west side of Central Parkway, south of Arturo Blvd. The project will have pedestrian connections to the Creek corridor and other amenities. Staff has provided the Conditions of Approval requirements to the applicant and the County is processing the application. Some of the project upgrades will include pedestrian safety upgrades on Central Parkway, including a rectangular flashing beacon for crossing to the Central Community Park and a traffic signal at Main Street and Central Community Parkway.

Town Center Apartments Development Project

Van Daele Development, in association with Trimak, is proposing a 304-unit apartment complex on Arnaudo Boulevard, between De Anza and Prosperity. The developer has submitted a second phase of the project between Prosperity and Tradition to the County. This development will be the first apartment development in Mountain House. Staff has developed the conditions of approval for Phase 1 and is currently working on the Conditions of Approval for the second phase of the project. The project will install new traffic signals at Arnaudo/Tradition and Arnaudo/Prosperity. The developer will begin grading in a couple of weeks.

Security Cameras

Staff is planning to add five additional license plate reader cameras that will provide coverage of outbound traffic. We will have installed two additional security cameras in the SPIII areas, near the current Century development by October 8. We have also integrated the Town Hall cameras that were previously installed by another vendor with the Avigilon system. This will allow Rank Security to use the artificial intelligence capabilities of the Avigilon system and monitor the Town Hall area on the same platform as the current District-wide system. The District has sufficient funds in the current budget to accomplish these additions.

Grant Line Road Construction

The contractor has completed the landscaping and is now performing the 90-day plant establishment upkeep and maintenance through all of the planted sections from Mountain House Parkway to Central Parkway.

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The contractor has also completed traffic signal installations at Central Parkway, Tradition, De Anza and Prosperity. The fiber optics control switch for the signal at Mountain House Parkway was installed and activated as seen in the photo below.



The contractor also continued to perform punch list work, including fiber optic splicing and testing at the Prosperity and De Anza signals.

Central Parkway and Great Valley Parkway structural sections have been completed. Grant Line Road Phase 2 between Central Parkway and Great Valley Parkway received temporary striping for traffic delineation with approved signage for the lane adjustment prior to opening. The final layer of hot mix asphalt will be placed once all other improvements have been completed. Grant Line Village residents have local access of the travelway. Landscaping has commenced with excavation and placement of irrigation. The AT&T poles have been removed. Both tie-ins for PG&E at Great Valley Parkway have been completed. The next scope of work is projected at approximately 6 months to allow the paving and construction of the roadway segment for the eastbound travelway. The pictures below show the construction activity in the area.

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Utility Corridor Landscaping Concept Design

Staff is working with the SPIII developers and builders on the conceptual design and construction of this critical corridor. The following developers and builders have obligations to build a portion of the corridor: Mountain House Developers, Shea, KHovnian, MHI, Meritage, and Century. Project architect VtA has developed the first version of the concept plan. Once a concept plan is approved, each developer will build their respective segment. Some of the corridors are not currently annexed, and these areas will be developed once the developers commence their development. The main purpose of the corridor is to create an Active Transportation Corridor with bicycle and pedestrian amenities with attractive but not intensive landscaping, consistent with the newly adopted Parks, Recreation and Leisure Plan.

Town Center Landscaping

Landscaping is under construction for Mountain House Parkway, Byron Road, Grand Avenue, and Raphael Street.

Cordes Park

The 90-day maintenance period for the park has started. Cordes Park is expected to open in November, 2021.

Water Quality Basin #1

Staff is working with Mountain House Developers to execute the expansion of Water Quality Basin #1 north of Byron Road.

Status of the State Water Board's Delta Water Unavailability

- On May 10, 2021, Governor Newsom issued a Proclamation of a State of Emergency due to drought in 41 counties, including those in the Delta watershed.
- On July 8, 2021, the Governor issued an expanded Proclamation of a State of Emergency for 9 additional counties and called upon Californians to voluntarily reduce their water use by 15 percent compared to the same period in 2020.
- On June 15, 2021, the State Water Board sent Notices of Water Unavailability to all water right holders in the Delta watershed, alerting all post-1914 appropriative water right holders. The June 15 notice also warned all pre-1914 appropriative and riparian water right claimants in the Delta watershed of impending water unavailability.
- On August 3, 2021, the State Water Resources Control Board (State Water Board) approved [Resolution No. 2021-0028](#) (Res. 21-0028), an emergency curtailment regulation for the Sacramento-San Joaquin Delta Watershed.
- The Resolution authorizes diversion to continue after issuance of the curtailment order for minimum human health and safety needs, subject to conditions set forth in §878.1 of Res. 21-0028.

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- The District has provided information by providing door hangers, social media updates and information on the monthly newsletter in the monthly utilities billing. The community was informed that the 20% water use reduction implemented in 2014 was in effect and other water use reductions for landscape irrigation and water use for construction were implemented.
- Staff is working on formalizing a number of alternatives that were considered for a second source of water in case of an emergency interruption to the raw water delivery by Byron Bethany Irrigation District.
- Staff continues to provide monthly and quarterly water use updates as required by the State Water Board.
- This evening the Board will be receiving a staff presentation regarding alternatives for future water supply alternatives.

Wastewater Treatment Plant Expansion Project

September 2021 update includes:

- Installed rebar for digester walls
- Installed wall forms for the digester
- Continued to place wall concrete for digester walls in 2 separate pours (353 cubic yards)
- Stripped previously poured digester walls and removed wall forms
- Continue installing rebar and wall forms for membrane bioreactor system (MBR) walls
- Place concrete in MBR walls in 3 separate pours (304 cubic yards)
- Placed concrete in walls for southwest collection box and mixed liquor collection box (30 cubic yards)
- Stripped concrete walls for southwest collection box and mixed liquor collection box
- Backfilled southwest collection box and mixed liquor collection box
- Installed 42" mixed liquor piping
- Partially installed 24" effluent piping from chlorine contact basin to recycled water pump station
- Installed exposed conduits at ultraviolet (UV) Control Panel
- Demolition performed to lower UV flow control gate walls by 6"
- Cored holes in the side of UV channel
- Conducted second supervisory control and data acquisition (SCADA) meeting

Activities through mid-October 2021 include:

- Continue installing rebar and wall forms for digester walls
- Last remaining concrete placement in digester walls (152 cubic yards)
- Continue to strip previously placed digester walls and remove wall forms
- Install temporary piping from effluent pump station to fill digester
- Prepare digesters for water testing, perform water leakage test
- Continue installing rebar and wall forms for MBR walls
- Place concrete in MBR walls in 1 pour (92 cubic yards)
- Excavate and install duct-bank AA
- Install UV flow control gates and scum pipe
- Demotion to allow for installation of new sluice gates on south wall of North Building
- Install 18" digester waste Line to new headwork
- Partially install two 18" piping from influent pump station to new headwork
- Conducted third SCADA meeting



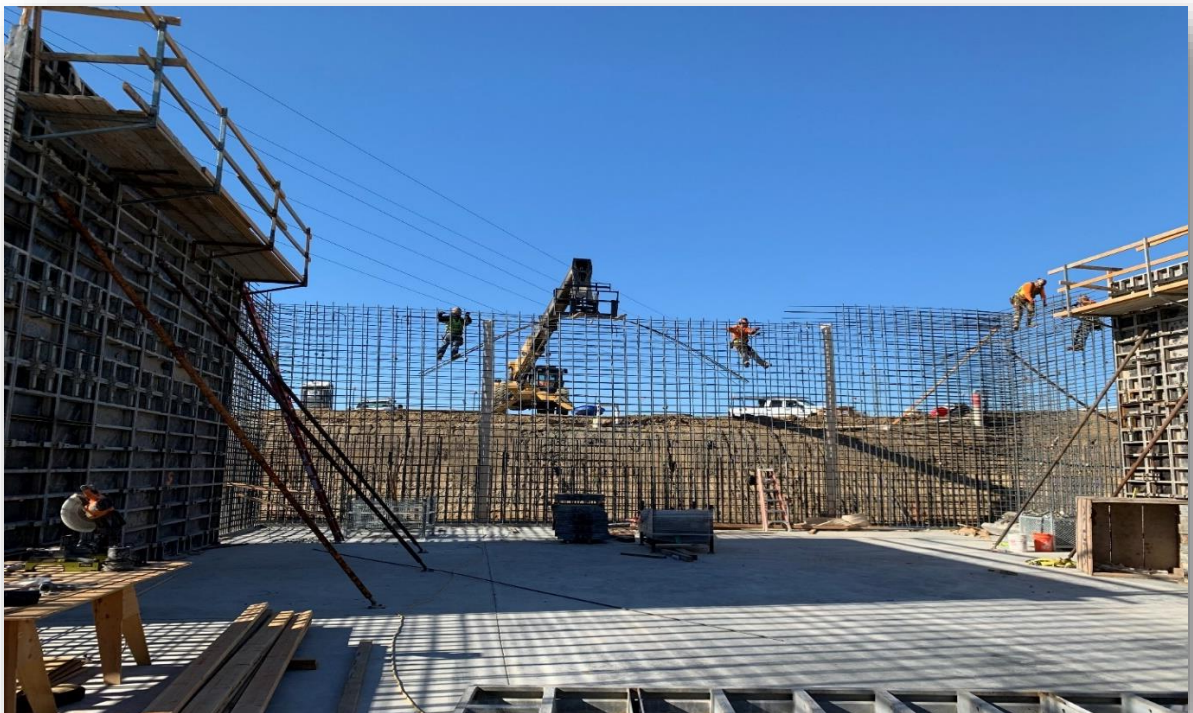
DISCUSSION ITEM 10.2



DISCUSSION ITEM 10.2



DISCUSSION ITEM 10.2





Raw Water Tank 2 Conversion and Flow Meter Project

This project is complete. The rehabilitation work on Tank 1 will start sometime later this year. The Board approved a contract for HDR to assist in preparing the scope and specifications and inspecting the project.



Trash Bins on Great Valley Parkway

The Board approved funds in the fiscal year 2021-22 budget to install trash bins on Great Valley Parkway. Staff ordered the bins and will be placing them on Great Valley Parkway. The bins are expected to be delivered during the last two weeks of October.

Speed Cushions Project Near Schools

The Board approved the award of a project to Silicon Valley Paving Company to construct Speed Cushions at various locations as follows:

- Esplanade Drive and Montebello Street in Questa
- Saint Francis Avenue in Altamont
- Escuela Drive in Bethany
- Legacy Drive in Wicklund
- Tradition Street, Parco Avenue and Ramsey Drive in Cordes Village

The speed cushions were installed prior to the start of the school year. Permanent signs have not been delivered and will be installed when the contractor receives them.



Pedestrian Crossing Flashing Signals, RRFB project

The Pedestrian Crossing flashing signals, or Rectangular Rapid Flashing Beacon (RRFB) project was bid to install RRFBs on Central Parkway at Legacy Drive and on Mustang Way at Prosperity Street. Bids were submitted on August 10, 2021. Three contractors bid the project at \$97,500.00, \$97,800.00, and \$169,500.00. The project was awarded to the low bidder, Bear Electric Solutions. A notice to start the project was sent on September 22, 2021. The equipment has been ordered and is expected to arrive during the last two weeks of October.



Arterials and Questa Road Repair Project

A number of arterials, collector and local streets were identified as part of the Pavement Management Program (PMP) and were included in the fiscal year 2021-22 budget. These included Mountain House Parkway, Arnaudo Boulevard, De Anza Boulevard, Great Valley Parkway, Central Parkway and Mustang Way. The project also included all local and collector streets in Questa neighborhood. The work included crack sealing, slurry sealing and asphalt concrete removal and replacement work on various streets identified above.

Bids for the project were received on September 20, 2021. Two contractors submitted bids - Silicon Valley Paving, Inc. (\$678,660) and Pavement Coating Company (\$841,963). The project was awarded to Silicon Valley Paving, Inc. at a special board meeting on September 23, 2021. The project is expected to be completed before the rainy season.

Poplar Removal Project

The poplar tree removal and replacement project is ongoing. The first phase has been completed. Individual street reports are as follows:

- Mountain House Parkway (MHP) - all poplar trees have been removed and stumps grinded. The trees and plants have been replaced.
- Wicklund, Mustang, and Arnaudo from MHP to De Anza - poplar trees have been removed and stumps grinded. Staff received the proposals for replacements trees and plants from Brightview and is determining if sufficient funds are available to perform the work.
- Great Valley Parkway - poplar trees were removed between sidewalks and sound walls from Arturo to Byron Road.
- De Anza - poplar trees are being removed at this time. Poplar trees in the median have already been removed.

DISCUSSION ITEM 10.2



DISCUSSION ITEM 10.2

Residential Developments

Below is a summary of new development as of September 27, 2021. Since January 1, 2021, permits have been issued for a total of 342 units, including 55 second units. There have been 473 units granted final occupancy since January 1, including 53 second units.

<i>As of September 30 2021</i>								
	Auth.	Permits	Units	Remaining	<i>Second Units</i>		<i>Total Units</i>	
Neighborhood	Permits	Issued	Finished	Authorized	Issued	Finalized	Issued	Finalized
Bethany	1372	1295	1295	77	68	68	1363	1363
Wicklund	1518	979	979	539	67	67	1046	1046
Altamont	1217	890	890	327	62	62	952	952
Questa	1638	1133	1078	505	85	72	1218	1150
Hansen	1280	1139	1121	141	179	176	1318	1297
Cordes	1297	1073	1016	224	156	147	1229	1163
College Park	1763	563	420	1200	93	74	656	494
Subtotal	10,085	7,072	6,799	3,013	710	666	7,782	7,465
					10.04%			
Future Neighborhoods								
I	1427							
J	1137							
K	1192							
L	1381							
Town Center	440							
Subtotal	5,577			5,577				
Total	15,662			8,590				

<i>As of December 31, 2020</i>								
	Auth.	Permits	Units	Remaining	<i>Second Units</i>		<i>Total Units</i>	
Neighborhood	Permits	Issued	Finished	Authorized	Issued	Finalized	Issued	Finalized
Bethany	1372	1295	1295	77	68	68	1363	1363
Wicklund	1518	979	979	539	67	67	1046	1046
Altamont	1217	890	890	327	62	62	952	952
Questa	1638	1077	1077	561	70	70	1147	1147
Hansen	1280	1139	1055	141	174	173	1313	1228
Cordes	1297	1038	944	259	146	139	1184	1083
College Park	1763	367	139	1396	68	34	435	173
Subtotal	10,085	6,785	6,379	3,300	655	613	7,440	6,992
					9.65%			
Future Neighborhoods								
I	1427							
J	1137							
K	1192							
L	1381							
Town Center	440							
Subtotal	5,577			5,577				
Total	15,662			8,877				

ATTACHMENTS:

Attachment A: Library Door Count per Hour

Attachment B: Library Schedule