



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

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RANCHO MURIETA, CA 95683
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AGENDA

*“Your Independent Local Government Agency Providing
Water, Wastewater, Drainage, Security, and Solid Waste Services”*

REGULAR BOARD MEETING

APRIL 20, 2016

Open Session 5:00 p.m.
District Administration Building – Board Room
15160 Jackson Road
Rancho Murieta, CA 95683

BOARD MEMBERS

Gerald Pasek	President
Betty Ferraro	Vice President
Morrison Graf	Director
Michael Martel	Director
Mark Pecotich	Director

STAFF

Darlene J. Thiel Gillum	General Manager
Greg Remson	Security Chief
Paul Siebensohn	Director of Field Operations
Eric Thompson	Controller
Suzanne Lindenfeld	District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
APRIL 20, 2016
Open Session: 5:00 p.m.

All persons present at District meetings will place their cellular devices in silent and/or vibrate mode (no ringing of any kind). During meetings, these devices will be used only for emergency purposes and, if used, the party called/calling will exit the meeting room for conversation. Other electronic and internet enabled devices are to be used in the "silent" mode. Under no circumstances will recording devices or problems associated with them be permitted to interrupt or delay District meetings.

AGENDA

1. **CALL TO ORDER** - Determination of Quorum - President Pasek **(Roll Call)** 5:00

2. **ADOPT AGENDA (Motion)**

The Board will discuss items on this agenda, and may take action on those items, including informational items and continued items. The Board may also discuss other items that do not appear on this agenda, but will not act on those items unless action is urgent, and a resolution is passed by a two-thirds (2/3) vote declaring that the need for action arose after posting of this agenda.

*At the discretion of the Board, an item may be moved on the agenda and or taken out of order. **TIMED ITEMS** as specifically noted, such as Hearings or Formal Presentations of community-wide interest, will not be taken up earlier than listed.*

3. **SPECIAL ANNOUNCEMENTS AND ACTIVITIES**

- a. Girl Scout Troop Presentation to the District Security Department

4. **COMMENTS FROM THE PUBLIC**

*Members of the public may comment on any item of interest within the subject matter jurisdiction of the District and any item specifically agendized. Members of the public wishing to address a specific agendized item are encouraged to offer their public comment during consideration of that item. **With certain exceptions, the Board may not discuss or take action on items that are not on the agenda.***

If you wish to address the Board at this time or at the time of an agendized item, as a courtesy, please state your name and address. Speakers presenting individual opinions shall have 3 minutes to speak. Speakers presenting opinions of groups or organizations shall have 5 minutes per group.

5. **CONSENT CALENDAR (Motion) (Roll Call Vote) (5 min.)**

All the following items in Agenda Item 5 will be approved as one item if they are not excluded from the motion adopting the consent calendar.

a. **Approval of Board Meeting Minutes**

1. March 16, 2016 Regular Board Meeting

- b. **Committee Meeting Minutes** (Receive and File)
 - 1. April 1, 2016 Security Committee Meeting
 - 2. April 1, 2016 Finance Committee Meeting
 - 3. April 1, 2016 Improvements Committee Meeting
 - c. **Approval of Bills Paid Listing**
6. **STAFF REPORTS** (Receive and File)
- a. General Manager’s Report
 - b. Administration/Financial Report
 - c. Security Report
 - d. Water/Wastewater/Drainage Report
7. **CORRESPONDENCE**
8. **RECEIVE 2015 DIVERSION REPORT – Presentation by Jack Fiori, California Waste Recovery Systems** (Discussion/Action) (20 min.)
9. **CONSIDER APPROVAL OF THE CEQA INITIAL STUDY/MITIGATED NEGATIVE DECLARATION FOR THE SOLAR POWER PROJECT** (Discussion/Action) (Motion) (5 min.)
10. **INTRODUCE ORDINANCE O2016-02, AMENDING DISTRICT CODE, CHAPTER 2, BOARD OF DIRECTORS RULES AND PROCEDURES AND REVISING BOARD GUIDELINES AND POLICIES** (Discussion/Action) (Motion) (Roll Call Vote) (5 min.)
11. **DISCUSS AMENDING WATER USE RESTRICTIONS** (Discussion/Action) (10 min.)
12. **CONSIDER ADOPTION OF DISTRICT POLICY NUMBER P2016-01, DISTRICT INVESTMENT POLICY** (Discussion/Action) (Motion) (Roll Call Vote) (5 min.)
13. **CONSIDER APPROVAL OF TRANSFER TO RESERVE FUNDS** (Discussion/Action) (Motion) (Roll Call Vote) (5 min.)
14. **CONSIDER APPROVAL OF PROPOSAL FOR ON-CALL PROFESSIONAL SERVICES FOR DISTRICT ENGINEER** (Discussion/Action) (Motion) (5 min.)
15. **RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE** (Discussion/Action) (5 min.)
16. **PROVIDE DIRECTION TO THE DISTRICT’S PARKS COMMITTEE REPRESENTATIVE REGARDING THE GREENS PARK** (Discussion/Action) (15 min.)
17. **RECEIVE UPDATES** (Discussion/Action) (15 min.)
- a. Augmentation Well

- b. Solar Power Installation
- c. Parks Committee
- d. Development
- e. Midge Fly Ad Hoc Committee
- f. Escuela Gate
- g. North Gate Use Agreement
- h. Ribbon Cutting Ceremony/Event

18. RECEIVE QUARTERLY UPDATE ON 2016 BOARD GOALS (Discussion/Action) (5 min.)

19. REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES (Discussion/Action) (Motion)

20. REVIEW MEETING DATES/TIMES:

- ✚ **Communications** – May 2, 2016 at 4:00 p.m.
- ✚ **Personnel** – May 2, 2016 at 4:30 p.m.
- ✚ **Security** – May 6, 2016 at 8:30 a.m.
- ✚ **Finance** – May 6, 2016 at 9:00 a.m.
- ✚ **Improvements** – May 6, 2016 at 9:30 a.m.
- ✚ **Regular Board Meeting** – May 18, 2016 - open session at 5:00 p.m.

21. RECEIVE BOARD MEMBER AND STAFF COMMENTS/SUGGESTIONS

In accordance with Government Code 54954.2(a), Directors and staff may make brief announcements or brief reports of their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.

22. ADJOURNMENT (Motion)

"In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 72 hours prior to a regular meeting, will be made available for public inspection in the District offices during normal business hours. If, however, the document is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting."

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is April 15, 2016. Posting locations are: 1) District Office; 2) Plaza Foods; 3) Rancho Murieta Association; 4) Murieta Village Association.



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Board of Directors Meeting

MINUTES

March 16, 2016 – Open Session at 5:00 p.m.

1. CALL TO ORDER/ROLL CALL

President Gerald Pasek called the regular 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. Directors present were Gerald Pasek, Betty Ferraro, Morrison Graf, Michael Martel, and Mark Pecotich. Also present were Darlene J. Thiel Gillum, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, District General Counsel.

2. ADOPT AGENDA

Motion/Ferraro to adopt the agenda. **Second/Pecotich. Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

3. SPECIAL ANNOUNCEMENTS AND ACTIVITIES

None.

4. COMMENTS FROM THE PUBLIC

Richard Brandt gave a history of the District being involved with collecting community parks fees and stated that he feels the District should continue to do so.

5. CONSENT CALENDAR

Motion/Martel to adopt the consent calendar. **Second/Ferraro. Roll Call Vote: Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

6. STAFF REPORTS

No discussion

7. CORRESPONDENCE

No discussion – deferred to Agenda Item 11.

8. REVIEW THE CEQA INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION FOR THE SOLAR POWER PROJECT

Darlene Gillum gave a brief overview of the CEQA Initial Study and Mitigated Negative Declaration (IS/MND) and stated that Les Clark had already submitted his comments.

John Sullivan requested Figure 2 and 3 include the boundary lines.

President Pasek stated that he felt the report was well done.

Director Pecotich commented on the need to re-route the access area for emergency vehicles.

Darlene will work with Aspen Environmental Group on getting those changes made in time for release for public review and comment on March 18, 2016. The goal is to have the report back to the Board for approval at the April 20, 2016 Board meeting.

9. CONSIDER ADOPTION OF RESOLUTION R2016-03, A RESOLUTION CALLING THE GENERAL DISTRICT ELECTION AND CONSOLIDATION WITH THE STATE WIDE ELECTION TO BE HELD ON NOVEMBER 8, 2016

Darlene Thiel Gillum gave a brief summary of the recommendation to adopt Resolution R2016-03. This is the standard resolution the Board adopts in election years. The Resolution calls for holding the election with the General Election on November 8, 2016 for the purpose of electing three (3) candidates whose terms expire in 2016.

Motion/Ferraro to adopt Resolution R2016-03, a resolution calling the General District Election and consolidation with the State wide election to be held on November 8, 2016 for the purpose of electing three (3) candidates whose terms expire in 2016. **Second/Pecotich. Roll Call Vote: Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

10. REVIEW 2016/2017 DRAFT BUDGET

Darlene Gillum gave a brief summary of the 2016/2017 draft budget. The proposed budget maintains a zero increase on the average bill for a residential lot. This is accomplished by a 1.2% increase in the proposed rates for Water and a 1.9% decrease in the proposed rate for Sewer. All other rates and special taxes are recommended to have no change.

Motion/Martel to authorize staff to mail the Proposition 218 Notice of Proposed Rate Increase and Notice of Hearing by April 1, 2016. **Second/Graf. Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

11. INTRODUCE DISTRICT ORDINANCE O2016-01 AMENDING DISTRICT CODE, CHAPTER 8, THE COMMUNITY FACILITIES FEE CODE, REPEALING COLLECTION OF THE COMMUNITY PARKS FEE

Darlene Gillum gave a brief summary of Ordinance O2016-01, amending District Code Chapter 8 the Community Facilities Fee Code, Repealing Collection of the Community Parks Fee.

Richard Brandt commented on his feeling the District needs to keep this on the books.

Richard Shanahan stated that if the Board wishes to keep it in the District Code, it needs to be reviewed and updated. Darlene stated that this only covers collection of community park fees, not neighborhood park fees.

Linda Kline stated that she feels the District should work with Rancho Murieta Association (RMA) and not give away the power.

President Pasek asked for a motion regarding this matter. No motion was made.

President Pasek directed staff to go forward with getting a parks fee study done. By consensus, the Board agreed. Director Martel suggested staff let the Parks Committee know what the District is planning to do.

12. CONSIDER PRE-APPROVAL OF RESERVE FUNDS FOR NEW SECURITY VEHICLE PURCHASE DOWN PAYMENT

Chief Remson gave a brief summary. The Request for Proposal (RFP) will be going out for the purchase/lease of a new patrol vehicle. Since the proposals are only good for short period of time, in order to accept the lowest cost proposal, staff is requesting pre-approval of up to \$10,000 from Security Capital Replacement Reserves to use as a down payment for the purchase/lease of a new Security patrol vehicle.

Director Martel suggested staff contact residents that are in the car business to see if they can get a better deal.

Motion/Martel to pre-approve up to \$10,000 for down payment on a new Security patrol vehicle. Funding to come from Security Capital Replacement Reserves. **Second/Pecotich. Roll Call Vote: Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

13. RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE

Paul Siebensohn gave a brief update of the status of the Water Treatment Plant Expansion Project. The Acceptance Test timeframe was reset due to integrity issues with Train 1. Repairs were made and the Acceptance Testing timeframe began again March 3, 2016. After the Acceptance Test is completed and the Plant verified to run well, staff will proceed with connecting Plant 2 to the SCADA system. Installation of the bird netting, further painting, and siding work will continue as the weather allows.

The Board took a break from 6:57 p.m. to 7:01 p.m.

14. DISCUSSION AND CONSIDERATION OF BOARD DIRECTION REGARDING THE SUSTAINABLE GROUNDWATER MANAGEMENT ACT AND GROUNDWATER SUSTAINABILITY AGENCY FORMATION IN THE GROUNDWATER SUB-BASINS AFFECTING RANCHO MURIETA

Darlene Gillum gave a brief overview of the Sustainable Groundwater Management Act (SGMA) that requires the formation of groundwater sustainability agencies (GSAs) by June 30, 2017 to manage groundwater in a sustainable manner in high-priority and medium-priority groundwater basins. The Cosumnes River serves as the boundary between the South American River Sub-basin and the Cosumnes Sub-basin. As the Cosumnes River flows through Rancho Murieta, a portion of the District falls into each of these sub-basins. Staff will continue to monitor the activities in both sub-basins as it relates to the SGMA and impacts to the District, if any.

15. CONSIDER APPROVAL OF RANCHO MURIETA ASSOCIATION'S REQUEST FOR IRRIGATION RESTRICTION VARIANCE FOR THE STONEHOUSE PARK SOCCER FIELD RE-SODDING PROJECT

Darlene Gillum gave a brief summary of the request by Rancho Murieta Association (RMA) for an irrigation restriction variance for the Stonehouse Park soccer field re-sodding project. Once completed, RMA estimates a 30% reduction in future water use for this area.

Director Martel suggested RMA see if they can cut back water usage in other areas to accommodate the increase for this project.

Director Ferraro suggested notifying the community.

Motion/Martel to approve Rancho Murieta Association's request for irrigation restriction variance for the Stonehouse Park soccer field re-sodding project. **Second/Pecotich. Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

16. RECEIVE UPDATES

Parks Committee

Nothing to report.

Development

Nothing to report.

Solar Power Installation

Paul stated that staff has been working with Solar City design engineers on the layout of the solar fields for the Water Plant and Wastewater Plant sites. Both site layouts have been finalized and are now with SMUD to ensure they meet their guidelines for power connections.

Midge Fly Ad Hoc Committee

The first meeting is tentatively scheduled for 10:00 on March 28, 2016 at the RMA building.

Escuela Gate

Darlene stated she is waiting to hear back from RMA regarding joint community meetings regarding the proposed Escuela Gate. Larry Shelton, RMA Director, stated that the Board feels it is too soon to hold community meetings since they have not decided what type of gate will be going in. That decision will be done after the improvements to Stonehouse Road have been completed.

North Gate Use Agreement

Darlene stated she is waiting to hear back from RMA regarding the North Gate Use Agreement.

Ribbon Cutting Ceremony/Event

The ceremony is tentatively scheduled for June 2, 2016. Due to confining space at the Water Treatment Plant, this ceremony is not open to the public, attendance is by invitation only. The District will invite representatives from the various homeowner associations, Rancho Murieta Country Club, and Sacramento County officials. A video of the opening will be put on the District's website.

17. REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES

Motion/Pecotich to approve Paul Siebensohn attending the California Rural Water Association Expo in Nevada. **Second/Ferraro. Ayes: Pasek, Ferraro, Graf, Martel, and Pecotich. Noes: None. Absent: None. Abstain: None.**

18. CONSIDER CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) BOARD OF DIRECTOR NOMINATION FOR SEAT B

No nomination made.

19. CONSIDER REPLACING DISTRICT'S PARKS COMMITTEE ALTERNATE REPRESENTATIVE

President Pasek appointed Director Graf to replace Director Martel as the Parks Committee alternate representative.

20. CONSIDER REPLACING DISTRICT'S JOINT SECURITY COMMITTEE REPRESENTATIVE

President Pasek appointed Director Ferraro to replace Director Pecotich on the Joint Security Committee.

21. REVIEW MEETING DATES/TIMES

Director Graf will not be available for the April committee meetings.

22. COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF

Director Martel suggested that staff look into getting a temporary trailer for gas to cut down on the cost. He will forward the information to Darlene.

Director Graf gave kudos for the new website. President Pasek agreed.

Director Pecotich asked if the Board had any additional comments on the draft Parks Guidelines and suggested that the word "guideline" not be used. Darlene suggested the Parks Fee study be done before moving forward with the guideline update.

Darlene stated that Fair Oaks Water District is holding a free water wise landscape workshop on April 9, 2016 and Sacramento Valley Chapter of the California Native Plant Society is holding a Gardens Gone Native garden tour on April 9, 2016. The public is welcome to attend.

23. ADJOURNMENT

Motion/Ferraro to adjourn at 7:48 p.m. **Second/Graf. Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: April 1, 2016
To: Board of Directors
From: Security Committee Staff
Subject: April 1, 2016 Security Committee Meeting

1. CALL TO ORDER

Director Ferraro called the meeting to order at 8:30 a.m. Present were Directors Ferraro and Martel. Present from District staff were Darlene Thiel Gillum, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY UPDATES

Operations

Patrol Officer Tompkins assisted with traffic control for the Little League opening day parade. Sergeant Scarzella and Officer Tompkins attended the Easter Egg Hunt at Stonehouse Park. It was a beautiful day with lots of happy kids.

Snakes are out, so be careful. Patrol Officers responded to two (2) snake calls this month, one of which was a small rattler.

Incidents of Note

Chief Remson gave a brief overview of the incidents of note for March 2016.

RMA Citations/Admonishments

Chief Remson reported that the Rancho Murieta Association (RMA) rule violation citations for the month of March 2016 included 16 stop sign and 15 driveway parking. Rule violation admonishments and/or complaints for the month of March 2016 included 36 loose/off leash dog and 10 back/Res area without resident.

Rancho Murieta Association Compliance/Grievance/Safety Committee Meeting

The meeting was held on March 7, 2016 at the Rancho Murieta Association (RMA) office. There were hearings regarding failure to stop, pet restraint, speeding, and parking. The next meeting is scheduled for April 4, 2016.

Security Data Update

Chief Remson stated that the forms continue to go out. The information in the Security Department computer system is updated as the completed forms are received. This will give us updated information including occupants, phone numbers, vehicles, barcodes, permanent guests and pets.

Incident Map and Emergency Exit Map

Chief Remson is in the process of adding an Incident Map and Emergency Exit Map to the District website. The Incident Map will show locations of incidents of note, such as thefts and vandalism. This will help track any patterns of incidents and help direct patrol resources to those areas.

The Emergency Exit Map will show additional exit locations, such as locked gates, that could allow vehicle traffic out of the North and South residential areas in the event of an emergency.

4. DIRECTOR & STAFF COMMENTS

Director Martel commented on his concern that the amount of special events that take place within the District will increase with the new development.

Darlene stated that she has contacted over four (4) agencies regarding an RFP for the Security Department Assessment and Surveillance Camera Plan. RMA has asked for the District to provide an estimate of the costs to man the Escuela Gate.

Paul stated that he took shift C representatives from the local Fire Department to the solar farm area near the Water Plant and showed them the alternate access route. The representatives said it was fine and they would let the other shifts know.

5. ADJOURNMENT

The meeting adjourned at 8:55 a.m.

MEMORANDUM

Date: April 1, 2016
To: Board of Directors
From: Finance Committee Staff
Subject: April 1, 2016 Finance Committee Meeting

1. CALL TO ORDER

Director Pasek called the meeting to order at 9:00 a.m. Present were Directors Pasek and Martel. Present from District staff were Darlene Thiel Gillum, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. UPDATES

None.

4. ANNUAL INVESTMENT POLICY REVIEW

Allison Kaune, PFM Asset Management, LLC, gave a brief presentation regarding the District's current investments. A question and answer period followed.

Ms. Kaune recommended two (2) changes to the District's Investment Policy: remove the specific dollar amount sated in the maximum investment column of investment type 1) LAIF and replace it with "maximum permitted by State Treasurer" and an addition to permit investment in debt of municipal obligations. **This item will be on the District's April 20, 2016 Regular Board meeting agenda.**

5. TRANSFERS TO RESERVE FUNDS

Eric Thompson gave a brief overview of the amounts to transfer to reserve funds. The exact dollar amounts will be presented to the Board for approval at the April 20, 2016 Board meeting. **This item will be on the District's April 20, 2016 Regular Board meeting agenda.**

6. DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Director Martel commented on getting a rolling tank for gas and joining with another entity in the community to have their tank retro-fitted and share gas.

7. ADJOURNMENT

The meeting was adjourned at 9:30 a.m.

MEMORANDUM

Date: April 1, 2016
To: Board of Directors
From: Improvements Committee Staff
Subject: April 1, 2016 Committee Meeting Minutes

1. CALL TO ORDER

Director Pasek called the meeting to order at 9:31 a.m. Present was Directors Pasek. Present from District staff were Darlene Thiel Gillum, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; and Suzanne Lindenfeld, District Secretary. Director Graf was absent.

2. PUBLIC COMMENT

John Sullivan commented on the need to include commercial EDU flow in reports and requested District representative for the Parks Committee bring up the detention basin park at the Gardens. Darlene Gillum stated that staff will work with the developer before involving the Board. President Pasek agreed.

3. UPDATES

Augmentation Well

WHAL Properties, the owner of the land west of Cantova Way where test hole A is located, has a potential buyer for that property. This may not be an impact to the well project if test hole B, which is located on Anderson Ranch property near the river, produces enough groundwater yield to meet our needs. There is also the potential of relocating test hole A to the parcel north of the parcel for sale, if needed. Darlene and Paulk plan to meet with Pat Dunn, NV5, who did the original well site study to discuss the possible swap of location for test hole A.

The Regional Water Authority (RWA) is expecting the Prop 84 grant to be extended through December 31, 2017. We have tentative plans to release the RFP for well drilling in April. We need to have right of entry agreements resigned for access to the potential well sites and easement agreements before actual well drilling begins.

Staff is looking into the possibility of running pipe up along the existing CIA ditch and into our existing raw water distribution line to Chesbro Reservoir rather than pumping the groundwater directly into the distribution system at Cantova Way. This could avoid any property needs within the fields at the end of Cantova Way and would avoid the cost of well head treatment.

Water Treatment Plant Expansion Project

The ultrafiltration membranes continue to show that they have excellent integrity and permeability and are producing very clean water. One issue discovered is that the coagulant we are using to bind up organics prior to filtration was beginning to build up on the fibers within the interior of each module. As a result, GE is requiring that each membrane train, of which there are three (3), are not only backwashed regularly by flushing clean water through them, but cleaned regularly by soaking in strong chemical solutions every other day and a heated/extended chemical soak once per week. This

cleaning strategy will ensure that we maintain good permeability through our membranes, however it is time consuming and labor/chemical intensive. We will also test using the membranes without coagulant prior to filtration as well. We were using the coagulant at the higher range of dosing during this continued Acceptance Testing phase to put the system through its paces.

Staff is continuing to deal with control system issues related to logic within the SCADA programming, software glitches, and forwarding their issues to work with TESCO Controls for solutions. Staff has had to recently operate Plant #1 system during the day as the phone line the Autodialer software used to alert staff to issues failed. Staff is currently working with AT&T to trouble shoot and correct this issue. The automated report functioning of the historical monitoring system is functional, allowing staff to review various trends and information for process control. Plant 2 is still currently set up to operate as a backup to Plant 1.

Paving work is nearly completed with the asphalt and curbs having been placed, with only the slurry sealing of the main parking lot area left to be completed this week. There is currently no date set for bird netting installation and completion of the siding work on Plant #2, which is to be coordinated by Roebbelen Construction Management.

Solar Projects

Working towards meeting the guidelines of CEQA, the Initial Study/Mitigated Negative Declaration (IS/MND) has been released for public review following the last Board meeting. Despite each site being fairly innocuous as they are each bare land, we need to have pre-construction surveys conducted for nesting Swainson Hawks and other nesting birds. As these surveys are outside of the original scope of work for CEQA services, the District will be signing a task order modification for Aspen Environmental to conduct these surveys. In addition, there will be two optional tasks included for construction monitoring at each solar array location in the event any bird nests are found. The total cost for the surveys is \$13,466, with Optional Task A-WTP Monitoring at \$4,190 and Optional Task B-WWTP Monitoring at \$2,210.

4. CAPACITY CERTIFICATION LETTER FOR MURIETA GARDENS

The District previously entered into an agreement with AECOM for work related to producing capacity certification letter for Murieta Gardens I & II and also The Retreats West. With the transition of the reviewing engineer Kevin Kennedy to a new engineering firm, Kennedy Jenks, the agreement/task order with AECOM is being closed. There is approximately \$8,000 remaining on that agreement with AECOM.

A proposal from Kennedy Jenks was requested to allow the work to continue by Kevin Kennedy at his new firm. The proposal from Kennedy Jenks does not require any additional funding to be approved.

5. DIRECTORS & STAFF COMMENTS/SUGGESTIONS

Paul Siebensohn stated staff is currently working on drainage ditch vegetation and the midge fly ad hoc committee met. They are discussing use of catfish and increasing participation for funding the amount of treatments currently provided, which are four (4) per year funded solely by RMCS D.

President Pasek asked about having repairs made to the road by the water plant. Paul stated that it is an RMA road and he is currently working with them on getting some repairs made.

Darlene stated that she received six (6) responses to the District Engineering Services RFP. A recommendation will be made to the Board at the April 20, 2016 Board meeting.

6. ADJOURNMENT

The meeting was adjourned at 10:26 a.m.

DRAFT

MEMORANDUM

Date: April 8, 2016
To: Board of Directors
From: Eric Thompson, Controller
Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for **March 2016**. Please feel free to call me before the Board meeting regarding any questions you may have relating to this report. This information is provided to the Board to assist in answering possible questions regarding large expenditures.

The following major expense items (excluding payroll-related items) are listed *in order as they appear* on the Bills Paid Listing Report:

<u>Vendor</u>	<u>Project/Purpose</u>	<u>Amount</u>	<u>Funding</u>
A Leap Ahead IT	Monthly IT Service & Server Install	\$ 14,175.07	Operating Expense
AECOM Technical Services, Inc.	Recycled Water Program Implementation Plan	\$ 41,123.42	Water Augmentation Reserves & Developer Deposit
California Waste Recovery Systems	Solid Waste Monthly Contract	\$ 46,477.40	Operating Expense
Holt of California	Repairs & Maintenance	\$ 7,011.36	Operating Expense
Roebbelen Construction Management Services	WTP#1 Expansion	\$ 334,012.88	Construction Acct Fund & Bonds
Aspen Environmental Group	CEQA Solar Power Project	\$ 5,104.19	Operating Expense
S. M. U. D.	Monthly Bill	\$ 32,521.77	Operating Expense

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  District Treasurer

Rancho Murieta Community Services District

Bills Paid Listing for March 2016

Ck Number	Date	Vendor	Amount	Purpose
CM30545	3/1/2016	California Public Employees' Retirement Sys	\$37,780.15	Payroll
CM30546	3/1/2016	Guardian Life Insurance	\$5,378.92	Payroll
CM30547	3/1/2016	Vision Service Plan (CA)	\$486.09	Payroll
CM30548	3/11/2016	A Leap Ahead IT	\$14,175.07	Monthly IT Service
CM30549	3/11/2016	AECOM Technical Services, Inc.	\$41,123.42	Recycled Water Program Implementation
CM30550	3/11/2016	American Family Life Assurance Co.	\$544.11	Payroll
CM30551	3/11/2016	California Public Employees' Retirement Sys	\$8,579.00	Payroll
CM30552	3/11/2016	California Public Employees' Retirement Sys	\$21,134.27	Payroll
CM30553	3/11/2016	California Waste Recovery Systems	\$46,477.40	Solid Waste Monthly Contract
CM30554	3/11/2016	Capital One Commercial	\$1,360.37	Monthly Supplies
CM30555	3/11/2016	Employment Development Department	\$2,505.88	Payroll
CM30556	3/11/2016	Express Office Products, Inc.	\$305.38	Office Supplies
CM30557	3/11/2016	Folsom Lake Fleet Services	\$654.66	Service & Repairs #217
CM30558	3/11/2016	GM Crane Services, Inc	\$450.00	Quarterly Crane Inspection
CM30559	3/11/2016	Hach Company	\$1,189.49	Repairs & Maintenance
CM30560	3/11/2016	HDR Engineering, Inc	\$1,219.15	WTP#1 Expansion
CM30561	3/11/2016	Holt of California	\$7,011.36	Repairs & Maintenance
CM30562	3/11/2016	Jobs Available, Inc.	\$45.00	Subscription Renewal
CM30563	3/11/2016	Legal Shield	\$55.63	Payroll
CM30564	3/11/2016	Nationwide Retirement Solution	\$1,867.00	Payroll
CM30565	3/11/2016	Operating Engineers Local Union No. 3	\$598.08	Payroll
CM30566	3/11/2016	Rancho Murieta Ace Hardware	\$69.60	Repairs & Maintenance
CM30567	3/11/2016	Roebbelen Construction Management Services	\$334,012.88	WTP#1 Expansion
CM30568	3/11/2016	Sierra Chemical Co.	\$775.54	Chemicals
CM30569	3/11/2016	Skillpath Seminars	\$198.00	Training
CM30570	3/11/2016	Sprint	\$201.75	Internet
CM30571	3/11/2016	TASC	\$315.37	Payroll
CM30572	3/11/2016	TelePacific Communications	\$591.70	Monthly Phone Bill
CM30573	3/11/2016	U.S. Bank Corp. Payment System	\$2,714.62	Monthly Gasoline Bill
CM30574	3/11/2016	UPS	\$37.76	Shipping charge
CM30575	3/11/2016	W.W. Grainger Inc.	\$1,135.71	Repairs & Maintenance
CM30576	3/11/2016	Waterwise Consulting, INC	\$280.00	Waterwise house calls
CM30577	3/11/2016	Wilbur-Ellis Company	\$3,035.56	Repairs & Maintenance
EFT	3/11/2016	Pitney Bowes	\$500.00	Postage Machine Refill
EFT	3/11/2016	EFTPS	\$9,852.19	Payroll
EFT	3/16/2016	EFTPS	\$1,260.67	Payroll
CM30578	3/25/2016	Action Cleaning Systems	\$1,172.00	Monthly Cleaning Service
CM30579	3/25/2016	American Family Life Assurance Co.	\$544.11	Payroll
CM30580	3/25/2016	Applications By Design, Inc.	\$125.00	Security data backup
CM30581	3/25/2016	Aramark Uniform & Career Apparel, LLC	\$1,498.15	Uniform Service

Rancho Murieta Community Services District

Bills Paid Listing for March 2016

Ck Number	Date	Vendor	Amount	Purpose
CM30582	3/25/2016	Aspen Environmental Group	\$5,104.19	CEQA Solar Power Project
CM30583	3/25/2016	ASR - Sacramento Uniform	\$261.32	Uniforms
CM30584	3/25/2016	AT&T	\$114.00	Monthly Internet Bill
CM30585	3/25/2016	AT&T	\$1,005.68	Monthly Cell Phone Bill
CM30586	3/25/2016	AT&T	\$1,913.23	Monthly Phone Bill
CM30587	3/25/2016	Bartkiewicz, Kronick & Shanahan	\$4,722.22	Legal Services
CM30588	3/25/2016	Anita Bryant	\$100.00	Toilet Rebate
CM30589	3/25/2016	BurdgeCooper	\$2,792.73	Office Supplies
CM30590	3/25/2016	California Laboratory Services	\$1,953.14	Monthly Lab Tests
CM30591	3/25/2016	California Public Employees' Retirement Sys	\$10,268.40	Payroll
CM30592	3/25/2016	Caltronics Business Systems	\$1,663.41	Copier - Admin.
CM30593	3/25/2016	CDW Government Inc.	\$4,669.03	Office Computer
CM30594	3/25/2016	Employment Development Department	\$3,015.06	Payroll
CM30595	3/25/2016	Express Office Products, Inc.	\$203.53	Office Supplies
CM30596	3/25/2016	Folsom Lake Fleet Services	\$451.39	Service & Repairs #212
CM30597	3/25/2016	Ford Motor Credit Company LLC	\$235.78	2012 Ford Escape Lease Pmt.
CM30598	3/25/2016	Gempler's, Inc.	\$796.64	Repairs & Maintenance
CM30599	3/25/2016	Golden State Flow Measurement	\$140.40	Repairs & Maintenance
CM30600	3/25/2016	Greenfield Communications	\$142.97	Internet
CM30601	3/25/2016	Hach Company	\$748.63	Repairs & Maintenance
CM30602	3/25/2016	Holm Roofing	\$1,425.00	Roof Repairs
CM30603	3/25/2016	Don Kolmodin	\$100.00	Toilet Rebate
CM30604	3/25/2016	Deborah Kraus	\$300.00	Toilet Rebate
CM30605	3/25/2016	Debbie Launey	\$100.00	Toilet Rebate
CM30606	3/25/2016	Legal Shield	\$55.63	Payroll
CM30607	3/25/2016	Nationwide Retirement Solution	\$1,867.00	Payroll
CM30608	3/25/2016	Operating Engineers Local Union No. 3	\$598.08	Payroll
CM30609	3/25/2016	John Pappas	\$100.00	Toilet Rebate
CM30610	3/25/2016	Public Agency Retirement Services	\$300.00	Payroll
CM30611	3/25/2016	Quincy Compressor LLC	\$752.32	Repairs & Maintenance
CM30612	3/25/2016	Rancho Murieta Association	\$150.00	Landscaping
CM30613	3/25/2016	Rancho Murieta Association	\$622.96	Smud @ North Gate
CM30614	3/25/2016	River City Rentals	\$217.40	Repairs & Maintenance
CM30615	3/25/2016	S. M. U. D.	\$32,521.77	Monthly Bill
CM30616	3/25/2016	Sacramento Bee	\$366.58	Security Gate Ad
CM30617	3/25/2016	Sacramento For Tractors, Inc.	\$363.69	Service & Repairs-Tractor
CM30618	3/25/2016	Sierra Office Supplies	\$266.76	Main Line Flushing Tags
CM30619	3/25/2016	SimplexGrinnell LP	\$52.52	Office Supplies
CM30620	3/25/2016	Streamline	\$300.00	Website Hosting
CM30621	3/25/2016	TASC	\$64.41	Payroll

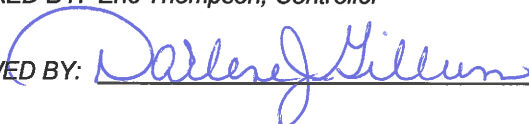
Rancho Murieta Community Services District
Bills Paid Listing for March 2016

Ck Number	Date	Vendor	Amount	Purpose
CM30622	3/25/2016	TASC	\$315.37	Payroll
CM30623	3/25/2016	U.S. HealthWorks Medical Group, PC	\$80.00	Employee Physical
CM30624	3/25/2016	U.S. Postmaster	\$27.66	Postage
CM30625	3/25/2016	Univar USA Inc.	\$390.00	Chemicals
CM30626	3/25/2016	W.W. Grainger Inc.	\$1,065.80	Repairs & Maintenance
CM30627	3/25/2016	Western Exterminator Co.	\$470.00	Monthly Service & Rodent Control
CM30628	3/25/2016	Youngdahl Consulting Group, Inc.	\$216.00	WTP#1 Expansion
EFT	3/25/2016	Pitney Bowes	\$1,500.00	Postage Machine Refill
EFT	3/25/2016	Pitney Bowes	\$500.00	Postage Machine Refill
EFT	3/25/2016	EFTPS	\$10,412.60	Payroll
EFT	3/28/2016	Pitney Bowes	\$1,500.00	Postage Machine Refill
		TOTAL	\$648,564.34	

Rancho Murieta Community Services District
Bills Paid Listing for March 2016

Ck Number	Date	Vendor	Amount	Purpose
		<u>CFD#1 Bank of America Checking</u>		
CM2761	3/11/2016	Bank of America	\$116.28	CFD#1 Admin Cost
CM2762	3/25/2016	Bank of America	\$92.05	CFD#1 Admin Cost
		TOTAL	\$208.33	
		<u>CFD 2014-1 Bank of America Checking</u>		
CM2019	3/11/2016	Corelogic Solutions, LLC	\$165.00	CFD 2014-1 Admin Cost
CM2020	3/25/2016	NBS	\$1,495.91	CFD 2014-1 Admin Cost
		TOTAL	\$1,660.91	
		<u>EL DORADO PAYROLL</u>		
Checks: # CM11442 to CM11454 and Direct Deposits: DD08720 to DD08779			\$ 116,769.40	Payroll
EFT	3/31/2016	National Payment Corp	\$129.26	Payroll
		TOTAL	\$116,898.66	

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  , District Treasurer

MEMORANDUM

Date: April 14, 2016
To: Board of Directors
From: Darlene J. Thiel Gillum, General Manager
Subject: General Manager's Report

Following are highlights since our last Board Meeting:

SECURITY

After 17 years of service, Gate Officer Melissa Bennett has decided to retire, effective June 24, 2016. Melissa works graveyard shift but I am hoping to have her come to the June 22, 2016 Board meeting for an official recognition and thank you for her dedication to the District.

Another Gate Officer, Brandon Heberling, turned in his resignation notice, effective April 25, 2016. Chief Remson has job postings for full-time Gate Officers and a temporary Gate Officer posted.

I have four (4) Security Consulting firms that have expressed an interest in conducting our operational/organization study and the surveillance camera plan. My next step is to draft the Statement of Work and release an RFP.

FINANCE

The Proposition 218 notices were mailed on April 1, 2016. To date, we have received one (1) letter of protest. The final budget review and approval is scheduled for the May 20, 2016 Board meeting.

HOUSEHOLD HAZARDOUS WASTE COLLECTION

The Household Hazardous Waste (HHW) Collection Event will be on May 21, 2016 at the FAA building parking lot (same location as in 2012). The notification and flyer describing the allowable items for collection will be included in the April billing statements. The event is open to all residents of Rancho Murieta and is scheduled for 8:00 a.m. to noon.

SHARED GAS TANK/FUEL STATION

Jim Moore, Rancho Murieta Association (RMA) Board President, has reached out to the District asking if we would be interested in pursuing a shared/central gas tank and purchase system. I will begin discussions with Greg Vorster, RMA General Manager, on details and best approach.

PRESIDENT'S MEETING

The President's meeting was held on April 5, 2016 at Rancho Murieta Country Club (RMCC). Bill Armstrong, RMCC General Manager, asked for the word to be spread that the RMCC has about 8 - 10 seasonal/summer jobs for golf course maintenance.

MEMORANDUM

Date: April 13, 2016
 To: Board of Directors
 From: Eric Thompson, Controller
 Subject: Administration / Financial Reports

Enclosed is a combined financial summary report for **March 2016**. Following are highlights from various internal financial reports. Please feel free to call me before the Board meeting regarding any questions you may have relating to these reports.

This information is provided to the Board to assist in answering possible questions regarding under or over-budget items. In addition, other informational items of interest are included.

Water Consumption - Listed below are year-to-date water consumption numbers using weighted averages:

	12 month rolling % increase	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Residences	0.1%	2,517	2,517	2,517	2,517	2,517	2,518	2,519	2,519	2,520			
	Weighted average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cubic Feet	1,218	1,854	2,068	1,873	1,475	1,156	682	636	606	611			
Gallons per day	304	462	516	467	368	288	170	159	151	152			
Planning Usage GPD	583												

Lock-Offs – For the month of March, there were 26 lock-offs.

Connections – There were no new connections or associated fees collected during the month.

Aging Report – Delinquent accounts totaled \$91,807 which was 16.8% of the total accounts receivable balance of \$546,770. Past due receivables increased approximately 9.6% or \$8,034. The increase in delinquencies was related to vacant, undeveloped property and not residential or commercial accounts.

Summary of Reserve Accounts as of March 31, 2016 – The District’s reserve accounts have increased \$221,802 since the beginning of the fiscal year. The WTP construction account was negative at month-end, pending the receipt of the final CFD 2014-1 funding of \$362,770 in April. There were no non-WTP related reserve expenditures during the month. The total amount of reserves held by the District on March 31, 2016 was \$4,330,967. See the Reserve Fund Balances table below for information by specific reserve account.

Reserve Fund Balances

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance July 1, 2015</i>	<i>YTD Collected & Interest Earned</i>	<i>YTD Spent</i>	<i>Period End Balance Mar 31, 2016</i>
Water Capital Replacement (200-2505)	671,239	159,584	(58,661)	772,162
Sewer Capital Replacement (250-2505)	1,475,914	267,708	(70,232)	1,673,390
Drainage Capital Replacement (260-2505)	46,370	91	(0)	46,461
Security Capital Replacement (500-2505)	20,602	32,799	(17,770)	35,631
Admin Capital Replacement (xxx-2505-99)	38,386	0	(0)	38,386
Sewer Capital Improvement Connection (250-2500)	4,028	7	(0)	4,035
Capital Improvement (xxx-2510)	291,453	20,378	(0)	311,831
Water Supply Augmentation (200-2511)	1,751,059	39,536	(66,184)	1,724,411
WTP Construction Fund Reserve (200-2513)	253,716	1,631,207	(2,160,263)	(275,340)
Total Reserves	4,552,767	2,151,310	(2,373,110)	4,330,967

Inter-fund Borrowing Balances

<i>Inter-fund Borrowing</i>	<i>Fiscal Yr Beg Balance July 1, 2015</i>	<i>YTD Interest</i>	<i>YTD Repayment</i>	<i>Period End Balance Mar 31, 2016</i>
Sewer Loan to WTP Construction Fund	1,418,143	4,028	(109,324)	1,312,847
WSA Loan to WTP Construction Fund	472,714	1,343	(36,441)	437,616
N. Gate Security Loan from Drainage Fund	108,875	296	(17,423)	91,748
Total Inter-fund Borrowing	1,999,732	5,667	(163,188)	1,842,211

PARS GASB 45 Trust - The PARS GASB 45 Trust, which is the investment trust established to fund Other Post Employment Benefits, had the following returns:

Period ended January 31, 2016		
1-Month	3-Months	1-Year
-2.84%	-4.33%	-3.34%

Financial Summary Report (year-to-date through March 31, 2016)

Revenues:

Water Charges, year-to-date, are **below** budget \$100,527 or (7.0%)

Sewer Charges, year-to-date, are **below** budget \$862 or (0.1%)

Drainage Charges, year-to-date, are **above budget \$34 or 0.0%**

Security Charges, year-to-date, are **above budget \$2,554 or 0.3%**

Solid Waste Charges, year-to-date, are **above budget \$577 or 0.1%**

Total Revenue, which includes other income, property taxes, and interest income year-to-date, is **below budget \$50,888 or (1.1%)** (Water Conservation Efforts - YTD residential water usage is down 13.6% compared to budget).

Expenses: Year-to-date total operating expenses are **below budget \$234,339 or (5.5%)**. There have been no operational reserve expenditures so far this year. Operational reserve expenditures cover projects funded from reserves which are also recorded as operational expenses through the income statement as required by Generally Accepted Accounting Principles (GAAP).

Water Expenses, year-to-date, are **above budget \$80,046 or 6.7%**. This overage is due to the unbudgeted temporary filtration costs for the WTP Expansion Project and offset by savings in labor costs that were allocated to the project. Wages and Employer Costs were over budget during March due to training and trouble-shooting during the testing period of WTP#1.

Sewer Expenses, year-to-date, are **below budget by \$269,526 or (34.0%)**. Savings have been seen across most sewer expense categories so far this year, with the largest savings being seen in salaries and wages, repairs & maintenance, chemicals, consulting, permits, power, and training. Year-to-date total Sewer wages are under budget 36.3%.

Drainage Expenses, year-to-date, are **below budget by \$8,779 or (8.4%)**. Year-to-date wages and employer costs are over budget \$8,510, but are more than offset by savings in consulting, repairs & maintenance, permits, and equipment rental.

Combined Water/Sewer/Drainage Wages & Employer Costs, year-to-date, are **below budget by \$5,342 or 0.0%**. Utility personnel at the District allocate their time between the Water, Sewer, and Drainage Departments as needed and as directed. This section is being reported to help gauge overall utility personnel expenses versus budget.

Security Expenses, year-to-date, are **below budget by \$31,006 or (3.6%)**. Security continues to see savings in wages and employer costs and was under budget by \$36K on these expenses through the end of March. The department is also under budget \$5,435 in vehicle fuel thanks to favorable prices at the pump.

Solid Waste Expenses, year-to-date, are **above budget by \$567 or 0.1%**. Since charges are directly tied to contracted services, we are also over \$577, or 0.1% in revenue in this department.


General Expenses, year-to-date, are **below budget by \$5,641 or (0.6%)**. Legal expenses continue to be the largest over-budget expenditure in the Administration department. These overages are offset by savings in employer and director-related costs.

Net Income: Year-to-date unadjusted net income, before depreciation, is \$358,768 versus a budget of \$175,317. Net income/(Loss) adjusted for estimated depreciation expense is (\$489,192). The full-year expected net operating income before depreciation, per the 2015-2016 budget is (\$898).

Rancho Murieta Community Services District
Summary Budget Performance Report
YTD THROUGH MARCH 2016

	% of	Annual	% of	YTD	YTD	% of	YTD VARIANCE	
	Total	Budget	Total	Budget	Actuals	Total	Amount	%
REVENUES								
Water Charges	33.4%	\$2,009,940	32.5%	\$1,443,898	\$1,343,371	30.6%	(\$100,527)	(7.0%)
Sewer Charges	22.1%	1,331,590	22.4%	995,213	994,351	22.6%	(862)	(0.1%)
Drainage Charges	3.1%	187,130	3.2%	140,355	140,389	3.2%	34	0.0%
Security Charges	20.8%	1,253,900	21.1%	940,419	942,973	21.4%	2,554	0.3%
Solid Waste Charges	10.6%	636,658	10.7%	477,495	478,072	10.9%	577	0.1%
Other Income	1.9%	116,750	2.0%	87,130	129,788	3.0%	42,658	49.0%
Interest Earnings	0.0%	1,090	0.0%	800	5,859	0.1%	5,059	632.4%
Property Taxes	8.8%	528,480	8.9%	396,360	396,360	9.0%		0.0%
Property Taxes (Reserve Alloc)	-0.8%	(45,680)	-0.8%	(34,263)	(34,644)	-0.8%	(381)	1.1%
Total Revenues	100.0%	6,019,858	100.0%	4,447,407	4,396,519	100.0%	(50,888)	(1.1%)
OPERATING EXPENSES								
Water/Sewer/Drainage								
Wages	14.7%	887,710	14.9%	636,700	639,102	15.8%	2,402	0.4%
Employer Costs	7.2%	430,690	7.5%	319,596	310,861	7.7%	(8,735)	(2.7%)
Capital Project Labor Alloc	0.0%		0.0%		(86,751)	-2.1%	(86,751)	0.0%
Power	7.5%	453,900	5.7%	244,294	229,437	5.7%	(14,857)	(6.1%)
Chemicals	3.4%	204,400	3.0%	128,425	66,694	1.7%	(61,731)	(48.1%)
Maint & Repair	6.0%	359,220	6.1%	260,220	147,975	3.7%	(112,245)	(43.1%)
Meters/Boxes	0.9%	54,000	0.9%	37,250	19,881	0.5%	(17,369)	(46.6%)
Lab Tests	0.7%	44,200	0.7%	28,650	20,111	0.5%	(8,539)	(29.8%)
Permits	1.2%	73,100	1.5%	63,584	63,751	1.6%	167	0.3%
Training/Safety	0.4%	21,500	0.4%	15,090	7,833	0.2%	(7,257)	(48.1%)
Equipment Rental	1.0%	57,500	0.9%	40,000	272,774	6.8%	232,774	581.9%
Other	7.5%	454,166	7.5%	321,493	205,375	5.1%	(116,118)	(36.1%)
Subtotal Water/Sewer/Drainage	50.5%	3,040,386	49.0%	2,095,302	1,897,043	47.0%	(198,259)	(9.5%)
Security								
Wages	11.1%	671,100	11.4%	485,800	467,129	11.6%	(18,671)	(3.8%)
Employer Costs	6.4%	386,400	6.7%	288,050	270,666	6.7%	(17,384)	(6.0%)
Off Duty Sheriff Patrol	0.1%	4,000	0.1%	4,000	6,286	0.2%	2,286	57.2%
Other	1.9%	113,360	1.7%	74,180	76,943	1.9%	2,763	3.7%
Subtotal Security	19.5%	1,174,860	19.9%	852,030	821,024	20.3%	(31,006)	(3.6%)
Solid Waste								
CWRS Contract	9.2%	556,740	9.8%	417,555	417,992	10.4%	437	0.1%
Sacramento County Admin Fee	0.6%	34,740	0.6%	26,055	26,185	0.6%	130	0.5%
HHW Event	0.1%	9,000	0.0%			0.0%		0.0%
Subtotal Solid Waste	10.0%	600,480	10.4%	443,610	444,177	11.0%	567	0.1%
General / Admin								
Wages	8.4%	505,100	8.4%	358,900	365,041	9.0%	6,141	1.7%
Employer Costs	5.0%	302,200	5.2%	222,850	196,023	4.9%	(26,827)	(12.0%)
Insurance	1.4%	86,400	1.5%	64,800	65,278	1.6%	478	0.7%
Legal	0.7%	42,000	0.7%	31,500	55,576	1.4%	24,076	76.4%
Office Supplies	0.4%	22,800	0.4%	17,100	16,347	0.4%	(753)	(4.4%)
Director Meetings	0.3%	18,000	0.3%	13,500	8,700	0.2%	(4,800)	(35.6%)
Telephones	0.1%	6,000	0.1%	4,500	5,290	0.1%	790	17.6%
Information Systems	1.3%	79,400	1.5%	63,627	69,837	1.7%	6,210	9.8%
Community Communications	0.1%	5,900	0.1%	4,050	2,036	0.1%	(2,014)	(49.7%)
Postage	0.4%	22,200	0.4%	16,650	16,425	0.4%	(225)	(1.4%)
Janitorial/Landscape Maint	0.3%	17,820	0.3%	13,365	14,056	0.3%	691	5.2%
Other	1.6%	97,210	1.6%	70,306	60,898	1.5%	(9,408)	(13.4%)
Subtotal General / Admin	20.0%	1,205,030	20.6%	881,148	875,507	21.7%	(5,641)	(0.6%)
Total Operating Expenses	100.0%	6,020,756	100.0%	4,272,090	4,037,751	100.0%	(234,339)	(5.5%)
Operating Income (Loss)	100.0%	(898)	100.0%	175,317	358,768	100.0%	183,451	104.6%
Non-Operating Expenses								
Net Income (Loss)	100.0%	(898)	100.0%	175,317	358,768	100.0%	183,451	104.6%

PREPARED BY: Eric Thompson, Controller

REVIEWED BY: , District Treasurer

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH MARCH 2016

	% of Annual		% of YTD		YTD	% of		YTD VARIANCE	
	Total	Budget	Total	Budget		Actuals	Total	Amount	%
WATER									
REVENUES									
Water Charges	98.3%	\$2,009,940	98.1%	\$1,443,898	\$1,343,371	95.2%	(\$100,527)	(7.0%)	
Interest Earnings	0.0%	80	0.0%	60	2,497	0.2%	2,437	4,061.7%	
Other Income	1.7%	34,850	1.9%	27,253	65,619	4.6%	38,366	140.8%	
Total Water Revenues	100.0%	2,044,870	100.0%	1,471,211	1,411,487	100.0%	(59,724)	(4.1%)	
EXPENSES (excluding depreciation)									
Wages	27.2%	479,360	28.7%	343,818	429,921	33.6%	86,103	25.0%	
Employer Costs	13.2%	232,890	14.4%	172,740	200,975	15.7%	28,235	16.3%	
Capital Project Labor Alloc	0.0%		0.0%		(86,751)	-6.8%	(86,751)	0.0%	
Power	17.2%	303,400	11.5%	138,394	140,476	11.0%	2,082	1.5%	
Chemicals	7.1%	124,500	7.3%	87,275	41,627	3.3%	(45,648)	(52.3%)	
T&O - Chemicals/Treatment	0.4%	7,200	0.3%	3,600	8,426	0.7%	4,826	134.1%	
Maint & Repair	9.1%	161,070	10.2%	122,220	63,423	5.0%	(58,797)	(48.1%)	
Meters/Boxes	3.1%	54,000	3.1%	37,250	19,881	1.6%	(17,369)	(46.6%)	
Lab Tests	1.6%	28,000	1.4%	16,500	8,027	0.6%	(8,473)	(51.4%)	
Permits	1.8%	32,000	1.9%	22,500	30,258	2.4%	7,758	34.5%	
Training/Safety	0.5%	9,300	0.5%	6,000	2,960	0.2%	(3,040)	(50.7%)	
Equipment Rental	2.1%	37,000	2.0%	24,000	264,415	20.7%	240,415	1,001.7%	
Other Direct Costs	16.6%	292,906	18.8%	224,840	155,545	12.2%	(69,295)	(30.8%)	
Operational Expenses	100.0%	1,761,626	100.0%	1,199,137	1,279,183	100.0%	80,046	6.7%	
Water Income (Loss)	16.1%	283,244	22.7%	272,074	132,304	10.3%	(139,770)	(51.4%)	
38.9% Net Admin Alloc	16.1%	283,529	17.0%	204,372	200,307	15.7%	(4,065)	(2.0%)	
Total Net Income (Loss)	0.0%	(285)	5.6%	67,702	(68,003)	-5.3%	(135,705)	(200.4%)	
SEWER									
REVENUES									
Sewer Charges	98.5%	1,331,590	98.5%	995,213	994,351	98.8%	(862)	(0.1%)	
Interest Earnings	0.0%	140	0.0%	90	203	0.0%	113	125.6%	
Other Income	1.5%	20,140	1.5%	14,913	12,185	1.2%	(2,728)	(18.3%)	
Total Sewer Revenues	100.0%	1,351,870	100.0%	1,010,216	1,006,739	100.0%	(3,477)	(0.3%)	
EXPENSES (excluding depreciation)									
Wages	30.5%	346,210	31.3%	248,313	158,143	30.3%	(90,170)	(36.3%)	
Employer Costs	14.8%	167,700	15.7%	124,508	85,497	16.4%	(39,011)	(31.3%)	
Power	12.4%	140,700	12.6%	99,800	82,779	15.8%	(17,021)	(17.1%)	
Chemicals	6.2%	70,300	4.5%	35,750	15,416	2.9%	(20,334)	(56.9%)	
Maint & Repair	16.4%	186,250	16.3%	129,000	79,438	15.2%	(49,562)	(38.4%)	
Lab Tests	1.4%	16,200	1.5%	12,150	12,084	2.3%	(66)	(0.5%)	
Permits	3.1%	35,100	4.4%	35,084	28,511	5.5%	(6,573)	(18.7%)	
Training/Safety	1.1%	12,200	1.1%	9,090	4,257	0.8%	(4,833)	(53.2%)	
Equipment Rental	1.4%	16,000	1.5%	12,000	8,359	1.6%	(3,641)	(30.3%)	
Other Direct Costs	12.8%	145,270	10.9%	86,548	48,233	9.2%	(38,315)	(44.3%)	
Operational Expenses	100.0%	1,135,930	100.0%	792,243	522,717	100.0%	(269,526)	(34.0%)	
Sewer Income (Loss)	19.0%	215,940	27.5%	217,973	484,022	92.6%	266,049	122.1%	
29.7% Net Admin Alloc	19.1%	216,475	19.7%	156,037	152,934	29.3%	(3,103)	(2.0%)	
Total Net Income (Loss)	0.0%	(535)	7.8%	61,936	331,088	63.3%	269,152	434.6%	
DRAINAGE									
REVENUES									
Drainage Charges	100.0%	187,130	100.0%	140,355	140,389	100.0%	34	0.0%	
Interest Earnings	0.0%	50	0.0%	35	31	0.0%	(4)	(11.4%)	
Total Drainage Revenues	100.0%	187,180	100.0%	140,390	140,420	100.0%	30	0.0%	
EXPENSES (excluding depreciation)									
Wages	43.5%	62,140	42.9%	44,569	51,038	53.6%	6,469	14.5%	
Employer Costs	21.1%	30,100	21.5%	22,348	24,389	25.6%	2,041	9.1%	
Power	6.9%	9,800	5.9%	6,100	6,182	6.5%	82	1.3%	
Chemicals	1.7%	2,400	1.7%	1,800	2,361	2.5%	561	31.2%	
Maint & Repair	8.3%	11,900	8.7%	9,000	5,114	5.4%	(3,886)	(43.2%)	
Permits	4.2%	6,000	5.8%	6,000	4,982	5.2%	(1,018)	(17.0%)	
Equipment Rental	3.2%	4,500	3.8%	4,000		0.0%	(4,000)	(100.0%)	
Other Direct Costs	11.2%	15,990	9.7%	10,105	1,077	1.1%	(9,028)	(89.3%)	
Operational Expenses	100.0%	142,830	100.0%	103,922	95,143	100.0%	(8,779)	(8.4%)	
Drainage Income (Loss)	31.1%	44,350	35.1%	36,468	45,277	47.6%	8,809	24.2%	
6.1% Net Admin Alloc	31.1%	44,461	30.8%	32,048	31,411	33.0%	(637)	(2.0%)	
Total Net Income (Loss)	-0.1%	(111)	4.3%	4,420	13,866	14.6%	9,446	213.7%	
SECURITY									
REVENUES									
Security Charges	94.8%	1,253,900	94.8%	940,419	942,973	94.4%	2,554	0.3%	
Interest Earnings	0.0%	400	0.0%	300	635	0.1%	335	111.7%	
Property Tax	4.9%	65,040	4.9%	48,780	48,780	4.9%		0.0%	
Property Tax (Reserve Alloc)	-3.5%	(45,680)	-3.5%	(34,263)	(34,644)	-3.5%	(381)	1.1%	

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH MARCH 2016

	% of Annual		% of YTD		YTD		% of		YTD VARIANCE	
	Total	Budget	Total	Budget	Actuals	Total	Total	Total	Amount	%
Other Income	3.7%	\$49,160	3.7%	\$36,864	\$41,216	4.1%		\$4,352	11.8%	
Total Security Revenues	100.0%	1,322,820	100.0%	992,100	998,960	100.0%		6,860	0.7%	
EXPENSES (excluding depreciation)										
Wages	57.1%	671,100	57.0%	485,800	467,129	56.9%		(18,671)	(3.8%)	
Employer Costs	32.9%	386,400	33.8%	288,050	270,666	33.0%		(17,384)	(6.0%)	
Equipment Repairs	0.4%	4,900	0.4%	3,303	2,684	0.3%		(619)	(18.7%)	
Vehicle Maintenance	0.8%	9,600	0.8%	7,200	7,815	1.0%		615	8.5%	
Vehicle Fuel	1.7%	19,390	1.8%	15,455	10,020	1.2%		(5,435)	(35.2%)	
Off Duty Sheriff Patrol	0.3%	4,000	0.5%	4,000	6,286	0.8%		2,286	57.2%	
Other	6.8%	79,470	5.7%	48,222	56,424	6.9%		8,202	17.0%	
Operational Expenses	100.0%	1,174,860	100.0%	852,030	821,024	100.0%		(31,006)	(3.6%)	
Security Income (Loss)	12.6%	147,960	16.4%	140,070	177,936	21.7%		37,866	27.0%	
20.3% Net Admin Alloc	12.6%	147,961	12.5%	106,652	104,530	12.7%		(2,122)	(2.0%)	
Total Net Income (Loss)	0.0%	(1)	3.9%	33,418	73,406	8.9%		39,988	119.7%	
SOLID WASTE REVENUES										
Solid Waste Charges	100.0%	636,658	100.0%	477,495	478,072	99.9%		577	0.1%	
Interest Earnings	0.0%	300	0.0%	225	261	0.1%		36	16.0%	
Total Solid Waste Revenues	100.0%	636,958	100.0%	477,720	478,333	100.0%		613	0.1%	
EXPENSES (excluding depreciation)										
CWRS Contract	92.7%	556,740	94.1%	417,555	417,992	94.1%		437	0.1%	
Sacramento County Admin Fee	5.8%	34,740	5.9%	26,055	26,185	5.9%		130	0.5%	
HHW Event	1.5%	9,000	0.0%			0.0%			0.0%	
Operational Expenses	100.0%	600,480	100.0%	443,610	444,177	100.0%		567	0.1%	
Solid Waste Income (Loss)	6.1%	36,478	7.7%	34,110	34,156	7.7%		46	0.1%	
5.0% Net Admin Alloc	6.1%	36,444	5.9%	26,269	25,746	5.8%		(523)	(2.0%)	
Total Net Income (Loss)	0.0%	34	1.8%	7,841	8,410	1.9%		569	7.3%	
OVERALL NET INCOME(LOSS)	100.0%	(898)	100.0%	175,317	358,767	100.0%		183,450	104.6%	

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  District Treasurer

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

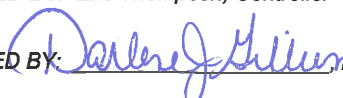
INVESTMENT REPORT

CASH BALANCE AS OF MARCH 31, 2016

INSTITUTION	YIELD	BALANCE
CSD FUNDS		
EL DORADO SAVINGS BANK		
SAVINGS	0.03%	\$ 181,377.85
CHECKING	0.02%	\$ 66,567.81
PAYROLL	0.02%	\$ 16,230.37
AMERICAN WEST BANK		
EFT	0.05%	\$ 26,299.44
LOCAL AGENCY INVESTMENT FUND (LAIF)		
UNRESTRICTED	0.51%	\$ 1,921,427.44
RESTRICTED RESERVES	0.51%	\$ 3,496,156.44
CALIFORNIA ASSET MGMT (CAMP)		
OPERATION ACCOUNT	0.41%	\$ 599,359.85
UNION BANK		
PARS GASB45 TRUST (balance as of 12/31/15)		\$ 962,037.06
TOTAL		\$ 7,269,456.26
BOND FUNDS		
COMMUNITY FACILITIES DISTRICT NO. 1 (CFD)		
BANK OF AMERICA		
CHECKING	0.00%	\$ 18,928.74
CALIFORNIA ASSET MGMT (CAMP)		
SPECIAL TAX	0.41%	\$ 8,320.68
COMMUNITY FACILITIES DISTRICT NO. 2014-1 (CFD)		
BANK OF AMERICA		
CHECKING	0.00%	\$ 892,843.17
WILMINGTON TRUST (balances as of 11/30/15)		
BOND RESERVE FUND	0.01%	\$ 391,561.89
BOND ADMIN EXPENSE	0.01%	\$ 40,405.97
BOND SPECIAL TAX FUND	0.01%	\$ 238,385.28
BOND ACQ & CONSTRUCTION	0.01%	\$ 862.63
BOND REDEMPTION ACCOUNT	0.01%	\$ -
BOND COI	0.01%	\$ -
BOND SURPLUS	0.01%	\$ -
		\$ 1,591,308.36
TOTAL ALL FUNDS		\$ 8,860,764.62

The investments comply with the CSD adopted investment policy.

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  District Treasurer

MEMORANDUM

Date: April 13, 2016
To: Board of Directors
From: Greg Remson, Security Chief
Subject: Security Report for the Month of March 2016

OPERATIONS

Patrol Officer Tompkins assisted with traffic control for the Little League opening day parade. Sergeant Scarzella and Officer Tompkins attended the Easter Egg Hunt at Stonehouse Park. It was a beautiful day with lots of happy kids.

Snakes are out, so be careful. Patrol Officers responded to two (2) snake calls this month, one of which was a small rattler.

A Patrol Officer is out on a Worker's Comp injury. He has an unknown return date at this time.

INCIDENTS OF NOTE

March 6, Sunday, reported at 12:05 p.m. on Guadalupe Drive. Report of a "lawn job" by a motorcycle. Occurred at about 11:00 p.m. the prior night during the storm.

March 11, Friday, reported at 8:51 a.m. at the Clementia Amphitheater. Report of a "lawn job".

March 12, Saturday, reported at 3:00 a.m. on Lago Drive. DUI crash/arrest. Lago Drive/Brisa Lane. Report of a subject yelling, possibly drunk. Golf cart driver rolled cart, trapping himself under the cart. A 21 year old resident/child freed himself prior to the Patrol Officer's arrival. Sacramento Metro Fire Department (SMFD) and California Highway Patrol (CHP) responded. The driver was arrested for DUI and the cart was towed.

March 16, Wednesday, reported at 8:38 a.m. behind Murieta Plaza. Theft of property from an unlocked vehicle. Occurred on Tuesday March 15 between 11:00 a.m. and 2:00 p.m. Sacramento Sheriff's Department (SSD) report.

March 19, Saturday, reported at 11:43 a.m. on Golden Circle. Attempted burglary. Resident reported that he saw a male trying to cut through a window screen at about 3:00 a.m. No entry was made. Victim thought he recognized the suspect. SSD report filed.

March 26, Saturday, reported at 7:44 a.m. at the Murieta Village storage yard. Theft of a pickup truck and utility trailer. The theft occurred overnight. CHP responded for a report.

During the month of March, District Security Patrol Officers also responded to complaints of loud parties, disturbances, and trespassing.

RANCHO MURIETA ASSOCIATION COMPLIANCE/GRIEVANCE/SAFETY COMMITTEE MEETING

The meeting was held on March 7, 2016 at the Rancho Murieta Association (RMA) office. There were hearings regarding failure to stop, pet restraint, speeding, and parking. The next meeting is scheduled for April 4, 2016.

SECURITY DATA UPDATE

The forms continue to go out. The information in the Security Department computer system is updated as the completed forms are received. This will give us updated information including occupants, phone numbers, vehicles, barcodes, permanent guests and pets.

INCIDENT MAP AND EMERGENCY EXIT MAP

I am in the process of adding an Incident Map and Emergency Exit Map to the District website. The Incident Map will show locations of incidents of note, such as thefts and vandalism. This will help track any patterns of incidents and help direct patrol resources to those areas.

The Emergency Exit Map will show additional exit locations, such as locked gates, that could allow vehicle traffic out of the North and South residential areas in the event of an emergency.

MEMORANDUM

Date: April 14, 2016
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Water/Wastewater/Drainage Report

The following is District Field Operations information and projects staff has worked on since the last Board meeting.

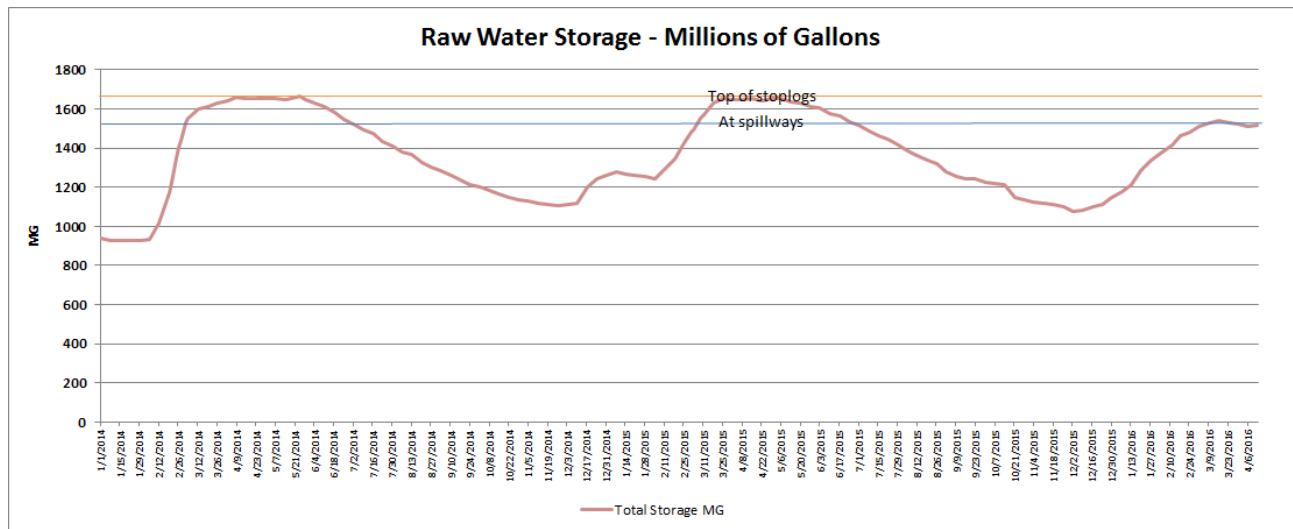
WATER

Plant #1, the new ultrafiltration plant, is providing the District's water needs which are averaging around 650,000 gallons per day. Plant #2 is in standby mode. Water treatment plant production flow for this past March was 20,403,000 gallons.

WATER SOURCE OF SUPPLY

On March 9, 2016, the combined raw water storage for Calero, Chesbro, and Clementia Reservoirs measured approximately 1,514 MG (4,646 AF) of which 1,350 MG (4,143 AF) was usable due to dead storage. For Calero and Chesbro Reservoirs alone, the storage measured 1,205 MG (3,698 AF), or 1,155 MG (3,245 AF) usable. Rainfall totaled 5.94" and evaporation measured 2.18".

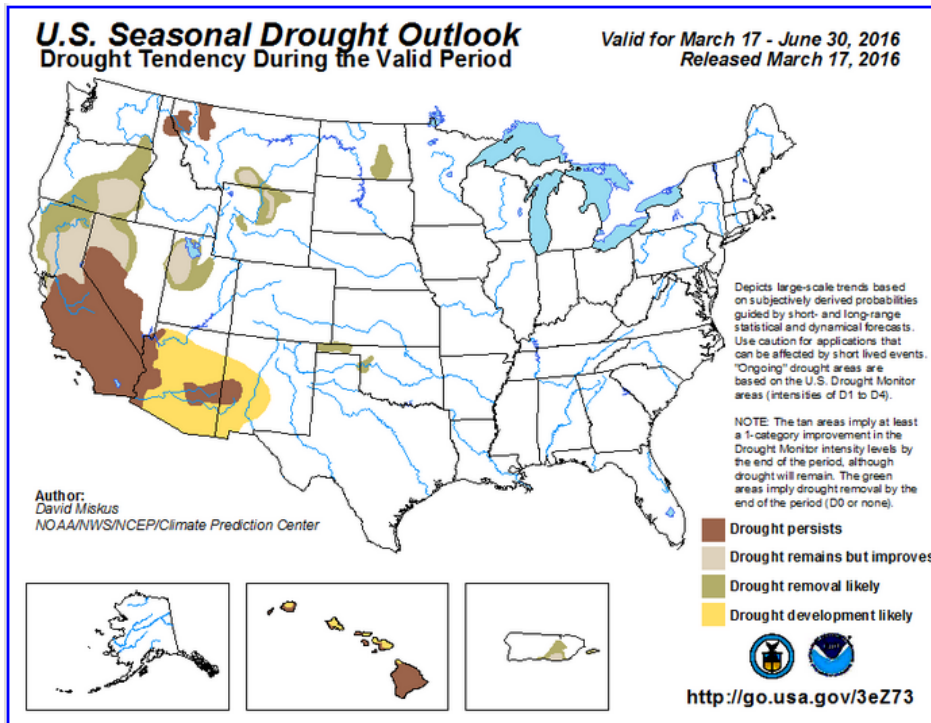
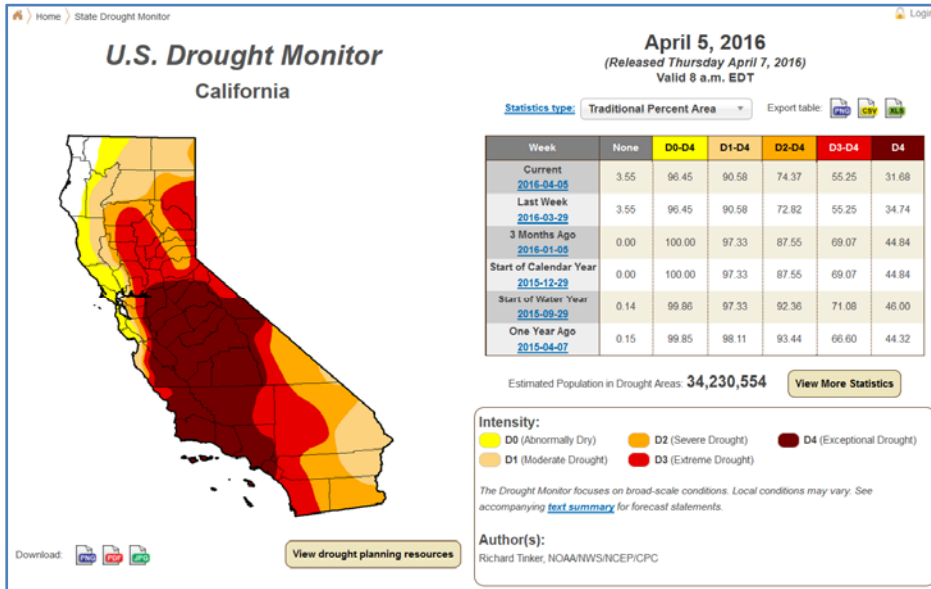
We will put the stop-logs in the reservoir spillways beginning on April 15, 2016 which will allow us to fill the reservoirs further as our water rights and the Department of Safety of Dams allows. Below is a graphical representation of the storage reservoir levels this year to date.



CONSERVATION

March’s water production was 32% less than in 2013, due to good conservation and 5.94” of rainfall curbing the need for irrigation. The residential gallons per capita per day usage was at 77 for March.

With the rainfall and snowpack, we have received the US Drought Monitor graphic shown below shows that California continues to be in exceptional drought. US Seasonal Drought Outlook continues to shows that the drought remains but is improving.



Drainage Zone 1, Section J, from Plano Court to Stone House Road, had a plastic storm drain pipe extension put in at some point after original construction. This pipe was plugged with roots from several trees due to poor installation and a bad joint. This pipe extension was removed as there was no way to remove roots. The original concrete pipe still has roots and is being worked on to remove roots.

On March 4, 2016, the Chesbro Reservoir protection ditch (concrete V ditch at Chesbro) was cleared of debris. Subsequent storms washed debris from adjacent properties into it. Staff is currently cleaning it out again.

Storm drain collection Basin #5 (Lost Lake) was cleaned up, which included removing a fallen tree, weed eating, removing blackberry bushes, and general cleanup. Staff is continuing work in drainage zone 2 section 'F' by 6327 Rio Blanco. We have a lot of rock and gravel to remove from this ditch and a section of pipe to remove downstream. This piping was put in without District approval at some point in time, creating a 'T' in the system where debris builds up without a manhole for access. This work was discussed with the surrounding residents and will be returned to a natural condition and a 'Y' instead of a 'T' in the drainage system here. This will be an ongoing project as time permits.

CIA DITCH

The CIA is currently flowing water from the Cosumnes River to the Anderson Ranch.

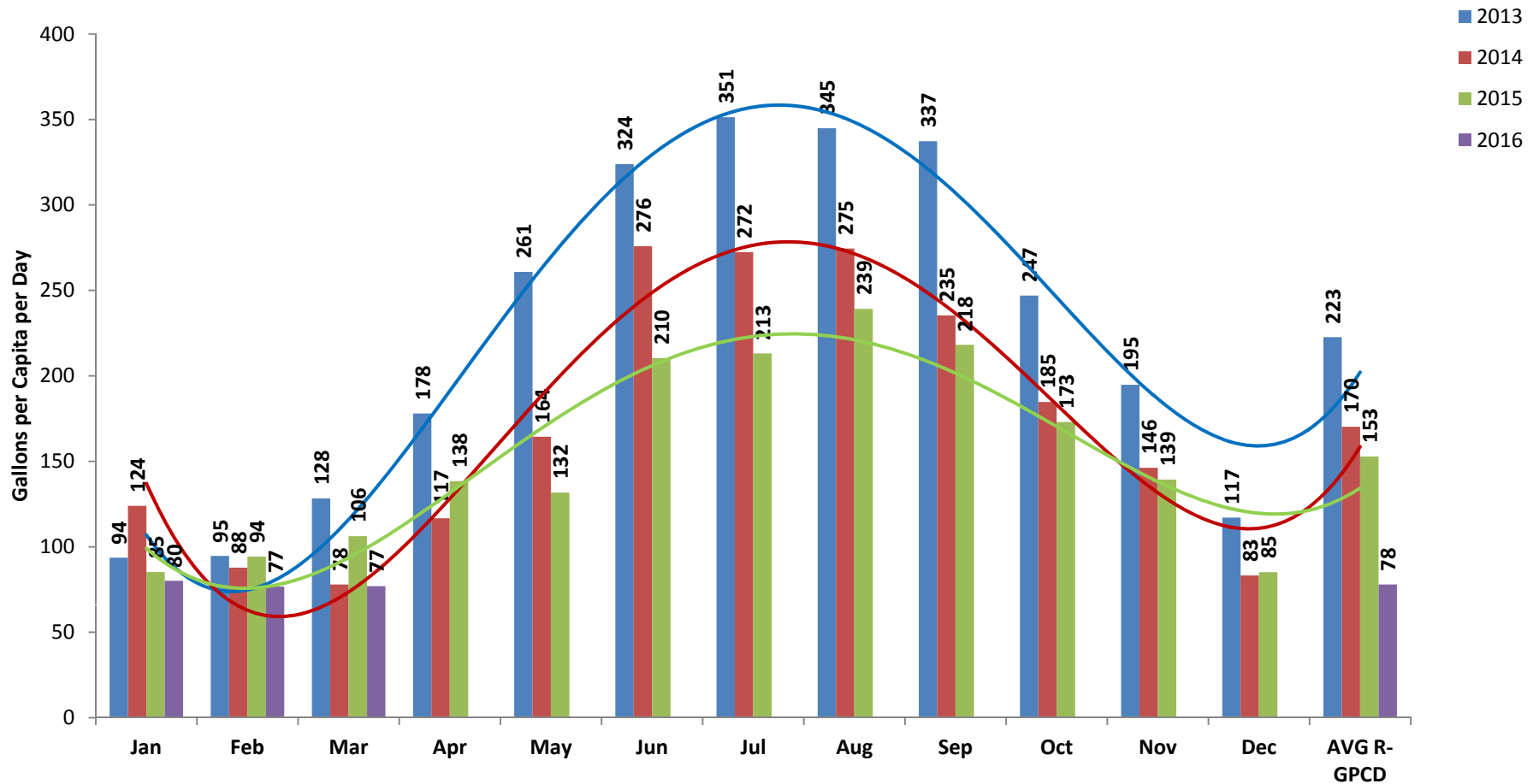
WATER METERING AND UTILITY STAFF WORK

Utility staff replaced nine (9) $\frac{3}{4}$ " and two (2) 1" meters, and four (4) MXU radio read units in March. Staff was called out for three (3) water leaks which were all homeowner issues to repair. Staff replaced two (2) service lines along with the relocation of a water line end of line "blow off" which was previously run under a residential driveway. Also completed were twenty (20) Utility Star work orders, twenty-four (24) underground service alerts (USAs), seven (7) water service restores, and four (4) toilet rebate inspections.

Other work this past month included: Removal of vegetation off the Clementia Dam per the Department of Safety of Dams; rehabilitation the roadway around the water plant, separation of debris piles at the wastewater plant, and cleaning of the wastewater plant drying beds in preparation for operation this summer.

Rancho Murieta - Residential Gallons per Capita per Day

Comparison of 2013, 2014, 2015 and 2016
 Residential Potable Water Consumption
 Based on 2010 Census of 5,488 population



YTD Conservation achieved Mar 2014 versus 2013: 8%
 YTD Conservation achieved Mar 2015 versus 2013: 10%
 YTD Conservation achieved Mar 2016 versus 2013: 26%

2014 versus 2013 annual conservation: 24%
 2015 versus 2013 annual conservation: 31%
 2016 versus 2013 annual conservation: 26%



April 14, 2016

Darlene Gillum
General Manager
Rancho Murieta Community Services District
P.O. Box 1050
Rancho Murieta, CA 95683

Subject: 2015 Diversion Report

Dear Darlene:

Each year California Waste Recovery Systems is required to prepare and submit an annual diversion report for the residential collection services we provide through our Collection Services Contract with the Rancho Murieta Community Services District. This report summarizes the tons of solid waste collected and disposed, as well as the tons of materials recycled or otherwise diverted from disposal.

This report is for the period 1/1/15 through 12/31/15 and is prepared per the guidelines of Article 5, Diversion Requirements, and Article 14, Record Keeping and Reporting Requirements of the Collection Services Contract. Enclosed are the monthly detailed tonnage and diversion reports for all materials we collected through our Rancho Murieta Collection Services Contract in 2015.

As I have related in prior years, neither our Collection Services Contract with Rancho Murieta nor the Agreement executed between the CSD and Sacramento County require that any action be taken with this information or for you to report these results to any other agency. We already furnish these quarterly tonnage reports directly to the Sacramento County Solid Waste Authority (SWA) and will continue to do so through the duration of the Contract because diversion is measured regionally for the unincorporated County. The tons collected in Rancho Murieta are part of that consolidated result.

The table on Page 2 summarizes the tons we collected in 2015 compared to those tons we collected in years 2009 thru 2015. Year-to-year comparison of 2009 and 2015 shows that the overall tons we collect have dropped 5% since 2009. Since 2009, the Trash tons have also decreased by 5%, while the Recyclables tons have increased by more than 10%. Greenwaste tons increased by 10%. Also interesting is that bulky waste service requests have more than doubled when comparing 2009 to 2015. This increase contributes to more trash tons and reducing the diversion rate.



Darlene Gillum
General Manager
Rancho Murieta Community Services District
April 14, 2016
Page 2

Annual Tons	2009	2010	2011	2012	2013	2014	2015
Trash	1911	1932	1901	1891	1963	1788	1879
Recyclables	677	681	705	639	601	735	745
Greenwaste	1156	1215	1121	1088	1085	976	939
Total	3744	3828	3727	3618	3649	3499	3563
Diversion Rate	49%	50%	48%	48%	46%	49%	47%

We are looking forward to presenting and discussing all of the 2015 Diversion Report results with you and the Board of Directors at the CSD Board meeting on April 20, 2016. Thank you for the opportunity to provide residential solid waste and recyclables collection in Rancho Murieta.

Sincerely,



Jack Fiori
Vice President

Enclosures

MEMORANDUM

Date: April 13, 2016
To: Board of Directors
From: Darlene J. Thiel Gillum, General Manager
Subject: Consider Approval of the CEQA Initial Study/Mitigated Negative Declaration for the Solar Power Project

RECOMMENDED ACTION

Approve the CEQA Initial Study/Mitigated Negative Declaration for the Solar Power Project.

BACKGROUND

The District proposes to install two (2) ground-mounted solar photovoltaic (PV) arrays on District owned property to generate electricity from solar resources. These solar power facilities would be located adjacent to the District's wastewater treatment facility (WWTF) and water treatment plant (WTP).

The notice of intent to adopt a mitigated negative declaration (MND) was published on March 18, 2016. There was a 20-day comment period beginning on March 18, 2016 and ending on April 8, 2016.

One comment letter was received from the Central Valley Regional Water Quality Control Board. It is basically their standard response letter and it is included in the final IS/MND as an appendix.

Initial Study / Mitigated Negative Declaration

for the

Rancho Murieta Community Services District Solar PV Project

Prepared for:
**Rancho Murieta
Community Services District**



Technical assistance provided by:



March 2016

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List of Acronyms

AB	Assembly Bill
AC	Alternating current
ADT	Average daily traffic
AF	Acre-feet
BMPs	Best management practices
CAAQS	California Ambient Air Quality Standards
CARB	California Air Resources Board
CDFW	California Department of Fish and Wildlife
CDPH	California Department of Public Health
CRHR	California Register of Historical Resources
DC	Direct current
DOC	Department of Conservation
EIR	Environmental Impact Report
FAA	Federal Aviation Administration
FE	Federal Endangered
FEMA	Federal Emergency Management Agency
FIRM	Flood Insurance Rate Map
FMMP	Farmland Mapping and Monitoring Program
FT	Federal Threatened
GHG	Greenhouse gas
GWP	Global warming potential
MLD	Most Likely Descendent
MMRP	Mitigation Monitoring and Reporting Program
MRZ	Mineral resource zone
NAAQS	National Ambient Air Quality Standards
NAHC	Native American Heritage Commission
NCIC	North Central Information Center
PCE	Passenger car equivalent
PM10	Particulate matter (less than 10 microns in diameter)
PM2.5	Fine particulate matter (less than 2.5 microns in diameter)
PV	Photovoltaic
RMA	Rancho Murieta Association
RWQCB	Regional Water Quality Control Board
SLF	Sacred Lands File
SMAQMD	Sacramento Metropolitan Air Quality Management District
SSC	Species of Special Concern
ST	State Threatened
SVAB	Sacramento Valley Air Basin
SWPPP	Stormwater Pollution Prevention Plan
SWRCB	State Water Resources Control Board
TAC	Toxic air contaminant
TIS	Traffic Impact Studies
USACE	U.S. Army Corps of Engineers
USFWS	U.S. Fish and Wildlife Service
WTP	Water treatment plant
WWTF	Wastewater treatment facility

A. Project Description

The Rancho Murieta Community Services District (District) proposes to install two ground-mounted solar photovoltaic (PV) arrays on District-owned property to generate electricity from solar resources. These solar power facilities would be located adjacent to the District's wastewater treatment facility (WWTF) and water treatment plant (WTP), both within the community of Rancho Murieta in Sacramento County (refer to Figure 1 for the project location).

A.1 Purpose and Need

The purpose of the project is to use previously disturbed lands for solar power generation to offset the electrical needs of the District's WWTF and WTP and reduce greenhouse gas emissions within Sacramento County and the community of Rancho Murieta.

A.2 Project Site Locations and Surrounding Land Uses

WWTF Site

The proposed WWTF site is located near 15160 Jackson Road immediately west of the District's WWTF and District offices (refer to Figure 1). The site is immediately south of Jackson Road (Highway 16) past a large earthen berm. The site is surrounded to the south and east by former industrial yards and is located 0.65 miles east of the Rancho Murieta Airport. The nearest residences are located on Reynosa Drive approximately 0.14 miles north of the proposed site on the other side of Jackson Highway.

WTP Site

The proposed WTP site is located at the end of a graveled road off Camino Del Lago immediately north of the District's WTP (refer to Figure 1 at the end of this section). Undeveloped open space surrounds the proposed site to the north, east and west. Lake Chesbro is 0.13 miles southwest of the site; Lake Clementia is 0.13 miles southeast of the site. The nearest residence is located on Agua Vista approximately 0.25 miles west of the proposed site.

A.3 Proposed Project

The District proposes to construct two solar PV electrical generating facilities on property owned by the District. The District recently approved power purchase agreements and contracted with a commercial vendor, SolarCity, to install, own, and operate the proposed solar PV arrays. The fenced area of the WWTF site is approximately 2.5 to 3.0 acres, with the proposed solar PV array occupying 1 acre of the site and, based on use of 1,000 350-watt solar panels with an approximate 25 percent annual generation capacity factor, would be capable of generating up to 770 megawatt-hours (MWh) of electricity annually. The fenced area of the WTP site is approximately 1.5 to 2.0 acres, with the proposed solar PV array occupying 0.52 acres of the site and, based on use of 480 350-watt solar panels with an approximate 25 percent annual generation capacity factor, would be capable of generating up to 370 MWh of electricity annually. Electricity generated by these solar PV arrays would be used to power WWTF and WTP operations. Figures 2 and 3 at the end of this section depict site plans of the proposed solar PV arrays for the WWTF and WTP sites, respectively. The layout of each facility may require slight adjustments to accommodate final engineering design, but the proposed project would remain within the project site boundaries shown on Figures 2 and 3.

Solar PV arrays are a connected series of solar modules. A PV solar module is a packaged, connected assembly of solar panels. Solar PV modules are installed in rows on fixed mounting systems. Module foundations are typically steel piles, which are driven into the soil using pneumatic techniques similar to hydraulic pile driving at minimum of 4.6 feet to a maximum depth of 9 feet.

The PV arrays would be oriented in rows reflecting a standard and uniform appearance across each site. The arrays would be oriented so that the low point is no less than 2.5 feet above grade and the high point is no greater than 7.5 feet above grade. The panels would be covered with an anti-reflective coating to reduce glare and appear dark blue in daylight and black in low light or night conditions. However, some noticeable glare may occur.

Modules would be electrically connected into strings. Each string would be funneled through light-gauge steel cable trays to combiner boxes located in each solar field power block. The output power cables from the combiner boxes would again be consolidated and feed the direct current (DC) to inverters, which convert the DC to alternating current (AC). Each inverter would be fully enclosed and pad-mounted, standing approximately 95 inches (8 feet) tall. The AC output of inverters would be fed via underground cable into the low-voltage side of the inverter step-up transformer within the solar PV array footprint. Electricity produced by the proposed solar PV arrays would connect to the WWTF and to the WTP via underground transmission cables. The underground electrical cables would be installed using standard trenching/boring methods ranging from 3 to 7 feet deep within the array boundary and up to 4 feet wide. Trenching would be used within the solar PV array footprint and boring would be utilized for interconnection line installation to minimize ground disturbance. Interconnection line routes are shown in Figures 2 and 3.

A.3.1 General Construction Scenario

Construction is expected to commence in Spring 2016 at the WTP site and Summer or Fall 2016 at the WWTF site, with construction duration lasting approximately 6 weeks for each site. Impact assessment assumes that construction of both facilities could occur simultaneously or overlap, with crews completing work phases at one site and then moving on to conduct the same work at the other site.

Open areas within each project site would be used for construction staging. To ensure the safety of the public and the facility, a chain-link fence would be installed around the perimeter of each site boundary for the duration of construction and operation, with access provided by a secured gate. All construction access and egress would occur from existing District facility driveways located on Jackson Road for the WWTF and from a graveled road off Camino Del Lago for the WTP. The maximum total number of construction employees on each site at any one time would be 30 persons and the maximum total number of truck deliveries of equipment and material would be 10 trucks per day to each site. Construction would occur Monday through Saturday between 7:00 a.m. and 7:00 p.m., with no work occurring on Sundays or holidays.

Project construction would consist of three major phases at each site:

1. Site preparation
2. PV system installation, testing, and startup
3. Site cleanup and restoration

Site Preparation

Construction of each PV facility would begin with initial clearing, grubbing, and any necessary grading of the site. Vegetation from the site would be removed. Because both solar PV arrays would occur within

existing District facilities, no new access roads would be required to bring equipment, materials, and workers to the construction areas. The onsite staging areas would typically include construction offices, a first aid station and other temporary buildings, worker parking, truck loading and unloading facilities, and an area for equipment assembly.

PV System Installation, Testing, and Start-up

PV system installation may require some earthwork, including grading, fill, compaction, and erosion control as well as erection of the PV modules, supports, and associated electrical equipment. Construction of the PV arrays would include installation of support beams, module racking assemblies, PV modules, inverters, transformers, and buried conduit for electrical cables. System installation would begin with installation of the panel mounting and steel pier support structures. The exact design would be finalized pending specific soil conditions. Foundations would be installed by pneumatically driven piles. This activity would be followed by panel installation and electrical work. Concrete would be required for pads for the switchgear, inverters, and transformers. Concrete would be produced at an off-site location by a local provider and transported to each project site by truck.

Site Cleanup and Restoration

Once completed, each site would be cleaned of all debris and construction equipment. Each site would then be hydroseeded (or other means) in accordance with the project Stormwater Pollution Prevention Plan (SWPPP) to achieve site stabilization and reduce the potential for soil erosion or the loss of topsoil.

Construction Equipment

The number of off-road vehicles/equipment used during construction of the proposed project could vary from one or two to more than 10 on any given day of construction, depending on actual site conditions, construction schedule, and the specific construction activity. The types of off-road equipment anticipated for use during the three phases of construction (site preparation, facility installation, and commissioning/finishing) are presented in Table A.3-1.

Table A.3-1. Construction Equipment

Equipment Type	Horsepower	Number	Maximum Usage Hours
<i>Site Preparation</i>			
Generator	15	1	8
Rough Terrain Forklifts	93	1	6
Skid Steer Loaders	61	2	6
Tractors/Loaders/Backhoes	108	1	5
<i>Facility Installation</i>			
Drill Rigs	50	2	8
Generator	15	1	2
Forklift	93	1	6
Skid Steer Loaders	61	2	6
<i>Commissioning/Finishing</i>			
Generator	15	1	2
Forklift	93	1	6
Skid Steer Loaders	61	1	6

A.3.2 General Operation and Maintenance Scenario

Each proposed solar facility would be monitored remotely on a continuous basis. The project would be designed with a Solar Guard System for remote monitoring of facility operation. Within each site, fiber optic or other cabling required for the monitoring system would be installed throughout the solar field leading to a centrally located (or series of appropriately located) telecommunication cabinet. The telecommunications connections to the Solar Guard System are wired to the metering station and then wireless for data reporting.

No personnel would be on-site during the majority of operation. As the PV arrays produce electricity passively with minimal moving parts, maintenance requirements would be limited. Periodic maintenance of each solar facility would include technicians visiting the site for inspection and performing any necessary maintenance activities. Any required planned maintenance would be scheduled to avoid peak load periods, and unplanned maintenance would occur as needed depending on the event. The solar panels would be cleaned by rain, with SolarCity only washing solar panels if needed. Occasional mowing within the array fencing may be conducted to control vegetation that may shade the panels.

A.3.3 General Decommissioning Scenario

The solar arrays would be decommissioned and removed at the end of their useful life (approximately 20 years), including any underground components. The project sites could then be converted to other uses in accordance with applicable land use regulations in effect at that time. All decommissioning and restoration activities would adhere to the requirements of the appropriate governing authorities and would be in accordance with all applicable federal, State and local regulations. A collection and recycling program would be implemented for disposal of solar PV materials.

A.3.4 Project Design Features

The proposed project includes the following design features to avoid or reduce potential adverse environmental effects:

- Equipment staging would be located on District property within existing facilities and access to the work areas would be restricted to existing disturbed roads.
- Buried electrical lines, PV array locations, and the locations of other facilities will be flagged and staked in advance of construction to delineate disturbance areas.
- Best management practices (BMPs) for erosion control during site preparation and construction would be implemented, including but not limited to:
 - Protecting all finished graded slopes from erosion using such stabilization techniques as erosion control matting and hydroseeding;
 - Protecting downstream properties and receiving waters from sedimentation;
 - Use of silt fencing and straw wattles to retain sediment on the project site;
 - Use of temporary water conveyance and water diversion structures as necessary to eliminate runoff to the fill slopes; and
 - Any other suitable measures outlined in the Sacramento County Erosion Control Manual.
- Project construction would be consistent with all Sacramento Metropolitan Air Quality Management District rules and regulations, including Rule 403 fugitive dust requirements; and best available control technology/best management practices (BACT/BMPs) would be used to reduce fugitive dust.

- Water truck refilling stations (as needed) for dust control would be located as close to each work area as feasible.
- The site would be hydroseeded (or other means) in accordance with the project SWPPP to achieve site stabilization and reduce the potential for soil erosion or the loss of topsoil.
- All workers would be trained on hazardous materials handling procedures for reducing the potential for a spill during construction, as well as hazardous material cleanup procedures to ensure quick and safe cleanup of accidental spills.

The measures listed above are project design features and would be implemented as part of the proposed project; these are not mitigation measures, or additional requirements considered necessary to avoid or minimize impacts.

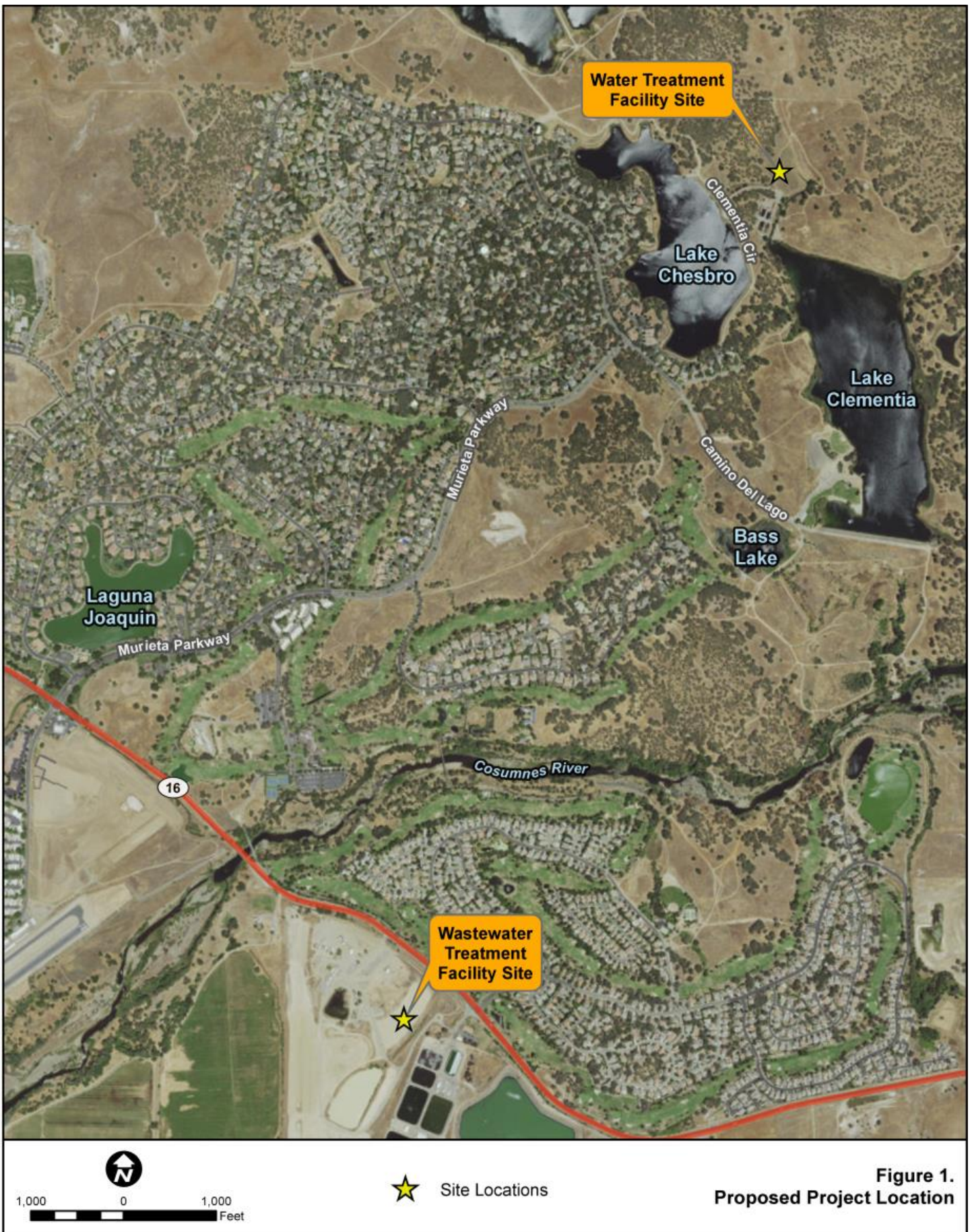
A.4 Required Permits and Approvals

Construction and operation of the proposed project would require the discretionary actions and approvals of other public agencies.

The District and SolarCity would obtain coverage under the General Permit for Discharges of Storm Water Associated with Construction Activity issued by the State Water Resources Control Board and monitored by the Central Valley Regional Water Quality Control Board (RWQCB). Compliance with the requirements of this permit would include preparation of a SWPPP, which would specify BMPs to minimize erosion and to quickly contain and clean up any accidental spills or leaks.

The WWTF site does not contain any naturally occurring waterways, but does contain a man-made ephemeral drainage located approximately 85 feet east of the proposed fence line. A naturally occurring ephemeral drainage travels approximately 120 feet east of the proposed WTP site, connecting with Lake Clementia. Both of these drainages are potentially jurisdictional. Because the Project does not involve discharges of dredged or fill material to either drainage and would not alter their course or be located near their banks, no additional permits are expected to be required pursuant to Section 401 of the Clean Water Act and the Porter-Cologne Water Quality Control Act, or Section 404 of the Clean Water Act, or pursuant to Section 1602 of the California Fish and Game Code.

As a California Special District, Rancho Murieta Community Services District is not required to obtain a use permit from Sacramento County nor is it subject to Sacramento County's zoning code.



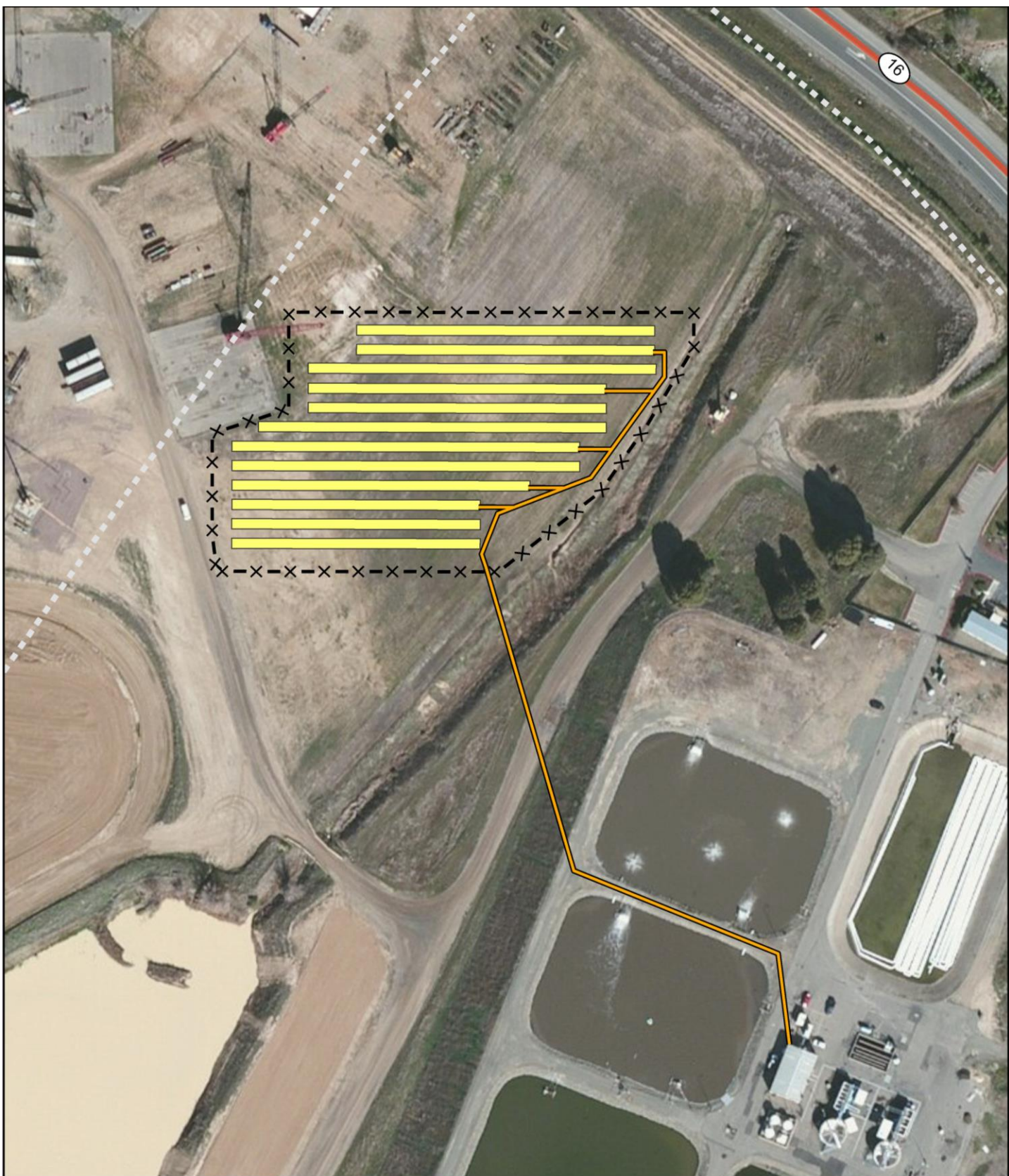


Figure 2.
Wastewater Treatment Facility Site
Solar Array Conceptual Layout

100 0 100 Feet

North Arrow

Solar Array Footprint

Fenceline

Transmission Interconnection Line

Property Line

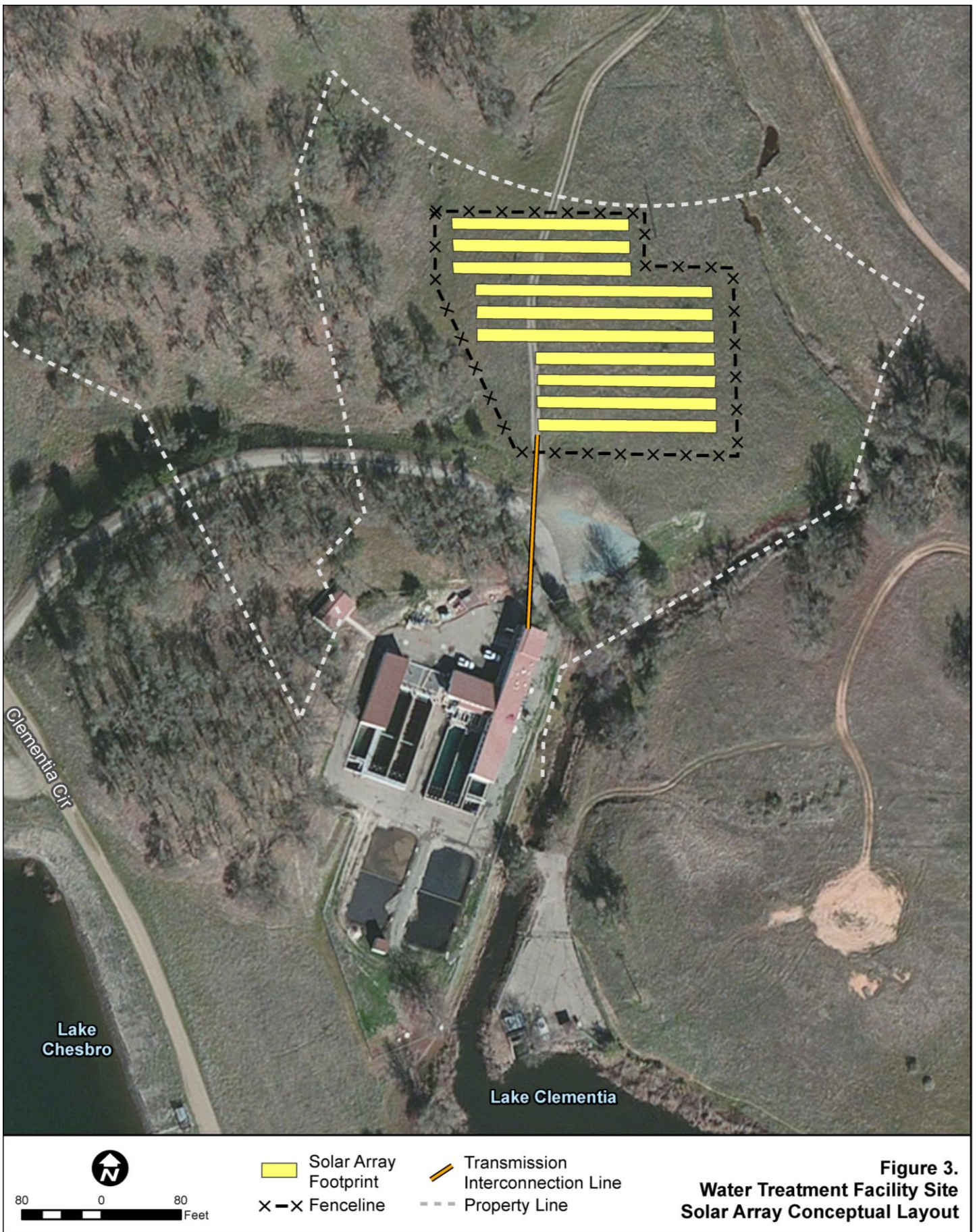


Figure 3.
Water Treatment Facility Site
Solar Array Conceptual Layout

B. Environmental Determination

B.1 Environmental Factors Potentially Affected

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" and requiring implementation of mitigation as indicated by the checklist on the following pages.

- | | | |
|--|---|--|
| <input type="checkbox"/> Aesthetics | <input type="checkbox"/> Agriculture and Forestry Resources | <input type="checkbox"/> Air Quality |
| <input checked="" type="checkbox"/> Biological Resources | <input checked="" type="checkbox"/> Cultural Resources | <input checked="" type="checkbox"/> Geology/Soils |
| <input type="checkbox"/> Greenhouse Gas Emissions | <input type="checkbox"/> Hazards/Hazardous Materials | <input type="checkbox"/> Hydrology/Water Quality |
| <input type="checkbox"/> Land Use/Planning | <input type="checkbox"/> Mineral Resources | <input type="checkbox"/> Noise |
| <input type="checkbox"/> Population/Housing | <input type="checkbox"/> Public Services | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Transportation/Traffic | <input type="checkbox"/> Utilities/Service Systems | <input checked="" type="checkbox"/> Mandatory Findings of Significance |

B.2 Environmental Determination

On the basis of this initial evaluation:

- I find that the Proposed Project COULD NOT have a significant effect on the environment, and a **NEGATIVE DECLARATION** will be prepared.
- I find that although the Proposed Project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A **MITIGATED NEGATIVE DECLARATION** will be prepared.
- I find that the Proposed Project MAY have a significant effect on the environment, and an **ENVIRONMENTAL IMPACT REPORT** is required.
- I find that the Proposed Project may have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect (1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and (2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An **ENVIRONMENTAL IMPACT REPORT** is required, but it must analyze only the effects that remain to be addressed.
- I find that although the Proposed Project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR, including revisions or mitigation measures that are imposed upon the Proposed Project, nothing further is required.



Darlene J. Thiel Gillum, General Manager
Rancho Murieta Community Services District


Date

C. Evaluation of Environmental Impacts

C.1 Aesthetics

AESTHETICS				
Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Have a substantial adverse effect on a scenic vista?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a State scenic highway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Substantially degrade the existing visual character or quality of the site and its surroundings?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

WTP Site

The WTP site is located 0.13 miles northeast of Lake Chesbro and northwest of Lake Clementia on a graveled road off Camino Del Lago adjacent to the District's WTP. Residential buildout in the community of Rancho Murieta to date has occurred west and south of Lake Chesbro, making the closest residential housing on Agua Vista approximately 0.25 miles west of the proposed site. The vicinity of the project area currently comprises primarily open, undeveloped space north, east, and west of the site with the WTP facilities south of the site.

WWTF Site

The WWTF site is located west of the District's WWTF and District offices. Disturbed open space surrounds the site to the south and east. Jackson Road is located north of the site. The Rancho Murieta Country Club South Golf Course runs along the east side of Jackson Road (opposite side of the proposed site), and existing residential development is located east of the golf course. The nearest residences are located on Reynosa Drive, which parallels Jackson Road and the golf course, approximately 0.14 miles north of the site on the opposite side of Jackson Road.

Discussion of Impacts

a. *Would the project have a substantial adverse effect on a scenic vista?*

NO IMPACT. The proposed project is located adjacent to the District's existing WTP and WWTF industrial facilities. Because of the low elevation of the WTP project area relative to the surrounding topography and the amount and type of existing vegetation, views of the WTP project area are largely limited to the immediate vicinity of the project. A large berm on the north side of the WWTF site would screen the project site from travelers along Jackson Road, as well as from the golf course and nearby residences, which are additionally screened by existing vegetation. Furthermore, there are no designated scenic vistas identified within the view shed of the project sites. No impacts would occur.

b. Would the project substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a State scenic highway?

NO IMPACT. State Highway 160, which is located south of the City of Sacramento and more than 20 miles east of the project area, is the closest designated scenic highway (Caltrans, 2016). The proposed project would not affect any scenic resources on a State- or County-designated scenic highway. Additionally, there are no historic buildings or rock outcroppings in the project area and no mature trees will be impacted. No impacts would occur.

c. Would the project substantially degrade the existing visual character or quality of the site and its surroundings?

LESS THAN SIGNIFICANT IMPACT. The proposed project would use previously disturbed lands within existing industrial sites that are generally surrounded by undeveloped open space. Alterations to the visual character of the project area during construction (i.e., presence of construction equipment and staging areas) would be temporary. Upon completion of construction activities, all temporary construction-related equipment and debris would be removed from the project area and the project sites would be hydroseeded as needed to restore pre-project conditions.

The visual character of each site would change due to the installation of the PV facilities. The project would create new views of a small-engineered industrial solar energy facility within each site. Both site boundaries would be surrounded by a chain-link fence during construction and operation.

The WWTF site is blocked from viewers along Jackson Road, the golf course, and nearby residences by a large existing berm and intervening vegetation. The WWTF solar array may be partially visible from certain upper floor windows of the Murieta Inn and Spa, a four-story hotel located approximately 0.8 miles northwest of the WWTF site. If available, foreground views to the southeast from this location would include the Rancho Murieta Airport runway, Cosumnes River, and riparian vegetation and agricultural operations. Middleground views from this location would include the existing WWTF, which is an existing industrial facility. Because the PV array would face south, viewers at the Inn would see the side profile of the array and not the PV module surfaces. Therefore, due to the proximity of the proposed PV array to the existing WWTF, the PV array would mostly blend with the existing WWTF.

The WTP site would be visible to some recreational users within currently undeveloped privately-owned lands. Although the proposed project would be visible, it would be adjacent to the expanded WTP, which is an existing industrial facility in the viewshed. The view from Lake Clementia is shielded by vegetation and situated down slope from the proposed project, so the proposed solar PV array would not be visible.

Development of the proposed project would change the visual character of each project site. However, resulting visual change and contrast at the WTP and WWTF sites are not considered to be a substantial degradation of the sites' existing visual character largely due to the adjacent industrial WTP and WWTF facilities and a limited number of viewers in the area. Therefore, impacts would be less than significant and no mitigation is required.

d. Would the project create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?

LESS THAN SIGNIFICANT IMPACT. Proposed construction activities would be temporary and completed within approximately 6 weeks. Construction activities would occur between 7:00 a.m. and 7:00 p.m. During operation, each proposed facility would be monitored remotely with no personnel onsite during the majority of operations. There are existing permanent light sources at the WTP and WWTF facilities

and the proposed project would not include installation of new sources of light. Therefore, project lighting would not affect day or nighttime views in the project area.

The proposed solar panels would be designed with an anti-reflective coating to reduce glare; however some noticeable glare may occur. The greatest concern related to glare impacts is reflection or glare observed by drivers. The WTP site does not have any adjacent public roadways, and views from Jackson Road adjacent to the WWTF site would be screened by an existing berm and would not be visible to drivers. Therefore, any minor and momentary glare is not expected to create a hazard to motorists nor affect daytime views in the area. Refer to Section C.16(c) for the analysis of potential glare impacts to pilots using the Rancho Murieta Airport.

C.2 Agriculture and Forestry Resources

AGRICULTURE AND FORESTRY RESOURCES

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Department of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment Project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board. **Would the project:**

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Conflict with existing zoning for agricultural use, or a Williamson Act contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. Result in the loss of forest land or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

The project area is located in eastern Sacramento County, in the community of Rancho Murieta. The WTP site area is designated as a low-density residential land use and is located within an agricultural zoning district of Sacramento County (County of Sacramento, 2016). The WWTF site is also located within a general agricultural zoning district and is designated as a cemetery, public, quasi-public land use (County of Sacramento, 2016). No agricultural or forestry resources are located within the project sites; however, active agricultural operations are adjacent to the District's WWTF boundary, approximately 0.19 miles west of the WWTF site.

The California Department of Conservation's (DOC) Farmland Mapping and Monitoring Program (FMMP) established a soil classification system that combines technical soil ratings and current land use to identify categories of Important Farmland. Currently, 98 percent of the State's private lands have been surveyed by the DOC to determine the status of agricultural land resources. Under the FMMP, the WWTF site is designated as urban, built-up land, and the WTP site is designated as grazing land (DOC, 2014).

The Williamson Act (i.e., California Land Conservation Act of 1965) enables local governments to enter into contracts with private landowners for the purpose of restricting specific parcels of land to agricultural or related open space use. Neither project site is enrolled under a Williamson Act contract (DOC, 2012).

Discussion of Impacts

a. *Would the project convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as Shown on the Maps Prepared Pursuant to the Farmland Mapping and Monitoring Program (FMMP) of the California Resources Agency, to Non-agricultural use?*

NO IMPACT. No Prime Farmland, Unique Farmland, or Farmland of Statewide Importance is within either proposed project site. The nearest designated Farmland to the project area is Prime Farmland that is currently under agricultural operation approximately 0.19 miles west of the WWTF site. No activities associated with project construction and operation would be located at or adjacent to this Farmland, and the project would not affect agricultural use of the parcel. No impact would occur.

b. *Would the project conflict with existing zoning for agricultural use, or a Williamson Act contract?*

NO IMPACT. No agricultural lands in production or under Williamson Act contracts are located within the project area, or would be affected by the proposed project. The proposed sites are zoned for General Agricultural use; however, as discussed in Section C.10 (Land Use and Planning), Rancho Murieta Community Services District, as a California Special District, is not subject to Sacramento County's zoning code. No conflict or impact would occur.

c. *Would the project conflict with existing zoning for, or cause rezoning of, forest land [as defined in Public Resources Code section 12220(g)], timber-land (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production [as defined by Government Code section 51104(g)]?*

NO IMPACT. No forest land, timberland, or timberland zoned Timberland Production are located within the project area, or would be affected by the proposed project. Therefore, no impact would occur.

d. *Would the project result in the loss of forest land or conversion of forest land to non-forest use?*

NO IMPACT. No forest land is located within the project area, or would be affected by the proposed project. Therefore, no impact would occur.

e. *Would the project involve other changes in the existing environment, which, due to their location or nature, could result in conversion of Farmland to non-agricultural use?*

NO IMPACT. The project sites are within previously disturbed areas and are not located on Farmland, Williamson Act Land, or forest land. Project activities associated with site preparation, PV installation, and restoration would involve the use of onsite staging areas, with offsite activity limited to the transportation of construction equipment and personnel. Construction and operation of the project would not affect agricultural uses in the surrounding area. No impacts would occur.

C.3 Air Quality

AIR QUALITY

Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. **Would the project:**

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Conflict with or obstruct implementation of the applicable air quality plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Violate any air quality standard or contribute substantially to an existing or projected air quality violation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable Federal or State ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Expose sensitive receptors to substantial pollutant concentrations?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Create objectionable odors affecting a substantial number of people?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

The proposed project sites are located within the Sacramento Valley Air Basin (SVAB). The SVAB is in the broad, flat Sacramento Valley bounded by the Coastal Range to the west, the Sierra Nevada Range to the east, the Cascade Range to the north, and the San Joaquin Valley Air Basin to the south. The project area is located within the jurisdictional boundaries of the Sacramento Metropolitan Air Quality Management District (SMAQMD) and is subject to rules and regulations developed by the SMAQMD. The SMAQMD is responsible for implementing and enforcing State and federal air quality regulations.

Attainment Status and Air Quality Plans

Air Quality Standards and Attainment Status. The United States Environmental Protection Agency, California Air Resources Board (CARB), and local air districts classify an area as attainment, unclassified, or nonattainment depending on whether the monitored ambient air quality data show compliance, insufficient data available, or non-compliance with the ambient air quality standards, respectively. The primary National Ambient Air Quality Standards (NAAQS) and primary California Ambient Air Quality Standards (CAAQS) relevant to the project are presented in Table C.3-1.

Table C.3-1. National and California Ambient Air Quality Standards

Pollutant	Averaging Time	California Standards	National Standards	Health Effects
Ozone (O ₃)	1-hour	0.09 ppm	—	Breathing difficulties, lung tissue damage
	8-hour	0.070 ppm	0.075 ppm	
Respirable particulate matter (PM ₁₀)	24-hour	50 µg/m	150 µg/m	Increased respiratory disease, lung damage, cancer, premature death
	Annual	20 µg/m	—	

Table C.3-1. National and California Ambient Air Quality Standards

Pollutant	Averaging Time	California Standards	National Standards	Health Effects
Fine particulate matter (PM _{2.5})	24-hour	—	35 µg/m	Increased respiratory disease, lung damage, cancer, premature death
	Annual ¹	12 µg/m	12 µg/m	
Carbon monoxide (CO)	1-hour	20 ppm	35 ppm	Chest pain in heart patients, headaches, reduced mental alertness
	8-hour	9.0 ppm	9 ppm	
Nitrogen dioxide (NO ₂)	1-hour	0.18 ppm	0.100 ppm ²	Lung irritation and damage
	Annual	0.030 ppm	0.053 ppm	
Sulfur dioxide (SO ₂)	1-hour	0.25 ppm	0.075 ppm ²	Increases lung disease and breathing problems for asthmatics
	3-hour	—	0.5 ppm	
	24-hour	0.04 ppm	—	

Source: CARB, 2016

ppm = parts per million; µg/m³ = micrograms per cubic meter; “—” = No standards

1 - The federal standard shown is the primary standard, the secondary standard is 15 µg/m³.

2 - The new federal 1-hour NO₂ and SO₂ standards are based on the 98th and 99th percentile of daily hourly maximum values, respectively.

Table C.3-2 summarizes the federal and State attainment statuses of criteria pollutants for the SVAB, based on the NAAQS and CAAQS.

Table C.3-2. Attainment Status for the Sacramento Valley Air Basin

Pollutant	State	National
Ozone (O ₃) – 1 Hour	Nonattainment	Nonattainment
Ozone (O ₃) – 8 Hour	Nonattainment	Nonattainment
PM ₁₀	Attainment	Nonattainment
PM _{2.5}	Nonattainment	Nonattainment
CO	Attainment	Attainment ¹
NO ₂	Attainment	Attainment ¹
SO ₂	Attainment	Attainment ¹

Source: SMAQMD, 2016a

1 - Attainment = unclassified (Some criteria pollutants do not have unclassified attainment status, in which case they are called “attainment.” Unclassified pollutants are typically considered to be in attainment.)

Discussion of Impacts

a. Would the project conflict with or obstruct implementation of the applicable air quality plan?

LESS THAN SIGNIFICANT IMPACT. The proposed project would temporarily produce limited emissions of nonattainment pollutants primarily from diesel-powered equipment during construction. The SMAQMD Recommended Guidance for Land Use Emissions Reduction Plan proposes emission reduction measures that are designed to bring the SVAB into attainment for criteria pollutants (SMAQMD, 2016b). The SMAQMD has adopted emission control measures into its rules and regulations, which are then used to regulate sources of air pollution in the SVAB. The project would comply with all SMAQMD regulatory requirements. Therefore, the proposed project’s emissions sources would conform to the applicable SMAQMD air quality management plans and strategies for the SVAB. This impact would be less than significant and no mitigation is required.

b. Would the project violate any air quality standard or contribute substantially to an existing or projected air quality violation?

LESS THAN SIGNIFICANT IMPACT. Construction emissions from the proposed project would be temporary, distributed over both project sites (up to 5 acres), and would not be of a magnitude (see emissions summary under C.3(c)) that could cause new ambient air quality violations or substantially contribute to existing violations. The project's maximum daily construction criteria pollutant emissions would be negligible in comparison to the average daily SVAB emissions. Additionally, construction is a short-term activity that would not affect long-term projections for air quality attainment. Given its compliance with all SMAQMD rules and regulations, the project's construction emissions would not cause a violation or substantially contribute to any violations of air quality standards.

Operation emissions from the proposed project would be limited to those from vehicles during occasional inspections. Emissions from these sources would be much less than construction emissions and similarly, would not be of a magnitude that could cause new ambient air quality violations or substantially contribute to existing violations. Additionally, project operation would displace the need for fossil-fuel-fired electricity generation, which would reduce criteria pollutant emissions within the SVAB. Therefore, the project's operation would not cause a violation or substantially contribute to any violations of air quality standards. This impact would be less than significant and no mitigation is required.

c. Would the project result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?

LESS THAN SIGNIFICANT IMPACT.

Construction. The proposed project would be required to comply with the following SMAQMD regulations:

- SMAQMD Rule 401 – Visible Emissions
- SMAQMD Rule 402 – Nuisance Emissions
- SMAQMD Rule 403 – Fugitive Dust

These rules limit the visible dust emissions from construction sites, prohibit emissions that can cause a public nuisance, and require the prevention and reduction of fugitive dust emissions to the extent possible. Pursuant to Section 3.3.2 of the SMAQMD CEQA Guide, if a project uses BMPs for dust control and the total disturbed area for any one day is less than 15 acres, the project is assumed to have less-than-significant impacts, and no dispersion modeling is required (SMAQMD, 2015). Furthermore, fugitive dust emissions reduction measures (i.e., watering the site and unpaved access roads, reduced vehicle speeds on unpaved areas) will be incorporated during construction consistent with SMAQMD Rules 401 through 403. Therefore, construction of the proposed project is not expected to result in violations of any ambient air quality standards.

As described in Section A (Project Description), construction of both facilities could occur simultaneously or overlap. Therefore, construction emissions were calculated for both projects together to present a worst-case scenario. Construction emissions were estimated using CalEEMod. Table C.3-3 provides the maximum daily emission estimates during project construction (assuming construction overlap at the WWTF and WTP sites). As shown in Table C.3-3, none of the pollutant emissions during construction exceed SMAQMD emissions significance thresholds. With compliance with SMAQMD rules and regulations, construction emissions from the proposed project would not contribute to a cumulatively considerable net increase of any criteria pollutants. Impacts would be less than significant and no mitigation is required.

Table C.3-3. CalEEMod Model Results: Temporary Daily Construction Emissions Compared to SMAQMD Daily Construction Thresholds

	Daily Emissions (lbs/day)					
	VOC	NO _x	CO	SO _x	PM10	PM2.5
Daily Project Emissions	2.3	19.8	27.9	0.1	4.0	1.3
SMAQMD Daily Thresholds	—	85	—	—	80 ¹	82 ¹
Exceeds Threshold?	N/A	NO	N/A	N/A	NO	NO

“—” = No Threshold; N/A = not applicable

1 - Assumes worst-case daily threshold where all feasible best available control technology/best management practices (BACT/BMPs) are applied. For this small construction project the BACT/BMPs are fugitive dust controls (i.e., watering)

Source: SMAQMD, 2016c; CalEEMod assumptions and detail available upon request

Operation. SMAQMD has the following daily emissions significance thresholds for project operation:

- NO_x – 65 lbs/day
- VOC – 65 lbs/day
- PM10 – No threshold if BMPs are applied, otherwise 80 lbs/day
- PM2.5 – No threshold if BMPs are applied, otherwise 82 lbs/day

Emissions from operation of the proposed project would be limited to inspection and maintenance activities. These events would occur infrequently (quarterly or bi-annually) and would include several passenger vehicle trips and minimal on-site equipment that could generate emissions. Project operation emissions are minimal (much less than construction emissions) and would be well below the daily SMAQMD daily thresholds. Therefore, the operation of the proposed project would not contribute to a cumulatively considerable net increase of any criteria pollutants. Impacts would be less than significant and no mitigation is required.

Decommissioning. Emissions from decommissioning would occur 20 or more years in the future. Therefore, applicable regional and localized thresholds are not known and no conclusive significance determination can be completed at this time. However, temporary emissions are expected to be similar or less (due to better engine technologies) than those provided above for construction. Impacts would be less than significant and no mitigation is required.

d. Would the project expose sensitive receptors to substantial pollutant concentrations?

LESS THAN SIGNIFICANT IMPACT. Proposed project construction activities, including site preparation and installation of the solar PV arrays would result in short-term generation of diesel exhaust emissions from the use of off-road diesel equipment required for earthwork and other construction activities. In 1998, the California Air Resources Board identified particulate exhaust emissions from diesel-fueled engines as a toxic air contaminant (TAC). The SMAQMD does not have concentration thresholds for diesel particulate matter (SMAQMD, 2016c). However, as analyzed under C.3(c), both PM10 and PM2.5 particulate emissions would be well below daily SMAQMD PM emissions thresholds during construction. The nearest residences are located within 0.25 miles of the WWTF and WTP sites; however, these sensitive receptors would have only limited short-term exposures to TACs during construction activities. Impacts would be less than significant and no mitigation is required.

e. Would the project create objectionable odors affecting a substantial number of people?

LESS THAN SIGNIFICANT IMPACT. Some objectionable odors may be temporarily created during construction, such as from diesel exhaust. However, these odors would not affect a substantial number of people and would only occur at work areas for a short time, likely contained within each project site. Similarly, operation and decommissioning of the proposed project would not include the use of malodorous substances or activities that would cause significant odors. Impacts would be less than significant and no mitigation is required.

C.4 Biological Resources

BIOLOGICAL RESOURCES

Would the project:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
a. Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special-status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or State habitat conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

A biologist from Aspen Environmental Group conducted a reconnaissance survey of the project areas on February 11, 2016 to assess biological resources, including the potential for the proposed sites to support special-status species and sensitive habitats. Additionally, the following sources were reviewed to identify potential resources: California Natural Diversity Database (CNDDDB; CDFW, 2016), USFWS species list (USFWS, 2016), eBird.org (eBird, 2016). A formal delineation of wetlands and waters of the U.S and State was not warranted given the lack of potential wetland features observed in National Wetland Inventory data and field observations.

Vegetation and Common Wildlife

WTP Site

The WTP site is primarily located on a graded area recently used for staging construction equipment and vehicles for the WTP expansion. Adjacent to this graded area within the WTP site is non-native annual grassland dominated by yellow star thistle (*Centaurea solstitialis*); other species include medusa head (*Taeniatherum caput-medusae*), Bromus sp., Brassica sp., and Convolvulus sp. Given the predominance of yellow star thistle in the vegetated areas of the WTP site, wildlife use is likely uncommon. Common wildlife occurring near the grassland areas of the proposed WTP site include ground squirrel

(*Otospermophilus beecheyi*), mule deer (*Odocoileus hemionus*), and western fence lizard (*Sceloporus occidentalis*). The riparian canopy along the ephemeral drainage southeast of the site and the incised bank of the drainage itself (refer to description under Sensitive Habitats) provides nesting habitat for a variety of birds.

WWTF Site

The WWTF site is highly disturbed and almost entirely devoid of vegetation. Until Fall 2015, the site had been subject to routine disturbance by heavy machinery as it was used for 30 to 40 years as a training area for Operating Engineers Local Union No. 3. The proposed underground electrical interconnection would cross beneath a 60-foot-wide drainage ditch that empties into a retention pond (refer to description under Sensitive Habitats). The WWTF site is surrounded by similarly industrial uses and, without any sources of water and food or shelter, does not provide quality habitat for wildlife. It may be occasionally visited by common wildlife species accustomed to high levels of disturbance. The nearest tree is approximately 200 feet east of the site.

Special-status Species

Neither proposed site provides suitable habitat for special-status plants. An evaluation of the potential for special-status wildlife species to occur in the project sites or immediate vicinity (e.g., impact areas) are presented in Table C.4-1. Vernal pools, elderberry bushes, and perennial watercourses are not present in areas potentially affected by the proposed project; therefore special-status species dependent on these habitats (e.g., vernal pool branchiopods, valley elderberry longhorn beetle, fish) have no potential to occur in the project area.

Table C.4-1. Special-Status Species Potentially Occurring in the Project Impact Area

Species	Status ¹ Federal/State	Habitat	Potential For Occurrence
AMPHIBIANS			
California tiger salamander <i>Ambystoma californiense</i>	FE/ST	Annual grasslands and grassy understory of valley-foothill hardwood habitats in central and northern Calif. Needs vernal pools or other aquatic habitats for breeding near uplands with underground burrows. Range from eastern foothills of Sierra west to outer coast range, from Sonoma and Yolo Counties south to Santa Barbara Co.	None. No suitable breeding habitat is present within the project area.
California red-legged frog <i>Rana draytonii</i>	FT/SSC	Found in ponds, streams, and wetlands. Highly aquatic and prefers permanent, quiet pools and streams with dense vegetation. May travel in a direct route between habitats regardless of cover. Occurs in coast ranges from southern Monterey Co south to Baja.	None. No suitable breeding habitat is present within the project area.

Table C.4-1. Special-Status Species Potentially Occurring in the Project Impact Area

Species	Status ¹ Federal/State	Habitat	Potential For Occurrence
REPTILES			
Giant garter snake <i>Thamnophis gigas</i>	FT/ST	Found in sloughs, canals, and other small waterways with prey base of small fish and amphibians on the floor of the Central Valley. Requires grassy banks and emergent vegetation for basking, and areas of high ground protected from flooding during winter. Range extends from Chico in Butte County south to Mendota Wildlife Area in Fresno County.	None. No suitable breeding or refuge habitat is present within the project area.
Western pond turtle <i>Emys marmorata</i>	—/SSC	Permanent or nearly permanent lakes, ponds, marshes, rivers, streams, & irrigation ditches with aquatic veg. Needs basking sites such as partially submerged logs, vegetation mats, or open mud banks. Nests in suitable uplands, such as sandy banks or grassy, open fields on unshaded, south-facing slopes with less than 25% slope.	Low. Suitable habitat exists at Clementia Reservoir and its drainage inlet. WTP site does not provide suitable upland habitat. No habitat at WWTF site.
BIRDS			
Bald eagle		Nests on cliffs or in large trees in mountain and foothill forests and woodlands near reservoirs, lakes, and rivers where it feeds on fish and waterfowl. In winter, also takes hares and other mammals. Resident in suitable nesting areas; winters through much of the rest of the state.	Low. Would not nest in project area but probable winter/spring visitor to reservoirs at Rancho Murieta; known from Calero Reservoir.
Bank swallow <i>Riparia riparia</i>	—/ST	Forages in marshes and along river banks; breeds in vertical caves and sand banks	None. No suitable habitat within the project area.
Burrowing owl <i>Athene cunicularia</i>	—/SSC	Grasslands, deserts, and along roads, canals, and edges of agricultural areas; rarely in vicinity of shrubs and trees; dens in underground burrows typically created by other animals, but also in culverts and debris piles. Found primarily in the Central Valley and other open, flat areas of the state; absent from steep terrain, foothill habitats, and higher elevations.	None. No suitable habitat within the project area. Burrows were not observed in the project area. Closest CNDDDB occurrence is 2.5 miles northeast of the WTP site.
Grasshopper sparrow <i>Ammodramus savannarum</i>	—/SSC	Primarily a summer resident. Breeds in grasslands and similar habitats in scattered locations in southern, central, and northern California	Low. No suitable nesting habitat. Annual grassland at WTP site provides marginal foraging habitat. Nearest CNDDDB record 1.7 miles northwest of WTP site.

Table C.4-1. Special-Status Species Potentially Occurring in the Project Impact Area

Species	Status ¹ Federal/State	Habitat	Potential For Occurrence
Swainson's hawk <i>Buteo swainsoni</i>	—/ST	Nests in riparian areas and isolated tree stands in open desert, grassland, and cropland. Forages in grasslands, pastures, and suitable grain or alfalfa fields. Primarily a summer resident of the Central Valley and northeastern California.	Moderate. Trees near the WTP site and WWTF site provide suitable nesting habitat. Annual grassland provides poor foraging habitat. Known to occur along the Consumes River riparian corridor, which runs between the sites. 23 CNDDDB records within 10 miles of the project area; closest are 2.5 miles northwest and southwest of the WTP site.
Tricolored blackbird <i>Agelaius tricolor</i>	—/SSC ²	Nests in large colonies near open water in cattail, bulrush, willow, blackberry, wild rose, nettle, and thistle, with open foraging habitat nearby. Endemic and highly colonial. Most numerous in Central Valley.	Low. Marginally suitable breeding habitat occurs along the riparian area of the drainage inlet near WTP site. 38 CNDDDB records within 10 miles of the project area, mostly along the Consumes River riparian corridor.

1 - Status: Federal Endangered (FE); Federal Threatened (FT); State Threatened (ST); Species of Special Concern (SSC)

2 - Tricolored blackbird was given emergency Endangered status under the California Endangered Species Act in December, 2014. This listing provided temporary (6-month) protection but was allowed to expire in June, 2015. The State status of the species is currently being discussed by CDFW for permanent protection (ICE, 2016).

Sensitive Habitats

WTP Site

Approximately 55 feet east of the proposed WTP site at its closest point is an ephemeral drainage that flows south into the Clementia Reservoir. At this point, the drainage supports herbaceous vegetation along its banks including *Carex* sp., *Typha* sp., yellow star thistle, sneezeweed (*Helenium autumnale*), *Trifolium* sp., *Phlox* sp., and turkey mullein (*Croton setigerus*). It is anticipated that this drainage would be considered Waters of the U.S. and State, potentially subject to the jurisdiction of the U.S. Army Corps of Engineers (USACE) and California Department of Fish and Wildlife (CDFW).

Approximately 150 feet southeast of the proposed WTP site, this ephemeral drainage supports riparian vegetation including *Populus* sp., red willow (*Salix laevigata*), bulrush (*Scirpus* sp.), Himalayan Blackberry (*Rubus armeniacus*), interior live oak (*Quercus wislizeni*), and coyote bush (*Baccharis pilularis*). Riparian areas are recognized as protected habitat by CDFW and the California Riparian Habitat Conservation Program.

WWTF Site

A 60-foot-wide, man-made, earthen drainage ditch runs along the east side of the proposed solar PV array, approximately 85 feet east of the proposed fence line. This drainage ditch empties into a retention pond that, during large storm events and associated overflow conditions, ultimately empties into a drainage ditch that eventually leads to the Cosumnes River. Vegetation within this ditch includes *Carex* sp., *Typha* sp., red willow, bulrush, and coyote bush. It is anticipated that this drainage would be considered Waters of the State, potentially subject to the jurisdiction of CDFW.

Discussion of Impacts

- a. *Would the project have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife (CDFW) or U.S. Fish and Wildlife Service (USFWS)?*

LESS THAN SIGNIFICANT WITH MITIGATION INCORPORATED. Noise and increased human activities associated with construction of the proposed project have the potential to disturb birds nesting in the trees near the project sites. Special-status birds potentially nesting near the project area include the state-threatened Swainson's hawk and birds protected under the federal Migratory Bird Treaty Act. Pursuant to this law, it is unlawful to take any migratory bird, or any part, nest, or egg of any such bird. Additionally, bird nests and eggs are protected by California Fish and Game Code Section 3503. Disturbance associated with construction activities may result in nest abandonment or failure. As no vegetation would be removed, direct injury or mortality of birds would not occur. Nonetheless, disturbance-related impacts to nesting birds would be significant absent mitigation. **Mitigation Measures MM BIO-1** and **MM BIO-2** require pre-construction surveys to identify nesting Swainson's hawks or other birds that could be disturbed by construction activities, implementation of construction restrictions and/or no-disturbance buffers to avoid nest abandonment or failure, and monitoring to ensure effectiveness. With implementation of these mitigation measures, adverse impacts to nesting birds, including Swainson's hawk, would be less than significant.

MM BIO-1 Conduct Pre-construction Surveys for Nesting Swainson's Hawk and Implement Impact Avoidance and Minimization Measures. If construction in proposed during the Swainson's hawk nesting season (March 1 to September 15) a qualified biologist shall conduct preconstruction surveys to search for active Swainson's hawk nests within 0.5 mile of construction activities. Surveys shall be conducted according to the Recommended Timing and Methodology for Swainson's Hawk Nesting Surveys in California's Central Valley (SHTAC, 2000). If no nests or breeding behavior are observed, no further mitigation is required. Results of nest surveys will be submitted to the District and, if an active nest is identified, survey results and planned no-disturbance buffers will also be submitted to CDFW.

If an active Swainson's hawk nest is found, a 0.5-mile, no-disturbance buffer will be established around the nest. No project activity shall commence within the buffer areas until a qualified biologist has determined in coordination with CDFW that the young have fledged, the nest is no longer active, or that reducing the buffer would not result in nest abandonment.

Monitoring of the nest by a qualified biologist during construction activities shall be conducted to ensure the appropriate buffer has been established and maintained and project activity is not resulting in detectable adverse effects to active nests.

MM BIO-2 Conduct Pre-construction Surveys for Nesting Birds and Implement Impact Avoidance and Minimization Measures. The following measures shall be implemented to protect nesting raptors and other nesting migratory birds:

For construction activities that begin or take place outside the nesting season (February 15 to September 15), a preconstruction nesting survey will not be necessary. For all ground-disturbing activities that begin during the nesting season, a qualified biologist shall conduct a preconstruction survey in suitable habitats no more than 10 days prior to construction. The survey shall encompass 500 feet in all directions from construction areas. If no nesting is

detected, no further action shall be required. Results of nest surveys will be submitted to the District.

For each active nest found within 500 feet of construction activities, a no-disturbance buffer shall be established. The size of the buffer shall be sufficiently large to avoid construction-related disturbance to nesting activities, as determined by a qualified biologist. CDFW and USFWS recommend a minimum no-disturbance buffer of 250 feet around active nests of non-listed passerine-type bird species and a 500-foot, no-disturbance buffer around the nests of non-listed raptors until the breeding season has ended, or until a qualified biologist has determined that the young have fledged and are no longer reliant upon the nest or parental care for survival.

Monitoring of the nest by a qualified biologist during construction activities shall be conducted to ensure the appropriate buffer has been established and maintained and project activity is not resulting in detectable adverse effects to active nests.

b. Would the project have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?

LESS THAN SIGNIFICANT. The proposed project would not impact the riparian habitat at the WTP site. Implementation of BMPs to minimize erosion and to quickly contain and clean up any accidental spills or leaks pursuant to the requirements of the SWPPP would avoid impacts to the potentially State-jurisdictional ephemeral drainages at both sites. No other sensitive natural communities are present within the project area. Impacts would be less than significant and no mitigation is required.

c. Would the project have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) either individually or in combination with the known or probable impacts of other activities through direct removal, filling, hydrological interruption, or other means?

LESS THAN SIGNIFICANT. There are no federally protected wetlands at the proposed WTP site. Implementation of BMPs to minimize erosion and to quickly contain and clean up any accidental spills or leaks pursuant to the requirements of the SWPPP would avoid impacts to the potentially USACE-jurisdictional ephemeral drainage at the WWTF site. Impacts would be less than significant and no mitigation is required.

d. Would the project interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of wildlife nursery sites?

LESS THAN SIGNIFICANT. The solar arrays would be completely enclosed by a chain-link fence. If any wildlife move through the highly disturbed WWTF site, it is occasional and incidental. Construction of the solar array at the WTP site would remove a small amount of undeveloped habitat that does not constitute any portion of a wildlife movement corridor. Installation of the proposed project would not substantially interfere with the movement of wildlife. Neither site is within an established corridor or used as a nursery site. Impacts would be less than significant.

e. Would the project conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?

NO IMPACT. The proposed project would not require removal of any trees; therefore it would not conflict with the Sacramento County Tree Preservation Ordinance or the Rancho Murieta Association Tree Preservation Policy. No other local policies or ordinances protecting biological resources are applicable to the proposed project.

f. Would the project conflict with the provisions of an adopted Habitat Conservation Plan, Natural Communities Conservation Plan, or other approved local, regional, or State habitat conservation plan?

NO IMPACT. There are no adopted or approved conservation plans applicable to the proposed project area; therefore, there would be no conflicts.

C.5 Cultural Resources and Tribal Cultural Resources

CULTURAL RESOURCES

Would the project:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Cause a substantial adverse change in the significance of a tribal cultural resource as defined in §21074?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Disturb any human remains, including those interred outside of formal cemeteries?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

Cultural resources are historic and prehistoric archaeological sites, historic architectural and engineering features and structures, and sites and resources of traditional cultural significance to Native Americans and other groups. Tribal cultural resources are sites, features, places, cultural landscapes, and sacred places or objects that have cultural value or significance to a Tribe. This assessment considers three kinds of resources, classified by their origins: prehistoric, ethnographic, and historic. Unless otherwise noted, the following discussion is based on the 2014 PAR Environmental Services, Inc. cultural resources inventory and assessment report (PAR, 2014).

Prehistoric Setting

In the Central Valley Region, California archaeologists have demonstrated that people have been occupying the area since about 4000 B.C. California Native Americans have changed over time. These changes are called cultural horizons, and include changes to a culture's political system, tool technology, monetary system, dietary preference, and other cultural aspects.

The cultural horizons in the Central Valley Region are separated into the Early Horizon (1500 B.C. to 500 B.C.), Middle Horizon (550 B.C. to 1100 A.D.), and Late Horizon (500 A.D. to 1600 A.D.). The Early Horizon is associated with specialized grave goods, the gathering and processing of acorns, fishing, and the year-long habitation of villages. Peoples coming in from the Bay Area (known as the Me-wuk) likely influenced the regional change from the Early Horizon to Middle Horizon. The Middle Horizon is associated with acorns being the dietary focus, an increase in the use of mortar and pestles, and production of specific forms of shell beads and ornaments. The Middle Horizon was followed by the Late Horizon in the Central Valley. The Late Horizon was characterized by cultural changes such as the adoption of: cremation, a monetary system based on clam shell disc beads, bow and arrow technology, pottery making, and political centers surrounded by smaller satellite villages.

Ethnographic Setting

The proposed WTP and WWTF sites are located to the north and south of the Cosumnes River, respectively. California ethnographers suggest that this river is an approximate boundary between two California Native American tribal territories, the Nisenan to the north of the river and the Miwok to the south. Pre-historically, and through the historic contact era, the area in and around Rancho Murieta is reported to

have had at least five Native American settlements north and south of the Cosumnes River and its tributaries. These span both the current Miwok and Nisenan territories. The nearest recorded ethnographic village in relation to the proposed project sites is named *Palahmul*, and is located southeast of the WTP. By the late nineteenth century, particularly following the California Gold Rush, both groups were forced to abandon the project vicinity.

Historical Setting

The historical setting of the project area encompasses three major periods in California's history: the Spanish Period (1776-1821); the Mexican Period (1822-1846); and the American Period (1846 to present). In 1808, the Spanish explorer Lieutenant Gabriel Moraga ventured into the Sacramento Valley. However, Sacramento was not settled until the late 1830s and early 1840s, when Captain John Sutter built a trading post and stockade on 76 acres obtained through land grants from the Mexican government. Sutter's Fort brought an increase of trappers, hunters, and pioneers to the area (HDR, 2014).

California became a territory of the United States as a result of the Mexican-American War (1847-1848). In 1848, gold was discovered by John Marshall at Sutter's Mill in Coloma and brought a large influx of settlers into the Sacramento region. The California Gold Rush (1848-1850s) brought a large amount of prospectors into the area, many to work at the site of Michigan Bar. Michigan Bar was a very active gold mining operation during the early years of the Gold Rush that incorporated hydraulic, hand placer, and dredging techniques, with dredging being the most prominent technique. It was located east of Rancho Murieta along the Cosumnes River. Additionally, the Indiana Gold Dredging Company worked the Cosumnes River and some of the older bench gravels using dredgers in the 1920s. Some dredging continued into the 1950s and early 1960s. Based on a review of the 1953 USGS map, historic dredge tailings likely associated with the Indiana Gold Dredging Company were once present within the northern section of the proposed WWTF site.

The proposed project sites are also in a region that had very active clay mining. By 1919, Sacramento County was producing \$113,000 worth of clay and clay products a year. The Michigan Bar Pottery Works was constructed in 1859 by J. W. Orr. It was later bought by Absalom Morgan Addington in 1865, he renamed it Addington Pottery Works. The pottery works was one of the largest in California at the time and took clay from the Cosumnes River areas. A historic claypit (a quarry or mine used for the extraction of clay), is located about 0.15 miles southwest of the WWTF (USGS, 1968). It is likely that this claypit is directly associated with the production of clay at the Michigan Bar Pottery Works and its use likely dates back to the mid-nineteenth century.

Cultural Resources Investigations

WTP Site

In 1992 and 2014, the District completed CEQA review of the construction of the WTP and its subsequent expansion, respectively. The 1992 and 2014 findings did not identify any significant historical or prehistoric sites recorded or observed within the WTP facility construction area which encompasses the proposed WTP solar array site. The findings were based on formal archaeological literature and records searches conducted at the North Central Information Center (NCIC) at California State University Sacramento, as well as a cultural resources field survey conducted in January 2014. The records and literature search identified two previously recorded cultural resources located within 0.25 miles of the WTP site. However, no cultural resources were identified within the proposed WTP site boundaries.

WWTF Site

A 2016 records and literature search conducted by research staff at the NCIC for the proposed WWTF site indicated that there are no cultural resources present. However, one isolated prehistoric artifact was recorded within 0.25 miles of the WWTF site. This record search indicated that three cultural resource surveys were conducted within 0.25 miles of the WWTF site. A review of historical maps of the WWTF site indicates that historic dredge-tailings are located within the northern section of the WWTF site, and a historic claypit is located near but outside of the WWTF site.

Overall, the results of the cultural resources investigations suggest that potential historic resources associated with mining operations in Rancho Murieta may be present within the proposed WWTF site and low potential for the presence of historic resources within the proposed WTP site. Preliminary research suggests that the historic dredge tailings and claypit are potential resources that might be eligible for listing on the California Register of Historical Resources (CRHR) as they are associated with important local mining efforts by the Indiana Gold Dredging Company and Michigan Bar Pottery Works. Although it was likely that California Native Americans settled their villages along local rivers and waterways, historic mining operations and natural erosion likely removed any resources that are evidence of their past occupation and land use.

Native American Heritage Commission

The Native American Heritage Commission (NAHC) maintains two databases to assist in the identification of cultural resources of concern to California Native Americans, referred to by NAHC staff as tribal cultural resources. The NAHC Sacred Lands File (SLF) database has records for places and objects that Native Americans consider sacred or otherwise important, such as cemeteries and gathering places for traditional foods and materials. The NAHC Contacts database has the names and contact information for individuals, representing a group or themselves, who have expressed an interest in being contacted about development projects in specified areas.

Aspen Environmental Group, on behalf of the District, contacted the NAHC by mail on January 11, 2016, to obtain information on known cultural resources and traditional cultural properties, and to learn of any concerns Native Americans may have about the proposed project. In addition, Aspen requested a list of Native Americans who have heritage ties to the project area and who want to be informed about new development projects there. The NAHC responded on February 03, 2016, with the information that the SLF database failed to indicate the presence of sacred sites in the project vicinity. The NAHC also forwarded a list of eight Native American groups or individuals interested in development projects in the project area.

On February 10, 2016, Aspen sent letters to the eight Native American individuals and groups identified by the NAHC inviting comments or concerns regarding potential impacts to cultural resources or areas of traditional cultural importance within the vicinity of the proposed project. As of the date of IS/MND release, there has been no response.

Assembly Bill 52

Assembly Bill (AB) 52 establishes a formal role for California Native American tribes in the CEQA process. CEQA lead agencies are required to consult with tribes about potential tribal cultural resources in the project area, the potential significance of project impacts, the development of project alternatives, and the type of environmental document that should be prepared. AB 52 directs tribes to contact all CEQA lead agencies to formally request to be notified of projects in regions the tribe is traditionally affiliated.

The United Auburn Indian Community of the Auburn Rancheria and Wilton Rancheria tribes were notified by letter of the project by the District on January 19, 2016. Distribution of this letter initiated a 30-day response period, which concluded on February 19, 2016. Neither tribe responded with a request for consultation meetings. The District has made a “good-faith effort” to initiate and conduct consultation pursuant to Public Resources Code Section 21082.3(d)).

Discussion of Impacts

a. Would the project cause a substantial adverse change in the significance of an historical resource as defined in §15064.5 [§15064.5 generally defines historical resource under CEQA]?

LESS THAN SIGNIFICANT WITH MITIGATION INCORPORATED. There are no known historical resources in the proposed WTP site. However, historic dredge tailings likely associated with the Indiana Gold Dredging Company were present at one time in the northern section of the proposed WWTF site. This resource does not appear to have been evaluated for listing on the CRHR. Recent industrial operations at the WWTF site appear to have completely destroyed the historic dredge tailings. Therefore, the integrity of the resource (i.e., design, materials, workmanship, setting, association, and feeling) has likely not been retained due to extensive disturbance from disturbance at the site. As such, ground disturbance associated with the proposed project is not anticipated to impact historical resources as defined in CEQA Guidelines Section 15064.5. However, it is possible that previously unknown historical resources could be discovered and damaged or destroyed during ground disturbing work, which would constitute a significant impact absent mitigation. Implementation of **Mitigation Measure CR-1** would evaluate and protect unanticipated discoveries of historical resources, thereby reducing this impact to less than significant.

MM CR-1 Management of Unanticipated Discoveries of Historical Resources, Archaeological Resources or Tribal Cultural Resources. In the event that any cultural or tribal cultural resources, including unusual amounts or fragments of bone, are discovered during construction-related ground disturbance, all work within 50 feet of the resource shall be halted and the District shall consult with a qualified archaeologist to assess the significance of the find and with tribal representatives qualified to identify tribal cultural resources as defined in AB 52 (PRC § 21080.3.1(a)). If any resources found on the site are determined to be significant, the District, the consulting archaeologist, and the tribal representative shall determine the appropriate course of action as prescribed in CEQA Guidelines Section 15064.5(b)(3). A report shall be prepared by a qualified archaeologist and filed with the Office of Historic Preservation and/or the North Central Information Center on the appropriate forms documenting the significance of all significant cultural resources found at the site. This mitigation measure shall be noted on all project construction plans and specifications.

b. Would the project cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?

LESS THAN SIGNIFICANT WITH MITIGATION INCORPORATED. It is possible that buried or concealed unique archaeological resources could be present and may be detected during ground-disturbing and other construction activities. Damage or destruction of previously unidentified unique archaeological resources during ground disturbance would be a potentially significant impact absent mitigation. Implementation of **Mitigation Measure CR-1** described below would evaluate and protect unanticipated discoveries of unique archaeological resources, thereby reducing this impact to less than significant.

c. Cause a substantial adverse change in the significance of a tribal cultural resource as defined in § 21074?

LESS THAN SIGNIFICANT WITH MITIGATION INCORPORATED. Based on tribal consultation for the proposed WTP and WWTF sites conducted in compliance with AB 52, no known tribal cultural resources have been identified within the project area. However, there is a potential for buried undiscovered tribal cultural resources on the proposed project sites. The ultimate treatment of any resource would be developed after it has been discovered and in consultation with the appropriate resource specialists and tribes as appropriate. Damage or destruction of previously unidentified tribal cultural resources during ground disturbance would be a potentially significant impact absent mitigation. With implementation of **Mitigation Measure CR-1**, which requires evaluation and protection of unanticipated discoveries of tribal cultural resources, impacts would be reduced to less than significant.

d. Would the project disturb any human remains, including those interred outside of formal cemeteries?

LESS THAN SIGNIFICANT WITH MITIGATION INCORPORATED. There is no indication that human remains are present within the proposed project area. Background archival research failed to find any potential for human remains (e.g., existence of formal cemeteries). The limited nature of the proposed ground disturbance makes it unlikely that human remains would be unearthed during construction. However, it is possible that previously unknown human remains could be discovered and damaged or destroyed during ground disturbance, which would constitute a significant impact absent mitigation. In the unlikely event that ground disturbing activities at the project sites inadvertently discover human remains, implementation of **Mitigation Measure CR-2**, which requires evaluation, protection, and appropriate disposition of human remains, would reduce this impact to less than significant.

MM CR-2 Treatment of Human Remains. In accordance with Section 7050.5 of the California Health and Safety Code and PRC Section 5097.98, if human remains are found, the Sacramento County Coroner shall be notified within 24 hours of the discovery. No further excavation or disturbance of the site or any nearby area reasonably suspected to overlie potential remains shall occur until the County Coroner has determined, within two working days of notification of the discovery, the appropriate treatment and disposition of the human remains. If the County Coroner determines that the remains do not require an assessment of cause of death and that the remains are or are believed to be Native American, the Coroner shall notify the Native American Heritage Commission (NAHC) within 24 hours. In accordance with Section 5097.98 of the California Public Resources Code, the NAHC must immediately notify those persons it believes to be the Most Likely Descendent (MLD) of the deceased Native American. The descendants shall complete their inspection within 48 hours of being granted access to the site. The designated Native American representative would then determine, in consultation with the County, the disposition of the human remains.

C.6 Geology and Soils

GEOLOGY AND SOILS

Would the project:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ii) Strong seismic groundshaking?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
iii) Seismic-related ground failure, including liquefaction?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
iv) Landslides?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Result in substantial soil erosion or the loss of topsoil?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Be located on geologic units or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction, or collapse?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Be located on expansive soil, as defined in Section 1803.5.3 of the California Building Code (2013), creating substantial risks to life or property?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G. Question (d) reflects the current 2013 California Building Code, effective January 1, 2014, which is based on the International Building Code (2012).

Setting

Geology and Soil Resources

Sacramento County is located in the Great Valley Geomorphic Province of California, bordered on the west by the Coast Ranges and the east by the Sierra Nevada. The Great Valley is an alluvial plain approximately 50 miles wide and 400 miles long in the central part of California. From the lower Cosumnes River watershed (including the community of Rancho Murieta) to the headwaters, one passes through Cenozoic nonmarine sedimentary rocks and alluvial deposits of the Great Central Valley, crossing the Mesozoic sedimentary and volcanic rocks and Paleozoic sedimentary and volcanic rocks, ending with Granitic rocks of the Mesozoic age (District, 2014).

The topography in the community of Rancho Murieta is characterized by rolling terrain ranging in slope from flat (less than 5 percent) to moderate (10 percent to 20 percent) to steep (more than 25 percent). Elevations range from 130 feet at the Cosumnes River to 305 feet at the top of Marr Hill just west of Lake Clementia (Rancho Murieta, 2015).

Numerous faults have been identified within 62 miles (100 kilometers) of the Sacramento area, and as such, Rancho Murieta could be subject to potential seismic activity. However, there are no known active faults or Alquist-Priolo earthquake zones present in Sacramento County (DOC, 2010). The closest active fault is part of the Foothills fault system, east of Rancho Murieta in El Dorado and Amador Counties (DOC, 2002; District, 2014). The maximum magnitude earthquake from the Foothills fault system is anticipated to be magnitude 6.5 (District, 2014). According to the City of Sacramento's Emergency Plan, the largest earthquake threat to the region comes from earthquakes along Northern California's major faults, which are the San Andreas, Calaveras, and Hayward faults. Ground shaking on any of these faults could cause shaking within Sacramento to an intensity of 5 to 6 on the Modified Mercalli intensity scale (District, 2014). The City of Sacramento is located approximately 20 miles west of Rancho Murieta.

Liquefaction, the loss of soil shear strength caused by a sudden increase in pore water pressure, is determined by a number of factors, including soil type, depth to water, soil density, and the duration and intensity of ground shaking. Liquefaction is most likely to occur in deposits of water-saturated alluvium or similar deposits of artificial fill. Sacramento County has two areas that may pose potential liquefaction problems, the downtown Sacramento area and the San Francisco Bay Delta, located west of the project area (County of Sacramento, 2011). Based on known soil, slope, groundwater, and ground shaking conditions in the project area, the potential for ground rupture, strong ground shaking and landslides in the project area is considered to be low (District, 2014; County of Sacramento, 2011).

Soils in the project area are variable, but generally contain either granitic or volcanic parent material, and may include a clay pan, or other consolidated layer impeding water permeability (District, 2014).

Paleontological Resources

Paleontological resources include fossil plants and animals, and other evidence of past life such as preserved animal tracks and burrows. Data provided by fossils also contribute to proper stratigraphic interpretations, paleoenvironmental and paleoclimatic reconstructions, and to understanding evolutionary processes. The importance of paleontological resources is therefore based on their scientific and educational value. The Society of Vertebrate Paleontology identifies vertebrate fossils, their taphonomic and associated environmental data, and fossiliferous deposits as scientifically significant nonrenewable paleontological resources (SVP, 2010). Botanical and invertebrate fossils and assemblages may also be significant.

Paleontological Investigations

A review of a geologic map of the area (Wagner et al., 1981) indicates that the proposed WWTF site is underlain with a Tertiary lone formation (66 to 2.5 million years old) and the proposed WTP site is underlain with a Jurassic Salt Spring Slate formation (199.6 to 194.5 million years old). The age of both geologic features indicates they have the potential to contain paleontological resources and unique geologic features within the project area. Specifically, the lone formation is associated with fossils that include vertebrate mammals (dolphins, proposes, and whales), fish (skates and rays), and plants. However, a field survey conducted at the WTP site for the WTP Expansion Project did not identify the presence of any paleontological resources (HDR, 2014). A review of the University of California Museum of Paleontology database revealed 13 unique paleontological resources have been collected within Sacramento County, with three of those found along the Cosumnes River, which flows between the proposed project sites.

Discussion of Impacts

a. Would the project expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:

i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.

NO IMPACT. The project area is not located on an Alquist-Priolo Earthquake Fault Zone, and no active faults are located within Sacramento County. Implementation of the proposed project would not expose people or structures to the risk of loss, injury, or death involving rupture of a known earthquake fault. No impacts would occur.

ii) Strong seismic ground shaking?

LESS THAN SIGNIFICANT IMPACT. Although the proposed project is an area of California considered to be seismically stable, earthquake activity in neighboring regions (i.e., the Sierra Nevada and the San Francisco Bay area) could affect the project sites with ground shaking and liquefaction. The proposed project does not include the construction of any housing or habitable structures. During operation, the proposed project would be unstaffed and monitored remotely, with periodic on-site personnel visits for inspection and maintenance. No personnel would be on-site during the majority of the hours of operation. The proposed project components would be engineered and built to withstand the effects of strong ground shaking. The risk of loss, injury, or death involving strong ground shaking at the proposed project site would be minor. This impact would be less than significant and no mitigation is required.

iii) Seismic-related ground failure, including liquefaction?

LESS THAN SIGNIFICANT IMPACT. As described above in (a)(ii), earthquake activity in neighboring regions could affect the proposed project area with ground shaking and liquefaction. However, based on known soil, slope, groundwater, and ground shaking conditions in the project area, the potential for liquefaction on the project sites is considered to be low. Furthermore, the project does not include any housing or habitable structures. Following construction, no personnel would be on-site during the majority of the hours of operation. This impact would be less than significant and no mitigation is required.

iv) Landslides?

NO IMPACT. The proposed project would be located on flat sites with no notable slopes or topography. Landslides are not anticipated; no impact would occur.

b. Would the project result in substantial soil erosion or the loss of topsoil?

LESS THAN SIGNIFICANT IMPACT. Construction of the proposed project would include initial clearing, grubbing, and any necessary grading. Once completed, the site would be stabilized in accordance with the project's SWPPP to reduce the potential for soil erosion or the loss of topsoil. As stated in Section A.3.4 (Project Design Features), BMPs would also be implemented where appropriate as part of the project design to minimize erosion, such as:

- Protecting all finished graded slopes from erosion using such techniques as erosion control matting and hydroseeding;

- Protecting downstream properties and receiving waters from sedimentation;
- Use of silt fencing and straw wattles to retain sediment on the project site;
- Use of temporary water conveyance and water diversion structures to eliminate runoff to the fill slopes; and
- Any other suitable measures outlined in the Sacramento County Erosion Control Manual.

These erosion control measures would ensure that soil erosion impacts would be less than significant; no mitigation is required.

c. Would the project be located on geologic units or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction, or collapse?

LESS THAN SIGNIFICANT IMPACT. Construction activities for the proposed project would be temporary and short-term, and are not likely to result in substantial soil erosion or require deep excavations. Additionally, there would be no impact from landslides as the proposed project is located on flat to gently sloping terrain and would not be subject to landslides. Construction activities are not anticipated to result in on- or off-site landslide, lateral spreading, subsidence, liquefaction, or collapse, and impacts would be less than significant. No mitigation is required.

d. Would the project be located on expansive soil, as defined in Section 1803.5.3 of the California Building Code (2013), creating substantial risks to life or property?

LESS THAN SIGNIFICANT IMPACT. The potential for ground subsidence and liquefaction in the proposed project area is low. No structures for human occupancy would be constructed as part of the proposed project, and following construction, no personnel would be on-site during the majority of the hours of operation. Therefore, risks to life or property related to expansive or unstable soils would be less than significant and no mitigation is required.

e. Would the project have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?

NO IMPACT. The proposed project would not include the use of septic tanks or alternative wastewater disposal systems. No wastewater facilities would be constructed as part of the proposed project. If sanitation facilities are required during the construction period, temporary portable toilets would be provided for the workers. No impacts would occur.

f. Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?

LESS THAN SIGNIFICANT WITH MITIGATION INCORPORATED. Based on the results of previous field study (HDR, 2014); there are no known paleontological resources or sites or unique geologic features within the proposed WTP site. However, a review of a geologic map for the proposed WWTF and WTP sites indicates the possibility of encountering unique paleontological resources or unique geologic features that range from 2.5 to 199.6 million years old (Wagner et al., 1981). It is possible that previously unknown paleontological resources or unique geologic features could be discovered and damaged or destroyed during ground disturbance, which would constitute a significant impact absent mitigation. Implementation of **Mitigation Measure GEO-1** would identify and protect unanticipated discoveries of unique paleontological resources or unique geologic features, thereby reducing this impact to less than significant.

MM GEO-1 Management of Unanticipated Paleontological Resources or Unique Geologic Features. In the event that unanticipated paleontological resources or unique geologic resources are encountered during ground-disturbing or other construction activities, work must cease within 50 feet of the discovery and a paleontologist shall be hired by the District to assess the scientific significance of the find. The consulting paleontologist shall have knowledge of local paleontology and the minimum levels of experience and expertise as defined by the Society of Vertebrate Paleontology's Standard Procedures (2010) for the Assessment and Mitigation of adverse Impacts to Paleontological Resources. If any paleontological resources or unique geologic features are found within the project sites, the District and the consulting paleontologist shall prepare a Paleontological Treatment and Monitoring Plan to include the methods that will be used to protect paleontological resources that may exist within the project sites, as well as procedures for monitoring, fossil preparation and identification, curation of specimens into an accredited repository, and preparation of a report at the conclusion of the monitoring program.

C.7 Greenhouse Gas Emissions

GREENHOUSE GAS EMISSIONS

Would the project:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Conflict with any applicable plan, policy or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Note: Significance criteria established by CEQA Guidelines, Appendix G.

Setting

Greenhouse gases (GHGs) are gases that trap heat in the atmosphere and are emitted by natural processes and human activities. Examples of GHGs that are produced both by natural processes and industry include carbon dioxide (CO₂), methane (CH₄), and nitrous oxide (N₂O). The accumulation of GHGs in the atmosphere regulates the earth's temperature. GHGs have varying amounts of global warming potential (GWP). GWP is the ability of a gas or aerosol to trap heat in the atmosphere. By convention, CO₂ is assigned a GWP of 1. In comparison, CH₄ has a GWP of 25, which means that it has a global warming effect 25 times greater than CO₂ on an equal-mass basis. To account for their GWP, GHG emissions are often reported as CO₂e (CO₂ equivalent). The CO₂e for a source is calculated by multiplying each GHG emission by its GWP, and then adding the results together to produce a single, combined emission rate representing all GHGs.

California is one of several states that have set GHG emission targets. Executive Order S-3-05 and AB 32, the California Global Warming Solutions Act of 2006, promulgated targets to achieve reductions in GHG to 1990 GHG levels by the year 2020. This target-setting approach allows progress to be made in addressing climate change, and is a forerunner to setting emission limits.

As discussed in Section 15064.4 of the CEQA Guidelines, the determination of the significance of GHG emissions calls for a careful judgment by the lead agency, consistent with the provisions in Section 15064. Section 15064.4 further provides that a lead agency should make a good-faith effort, to the extent possible on scientific and factual data, to describe, calculate, or estimate the amount of GHG emissions resulting from a project. A lead agency shall have discretion to determine, in the context of a particular project, whether to:

1. Use a model or methodology to quantify GHG emissions resulting from a project, and which model or methodology to use. The lead agency has discretion to select the model or methodology it considers most appropriate provided it supports its decision with substantial evidence. The lead agency should explain the limitations of the particular model or methodology selected for use; and/or
2. Rely on a qualitative analysis or performance-based standards.

Section 15064.4 also advises a lead agency to consider the following factors, among others, when assessing the significance of impacts from GHG emissions on the environment:

1. The extent to which the project may increase or reduce GHG emissions as compared to the existing environmental setting;

2. Whether the project emissions exceed a threshold of significance that the lead agency determines applies to the project; and
3. The extent to which the project complies with regulations or requirements adopted to implement a statewide, regional, or local plan for the reduction or mitigation of GHG emissions.

Discussion of Impacts

a. Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?

LESS THAN SIGNIFICANT IMPACT.

Construction. As described in Section A (Project Description), construction of both facilities could occur simultaneously or overlap. Therefore, emissions were calculated for both projects together to present a worst-case scenario. The direct and indirect GHG emissions from proposed project construction were estimated using CalEEMod. Table C.7-1 presents the GHG emission construction estimates for the project against GHG emission thresholds identified by SMAQMD. As shown, GHG emissions would not exceed SMAQMD significance thresholds. Construction impacts would be less than significant and no mitigation is required.

Table C.7-1. CalEEMod Model Results: Project Construction GHG Emissions Compared to SMAQMD Thresholds

	Emissions (Metric Tons CO ₂ e/Year)
Project Construction Emissions – Total	44.27
Project Construction Emissions – Annualized Over 20-Year Project Lifetime	2.21
SMAQMD GHG Emission Threshold	1,100
Exceeds Threshold?	NO

Source: SMAQMD, 2016c; CalEEMod assumptions and detail available upon request

Operation. Emissions from proposed project operation would be limited to inspection and maintenance activities. These events would occur infrequently (quarterly or bi-annually) and would include several passenger vehicle trips and minimal on-site equipment that could generate emissions. Project operation emissions are minimal and would be well below the SMAQMD GHG threshold (1,100 Metric Tons CO₂e/Year). Additionally, the proposed project would reduce annual indirect GHG emissions because it would displace fossil-fuel-fired electricity generation. Given the annual displacement of roughly 1,180 MWh of conventional generation, this reduction is more than two orders of magnitude greater than the proposed project’s annualized direct and indirect emissions sources (including when the temporary construction GHG emissions shown above are included). Therefore, the overall effect of the proposed project is to reduce GHG emissions. The project’s GHG emissions during construction would be nominal and well below the SMAQMD significance threshold, with GHG emissions being offset by construction of renewable energy facilities. Impacts would be less than significant and no mitigation is required.

b. Conflict with any applicable plan, policy or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases?

NO IMPACT. There are no federal, State, or local climate change or GHG emissions regulations that directly apply to construction of the proposed project. The project is not proposing SF6 containing equipment,

which otherwise would be subject to the CARB Regulation for Reducing Sulfur Hexafluoride Emissions from Gas Insulating Gear (17 CCR 95350). Additionally, there are a number of federal, State, and local plans and policies, and GHG emissions reduction strategies that are potentially applicable to the proposed project, either directly or indirectly. A summary of the compliance with all potentially applicable GHG plans, policies, and regulations is provided below in Table 3.7-2.

Table C.7-2. Summary of Project Compliance with all Potentially Applicable GHG Plans, Policies, and Regulations

Adopted Plan, Policy, or Regulation	Consistency Determination	Proposed Project Consistency
Federal		
40 CFR Part 98. Mandatory Reporting of Greenhouse Gases Rule.	Not Applicable	The proposed project would not have emissions sources that would be subject to this regulation.
40 CFR Part 52. Proposed Prevention of Significant Deterioration and Title V Greenhouse Gas Tailoring Rule.	Not Applicable	The proposed project would not have emissions sources that would be subject to this regulation.
State		
AB 32. Regulation for Reducing Sulfur Hexafluoride Emissions from Gas Insulating Gear (17 CCR 95350)	Not Applicable	The proposed project is not proposing the use of new SF ₆ containing equipment.
AB 32. Annual GHG Emissions Reporting	Not Applicable	The proposed project does not include emissions sources that would be subject to this regulation.
AB 32. Cap-and-Trade	Not Applicable	The proposed project does not include emissions sources that would be subject to this regulation.
California Renewable Portfolio Standard Program, including Senate Bill 350	Consistent	The proposed project, as dispatched to serve a publicly owned utility, would contribute towards RPS program requirements.

Table 3.7-3 summarizes current California emission reduction strategies to reduce GHGs, identifies the applicability of each strategy, and the proposed project design feature or mitigation measure that is proposed to comply with the applicable strategies.

Table C.7-3. Summary of Project Compliance with Current California Emission Reduction Strategies to Reduce GHGs

Strategy	Project Design/Mitigation to Comply with Strategy
Vehicle Climate Change Standards: AB 1493 (Pavley) required the State to develop and adopt regulations that achieve the maximum feasible and cost-effective reduction of climate change emissions emitted by passenger vehicles and light duty trucks. Regulations were adopted by CARB in September 2004.	These are CARB enforced standards; vehicles that access the project site during construction and operation are required to comply with the standards addressed under these strategies.
Other Light Duty Vehicle Technology: New standards would be adopted to phase in beginning in the 2017 model.	
Heavy-Duty Vehicle Emission Reduction Measures: Increased efficiency in the design of heavy-duty vehicles and an education program for the heavy-duty vehicle sector.	
Diesel Anti-Idling: In July 2004, CARB adopted a measure to limit diesel-fueled commercial motor vehicle idling.	

Table C.7-3. Summary of Project Compliance with Current California Emission Reduction Strategies to Reduce GHGs

Strategy	Project Design/Mitigation to Comply with Strategy
Achieve 50 percent (50%) Statewide Recycling Goal: Achieving the State's 50 percent (50%) waste diversion mandate as established by the Integrated Waste Management Act of 1989 (AB 939, Sher, Chapter 1095, Statutes of 1989) will reduce climate change emissions associated with energy intensive material extraction and production as well as methane emission from landfills. A diversion rate of 48 percent (48%) has been achieved on a Statewide basis. Therefore, a 2 percent (2%) additional reduction is needed.	The proposed project would comply with these strategies by composting or through other beneficial use of vegetative waste during construction and operation, as feasible.
Zero Waste – High Recycling: Additional recycling beyond the State's 50 percent (50%) recycling goal.	Not applicable
Building Energy Efficiency Standards in Place and in Progress: Public Resources Code 25402 authorizes the California Energy Commission to adopt and periodically update its building energy efficiency standards (that apply to newly constructed buildings and additions to and alterations to existing buildings).	Not applicable
Green Buildings Initiative: Green Building Executive Order, S-20-04 (CA 2005), sets a goal of reducing energy use in public and private buildings by 20 percent (20%) by the year 2015, as compared with 2003 levels.	Not applicable

Source: CAPCOA, 2009; OPR, 2008

In summary, the proposed project would conform to State and local GHG emissions/climate change regulations and policies/strategies. No impact would occur.

C.8 Hazards and Hazardous Materials

HAZARDS AND HAZARDOUS MATERIALS

Would the project:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. For a project located within an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

Land Use

Existing and past land uses are commonly used as indicators of sites or areas where hazardous material storage and use may have occurred or where potential environmental contamination may exist. For example, many historic and current industrial sites have soil or groundwater contaminated by hazardous substances. Other hazardous materials sources include leaking underground tanks in commercial and rural areas, contaminated surface runoff from polluted sites, and contaminated groundwater plumes.

The vicinity of the proposed WTP site is currently open, undeveloped space north, east, and west of the site with the existing WTP facilities south of the site. The proposed WWTF site is located northeast of the District's WWTF facilities and ponds. Disturbed open space otherwise surrounds the site. Until Fall 2015, the area encompassing the proposed WWTF site had been subject to routine disturbance by heavy

machinery as it was used for 30 to 40 years as a training ground for the Operating Engineers Local Union No. 3.

Hazards and Hazardous Materials

Hazardous or flammable materials used during construction would consist primarily of small volumes of petroleum hydrocarbons and their derivatives (e.g., fuels, oils, lubricants, and solvents) required to operate construction equipment. In addition to these hazardous materials, it is anticipated that small quantities of additional common hazardous materials would be used on-site during construction, including anti-freeze and used coolant, latex and oil-based paint, paint thinners and other solvents, cleaning products, and herbicides. Normal maintenance and refueling of construction equipment would be conducted at the staging areas onsite.

Environmental Contamination

Proposed project ground disturbance may encounter environmental contamination if located in the vicinity of commercial or industrial sites with known contamination or adjacent to sites that previously or currently store and use large quantities of hazardous materials.

According to CalEPA, the provisions in Government Code Section 65962.5 are commonly referred to as the "Cortese List." The list, or a site's presence on the list, has bearing on the local permitting process as well as on compliance with CEQA. The proposed solar sites are not on or within 1,000 feet of any hazardous waste and substances sites from the Department of Toxic Substances Control EnviroStor database; hazardous waste facilities subject to corrective action pursuant to Section 25187.5 of the Health and Safety Code; or Leaking Underground Storage Tank or other cleanup program sites from the State Water Resources Control Board (SWRCB) GeoTracker database (DTSC, 2016; CalEPA, 2016; SWRCB, 2016).

Schools

Rancho Murieta is within the Elk Grove Unified School District. The Rancho Murieta Learning Center, a daycare facility, is located 1.4 miles northwest of the WWTF site at 7248 Murieta Parkway. Cosumnes River Elementary School is located at 13580 Jackson Road, 4.4 miles west of the WWTF site.

Aviation

No private airports are located within approximately 4.0 miles (20,000 feet) of the project sites. Rancho Murieta Airport is the nearest public airport to the project area. It is a public airfield containing one runway (AirNav, 2016) and is located 0.65 miles west of the WWTF site and 2.0 miles southwest of the WTP site. The airfield contains 46 aircraft based in the field (AirNav, 2016). For the 12-month period ending January 31, 2015, this airport averaged 73 aircraft operations per day, with all air traffic being general aviation flights (AirNav, 2016).

Wildland Fires

The proposed project is located on previously disturbed land within existing or former industrial sites. The proposed WTP site is adjacent to open space, which is generally vegetated with non-native grasses and oak woodlands. The State Responsibility Areas in eastern Sacramento County that are in the vicinity of the proposed project are within a Fire Hazard Severity Zone designated as Moderate by the California Department of Forestry and Fire Protection (CAL FIRE, 2007). The Sacramento Metropolitan Fire District provides fire protection services to the community of Rancho Murieta. Station 59 is located at 7210 Murieta Drive, less than one mile northwest of the proposed WWTF site.

DISCUSSION OF IMPACTS

a. *Would the project create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?*

LESS THAN SIGNIFICANT IMPACT. Minor spills or releases of hazardous materials could occur due to improper handling and/or storage practices during construction activities. These potential impacts would be partially avoided through implementation of the site-specific SWPPP. The SWPPP prepared for each site would provide the locations for storage of hazardous materials during construction, as well as protective measures, notifications, and cleanup requirements for any incidental spills or other potential releases of hazardous materials. In addition, pursuant to BMPs listed in Section A.3.4 (Project Design Features), all workers would be trained on hazardous materials handling procedures for reducing the potential for a spill during construction, as well as hazardous material cleanup procedures to ensure quick and safe cleanup of accidental spills. Further, the proposed project would comply with all relevant federal, State, and local statutes and regulations related to transport, use, or disposal of hazardous materials. Compliance with existing regulations, implementation of the SWPPP and implementation of BMPs, would ensure proper storage, transport, and disposal of any hazardous wastes used onsite. Impacts would be less than significant and no mitigation is required.

b. *Would the project create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?*

LESS THAN SIGNIFICANT IMPACT. As described above in (a), solar facility construction, operation, and decommissioning would require the limited use of hazardous materials that could result in potential adverse health and environmental impacts if these materials were used, stored, or disposed of improperly, causing accidents, spills, or leaks into adjacent waterways. Compliance with existing regulations, implementation of the SWPPP and implementation of BMPs, would ensure impacts related to accidental release of hazardous materials into the environment would be less than significant and no mitigation is required.

c. *Would the project emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?*

NO IMPACT. The proposed project area is not located within 0.25 miles of an existing or proposed school. No impact would occur.

d. *Would the project be located on a site that is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?*

NO IMPACT. The proposed solar sites are not located on an identified hazardous materials site pursuant to Government Code Section 65962.5, and therefore, would not create a significant hazard to the public or the environment. No impact would occur.

e. *For a project located within an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?*

LESS THAN SIGNIFICANT IMPACT. The proposed project does not include any habitable structures or permanent on-site employees. Project operation would be unstaffed and monitored remotely, with regular

on-site personnel visits for security, maintenance, and system monitoring. No personnel would be on-site during the majority of the hours of operation.

Because the Rancho Murieta Airport is located 2.0 miles southwest of the proposed WTP site, temporary workers at the WTP site would not be subject to airport noise or other potential aviation hazards. The Rancho Murieta Airport is located 0.65 miles west of the proposed WWTF site; however, the runway is oriented southwest to northeast and would not result in any aircraft travelling over the proposed site during normal arrival and departure flight paths. Therefore, the project would not result in aviation noise or safety hazards for people working in the WWTF site. This impact would be less than significant and no mitigation is required.

f. For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?

NO IMPACT. The proposed project does not include any habitable structures or permanent on-site employees. There are no private airstrips located within 4 miles of the proposed project area. Therefore, the project would not result in a safety hazard for people temporarily working at the project sites. No impact would occur.

g. Would the project impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?

NO IMPACT. Construction, operation, and decommissioning of each PV facility would not require any temporary roadway or lane closures/disruptions that could affect traffic flow, emergency response, or evacuation access. No impacts are anticipated.

h. Would the project expose people or structures to a significant risk of loss, injury, or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?

LESS THAN SIGNIFICANT IMPACT. The proposed project area is adjacent to open space. The State Responsibility Areas that surround the project sites in eastern Sacramento County are within a Fire Hazard Severity Zone designated as Moderate by the California Department of Forestry and Fire Protection (CAL FIRE, 2007). According to the Sacramento County General Plan, wildland fires pose a threat to the more rural areas of the County, and grass fires are an annual threat to open space areas such as those surrounding the project site (County of Sacramento, 2011). The proposed project would not involve the construction or operation of habitable structures in wildland areas or promote development in wildland areas. The proposed project would not add any new uses that could create a greater fire risk than currently exists. Vegetation would be occasionally mowed with the fenced arrays to control vegetation. Fire suppression equipment including fire extinguishers would be kept on site during construction in accordance with local fire codes and standards. The exposure of people or property to significant fire hazards would be less than significant and no mitigation is required.

C.9 Hydrology and Water Quality

HYDROLOGY AND WATER QUALITY

Would the project:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Violate any water quality standards or waste discharge requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Substantially deplete groundwater supplies or interfere substantially with groundwater discharge such that there would be a net deficit in the aquifer volume or a lowering of the local groundwater table level (i.e., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on or off site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on or off site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. Otherwise substantially degrade water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Place housing within a 100-year flood hazard area as mapped on a Federal Flood Hazard Boundary or Flood Insurance Rate Map or other hazard delineation map?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. Place within 100-year flood hazard area structures that would impede or redirect flood flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j. Cause inundation by seiche, tsunami, or mudflow?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

Surface Water

The topography in the community of Rancho Murieta is characterized by rolling terrain ranging in slope from flat (less than 5 percent) to moderate (10 percent to 20 percent) to steep (over 25 percent). Elevations range from 130 feet at the Cosumnes River to 305 feet atop Marr Hill just west of Lake Clementia (Rancho Murieta, 2015). Undeveloped areas are vegetated with non-native grasses and oak woodlands. Ephemeral streams drain directly into the Cosumnes River or into the three local reservoirs, Lake Calero, Lake Chesbro and Lake Clementia.

From its origin in Amador and El Dorado Counties, the Cosumnes River descends southwest toward its confluence with the Mokelumne River, which is in southern Sacramento County. The majority of the

Cosumnes River watershed is sparsely populated, with several small towns located near historic mining areas and other small communities located near major highways including Rancho Murieta, Somerset, Pleasant Valley, Sloughouse, Nashville and Herald. There are no incorporated cities located in the upper watershed and Galt is the only incorporated city in the lower watershed. (District, 2014a)

The Cosumnes River Watershed drains a total of 936 square miles. The flows are almost entirely a result of rainfall. Only 16 percent of the watershed lies above 5,000 feet. Therefore, snowmelt contributes very little to the flow. The river flows year-round in the upper watershed; however, in the lower watershed, flows are intermittent during the summer. The majority of the precipitation falls between November and April. Mean annual rainfall for the Cosumnes River Basin is 40 inches. (District, 2014a)

The Cosumnes River watershed is part of the larger Sacramento River watershed. Water quality in the Sacramento River watershed is regulated through the Central Valley RWQCB, Water Quality Control Plan for the Sacramento River Basin and the San Joaquin River Basin (Basin Plan). The Basin Plan sets regulatory limits on specific water quality parameters in the region, and provides guidance for particular land uses and their input to surface water quality. (District, 2014a)

The storm drainage system for Rancho Murieta is composed of natural swales, pipelines and flood control levees. Early in the development in Rancho Murieta, storm drainage and flood control jurisdiction had been the overlapping responsibility of property owners and homeowners associations, Sacramento County and the District. In the mid-1980s, the District's latent authority to provide drainage and flood control services was exercised. The District de-annexed from the County storm drainage maintenance district and began providing drainage services to the community. (District, 2014a; District, 2014b)

State regulations prohibit the District from discharging partially or fully treated wastewater into the Cosumnes River. The current Waste Discharge Requirements (WDR Order R5-2014-0149) allow the District to irrigate with recycled water within the community and approved adjacent ranchland, while prohibiting any direct recycled water runoff from entering local drainages and the Cosumnes River in order to prevent degradation of water quality in the watershed. Rancho Murieta wastewater goes to the District's WWTF. Wastewater is treated to secondary levels and stored in holding reservoirs during the rainy season until the next irrigation season. Only direct rainfall is allowed to enter the holding reservoirs during rain events; stormwater is diverted away from the reservoirs through ditches, swales, and pipelines. During the next irrigation season, the stored secondary effluent is further treated to tertiary standards before use on the golf courses. (District, 2014b)

WTP Site

Approximately 55 feet east of the proposed WTP site at its closest point is an ephemeral drainage that flows south into Lake Clementia reservoir. It is anticipated that this drainage would be considered Waters of the U.S. and State, potentially subject to the jurisdiction of the USACE and CDFW.

WWTF Site

The WWTF site is highly disturbed and almost entirely devoid of vegetation. A 60-foot-wide, man-made, earthen drainage ditch runs along the east side of the proposed solar PV array, approximately 85 feet east of the proposed fence line. This drainage ditch empties into a retention pond that, during large rain events and associated overflow conditions, ultimately empties to the Cosumnes River. The proposed underground electrical interconnection would cross beneath the drainage ditch by boring.

Groundwater

The WWTF site is within the Cosumnes groundwater sub-basin of the San Joaquin River hydrologic region and the WTP site is within the South American sub-basin of the Sacramento River hydrologic region, as defined in California Department of Water Resources Bulletin 118 (DWR, 2013; District, 2014b).

Groundwater well measurements in the community of Rancho Murieta indicate that, in October 2004, depth to groundwater was 16 feet below ground surface (bgs) (District, 2014b). At the WWTF site specifically, groundwater was encountered at 34 feet bgs and the groundwater gradient direction was to the southwest toward the Cosumnes River (District, 2014b).

Flood Hazard Areas

The Federal Emergency Management Agency (FEMA) designates the boundaries of Flood Hazard Areas, or those areas anticipated to be inundated in the event of a 100-year storm event, on Flood Insurance Rate Maps (FIRMs). Neither proposed site is located in a Flood Hazard Zone subject to inundation by a 100-year flood event (also referred to as the 1-percent-annual-chance flood event) (County of Sacramento, 2011; County of Sacramento, 2016; FEMA, 2016a; FEMA, 2016b).

Water Supply

The community of Rancho Murieta's water supply consists of: surface water seasonally diverted from the Cosumnes River under Water Rights Permit 16762 and recycled water.

Potable Water. The District's potable water supply consists of seasonal diversion from the Cosumnes River that is normally diverted to the three storage reservoirs (Lake Calero, Lake Chesbro and Lake Clementia). The total amount of water taken from the Cosumnes River cannot exceed 6,368 acre-feet (AF) per year (District, 2014a). The three reservoirs have an estimated total combined storage volume of 5,107 AF, of which 4,707 AF is considered to be usable for domestic and commercial potable water supply purposes (District, 2014b).

Recycled Water. The California Department of Public Health (CDPH) has established uniform statewide criteria for the various uses of recycled water to assure protection of public health where recycled water use is involved (California Water Code [CWC] section 13521). The RWQCB is responsible for issuing wastewater reclamation and recycled water user requirements in consultation with CDPH to protect the public health and water quality. The District falls within the jurisdiction of the Central Valley RWQCB and the District's current designated recycled water use areas include the two, 18-hole golf courses, and pastureland and unimproved areas south of the proposed WWTF site owned by Van Vleck Ranching and Resources, Inc. (District, 2014b). The District is currently proposing an expansion of its recycled water system area and infrastructure within its service area in response to new proposed industrial/commercial/residential development (District, 2014b).

Discussion of Impacts

a. Would the project violate any water quality standards or waste discharge requirements?

LESS THAN SIGNIFICANT IMPACT. Construction, operation, and decommissioning of the proposed project could violate water quality standards or waste discharge requirements if accelerated soil erosion and sedimentation from ground disturbance or the accidental release or spill of hazardous materials reaches receiving waters or onto the ground where it could be carried into receiving waters by a subsequent rain event.

Project construction would occur on existing industrial sites, and the ground surface within the project area is highly disturbed from previous development and ongoing operations at the WTP and WWTF. The potential for project construction to result in increased offsite erosion and sedimentation is negligible due to the small amount of soil disturbance, the flat topography of the project sites, and the implementation of the project design features and SWPPP BMPs. Although both proposed sites have ephemeral drainages nearby and the proposed WTP site is located adjacent and upslope from Lake Clementia, construction activities would not likely result in direct discharges of sediments, stormwater runoff, or other construction debris into this waterways.

Construction activities would include the use of heavy machinery and equipment. The use of this construction equipment could result in the accidental release or spill of hazardous materials, including hydraulic oil, fuel, grease, lubricants, coolant, and other petroleum-based products. If leaked or spilled, these hazardous materials could contaminate a nearby drainage or waterbody, either directly or indirectly through subsequent transport by stormwater runoff. The potential for the project to result in contamination of a nearby waterbody by hazardous materials is unlikely due to the short construction period, the minimal amount of construction equipment and associated hazardous materials to be used in construction of the project, the generally flat topography of the sites, worker training, and implementation of the spill containment BMPs required in the SWPPP (see Section A.3.4, Project Design Features).

Construction activities would be temporary and short-term, and are not likely to result in substantial soil erosion or violation of water quality standards. Although erosion and generation of contaminated runoff are possible during construction of the proposed project, anything more than minor releases of sediment is unlikely given the size of the project area. Therefore, with implementation of BMPs as part of project design features and the SWPPP, construction and operation activities are not anticipated to affect water quality in the project area. This impact would be less than significant and no mitigation is required.

b. Would the project substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (i.e., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?

LESS THAN SIGNIFICANT IMPACT. The community of Rancho Murieta's water supply consist of surface water seasonally diverted from the Cosumnes River and recycled water. During construction of the proposed project, water may be temporarily required for dust suppression over a 6-week period. During project operation, the solar panels would be cleaned by rain events with SolarCity only washing the solar panels if needed. It is likely that water use during decommissioning would be similar to or less than water used during construction.

Water for construction would be obtained from the District and no onsite groundwater pumping would occur. The overall water use for construction, operation and decommissioning would be nominal in comparison to available District water supplies, and water use for construction would be periodic and temporary, as required during the 6-week construction period. In addition, very few impermeable surfaces would be created during construction of the proposed project (limited to foundations for PV modules, inverters, and transformers), and neither construction, operation, nor decommissioning of the proposed project would interfere substantially with groundwater recharge. Impacts would be less than significant and no mitigation is required.

c. *Would the project substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner, which would result in substantial erosion or siltation on or off site?*

LESS THAN SIGNIFICANT. Construction of the proposed project would involve minor alterations to the existing on-site drainage pattern as a result of clearing, grubbing, minor grading, and erosion control implementation. Implementation of the proposed project would not temporarily or permanently alter the course of any waterway.

As stated in Section A.4 (Required Permits and Approvals), a SWPPP would be implemented that specifies BMPs to minimize erosion and/or siltation during construction. Construction drainage would be designed to maintain or reduce siltation and discharge of stormwater runoff in compliance with the project's SWPPP. The SWPPP would include project information, design features, and monitoring and reporting procedures. In addition, the BMPs listed in Section A.3.4 (Project Design Features) would be implemented during construction of the proposed project where required to minimize soil erosion.

Because BMPs would be implemented and construction and operation of the proposed project would not substantially alter the existing drainage pattern of any site or area, or alter the course of a stream or river in a manner that would result in substantial erosion or siltation on site or off site, this impact would be less than significant. No mitigation is required.

d. *Would the project substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner that would result in flooding on or off site?*

LESS THAN SIGNIFICANT IMPACT. As described above in (c), the proposed grading and any resulting alterations to the existing drainage patterns on the proposed sites would be very minor. Implementation of the proposed project would not temporarily or permanently alter the course of any waterway. Very few impermeable surfaces would be created during construction of the proposed project. As stated in Section A.4.4 (Project Design Features) and Section A.5 (Required Permits and Approvals), a SWPPP and BMPs would be implemented to minimize erosion and/or siltation during construction. Therefore, the proposed project is not anticipated to substantially increase the rate or amount of surface runoff in a manner that would result in flooding. Impacts related to alteration of existing drainage patterns and surface runoff from the proposed project would be less than significant and no mitigation is required.

e. *Would the project create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems to provide substantial additional sources of polluted runoff?*

LESS THAN SIGNIFICANT IMPACT. As described above in (b), nominal amounts of water would be used during project construction, operation, and decommissioning. Neither construction nor operation of the project would substantially increase the rate or amount of runoff from the existing site. Therefore, the proposed project is not anticipated to substantially increase the rate or amount of surface runoff in a manner that would result in flooding, or create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems. Drainage water that may contain pollution is addressed above in (a). Impacts related to surface runoff from the proposed project would be less than significant and no mitigation is required.

f. *Would the project otherwise substantially degrade water quality?*

LESS THAN SIGNIFICANT IMPACT. As described above in (a), the use of construction equipment could result in the accidental release or spill of hazardous materials, including hydraulic oil, fuel, grease, lubricants, coolant, and other petroleum-based products. If leaked or spilled, these hazardous materials could

contaminate a nearby waterbody either directly or indirectly through subsequent transport by storm-water runoff.

As discussed above in (b), the proposed project would implement BMPs, which include temporary erosion control and spill containment measures to protect water quality in the project area, as well as worker environmental awareness training regarding hazardous materials. Pursuant to the BMPs listed in Section A.4.4 (Project Design Features), all workers would be trained on hazardous materials handling procedures for reducing the potential for a spill during construction, as well as hazardous material cleanup procedures to ensure quick and safe cleanup of accidental spills. Further, the proposed project would comply with all relevant federal, State, and local statutes and regulations related to transport, use, or disposal of hazardous materials. Compliance with existing regulations, implementation of the SWPPP and implementation of BMPs, would minimize contamination impacts. Therefore, the proposed project is not expected to substantially degrade water quality and impacts would be less than significant. No mitigation is required.

g. Would the project place housing within a 100-year floodplain, as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?

NO IMPACT. The proposed project does not include the construction of any housing, and would not alter existing drainage patterns and flood areas in such a way that existing housing would be mapping as being in a new Flood Hazard Area. No impact would occur.

h. Would the project place within a 100-year floodplain structures that would impede or redirect flood flows?

NO IMPACT. The proposed project would not result in the placement of any structures within a FEMA 100-year flood hazard zone that would impede or redirect flood flows (FEMA, 2016b; County of Sacramento, 2011; County of Sacramento, 2016). No impact would occur.

i. Would the project expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?

NO IMPACT. The proposed project would not alter or encroach on any dam or levee, nor would it be located in a major dam inundation zone (County of Sacramento, 2011). The closest levee is along the northern bank of the Cosumnes River; the proposed WWTF site is approximately 0.4 miles south of the River at this location (FEMA, 2016b). The proposed project would not increase the risk of loss, injury, or death involving flooding. No impact would occur.

j. Would the project cause inundation by seiche, tsunami, or mudflow?

LESS THAN SIGNIFICANT IMPACT. The potential for damage caused by tsunamis is extremely low because the proposed project area is not near the ocean.

Seiches would be limited to larger water bodies, such as the reservoirs. Seiches can be generated by earthquakes, subsidence or uplift of large blocks of land, submarine and onshore landslides, sediment failures and volcanic eruptions. Given that there are no active faults in Sacramento County, the risk of a seiche on the reservoirs near the WTP site is low.

Additionally, the proposed project area is relatively level and is not situated near steep slopes that could be subject to mudflow events. The proposed project does not include any activities that could facilitate mudflow events on regional slopes. As discussed above in (e), the project would not alter the rate or amount of runoff in the area. As discussed above in (a), the applicant would prepare a SWPPP that

would specify BMPs to minimize erosion and/or siltation during construction. Potential impacts associated with inundation such as flooding are discussed above.

The potential for seiche, tsunami, or mudflow at the project area would be low. Impacts would be less than significant and no mitigation is required.

C.10 Land Use and Planning

LAND USE PLANNING

Would the project:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Physically divide an established community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Conflict with any applicable habitat conservation plan or natural community conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

The project area is located in eastern Sacramento County, in the Planned Unit Development of Rancho Murieta. Rancho Murieta is a 3,500-acre, gated golf-oriented community, through which runs the Cosumnes River. As a California Special District, Rancho Murieta Community Services District is not subject to Sacramento County's zoning code.

WTP Site

The WTP site is located 0.13 miles northeast of Lake Chesbro and northwest of Lake Clementia on a graveled road off Camino Del Lago north of the District's WTP. Residential buildout in the community of Rancho Murieta to date has occurred west and south of Lake Chesbro, making the closest residential housing on Agua Vista approximately 0.25 miles west of the proposed site. Undeveloped open space surrounds the proposed site to the north, east and west with the WTP facilities south of the site.

The WTP site is designated as Low Density Residential land use by the County of Sacramento (County of Sacramento, 2016).

WWTF Site

The WWTF site is located north of the District's WWTF site with the WWTF facilities and ponds to the south of the site and disturbed open space immediately to the north and west of the site. The WWTF site was used for 30-40 years as a training ground for the Operating Engineers Local Union No. 3. Current agricultural operations exist adjacent to the WWTF to the west. Jackson Road is located east and north of the site. The southern golf course of the Rancho Murieta Country Club runs along the east side of Jackson Road and existing residential development that is part of the Rancho Murieta South development is located east of the golf course. The nearest residences are located on Reynosa Drive, which parallels Jackson Road and the golf course, approximately 0.12 miles to the east of the site.

The WWTF site is designated as Cemetery, Public, Quasi-Public (PQP) land use by the County of Sacramento (County of Sacramento, 2016).

Discussion of Impacts

a. *Would the project physically divide an established community?*

NO IMPACT. A community may be divided if a project were to introduce a physical barrier through that community. Such a project is generally linear, such as a highway or railroad. The proposed project involves the construction of two solar PV electrical generating facilities. The two sites are vacant disturbed areas adjacent to existing industrial facilities. The proposed construction and operation activities would occur entirely onsite, with offsite activity limited to the transportation of construction equipment and personnel. Construction and operation of the project would not introduce a barrier that would divide the surrounding community. No impact would occur.

b. *Would the project conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to, the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?*

NO IMPACT. The proposed project sites are currently owned by the District, and are located within the jurisdictional boundary of the County of Sacramento. However, as a California Special District, Rancho Murieta Community Services District is not subject to Sacramento County's zoning code. The proposed project would comply with all applicable land use plans, policies, and regulations. No impact would occur.

c. *Would the project conflict with any applicable habitat conservation plan or natural community conservation plan?*

NO IMPACT. As discussed in Section C.4(f), there are no applicable habitat conservation plan or natural community conservation plans in the vicinity of the proposed project area. Therefore, there would be no conflicts. No impact would occur.

C.11 Mineral Resources

MINERAL RESOURCES

Would the project:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the State?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

Mineral resources in Sacramento County include sand, gravel, clay, gold, silver, peat, topsoil, lignite, natural gas and petroleum. Principal resources in production are aggregate (sand and gravel) and natural gas (County of Sacramento, 2011).

The Division of Mines and Geology established a classification system to denote both the location and significance of key extractive resources. Under the Surface Mining and Reclamation Act, the State Mining and Geology Board may designate certain mineral deposits as being regionally significant to satisfy future needs. According to the Sacramento County General Plan, potential Kaolin Clay deposits are located both northwest and southeast of Rancho Murieta; however, the project sites are not located within an established mineral resource zone (MRZ) (District, 2104; Sacramento County, 2011).

Discussion of Impacts

a. Would the project result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the State?

NO IMPACT. The project sites do not contain areas that are designated for MRZs, and is not shown in the Sacramento County General Plan as an area of mineral resources to be protected from further development. Implementation of the proposed project is not anticipated to result in the loss of mineral resources. Therefore, no impact would occur.

b. Would the project result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?

NO IMPACT. The project sites are not located in an area delineated in the Sacramento County General Plan as a locally important mineral resource recovery site. Therefore, no impact would occur.

C.12 Noise

NOISE

Would the project result in:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. For a project located within an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

This assessment of noise impacts uses specific terminology and fundamental descriptors as defined below:

- Decibel (dB)** is a unit used to describe the amplitude of sound, and sound levels are calculated on a logarithmic, not linear, basis. The lowest sound level that an unimpaired human ear can hear is zero on the decibel scale. Due to the logarithmic nature of measuring sound levels on the decibel scale, a 10-dB increase represents a tenfold increase in acoustic energy; whereas a 20-dB increase represents a hundredfold increase in acoustic energy. Because a relationship exists between acoustic energy and intensity, each 10-dB increase in sound level can have an approximate doubling effect on loudness as perceived by the human ear.

The most common metric is the overall A-weighted sound level measurement (dBA). The A-weighting network measures sound similar to the way a person perceives or hears sound, thus achieving very good correlation in terms of evaluating acceptable and unacceptable sound levels.

- Ambient noise level** is the composite noise from all sources resulting in the normal, existing level of environmental noise at a given location. Ambient noise levels are typically defined by the average dBA.

Community noise levels are usually closely related to the intensity of nearby human activity. Noise levels are generally considered low when ambient levels are below 45 dBA, moderate in the 45 to 60 dBA range, and high above 60 dBA.

Typical daytime noise levels range between 50 to 60 dBA in small towns or wooded or lightly used residential areas, 75 dBA in busy urban areas, and 85 dBA near major freeways and airports. Based on the

land uses surrounding the nearest residences to the proposed project sites, exterior daytime noise levels are expected to be around 60 dBA at these receptor locations.

Discussion of Impacts

a. *Would the project result in exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?*

LESS THAN SIGNIFICANT IMPACT. Rancho Murieta is a census-designated place and guard-gated community in Sacramento County. Because Rancho Murieta is not incorporated, the Sacramento County Code of Ordinances was reviewed for applicable noise performance standards.

Construction. Sacramento County Code Chapter 6.68 Noise Control, Section 6.68.090 Exemptions, identifies the following activities as exempted from any noise performance standards provisions within Chapter 6.68 (Sacramento County, 2016):

- e. Noise sources associated with construction, repair, remodeling, demolition, paving or grading of any real property, provided said activities do not take place between the hours of eight p.m. and six a.m. on weekdays and Friday commencing at eight p.m. through and including seven a.m. on Saturday; Saturdays commencing at eight p.m. through and including seven a.m. on the next following Sunday and on each Sunday after the hour of eight p.m. Provided, however, when an unforeseen or unavoidable condition occurs during a construction project and the nature of the project necessitates that work in process be continued until a specific phase is completed, the contractor or owner shall be allowed to continue work after eight p.m. and to operate machinery and equipment necessary until completion of the specific work in progress can be brought to conclusion under conditions which will not jeopardize inspection acceptance or create undue financial hardships for the contractor or owner.

As discussed in Section A (Project Description), construction of the proposed project would last approximately six weeks and would occur only Monday through Saturday between the hours of 7:00 a.m. and 7:00 p.m., with no work occurring on Sundays or holidays. Therefore, the proposed project is consistent with the Sacramento County Code with respect to temporary construction noise. This impact would be less than significant and no mitigation is required.

Operation. Sacramento County Code Chapter 6.68 Noise Control, Section 6.68.070 Exterior Noise Standards, identifies the following exterior noise performance standards for residential and recreational uses (Sacramento County, 2016):

- 55 dBA (7:00 a.m. – 10:00 p.m.)
- 50 dBA (10:00 p.m. – 7:00 a.m.)

Based on a review of noise assessments prepared for solar PV projects in California, a typical power inverter generates 66 dBA measured at a distance of 50 feet without an enclosure. As discussed in Section A (Project Description), project operation would be limited to inspection and maintenance activities. These events would occur during the daytime and be infrequent (quarterly or bi-annually), limited to minimal on-site equipment use. Noise from maintenance activities would be expected to generate peak noise levels of approximately 65 dBA Leq at 50 feet.

These noise sources would attenuate approximately 6-8 dBA per doubling of distance (FHA, 2006). Additionally, inverters and other on-site switchgear sources would be enclosed, significantly reducing the level and spread of noise. Given that the nearest residential receptor would be located more than 1,200 feet from interior portions of each project site where such noise sources would occur, any noise would

attenuate to below the exterior performance standards established within Sacramento County Code Section 6.68.070. On-site operational noise is likely to be well below ambient conditions and would not be perceptible at adjacent receptors. Furthermore, noise generated from periodic maintenance activities would be short-term and limited in duration. Therefore, the proposed project is consistent with the Sacramento County Code with respect to operational noise. This impact would be less than significant and no mitigation is required.

b. Would the project result in exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?

LESS THAN SIGNIFICANT IMPACT. Vibration is an oscillatory motion through a solid medium in which the motion's amplitude can be described in terms of displacement, velocity, or acceleration. Typically, groundborne vibrations generated by man-made activities attenuate rapidly with distance from the source of the vibration. Man-made vibration issues are therefore usually confined to short distances (i.e., 500 feet or less) from the source (FTA, 2006).

Section A, Table A.4-1 (Construction Equipment), identifies the types of equipment anticipated to be required during construction of the proposed project. Heavy equipment use (tractors/loaders/backhoes) has the potential to generate short-term groundborne vibration. Additionally, heavy truck haul trips delivering solar PV array panels and equipment may produce momentary groundborne vibration along roadways.

The nearest sensitive receptors to the proposed project sites are residential homes, the nearest residences being more than 1,200 feet from interior portions of each project site where such noise sources would occur. Because no receptors are located proximate to the project sites (within 500 feet), construction vibration is not expected at any receptor. Project construction would result in less than significant vibration impacts. Once operational, infrequent inspections and maintenance would produce no discernable vibration. This impact would be less than significant and no mitigation is required.

c. Would the project result in a substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?

LESS THAN SIGNIFICANT IMPACT. Noise from maintenance activities would be short-term and would not generate any permanent noise. As discussed above under (a), the primary source of permanent noise associated with the proposed project would be from on-site inverters. A typical power inverter generates 66 dBA measured at a distance of 50 feet without an enclosure. However, inverters and other on-site switchgear sources would be enclosed, significantly reducing the level and spread of noise. Additionally, any noise would attenuate approximately 6-8 dBA per doubling of distance (FHA, 2006). Therefore, the proposed project would not introduce any permanent noise sources outside each solar PV site that would generate discernable noise over existing ambient conditions. This impact would be less than significant and no mitigation is required.

d. Would the project result in a substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?

LESS THAN SIGNIFICANT IMPACT. Construction of the solar PV facilities would generate temporary noise during the 6-week construction period. The nearest sensitive receptors to each project site include:

- Residences 750 feet east of the WWTF site located on Reynosa Drive.
- Residences 1,320 feet southwest the WTP site located on Clementia Circle. Additionally, a gravel access road/trail encircles Chesbro Reservoir, so recreational users could come within 150 feet of the WTP site.

As discussed earlier, daytime ambient noise levels at these receptor locations are expected to be approximately 60 dBA. Construction noise represents a short-term impact on the ambient noise levels. Noise generated by construction equipment used (refer to Section A, Table A.4-1) is expected to average 75-80 dBA when in use when measured at 50 feet (FHA, 2006).

As discussed above under (a), construction noise levels would diminish rapidly with distance from the construction site at a rate of approximately 6-8 dBA per doubling of distance. For example, a noise level of 75 dBA measured at 50 feet from the noise source to the receptor would be reduced to 69 dBA at 100 feet from the source to the receptor, and reduced to 63 dBA at 200 feet from the source. Based on the distances of the nearest sensitive receptors to each of the proposed project sites (as identified above), temporary construction noise would attenuate to below 60 dBA at residential locations and is expected to be below or similar to ambient noise levels. At the WTP site, recreationists may be subject to temporary noise levels above ambient conditions when close to the work area. However, as recreationists move away from the WTP site, temporary construction noise levels would diminish to below ambient conditions.

Additionally, as discussed above under (a), all construction activities would occur within the allowable working hours when construction noise is exempt from any performance standard under the Sacramento County Code. Typically, the most effective method of controlling nuisance impacts from construction noise is through local control of construction hours and by limiting the hours of construction to normal weekday working hours. This impact would be less than significant and no mitigation is required.

e. For a project located within an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?

LESS THAN SIGNIFICANT IMPACT. The WWTF site is located approximately 0.65 miles east of Rancho Murieta Airport. The WTP site is located approximately 2 miles northeast of Rancho Murieta Airport. The proposed project does not include the construction of any housing or habitable structures. Construction is expected to last only six weeks, with up to 30 on-site workers. Temporary construction workers are not expected to be subject to excessive airport noise levels. During operation, the proposed project would be unstaffed and monitored remotely, with regular on-site personnel visits for inspection and maintenance. No personnel would be on-site during the majority of the hours of operation. Due to the distance of the proposed project sites to this airport, neither construction nor operation of the project would subject workers to excessive aviation-generated noise levels. This impact would be less than significant and no mitigation is required.

f. For a project within the vicinity of a private air strip, would the project expose people residing or working in the project area to excessive noise levels?

NO IMPACT. There are no known private airstrips located within 5 miles of the proposed project area. Therefore, neither construction nor operation of the project would subject workers to excessive aviation-generated noise levels. No impact would occur.

C.13 Population and Housing

POPULATION AND HOUSING

Would the project:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Displace substantial numbers of people necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

The proposed project is located in eastern Sacramento County, in the gated community of Rancho Murieta. Rancho Murieta was initially approved by Sacramento County in 1969 with an estimated full build-out of approximately 7,000 residential units. In 1977, the total maximum build-out allowed was reduced to 5,000 dwelling units plus an additional 189 mobile home/sites in the Murieta Village (south of Jackson Road) for a total maximum of 5,189 units (Rancho Murieta, 2015). According to the approved master plan, residential development is allowed on 1,920 acres of the total 3,500 acres in the community (District, 2014).

As of 2010, population estimates for Rancho Murieta were approximately 2,500 households with a population of approximately 5,488 people (District, 2014). As of 2015, the total combined number of single family residential units in Rancho Murieta (existing and approved tentative subdivision maps) is 2,980, leaving a total of 2,020 units remaining within the single-family residential cap imposed under the Planned Development ordinance. The Rancho Murieta North Project has been proposed by Rancho Murieta Properties, LLC, to develop the remaining residential area in the community of Rancho Murieta in two or more development phases as utility infrastructure is constructed (Rancho Murieta, 2015). Environmental review of the plan is currently underway (Rancho Murieta, 2016).

Discussion of Impacts

a. *Would the project induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?*

NO IMPACT. The purpose of the proposed project is to install solar generation facilities to offset the electrical needs of the District’s WTP and WWTF and to reduce overall greenhouse gas emissions within Sacramento County and the community of Rancho Murieta. Therefore, development of the proposed project would not indirectly induce substantial population growth in the Rancho Murieta community plan area.

The proposed project would employ a maximum of 30 construction employees on both sites at any one time throughout the 6-week construction period. The on-site workforce would consist of laborers, various skilled trades, supervisory personnel, support personnel, and construction management personnel. The construction workforce would likely be a mix of workers from within and around Sacramento County.

Once operational, no personnel would be on-site during the majority of operation as maintenance requirements would be limited. Therefore, due to the temporary nature of construction, and the lack of full-time employees during operation, the proposed project would not directly induce any population growth within the area. Therefore, no impact would occur.

b. Would the project displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?

NO IMPACT. The proposed project sites are on vacant land within previously disturbed areas owned by the District. There are no residential structures within the project sites and the proposed project would not result in temporary displacement of housing or require the removal of any existing housing units. No impact would occur.

c. Would the project displace substantial numbers of people necessitating the construction of replacement housing elsewhere?

NO IMPACT. The proposed project sites do not contain residences. Therefore, the proposed project would not result in the temporary displacement of people. No impacts would occur.

C.14 Public Services

PUBLIC SERVICES

Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times, or other performance objectives for any of the public services:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a) Fire protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Police protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Schools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Parks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Other public facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

Fire Protection. The Sacramento Metropolitan Fire District provides fire protection services to the community of Rancho Murieta. Station 59 is located at 7210 Murieta Drive, less than one mile northwest of the proposed WWTF site.

Law Enforcement and Security. The Sacramento County Sheriff Department provides police services in the unincorporated County, including the community of Rancho Murieta. The District also provides private security services throughout the community (Rancho Murieta, 2015).

Schools. Rancho Murieta is within the Elk Grove Unified School District.

Parks. The Rancho Murieta County Club is located approximately 0.08 miles east of the proposed WWTF site on the opposite side of Jackson Road. Recreational opportunities in the project region also include bike trails and open space, such as the Deer Creek Hills Open Space area north of the WTP site. Trails within the Rancho Murieta Trail System are also located within a few hundred feet of the WTP site near Lake Chesbro and Lake Clementia (as discussed in Section C.15, Recreation).

Discussion of Impacts

Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times, or other performance objectives for any of the public services:

a) Fire protection?

LESS THAN SIGNIFICANT IMPACT. Construction, operation, and decommissioning activities associated with the proposed project would not significantly increase the demand for fire protection services. Construction would be completed in approximately 6 weeks and would require a maximum of 30 construction employees on both sites at one time. The construction workforce would come from within

and around Sacramento County, so the project would not increase the need for fire protection services. During operation, the project would be unstaffed. Therefore, no full-time staff would relocate to the project vicinity and there would be no increase in the demand for fire protection services from a permanent increase in population to the project area.

The proposed PV modules and ancillary equipment pose a negligible fire risk. Decommissioning of the solar facilities would be similar to construction in that the short duration of activities would not result in an increased population in the project vicinity, and would not increase the demand for fire protection services. Impacts to fire protection services would be less than significant and no mitigation is required.

b) Police Protection?

LESS THAN SIGNIFICANT IMPACT. As discussed for fire protection services above in (a), the proposed project would not result in any population increase that could increase the demand for police services. The proposed project is located within disturbed properties adjacent to the existing WTP and WWTF. A chain-link security fence with access provided by a secured gate would enclose each project site to ensure the safety of the public and the facility. Decommissioning activities would be similar to construction in that the short duration would not result in an increased population in the project vicinity, and would not increase the demand for police protection. Impacts to police protection services would be less than significant and no mitigation is required.

c) Schools?

NO IMPACT. As discussed above in (a), the proposed project would not include new housing or result in any population increase. Therefore, it would not generate students or increase demands for school services. No impact would occur to schools.

d) Parks?

NO IMPACT. As discussed above in (a), the proposed project would not include new housing or result in any population increase that could increase the demand for park facilities. No impact would occur to parks.

e) Other Public Facilities?

NO IMPACT. As discussed above in (a), the proposed project would not increase demands for other public facilities because it would not include new housing or business structures that would result in a population increase, nor would it indirectly increase housing or businesses in the project vicinity. Furthermore, the proposed project would not alter the current demand for public services, and no additional services or changes to existing services would be required. No impacts would occur.

C.15 Recreation

RECREATION

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Does the project include recreational facilities or require the construction or expansion of recreational facilities, which might have an adverse physical effect on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

WTP Site

Throughout Sacramento County's approximately 15,000 acres of land, there are a wide variety of recreational amenities and opportunities. The County includes 32 major recreational areas, such as the Deer Creek Hills Open Space area, located approximately one mile north of the WTP site. Deer Creek Hills includes over 4,000 acres of rangeland, oak woodlands, grasslands and seasonal creeks, and is co-owned by Sacramento County Regional Parks and the Sacramento Valley Conservancy (District, 2014).

The WTP site is located 0.13 miles east of Lake Chesbro and north of Lake Clementia in an area surrounded by undeveloped land occasionally used by runners, cyclists, and hikers. The proposed project would be located behind the existing WTP in the view of the Chesbro reservoir.

WWTF Site

The closest recreational facility to the WWTF site is the Rancho Murieta Country Club South Golf Course, which runs along the north side of Jackson Road, approximately 0.08 miles to the north of the site on the opposite side of the highway.

Discussion of Impacts

a. *Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?*

LESS THAN SIGNIFICANT IMPACT. Construction, operation, and decommissioning activities associated with the proposed project would not increase the use of any existing neighborhood or regional parks or recreational facilities such that physical deterioration of the facility occurs.

Given the short time frame of construction, it is unlikely that a construction workforce would relocate to the project area and increase the use of local recreational resources. During construction at the WTP site, public access to the undeveloped lands, which have a shared access road/trail for vehicles and personnel coming to and from the WTP, may be temporarily affected by project truck traffic (up to 10 trucks using this segment of access road/trail per day). In addition, construction noise may be heard by recreationists along the trails in the area. At the WWTF site, construction noise may be heard from the Rancho Murieta South Golf Course, but it would be mixed with the traffic noise along Jackson Road. Any

access restrictions or noise resulting from construction of the proposed project would be short-term and temporary.

Operation of the project would not require any permanent onsite staff; therefore, operational activities would not increase the demand for parks or recreational facilities. Decommissioning activities would be similar to construction in that their short duration would not likely result in the relocation of workers' or their families to the project area. Impacts to existing recreational facilities from implementation of the proposed project would be less than significant and no mitigation is required.

b. Does the project include recreational facilities or require the construction or expansion of recreational facilities, which might have an adverse physical effect on the environment?

NO IMPACT. The proposed project does not include the construction or expansion of recreational facilities. As discussed above in (a), the project would not increase the demand for parks or recreational facilities. No impact would occur.

C.16 Transportation/Traffic

TRANSPORTATION AND TRAFFIC

Would the project:

	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. Result in inadequate emergency access?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. Conflict with adopted policies, plans, or programs supporting regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

Construction vehicles would use regional and local roadways to access to the proposed project area. All project-related vehicles are anticipated to come from the Sacramento area, using Jackson Road (Highway 16) to access the Rancho Murieta area. Access to the WWTF site would occur from a driveway off Jackson Road. The WTP site would be accessed from Murieta Parkway (off Jackson Road) to Camino Del Lago (which leads to a graveled road to the project site). Following are descriptions of the roads providing regional and local/site access:

- **Jackson Road** is an east-west highway that that runs from Route 20 in Colusa County to Route 49 just outside Plymouth in Amador County. It is discontinuous through Sacramento, specifically between Interstate 5 in Woodland and Highway 50 east of Sacramento. Jackson Road serves as the primary route between Sacramento and Rancho Murieta. At the junction with Murieta Parkway, Jackson Road is a two-lane highway with average daily traffic (ADT) volumes of 13,000 vehicles (Caltrans, 2014).
- **Murieta Parkway** is a northeast-southwest roadway providing key access through Rancho Murieta and connecting to Jackson Road to the south. The segment of Murieta Parkway between Jackson Road and Camino Del Lago is a two-lane divided roadway with dedicated turn lanes. ADT volumes are unavailable for this roadway segment. This roadway would be used only when accessing the WTP site.

- **Camino Del Lago** is a two-lane residential roadway, with traffic assumed to be primarily from residents. At the northern terminus of Camino Del Lago, a graveled roadway provides access to the WTP site. ADT volumes are unavailable for Camino Del Lago. This roadway would be used only when accessing the WTP site.

Public Transit and Bicycle Facilities

Amador Transit provides public transportation in the Rancho Murieta area. Route 1 (Sacramento) includes a stop on Murieta Parkway (Amador Transit, 2016). The Sacramento County Bikeway Master Plan does not identify Jackson Road, Murieta Parkway, or Camino Del Lago as containing designated bikeways (Sacramento County, 2011).

Air Transportation

No private airports are located within approximately 4.0 miles (20,000 feet) of the project sites. Rancho Murieta Airport is the nearest public airport to the project area. It is a public airfield containing one runway (AirNav, 2016) and is located 0.65 miles west of the WWTF site and 2.0 miles southwest of the WTP site). The airfield contains 46 aircraft based in the field (AirNav, 2016). For the 12-month period ending January 31, 2015, this airport averaged 73 aircraft operations per day, with all air traffic being general aviation flights (AirNav, 2016).

Applicable Regulations

As stated in the California Department of Transportation (Caltrans) Guide for the Preparation of Traffic Impact Studies (TIS), the following criteria are a starting point in determining when a TIS is needed (Caltrans, 2002):

- Generates over 100 peak hour trips assigned to a State highway facility
- Generates 50 to 100 peak hour trips assigned to a State highway facility – and, affected State highway facilities are experiencing noticeable delay; approaching unstable traffic flow conditions (LOS “C” or “D”).
- Generates 1 to 49 peak hour trips assigned to a State highway facility – and, affected State highway facilities are experiencing significant delay; unstable or forced traffic flow conditions (LOS “E” or “F”).

As discussed below in (a), the proposed project would not exceed these peak hour trip generation thresholds on any State highway. Therefore, a separate TIS analysis was not required or prepared for the proposed project. The traffic impact analysis provided below is considered to fulfill Caltrans TIS guidance.

Discussion of Impacts

- Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?***

LESS THAN SIGNIFICANT IMPACT. The proposed project would not disrupt any travel lanes or roadways. Therefore, the only potential for impact would be from increased vehicle trips during construction and operation.

As discussed in Section A.4.1, the maximum number of construction employees on each site at any one time would be up to 30 persons and the maximum number of truck deliveries of equipment and material would be 10 trucks per day to each site. Using a 1.5 passenger car equivalent (PCE) for trucks, the proposed project would result in a maximum of 70 total daily trips. This maximum daily traffic is expected to occur briefly within the six-week construction period. Truck trips would likely be distributed throughout the workday. Worker commute trips are all assumed to come from the Sacramento area, with 30 trips in the morning and 30 trips in the afternoon hours. Therefore, the project would not exceed 100 trips on any State highway during the morning or afternoon peak periods.

When maximum daily trips are added to the ADT volumes of Jackson Highway, the maximum addition of 70 daily trips on Jackson Highway would result in a 0.5 percent temporary increase over the existing ADT volume of 13,000 vehicles. Furthermore, only half of the temporary maximum addition of 70 daily trips would occur on Murieta Parkway and Camino Del Lago to access the WTP site. The temporary maximum addition of 35 daily trips on these local roadways during the six-week construction period is not expected to result in any demonstrable reduction in traffic flow. Based on these minor temporary increases to ADT volumes (construction would last only six weeks, with maximum construction traffic only occurring periodically during this period), temporary construction-related trips are not considered to significantly decrease capacity levels over existing conditions on any utilized roadways. Therefore, impacts from construction-related trips would be less than significant and no mitigation is required.

Once operational, maintenance of the proposed project would generate negligible daily trips (only occurring once on a quarterly or bi-annual basis), resulting in a less than significant increase in ADT over existing conditions on all study area roadways. Therefore, impacts from operational-related trips would be less than significant and no mitigation is required.

b. Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?

LESS THAN SIGNIFICANT IMPACT. As discussed above (a), a maximum of 70 daily temporary construction-related trips would not significantly increase the ADT volumes of Jackson Highway. Construction is expected to be complete in six weeks per site. Once operational, maintenance of the proposed project would generate negligible daily trips, resulting in a less than significant increase in ADT over existing conditions. Therefore, construction and operation of the project would not generate any ADT volumes that could be considered inconsistent with any congestion management plans for Jackson Road. This impact would be less than significant and no mitigation is required.

c. Would the project result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?

LESS THAN SIGNIFICANT IMPACT. The Rancho Murieta Airport is located 0.65 miles west of the proposed WWTF site and 2.0 miles southwest of the proposed WTP site. The proposed project does not include any structures that could require Federal Aviation Administration (FAA) review for potential airspace obstruction.

The Rancho Murieta Airport runway is located 0.65 miles west of the proposed WWTF site. The runway at Rancho Murieta Airport runs from the southwest to the northeast. The solar panels at the WWTF site would face south in a fixed position. Therefore, air traffic approaching this runway from the south would have solar panels facing them, but the panels would not be directed at the approach. PV arrays typically do not create significant glare, but some localized glare could occur. Because the panels are designed to minimize glare, any glare is not expected to significantly affect airspace safety. Given the distance of the airport to the WTP site, glare from the WTP panels would not be substantially noticeable to pilots.

According to the FAA *Technical Guidance for Evaluating Selected Solar Technologies on Airports*, it is the responsibility of local governments, solar developers, and other stakeholders in the vicinity of an airport to check with the airport sponsor and the FAA to ensure there are no potential safety or navigational problems with a proposed solar facility, especially if it is a large installation (FAA, 2010). The District filed Form 7460-1, which included solar glare analysis, with FAA and received a Determination of No Hazard for each proposed site on February 18, 2016. Potential glare impacts related to air traffic patterns and airspace safety are considered less than significant and no mitigation is required.

d. *Would the project substantially increase hazards because of a design feature or incompatible uses?*

NO IMPACT. As discussed above in (a), the proposed project would not disrupt any travel lanes or roadways. Furthermore, the proposed project does not include any new roadways and would use existing ingress/egress points to each project site with adequate line-of-sight in all directions. No impact would occur.

e. *Would the project result in inadequate emergency access?*

LESS THAN SIGNIFICANT. Construction of the solar facilities would not restrict or impede emergency access to or through the proposed WWTF site. The dirt roadway that passes through the proposed WTP site may be used by emergency responders to access areas north of the WTP. With implementation of the proposed project, this roadway would be permanently blocked by the WTP solar array fencing. This roadway is not an officially designated emergency access route. Furthermore, there are other dirt roads of similar size nearby that could be used by emergency responders to access areas north of the WTP or overland vehicle travel could be used. Impacts to emergency access would be less than significant and no mitigation is required.

f. *Conflict with adopted policies, plans, or programs supporting regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?*

NO IMPACT. As discussed above in (a), the proposed project would not disrupt any travel lanes or roadways. Furthermore, the proposed project does not include any new roadways and would use existing ingress/egress points to each project site with adequate line-of-sight in all directions. No impact would occur.

C.17 Utilities and Service Systems

UTILITIES AND SERVICE SYSTEMS

Would the project:

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Require or result in the construction of new stormwater drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Comply with federal, state, and local statutes and regulations related to solid waste?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

Setting

The District is the local agency that provides and maintains water storage, water treatment and distribution, sanitary sewer treatment and systems, storm drainage, stormwater quality, recycled water and solid waste services in the community of Rancho Murieta.

Water and Wastewater

The community of Rancho Murieta's water supplies consist of surface water seasonally diverted from the Cosumnes River, under Water Rights Permit 16762, and recycled water.

The community's potable water supply is derived solely from the surface water diverted directly from the Cosumnes River. This water is stored in three surface storage reservoirs (Calero, Chesbro, and Clementia) and then treated at the District's WTP prior to distribution. The total amount of water taken from the Cosumnes River cannot exceed 6,368 acre-feet (AF) per year. The three reservoirs have an estimated total combined storage volume of 5,107 AF, of which 4,707 AF is considered to be usable for domestic and commercial potable water supply purposes (District, 2014a; District, 2014b). All of the District's drinking water is treated before it is supplied to its customers.

Construction of the WTP was completed in 1988 and is capable of treating up to 3.5 million gallons per day (mgd) of raw water. The treatment process is comprised of screening coagulation, flocculation, sedimentation, followed by filtration and finally disinfection. Expansion of the WTP, which consists of two opera-

tional plants called Plant 1 and Plant 2, is nearly completed. Once the expansion project is completed, the firm rated capacity of Plant 1 would be approximately 4.0 mgd. Ultimately, Plant 1 would be expanded to provide a firm rated capacity of up to 6.0 mgd and Plant 2 could be used for backup purposes. (District, 2014a)

The current storm drainage system for Rancho Murieta is comprised of natural swales, pipelines and flood control levees which convey seasonal runoff, provide 100-year flood protection, and maintain scattered marsh and wetland areas. In addition, small to large diameter pipelines and pump stations convey runoff to the ditches and river. The District and Rancho Murieta Association (RMA) work together on drainage and flood control. In 1988, the District adopted a flood control and drainage master plan. By working with the RMA representatives, it was agreed that the area below the surface of the streets would be the District's responsibility to maintain — the surface area is RMA's. The bottom of the drainage channels and ditches which follow natural terrain throughout the community are maintained by the District to avoid flooding. The RMA is responsible for the side slopes, as the channels are in common area. (District, 2014a)

Wastewater discharges at Rancho Murieta are controlled by the California Regional Water Quality Control Board, Central Valley Region. Reuse of the treated wastewater takes place on the golf courses. Reclaimed water used for the irrigation of parks, playgrounds, schoolyards, and the golf course must meet the requirements of Title 22, Division 4 of the California Code which require an adequately oxidized, coagulated, clarified, filtered, and disinfected wastewater. The District is in the process of expanding its approved recycled water use areas to serve new development within the District's service area and to serve adjacent pasture lands (District, 2014b).

Solid Waste

Residential garbage, recycling and green waste services are provided by the District, through a contract with California Waste Recovery Systems.

There are 13 permitted active landfills in Sacramento County, the majority of which are located west of the community of Rancho Murieta and east of the City of Sacramento. There are also four permitted active landfills in El Dorado County, northeast of the project area. The closest operational landfill to the proposed project is the Sacramento County Landfill, located at 12701 Kiefer Boulevard approximately 7 miles northwest of the project area (CalRecycle, 2016).

Electricity, Telephone, and Natural Gas

Electricity in the proposed project region is provided by Sacramento Municipal Utility District. AT&T is the local telephone service provider and delivered propane service is used for natural gas within the community of Rancho Murieta (Rancho Murieta, 2015).

Discussion of Impacts

a. Would the project exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?

LESS THAN SIGNIFICANT IMPACT. Currently the proposed project sites are vacant, and the proposed project would not create any new habitable structures. During construction, the only wastewater generated would be from the on-site workforce (a maximum of 30 construction employees on both sites over the 6-week construction period). Portable toilets would be provided, as needed, on-site during construction. All wastewater generated by these facilities during construction would be disposed of by the

portable toilet provider under their allowable discharge permits. Once operational, no personnel would be on-site during the majority of operation as maintenance requirements would be limited. No other water would require treatment by a wastewater treatment plant. Given the brief timeframe for construction and small overall workforce, negligible new wastewater would be generated by the proposed project. This impact would be less than significant and no mitigation is required.

b. Would the project require, or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?

NO IMPACT. As discussed above in (a), negligible new wastewater would be generated by the proposed project. As discussed below in (d), potable water needs of the proposed project are expected to be within the provider's existing capacity. No new water or wastewater treatment facilities or expansions are required to accommodate the proposed project. No impact would occur.

c. Would the project require, or result in the construction of, new stormwater drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?

LESS THAN SIGNIFICANT IMPACT. Construction of each array may slightly alter the existing drainage patterns due to any minor grading, fill, or compaction that is required to accommodate the placement of PV arrays, foundations or footings, buried electrical lines, and access roads.

During construction, the proposed project would use water for soil conditioning and dust suppression over the 6-week construction period. However, use of water for dust suppression would be completed in a manner to avoid excessive runoff into the stormwater system. Construction drainage would be designed to maintain or reduce discharge of stormwater runoff in compliance with the project's SWPPP, as required by the State Water Resources Control Board. The SWPPP would include project information, design features, and monitoring and reporting procedures. During operation, the solar PV facilities would require minimal water use for occasional washing of the PV modules (if needed), and this water would not be expected to enter the stormwater system. Therefore, impacts would be less than significant and no mitigation is required.

d. Would the project have sufficient water supplies available to serve the proposed project from existing entitlements and resources, or would new or expanded entitlements be needed?

LESS THAN SIGNIFICANT IMPACT. Water for construction would be obtained from the District. During construction of the proposed project, water would be required for dust suppression only. During operation, the solar panels would be cleaned by rain events with SolarCity only washing solar panels if needed. It is likely that water use during the decommissioning period would be similar to or less than water used during the construction period. The overall water use for construction, operation and decommissioning would be nominal in comparison to available District water supplies, and water use for construction would be periodic and temporary, as required during the construction period. Therefore, the proposed project would not be expected to exceed the existing water supplies available to serve the proposed project. This impact would be less than significant and no mitigation is required.

e. Would the project result in a determination by the wastewater treatment provider that serves or may serve the Proposed Project that it has adequate capacity to serve the Proposed Project's projected demand in addition to the provider's existing commitments?

LESS THAN SIGNIFICANT IMPACT. The proposed project would generate minimal wastewater during construction, operation, and decommissioning. As discussed above in (a) and (b), existing wastewater treatment facilities would adequately accommodate the minor demand caused by the project while serving existing commitments. Impacts to wastewater treatment will be less than significant and no mitigation is required.

f. Would the project be served by a landfill with sufficient permitted capacity to accommodate the proposed project's solid waste disposal needs?

LESS THAN SIGNIFICANT IMPACT. Construction would generate waste that may include cardboard, wood pallets, copper wire, scrap steel, common trash, and wood wire spools. Maintenance activities would also produce a small amount of solid waste such as broken and rusted metal, defective or malfunctioning modules, electrical hardware, empty containers, and any refuse commonly generated by workers. When decommissioned, the site would generate waste in the form of retired PV arrays and facilities. All materials would be recycled as appropriate, and materials that could not be recycled would be disposed of in accordance with federal, State, and local regulations.

For solid waste disposal, there are several possible landfills that could serve the project area; the closest option is the Sacramento County Landfill approximately 7 miles northwest of the project area. The Sacramento County Landfill has a remaining capacity of 112,900,000 cubic yards with a maximum permitted throughput of 10,815 tons/day and an estimated cease operation date of January 1, 2064 (CalRecycle, 2016). Total solid waste generated by construction of the proposed project is anticipated to be minor compared to the capacity of the Sacramento County Landfill as well as the other existing County landfills to accommodate the project's solid and non-hazardous waste disposal needs. Therefore, the impact of solid waste disposal on landfill capacity would be less than significant and no mitigation is required.

g. Would the project comply with federal, State, and local statutes and regulations related to solid waste?

NO IMPACT. Solid waste disposal is governed by California State Assembly Bill 939 (AB 939), which emphasizes resource conservation through reduction, recycling, and reuse of solid waste. AB 939 requires counties to prepare an Integrated Waste Management Plan and a Source Reduction Recycling Element to achieve landfill diversion goals and stimulate local recycling. The proposed project would operate in accordance with the applicable requirements. During construction, operation, and decommissioning, all materials and debris would be collected and separated for recycling where available. As identified above in (f), the landfills serving the proposed project area have sufficient capacity to accommodate the project's solid waste disposal needs. Therefore, the proposed project would comply with federal, State, and local statutes and regulations related to solid waste disposal limits and landfill capacities. No impact would occur.

C.18 Mandatory Findings of Significance

MANDATORY FINDING OF SIGNIFICANCE

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less than Significant Impact	No Impact
a. Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of the major periods of California history or prehistory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Does the project have impacts that are individually limited, but cumulatively considerable? (<i>Cumulatively considerable</i> means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Does the project have environmental effects that would cause substantial adverse effects on human beings, either directly or indirectly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Significance criteria established by CEQA Guidelines, Appendix G.

- a. Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of the major periods of California history or prehistory?**

LESS THAN SIGNIFICANT WITH MITIGATION INCORPORATED. Section C.4 (Biological Resources) of this Initial Study describes the type and severity of impacts to biological resources that could occur from construction and operation of the proposed project. As discussed throughout this document, the proposed sites are previously disturbed lands within existing industrial sites. The project sites are not located in the vicinity of a biological resource management area or a habitat conservation plan. Implementation of **Mitigation Measures MM BIO-1** and **MM BIO-2** identified in Section C.4 (Biological Resources), would ensure that construction and operation activities would not create temporary or permanent impacts to sensitive or protected habitat or species, nor would the project affect the movement of any fish or wildlife species.

There are no known historical resources, unique archaeological resources, tribal cultural resources, human remains, or paleontological resources or geologic features located at the WTP and WWTF project sites. Therefore, no major periods of California history or prehistory are represented within the project sites. Section C.5 (Cultural Resources) of this Initial Study describes the potential of encountering previously unidentified (e.g., buried) historical resources, unique archaeological resources, tribal cultural resources, and human remains within the project sites. If a resource is inadvertently discovered, implementation of **Mitigation Measures MM CR-1** and **MM CR-2** would reduce impacts to less than significant. The ultimate treatment of any resource would be developed individually after it has been discovered and in consultation with the appropriate resource specialists.

- b. Does the project have impacts that are individually limited, but cumulatively considerable? (Cumulatively considerable means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.)**

LESS THAN SIGNIFICANT WITH MITIGATION INCORPORATED. CEQA defines a cumulative impact as an effect that is created as a result of the combination of the Proposed Project together with other projects (past, present, or future) causing related impacts. Cumulative impacts of a project need to be evaluated when the project's incremental effect is cumulatively considerable and, therefore, potentially significant.

The following three cumulative projects have been identified in the proposed project region. These projects were reviewed to identify whether the proposed project could contribute to cumulatively significant impacts when evaluated in combination with these projects.

- **Rancho Murieta North Project.** The Rancho Murieta North Project has been proposed by Rancho Murieta Properties, LLC, to develop the remaining residential area in the community of Rancho Murieta in two or more development phases due to infrastructure constraints. Phase One will consist of three individual subdivision maps creating 464 single family lots over 240 acres with approximately 95 acres provided for park/recreation/open space and public service uses. Phase Two will consist of five individual subdivision maps creating 461 single family lots over 367 acres, with approximately 195 acres provided for park/recreation/open space and public service uses (Rancho Murieta, 2015).

This Rancho Murieta North Project is currently in the environmental review stage. A Notice of Preparation of a Draft Environmental Impact Report (EIR) was published in November 2015 by Sacramento County, and a Draft EIR has not yet been released (County of Sacramento, 2015; Rancho Murieta.com, 2016).

- **Rancho Murieta Community Services District Water Treatment Plant Expansion Project.** The District is completing final paving and site cleanup on the Rancho Murieta Community Services District WTP Expansion Project, which includes expansion and improvements at the existing WTP facility. The WTP Expansion Project staging and laydown area overlaps with most of the proposed WTP solar site. The firm rated capacity of Plant 1 will now be approximately 3.5 million gallons per day (mgd). Ultimately, Plant 1 would be expanded to provide a firm rated capacity of up to 6.0 mgd and Plant 2 could be used for backup purposes.

Up to 100 truck trips were estimated during construction of the expanded WTP, which was anticipated to take 16 months (District, 2014a). The District's WTP Expansion Project would be completed prior to the start of the construction of the proposed solar PV project.

- **Rancho Murieta Recycled Water System Expansion Project.** As part of the Rancho Murieta Recycled Water System Expansion Project, the District is proposing to expand its approved recycled water use areas to serve new development within the District's service area and to serve adjacent pasture lands. The proposed Recycled Water System Expansion Project would involve upgrading and installing the infrastructure necessary to produce and deliver the recycled water to the expanded use areas. These upgrades would occur throughout the District's service area, and include seasonal storage expansion and disinfection facility upgrades to the WWTF (adjacent to the proposed WWTF solar site), as well as construction staging areas at the WWTF.

Construction of the disinfection facility upgrades would be completed over a 12-month period after construction of the proposed project. Based on the assumed timing for occupancy of new Industrial/Commercial/Residential developments in Rancho Murieta and associated increased flows to the

WWTF, the expansion of seasonal storage is expected to be initiated in mid- to late 2018 and completed by the end of 2019, which would be after completion of the proposed project. Completion of the other proposed improvements of the recycled water system expansion, such as new recycled water pipelines, would coincide with the phased occupancy of the new Industrial/Commercial/Residential developments. (District, 2014b)

As discussed in Sections C.1 through C.17, many of the potential impacts of the proposed project would occur during construction, all potential impacts would be reduced to less than significant with mitigation incorporated, and there would be few lasting operational effects. In addition, the proposed project is not considered growth-inducing as defined by State CEQA Guidelines. Because the construction-related impacts of the project would be temporary and localized, they would only have the potential to combine with similar impacts of other projects if they occur at the same time and in close proximity.

Construction activities associated with the two District water-related projects would occur at the WTP and WWTF facilities, adjacent to each of the proposed solar PV sites. However, the anticipated construction schedules of all three of the projects discussed above are not anticipated to occur at the same time as the proposed project, and thus, when added with project-related impacts, would not result in cumulatively considerable impacts.

As discussed in Section C.7 (Greenhouse Gas Emissions), the proposed project would result in emissions of the GHG CO₂ as a byproduct of combustion of gasoline and diesel fuel in construction equipment, construction worker commute trips, vehicles needed for quarterly or bi-annual inspection and as-needed maintenance, and for equipment during decommissioning. However, the project's operational emissions of criteria pollutants are less than the SMAQMD regional operational thresholds, and the project is consistent with the measures identified by the California Air Resources Board's Scoping Plan. Furthermore, the main objective of the proposed project is to install two solar PV arrays to offset the electrical needs of the District's WTP and WWTF and reduce overall GHG emissions within Sacramento County and the community of Rancho Murieta. Therefore, the proposed project's contribution to global climate change is not considered cumulatively considerable.

The proposed project would not have significant impacts that are individually limited, but cumulatively considerable.

c. Does the project have environmental effects, which would cause substantial adverse effects on human beings, either directly or indirectly?

LESS THAN SIGNIFICANT IMPACT. The preceding sections of this Initial Study discuss various types of impacts that could have adverse effects on human beings, including:

- Dust and air pollutant emissions during project construction activities (see Section C.3, Air Quality), and
- Potential release of gasoline, diesel fuel, oil, and lubricants associated with construction equipment and other vehicles (see Section C.8, Hazards and Hazardous Materials).

These are temporary impacts associated with proposed project construction activities. Each type of impact with the potential to cause substantial adverse effects on human beings has been evaluated, and this Initial Study concludes that all of these potential impacts would be less than significant with mitigation incorporated. Therefore, the proposed project would not involve any activities, either during construction or operation, which would cause significant unavoidable effects on human beings, and project impacts will be less than significant.

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E. Mitigation Monitoring and Reporting Program

This Mitigation Monitoring and Reporting Program (MMRP) will be used by the District to ensure that each mitigation measure, adopted as a condition of project approval, is implemented. The MMRP is consistent with CEQA Guidelines (Sections 15074(d), 15091(d), and 15097) for the implementation of mitigation.

The District will be responsible for monitoring the implementation of the mitigation measures presented in Table E-1). The District will designate specific personnel to implement and document all aspects of the MMRP. The District will ensure that the designated personnel have authority to enforce mitigation requirements and will be capable of terminating project construction activities found to be inconsistent with mitigation objectives. Additionally, the District will be responsible for ensuring that construction personnel understand their responsibilities for adhering to the MMRP and other contractual requirements related to the implementation of mitigation.

Table E-1. Mitigation Monitoring and Reporting Program

Impact Category	Mitigation Measure	Implementation Timing	Responsible Monitoring Party	Monitoring/Reporting Method
Biological Resources	<p>MM BIO-1: Conduct Pre-construction Surveys for Nesting Swainson’s Hawk and Implement Impact Avoidance and Minimization Measures. If construction in proposed during the Swainson’s hawk nesting season (March 1 to September 15) a qualified biologist shall conduct preconstruction surveys to search for active Swainson’s hawk nests within 0.5 mile of construction activities. Surveys shall be conducted according to the Recommended Timing and Methodology for Swainson’s Hawk Nesting Surveys in California’s Central Valley (SHTAC, 2000). If no nests or breeding behavior are observed, no further mitigation is required. Results of nest surveys will be submitted to the District and, if an active nest is identified, survey results and planned no-disturbance buffers will also be submitted to CDFW.</p> <p>If an active Swainson’s hawk nest is found, a 0.5-mile, no-disturbance buffer will be established around the nest. No project activity shall commence within the buffer areas until a qualified biologist has determined in coordination with CDFW that the young have fledged, the nest is no longer active, or that reducing the buffer would not result in nest abandonment.</p> <p>Monitoring of the nest by a qualified biologist during construction activities shall be conducted to ensure the appropriate buffer has been established and maintained and project activity is not resulting in detectable adverse effects to active nests.</p>	Prior to construction if it occurs between March 1 and September 15	District	<p>Report of Swainson’s hawk nest survey results submitted to District</p> <p>Construction inspection to verify buffers</p>

Table E-1. Mitigation Monitoring and Reporting Program

Impact Category	Mitigation Measure	Implementation Timing	Responsible Monitoring Party	Monitoring/Reporting Method
Biological Resources	<p>MM BIO 2: Conduct Pre-construction Surveys for Nesting Birds and Implement Impact Avoidance and Minimization Measures. The following measures shall be implemented to protect nesting raptors and other nesting migratory birds:</p> <p>For construction activities that begin or take place outside the nesting season (February 15 to September 15), a preconstruction nesting survey will not be necessary. For all ground-breaking activities that begin during the nesting season, a qualified biologist shall conduct a preconstruction survey in suitable habitats no more than 10 days prior to construction. The survey shall encompass 500 feet in all directions from construction areas. If no nesting is detected, no further action shall be required. Results of nest surveys will be submitted to the District.</p> <p>For each active nest found within 500 feet of construction activities, a no-disturbance buffer shall be established. The size of the buffer shall be sufficiently large to avoid construction-related disturbance to nesting activities, as determined by a qualified biologist. CDFW and USFWS recommend a minimum no-disturbance buffer of 250 feet around active nests of non-listed passerine-type bird species and a 500 foot, no-disturbance buffer around the nests of non-listed raptors until the breeding season has ended, or until a qualified biologist has determined that the young have fledged and are no longer reliant upon the nest or parental care for survival.</p> <p>Monitoring of the nest by a qualified biologist during construction activities shall be conducted to ensure the appropriate buffer has been established and maintained and project activity is not resulting in detectable adverse effects to active nests.</p>	Prior to construction if it occurs between February 15 and September 15	District	Report of nest survey results submitted to District Construction inspection to verify buffers
Cultural Resources	<p>MM CR-1: Management of Unanticipated Discoveries of Historical Resources, Archaeological Resources or Tribal Cultural Resources. In the event that any cultural or tribal cultural resources, including unusual amounts or fragments of bone, are discovered during construction-related ground disturbance, all work within 50 feet of the resource shall be halted and the District shall consult with a qualified archaeologist to assess the significance of the find and with tribal representatives qualified to identify tribal cultural resources as defined in AB 52 (PRC § 21080.3.1(a)). If any resources found on the site are determined to be significant, the District, the consulting archaeologist, and the tribal representative shall determine the appropriate course of action as prescribed in CEQA Guidelines Section 15064.5(b)(3). A report shall be prepared by a qualified archaeologist and filed with the Office of Historic Preservation and/or the North Central Information Center on the appropriate forms documenting the significance of all significant cultural resources found at the site. This mitigation measure shall be noted on all project construction plans and specifications.</p>	During construction-related ground disturbance	District	Report documenting significant cultural resources filed with the Office of Historic Preservation and/or the North Central Information Center

Table E-1. Mitigation Monitoring and Reporting Program

Impact Category	Mitigation Measure	Implementation Timing	Responsible Monitoring Party	Monitoring/Reporting Method
Cultural Resources	<p>MM CR-2: Treatment of Human Remains. In accordance with Section 7050.5 of the California Health and Safety Code and PRC Section 5097.98, if human remains are found, the Sacramento County Coroner shall be notified within 24 hours of the discovery. No further excavation or disturbance of the site or any nearby area reasonably suspected to overlie potential remains shall occur until the County Coroner has determined, within two working days of notification of the discovery, the appropriate treatment and disposition of the human remains. If the County Coroner determines that the remains do not require an assessment of cause of death and that the remains are or are believed to be Native American, the Coroner shall notify the Native American Heritage Commission (NAHC) within 24 hours. In accordance with Section 5097.98 of the California Public Resources Code, the NAHC must immediately notify those persons it believes to be the Most Likely Descendent (MLD) of the deceased Native American. The descendants shall complete their inspection within 48 hours of being granted access to the site. The designated Native American representative would then determine, in consultation with the County, the disposition of the human remains.</p>	During construction-related ground disturbance	District	Notification of Sacramento County Coroner
Geology and Soils	<p>MM GEO-1: Management of Unanticipated Paleontological Resources or Unique Geologic Features. In the event that unanticipated paleontological resources or unique geologic resources are encountered during ground-disturbing or other construction activities, work must cease within 50 feet of the discovery and a paleontologist shall be hired by the District to assess the scientific significance of the find. The consulting paleontologist shall have knowledge of local paleontology and the minimum levels of experience and expertise as defined by the Society of Vertebrate Paleontology's Standard Procedures (2010) for the Assessment and Mitigation of adverse Impacts to Paleontological Resources. If any paleontological resources or unique geologic features are found within the project sites, the District and the consulting paleontologist shall prepare a Paleontological Treatment and Monitoring Plan to include the methods that will be used to protect paleontological resources that may exist within the project sites, as well as procedures for monitoring, fossil preparation and identification, curation of specimens into an accredited repository, and preparation of a report at the conclusion of the monitoring program.</p>	During construction-related ground disturbance	District	<p>Paleontological Treatment and Monitoring Plan submitted to the District</p> <p>Summary report submitted to the District at the conclusion of monitoring</p>

Public Comments Received



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APR 05 2016



EDMUND G. BROWN JR.
GOVERNOR

MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

Central Valley Regional Water Quality Control Board

Rancho Murieta
Community Services District

1 April 2016

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Rancho Murieta Community Services District
P.O. Box 1050
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**COMMENTS TO REQUEST FOR REVIEW FOR THE NOTICE OF INTENT TO ADOPT A
MITIGATED NEGATIVE DECLARATION, SOLAR PV PROJECT, SACRAMENTO COUNTY**

Pursuant to the Rancho Murieta Community Services District's 18 March 2016 request, the Central Valley Regional Water Quality Control Board (Central Valley Water Board) has reviewed the *Request for Review for the Notice of Intent to Adopt a Mitigated Negative Declaration* for the Solar PV Project, located in Sacramento County.

Our agency is delegated with the responsibility of protecting the quality of surface and groundwaters of the state; therefore our comments will address concerns surrounding those issues.

I. Regulatory Setting

Basin Plan

The Central Valley Water Board is required to formulate and adopt Basin Plans for all areas within the Central Valley region under Section 13240 of the Porter-Cologne Water Quality Control Act. Each Basin Plan must contain water quality objectives to ensure the reasonable protection of beneficial uses, as well as a program of implementation for achieving water quality objectives with the Basin Plans. Federal regulations require each state to adopt water quality standards to protect the public health or welfare, enhance the quality of water and serve the purposes of the Clean Water Act. In California, the beneficial uses, water quality objectives, and the Antidegradation Policy are the State's water quality standards. Water quality standards are also contained in the National Toxics Rule, 40 CFR Section 131.36, and the California Toxics Rule, 40 CFR Section 131.38.

The Basin Plan is subject to modification as necessary, considering applicable laws, policies, technologies, water quality conditions and priorities. The original Basin Plans were adopted in 1975, and have been updated and revised periodically as required, using Basin Plan amendments. Once the Central Valley Water Board has adopted a Basin Plan amendment in noticed public hearings, it must be approved by the State Water Resources Control Board (State Water Board), Office of Administrative Law (OAL) and in some cases, the United States Environmental Protection Agency (USEPA). Basin Plan amendments

only become effective after they have been approved by the OAL and in some cases, the USEPA. Every three (3) years, a review of the Basin Plan is completed that assesses the appropriateness of existing standards and evaluates and prioritizes Basin Planning issues.

For more information on the *Water Quality Control Plan for the Sacramento and San Joaquin River Basins*, please visit our website:

http://www.waterboards.ca.gov/centralvalley/water_issues/basin_plans/.

Antidegradation Considerations

All wastewater discharges must comply with the Antidegradation Policy (State Water Board Resolution 68-16) and the Antidegradation Implementation Policy contained in the Basin Plan. The Antidegradation Policy is available on page IV-15.01 at:

http://www.waterboards.ca.gov/centralvalleywater_issues/basin_plans/sacsjr.pdf

In part it states:

Any discharge of waste to high quality waters must apply best practicable treatment or control not only to prevent a condition of pollution or nuisance from occurring, but also to maintain the highest water quality possible consistent with the maximum benefit to the people of the State.

This information must be presented as an analysis of the impacts and potential impacts of the discharge on water quality, as measured by background concentrations and applicable water quality objectives.

The antidegradation analysis is a mandatory element in the National Pollutant Discharge Elimination System and land discharge Waste Discharge Requirements (WDRs) permitting processes. The environmental review document should evaluate potential impacts to both surface and groundwater quality.

II. Permitting Requirements

Construction Storm Water General Permit

Dischargers whose project disturb one or more acres of soil or where projects disturb less than one acre but are part of a larger common plan of development that in total disturbs one or more acres, are required to obtain coverage under the General Permit for Storm Water Discharges Associated with Construction Activities (Construction General Permit), Construction General Permit Order No. 2009-009-DWQ. Construction activity subject to this permit includes clearing, grading, grubbing, disturbances to the ground, such as stockpiling, or excavation, but does not include regular maintenance activities performed to restore the original line, grade, or capacity of the facility. The Construction General Permit requires the development and implementation of a Storm Water Pollution Prevention Plan (SWPPP).

For more information on the Construction General Permit, visit the State Water Resources Control Board website at:

http://www.waterboards.ca.gov/water_issues/programs/stormwater/constpermits.shtml.

Phase I and II Municipal Separate Storm Sewer System (MS4) Permits¹

The Phase I and II MS4 permits require the Permittees reduce pollutants and runoff flows from new development and redevelopment using Best Management Practices (BMPs) to the maximum extent practicable (MEP). MS4 Permittees have their own development standards, also known as Low Impact Development (LID)/post-construction standards that include a hydromodification component. The MS4 permits also require specific design concepts for LID/post-construction BMPs in the early stages of a project during the entitlement and CEQA process and the development plan review process.

For more information on which Phase I MS4 Permit this project applies to, visit the Central Valley Water Board website at:

http://www.waterboards.ca.gov/centralvalley/water_issues/storm_water/municipal_permits/.

For more information on the Caltrans Phase I MS4 Permit, visit the State Water Resources Control Board at:

http://www.waterboards.ca.gov/water_issues/programs/stormwater/caltrans.shtml.

For more information on the Phase II MS4 permit and who it applies to, visit the State Water Resources Control Board at:

http://www.waterboards.ca.gov/water_issues/programs/stormwater/phase_ii_municipal.shtml.

Industrial Storm Water General Permit

Storm water discharges associated with industrial sites must comply with the regulations contained in the Industrial Storm Water General Permit Order No. 2014-0057-DWQ.

For more information on the Industrial Storm Water General Permit, visit the Central Valley Water Board website at:

http://www.waterboards.ca.gov/centralvalley/water_issues/storm_water/industrial_general_permits/index.shtml.

Clean Water Act Section 404 Permit

If the project will involve the discharge of dredged or fill material in navigable waters or wetlands, a permit pursuant to Section 404 of the Clean Water Act may be needed from the United States Army Corps of Engineers (USACOE). If a Section 404 permit is required by the USACOE, the Central Valley Water Board will review the permit application to ensure

¹ Municipal Permits = The Phase I Municipal Separate Storm Water System (MS4) Permit covers medium sized Municipalities (serving between 100,000 and 250,000 people) and large sized municipalities (serving over 250,000 people). The Phase II MS4 provides coverage for small municipalities, including non-traditional Small MS4s, which include military bases, public campuses, prisons and hospitals.

that discharge will not violate water quality standards. If the project requires surface water drainage realignment, the applicant is advised to contact the Department of Fish and Game for information on Streambed Alteration Permit requirements.

If you have any questions regarding the Clean Water Act Section 404 permits, please contact the Regulatory Division of the Sacramento District of USACOE at (916) 557-5250.

Clean Water Act Section 401 Permit – Water Quality Certification

If an USACOE permit (e.g., Non-Reporting Nationwide Permit, Nationwide Permit, Letter of Permission, Individual Permit, Regional General Permit, Programmatic General Permit), or any other federal permit (e.g., Section 10 of the Rivers and Harbors Act or Section 9 from the United States Coast Guard), is required for this project due to the disturbance of waters of the United States (such as streams and wetlands), then a Water Quality Certification must be obtained from the Central Valley Water Board prior to initiation of project activities. There are no waivers for 401 Water Quality Certifications.

Waste Discharge Requirements – Discharges to Waters of the State

If USACOE determines that only non-jurisdictional waters of the State (i.e., "non-federal" waters of the State) are present in the proposed project area, the proposed project may require a Waste Discharge Requirement (WDR) permit to be issued by Central Valley Water Board. Under the California Porter-Cologne Water Quality Control Act, discharges to all waters of the State, including all wetlands and other waters of the State including, but not limited to, isolated wetlands, are subject to State regulation.

For more information on the Water Quality Certification and WDR processes, visit the Central Valley Water Board website at:

http://www.waterboards.ca.gov/centralvalley/help/business_help/permit2.shtml.

Dewatering Permit

If the proposed project includes construction or groundwater dewatering to be discharged to land, the proponent may apply for coverage under State Water Board General Water Quality Order (Low Risk General Order) 2003-0003 or the Central Valley Water Board's Waiver of Report of Waste Discharge and Waste Discharge Requirements (Low Risk Waiver) R5-2013-0145. Small temporary construction dewatering projects are projects that discharge groundwater to land from excavation activities or dewatering of underground utility vaults. Dischargers seeking coverage under the General Order or Waiver must file a Notice of Intent with the Central Valley Water Board prior to beginning discharge.

For more information regarding the Low Risk General Order and the application process, visit the Central Valley Water Board website at:

http://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2003/wqo/wqo2003-0003.pdf

For more information regarding the Low Risk Waiver and the application process, visit the Central Valley Water Board website at:

http://www.waterboards.ca.gov/centralvalley/board_decisions/adopted_orders/waivers/r5-2013-0145_res.pdf

Regulatory Compliance for Commercially Irrigated Agriculture

If the property will be used for commercial irrigated agricultural, the discharger will be required to obtain regulatory coverage under the Irrigated Lands Regulatory Program. There are two options to comply:

1. **Obtain Coverage Under a Coalition Group.** Join the local Coalition Group that supports land owners with the implementation of the Irrigated Lands Regulatory Program. The Coalition Group conducts water quality monitoring and reporting to the Central Valley Water Board on behalf of its growers. The Coalition Groups charge an annual membership fee, which varies by Coalition Group. To find the Coalition Group in your area, visit the Central Valley Water Board's website at: http://www.waterboards.ca.gov/centralvalley/water_issues/irrigated_lands/for_growers/apply_coalition_group/index.shtml or contact water board staff at (916) 464-4611 or via email at IrrLands@waterboards.ca.gov.
2. **Obtain Coverage Under the General Waste Discharge Requirements for Individual Growers, General Order R5-2013-0100.** Dischargers not participating in a third-party group (Coalition) are regulated individually. Depending on the specific site conditions, growers may be required to monitor runoff from their property, install monitoring wells, and submit a notice of intent, farm plan, and other action plans regarding their actions to comply with their General Order. Yearly costs would include State administrative fees (for example, annual fees for farm sizes from 10-100 acres are currently \$1,084 + \$6.70/Acre); the cost to prepare annual monitoring reports; and water quality monitoring costs. To enroll as an Individual Discharger under the Irrigated Lands Regulatory Program, call the Central Valley Water Board phone line at (916) 464-4611 or e-mail board staff at IrrLands@waterboards.ca.gov.

Low or Limited Threat General NPDES Permit

If the proposed project includes construction dewatering and it is necessary to discharge the groundwater to waters of the United States, the proposed project will require coverage under a National Pollutant Discharge Elimination System (NPDES) permit. Dewatering discharges are typically considered a low or limited threat to water quality and may be covered under the General Order for *Dewatering and Other Low Threat Discharges to Surface Waters* (Low Threat General Order) or the General Order for *Limited Threat Discharges of Treated/Untreated Groundwater from Cleanup Sites, Wastewater from Superchlorination Projects, and Other Limited Threat Wastewaters to Surface Water* (Limited Threat General Order). A complete application must be submitted to the Central Valley Water Board to obtain coverage under these General NPDES permits.

For more information regarding the Low Threat General Order and the application process, visit the Central Valley Water Board website at:

http://www.waterboards.ca.gov/centralvalley/board_decisions/adopted_orders/general_orders/r5-2013-0074.pdf

For more information regarding the Limited Threat General Order and the application process, visit the Central Valley Water Board website at:

http://www.waterboards.ca.gov/centralvalley/board_decisions/adopted_orders/general_orders/r5-2013-0073.pdf

If you have questions regarding these comments, please contact me at (916) 464-4644 or Stephanie.Tadlock@waterboards.ca.gov.



Stephanie Tadlock
Environmental Scientist

MEMORANDUM

Date: April 13, 2016
To: Board of Directors
From: Darlene J. Thiel Gillum, General Manager
Subject: Introduce District Ordinance O2016-02 Amending District Code Chapter 2, Board of Directors Rules and Procedures, and Revising Board Guidelines and Policies

RECOMMENDED ACTION

Introduce District Ordinance O2016-02, amending District Code Chapter 2, Board of Directors Rules and Procedures and revising Board Guidelines and Policies, waive the full reading of the Ordinance and continue to the May 18, 2016 regular Board meeting for adoption.

BACKGROUND

The purposes of this ordinance are to revise, clarify and update the District's policies and procedures applicable to its Board of Directors as currently set forth in Chapter 2 (Board of Directors Rules and Procedures) of the District Code, the Board of Directors Guidelines, and District Policy Nos. 2005-6 (Ethics Policy for Board of Directors), 2008-01 (Guideline for Adopting Ordinances), 2008-02 (Guideline for Adopting Resolutions), and 2012-1 (District Response to Public Comments). This ordinance is adopted pursuant to Government Code section 61060 and other applicable law.

Suzanne worked with Katrina Gonzales, from Bartkiewicz, Kronick, & Shanahan, several months ago on cleaning up the many District policies and code that addressed the same topic in several different documents. The result of their effort is this amended Chapter 2 of the District Code and District Board Guidelines.

ORDINANCE #O2016-02

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT AMENDING DISTRICT CODE CHAPTER 2, BOARD OF DIRECTORS RULES AND PROCEDURES, AND REVISING BOARD GUIDELINES AND POLICIES

The Board of Directors of the Rancho Murieta Community Services District hereby ordains as follows:

Section 1. Purpose and Authority. The purposes of this ordinance are to revise, clarify and update the District's policies and procedures applicable to its Board of Directors as currently set forth in chapter 2 (Board of Directors Rules and Procedures) of the District Code, the Board of Directors Guidelines, and District Policy Nos. 2005-6 (Ethics Policy for Board of Directors), 2008-01 (Guideline for Adopting Ordinances), 2008-02 (Guideline for Adopting Resolutions), and 2012-1 (District Response to Public Comments). This ordinance is adopted pursuant to Government Code section 61060 and other applicable law.

Section 2. Amendment. Chapter 2 of the District Code is hereby amended to read as follows:

Section 1.00 Authority of the Board of Directors

The Board of Directors is the governing body of the District and determines all questions of District policy. The Board shall act only at regular meetings, regular adjourned meetings, special meetings or emergency meetings.

All District powers shall be exercised and performed by the Board as a body. Individual Board members, except as provided in this chapter or in the Board Guidelines, shall have no independent authority to act on behalf of the District or the Board, or to direct District staff.

Section 2.00 Board Officers

The officers of the Board shall consist of a President and Vice President. At its regular meeting in December following a general election, the Board shall elect one of its members as President and one of its members as Vice President. The term of office for President and Vice President shall be for two years; provided, however, that the President and the Vice President serve at the pleasure of the Board and may be changed at any time with or without cause. In the event of a vacancy, the office may be filled immediately by election of the Board. The President and Vice President may serve for a total of two terms or four years.

2.01 Duties of the President: The President shall have the following duties:

- (a) To preside over Board meetings and preserve order and decorum.
- (b) To determine questions of order and enforce rules of the Board, subject to appeal to the entire Board.
- (c) To call special meetings.
- (d) To execute all ordinances and resolutions for the District, except as otherwise authorized by the Board.
- (e) To appoint Board committees.
- (f) To act as spokesperson for the Board with respect to its actions and policies. This provision, however, shall not preclude any other Board member from making appropriate comments within the scope of his or her position.

2.02 Duties of the Vice President: In the absence of the President or vacancy in the office of the President, the Vice President shall perform the duties of the President.

Section 3.00 Appointments by the Board

3.01 The Board shall, as necessary, hire a General Manager and appoint a District Treasurer. The General Manager may also act as District Secretary, but no Director shall be appointed as General Manager or District Secretary. The General Manager, District Secretary or a third party may also be appointed as the District Treasurer.

3.02 The Board may also appoint and employ, fix the compensation of, and prescribe the duties and authorities of other officers, employees, attorneys, engineers, and other professional consultants as necessary or convenient for the business of the District.

Section 4.00 Method of Transacting Business

The Board shall conduct District business in accordance with the Board Guidelines as adopted and amended from time to time by the Board.

Section 5.00 Records of the Board of Directors

Public records of the Board shall be open to inspection as provided in the California Public Records Act and District Policy No. 2010-01 (Public Records Information Requests), as such policy may be amended from time to time.

Board agendas, notices, minutes and recordings of all special and regular Board meetings shall be retained by the District in accordance with District Policy No. P2015-08 (Document Retention), as such policy may be amended from time to time.

Section 6.00 Board Guidelines

The Board by resolution may adopt and from time to time amend guidelines concerning Board meetings, rules of proceedings, committees, director and officer roles, conflicts and ethics, and other Board-related matters.

Section 3. Adoption of Updated Board Guidelines. The Board hereby adopts the updated Board Guidelines, attached hereto and incorporated herein as Appendix A. These new guidelines supersede the guidelines previously adopted by the Board. The Board Guidelines may be amended from time to time by resolution of the Board of Directors.

Section 4. Superseder. This Ordinance supersedes and repeals existing District Code chapter 2, the ordinances that adopted and amended chapter 2, District Policy Nos. 2005-6, 2008-01, 2008-02 and 2012-1, and all prior inconsistent District ordinances, resolutions, policies, rules, and regulations concerning the subject matter of this Ordinance.

Section 5. Effective Date. This Ordinance shall take effect 30 days after its adoption.

Section 6. Severability. If any section or provision of this Ordinance or the application of it to any person, transaction or circumstance is held invalid or unenforceable, such invalidity or unenforceability shall not affect the other provisions of this Ordinance that can be given effect without the invalid or unenforceable provision, and to this end the provisions of this Ordinance are declared to be severable.

Section 7. Publication. The District Secretary is directed to prepare and publish a summary of this ordinance once, with the names of the members voting for and against the ordinance, in a newspaper published in the District within 15 days after the adoption of this ordinance.

INTRODUCED by the Board of Directors on the 20th day of April 2016.

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District at a regular meeting on the ___ day of _____ 2015 by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

President, Board of Directors

Attest:

Suzanne Lindenfeld, District Secretary

DRAFT

APPENDIX A
Board Guidelines

DRAFT

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

DISTRICT CODE
CHAPTER 2

BOARD OF DIRECTORS RULES AND PROCEDURES



Amended ~~September 15, 2010~~ by
Ordinance ~~2010-04~~

DISTRICT CODE

CHAPTER 2 RULES AND PROCEDURES OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Section 1.00 Authority of the Board of Directors

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The officers of the Board shall consist of a President and Vice President. At its regular meeting in December following a general election, the Board shall elect one of its members as President and one of its members as Vice President. The term of office for President and Vice President shall be for two (2) years; provided, however, that the President and the Vice President serve at the pleasure of the Board and may be changed at any time with or without cause. In the event of a vacancy, the office may be filled immediately by election of the Board. The President and Vice President may serve for a total of two (2) consecutive terms or four years.

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- (a) To preside over Board meetings and preserve order and decorum.
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 - (e) To appoint Board committees.
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- 3.02 The Board may also appoint and employ, fix the compensation of, and prescribe the duties and authorities of other officers, employees, attorneys, engineers, and other professional consultants as necessary or convenient for the business of the District.

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The Board shall conduct District business in accordance with the Board Guidelines as adopted and amended from time to time by the Board.

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Board agendas, notices, minutes, and recordings of all special and regular Board meetings shall be retained by the District in accordance with District Policy No. 2011-11 (Document Retention), as such policy may be amended from time to time.

Section 6.00 Board Guidelines

The Board by resolution may adopt and from time to time amend guidelines concerning Board meetings, rules of proceedings, committees, director and officer roles, conflicts and ethics, and other Board-related matters.



BOARD GUIDELINES

GUIDELINES FOR CONDUCTING RANCHO MURIETA COMMUNITY SERVICES DISTRICT BUSINESS

2016 Edition



Purpose:

PROVIDE THE DIRECTORS WITH INFORMATION THAT WILL ASSIST THEM IN CARRYING OUT THEIR DUTIES AND RESPONSIBILITIES AS ELECTED PUBLIC OFFICIALS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT AND ASSIST THE PUBLIC IN UNDERSTANDING HOW THE DISTRICT'S BOARD OF DIRECTORS CONDUCTS ITS BUSINESS.

DISCLAIMER: These guidelines are intended to assist in conducting the business of the District. However, these guidelines are not to be construed to impose upon the District any obligation not otherwise required by law, and nothing herein is intended to impose a mandatory legal duty upon the District, its Board members, staff, employees, agents or representatives. Failure to comply with these guidelines shall not, in itself, invalidate any action of the District or the District Board, nor shall it confer upon any person a cause of action against the District, its Board members, staff, employees, agents, representatives, or any other person or entity.

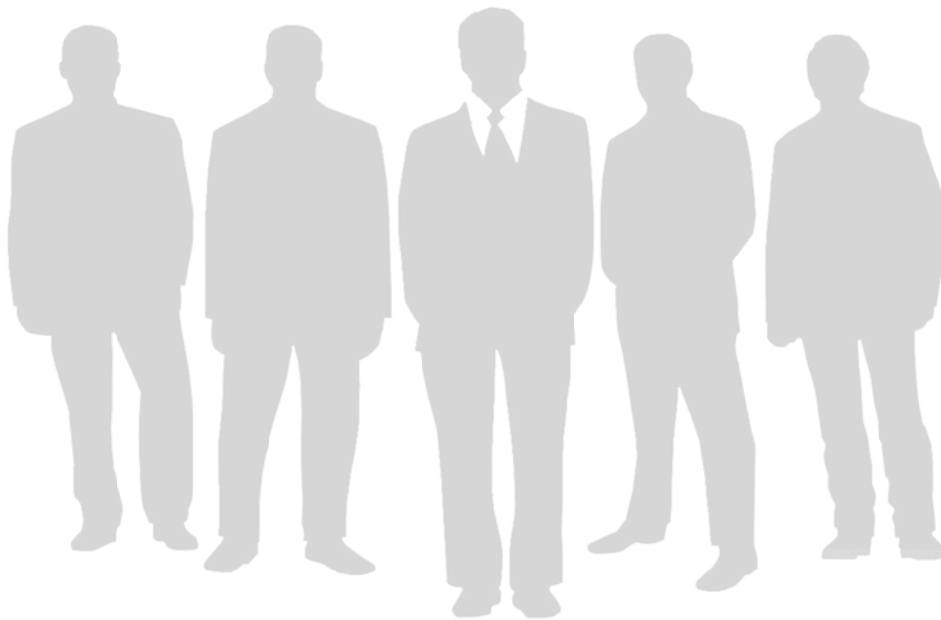


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CHAPTER 1

INTRODUCTION

These Guidelines for Conducting Board Business (“Guidelines”) describe the methods, means, customs and practices that the Board of Directors (“Board”) employs in exercising its authority, complying with various legal requirements, working with the public and Rancho Murieta Community Services District (“District”) staff, and otherwise conducting the District’s business.

The Board is the governing body of the District and determines all questions of District policy. It is ultimately responsible and accountable to the people of the District and exercises its powers pursuant to the Community Services District Law, *California Government Code*, section 61000 et seq., and other applicable laws.

No individual member of the Board has any individual authority to bind the District, since only the Board as a whole can exercise its authority.

The roles, responsibilities, duties, and authority of the Board and individual Directors are explained more fully in the various sections of these Guidelines.

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CHAPTER 2

PREPARATION FOR BOARD MEETINGS

All Board meetings are open to the public and are subject to the provisions of the Brown Act.

With limited exceptions, all Board meetings must be publicly noticed in advance of the meeting in order to inform the public about the business of the District and to provide an opportunity for public participation.

District staff prepares a detailed agenda packet summarizing the business to be transacted at a Board meeting. Agenda packets are delivered to Directors and are available to the public at that time. Materials for the closed session portion of the agenda are not made public.

The Board agenda packet may include various pieces of information for any given item, as described below.

RECOMMENDED ACTION AND BACKGROUND

The Recommended Action and Background are a one- or few-page summary of an item. Each item to be considered by the Board (including matters on the Consent Calendar as well as those listed as Board Business) will have Recommended Action and Background. It includes the following information.

Title of Item

The title is a brief description that reveals the nature of the item. The title is the same on the Recommended Action and Background as on the agenda, and wording must comply with Brown Act requirements to provide a brief general description of the item. The title determines what action the Board is allowed to take or the nature of the information that the Board may receive. For example, if an item is identified on the agenda face sheet as being for Discussion or for Information, the Board may not vote on that item at that meeting. This requirement ensures that the public is properly informed of what action the Board may take so they can decide whether or not to participate.

Presenter Information

This identifies which staff member or Director will present the item and the nature of the presentation (verbal, slides, etc.).

Form of Action

The form of action (motion, resolution or ordinance) required by the Board is noted.

Committee Review and Recommendation

If an item was reviewed by Committee, the name of the committee, the date it last discussed the item and its recommendation are noted as applicable.

General Counsel Review

When staff has received General Counsel's review or opinion concerning an item, the Recommended Action and Background notes that fact, unless the opinion was provided confidentially.

Costs and Funding Source

The cost (known or estimated) associated with a recommended action is noted, along with its funding source. The Recommended Action and Background only notes the cost of the item being presented to the Board for

discussion. For example, if approval of a \$250,000 consulting agreement associated with a \$10 million project is being considered, the cost noted is \$250,000. When the Board certifies an Environmental Impact Report (EIR) on a \$5 million project, the cost shown on the Recommendation and Background is \$0 as there is no additional cost to the District associated with the certification.

Recommendation

The General Manager’s recommendation for action is presented at the top of the Recommended Action and Background. The recommendation is phrased in such a way so that if a Director concurs, he/she may read or make specific reference to the recommendation when making a motion.

Background

The balance of the Recommended Action and Background provides a short general summary of the action being considered by the Board. Additional details are provided in staff reports or other documents.

Staff Reports

One or more staff reports may be include for an item if the Board needs more information than can be provided in the one-page Recommended Action and Background.

Action Document

The recommended action document (resolution or ordinance) typically follows the Recommended Action and Background.

Reports

Reports, or their executive summaries, may be attached if they are needed for the Board to consider and deliberate.

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CHAPTER 3

PREPARATION FOR COMMITTEE MEETINGS

Traditionally, the Board has established various Committees based on specific subject matter to facilitate the Board's consideration of District business. Committee structure and membership are proposed by the Board President and confirmed by the Board. This is done every year in December. There is no legal requirement for the Board to form committees.

Committee meetings serve as venues for developing and deliberating issues before they reach the entire Board for consideration. A Committee, by itself, can take no action; only the Board can take action. Committees may provide on-going guidance to staff so long as that guidance is consistent with the broad policy direction set by the Board.

As is done for Board meetings, District staff prepares a detailed agenda packet summarizing the business to be transacted at each Committee meeting. The agenda packets are delivered to Committee members and are also made available to the public at that time.

SCHEDULING AND ATTENDANCE

Standing Committee meetings are generally scheduled monthly, quarterly or annually depending on the needs of the District. Monthly Committee meetings occur on a fixed schedule (e.g., the first Tuesday and Thursday of each month). Committee meetings generally occur during the daytime work hours (from 8:00 a.m. to 5:00 p.m.)

It is recognized that some Directors are employed or conduct their own business during those hours and may have expected or unexpected conflicts in schedule between Committee meetings and their own employment or business needs. It is also recognized that rescheduling Committee meetings due to conflicts in Directors' schedules can make it difficult for the public to attend, can create scheduling difficulties for interested parties and consultants who are often present for discussion of an item and can increase the workload for District staff.

In order to minimize these impacts while allowing flexibility in schedules for Directors, the following principles should be kept in mind:

- The public has a right to easy, timely and predictable access to the deliberations of the Board of Directors and its committees.
- The District shall schedule and hold Committee meetings only when needed to conduct District business.
- To the greatest extent practicable, Committee meetings should be scheduled on a regular, predictable basis. Directors and staff should make a deliberate effort to attend Committee meetings as scheduled.
- Often a Director or key staff member knows of an upcoming schedule conflict well in advance. Examples are planned business trips or vacations. ACWA or CSDA conferences or other activities in which the District has a business interest.

- Both Directors and staff have a responsibility to bring such conflicts in schedule to the attention of the others affected so that a Committee meeting can be rescheduled well in advance.
- Directors may, within the requirements of the Brown Act, attend Committee meetings via teleconference when they are unable to attend in person. Directors should make teleconferencing arrangements with staff well in advance and always before agendas are posted so that the requirements of the Brown Act are satisfied.
- If a Director is unable to attend a Committee meeting as scheduled, it is his/her responsibility to consider the following options:
 - If applicable, ask an alternate to attend the meeting.
 - Arrange for attendance at the meeting via teleconference.
 - Do not attend, recognizing that the meeting may only involve one committee member, and the recommendation, if any, may only reflect one committee member's views.
 - Request rescheduling, realizing that this may impact the public, support personnel and consultants, and District staff. The other Committee member must agree to the new schedule.

Posting

For regular Committee meetings, the agendas are generally prepared and posted on the Friday immediately preceding the week during which the Committee meets. This is required for regular meetings held on Monday afternoons and conservatively meets the posting requirement for meetings on any other day of the week. For Monday morning meetings, the agenda is posted on the previous Thursday to meet the 72 hour posting requirement.

For Special Committee meetings, there is a 24-hour posting requirement. It is the District's administrative goal to post agendas for all Special Committee meetings on the Friday immediately preceding the week during which the Committee meets or earlier, conservatively meeting the posting requirement. Occasionally, the need for a special meeting arises mid-week; in those cases the agenda must be posted 24 hours in advance of the meeting.

In addition, a Committee may, on a two-thirds vote (unanimous for a two-member committee), add an item to the agenda of that Committee meeting if the need to discuss that item became known after publication of the agenda and if the Committee members who are present determine that there is a need for immediate action.

Preparation

The agenda packets for each Committee are delivered to the Committee members on Friday or Saturday of the week preceding the meeting (or as soon as possible). The agenda packets are also made available to the public at the same time. Directors prepare for Committee meetings by studying the agenda packet in detail in advance of the meeting.

If a Director has questions about the information in the packet, he/she should contact the General Manager, department managers or District Secretary for clarification or for further explanation. Committee business is transacted in the most complete, efficient and effective manner when Directors have reviewed and understand the information and issues presented for consideration by the time they arrive at the Committee meeting.

Format

Staff work on any given agenda item can be in various stages of completion at the time it is presented to the Committee. Often the work is not in final form and the materials presented to the Committee are less formal than those presented to the Board.

The material presented to a Committee may be in the form of a final or draft Summary and Recommendation, a memorandum from the General Manager or District staff, executive summaries or excerpts from draft or final reports, simple tables, drawings, spreadsheets, PowerPoint presentations, or similar work.

Staff will continue to work on items after the Committee agenda has been posted. As a result, District staff will often bring additional written material to a Committee meeting so as to present the latest information about the topic.

On occasion, the agenda will note, "Material will be forthcoming" or similar words. This is only done when the work is not completed by the preceding Friday. District staff strives to avoid this approach, as it compromises a Committee member's ability to prepare properly for the meeting.

Anticipated Time

Staff estimates how long the Committee will take to hear and transact the item. These estimates are intended to help manage time during Committee meetings but do not limit the actual time that the Committee may spend on any item.

COMMITTEE RECOMMENDATIONS TO THE BOARD

A Committee can make any of the following recommendations to the Board:

- A recommendation to approve/adopt is given when the Committee endorses the General Manager's recommendation or, alternatively, develops a recommendation of its own to present to the Board. In the latter case, both the General Manager's recommendation and that of the Committee is presented to the Board.
- A recommendation to disapprove is less common and occurs when Board action is required on a matter (keeping in mind a Committee cannot kill an item) or in those instances when the General Manager's recommendation differs from the consensus developed by a Committee.
- A neutral recommendation occurs in those instances when a Committee is split on a matter.
- No recommendation occurs when the Committee specifically decides not to make a recommendation; in such instances, the Committee's discussions, if any, are summarized for the Board.
- An informational recommendation is made when the Committee desires input from the Board in order to complete its deliberation; in this instance the item is calendared for discussion only by the Board (no action) and subsequently returns to the Committee for additional discussion and deliberation.

CHAPTER 4

BOARD MEETINGS AND COMMITTEE MEETINGS AND ALLOWABLE DISCUSSIONS

COMPLIANCE WITH THE BROWN ACT

The District's Board meetings are conducted consistent with the Ralph M. Brown Act ("Brown Act"); Gov't Code sections 54950 et seq.

REGULAR MEETING DATES AND TIMES

The regular meetings of the District Board of Directors shall be held on the third Wednesday of each calendar month, with the open session commencing at 5:00 p.m. Closed sessions at these meetings may occur before or after the open session at the time set in the notice of the posted meeting agenda. The open sessions of the regular meetings will be in the District Boardroom at 15160 Jackson Road, Rancho Murieta, CA. If the regular meeting date falls on a legal holiday, the regular meeting shall be held on the next ensuring full business day or to another specified date. The agenda for regular Board meetings shall be posted in a public place and on the District's website at least 72 hours prior to the meeting.

ADDITIONAL TYPES OF BOARD MEETINGS

In addition to regular meetings, where most District business is conducted, there are three additional types of Board meetings: special, adjourned, and emergency.

Special Board Meetings

Occasionally, special Board meetings are held to discuss a special topic, conduct a workshop or, if necessary or convenient, to hold a meeting at a time or date other than the regular Board meeting. Special Board meetings may be called at any time by the Board President or by a majority of the Board. They may be held at a time and place desired by the Board but generally must be convened within the District's service area. Written notice must be given to Directors and the public 24 hours in advance of a special Board meeting. The agenda for a special Board meeting must specify the time and place of the special meeting and the business to be transacted, and must be posted in a public place and on the District's website at least 24 hours prior to the meeting.

Adjourned Board Meetings

After any regular or special Board meeting has been called to order, it may be adjourned by (a) loss of a quorum, or (b) motion made, seconded and approved by a majority of the Board to adjourn the meeting to another date, time and place if the business of that meeting has not been completed or if the Board's deliberations would benefit from continuing the meeting at another time or in another location. Also, if less than a quorum is present, the Board members who are present (or, if none are present, the General Manager) can adjourn the meeting to another date, time and place. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the District Boardroom within 24 hours after the time of adjournment.

Emergency Board Meetings

The Board may hold an emergency Board meeting when prompt action is necessary due to the disruption or threatened disruption of public facilities. There are two levels of emergency: emergency and dire emergency. An emergency is a work stoppage, crippling activity or other activity that severely impairs public health, safety or both, as determined by a majority of the Board. A meeting to deal with such a situation may be called on one hour's notice to the newspapers and media outlets that have requested notice of such meetings. A dire

emergency is a crippling disaster, mass destruction, terrorist act, or threatened terrorist act that poses peril so immediate and significant that the only requirement is that notice must be given to newspapers and media outlets that have requested notice of meetings at or near the time Directors are notified of the meeting.

Board Meetings Outside District Service Area

Regular or special meetings of the Board may be held at a District-owned facility outside the District's service area, provided that the topics of the meeting are limited to items directly related to that facility. There are other limited times when a Board meeting may be held outside the District boundaries (examples include but are not limited to multi-agency meetings, meetings with General Counsel, or meetings to inspect real property). District General Counsel should be consulted for the particular requirements related to these and other limited exceptions.

TYPES OF COMMITTEES AND COMMITTEE COMMUNICATION

General Rules Governing Committees

The Board President may appoint Board members to serve on the various types of committees described below. No more than two (2) Board members may serve on any one committee. Other Board members may attend committee meetings as observers in accordance with the Brown Act, but shall not participate in committee discussions. Any standing Board committee or committee that has members of the public serving as a committee member shall comply with the open meeting and other applicable requirements in the Brown Act.

Whenever a committee is formed, each committee shall, upon request or whenever necessary to update the Board on its activities, give a report at the Board's regular meetings and bring recommendations to the Board. Committee members shall notify the General Manager of items, if any, to be placed on the Board meeting agenda no later than 2:00 p.m. five business days prior to the meeting date.

Standing Committees

A Standing Committee is one with a particular subject matter jurisdiction. The Board establishes each Committee's charter. A Standing Committee may deliberate and recommend changes in District policy or direction to the entire Board but may not itself take action or otherwise create or change policy. The Committee makes recommendations to the Board upon matters within its scope. Currently, the Board's Standing Committees include the following:

- Improvements Committee: This Committee shall study, advise, and make recommendations to the Board concerning the following matters: (a) plans, specifications, and bids; (b) the initiation, scheduling, contracting, and performance of construction work, capital improvements, and the equipment and materials to be used, replaced, or disposed of by the District; (c) the operation and maintenance of District facilities; (d) construction claims; (e) employment of engineering consultants and related consultants; (f) general matters relating to energy; (g) annexations, reorganizations, and other matters for consideration by the Sacramento County Local Agency Formation Commission (LAFCO); (h) facility expansions necessitated by proposed development; and (i) other matters as directed by the Board.
- Finance Committee: This Committee shall study, advise, and make recommendations to the Board concerning the following matters: (a) preparation of preliminary budgets; (b) disposition and investment of reserve funds; (c) compliance with District's investment policy; (d) changes to or adoption of new fees and rates; (e) insurance matters; (f) audit reports and financial

statements; (g) employment of auditors, financial consultants and insurance consultants; (h) audits of monthly expenditures; and (i) other matters as directed by the Board.

- Personnel Committee: This Committee shall study, advise, and make recommendations to the Board concerning the following matters: (a) the District's organizational structure and flow of authority and responsibility; (b) periodic independent review of the organization, classification, duties, salaries and salary ranges of employees and preparation and submittal of recommendations regarding employee salaries and benefits to the Finance Committee for consideration in preparing the District budgets; (c) employer-employee relations and employment rules and policies; (d) matters concerning equal employment opportunities, affirmative action, and employee health and safety; (e) matters concerning employees who are appointed by the Board; (f) employment of personnel consultants; and (g) other matters as directed by the Board.
- Security Committee: This Committee shall study, advise, and make recommendations to the Board concerning the following matters: (a) operation of and policies relating to gate and patrol functions; (b) public safety and health issues affecting the community; (c) special events affecting public safety; (d) interface with homeowners' association representatives regarding security; and (e) other matters as directed by the Board.
- Parks Committee: This Committee shall study, advise, and make recommendations to the Board concerning the following matters: (a) the District's representation on the Parks Committee as established pursuant to the 1990 and 1991 Park Development Agreements; (b) the District's involvement in public community parks within Rancho Murieta; (c) utilization of District properties for park and recreation purposes; and (d) other matters as directed by the Board.
- Communication and Technology Committee: This Committee is responsible for ensuring that information regarding District affairs is adequately and properly communicated to its constituents and the public at large, and developing ways to use technology to better serve the District and its customers. Toward these ends, the Committee shall study, advise, and make recommendations to the Board concerning the following matters: (a) development of the District's communication plan; (b) the goals, frequency, message, audience and costs of the various communication methods used by the District; (c) the District's web page, District field trips and open house, District brochures and bill stuffers, personal appearances by District officers and staff, and newspaper and media coverage; (d) responses to requests for political or legislative support, including letter writing campaigns or de minimis financial support, from various District membership organizations (i.e., CSDA, ACWA, Regional Water Authority, etc.); (e) technology improvements (software and hardware); (f) policies and procedures relating to the District's use of technology; (g) consultation with various community organizations concerning available technology; and (h) other matters as directed by the Board.
- Regional Water Authority (RWA): The mission of the Regional Water Authority is to serve and represent regional water supply interests and assist RWA members in protecting and enhancing the reliability, availability, affordability and quality of water resources. Activities of this committee include: (a) assisting, where appropriate, the voluntary consolidation of services provided by existing industry/trade associations and water utility support groups within RWA; (b) developing and providing subscription-based (i.e., paid for by participating RWA members) support services, projects and programs of mutual interest to RWA members, or groups of members, or certain other subscribers; (c) facilitating discussion of and action on matters of regional priority and interest; (d) coordinating and implementing regional water master planning, grant-funding acquisition, and related planning efforts; and (e) providing a unified

voice for advocating and responding to legislative. Regulatory and policy matters of importance to the region's water supply. The Board shall appoint two representatives to RWA from the Board, or executive staff, or a combination thereof, either of whom may cast a single vote on the District's behalf at RWA meetings.

- **Joint Security Committee:** This Committee shall study, advise, and make recommendations to the Board concerning the following matters: (a) special events within the District or affecting a homeowner's association, Rancho Murieta Country Club, or other community-based associations within the District; (b) public safety events affecting to community; (c) enforcement of homeowner association covenants, conditions and restrictions; (d) incidents of note within the District or affecting various associations within the District; and (e) other matters as directed by the Board.

Ad Hoc Committees

Ad Hoc Committees may be created by the Board to undertake special assignments on its behalf. An Ad Hoc Committee shall exist for a specified term or until its special assignments are completed, whichever comes first, but its existence may be extended by action of the Board.

Subcommittees

Subcommittees may be created by any Standing Committee of the Board to undertake specific assignments on behalf of the Standing Committee. The Standing Committee creating a Subcommittee shall establish the term of such subcommittee, as it deems desirable. Unless otherwise specified, members of a Subcommittee shall be appointed by the Chairman of the Subcommittee's parent Committee.

Communications Among and Between Committee Members

The Brown Act prohibits Directors from conducting District business outside Board or Committee meetings. The normal definition of a meeting is the congregation of a majority of the members of a legislative body at the same time and place, including by teleconference or electronic means, to hear, discuss or deliberate upon any item that is within the subject matter jurisdiction of the legislative body. However, it is also possible to impermissibly develop a collective consensus among a majority of the Board without three (3) members being physically present at the same time and place, such as by serial communications by Directors.

The Brown Act states that "a majority of the members of a legislative body shall not, outside a meeting authorized by this chapter, use a series of communications of any kind, direct or through intermediaries, to discuss, deliberate or take action any on item of business that is within the subject matter jurisdiction of the legislative body" (Government Code section 54952.2(b) (1)). The Brown Act does not impose an absolute prohibition on all discussion outside meetings that may involve a majority of Directors; it allows a Board member or District employee to engage in separate conversations or communications outside of a meeting to answer questions or provide information concerning matters within the Board's purview, if such Board member or District employee does not communicate to other Board members the comments or position shared by the Board member. (Government Code section 54952.2(b)(2)).

There are three (3) basic ways to comply with the Brown Act while employing Committees. Each alternative employs a different strategy to guard against improper deliberations or the development of a collective consensus in violation of the Brown Act. This does not diminish the importance of following the procedures regarding communication between committees discussed below.

- The first alternative is to ensure that no two (2) Committees consider the same policy matters. This is the reason for developing a mission statement within the charter of each Committee.

- The second alternative entails creating a new Committee specific to a major topic of importance as a separate Standing Committee and carving out the subject matter of the new committee from the existing Standing committees. This approach avoids the same issue being addressed serially in more than one Standing Committee, so that three (3) Directors would not have deliberated on the same topic except at a Board meeting. While this approach could sidestep many Brown Act issues, there may be practical difficulties in actually carrying it out, given possible interrelationships of the subject matter of a new Committee with the traditional Committees.
- The third alternative is to have a given subject handled in its entirety by the Board and thereby avoiding any separate Committee deliberations.

Directors should remember that any form of communications between or among Board members has the potential to result in impermissible discussion or consensus-building outside noticed Board meetings. The most reliable way to avoid improper communication is to transmit information between Committees only through the General Manager. Standing Committees must avoid deliberating on the same subjects. It is the responsibility of the General Manager to identify when this is happening or could happen, and to take action.

OPEN VERSUS CLOSED SESSION DISCUSSIONS

Board and Committee meetings can have open as well as closed session topics for discussion.

Open Session Discussions

The Board and its Committees transact the vast majority of the public's business in open session. Open sessions are those portions of the Board or Committee meetings that are open to the public and during which the public can address the Board or Committee and comment on any item of business being considered or on any matter within the Board's subject matter jurisdiction or the Committee's charter that is not on the agenda.

Closed Session Discussions

A closed session may be held on any subject authorized under the Brown Act. Closed sessions must be properly disclosed and described in the agenda as required by the Brown Act. (Government Code section 54954.5.) Neither the Board nor its Committees shall keep minutes of their closed sessions. Prior to holding a closed session on any matter, the Board President or Committee Chair shall refer to the closed session item or items by reference to the appropriate agenda item number(s). In the closed session, the Board or Committee shall consider only those matters covered in the agenda.

The Brown Act authorizes, among other things, closed sessions to give direction to District negotiators for labor contracts with District employees and for the acquisition or disposal of real property; to confer with legal counsel regarding claims or threats of litigation, initiation of litigation, or to discuss existing litigation in which the District is involved; to evaluate the performance of a public employee, when dealing with the hiring, dismissal or discipline of a public employee; or to discuss certain security matters.

Matters discussed in closed session are strictly confidential. Disclosure of information from a closed session may prejudicially impact District interest and can result in (1) the possible censure by the Board of a Director who breaches the confidentiality requirement; (2) the issuance of an injunction against such conduct by a court; or (3) in an appropriate case, criminal penalties. Therefore, a Board member shall not disclose confidential information that has been received for, or during, a closed session meeting of the Board or of a Committee to a person not authorized to receive the information, unless the Board or Committee authorizes such disclosure. This, however, does not prohibit any of the following: (1) making a confidential inquiry or

complaint to a district attorney or grand jury concerning a perceived violation of law; (2) expressing an opinion concerning the propriety or legality of actions taken by the District in closed session, including disclosure of the nature and extent of the allegedly illegal action; or (3) disclosing information acquired by being present in a closed session that is not confidential information. Prior to disclosing confidential information pursuant to (1) or (2), above, however, a Board member shall first bring the matter to the attention of either the President of the Board or the full Board, to provide the Board an opportunity to cure an alleged violation. To protect the confidentiality of information presented in closed session, staff normally will collect all written material distributed during the session at the end of the session.

After any closed session, the Board or Committee shall reconvene into open session and publicly report any action taken (including the roll call vote, if any) during the closed session to finally approve a real property acquisition; to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a District employee; or to finally approve a labor contract. For the report back obligations relating to pending litigation, the Board shall consult with General Counsel. (Government Code section 54957.1.)

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Chapter 5

THE BOARD MEETING AGENDA

The Board meeting agenda is an informational, decision-making and management tool. It presents the issues under consideration by the Board and provides a brief general description of business to be discussed and actions the Board will consider taking. The agenda is accompanied by a packet of supporting materials designed to aid in decision-making by presenting in sufficient factual detail the issues and options associated with each item of business.

The General Manager, in consultation with the Board President, shall set the agenda. Committee recommendations on topics to be included on the agenda shall be given to the General Manager. Individual Directors may request items to be placed on the agenda by notifying the General Manager of their request no later than 2:00 p.m. five business days prior to the meeting date.

The District Secretary is responsible for preparing the regular meeting agenda and special meeting notice/agenda for Board meetings, and for posting and mailing the agenda at least 72 hours before each regular meeting and at least 24 hours before each special meeting. The agenda must specify the time and location of the meeting and contain a brief general description (generally no more than 20 words) of each item of business to be transacted or discussed at the meeting.

The agenda of each Board meeting includes the elements described below.

Call to Order

The President of the Board shall strike the gavel and begin the Board meeting. In the absence of the President, the Vice President shall call the meeting to order. In the absence of both the President and Vice President, the District Secretary shall call the meeting to order.

Roll Call, Determining and Maintaining a Quorum

The District Secretary calls the roll of the Directors and records the names of those present and those absent in the minutes of the meeting. If a Director enters the meeting late or departs early, those times are also recorded in the minutes. If a quorum of the Board (three (3) Directors) is not present, no further proceedings or discussion may occur and the General Manager announces that the meeting is adjourned for lack of a quorum.

The Board must maintain a quorum throughout the meeting in order to conduct business. However, the meeting may be adjourned with less than a quorum by those Directors who are present; if no Director is present, the General Manager can adjourn the meeting.

Adopt Agenda

At this point in the meeting, a Director or the General Manager has an opportunity to propose re-arranging the order of the items on the agenda. The Board President will re-arrange agenda items if the need should arise. For example, a closed session may be moved to an earlier time in a meeting, or a Board Business item may be moved ahead of another item due to some unusual circumstances or if audience members are present for a particular agenda item. Timed items, such as hearings, cannot be heard earlier than the time published.

Special Announcements and Activities

During this section of the meeting, the General Manager, or staff members designated by the General Manager, addresses the Board with matters such as introducing new District employees, acknowledging employee promotions and certifications, acknowledging or giving a special award or recognizing an event, local students or dignitaries.

If neither the President nor Vice President is present, the General Manager would at this point ask for a motion to name a President Pro-tem for that meeting. If the motion is made, seconded, and passed (requires a 3-0 vote) the Director so named presides over the meeting. If there is no such motion or second, or if the motion does not pass, the General Manager presides over the meeting but cannot make motions or seconds, vote on any item, or enter into policy level deliberations and discussions.

Closed Session

Closed Sessions are usually held at the beginning of the meeting, but may be held at the end of a meeting at the time set forth in the notice of the posted meeting agenda.

Reports from Closed Session

Upon returning to open session, the Board President or General Counsel will announce any reportable action taken in closed session. Such reports are required by law.

Public Comment

At every Board meeting, members of the public are allowed to address the Board on any item of interest within the subject matter jurisdiction of the Board that is not already included on the posted agenda. The Board President asks anyone desiring to make public comments to state his/her name and address so that the minutes accurately reflect the speakers identity and affiliation and so that the District can contact the speaker if necessary. The President calls speakers to the lectern and asks them to identify themselves, announce their item and address the Board.

Public comments are limited to three minutes per speaker, unless extended by the President. Board members may briefly respond, request staff to report back on the matter, or ask clarifying questions, but cannot take any action on, discuss or debate the matters not on the agenda that are presented during the public comment period unless the Board makes one of the determinations required under Government Code section 54954.2. Members of the public may also make requests to have items placed on a future agenda during the public comment portion of the meeting. After considering such a request, the Board may provide direction to the General Manager regarding including that item on future Board or Committee agendas.

Consent Calendar

Matters listed under the consent calendar are considered routine and generally are acted upon by a motion and a second of the Board and passed by a roll call vote indicating a majority vote. Directors normally do not discuss consent calendar matters. These items include the approval of previous Board meeting minutes, receiving and filing of reference correspondence, receiving and filing of various staff reports, the approval of the list of District bills paid, and other routine informational items.

Items may be removed from the Consent Calendar in three (3) ways.

- If a Director has an unanswered question or concern about any of the items listed on the Consent Calendar, he/she may request that the matter be removed prior to a motion being made and approved. Any such request by a Director is automatically granted. When a Director wishes to pull an item from the consent calendar for discussion, it is helpful if he/she contact

the General Manager before the Board meeting to explain his/her concern. This enables staff to provide information that might be needed to further the Board's discussion.

- On occasion, the General Manager may request that the President remove an item from the Consent Calendar. Typically, this occurs so staff can clarify for the record any matters in the written material provided to the Board, to present new information that came to staff's attention subsequent to the preparation of the agenda, or for other similar administrative reasons.
- A member of the audience may also request that the Board remove an item from the Consent Calendar so that it may be discussed. Any such request must be made prior to the time the Board votes on the matter as part of the Consent Calendar. Any such request from a member of the public will only be granted if a Director agrees that the item should be removed from the Consent Calendar and makes a Director request. Nevertheless, any member of the public has a right to comment on any item on the Consent Calendar. The member of the public should identify what items he/she is commenting upon and proceed to make his/her comments. Such commenting does not automatically require that the Board remove the item from the Consent Calendar unless a Director so requests for discussion or a separate vote.

Once any item is removed from the Consent Calendar, the remaining items are considered and decided by a single motion. The removed items are then discussed and considered individually.

Staff Reports

The General Manager and District staff report on upcoming events, recent occurrences, pending projects and matters, and other informational matters that are of significance to the District.

Board Correspondence

The agenda will list all correspondence received by the District that is addressed or copied to the Board. This agenda listing informs the public what has been received and documents that all material sent to the Board have been transmitted to the Board. Generally, staff makes the listing but if Directors have received correspondence that has not been sent to staff, the Director should make an announcement. The announcement should identify the sender, the subject, the form of communication (letter, e-mail, etc.) and the date on the correspondence.

All Board correspondence reported under this item (as well as material first made available on any agenda item at the Board meeting) is maintained by the District in accordance with the Brown Act (Government Code section 54957.5). This information is available for inspection by the public upon request.

Board Business

Board business is the section of the agenda where the Board considers and decides matters that require substantive discussion or conducts formal public hearings when required to do so by an applicable law or regulation. Some items involve an action by the Board, others are informational. In some cases, the Board will discuss a matter without making a decision and refer the matter back to staff or a Standing Committee for further development. *See Chapter 4 – Transacting Board Business for Appropriate Protocol.*

Review and Select Conference/Education Opportunities

This is the section of the meeting where Directors request Board approval to attend various conference or education opportunities. Also at this time, Directors must provide brief reports on meetings that they have attended at the District's expense as required by Government Code section 53232.3(d). (AB 1234)

Meeting Dates/Times

During this section of the meeting, the Board acknowledges the dates and times for the next month's Board and Standing Committee meetings.

Comment/Suggestions – Board Members and Staff

During this section of the meeting, Directors and staff are invited to comment on their District-related activities or to suggest new ideas and concepts.

Adjournment

The Board meeting will adjourn by the making of a motion, a second and a call for a vote. The meeting may be adjourned if there is less than a quorum present by action of those Directors who remain in attendance; if no Director is present, the General Manager may adjourn the meeting. Occasionally, meetings are adjourned in memory of a loved one or close friend of the District or in honor of a significant event.

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CHAPTER 6

PLACING AN ITEM ON THE BOARD OR COMMITTEE AGENDA

SOURCES OF ITEMS

Items on the Board agenda originate from a variety of sources: the General Manager, Standing committees, Directors and the public.

Items Originating from the General Manager

Many items on the agenda originate with the General Manager and District staff. The following types of items are typical:

- Matters on which policy direction from the Board is required or desired.
- Items with over-arching policy implications (e.g., labor negotiations, budgeting, and strategic planning).
- Action required by law (e.g., consolidation of District elections, amending a Conflict of Interest Code).
- Intermediate actions in the overall implementation of a Board-approved project or program (e.g., awarding construction contracts, considering an environmental review document).
- Discretionary decisions for which authority has not been delegated to the General Manager.
- Informational items to keep the Board current on a matter or to allow them to discuss the implications of continuing on a previously agreed course of action.
- Items with critical timing needs.
- Proclamations honoring special events or individuals.

Items Originating from a Board Committee

A Director may bring up a new item at a Committee meeting. However, in such cases, the advance notice requirements of the Brown Act only allows the Committee to decide to place such a matter on a future agenda; the matter cannot be discussed at the meeting at which it was first verbally mentioned. Committee recommendations may be referred to the Board and may include items that are routine business, new ideas developed by Committee or unusual matters.

Items Originating from or of Interest to a Director

Any Director may request that an item be placed on a future Committee or Board agenda during the Director Comment section of a Board meeting. If time allows, a Committee may review the matter prior to discussion by the Board. The Director who originated the item contacts the General Manager to more fully explain the issue so that staff can prepare a Recommended Action and Background (which allows the Board to discuss the matter). The Director who placed the item on the agenda is cited as the reference and is expected to lead the discussion.

For any matter referred to or being discussed by a Committee, the Committee shall report its findings back to the Board and capture its deliberations in the notes prepared by the Committee. If, after reviewing the notes

prepared by the Committee, a Director wishes to have a matter discussed by the full Board, the Director may state this request at a Board meeting or notify the General Manager. The General Manager shall then notify the Committee of the Director's request and schedule the matter for discussion at the next reasonably available Committee meeting. This process allows the Committee to complete its work and respond to concerns raised. Following that Committee meeting, the General Manager shall place the matter on the Board agenda for discussion at the next reasonably available Board meeting.

Items Originating from the Public

Members of the public may request to have an item placed on a future Board or Committee agenda during the Public Comment portion of a Board or Committee meeting. The General Manager in consultation with the President considers and decides such requests of the public to have an item placed on a future agenda. The Board generally may not discuss the matter brought up by the public at the same meeting at which it is first verbally mentioned.

PLACING AN ITEM ON A COMMITTEE AGENDA

Committee agenda items originate from the General Manager or his/her staff, the Board, or a Director.

All matters typically go to Committee prior to being placed on the Board agenda. The General Manager decides which Committee reviews an item based on the nature of the item and the charter of each Committee.

The Board may refer an item to a Committee for consideration or further discussion. This typically occurs when new matters are brought to the attention of the Board by a Director or by the public.

ITEMS THAT DO NOT REQUIRE COMMITTEE REVIEW

The Board's system of Standing Committees that review matters within their subject matter jurisdiction is one way the Board uses to efficiently conduct its business. It also creates opportunities for public involvement in Board deliberations in a less formal manner than at a Board meeting. However, there are several matters that do not require Committee review, either because they are routine or because it is proper or legally require that only the full Board consider them. The following items may be placed directly on a Board agenda without Committee review.

Administrative Matters

- Proclamations
- Notifications (training, conferences, etc.)
- Board Organizational Matters (appointment of Board President or Vice President)
- Appointment of Committees

Board Oversight

- Performance Evaluation (General Manager or General Counsel)
- Mandated Reports
- Consideration of Conference Attendance

Procedural Streamlining

- Second reading of an Ordinance.

- Acceptance of projects.
- Acceptance of developer improvements.
- Intention to levy assessments in existing assessment Districts (mandated notification step in anticipation of formal action later).
- Follow-up of items for action previously presented in workshops for discussion.
- Any item with a critical timing need when a Committee meeting cannot be effectively scheduled.
- Any other item as determined by the Board.

District-Wide Matters

- Items with over-arching policy implications (e.g., budgeting, strategic planning).
- General informational items that keep the Board current on a matter or allow them to discuss the implications of continuing with a previously agreed upon course of action.
- Presentations requested by the Board.
- Actions required by law (e.g., consolidation of District elections, amending conflict of interest codes).

Matters that Should be Considered Only by the Full Board to Protect the District's Interest

- Personnel appeals (that are before the Board and on which the Board must be unbiased and rule on the record before them).
- Environmental review documents where the administrative record must be developed in front of the entire Board.

CHAPTER 7

TRANSACTING BOARD BUSINESS

Items presented for consideration at Board meetings generally are handled in a consistent manner to ensure that:

- Pertinent facts associated with a matter are presented not only for the benefit of the Board but also for the benefit of any member of the public who is present;
- Actions taken by the Board are properly approved; and
- The Board takes action only on items that are scheduled for action on the agenda. For example, the Board may discuss but not taken action on an item that is identified as being for Discussion and Information or as a Special Announcement.

RULES OF ORDER FOR BOARD AND COMMITTEE MEETINGS

Action items shall be brought before and considered by the Board by motion in accordance with the following rules of order.

- **Obtaining the Floor:** Any Director desiring to speak should address the Board President and upon recognition by the President may address the subject under discussion.
- **Motions:** Any Board member, including the President, may make or second a motion. A motion shall be brought and considered as follows: (1) A Director makes a motion; (2) another Director seconds the motion; and (3) the President states the motion. Once the President states the motion, it is open to discussion and debate. Before voting on any motion, the President should ask for any comments from the public audience. After the matter has been fully debated (subject to a motion to close debate and vote immediately, discussed below), the President will call for the vote.
- **Secondary Motions:** Ordinarily, only one motion may be considered at a time, and a pending motion must be voted on before the Board considers any other motion or business. However, there are a few exceptions to this general rule where a secondary motion concerning the main motion may be made and considered before voting on the main motion. The secondary motion exceptions are the following:
 - Motion to Amend: A main motion may be amended before it is voted on, either by the consent of the Board members who moved and seconded, or by a motion to amend, which is then seconded and approved by the Board. After approving an amendment by consent or by motion to amend, the Board then proceeds to consider the main motion as amended.
 - Motion to Table: A main motion may be indefinitely tabled before it is voted on by a motion to table, which is then seconded and approved by the Board. After approving a motion to table, the main motion is not further considered at that meeting and remains tabled until placed on a subsequent meeting agenda.
 - Motion to Postpone: A main motion may be postponed to a specified date and time by a motion to postpone, which is then seconded and approved by the Board. After

approving a motion to postpone, the main motion is not further considered at that meeting and is then reconsidered at the date and time specified in the motion to postpone.

- Motion to Refer to Committee: A main motion may be referred to a Board committee for further study, recommendation, and report back to the Board by a motion to refer to a specified committee, which is then seconded and approved by the Board.
- Motion to Close Debate and Vote Immediately: Debate on a main motion may be closed by a motion to close debate and vote immediately, which is then seconded and approved by the Board.
- Motion to Adjourn: A meeting may be adjourned before voting on a main motion by a motion to adjourn, which is then seconded and approved by the Board. After approving a motion to adjourn, the meeting then immediately adjourns without further consideration of the main motion.

These rules of order are intended to be informal and applied flexibly. The Board prefers a flexible form of meeting and therefore does not conduct its meetings under formalized rules (e.g., Robert's Rules of Order). If a Director believes order is not being maintained or procedures are not adequate, then he or she may raise a point of order to the President. A point of order does not require a second. If the ruling of the President on the point of order is not satisfactory, then it may be appealed by motion (which does require a second) to the full Board. A majority vote of the Board will govern and determine the point of order.

MAJORITY VOTE REQUIRED

A majority of the entire Board shall constitute a quorum for the transaction of business. A majority vote is required for any action to be taken by the Board (i.e., there must be a minimum of three affirmative votes) unless a different voting requirement to approve a particular action is specified under state law (e.g., to adopt a resolution if necessary to condemn real property or to add an emergency item to an agenda (which require a super-majority vote)). In those cases, General Counsel will provide guidance. Unless a Board member expressly abstains from voting, a director's silence will be recorded as an affirmative vote. An express abstention will not be counted as an affirmative vote.

ACTIONS TAKEN BY THE BOARD

The Board shall act only by ordinance, resolution or motion.

Ordinance

An ordinance is the most formal of actions that can be taken by the Board. Ordinances are used to establish the local laws that are within the District's power to enact and are applicable throughout the District. Ordinances may apply only to matters not preempted or superseded by federal or state law. An ordinance is the authorizing instrument to change the District Code, which is a compilation of the rules and regulations of the District. Ordinances also may be used to set the District's rates and charges after consultation with General Counsel. State law requires that District ordinances be published or posted. In some cases, a public hearing is required prior to consideration. An ordinance generally becomes effective 30 days after adoption unless it expressly provides otherwise. Ordinances remain in full force and effect until repealed, modified or superseded by the Board in another ordinance or by action of the voters through initiative or referendum. Everyone at the District, including the Board, is bound by the requirement of an ordinance (and the Code it may establish or amend). Ordinances are the law of the District and are enforced by staff. Only the Board itself

may waive, modify or suspend an ordinance by the enactment of a subsequent ordinance. The only way to change an ordinance is to pass an ordinance that revises the original ordinance.

Additional District guidelines for considering and adopting ordinances:

- The form of enacting clause of all ordinances passed by the Board shall be: “The Board of Directors of the Rancho Murieta Community Services District ordains as follows.”
- With the exception of urgency ordinances, no ordinance may be passed within five (5) days of its introduction. Two readings of the ordinance are required: One to introduce the ordinance, and a second to adopt the ordinance. Reading of the ordinance in full may be waived by a motion approved by a majority vote of the Board.
- Ordinances (other than urgency ordinances) may be adopted only at regular meetings of the Board.
- If an ordinance is altered substantively after its introduction, the ordinance must be reintroduced and may be passed only at a regular meeting held five days after its reintroduction.
- For ordinances that propose rate increases for water, sewer or solid waste service, the Board must conduct a public hearing on the proposed rate increase at least 45 days after mailed notice of such proposal to record property owners. The Board must consider all written protests against the proposed rate increase and, if written protests are presented by a majority of affected property owners in the District, the District may not proceed with the rate increase.
- All ordinances shall be signed by the President and attested by the District Secretary.

After an ordinance has been adopted and signed by the Board President and District Secretary, the ordinance must be published in full one time, within 15 days of the date of adoption, in a newspaper of general circulation in the District. The publication must include the names of the Board members voting for and against the ordinance.

Resolution

A resolution constitutes a more formal written expression of the will of the Board as the District’s legislative body. Resolutions represent an official Board action or position taken on a particular issue that may be more temporary in nature than an ordinance but for which a separate permanent record is needed or desired. Resolutions preserve the history of the action taken in a separate official instrument in addition to documentation in the Board’s minutes. A resolution becomes effective immediately and remains in effect until rescinded, cancelled or superseded by Board action by means of a new resolution. Resolutions typically are used to adopt policies, approve agreements (e.g. master agreements, construction agreements, public facilities planning agreements, and transfer agreements), award contracts for materials or services, approve memoranda of understanding with bargaining groups, award pay for performance, and establish or amend job classifications. Resolutions, if properly written, can be used to change the rates and charges that the District imposes for the privilege of receiving service. Given the nuances of the law in this area, General Counsel should always be consulted to determine the proper instrument for approving rates and charges.

Motion

The Board uses a motion to submit a matter for action. A motion can be a parliamentary tool used by a member of the Board (plus another member who seconds the motion) to place a matter before the entire Board for its consideration. A motion also can be a legislative action used to authorize or approve action on simple matters that are routine in nature, such as approving direction to staff, communicating a District

position, approving a task order, increasing a purchase order amount, or approving a proclamation. The minutes of the Board meeting document the Board's determination on the matters. A motion is always used to place a proposal before the Board to approve a resolution or adopt an ordinance.

TRANSACTIONING BUSINESS ON AN ITEM

Introducing an Item

The Board President announces each agenda item, referencing the item number and the nature of the matter.

Staff Presentation

The General Manager or, at the General Manager's discretion, a staff member, summarizes the item being considered, including background, pertinent facts and details, analyses conducted by staff, and options available for the Board's consideration. On occasion, a consultant may assist the General Manager or staff in presenting an agenda item.

Staff Recommendation

The General Manager usually makes a recommendation on each action item. The recommendation is identified in the Recommended Action section of the staff report. The General Manager often delegates this responsibility to Department Managers.

Clarifying Questions

Directors ask questions of the presentation and offer general comments about the subject matter after the staff presentation. Questions and comments at this time are to clarify the matter and the recommendation. Debates or deliberations occur after public comment and after a motion has been made.

Committee Recommendation

If a Standing Committee has reviewed the matter, the outcome of its discussion will be noted in the Summary and Recommendation included in the Board agenda packet. Should any of the Directors on the Committee so desire, this is the time to state the Committee's recommendation and the reasons for it.

Public Comment

The Board President then opens up the agenda item to the public for comment. The public must have an opportunity to comment on every agenda item. Sometimes this is done through a public hearing when such a hearing is required by law. Other times, the President simply asks the audience if there are any comments. The President will ask speakers to state their name and address for the record and for the benefit of others in the audience. If it is obvious that no potential speakers are present, there is no need to formally call for public comment. A member of the public should be permitted to speak only once, and public comments are limited to three minutes per speaker, unless otherwise allowed or extended by the President. In the event the District receives written correspondence from the public on the matter after publication of the agenda, that written correspondence will be presented to the Board at this time.

- Any person who desires to address the Board at length on a matter which is not on the agenda must make a request to do so to the District Secretary at least five business days before the meeting. The General Manager in consultation with the President will decide whether to include the requested item on the agenda. Failure to request to appear, however, shall not prevent any person from addressing the Board at the general public comment time designated on the agenda.
- Manner of Addressing the Board by an Individual: A member of the public addressing the Board may give his or her name. All remarks shall be addressed to the Board as a body, not to any

individual Director or staff person. No person, other than a Director, the General Manager or the District General Counsel, and the person having the floor, shall be permitted to enter into any general discussion without the President's permission.

- Manner of Addressing the Board by a Group of Persons: Whenever members of the public wish to address the Board on the same subject matter, it shall be proper for the President to request that a spokesperson be chosen by the group to address the Board and, in case additional matters are to be presented at the time by any other member of that group, to limit the number of persons so addressing the Board, so as to avoid repetition. The President may set a time limit for each side of an issue.
- Government Code section 54957.9 permits the Board to clear the room if the meeting is willfully interrupted so as to render further conduct of the meeting infeasible.
- All written or electronic correspondence addressed to the Board shall be sent to the District office. Copies of such correspondence and written responses in reply thereto, if any, shall be distributed to each Board member and included on the agenda for the next regular Board meeting, depending on the date of receipt or the response required by such correspondence.

Motion and Second

After public comment, a Board member may make a motion regarding the action to be taken on the item. The motion must be seconded before additional debate or discussion on the matter is permitted. No discussion may occur on a motion without a second. A motion fails if it does not receive a second.

Discussion

After a motion is properly made and seconded, the Board discusses the merits of the item in an attempt to reach a decision. During this time, the Board may ask staff or the public additional questions or seek the advice of the General Manager or General Counsel. As discussion by the Board ensues, the motion may be amended or withdrawn or a substitute motion offered. These actions must follow the procedures adopted by the Board.

Decision

When the Board President senses that a discussion has run its course or when a motion to call the question is properly made and seconded, the Board President calls for a vote on the motion on the floor. After hearing the results, the Board President announces the vote. Voting may be by voice or roll call.

MINUTES

The District Secretary shall prepare and maintain written minutes of each Board meeting. The Board minutes shall include at least the following information: names of the Directors and staff present at the meeting; brief summary of the discussion of the Board on each agenda item considered; names of the Directors who make and second ordinances, resolutions and motions; and, the ayes and noes taken upon all action items. Any Director may request that a brief abstract of his or her statement either in support or opposition of any matter be entered in the minutes.

DEVIATIONS FROM PROCEDURES

No deviation from or failure to follow the procedures set forth in these Guidelines shall invalidate any action or decision of the Board.

CHAPTER 8

EFFECTIVE PARTICIPATION IN BOARD MEETINGS

The following ground rules apply to all Directors.

- Come to meetings prepared. Contact the General Manger ahead of any meeting if you have clarifying questions or need additional background. Many times your questions can be answered without taking up meeting time. Also, it helps staff to understand your concerns ahead of the meeting so they can be prepared with the information you need.
- During the meeting, express your thoughts and support them whenever possible with facts, figures and references. Specifically identify your sources of information so as to establish their credibility with your colleagues. More specific statements are more persuasive to your colleagues on the Board than generalized statements. Examples: (a) I spoke with _____, who is the President of the homeowners association and he/she would like the District to _____” is better than “The public thinks that we should do _____;” (b) “(specific name) told me _____” is better than “I was told that _____;” (c) “(specific organization) has a concern with _____” is better than “Everyone thinks that _____.
- Be creative. Innovative ideas supported by sound reasoning are welcome on complicated matters when the Board is attempting to arrive at a consensus.
- Take a positive approach. Keep an open mind. When a Director proposes an idea, look for the value in that idea.
- Be enthusiastic.
- Stay on the subject. Do not introduce other agendas. Keep your comments brief but long enough to establish your point.
- When you do not understand what someone is saying, ask for clarification. Make criticism positive and constructive. Direct critical comments to the issues being discussed, not toward the person expressing the idea.
- Protect the rights of others to have their opinions and feelings heard. Encourage silent members to participate.
- Help the Board President when others take up outside issues. Interrupt gently and say, “We’re getting a little off the subject here, maybe we should get back to our topic.”
- Share your thoughts. Holding back when you have an idea robs the Board and staff of your knowledge and opinion and prevents further development of your idea. Have confidence in yourself and speak up.
- Protect ideas. Help the Board President set an atmosphere where people will feel comfortable expressing ideas even if they are not perfect. When someone begins attacking another’s idea, say, “That idea probably has faults, most ideas do. Let’s just let ideas come out for now and evaluate them later.”

- Attend and participate. Be on time and stay for the entire meeting. Advise the General Manager or District Secretary if you are unable to attend or know you will be arriving late or leaving early.
- Be an active listener. Be open-minded: listen and consider all points of view.
- At all times, ask yourself, “What, right now, would help the Board move ahead and get this problem solved? What can I do to help the Board function more effectively? How can I help?”
- Always remember that civil discourse is one of the keys to effective communication.

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CHAPTER 9

DIRECTOR ROLES AND DUTIES

THE BOARD OF DIRECTORS

The Board of Directors is the legislative body that holds governing authority for the District. The Board of Directors' roles and responsibilities are as follows:

- ❖ Establish policies, procedures and regulations for District operations;
- ❖ Establish and oversee the District's finances and its budgets, program, and performance;
- ❖ Provide the resources needed by management and staff to carry out District policy;
- ❖ Determine the mission of the District;
- ❖ Approve and ensure the implementation of the District's Strategic Plan and vision; and
- ❖ Appoint and evaluate the General Manager and General Counsel.

Directors

Apart from his/her normal functions as part of the Board of Directors, each individual Director's roles and responsibilities are as follows:

- ❖ Function only as one member of the Board
- ❖ Have no individual authority (other than responsibilities of the President and Vice President of the Board as described elsewhere);
- ❖ May not commit, nor represent that they commit, the District to any policy, act, or expenditure; and
- ❖ Support decisions made by the Board (even when the Board decision conflicts with his/her individual position).

CODE OF CONDUCT

In order to ensure cooperation and a good working relationship among Board members, the following rules should be observed:

- The dignity, style, values and opinions of each Board member shall be respected.
- Responsiveness and attentive listening in communication is encouraged.
- The needs of the District's constituents should be the priority of the Board members.
- The primary responsibility of the Board members is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to District staff.
- Board members should commit themselves to focusing on issues and not personalities. The presentation of the opinions of others should be encouraged. Cliques and voting blocks based on personalities rather than issues are to be avoided.
- Differing viewpoints are healthy in the decision making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board takes action,

Board members should commit to supporting the action and not to create barriers to the implementation of the action.

- Board members should practice the following procedures:
 - In seeking clarification on informational items, Board members may directly approach District staff to obtain information needed to supplement, upgrade, or enhance their knowledge to improve legislative decision making.
 - In handling complaints from District residents and property owners, the complaints should be referred directly to the General Manager.
 - In handling items related to safety, concerns for safety or hazards should be reported to the General Manager as soon as possible. Emergency situations should be dealt with immediately by seeking appropriate assistance.
 - In seeking clarification for policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, the concerns should be referred directly to the General Manager.
- When approached by District personnel concerning specific District policy, Board members should direct inquiries to the appropriate staff supervisor. The chain of command should be followed.
- The work of the District is a team effort. All individuals should work together in the collaborative process, assisting each other in conducting the affairs of the District.
- When responding to constituent requests and concerns, Board members should be courteous, responding to individuals in a positive manner and routing their questions through the General Manager or responsible management personnel.
- Board members should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.
- Board members are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing its mission.

CHAPTER 10

ETHICS AND CONFLICTS OF INTEREST

RESPONSIBILITIES OF PUBLIC OFFICE

Board members are obligated to uphold the Constitution of the United States and the Constitution of the State of California. Board members shall comply with all applicable laws regulating their conduct, including but not limited to conflict of interest and financial disclosure laws. Board members shall work in cooperation with other public officials unless prohibited from so doing by law or officially recognized confidentiality of their work. Board members shall maintain the highest standard of personal honesty and fairness in carrying out their duties.

All Board members are required to take at least two hours of ethics training every two years and receive a certificate of completion as required by Government Code sections 53234-53235.2. New Board members need to complete the training within one year of taking office. The District must keep records indicating when each Board member has completed the training and who provided the training for five years.

FAIR AND EQUAL TREATMENT

Board members shall not, in the performance of their official functions, discriminate against any person on the basis of race, religion, color, creed, age, marital status, national origin, ancestry, sex, sexual orientation, medical condition, physical or mental disability, genetic information, gender, gender identity, gender expression, or military and veteran status of any person. A Board member will not grant any special consideration, treatment or advantage to any person or group beyond that which is available to every other person or group on similar circumstances. (See, e.g., California Constitution, article 1, section 31; Age Discrimination in Employment Act of 1967; Americans with Disabilities Act of 1990; Fair Employment and Housing Act; Rehabilitation Act of 1973; Title VII of the Civil Rights Act of 1964; Labor Code, section 1102.1.)

PROPER USE AND SAFEGUARDING OF DISTRICT PROPERTY AND RESOURCES

Except as specifically authorized, a Board member shall not use or permit the use of District owned vehicles, equipment, telephones, materials or property for personal use, convenience or profit. A Board member shall not ask or require a District employee to perform services for his or her personal convenience, benefit or profit or the convenience, benefit or profit of another Board member or District employee. Each Board member must protect and properly use any District asset within his or her control, including information recorded on paper or in electronic form. Board members shall safeguard District property, equipment, moneys and assets against unauthorized use or removal, as well as from loss due to criminal act or breach of trust. Board members are responsible for maintaining written records, including expense accounts, in sufficient detail to reflect accurately and completely all transactions and expenditures made on the District's behalf, in accordance with the District's policy for reimbursement of expenses of Board members (District's Travel/Reimbursement Policy, Policy No. 2009-07).

USE OF CONFIDENTIAL INFORMATION

A Board member is not authorized, without approval of the Board, to disclose information that qualifies as confidential information under applicable provisions of law to a person not authorized to receive it, that (1) has been received for, or during, a closed session meeting of the Board, (2) is protected from disclosure under the attorney/client or other evidentiary privilege, or (3) is not required to be disclosed under the California Public Records Act. A Board member who willfully and knowingly discloses, for financial gain, confidential

information received by him or her in the course of his or her official duties may be guilty of a misdemeanor under Government Code section 1098 (Government Code section 54963).

CONFLICTS OF INTEREST

A Board member shall not have a financial interest in a contract with the District, or be a purchaser at a sale by the District or a vendor at a purchase made by the District, unless the Board member's participation was authorized under Government Code section 1090. A Board member shall not participate in the discussion, deliberation or vote on a matter before the Board, or in any way attempt to use his or her official position to influence a decision of the Board, if he or she has a prohibited interest with respect to the matter, as defined in the Political Reform Act, Government Code Section 81000, and following, relating to conflicts of interest, and as further defined in the Fair Political Practices Commission's ("FPPC") regulations.

If a member of the Board believes that he or she may be disqualified from participation in the discussion, deliberations or vote on a particular matter due to conflict of interest, the following procedure will be followed: (a) if the Board member becomes aware of the potential conflict of interest before the Board meeting at which the matter will be discussed or acted on, the Board member shall notify the District's General Manager of the potential conflict of interest, so that a determination can be made as whether it is a disqualifying conflict of interest; (b) if it is not possible for the Board member to discuss the potential conflict with the General Manager before the meeting, or if the Board member does not become aware of the potential conflict until during the meeting, the Board member shall immediately disclose the potential conflict during the Board meeting, so that there can be a determination whether it is a disqualifying conflict of interest; and (c) upon a determination that there is a disqualifying conflict of interest, the Board member shall not participate in the discussion, deliberation or vote on the matter for which a conflict of interest exists, which will be so noted in the Board minutes.

A Board member shall not recommend the employment of a relative by the District. In addition, a Board member shall not recommend the employment of a relative to any person known by the Board member to be bidding for or negotiating a contract with the District.

A Board member who knowingly asks for, accepts or agrees to receive any gift, reward or promise thereof for doing an official act, except as may be authorized by law, may be guilty of a misdemeanor under Penal Code section 70 (Government Code section 1090 et seq. and 81000 et seq.).

Board members shall at all times comply with the District's Conflict of Interest Code as set forth in District Code Chapter 3.

SOLICITING POLITICAL CONTRIBUTIONS

Board members are prohibited from soliciting political funds or contributions at District facilities. A Board member shall not accept, solicit or direct a political contribution from any person or entity who has a financial interest in a contract or other matter while that contract or other matter is pending before the District. A Board member shall not use the District's seal or stationery in any solicitation for political contributions contrary to state or federal law

"REVOLVING DOOR" POLICY

For a period of one year after leaving office, Board members shall not represent for compensation non-governmental entities before the District in violation of Government Code section 87406.3.

Nothing in this section is intended or will be applied to prevent a former Board member from participating in meetings of the Board in the same manner as other members of the public.

REPORTING OF IMPROPER ACTIVITIES: PROTECTION OF WHISTLEBLOWERS

The General Manager has primary responsibility for (1) ensuring compliance with the District's Personnel Manual, and ensuring that District employees do not engage in improper activities; (2) investigating allegations of improper activities; and (3) taking appropriate corrective and disciplinary actions. The Board has a duty to ensure that the General Manager is operating the District according to law and the policies approved by the Board. Board members are encouraged to fulfill their obligations to the public and the District by disclosing to the General Manager, to the extent not expressly prohibited by law, improper activities within their knowledge. Board members shall not interfere with the General Manager's responsibilities in identifying, investigating and correcting improper activities, unless the Board determines that the General Manager is not properly carrying out these responsibilities. Nothing in this section affects the responsibility of the Board to oversee the performance of the General Manager.

A Board member shall not directly or indirectly use or attempt to use the authority or influence of his or her position for the purpose of intimidating, threatening, coercing, commanding or influencing any other person for the purpose of preventing such person from acting in good faith to report or otherwise bring to the attention of the General Manager or the Board any information that, if true, would constitute: a work-related violation by a Board member or District employee of any law or regulation; waste of District funds; abuse of authority; a specified and substantial danger to public health or safety due to an act or omission of a District official or employee; use of a District office or position or of District resources for personal gain; or a conflict of interest of a Board member or District employee.

A Board member shall not use or threaten to use his or her official authority or influence to effect any action as a reprisal against another Board member or District employee who reports or otherwise brings to the attention of the General Manager any information regarding the subjects described in this section.

Any person who believes that he or she has been subjected to any action prohibited by this section may file a confidential complaint with (1) the General Manager, or (2) a Board member, if the complaint involves the conduct of the General Manager, who will thereupon refer the matter to the full Board to investigate the complaint. Upon the conclusion of the investigation, the General Manager (or the Board in case of a complaint against the General Manager) will take appropriate action consistent with the District's Personnel Manual and applicable law.

CHAPTER 11

GENERAL MANAGER'S ROLE

Legal Requirements

The Community Services District Law, the enabling statute under which the District was organized and now operates, defines the General Manager as the highest level management appointee who is directly responsible to the Board for the implementation of the policies established by the Board (see Government Code section 61002(f), 61040 and 61050 et seq.). The General Manager serves as the District's Chief Executive Officer and is responsible for the day to day operations and functions of the District.

The primary powers and duties of the General Manager specified by the law are as follows (Government Code section numbers are shown in parentheses):

- Implement the policies established by the Board for the operation of the District (61051);
- Appoint, supervise, discipline and dismiss District employees, consistent with the employee relations system and rules established by the Board (61051);
- Supervise the District's facilities and services (61051);
- Supervise the District's finances (61051);
- If authorized by the Board, transfer funds between budget categories, other than transfers from the designated reserve for capital outlay (61111(b));
- and,
- Prepare and file various reports.

The General Manager may not be a member of the Board (61040(e)) but may serve as the District Treasurer(61050(c)). Traditionally, the Board has appointed another individual to serve as the District Treasurer. The Community Services District Law specifies that the General Manager serves at the pleasure of the Board and that the Board sets the compensation of the General Manager (61050(d) and (e)).

Practice Based on Good Governance

The role of the General Manager is also defined by the relationship between the position and the Board. In its simplest form, the relationship is defined as the Board setting policy for the District or providing policy level guidance to the General Manager, and the General Manager being responsible for implementing those policies. The General Manager is responsible for the performance of the District within policy and budget criteria established by the Board and is accountable to the Board for all aspects of District operation. As such, the Board views all organizational successes and failures as those of the General Manager.

The Board's primary connection to the operational aspects of the District is through the General Manager. Decisions or instructions of individual Directors or Committees are not binding on the General Manager, who can only take direction from the Board. The Board can only give direction to the General Manager and not to other District managers or staff. The General Manager is available to all Directors to discuss District issues and strategies. The General Manager is the clearinghouse for all informational requests originating from Directors.

The Board establishes the General Manager’s annual performance plan and typically evaluates the performance of the General Manager on an annual basis, but can do so more frequently if the situation warrants.

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CHAPTER 12

WORKING WITH DISTRICT STAFF

The District's success in efficiently accomplishing its mission is partly due to the direct and regular access staff has to Directors. This helps in that decisions are made in real time, with minimal re-work. However, even with the real-time communication that occurs at Committee and Board meetings, there are times when a Director needs additional information from staff. The following guidelines will enable a Director to quickly and efficiently get needed information without disrupting staff's routine work.

- Always start with the General Manager, as he/she can obtain an answer or get the right person involved in the discussion, as needed.
- If the General Manager is unreachable, contact the Director of Administration.
- If neither the General Manager nor Director of Administration is available, contact one of the senior managers.
- The District Secretary can help you at any time with administrative matters (e.g. scheduling, expense reports, requirements such as Fair Political Practices Commission forms, travel arrangements, etc.).
- The District's Human Resources staff can help a Director at any time with issues dealing with a Director's personnel benefits or issues of a similar personal nature.

Given the workload that staff faces and the General Manager's expectation that each senior manager (and employee) is responsible to complete assigned work, it is important that management has the ability to adjust staff's priorities and not be surprised.

When discussing a matter with staff, please keep in mind the following principles:

- Do not create assignments for staff. It is quite easy for staff to interpret an innocent question or comment from a Director as direction to drop current assignments and undertake some project, research or investigation, creating risk that important priorities and assignments are not completed on time or that the District does not fulfill commitments made to others (very often customers).
- Take any information as work in progress. Be cautious with the use of information. What is heard from a staff member may not be what the General Manager ultimately recommends. Very often, there are differences of opinion among staff as an issue is vetted prior to being presented to the Board. In addition, the General Manager's opinion given at an early point in a project may change as more information becomes known and before the matter is formally presented to the Board. Finally, keep in mind that it is hard for some staff members to say, "I don't know," when talking to a Director.
- Request information judiciously. The District is a public agency and therefore very little information, other than personal data about employees or customers, cannot be disclosed to Directors. However, take care not to overwhelm the General Manager and staff with requests for information.

- Let the General Manager know if disappointed by a response. Since the Board judges the General Manager on the performance of the whole staff, inform the General Manager when improvement is needed.

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CHAPTER 13

THE ROLE OF GENERAL COUNSEL AND SPECIAL COUNSEL

THE ROLE OF LEGAL COUNSEL

The primary obligations of both General Counsel and Special Counsel are to ensure that the District complies with applicable law, provide legal advice and opinions when requested, advice on available legal options, including advantages and disadvantages of each option related to a specific matter, and advice of legal risks and liabilities. (When the term Legal Counsel is used throughout this document, it shall mean both General Counsel as well as Special Counsel). The public official receiving that advice has the right to make policy decisions, based on the legal options provided and legal risk associated with each option.

General Counsel

The Community Services District Law provides that a District may engage professional services including Legal Counsel (Government Code section 61060(g)). The District Board of Directors appoints the General Counsel. The General Counsel serves as the primary legal advisor, is responsible for day to day legal questions and provides ongoing legal advice and opinions regarding the long term interests of the District. The General Counsel is expected to provide high quality, trustworthy and responsive legal counsel in a professional manner to assist in accomplishing the District's goals and objectives. When necessary, the General Counsel represents the District in litigation matters and before administrative agencies and, in some instances, manages Special Counsel appointed for a particular matter. The General Counsel should seek to practice preventative law in an effort to help the District recognize and manage risks in a timely and effective manner. Preventative law can limit the expenditure of District resources to defend legal actions, reduce the frequency and severity of disputes, and help the District maintain a positive image in the community.

Special Counsel

The District may, at the District's sole discretion and with or without approval or consultation with General Counsel, hire outside Special Counsel. However, the District may, but is not required, to seek General Counsel's assistance in determining whether to utilize outside Special Counsel and in the selection process. The retention of Special Counsel may be necessary based on any number of factors, including the need for highly specialized knowledge, the provision of a defense by an insurer or should a conflict of interest arise with the General Counsel on a particular matter. Unless prevented by a conflict of interest, General Counsel should facilitate and cooperate in the retention of Special Counsel services to ensure the District receives accurate and cost-effective legal advice and services.

The District as a Client

While the general practice of the District is for the Board to delegate day to day management authority to the General Manager, it is important to remember that Legal Counsel to the District represents the entity rather than any natural person (i.e. Legal Counsel is not the attorney for any individual Director, District employee or officer). The client in such a representation is the entity itself as embodied in the "highest authorized officer, employee, body or constituent overseeing the particular engagement" (California Rules of Professional Conduct, Rule 3-600(A)). In the case of the District, the highest authorized authority is generally the Board of Directors. The Board may delegate this authority to the General Manager by action of the Board duly taken. The most common points of contact for legal counsel are the General Manager, District's senior management and to a lesser extent, other District employees and individual Directors.

During the course of representation, the Legal Counsel may become aware of information that indicates that the interests of a District official or employee may not be aligned with the interests of the District. Should such situations arise, Legal Counsel's duty of loyalty and confidentiality is owed to the District and not the individual.

Hiring and Termination

General Counsel and Special Counsel are hired by and may only be terminated by the Board unless those actions have been delegated to the General Manager by duly taken action of the Board.

Regular Performance Evaluations

The Board, with the assistance of the General Manager, may establish the General Counsel's annual performance plan and may evaluate performance on an annual basis, or when the Board deems it appropriate.

PROTECTING ATTORNEY-CLIENT PRIVILEGE, ATTORNEY WORK PRODUCT DOCTRINE AND MAINTAINING THE CONFIDENTIALITY OF COMMUNICATIONS WITH COUNSEL

Protecting both the Attorney-Client Privilege and the Attorney-Work Product Doctrine and maintaining confidentiality of communications between the District and Legal Counsel are vital to ensuring the District's ability to confide freely in its attorneys.

Attorney-Client Privilege

The District, acting through Legal Counsel, may claim the Attorney-Client Privilege (see, generally, California Evidence Code section 954). However, the privilege only protects communications and only extends to information given for the purpose of obtaining legal representation. Core information is not necessarily protected and the information may not be privileged simply because it has been told or provided to the General Counsel. The privilege may be waived if the confidential communications are disclosed to third parties.

Attorney-Work Product Doctrine

The Attorney-Work Product Doctrine protects the work of the attorney and includes the legal theories and strategies of legal counsel. Attorney-work product may be found in interviews, statements, memoranda, correspondence, briefs, mental impressions, personal beliefs, and countless other forms. The Attorney-Work Product Doctrine is broader than the attorney-client privilege in that protects materials prepared by the attorney, whether or not disclosed to the client and materials prepared by third parties for the attorney (see Laguna Beach County Water District v. Sup. Ct. (Woodhouse) (2004) 124 Cal.App.4th 1453 and Code of Civil Procedure section 2018).

Whenever a Director receives a work product from an attorney, that work product must not be transmitted to a third party. The Director shall also take great care in managing that document, keeping it only as long as needed and destroying or returning copies to the District or Legal Counsel.

Confidentiality of Communications

The duty of confidentiality is broader than the Attorney-Client Evidentiary Privilege and the Attorney-Work Product Doctrine. Legal Counsel's duty of confidentiality runs to the District itself, including the Board of Directors as a whole, rather than to an individual Board member, District official or employee (see, generally, Business & Professions Code section 6068). When an individual Board member receives advice from Legal Counsel, that advice is provided to the Director in his or her official capacity and the advice is subject to disclosure to the entire Board.

Information and advice provided to the Board of Directors or Legal Counsel during a closed session is generally confidential and may also be privileged. It is important to note that a Board member may inadvertently waive the attorney-client privilege by discussing closed session matters with third parties. Directors and others present at a closed session should take care to prevent unauthorized disclosure of confidential information. There is a particular risk of breach of confidentiality when a Director maintains material distributed in a closed session in personal files.

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CHAPTER 14

EFFECTIVE COMMUNICATIONS

GENERAL DIRECTOR GUIDELINES

- Make no promises for the Board or the District.
- Be aware of how various forms of communication affect how messages are received: formal versus informal, written versus verbal, in-person versus over the phone versus electronic. Strive to use each form at the appropriate time.
- Confer with the General Manager when in doubt – staff is always available to advise you on how best to proceed.
- Maintain neutrality when required by not discussing nor commenting upon matters that are quasi-judicial in nature such as, but not limited to, administrative hearings on personnel matters or environmental impact reports, until the entire record is presented to the full Board; it is imperative that a Director maintain an open mind on such matters until after all information has been entered into the public record and presented to the full Board.

Communicating with the Public

- A Director can always communicate with District constituents.
- Inform the General Manager as soon as possible about concerns you have heard from your constituents. Many times the concern can be handled administratively or is already a work in progress.
- Don't make personal comments or promises for the District because only the Board can commit the District to an action or policy.
- Understand that very often there is a fair amount of background to an issue and you may have heard only one perspective.

Communication with Other Agencies

- It is acceptable to attend meetings of other public agencies and it is good to introduce yourself so everyone knows you are present.
- If you are speaking for the District at another agency's public meeting, always clearly state that what you are saying has been approved by the Board and do not deviate from the message or position.
- Be clear when the Board has no position on an issue.
- Take opportunities to develop relationships but always in a way that supports Board policy and avoids accusations of deal-making.
- Be positive and cooperative in comments and attitudes about people and other agencies (particularly in public).

- Communicate in a way that builds positive relationships.

Speaking as a Private Individual

- If you speak as a private citizen at a public gathering, clearly state that you are doing so.
- Keep in mind that even when you say you are speaking as a private individual, many in your audience nevertheless hear your comments in light of your position as a Director of the District.
- Apply common sense.
- Avoid personal statements that might be interpreted as District policy.
- Support District policy, avoiding personal statements that conflict with policy and identify when your personal opinions deviate from Board policy as determined by the Board majority.
- It is acceptable to speak as an individual on issues not related to District business, but make it clear that your remarks are solely your own.

Communicating with the Media

If you choose to talk with the media, the following practices can help you present your thoughts effectively.

- Do not use the phrase, “No comment,” as this phrase has been stigmatized and may be interpreted negatively.
- Feel free to refer media inquiries to the General Manager or confer with the General Manager prior to speaking with the media to ensure that you are fully briefed on the facts associated with the topic at hand.
- Feel free to use and ask staff to prepare talking points so as to convey a consistent message about District actions.
- Clarify when your view is dissenting, but support adopted Board policy even when you are in the minority. Don’t stimulate or inflame controversy.
- If you communicate with the media before you vote on a matter, you can inadvertently become a party to a serial meeting in conflict with the Brown Act if the media were to poll other Directors and share with them your predisposition on a matter.

Communicating with Liaison Committees

- At meetings of a Joint Powers Authority (JPA), your role is different from that of your role at a liaison meeting because you also serve as a Director of the JPA, which is an independent government agency.
- When serving on a JPA Board, the California Attorney General has opined and the Joint Powers Act suggests that a Director has independent discretion apart from the agency to which Board he or she was elected. In other words, a JPA Director owes his or her primary duty to the JPA when acting in that capacity. However, since a District Director usually serves on a JPA Board at the pleasure of the District Board, the District Board can terminate the Director’s appointment to the JPA at its sole discretion and without showing cause for the termination of that appointment.

- Subject to the points above it, if the District Board has discussed a matter and arrived at a decision, the JPA representative should advocate and vote as decided by the District Board.
- Problems can arise when there is a conflict around a specific issue, either between the best interest of the JPA versus the best interest of the District or between the majority District position and the representative's individual view. In such situations, prior consultation with the General Manager or General Counsel is advised.
- The Board President considers the individual views of the Director when making or suggesting appointments to JPA positions so as to avoid potentially awkward situations.
- If the representative knows there is a serious personal conflict, he or she can ask to be replaced by the alternate for those meetings dealing with the issues of concern.
- Matters discussed in a closed session of the JPA are subject to the same confidentiality obligations as a District closed session. However, there are certain exceptions and exemptions to this general rule. Specific concerns over what may be discussed with the District Board and under what circumstances should be addressed with the General Counsel.

Building Goodwill with Other Agencies

- Remain positive in outlook, comments and tone, particularly in public.
- Work on building and improving positive relationships and mending previously strained relationships.
- Remember that the professional staff of the District and other agencies can and do work things out with input and guidance from their respective Boards. Sometimes it may be more effective to not say anything.
- Learn about and understand the interests and needs of the other agencies.
- Informal interactions help build connections better than formal interactions.
- Do not force relationships; work on them to the extent they are needed.
- There is an appropriate time and place for applying pressure to get desired results; grandstanding at public meetings rarely achieves this purpose.
- Whatever happens, model good behavior, keep communications professional and civil, and always show others the same respect you hope to receive in return.

Communicating in Writing

Refer to District policy and consult with the General Manager on all correspondence and other written communications. Follow District policy regarding Board correspondence.

Communicating Electronically

- All communications to and from a Director related to District business, including email, mobile to mobile texting, mobile instant messaging, computer based instant messaging, chat logs, and similar modes of electronic communication, are very likely to be considered a public record (even those originating from your personal e-mail) and are subject to disclosure under the Public Records Act to the same extent as traditional written materials.

- Electronic communications are potentially discoverable if legal proceedings are involved.
- Keep in mind that these forms of electronic communication are often retained by and can be retrieved from electronic devices, software programs, and the companies that provide such services even if you delete from your display.
- When you receive an e-mail related to District business, consider:
 - Copying the e-mail (and any response you make) to the General Manager;
 - Using the e-mail response as an opportunity to open a subsequent verbal communication with the constituent; and
 - Referring the matter to the General Manager for assistance in preparing a response (with suggestions for what might be included in the response).
- When writing back, refer to and rely on Board policy to address the concerns raised.
- Be careful about using Reply to All and using features that automatically fill in e-mail addresses when emailing or posting on discussion boards, social media messages and social networking sites. This can lead to inadvertent serial meetings that are prohibited by the Brown Act.

DRAFT

MEMORANDUM

Date: April 15, 2016
To: Board of Directors
From: Darlene J. Thiel Gillum, General Manager
Subject: Discuss Amending Water Use Restrictions

RECOMMENDED ACTION

Provide direction to staff.

BACKGROUND

Many agencies in the Sacramento area are addressing the conflict between having normal levels of water supply and the continuing requirements to meet the State Water Resources Control Board's (SWRCB) mandated conservation levels. The SWRCB is holding a public workshop on April 20, 2016 to solicit input on potential adjustments to the February 2016 Emergency Regulation in response to precipitation amounts and other drought indicators across the state since February 2016. The SWRCB will consider taking action in May 2016.

The District adopted Resolution R2015-06 in May 2015 in response to, and to be in compliance, with the SWRCB's emergency water conservation regulations which require small water suppliers to limit outside irrigation to two (2) days per week or implement other conservation measures to achieve a 25% reduction in potable water demands.

Since the onset of the drought in 2013, the District has been able to fill our water storage reservoirs to full capacity. An item for consideration is changing our outside irrigation requirements to no more than three (3) days per week but continuing with the mandatory conservation goal of 25%. In calendar year 2015, under the two (2) days per week irrigation restrictions, the community reduced the residential gallons per capita/person per day by 31% as compared to 2013. It is not unreasonable that we could meet a 25% conservation under three (3) days per week irrigation. Other restrictions on water use identified in our Stage 2 – Water Warning would remain in place.

Any change in our water conservation declaration desired by the District Board requires repealing Resolution R2015-06 and adopting a new resolution.

MEMORANDUM

Date: April 9, 2016
To: Board of Directors
From: Finance Committee Staff
Subject: Consider Adoption of District Policy #P2016-01, District Investment Policy

RECOMMENDED ACTION

Adopt District Policy #P2016-01, District Investment Policy. This policy supersedes District Policy 2010-04.

BACKGROUND

The District is required by law to annually review its investment policy. As in the past, the District has requested Lauren Brant, PFM Asset Management LLC, to review the Investment Policy to ensure it is in compliance with applicable California Government Code statutes regulating the investment of public funds. While the Investment Policy is in compliance, PFM Asset Management is recommending one (1) revision and one (1) addition to the policy.

The revision recommended to the Permitted Investments Section of the Policy, Exhibit A, is to remove the specific dollar amount stated in the maximum investment column of investment type 1, LAIF, and replace it with "maximum permitted by State Treasurer". The recommended addition to the Permitted Investment Section, Exhibit A, updates the policy to include Municipal Obligations as a permitted investment vehicle. Please refer to the attached memo from PFM Asset Management for further details.

Allison Kaune, PFM Asset Management, LLC, attended the April 1, 2016 Finance Committee meeting. PFM is the Investment Advisor to the California Asset Management Program (CAMP), in which we have a portion of our investments (i.e., the portion of our investments which are invested outside of LAIF).

The Finance Committee recommends adoption.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Category:	Financial	Policy # P2016-01
Title:	District Investment Policy	

PURPOSE

This statement is intended to provide policy and direction to the Finance Officer of the District for the prudent and beneficial use of all funds and monies of the District without regard to source or restrictions. Any reference to portfolio shall mean the total of District cash and securities under management by the Finance Officer. Permitted investments shall be listed in Exhibit A.

AUTHORITY

The Government Code of the State of California (Government Code), primarily section 53601 and related subsections authorizes the types of investment vehicles allowed in a California local agency's portfolio. The investment vehicles emphasize preservation of capital and are a conservative set of investments. The authority to invest (as defined in the Government Code) is delegated to the local agency's legislative body for re-delegation to its finance officer. Under no circumstances is the local agency finance officer permitted to purchase an investment that is not specifically authorized by law and within the scope of investments delegated by the local agency's governing Board.

BASIC POLICY AND OBJECTIVES

The Rancho Murieta Community Services District investment policy is a conservative policy guided by three principles of public fund management. In specific order of importance the three principles are:

- 1) Safety of Principal. Investments shall be undertaken in a manner which first seeks to preserve portfolio principal.
- 2) Liquidity. Investments shall be made with maturity dates that are compatible with cash flow requirements and which will permit easy and rapid conversion into cash, at all times, without a substantial loss of value.
- 3) Return on Investment. Investments shall be undertaken to produce an acceptable rate of return after first consideration for principal and liquidity.

FOLLOWING ARE OBJECTIVES:

DIVERSIFICATION The District shall maintain a portfolio of authorized investments with diversified maturities, issuers and security types to avoid the risk inherent in over investing in any one sector. The Finance Officer shall evaluate or cause to have evaluated each potential investment, seeking quality of issuer, underlying security or collateral, potential negative effects of market volatility on the investment and shall diversify the portfolio to reduce exposure and assure adherence to the Basic Policy and Objectives paragraph of this policy.

PRUDENT INVESTOR STANDARD Investments will be made with the same standard of care that persons of prudence, discretion and intelligence exercise when managing their own affairs, not for speculation, but for investment with particular consideration for safety of capital as well as probable income derived.

REPORTING REQUIREMENTS Each month the Finance Officer shall prepare and submit a report of investment transactions to the Board of Directors. This report will be sufficiently detailed to provide information for investment evaluation.

PERFORMANCE REVIEW An annual appraisal of the investment portfolio shall be conducted to evaluate the effectiveness of the District's investment program. The purpose of this review, in addition to evaluation of performance, is to provide the platform for recommendations of change and improvements to the portfolio to the Board of Directors.

GRANDFATHER CLAUSE Any investment held by the District at the time of this policy is adopted shall not be sold to conform to any part of this policy unless its sale is judged to be prudent by the Finance Officer.

CONFLICTS OF INTEREST The Finance Officer shall perform his/her duties under this Investment Policy in accordance with the provisions of Section 1126 of the Government Code as well as any other state law referred to in this policy.

EXCEPTIONS When the Finance Officer determines that an exception to one of the numerical limits is in the best interest of the District, such exception is permitted as long as it is consistent with applicable State and Federal laws. Exceptions to this policy shall be reported to the Board of Directors within five working days along with a detailed explanation for the variance.

CONFLICTS In the event any provision of this Statement of Investment Policy is in conflict with any of the statutes referred to herein or any other State or Federal statute, the provisions of each statute shall govern.

SAFEKEEPING All securities purchased may be delivered against payment and held in safekeeping pursuant to a safekeeping agreement. All financial institutions shall be instructed to mail confirmations and safekeeping receipts directly to the Finance Officer of the District.

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EXHIBIT “A”

PERMITTED INVESTMENTS

	<u>Investment Type</u>	<u>Maximum Investment</u>	<u>Maximum Maturity</u>
1)	Investment pool authorized under CA Account Statues governed by Government Code Sections 16429.1-16429.4	\$50 million <u>Maximum permitted by State Treasurer¹</u>	Liquid
2.	California Asset Management Program (CAMP)	Unlimited	Liquid Account
3)	U.S. Treasury Obligations	Unlimited	5 Years
4)	Bank Savings Account	25%	Liquid Account
5)	Federal Agencies	75%	5 Years
6)	Commercial Paper	20%	270 Days
7)	Negotiable Certificates of Deposit	20%	2 Years
8)	Re-purchase Agreements	20%	180 Days
<u>9)</u>	<u>Municipal Obligations</u>	<u>20%</u>	<u>5 Years</u>
<u>910)</u>	Corporate Debt	25%	5 Years
<u>4011)</u>	Supranational Debt	30%	5 Years

ADDITIONAL LIMITS ON INVESTMENTS:

- 1) No notes.
- 3) U.S. Treasury Obligations are limited to Treasury Bills, Treasury Notes, and Treasury Bonds.
- 4) Bank Savings Accounts must be collateralized at 110% of account balance.
- 5) Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- 6) Must be a U.S. corporation with over \$500 million in assets. The commercial paper must be of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization. The District may purchase no more than 10 percent of the outstanding commercial paper of any single issuer. Additionally, District purchases may not exceed 10% per issuer.
- 7) Negotiable certificates of deposit must be issued by a nationally or state-chartered bank, a savings association, or a federal association (as defined by Section 5102 of the Financial Code), or a state or federal credit union, or by a state-licensed branch of a foreign bank. Purchases are limited to institutions which have long-term debt rated in the “A: category or higher, or the equivalent, by a nationally recognized rating organization.

- 8) The District will enter into repurchase agreements only with primary government securities dealers as designated by the Federal Reserve Bank of New York. Repurchase agreements shall be governed by a master repurchase agreement adopted by the Public Securities Association. All securities underlying repurchase agreements shall be delivered to the District's custodial bank, or be handled under a properly executed "tri-party" custodial arrangement. Collateral for repurchase agreements is restricted to U.S. Treasury issues or Federal Agency issues.

The underlying collateral must be at least 102% of the repurchase agreement amount. If the value of securities held as collateral slips below 102% of the value of the cash transferred, then additional cash or acceptable securities must be delivered to the third party custodian. Market value shall be recalculated each time there is a substitution of collateral. For repurchase agreements with terms to maturity of greater than three days, the value of the collateral securities shall be marked to market weekly by the custodian, and if additional collateral securities is required, then that collateral must be delivered within two business days. If a collateral deficiency is not corrected within two days, the collateral securities will be liquidated.

A perfect first security interest in the collateral securities, under the Uniform Commercial Code, shall be created for the benefit of the District. Collateral securities shall be held free and clear of any lien and shall be an independent third party acting solely as an agent for the District, and such third party shall be (i) a Federal Reserve Bank, or (ii) a bank which is a member of the Federal Deposit Insurance Corporation and which has combined capital, surplus, and undivided profits of not less than \$50 million.

- 9) Obligations must be issued by the State of California or any local agency within the state, including bonds payable solely out of revenues from a revenue-producing property owned, controlled, or operated by the state or any local agency by a department, board, agency, or authority of the state or any local agency. Registered treasury notes or bonds issued by any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California. Securities eligible for investment must be rated in the "A" category or its equivalent, or higher, by a nationally recognized statistical-rating organization. District purchases may not exceed 5% per issuer.

- 910) Purchases are limited to corporate and depository institution debt securities issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment shall be rated "A" or better by a nationally recognized rating service. District purchases may not exceed 10% per issuer.

- 4011) Must be United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank. Investments under this subdivision shall be rated "AA" or better by an NRSRO.

¹Limits subject to change; established by State Treasurer.

February 26, 2016

Memorandum

To: Darlene Gillum, General Manager
Suzanne Lindenfeld, District Secretary
Rancho Murieta Community Services District

From: Lauren Brant, Managing Director
Allison Kaune, Sr. Managing Consultant
PFM Asset Management, LLC

Re: Rancho Murieta 2016 Investment Policy Review

We have reviewed the District's Investment Policy (Policy). The Policy is in compliance with all applicable California Government Code (Code) statutes regulating the investment of public funds. There are no changes that need to be made at this time; however, we are recommending one change and one addition that may increase investment opportunities.

Policy Recommendations

We recommend the following changes to the Permitted Investments section of the Policy:

- Remove the specific dollar amount stated in the maximum investment column of investment type 1), LAIF, and replace it with "maximum permitted by State Treasurer."

The maximum LAIF deposit limit is subject to change and, effective January 1, 2016, it was increased from \$50 million to \$65 million.

- Add language to permit investment in Municipal Obligations.

To enhance the diversification and earnings potential of the District's portfolio, and consistent with Code 53601 (c), (d) and (e), we propose adding language to allow for investment in obligations issued by the State of California, by California local agencies, and by the other 49 states in addition to California. Code does not restrict the amount that can be invested in this category and does not contain a minimum rating requirement. However, we suggest that the District establish 20% sector and 5% issuer limitations and a require a minimum credit rating of category "A", or its equivalent, in order to manage credit and liquidity risk and to further promote portfolio diversification.

PFM recommends that the District insert language consistent with Code with the addition of the restrictions described above. Recommended language is included in the blacklined version of the Policy.

As always, please contact us if you have any questions.

MEMORANDUM

Date: April 13, 2016
To: Board of Directors
From: Eric Thompson, Controller
Subject: Consider Approval of Transfer to Reserve Funds

RECOMMENDED ACTION

Approve the transfer of \$50,000 of undesignated cash to Capital Replacement Reserves for the Sewer fund and approve the transfer of \$25,000 of undesignated cash to Admin Replacement Reserves allocated by fund as indicated below:

	WATER	SEWER	DRAINAGE	SOLID WASTE	SECURITY
Recommended Reserve Transfer		\$ 50,000			
Recommended Admin Reserve (by fund)	\$ 9,725	\$ 7,425	\$ 1,525	\$ 1,250	\$ 5,075

BACKGROUND

Every few years the District reviews the amount of working capital on hand to determine if there is available undesignated cash to be transferred into District reserves. District Policy 2012-07, District Operating Fund and Reserve Fund Policy, specifies that the target balance for the District Operating Fund is to be a minimum of six (6) months of cash to fund District expenditures. Government Code 53646(b)(3), which requires the District to have sufficient cash flow to meet the next six (6) months of budgeted expenditures, allows the next six (6) months of projected cash revenues to be included as a source of cash flow to meet this requirement.

The chart below shows the analysis of the level of working capital as of June 30, 2015. As the working capital coverage in Water, Drainage, Solid Waste, and Security ranges from 0.5 months to 5.7 months, it is recommended that no transfer of undesignated funds be made for those funds. Sewer has working capital coverage of 6.3, which means that cash and accounts receivable as of June 30, 2015 will cover 6.3 months of expenditures. Staff is recommending that \$50,000 be transferred to reserves in the Sewer Fund (after the transfer, the working capital coverage for Sewer is 5.9). In addition, staff is recommending that \$25,000 of the cost savings achieved in the Administration Department during fiscal year 2014/15 be transferred into Administration Reserves by fund for future Administration capital replacement projects.

	WATER	SEWER	DRAINAGE	SOLID WASTE	SECURITY
Cash & Investments	\$ 69,005*	\$ 649,809	\$ 83,087	\$ 239,383	\$ 409,803
AR	\$ 203,917	\$ 168,413	\$ 19,864	\$ 53,624	\$ 140,158
Subtotal Current Cash	\$ 272,922	\$ 818,222	\$ 102,951	\$ 293,007	\$ 549,961
Current Liabilities	\$ (147,612)	\$ (77,122)	\$ (9,651)	\$ (102,924)	\$ (63,888)
OPEB	\$ (26,246)	\$ (18,332)	\$ (3,384)	\$ (879)	\$ (25,850)
Other Liabilities	\$ (480)	\$ -	\$ -	\$ -	\$ -
Subtotal Liabilities	\$ (174,338)	\$ (95,454)	\$ (13,035)	\$ (103,803)	\$ (89,738)
Working Capital before Admin Reserves	\$ 98,584	\$ 722,768	\$ 89,916	\$ 189,204	\$ 460,223
Admin Cost Savings	38.9% \$ (9,725)	29.7% \$ (7,425)	6.1% \$ (1,525)	5.0% \$ (1,250)	20.3% \$ (5,075)
Working Capital after Admin Reserves	\$ 88,859	\$ 715,343	\$ 88,391	\$ 187,954	\$ 455,148
2015-16 Avg Monthly Budget Expenditures	\$ 170,430	\$ 112,700	\$ 15,608	\$ 53,077	\$ 110,235
Working Capital Coverage (months) =	0.5	6.3	5.7	3.5	4.1

***Note:** Water Fund Cash and Investments, as shown in the FY 2014/15 audit (\$1,467,825), has been adjusted for outstanding CFD#1 and CFD 2014-1 Water Treatment Plant (WTP) Expansion Project reimbursements. As explained in the April 1, 2016 Finance Committee meeting, payments for WTP Project expenses are made through Water operations accounts and then reimbursed through a non-cash transfer from the WTP construction LAIF account to the Water operating LAIF account. When reimbursements for WTP expenses are received, those funds are deposited into Water operations cash accounts and offset by non-cash LAIF transfers from Water operations to the WTP construction account (i.e. the reverse of the above payment transaction). As of June 30, 2015, outstanding CFD reimbursements totaled \$1,398,821. Removing the effects of outstanding WTP expenditures, working capital coverage in the Water Fund had increased to 0.8 as of February 29, 2016.

MEMORANDUM

Date: April 15, 2016
To: Board of Directors
From: Darlene J. Thiel Gillum, General Manager
Subject: Consider Approval of Proposal for On-Call Professional Services for District Engineer

RECOMMENDED ACTION

Approve proposal from Coastland and authorize the General Manager to execute the agreement with Coastland for on-call professional services for District Engineer.

BACKGROUND

On March 7, 2016, a Request for Proposal (RFP #2016-2001) was issued for On-Call Engineering Services. Six (6) proposals were received by the required deadline of 4:00 p.m. on March 25, 2016 from the following firms:

- Bennett Engineering Services
- BKF Engineers
- Coastland
- GHD Inc.
- Kennedy/Jenks Consultants
- Mead & Hunt

Paul and I evaluated the proposals, identifying our top three (3). Rate proposals were opened on April 8. Based on the combination of our evaluation and the proposed rates, three (3) firms were selected for informal interviews: BKF Engineers, Coastland, and Kennedy/Jenks Consultants.

After the informal interviews, staff is recommending entering into a professional services agreement with Coastland as the On-Call District Engineer.

MEMORANDUM

Date: April 13, 2016
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Receive Water Treatment Plant Expansion Project Update

WATER TREATMENT PLANT EXPANSION PROJECT

The Acceptance Test was completed on April 11, 2016. With the agreement of GE, I extended the end of the Acceptance Test from April 4 to April 11, as our system demand had picked up and we could operate at a consistently higher flow. During the entire timeframe of the Acceptance Test it proved out that the membranes and GE system operated as designed, confirmed both by HDR and GE. GE also reviewed our raw and backwash return water quality data and confirmed that it was similar as conveyed for the design parameters, as well as that staff followed the recommended cleaning regime. They are concerned these could effect to the membranes and warranty.

Along with the cleaning regimen, staff is continuing to deal with control system issues related to logic within the SCADA programming, software glitches, and forwarding their issues to work with TESCO Controls for solutions. At one point, staff could only operate Plant #1 during the day as the phone line the Autodialer software used to alert staff to issues failed. Staff and Debby Bradberry worked with AT&T to trouble shoot and correct this issue. The automated report functioning of the historical monitoring system is functional, allowing staff to review various trends and information for process control. Plant 2 is in the process of being taken offline to complete the integration into the SCADA system control.

Paving work is near completion. The asphalt and curbs having been placed, with only the slurry sealing of the main parking lot area left to be completed on April 18, 2016. The bird netting installation is scheduled for April 25, 2016.



Change Order Detail - **NO CHANGES DURING MARCH 2016**

Shared Cost Change Orders (Split between CSD/CFD#1/CFD2014-1):

Completed (Shared) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
0.028	COMPLETE	Bid Div 28 SCADA console Allowance	\$ 1,738	\$ -
1	COMPLETE	Remove proj contingency from trade contr	\$ -	
2	COMPLETE	JDP - Drying bed extension shotcrete	\$ 5,648	\$ -
3	COMPLETE	KGW/JDP - FM change of material	\$ 2,888	\$ -
4	COMPLETE	JDP - 2" Conduit for Fiber	\$ 26,264	\$ -
5	COMPLETE	JDP - CLSM trench at lower yard	\$ 3,300	\$ -
6	COMPLETE	JDP - drying bed clean out	\$ 1,882	\$ -
7	COMPLETE	Boring of 2" FM (IBA)	\$ -	\$ -
8	COMPLETE	RFI #024, replace corroded FCA	\$ 6,623	\$ -
9	COMPLETE	RFI #009, TW Booster pump station slab	\$ 6,029	\$ -
10	COMPLETE	ASI #01, check valve/concrete fillet	\$ 7,018	\$ -
11	COMPLETE	NAOH added slab at tank yard	\$ 4,091	\$ -
14	COMPLETE	RFI #28, conduit & chem trench vault conflict	\$ 11,700	\$ -
15	COMPLETE	SWPPP Maintenance	\$ -	\$ -
16	COMPLETE	16" Water Main Repair	\$ 7,000	\$ -
17	COMPLETE	Addl gunite for drying bed extension	\$ 2,946	\$ -
18	COMPLETE	KGW - Door 302 added lockset	\$ 345	\$ -
19	COMPLETE	Zenon - GE dimension Clar.Support Grate	\$ 2,815	\$ -
21	COMPLETE	RFI #19, Transformer Relocation	\$ 1,542	\$ -
23	COMPLETE	Temp Power Switchover	\$ 3,070	\$ -
24	DELETION	RFI #024, deleted ARV at sta 227+47	\$ (5,008)	\$ -
26	COMPLETE	SWPPP Maintenance	\$ -	\$ -
27	DELETION	Upper Tank Yard Pad Prep	\$ (492)	\$ -
30	COMPLETE	RFI #060, relocate 12" line for stair conflt	\$ 1,725	\$ -
35	COMPLETE	RFI #041, CIP Line Relocation	\$ 5,561	\$ -
36	COMPLETE	GE Upgraded Maintenance Table	\$ 5,013	\$ -
38	COMPLETE	CIP Heater Control MCC	\$ 4,415	\$ -
39	COMPLETE	FS Structural Consulting	\$ 1,093	\$ -
40	COMPLETE	Additional Spare Parts	\$ 2,600	\$ -
42	COMPLETE	RFI#043.1 Flocculation covers	\$ 29,745	\$ -
43	COMPLETE	RCMS Trailer Power Hookup	\$ -	\$ -
45	COMPLETE	1" Motorized ball valves for chlorination equip	\$ 5,306	\$ -
46	COMPLETE	Temp Lab Water Connection (Operations Expense)	\$ 4,501	\$ -
47	COMPLETE	Generator Pad Size Changes	\$ 8,317	\$ -
49	COMPLETE	ASI#03 additional eyewash/shower in basin	\$ 1,855	\$ -
57	COMPLETE	SWPPP Maintenance	\$ -	\$ -
58/180	COMPLETE	Temp Filter Trailer Connections (Operations Expense)	\$ 94,781	\$ -
60	COMPLETE	AER (E) Fan Demo and Plywood Vents	\$ 5,860	\$ -
61	COMPLETE	Clay Pipe at pump station	\$ 6,487	\$ -
62	COMPLETE	Unsuitable material under pump station	\$ 6,124	\$ -
63	COMPLETE	R&R Siding at West Side Plant 1	\$ 2,120	\$ -
64	COMPLETE	Additional Painting Control Room Ceiling & Walls	\$ 2,230	\$ -
65	DELETION	Delete control panels & VFD for KGW pumps	\$ (9,300)	\$ -
69	COMPLETE	RFI #084, Pump Station Bar Beams	\$ 286	\$ -
70	DELETION	Paint (E) Chlorine Room	\$ 3,280	\$ -
72	COMPLETE	Modify Crane Stops	\$ 4,700	\$ -
75	COMPLETE	RFI#037, chemical conduit trench pathway	\$ 38,430	\$ -
81	COMPLETE	Lightpole at Pump Station	\$ 4,104	\$ -
83	COMPLETE	Wall opening at backwash basins	\$ 4,939	\$ -
86	COMPLETE	Pipe gallery valves and bolts replacement	\$ 5,360	\$ -
87	DELETION	Reverse CE#70 paint (E) chlorine room	\$ (3,280)	\$ -
89	COMPLETE	RFI#102 Underdrain wall elevation descrcpancy	\$ 1,240	\$ -

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
90	COMPLETE	2" FM ARV at septic tank	\$ 1,483	\$ -
93	COMPLETE	Concrete fillet at backwash basin conflick with ladder	\$ 659	\$ -
94	COMPLETE	RFI#081 Waterstop at wet well	\$ 1,185	\$ -
95	COMPLETE	TW bell restrain	\$ 549	\$ -
97	COMPLETE	Slide Gates at flocc basin	\$ 10,328	\$ -
98	COMPLETE	Clean CCT basin	\$ 9,946	\$ -
99	COMPLETE	Grating at overflow channel	\$ 4,976	\$ -
100	COMPLETE	Cable Tray rack in basin (power & signal)	\$ 1,823	\$ -
102	COMPLETE	IP camera upgrade	\$ 456	\$ -
106	COMPLETE	Flocculator surrounding concrete uneven	\$ 3,966	\$ -
107	COMPLETE	Modify flocculation covers for relocated slide gates	\$ 4,025	\$ -
114	COMPLETE	Flocc motor power/signal conduit	\$ 12,533	\$ -
115	COMPLETE	Phone line from (e) termination board to (N) PLC	\$ 3,417	\$ -
116	COMPLETE	Generator Slab duck bank conflict	\$ 425	\$ -
117	COMPLETE	RFI#122 Chemical injectors	\$ 2,829	\$ -
120	COMPLETE	Generator control peripheral module	\$ 2,791	\$ -
121	COMPLETE	RFI#110 safety air exhaust valves	\$ 1,724	\$ -
122	COMPLETE	Plug holes at feed channel pvc	\$ 2,142	\$ -
125	COMPLETE	RFI#145 gable end canopy supports	\$ 11,425	\$ -
129	COMPLETE	RFI#139 ACH & CLS chemical diffusers	\$ 1,612	\$ -
132	COMPLETE	Replace siding ancillary room & flocc basin	\$ 3,680	\$ -
133	COMPLETE	RFI#133 RW sample pump	\$ 4,119	\$ -
134	COMPLETE	Retaining Wall at pipe gallery	\$ 1,467	\$ -
135	COMPLETE	ASI#03 HCL acid fume scrubber	\$ 1,701	\$ -
136	COMPLETE	RFI#144 Neutralization tank LIT connection	\$ 916	\$ -
138	COMPLETE	Future pump pad	\$ 1,349	\$ -
139	COMPLETE	TWPS hatch drain relocation	\$ 516	\$ -
140	COMPLETE	Membrane covers modify attachment	\$ 2,504	\$ -
144	COMPLETE	Collapsed shoring hole at TWBPS	\$ 3,209	\$ -
146	COMPLETE	Overflow through equip blackout	\$ 989	\$ -
148	COMPLETE	Replace lamps of (E) light poles with LED	\$ 2,531	\$ -
151	COMPLETE	RFI#130.1 Modify control room ductwork	\$ 2,024	\$ -
152	COMPLETE	Field fabricate weir for TWBPS	\$ 929	\$ -
153	COMPLETE	Plant 2 at (E) doorway dryrot (Operations Expense)	\$ 2,020	\$ -
154	COMPLETE	Plant 1 siding dryrot at roof line & control room window	\$ 6,005	\$ -
155	COMPLETE	Air compressor switching panel	\$ 3,664	\$ -
156	COMPLETE	2" bulkhead fitting at upper tank yard	\$ 841	\$ -
159	COMPLETE	Replacement of 12" FCA in pipe gallery	\$ 8,129	\$ -
160	COMPLETE	Relocate SCADA server to hallway	\$ 2,195	\$ -
166	COMPLETE	Chemical pipe enclosures	\$ 932	\$ -
168	COMPLETE	ASI#2 added backpulse LIT	\$ 12,224	\$ -
169	COMPLETE	Add room id signage per submittal	\$ 758	\$ -
171	COMPLETE	Interconnect to district internet	\$ 1,165	\$ -
172	COMPLETE	RFI#168 RW pipe encasement & slab modification	\$ 10,212	\$ -
174	COMPLETE	Additional control wires to plate settler	\$ 899	\$ -
175	COMPLETE	RFI#149 PD line routing modification	\$ 5,662	\$ -
176	COMPLETE	RFI#098 Heat Trace TWBPS	\$ 12,880	\$ -
177	COMPLETE	Relocate RW cyanometer	\$ 4,477	\$ -
178	COMPLETE	Temp piping for comissioning	\$ 1,697	\$ -
181	COMPLETE	ASI#02 piping changes to system	\$ 20,066	\$ -
182	COMPLETE	20-FV-350 control wires to LCP-CON-1002	\$ 1,517	\$ -
184	COMPLETE	Temp CL bypass	\$ 408	\$ -
185	COMPLETE	RFI#175 High level alarm in sump pump	\$ 8,186	\$ -
187	COMPLETE	CIP heater relay box relocation	\$ 3,624	\$ -
188	COMPLETE	NaOH tank heat trace panel	\$ 2,824	\$ -
189	COMPLETE	Blower flow switch 24V POWER	\$ 1,446	\$ -
190	COMPLETE	Lower yard vermin hole exposed during pave prep	\$ 1,500	\$ -

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
191	COMPLETE	Screens at flash mix overflow	\$ 652	\$ -
192	COMPLETE	AIT-PH-1750, AIT-PH-101 CIF pump signal to GE Panel	\$ 3,207	\$ -
195	COMPLETE	RFI#1181 relocate feed channel LIT	\$ 1,008	\$ -
196	COMPLETE	RFI#180 Existing pipe gallery sump	\$ 1,090	\$ -
197	COMPLETE	Relocate backpulse LIT	\$ 952	\$ -
			\$ 551,359	\$ -

Non-Completed (Shared) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
22	APPROVED	Unsuitable soil delays	\$ 17,041	\$ 17,041
52	APPROVED	BWW & reject Flow Meters	\$ 26,653	\$ 26,653
157	APPROVED	Ancillary room (E) soffit opening infill	\$ 2,390	\$ 2,390
167	APPROVED	Access hatch hold opens	\$ 1,033	\$ 1,033
179	APPROVED	Bird netting at canopy	\$ 28,051	\$ 28,051
			\$ 75,168	\$ 75,168

CSD-Only Change Orders:

Completed (CSD-Only) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
25	COMPLETE	Drying Bed cleanout and sand infill (CSD only)	\$ 13,482	\$ -
34	COMPLETE	Plant 2 SLC Ethernet connection (CSD only)	\$ 8,527	\$ -
			\$ 22,009	\$ -

Non-Completed (CSD-Only) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
12	APPROVED	Siding Replacement-Hardie Board (CSD only)	\$ 91,466	\$ 18,293

HARD CONSTRUCTION COSTS (via Roebbelen)

Project Construction Summary								Source of Funding		
Contractor	Work Type	Contract Amount	% Billed to Date	Amount Billed to Date	Amount Billed This Month	Contract Amount Remaining	CSD \$4.358 million	R&B LOC \$4.136 million	CFD 2014 \$3.818m Ph 1 \$0.540m Ph 2	
Roebbelen Construction Management Services	General Conditions	781,205	99%	773,393	-	7,812	278,343	249,361	245,689	
River City Painting	Painting	291,000	100%	291,000	-	-	108,803	84,454	97,744	
GE Technology	Membrane Supplier	2,173,800	100%	2,173,800	-	-	776,751	713,767	683,282	
JD Pasquetti	Sitework	555,659	82%	454,165	9,251	101,494	213,942	117,474	122,749	
Roebbelen Construction	Fencing	53,640	30%	16,078	-	37,562	5,692	5,402	4,984	
KG Walters Construction	Mechanical & Plumbing	4,893,000	100%	4,893,000	8,500	-	1,768,515	1,578,949	1,545,537	
Bockmon & Woody Electric	Electrical	2,370,266	100%	2,365,266	-	5,000	842,761	782,171	740,334	
Marquee	Fire Protection	42,500	100%	42,500	-	-	20,319	2,142	20,039	
Contract Changes	Hardie Board, Temp Filtration, Bird Netting, Etc	216,317	79%	169,974	-	46,344	169,974	-	-	
Total Construction Contracts (with 534,318 Contingency = 11,911,705)		11,377,387	98%	11,179,176	17,751	198,212	4,185,100	3,533,719	3,460,357	
Change Order Summary										
APPROVED CHANGE ORDERS:										
Max Contract Change Order Amount		534,318								
Shared Completed Change Orders (Invoiced/Paid)		451,728					178,444	109,130	164,153	
CSD Only Completed Change Orders (Invoiced/Paid)*		26,510					26,510			
Approved Change Orders (Not Invoiced)		47,117								
Total Completed/Approved CO		525,355								
Amount CO remaining		8,963								
PROPOSED CHANGE ORDERS:										
Amount CO remaining		8,963								
<i>(if Proposed COs are approved)</i>										
OTHER:										
Bay Area Coating Consulting Services	**Contingency amt outside of Roebbelen contract (approved BOD 11/19/15)	15,000	91%	13,622	-	1,378	4,822	4,577	4,223	
Sholl Construction	**Membrane Sealing contingency amt outside of Roebbelen contract	4,576	100%	4,576	-	-	1,620	1,538	1,419	
* CSD Only Change Orders are in addition to the CSD share of \$4.358m										
Total Adjusted Construction Contracts (hard costs + CO's)		11,922,318					4,396,496	3,648,964	3,630,152	

SOFT CONSTRUCTION COSTS (CSD Direct Expenses to be shared equally)

Service Cost Summary							Source of Funding		
Item	Company/Agency	Estimated Soft Cost	Contract/Actual Soft Cost	Amount Billed to Date	Amount Billed This Month	Contract Amount Remaining	CSD	R&B LOC	CFD 2014
							\$4.358 million	\$4.136 million	\$3.818m Ph 1 \$0.540m Ph 2
Preconstruction CM Assistance	Roebelen CMS	49,049	49,049	49,049	-	-	17,363	16,480	15,205
Design Engineering	HDR Engineering	240,000	248,848	239,982	-	8,866		239,982	
CEQA NOI/MND	HDR Engineering	40,000	71,070	63,559	-	7,511	5,583	53,088	4,889
Design Geotech	Youngdahl and Associates	3,000	2,600	2,600	-	-	920	874	806
Construction Engineering Assistance	HDR Engineering	150,000	335,130	265,376	1,219	69,754	99,299	78,243	87,834
Special Construction Inspection	Youngdahl and Associates	50,000	48,603	48,167	216	436	17,547	15,292	15,328
Misc Fees				709	-	-	251	238	220
SMUD Service	SMUD	5,000	31,632	31,632	-	-	11,198	10,628	9,806
Generator Permit	Sac County Air Quality Mgmt	5,000	5,000	-	-	5,000	-	-	-
State Clearinghouse for CEQA	State of CA	3,000	3,000	-	-	3,000	-	-	-
Fish & Wildlife Agency Permits	State of CA	2,000	2,000	921	-	1,079	326	310	286
Ca Dept Health Review	State of CA	5,000	5,000	-	-	5,000	-	-	-
Road Mitigation	RMA	8,000	12,000	12,000	-	-	4,248	4,032	3,720
CSD Admin, Legal and Engineering (CFD 2014 Max per FSA = \$50K)	CSD	50,000	50,000	271,331	7,345	-	153,363	67,968	50,000
Total		610,049	863,932	985,326	8,781	100,646	310,098	487,135	188,093

Grand Total (Construction and soft costs)

12,775,637

12,660,938

Additional Info	
Total Retainage to Date:	157,031
Note:	
-- As of September 30, 2015, R&B LOC funding cap had been reached.	
-- As of February 29, 2016, CFD 2014-1 funding cap had been reached.	

Total Hard/Soft Costs	4,706,595	<i>*See Note</i> 4,136,099	3,818,245
Less: Funds Received		(4,136,099)	(3,455,475)
Pending Draw Request		0	0
Total Outstanding Amount		0	362,770

****CFD 2014-1 Draw Amount Based on Cashflow per FSA**

MEMORANDUM

Date: April 15, 2016
To: Board of Directors
From: Darlene J. Thiel Gillum, General Manager
Subject: Provide Direction to the District's Park Committee Representative Regarding the Greens Park

RECOMMENDED ACTION

Provide direction to the District's Park Committee Representative regarding the Greens Park.

BACKGROUND

The Rancho Murieta Association (RMA) Executive meeting is scheduled to review the Greens Park plan this month. The Parks Committee Chair, Tim Maybee, plans to ask for RMA Board approval to fund the Greens Park. RMA staff is planning on providing the Greens Park packet of information to the District prior to the April 20, 2016 District Board meeting.

The Greens Park Project Description April 2016

The Greens Park is located on the South side on Rancho Murieta in the south-eastern corner. The site is 21 acres and much of the area is wetlands habitat. The portion of the park that can be developed as a park is 3 acres and is located in the center of the site. The park is accessed just off Jigger Court.

Original Plans

In 2010, plans were drawn for the park. The cost estimates were approximately \$700,000 plus permits and fees. The plans included the following elements: play equipment, walk ways, large grass areas, small parking lot (6 spaces), screened port-a-potty, landscaping (trees and bushes), and grading and drainage of the site.

Revised Plans

The current scope for the proposed plan for the park is reduced in size from what was originally envisioned as is the cost estimate, at \$306,000 plus permits and fees. Permits and fees are estimated at \$30,000 for a project total of \$336,000. The core play area of the park is within the revised scope – it is the outlying grass, walkways and landscape areas that have been omitted.

The elements that have been reduced are the grass areas, walkways, overall area of the park, and landscaping, although the entire site will be surveyed, staked and graded. Grading of the entire site is needed as it is a balanced site, meaning all the dirt on the site will remain on the site. The play equipment is different from the original plan but has elements suitable for children ages 2 to 12 and 5 to 12. There are ‘natural’ looking elements in addition to typical playground equipment. Staff is also in the process of obtaining information on other ‘natural’ elements that could be added to the park at a later date. The parking area has been increased to include 10 golf cart parking places.

**Greens Neighborhood Park
Construction Cost Estimate – Revised Scope
Revised January 26, 2016**

Phase I

- Permits and Fees \$ 30,000
- Site Survey (TSD) \$ 6,500
- Mobilization \$ 5,300
- Demo, Clearing & Grading \$ 26,243
- Erosion Control \$ 8,260

Total \$ 76,303

Phase II

- 4” Storm Drain (60 lf) \$ 1,134
- 10” Storm Drain (307 lf) \$ 8,811
- 12” Storm Drain (190 lf) \$ 7,448
- Area Drain inlet (7) \$ 14,546
- Outfall (1) \$ 2,568
- Domestic Water system \$ 2,975

Total \$ 37,482

Phase III

- Concrete Paving (walkways) 7,170 sf \$ 41,156
- Concrete Vertical Curb (354 lf) \$ 5,310
- Concrete Play Curb (390 lf) \$ 6,630
- ADA Ramps (2) \$ 4,314
- Concrete Mow Bands \$ 1,230

Total \$ 58,640

Phase IV

- AC Parking Lot w/stripping \$ 28,283
- Aggregate Base (4,290 + 520) \$ 4,560
- Fence with Lattice \$ 2,254
- Decomposed Granite Path (600 sf) \$ 1,200

Total \$ 36,297

Phase V (Optional)

- Drinking Fountain (1) \$ 4,518
- Trash Receptacles (2) \$ 3,000
- 6’ Park Benches (4) \$ 5,576
- Picnic Tables (4) \$ 5,592
- BBQ – Small (1) \$ 954
- Bike Rack (1) \$ 1,021

Total \$ 20,661

Phase VI

- Play Structure (2-12 yr. old) incl. install \$ 28,993
- Rock (5-12 yr. old) incl. install \$ 41,698
- Swing Set – incl. install \$ 4,295
- Play Areas – Wood Fiber \$ 11,751.

Total \$ 86,737

Phase VII

- Trees – 15 Gallon (36) \$ 2,708
- Irrigation (Drip) \$ 2,500
- Root Barrier (72 lf) \$ 332

Total \$ 5,540

Phase VIII

- Sod Turf (2,239 sf) \$ 1,008
- Soil Amendment/Preparation (2,239 sf) \$ 560
- Irrigation (Grass) \$ 2,500

Total \$ 4,068

Phase IX

- Shrubs – 15 Gallon (8) \$ 546
- Shrubs – 5 Gallon (47) \$ 663
- Shrubs – 1 Gallon (432) \$ 2,160
- Irrigation (Drip) \$ 4,500
- Bark (50 yds) \$ 3,006

Total \$ 10,875

Total for Greens Neighborhood Park (All phases) \$ 336,603

Optional Items Available

Donation or Future Purchase

- Spider Web Climber *
- Tree Stump Climber *
- Beginner Adventure Course *
- Advanced Adventure Course *
- Frisbee Golf \$ 2,000

* We are still waiting for prices from the manufacturer

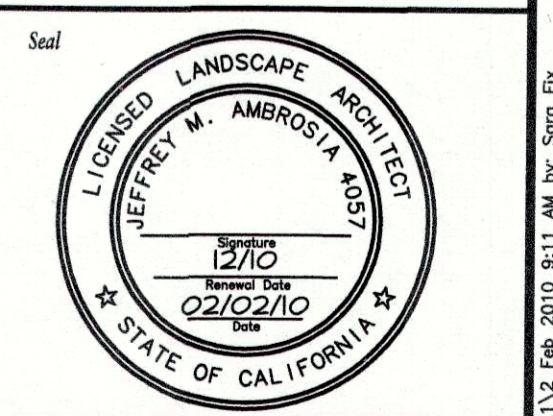
JEFF AMBROSIA, ASLA C4057

1223 HIGH STREET
AUBURN, CALIFORNIA 95603
(530) 885-0040
FAX (530) 885-0042
yamaland@pacbell.net

THE GREENS NEIGHBORHOOD PARK
LANDSCAPE DEVELOPMENT PLANS
RANCHO MURIETA
SACRAMENTO COUNTY, CALIFORNIA

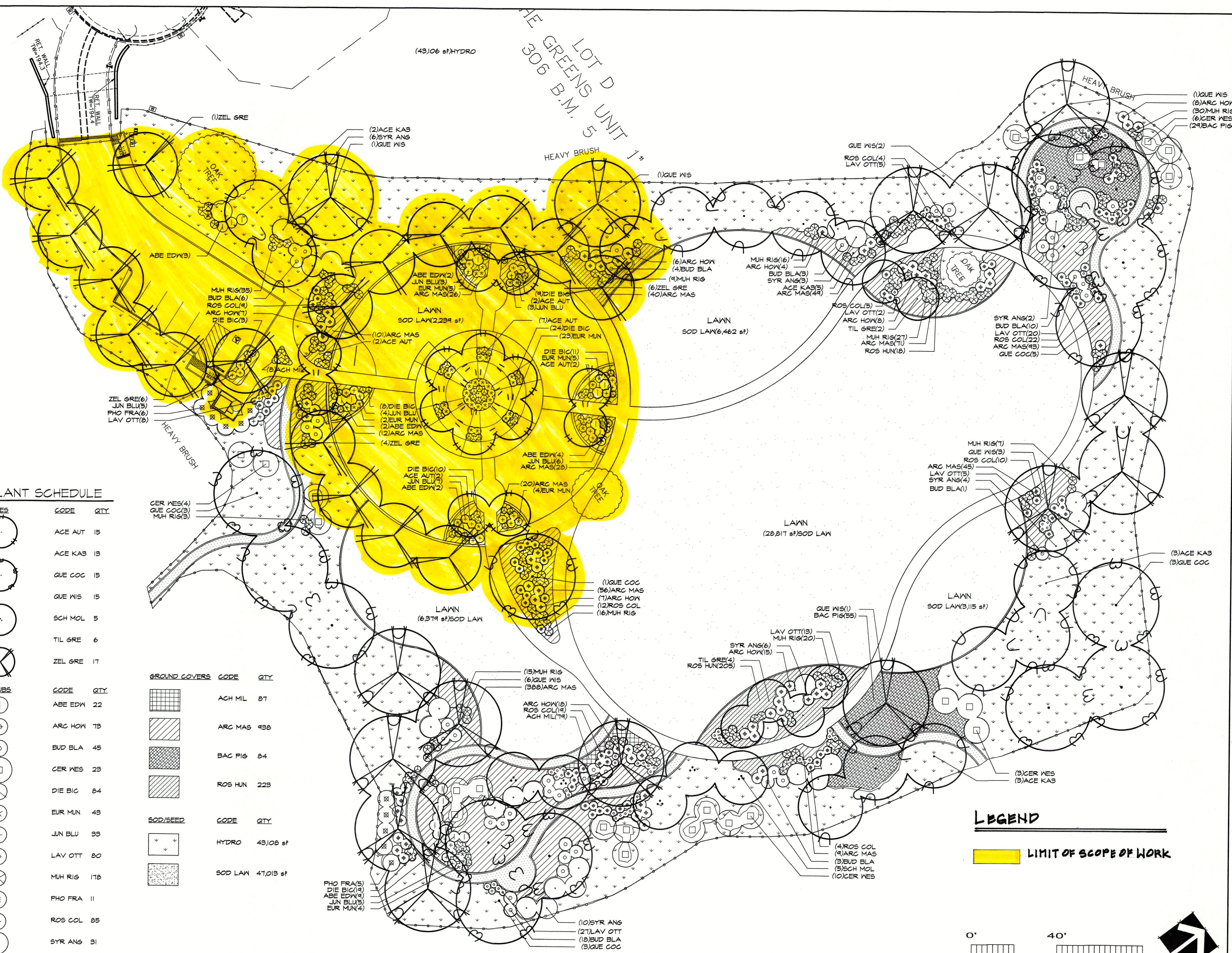
These drawings are instruments of service and are the property of Yamasaki Landscape Architecture. All designs and other information on the drawings are for the use on the specified project and shall not be used otherwise without the express written permission of Yamasaki Landscape Architecture.

Sheet Title
PLANTING PLAN



No.	Date	Revision
▲		
▲		
▲		
▲		

Project Mgr.: JMA Sheet No.:
Drawn By: SNF **L2.1**
Scale: 1"=20'
Date: 02.11.2009
File Name: GRM of 18 sheets



PLANT SCHEDULE


TREES	CODE	QTY
	ACE AUT	15
	ACE KAS	13
	QUE COC	15
	QUE WIS	15
	SCH MOL	5
	TIL GRE	6
	ZEL GRE	17

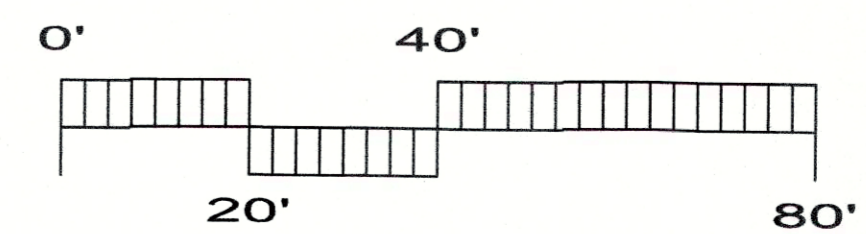
SHRUBS	CODE	QTY
	ABE EDW	22
	ARC HOW	73
	BUD BLA	45
	CER WES	23
	DIE BIC	84
	EUR MUN	43
	JUN BLU	33
	LAV OTT	80
	MUH RIG	178
	PHO FRA	11
	ROS COL	85
	SYR ANG	31

GROUND COVERS	CODE	QTY
	ACH MIL	87
	ARC MAS	938
	BAC PIG	84
	ROS HUN	223

SOD/SEED	CODE	QTY
	HYDRO	43,106 sf
	SOD LAW	47,013 sf

LEGEND

 **LIMIT OF SCOPE OF WORK**



PLEASE SEE SHEET L2.2 FOR FULL PLANTING SCHEDULE

JIGGER COURT

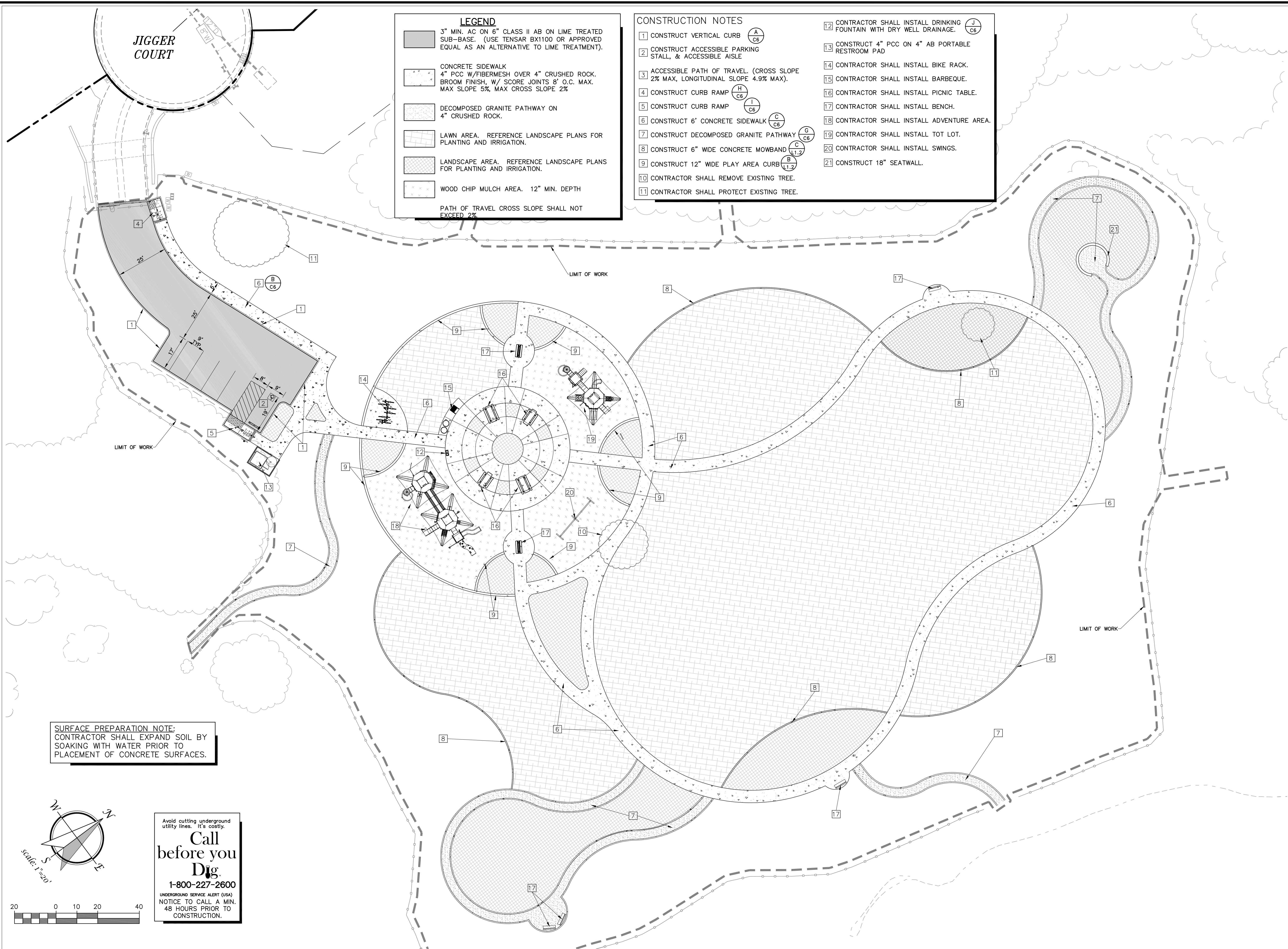
LEGEND

- 3" MIN. AC ON 6" CLASS II AB ON LIME TREATED SUB-BASE. (USE TENSAR BX1100 OR APPROVED EQUAL AS AN ALTERNATIVE TO LIME TREATMENT).
- CONCRETE SIDEWALK
4" PCC W/FIBERMESH OVER 4" CRUSHED ROCK. BROOM FINISH, W/ SCORE JOINTS 8' O.C. MAX. MAX SLOPE 5%, MAX CROSS SLOPE 2%
- DECOMPOSED GRANITE PATHWAY ON 4" CRUSHED ROCK.
- LAWN AREA. REFERENCE LANDSCAPE PLANS FOR PLANTING AND IRRIGATION.
- LANDSCAPE AREA. REFERENCE LANDSCAPE PLANS FOR PLANTING AND IRRIGATION.
- WOOD CHIP MULCH AREA. 12" MIN. DEPTH

PATH OF TRAVEL CROSS SLOPE SHALL NOT EXCEED 2%

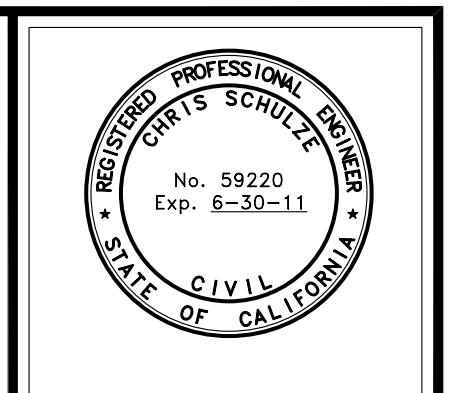
CONSTRUCTION NOTES

- 1 CONSTRUCT VERTICAL CURB (A/C6)
- 2 CONSTRUCT ACCESSIBLE PARKING STALL, & ACCESSIBLE AISLE
- 3 ACCESSIBLE PATH OF TRAVEL. (CROSS SLOPE 2% MAX, LONGITUDINAL SLOPE 4.9% MAX).
- 4 CONSTRUCT CURB RAMP (H/C6)
- 5 CONSTRUCT CURB RAMP (I/C6)
- 6 CONSTRUCT 6" CONCRETE SIDEWALK (C/C6)
- 7 CONSTRUCT DECOMPOSED GRANITE PATHWAY (G/C6)
- 8 CONSTRUCT 6" WIDE CONCRETE MOWBAND (C/L1,2)
- 9 CONSTRUCT 12" WIDE PLAY AREA CURB (B/L1,2)
- 10 CONTRACTOR SHALL REMOVE EXISTING TREE.
- 11 CONTRACTOR SHALL PROTECT EXISTING TREE.
- 12 CONTRACTOR SHALL INSTALL DRINKING FOUNTAIN WITH DRY WELL DRAINAGE. (J/C6)
- 13 CONSTRUCT 4" PCC ON 4" AB PORTABLE RESTROOM PAD
- 14 CONTRACTOR SHALL INSTALL BIKE RACK.
- 15 CONTRACTOR SHALL INSTALL BARBEQUE.
- 16 CONTRACTOR SHALL INSTALL PICNIC TABLE.
- 17 CONTRACTOR SHALL INSTALL BENCH.
- 18 CONTRACTOR SHALL INSTALL ADVENTURE AREA.
- 19 CONTRACTOR SHALL INSTALL TOT LOT.
- 20 CONTRACTOR SHALL INSTALL SWINGS.
- 21 CONSTRUCT 18" SEATWALL.



SURFACE PREPARATION NOTE:
CONTRACTOR SHALL EXPAND SOIL BY SOAKING WITH WATER PRIOR TO PLACEMENT OF CONCRETE SURFACES.

Avoid cutting underground utility lines. It's costly.
Call before you Dig.
1-800-227-2600
UNDERGROUND SERVICE ALERT (USA)
NOTICE TO CALL A MIN. 48 HOURS PRIOR TO CONSTRUCTION.



31 Natoma Street, Suite #160
Folsom, CA 95630
Phone: (916) 608-0707
Fax: (916) 608-0701

TSD ENGINEERING, INC.
expect more.

REVISIONS		AGENCY APPROVE	TSD APPROVED
SYMBOL	DATE	BY	DATE

DESIGNED BY: CSF
DRAWN BY: DJM
CHECKED BY: C/S
DATE: 02/16/10

THE GREENS NEIGHBORHOOD PARK
SITE IMPROVEMENT PLANS
SITE PLAN

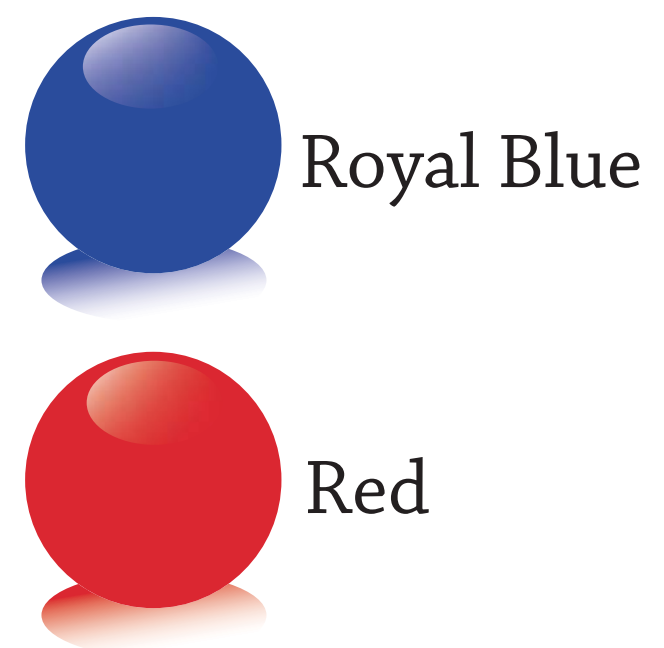
RANCHO MURIETA, COUNTY OF SACRAMENTO, CA

SHEET
C4
4 OF 19 SHEETS

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BID SET - 02/03/10 - NOT FOR CONSTRUCTION



Colors Used In Rendering

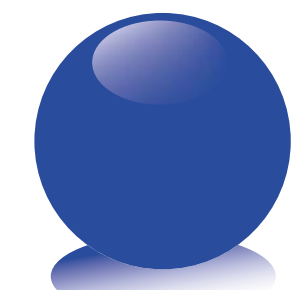
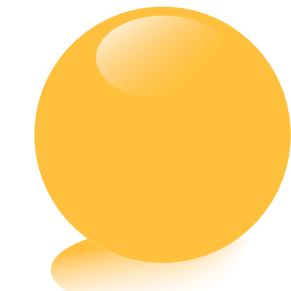

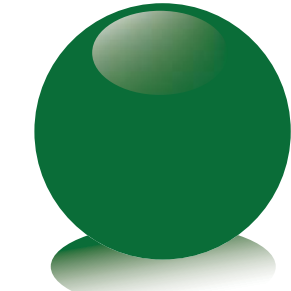


Swings

The Greens 5-12
 Rancho Murrieta, CA.
 11/19/15



Colors Used In Rendering

-  Royal Blue
-  Yellow
-  Red
-  Kelly Green



The Greens 2-12
 Rancho Murrieta, CA.
 11/19/15

Tree Cowboys = Nature + Art + Play

More than just one of our Brands, a Division of our Company, or an ingredient in the products that we create, "Tree Cowboys" is a state of mind

We love nature and believe that people should be immersed in it, especially children. Our quest to marry Nature with Play has earned us hundreds, maybe thousands of like-minded customers. Now it is leading us to combine Nature + Art + Play by creating

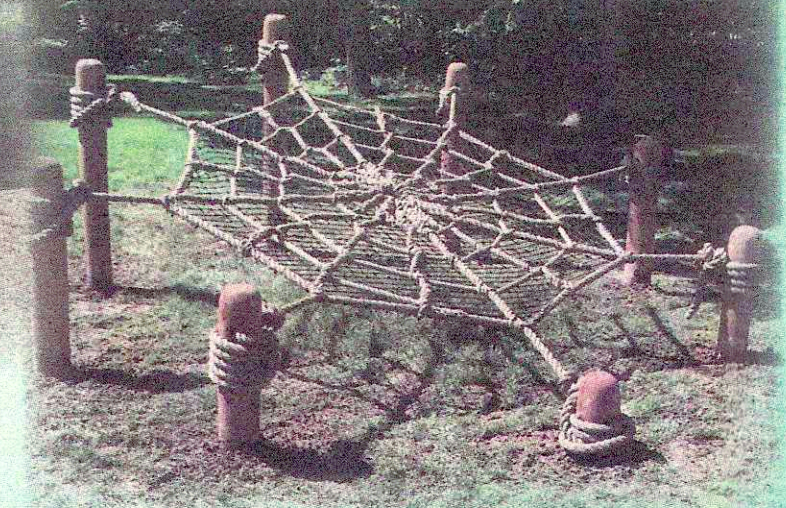
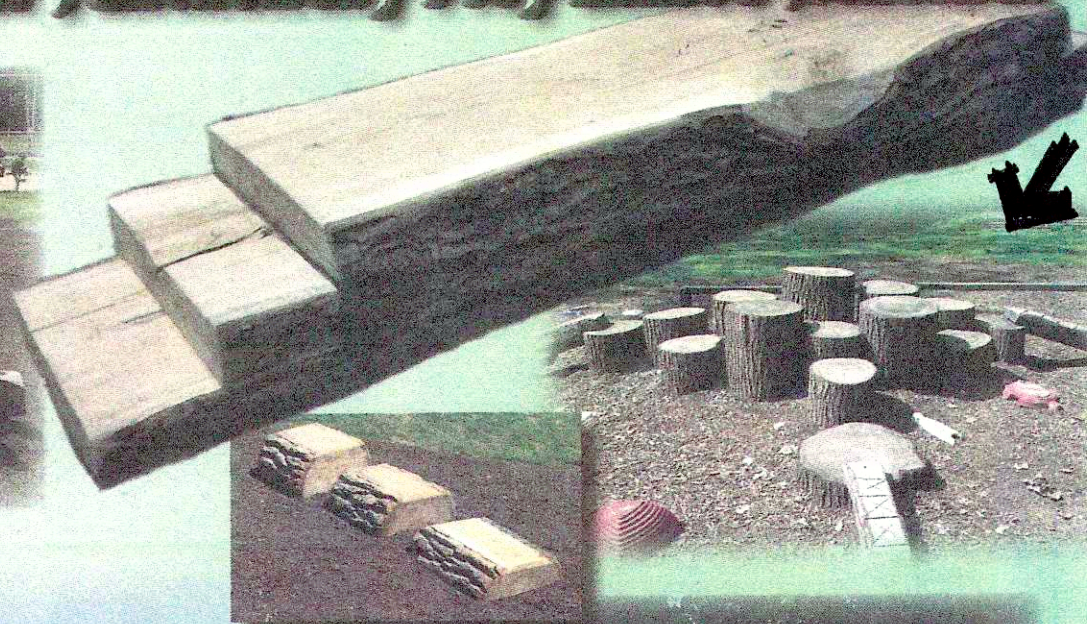
unique, one of a kind, bark on or live edge, tree play log sculptures. They add visual harmony to most landscapes, regardless of the architectural style of the surrounding structures and nature inspired adventure to the play environment.

Some of our Tree Cowboy elements are finding their way into the Adventure World as a part of Tough Mudder, Ninja Warrior, and Spartan Style Obstacle Courses. Our Tree

Cowboy brand of Adventure Style Courses bridge the gap between the Playground World and the Adventure Course World and can be designed for ages 2-5 or ages 5-12.

With our expertise in safety, children's play spaces, log and wood working capabilities, we will continue to bridge the gap between the playground world and the adventure world to develop new innovations and products for our clients.

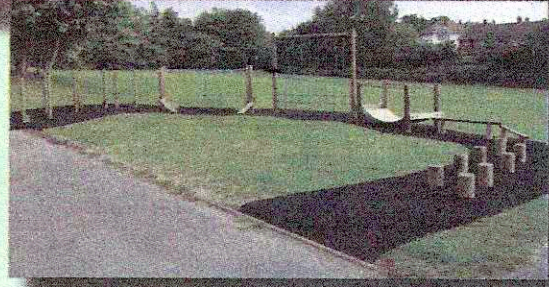
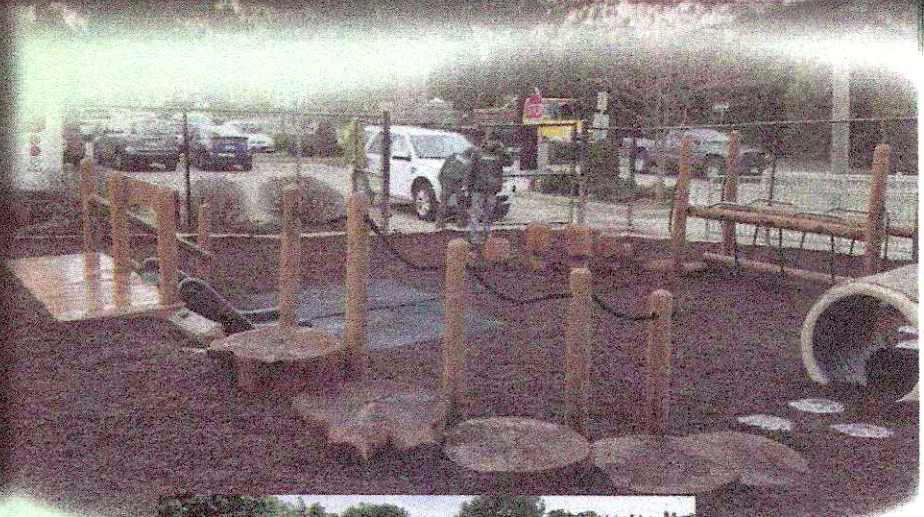
Independent or Functionally Play-Linked Activities



◆◆ SPIDER WEB CLIMBER



- Green Circle = easiest
- Blue Square = intermediate
- ◆ Black Diamond = difficult
- ◆◆ Double Black Diamond = extremely difficult



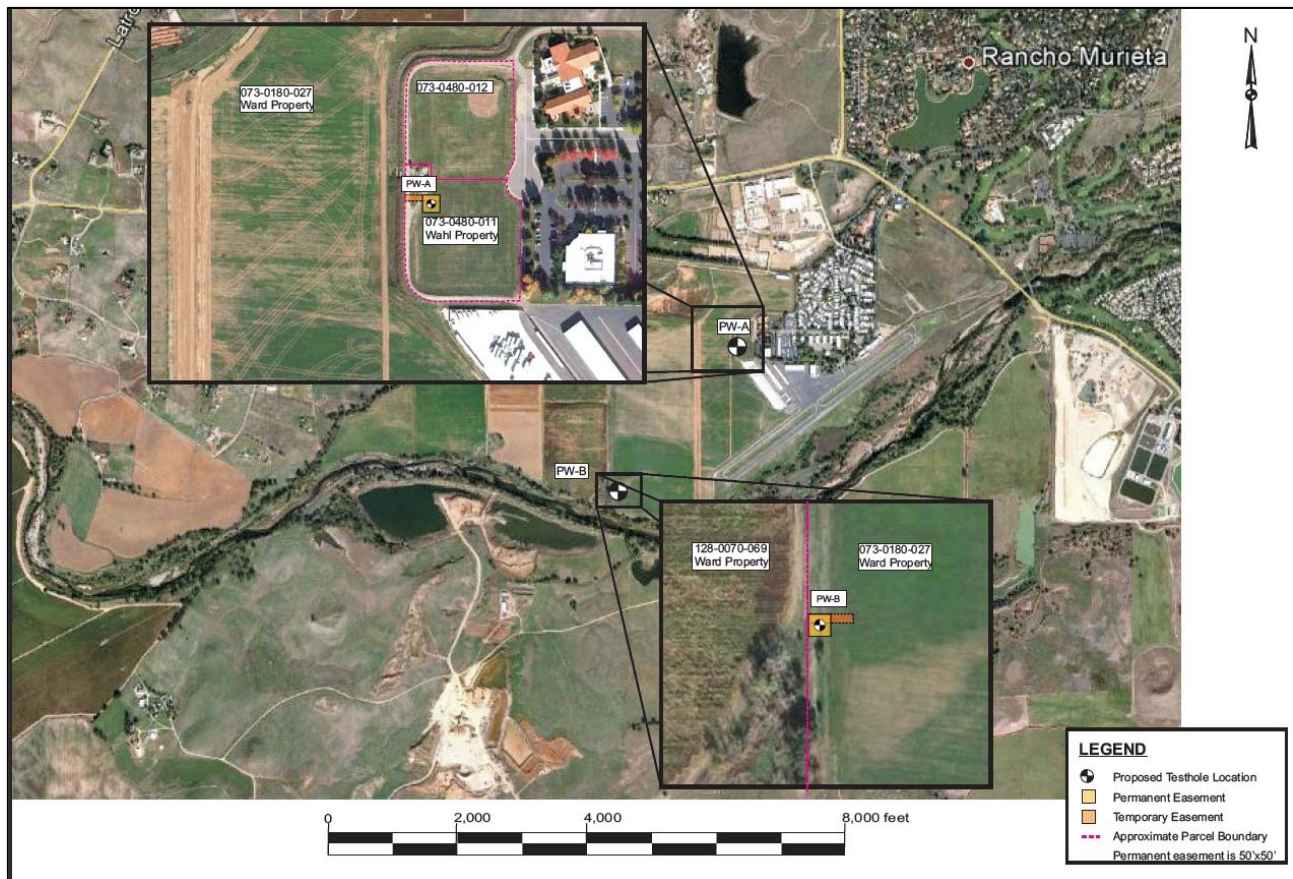
Coming soon: Portable Adventure Courses!

MEMORANDUM

Date: April 13, 2016
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Receive Updates - Augmentation Well and Solar Power Projects

AUGMENTATION WELL

WHAL Properties, the owner of the land west of Cantova Way where testhole A is located, has a potential buyer for that property. This may not be an impact to the well project if test hole B, which is located on Anderson ranch property near the river, produces enough groundwater to meet our needs. There is also the potential of relocating testhole A to the parcel north of the parcel for sale, if needed. I asked Pat Dunn, NV5, who did the original well site study, to discuss the possible swap of location for testhole A to the north property. He noted that the likelihood of finding water decreases as the site moves north within the property.



The Regional Water Authority (RWA) is expecting the Prop 84 grant to be extended through December 31, 2017. We have tentative plans to release the RFP for well drilling in April. We need

to have right of entry agreements resigned for access to the potential well sites and easement agreements before actual well drilling begins.

I am looking into the possibility of running pipe up along the CIA Ditch and into our raw water distribution line to Chesbro Reservoir rather than pumping the groundwater directly into the distribution system at Cantova Way. This could avoid any property needs within the fields at the end of Cantova Way and would avoid the cost of well head treatment if it was needed.

SOLAR PROJECTS

The Initial Study/Mitigated Negative Declaration (IS/MND) is on the agenda this month for adoption. Aspen Environmental has started nesting bird and Swainson Hawk surveys.

Currently, the site work and installation of the Solar Project arrays is set to begin on April 25, 2016 at the site next to the Wastewater Plant and May 2, 2016 next to the Water Plant.

MEMORANDUM

Date: April 14, 2016
To: Board of Directors
From: Darlene J. Thiel Gillum, General Manager
Subject: Receive Updates – Parks Committee, Development, Midge Fly Ad Hoc Committee, Escuela Gate, North Gate Use Agreement, Ribbon Cutting Ceremony/Event

PARKS COMMITTEE

Rancho Murieta Association (RMA) has provided comments to the Parks Operating Guidelines, which are being reviewed by the Parks Committee District members.

Richard Shanahan, District General Counsel, has provided me with three (3) developer fee consulting firms that may be available to conduct the Parks Fee study. I will reach out to them in the next couple of weeks to discuss our needs.

DEVELOPMENT

Parks fees for the Retreats West (22 lots) have been paid to RMA. Four (4) water permits were issued in early April for the Retreats model homes.

MIDGE FLY AD HOC COMMITTEE

The Midge Fly Ad Hoc committee has met twice, March 28, 2016 and April 11, 2016. The Committee is discussing providing a flyer to resident's affected by the midges but have not yet agreed on the flyer's content. The Committee is meeting on a bi-weekly basis.

ESCUELA GATE

Greg Vorster, RMA General Manger, reported that the RMA Board appears agreeable to a joint town hall type meeting. They have a quote for a passive entry and requested that the District provide them the pricing for a manned entry and a recommendation of hours of operation. I provided the following information to Greg in response:

Currently the cost to man both existing gates is about \$510,000; an average per gate would be \$255,000 for 24/7 manning. A quick calculation results in an average rate (all inclusive of wages and other operational expenses) of around \$29.10/hour. That does not include the cost of building the gate house and other related expenses.

The number of hours for staffing depends on how RMA and the community want the gate to be operated.

NORTH GATE USE AGREEMENT

RMA is requesting that Section 11 of the agreement, Access by Association, be modified to specify that the Association has the right to attach holiday lights to the building exterior and to install a

light for the flag pole. If the Board feels that this change is substantial then I will bring the Agreement back in May for further Board discussion and approval; otherwise I will proceed with signing the agreement as previously authorized.

RIBBON CUTTING CEREMONY/EVENT

With the finalization of the water treatment plant (WTP) acceptance test period, we have started work on the ribbon cutting ceremony again. We are still looking at June 2, 2016. I will provide details to the Communications Committee in May.

CSD's Draft Parks **Committee** Operating Guidelines

January 27, 2016

RMA staff comments in red

The purpose of the Parks Operating Guidelines is to provide a general understanding of how the Parks Committee conducts business related to the development of parks and collection of parks fees.

There are three Parks Development Agreements (PDAs) currently in place today. These agreements govern the parties' obligations in developing, funding and constructing both Neighborhood Parks and Community Parks, which are identified on the Park Facilities Matrix.

- Sept. 19, 1990 RMA, CSD, Winncrest Homes, F.N. Projects, and N.T. Hill (Rancho Murieta South)
 - Feb. 20, 1991 RMA, CSD, Rancho Murieta Properties Inc, CBC Builders, SHF Acquisitions (Rancho Murieta North)
 - June 28, 1991 RMA, CSD, PTF (Rancho Murieta North)
1. Section 5A of the PDAs establishes the Parks Committee (five members) comprised of two RMA appointees, one CSD appointee, one RMPI appointee, and one appointee from Landowners other than RMPI. Upon completion of the Community Park facilities described in Ex. D the Landowner members shall be replaced by RMA appointees. Since the PDAs are silent regarding transfer of property ownership, it is assumed that the Landowner seats on the Parks Committee are transferred to successors in interest.

The PDAs are not silent on the issue of successors in interest and they don't all say one RMPI and one non-RMPI.

Sept 19, 1990 "Two reps appointed by the landowners or their successors in interest"

Feb 20, 1991 "One rep appointed by RMPI and one rep appointed by landowners other than RMPI or their successors in interest"

Jane 28, 1991 same as Feb 20, 1991

2. The Parks Committee is responsible for the review and approval of construction plans, and the quality of the plans, for consistency with the PDAs. Inconsistent plans may be approved by the Parks Committee provided implementation of the inconsistent plans will not disrupt the overall implementation of the Parks and quality of the Park Development Plan.
3. Exhibit C of the PDAs, the Park Facilities Matrix, defines existing parks, proposed parks, physical characteristics, funding, and features/improvements. The Park Facilities Matrix will be reviewed at each Parks Meeting to reflect the current status of park projects. The Park

Facilities Matrix may be updated for relocation of parks or changes in park size upon the mutual written consent of the Parks Committee and the landowner, or its successor in interest, of the undeveloped property subject to the change. However, any such change is subject to Sacramento County approval.

Parks listed in the Parks Matrix is limited to lands subject to the existing PDAs.

4. Exhibit D of the PDAs identifies the original Park Financing Plan, which outlines the initial parks budget ~~by~~**for** Neighborhood Parks and Community Parks. Exhibit D also identifies the financial obligation of developers and RMA.
 - Landowners are responsible for financing Neighborhood Parks and Facilities.
 - RMA and Landowners are jointly responsible for financing Community Parks and Facilities.
5. Exhibit E of the PDAs identifies the pedestrian and bike trail system that is to be developed by Landowners. The locations identified in the original Exhibit E are conceptual only. The final pedestrian and bike trail configuration shall be identified on final residential maps approved by Sacramento County. In addition, any changes to Exhibit E are subject to Parks Committee consent, which shall not be unreasonably withheld.

The Parks Committee adopted an addendum to the PDAs on April 16, 2004 (new location for river crossing) and a standard for trail construction on Feb 28, 2003.

Add: The PDAs say that the developer must develop a system of pedestrian and bike trails, constructed to the standards and specifications approved by the Parks Committee, and deed the trails to RMA as separate parcels or easements

6. RMA is responsible for the collection of Park related fees (both Neighborhood and Community park fees). RMA ~~determines~~ **calculates** the annual escalation for the Park Fees per the PDAs.
7. Per the PDAs, properties that annex into RMA pay their Park Fees at the time of annexation into RMA. The Mutual Benefit Agreement addresses the payment of Park Fees for properties that do not annex into RMA, **specifically, that the fees are due and payable upon recordation of the final subdivision map for the subdivision phase.**
8. RMA will be responsible for maintaining the Park Development funds in a separately identifiable account which is audited **or reviewed** annually. Taxes on related interest income will be paid from the Park Development Fund.
9. RMA will provide detailed accounting of the Parks Development Fund, denoting cash in and cash out, taxes paid, and interest accrued for Neighborhood and Community Parks'

contributions individually and in a summary of credits approved by the Parks Committee for RMA's future obligations under the PDAs for the RMA Parks Development funds at each Parks Meeting. RMA, to meet its obligations, has the option of using credits or by remitting funds.

10. The use of Parks Development funds will be reviewed and agreed upon by majority vote of the Parks Committee effectively determining the identification and prioritization of park development for those Park Facilities identified in the Park Facilities Matrix.
- ~~11.~~ For clarification purposes, the RMA Park Development Reserve Fund is unrelated to the any fees collected pursuant to the PDAs. This Reserve Fund represents monies These funds are owned by RMA and have been collected by RMA since 2004 to fund RMA's future obligations under the PDAs. These Reserve Funds will be transferred to the Park Development Fund from time to time to satisfy RMA's obligation toward the construction of Community Parks, unless the Parks Committee has approved an 'in lieu' credit See number 9 above
12. The obligation for bridge project reimbursements, owed to the Parks Committee by Rancho Murieta North developers, of \$178,500 is memorialized in Sacramento County documentation. As development on the North progresses, the County will collect fees from the North Developer and remit payments to the RMA Park Development Reserve Fund Park Fund.
13. The PDAs expressly limit the use of Park Development Funds for the construction of Park Facilities identified on the Park Facilities Matrix. RMA provides for the maintenance of parks through separate funding sources. Maintenance issues or expenses are not under the purview of the Parks Committee nor are Parks Funds to be used for park maintenance.
14. Parks construction related items, to be funded by Parks Funds, identified by the RMA Board, the CSD Board, or the Landowner will be brought to the Parks Committee for consideration of inclusion on the Park Facilities Matrix only for properties identified in the PDAs as land subject to the agreements.

*Most of the items are language already contained in the PDAs.

BOARD GOALS 2016
04/18/16 Update

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
#1	Ensure District maintains a focus on future vision for successful delivery of services to the Rancho Murieta community					
	a. Update the 2011 Strategic Plan by January 1, 2017	2015 Carry-over	1/1/17			
#2	Successfully manage water supply to meet the Rancho Murieta community needs.					
	a. Complete water Treatment Plant Expansion Project and bring plant operational no later than March 1, 2016	2015 Carry-over	3/1/16	98%	Plant construction substantially complete – pending 30 day test period; DDW inspection 1/11/16; Test Period commenced 2/4/16; completed 4/11/16	
	b. Complete Augmentation Well Project before grant performance period ends, anticipated to be extended to June 2017	2015 Carry-over	6/1/16	30%	Test wells drilled RWA working with DWR for 1 yr extension	2 nd bid release in February 2015, did not attract any bidders; RFP planned to be re-released by end of April 2016
	c. Closely monitor number of connections as we near qualifying as an Urban Water Supplier (3,000 connections) in the next few years to ensure Urban Water Management Plan is prepared and submitted timely.	2015 Carry-over	On-going			
	d. Develop plan for submitting water right permit request to extend beyond December 2020		12/31/16			

BOARD GOALS 2016
04/18/16 Update

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
#3	Successfully manage recycled water supply to comply with Master Reclamation Permit and State regulations regarding use of reclaimed water.					
	a. Develop facility update/expansion schedule and plan accordingly; leveraging existing recycled water system. This task is currently part of Phase 1 projects submitted to Board of Reclamation for WaterSMART grant funds.	2015 Carry-over	On-going	15%	Master Reclamation Permit rec'd 12/14; Working with AECOM and developers to re-evaluate phases identified in the Title XVI Feasibility Study; application for WaterSMART 2016 funding submitted	Status of grant award – not expected until fall 2016
	b. Finalize agreement with Rancho Murieta Country Club and the property owners regarding raw and reclaimed water use and need by December 31, 2016.	2015 Carry-over	12/31/16	10%	Meeting between RMCC and CSD held on 3/24/16 to discuss reclaimed water	Impact of potential RMCC sale
	c. Develop process/ procedure for recycled water permit issuance	2015 Carry-over	1/1/17	30%	Paul created "User Reclamation Plan" for recycled water users and has coordinated partnership with EID for landscape contractor orientation; Paul and Ron attended training at EID	Recycled Water System Implementation Process (Task 5 in AECOM 8/3/15 proposal)
	d. Evaluate alternative methods of using reclaimed water such as indirect potable reuse	2015 Carry-over	3/31/16	100%	IPR letter completed	

BOARD GOALS 2016

04/18/16 Update

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
#4	Manage aging infrastructure to ensure on-going provision of services to the Rancho Murieta community					
	a. Prepare 5-year Capital Replacement Plan (water, sewer, drainage, security, and administration) based on 2015 Reserve Study, by May 15, 2016	2015 Carry-over	5/15/16	60%	On schedule for presentation at May 18 board meeting	
	b. Update long-term plan for infrastructure (water, sewer, drainage) inspection, repair or replacement.		12/31/16			
#5	Effectively Manage District Finances					
	a. Achieve cost savings through the completion of the solar power arrays at the Wastewater Treatment Plant by December 31, 2016		12/31/16	40%	IS/MND completed;	Swainson Hawk and Nesting Bird surveys – no Swainson hawks found near WTP (construction can start 4/25); signs of Swainson hawk nest near WWT site – may delay construction start for that site
	b. Seek cost savings through efficiencies gained by shared services and other opportunities with other agencies.		12/31/16	5%		Plans to discuss shared gas tank/fueling system with RMA
	c. Review 2009 Ad Hoc Governance Committee report for shared service opportunities with RMA and RMCC that have not yet been implemented.		12/31/16			
	d. Increase participation in electronic billing service by 20% before December 31, 2016 to achieve cost savings		12/31/16			
	e. Formalize Security Impact Fee Policy by April 30, 2016		4/30/16	15%	Met for preliminary policy discussion with John Sullivan, Greg Remson and Darlene Gillum on 4/4/16	Proposed policy draft for May Security Committee review

BOARD GOALS 2016

04/18/16 Update

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
	f. Complete recycled water rate study by December 31, 2016	2015 Carry-over	12/31/16			
	g. Investigate Security Tax Initiative for increase cap on Security Tax escalation for November 2016 General Election Ballots.	2015 Carry-over	5/31/16			
	h. Address RMA financial obligation for water permit fees and related charges		12/31/16			
#6	Provide Security Services to the community at a level that meets community needs and expectations					
	a. Develop long term Security Master Plan by December 31, 2016 to address how to effectively provide security services as the Rancho Murieta community grows in development of residential and commercial properties.	2015 Carry-over	12/31/16			
	a-1 Evaluate strategy to improve/change public perception of Security to a positive experience.		12/31/16			
	b. Complete Security Surveillance Camera Policy by May 31, 2016		5/31/16			Discussed need with four Security Consulting firms in March 2016
	c. Formulate plan for use and operation of Escuela Gate, both long term and short term, with RMA by July 1, 2016		7/1/16	10%	Chief Remson and Darlene Gillum met with RMA GM, Greg Vorster, on 1/12/16 to discuss planned use of Escuela Gate. RMA board proposing a passive gate with 4 gate arms, 2 license plate readers, and 2 intercoms; open for 12 hours during daytime.	CSD and RMA considering town hall meeting format, Darlene provided rough cost estimate for a single gate operation to RMA on 4/14/16

BOARD GOALS 2016

04/18/16 Update

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
#7	Provide solid waste services to the community at a level that meets community needs and expectations					
	a. Research providing commercial solid waste collection and disposal services through contract with California Waste Recovery Systems by May 31, 2016	2015 Carry-over	5/31/16	100% 2/12/16	Initial contact made with CWRS - next step is to conduct rate comparison Telecon with Jack Fiori on 2/12/16 confirmed that CWRS is already in contact with RM commercial entities (nothing further for CSD to do)	
	b. Research and evaluate feasibility of organic waste/compost project by July 1, 2016.		7/1/16	60%	Jack Fiori will present update to Board with annual diversion report in April. RM does not currently have enough food waste to implement a collection program.	Potential to receive food waste to generate power through digesters and sell back into the power grid (Manteca currently pursuing)
#8	Effectively monitor and manage development impacts to the provision of District services					
	a. Successfully complete the Operating Agreement regarding the Parks Committee and each entity's role and responsibility by March 31, 2016	2015 Carry-over	3/31/16	60%	Draft Operating Guidelines prepared 1/27/16	RMA comments received 4/12/16
	b. Monitor and participate in the County planning process for the Rancho Murieta North proposed development projects representing and protecting the District's interests and responsibilities.		On-going			
	c. Keep community informed of the planning process as it relates to the Rancho Murieta North proposed development and District involvement		On-going			

BOARD GOALS 2016

04/18/16 Update

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
#9	Maintain community relationships by effective communication and responding to the needs of the community					
	a. Conduct community outreach events on various District services throughout the year (target quarterly but no less than semi-annual events)		12/31/16			
	b. Address community concerns of midge fly nuisance (especially around Laguna Joaquin) before next hatching season (May 1, 2016)		5/1/16	50%	Midge Fly adhoc committee formed by RMA, Betty F. and Paul S. appointed to committee on 2/17 Committee has meets bi-weekly and has a draft flyer prepared for distribution.	Respective boards to receive update from Ad Hoc committee representatives in April
	c. Water Treatment Plant Expansion Project publicity event/ announcement in March or April 2016		4/30/16	50%	Draft memo of plans/ideas sent to Board on 2/12/16. Event tentatively scheduled for June 2	Conference call with Elmet's Communications on 4/18/16; plans to mail event invitations in early May
	d. Publish information regarding Augmentation Well Project purpose and plans by February 28, 2016		2/28/16	100% 4/7/16	FAQs published to the District web site 4/7/16	
	e. Communicate with the community in lay-person terminology (i.e., translate technical information in understandable terminology)		On-going			
	f. Review potential of televising District Board meetings.		12/31/16			
	g. Launch new and improved District website by March 31, 2016, continue evaluation of social media use and benefit	2015 Carry-over	3/31/16	100%	Suzanne attending classes and developing ideas for use at District New website launched 2/1/16	Suzanne looking into other website development programs. Researching Facebook page

BOARD GOALS 2016
04/18/16 Update

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
	h. Develop strategy to improve timeliness of District response to resident communications		12/31/16			
#10	Foster a working environment that develops employee strengths, encourages employee growth, and makes the district a highly desired place of employment.					
	a. Seek out training and education opportunities for employees		12/31/16		Supervisor training for Sgt Scarzella (Feb 2016) Communication seminar for Sgt Scarzella (Feb 2016)	
	b. Value employees' ideas and suggestions regarding District processes and procedures. Encourage employee participating to provide their ideas to management		On-going			

Color Key: **Goal** **Objective**

CONFERENCE/EDUCATION SCHEDULE

Date: April 11, 2016
To: Board of Directors
From: Suzanne Lindenfeld, District Secretary
Subject: Review Upcoming Conference/Education Opportunities

This report is prepared in order to notify Directors of upcoming educational opportunities. Directors interested in attending specific events or conferences should contact me to confirm attendance for reservation purposes. The Board will discuss any requests from Board members desiring to attend upcoming conferences and approve those requests as deemed appropriate.

Board members must provide brief reports on meetings that they have attended at the District's expense. (AB 1234).

The upcoming conferences/educational opportunities include the following:

CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA)

Special District's Legislative Days	May 17-18, 2016	Sacramento
General Manager Leadership	June 12-14, 2016	Lake Tahoe
Special District Leadership Academy	July 10-13, 2016	Napa Valley

GOLDEN STATE RISK MANAGEMENT ASSOCIATION (GSRMA)

No Information Currently Available on Upcoming Conferences.

ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)

ACWA 2016 Spring Conference & Exhibition	May 3 - 6, 2016	Monterey
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